

SUPPLEMENTAL BID BULLETIN

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

November 7, 2025

**REHABILITATION OF AIR HANDLING UNITS (R-51 AND PL-51) SERVING THE
PLENARY AND RECEPTION HALLS (RE-BID)**

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 III – Bid Data Sheet have been revised to read as:

- ITB Clause 5

The Following persons shall be eligible to participate in this bidding:

- a. Duly licensed Filipino citizens/sole proprietorships;
- b. Partnerships duly organized under the laws of the Philippines and or 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 or 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 and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines; and**
- e. Must be engaged in business for the repair of Air Handling Units of Centralized Air-conditioning System and/or Package Air-conditioning System for the past three (3) years. The contractor must be registered with SEC or DTI.

- ITB Clause 20.2

- c. Resume of Key Personnel

II. Section VI – Schedule of Requirements has been revised to read as:

Item Number	Description	Delivered, Weeks/Months
	Rehabilitation of Air Handling Units (R-51 and PL-51) serving the Plenary and Reception Halls (Re-bid)	The project shall be completed within sixty (60) calendar days . Reckoning date is after receipt of Notice to Proceed.

III. Section VII – Technical Specifications have been revised to read as:

- SPECIAL/OTHER CONDITIONS OF THE CONTRACT
- 8. 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 supervising repair/corrective maintenance of HVAC/MVAC System
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 repair/corrective maintenance of HVAC/MVAC System
Site Mechanical Leadman/Leadwoman Vocational Graduate or undergraduate of Mechanical Technology	With at least 3 years work experience in supervising repair/corrective installation and/or maintenance of HVAC/MVAC System
Safety Officer	Must have at least two (2) years work experience as Safety Officer and has undergone Basic Occupational Safety and Health/Construction Occupational Safety Health (BOSH/COSH) training by Occupational Safety and Health Authority (OSHA) and/or any DOLE accredited Training Center.

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

For guidance and information of all concerned.


MELAN M. ESPELA
 Chairperson

Received by:

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

Bid Data Sheet

ITB Clause	
5	<p>The following persons shall be eligible to participate in this bidding:</p> <ul style="list-style-type: none"> 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 of the outstanding capital stock belongs to citizens of the Philippines; d. Cooperatives 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; and e. Must be engaged in business for the repair of Air Handling Units of Centralized Airconditioning System and/or Packaged Airconditioning System for the past three (3) years. The contractor must be registered with SEC or DTI.
5.3	<p>For this purpose, a similar contract shall refer to repair of Air Handling Units of Centralized Airconditioning System and/or Packaged Airconditioning System.</p> <p>The Bidder must have completed within the last three (3) years a single contract that is similar to this requirement, the amount of which shall be at least fifty percent (50%) of the ABC.</p>
7.1	Sub-contracting is not allowed
8	The PICC will hold a pre-bid conference on November 5, 2025 at 11:00 a.m.
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> <ul style="list-style-type: none"> a. In the amount of not less than ₱18,714.00, 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 ₱46,785.00.
15	<p>Sealing and Marking of Bids</p> <p>Each Bidder shall submit the original and one (1) photo copy of the first and second components of its Bid. Technical and Financial documents must be placed in separate envelopes properly marked and sealed (please see attached Illustrations)</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 November 18, 2025 at 10:30 a.m.</p>
17.1	<p>The place of bid</p> <p style="text-align: center;">BAC CONFERENCE ROOM D-100, Ground Floor, Secretariat Building PICC Complex, 1307 Pasay City</p> <p>The date and time of bid opening is November 18, 2025 at 11:00 a.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 NINE HUNDRED THIRTY-FIVE THOUSAND SEVEN HUNDRED PESOS (P935,700.00) 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. Resume of Key Personnel; d. Certifications from satisfied client/s stating that your company repairs of Air Handling Units of Centralized Airconditioning System and/or Packaged Airconditioning System within the last three (3) years e. List of at least two (2) corrective repairs of Air Handling Units of Centralized Airconditioning System and/or Packaged Airconditioning System within the last three (3) years detailing the name of clients, contract price, contact person and the telephone numbers. f. Certification from PICC' Mechanical Services Division that the participating bidder has conducted ocular inspection of the subject equipment g. Certificate of Satisfactory Completion & Acceptance of previous PICC projects undertaken within the last three (3) years, if any.
21.2	<p>No additional requirement</p>

Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item Number	Description	Delivered, Weeks/Months
	Rehabilitation of Air Handling Units (R-51 and PL-51) serving the Plenary and Reception Halls (Re-bid)	This project shall be completed within sixty (60) calendar days . Reckoning date is seven (7) days after receipt of Notice to Proceed.

I hereby commit to comply and deliver all the above requirements in accordance with the above stated schedule.

Name of Company / Bidder

Signature over printed Name of Authorized Representative

Position

Date

SPECIAL/OTHER CONDITIONS OF THE CONTRACT:

1. The Contractor must conduct site survey and inspection.
2. The Contractor shall coordinate with the PICC-Mechanical Services Division throughout the work process. Any work that could affect PICC' air conditioning operation should be properly coordinated with Mechanical Services Division (MSD)/project-in-Charge or his authorized representative before commencing any work.
3. The Contractor shall be solely responsible for test run operation of the AHU drive motor and troubleshooting of control system and devices encountered during the repair work and test run operation.
4. Repair or replacement of parts and other accessories of the unit found defective during the progress/process of work shall be supplied by the Contractor at no additional cost to PICC.
5. The Contractor shall turn over to PICC all replaced/defective parts. The same shall replace any parts supplied by Contractor that may be found defective during turn over.
6. The Contractor shall turn over the AHU R-51 and AHU PL-51 in good operating condition.
7. 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.
8. 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 supervising repair/corrective maintenance of HVAC/MVAC System
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 repair/corrective maintenance of HVAC/MVAC System
Site Mechanical Leadman/Leadwoman Vocational Graduate or Undergraduate of Mechanical Technology	With at least 3 years work experience in supervising repair/corrective installation and/or maintenance of HVAC/MVAC System
Safety Officer	Must have at least two (2) years work experience as Safety Officer and has undergone Basic Occupational Safety and Health/Construction Occupational Safety and