

SUPPLEMENTAL/BID BULLETIN NO.1

This Supplemental/Bid Bulletin is issued to modify, amend or clarify items in the Bidding Documents for the project: **"Supply and Delivery of Two (2) Brand New Units Passenger Van (Lot 1) and Three (3) Brand New Units Multipurpose Vehicles (Lot2) for CIAC (Re-Bid)"**. This shall form an integral part of the bidding documents for the above-mentioned project.

- I. Below were the queries and/or requests for clarification from the prospective bidders which were raised during the Pre-Bid Conference of the said project held on 20 September 2024 (Friday), as well as the corresponding remarks or instructions made by the Bids and Awards Committee (BAC) members and Office of Primary Responsibility (OPR):

Item No.	Queries/Clarifications	Remarks from the BAC and OPR
1	Are the adjustable headlights manually operated?	Yes, they are manually operated. The CIAC, however, welcomes any improvement to the minimum specifications stated in the bidding documents.
2	Do you have a preferred color for the items?	The color of the Passenger Van (Lot 1) is preferably White. The color of the Multipurpose Vehicles (Lot 2) is preferably Silver

- II. Additional reminders and clarifications to all prospective bidders are provided for under Annex "A".

For your guidance and strict compliance.

Atty. RUSTICO D. QUIZON III
Chairperson, CIAC Bids and Awards Committee
Issued on 25 September 2024



REMINDERS TO PROSPECTIVE BIDDERS



REMINDERS TO PROSPECTIVE BIDDERS

- The deadline for the submission of queries and/or requests for clarification is on **22 SEPTEMBER 2024 (SUNDAY)**, not later than **5:00 p.m.** All queries should be sent thru the email address:
bacsecretariat@ciac.gov.ph
- All letters and/or notices sent to and issued by the CIAC-BAC shall be coursed through the email address provided. All prospective bidders or bidders are required to provide the BAC Secretariat their respective official email addresses. Otherwise, the email address used by the company in communicating with the BAC thru the BAC Secretariat shall be considered the official email address of the said company. All prospective bidders or bidders are also required to acknowledge the receipt of all notices or letters issued by the BAC.

Handwritten marks and scribbles at the bottom right corner of the page.



REMINDERS TO PROSPECTIVE BIDDERS

- The issuance of the Supplemental/Bid Bulletin is on **25 SEPTEMBER 2024 (WEDNESDAY)** and shall be posted at the websites of CIAC (ciac.gov.ph) and PhilGEPS (philgeps.gov.ph) on the same day.
- The deadline for the Submission of Bids is on **02 OCTOBER 2024 (WEDNESDAY)**. Bids must be duly received by the CIAC Records Management Division located in the CIAC Corporate Office Building **not later than 10:00AM**. Late bids shall not be accepted.
- All the bidding forms should specifically identify which project they will cover (Lot 1, Lot 2, or Lot 1 & 2), and shall adhere with the condition for each circumstance.



REMINDERS TO PROSPECTIVE BIDDERS

- The Opening of Bids shall be conducted on **02 OCTOBER 2024 (WEDNESDAY), 10:15AM** at the CIAC Corporate Office Building, Civil Aviation Complex, Clark Freeport Zone and thru video conferencing using Zoom Application. Only one (1) representative for each bidder shall be allowed to be physically present to attend the opening of bids. For bidders who shall attend the opening of bids thru video conference, they are advised to indicate their Company Name and Full Name as their username for proper identification.
- Bidders are required to submit one (1) original and two (2) copies of the first and second components of its bid which shall be signed or initialed on each and every page thereof by the duly authorized representative/s of the Bidder.

2

8 4 2
 85 H



REMINDERS TO PROSPECTIVE BIDDERS

- ❑ *May we also remind the bidders that the bidding for CIAC projects shall be governed by all the provisions of RA No. 9184 and its 2016 Revised IRR, including its Generic Procurement Manuals associated policies, rules and regulations as the primary source thereof, while the terms of reference and other clauses provided on the bidding documents shall serve as the secondary source thereof. The Procurement Law is controlling and deemed written into the Bidding Documents, and it is incumbent upon bidders to be familiar and compliant with its provisions.*

- ❑ *The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this project, including other factors that may affect the cost, duration, and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.*



REMINDERS TO PROSPECTIVE BIDDERS

- ❑ *We also put emphasis on Section 32.2 of the 2016 Revised IRR of RA 9184 for the procurement of goods and infrastructure projects, the BAC shall evaluate the technical and financial component of the bids to determine the Lowest Calculated Bid using the steps as provided for in this section.*

- ❑ *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.*



REMINDERS TO PROSPECTIVE BIDDERS

- ❑ Bid envelopes that are not properly sealed and marked shall be accepted provided that the bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. The BAC shall assume **no responsibility** for the misplacement of the contents of the improperly sealed or unmarked bid, or for its premature opening.
- ❑ Should a bidder decide **not to submit** a bid, said bidder should justify in writing to the BAC the reason for the non-submission. This provision is applicable to companies who have purchased the bidding documents for the said project. Pursuant to Section 69.1 of the Revised IRR of RA No. 9184, sanctions shall be imposed to the bidder who habitually withdraws from bidding, submits late bids or patently insufficient bids for at least three (3) times within a year, except for a valid reason.



REMINDERS TO PROSPECTIVE BIDDERS

- ❑ **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.*



**REMINDERS ON THE ACCOMPLISHMENT
OF BIDDING FORMS**



**TECHNICAL COMPONENT
(FIRST ENVELOPE)**

Handwritten marks in the bottom right corner, including a checkmark, the number '5', and other illegible scribbles.



LEGAL DOCUMENTS

1. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR

- Certification should be a PLATINUM MEMBERSHIP
 - It must be valid at the time of the bid opening
-



LEGAL DOCUMENTS

2. Pursuant to the Department of Transportation (DOTr) Department Order, the bidder is required to submit a certification, under oath, certifying that said bidder has no pending case(s) against the government.

- This form should be duly signed by the Authorized Representative of the Firm/Entity/Joint Venture or Consortium (in case of JV/Consortium).
 - The Affidavit of No Pending Case should be notarized.
 - In case of joint venture or consortium, each partner of the joint venture or consortium shall submit their respective certification, under oath.
-

Handwritten marks and numbers in the bottom right corner, including a large 'A', a minus sign, a blue checkmark, and the number '6'.



TECHNICAL DOCUMENTS

3. 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

- This form should be **duly signed by the Authorized Representative** of the Firm/Entity/Joint Venture or Consortium (in case of JV/Consortium)
- Be specific** on the Name of the Contract, Owner's Name and Address, Date of Contract, Nature of Work, and Contractor's Role, consistent with the supporting documents.



TECHNICAL DOCUMENTS

3. 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

- Supporting documents in the Technical Component is not required**, however, during the conduct of Post-Qualification, the **original copies of the supporting documents shall be presented**. Supporting documents are the Contracts, Notices of Award or Notices to Proceed.
- All data on the form shall be correct and consistent

2
 8 7
 9 8



TECHNICAL DOCUMENTS

4. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules

- The Bidder must have completed a single contract that is **similar to this Project**, equivalent to **at least fifty percent (50%) of the ABC**.
- For this purpose, similar contracts shall refer to the specific items identified under ITB Clause 5.3 of the Bid Data Sheet.
- The Bidder shall submit documented proof such as **certified copy of Contract and certified copy of Certificate of Completion/Acceptance**.



TECHNICAL DOCUMENTS

4. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules

- This form should be duly signed by the Authorized Representative of the Firm/Entity/Joint Venture or Consortium (in case of JV/Consortium).
- Be specific on the Name of the Contract, Owner's Name and Address, Date of Contract, Nature of Work, and Contractor's Role, consistent with the supporting documents.
- The Actual Total Contract Value at Completion shall meet the required experience of having completed SLCC that is similar to the Project, equivalent to at least 50% of the ABC.

8
N
8
W
X



TECHNICAL DOCUMENTS

4. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules

- SLCC should be a completed project.
- SLCC shall be supported by contracts, certificate of completion, and certificate of satisfactory performance
- All data on the form shall be correct and consistent



TECHNICAL DOCUMENTS

6. Original copy of Bid Security.

If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; or

Copy of Notarized Bid Securing Declaration

Handwritten marks and numbers in the bottom right corner, including a checkmark, the number '9', and other illegible scribbles.



TECHNICAL DOCUMENTS

7. Bid Securing Declaration

- This form should be duly signed by the Authorized Signatory of the Firm/Entity/Joint Venture or Consortium (in case of JV/Consortium).
 - This form should be notarized.
 - Bidders shall submit the original copy of the Bid Securing Declaration.
-



TECHNICAL DOCUMENTS

7. Conformity with the Technical Specifications, which may include:

- A. **Delivery Schedule;**
- B. **Personnel Requirement;**
- C. **After-Sales/ Warranty Certificates**

- ALL PAGES SHOULD BE SIGNED/AUTHENTICATED, INCLUDING THE CERTIFICATIONS SIGNED BY AUTHORIZED PERSONNEL
 - AMENDMENTS TO THE BIDDING DOCUMENTS, WHICH WERE ISSUED THROUGH SUPPLEMENTAL/BID BULLETINS SHALL BE INTEGRATED IN THE STATEMENT OF CONFORMITY.
-



TECHNICAL DOCUMENTS

8. 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

- This form should be duly signed by the Authorized Representative of the Firm/Entity/Joint Venture or Consortium (in case of JV/Consortium).
 - Omnibus Sworn Statement should be notarized.
 - Bidders shall submit the original copy of the Omnibus Sworn Statement.
 - USE THE PRESCRIBED FORMAT/ TEMPLATE OF THE OMNIBUS SWORN STATEMENT**
-



FINANCIAL DOCUMENTS

1. *The prospective bidder's computation of **Net Financial Contracting Capacity (NFCC)**; or a committed line of credit from a Universal or Commercial Bank in lieu of its NFCC computation*
 2. *If applicable, a 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*
-



FINANCIAL DOCUMENTS

OTHER REQUIREMENTS:

1. For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos, a certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product
 2. Certification from the DTI if the bidder claims preference as a Domestic Bidder or Domestic Entity
-



FINANCIAL COMPONENT (SECOND ENVELOPE)

Handwritten marks in the bottom right corner, including the number '12' and various scribbles.



FINANCIAL COMPONENT DOCUMENTS

1. Original of duly signed and accomplished Financial Bid Form

- This form should be duly signed by the Authorized Representative of the Firm/Entity/Joint Venture or Consortium (in case of JV/Consortium).
- Bidders shall submit the original copy of the Bid Form
- In filling out the bid form, bidders shall provide a discount offer in the form of amount, in figures and in words, including its application and methodology.
In case of no discount offered, bidders shall write "None."



FINANCIAL COMPONENT DOCUMENTS

2. Original of duly signed and accomplished Price Schedule

- All data on the form shall be correct and consistent.
- Bidders with incomplete submission and/or omissions shall be disqualified. [See Section 32.2.1 (a) of the RIRR of RA9184]
- For items offered to the government for free, it should be filled out with zero (0) or dash (-); **Blank spaces in line items shall be ground for disqualification.**

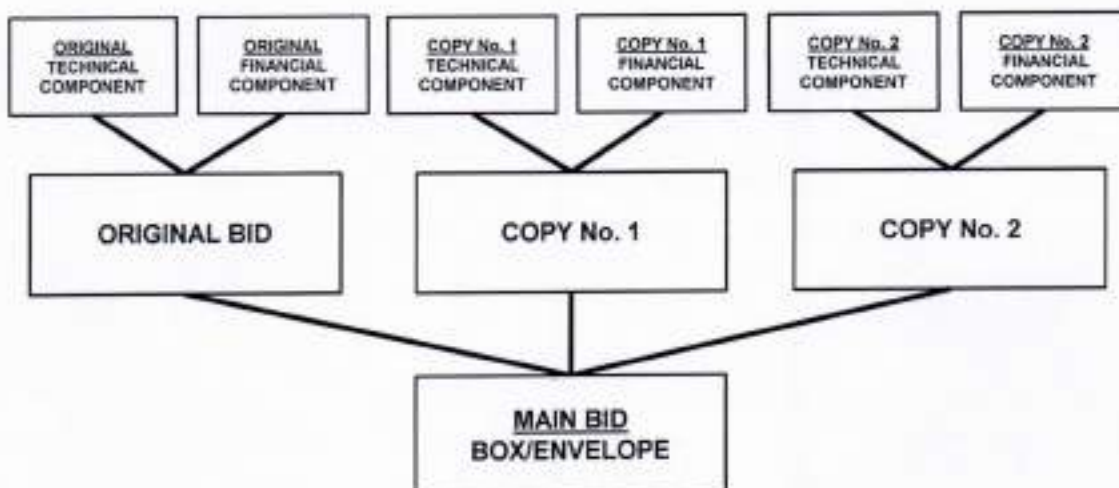
8
13
2
13
2



SEALING AND MARKING GUIDELINES

(ALL ENVELOPES MUST BE PROPERLY SEALED AND SIGNED)

ARRANGEMENT OF BID



Handwritten notes and signatures in the bottom right corner, including the number '8' and '14'.

MAIN BID BOX/ENVELOPE

MAIN BID

CLARK INTERNATIONAL AIRPORT CORPORATION
CIAC Corporate Office Building, Civil Aviation Complex,
Clark Freeport Zone, Pampanga 2023

Bid for : **PROJECT TITLE**
Submitted by : Name and Signature of Authorized Representative
Company Name and Address
Attention : **Atty. RUSTICO D. QUIZON III**
BAC Chairperson

DO NOT OPEN BEFORE: [Time and Date of Opening of Bids]



ORIGINAL AND DUPLICATES

ORIGINAL BID

CLARK INTERNATIONAL AIRPORT CORPORATION
CIAC Corporate Office Building, Civil Aviation Complex,
Clark Freeport Zone, Pampanga 2023

Bid for : **PROJECT TITLE**
Submitted by : Name and Signature of Authorized Representative
Company Name and Address
Attention : **Atty. RUSTICO D. QUIZON III**
BAC Chairperson

DO NOT OPEN BEFORE: [Time and Date of Opening of Bids]

COPY No. 1

CLARK INTERNATIONAL AIRPORT CORPORATION
CIAC Corporate Office Building, Civil Aviation Complex,
Clark Freeport Zone, Pampanga 2023

Bid for : **PROJECT TITLE**
Submitted by : Name and Signature of Authorized Representative
Company Name and Address
Attention : **Atty. RUSTICO D. QUIZON III**
BAC Chairperson

DO NOT OPEN BEFORE: [Time and Date of Opening of Bids]

COPY No. 2

CLARK INTERNATIONAL AIRPORT CORPORATION
CIAC Corporate Office Building, Civil Aviation Complex,
Clark Freeport Zone, Pampanga 2023

Bid for : **PROJECT TITLE**
Submitted by : Name and Signature of Authorized Representative
Company Name and Address
Attention : **Atty. RUSTICO D. QUIZON III**
BAC Chairperson

DO NOT OPEN BEFORE: [Time and Date of Opening of Bids]

N
15
H



ORIGINAL BID COMPONENTS

ORIGINAL – TECHNICAL COMPONENT

CLARK INTERNATIONAL AIRPORT CORPORATION
 CIAC Corporate Office Building, Civil Aviation Complex,
 Clark Freeport Zone, Pampanga 2023

Bids : PROJECT TITLE
Submitted by : Name and Signature of Authorized Representative
 Company Name and Address
Attention : Atty. RUSTICO D. QUISON III
 SAC Chairperson

DO NOT OPEN BEFORE: [Time and Date of Opening of Bids]

ORIGINAL – FINANCIAL COMPONENT

CLARK INTERNATIONAL AIRPORT CORPORATION
 CIAC Corporate Office Building, Civil Aviation Complex,
 Clark Freeport Zone, Pampanga 2023

Bids : PROJECT TITLE
Submitted by : Name and Signature of Authorized Representative
 Company Name and Address
Attention : Atty. RUSTICO D. QUISON III
 SAC Chairperson

DO NOT OPEN BEFORE: [Time and Date of Opening of Bids]



DUPLICATE BID COMPONENTS

COPY No. 1 – TECHNICAL COMPONENT

CLARK INTERNATIONAL AIRPORT CORPORATION
 CIAC Corporate Office Building, Civil Aviation Complex,
 Clark Freeport Zone, Pampanga 2023

Bids : PROJECT TITLE
Submitted by : Name and Signature of Authorized Representative
 Company Name and Address
Attention : Atty. RUSTICO D. QUISON III
 SAC Chairperson

DO NOT OPEN BEFORE: [Time and Date of Opening of Bids]

COPY No. 1 – FINANCIAL COMPONENT

CLARK INTERNATIONAL AIRPORT CORPORATION
 CIAC Corporate Office Building, Civil Aviation Complex,
 Clark Freeport Zone, Pampanga 2023

Bids : PROJECT TITLE
Submitted by : Name and Signature of Authorized Representative
 Company Name and Address
Attention : Atty. RUSTICO D. QUISON III
 SAC Chairperson

DO NOT OPEN BEFORE: [Time and Date of Opening of Bids]

Handwritten marks and the number 16.



DUPLICATE BID COMPONENTS

COPY No. 2 – TECHNICAL COMPONENT

CLARK INTERNATIONAL AIRPORT CORPORATION
CIAC Corporate Office Building, Civil Aviation Complex,
Clark Freeport Zone, Pampanga 2023

- Bid No. : PROJECT TITLE
- Submitted by : Name and Signature of Authorized Representative
Company Name and Address
- Attention : Atty. JUSTICE B. QUIZON III
BAC Chairman

DO NOT OPEN BEFORE: [Time and Date of Opening of Bids]

COPY No. 2 – FINANCIAL COMPONENT

CLARK INTERNATIONAL AIRPORT CORPORATION
CIAC Corporate Office Building, Civil Aviation Complex,
Clark Freeport Zone, Pampanga 2023

- Bid No. : PROJECT TITLE
- Submitted by : Name and Signature of Authorized Representative
Company Name and Address
- Attention : Atty. JUSTICE B. QUIZON III
BAC Chairman

DO NOT OPEN BEFORE: [Time and Date of Opening of Bids]



COMMON REASONS FOR DISQUALIFICATION

Handwritten notes and initials in the bottom right corner, including a checkmark, the number '90', and the date '17'.



COMMON REASONS FOR DISQUALIFICATION

- Non-submission of any of the required documents in the technical and financial component of the bid.
- Non-declaration of all ongoing contracts.
- Declaration of SLCC not contracted/completed.
- Falsification of documents in the bid submission.
- Leaving some price schedule items blank.
- Some pages are not signed/initialed.
- Failure to declare the Lot of the project being participated
- Incorrect submission of Omnibus Sworn Statement (Prescribed Form)
- Non-submission of Valid and Certified True Copy of PhilGEPS Registration

8
N
18
N