



INVITATION TO BID FOR

Procurement of one (1) year Third-Party Security Services for All UCPB Savings Offices and Branches in NCR and Luzon Areas

The **UCPB Savings Bank Inc.**, through the *Corporate Budget FY 2025* intends to apply the sum of Thirty-Three Million Pesos Only (PHP 33,000,000.00) being the ABC to payments under the contract for each *Procurement of one (1) year Third-Party Security Services for All UCPB Savings Offices and Branches in NCR and Luzon Areas*. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

1. The **UCPB Savings Bank, Inc.** now invites bids for the above Procurement Project. Delivery of the Service is required by *April 1, 2025 to March 31, 2026*. Bidders should have completed, within *five (5) years* from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
2. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
 - a. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
3. Prospective Bidders may obtain further information from **UCPB Savings, Inc. (UCPBS)** and inspect the Bidding Documents at the address given below during office hours from 8:00am to 4:00pm.
4. A complete set of Bidding Documents may be acquired by interested Bidders on *February 21, 2025 to March 17, 2025* from the given address and website(s) below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of: Twenty-Five Thousand pesos (PHP 25,000.00)*

Instructions to bidders on payment of bid documents:

- a. The payment for the Bid Documents shall be limited to Cash or Manager’s/ Cashier’s Check payable to UCPB Savings. Personal checks shall not be accepted.
- b. The Bidder is required to enclose the cover page of this Invitation to Bid (ITB) in order to properly determine which bid document, the bidder is paying for.
- c. It may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that

the Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

5. The *UCPB Savings (UCPBS)* will hold a Pre-Bid Conference¹ on *March 3, 2025 at 1:30pm*, which shall be open to prospective bidders.
6. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address indicated below, on or before *March 17, 2025 on or before 11:30am* Late bids shall not be accepted.
7. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
8. Bid opening shall be on *March 17, 2025 at 1:30PM* Bids will be opened in the presence of the bidders' representatives who choose to attend the activity physically or via MS-Teams.
9. The ***UCPB Savings Bank, Inc.*** 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 in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

CHRISTOPHER L. SUNTAY

BAC Secretariat

UCPB Savings, Inc.

7th Floor, Robinsons Cybergate Magnolia

Aurora Blvd corner Doña Hemady Street


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[Date of Issue]


Mr. Dante R. Cortez
BAC Chairperson
UCPB Savings, Inc.