

**SUPPLEMENTAL BID BULLETIN**

**Republic of the Philippines  
PHILIPPINE INTERNATIONAL CONVENTION CENTER  
PICC Complex, 1307 Pasay City  
BIDS AND AWARDS COMMITTEE (BAC)**

August 20, 2024

**SUPPLY, DELIVERY AND INSTALLATION OF NEW ESCALATOR UNITS AT  
3<sup>rd</sup> FLOOR TO 4<sup>TH</sup> FLOOR DELEGATION BUILDING**

**ADDENDUM NO. 01**

This Addendum is issued to amend/revise certain provisions of the Bid Documents for the above-captioned procurement. Said amendments are as follows:

I. Section III- Bid Data Sheet have been revised to read as:

- ITB Clause 20.2
  - **g.** List of **escalator** projects within the last ten (10) years detailing the name of clients, completion dates and the contract price, contact person and the telephone numbers.

II. Section V- Special Conditions of the Contract have been revised to read as:

- GCC Clause 5
  - Warranty

One (1) year warranty for workmanship and materials/equipment supplied by the Contractor after final completion and acceptance of the project. This means that a part or some parts, which will give-way within the warranty period, shall be replaced by the Contractor at no extra cost to PICC. The obligation for the warranty shall be covered by, at the Contractor's option, either retention money in an amount equivalent to **five percent (5%)** of the Contract amount or a Special Bank Guarantee bond equivalent to (five percent 5%) of the total Contract amount. Said warranty obligation shall be released only after the expiration of warranty period, however, the same will be forfeited by PICC as part of payment for any damage of surrounding equipment components/parts attributable to contractor's negligence or poor workmanship during dismantling of the escalators, hauling, installation, testing and commissioning period.

As part of the one-year general warranty, the contractor must conduct monthly check-up and servicing of the subject escalators with proper service records and reports for submission to PICC-Mechanical Services Division.

III. Section VI- Schedule of Requirements have been revised to read as:

Item Number	Description	
I	Supply, Delivery and Installation of New Escalator Units at 3 <sup>rd</sup> floor to 4 <sup>th</sup> floor Delegation Building	Completion shall be within Two Hundred Seventy (270) Calendar Days after receipt of <b>the Notice to Proceed.</b>

IV. Section VII- Technical Specifications have been revised to read as:

- **II. CONDITIONS:**

- **13. Power and water** supply for welding works shall be provided by the PICC. However, the Contractor shall provide sub watt-hour meter and **water sub-meter** for the purpose of monitoring the power consumption that will be charged to the Contractor. A fire extinguisher must be provided/stationed near the hot works of the Contractor.
- **15. The area for the temporary facility with portable toilet for the contractor's personnel shall be provided by PICC. However, it shall be constructed, installed, operated, maintained and subsequently removed by the Contractor.**

V. Section VIII- Checklist of Requirements have been revised to read as:

- **I. TECHNICAL COMPONENT ENVELOPE**

- ***Class "A" Documents***

- *Legal Documents*

- (a)\_Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR; **If any of the documents in Annex "A" has expired, the updated document shall be submitted during post-qualification;**

- (e) Conformity with the Technical Specifications (**Section VII**-signed on each and every page **including the drawing/s**), which includes production/delivery schedule, manpower requirements, and/or after-sales/parts (**Section VI**), if applicable; **and**
- (f) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder (**Annex "D"**). Please see the attached OSS form.

- **II. FINANCIAL ENVELOPE**

- (i) Original of duly signed and accomplished Financial Bid Form
  - **Project Title: SUPPLY, DELIVERY AND INSTALLATION OF NEW ESCALATOR UNITS AT 3<sup>rd</sup> FLOOR TO 4<sup>TH</sup> FLOOR DELEGATION BUILDING**
- (j) **Bill of Quantities**
  - **See attached form**

The corrected copies are attached. Bidders are advised to replace their original copies with the corrected copies.

For guidance and information of all concerned.

  
**GLENN FULGENCIO L. PELONIO**  
Acting Vice-Chairman

Received by:

\_\_\_\_\_  
(Signature over printed name)  
Telephone/Fax No. \_\_\_\_\_  
Date: \_\_\_\_\_  
Name of Company: \_\_\_\_\_

16.1	<p>The address for submission of bids is:</p> <p style="text-align: center;">PICC-Bids and Awards Committee (BAC) Secretariat Ground floor, Delegation Building PICC Complex, 1307 Pasay City</p> <p>The deadline for submission of bids is August 29, 2024 at 9:30 a.m.</p>
17.1	<p>The place of bid</p> <p style="text-align: center;">BAC CONFERENCE ROOM Function Room B 2<sup>nd</sup> Floor, Secretariat Building PICC Complex, 1307 Pasay City</p> <p>The date and time of bid opening is August 29, 2024 at 10:00 a.m.</p> <p>In case the Bids cannot be opened as scheduled due to justifiable reasons, the BAC shall take custody of the Bids submitted and the opening of Bids shall be at 10:00 a.m. of the next working day.</p>
19.3	<p>Total ABC is <b>TWENTY-FIVE MILLION PESOS (Php25,000,000.00), VAT Inclusive.</b></p>
20.2	<p>Within a non-extendible period of five (5) calendar days from receipt by the bidder of the notice from the BAC that it submitted the LCB, the Bidder shall submit the following documentary requirements:</p> <ol style="list-style-type: none"> <li>a. CY 2023 Income and Business Tax Returns with proof of payment;</li> <li>b. Sections III and V of the bid documents, signed on each and every page by the bidder's authorized representative;</li> <li>c. Company Profile with sketch of office location;</li> <li>d. Certificate of authorized distributorship/dealer, installer and service provider for the last ten (10) years.</li> <li>e. Shop Drawings; Machinery space plan indicating location of equipment, service connection of the proposed replacement escalator.</li> <li>f. Calculations (for the proposed new escalator): <ol style="list-style-type: none"> <li>1. Support loads – Stress analysis and calculations for supporting trusses and tracks</li> <li>2. Electrical loads including starting, accelerating and running currents. Include all auxiliary loads.</li> </ol> </li> <li>g. List of <i>escalator</i> projects within the last ten (10) years detailing the name of clients, completion dates and the contract price, contact person and the telephone numbers</li> <li>h. Certificate of ocular inspection issued by Mechanical Services Division.</li> </ol>

3	<p>Performance Security</p> <p>Within ten (10) calendar days from receipt of the Notice of Award, but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any of the following forms:</p> <table border="1" data-bbox="416 389 1362 898"> <thead> <tr> <th data-bbox="416 389 919 495">Form of Performance Security</th> <th data-bbox="919 389 1362 495">Amount of Performance Security (Equal to Percentage of the Total Contract Price)</th> </tr> </thead> <tbody> <tr> <td data-bbox="416 495 919 600">Cash or Cashier's/Manager's Check issued by a Universal or Commercial Bank.</td> <td data-bbox="919 495 1362 600">Five percent (5%)</td> </tr> <tr> <td data-bbox="416 600 919 689">Bank draft/guarantee issued by a Universal or Commercial Bank</td> <td data-bbox="919 600 1362 689">Five percent (5%)</td> </tr> <tr> <td data-bbox="416 689 919 898">Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.</td> <td data-bbox="919 689 1362 898">Thirty percent (30%)</td> </tr> </tbody> </table>	Form of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)	Cash or Cashier's/Manager's Check issued by a Universal or Commercial Bank.	Five percent (5%)	Bank draft/guarantee issued by a Universal or Commercial Bank	Five percent (5%)	Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty percent (30%)
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Bank draft/guarantee issued by a Universal or Commercial Bank	Five percent (5%)								
Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty percent (30%)								
5	<p>Warranty</p> <p>One (1) year warranty for workmanship and materials/equipment supplied by the Contractor after final completion and acceptance of the project. This means that a part or some parts, which will give-way within the warranty period, shall be replaced by the Contractor at no extra cost to PICC. The obligation for the warranty shall be covered by, at the Contractor's option, either retention money in an amount equivalent to <b>five percent (5%)</b> of the Contract amount or a Special Bank Guarantee bond equivalent to five percent (5%) of the total contract amount. Said warranty obligation shall be released only after the expiration of warranty period, however, the same will be forfeited by PICC as part of payment for any damage of surrounding equipment components/parts attributable to contractor's negligence or poor workmanship during dismantling of the escalators, hauling, installation, testing and commissioning period.</p> <p>As part of the one-year general warranty, the contractor must conduct monthly check-up and servicing of the subject escalators with proper service records and reports for submission to PICC-Mechanical Services Division.</p>								
6	<p>The period for correction of defects is seven (7) calendar days upon receipt of notice from PICC project-in-charge.</p>								

## *Section VI. Schedule of Requirements*

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Item Number	Description	
I	Supply, Delivery and Installation of New Escalator Units at 3 <sup>rd</sup> floor to 4 <sup>th</sup> floor Delegation Building	Completion shall be within Two Hundred Seventy (270) Calendar Days after receipt of the <i>Notice to Proceed</i> .

Note:

The contractor shall be granted extension of completion time for additional work/s not covered herein due to any work delays attributable to PICC. In case of delay in the required completion time or delivery period, inclusive of duly granted time extensions if any, the Contractor shall be liable for damages for the delay and shall pay the PICC for liquidated damages an amount equivalent to 1/10th of one percent (1%) of the total value of the project for each day of delay until such time the project is finally completed and accepted by PICC. Said penalty on delay shall be charged to any amount due to the Contractor, or in the absence or insufficiency thereof, from the performance bond/security. In case of insufficiency of the bond, the Contractor shall pay the balance to PICC upon notice.

I hereby commit to comply and deliver all the above requirements in accordance with the above stated schedule.

\_\_\_\_\_  
Name of Company / Bidder

\_\_\_\_\_  
Signature over printed Name of Authorized Representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

personnel and engineers and will be accompanied by the PICC Assistant Director of Mechanical Services Division or his representative.

10. The Contractor shall ensure that all deliveries and materials to be used in the project are all brand new and presented first to the PICC for prior approval before its actual installation. Rigging/hauling lifting methodology, system design and materials must be submitted prior to start of work for approval of TSD-MSD
11. Any work that may affect the operation and security measures of PICC shall be coordinated properly and shall be done in accordance with the PICC' approved schedule.
12. The contractor shall report to PICC on or before the bidding, any perceived or evident condition that would prevent him from performing first class work.
13. Power *and water* supply for welding works shall be provided by the PICC. However, the Contractor shall provide sub watt-hour meter and *water sub-meter* for the purpose of monitoring the power consumption that will be charged to the Contractor. A fire extinguisher must be provided/stationed near the hot works of the Contractor.
14. The Contractor must submit NBI or Barangay Clearance of its personnel to be assigned at the PICC.
15. *The area for the temporary facility with portable toilet for the contractor's personnel shall be provided by PICC. However, it shall be constructed, installed, operated, maintained and subsequently removed by the Contractor.*

Key Personnel	General Experience
<b>Site Mechanical Engineer</b> Must be a licensed Mechanical Engineer	With at least 5 years work experience in safe installation of escalators, testing and commissioning
<b>Site Mechanical Foreman/Forewoman</b> Mechanical or any Engineering Course undergraduate or Vocational Graduate of Mechanical Technology	With at least 5 years work experience in supervising installation of escalators, testing and commissioning
<b>Site Mechanical Leadman/Leadwoman</b> Vocational Graduate or Undergraduate of Mechanical Technology	With at least 3 years work experience in supervising installation of escalators, testing and commissioning
<b>Safety Officer</b>	Must have at least two (2) years work experience as Safety Officer or has undergone Basic Occupational Safety and Health/Construction Occupational Safety and Health (BOSH/COSH) training by Occupational Safety and



PHILIPPINE INTERNATIONAL CONVENTION CENTER

Name of the Project: **Supply, Delivery and Installation of New Escalator Units at 3<sup>rd</sup> floor to 4<sup>th</sup> floor Delegation Building**

**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)	
7.	Value of all outstanding or uncompleted portions of the project under ongoing contracts, including awarded contracts yet to be started coinciding with contract to be bid.	

B. The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

NFCC = [(Current assets minus current liabilities) (15)] minus value of all outstanding or uncompleted portions of the project under ongoing contracts, including awarded contracts yet to be started coinciding with contract to be bid.

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

The values of the bidder's current assets and current liabilities shall be based on the data submitted to the BIR.

or

A committed Line of Credit, in an amount to at least ten percent (10%) of the ABC, issued by a Universal of Commercial Bank.

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 requirements.



# Checklist of Technical and Financial Documents

## I. TECHNICAL COMPONENT ENVELOPE

### *Class "A" Documents*

#### Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR. *If any of the documents in Annex "A" has expired, the updated document shall be submitted during post-qualification;*

#### Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (Annex "A"); **and**
- (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents (Section "B"); **and**
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission or Original copy of Notarized Bid Securing Declaration (Annex C"); **and**
- (e) Conformity with the Technical Specifications (Section VII – signed on each and every page including the drawing/s), which includes production/delivery schedule, manpower requirements, and/or after-sales/parts (Section VI), if applicable; **and**
- (f) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder (Annex "D").

#### Financial Documents

- (g) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) (Annex "E") **or** A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

### *Class "B" Documents*

- (h) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence or 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.

## II. FINANCIAL COMPONENT ENVELOPE

- (i) Original of duly signed and accomplished Financial Bid Form;
  - Project Title: SUPPLY, DELIVRY AND INSTALALTION OF NEW ESCALATOR UNITS AT 3<sup>rd</sup> FLOOR TO 4<sup>th</sup> FLOOR DELEGATION BUILDING LABOR AND MATERIALS
- (j) *Bill of Quantities*
  - *See attached form*

**BID FORM**

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

Project Identification No.: \_\_\_\_\_

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

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, Delivery and Installation of New Escalator Units at 3<sup>rd</sup> floor to 4<sup>th</sup> floor Units Delegation Building* sum of:

**TOTAL AMOUNT: INCLUSIVE OF VALUE ADDED TAX (VAT)**  
\_\_\_\_\_ (P \_\_\_\_\_)  
(Amount in Words) (Amount in 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 (see attached),

If our Bid is accepted, we undertake:

- a. to deliver the services in accordance with the 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: \_\_\_\_\_