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SUPPLEMENTAL/BID BULLETIN NO.1

This Supplemental/Bid Bulletin is issued to modify, amend or clarify items in the Bidding Documents for the project: **"Procurement of Consulting Services for the Boundary Stake-out Survey of Selected Clark Civil Aviation Complex (CCAC) Parcels"**. This shall form an integral part of the bidding documents for the above-mentioned project.

- I. Please be informed that the following parts of the Bidding Document for the above project shall be amended as follows:

Part I - Section III: Eligibility Data Sheet

Eligibility Documents			
1.2	XXX Support Staff		
	GIS and CAD Operator	<u>3</u>	xxx
	Instrument Personnel	<u>3</u>	xxx
	Survey Assistant	<u>3</u>	xxx

Part II - Section III: Bid Data Sheet

ITB Clause			
10.1 (c)	XXX Support Staff		
	GIS and CAD Operator	<u>3</u>	xxx
	Instrument Personnel	<u>3</u>	xxx
	Survey Assistant	<u>3</u>	xxx

hgv GA



Part II – Section VI: Terms of Reference

VI. Staff Requirement

The Key Staff and Support Staff shall be composed of the following minimum registered professionals authorized by the appropriate regulatory body to practice professions or if applicable, shall have necessary certifications and supporting documents as stated in the minimum qualifications stated herein:

1. One (1) Project Manager – xxx
2. One (1) Deputy Project Manager – xxx
3. One (1) Senior Geodetic Engineer – xxx
4. **Three (3)** GIS and CAD Operators – xxx
5. **Three (3)** Instrument Personnel – xxx
6. **Three (3)** Survey Assistants - xxx

Checklist for Eligibility

Class "A" Documents

Technical Documents

- d) 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

The attached template (See Annex "1") should be used.

Class "B" Documents

- i) *If applicable, duly signed joint venture agreement (JVA) in accordance with **Section 24.1(b) of the 2016 Revised IRR of RA 9184** 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. Below were the queries and/or requests for clarification from the prospective bidders during the Pre-Eligibility Conference of the said project held on 31 October 2023, as well as the corresponding remarks or instructions made by the Bids and Awards Committee (BAC) members and Office of Primary Responsibility (OPR):

Item Number	Queries/Clarifications	Remarks from the BAC and OPR
	M. Geronimo Land Surveying Services	



<p>1.</p>	<p>Can the end-user consider decreasing the staff requirement to be working on the project vis-à-vis the scope of work and area of concern reflected on the Terms of Reference, particularly the five (5) GIS and CAD Operators, five (5) Instrument Personnel, and five (5) Survey Assistants?</p>	<p>Upon review of the TWG, an adjustment to three (3) personnel for each of the positions GIS and CAD Operator, Instrument Personnel and Survey Assistant shall be required (See adjustments on Eligibility Data Sheet, Bid Data Sheet and Terms of Reference).</p>
<p>2.</p>	<p>Does the scope cover only the colored parcels or all parcels indicated in the map?</p>	<p>Yes, only the colored parcels reflected in the map are included in the scope of the project.</p>
<p>3.</p>	<p>When will be the deadline of the submission of the eligibility documents? Will the documents also be submitted physically to the CIAC Office?</p>	<p>The deadline of submission of the eligibility documents will be on 03 November 2023 at 2:00pm. The physical copy of the documents should be submitted to the Records Management Division at CIAC Corporate Office Building, Clark Freeport Zone.</p>
<p>4.</p>	<p>Is there any chance that the due date of submission be moved given the events (election and holiday) within the work week?</p>	<p>Considering the target to award the project before the end of the year, the CIAC BAC will strictly implement the scheduled calendar of activities for this project, <i>i.e.</i>, deadline of the submission of eligibility documents will be retained on November 03, 2023 at 2:00pm.</p>
<p>5.</p>	<p>Is the November 03, 2023 deadline for the submission and opening of eligibility documents also the deadline of the submission and opening of the bid proposals?</p>	<p>No. Only the submission and opening of the eligibility documents will be carried out on November 03, 2023.</p> <p>A separate deadline for the submission and opening of bid proposals will be communicated to the shortlisted consultants.</p>



III. Additional reminders and clarifications to all prospective bidders:

- The deadline for the Submission of Eligibility Document is on **November 03, 2023 (Friday)**. Documents must be duly received by the CIAC Records Management Division Office located in the CIAC Corporate Office Building **not later than 2:00 PM**. Late submission shall not be accepted.
- The Opening of Eligibility Documents shall be conducted at **2:15 PM of November 03, 2023 (Friday)** at the CIAC Board Room, Corporate Office Building, Civil Aviation Complex, Clark Freeport Zone and through video conferencing using Zoom Application. Only one (1) representative for each prospective bidder shall be allowed to be physically present to attend the opening of eligibility documents. For bidders who shall attend the opening of eligibility documents through video conference, they are advised to indicate their Company Name and Full Name as their username for proper identification.
- Prospective Bidders are required to submit one (1) original and two (2) copies of the eligibility documents which shall be signed or initialed on each and every page thereof by the duly authorized representative/s of the Bidder.
- Prospective bidders are reminded that a suspended or blacklisted supplier, contractor or consultant shall not be allowed to participate in all procurement opportunities of the government for the duration of the suspension or blacklisting, regardless of the modality of procurement employed by the procuring entity.
- Eligibility Documents that are not properly sealed and marked shall be accepted provided that the prospective bidder or its duly authorized representative shall acknowledge such condition of the eligibility document as submitted. The BAC shall assume **no responsibility** for the misplacement of the contents of the improperly sealed or unmarked eligibility documents, or for its premature opening.

Note: Caution to prospective bidders, should there be individuals posing on behalf of the CIAC-BAC and TWG as agents or fixers, the same should be reported to the CIAC-BAC immediately. This shall not be tolerated by the CIAC-BAC. The bidding shall be conducted impartially and fairly and no favoritism shall be extended to any prospective bidder or bidder. For as long as the same submits complete requirements, the said bidder shall be qualified.

For the guidance of all concerned.

e-signed 10.31.2023

EnP MELISSA D. FELICIANO, MNSA

Vice Chairperson, BAC

Issued on: 01 November 2023



Annex "1"

Statement of all on-going Government & Private Contracts including contracts awarded but not yet started, which are similar or not similar in nature and complexity to the contract to be bid

Bidder's Name: _____

Bidder's Address: _____

Name of Contract	a. Owner's Name b. Address (location of contract) c. Telephone Nos. d. Date of award of Contract e. Contract Duration	Nature of Work	Consultant's Role		a. Total contract value at award b. Estimated completion time	a. Percentage of planned and actual accomplishment, if applicable b. Value of outstanding works, if applicable
			Description	%		
Government						
Private						

Note: This statement shall be supported with:

1. Certified True Copy of Notice of Award and Contract or Notice to Proceed
2. Certificate of Satisfactory Completion and Final Acceptance issued by the client entities for completed contracts (or Certificate of Accomplishment from the Project Owner or Representative for On-going Project)

Submitted by : _____
 (Printed Name & Signature)

Designation : _____

Date : _____