

**PROCUREMENT OF AIR CONDITIONING UNITS FOR THE NATIONAL ACADEMY  
OF SPORTS PHASE 2**

**BID BULLETIN NO. 1**

This Bid Bulletin clarifies queries raised during Pre-bid Conference and other matters relative to the bidding for the aforementioned project:

1. Queries/Clarifications/Questions by Prospective Bidders

Issues Raised	Clarifications
<u>Pre-bid Conference</u>	
1. Based on Ocular Inspection, the existing Outdoor Unit is lying down on a Concrete Pad. Do we have to replicate it? Or a steel bracket/frame will do?	Steel bracket frames for the outdoor units will do.
2. For electrical, we need to identify the exact locations of breakers for the length of the working purpose. And does every unit have a breaker?	For ACCU and FCU layout, please find the attached preferred layouts of indoor and outdoor units including the locations of the breakers. <b>(Annex A)</b>
3. Can we make the warranty for Compressor 5 years instead of 1 year? -	As stated on our Technical Specifications, the warranty requirements for parts service: One (1) year, Motor: One (1) year, Parts: One (1) year. However, bidders are welcome to provide a lengthier warranty period than the minimum duration specified
4. Is there already an available power supply for the air conditioning systems?	Yes, the power supply for the air conditioning systems is already available.
5. Are we required to submit an inspection certificate?	No, it's not required.

6. Are the aircons we are supplying for new installation or replacement?	They are for new installation.
7. Is the feeder line already available?	Yes, the feeder line is already available
8. Is the area already being used?	Yes.
9. In your checklist of requirements, do we need to submit a product brochure or certificate from the manufacturer?	Bidders shall submit either a product brochure or certificate from the manufacturer, pursuant to the RA 9184.
10. Regarding the list of requirements for the post-qualification, we don't need these during the submission of the bid?	There are documents to be submitted during the submission of bids and during the post qualification. Please comply with the requirements of the bidding documents.
11. For the financial documents, should we submit a cost breakdown aside from the price schedule?	Yes. The cost breakdown and price schedule are the same since this is one item.
12. Do we have an available layout for the aircon?	For ACCU and FCU layout, please find the attached preferred layouts of indoor and outdoor units including the locations of the breakers. <b>(Annex A)</b>
13. Usually the warranty for labor and parts is one year, while the warranty for the compressor is five years. Will this cause a problem?	This is the minimum. Bidders may propose a much longer warranty.
<b>REMINDERS:</b>	
1. What are the Bidding Forms to be used for the Submission of Bid Documents?	Please refer to Annex B.

2. How much is the cost of the bidding documents?	<b>Php5,000.00</b> (per the 2016 RIRR of RA 9184)
3. Deadline for the submission of bid proposals [eligibility, technical, and financial documents] and place of submission.	Deadline for submission : 9:00 AM, on 14 November 2023 at:  Place of submission of bids: BCDA Clark Office at BCDA Corporate Center, 9/F One West Aeropark Building, Industrial Estate 5, Clark Global City, Clark Freeport Zone, Pampanga
4. Opening of Bid Proposals	Opening of Bids; 10:00 AM, 14 November 2023 at  BCDA Clark Office at BCDA Corporate Center, 9/F One West Aeropark Building, Industrial Estate 5, Clark Global City, Clark Freeport Zone, Pampanga, with Zoom coverage

For clarity, please refer to the complete bidding forms attached hereto as **Annex B**, required for the submission of technical and financial proposals.

Amendments made herein shall be considered an integral part of the Bidding Documents.

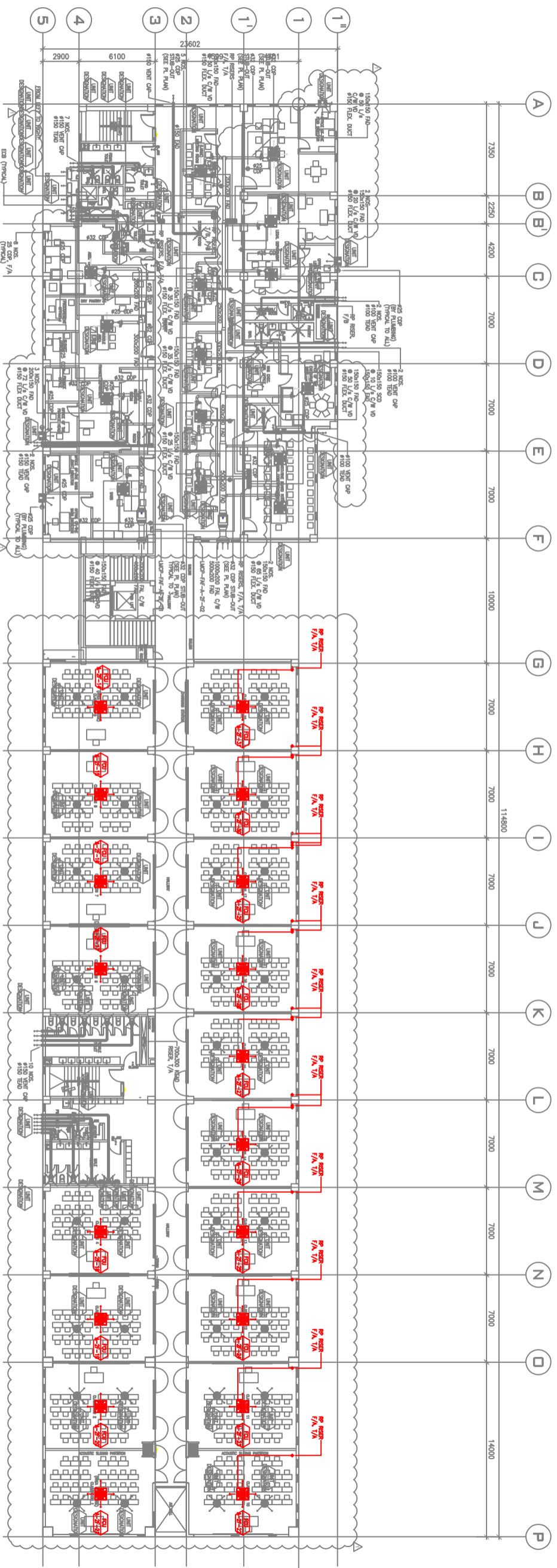
Issued on 07 November 2023.



**RICHARD BRIAN M. CEPE**

Chairperson, Special Bids and Awards for National Academy of Sports

# Annex A



ACADEMIC AND ADMIN BUILDING 2F AIR-CONDITIONING LAYOUT

ACADEMIC AND ADMIN BUILDING 3F AIR-CONDITIONING LAYOUT



## Bid Form

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

Invitation to Bid No.(reference no.): \_\_\_\_\_

To: BASES CONVERSION AND DEVELOPMENT AUTHORITY  
2<sup>nd</sup> Floor Bonifacio Technology Center  
31<sup>st</sup> St., Cor. 2<sup>nd</sup> Ave., Bonifacio Global City  
Taguig City

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers ***[insert numbers]***, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to ***[supply/deliver/perform]*** ***[description of the Goods]*** in conformity with the said PBDs for the sum of ***[total Bid amount in words and figures]*** or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: ***[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]***, which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of ***[name of the bidder]*** as evidenced by the attached ***[state the written authority]***.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: \_\_\_\_\_

Legal capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

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



**Price Schedule for Goods Offered from Within the Philippines**

*[shall be submitted with the Bid if bidder is offering goods from within the Philippines]*

**For Goods Offered from Within the Philippines**

Name of Bidder \_\_\_\_\_ Project ID No. \_\_\_\_\_ Page  
 \_\_\_ of \_\_\_

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit  (col 5+6+7+8)	Total Price delivered Final Destination  (col 9) x  (col 4)

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

**Price Schedule for Goods Offered from Abroad**

*[shall be submitted with the Bid if bidder is offering goods from Abroad]*

**For Goods Offered from Abroad**

Name of Bidder \_\_\_\_\_ Project ID No. \_\_\_\_\_ Page  
 \_\_\_ of \_\_\_

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place  (specify border point or place of destination)	Total CIF or CIP price per item  (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP  (col 4 x 8)

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

## **Omnibus Sworn Statement (Revised)**

*[shall be submitted with the Bid]*

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REPUBLIC OF THE PHILIPPINES )

CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

### **AFFIDAVIT**

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

*[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];*

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

2. *[Select one, delete the other:]*

*[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;*

*[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];*

3. *[Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government*

*Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting:***

4. *Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;*
5. *[Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;*
6. *[Select one, delete the rest:]*

*[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Special Bids and Awards Committee (SBAC), the Technical Working Group, and the SBAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;*

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

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

7. *[Name of Bidder] complies with existing labor laws and standards; and*
8. *[Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:*
  - a. *Carefully examining all of the Bidding Documents;*
  - b. *Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;*
  - c. *Making an estimate of the facilities available and needed for the contract to be bid, if any; and*
  - d. *Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].*

9. *[Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.*

**10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

*IN WITNESS WHEREOF, I have hereunto set my hand this \_\_ day of \_\_, 20\_\_ at \_\_\_\_\_, Philippines.*

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*

*[Insert signatory's legal capacity]*

*Affiant*

**[[urat]**

*[Format shall be based on the latest Rules on Notarial Practice]*

## **Bid Securing Declaration Form**

*[shall be submitted with the Bid if bidder opts to provide this form of bid security]*

REPUBLIC OF THE PHILIPPINES)

CITY OF \_\_\_\_\_) S.S.

### **BID SECURING DECLARATION**

**Project Identification No.(reference no.): *[Insert number]***

To: *[Insert name and address of the Procuring Entity]*

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
  - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
  - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
  - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this \_\_\_ day of *[month]* *[year]* at *[place of execution]*.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*  
*[Insert signatory's legal capacity]*

Affiant

**[Jurat]**

*[Format shall be based on the latest Rules on Notarial Practice]*

**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/ Address/ Contact Number	Kinds of Goods	Amount of Contract	Value of Outstanding Contracts	Date of Delivery
<b><u>Government Contracts:</u></b>							
1.							
2.							
<b><u>Private Contracts:</u></b>							
1.							
2.							
<b>Total Amount:</b>							

\*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).

**SF-G&S-19B**

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

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Business Name : \_\_\_\_\_  
Business Address : \_\_\_\_\_

Name of the Contract	Date of the Contract	Contract Duration	Owner's Name/Address/Contact Number	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

**FINANCIAL DOCUMENTS FOR ELIGIBILITY CHECK**

- A. Summary of the Applicant Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the attached income tax return and audited financial statement, stamped "RECEIVED" by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

		Year 20__
1.	Total Assets	
2.	Current Assets	
3.	Total Liabilities	
4.	Current Liabilities	
5.	Net Worth (1-3)	
6.	Net Working Capital (2-4)	

- B. The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:  
 NFCC = K (current asset - current liabilities) minus value of all outstanding works under ongoing contracts including awarded contracts yet to be started

NFCC = P \_\_\_\_\_

$K = 15$

Submitted by:

\_\_\_\_\_  
 Name of Supplier / Distributor / Manufacturer

\_\_\_\_\_  
 Signature of Authorized Representative  
 Date : \_\_\_\_\_

**NOTE:**

1. If Partnership or Joint Venture, each Partner or Member Firm of Joint Venture shall submit the above requirement

**Manufacturer's Authorization Form**

**BASES CONVERSION AND DEVELOPMENT AUTHORITY  
RICHARD BRIAN M. CEPE**

Chairperson

BCDA Corporate Center 2<sup>nd</sup> Floor Bonifacio Technology Center  
31<sup>st</sup> St. Cor. 2<sup>nd</sup> Avenue Bonifacio Global City Taguig

**Project Name:           Supply, Delivery and Installation of Air-Conditioning Units for the  
National Academy of Sports (NAS) –  
Phase 2 at New Clark City**

We, *[name of manufacturer]* located at *[business address]* is an established reputable manufacturer of the following goods and equipment:  
*[specific goods/equipment]*

No.	Particular

This form is issued to inform your office that our partner, *[name of bidder]* with office address at *[bidder's office address]* is an authorized distributor [or reseller] of the products offered in this bidding and that we hereby authorize and support their submission of Bid to the Bases Conversion and Development Authority. *(Otherwise, kindly state if the manufacturer is the same as the Bidder).*

This certification is being issued upon the request of *[name of bidder]* as per your invitation to bid.

[name over signature of Manufacturer representative]  
[Designation]  
Contact Information  
[Date]

*[Letterhead of Bidder]*  
**Statement of  
 After Sales Support Availability**

**BASES CONVERSION AND DEVELOPMENT AUTHORITY  
 RICHARD BRIAN M. CEPE**

Chairperson  
 BCDA Corporate Center 2<sup>nd</sup> Floor Bonifacio Technology Center  
 31<sup>st</sup> St. Cor. 2<sup>nd</sup> Avenue Bonifacio Global City Taguig

**Project Name:           Supply, Delivery and Installation of Air-Conditioning Units for the  
 National Academy of Sports (NAS) –  
 Phase 2 at New Clark City**

We, **[name of bidder]** located at **[business address]** is an established reputable company and authorized distributor of the following goods and equipment **[specific goods/equipment]**

<b>No.</b>	<b>Particular</b>

This form is issued to inform your office that we hereby extend our full guarantee and warranty as per the warranty clause for our goods offered under our bid. This is to further certify that the after-sales service centers situated in the following location/s are available:

<b>Store Name</b>	
<b>Brand Covered</b>	
<b>Location</b>	
<b>Contact information</b>	

[add as necessary for other Brands]

[name over signature]  
 [Bidder Representative/Designation]  
 Contact Information  
 [Date]