

**DISPOSAL COMMITTEE**

**SALE / DISPOSAL OF ONE (1) LOT UNSERVICEABLE BCDA MANAGEMENT HOLDINGS, INC. (BMHI) PROPERTIES (MOTOR VEHICLES, IT EQUIPMENT, AND FURNITURE)**

**BID BULLETIN NO. 1**

This Bid Bulletin clarifies queries raised during the Pre-Bid Conference and the Ocular Inspection held on 15 March 2022. This also contains further clarifications and modifications which shall form an integral part of the Terms of Reference.

**I. GENERAL QUERIES**

| Queries                                                                                                                              | Clarification/s                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
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| 1. What if the bidder/s were not able to attend the ocular inspection, are they also allowed to submit their proposal bids?          | Bidders who were not able to participate in the ocular inspection are still allowed to submit their bidding documents and participate in the bidding activities.                                                                                                                                                                                                                                                                                                  |
| 2. Is it allowed to download the bid docs? It stated that it is only available until March 14, 2022, as per Invitation to Bid (ITB). | Yes, it is allowed. The stated schedule in the ITB pertains only to the posting duration before the conduct of pre-bid conference.<br><br>The Bid Documents is downloadable through the link provided:<br><a href="https://bcda.gov.ph/bids/invitation-bid-sale-disposal-one-1-lot-unserviceable-bcda-management-holdings-inc-bmhi">https://bcda.gov.ph/bids/invitation-bid-sale-disposal-one-1-lot-unserviceable-bcda-management-holdings-inc-bmhi</a>           |
| 3. Is the representative of the company allowed to sign the bid documents?                                                           | Yes, it is allowed as long as that representative is authorized by the owner through an Authorization Letter duly signed by the Owner.                                                                                                                                                                                                                                                                                                                            |
| 4. Are modifications in the bid allowed?                                                                                             | A bidder may modify its bid, provided that this is done before the deadline for the submission and receipt of bids. When a bidder modifies its bid, it shall not be allowed to retrieve its original bid, but shall only be allowed to send another bid equally sealed, properly identified, linked to its original bid, and marked as a "modification." Bid modifications received after the deadline of submission of bids shall not be considered and shall be |





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|                                                                                                                                                                                   | returned to the bidder unopened.                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 5. Is the representative allowed to countersign the modifications of their bid?                                                                                                   | <p>Yes, it is allowed as long as the representative is authorized by the owner.</p> <p>Annex D - Sample Waiver Form (link):<br/><a href="https://tinyurl.com/disposal-annex-d">https://tinyurl.com/disposal-annex-d</a></p>                                                                                                                                                                                                                           |
| 6. Are the documents complete for the vehicles? Will there be an issuance of Deed of Sale?                                                                                        | <p>Yes. LTO Official Receipt (OR) and Certificate of Registration (CR) will be available upon the request of the winning bidder.</p> <p>A Deed of Absolute Sale (DOAS) for the motor vehicles shall be executed by and between BCDA and the winning bidder.</p>                                                                                                                                                                                       |
| 7. Are bidders who attended in the Pre-Bid only allowed to participate in the bidding?                                                                                            | No. All qualified bidders are allowed to participate and submit their bids.                                                                                                                                                                                                                                                                                                                                                                           |
| 8. In the ITB, two (2) vehicles were only mentioned. However, in the TOR file posted in the website, there is a picture of a Toyota Vios. Is the Toyota Vios included in the TOR? | <p>The Toyota Vios in the background picture is not included in the sale/disposal of BMHI unserviceable properties.</p> <p>The Sale/Disposal of one (1) Lot Unserviceable BMHI Properties includes:</p> <ul style="list-style-type: none"> <li>• Two Motor Vehicles (2004 ISUZU CROSSWIND HIGHLANDER (XLK 522) and 2009 ISUZU CROSSWIND HIGHLANDER (NGI 317);</li> <li>• Various IT Equipment; and,</li> <li>• Furniture.</li> </ul>                  |
| 9. Confirmation that the Toyota Vios is not included in the TOR.                                                                                                                  | <p>Toyota Vios is not included in the sale/disposal of BMHI unserviceable properties. (refer to the clarification in item no. 8)</p> <p>The Sale/Disposal of one (1) Lot Unserviceable BMHI Properties includes:</p> <ul style="list-style-type: none"> <li>• Two (2) Motor Vehicles (2004 Isuzu Crosswind Highlander (XLK 522) and 2009 Isuzu Crosswind Highlander (NGI 317);</li> <li>• Various IT Equipment; and,</li> <li>• Furniture.</li> </ul> |

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| <p>10. "Certificate of Bidder's Inspection"<br/>Is this required in the eligibility requirement?</p>    | <p>Certificate of Bidder's Inspection is not an eligibility requirement. The Certificate is issued to those who participated in the ocular inspection activity as a proof of inspection.</p>                                                                                                                                     |
| <p>11. Waiver of Right to Seek Legal Remedies"<br/>Is this required in the eligibility requirement?</p> | <p>Yes. The accomplished Waiver of Right to Seek Legal Remedies as provided in the Sample Forms, is a requirement for the submission of the Eligibility Documents.</p>                                                                                                                                                           |
| <p>12. Availability of "Bid Forms"</p>                                                                  | <p>The Bid Form is downloadable from the link provided.<br/><br/>Annex C - Financial Bid Form:<br/><a href="https://tinyurl.com/disposal-annex-c">https://tinyurl.com/disposal-annex-c</a></p>                                                                                                                                   |
| <p>13. Is the ocular inspection a one-time viewing activity?</p>                                        | <p>Yes. As stipulated in the posted schedule of activities, the viewing of items subject for disposal is scheduled on 15 March 2022 at 1:00 to 3:00pm.</p>                                                                                                                                                                       |
| <p>14. Are the conditions and requirements stated in the TOR?</p>                                       | <p>Yes, all specific conditions and requirements pertaining to the Sale/Disposal of one (1) Lot Unserviceable BMHI Properties are stated in the Terms of Reference.</p>                                                                                                                                                          |
| <p>15. What does the "Submission of Clarification" mean?</p>                                            | <p>The "Submission of Request for Clarification" means that the bidders are given the opportunity to submit clarifications/queries in writing in addition to the clarifications/queries raised during the Pre-Bid Conference.<br/><br/>The replies to all the queries/clarifications shall be issued through a Bid Bulletin.</p> |
| <p>16. Clarification with regards to the date of the opening of Bids, if it is on March 18, 2022.</p>   | <p>The Opening of Bids is scheduled on 28 March 2022 at 1:30 PM.</p>                                                                                                                                                                                                                                                             |
| <p>17. Clarification on the Floor Price amount.</p>                                                     | <p>Floor Price is the minimum bid amount set by BCDA on the Sale/disposal of one (1) lot of Unserviceable BMHI Properties (Motor Vehicles, IT Equipment, and Furniture).</p>                                                                                                                                                     |

  
  
  
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|                                                                                                                              | Bid proposal lower than the said floor price is automatically disqualified.                                                                                                                                                          |
| 18. Will the updated TOR be emailed to the bidders?                                                                          | Updated TOR (direct link):<br><a href="https://tinyurl.com/disposal-bidding-docs">https://tinyurl.com/disposal-bidding-docs</a>                                                                                                      |
| 19. Is it required to submit a Tax Clearance?                                                                                | No. Tax Clearance is not required to be submitted.                                                                                                                                                                                   |
| 20. Is it required to submit an Income Tax Return (ITR)?                                                                     | No. ITR is not required to submit.                                                                                                                                                                                                   |
| 21. Can you provide a list of items covering the subject for bidding?                                                        | No. All items were shown to the prospective bidders during the ocular inspection.                                                                                                                                                    |
| 22. For the vehicles, are the documents such as the Official Receipt (OR) and Certificate of Registration (CR) complete?     | Yes, Official Receipt (OR) and Certificate of Registration (CR) are complete and available.                                                                                                                                          |
| 23. Is the attendance to the Ocular Inspection and the issuance of Certification of Inspection a requirement in the bidding? | No, attendance to the ocular inspection and Bidders' Inspection Certificate is not required in the bid submission. However, the bidders are encouraged to participate in the conduct of ocular inspection                            |
| 24. Certificate of Bidder's Inspection" Is this required in the First Envelope?                                              | Please refer to the clarification item under Query No. 23                                                                                                                                                                            |
| 25. Official email address of the Secretariat for additional queries/clarifications.                                         | The official email address of the Secretariat (Ms. Lohren D. Cabellon / Ma. Cleofe P. Beltran / Franz Cimeni) is:<br><a href="mailto:bcadsecretariat@bcda.gov.ph">bcadsecretariat@bcda.gov.ph</a> .                                  |
| 26. Affidavit (Annex "B")                                                                                                    | Item "a" of the Affidavit (Annex "B") shall only be applicable to those who participated in the ocular inspection.<br><br>If the bidder has not participated in the inspection, please delete item "a" of the Affidavit (Annex "B"). |
| 27. Section 2.6 of the TOR                                                                                                   | 2.6 Submission of Bids.                                                                                                                                                                                                              |

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|                           | <p>Second Envelope shall contain:</p> <p>a. The <b>Financial Bid Form</b> (Annex "C") that contains the Bid Price denominated in Philippine Currency;</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <p>28. Opening of Bid</p> | <p>The BACD shall open the first envelope (Eligibility and Technical Component) to determine each bidder's compliance with the documents required to be submitted for eligibility and for the technical requirements. The BACD shall check the submitted documents of each bidder against a checklist of required documents to ascertain if they are all present, using a non-discretionary "pass/fail" criterion. If a bidder submits the required document, it shall be rated "passed" for that particular requirement. Bids that fail to include any requirement or are incomplete or patently insufficient shall be considered as "failed"</p> <p>In case any of the requirements in the first envelope is missing, incomplete or patently insufficient, the second envelope (Financial Proposal) shall no longer be opened. However if the first envelope is rated "passed", the second envelope (Financial Proposal) will be also opened.</p> |

## II. UPDATED ANNEXES IN THE TERMS OF REFERENCE

**Annex A - Invitation to Bid**

**Annex B - Affidavit**

**Annex C - Financial Bid Form**

**Annex D - Sample Form (Waiver of Right to Seek Legal Remedies)**

## III. REITERATIONS

1. **There is no required payment to participate in the bidding. Bidding documents are free of charge. They can be downloaded at the BCDA website.**
2. **Checklist of Required Documents for Submission.** Bidders shall submit their sealed bid in a single package consisting of two (2) separate envelopes specifically

marked “**Eligibility and Technical Component (First Envelope)**” and “**Financial Proposal**” (Second Envelope)”.

**a. First Envelope - Eligibility and Technical Component**

- i. The Terms of Reference and the Instructions to Bidders as **initialed** by the bidder;
- ii. Notarized Affidavit (Annex B).
- iii. Copy of all bid bulletins issued by the Disposal Committee, if any; and,
- iv. **Current & Valid Mayor’s/Business Permit, 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;

**b. Second Envelope - Financial Proposal**

- i. The **Financial Bid Form** (Annex “C”) that contains the Bid Price denominated in Philippine Currency;  
The bid price denominated in Philippine currency (Financial Bid Form as “Annex C”);
- ii. Earnest Money in an amount not less than ten percent (10%) of the bid in the form of Cash or Manager’s Check, issued by an acceptable commercial bank in favor of BCDA;
- iii. Waiver of Right to Seek Legal Remedies (Annex D)

3. **Receipt of Bids.** Bids must be duly received by the BCDA **Central Receiving and Releasing Area (CRRA)** through manual submission at **BCDA Office, 2/F Bonifacio Technology Center, 31st Street corner 2nd Avenue, Bonifacio Global City, Taguig** on or before **12:00 PM of March 28, 2022**. The computer system clock at the CRRA that is set to Philippine Standard Time (PhST) shall be used as a reference in determining the time for the submission of bids. **Late bids shall not be accepted.**

The bidders may submit their bid proposal before the deadline of submission of bids to avoid late submission.

4. **Opening of Bids.** Bid opening shall be on **28 March 2022, 01:30 PM** at **2/F Bonifacio Technology Center, 31st Street corner 2nd Avenue, Bonifacio Global City, Taguig,** and/or through <https://bcda-gov-ph.zoom.us/j/93612648374?pwd=Q1lyUUZlV1dSeDE4djNlbWpSSGw4dz09>, Meeting ID: **936 1264 8374**, Passcode: **060996**. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.

All participants must wear a face mask, and observe social distancing when inside the building.

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All provisions and statements in the Terms of Reference inconsistent with this Bid Bulletin are either modified or rendered ineffective, as the case may be.

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.

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.

Issued on 23 March 2022

**DISPOSAL COMMITTEE**

  
**ATTY. CHRISTIAN T. DULDULAO**  
Vice-Chairperson

**FH2022-0242**