

Bids and Awards Committee for Consulting Services (BAC-C)

PROCUREMENT OF CONSULTING SERVICES FOR THE CONDUCT OF LAND SURVEY FOR VARIOUS BCDA PROPERTIES

Bid Bulletin No. 01

This Bid Bulletin clarifies queries/questions raised during the Pre-eligibility Conference held on 15 July 2024 and written clarifications received through a letter pertaining to the above-cited Consulting Services.

I. QUERIES/QUESTIONS BY THE BIDDERS

a. Queries/Questions raised during the Pre-eligibility Conference

Queries/Questions	Clarifications/Responses
<p>1. On the submission of contracts for completed projects under Eligibility Forms (EF) 3A, do we also need to submit the said contracts for EF 4: Consultant’s References?</p>	<p>No. The following are the required supporting documents for each form:</p> <ol style="list-style-type: none"> 1. For EF 3A - Certificate of Completion; or Certificate of Acceptance; or Valid proof of final payment. 2. For EF 4 - Signed Contract with Scope of Work or Terms of Reference. <p>EF 3A contains the summary/enumeration of completed contracts while EF 4 provides more detailed information of each completed project listed in EF3A.</p>

b. Queries/Questions sent through a letter

Queries/Questions	Clarifications/Responses
<p>1. Can we request a site inspection for this Project?</p>	<p>No site inspection of the areas covered by this project will be conducted due to the limited time. Instead, we are providing the kmz files through the link: https://tinyurl.com/KMZ-Subject-Properties for your reference in locating the areas.</p>

II. PRESENTATION FOR THE PRE-ELIGIBILITY CONFERENCE

The presentation discussed during the Pre-eligibility Conference held on 15 July 2024 can be accessed using the link below:

Presentation

<https://tinyurl.com/Pre-eligLSPres>

This presentation is for discussion purposes only. Should there be any inconsistencies, the bidding documents (i.e. Request for Expression of Interest, Eligibility Documents, Terms of Reference, and Bidding Forms) shall prevail over the presentation.

III. SCHEDULE OF PROCUREMENT ACTIVITIES*

Activities		Time	Date	
1	Deadline for Requests for Clarification	05:00 PM	19 July 2024	
2	Issuance of Bid Bulletin for Additional Clarifications		22 July 2024	
3	Deadline for Submission of Eligibility Documents	09:00 AM	29 July 2024	
4	Opening of Eligibility Documents and Eligibility Check	10:00 AM	29 July 2024	
5	Eligibility Check and Shortlisting		30 July 2024	06 August 2024
6	Notification on the Results of Eligibility Check and Shortlisting		13 August 2024	

* *subject to change*

IV. OTHER CLARIFICATIONS

1. Bidders who are sole proprietors shall include copies of previous DTI Certificates as part of the eligibility documents submission to establish the length of their industry experience from registration. Please include the DTI certificate alongside the PhilGEPS Certificate of Registration in Tab No. 2. Failure to establish the minimum required length of industry experience is a ground for disqualification.

V. REMINDERS

A. General Notes/Reminders

1. All data on the forms shall be correct and consistent.
2. All forms shall be duly signed by the Authorized Signatory of the Firm/Entity/Joint Venture or Consortium (in case of JV/Consortium).
3. The CVs of all the nominated key personnel shall be supported with valid licenses/professional registrations, certificates of training attended, diplomas, work experiences and other supporting documents relative to the credentials of the proposed Professional staff.

For expired licenses, copy of the expired license, proof of application and payment for renewal shall be included.

4. Only contracts/projects that are supported with proofs shall be considered for evaluation, as follows:
 - Certificate of Completion or Acceptance or valid proof of final payment issued by the client, in case of completed contracts.
 - Notice of Award, Notice to Proceed or signed contracts issued by the client for ongoing contracts and for contracts awarded but not yet started.
5. Only training supported with proofs shall be considered for evaluation.
6. For the Eligibility Forms:

Eligibility Forms	Duly signed by the Authorized Representative	Duly Notarized
• EF 1 - Eligibility Documents Submission Form	✓	
• EF 2 - Statement of All On-Going and Completed Government and Private Contracts, Including Contracts Awarded but not Yet Started as Well as Contracts Where Works Have Been Completed but not Yet Accepted for the Past 5 Years	✓	

<ul style="list-style-type: none"> EF 3A - Summary of Completed Projects for the Past 5 Years (All completed government and private contracts) 	✓	
<ul style="list-style-type: none"> EF 3B - Summary of Ongoing Projects for the Past 5 Years (All ongoing government and private contracts, including contracts awarded but not yet started as well as contracts where works have been completed but not yet accepted) 	✓	
<ul style="list-style-type: none"> EF 4 - Consultant's References: Relevant Services Carried Out for the Past 5 Years That Best Illustrate Qualifications 	✓	
<ul style="list-style-type: none"> EF 5 - Summary of Curriculum Vitae (CV) 	✓	
<ul style="list-style-type: none"> EF6A to 6E - Format of CV for Proposed Professional Staff 	✓ (should also be duly signed by the nominated Key Personnel)	
<ul style="list-style-type: none"> EF 7 - Statement of the Consultant specifying its nationality and confirming that those who will actually perform the services are registered professionals and of availability for the duration of the Project 	✓	
<ul style="list-style-type: none"> Secretary's Certificate Format (where applicable) 	✓	✓
<ul style="list-style-type: none"> Special Power of Attorney Format (where applicable) 	✓	✓
<ul style="list-style-type: none"> Partnership Resolution Certificate Format (where applicable) 	✓	✓

7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled by the duly authorized representative of the prospective bidder [REDACTED]

- b. **Deadline for Submission of Eligibility Documents.** The Eligibility Documents must be duly received by the BAC-C Secretariat through manual/physical submission at the BCDA Central Receiving and Releasing Area (CRRRA), BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street Corner 2nd Avenue, Bonifacio Global City, Taguig City, **on or before 9:00 AM of 29 July 2024, Monday.** Late submission of Eligibility Documents shall not be accepted. The prospective bidders may submit their Eligibility Documents before the deadline for submission of bids to avoid late submission. The editable eligibility forms may be downloaded using the link below:

Eligibility Documents
<https://tinyurl.com/EligFormsLS>

Please be reminded that the reference time that will be followed shall be the computer system clock at the **BCDA-CRRRA**, BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street corner 2nd Avenue, Bonifacio Global City, Taguig City. All bidders are advised to synchronize their timepieces therewith.

- c. **Opening of Eligibility Documents and Eligibility Check.** Opening of Eligibility Documents and Eligibility Check shall be on **29 July 2024, 10:00 AM** at the BCDA Office, BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street Corner 2nd Avenue, Bonifacio Global City, Taguig City, and/or through:

Zoom Link
<https://tinyurl.com/OpenEligLS>

Meeting ID: 942 5274 3727
Passcode: 480247

For Online Participants:

1. Online participants will be requested to register to be admitted on the call.
2. The online platform will be opened 15 minutes prior to official start at 10:00 AM and participants are required to log in no later than five minutes prior to the said official start time.
3. The BAC-C Secretariat is the host of the meeting. We may mute/unmute audio inputs of any or all participants. Mute your mic whenever you're not speaking.
4. All participants shall use the following name format for easy identification:
<Company Acronym>_<Full Name of participant>
5. The camera should be turned off by default to preserve your Internet connection bandwidth and assure better audio. However, during the roll call, kindly turn on

your camera, state the complete name of your company and your full name, so that you can be properly identified and acknowledged. The camera should again be turned off after the roll call.

6. Please refrain from asking questions during the presentation but rather type these in the chat box provided. The Secretariat shall then read each of the questions during the Q&A portion, and these will be answered by the BAC-C one by one.
7. If a prospective bidder needs to further clarify or ask follow-up questions, they can do so by raising their hand. Please wait to be acknowledged before speaking. Only one (1) participant shall speak at a time.

For In-Person Participants:

All bidders must adhere to the following health and safety protocols:

1. A maximum of two (2) participants per bidder is allowed to join the conference.
2. Bidders who show signs of COVID-19 related symptoms such as cough, flu, fever, high body temperature, and sneezing are required to wear mask within the BCDA premises.

Eligibility Documents will be opened in the presence of the prospective bidder or its authorized representative who chooses to attend the activity. Attendance of the bidders during the opening of the Eligibility Documents is not mandatory, but merely discretionary or optional.

All prospective bidders are also reminded to regularly check the PhilGEPS and BCDA's website for updates, advisories and postings of Bid Bulletin in relation to this procurement activity.

This Bid Bulletin shall be considered as an integral part of the Bidding Documents for the afore-cited Consulting Services. All provisions and statements in the Bidding Documents for the Consulting Services inconsistent with this Bid Bulletin are either modified or rendered ineffective, as the case may be.

Issued this 22nd day of July 2024.



ENGR. RICHARD BRIAN M. CEPE
Chairperson
Bids and Awards Committee for Consulting Service



*Bid Bulletin No. 01: Procurement of Consulting Services for the Conduct of Land Survey for Various BCDA Properties
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