



**UNIVERSITY OF NUEVA CACERES**  
**INVITATION TO BID**  
**Forms**  
**UNC BIDS AND AWARDS COMMITTEE**

Doc. Control No.:  
 UNC-FM-PC-06

*BID.SER.6.24#50*

**SUBJECT: Public Bidding for the Procurement of Janitorial Services 2024-25**

**DATE: 02 DECEMBER 2024**

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1. The UNC now invites interested bidders for the Janitorial Services 2024-25. The proposed Janitorial Services shall be for a period of one (1) year, to commence **on February 01, 2025 up to January 31, 2026**. The University shall have the option to renew the contract for another year up to a maximum of three (3) years subject to performance evaluation on the ninth (9<sup>th</sup>) month and Conditions of Contract.

LOT NO.	NAME OF PROJECT	ABC	BID DOCS FEE
1	<b>Public Bidding for the Procurement of Janitorial Services 2023</b>	<b>7,088,000.00</b>	<b>P2,500.00</b>

2. Interested Bidders must have completed similar contracts/projects in the amount not lower than the Approved Budget for the Contract (ABC) for the last five (5) years from the date of submission and receipt of bids.
3. Interested bidders may secure a copy of the Bid Documents from the address/e-mail below starting December 9, 2024, until December 14, 2024, before the start of pre-bid conference, and upon payment of non-refundable corresponding fee for Bidding Documents. Please pay to the University Treasurer’s Office or through the bank with the following details, **University of Nueva Caceres, China Bank - Naga Branch Account No. 262-083911-2**. Please send proof of payment for verification and validation purposes.
4. UNC will hold a Pre-bid conference on **December 14, 2024, 10:30 AM at the UNC PEP Classroom Rm. AMS107, AMS Building.**
5. Submission of Bid Proposal must be duly received on or before **12:00 PM of December 20, 2024** and shall immediately be followed by the Opening of Bid at **1:30 PM at the UNC PEP Classroom Rm. AMS107, AMS Building.**



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6. UNC reserves the right to reject any and all bids, declare a failure of bidding or not award the contract at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

7. For further information, please call the BAC Secretariat c/o;

**AR. JOHN FRANCIS F. REALUBIT**  
OVPAAS, AMS 105, AMS Building  
Tel. No. 054 206 1850  
CP. No. 09256641455  
Email: BAC@unc.edu.ph

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**ENGR. LEON B. PALMIANO IV**  
VPAAS/UNC-BAC Chairman,  
University of Nueva Caceres