



DSWD

Department of Social Welfare and Development

Supplemental/Bid Bulletin

Addendum No. 1
November 27, 2021

ITB No. DSWD7-PB-2020-37

REPAIR AND IMPROVEMENT OF DSWD FIELD OFFICE 7 MAIN BUILDING AND OTHER FACILITIES

Issued pursuant to Section 22.5 of the IRR of Republic Act 9184 to clarify and/or amend certain provision on the Bidding Documents issued for this project, considering the issues raised and clarifications made by prospective bidders during the Prebid Conference held on **November 25, 2020**, and shall form an integral part thereof, viz:

Subject	Amendment/Agreement/Clarification
Section I. Invitation to Bid	<ul style="list-style-type: none"> • Instead of goods, delivery of <i>services</i> is required for this project. • The project completion must be done within 90 Calendar Days.
Section III. Bid Data Sheet	<ul style="list-style-type: none"> • Similar contract for this project has been modified to <i>BUILDING REPAIR AND IMPROVEMENT / CONSTRUCTION</i> • The following ITB Clauses were added to Section III. Bid Data Sheet for emphasis: <ul style="list-style-type: none"> ✚ <i>ITB Clause 15, states that "Each Bidder shall submit one (1) original and one (1) copy of the first and second components of its bid. Copy 1 should be a replica of the original as to appearance and contents."</i> ✚ <i>ITB Clause 21, which states "Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program, signed by the contractor, Certificate of Site Inspection and other acceptable tools of project scheduling.</i> <i>Construction safety and health program approved by the DOLE shall be submitted by the declared lowest calculated and responsive bidder within the project implementation.</i>
Section VIII. Bill of Quantities	<ul style="list-style-type: none"> • <i>Item No. 10, CHB installation including plastering, 100mm thk. under COMFORT ROOMS (GF Female, 2F & 3F) of the Bills of Quantities was corrected, instead of 2 sq. meters in quantity it should be 23 sq. meters</i>

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Section IX. Checklist of Technical and Financial Documents	<ul style="list-style-type: none">• <i>Requirements specified in the Bid Data Sheet were added to this section for emphasis. Participating bidders must take note of these documents to avoid failure of bids.</i>
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Attached herewith are the revised **Section I. Invitation to Bid, Section III. Bid Data Sheet, Section VIII. Bill of Quantities and Section IX. Checklist of Technical and Financial Documents.**

For guidance and information of all concerned.



GRAEME FERDINAND D. ARMECIN
Chairperson, Bids and Awards Committee I

**Section IX.
Checklist of
Technical and
Financial
Documents**

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GRAEME FERDINAND D. ARMECIN
Chairperson, Bids and Awards Committee I

Revised Section I. Invitation to Bid

Repair and Improvement of DSWD Field Office 7 Main Building and Other Facilities ITB No. DSWD7-PB-2020-37

1. The *Department of Social Welfare and Development Field Office VII (DSWD-FO VII)*, through the *authorized appropriations for Fiscal Year 2020 General Appropriations Act* intends to apply the sum of **Five Million Pesos (Php5,000,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the ***Repair and Improvement of DSWD Field Office 7 Main Building and Other Facilities***. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *DSWD Field Office VII* now invites bids from ***PhilGEPS registered suppliers***. Delivery of the **service** is required within ***Section VI. Schedule of Requirements***. Bidders should have completed, within *three (3) years* from the date of submission and receipt of bids, a **single largest completed contract (SLCC)** similar to the Project which is equivalent to ***fifty percent (50%) of the ABC or in the amount of Php2,500,000.00***. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.

The project completion must be done **within 90 Calendar Days**.

3. Bidding will be conducted through **open competitive bidding procedures using non-discretionary “pass/fail” criterion** as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from *Department of Social Welfare and Development Field Office VII* and inspect the Bidding Documents at the address given below during office hours, **8:00AM – 5:00PM**.
5. A complete set of Bidding Documents may be acquired by interested bidders on **November 17, 2020** from given address and website/s below **and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Php5,000.00**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees, they may present in person or through electronic means. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

As stated in GPPB Resolution No. 09-2020, dated 7 May 2020, PEs to maximize the use of existing rules under RA No. 9184, its IRR and related issuances on the conduct of procurement activities, particularly those meant to streamline, simplify and expedite the conduct of procurement and address the challenges and disruptions brought by calamities and crisis such as the COVID-19 pandemic, such as use of videoconferencing,

webcasting and similar technology in the conduct of any of the meetings and determination of quorum by the BAC.

6. The *DSWD Field Office VII* will hold a Pre-Bid Conference on **November 25, 2020, Wednesday, 10:00AM** at **DSWD Field Office VII Conference Room, Cebu City** and/or through **video-conferencing via Google Meet using the code: procurement7**, which shall be open to prospective bidders.

Note:

DSWD Field Office is implementing health screening and temperature check for all personnel, visitor's and client. For your protection, please wear your mask at all times during your visit. Also, kindly fill-out the Health Checklist Form for visitors / clients and submit to the PE's security guard prior to entering the premise.

7. Bids must be duly received by the BAC Secretariat **through manual submission** at the office address as indicated below, on or before **December 7, 2020, Monday, 9:45AM**. 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 15.
9. Bid opening shall be on **December 7, 2020, Monday, 10:00AM** at **DSWD Field Office VII Conference Room, Cebu City** and/or **via Google Meet using the code: procurement7**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The *DSWD Field Office VII* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

MS. AILEEN G. CUEVAS

Head, BAC Secretariat

DSWD – Field Office VII

M.J. Cuenco corner Gen. Maxilom Avenue, Cebu City

Tel. Nos. (032) 2338785 local 140

Email Add: bac.fo7@dswd.gov.ph

Website: <https://fo7.dswd.gov.ph/>

November 17, 2020


(Sgd) **GRAEME FERDINAND D. ARMECIN**
Chairperson, Bids and Awards Committee

Revised Section III. Bid Data Sheet

ITB Clause																
5.2	For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be: BUILDING REPAIR AND IMPROVEMENT / CONSTRUCTION															
7.1	<i>Subcontracting is not allowed.</i>															
10.3	<i>No further instructions</i>															
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Key Personnel</u></th> <th style="text-align: left;"><u>General Experience</u></th> <th style="text-align: left;"><u>Relevant Experience</u></th> </tr> </thead> <tbody> <tr> <td>Project Manager</td> <td>General Construction</td> <td>at least 10 years</td> </tr> <tr> <td>Project Engineer</td> <td>General Construction</td> <td>at least 5 years</td> </tr> <tr> <td>Material Engineer</td> <td>Quality Control / General Construction</td> <td>at least 5 years</td> </tr> <tr> <td>Foreman</td> <td>General Construction</td> <td>at least 5 years</td> </tr> </tbody> </table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	Project Manager	General Construction	at least 10 years	Project Engineer	General Construction	at least 5 years	Material Engineer	Quality Control / General Construction	at least 5 years	Foreman	General Construction	at least 5 years
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10.5	<p>The minimum major equipment requirements are the following:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Equipment</u></th> <th style="text-align: left;"><u>Capacity</u></th> <th style="text-align: left;"><u>Number of Units</u></th> </tr> </thead> <tbody> <tr> <td>One-bagger mixer</td> <td>1-bagger</td> <td>1 unit</td> </tr> <tr> <td>Concrete vibrator</td> <td></td> <td>1 unit</td> </tr> <tr> <td>Hand Tools (grinder, drill, cutter, etc.)</td> <td></td> <td>1 lot</td> </tr> </tbody> </table>	<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>	One-bagger mixer	1-bagger	1 unit	Concrete vibrator		1 unit	Hand Tools (grinder, drill, cutter, etc.)		1 lot			
<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>														
One-bagger mixer	1-bagger	1 unit														
Concrete vibrator		1 unit														
Hand Tools (grinder, drill, cutter, etc.)		1 lot														
12	<i>No further instructions</i>															
15	<i>Each Bidder shall submit one (1) original and one (1) copy of the first and second components of its bid. Copy 1 should be a replica of the original as to appearance and contents</i>															
15.1	<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. The amount of not less than Php100,000.00 or (2%) of ABC, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; b. The amount of not less than Php250,000.00 or (5%) of ABC if bid security is in Surety Bond. 															
19.2	Partial bids is not allowed.															
20	<i>Certificate of good standing and compliance with statutory obligations from SEC/DTI, PAGIBIG, PHILHEALTH, and SSS</i>															

21	<p>Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as <i>construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program signed by the contractor, Certificate of Site Inspection</i> and other acceptable tools of project scheduling.</p> <p><i>Construction safety and health program approved by the DOLE shall be submitted by the declared lowest calculated and responsive bidder within the project implementation.</i></p>
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Revised Section VIII. Bill of Quantities

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL DIRECT COST
GENERAL REQUIREMENTS					
1	Mobilization and Demobilization	1.00	L.S.		
2	Removal and Disposal of Structures and Obstructions	1.00	lot		
	Sub-Total				-
MAIN BUILDING					
VAULT ROOM					
1	CHB Load Bearing (including Reinforcing Steel and plastering)100mm	1.89	sq.m.		
2	Painting Works	41.00	sq.m.		
3	Electrical Works	1.00	lot		
4	Installation of steel door with panic lock	1.00	set		
	Sub-Total				-
PANTRIES (RDs Pantry & Common Pantry)					
1	Plumbing Works	1.00	lot		
2	Ceiling Works, 6mm Fiber Cement Board on Metal Frame	23.00	sq.m.		
3	Doors, solid panel with clear glass viewing panel and jambs	3.36	sq.m.		
4	TileWorks	26.00	sq.m.		
4	Granite counter	4.35	sq.m.		
5	Painting Works	109.00	sq.m.		
6	CHB installation including plastering, 100mm thk.	5.40	sq.m.		
7	Cabinetry Works	1.00	lot		
8	Electrical Works	1.00	lot		
9	Furnitures and Fixtures	1.00	lot		
	Sub-Total				-

COMFORT ROOMS (GF Female, 2F & 3F)					
1	Excavation	6.00	cu.m.		
2	Filling and Backfilling	4.00	cu.m.		
3	Concreting/restoration of affected structure	1.00	lot		
4	Plumbing Works	1.00	lot		
5	Ceiling Works, 6mm Fiber Cement Board on Metal Frame	57.30	sq.m.		
6	Doors, solid panel with jambs, louver and stainless signage	16.78	sq.m.		
7	Tile Works	338.00	sq.m.		
8	Granite counter	5.00	sq.m.		
9	Painting Works	68.50	sq.m.		
10	CHB installation including plastering, 100mm thk.	23.00	sq.m.		
11	CR Partitions and Cabinetry	1.00	lot		
12	Electrical Works	1.00	lot		
13	Furnitures and Fixtures	1.00	lot		
14	Exhaust Fans with ducting and end wall cap	4.00	set		
	Sub-Total				-
ROOFING					
1	Replacement of Fabricated Metal flashing and ridge roll, gauge 26,	26.00	l.m.		
2	Replacement of Prepainted Metal Roofing Sheets, Rib Type, Long Span, gauge 26	20.10	l.m.		
	Sub-Total				-
EXPANSION BUILDING					
1	Supply and Installation of Single Blackout White Roller Blinds	769.00	sq.ft.		
2	Supply and Installation of Tempered Glass Wall and Windows	61.00	sq.m.		
3	Installation of Wall Cladding including framing and scaffoldings	1.00	lot		
	Sub-Total				-

ANNEX BUILDING					
1	Supply and Installation of 3mm thk. Solid Polycarbonate Sheets (Canopy and ramp), 0.6m x 13.8m 1.9m x 34m	62.30	l.m.		
2	Repainting of Ramp Metal Structure and PVC Gutter	44.00	sq.m.		
	Sub-Total				-
CIU BUILDING					
PROVISION OF GENERATOR ROOM					
1	Excavation	3.00	cu.m.		
2	Embankment	5.00	cu.m.		
3	Fill and Backfill	2.00	cu.m.		
4	Structural Concrete (Class A, 28 days)	7.25	cu.m.		
5	Reinforcing Steel, (Deformed, Grade 60)	218.00	kgs		
6	Formworks and Falseworks	4.00	sq.m.		
7	Facia Board, 10mm Fiber Cement Board	19.20	l.m.		
8	Fabricated Metal Flashings and Gutter	19.20	l.m.		
9	Prepainted Metal Sheets, Rib Type, Long Span	23.00	sq.m.		
10	Cement Plaster Finish	15.00	sq.m.		
11	Painting Works	27.00	sq.m.		
12	CHB, 150mm	15.00	sq.m.		
13	Metal Structures and Accessories	1.00	lot		
	Sub-Total				-
WINDOW BLINDS					
1	Supply and Installation of Single Blakout White Roller Blinds	1,882.00	sq.ft.		
	Sub-Total				-
TOTAL CONTRACT COST					-

Revised Section IX. Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
and
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document;
and
- (c) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
and
- (e) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- (f) 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; **and**
- (g) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules; **and**
- (h) Philippine Contractors Accreditation Board (PCAB) License;
or
Special PCAB License in case of Joint Ventures;
and registration for the type and cost of the contract to be bid; **and**
- (i) 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; **and**
- (j) Project Requirements, which shall include the following:
 - a. Organizational chart for the contract to be bid;
 - b. List of contractor's key personnel (*e.g.*, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
 - c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment

lessor/vendor for the duration of the project, as the case may be;

d. **Certificate of Site Inspection signed by the Head of the Procuring Entity (HoPE) or its authorized representative;**

Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as:

e. *construction schedule and S-curve,*

f. *manpower schedule,*

g. *construction methods,*

h. *equipment utilization schedule,*

i. *construction safety and health program signed by the contractor,*
and

- (k) 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.

Financial Documents

- (l) The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years (**CY 2019 and CY 2018**) from the date of bid submission; **and**
- (m) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

Class "B" Documents

- (n) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR 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

- (o) Original duly signed and accomplished Financial Bid Form; **and**

Other documentary requirements under RA No. 9184

- (p) Original duly signed Bid Prices in the Bill of Quantities; **and**
- (q) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; **and**
- (r) Cash Flow by Quarter.