

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

**PROCUREMENT OF CONSULTING SERVICES FOR THE CONSTRUCTION
MANAGEMENT AND SUPERVISION FOR THE CONSTRUCTION OF ROADS
AND PERIMETER FENCE AT MORONG DISCOVERY PARK**

Bid Bulletin No. 01

This Bid Bulletin clarifies queries/questions raised during the Pre-eligibility Conference held on 27 September 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. Are key personnel required to affix their wet signatures on every page of their Curriculum Vitae (CV)?	The personnel are only required to sign on the last page of Eligibility Form 6: CV for Proposed Professional Staff.
2. On the last page of the CVs, is the wet signature of the key personnel required?	Yes. Electronic signatures are also acceptable but wet signatures are preferred.
3. With regard to the CVs, is it required to be notarized?	During the first stage where eligibility documents will be submitted, the CVs are not yet required to be notarized. In the second stage where the technical proposal has to be submitted, the CVs must already be notarized.
4. On the Relevant Experience of the Consultant, does it only refer to the building construction?	Relevant experience of the Consultant shall refer to construction of Road Projects. Please refer to item II herein on Amendments.
5. As to the Class B documents, is the Joint Venture Agreement (JVA) not	The JVA is required to be notarized.

<p>required to be notarized?</p>	<p>While the bidding documents require submission of “executed” or duly signed JVA, we have conducted further verification of the said requirement. Based on the GPPB NPM No. 166-2012, a valid joint venture agreement <u>should be notarized</u> for purposes of complying with the provisions of RA 9184 and its IRR. Pertinent portion of which states that:</p> <p><i>"It must be emphasized that notarization is not essential to the validity of the transaction, the absence of notarization will not necessarily invalidate the agreement, for even sans notarization, the instrument xxx remains valid between or among the parties. xxx But this is not saying that notarization is an empty solemnity xxx JVAs need be notarized in order to be binding against third persons. Thus, for purposes of complying with the provisions of RA 9184 and its IRR, <u>the valid joint venture agreement should be notarized.</u>"</i></p> <p>In view of the foregoing, the submitted JVA must be notarized. Kindly see correction on the checklist below on Item II herein.</p> <p>In case there is no JVA yet, the potential joint venture partners must submit notarized statements stating that they will enter into and abide by the provisions of the JVA in the event that the bid is successful. In this case, a copy of a valid JVA shall be submitted within ten (10) days from receipt by the bidder of the notice from BAC that the bidder has the Highest Responsive Bid. (Sec. 37.1.4 (a)(i), RIRR of RA 9184)</p>
<p>6. Regarding the key personnel lineup, if there is a requirement that we feel is</p>	<p>Should the consultant determine that it is necessary to augment its personnel, the same is</p>

needed onsite, will it depend on us to fill up the position to cover everything as regards to the proper documentation, safety, etc. based on our execution plan and methodology?	allowed in order for the consultant to comply within the period of completion for the project. Provided, however, that this should not entail any additional cost/s on the part of BCDA.
7. May we ask for the format of the Secretary's Certificate for sole bidders?	For independent bidders, you may use your own form, which is the same as your previously issued Secretary's Certificate/s.
8. For those prospective bidders that did not attend the pre-eligibility conference for this Project, are they still qualified for the eligibility and second stage of the procurement?	Prospective bidders may still submit their Eligibility Documents even if they were not present at the pre-eligibility conference.

II. AMENDMENTS

1. Please see revised version of the Eligibility Clause No. 9.1 of the Eligibility Data Sheet as follows:

Original Version	Revised Version
9.1 Similar contracts shall refer to Construction Management and Supervision of building construction projects.	9.1 Similar contracts shall refer to Construction Management and Supervision of road construction projects .

2. **Checklist and Tabbing of Eligibility Documents.** - Tab 15, Class "B" Document must be notarized.

Tab No.	Form No.	Description	Duly signed by Authorized Representative	Duly Notarized
15	-	Class "B" Document (if the bid is a joint venture)	●	●



		<p>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>		
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III. PRESENTATION FOR THE PRE-ELIGIBILITY CONFERENCE

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

Presentation

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

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.

IV. SCHEDULE OF PROCUREMENT ACTIVITIES*

Activities		Time	Date	
1	Deadline for Requests for Clarification	05:00 PM	29 September 2024	
2	Issuance of Bid Bulletin for Additional Clarifications		02 October 2024	
3	Deadline for Submission of Eligibility Documents	09:00 AM	09 October 2024	
4	Opening of Eligibility Documents and Eligibility Check	10:00 AM	09 October 2024	
5	Eligibility Check and Shortlisting		10 October 2024	18 October 2024
6	Notification on the Results of Eligibility Check and Shortlisting		25 October 2024	

* *subject to change*

IV. OTHER CLARIFICATIONS

- 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.

V. REMINDERS

A. General Notes/Reminders

- 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	✓	

<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 6F - 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) 	✓	✓

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 09 October 2024, Wednesday**. 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/EFs-RPF>

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 **09 October 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/OpenEligRPF>

Meeting ID: 996 8445 3585
Passcode: 541149

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. Bidders who show signs of COVID-19 related symptoms such as cough, flu, fever, high body temperature, and sneezing are required to wear mask within the BCDA premises.

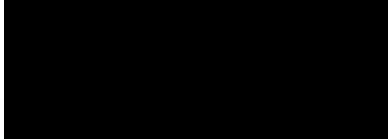
Eligibility Documents will be opened in the presence of the prospective bidder or its authorized representative who chooses to attend the activity. Attendance of the bidders during the opening of the Eligibility Documents is not mandatory, but merely discretionary or optional.

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 2nd day of October 2024.



ENGR. MARK P. TORRES

Vice Chairperson

Bids and Awards Committee for Consulting Services

