

Bids and Awards Committee for Consulting Services (BAC-C)

**PROCUREMENT OF CONSULTING SERVICES FOR THE CONSTRUCTION
MANAGEMENT AND SUPERVISION (CMS) FOR THE SITE DEVELOPMENT OF THE
65-HECTARE RELOCATION SITE IN NEW CLARK CITY**

Bid Bulletin No. 01

This Bid Bulletin clarifies queries/questions raised during the Pre-eligibility Conference held on 08 March 2024 and written clarifications received through email pertaining to the above-cited Consulting Services.

I. QUERIES/QUESTIONS BY THE BIDDERS

a. Queries/Questions raised during the Pre-eligibility Conference

Queries/Questions	Clarifications/Responses
<p>1. With regards to the qualifications of the bidders, are we allowed to join in this Project given that we have an ongoing project with one of the subsidiaries of BCDA?</p>	<p>Yes. Prospective bidders who have an ongoing project with BCDA or any of its subsidiaries may still join. Provided that, their proposed professional staff, as well as support staff for this Project shall be different from those assigned in their previously awarded/ongoing projects with BCDA.</p> <p>Please be guided by Eligibility Date Sheet, Clause 1.2, which provides that:</p> <p><i>“The Consultant shall not nominate any key personnel and support staff deployed in the ongoing projects of BCDA. Failure to meet this requirement shall result in a “Failed” rating during shortlisting.”</i></p>
<p>2. The Project Manager stated for this Project is a Licensed Civil Engineer. Would you still consider our nominated Project Manager if his/her completed degree is Architecture?</p>	<p>No. The BACC will only consider a Licensed Civil Engineer for the position of Project Manager in accordance with Clause 1.2 of the Eligibility Data Sheet..</p>
<p>3. Can we purchase the Bidding Documents at this stage?</p>	<p>You may download the complete set of bidding documents from the BCDA website at https://tinyurl.com/BCDAwebsite-BidDocsSD and the PhilGEPS portal at https://tinyurl.com/PhilGEPS-BidDocsSD.</p> <p>Prospective bidders may purchase the Bidding Documents. However, the BAC only requires and validates proof of payment during the submission of bids by short-listed and eligible bidders.</p> <p>Moreover, the payment shall be non-refundable regardless</p>

	of the stage in the procurement process when it was made.
4. Can we nominate a professional staff from a BCDA project that is at 100% completion but was not yet issued with a Certificate of Completion (COC)?	No. The BAC shall consider a project as ongoing until a COC is issued by the Procuring Entity. Thus, the professional staff of that project cannot be nominated for this Project.
5. It was Provided in Eligibility Data Sheet, Clause 9.1 that similar contracts shall refer to Construction Management and Supervision of (1) site development projects or (2) road/highway construction projects. Does it refer to construction or CMS?	The “similar contract” refers to Construction Management and Supervision, not construction.
6. Is there software that the Project Management Team (PMT) would use in this Project? If there is, do you have any software required?	The type/brand of software is not a requirement during the competitive bidding stage but the PMT shall approve the software to be used during the contract implementation stage.
7. For construction drawings, is the platform under Revit or AutoCAD?	The design drawings are in CAD format.

b. Queries/Questions sent via Email

Queries/Questions	Clarifications/Responses
1. Can we have the soft copy of the presentation on eligibility requirements?	The soft copy of the presentation can be accessed by prospective bidders. Please refer to Part II of this Bid Bulletin for the link.
2. Is it possible to acquire the bidding documents before we are included on the shortlist?	You may download the complete set of bidding documents from the BCDA website at https://tinyurl.com/BCDAwebsite-BidDocsSD and the PhilGEPS portal at https://tinyurl.com/PhilGEPS-BidDocsSD .

II. PRESENTATION FOR THE PRE-ELIGIBILITY CONFERENCE

The presentation discussed during the Pre-eligibility Conference held on 08 March 2024 can be accessed using the link below:

Pre-eligibility Presentation
<https://tinyurl.com/Pre-eligPpt>

This presentation is for discussion purposes only. Should there be any inconsistencies, the bidding documents (i.e. Request for Expression of Interest, Eligibility Documents, Terms of Reference, and Bidding Forms) shall prevail over the presentation.

III. SCHEDULE OF PROCUREMENT ACTIVITIES*

Activities		Time	Date	
1	Deadline for Requests for Clarification	5:00 PM	11 March 2024	
2	Issuance of Bid Bulletin in response to the Clarifications		14 March 2024	
3	Deadline for Submission of Eligibility Documents	9: 00 AM	21 March 2024	
4	Opening of Eligibility Documents and Eligibility Check	10:00 AM	21 March 2024	
5	Eligibility Check and Shortlisting		22 March 2024	02 April 2024
6	Notification on the Results of Eligibility Check and Shortlisting		08 April 2024	

* *subject to change*

IV. OTHER CLARIFICATIONS

1. For bidders who are sole proprietors, kindly submit a DTI Certificate as an additional requirement for the bidding.
2. Updated Checklist and Tabbing of Eligibility Requirements (Annex A)

Criteria for the Shortlisting of Eligible Bidders	
FROM:	TO:

Eligibility Data Sheet Clause 9.2

Criteria for shortlisting for the five (5) highest ranked proponents:

1. Relevant Experience of the Consultant – 20%

Evaluation Criteria for Shortlisting	Rating	Required Minimum Score
Years of business operation	5%	3.5%
Years of related experience of the firm for the past 5 years	5%	3.5%
Completed at least one CMS project with contract price of PhP11M and above	10%	7.0%
TOTAL	20%	14.0%

2. Qualification of Professional Staff to be Assigned to the Consulting Services – 60%

Evaluation Criteria for Shortlisting	Rating	Required Minimum Score
Education	10%	7.0%
Training/s	10%	7.0%
Overall professional work experience	15%	10.50%
Similar CMS projects handled relative to position	25%	17.50%
TOTAL	60%	42%

3. Current Workload of the Consultant Relative to Capacity – 20%

The prospective Consultant(s) must pass the required minimum score of **seventy percent (70%)** on each criterion to be shortlisted.

Criteria for shortlisting for the five (5) highest ranked proponents:

1. Relevant Experience of the Consultant – 30%

Evaluation Criteria for Shortlisting	Rating	Required Minimum Score
Years of business operation	7.5%	5.25%
Years of related experience of the firm for the past 5 years	7.5%	5.25%
Completed at least one CMS project with contract price of PhP11M and above	15%	10.50%
TOTAL	30%	21%

2. Qualification of Professional Staff to be Assigned to the Consulting Services – 50%

Evaluation Criteria for Shortlisting	Rating	Required Minimum Score
Education	8%	5.60%
Training/s	8%	5.60%
Overall professional work experience	14%	9.80%
Similar CMS projects handled relative to position	20%	14%
TOTAL	50%	35%

3. Current Workload of the Consultant Relative to Capacity – 20%

The prospective Consultant(s) must pass the required minimum score of **seventy percent (70%)** on each criterion to be shortlisted.

<p>The forms declaring the bidders' qualifications may be considered as incomplete if any of the required attachments or supporting documents are not included or insufficient to prove the declarations contained therein. Further, any adverse findings on the bidders' qualifications or submissions shall result in a "Failed" rating during shortlisting.</p>	<p>The forms declaring the bidders' qualifications may be considered as incomplete if any of the required attachments or supporting documents are not included or insufficient to prove the declarations contained therein. Further, any adverse findings on the bidders' qualifications or submissions shall result in a "Failed" rating during shortlisting.</p>
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V. REMINDERS

A. General Notes/Reminders

1. All data on the forms shall be correct and consistent.
2. All forms shall be duly signed by the Authorized Signatory of the Firm/Entity/Joint Venture or Consortium (in case of JV/Consortium).
3. The CVs of all the nominated key personnel shall be supported with valid licenses/professional registrations, certificates of training attended, diplomas, work experiences and other supporting documents relative to the credentials of the proposed Professional staff.

For expired licenses, copy of the expired license, proof of application and payment for renewal shall be included.

4. Only contracts/projects that are supported with proofs shall be considered for evaluation, as follows:
 - Certificate of Completion or Acceptance or valid proof of final payment issued by the client, in case of completed contracts.
 - Notice of Award, Notice to Proceed or signed contracts issued by the client for ongoing contracts and for contracts awarded but not yet started.
5. Only training supported with proofs shall be considered for evaluation.
6. For the Eligibility Forms:

Eligibility Forms	Duly signed by the Authorized Representative	Duly Notarized
<ul style="list-style-type: none"> • EF 1 - Eligibility Documents Submission Form 	✓	

<ul style="list-style-type: none"> EF 2 - Statement of All On-Going and Completed Government and Private Contracts, Including Contracts Awarded but not Yet Started as Well as Contracts Where Works Have Been Completed but not Yet Accepted for the Past 5 Years 	✓	
<ul style="list-style-type: none"> EF 3A - Summary of Completed Projects for the Past 5 Years (All completed government and private contracts) 	✓	
<ul style="list-style-type: none"> EF 3B - Summary of Ongoing Projects for the Past 5 Years (All ongoing government and private contracts, including contracts awarded but not yet started as well as contracts where works have been completed but not yet accepted) 	✓	
<ul style="list-style-type: none"> EF 4 - Consultant's References: Relevant Services Carried Out for the Past 5 Years That Best Illustrate Qualifications 	✓	
<ul style="list-style-type: none"> EF 5 - Summary of Curriculum Vitae (CV) 	✓	
<ul style="list-style-type: none"> EF6A to 6I - Format of CV for Proposed Professional Staff 	✓ (should also be duly signed by the nominated Key Personnel)	
<ul style="list-style-type: none"> EF 7 - Statement of the Consultant specifying its nationality and confirming that those who will actually perform the services are registered professionals and of availability for the duration of the Project 	✓	
<ul style="list-style-type: none"> Secretary's Certificate Format (where applicable) 	✓	✓
<ul style="list-style-type: none"> Special Power of Attorney Format (where applicable) 	✓	✓

<ul style="list-style-type: none"> Partnership Resolution Certificate Format (where applicable) 	✓	✓
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7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled by the duly authorized representative of the prospective bidder.

- b. **Deadline for Submission of Eligibility Documents.** The Eligibility Documents must be duly received by the BAC-C Secretariat through manual/physical submission at the BCDA Central Receiving and Releasing Area (CRRA), BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street Corner 2nd Avenue, Bonifacio Global City, Taguig City, **on or before 9:00 AM of 21 March 2024, Thursday**. Late submission of Eligibility Documents shall not be accepted. The prospective bidders may submit their Eligibility Documents before the deadline for submission of bids to avoid late submission. The editable eligibility forms may be downloaded using the link below:

Eligibility Documents

<https://tinyurl.com/EligFormsSD>

Please be reminded that the reference time that will be followed shall be the computer system clock at the **BCDA-CRRA**, BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street corner 2nd Avenue, Bonifacio Global City, Taguig City. All bidders are advised to synchronize their timepieces therewith.

- c. **Opening of Eligibility Documents and Eligibility Check.** Opening of Eligibility Documents and Eligibility Check shall be on **21 March 2024, 10:00 AM** at the BCDA Office, BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street Corner 2nd Avenue, Bonifacio Global City, Taguig City, and/or through:

Zoom Link

<https://tinyurl.com/OpenEligSD>

For Online Participants:

- Online participants will be requested to register to be admitted on the call.
- The online platform will be opened 15 minutes prior to official start at 10:00 AM and participants are required to log in no later than five minutes prior to the said official start time.
- The BAC-C Secretariat is the host of the meeting. We may mute/unmute audio inputs of any or all participants. Mute your mic whenever you're not speaking.
- All participants shall use the following name format for easy identification:
<Company Acronym>_<Full Name of participant>
- The camera should be turned off by default to preserve your Internet connection bandwidth and assure better audio. However, during the roll call, kindly turn on your camera, state the complete name of your company and your full name, so that you can

be properly identified and acknowledged. The camera should again be turned off after the roll call.

6. Please refrain from asking questions during the presentation but rather type these in the chat box provided. The Secretariat shall then read each of the questions during the Q&A portion, and these will be answered by the BAC-C one by one.
7. If a prospective bidder needs to further clarify or ask follow-up questions, they can do so by raising their hand. Please wait to be acknowledged before speaking. Only one (1) participant shall speak at a time.

For In-Person Participants:

All bidders must adhere to the following health and safety protocols:

1. A maximum of two (2) participants per bidder is allowed to join the conference.
2. Participants must wear a face mask, and observe social distancing all throughout the conduct of the activity.
3. Bidders who show signs of COVID-19 related symptoms such as cough, flu, fever, high body temperature, and sneezing are advised not to proceed to the BCDA Office since they will not be allowed to enter the BCDA premises.

Eligibility Documents will be opened in the presence of the prospective bidder or its authorized representative who chooses to attend the activity. Attendance of the bidders during the opening of the Eligibility Documents is not mandatory, but merely discretionary or optional.

All prospective bidders are also reminded to regularly check the PhilGEPS and BCDA's website for updates, advisories and postings of Bid Bulletin in relation to this procurement activity.

This Bid Bulletin shall be considered as an integral part of the Bidding Documents for the afore-cited Consulting Services. All provisions and statements in the Bidding Documents for the Consulting Services inconsistent with this Bid Bulletin are either modified or rendered ineffective, as the case may be.

Issued this 14th day of March 2024.



ENGR. RICHARD BRIAN M. CEPE

Chairperson

Bids and Awards Committee for Consulting Services

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March 2024/ Version 1*

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ANNEX A

BASES CONVERSION AND DEVELOPMENT AUTHORITY

**PROCUREMENT OF CONSULTING SERVICES FOR THE CONSTRUCTION
MANAGEMENT AND SUPERVISION (CMS) FOR THE SITE DEVELOPMENT OF THE
65-HECTARE RELOCATION SITE IN NEW CLARK CITY**

ELIGIBILITY FORMS

CHECKLIST AND TABBING OF ELIGIBILITY REQUIREMENTS

Tab #	Form No.	Description
1	EF 1	Eligibility Documents Submission Form
2		PhilGEPS Certificate of Registration under Platinum Membership (all pages) pursuant to Section 8.5.2 of the 2016 revised IRR, as amended by GPPB Resolution No. 15-2021.
3	EF 2	Statement of all on-going and completed government and private contracts, including contracts awarded but not yet started as well as, contracts where works have been completed but not yet accepted for the past 5 years.
4		Summary of projects
4a	EF 3A	Summary of completed projects for the past 5 years (all completed government and private contracts)
4b	EF 3B	Summary of ongoing projects for the past 5 years (all ongoing government and private contracts, including contracts awarded but not yet started as well as contracts where works have been completed but not yet accepted)
5	EF 4	Consultant's References
6	EF 5	Summary of CVs
7	EF 6	Curriculum Vitae for each of the following nominated key staff:
7a		Project Manager
7b		Deputy Project Manager
7c		Sr. Drainage/Hydraulic Engineer
7d		Sr. Highway Engineer
7e		Sr. Geodetic Engineer

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7f		Sr. QA/QC/Materials Engineer
7g		Sr. Electrical Engineer
7h		Sr. Quantity Engineer
7i		Sr. Project Scheduler
8	EF 7	Statement of the Consultant specifying its nationality and confirming that those who will actually perform the services are registered professionals and of availability for the duration of the Project
9		<p>Class “B” Document (if the bid is a joint venture) An executed Joint Venture Agreement (JVA) between parties, for joint venture. In the absence of a JVA, duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful, shall be included in the bid.</p> <p>Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security. Each partner of the joint venture shall submit the PhilGEPS Certificate of Registration in accordance with Section 8.5.2 of this IRR. The submission of technical and financial documents by any of the joint venture partners constitutes compliance.</p>

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