

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

PROCUREMENT OF CONSULTING SERVICES FOR THE CONDUCT OF LAND SURVEY FOR VARIOUS BCDA PROPERTIES

Bid Bulletin No. 04

This bid bulletin contains reminders in relation to the pre-bid conference held on 27 August 2024 pertaining to the above-cited consulting services.

I. PRESENTATION FOR THE PRE-BID CONFERENCE

The presentation discussed during the Pre-bid Conference held on 27 August 2024 can be accessed using the link below:

Link:

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

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.

II. SCHEDULE OF PROCUREMENT ACTIVITIES*

Activities		Time	Date	
1	Pre-bid Conference	10:00 AM	27 August 2024	
2	Deadline for Requests for Clarification	5:00 PM	30 August 2024	
3	Issuance of Bid Bulletin		02 September 2024	
5	<u>Deadline for Submission of Technical and Financial Proposals</u>	<u>9:00 AM</u>	<u>09 September 2024</u>	
6	<u>Opening and Preliminary Examination of Technical Proposals</u>	<u>10:00 AM</u>	<u>09 September 2024</u>	
7	<u>Evaluation of Technical Proposals</u>		<u>10 September 2024</u>	<u>17 September 2024</u>
9	<u>Notification/Invitation for</u>		<u>17 September 2024</u>	

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Activities		Time	Date	
	<u>Opening of Financial Proposals</u>			
10	<u>Opening of Financial Proposals</u>	<u>10:00 AM</u>	<u>18 September 2024</u>	
11	<u>Evaluation of Financial Proposals</u>		<u>18 September 2024</u>	<u>23 September 2024</u>
12	<u>Determination of HRB and Issuance of BAC Resolution recommending HRB</u>		<u>24 September 2024</u>	

* *subject to change*

III. 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 or 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 Technical Proposal Forms:

Technical Proposal Forms	Duly signed by the Authorized Representative	Duly Notarized
• TPF 1 - Technical Proposal Submission Form	✓	✓
• Bid Security (Bid Securing Declaration Form)	✓	✓
• TPF 2 - Consultant's References	✓	
• TPF 3 - Comments and Suggestions of Consultant on the Terms of Reference and on Data, Services, and Facilities to be Provided by the Procuring Entity		
• TPF 4 - Description of the Methodology and Work Plan for Performing the Project		
• TPF 5 - Team Composition and Task	✓	
• TPF 6A to 6E - CV for Proposed Professional Staff	✓ (should also be duly signed by the nominated Key Personnel)	
• TPF 7 - Time Schedule for Professional Staff	✓	
• TPF 8 - Activity (Work) Schedule	✓	
• Omnibus Sworn Statement	✓	✓
• Secretary's Certificate/Special Power of Attorney	✓	✓

For the Financial Proposal Forms:

Financial Proposal Forms	Duly signed by the Authorized Representative	Duly Notarized
● FPF 1 - Financial Proposal Submission Form	✓	✓
● FPF 2 - Summary of Costs	✓	
● FPF 3 - Breakdown of Price per Activity	✓	
● FPF 4 - Breakdown of Remuneration per Activity	✓	
● FPF 6 - Miscellaneous Expenses	✓	

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 Technical and Financial Proposals.** The Technical and Financial Proposals must be duly received by the BAC-C Secretariat through manual/physical submission at the Bases Conversion and Development Authority (BCDA) located at the 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 09 September 2024, Monday**. Late submission of Technical and Financial Proposals shall not be accepted. The bidder/s may submit their Technical and Financial Proposals before the deadline for the submission of bids to avoid late submission.

The complete set of bidding documents may be acquired by eligible bidder/s on the dates and from the address given above and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Pesos: Ten Thousand and 00/100 (Php 10,000.00)**.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the BCDA website (www.bcda.gov.ph), provided that the eligible bidder shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

Please be reminded that the reference time that will be followed shall be the computer system clock at the **BCDA Central Receiving and Releasing Area (CRR)**, BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st

Street corner 2nd Avenue, Bonifacio Global City, Taguig City. The bidder/s is/are advised to synchronize their timepieces therewith.

- c. **Opening of and Preliminary Examination of Technical Proposals.** Opening and Preliminary Examination of Technical Proposals shall be at **10:00 AM, 09 September 2024, Monday** 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/OpenTechLS>

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 A.M. 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.

Technical and Financial Proposals 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 Technical and Financial Proposals 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 2nd day of September 2024.



ENGR. RICHARD BRIAN M. CEPE
Chairperson
Bids and Awards Committee for Consulting Services

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