

Republic of the Philippines  
Province of Pampanga  
**CITY OF SAN FERNANDO**  
**OFFICE OF THE BIDS AND AWARDS COMMITTEE**

**Invitation to Bid for the Contract of Service for the maintenance of plants and trees along JASA, Tourism Road and City Central MRF (former CTS) for the period of July to December 2020 in the City of San Fernando, Pampanga**

The City Government of San Fernando, Pampanga, through the **General Fund 2020** intends to apply the sum of **ONE MILLION FOUR HUNDRED THIRTY THREE THOUSAND EIGHT HUNDRED PESOS ONLY (P1,433,800.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **S5-20-1420**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The City Government of San Fernando, Pampanga now invites bids for the **Contract of Service for the maintenance of plants and trees along JASA, Tourism Road and City Central MRF (former CTS) for the period of July to December 2020 in the City of San Fernando, Pampanga**. Delivery of the Services is required within **Thirty (30) days** upon receipt of Notice to Proceed (NTP). Bidders should have completed, within two (2) 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. Instruction to Bidders.

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 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act".

Interested bidders may obtain further information from the City Government of San Fernando, Pampanga and inspect the Bidding Documents at the address given below during 8:00 a.m. to 5:00 p.m.

A complete set of Bidding Documents may be acquired by interested Bidders on **JULY 14, 2020 (TUESDAY) until 1:00 p.m. of AUGUST 04, 2020 (TUESDAY)** from the address below and upon payment of the applicable fee for the Bidding Documents in the amount of **FIVE THOUSAND PESOS ONLY (P5,000.00)**.

The City Government of San Fernando, Pampanga will hold a Pre-Bid Conference on **JULY 21, 2020 (TUESDAY) 3:00 p.m.** at **CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**, which shall be open to prospective bidders.

Bids must be duly received by the BAC Secretariat at the address below on or before **1:00 p.m. of AUGUST 04, 2020 (TUESDAY) at CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in Instruction to Bidders (ITB) Clause 18.

Bid opening shall be on **AUGUST 04, 2020 (TUESDAY) 2:00 p.m. at CGSO Building, New Public Market, Del Pilar, City of San Fernando, Pampanga**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

The City Government of San Fernando 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

**JENNY B. GONZALES**  
Head, BAC Secretariat  
CGSO Building, New Public Market, Del Pilar,  
City of San Fernando, Pampanga  
(045) 961-4121  
[cgsoprocurementsection@gmail.com](mailto:cgsoprocurementsection@gmail.com)

Approved by:

**ENGR. MICHAEL N. QUIZON, JR.**  
BAC Chairman

**REQUIREMENTS IN THE ISSUANCE OF BIDDING DOCUMENTS**

1. Downloaded copy from PhilGEPS of the **Invitation to Bid** (for Goods and Services and Infrastructure Projects) or **Request for Expression of Interest** (for Consulting Services)
2. Accomplished Information Sheet
3. Duly Notarized Authorization Letter (if representative)
4. Certified True Copy of PCAB License (for infrastructure projects only)
5. Photocopy of Two (2) Valid ID's.

**MAINTENANCE OF PLANTS ALONG JOSE ABAD SANTOS AVENUE CENTER ISLAND,  
AQUINO BYWAY/TOURISM ROAD AND CENTRAL MRF (Former City Transfer Station)**

**TERMS OF REFERENCE**

**I. RATIONALE:**

One of the programs of the City Government is Urban Greening wherein greening developments in the City are laid to improve its aesthetic view and to combat global warming. To date we have already developed three areas, the Aquino By-way (Tourism Road) which was planted with medium-sized trees (shrubs), another one is the Jose Abad Santos Avenue (JASA) Center Island planted with different ornamental plants, and the most recent is the greening of the Central MRF (former City Transfer Station). To ensure the sustainability of these three projects we need to have continuous nurturing, maintenance and monitoring of the trees planted.

**II. OBJECTIVES:**

- a.) To maintain care quality of plants.
- b.) To sustain consistent routine on maintenance.
- c.) To have cost-effective solutions.

**III. SCOPE AND COVERAGE OF SERVICE:**

Regular monitoring and maintenance of trees for July to December 2020 will be undertaken by the contractor/3<sup>rd</sup> party with the assistance of the City Environment and Natural Resources Office. The service to be provided includes watering of plants, cutting/removal of unwanted grass, pest control and fertilization. The third party will also be responsible for the replacement of dead plants caused by poor maintenance or negligence of duties. A monthly accomplishment report shall be submitted to the City Environment and Natural Resources Office wherein activities done by the contractor each month can be easily monitored.

Prepared by:



**JULIUZAR V. PASION**  
EMS II

Noted by:



**MARIA REGINA N. RODRIGUEZ**  
OIC-CENRO