

SUPPLEMENTAL BID BULLETIN

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

April 25, 2025

SUPPLY AND INSTALLATION OF TWO (2) UNITS PASSENGER ELEVATORS AND ONE (1) UNIT FREIGHT ELEVATOR AS REPLACEMENT OF THE OLD/EXISTING UNITS SERVING THE DELEGATION AND SECRETARIAT BUILDING

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. Section I- Invitation to Bid has been revised to read as:

- **2.** The *PICC* now invites bids for the abovementioned requirement. Bidders should have completed, within **ten (10)** years from the date of submission and receipt of bids, a contract similar to the abovementioned requirement. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

II. Section III- Bid Data Sheet has been revised to read as:

- ITB Clause 5
 - 5. Must be engaged in business of supply, installation and repair maintenance of **escalators or elevators** with PCAB license, **Category D and Size and Range Small B with SP-ES specialty.**
- ITB Clause 5.3
 - For this purpose, a similar contract shall refer to provision/supply, installation and service contractor of **elevators or escalators** and escalators.

The Bidder must have completed, **within the last ten (10) years, one (1) contract similar to the project, valued at least 50% of the Approved Budget for the Contract (ABC), or by having two similar completed contracts with an aggregate value of at least 50% of the ABC, with the largest of the two being at least 25% of the ABC.**

- ITB Clause 17.1
 - The place of bid

BAC CONFERENCE ROOM
West Wing Hall, Ground Floor, Secretariat Building
 PICC Complex, 1307 Pasay City
- ITB Clause 20.2
 - Within a non-extendible period of five (5) calendar days from receipt by the bidder of the notice from the BAC that it submitted the LCB, the Bidder shall submit the following documentary requirements:
 - a. Certified Photocopy of the **CY 2024** Income and Business Tax Returns with proof of payment;
 - b. Valid Tax Clearance has been **deleted**

III. Section III- Bid Data Sheet has been revised to read as:

- GCC Clause 2.2
 - Payment
 - **7.)** Original Notarized copy of **Five (5)-Year** Warranty Certificate for workmanship and materials/equipment supplied by the Contractor.
 - Failure to submit bank guarantee certificate shall mean deduction of five percent (5%) retention money as guarantee obligation for **five (5) year warranty** period. However, only five percent (5%) retention money is acceptable for guarantee. Bank guarantee shall be applied only after total completion of the awarded project. Therefore, it shall be posted only for the final billing and payment in lieu of five percent (5%) money for the whole project.

IV. Section VII- Technical Specifications have been revised to read as:

- **II. CONDITIONS**
 - **13. The Contractor shall provide sub watt-hour meter and water sub-meter for the purpose of monitoring the power consumption that will be charged to the Contractor.**
 - **16.** The Contractor must assign the following key personnel with general experience for the Project.

Key Personnel		General Experience
Site Engineer	Mechanical	With at least 5 years work experience in safe installation of elevators, testing and commissioning
Must be a licensed Mechanical Engineer		

Site Mechanical Foreman/Forewoman Mechanical or any Engineering Course undergraduate or Vocational Graduate of Mechanical Technology	With at least 5 years work experience in supervising installation of elevators , testing and commissioning
Site Mechanical Leadman/Leadwoman Vocational Graduate or Undergraduate of Mechanical Technology	With at least 3 years work experience in supervising installation of elevators , testing and commissioning
Safety Officer	Must have at least two (2) years work experience as Safety Officer or has undergone Basic Occupational Safety and Health/Construction Occupational Safety and Health (BOSH/COSH) training by Occupational Safety and Health Authority (OSHA) and/or any DOLE accredited Training Centers.

- **23.** The Contractor shall provide **bi-monthly** regular check-ups and emergency service (check-up, trouble shooting and general minor repair) on on-call basis within 24 hours after receipt of call free of charge within the warranty period and shall provide a service report for the monthly check-ups and emergency services made.
- **27.** The Contractor upon the request of the PICC or its authorized Technical/Mechanical services representative, shall provide stand-by service personnel free of charge for fast and immediate troubleshooting/restoration of **elevator** minor defect/s to ensure safe, proper and continuous operation of said equipment during big local and/or international events.

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

For guidance and information of all concerned.

ATTY. MELAN M. ESPELA
Chairperson

Received by:

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

BIDS AND AWARDS COMMITTEE

Invitation to Bid for the Supply and Installation of Two (2) Units Passenger Elevators and One (1) Unit Freight Elevator as Replacement of the Old/Existing Units Serving the Delegation and Secretariat Building

1. The *Philippine International Convention Center (PICC)*, through the *Approved Budget for CY 2025*, intends to apply the sum of **THIRTY-FOUR MILLION TWELVE THOUSAND FOUR HUNDRED SEVENTY-SIX PESOS (₱34,012,476.00)**, **VAT Inclusive**, being the Approved Budget for the Contract (ABC) to payments under the contract for **Supply and Installation of Two (2) Units Passenger Elevators and One (1) Unit Freight Elevator as Replacement of the Old/Existing Units Serving the Delegation and Secretariat Building (PICC APP2025-MC-51)**. Bids received in excess of ABC shall be automatically rejected at bid opening.
2. The *PICC* now invites bids for the abovementioned requirement. Bidders should have completed, within **ten (10) years** from the date of submission and receipt of bids, a contract similar to the abovementioned requirement. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Prospective Bidders may obtain further information from the *PICC-BAC* and inspect the Bidding Documents at the address given below during office hours.
5. A complete set of Bidding Documents may be acquired by prospective bidders starting April 9, 2025 from the given address and website(s) below *and upon payment of a non-refundable fee in the amount of Twenty-One Thousand Two Hundred Fifty Pesos (₱21,250.00)*. A bidder shall present its proof of payment for the fee *by furnishing the PICC-BAC a copy of the Official Receipt*.
6. The *PICC-BAC* will hold a Pre-Bid Conference on **April 22, 2025 at 1:30 p.m. at Function Room B (FR-B), 2nd Floor Secretariat Building, PICC** and/or through videoconferencing/webcasting *via Zoom/Google Meet*, which shall be open to prospective bidders (see interim guidelines for conduct of video conferencing).
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before **May 5, 2025 at 1:00 p.m.** Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.

Bid Data Sheet

ITB Clause	
5	<p>The following persons shall be eligible to participate in this bidding:</p> <ol style="list-style-type: none"> 1. Duly Licensed Filipino citizens/sole proprietorships; 2. 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; 3. Corporations duly organized under the laws of the Philippines, and of which at least sixty percent (60%) of the outstanding capital stocks belongs to citizens of the Philippines; 4. Cooperatives duly organized under the laws of the Philippines, and of which at least sixty percent (60%) interest belongs to the citizens of the Philippines; 5. Must be engaged in business of supply, installation and repair maintenance of escalators or elevators with PCAB license, Category D and Size and Range Small B with SP-ES specialty. 6. Must be authorized distributor/dealer, installer and service contractor of elevators and escalators in the Philippines for the last ten (10) years.
5.3	<p>For this purpose, a similar contract shall refer to provision/supply, installation and service contractor of elevators or escalators.</p> <p>The Bidder must have completed, within the last ten (10) years a single contract that is similar to the project, valued at least 50% of the Approved Budget for the Contract (ABC), or by having two similar completed contract with an aggregate value of at least 50% of the ABC, with the largest of the two being at least 25% of the ABC.</p>
7.1	Sub-contracting is not allowed
12	Not applicable
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ol style="list-style-type: none"> a. In the amount of not less than ₱680,249.52, or Cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; b. Surety Bond in the amount of not less than ₱1,700,623.80.
15	<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>

16.1	<p>The address for submission of bids is:</p> <p style="text-align: center;">PICC-Bids and Awards Committee (BAC) Secretariat Ground floor, Delegation Building PICC Complex, 1307 Pasay City</p> <p>The deadline for submission of bids is May 5, 2025 at 1:00 p.m.</p>
17.1	<p>The place of bid</p> <p style="text-align: center;">BAC CONFERENCE ROOM West Wing Hall, Ground Floor, Secretariat Building PICC Complex, 1307 Pasay City</p> <p>The date and time of bid opening is May 5, 2025 at 1:30 p.m.</p> <p>In the event that the Bids cannot be opened as scheduled due to justifiable reasons, and in the absence of prior BAC activities, the BAC will take custody of the submitted Bids, with the opening deferred to the next working day at the same time and venue. The BAC will issue a formal Notice to Bidders by posting it on the BAC Secretariat/Procurement Unit electronic bulletin board and the PICC website, providing the revised schedule.</p>
19.3	<p>Total ABC is THIRTY-FOUR MILLION TWELVE THOUSAND FOUR HUNDRED SEVENTY-SIX PESOS (₱34,012,476.00), VAT Inclusive.</p>
20.2	<p>Within a non-extendible period of five (5) calendar days from receipt by the bidder of the notice from the BAC that it submitted the LCB, the Bidder shall submit the following documentary requirements:</p> <ol style="list-style-type: none"> a. Certified Photocopy of the CY 2024 Income and Business Tax Returns with proof of payment; b. Sections III and V of the bid documents, signed on each and every page by the bidder's authorized representative; c. Company Profile with the following attachments: <ol style="list-style-type: none"> 1. Certificate of authorized distributorship/dealer, installer and service provider for the last ten (10) years. 2. Shop Drawings; <ol style="list-style-type: none"> 2.1 Hoistway plan view, section and elevation, 2.2 Elevator guide rail bracket support locations, showing vertical distance between adjacent brackets, and location in terms of hoistway footprint. 2.3 Elevator entrance assembly plan view, section and elevation 2.4 Elevator cab interior showing plan view, reflected ceiling plan, front wall elevation, side wall elevation, rear wall elevation, floor plan 2.5 Hoistway elevation, showing hoistway side of each entrance opening and related hardware 2.6 Elevator Machine Room Layout Plan 2.7 Air Pressurization/Ventilation System. 3. Calculations (for the proposed new elevator):

Special Conditions of Contract

GCC Clause			
1	The Procuring Entity is <i>The Philippine International Convention Center (PICC)</i>		
2.2	<p>Payment</p> <p>Payment shall be released in full within 3 to 4 weeks after final acceptance by PICC or its representative of the Contractor's completed work, and submission of billing and complete supporting documents by Contractor as follows:</p> <ol style="list-style-type: none"> 1.) Equipment delivery receipts along with its product testing certificate, certificate of origin, inspection certificate, etc. 2.) Certificate of Completion/Turn-over Report. 3.) Invoice. 4.) Valid Tax Clearance. 5.) Equipment Testing and Commissioning Reports. 6.) Two (2) sets of Equipment manuals as follows: <ol style="list-style-type: none"> 6.1. equipment specifications catalog 6.2. installation manual, 6.3. operation and maintenance manual. 7.) Original Notarized copy of Five (5)-Year Warranty Certificate for workmanship and materials/equipment supplied by the Contractor. 8.) Photocopy of Training Certificate issued by the Contractor to the PICC-TSD Personnel. 9.) Contractor's Recommendation for: <ol style="list-style-type: none"> 9.1. Proper maintenance forms for observations, monitoring and recording operational data and trouble. 9.2. Proper periodic maintenance check-up activities and standard operating procedures on daily, weekly, monthly, quarterly and annual basis. <p>Failure to submit bank guarantee certificate shall mean deduction of five percent (5%) retention money as guarantee obligation for five (5) year warranty period. However, only five percent (5%) retention money is acceptable for guarantee for the first and second progress billing. Bank guarantee shall be applied only after total completion of the awarded project. Therefore, it shall be posted only for the final billing and payment in lieu of five percent (5%) money for the whole project.</p>		
3	<p>Performance Security</p> <p>Within ten (10) calendar days from receipt of the Notice of Award, but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any of the following forms:</p> <table border="1" data-bbox="352 1888 1358 2002"> <tr> <td data-bbox="352 1888 884 2002">Form of Performance Security</td><td data-bbox="884 1888 1358 2002">Amount of Performance Security (Equal to Percentage of the Total Contract Price)</td></tr> </table>	Form of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)
Form of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)		

11. Any work that may affect the operation and security measures of PICC shall be coordinated properly and shall be done in accordance with the PICC' approved schedule.
12. The contractor shall report to PICC on or before the bidding, any perceived or evident condition that would prevent him from performing first class work.
13. **The Contractor shall provide sub watt-hour meter and water sub-meter for the purpose of monitoring the power consumption that will be charged to the Contractor.**
14. The Contractor must submit NBI or Police or Barangay Clearance of its personnel to be assigned at the PICC.
15. Contractor's personnel must be in their company uniform and ID while inside the PICC premises.
16. The Contractor must assign the following key personnel with general experience for the Project.

Key Personnel	General Experience
Site Mechanical Engineer Must be a licensed Mechanical Engineer	With at least 5 years work experience in safe installation of elevators , testing and commissioning
Site Mechanical Foreman/Forewoman Mechanical or any Engineering Course undergraduate or Vocational Graduate of Mechanical Technology	With at least 5 years work experience in supervising installation of elevators , testing and commissioning
Site Mechanical Leadman/Leadwoman Vocational Graduate or Undergraduate of Mechanical Technology	With at least 3 years work experience in supervising installation of elevators, testing and commissioning
Safety Officer	Must have at least two (2) years work experience as Safety Officer or has undergone Basic Occupational Safety and Health/Construction Occupational Safety and Health (BOSH/COSH) training by Occupational Safety and Health Authority (OSHA) and/or any DOLE accredited Training Centers.

17. The area for temporary facility with portable toilet for the contractor's personnel shall be provided by PICC. However, it shall be constructed, installed, operated, maintained, and subsequently removed by the Contractor.
18. As a special condition, of the Project/Contract as it is a Gender and Development (GAD) structured Project, the Contractor must assign a lady engineer/s or staff under the key personnel position/project workforce.

19. The Contractor shall ensure that its assigned personnel shall comply with, and submit to the rules and regulations of the PICC on security, sanitation, safety/health, other environmental compliance as well as on the use of gender-fair language while inside PICC premises.
20. The Contractor must submit list of the following minimum required major equipment for the Project.

Item No.	Number of units required	Description of Equipment
1	2	Welding Machine
2	2	Oxygen Tanks
3	2	Acetylene Tanks
4	2	Oxy-acetylene cutting/welding outfits (complete set)
5	2	Drilling Machine (Power Tools)
6	2	Grinding Machine (Power Tools)
7	1	Box/Open wrench and other mechanical tools (complete set)
8	2	Foldable Ladder
9	1	Anemometer

21. The Contractor should free the PICC and its personnel from and against all liabilities arising from injuries or liabilities to persons or damages to property occasioned by any act or omissions by the Contractor including any and all expenses, legal or otherwise which may be incurred by PICC and its personnel in the defense of any claim, action or suit.
22. The Contractor shall undertake full responsibility and liability for any damage or loss of property or death of personnel, which may occur in the PICC premises arising from the fault or negligence of any of its personnel.
23. The Contractor shall provide **bi-monthly** regular check-ups and emergency service (check-up, trouble shooting and general minor repair) on on-call basis within 24 hours after receipt of call free of charge within the warranty period and shall provide a service report for the monthly check-ups and emergency services made.
24. Must be authorized distributor/dealer, installer and service contractor of elevators and escalators in the Philippines
25. Must have an After-sales Support System which is automated customer services in nature which provides 24 hours a day assistance and is available on line.
26. The Contractor shall assist PICC in the renewal (for the 2nd, 3rd, 4th and 5th year of operation) of application for the Permit to Operate (PTO) of the elevator/escalator and other government permits and clearances one month before the expiration. The Contractor shall perform all the required elevator/escalator test/s and issue all required Certificate/s signed by their Professional Mechanical Engineer (PME) that are needed for the renewal of PTO and should be physically present along with the MSD personnel during annual inspection conducted by the Local Government Unit

(LGU)/Government Permit Issuing Agency (GPIA). Coverage of assistance shall be from filing of the necessary application form/s to the LGU/GPIA, assessment of the fee, and the corresponding payment.

27. The Contractor upon the request of the PICC or its authorized Technical/Mechanical services representative, shall provide stand-by service personnel free of charge for fast and immediate troubleshooting/restoration of **elevator** minor defect/s to ensure safe, proper and continuous operation of said equipment during big local and/or international events.

III. QUOTATIONS:

All quotations shall conform with the following conditions:

- a. Quotation/offer for the installation/fabrication work including all any other work/ charges shall be in Philippine Peso.
- b. Bid prices must be firm for at least one hundred twenty (120) calendar days after the date of bidding. Bidders' proposal must conform with all the stipulated specifications so with the sequence of the article(s) listed in the Proposal Form.

IV. WITHHOLDING TAX:

The PICC shall withhold and deduct the corresponding tax from the amount shown in the awardee's invoice subject to the provision of applicable laws and/or obligation.

Statement of Compliance

Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered.

Note:

Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.