

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

**PROCUREMENT OF CONSULTING SERVICES FOR THE CONSTRUCTION
MANAGEMENT AND SUPERVISION (CMS) FOR THE CONSTRUCTION OF MARRIED
ENLISTED PERSONNEL QUARTERS (MEPQ) FACILITIES AT NSPL CAVITE**

Bid Bulletin No. 01

This Bid Bulletin clarifies queries/questions raised during the Pre-eligibility Conference held on 07 May 2024 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
1. Do we have to pay for the bidding documents during the eligibility stage or upon being shortlisted?	At this stage of the procurement, the prospective bidders do not need to pay the fee for the Bidding Documents. Payment shall be made after being shortlisted.

II. PRESENTATION FOR THE PRE-ELIGIBILITY CONFERENCE

The presentation discussed during the Pre-eligibility Conference held on 07 May 2024 can be accessed using the link below:

Presentation

<https://tinyurl.com/Pre-eligMEPQ>

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 May 2024	
2	Issuance of Bid Bulletin for Additional Clarifications		14 May 2024	
3	Deadline for Submission of Eligibility Documents	9:00 AM	21 May 2024	
4	Opening of Eligibility Documents and Eligibility Check	10:00 AM	21 May 2024	
5	Eligibility Check and Shortlisting		22 May 2024	29 May 2024
6	Notification on the Results of Eligibility Check and Shortlisting		05 June 2024	

* *subject to change*

IV. OTHER CLARIFICATIONS

1. Bidders who are sole proprietors shall include copies of previous DTI Certificates as part of the eligibility documents submission to establish the length of their industry experience from registration. Please include the DTI certificate alongside the PhilGEPS Certificate of Registration in Tab No. 2. Failure to establish the minimum required length of industry experience is a ground for disqualification.
2. Updated Checklist and Tabbing of Eligibility Requirements (Annex A).

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
• EF 1 - Eligibility Documents Submission Form	✓	
• 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	✓	
• EF 3A - Summary of Completed Projects for the Past 5 Years (All completed government and private contracts)	✓	
• 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)	✓	
• EF 4 - Consultant's References: Relevant Services Carried Out for	✓	

the Past 5 Years That Best Illustrate Qualifications		
• EF 5 - Summary of Curriculum Vitae (CV)	✓	
• EF6A to 6E - Format of CV for Proposed Professional Staff	✓ (should also be duly signed by the nominated Key Personnel)	
• 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	✓	
• Secretary's Certificate Format (where applicable)	✓	✓
• Special Power of Attorney Format (where applicable)	✓	✓
• Partnership Resolution Certificate Format (where applicable)	✓	✓

7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed 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 May 2024, Tuesday.** 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/EFormsMEPQ>

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 May 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/OpenEDMEPO>

For Online Participants:

1. Online participants will be requested to register to be admitted on the call.
2. 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.
3. 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.
4. All participants shall use the following name format for easy identification:
<Company Acronym>_<Full Name of participant>
5. 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.

- 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 May 2024.



ENGR. RICHARD BRIAN M. CEPE

Chairperson

Bids and Awards Committee for Consulting Services

ANNEX A

BASES CONVERSION AND DEVELOPMENT AUTHORITY

PROCUREMENT OF CONSULTING SERVICES FOR THE CONSTRUCTION MANAGEMENT AND SUPERVISION (CMS) FOR THE CONSTRUCTION OF MARRIED ENLISTED PERSONNEL QUARTERS (MEPQ) FACILITIES AT NSPL CAVITE

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

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.*