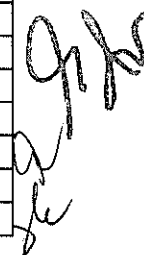


## LIST OF FACILITIES TO BE REPLICATED

ITEM NR	DESCRIPTION
<b>I. BNS LOT 1, FORT BONIFACIO, TAGUIG CITY</b>	
<b>A</b>	<b>Ground Development &amp; Utilities</b>
1	Clearing and Grubbing
2	Demolition Works
3	Excavation
4	Subgrade Preparation
5	Aggregate Sub-base Coarse
6	Crushed Aggregate Base Coarse
7	Portland Cement Concrete Pavement
8	Pipe Culvert & Storm Drainage System
9	Sewage Treatment Facility
10	Storage tank/ Water Lines
11	Manholes/Inlets/Catch basins
12	Curbs and Gutter
13	Landscaping
14	Outside Electrical System & Power Distribution Facilities
<b>B</b>	<b>Mission Essential facilities</b>
1	Communications Facilities
<b>C</b>	<b>Billeting Facilities</b>
1	Senior Officer's Quarters (10 Storey) (64 doors)
2	Married Officer's Quarters (10 Storey) (80 doors)
3	BOQ/TOQ (15 Storey) (272 doors)
4	FOIC's Official Residence
5	VCOM Official Residence
6	CNS Official Residence
<b>D</b>	<b>Community Facilities</b>
1	Church/Interfaith Chapel
2	Dispensary
3	Mortuary
4	Gym (Jurado Hall)
5	Officer's Clubhouse
6	Swimming Pool
7	Open Field
8	Jogging Lane/Oval
9	Grandstand
10	Parking Area
11	Concessionaires
12	Multi-Purpose Hall
13	Commercial Buildings
14	Basketball court
15	Tennis Court
16	CPO Clubhouse
17	EP Clubhouse
<b>E</b>	<b>Buildings and Offices</b>
	Administrative Building/Offices


  
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ITEM NR	DESCRIPTION
<b>F</b>	<b><i>PMC Facilities</i></b>
	PMC Liaison Offices
	HPMC Satellite Office
	CPMC Positional Quarters
	Marine Heroes Monument
	BOQ/TOQ (5-Storey, 136 capacity)
	BEQ/TEQ (5-Storey, 176 capacity)
	Replication of existing facilities
<b>G</b>	<b><i>Replication of Facilities</i></b>
	NCEBde HQS and other Support Facilities
<b>II. MB GREGORIO LIM, TERNATE, CAVITE</b>	
<b>A</b>	<b><i>Ground Development and Utilities</i></b>
1	Clearing and Grubbing
2	Subgrade Preparation
3	Aggregate Sub-base Coarse
4	Crushed Aggregate Base Coarse
5	Portland Cement Concrete Pavement
6	Pipe Culvert & Storm Drainage System
7	Sewage Treatment Facility
8	Storage tank/ Water Lines
9	Manholes/Inlets/Catch basins
10	Curbs and Gutter
11	Landscaping
12	Electrical Distribution System
<b>B</b>	<b><i>Mission Essential Facilities</i></b>
1	MFDC Headquarters
2	MFDC Classrooms
3	MFDC Student Barracks
4	Re-training BN Barracks
5	Re-training BN Offices
6	IBBN Personnel Barracks
7	IBBN Boat House
8	Pier w/ ramp
<b>C</b>	<b><i>Support Facilities</i></b>
1	MFDC Warehouse
2	Re-training BN Warehouse
3	Parade Ground with Grandstand
4	Medical Disensary
5	Messhall/Galley
6	Armory
7	POL Dump
<b>D</b>	<b><i>Billeting Facilities</i></b>
1	BOQ/TOQ (3-Storey, 100 capacity)
2	MOQ (3 Storey, 30 doors)
3	MEQ (3 Storey, 36 doors)
<b>E</b>	<b><i>Community Facilities</i></b>
1	Concessionaire

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ITEM NR	DESCRIPTION
2	Gymnasium
3	Divepool
4	Chapel
<b>III. BATAAN TECHNOLOGY PARK, MORONG, BATAAN</b>	
<b>A</b>	<b>Ground Development and Utilities</b>
1	Clearing and Grubbing
2	Subgrade Preparation
3	Aggregate Sub-base Coarse
4	Crushed Aggregate Base Coarse
5	Portland Cement Concrete Pavement
6	Pipe Culvert & Storm Drainage System
7	Sewage Treatment Facility
8	Storage tank/ Water Lines
9	Manholes/Inlets/Catch basins
10	Curbs and Gutter
11	Landscaping
12	Electrical Distribution System
<b>B</b>	<b>Mission Essential Facilities</b>
1	HPMC Building
2	HHSG/HQBN Building
3	Parade Ground w/ Grandstand
4	Acero Hall
5	HCSSB Building
6	HPMC Barracks
7	HMTMBN Building
8	MTMBN Barracks
9	HSSBN Building
10	SSBN Barracks
11	Kennel Facility
12	HIBBN Building
13	IBBN Barracks
14	IBBN Boat House
15	AABN Building
16	AABN Barracks
17	HFABN Building
18	FABN Barracks
19	HMSEG Building
20	MSEG Barracks
21	Communications Facilities
<b>D</b>	<b>Support Facilities</b>
1	PMC Warehouse
2	POL Dump
3	Armory
4	Firing Range
5	IBBN Boat Repair and Maintenance Fac
6	AABN Repair & Maintenance Fac
7	LAV/AAV Parking Shed
8	FABN Repair & Maintenance Fac
9	Fence

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ITEM NR	DESCRIPTION
<b>C</b>	<b><i>Billeting Facilities</i></b>
1	SOQ (3 Storey, 24 doors)
2	MOQ (3 Storey, 30 doors)
3	MEQ (3 Storey, 36 doors)
4	BOQ/TOQ (3-Storey, 100 capacity)
5	CPMC Positional Quarters
6	DCPMC Positional Quarters
7	CS,PMC Positinal Quarters
8	CSGT MAJ Positional Quarters
<b>D</b>	<b><i>Community Facilities</i></b>
1	Chapel
2	Inter-faith Chapel
3	Mortuary
4	Gymnasium
5	Dispensary
6	Officer's Clubhouse
7	NCO's Clubhouse
<b>IV. NS LEOVIGILDO GANTIOQUI, SAN ANTONIO, ZAMBALES</b>	
1	Truck Parking Bay
2	MTTMBN Barracks
3	71MC Barracks
4	AAV Parking Bay
<b>V. NAVAL STATION PASCUAL LEDESMA, FORT SAN FELIPE, CAVITE CITY</b>	
1	Married Enlisted Quarters (10 Storey) (96 doors)
2	Hospital


**REPLICATION OF PN FACILITIES  
MINIMUM TECHNICAL DESCRIPTIONS**

**1. SOQ BUILDING**

- 10 storey with above ground multi-level parking
- SOQ unit area = 160 sq.m.
- 8 units per floor
- 2 slots parking per SOQ unit
- 2 elevators & 1 stairway

**2. MOQ BUILDING**

- 10 storey with above ground multi-level parking
- MOQ unit area = 120 sq.m.
- 10 units per floor
- 1 slot parking per MOQ unit
- 2 elevators & 1 stairway

**3. MEQ BUILDING**

- 10 storey with above ground multi-level parking
- MEQ unit area = 100 sq.m.
- 12 units per floor
- 1 slot parking per MEQ unit
- 2 elevators & 1 stairway

**4. BOQ & TOQ BUILDING**

- 10 storey with above ground multi-level parking
- BOQ/TOQ unit area = 28 sq.m.
- 34 units BOQ/TOQ per floor
- Common parking
- 2 elevators & 1 stairway

**5. BEQ & TEQ BUILDING**

- 10 storey with above ground multi-level parking
- BEQ/TEQ unit area = 21 sq.m.
- 44 units BEQ/TEQ per floor
- Common parking
- 2 elevators & 1 stairway

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# Eligibility Documents

*Opfer* *JKP*

## ELIGIBILITY DOCUMENTS

### **CONSULTING SERVICES FOR THE PREPARATION OF SITE DEVELOPMENT PLAN AND DETAILED ARCHITECTURAL AND ENGINEERING DESIGN FOR THE RELOCATION AND FUNCTIONAL REPLICATION OF THE PHILIPPINE NAVY AND PHILIPPINE MARINE CORPS STRUCTURES/FACILITIES AND UTILITIES**

#### **1. Eligibility Criteria**

- 1.1. The following persons/entities shall be allowed to participate in the bidding for Consulting Services:
  - (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 outstanding capital stock belongs to citizens of the Philippines;
  - (d) Cooperatives duly organized under the laws of the Philippines;  
or
  - (e) Persons/entities forming themselves into a joint venture, *i.e.*, a group of two (2) or more persons/entities that intend to be jointly and severally responsible or liable for a particular contract: Provided, however, That Filipino ownership or interest thereof shall be at least sixty percent (60%). For this purpose, Filipino ownership or interest shall be based on the contributions of each of the members of the joint venture as specified in their JVA.
- 1.2. 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 appropriate regulatory body to practice those professions and allied professions specified in the **EDS**.
- 1.3. 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**.

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- 1.4. Government owned or –controlled corporations (GOCCs) may be eligible to participate only if they can establish that they (a) are legally and financially autonomous, (b) operate under commercial law, and (c) are not attached agencies of the Procuring Entity.

**2. Eligibility Requirements**

- 2.1. The following eligibility requirements, together with the Eligibility Documents Submission Form, shall be submitted on or before the date of the eligibility check specified in the Request for Expression of Interest and Clause 5 for purposes of determining eligibility of prospective bidders:

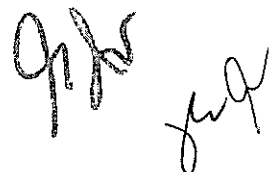
- (a) Class “A” Documents –

Legal Documents

- (i) PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or Post, which shall submit their eligibility documents under Section 24.1 of the IRR, provided, that the winning Consultant shall register with PhilGEPS in accordance with Section 37.1.4 of the IRR;

Technical Documents

- (ii) Statement of the prospective bidder of all its ongoing and completed 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, within the relevant period provided in the **EDS**. The statement shall include, for each contract, the following:
- (ii.1) the name and location of the contract;
  - (ii.2) date of award of the contract;
  - (ii.3) type and brief description of consulting services;
  - (ii.4) consultant’s role (whether main consultant, subconsultant, or partner in a JV)
  - (ii.5) amount of contract;

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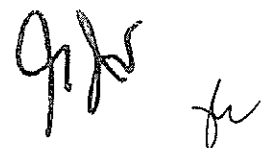
- (ii.6) contract duration; and
- (ii.7) certificate of satisfactory completion or equivalent document specified in the **EDS** issued by the client, in the case of a completed contract;
- (iii) Statement of the consultant specifying its nationality and confirming that those who will actually perform the service are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions in accordance with Clause 1.2, including their respective curriculum vitae.

(b) Class "B" Document –

If applicable, the Joint Venture Agreement (JVA) in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners in accordance with Section 24.1(b) of the IRR of RA 9184.

- 2.2. The eligibility requirements or statements, the bids, and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder's country; and shall be authenticated by the appropriate Philippine foreign service establishment/post or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. The English translation shall govern, for purposes of interpretation of the bid.
- 2.3. Prospective bidders may obtain a full range of expertise by associating with individual consultant(s) and/or other consultants or entities through a JV or subcontracting arrangements, as appropriate. However, subconsultants may only participate in the bid of one short listed consultant. Foreign Consultants shall seek the participation of Filipino Consultants by entering into a JV with, or subcontracting part of the project to, Filipino Consultants.

**3. Format and Signing of Eligibility Documents**

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- 3.1. Prospective bidders shall submit their eligibility documents through their duly authorized representative on or before the deadline specified in Clause 5.
- 3.2. Prospective bidders shall prepare an original and copies of the eligibility documents. In the event of any discrepancy between the original and the copies, the original shall prevail.
- 3.3. The Eligibility Documents Submission Form shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the eligibility documents.
- 3.4. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the prospective bidder.

#### 4. Sealing and Marking of Eligibility Documents

- 4.1. Prospective bidders shall enclose their original eligibility documents described in Clause 2.1, in a sealed envelope marked "ORIGINAL – ELIGIBILITY DOCUMENTS". Each copy thereof shall be similarly sealed duly marking the envelopes as "COPY NO. \_\_\_ - ELIGIBILITY DOCUMENTS". These envelopes containing the original and the copies shall then be enclosed in one single envelope.
- 4.2. The original and the number of copies of the eligibility documents as indicated in the **EDS** shall be typed or written in ink and shall be signed by the prospective bidder or its duly authorized representative/s.
- 4.3. All envelopes shall:
  - (c) contain the name of the contract to be bid in capital letters;
  - (d) bear the name and address of the prospective bidder in capital letters;
  - (e) be addressed to the Procuring Entity's BAC specified in the **EDS**;
  - (f) bear the specific identification of this Project indicated in the **EDS**; and
  - (g) bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of eligibility documents, in accordance with Clause 5.

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4.4 Eligibility documents that are not properly sealed and marked, as required in the bidding documents, shall not be rejected, but the bidder or its duly authorized representative shall acknowledge such condition of the documents as submitted. The BAC shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked eligibility documents, or for its premature opening.

**5. Deadline for Submission of Eligibility Documents**

Eligibility documents must be received by the Procuring Entity's BAC at the address and on or before the date and time indicated in the Request for Expression of Interest and the EDS.

**6. Late Submission of Eligibility Documents**

Any eligibility documents submitted after the deadline for submission and receipt prescribed in Clause 0 shall be declared "Late" and shall not be accepted by the Procuring Entity. The BAC shall record in the minutes of submission and opening of eligibility documents, the Bidder's name, its representative and the time the eligibility documents were submitted late.

**7. Modification and Withdrawal of Eligibility Documents**

7.1. The prospective bidder may modify its eligibility documents after it has been submitted; provided that the modification is received by the Procuring Entity prior to the deadline specified in Clause 5. The prospective bidder shall not be allowed to retrieve its original eligibility documents, but shall be allowed to submit another set equally sealed, properly identified, linked to its original bid marked as "ELIGIBILITY MODIFICATION" and stamped "received" by the BAC. Modifications received after the applicable deadline shall not be considered and shall be returned to the prospective bidder unopened.

7.2. A prospective bidder may, through a letter of withdrawal, withdraw its eligibility documents after it has been submitted, for valid and justifiable reason; provided that the letter of withdrawal is received by the Procuring Entity prior to the deadline prescribed for submission and receipt of eligibility documents.

7.3. Eligibility documents requested to be withdrawn in accordance with this Clause shall be returned unopened to the prospective bidder concerned. A prospective bidder that withdraws its eligibility documents shall not be permitted to submit another set, directly or indirectly, for the same project. A prospective bidder that acquired the eligibility documents may also express its intention not to participate in the bidding through a letter which should reach and be stamped by the

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BAC before the deadline for submission and receipt of eligibility documents.

**8. Opening and Preliminary Examination of Eligibility Documents**

8.1. The BAC will open the envelopes containing the eligibility documents in the presence of the prospective bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the EDS. The prospective bidders' representatives who are present shall sign a register evidencing their attendance.

In case the submitted eligibility envelopes cannot be opened as scheduled due to justifiable reasons, the BAC shall take custody of the said envelopes and reschedule the opening on the next working day or at the soonest possible time through the issuance of a Notice of Postponement to be posted in the PhilGEPS website and the website of the Procuring Entity concerned.

8.2. Letters of withdrawal shall be read out and recorded during the opening of eligibility documents and the envelope containing the corresponding withdrawn eligibility documents shall be returned unopened to the withdrawing prospective bidder.

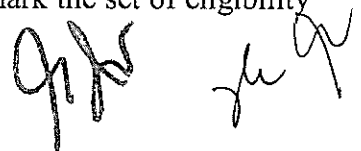
8.3. The eligibility documents envelopes and modifications, if any, shall be opened one at a time, and the following read out and recorded:

(h) the name of the prospective bidder;

(i) whether there is a modification or substitution; and

(j) the presence or absence of each document comprising the eligibility documents vis-à-vis a checklist of the required documents.

8.4. The eligibility of each prospective bidder shall be determined by examining each bidder's eligibility requirements or statements against a checklist of requirements, using non-discretionary "pass/fail" criterion, as stated in the Request for Expression of Interest, and shall be determined as either "eligible" or "ineligible." If a prospective bidder submits the specific eligibility document required, he shall be rated "passed" for that particular requirement. In this regard, failure to submit a requirement, or an incomplete or patently insufficient submission, shall be considered "failed" for the particular eligibility requirement concerned. If a prospective bidder is rated "passed" for all the eligibility requirements, he shall be considered eligible to participate in the bidding, and the BAC shall mark the set of eligibility



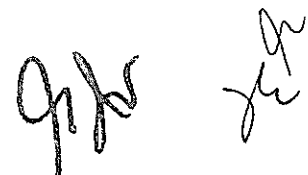
documents of the prospective bidder concerned as “eligible.” If a prospective bidder is rated “failed” in any of the eligibility requirements, he shall be considered ineligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as “ineligible.” In either case, the BAC chairperson or his duly designated authority shall countersign the markings.

**9. Short Listing of Consultants**

- 9.1. Only prospective bidders whose submitted contracts are similar in nature and complexity to the contract to be bid as provided in the **EDS** shall be considered for short listing.
- 9.2. The BAC shall draw up the short list of prospective bidders from those declared eligible using the detailed set of criteria and rating system to be used specified in the **EDS**.
- 9.3. Shortlisted consultants shall be invited to participate in the bidding for this project through a Notice of Eligibility and Short Listing issued by the BAC.

**10. Protest Mechanism**

Decision of the Procuring Entity at any stage of the procurement process may be questioned in accordance with Section 55 of the IRR of RA 9184.



# Eligibility Data Sheet (EDS)

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**ELIGIBILITY DATA SHEET**

**CONSULTING SERVICES FOR THE PREPARATION OF SITE DEVELOPMENT PLAN AND DETAILED ARCHITECTURAL AND ENGINEERING DESIGN FOR THE RELOCATION AND FUNCTIONAL REPLICATION OF THE PHILIPPINE NAVY AND PHILIPPINE MARINE CORPS STRUCTURES/FACILITIES AND UTILITIES**

Eligibility Documents	
1.2	<p>The key staff shall be composed of registered professionals authorized by the appropriate regulatory body to practice professions as stated in Section 14 of the Terms of Reference.</p> <p>Valid License shall mean license issued by the Professional Regulations Commission (PRC) or license issued by the appropriate GoP professional regulatory body.</p>
1.3	No further instructions.
2.1.a(ii)	The statement of all on-going and completed private and government contracts shall include all such contracts within the period of 10 years (November 2008 to November 2018) prior to the deadline for the submission and receipt of Eligibility documents.
2.1.a(ii.7)	Certificate of Completion or Acceptance or Valid proof of final payment issued by the client in case of completed contracts.
4.2	Each prospective bidder shall submit one (1) original and one (1) other copy of its eligibility documents.
4.3(e)	<p>Chairperson, Bids and Awards Committee for Consulting Services Bases Conversion and Development Authority 2/F Bonifacio Technology Center 31<sup>st</sup> St., corner 2<sup>nd</sup> Avenue, Bonifacio Global City, Taguig City Tel No. 575-1700</p>
4.3(f)	Consulting Services for the Preparation of Site Development Plan and Detailed Architectural and Engineering Design for the Relocation and Functional Replication of the Philippine Navy and Philippine Marine Corps Structures/Facilities and Utilities
5.	<p>The submission of eligibility documents shall be addressed to:</p> <p><b>Joshua M. Bingcang</b> Chairperson, Bids and Awards Committee for Consulting Services Bases Conversion and Development Authority 2/F Bonifacio Technology Center, 31<sup>st</sup> St., corner 2<sup>nd</sup> Avenue, Bonifacio Global City, Taguig City</p> <p>The deadline for submission of eligibility documents is <b>12:00 NN on</b> _____ <b>2018.</b></p>
8.1	The place of opening of eligibility documents is at:

	<p>Bases Conversion and Development Authority  2/F Bonifacio Technology Center  31<sup>st</sup> St., corner 2<sup>nd</sup> Avenue, Bonifacio Global City, Taguig City</p> <p>The date and time of opening of eligibility documents is <b>1:00 PM</b> on _____ <b>2018</b>.</p>										
9.1	<p>Similar contracts refer to completed detailed architectural and engineering design of buildings and other similar structure projects.</p>										
9.2	<p>Criteria and rating for shortlisting for the five (5) highest ranked proponents:</p> <table border="1" data-bbox="475 645 1417 1021"> <thead> <tr> <th data-bbox="475 645 1273 712"><b>Criteria</b></th> <th data-bbox="1273 645 1417 712"><b>Rating</b></th> </tr> </thead> <tbody> <tr> <td data-bbox="475 712 1273 779">Relevant Experience of the Consultant</td> <td data-bbox="1273 712 1417 779">30%</td> </tr> <tr> <td data-bbox="475 779 1273 887">Qualification of the key Personnel to be Assigned to the Project</td> <td data-bbox="1273 779 1417 887">50%</td> </tr> <tr> <td data-bbox="475 887 1273 954">Current Workload Relative to Capacity</td> <td data-bbox="1273 887 1417 954">20%</td> </tr> <tr> <td data-bbox="475 954 1273 1021"><b>Total</b></td> <td data-bbox="1273 954 1417 1021"><b>100%</b></td> </tr> </tbody> </table> <p>The Consultant(s) must pass the required minimum score of seventy percent (70%) to be shortlisted.</p>	<b>Criteria</b>	<b>Rating</b>	Relevant Experience of the Consultant	30%	Qualification of the key Personnel to be Assigned to the Project	50%	Current Workload Relative to Capacity	20%	<b>Total</b>	<b>100%</b>
<b>Criteria</b>	<b>Rating</b>										
Relevant Experience of the Consultant	30%										
Qualification of the key Personnel to be Assigned to the Project	50%										
Current Workload Relative to Capacity	20%										
<b>Total</b>	<b>100%</b>										



# Eligibility Forms

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## EF 1. ELIGIBILITY DOCUMENTS SUBMISSION FORM

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*[Letterhead]*

*[Date]*

The Bids and Awards Committee – Consulting Services  
Bases Conversion and Development Authority  
2/F Bonifacio Technology Center  
31<sup>st</sup> Street, corner 2<sup>nd</sup> Avenue, Bonifacio Global City  
Taguig City

Ladies/Gentlemen:

In connection with your Request for Expression of Interest dated *[Insert date]* for the Consulting Services for the Preparation of Site Development Plan, Land Use Plan and Detailed Architectural and Engineering Design for the Relocation and Replication of the Philippine Navy and Philippine Marine Corps Structures/Facilities and Utilities, *[Name of Consultant]* hereby expresses interest in participating in the eligibility and short listing for said project and submits the attached eligibility documents in compliance with the Eligibility Documents therefore.

In line with this submission, we certify that:

- a) *[Name of Consultant]* is not blacklisted or barred from bidding by the GOP or any of its agencies, offices, corporations, or LGUs, including foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board; and
- b) Each of the documents submitted herewith is an authentic copy of the original, complete, and all statements and information provided therein are true and correct.

We acknowledge and accept BCDA's right to inspect and audit all records relating to our submission irrespective of whether we are declared eligible and short listed or not.

We further acknowledge that failure to sign this Eligibility Submission Form shall be a ground for our disqualification.

Yours sincerely,

*[Signature over printed name of Authorized Signatory]*

*[Title]*



**EF 2. STATEMENT OF ALL ON-GOING AND COMPLETED GOVERNMENT AND  
PRIVATE CONTRACTS, INCLUDING CONTRACTS AWARDED BUT NOT YET  
STARTED**

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*[Letterhead]*

*[Date]*

The Bids and Awards Committee – Consulting Services  
Bases Conversion and Development Authority  
2/F Bonifacio Technology Center  
31<sup>st</sup> Street, corner 2<sup>nd</sup> Avenue, Bonifacio Global City  
Taguig City

Ladies/Gentlemen:

In compliance with the eligibility requirements of the Bids and Awards Committee – Consulting Services of the Bases Conversion and Development Authority for the bidding of the Consulting Services for the Preparation of Site Development Plan and Detailed Architectural and Engineering Design for the Relocation and Functional Replication of the Philippine Navy and Philippine Marine Corps Structures/Facilities and Utilities, we certify that *[name of bidding firm]* has *[state applicable statement: on-going and completed government and private contracts, including contracts awarded but not yet started]*, as enumerated in EF 3. Summary of Projects.

Sincerely,

*[Signature over printed name of Authorized Signatory]*  
*[Title]*



### EF 3. Summary of Projects

No.1	Project Name & Location	Project Description	Client	Type of Consulting Service	Contract Amount <sup>2</sup>	If JV Partner, Contract Amount for Consultant's Involvement (if applicable)	Part of Contract Amount for Consultant's involvement in Detailed Architectural and Engineering Design (if applicable) <sup>3</sup>	Date of Contract Award	Contract Period <sup>4</sup>	Proof of Undertakings <sup>5</sup>

<sup>1</sup> Indicate Project No. as shown in EF 4. Consultant's References.

<sup>2</sup> In Philippine Peso.

<sup>3</sup> If Consulting services for DAED is just part of the required services of the contract, state how much for JVs, state how much is the subcontracted amount allocated for consulting services for this contract, in Philippine Peso.

<sup>4</sup> State the start and completion dates of the contract.

<sup>5</sup> Certificate of Completion or Acceptance or valid proof of final payment issued by the client in case of completed contracts. Notice of Award or Notice to Proceed or signed contracts for on-going contracts and for contracts awarded but not yet started.

Certified by:

[Signature over printed name of Authorized Representative]

[Title]

[Name of Bidding Firm]

## EF 4. CONSULTANT'S REFERENCES

### Relevant Services Carried Out That Best Illustrate Qualifications

*[Using the format below, provide information on each contract, whether similar or not similar in nature and complexity to the contract to be bid, for which your firm/entity, either individually, as a corporate entity, or as one of the major companies within an association, was legally contracted].*

Project No. *[State numerical order starting with number 1]*

Name of Contract:		Country:
Location within Country:		Professional Staff Provided by Your Firm/Entity(profiles):
Name of Client:		N <sup>o</sup> of Staff:
Address:		N <sup>o</sup> of Staff-Months; Duration of Project:
Start Date (Month/Year):	Completion Date (Month/Year):	Approx. Value of Services (in PhP):
Name of Associated Consultants, if any:		N <sup>o</sup> of Months of Professional Staff Provided by Associated Consultants:
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed:		
Narrative Description of Project:		
Description of Actual Services Provided by Your Staff:		

Consultant's Name: \_\_\_\_\_

**Important Note:** Applicable supporting documents to substantiate undertaking shall be provided during the submission of Technical Proposal. Only those contracts with supporting documents will be considered for evaluation.



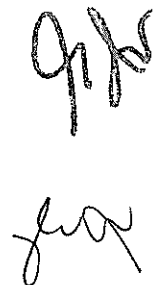

### EF 5. Summary of CVs

No.	Name of Key Staff	Nominated Position	Registered Profession <sup>1</sup>	Highest Educational Attainment <sup>2</sup>	No. of Trainings Relevant to Profession <sup>3</sup>		Over-all Work Experience <sup>4</sup>	Number of Projects Undertaken related to DAED
					Local	Foreign		
1		Team Leader/Project Manager						
2		Lead Architect						
3		Lead Structural Engineer						
4		Lead Geotechnical/Foundation Engineer						
5		Lead Geodetic Engineer						
6		Lead Electrical Engineer						
7		Lead Mechanical Engineer						
8		Lead Materials Engineer						
9		Lead Quantity/Cost/Specification Engineer						
10		Lead Environmental Planner						

Certified by:

[Signature over printed name of authorized representative]

[Title]



1 Eligible bidder shall provide proof of professional registration during the submission of Technical Proposal

2 Eligible bidder shall provide proof of highest educational attainment during the submission of Technical Proposal

3 Eligible bidder shall provide proof of trainings undertaken during the submission of Technical Proposal

4 State total number of years for work experience.

## EF 6. FORMAT OF CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF

Proposed Position: \_\_\_\_\_

Name of Firm: \_\_\_\_\_

Name of Staff: \_\_\_\_\_

Registered Profession: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Nationality: \_\_\_\_\_

Years with Firm: \_\_\_\_\_ Current Position in the Firm: \_\_\_\_\_

### Education

*[Summarize college/university and other specialized education, giving names of schools, dates attended, and degrees obtained using the matrix below]*

College/University	Degree/Title Obtained	Inclusive Dates

### Trainings/Seminars

*[Summarize the trainings, seminars and workshops undertaken, including those conducted by the nominated key staff, using the matrix below]*

Title/Description	Conducted by	Inclusive Dates	Venue	Involvement*

\*Such as participant, speaker or trainer

### Completed projects related to Detailed Architectural and Engineering Design

*[Provide outline of projects undertaken using the matrix below]*

Title/Description	Client	Position	Completion Date

### On-Going Projects

*[Provide outline of on-going projects using the matrix below]*

Title/Description	Client	Position	Start Date	End Date




**Memberships in Professional Societies**

*[Give an outline of memberships in professional societies using the matrix below]*

Name of Society/Commission	Date of Conferment/Registration	License/Professional Number	Validity Date

**Languages**

*[Using the format below, indicate proficiency of languages familiar with proficiency whether excellent, good, fair, or poor in speaking, reading, and writing]*

Language	Proficiency		
	Speaking	Reading	Writing

**Employment Record:**

*[Starting with present position, list in reverse order every employment held by nominated staff. List all positions since graduation, giving dates, names of employing organizations, titles of positions held, and locations of projects. Indicate relevant work experience of staff in his/her nominated position. For experience in last ten years, also give types of activities performed and client references, where appropriate]*

**Certification:**

I, *[full name of proposed professional staff]*, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

I Further commit that I shall work for the Consulting Services for the for the Detailed Architectural and Engineering Design of an Elevated Walkway from MRT Buendia Station to Bonifacio Global City as *[nominated position]* of *[name of bidding firm]* once awarded the contract..

\_\_\_\_\_  
*[Signature over printed name of nominated key staff]* Date: \_\_\_\_\_

\_\_\_\_\_  
*[Signature over printed name of authorized representative of the firm]* Date: \_\_\_\_\_

**Important Note:** Applicable documents to substantiate professional registration, educational attainment and trainings undertaken shall be provided during the submission of Technical Proposal. Only those attainments and undertakings with supporting documents will be considered for evaluation



**EF 7. STATEMENT OF CONSULTANT SPECIFYING ITS NATIONALITY AND  
CONFIRMING THAT THOSE WHO WILL ACTUALLY PERFORM THE SERVICES  
ARE REGISTERED PROFESSIONALS**

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[Letterhead]

[Date]

The Bids and Awards Committee – Consulting Services  
Bases Conversion and Development Authority  
2/F Bonifacio Technology Center  
31<sup>st</sup> Street, corner 2<sup>nd</sup> Avenue, Bonifacio Global City  
Taguig City

Ladies/Gentlemen:

[name of bidding firm] is issuing this statement in compliance with the requirements of the Bases Conversion and Development Authority (BCDA) Bids and Awards Committee for Consulting Services, that the nationality of members of the Project Team are indicated below and that they can actually perform the service in accordance with the eligibility requirements.

Proposed Project Team for the project:

Name	Assignment	Nationality
	Team Leader/Project Manager	
	Lead Architect	
	Lead Structural Engineer	
	Lead Geotechnical/Foundation Engineer	
	Lead Geodetic Engineer	
	Lead Electrical Engineer	
	Lead Mechanical Engineer	
	Lead Materials Engineer	
	Lead Quantity/Cost/Specifications Engineer	
	Lead Environmental Planner	

[name of bidding firm] issues this statement in accordance with Clause 2.1.a.v of the eligibility requirements for the project.

Sincerely,

[Signature over printed name of Authorized Signatory]

[Title]

Handwritten signatures in black ink, appearing to be initials or names, located in the bottom right corner of the page.

**EF 8. Format of Curriculum Vitae (CV) of the Firm**

Name of Firm: \_\_\_\_\_

Address: \_\_\_\_\_

No. of Years of Operation: \_\_\_\_\_

Years of Professional Experience: \_\_\_\_\_ years

Membership in Professional Societies:

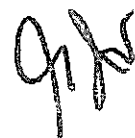
Year	Professional Society

**Certification**

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe the firm, its qualifications and experiences.

\_\_\_\_\_  
Signature over Printed Name of Authorized Representative of the Firm

Date: \_\_\_\_\_



# Checklist of Requirements

*gbs* *gbs*

## CHECKLIST AND TABBING OF ELIGIBILITY REQUIREMENTS

Tab No.	Description
1	EF 1 Eligibility Submission Form
2	Platinum PhilGEPS Certificate of Registration (each member in case of JV or Consortium)
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 CV's
7	EF 6 Curriculum Vitae for each of the following nominated key staff:
7.1	Team Leader/Project Manager
7.2	Lead Architect
7.3	Lead Structural Engineer
7.4	Lead Geotechnical/Foundation Engineer
7.5	Lead Geodetic Engineer
7.6	Lead Electrical Engineer
7.7	Lead Mechanical Engineer
7.8	Lead Materials Engineer
7.9	Lead Quantity/Cost/Specifications Engineer
7.10	Lead Environmental Planner
8	EF 7 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	EF 8 Curriculum Vitae of the Firm
10	Audited financial statements for 2017, duly stamped "RECEIVED" by the BIR. (any of the members in case of JV or Consortium)
11	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 Consultant out of the data furnished by BCDA in relation to this bidding. The Consultant shall take the responsibility to ensure the completeness of its submission after taking the steps to carefully examine all of the Bidding Documents and its amendments.