

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 AND INSTALLATION OF NEW FREIGHT ELEVATOR AS REPLACEMENT
OF THE OLD/EXISTING UNIT SERVING THE DELEGATION BUILDING (RE-BID)**

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 I- Invitation to Bid has been revised to read as:

- 7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before August 29, 2024 at **1:00 p.m.** Late bids shall not be accepted.

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

- ITB Clause 5
 - e. Must be engaged in business of supply, installation and repair maintenance of escalators and elevators with PCAB license, Category *C & D* and Size and Range Small B ***with Specialty (SP-ES)***.
- ITB Clause 20.2
 - g. List of elevator projects within the last ten (10) years, **locally or globally**, detailing the name of clients, completion dates and the contract price, contact person and the telephone numbers;

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

- GCC Clause 2.2
 - Payment
 - Payment shall be released in full within 3 to 4 weeks after final acceptance by PICC or its representative of the Contractor's completed work, and submission of billing and complete supporting documents by Contractor as follows:

- 1.) Equipment delivery receipts along with its product testing certificate, certificate of origin, inspection certificate, etc
- 2.) Certificate of Completion/Turn-over Report.
- 3.) Invoice.
- 4.) Equipment Testing and Commissioning Reports.
- 5.) Two (2) sets of Equipment manuals as follows:
 - 5.1. equipment specifications catalog
 - 5.2. installation manual,
 - 5.3. operation and maintenance manual.
- 6.) Original Notarized copy of One (1)-Year Warranty Certificate for equipment/materials **issued by the Manufacturer** and workmanship by the Contractor.
- 7.) Photocopy of Training Certificate issued by the Contractor to the PICC-TSD Personnel.
- 8.) Contractor's Recommendation for:
 - 8.1. Proper maintenance forms for observations, monitoring and recording operational data and trouble.
 - 8.2. Proper periodic maintenance check-up activities and standard operating procedures on daily, weekly, monthly, quarterly and annual basis.

Failure to submit bank guarantee certificate shall mean deduction of **five percent (5%)** retention money as guarantee obligation for one (1) year warranty period. However, only **five percent (5%)** retention money is acceptable for guarantee. Bank guarantee shall be applied only after total completion of the awarded project. Therefore, it shall be posted only for the final billing and payment in lieu of **five percent (5%)** money for the whole project.

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

Item Number	Description	
I	Supply, Delivery and Installation of New Freight Elevator as Replacement of the Old/Existing Unit Serving the Delegation Building	Completion shall be within One Hundred Eight (180) Calendar Days after receipt of Request for Services (R. S.)/Notice to Proceed for the required/agreed test periods.

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

- **II. SPECIFIC SCOPE OF WORKS**

- **6.1. Technical Specification of Existing Elevator:**

- **6.1.1. One (1) Unit Mitsubishi Freight Elevator (Delegation Bldg.)**

- 9. Deliver to site the subject brand new replacement elevator along with its Product Testing Certificate, Certificate of Origin, Inspection Certificate, etc. Contractor is advised to deliver the new elevator when they are ready for installation since PICC has no available space for equipment storage. **Any storage fee incurred** shall be shouldered by the contractor.

- **III. CONDITIONS:**

- 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.
 - **17. 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
Safety Officer	Must have at least two (2) years work experience as Safety Officer and has undergone Basic Occupational Safety and Health/Construction Occupational Safety and Health (BOSH/COSH) training by Occupational Safety and Health Authority (OSHA) and/or any DOLE accredited Training Centers.

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: _____



BIDS AND AWARDS COMMITTEE

Invitation to Re-Bid for the Supply and Installation of New Freight Elevator as Replacement of Old/Existing Unit Serving Delegation Building

1. The *Philippine International Convention Center (PICC)*, through the *Approved Budget for CY 2024*, intends to apply the sum of **ELEVEN MILLION THREE HUNDRED THOUSAND PESOS (Php11,300,000.00)**, **VAT Inclusive**, being the Approved Budget for the Contract (ABC) to payments under the contract for the **Supply, Delivery and Installation of New Freight Elevator as Replacement of Old/Existing Unit Serving Delegation Building (APP2023-MC-26)**. Bids received in excess of ABC shall be automatically rejected at bid opening.
2. The *PICC* now invites bids for the abovementioned requirement. Bidders should have completed, within the last ten (10) years from the date of submission and receipt of bids, a contract similar to the abovementioned requirement. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Prospective Bidders may obtain further information from the *PICC-BAC* and inspect the Bidding Documents at the address given below during office hours.
5. A complete set of Bidding Documents may be acquired by prospective bidders starting August 7, 2024 from the given address and website(s) below and *upon payment of a non-refundable fee in the amount of Seventeen Thousand Five Hundred Pesos (Php17,500.00)*. A bidder shall present its proof of payment for the fee *by furnishing the PICC-BAC a copy of the Official Receipt*.
6. The *PICC-BAC* will hold a Pre-Bid Conference on August 14, 2024 at 1:30 p.m. *Function Room B, 2nd Floor Secretariat Building, PICC* and/or through videoconferencing/webcasting *via Zoom/Google Meet*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before August 29, 2024 at **1:00 p.m.** Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.

Bid Data Sheet

ITB Clause	
5	<p>The following persons shall be eligible to participate in this bidding:</p> <ol style="list-style-type: none"> a. Duly licensed Filipino citizens/sole proprietorships; b. Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines; c. Corporations duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the of the outstanding capital stock belongs to citizens of the Philippines; d. Cooperatives duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines; e. Must be engaged in business of supply, installation and repair maintenance of escalators and elevators with PCAB license, Category C & D and Size and Range Small B <i>with Specialty (SP-ES)</i>.
5.3	<p>For this purpose, similar contract shall refer to one involving the supply and installation or repair and maintenance of elevators and/or escalators.</p> <p>The Bidder must have completed within the last ten (10) years a single contract that is similar to this requirement, the amount of which shall be at least fifty percent (50%) of the ABC.</p>
7.1	Sub-contracting is not allowed
8	The PICC will hold a pre-bid conference on August 14, 2024 at 1:30 p.m.
12	Not applicable
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ol style="list-style-type: none"> a. In the amount of not less than ₱226,000.00, Cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; b. Surety Bond in the amount of not less than ₱565,000.00.
15	<p>Sealing and Marking of Bids</p> <p>Each Bidder shall submit the original and one (1) photo copy of the first and second components of its Bid.</p>
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 1:00 p.m.</p>

	<ul style="list-style-type: none"> <li data-bbox="406 190 1380 291">g. List of <i>elevator</i> projects within the last ten (10) years, <i>locally or globally</i> detailing the name of clients, completion dates and the contract price, contact person and the telephone numbers; <li data-bbox="406 324 1380 358">h. Certificate of ocular inspection issued by Mechanical Services Division; and <li data-bbox="406 392 1380 459">i. Certificate of Satisfactory Completion & Acceptance of previous PICC projects undertaken within the last two (2) years, if any.
21.2	No additional requirement

Special Conditions of Contract

GCC Clause	
1	The Procuring Entity is <i>The Philippine International Convention Center (PICC)</i>
2.2	<p>Payment</p> <p>Payment shall be released in full within 3 to 4 weeks after final acceptance by PICC or its representative of the Contractor's completed work, and submission of billing and complete supporting documents by Contractor as follows:</p> <ol style="list-style-type: none"> 1.) Equipment delivery receipts along with its product testing certificate, certificate of origin, inspection certificate, etc 2.) Certificate of Completion/Turn-over Report. 3.) Invoice. 4.) Equipment Testing and Commissioning Reports. 5.) Two (2) sets of Equipment manuals as follows: <ol style="list-style-type: none"> 5.1. equipment specifications catalog 5.2. installation manual, 5.3. operation and maintenance manual. 6.) Original Notarized copy of One (1)-Year Warranty Certificate for equipment/materials <i>issued by the Manufacturer</i> and workmanship by the Contractor. 7.) Photocopy of Training Certificate issued by the Contractor to the PICC-TSD Personnel. 8.) Contractor's Recommendation for: <ol style="list-style-type: none"> 8.1. Proper maintenance forms for observations, monitoring and recording operational data and trouble. 8.2. Proper periodic maintenance check-up activities and standard operating procedures on daily, weekly, monthly, quarterly and annual basis. <p>Further, payments at the option of the Contractor may be released within the same number of weeks as stated above in accordance with the following progress payment schedules and requirements:</p> <ol style="list-style-type: none"> 1. First payment – Fifty percent (50%) of the total value of the project shall be released after (100%) complete delivery of all the major and minor parts of the freight elevator unit to be installed at Delegation Building. Payment shall only be processed upon submission of billing statement, sales invoice, delivery receipts,

	<p>Failure to submit bank guarantee certificate shall mean deduction of <i>five percent (5%)</i> retention money as guarantee obligation for one (1) year warranty period. However, only <i>five percent (5%)</i> retention money is acceptable for guarantee for the first and second progress billing. Bank guarantee shall be applied only after total completion of the awarded project. Therefore, it shall be posted only for the final billing and payment in lieu of <i>five percent (5%)</i> money for the whole project.</p>								
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="416 645 1366 1151"> <thead> <tr> <th data-bbox="416 645 919 748">Form of Performance Security</th> <th data-bbox="919 645 1366 748">Amount of Performance Security (Equal to Percentage of the Total Contract Price)</th> </tr> </thead> <tbody> <tr> <td data-bbox="416 748 919 853">Cash or Cashier's/Manager's Check issued by a Universal or Commercial Bank.</td> <td data-bbox="919 748 1366 853">Five percent (5%)</td> </tr> <tr> <td data-bbox="416 853 919 945">Bank draft/guarantee issued by a Universal or Commercial Bank</td> <td data-bbox="919 853 1366 945">Five percent (5%)</td> </tr> <tr> <td data-bbox="416 945 919 1151">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="919 945 1366 1151">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%)
Form of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)								
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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 equipment/materials supplied and workmanship 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 repaired/replaced by the Contractor at no extra cost to the owner/PICC. The obligation for the warranty shall be covered by, at the Contractor's option, either retention money in an amount equivalent to <i>five percent (5%)</i> of every progress payment or <i>five percent (5%)</i> of the Contract amount, or <i>special bank guarantee (renewable)</i>, equivalent to at least <i>five percent (5%)</i> 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 the repair implementation period.</p> <p>As part of the one-year general warranty, the contractor must conduct monthly check-up and servicing of the subject elevator with proper service records and reports for submission to PICC-Mechanical Services Division.</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 Freight Elevator as Replacement of the Old/Existing Unit Serving the Delegation Building	Completion shall be within <i>One Hundred Eighty (180)</i> Calendar Days after receipt of Request for Services (R. S.)/Notice to Proceed for the required/agreed test periods.

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

4. Mobilization of assigned personnel and delivery of all appropriate equipment, tools, materials necessary for the project.
5. Install board up/safety enclosure and provide safety signage/devices in accordance to the Construction Safety and Health Standard in securing the working area.
6. Dismantle the existing freight elevator serving G/F to 5/F Delegation Building including hoisting motor, electrical controls and cables, car rails, doors, door jambs, counterweights, hoisting ropes, accessories, and all other components. De-energize power supply of the subject elevator with the following technical specifications before the dismantling works:

6.1. Technical Specification of Existing Elevator:

6.1.1. One (1) Unit Mitsubishi Freight Escalator (Delegation Bldg.)

Unit No.	: #3
Operation System	: IC – 2BC
Control System	: VFEL RM (GP3WC1)
Capacity	: 1,600kg.
Speed	: 90 mpm
No. of Stops/Openings	: Five (5) s/o

7. Haul all dismantled elevator parts/components from the dismantling area to the PICC's designated storage location within the PICC premises with the supervision of the TSD-MSD Personnel. All parts and components shall be properly identified, marked, and labeled for proper disposal
8. Upon the complete dismantling of the subject existing elevator for replacement, Contractor shall verify all dimensions and clearances of the elevator shaft and the elevator doorways where the new elevator will be installed to ensure that the new elevator will properly fit and be installed rigidly into the original concrete structure/elevator shaft of the said old elevator.
9. Deliver to site the subject brand new replacement elevator along with its Product Testing Certificate, Certificate of Origin, Inspection Certificate, etc. Contractor is advised to deliver the new elevator when they are ready for installation since PICC has no available space for equipment storage. *Any storage fee* shall be shouldered by the Contractor.
10. Coordinate properly with the PICC Assistant Director of Mechanical Services Division or his representative the schedule of equipment delivery to avoid inconvenience to the PICC personnel, tenants, guest and the public.

<ol style="list-style-type: none"> 6. All works and requirements not expressly included in the scope of work, but are absolutely necessary or are standard practices or requirements in similar installations, shall be considered integral part of the scope of work. 7. The Contractor shall be responsible for providing all miscellaneous hardware needed to make the elevator, air pressurization system and other accessories operational. 8. Contractor shall guarantee that the installation of new equipment shall fit/adopt to the existing condition of the existing elevator shaft and as a fitting replacement for the existing and old elevator in terms of efficiency and durability. The contractor shall construct and/or create openings for the installation/fitting of the Air Pressurization System. 9. The Contractor, shall be responsible for supervising and directing the work, using the best highly skilled technicians and mechanics. All works and inspections shall be conducted by the Contractor's skilled 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. 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 <i>and water</i> supply for welding works shall be provided by the PICC. However, the Contractor shall provide sub watt-hour meter and <i>water sub-meter</i> for the purpose of monitoring the power consumption that will be charged to the Contractor. 14. The Contractor must submit NBI or Police or Barangay Clearance of its personnel to be assigned at the PICC. 15. Contractor's personnel must be in their company uniform and ID while inside the PICC premises. 16. The Contractor must assign the following key personnel with general experience for the Project. 17. <i>The area for 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.</i> 	
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Key Personnel	General Experience
Site Mechanical Engineer Must be a licensed Mechanical Engineer	With at least 5 years work experience in safe installation of elevator/escalators, testing and commissioning
Site Mechanical Foreman/Forewoman 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
Site Mechanical Leadman/Leadwoman Vocational Graduate or Undergraduate of Mechanical Technology	With at least 3 years work experience in supervising installation of elevator/escalators, testing and commissioning
Safety Officer	Must have at least two (2) years work experience as Safety Officer <i>and</i> has undergone Basic Occupational Safety and Health/Construction Occupational Safety and Health (BOSH/COSH) training by Occupational Safety and Health Authority (OSHA) and/or any DOLE accredited Training Centers.

18. As a special condition, of the Project/Contract as it is a Gender and Development (GAD) structured Project, the Contractor must assign a lady engineer/s or staff under the key personnel position/project workforce.
19. The Contractor shall ensure that its assigned personnel shall comply with, and submit themselves to, the rules and regulations of the PICC on security, sanitation safety/health, other environmental compliance as well as on the use of Gender-fair language while inside PICC premises.
20. The Contractor must submit list of the following minimum required major equipment for the Project.

Item No.	Number of units required	Description of Equipment
1	2	Welding Machine
2	2	Oxygen Tanks
3	2	Acetylene Tanks
4	2	Oxy-acetylene cutting/welding outfits (complete set)
5	2	Drilling Machine (Power Tools)
6	2	Grinding Machine (Power Tools)
7	1	Box/Open wrench and other mechanical tools (complete set)
8	2	Foldable Ladder
9	1	Anemometer

21. The Contractor should free the PICC and its personnel from and against all liabilities arising from injuries or liabilities to persons or damages to