

**SUPPLEMENTAL BID BULLETIN**

**Republic of the Philippines  
PHILIPPINE INTERNATIONAL CONVENTION CENTER  
PICC Complex, 1307 Pasay City  
BIDS AND AWARDS COMMITTEE (BAC)**

June 9, 2021

**SUPPLY OF LABOR AND MATERIALS FOR THE CONSTRUCTION OF  
ADDITIONAL MANHOLE AND CLEANING OF DRAINAGE AT FLORENTINO  
STREET**

**ADDENDUM NO. 01**

This Addendum is issued to amend/revise certain provisions of the Bid Documents for the above-captioned procurement. Said amendments are as follows:

I. Checklist- "Financial Component" have been changed to read as:

- Technical Documents
  - Item "j (a)"- **Organizational Chart for the contract to be bid should indicate the personnel assigned to the project. There must be a dedicated project engineer, who is not the owner of the company, assigned to oversee the project.**
- Other documentary requirements
  - Item "q"- **deleted**
  - Item "r"- **deleted**

II. Section III-Bid Data Sheet

- ITB Clause 10.4 -"Key Personnel" has been changed to read as:
  - Project Engineer: Civil Engineer/**Architect**- Must have managed/supervised a completed project involving civil or structural works with 40 hrs. training in Occupational Safety and Health with certificate form DOLE. **However, if the Project Engineer does not have the abovementioned training certificate, a Safety Officer must be assigned to the project.**
- ITB Clause 20- "Post- Qualification documents" have been changed to read as:
  - Item No. 1- 2020 Income and Business Tax returns filed and paid through electronic filing and payment system (eFPS). **If manually filed, attach the BIR Memorandum Circular allowing that mode of submission.**

III. Section V-Special Conditions of the Contract

- GCC Clause 14- Progress Payments has been changed to read as:

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- Item No. 4- Retention Money
  - **In lieu of 10% of the contract amount as retention money, a special bank guarantee equivalent to 10% of the contract price may be submitted by the bidder. The bidder may also submit a Surety Bond which is one of the acceptable forms of bid, performance and warranty securities, provided it is callable upon demand and accompanied by an Insurance Commission Certificate stating that the surety and/or insurance company is authorized to issue such security.**

Corrected copies are attached. Bidders are advised to replace their original copies with the corrected copies.

For guidance and information of all concerned.

  
**MELPIN A GONZAGA**  
Chairman

Received by:

\_\_\_\_\_  
(Signature over printed name)  
Telephone/Fax No. \_\_\_\_\_  
Date: \_\_\_\_\_  
Name of Company: \_\_\_\_\_

# Bid Data Sheet

ITB Clause					
5.2	<p>The Bidder must have completed within five (5) years from the date of bidding, a single contract that is similar to this requirement, the amount of which shall be at least fifty percent (50%) of the ABC.</p> <p>For this purpose, contracts similar to the Project refer to contracts involving construction of manhole and cleaning of drainage.</p>				
7.1	Subcontracting is not allowed.				
10.3	The Contractor shall be PCAB licensed with a classification of General Building, "D" category with at least five (5) years' work experience.				
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Key Personnel</th> <th style="text-align: center;">Relevant Experience</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Project Engineer:  Civil Engineer / Architect</td> <td><i>Must have managed/supervised a completed project involving civil or structural works with 40 hrs. training in Occupational Safety and Health with certificate from DOLE. However, if the Project Engineer does not have the abovementioned training certificate, a Safety Officer must be assigned to the project</i></td> </tr> </tbody> </table>	Key Personnel	Relevant Experience	Project Engineer:  Civil Engineer / Architect	<i>Must have managed/supervised a completed project involving civil or structural works with 40 hrs. training in Occupational Safety and Health with certificate from DOLE. However, if the Project Engineer does not have the abovementioned training certificate, a Safety Officer must be assigned to the project</i>
Key Personnel	Relevant Experience				
Project Engineer:  Civil Engineer / Architect	<i>Must have managed/supervised a completed project involving civil or structural works with 40 hrs. training in Occupational Safety and Health with certificate from DOLE. However, if the Project Engineer does not have the abovementioned training certificate, a Safety Officer must be assigned to the project</i>				
10.5	Not Applicable				
12	Not applicable.				
15.1	<p>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</p> <p>a. The amount of not less than ₱27,000.00 if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</p> <p>b. The amount of not less than ₱67,500.00, if bid security is in Surety Bond</p>				
15.2	The bid security shall be valid until <i>One Hundred Twenty (120) calendar days from the date of submission and opening of bids.</i>				

16	<p>Sealing and Marking of Bids</p> <p>Each Bidder shall submit the original and one (1) copy of the first and second components of its Bid.</p>
19.2	Not Applicable.
20	<p>Within a non-extendible period of five (5) calendar days from receipt of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit the following;</p> <ol style="list-style-type: none"> <li>1. 2020 Income and Business Tax returns filed and paid through Electronic Filing and Payment System (eFPS). <i>If manually filed, attach the BIR Memorandum, Circular allowing that mode of submission.</i></li> <li>2. Sections III and V of the Bid Documents, signed on each and every page by the bidder's authorized representative;</li> <li>3. Company profile with organizational chart and sketch of office location;</li> <li>4. Resume of key personnel who will be assigned to the project;</li> <li>5. Certification from PICC Building Services Division that the participating bidder has conducted inspection of the subject requirements; and</li> <li>6. Certificate of Satisfactory Completion and Acceptance of previous PICC projects undertaken within the last five (5) years, if any.</li> </ol>
21	<p>The following documents shall be submitted, together with the Performance Bond, within ten (10) calendar days after the receipt of the Notice of Award. Such documents shall form part of the contract;</p> <ol style="list-style-type: none"> <li>1. Project Schedule/ Work Program and S-curve;</li> <li>2. Project Safety and Health Program signed by the Safety Officer; and</li> <li>3. PERT/CPM.</li> </ol>

	<ul style="list-style-type: none"> <li>• Letter request of the Contractor for the release of the payment for work accomplished</li> <li>• Joint inspection inventory report of the Contractor and PICC Representative on the condition of the adjoining area and existing utilities</li> <li>• Breakdown of work accomplished as validated and certified by PICC Representative</li> <li>• Photographs of work accomplished</li> <li>• Key plan highlighting work accomplished</li> <li>• Invoice</li> </ul> <p>3. Third/Full payment shall be equivalent to fifty percent (40%) of the work accomplished as certified by the end-user. Payment shall be processed upon submission of the following:</p> <ul style="list-style-type: none"> <li>• Letter request of the Contractor for the release of the payment for work accomplished</li> <li>• Breakdown of work accomplished as validated and certified by PICC Representative</li> <li>• Photographs of work accomplished</li> <li>• Key plan highlighting work accomplished</li> <li>• As-Built Plan in soft and hard copy. The hard copy shall be in A3 bond size, three (3) copies signed by the CONTRACTOR and PICC authorized representative. The soft copy shall be auto Cad file saved in a USB.</li> </ul> <p>4. Progress payments (first, second and third/final payments) shall be subject to the following:</p> <ul style="list-style-type: none"> <li>• Ten percent (10%) of the contract amount as retention money. The total “retention money” shall be due for release upon final acceptance of the works. <i>In lieu of 10% of the contract amount as retention money, a special bank guarantee equivalent to 10% of the contract price may be submitted by the bidder. The bidder may also submit a Surety Bond which is one of the acceptable forms of bid, performance and warranty securities, provided it is callable upon demand and accompanied by an Insurance Commission Certificate stating that the surety and/or insurance company is authorized to issue such security</i></li> </ul> <p>5. The PICC representative shall check the contractor’s request for payment and certify the amount to be paid to the contractor as progress payments. Materials and equipment delivered on the site but not completely put in place shall not be included for payment.</p>
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# Checklist of Technical and Financial Documents

## I. TECHNICAL COMPONENT ENVELOPE

### *Class "A" Documents*

#### Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);  
or
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document;  
and
- (c) Mayor's or Business 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;  
and
- (e) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

#### Technical Documents

- (f) Statement of the prospective bidder of all its ongoing 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; and
- (g) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules;  
and
- (h) Philippine Contractors Accreditation Board (PCAB) License;  
or  
Special PCAB License in case of Joint Ventures;  
and registration for the type and cost of the contract to be bid; and
- (i) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;  
or  
Original copy of Notarized Bid Securing Declaration; and
- (j) Section VI (Specifications) duly signed or initialed in each and every page by the bidder's authorized representative.
  - a. ***Organizational Chart for the contract to be bid should indicate the personnel assigned to the project. There must be dedicated project engineer, who is not the owner of the company, assigned to oversee the project;***
  - b. List of contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
  - c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment

lessor/vendor for the duration of the project, as the case may be; **and**

- (k) Original duly signed Omnibus Sworn Statement (OSS); **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

**Financial Documents**

- (l) The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- (m) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

***Class "B" Documents***

- (n) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence; **or** duly notarized statements from 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.

**II. FINANCIAL COMPONENT ENVELOPE**

- (o) Original of duly signed and accomplished Financial Bid Form; **and**

**Other documentary requirements under RA No. 9184**

- (p) Original of duly signed Bid Prices in the Bill of Quantities; **and**