



PHILIPPINE INTERNATIONAL TRADING CORPORATION

National Development Company (NDC) Building, 116 Tordesillas Street, Salcedo Village, 1227 Makati City

**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

BIDS AND AWARDS COMMITTEE I

AUGUST 2020



PHILIPPINE INTERNATIONAL TRADING CORPORATION

National Development Company (NDC) Building, 116 Tordesillas Street, Salcedo Village, 1227 Makati City

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

TABLE OF CONTENTS

		Page
	PART I	
Section I.	Request for Expression of Interest	3-8
Section II.	Eligibility Document	9-15
Section III.	Eligibility Data Sheet	16-27
	PART II	
Section I.	Notice of Eligibility and Short Listing	28-30
Section II.	Instructions to Bidders	31-55
Section III.	Bid Data Sheet	56-67
Section IV.	General Conditions of Contract (GCC)	68-88
Section V.	Special Conditions of Contract (SCC)	89-93
Section VI.	Bidding Forms	94-155
Section VII.	Post Qualification Document	156-158
Section VIII.	Checklist of Requirements	159-166



PART I

SECTION I.

Request for Expression of Interest



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. Statement of Single Largest Completed Contract similar to the contract to be bid within the last ten (10) years from date of submission and receipt of bids equivalent to at least fifty percent (50%) of the total ABC (**Annex I-C**).

“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** shall 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 <ol 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 <ol 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%
c. 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 $S_f = 100 \times \frac{F_l}{F}$. Where S_f is the financial score, F_l 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)*



PART I

SECTION II.

Eligibility Documents

Notes on the Eligibility Documents

This Section provides the information necessary for prospective bidders to prepare responsive Eligibility Documents in accordance with the requirement of the Procuring Entity.

The provisions contained in this Section are to be used unchanged. Additional information or requirements specific to each procurement shall be specified in the EDS.



Eligibility Documents

	Page
1. Eligibility Criteria	11
2. Eligibility Requirements	11
3. Format and Signing of Eligibility Documents	12
4. Sealing and Marking of Eligibility Documents	13
5. Deadline for Submission of Eligibility Documents	13
6. Late Submission of Eligibility Documents	13
7. Modification and Withdrawal of Eligibility Documents	13
8. Opening and Preliminary Examination of Eligibility Documents	14
9. Short Listing of Consultants	15
10. Protest Mechanism	15

Eligibility Documents

1. Eligibility Criteria

- i. The following persons/entities shall be allowed to participate in the bidding for Consulting Services:
 - (a) Duly licensed Filipino citizens/sole proprietorships;
 - (b) Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines;
 - (c) Corporations duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
 - (d) Cooperatives duly organized under the laws of the Philippines; or
 - (e) Persons/entities forming themselves into a joint venture, *i.e.*, a group of two (2) or more persons/entities that intend to be jointly and severally responsible or liable for a particular contract: Provided, however, That Filipino ownership or interest thereof shall be at least sixty percent (60%). For this purpose, Filipino ownership or interest shall be based on the contributions of each of the members of the joint venture as specified in their JVA.
- ii. When the types and fields of Consulting Services involve the practice of professions regulated by law, those who will actually perform the services shall be Filipino citizens and registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions specified in the EDS.
- iii. If the Request for Expression of Interest allows participation of foreign consultants, prospective foreign bidders may be eligible subject to the conditions stated in the EDS.
- iv. Government owned or –controlled corporations (GOCCs) may be eligible to participate only if they can establish that they (a) are legally and financially autonomous, (b) operate under commercial law, and (c) are not attached agencies of the Procuring Entity.

2. Eligibility Requirements

- 2.1. The following eligibility requirements, together with the Eligibility Documents Submission Form, shall be submitted on or before the date of the eligibility check specified in the Request for Expression of Interest and Clause 5 for purposes of determining eligibility of prospective bidders:

1. Class “A” Documents –

- Legal Documents

- (i) PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR. For procurement to be performed overseas, it shall be subject to the Guidelines to be issued by the GPPB.

Technical Documents

- (ii) Statement of the prospective bidder of all its ongoing and completed government and private contracts including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period provided in the **EDS**. The statement shall include, for each contract, the following:
 - (ii.1) the name and location of the contract;
 - (ii.2) date of award of the contract;
 - (ii.3) type and brief description of consulting services;
 - (ii.4) consultant's role (whether main consultant, subconsultant, or partner in a JV)
 - (ii.5) amount of contract;
 - (ii.6) contract duration; and
 - (ii.7) certificate of satisfactory completion or equivalent document specified in the **EDS** issued by the client, in the case of a completed contract;
- (iii) 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 in accordance with Clause 1.2, including their respective curriculum vitae.

2. Class "B" Document –

If applicable, the Joint Venture Agreement (JVA) in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners in accordance with Section 24.1(b) of the IRR of RA 9184.

- 2.2. The eligibility requirements or statements, the bids, and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder's country; and shall be authenticated by the appropriate Philippine foreign service establishment/post or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines.

However, for Contracting Parties to the Apostille Convention, the documents shall be authenticated through an apostille by the Competent Authority, except for countries¹ identified by the Department of Foreign Affairs (DFA) that will still require legalization (red ribbon) by the relevant Embassy or Consulate.

A Contracting Party refers to a State that has joined the Apostille Convention, whether or not the Convention has entered into force for that State.²

A Competent Authority refers to the authority designated by a Contracting Party that is competent to issue an apostille. A Contracting Party may designate one or more

Competent Authorities and may designate Competent Authorities that are competent to issue an apostille for certain categories of public documents. Information about designated Competent Authorities may be found on the Apostille Section of the Hague Conference website under “Competent Authorities”.³

The English translation shall govern, for purposes of interpretation of the bid.

¹As of May 14, 2019: Austria, Finland, Germany and Greece.

²Apostille Handbook, A Handbook on the Practical Operation of the Apostille Convention, p. xviii. Netharland: The Hague Conference of Private International Permanent Bureau.

³Ibid

- 2.3. Prospective bidders may obtain a full range of expertise by associating with individual consultant(s) and/or other consultants or entities through a JV or subcontracting arrangements, as appropriate. However, subconsultants may only participate in the bid of one short listed consultant. Foreign Consultants shall seek the participation of Filipino Consultants by entering into a JV with, or subcontracting part of the project to, Filipino Consultants.

3. Format and Signing of Eligibility Documents

- 3.1. Prospective bidders shall submit their eligibility documents through their duly authorized representative on or before the deadline specified in Clause 5.
- 3.2. Prospective bidders shall prepare an original and copies of the eligibility documents. In the event of any discrepancy between the original and the copies, the original shall prevail.
- 3.3. The Eligibility Documents Submission Form shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the eligibility documents.
- 3.4. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the prospective bidder.

4. Sealing and Marking of Eligibility Documents

- 4.1. Prospective bidders shall enclose their original eligibility documents described in Clause 2.1, in a sealed envelope marked “ORIGINAL – ELIGIBILITY DOCUMENTS”. Each copy thereof shall be similarly sealed duly marking the envelopes as “COPY NO. ___ - ELIGIBILITY DOCUMENTS”. These envelopes containing the original and the copies shall then be enclosed in one single envelope.
- 4.2. The original and the number of copies of the eligibility documents as indicated in the **EDS** shall be typed or written in ink and shall be signed by the prospective bidder or its duly authorized representative/s.
- 4.3. All envelopes shall:
 - (a) contain the name of the contract to be bid in capital letters;
 3. bear the name and address of the prospective bidder in capital letters;
 4. be addressed to the Procuring Entity’s BAC specified in the **EDS**;
 5. bear the specific identification of this Project indicated in the **EDS**; and
 6. bear a warning “DO NOT OPEN BEFORE...” the date and time for the opening of eligibility documents, in accordance with Clause 5.
- 4.4. Eligibility documents that are not properly sealed and marked, as required in the bidding documents, shall not be rejected, but the bidder or its duly authorized

representative shall acknowledge such condition of the documents as submitted. The BAC shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked eligibility documents, or for its premature opening.

5. Deadline for Submission of Eligibility Documents

Eligibility documents must be received by the Procuring Entity's BAC at the address and on or before the date and time indicated in the Request for Expression of Interest and the **EDS**. In case the deadline for submission of bids fall on a non-working day duly declared by the president, governor or mayor or other government official authorized to make such declaration, the deadline shall be the next working days.

6. Late Submission of Eligibility Documents

Any eligibility documents submitted after the deadline for submission and receipt prescribed in _____ shall be declared "Late" and shall not be accepted by the Procuring Entity. The BAC shall record in the minutes of submission and opening of eligibility documents, the Bidder's name, its representative and the time the eligibility documents were submitted late.

7. Modification and Withdrawal of Eligibility Documents

- 7.1. The prospective bidder may modify its eligibility documents after it has been submitted; provided that the modification is received by the Procuring Entity prior to the deadline specified in Clause 5. The prospective bidder shall not be allowed to retrieve its original eligibility documents, but shall be allowed to submit another set equally sealed, properly identified, linked to its original bid marked as "ELIGIBILITY MODIFICATION" and stamped "received" by the BAC. Modifications received after the applicable deadline shall not be considered and shall be returned to the prospective bidder unopened.
- 7.2. A prospective bidder may, through a letter of withdrawal, withdraw its eligibility documents after it has been submitted, for valid and justifiable reason; provided that the letter of withdrawal is received by the Procuring Entity prior to the deadline prescribed for submission and receipt of eligibility documents.
- 7.3. Eligibility documents requested to be withdrawn in accordance with this Clause shall be returned unopened to the prospective bidder concerned. A prospective bidder that withdraws its eligibility documents shall not be permitted to submit another set, directly or indirectly, for the same project. A prospective bidder that acquired the eligibility documents may also express its intention not to participate in the bidding through a letter which should reach and be stamped by the BAC before the deadline for submission and receipt of eligibility documents.

8. Opening and Preliminary Examination of Eligibility Documents

- 8.1. The BAC will open the envelopes containing the eligibility documents in the presence of the prospective bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the **EDS**. The prospective bidders' representatives who are present shall sign a register evidencing their attendance.

In case the submitted eligibility envelopes cannot be opened as scheduled due to justifiable reasons, the BAC shall take custody of the said envelopes and reschedule the opening on the next working day or at the soonest possible time through the issuance of a Notice of Postponement to be posted in the PhilGEPS website and the website of the Procuring Entity concerned.

- 8.2. Letters of withdrawal shall be read out and recorded during the opening of eligibility

documents and the envelope containing the corresponding withdrawn eligibility documents shall be returned unopened to the withdrawing prospective bidder.

8.3. The eligibility documents envelopes and modifications, if any, shall be opened one at a time, and the following read out and recorded:

- (a) the name of the prospective bidder;
 - 7. whether there is a modification or substitution; and
 - 8. the presence or absence of each document comprising the eligibility documents vis-à-vis a checklist of the required documents.

8.4. The eligibility of each prospective bidder shall be determined by examining each bidder's eligibility requirements or statements against a checklist of requirements, using non-discretionary "pass/fail" criterion, as stated in the Request for Expression of Interest, and shall be determined as either "eligible" or "ineligible." If a prospective bidder submits the specific eligibility document required, he shall be rated "passed" for that particular requirement. In this regard, failure to submit a requirement, or an incomplete or patently insufficient submission, shall be considered "failed" for the particular eligibility requirement concerned. If a prospective bidder is rated "passed" for all the eligibility requirements, he shall be considered eligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as "eligible." If a prospective bidder is rated "failed" in any of the eligibility requirements, he shall be considered ineligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as "ineligible." In either case, the BAC chairperson or his duly designated authority shall countersign the markings.

9. Short Listing of Consultants

9.1. Only prospective bidders whose submitted contracts are similar in nature and complexity to the contract to be bid as provided in the **EDS** shall be considered for short listing.

9.2. The BAC shall draw up the short list of prospective bidders from those declared eligible using the detailed set of criteria and rating system to be used specified in the **EDS**.

9.3. Short listed consultants shall be invited to participate in the bidding for this project through a Notice of Eligibility and Short Listing issued by the BAC.

10. Protest Mechanism

Decision of the Procuring Entity at any stage of the procurement process may be questioned in accordance with Section 55 of the IRR of RA 9184.

PART I

SECTION III.

Eligibility Data Sheet (EDS)

Notes on the Eligibility Data Sheet

This Section is intended to assist the Procuring Entity in providing the specific information and requirements in relation to corresponding clauses in the Eligibility Documents, and has to be prepared for each specific procurement.

The Procuring Entity should specify in this Section the information and requirements specific to the circumstances of the Procuring Entity, the processing of the eligibility, and the rules that will apply in the determination and evaluation of eligibility.

In preparing this Section, the following aspects should be checked:

- (a) Information that specifies and complements provisions of the Eligibility Documents must be incorporated.
- (b) Amendments and/or supplements, if any, to provisions of the Eligibility Documents as necessitated by the circumstances of the specific procurement, must also be incorporated.

Eligibility Data Sheet (EDS)

Eligibility Documents	
1.2	No further instructions
1.3	No further instructions
2.1	<p>ELIGIBILITY REQUIREMENTS</p> <p>(a) CLASS “A” DOCUMENTS:</p> <ul style="list-style-type: none"> (i) Eligibility Documents Submission Form (Expression of Interest), format per Annex I-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. (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. <p>In cases of recently expired Mayor’s/ Business permits, said permit shall be submitted together with the official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post-qualification requirement.</p> <ul style="list-style-type: none"> (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. (v) Copy of Audited Financial Statements for 2018 and 2017 (in comparative form or separate reports): <ul style="list-style-type: none"> (a) Independent Auditor’s Report; (b) Balance Sheet (Statement of Financial Position); and (c) Income Statement (Statement of Comprehensive Income). <p>Each of the above statements must have stamped “received” by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.</p> <p><u>OR</u></p> <p>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.</p> <p><small>*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.</small></p>

- (vi) Statement of all its Contracts (Local and International), as follows (**Annex I-B**):
1. **ALL ON-GOING CONTRACTS** including contracts awarded but not yet started, if any, with the following attachments:
 - Copies of contracts (or equivalent documents containing scope of work and Contract value) signed by the contracting parties ; **OR**
 - End-User / Client Certification on the Detailed Scope of Work to be undertaken AND the Contract Value
 2. **ALL COMPLETED CONTRACTS** of “Similar Nature” as defined in the bidding documents with the following attachments:
 - Copies of the contracts (or equivalent document containing scope of works signed by the contracting parties) or End-user/Client’s Certification on the Detailed Scope of Work Completed; **AND**
 - Copy of End User’s/Client Acceptance of the completed project or Copy of Official Receipt/s for the Completed Contracts.
- (vii) Statement of Single Largest Completed Contract of “Similar Nature” (as defined in the bidding documents) (**Annex I-C**).
1. 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; **AND**
 2. Copy of the contract or equivalent document containing scope of works and contract value signed by the contracting parties) or End-user’s/Client Certification on the Detailed Scope of Work Completed and Contract Value; **AND**
 3. Copy of End User’s/Client Acceptance of the completed project **OR** Copy of Official Receipt/s for the Completed Contract.
- (viii) Duly completed and signed Certificate of NFCC computation (**Annex I-E**)
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.
- Notes:**
1. *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).*
 2. *The Value of all outstanding or uncompleted contracts refers to those listed in Annex I-B no.1.*
 3. *The detailed computation must be shown using the formula as provided above*
- (ix) Statement of the Consultant (**Annex I-F**) 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

	<p>allied professions of the nine (9) professionals listed in the criteria for shortlisting including the respective curriculum vitae (CV), (Annex I-F1).</p> <p>(x) Declaration of Commitment for Individuals, (Annex I-G).</p> <p>(xi) 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-H)</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</p>

proprietorship, or from Cooperative Development Authority (CDA) for cooperatives.

- (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.

In case of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post-qualification requirement.

- (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.
- (iv) 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.

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.
- (iii) Corporate Financial Statements or Annual Report for **2018** or **2017**.

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)**.

- d.** Statement of Single Largest Completed Contract similar to the contract to be bid within the last ten (10) years from date of submission and receipt of bids equivalent to at least **fifty percent (50%)** of the total ABC **(Annex I-C)**.

"Similar contract" 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.**

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

	<ul style="list-style-type: none"> i. Copy of End User’s Acceptance; or ii. Copy of Official Receipt/s; or iii. Copy of Sales Invoice with Collection Receipt/s <p>e. Copy of Audited Financial Statements for 2018 and 2017 (in comparative form or separate reports):</p> <ul style="list-style-type: none"> i. Independent Auditor’s Report; ii. Balance Sheet (Statement of Financial Position); and iii. Income Statement (Statement of Comprehensive Income). <p>Each of the above statements must have stamped “received” by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.</p> <p>f. Duly signed Net Financial Contracting Capacity (NFCC) per Annex I-E, in accordance with ITB Clause 5.5.</p> <p><u>OR</u></p> <p>Submission of valid and current PHILGEPS Certificate of Registration and Membership (Platinum Registration*) together with Annex A.</p> <p>*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:</p> <p>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</p> <p>For Foreign JV Partner: Corporate Financial Statement or Annual Report for 2018 or 2017.</p> <p>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. <i>“GPPB Circular 07-2017 dated 31 July 2017”</i></p> <p><i>For other required Class “A” Eligibility Documents, submission by any of the partner(s) constitutes collective compliance.</i></p>
4.2	<p>Each prospective bidder shall submit three (3) sets of Eligibility documents duly marked as “Original Copy”, “Duplicate Copy” and “Triplicate Copy”.</p>
4.3 (e)	<p>CHAIR Bids and Awards Committee I Philippine International Trading Corporation (PITC) 5th Floor, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City Email: chairbac1@pitc.gov.phTelefax: 892-2149</p>



<p>4.3 (f)</p>	<p>All envelopes and folders must be labeled as specified below:</p> <div style="border: 1px solid black; padding: 10px;"> <p>TO : THE BIDS AND AWARDS COMMITTEE I PHILIPPINE INTERNATIONAL TRADING CORPORATION</p> <p>FROM : _____ <i>(Name of Bidder in Capital Letters)</i></p> <p>ADDRESS _____ <i>(Address of Bidder in Capital Letters)</i></p> <p>PROJECT: 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</p> <p>BID REF. NO. GPG-B1-2020-440</p> <p>“ELIGIBILITY DOCUMENTS”</p> <p>(In Capital Letters, Indicate the Phrase) “DO NOT OPEN BEFORE: <u>SEPTEMBER 10, 2020 (THURSDAY), 3:00 PM</u></p> </div>
<p>5.0</p>	<p>The address for Submission of Eligibility Documents and Opening of Eligibility documents is Philippine International Trading Corporation, Ground Floor, NDC Building, 116 Tordesillas St., Salcedo Village, Makati City.</p> <p>The deadline for submission of Eligibility Documents is <u>on or before SEPTEMBER 10, 2020 (THURSDAY), 3:00 PM.</u></p>
<p>8.1</p>	<p>The place of opening of Eligibility Documents is Philippine International Trading Corporation, 5th Floor Conference Room, NDC Building, 116 Tordesillas St., Salcedo Village, Makati City</p> <p>The date and time of opening of eligibility documents is <u>SEPTEMBER 10, 2020 (THURSDAY), 3:00 PM. via video conference (zoom)</u></p>
<p>9.1</p>	<p>“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.</p> <p>Only prospective bidders whose eligibility documents/submission been declared as “passed” during the opening shall be considered for Eligibility evaluation/ shortlisting.</p>
<p>9.2</p>	<p>The BAC shall draw up the short list of bidders from those who have submitted Expression of Interest and eligibility documents, and have been determined as eligible in accordance with provisions of Republic Act 9184 (RA 9184), otherwise known as the “Government Procurement Act”, and its Revised Implementing Rules and Regulations.</p> <p>The short list shall consist of maximum of top five (5) prospective bidders who meet the minimum qualifications and based on the following criteria for eligibility and shortlisting:</p>

CRITERIA FOR ELIGIBILITY AND SHORTLISTING

NO.	ITEM NO.	CRITERIA	SCORE	PERCENTAGE
A.	APPLICABLE EXPERIENCE OF THE FIRM			50%
1.	YEARS IN BUSINESS			
		Above 10 years	100	
		7 to 10 years	90	
		5 to 6 years	80	
		Below 5 years	0	
2.	PREVIOUS ENGAGEMENTS IN PROJECTS COMPLETED IN THE LAST 10 YEARS OF SIMILAR NATURE			
		Above 10 projects	100	
		7 to 10 projects	90	
		4 to 6 projects	80	
		below 4 projects	0	
B.	CURRENT WORKLOAD RELATIVE TO CAPACITY			20%
		Above 10 projects	50	
		7 to 10 projects	80	
		4 to 6 projects	90	
		below 4 projects	100	
C.	QUALIFICATION OF KEY PERSONNEL			30%
1.	TEAM LEADER			
	Licensed Civil Engineer with specialization in Structural Engineering with at least ten (10) years of relevant experience. He must have completed at least three (3) projects of similar nature and have experience in the preparation of value engineering / value analysis (VE/VA). Must be a member of the Association of Structural Engineers of the Philippines (ASEP) for at least five (5) years.			
	a.	Highest Educational Attainment		
		Master's Degree	10	
		College Degree	5	
	b.	Total Related Work Experience		
		Years of Professional Experience		
		Above 10 years	15	
		7 to 10 years	10	
		5 to 6 years	5	
		below 5 years	0	
		Previous engagement in projects of similar nature		
		Above 3	5	
		3	3	
		Less than 3	0	

2.	PROJECT ENGINEER		
	Licensed Civil Engineer with specialization in Structural Engineering with at least five (5) years of experience in structural assessment, design and preparation of plans, specifications and estimates.		
a.	Highest Educational Attainment		
	Master's Degree	5	
	College Degree	3	
b.	Total Related Work Experience		
	Years of Professional Experience		
	Above 5 years	10	
	3 to 4 years	7	
	2 years	5	
	1 year	0	
3.	ELECTRICAL ENGINEER		
	Licensed Electrical Engineer with at least five (5) years of experience in electrical assessment, design and preparation of plans, specifications and estimates.		
a.	Educational Background		
	Master's Degree	5	
	College Degree	3	
b.	Total Related Work Experience		
	Years of Professional Experience		
	Above 5 years	10	
	3 to 4 years	7	
	2 years	5	
	1 year	0	
4.	MECHANICAL ENGINEER		
	Licensed Mechanical Engineer with at least five (5) years of experience in the assessment of mechanical components such as elevators, escalators including fire safety equipment, design and preparation of plans, specifications and estimates.		
a.	Educational Background		
	Master's Degree	5	
	College Degree	3	
b.	Total Related Work Experience		
	Years of Professional Experience		
	Above 5 years	10	
	3 to 4 years	7	
	2 years	5	
	1 year	0	

5.	SANITARY ENGINEER			
	Licensed Sanitary Engineer with at least five (5) years of experience in the assessment of plumbing and sanitary components, design and preparation of plans, specifications and estimates.			
	a.	Educational Background		
		Master's Degree	5	
		College Degree	3	
	b.	Total Related Work Experience		
		Years of Professional Experience		
		Above 5 years	10	
		3 to 4 years	7	
		2 years	5	
		1 year	0	
6.	ARCHITECT			
	Licensed Architect with at least five (5) years of experience in the assessment of architectural components, design and preparation of plans, specifications and estimates. Preferably an accredited Green Building Design Professional.			
	a.	Educational Background		
		Master's Degree	5	
		College Degree	3	
	b.	Total Related Work Experience		
		Years of Professional Experience		
		Above 5 years	10	
		3 to 4 years	7	
		2 years	5	
		1 year	0	
7.	ELECTRONICS AND COMMUNICATIONS ENGINEER			
	Licensed Electronics and Communications Engineer with at least five (5) years of experience in the assessment of electronics and communication components including information technology, design and preparation of plans, specifications and estimates.			
	a.	Educational Background		
		Master's Degree	5	
		College Degree	3	
	b.	Total Related Work Experience		
		Years of Professional Experience		
		Above 5 years	10	
		3 to 4 years	7	
		2 years	5	
		1 year	0	



8.	SAFETY OFFICER			
	DOLE Certified Safety Officer with at least 3 years of relevant experience.			
	a.	Educational Background		
		Master's Degree	5	
		College Degree	3	
	b.	Total Related Work Experience		
		Years of Professional Experience		
		Above 3 years	10	
		3 years	5	
		1 year	0	
9.	PROCUREMENT SPECIALIST			
	Any professional with at least five (5) years of experience in procurement of infrastructure and consultancy services.			
	a.	Educational Background		
		Master's Degree	5	
		College Degree	3	
	b.	Total Related Work Experience		
		Years of Professional Experience		
		Above 5 years	10	
		3 to 4 years	7	
		2 years	5	
		1 year	0	
TOTAL SCORE				100%



PART II

SECTION I.

Notice of Eligibility and Short Listing



NOTICE OF ELIGIBILITY AND SHORT LISTING

Date

[Name and Address of Short Listed Bidder]

Project: 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 REF. NO. GPG-B1-2020-440

Approved Budget for the Contract: Approved Budget for the Contract – ₱ 8,700,000.00

Dear [Addressee]:

1. The *Philippine International Trading Corporation (PITC)* (hereinafter called "Procuring Entity" has received financing (hereinafter called "funds") from the *Atrium of Makati Condominium Corporation (AMCC)* per *PITC Collection Receipt No.: 0888 dated September 09, 2019* (hereinafter called the "Funding Source") toward the cost of **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**. The Procuring Entity intends to apply a portion of the funds in the amount of *PESOS: Eight Million Seven Hundred Thousand and 00/100 (₱8,700,000.00)* to eligible payments under the contract for **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** for which the Bidding Documents is issued.
2. The Procuring Entity now invites bids to provide 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**. More details on the services are provided in the Terms of Reference (TOR) for the project.
3. The Consultant shall be selected and employed in accordance with **Quality Cost Based Evaluation/Selection (QCBE/S)** procedures as described in the Bidding Documents.
4. This notice has been addressed to the following shortlisted consultants:
 - 1.
 - 2.
 - 3.
 - 4.
 - 5.



5. It is not permissible for you to transfer this invitation to any other consultant.
6. The Bidding Documents may be acquired from the BAC I Secretariat c/o Ms. Ana Asprek at the 5/F NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City during office hours (8:00 AM - 4:00 PM) *but not later than the Submission of Technical and Financial Documents* at tel. no. 818-9801 loc. 308 upon payment of a nonrefundable and applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of PESOS: Eight Thousand Seven Hundred & 00/100 (₱8,700.00).
7. The Philippine International Trading Corporation (PITC) will hold a Pre-Bid Conference on [insert time and date] at the 5/F Conference Room, NDC Building, 116 Tordesillas St., Salcedo Village, 1227 Makati City, which shall be open to all shortlisted consultants.

Yours sincerely,

*[Insert signature, name, and title of the
Procuring Entity's Representative]*