



Request for Expression of Interest

CONSULTING SERVICES FOR A FULL BUILDING ASSESSMENT, PREPARATION OF DETAILED ARCHITECTURAL AND ENGINEERING PLANS, PROVISION OF TECHNICAL SUPPORT IN THE PROCUREMENT OF A RETROFITTING CONTRACTOR AND CONSTRUCTION PROJECT MANAGEMENT CONSULTANT, GENERAL MONITORING DURING CONSTRUCTION, AND CERTIFY COMPLIANCE TO THE NSCP OF THE ATRIUM OF MAKATI CONDOMINIUM CORPORATION (AMCC) BUILDING

BID REFERENCE NO. GPG-B1-2020-440

APPROVED BUDGET FOR THE CONTRACT: ₱8,700,000.00

1. The **Philippine International Trading Corporation (PITC)** and the **Atrium of Makati Condominium Corporation (AMCC)** intend to apply the sum of **PESOS: Eight Million Seven Hundred Thousand & 00/100 (₱8,700,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the *CONSULTING SERVICES FOR A FULL BUILDING ASSESSMENT, PREPARATION OF DETAILED ARCHITECTURAL AND ENGINEERING PLANS, PROVISION OF TECHNICAL SUPPORT IN THE PROCUREMENT OF A RETROFITTING CONTRACTOR AND CONSTRUCTION PROJECT MANAGEMENT CONSULTANT, GENERAL MONITORING DURING CONSTRUCTION, AND CERTIFY COMPLIANCE TO THE NSCP OF THE ATRIUM OF MAKATI CONDOMINIUM CORPORATION (AMCC) BUILDING.*

Description	TOTAL ABC (₱) (VAT Inclusive)	Funding Source	Bid Security* in any of the following forms:	Cost/Price of Bid Documents (cash / cash deposit only) (₱)
CONSULTING SERVICES FOR A FULL BUILDING ASSESSMENT, PREPARATION OF DETAILED ARCHITECTURAL AND ENGINEERING PLANS, PROVISION OF TECHNICAL SUPPORT IN THE PROCUREMENT OF A RETROFITTING CONTRACTOR AND CONSTRUCTION PROJECT MANAGEMENT CONSULTANT, GENERAL MONITORING DURING CONSTRUCTION, AND CERTIFY COMPLIANCE TO THE NSCP OF THE ATRIUM OF MAKATI CONDOMINIUM CORPORATION (AMCC) BUILDING	8,700,000.00	PITC Collection Receipt No. 0888 dated 09 September 2019 and Collection Receipt No. 1178 dated 31 January 2020	<ul style="list-style-type: none">• Bid Securing Declaration• Cash or Cashier's/ Manager's Check* equivalent to at least 2% of the ABC• Bank Guarantee/ Bank Draft or Irrevocable Letter of Credit to at least 2% of the ABC*• Surety bond callable upon demand to at least 5% of the ABC**	8,700.00

*Must be issued by a Local Universal or Local Commercial Bank.

**Must be callable upon demand issued by a Surety or Insurance Company duly certified by the Insurance Commission as authorized to issue such bond.

2. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.

3. **PITC** and **AMCC** now calls Consulting Firms for the Submission of Expression of Interest and Eligibility Documents for the *CONSULTING SERVICES FOR A FULL BUILDING ASSESSMENT, PREPARATION OF DETAILED ARCHITECTURAL AND ENGINEERING PLANS, PROVISION OF TECHNICAL SUPPORT IN THE PROCUREMENT OF A RETROFITTING CONTRACTOR AND CONSTRUCTION PROJECT MANAGEMENT CONSULTANT, GENERAL MONITORING DURING CONSTRUCTION, AND CERTIFY COMPLIANCE TO THE NSCP OF THE ATRIUM OF MAKATI CONDOMINIUM CORPORATION (AMCC) BUILDING*. Applications for eligibility will be evaluated based on a non-discretionary “pass/fail” criterion.
4. Bidding is restricted to Filipino citizen/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.
5. Prospective bidders must have completed within the last ten (10) years a contract of similar nature.

“Similar nature” shall mean **projects which involve at least two of the following: a) full assessment of buildings, b) preparation of structural retrofitting plans, c) preparation of detailed architectural and engineering plans, and d) preparation of bidding documents.**

6. Bidding activities timelines are scheduled as follows:

	ACTIVITIES	TIME	VENUE
1.	Posting of Request for Expression of Interest	starting 18 August 2020, Tuesday	NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City
2.	Preliminary Conference	August 25, 2020 (Tuesday), 3:00PM	Via Video Conference**
3.	Submission of Expression of Interest and Eligibility Documents*	On or before September 10, 2020 (Thursday), 3:00 PM*	3/F, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City
	Opening of Expression of Interest and Eligibility Documents	September 10, 2020 (Thursday), 3:00 PM	Via Video Conference**
4.	Pre-Bid Conference for Shortlisted Bidders (Open only to short listed bidders)	September 24, 2020 (Thursday), 3:00 PM	Via Video Conference**
5.	Submission of Technical and Financial Bid (Open only to short listed bidders)	On or before October 13, 2020 (Tuesday), 3:00 PM*	3/F, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City
	Opening of Technical and Financial Bid (Open only to short listed bidders)	October 13, 2020 (Tuesday), 3:00 PM	Via Video Conference**
6.	Oral Presentation of the Methodology and Work Plan of the Shortlisted Bidder (Open only to short listed bidders)	October 20, 2020 (Tuesday), 3:00 PM	Via Video Conference**

**Late Bids shall not be accepted (Philippine Standard Time (PST))*

***Only Two (2) representatives per bidder shall be allowed to participate in the Zoom Conference.*

In line with the precautionary health measures being adopted by the agency, interested bidders may join the **Preliminary Conference** via video conference (Zoom) and advised to send their request for Zoom Link Password to the **bac1secretariat@pitc1973.onmicrosoft.com** with the following information together with proof of identity of the attendee **a day before** the scheduled conference.

Name of Project	
Bid Reference No.	
Activity	
Company Name	
Address	
Name of Representative [maximum of two (2)]	
Contact Nos.	
Email Address	
Scanned or Photo of Proof of Identity (please attached)	

For the **Pre-Bid Conference**, Short Listed bidders are encouraged to send their authorized technical representatives or personnel who are familiar with the bid requirements and who will prepare the documents for the bidder. Only the **pre-registered** representatives/personnel/s shall be allowed to attend during zoom meeting.

For the **Submission of Expression of Interest and Eligibility Documents and Submission of Technical Documents and Financial Bid** may be done manually at **PITC, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City on or before the scheduled conference (Please refer to the above scheduled bidding activities)**. However, the Opening of Bids shall be conducted via Zoom video conference.

- The complete set of Bidding Documents may be acquired by interested bidders from Monday to Friday between 9:00AM to 2:00PM upon payment of a non-refundable fee as indicated above and look for the following BAC Secretariat:

Monday	Jane Arcilla / Veronica Morales
Tuesday	Veronica Morales
Wednesday	Jane Arcilla / Veronica Morales
Thursday	Irissa Ordillano
Friday	Irissa Ordillano

It may be also downloaded free of charge from the website of the PhilGEPS and the PITC website. However, only those who have paid the cost of Bidding Documents at least one (1) day before the submission of their bids will be allowed to bid.

Bidders may pay for the cost of Bidding Documents thru any of the following modes of payment:

1) Cash Payment

PITC Cashier will be available from Tuesday to Thursday between 10:00 AM to 2:00 PM;
OR

2) Cash Deposit

Interested Bidders may send a request letter for Bank Details to the BAC Secretariat c/o Ma. Theresa Elima at myette.elima@pitc1973.onmicrosoft.com. Thereafter, proof of payment must be emailed back to the BAC Secretariat.

6. Interested bidders may obtain further information from the BAC Secretariat by sending their queries via e-mail at chairbac1@pitc.gov.ph starting **18 August 2020**. However, any queries relative to the contents of the bid documents and the project requirements can only be made by suppliers not later than ten (10) calendar days prior to the Submission and Opening of Bids.
7. The BAC shall draw up the short list of consultants from those who have submitted Expression of Interest and Eligibility Documents and have been determined as eligible in accordance with the provisions of Republic Act 9184 (RA 9184), otherwise known as the “Government Procurement Reform Act”, and its Implementing Rules and Regulations (IRR). Only the **top five (5) Consultants with a rating of at least seventy (70) points** will be invited to submit their technical and financial proposal. Details of the rating scheme for shortlisting shall be as follows:

CRITERIA	POINTS
a. Applicable Experience of the Firm <ul style="list-style-type: none"> i. Years in Business; and ii. Previous engagements in similar projects 	50%
b. Qualification of the Key Personnel of the Firm <ul style="list-style-type: none"> i. Highest educational attainment. ii. Number of relevant trainings attended; and iii. Total related work experience <ul style="list-style-type: none"> • Years of Professional Experience; and • Number of Projects of similar nature to the project being procured 	30%
a. Current Workload relative to Capacity	20%
TOTAL POINTS	100%

8. A notice of Eligibility and Shortlisting indicating therein the schedule for the submission of Technical and Financial Documents shall be issued.

9. Technical Documents of **Shortlisted Bidders** shall be evaluated based on the **Quality Cost Based Evaluation/Selection (QCBE/S)** using the following formula:

A. Technical Proposal (85%)

CRITERIA	POINTS
a. Quality of Personnel to be assigned to the Project	50%
b. Experience and Capability of the Consultant	30%
c. Plan of Approach and Methodology	20%
TOTAL POINTS	100%

B. Financial Proposal (15%)

- a. The lowest financial proposal gets a financial score of 100 points;
 - b. The scores of the other bidders will be computed using the formula $S_f = 100 \times FI/F$. Where S_f is the financial score, FI is the lowest financial proposal, and F is the financial proposal under consideration.
10. The Procuring Entity shall evaluate bids using the **Quality Cost Based Evaluation/Selection (QCBE/S)**. The Procuring Entity shall indicate the weights to be allocated for the Technical and Financial Proposals. The criteria and rating system for the evaluation of bids shall be provided to short-listed bidders.
11. The project must be completed within **five hundred seventy-seven (577) calendar days** which shall commence from receipt of the Notice to Proceed (NTP) and end upon issuance by the Consultant of the Certification of the AMCC Building to AMCC.

STAGE	COMPLETION PERIOD
Inception	Within seven (7) calendar days from the receipt of the Notice to Proceed (NTP)
1 – Full Assessment	Within sixty (60) calendar days from receipt of Notice to Proceed (NTP).
2 – Design and Documentation	DED, detailed cost estimates, and technical specifications for the Structural Retrofitting of the AMCC Building including Bidding Documents- Within thirty (30) calendar days from the approval of Comprehensive Structural Assessment Report DAED, detailed cost estimates, and technical specifications for utilities and architectural shall be submitted within One Hundred Twenty (120) calendar days from the approval of deliverables in (stage 1) Assessment Report.
3 – Support Services during Procurement of the Contractor and the Construction Project Management	Within ninety (90) calendar days or upon signing of the Contract between PITC and the Contractor, and between PITC and the Construction Project Management
4 – Support Services during the Implementation of Structural Retrofitting	Within three hundred sixty (360) calendar days or upon the issuance of Final Inspection and Acceptance of the Retrofitted AMCC Building from the Contractor
5 – Re-Assessment and Certification	Within thirty (30) calendar days or upon issuance of Certification

12. PITC reserves the right to accept or 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 2016 Revised IRR, without thereby incurring any liability to the affected bidder or bidders.

(SGD)PITC, Bids & Awards Committee I

*Posting of Request for Expression of Interest and Bidding Documents on **18 August 2020**
@ PhilGEPS, PITC Bulletin Board and PITC Website www.pitc.gov.ph*