



REPUBLIC OF THE PHILIPPINES  
NATIONAL HOME MORTGAGE FINANCE CORPORATION  
4/F Filomena Building III, 104 Amorsolo Street, Legaspi Village, Makati City  
Telephone No. 893-15-01 local 367 or 378

## INVITATION TO BID

The National Home Mortgage Finance Corporation (NHMFC) through its Bids and Awards Committee (BAC) invites all interested parties to bid for the hereunder contract:

Name of Project	Approved Budget for the Contract (ABC) (Corporate Fund)	Non-Refundable Fee
Procurement of Manpower Services (Technical and Administrative Support) for NHMFC for CY 2018-2019	P40.00 Million (inclusive of applicable taxes)	Php 20,000.00

The Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criteria as specified in R.A. 9184 and its IRR, otherwise known as the Government Procurement Reform Act.

All particulars relative to Eligibility Statement and Screening, Bid Security, Performance Security, Pre-Bid Conference, Evaluation of Bids, Post-Qualification and Award of Contract shall be governed by the pertinent provisions of R.A. 9184 otherwise known as “Government Procurement Reform Act” and its Implementing Rules and Regulations (IRR). The schedule of activities is listed, as follows:

ACTIVITIES	DATE/TIME/PLACE
Issuance of Bidding Documents/Terms of Reference	25 September – 15 October 2018 (8:30AM to 4:30PM, 4 <sup>th</sup> Floor - NHMFC - BAC Secretariat)
Pre-Bid Conference	03 October 2018 (10 AM, NHMFC)
Submission and Opening of Sealed Bids	16 October 2018 (10 AM, NHMFC)

The Terms of Reference/bidding documents will be available to interested bidders upon payment of a non-refundable amount of **P20,000.00** through our BAC Secretariat. The said bidding documents may be obtained from the BAC Secretariat at the address given above. It may also be downloaded free of charge from the PhilGEPS and NHMFC websites, provided that Bidders shall pay the applicable fee for the bidding documents not later than the submission of their bids. Bids received in excess of the ABC shall be automatically rejected at bid opening.

All bids must be accompanied by a Bid Security in any of the acceptable forms and in the amount stated in the Instruction to Bidders. **Late Bids shall not be accepted.**

NHMFC reserves the right to accept or reject any Bid, to annul the bidding process and to reject all Bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or Bidders.

All prospective bidders shall have no pending or previous adversarial claim against NHMFC before any judicial or quasi-judicial body or any other tribunal or agency.

**LOURDES C. BACANI**

Chairperson, Bids and Awards Committee