



## MEMORANDUM

25 April 2025

TO : **ALL PROSPECTIVE BIDDERS**

SUBJECT : **BID BULLETIN NO. 1**

FOR : **REBIDDING FOR THE PROVISION OF JANITORIAL SERVICES IN THE LAND REGISTRATION AUTHORITY AND ITS REGISTRIES OF DEEDS NATIONWIDE FOR FY 2025**

This Bid Bulletin is hereby issued for the information and guidance of all prospective bidders, and for inclusion in the Bid Proposal to be submitted to the LRA-BAC for Non-Infrastructure (LRA-BAC Non-Infra) for the **REBIDDING FOR THE PROVISION OF JANITORIAL SERVICES IN THE LAND REGISTRATION AUTHORITY AND ITS REGISTRIES OF DEEDS NATIONWIDE FOR FY 2025**.

These changes, revisions, modifications, or clarifications shall become an integral part of both the Contract and Bidding Documents, and shall be taken into account in the submission of sealed proposals.

**I. The issues and concerns raised by the prospective bidders are as follows:**

**One Merit Global Janitorial Services Inc.**

1. Is the rate for skilled workers the same as that of regular janitors?

**ANSWER: Yes, the rate for skilled workers is the same as that of regular janitors.**

2. Are skilled workers to be deployed exclusively at the LRA Central Office?

**ANSWER: Yes, the deployment of skilled workers is intended solely for the LRA Central Office.**

3. Are the supplies listed in Annex B Schedule of Supplies and Equipment intended solely for the LRA Central Office?

**ANSWER: Yes, the supplies listed in Annex B are intended for the LRA Central Office. However, for the Registries of Deeds (RDs) nationwide, it is at the discretion of the bidder to determine the appropriate quantity of supplies to be allocated, provided that the basic cleaning supplies and materials are included.**

4. Is the 10% Administrative Fee the minimum allowable rate?

**ANSWER: No. The Land Registration Authority adheres to Section 31, Rule IX of Republic Act No. 9184 and its Implementing Rules and**



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**Regulations (IRR), which state that: “There shall be no lower limit or floor on the amount of the award.”**

5. Is the Alpha List of employee contributions required to be attached to the submission of the required SSS, PhilHealth, and Pag-IBIG receipts?

**ANSWER: No, the Alpha Lists of employee contributions are not required during bid opening but must be made available during the Post-Qualification stage.**

#### **D'Triumph Cleaners**

1. Is the submission of SSS, PhilHealth, Pag-IBIG, and DOLE certificates required during the opening of bids?

**ANSWER: Yes, the submission of Certificates of Membership and proof of the latest three (3) months of contributions—specifically for January, February, and March 2025—for SSS, PhilHealth, and PAG-IBIG are required during the opening of bids. These documents, along with the corresponding official receipts, must be attached to the last page of the Financial Component. However, the Alpha Lists of employee contributions are not required during bid opening but must be made available during the Post-Qualification stage. Submission of a DOLE-related certificate is not specifically required unless otherwise indicated in other parts of the bidding documents.**

2. Are we required to submit only the list of ongoing projects, or should it be accompanied by supporting documents?

**ANSWER: Yes, the list of ongoing projects must be accompanied by supporting documents, such as the Notice(s) of Award and corresponding contract(s), if available.**

#### **CMPT Manpower Services**

1. How many copies of the bid documents are required to be submitted?

**ANSWER: Each Bidder shall submit one copy of the first and second components of its Bid.**

## **II. LRA-BAC Non-Infra Reminders:**

Reminder on the statement on compliance - **A statement not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the bid under evaluation liable for rejection.**

End of Bid Bulletin No. 1 [REBIDDING FOR THE PROVISION OF JANITORIAL SERVICES IN THE LAND REGISTRATION AUTHORITY AND ITS REGISTRIES OF DEEDS NATIONWIDE FOR FY 2025]

  
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Chairperson, LRA-BAC for Non-Infrastructure