

BIDS AND AWARDS COMMITTEE FOR CONSULTING SERVICES (BAC-C)

**PRE-ELIGIBILITY CONFERENCE FOR THE CONSTRUCTION MANAGEMENT AND SUPERVISION (CMS)
OF THE DESIGN AND BUILD PROJECT FOR THE NATIONAL ACADEMY OF SPORTS (NAS) - PHASE 1 AT
NEW CLARK CITY**

Bid Bulletin No. 1

12 February 2021

This Bid Bulletin contains the Minutes of the Pre-Eligibility Conference held on 9 February 2021, 2:00 PM via Zoom. This Bid Bulletin also contains clarifications and modifications and shall form an integral part of the Bid Documents.

PART I. MINUTES OF THE PRE-ELIGIBILITY CONFERENCE

I. Attendees

BAC-C

Joshua M. Bingcang	Chairperson
Atty. Joanna Eileen M. Capones	Vice-Chairperson
Virgil M. Alvarez	Member
Jocelyn L. Caniones	Member
Madonna M. Cinco	Member

TWG

Vergel Paras
Mark Rey DG. Batonghinog
Jayvee L. Lanciola

Secretariat

Stevenson E. Tugas Jr.	Head-Secretariat
Cornelio Peter Yap	
Miriam Daniwan	

End-user

Marvin Carreon
Eduardo R. Rosqueta
Joan Grace N. Ortila

Agency Partners

Mayet Patag	NAS
Bong Arroyo	NAS
Cesar Abalon	Dep-Ed

Representative of Prospective Bidders

Audrey M. Baldoza
Cristine Parco
Jen Silva
Andrew Frondoza
Sarah Arboleda
Karla Cardones

Filipinas Dravo
Filipinas Dravo
AMCON and Company, Inc.
Santos Knight Frank Inc.
Santos Knight Frank Inc.
TPM

II. CALL TO ORDER:

There being a quorum, Chairperson Bingcang called the pre-eligibility conference to order at 2:05 PM and welcomed the prospective bidders.

III. PRE-ELIGIBILITY CONFERENCE PROPER

A. Joan Grace N. Ortila presented the details of the project to the prospective bidders. The salient points were as follows:

a. Approved Budget for the Contract

The approved budget for the contract (ABC) is Php 17,052,000.00, inclusive of all government taxes and fees

b. Duration of the Project

It shall take effect from the date stated in the Notice to Proceed (NTP) and shall remain in force and effect for 300 Calendar days starting from receipt of NTP

c. Key Staff

No	NOMINATED KEY STAFF	Minimum Required
1.	Team Leader/ Project Manager	Licensed Civil Engineer with at least 5 years of managerial experience in Construction Management and Supervision of Building and Site Development Projects
2.	Deputy Project Manager	Licensed Civil Engineer with at least 5 years of managerial experience in Construction Management and Supervision of Building and Site Development Projects
3.	Sr. Structural Engineer	Licensed Civil Engineer with at least 5 years' experience as Sr. Structural Engineer in Construction Management and Supervision of Building and Site Development Projects
4	Sr. Geotechnical / Foundation Engineer	Licensed Civil Engineer with at least 5 years' experience as Sr. Geotechnical / Foundation Engineer in Construction Management and Supervision of Building and Site Development Projects
5.	Sr. Geodetic Engineer	Licensed Civil Engineer with at least 5 years' experience as Sr. Geodetic Engineer in Construction Management and Supervision of Building and Site Development Projects

6.	Sr. Mechanical Engineer	Licensed Mechanical Engineer with at least 5 years' experience as Sr. Mechanical Engineer in Construction Management and Supervision of Building and Site Development Projects
7.	Sr. Electrical Engineer	Licensed Electrical Engineer with at least 5 years' experience as Sr. Electrical Engineer in Construction Management and Supervision of Building and Site Development Projects
8.	Sr. Drainage / Sanitary Engineer	Licensed Civil Engineer with at least 5 years' experience as Sr. Drainage / Sanitary Engineer in Construction Management and Supervision of Building and Site Development Projects
9.	Sr. Quantity Surveyor	Licensed Civil Engineer with at least 5 years' experience as Sr. Quantity Surveyor in Construction Management and Supervision of Building and Site Development Projects
10.	Sr. QA / QC Engineer / Materials Engineer	Licensed Civil Engineer with at least 5 years' experience as Sr. QA / QC Engineer/ Materials Engineer in Construction Management and Supervision of Building and Site Development Projects
11.	Sr. Landscape Architect	Licensed Landscape Architect with at least 5 years' experience as Sr. Landscape Architect in Construction Management and Supervision of Building and Site Development Projects

Support Staff

1. Architect
2. Structural Engineer
3. Mechanical Engineer
4. Electrical/Electronics Engineer
5. Drainage/Sanitary Engineer
6. Sanitary/Plumbing/Drainage Inspector
7. Asst QA/QC Engineer
8. Asst Quantity Surveyor
9. Field Engineer 1
10. Field Engineer 2
11. Cad Operator
12. Administrative Officer
13. I.T. Specialist
14. Document Specialist
15. Encoder/Document Specialist
16. Secretary
17. Utility Personnel
18. Messenger/Liaison Officer

d. Minimum Qualifications of the Consultant

- Reputable firm with at least ten (10) years of business operation in Construction Management and Supervision. In case of JV, at least one member firm should have at least ten (10) years of business operation in Construction Management and Supervision.
- Must have undertaken at least 1 Construction Management and Supervision of a multi-sports gym, stadium, arena or indoor sports facility for the last 10 years whose value must be at least 50% of the ABC. In case of JV, at least 1 of the JV partners should have undertaken at least 1 CMS of a multi-sports gym, stadium, arena or indoor sports facility for the last 10 years whose value must be at least 50% of the ABC

e. Scope of Works of the Consultant

1. Ensure that all works are accomplished according to approved plans and specifications
2. Review, certify and recommend approval on the submitted designs in accordance with the Codes and Standards, MPSP, NCC DSG, among others
3. Supervise and inspect construction works and implementation schedule
4. Review and verify findings during the testing and commissioning
5. Recommend acceptance of works
6. Maintain all documents of the Project from pre-construction up to its completion and final acceptance and provide BCDA with weekly and monthly reports

f. Eligibility Criteria

Only the following shall be eligible to participate:

1. Duly licensed Filipino citizens/sole proprietorship;
2. Partnership (at least 60% of the interest belongs to Filipino citizens);
3. Corporations (at least 60% of the outstanding capital stock belongs to Filipino citizens);
4. Cooperatives (at least 60% of the interest belongs to Filipino citizens); or
5. Persons/entities forming a Joint Venture: Provided, however, that, Filipino Ownership or interest of the JV shall be at least 60%.
6. Filipino ownership or interest shall be based on contributions of each of the members of the JV as specified in the JVA

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 RE appropriate regulatory body to practice those professions and allied professions specified in the EDS.

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g. Evaluation Criteria

The CONSULTANT shall be selected through competitive bidding in accordance with the Revised IRR of RA 9184 and its implementing guidelines. The prospective bidders' proposal shall be evaluated based on the **Quality-Cost Based Evaluation (QCBE)** procedure. The shortlist shall consist of at most five (5) prospective bidders who will be entitled to submit bids. The criteria and rating system for the shortlisting are as follows:

Criteria	Rating
Relevant Experience of the of the Consultant	30%
Qualifications of the Key Personnel to be assigned to the Project	50%
Current Workload of Key Personnel relative to capacity	20%
Total	100%

The Consultant/s must pass the required minimum score of 70% to be shortlisted

B. Mr. Vergel Paras presented the Checklist and Tabbing Requirements, Eligibility Forms, Signing, Sealing and Marking of Eligibility Documents including the Procurement Schedule. The following are the highlights of the presentation:

a. Checklist and Tabbing Requirements

Tab #	Description	Description
1	EF 1	Eligibility Submission Form
2		PhilGEPS Certificate of Registration under Platinum Membership Per GPPB Resolution No. 26-2017, during bid submission, prospective bidders may still submit their Class "A" Eligibility Documents pursuant to Section 8.5.2 of the 2016 revised AIRR (i.e. Registration Certificate from SEC, DTI, or CDA; Mayor's Permit; Tax Clearance; Philippine Contractors Accreditation Board (PCAB) license and registration; and Audited Financial Statements), or if already registered in the PhilGEPS under Platinum category, their Certificate of Registration and Membership in lieu of their uploaded file of Class "A" Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain a post-qualification requirement to be submitted in accordance with Section 34.2 of the 2016 revised IRR of RA 9184.
3	EF 2	Statement of all on-going and completed government and private contracts, including contracts awarded but not yet started.

4	EF 3	Summary of all on-going and completed government and private contracts, including contracts awarded but not yet started.
5	EF 4	Consultant's References
6	EF 5	Summary of CVs
7	EF 6	Curriculum Vitae for each of the following nominated key staff:
7.a		Team Leader/Project Manager
7.b		Deputy Project Manager
7.c		Sr. Structural Engineer
7.d		Sr. Geotechnical/Foundation Engineer
7.e		Sr. Geodetic Engineer
7.f		Sr. Mechanical Engineer
7.g		Sr. Electrical Engineer
7.h		Sr. Drainage/Sanitary Engineer
7.i		Sr. Quantity Surveyor
7.j		Sr. QA/QC Engineer/Materials Engineer II
7.k		Sr. Landscape Architect
8	EF7	Statement of the Consultant specifying its nationality and confirming that those who will actually perform the services are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions.
9		Format of CV of the firm
10		Valid joint venture agreement, in case a joint venture is in existence. (In the absence of JVA, duly notarized statement that all potential partners shall enter into and abide by the provisions of the JVA in the instance that the bid is successful)

Note: BCDA shall not assume any responsibility regarding erroneous interpretations or conclusions by the Bidder out of the data furnished by BCDA in relation to this bidding. The Bidder shall take the responsibility to ensure the completeness of its submission after taking the steps to carefully examine all the Bidding Documents and its amendments

b. Format and Signing of Eligibility Documents

- i. Prospective bidders shall prepare an original and copy of the eligibility documents.

- ii. The Eligibility Documents Submission Form shall be signed by the duly representative of the bidder. Failure to do so shall be a ground for rejection of the eligibility documents.
- iii. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by the duly authorized representative of the prospective bidder.

c. Sealing and Marking of Eligibility Documents

- i. Bidders shall enclose their Original Eligibility Documents in a sealed envelope marked "ORIGINAL – ELIGIBILITY DOCUMENTS". The copy of the Eligibility Documents shall be similarly sealed duly marking the envelope as "COPY - ELIGIBILITY DOCUMENTS". These envelopes containing the Original and the Copy shall then be enclosed in One Single Envelope.
- ii. The Original and the Copy of the Eligibility Documents shall be typed or written in indelible ink and shall be signed by the prospective bidder or its duly authorized representative.
- iii. All envelopes shall:
 - (a) contain the name of the contract to be bid in capital letters;
 - (b) bear the name and address of the prospective bidder in capital letters;
 - (c) be addressed to BCDA's BAC specified in the EDS;
 - (d) bear the specific identification of this Project indicated in the EDS; and
 - (e) bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of eligibility documents, in accordance with Clause 5.
- iv. Please use Tabs for quick reference of the documents.

d. Reminders

- i. Bidders may submit their Eligibility Documents a day before the deadline for submission to avoid the possibility of being late for submission.
- ii. The BAC expects the bidders to exercise due diligence in going through the Eligibility Documents to be able to prepare it intelligently.

e. Procurement Schedule

	ACTIVITY	TIME	DATE
1	Advertisement/Posting of Request for Expression of Interest		05 February 2021
2	Issuance of Eligibility Documents		05 - 16 February 2021
3	Pre-Eligibility Conference	2:00 PM	09 February 2021
4	Request for Clarification (last day)	Until 5:00 PM	10 February 2021
5	Issuance of Supplemental Bid Bulletin		12 February 2021
6	Deadline for Submission of Eligibility Documents	12:00 NN	16 February 2021

7	Opening of Eligibility Documents and Eligibility Check	1:00 PM	16 February 2021
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C. The following questions/clarifications were raised during the Question and Answer portion of the Pre-Eligibility Conference and received via email:

Questions	Answer/ Clarification
Does BCDA strictly require all members of the project for both the key staff to be all filipino	Yes. For the Key Personnel, it is required that they should be all Filipino.
Is it possible to request for the Editable Forms?	It will be posted on the BCDA website.
We just want to ask regarding the CVs of the people that we will submit, can we change the people that we will deploy in the project after the award?	Sec 33.3 of the Revised IRR of RA 9184 provides that, “There should be no replacement of key personnel before the awarding of contract, except for justifiable reason as may be determined by the BAC, such as, illness, death, or resignation provided it is duly supported by relevant certificates, or any delay caused by the Procuring Entity. The BAC shall immediately consider negotiation with the next ranked consultant if unjustifiable replacement of personnel by the first ranked firm is made. Once the contract has been awarded, no replacement shall be allowed by the HoPE until after fifty percent (50%) of the personnel’s man-months have been served, except for justifiable reasons, subject to appropriate sanctions as prescribed in the PBDs”.
If the Tax Clearance is still being processed by the respective RDO, what other document can the prospective bidder, who is under RED membership, submit to qualify for this stage? Our understanding is that if a prospective bidder has yet to file for PhilGEPs Certificate of Registration under Platinum Membership, Class A documents can be submitted for now. Please advise. Thank you.	<p>Per GPPB Resolution No. 26-2017, “For alternative methods of procurement mentioned in section 54.6 of the 2016 Revised IRR of R.A. 9184, only PHILGEPs Registration Number (RED memberships) shall be required from the bidder.”</p> <p>Meanwhile, GPPB Circular 03-2016 provides that, “Starting 1 May 2017, bidders for competitive biddings will be required to submit their PhilGEPs Certificate of Registration of Membership under Platinum category during eligibility check or bid submission, as the case may, in lieu of their Class “A” Documents uploaded and maintained current and updated in the PhilGEPs pursuant to Section 8.5.2 of the 2016 Revised IRR of RA 9184.”</p> <p>Section 8.5.2 of the Revised IRR of RA 9184 provides that:</p>

	<p>“All bidders shall upload and maintain in PhilGEPS a current and updated file of the following Class “A” eligibility documents under Sections 23.1(a) and 24.1(a):18</p> <ul style="list-style-type: none"> a. Registration Certificate; b. Mayor’s/Business Permit or its Equivalent Document; c. Tax Clearance; d. Philippine Contractors Accreditation Board (PCAB) license and registration (for infrastructure project, only); and e. Audited Financial Statements.” <p>R.A. 9184 does not provide for alternative documents that bidders may present in lieu of the tax clearance. That said, submission of the tax clearance is a strict requirement.</p>
<p>In case of a JV with a foreign consultant, are both partners required to submit Class A documents at this stage?</p>	<p>Section 1.3. of the Philippine Bidding Documents provide that, “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.”</p> <p>Per section 1.3. of the Eligibility Data Sheet of the Project, it provides that, “No further instructions.” With that, participation of foreign consultants, for this project, is not allowed.</p>
<p>For the 18 support staff, will they be required by your office to work full-time?</p>	<p>Yes. the 18 support staff will be required to work full time.</p>
<p>Is the Sr. Electrical Engineer needs to be a licensed Professional Electrical Engineer as per Manning Requirement?</p>	<p>No. Licensed Electrical Engineer is accepted with at least 5 years’ experience as Sr. Electrical Engineer in Construction Management and Supervision of Building and Site Development Projects</p>

IV. CLOSING OF THE PRE-ELIGIBILITY CONFERENCE

The BAC Vice Chairperson thanked the bidders for attending the pre-eligibility conference and reminded them of the deadline of submission of clarification on February 10, 2020 at 5:00PM. There being no other matters to discuss, the conference was adjourned.

For Your Information.

BIDS AND AWARDS COMMITTEE FOR CONSULTING SERVICES



Joshua M. Bingcang
BAC-C Chairperson