



BIDS AND AWARDS COMMITTEE I

Supplemental/Bid Bulletin No. 1

**CONSULTING SERVICES FOR THE DETAILED ARCHITECTURAL AND ENGINEERING
DESIGN FOR THE UNIVERSITY OF THE PHILIPPINES MINDANAO CSM RESEARCH
DEVELOPMENT AND EXTENSION BUILDING**

Bid Ref. No. GPG-B1-2019-233

This **Supplemental/Bid Bulletin No. 1** is being issued to further clarify, modify and amend the provisions in the Bidding Documents and in response to query from prospective bidders for the aforementioned project.

AMENDMENTS TO THE BIDDING DOCUMENTS:

FROM	TO
Section III. Bid Data Sheet	
Under Clause 12.1 (b) Technical Documents	
(vii) Statement of Single Largest Completed Contract of "Similar Nature" (as defined in the bidding documents) (Annex I-C).	(vii) Statement of Single Largest Completed Contract of "Similar Nature" (as defined in the bidding documents) (Revised Annex I-C).
Section VI. Bidding Forms	
Annex I-C Statement of Single Largest Completed Contract of Similar Nature "Similar nature" shall mean Detailed Architectural and Engineering Design for Track and Field Oval and Stadium.	Revised Annex I-C Statement of Single Largest Completed Contract of Similar Nature " Similar nature " shall mean Detailed Architectural and Engineering Design for Laboratory .

Bidders are advised to use and submit **Revised Annex I-C**, together with other required documents for the bid opening on **20 June 2019, Thursday at 10:00 AM**. Please use the Revised Checklist of Requirements as reference.

This **Supplemental/Bid Bulletin No. 1** shall form part of the Bidding Documents. Any provision in the Bidding Documents inconsistent herewith is hereby amended, modified and superseded accordingly.

For the guidance and information of all concerned.

Issued this 11th day of June 2019 in Makati City.

Reviewed and approved by:

(Sgd.)CHRISTABELLE P. EBRIEGA
Chairperson, Bids and Awards Committee I

O.B.
ATTY. MARIA GUDELIA C. GUESE
Vice Chairperson

(Sgd.)JOEL S. RODRIGUEZ
Member

(Sgd.)MYRA CHITELLA T. ALVAREZ
Member

(Sgd.)DAVE A. INOCENCIO
Member

Concurred by:

PROF. AURELIA LUZVIMINDA V. GOMEZ, Ph.D.
Provisional Member – UP Mindanao

Received by:

(SIGNATURE OVER PRINTED NAME & DATE)

NAME OF COMPANY

(PLEASE RETURN OR FAX THIS PAGE ONLY TO THE PITC BAC-I)

(Bidder's Company Letterhead)**CONSULTING SERVICES FOR THE DETAILED ARCHITECTURAL AND ENGINEERING DESIGN FOR THE UNIVERSITY OF THE PHILIPPINES MINDANAO CSM RESEARCH DEVELOPMENT AND EXTENSION BUILDING****Bid Reference No. GPG-B1-2019-233****Approved Budget for the Contract – ₱2,816,458.32****Statement of Single Largest Completed Contract of Similar Nature**

Similar nature" shall mean Detailed Architectural and Engineering Design for Laboratory.

<i>(Please fill up required information)</i>	
1) Name of Client	
2) Title of Contract	
3) Date of Award	
4) Type and Brief Description of the Project	
5) Consultant's Role	
6) Amount of Contract	
7) Completion Date (Date of Official Receipt or Date of the Certificate of Acceptance issued by bidder's client)	

CERTIFIED CORRECT:

Name & Signature of Authorized Representative

Position

Date

*Notes:**For above cited contract, the following must be attached:*

- 1) *Certificate of Performance Evaluation showing a rating of at least Very Satisfactory issued by bidder's client for above contracts (Annex I-D)*
- 2) *Contract showing the terms and condition, areas of survey, number/size of sample, and/or other documents showing above required details*
- 3) *Any of the following Copy of End User's Acceptance; or Copy of Official Receipt/s*

PITC BIDS AND AWARDS COMMITTEE I		
REVISED CHECKLIST OF REQUIREMENTS (ELIGIBILITY, TECHNICAL AND FINANCIAL DOCUMENTS)		
Name of Company:		
Project:	CONSULTING SERVICES FOR THE DETAILED ARCHITECTURAL AND ENGINEERING DESIGN FOR THE UNIVERSITY OF THE PHILIPPINES MINDANAO CSM RESEARCH DEVELOPMENT AND EXTENSION BUILDING	
Bid Ref. No.	GPG-B1-2019-233	
Approved Budget for the Contract:	₱2,816,458.32	
Ref. No.	Particulars	
PART I: ELIGIBILITY REQUIREMENTS		
CLASS "A" DOCUMENTS		
(a.1) (i)2.1(a)(i)	Eligibility Documents Submission Form (Expression of Interest), format per Annex I-A	
2.1(a)(ii)	Registration Certificate from the Securities and Exchange Commission (SEC) for corporations, or from Department of Trade and Industry (DTI) for sole proprietorship, or from Cooperative Development Authority (CDA) for cooperatives;	
2.1(a) (iii)	Valid and Current Business/Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located OR the equivalent document for Exclusive Economic Zones or Areas;	
2.1(a) (iv)	Valid and Current Tax Clearance per Executive Order 398 and Revenue Memorandum Order No. 46-2018, as finally reviewed and approved by the BIR;	
2.1(a) (v)	Copy of Audited Financial Statements for 2018 and 2017 (in comparative form or separate reports): Independent Auditor's Report; Balance Sheet (Statement of Financial Position); and Income Statement (Statement of Comprehensive Income).	
<u>OR</u> Submission of valid and current PHILGEPS Certificate of Registration and Membership (Platinum Registration*) together with Annex A in lieu of items (ii), (iii), (iv), and (v) above. *Note: Bidder must ensure that all Class "A" Eligibility Documents are valid and current at the time of submission of PhilGEPS Certificate of Registration and Membership (Platinum Registration). In case any of the submitted Eligibility Documents are not valid and current at the time of submission of Platinum Registration, bidders are required to submit the valid and current documents including the Financial Statements or Annual Report for 2018 and 2017 (stamped received by the BIR or its duly accredited and authorized institution) together with the Platinum Registration. Note: Bidder must ensure that all Class "A" Eligibility Documents of PhilGEPS Certificate of Registration and Membership (Platinum) are updated/valid. Otherwise, the updated document must be submitted together with the PhilGEPS Certificate of Platinum Membership.		

2.1(a) (vi)	<p>Statement of all its Contracts (Local and International), as follows (Annex I-B):</p> <p>(vi.a) ALL ON-GOING CONTRACTS including contracts awarded but not yet started, if any, with the following attachments:</p> <ul style="list-style-type: none"> • Copies of contracts (or equivalent documents containing scope of work and Contract value) signed by the contracting parties ; <u>OR</u> • End-User / Client Certification on the Detailed Scope of Work to be undertaken AND the Contract Value <p>(vi.b) ALL COMPLETED CONTRACTS of “similar nature” as defined in the bidding documents with the following attachments:</p> <ul style="list-style-type: none"> • Copies of the contracts (or equivalent document containing scope of works signed by the contracting parties) <u>or</u> End-user/Client’s Certification on the Detailed Scope of Work Completed; <u>AND</u> • Copy of End User’s/Client Acceptance of the completed project <u>or</u> Copy of Official Receipt/s for the Completed Contracts. 	
2.1(a) (vii)	<p>Statement of Single Largest Completed Contract of “Similar Nature” (as defined in the bidding documents) (Revised Annex I-C).</p> <p>(vii.a) Certificate of Performance Evaluation showing a rating of at least Very Satisfactory issued by bidder’s client (Annex I-D). The Certificate/Rating must be signed by not less than the current Project Manager or supervising official of the project; <u>AND</u></p> <p>(vii.b) Copy of the contract or equivalent document containing scope of works and contract value signed by the contracting parties) <u>or</u> End-user’s/Client Certification on the Detailed Scope of Work Completed and Contract Value; <u>AND</u></p> <p>vii.c) Copy of End User’s/Client Acceptance of the completed project <u>OR</u> Copy of Official Receipt/s for the Completed Contract.</p>	
2.1(a) (viii)	<p>Duly completed and signed Certificate of NFCC computation (Annex I-E)</p> <p>Formula for Computation: NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.</p> <p>Notes:</p> <ol style="list-style-type: none"> 1. <i>The value of the bidder’s Current Assets and Current Liabilities refers to the values of the current assets and liabilities reflected in the submitted Annual Income Tax Return and Audited Financial Statements filed through the BIR’s Electronic Filing and Payment System (eFPS).</i> 2. <i>The Value of all outstanding or uncompleted contracts refers to those listed in Annex I-B no.1.</i> 3. <i>The detailed computation must be shown using the formula as provided above</i> 	
2.1(a) (ix)	<p>Statement of the Consultant specifying its nationality and confirming that those who will actually perform the service are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions, including the respective curriculum vitae (CV) of the seven (7) professionals listed in the criteria for shortlisting (Annex I-F);</p>	

2.1(a) (x)	<p>Proof of Authority of the designated representative/s for purposes of this bidding.</p> <p>(a) <u>For sole proprietorship if owner opts to designate a representative/s</u> Duly notarized Special Power of Attorney, OR</p> <p>(b) <u>For corporation, cooperative or the members of the joint venture</u> - Duly notarized Secretary's Certificate evidencing the authority of the designated representative/s.</p> <p>Provided that in the case of unincorporated joint venture, each member shall submit a separate Special Power of Attorney and/or Secretary's Certificate evidencing the authority of the designated representative/s.</p>	
	<p><u>Class "B" Document (For Joint Venture)</u></p> <p><i>The participating entities entering a Joint Venture Agreement (JVA) are to be treated as a single entity and shall be jointly and severally responsible or liable for the obligations and liabilities incurred by any partner to the JV pertinent to the project requirements.</i></p> <p><i>Hence, any Blacklisting Order and/or overdue deliveries intended for end-user or PITC shall apply to the JVA as the JV is deemed as one bidder.</i></p> <p>a) For Joint Venture, Bidder to submit either:</p> <p>(i) Copy of the JOINT VENTURE AGREEMENT (JVA) in case the joint venture is already in existence, or</p> <p>(ii) Copy of Protocol/Undertaking of Agreement to Enter into Joint Venture signed by all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful. (Annex I-G)</p> <p>In case the joint venture is not yet in existence, the submission of a valid JVA shall be within ten (10) calendar days from receipt by the bidder of the notice from the BAC that the bidder is the Lowest Calculated and Responsive Bid [Sec 37.1.4 (a) (i) of the 2016 Revised IRR of RA 9184]</p> <p><u>The JVA or the Protocol/Undertaking of Agreement to Enter into Joint Venture (Annex I-G) must include/specify the company/partner and the name of the office designated as authorized representative of the Joint Venture.</u></p> <p>b) For Joint Venture Partner, must submit the following:</p> <p><u>Local JV Partner</u></p> <p>(i) Registration Certificate from the Securities and Exchange Commission (SEC) for corporations or from Department of Trade and Industry (DTI) for sole proprietorship, or from Cooperative Development Authority (CDA) for cooperatives;</p> <p>(ii) Valid and Current Business/Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located OR the equivalent document for Exclusive Economic Zones or Areas;</p> <p>(iii) Valid and Current Tax Clearance per Executive Order 398 and Revenue Memorandum Order No. 46-2018, as finally reviewed and approved by the BIR.</p>	

Foreign JV Partner

- (i) Valid and current certificate/license/authority to conduct/operate business issued by the regulatory authority in the country where the bidder is based;
- (ii) Valid and Current Tax Clearance per Executive Order 398 and Revenue Memorandum Order No. 46-2018, as finally reviewed and approved by the BIR.

NOTES:

*** The following Eligibility – Technical and Eligibility – Financial Documents may be submitted by only ONE of the parties to the JV:**

- 1. Statement of all ongoing government and private contracts (including contracts awarded but not yet started), if any whether similar or not in nature and complexity to the contract to be bid. **(Annex I-B)**;
- 2. Statement of Single Largest Completed Contract similar to the contract to be bid within the last five (5) years from date of submission and receipt of bids equivalent to at least **fifty percent (50%)** of the total ABC **(Revised Annex I-C)**

“Similar contract” shall mean **Detailed Architectural and Engineering Design for Laboratory.**

Any of the following documents must be submitted/attached corresponding to listed completed largest contracts per **Revised Annex I-C**:

- (a) Copy of End User’s Acceptance; or
 - (b) Copy of Official Receipt/s; or
 - (c) Copy of Sales Invoice with Collection Receipt/s
- 3. Copy of Audited Financial Statements for 2018 and 2017 (in comparative form or separate reports):
 - (a) Independent Auditor’s Report;
 - (b) Balance Sheet (Statement of Financial Position); and
 - (c) Income Statement (Statement of Comprehensive Income).

Each of the above statements must have stamped “received” by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.

- 4. Duly signed Net Financial Contracting Capacity (NFCC) per **Annex I-E**, in accordance with ITB Clause 5.5.

OR

Submission of valid and current **PHILGEPS Certificate of Registration and Membership (Platinum Registration*) together with Annex A.**

*Note: Bidder must ensure that all Class “A” Eligibility Documents are valid and current at the time of submission of PhilGEPS Certificate of Registration and Membership (Platinum Registration). In case any of the submitted Eligibility Documents are not valid and current at the time of submission of Platinum Registration, bidders are required to submit the valid and current documents including:

For Local JV Partner: Audited Financial Statements for **2018 and 2017** (stamped received by the BIR or its duly accredited authorized institutions) together with the Platinum Registration

For Foreign JV Partner: Corporate Financial Statement or Annual Report for **2018 or 2017.**

In case the JV Partners opt to submit their Class “A” Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement to be submitted in accordance with Section 34.2 of the 2016 Revised IRR of RA 9184. *“GPPB Circular 07-2017 dated 31 July 2017”*

For other required Class “A” Eligibility Documents, submission by any of the partner(s) constitutes collective compliance.

PART II: TECHNICAL AND FINANCIAL PROPOSALS/DOCUMENTS		
	TECHNICAL PROPOSALS/DOCUMENTS	
(i)	Technical Proposal Submission Form (Annex II-A)	
(ii)	<p>Bid security must be issued in favor of the Philippine International Trading Corporation, in any of the following forms:</p> <ul style="list-style-type: none"> a) Bid Securing Declaration (Annex III); b) Cash or Cashier's Check or Manager's Check equivalent to at least 2% of the ABC in the amount of <u>₱ 159,403.18</u> (must be issued by a Local Universal or Local Commercial Bank); c) Bank Guarantee/Bank Draft of Irrevocable LC equivalent to at least 2% of the ABC in the amount of <u>₱ 159,403.18</u>; d) Surety Bond callable upon demand equivalent to at least 5% of the ABC in the amount of <u>₱ 398,507.96</u> 	
(iii)	Notarized Affidavit of Undertaking for the Project's Terms of Reference & its Drawings/Plans (Annex II-B)	
	Consultant's Reference (Annex II-C)	
	Recommendations of the Consultants on the Terms of Reference and on Data, Services, and Facilities to be Provided by the Procuring Entity (Annex II-D)	
	Description of the Methodology and Work Plan for Performing the Project (Annex II-E)	
	Team Composition and Tasks (Annex II-F)	
	Time Schedule for Professional Personnel (Annex II-G)	
(iv)	Activity (Work) Schedule (Annex II-H)	
(iv)	Certificate of Site Inspection to be signed by UPLB's Authorized Representative	
(xiv)(v)	<p>Copy of Proof of Authority of the designated representative/s for purposes of this bidding <u>(which must be the same as submitted with Eligibility documents)</u>.</p> <ul style="list-style-type: none"> (a) <u>For sole proprietorship if owner opts to designate representative/s</u> - Duly notarized Special Power of Attorney - For sole proprietorship if owner opts to designate representative/s; OR (b) <u>For corporation, cooperative or the members of the joint venture</u>- Duly notarized Secretary's Certificate evidencing the authority of the designated representative/s. <p>Provided that in the case of unincorporated joint venture, each member shall submit a separate Special Power of Attorney and/or Secretary's Certificate evidencing the authority of the designated representative/s.</p>	
((vi)	<p>Omnibus Sworn Statements (Annex IV)</p> <ul style="list-style-type: none"> (a) Authority of the designated representative (b) Non-inclusion in blacklist or under suspension status (c) Authenticity of Submitted Documents (d) Authority to validate Submitted Documents (e) Disclosure of Relations (f) Compliance with existing labor laws and standards (g) Bidders Responsibilities (h) Did not pay any form of consideration 	

11.2	FINANCIAL PROPOSALS/DOCUMENTS	
	<p>The following Financial Proposal Forms need to be accomplished and submitted:</p> <ol style="list-style-type: none"> 1. Financial Proposal Submission Form (Annex V-A) 2. Financial Bid Form (Annex V-A1) 3. Summary of Costs (Annex V-B) 4. Breakdown of Price per Activity (Annex V-C) 5. Breakdown of Remuneration per Activity (Annex V-D) 6. Reimbursable per Activity (Annex V-E) 7. Miscellaneous Expenses (Annex V-F) 	
<p>Note: In case of inconsistency between the checklist of documents for bidders and the provisions Instruction to Bidders, Instruction to Bidders shall prevail.</p>		

