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BIDS AND AWARDS COMMITTEE

PROJECT: "Construction of Four (4) Comfort Rooms for MCIAA Offices"

DATE OF SUBMISSION AND OPENING OF BIDS : December 28, 2018 @ 8:30 A.M.

ABC : Php1,697,267.35

BID BULLETIN NO. 1

1.) Two (2) Envelope System –

(First Envelope)

- a.) **One (1) Envelope- Encloses Eligibility/Technical Components containing one (1) original copy and four (4) photocopies (properly labeled as Copy No. 1, Copy No. 2, Copy No. 3 and Copy No. 4) comprising the following documents:**

ELIGIBILITY DOCUMENTS

(Class "A"):

(Legal Documents)

- A. 1 Phil-GEPS Platinum Certificate of Registration **or in absence of such certificate**, the following documents must still be submitted, to wit:
- a. Registration from SEC, DTI or CDA including Articles of Incorporation and By-laws (All members must submit in case of JV)
 - b. Mayor's Permit (principal place of business) for 2018 or equivalent document for Exclusive Economic Zones or Areas;
 - c. Valid Tax Clearance per Executive Order 398, Series of 2005

Note : Even if the bidder is a holder of Phil-GEPS Platinum Certificate of Registration but in case either of the aforementioned documents was already expired, the bidder is obliged to submit a valid and updated document.

(Technical Documents)

- A.2. Statement/List of **all** ongoing government & private contracts including contracts awarded but not yet started (**Attach Contract or PO, NTP or NOA, Certificate from Owner on the Status/Accomplishment of the project**)

*Note: Interested bidders must submit all their on-going government & private contracts including awarded but not yet started with supporting proof as stated in the Form hereto attached. **All the pages of the Contract/PO must be complete, however, no need to include attachments.***

- A.3. List of Single Largest Completed Contract (Government or Private) which are similar in nature as stated in the BDS **attaching the NTP and/or NOA or Contract or P.O., Certificate of Completion/Accomplishment/Final Acceptance issued by the Owner;**

Note: Bidder must have one (1) Contract of Infrastructure Project on any Asphaltting Work Project equivalent to 50% of the ABC.

- A.4. PCAB License of the Bidder as defined under Section 12.1 (a) (iii) of the BDS. (In case of JV, the special PCAB joint venture license with corresponding minimum PCAB categories, shall be submitted).
- A.5. Audited Financial Statements for the years 2015 and 2016 or 2016 and 2017 stamped "received" by the BIR or any accredited and authorized institutions (In case of JV, ALL members must submit the requirements) – **In case the bidder/s is not a Phil-GEPS Platinum registered**
- A.6. NFCC (at least 100% of the ABC)

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

Note: Cash Deposit Certificate and CLC not allowed

(Class "B")

- B. 1. Joint Venture Agreement (JVA), in accordance with RA 4566. (Note: All partners must submit the Legal Documents)
- B.2. Bid Security

Note: Bid Securing Declaration is acceptable
- B.3. Revised Omnibus Sworn Statement that a particular person is authorized to represent the bidder/entity.
- B. 4. Certification, under oath, certifying that bidder has no pending case against the government (per DOTr Memorandum dated Jne 26, 2018)

(Second Envelope)

- b.) One (1) Envelope - Financial Information/Documents containing one (1) original copy and four (4) photocopies (also properly labeled as Copy No. 1, Copy No. 2, Copy No. 3 and Copy No. 4) comprising the following documents:**

Financial Documents

- 1. Bid Proposal in Standard Form with attach:
 - a. Bill of Quantities (BOQ)
- 2. Construction Schedule/S-Curve

c.) The abovementioned envelopes (a & b) shall be enclosed or placed in one single envelope duly sealed.

Note: Submission of bidding documents in accordance with the following methods are also allowed:

One Envelope for the Originals duly sealed, signed and marked – inside are two envelopes for the original copy of Eligibility/Technical Documents and original copy of the Financial Documents each properly sealed, signed and marked.

One Envelope for Copy 1 duly sealed, signed and marked– inside are two envelopes for Copy 1 of the Eligibility/Technical Documents and Copy 1 of the Financial Documents each properly sealed, signed and marked.

The same procedures with Copy 2, Copy 3 and Copy 4.

The aforementioned five (5) envelopes with the corresponding documents inside (Original, Copy 1, Copy 2, Copy 3 and Copy 4) each duly sealed, signed and marked shall be enclosed in one single envelope or carton also duly sealed, signed and marked.

2. Cashier's/Manager's check, Bank draft/guarantee, Irrevocable letter of Credit **should be from universal or commercial bank.** (Note: Rural or Savings Bank is not acceptable)

3). Bid Security

Note: Bid Securing Declaration is acceptable

Note: In case of a Surety Bond, it must be callable upon demand issued by a surety or insurance private company must have a corresponding certification issued by the Insurance Commission that such private company is authorized to issue such bond. For Surety Bond from GSIS, such certification is no longer necessary.

4. The deadline for the submission and opening of bids will be on **December 28, 2018 at 8:30 o'clock in the morning.**

5. All Bidders who bought the bidding documents and will not participate the bid opening must inform the BAC in writing.

6. All documents submitted must be duly bound or fastened, paginated and duly signed or initialed by the authorized signatory mentioned in the Secretary's Certificate or SPA or Joint Affidavit attached to the Omnibus Sworn Statement. The aforementioned documents must be submitted in five (5) copies, one (1) original and four (4) photocopies.

Unsealed or unmarked bid envelopes shall be rejected. However, bid envelopes that are not properly sealed and marked, as required in the Bidding Documents, shall be accepted, provided that the bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. The BAC shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked bid, or for its premature opening.

7. In case of conflict, this Bid Bulletin shall be deemed an amendment to the items and/or statements under the Bidding Documents.

8. Attached are copies of the Checklist, BOQ, UPA and other Standard Forms for bidder's compliance.

Issued on December 17, 2018.

Atty. GLENN B. NAPULI
BAC-Chairperson

cc: All Interested Bidders



CHECKLIST FOR ELIGIBILITY, TECHNICAL AND FINANCIAL DOCUMENTS

PROJECT: “Construction of Four (4) Comfort Rooms for MCIAA Offices”
Date of the Submission and Opening of Bids: December 28, 2018 @ 8:30 A.M.
ABC : Php1,697,267.35

Name of Bidder/s:

1	2	3	4	5	6	7	8	9

FIRST ENVELOPE:

A. ELIGIBILITY/TECHINCAL COMPONENTS

Class “A” Documents

LEGAL DOCUMENTS									
									A.1. Phil-GEPS Platinum Certificate of Registration and Membership (ALL members must submit in case of JV) or in the absence of such certificate the following documents must still be submitted:
									a. Registration from SEC, DTI or CDA, including By-laws and Articles of Incorporation (ALL members must submit in case of JV)
									b. Mayor’s Permit for the year 2018 (principal place of business) (ALL members must submit in case of JV)
									c. Valid Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR Central Office. (ALL members must submit in case of JV)
TECHNICAL DOCUMENTS									
									A.2 Statement of ALL on-going government and private construction contract including contracts awarded but not yet started (with proof)- Contract or PO, NTP or NOA, Certificate from Owner on the Status/Accomplishment of the project

REVISED OMNIBUS SWORN STATEMENT

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF.....) S.S.

AFFIDAVIT

I, _____, of legal age, _____, and residing at _____, after having been duly sworn in accordance with law, do hereby depose and state that:

1. I am the sole proprietor of _____ with office address at _____;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. As the owner and sole proprietor of _____, I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for _____ of the _____;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the [Name of Bidder] in the bidding as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary’s Certificate issued by the corporation or the members of the joint venture)];

3. _____ is not “blacklisted” or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. _____/ is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. I am not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. _____ complies with existing labor laws and standards; and
8. _____ is aware of and has undertaken the following responsibilities as a Bidder:
 - a. Carefully examine all of the Bidding Documents;
 - b. Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. **I am also aware of the existing procedures or policies being implemented by the MCIAA-BAC and hereby obey and/or waive my rights to question the same;**
10. **Further, I am fully aware that MCIAA reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidders.**

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of __, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

[JURAT]

Statement of Completed Government & Private Construction Contracts which are similar in nature

Business Name : _____
 Business Address : _____

Name of Contract	a. Owner Name b. Address c. Telephone Nos.	Nature of Work	Contractor's Role		a. Amount at Award b. Amount at Completion c. Duration	a. Date Awarded b. Contract Effectively c. Date Completed
			Description	%		
<u>Government</u>						
<u>Private</u>						

Note: This statement shall be supported with:

- 1 Contract or PO
- 2 NTO or NOA
- 3 Certificate of Completion/Accomplishment/ Final Acceptance issued by the owner

Submitted by : _____
 (Printed Name & Signature)

Designation : _____
 Date : _____

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