

**PROCUREMENT OF SUPPLY AND DELIVERY OF SIXTEEN (16) UNITS
OF BRAND NEW MOTOR VEHICLE**

BID BULLETIN NO. BAC-G MV 2021-001

This Bid Bulletin clarifies the queries that were raised during the Pre-Bid Conference, with online coverage, held on 05 February 2021 at 10:00 AM at the BCDA Corporate Center, as well as other matters relative to the **Procurement of Supply and Delivery of Sixteen (16) Units of Brand Motor Vehicle**.

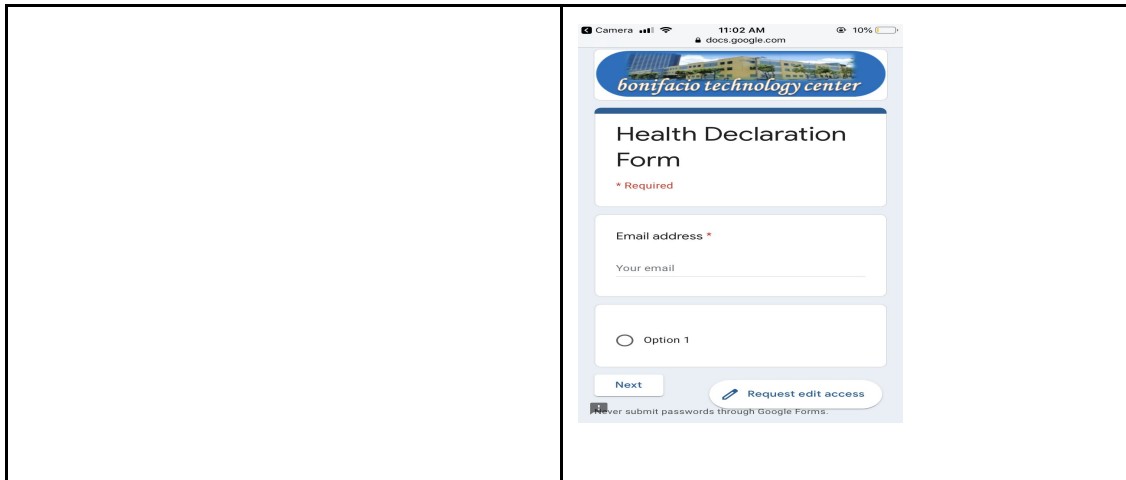
1. General Queries

Queries	Clarification/s
1. Regarding the Technical Specification for Lot A particularly on the Alloy Mag wheels, would it be ok if the winning bidder replaces the default wheels from Steel Mag Wheel to Alloy Mag Wheel to suit the technical requirements of the project? Alloy wheels are more expensive than steel wheels.	BCDA prefers alloy mag wheels over steel rim wheels, as indicated in the Terms of Reference (TOR). Alloy mag wheels offer better fuel economy and are stronger than standard steel rim wheels. BCDA considered the cost of the alloy wheels in the ABC. If the vehicle being offered has factory installed steel rim wheels, the dealership shall replace them with appropriate alloy mag wheels.
2. For Lot A and Lot C, since our vehicles are imported, can we extend the delivery period from 60 days to 90 days from the date of the Issuance of the Purchase Order?	Since the vehicles are already needed, BCDA maintains that the delivery period for Lots A, B, and C are 60 calendar days upon the issuance of their Purchase Orders.
3. Please clarify the Brand of the Unit which per TOR is 20 years in the market. This is No. 6 of the Other Requirements of the TOR.	As indicated in the TOR, the brand of the vehicles to be offered by the bidders must be at least 20 years in the Philippine market.
4. Regarding the required capacity for Lot A, do you consider cut-over design, which means that the body of the vehicle has a cut and rear body? Will you also consider a drive away chassis?	For as long as the capacity of the vehicle can carry three (3) Passengers including the driver in front and at least 16 passenger-capacity in the+ rear cab facing each other, BCDA can accept any design of the van.

5. For Lot A, do you have a particular design of the vehicle?	BCDA does not have any particular design for Lot A, as long as it complies with the requirements of the TOR.
6. Does the vehicle have to be a 2021 model?	As indicated in the TOR, the vehicle must be brand new and is carried as a current or latest model.
Other Queries/Clarifications	
1. If bidders choose to avail the bid documents online instead of getting them from the BCDA Office, how will bidders receive the bid documents online?	<p>Bid Documents may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPs) and the website of BCDA (www.bcda.gov.ph).</p> <p>However, only those who paid for the bid documents are allowed to submit their bids and participate in the bidding.</p>
2. Is it possible for a bidder to attend the opening of the bids online?	Bidders or their representative/s have the option to attend the bid opening physically present at the designated venue or via video conferencing using Zoom Meeting link to be provided to the bidders before the bid opening. An email will be sent to bidders who purchased the bid documents.
3. How will the bidders submit bid proposals?	The bidders or their representatives are required to physically submit the eligibility requirements, technical and financial proposals to the BCDA Corporate Center 2F Bonifacio Technology Center, 2nd Ave. corner 31st Street, BGC, Taguig City . Please be assured that BCDA follows and implements a strict company health protocol which includes the disinfection of all documents, especially external documents, and the BCDA premises, on a regular basis.

<p>4. Can bidders purchase the bid documents, pay the bid and performance securities, etc. online?</p>	<p>Bidders may purchase the bidding documents, pay the bid security, and performance security online using a bank-to-bank fund transfer method. Interested bidders shall inform BAC-G via email that it chooses to transact the aforementioned online. BAC-G will coordinate with the bidder and provide the necessary steps and procedures to be followed in paying online. Once online payment is verified, BCDA shall issue an Official Receipt (OR) and email a scanned copy of the OR to the bidder, which it shall acknowledge upon receipt of the scanned OR. The Bidder can claim the original copy of the OR from the BCDA cashier during regular business hours afterwards.</p> <p>The bidder must include a copy of the (scanned) OR in the submission of its bid documents.</p>
<p>5. How safe are the bid documents from viruses once they are opened during the bid opening?</p>	<p>BCDA is following a strict health protocol and has put in place a disinfection procedure/area to disinfect all external documents. Thus, BCDA assures the bidders that the Bid Documents are safe during the Bid Opening.</p>
<p>6. How will BAC-G conduct the post-qualification during the GCQ?</p>	<p>The BAC-TWG and representatives shall conduct the post-qualification activities provided under the Revised IRR of RA 9184 and GPPB Resolutions with utmost care and mindful of all the precautionary measures and health safety protocols that the government enjoins to be observed. The TWG will conduct validation of documents in the bidder's place of business or conduct interviews with the key officers of the bidder via video conferencing. For this purpose, the</p>

	<p>bidder shall submit the email addresses of its concerned officers and managers to be interviewed prior to the post qualification.</p> <p>Also, the bidder must ensure that the original copies of the bid documents submitted to BCDA shall be disinfected prior to its inspection by the BAC-G. The bidder shall prepare and reserve a well-ventilated and spacious room, making social and physical distancing possible, where the inspection of the said original documents will be held.</p> <p>Finally, BAC-G TWG/representatives and bidder's representatives are enjoined to wear a facial mask, in good health condition, and maintain physical distance during the post qualification process.</p>
<p>7. Can the bidders be provided with the QR Code for easy access to the building premises of BCDA?</p>	<p>Yes. Kindly scan the prescribed QR Code below:</p> <div data-bbox="903 1144 1289 1585" data-label="Image"> <p>The image shows a QR code on a white background. Above the QR code, it says 'SCAN THE CODE' in bold black letters. Below the QR code, it says 'and accomplish the Health Declaration Form' in bold black letters. At the top of the image, there is a small graphic of a building with the text 'bonifacio technology center' in a green oval.</p> </div> <p>Upon scanning, please fill-up the Health Declaration Form: (a sample form is shown below)</p>



2. Clarifications

- a. The Approved Budget for the Contract (ABC) is the sum of Thirty-Three Million Seventy Thousand Pesos (P33,070,000.00), inclusive of VAT and all applicable taxes and fees, chargeable to BCDA 2020 Outstanding Obligations, for each of the following lots:

Lot	Description	Qty	Unit Cost	Total
A	Multi-Purpose Vehicle (M/T)	3	1,240,000.00	3,720,000.00
B	Multi-Purpose Vehicle (A/T)	3	1,450,000.00	4,350,000.00
C	Passenger Van (A/T)	10	2,500,000.00	25,000,000.00
	Total	16		PhP33,070,000.00

- b. A complete set of Bidding Documents can be acquired by interested Bidders at the **BCDA Corporate Center, 2F Bonifacio Technology Center, 31st Street corner 2nd Avenue, Bonifacio Global City, Taguig City** starting 29 January 2021 to 18 February 2021 from **8:00 AM to 3:00 PM**, and until **09:00 AM on 19 February 2020**, except Saturdays, Sundays and Holidays, upon payment of a non-refundable fee, in cash or manager's check, for the following fees of bidding documents:

Lot	Cost of Bidding Documents (in Php)
A	5,000
B	5,000




C	25,000
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If the Bidder shall participate in the procurement of all lots, the bidder shall pay the total amount of Php25,000.00 as the fee of all bidding documents.

- c. The bid should not be more than the ABC per Item per Lot and the ABC per Lot, otherwise the bidder shall be disqualified.
- d. The bidders must be registered with PhilGEPS under Platinum Membership, otherwise the bidders will be rated failed which shall result in declaring them as “ineligible”.
- e. The bid documents can be accessed from the PhilGEPS and BCDA websites.
- f. The bidders must have completed similar contracts within the last three (3) years, prior to the date of submission and receipt of bids. A contract similar to the Project equivalent to at least 50% of the ABC; or at least two (2) similar contracts, the aggregate contract amount of which should be equivalent to at least 50% of the ABC, with the largest of these similar contracts equivalent to at least twenty-five percent (25%) of the ABC. Further, the description of an eligible bidder is described in the Instruction to Bidders (ITB) of the Bid Documents.
- g. (FORM SF-GOOD-13a) Statement of ALL 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.

The Statement of All Ongoing Contracts shall indicate, for each contract, the following:

1. name of the contract;
2. date of the contract;
3. contract duration
4. owner’s name and address;
5. kinds of Goods;
6. amount of contract and value of outstanding contracts; and
7. date of delivery.

The requirement for the “Statement of all Ongoing Contracts” is merely a “statement” of all ongoing contracts. It refers to a “statement” to be made by the bidder relative to all its ongoing government and private contracts, and not the actual submission of the physical NOA, NTP or Contracts.

- h. (FORM SF-GOOD-13a) Statement of at least one (1) COMPLETED government and/or private contracts which is similar in nature supported with any of the following documents: (in accordance with Clause 5.4 of the BDS):



1. End User's Acceptance; or
2. Sales Invoice; or
3. Official Receipt of the last payment received.

One (1) completed contract* of similar nature whose contract amount is at least 50% of the ABC, or two (2) similar contracts with the aggregate contract amount which is equivalent to at least 50% of the ABC, is acceptable.

- i. The bidders must follow and be guided by the checklist of requirements as discussed during the pre-bid conference. The bidders must also use the revised forms of the 1) Ongoing and Completed Contracts and 2) Statement of Single Largest Completed Contract.* These are all attached herewith as *Annex A*.
- j. A bid bulletin would be posted in PhilGEPS and BCDA website on 12 February 2021. However, only those who purchased the bidding documents are entitled to directly receive a copy of the Bid Bulletin by email.
- k. Only those bidders who purchased the bid documents are allowed to submit their bids.
- l. The computation of the bid security shall be based on the Approved Budget for the Contract (ABC).
- m. The bidders may submit a notarized Bid Securing Declaration in lieu of other forms of bid security, up to the post qualification. It is important to note, however, that although the Bid Securing Declaration does not require cash, its enforcement shall include automatic blacklisting and payment of certain fines in the event that the bidder violates any of the conditions set forth in the bidding documents.
- n. NFCC Computation shall be based on the Audited Financial Statements for the year 2019, using the computation provided in the Instruction to Bidders, and should be at least equivalent to the ABC.
- o. The bidders are requested to use tabs in compiling their bid documents for quick and easy identification and verification.
- p. Please be guided by the revised schedule of bidding activities, as shown in the table below:

No.	ACTIVITIES	DATE/SCHEDULE (2021)
1	Pre-Procurement Conference	21 Dec 2020/22 Jan 2021
2	Posting / Publication of Invitation to Bid	29 January 2021

Bid Bulletin No. BAC-G MV 2021-001

3	Issuance of Bidding Documents	29 January 2021
4	Pre-Bid Conference	10:00AM, 05 Feb 2021
5	Last Day of Clarification	09 February 2021
6	Issuance of Bid Bulletin	12 February 2021
7	Deadline for Submission of Bids for the ff: ● Eligibility Requirements ● Financial Proposal Hard copies of bid documents shall be submitted to the BCDA Corporate Center, 2F Bonifacio Technology Center, 2nd Ave. corner 31st Street, Bonifacio Global City, Taguig City.	09:00AM, 19 Feb 2021
8	Opening of the bids for the ff: ● Eligibility Requirements ● Financial Proposal Bidders may opt to attend opening of bids online. Invitation will be sent to bidders and concerned parties.	10:00AM, 19 Feb 2021
9	Bid Evaluation (TWG's detailed evaluation of the submitted bids)	20-23 February 2021
10	Sending of Letters to the Bidder with LCB or succeeding LCB (if any)	on or before 25 Feb 2021
11	Post Qualification on the Bidder with LCB or succeeding LCB (if any)	01-03 March 2021
12	Deliberation of Results of Post qualification	10:00AM, 05 Mar 2021
13	Issuance of BAC's Recommendation (based on the result of Post Qualification)	On or before 09 March 2021
14	Approval of BAC Resolution and Issuance of Notice of Award*	On or before 12 March 2021
15	Issuance of Notice to Proceed	On or before 19 March 2021

**subject to change*

3. Reminders

- a. BCDA adheres to the "No-Contact Rule". All clarifications shall be made in writing and addressed to the BAC-G Secretariat.
- b. Visiting or calling the members of the BAC, the TWG, the Secretariat or anyone working for BCDA is not allowed and will not be entertained.

Bid Bulletin No. BAC-G MV 2021-001

- c. Dates, in the absence of any qualifications, are meant to be calendar days. Calendar days include Saturdays, Sundays and Holidays.
- d. The deadline for the submission of bids is on **19 February 2021 at 09:00 AM** at the **BCDA Central Receiving and Releasing Area (CRRA) located at the 2nd Floor Bonifacio Technology Center, 31st St. cor. 2nd Avenue, Bonifacio Global City, Taguig City**. The computer system clock, set at Philippine Standard Time (PhST), shall be used as a reference in determining the time for the submission of bids. Hence, participating bidders are advised to synchronize their timepieces with the said computer system clock. Late bids or those submitted after **09:00 AM on 19 February 2021** shall not be accepted.
- e. Bidders may submit their eligibility documents days ahead of the deadline for submission in order to avoid late submission.
- f. Bid opening shall be on **19 February 2021 at 10:00 AM** at the **BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st St. cor. 2nd Avenue, Bonifacio Global City, Taguig City** and via Video Conferencing through Google Meet. Bids will be opened in the presence of the Bidders. Although the bidders' attendance during the Opening of Bids is not compulsory, it is advised that bidders send their representative to assist the BAC and answer clarifications, if any.
- g. Each and every page of the Bid Form must be appropriately signed by the bidder or the bidder's authorized representative. The authorization should also be attached. Failure to do so shall be a ground for the rejection of the Bid.
- h. All licenses, permits and other required clearances should be valid at the time of the submission of bids, Post-Qualification Evaluation, and signing of the contract
- i. The BAC expects the bidders to exercise due diligence in going through the bidding documents so that they can prepare their bids intelligently.
- j. The following documents are required to be NOTARIZED, which should be duly sworn to and include complete information on the PTR No., MCLE No., Authority or Commission Number, etc. of the Notary Public:
 - 1. Omnibus Sworn Statement
 - 2. Bidder's Representative Authorization (as provided in Paragraph 2 of the Omnibus Sworn Statement)
 - 3. Bid Securing Declaration
- k. BCDA reserves the right to waive minor defects in forms and requirements as long as they do not affect the genuineness and authenticity of the documents submitted.




- I. BCDA 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 bidder or bidders.

Please be reminded that all queries after the release of this Bid Bulletin will not be entertained.

All provisions, conditions and statements in the bidding documents inconsistent with this Bid Bulletin are either modified or rendered ineffective, as the case may be.

Issued on 12 February 2021.

BIDS AND AWARDS COMMITTEE FOR GOODS


BGEN CARLOS F QUITA (Ret)
Chairperson





ANNEX A

CHECKLIST OF REQUIREMENTS

Each and every page of the Bid Form, including the Schedule of prices, under Section VIII hereof, shall be signed (full signature) by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the bid. They must be PROPERLY TABBED, as follows:

ELIGIBILITY AND TECHNICAL COMPONENT	
TAB A	<p><u>PhilGEPS Certificate of Registration under Platinum Membership</u> (with Annex A); or <u>Class “A” Eligibility Documents: or,</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> <u>Registration Certificate</u> from Securities and Exchange Commission (SEC) for corporations, Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives <input type="checkbox"/> <u>Current & Valid Mayor’s/Business Permit</u>, if expired a copy of the expired Mayor’s Permit and the Official Receipt as proof that the bidder has applied for renewal of the permit issued by the city or municipality where the principal place of business of the prospective bidder is located <input type="checkbox"/> <u>Valid Tax Clearance</u> per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR <input type="checkbox"/> <u>Latest Audited Financial Statements</u> stamped received by the BIR or its duly accredited and authorized institutions, for the preceding calendar year. <p><u>Combination</u> (PhilGEPS Certificate of Registration under Platinum Membership & Class “A” Eligibility Documents)</p> <p>Note: In case the bidder opted to submit their Class “A” Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a</p>

	post-qualification requirement to be submitted in accordance with Section 34.2 of the 2016 Revised IRR of RA 9184
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TAB
B

(SF-G&S-19A) Statement 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

(SF-G&S-19B) Statement of Single Largest Completed Contract (SLCC) similar in nature to the contract to be bid equivalent to at least fifty percent (50%) of the ABC or two (2) similar contracts with an aggregate amount equivalent to at least fifty percent (50%) of the ABC completed within at least for the past *three (3) years* prior to the deadline for the submission and receipt of bids.

The two (2) statements required shall indicate for each contract the following:

- name of the contract;
- date of the contract;
- contract duration;
- owner's name and address;
- kinds of Goods;
- For Statement of Ongoing Contracts - amount of contract and value of outstanding contracts;
- For Statement of SLCC - amount of completed contracts, adjusted by the Bidder to current prices using PSA's consumer price index, if necessary for the purpose of meeting the SLCC requirement;
- date of delivery; and
- end user's acceptance or official receipt(s) or sales invoice issued for the contract, if completed, which shall be attached to the statements.

Note:

- Statement of all ongoing contracts requirement is merely a "statement" of all ongoing contracts. It refers to a "statement" to be made by the bidder relative to all its ongoing government and private contracts, and not the actual submission of the physical NOA, NTP or Contracts.

- The Statement of SLCC to be submitted by the bidder shall attach

ANY of the following proof:

- ❖ end user's acceptance; or
- ❖ official receipt of the last payment received; or
- ❖ sales invoice

Bid Bulletin No. BAC-G MV 2021-001

<p>TAB C</p>	<p><u>Computation of Net Financial Contracting Capacity (NFCC)</u> in accordance with ITB Clause 5 (Section IX, Bidding Forms) <i>OR</i> <u>Committed Line of Credit</u> from a Universal or Commercial Bank at least equal to ten percent (10%) of the ABC to be bid.</p> <p>FORMULA: 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.</p>
<p>TAB D</p>	<p><u>Joint Venture Agreement (JVA)</u> in case the joint venture is already in existence, or Duly Notarized Statements from all the potential joint venture partners in accordance with Section 23.1(b) of the 2016 Revised IRR of RA 9184, if applicable.</p> <p>Each partner of the joint venture shall submit their respective PhilGEPS Certificates of Registration in accordance with Section 8.5.2 of this IRR. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance: Provided, That the partner responsible to submit the NFCC shall likewise submit the Statement of all of its ongoing contracts and Audited Financial Statements.</p>
<p>TAB E</p>	<p><u>Bid Security</u> in ANY of the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Cash or Cashier's/Manager's Check issued by a Universal or Commercial Bank (2% of the ABC) or; <input type="checkbox"/> Bank Draft/Guarantee or Irrevocable Letter of Credit issued by a Universal or Commercial Bank. Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank (2% of the ABC) or; <input type="checkbox"/> Surety Bond with a Certificate from the Insurance Commission (5% of the ABC); or <input type="checkbox"/> Notarized Bid Securing Declaration <p>Note: The bid security shall be valid for one hundred twenty (120) calendar days from date of bid opening. Bid Data Sheet ITB Clause 18.2</p>

TAB F	<u>Conformity with Technical Specifications</u> , Section VII
TAB G	<u>Conformity with Schedule of Requirements</u> , Section VI
TAB H	<p><u>Notarized Omnibus Sworn Statement</u> in accordance with Section 25.3 of the 2016 Revised IRR of RA 9184, and using the form prescribed in Section VIII. Bidding Forms</p> <p>Note: The Omnibus Sworn Statement shall be accompanied by the duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable</p>

FINANCIAL COMPONENT	
TAB I	<p><u>Financial Bid</u> (use Section IX Bidding Forms) (make one for each lot)</p> <p>Financial Bid Forms shall be duly signed on each and every page by the principal bidder or the bidder's authorized representative.</p> <p>ABC: P_____</p> <p><i>(Inclusive of VAT and all applicable taxes and fees)</i></p>

Sample Forms: Goods and Services for Ongoing and Completed Contracts
*Statement of All Ongoing Government and Private Contracts
Including Contracts Awarded but not yet Started*

SF-G&S-19A

Statement of All Ongoing Government and Private Contracts
Including Contracts Awarded but not yet Started

Business Name : _____
Business Address : _____

Name of the Contract	Date of the Contract	Contract Duration	Owner's Name and Address	Kinds of Goods	Amount of Contract	Value of Outstanding Contracts	Date of Delivery
<u>Government Contracts:</u>							
1.							
2.							
<u>Private Contracts:</u>							
1.							
2.							
Total Amount:							

*Continue in a separate sheet if necessary..

Submitted by : _____
Signature over Printed Name of Authorized Representative

Date : _____

Note:

- If there is no ongoing contract including those awarded but not yet started, state none or equivalent term.
- The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC).

Sample Form: Goods and Services for Ongoing and Completed Contracts
Statement of Single Largest Completed Contract (SLCC)
Similar in Nature to the Contract to be Bid

SF-G&S-19B

Statement of Single Largest Completed Contract (SLCC)
Similar in Nature to the Contract to be Bid

Business Name : _____
Business Address : _____

Name of the Contract	Date of the Contract	Contract Duration	Owner's Name and Address	Kinds of Goods	Amount of Contract	Date of Delivery

Submitted by : _____
Signature over Printed Name of Authorized Representative

Date : _____

Note:

This statement shall be supported by ANY of the following:

- End User's Acceptance; or
- Official Receipt of the last payment received; or
- Sales Invoice