

BASES CONVERSION AND DEVELOPMENT AUTHORITY

**Re-bidding of
Operations and Maintenance Services for the
New Clark City Sports Complex in National Government
Administrative Center, New Clark City, Tarlac**

**Sixth Edition
September 2021**

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Section I. Invitation to Bid



**RE-BIDDING OF
OPERATION AND MAINTENANCE SERVICES FOR THE
NEW CLARK CITY SPORTS COMPLEX IN NATIONAL GOVERNMENT
ADMINISTRATIVE CENTER, NEW CLARK CITY, TARLAC**

1. Through the 2021 General Appropriations Act (GAA), BCDA intends to apply the sum of **Ninety-Eight Million Nine Hundred Thousand Pesos (Php98,900,000.00)**, inclusive of all applicable government taxes and fees, being the Approved Budget for the Contract (ABC) to payments under the contract for the **Re- Bidding of Operations and Maintenance (O&M) Services for the New Clark City Sports Complex, New Clark City, Tarlac** ("Project").

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. BCDA now invites bids for Re-bidding of Operations and Maintenance (O&M) Services of the New Clark City Sports Complex which shall perform day-to-day management, administration, operations, and maintenance services for the New Clark City Sports Complex.
3. Delivery of services is required for a period of eighteen (18) months upon the issuance of the Notice to Proceed. Bidders should have completed, within the last five (5) years from the date of submission and receipt of bids (September 2016 to September 2021):
 - A Single Largest Completed Contract (SLCC) similar to the Project and must be equivalent to at least fifty (50%) percent of the ABC; or
 - At least two (2) similar Completed Contracts with a total aggregate amount equivalent to at least fifty (50%) percent of the ABC and the largest of these similar contracts must be equivalent to at least twenty-five (25%) percent of the ABC.

In addition, the description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

Similar Contract pertains to Property Management Projects.

4. 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.
5. Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%)

interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183. The Bidders must have at least five (5) years' experience in Property Management.

6. Interested bidders may obtain further information from BCDA and inspect the Bidding Documents at the address given below during business hours from **8:00 AM – 3:00 PM** and/or at the BCDA website (<https://bcda.gov.ph/bids>).
7. A complete set of Bidding Documents may be acquired by interested Bidders at the BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st St. cor. 2nd Avenue, Bonifacio Global City, Taguig City, starting **01 October up to 21 October 2021 from 8:00 AM to 3:00 PM** except Saturdays, Sundays and Holidays, and until **09:00 AM on 22 October 2021**, upon payment of an applicable fee for the bidding documents, amounting to **Fifty Thousand Pesos (Php50,000.00)**, pursuant to the latest Guidelines issued by the GPPB. We accept payment first through online transfer or bank deposit to BCDA's Land Bank account prior to issuance of the Bidding Documents. Kindly coordinate with the Secretariat on the bank details.

It may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of BCDA (www.bcda.gov.ph).

Interested Bidders who did not purchase the Bidding Documents will not be allowed to participate in the bidding.

8. BCDA will hold a Pre-Bid Conference on 08 October 2021 at 10:00AM at the BCDA Corporate Center, 2F Bonifacio Technology Center (BTC), BGC, Taguig City and/or through video conferencing or webcasting via zoom or google meet, which shall be open to prospective bidders.
9. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below. Late bids shall not be accepted.
10. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
11. Bid opening shall be held on 22 October 2021 at 10AM at BCDA Corporate Center, 2F Bonifacio Technology Center, BGC, Taguig City. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
12. The Pre-bid Conference and the Opening of Bids are hybrid events. Bidders may choose to attend them online via zoom or attend in person at the BTC Office.

For those attending in person, the following guidelines must be followed:

- Only one (1) representative per interested bidder is allowed to attend the Pre-bid Conference and Opening of Bids and will be required to follow the BCDA Health Protocol for Visitors;
 - Visitors are required to download the contact tracing app, i.e. StaySafe PH;
 - The representative is required to present his/her vaccination card **or** RT-PCR negative test result valid for 72 hours before he/she can be allowed inside the BCDA office;
 - Compliance to social distancing, wearing of face masks, body temperature screening inside BCDA office; and
 - Observers/ representatives who show signs of COVID-19 related symptoms such as cough, flu, fever, high body temperature, and sneezing are advised not to proceed to the BCDA Office since they will not be allowed to enter the BCDA premises.
13. BCDA reserves the right to waive minor defects in forms and requirements as long as they do not affect the genuineness and authenticity of the documents submitted.
14. BCDA 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 Section 35.6 and Section 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
15. For further information, please refer to:
- RAUL G. BUENSALIDA**, Secretariat
Bids and Awards Committee for Goods (BAC-G)
Telephone No.: (02) 8575-1700 / E-mail: rgbuensalida@bcda.gov.ph

JOSHUA M. BINGCANG

Chairperson

Bids and Awards Committee for Goods

SECTION II. INSTRUCTIONS TO BIDDERS

1. Scope of Bid

The Procuring Entity, **BASES CONVERSION AND DEVELOPMENT AUTHORITY** wishes to receive Bids for the **Rebidding of Operations and Maintenance Services of the New Clark City National Sports Facilities, NGAC, Tarlac.**

The Procurement Project (referred to herein as the “Project”) is composed of **20 technical manpower and 49 housekeeping personnel as well as maintenance services, the details of which are described in Section VII (Technical Specifications).**

2. Funding Information

2.1. The GOP, through the source of funding as indicated below for 2021 General Appropriations Act in the amount of **Ninety-Eight Million Nine Hundred Hundred Thousand Pesos and 00/100 (PHP 98,900,000.00).**

2.2. The source of funding is NGA, the General Appropriations Act or Special Appropriations.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

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.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex "I" of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

5.2. Foreign ownership exceeding those allowed under the rules may participate pursuant to:

- i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
- ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
- iii. When the Goods sought to be procured are not available from local suppliers; or
- iv. When there is a need to prevent situations that defeat competition or restrain trade.

5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:

If applicable:

- a. For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract

that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.

- b. For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.
- c. For procurement where the Procuring Entity has determined, after the conduct of market research, that imposition of either (a) or (b) will likely result to failure of bidding or monopoly that will defeat the purpose of public bidding: the Bidder should comply with the following requirements, if and when applicable:
 - i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least *fifty percent (50%) in the case of non-expendable supplies and services or twenty-five percent (25%) in the case of expendable supplies*] of the ABC for this Project; and
 - ii. The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.

5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

- a. Subcontracting is allowed. The portions of the Project and the maximum percentage allowed to be subcontracted are indicated in the **BDS**, which shall not exceed twenty percent (20%) of the contracted Goods.

- 7.2. The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criteria stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.
- 7.3. The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.
- 7.4. Subcontracting of any portion of the Project does not relieve the Supplier of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Supplier's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address and/or through videoconferencing/webcasting as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.

- 10.2. The Bidder's SLCC or Two Contracts as indicated in **ITB** Clause 5.3 should have been completed within five (5) years prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
 - a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);

- ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in the **BDS**.
- b. For Goods offered from abroad:
- i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in the **BDS**.

13. Bid and Payment Currencies

13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

13.2. Payment of the contract price shall be made in Philippine Pesos.

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration¹ or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

14.2. The Bid and bid security shall be valid until *One Hundred Twenty (120) Days from the Date of the Bid Opening*. Any Bid not

accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

16. Deadline for Submission of Bids

16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

17. Opening and Preliminary Examination of Bids

17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

¹ In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case may be. In this case, the Bid Security as required by **ITB** Clause 14 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as One Project having several items that shall be awarded as one contract.
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.1. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest

income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

SECTION III. BID DATA SHEET

BID DATA SHEET

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <ol style="list-style-type: none"> 1. Property Management Projects; and 2. A Single Largest Completed Contract (SLCC) similar to the Project and must be equivalent to at least fifty (50%) percent of the ABC; or <p>at least two (2) similar Completed Contracts with a total aggregate amount equivalent to at least fifty (50%) percent of the ABC and the largest of these similar contracts must be equivalent to at least twenty-five (25%) percent of the ABC within the last 5 years (September 2016 to September 2021) prior to the deadline for the submission and receipt of bids.</p>
7.1	<p>Subcontracting is allowed up to 20% of the contract price, subject to approval of BCDA.</p>
8	<p>The Procuring Entity will hold a Pre-bid Conference for this Project on 08 October 2021, 10:00 AM at the BCDA Corporate Center, 2nd Floor, Bonifacio Technology Center, 31st St. corner 2nd Ave., Bonifacio Global City (BTC), Taguig City and via Videoconferencing (ZOOM).</p> <p>Bidders may choose to attend them online via zoom or attend in person at the BTC Office.</p>
9	<p>The Procuring Entity's address is:</p> <p>BCDA Corporate Center 2nd Floor, Bonifacio Technology Center 31st St. corner 2nd Ave., Bonifacio Global City, Taguig City</p>

10.1	Please refer to Section VII. Technical Specifications for complete list of eligibility and technical requirement.
10.2	The bidder's SLCC or 2 Completed Contracts, similar to the contract to be bid, should have been completed within the last five (5) years (September 2016 to September 2021) prior to the deadline for the submission and receipt of bids.
12	The ABC is Php 98,900,000.00 , inclusive of all applicable government taxes and fees, for the Re-Bidding of Operations and Maintenance (O&M) Services for the New Clark City Sports Complex, New Clark City, Tarlac. Bids received in excess of the ABC shall be automatically rejected at bid opening.
13.2	The Bid prices for Goods supplied from outside of the Philippines shall be quoted in Philippine Pesos.
14.1	The bid security shall be in the form of a <u>Bid Securing Declaration</u> , or any of the following forms and amounts: a. The amount equivalent to two percent (2%) of the ABC, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount equivalent to five percent (5%) if bid security is in Surety Bond.
15	Each Bidder shall submit one (1) original copy of the first component (eligibility and technical) and second component (financial) of its bid.
16.1	The address for submission of bids is: Central Receiving and Releasing Area (CRRA) Bases Conversion and Development Authority BCDA Corporate Center 2nd Floor, Bonifacio Technology Center 31st St. corner 2nd Ave., Bonifacio Global City, Taguig City The deadline for submission of bids is on 22 October 2021 at 9:00 AM.
17.1	The place of Opening of Bids is at BCDA Corporate Center, 2 nd Floor, Bonifacio Technology Center, 31 st St. corner 2 nd Ave., Bonifacio

	<p>Global City, Taguig City. The date and time of bid opening is on 22 October 2021, at 10:00 AM.</p> <p>Bidders may choose to attend them online via zoom or attend in person at the BTC Office.</p>
19.3	Partial bid is not allowed. The Project is a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.
20.2	Not applicable
21.2	Not applicable

SECTION IV. GENERAL CONDITIONS OF CONTRACT

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the Special Conditions of Contract (SCC).

2. Advance Payment and Terms of Payment

2.1. Advance payment of the contract amount is provided under Annex "D" of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity 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 forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section VII (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.

5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

SECTION V. SPECIAL CONDITIONS OF CONTRACT

GCC Clause	
1	<p>a. Terms of Reference (TOR) is shown in a separate document as Annex A.</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI. Schedule of Requirements</p> <p>For purposes of this Clause, the Procuring Entity’s Representative at the Project Site is:</p> <p>ARISTOTLE GUERRERO Officer-in-Charge Property and Procurement Management Department Bases Conversion and Development Authority</p>
2.2	<p>Payment of the Contract Price shall be paid by BCDA to the MANAGER every month, upon submission and approval of supporting documents acceptable to BCDA, in accordance with generally accepted accounting and auditing rules and regulations.</p> <p>The MANAGER shall submit a Billing Statement broken down into the following cost components:</p> <ul style="list-style-type: none"> a. Staff / Manpower Salaries b. Housekeeping Services c. Maintenance Services / Contracts d. Maintenance Supplies e. Taxes, Permits, and Fees f. Management Fee <p>Supporting documents to the Billing Statements are required to be attached for payment processing such as but not limited to, Certificate of Completion / Acceptance, Monthly Reports on Operations, Summary of Personnel’s Daily Time Record, Affidavit that all labor, bills, and materials were paid, BIR Tax Clearance, Income / Business Tax</p>

	<p>Payment Returns. BCDA reserves the right to withhold payments without complete documentation and approvals.</p> <p>Monthly payment will be based on the monthly actual accepted service (Basic Maintenance or Full O&M).</p>
4	No further instructions
5.2	If applicable, the period for correction of defects in the warranty period is one (1) month.
6	All partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

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.

The Operations and Maintenance Services of the NCC Sports Facilities to be started as stated in the Notice to Proceed:

Item No.	Description	Quantity	Total	Delivery Date, Weeks/Months
Facility Management and Housekeeping Services				18 Months from NTP
1	Maintenance Personnel		20	
1.1	Facilities Manager	1		starts December 1, 2021
1.2	Deputy Facilities Manager	1		starts December 1, 2021
1.3	Administrative Assistant	1		starts December 1, 2021
1.4	Facilities Engineer	3		starts December 1, 2021

	<ul style="list-style-type: none"> 1. Mechanical Engineer 2. Electrical Engineer 3. Electronics and Communications Engineer 			
1.5	Senior Technician	1		starts December 1, 2021
1.6	Electrician	2		starts December 1, 2021
1.7	Track and Field Maintenance Personnel	1		starts December 1, 2021
1.8	Pool Maintenance Personnel	1		starts December 1, 2021
1.9	Painter	1		starts December 1, 2021
1.10	Mechanical / AC Technician	1		starts December 1, 2021
1.11	Plumber	1		starts December 1, 2021
1.12	Welder	1		starts December 1, 2021
1.13	Carpenter / Mason	1		starts December 1, 2021
1.14	Landscape Gardener	2		starts December 1, 2021
1.15	Receptionist – Athletes Village	1		starts December 1, 2021
1.16	Property Accountant	1		starts December 1, 2021
2	Housekeeping and Janitorial Services		49	

2.1	Supervisor / Overall supervision of the following premises:			
	Place of Assignment: Athletes' Village / River Park Corridor and Site Development	2		Starts January 1, 2022 or upon notice by BCDA
	Place of Assignment: Aquatics Center	1		starts December 1, 2021
	Place of Assignment: Athletics Stadium	1		starts December 1, 2021
2.1	Housekeeping Personnel			
	Place of Assignment: Athletes' Village	15		Starts January 1, 2022 or upon notice by BCDA
	Place of Assignment: Aquatics Center	10		starts December 1, 2021
	Place of Assignment: Athletics Stadium	14		starts December 1, 2021
	Place of Assignment: River Park Corridor and Site Development	6		starts December 1, 2021
3	Maintenance Services			
3.1	Athletics' Stadium	1 lot		

	Provision of Operation and Maintenance Services on the following: <ol style="list-style-type: none"> 1. Generator Maintenance 2. Electrical System/ Panel Boards 3. Fire Alarm System 4. Electronic Systems 5. Elevator Maintenance 6. Scoreboard Operations and Maintenance 7. Security System Maintenance (CCTV and Access Control) 8. Fans, Blowers, and Pumps (Mechanical) 9. Air conditioning Units 10. Gym Equipment Maintenance 11. Pest / Termite Control 12. Garbage Collection and Disposal 13. Cleaning of Sanitary and Drainage Lines 14. Maintenance of Gardens and Landscaping 15. Glass and Roof Framing Cleaning 16. Grass Maintenance 			starts December 1, 2021
3.2	Aquatics' Center	1 lot		

	<p>Provision of Operation and Maintenance Services on the following:</p> <ol style="list-style-type: none"> 1. Generator Maintenance 2. Electrical System/ Panel Boards 3. Fire Alarm System 4. Electronic Systems 5. Elevator Maintenance 6. Scoreboard Operations and Maintenance 7. Security System Maintenance (CCTV and Access Control) 8. Fans, Blowers, and Pumps (Mechanical) 9. Air conditioning Units 10. Gym Equipment Maintenance 11. Pest / Termite Control 12. Garbage Collection and Disposal 13. Cleaning of Sanitary and Drainage Lines 14. Maintenance of Gardens and Landscaping 15. Glass and Roof Framing Cleaning 16. Cleaning and Maintenance of Swimming Pools 			starts December 1, 2021
3.3	Athletes' Village	1 lot		
	<p>Provision of Operation and Maintenance Services on the following:</p> <ol style="list-style-type: none"> 1. Generator Maintenance 2. Electrical System/ Panel Boards 3. Fire Alarm System 4. Electronic Systems 5. Elevator Maintenance 6. Security System Maintenance (CCTV and Access Control) 			starts January 1, 2022, or upon notice by BCDA

	<ul style="list-style-type: none"> 7. Ventilation Fans and Blowers 8. Air conditioning Units (Window Type) 9. Gym Equipment Maintenance 10. Pest / Termite Control 11. Garbage Collection and Disposal 12. Cleaning of Sanitary and Drainage Lines 13. Maintenance of Gardens and Landscaping 14. Cleaning of Glass Windows 15. Cleaning and Maintenance of Swimming Pool 			
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3.4	River Parks and Site Development	1 lot		
	Provision of the Operations and Maintenance services: <ul style="list-style-type: none"> 1. Electrical System 2. Sanitary and Drainage Lines 3. Landscape and Streetlights 4. Garbage Disposal and Collection 			starts December 1, 2021
4	Maintenance Supplies			
4.1	Athletics' Stadium	1 lot		
	<ul style="list-style-type: none"> 1. Fire Safety & Security 2. Elevator Parts 3. Emergency Power / Genset 4. Plumbing & Carpentry 5. Air conditioning System and Mechanical Parts 6. Electrical & Electronic Supplies 7. Water Potability Test & Tank Cleaning 8. Housekeeping Supplies and Materials 9. Tools and Equipment 			starts December 1, 2021

4.2	Aquatics Center	1 lot		
	<ol style="list-style-type: none"> 1. Fire Safety & Security 2. Elevator Parts 3. Emergency Power / Genset 4. Plumbing & Carpentry 5. Air conditioning System and Mechanical Parts 6. Electrical & Electronic Supplies 7. Water Potability Test & Tank Cleaning 8. Housekeeping Supplies and Materials 9. Tools and Equipment 10. Glass and Roof and Framing Cleaning 			starts December 1, 2021

4.3	Athletes' Village	1 lot		
	<ol style="list-style-type: none"> 1. Fire Safety & Security 2. Elevator Parts 3. Emergency Power / Genset 4. Plumbing & Carpentry 5. Air conditioning System and Mechanical Parts 6. Electrical & Electronic Supplies 7. Water Potability Test & Tank Cleaning 8. Supplies & Materials - Maintenance & Housekeeping 9. Tools and Equipment 10. Façade Cleaning and Maintenance 			starts January 1, 2022, or upon notice by BCDA
4.4	River Parks and Site Development			

	<ol style="list-style-type: none"> 1. Plumbing, Carpentry and Electrical Supplies 2. Toilet Consumables 3. Landscape Cleaning sets and supplies 			starts December 1, 2021
E.	Taxes and Permits (per Facility)	1 lot		
	<ol style="list-style-type: none"> 1. Professional Fees / Certifications 2. Generator Permit to Operate from DENR and Building Official 3. Elevator Permit 4. Fire Safety Inspection Certificate (FSIC) 5. Certificate of Annual Inspection (Mechanical, Electrical, Plumbing / Sanitary Permit) 			starts December 1, 2021

Section VI. A

LIST OF EQUIPMENT AND WARRANTY PERIOD

	CONTRACTOR / DESCRIPTION	DATE OF DELIVERY	YEARS OF WARRANTY	DATE OF EXPIRATION
A	Hillmarc's Construction Corporation: Athletics Stadium			
1	Transformer	24 September 2019	1 year	24 September 2020
2	Blower Motor	15 May 2019	1 year	15 May 2020
3	Elevator	6 September 2019	2 years	6 September 2021
4	Water Heater	1 September 2019	1 year	1 September 2020

5	Air Condition Units			
	<i>Parts and Labor Warranty Period</i>	29 August 2019	1 year	29 August 2020
	<i>Compressor Warranty Period</i>	29 August 2019	1 year	29 August 2020
8	Irrigation Pump	6 September 2019	18 months	6 March 2021
9	Booster Pump	6 September 2019	18 months	6 March 2021
10	Fire Pump & Jockey Pump	6 September 2019	18 months	6 March 2021
11	Medium Voltage Switchgear 1 & 2	12 September 2019	1 year	12 September 2020
12	PWD Lift	6 September 2019	2 year	6 September 2021
13	PA / BGM system	31 August 2019	1 year	31 August 2020
14	CCTV	31 August 2019	1 year	31 August 2020
15	Water Proofing	15 October 2019	2 years	15 October 2021
16	Painting	30 September 2019	2 years	30 September 2021
B	Hillmarc's Construction Corporation: Aquatics Center			
1	Transformer (MVSG)	12 September 2019	1 year	12 September 2020
2	Fire Pump & Jockey Pump, Booster Pump and Submersible Pump	6 September 2019	18 months	6 March 2021
3	Elevator	6 September 2019	2 years	6 September 2021
4	PWD Lift	6 September 2019	2 years	6 September 2021

	Fire Detection and Alarm System	21 September 2019	2 years	21 September 2021
	PA / BGM System	21 September 2019	2 years	21 September 2021
	Skimcoat, Sealer and Painting Works	15 October 2019	2 years	15 October 2021
	Steel Painting Works	24 July 2019	2 years	24 July 2021
	Water Proofing Works	15 October 2019	2 years	15 October 2021
	Pool Deck Tile Works	15 October 2019	2 years	15 October 2021
C	Frey Fil Corporation: Athletes Village			
1	Transformer	21 August 2019	1 year	21 August 2020
2	Elevator		18 months	
3	Medium Voltage Switchgear	15 October 2019	1 year	15 October 2020
4	Blower Motor	7 September 2019	2 years	7 September 2021
5	FDAS and PA	14 September 2019	1 year	14 September 2020
6	Fire and Jockey Pumps	24 September 2019	1 year	24 September 2020
7	CCTV	1 October 2019	2 year	1 October 2021
8	VRF Air Con			
	Cassette Split		5 years	
	Ducted Split		5 years	
	Multi F& FDX Split		5 years	

	Multi V VRF		5 years	
	Ventilator		5 years	
9	Generator Set			
D	Positive Builders: Roads and Drainage			
1	Street Lighting		5 years	
E	AMIGO Entertainment Technologies, Inc.: Technical Equipment			
1	Athletics Stadium			
	Scoreboard and Systems	15 August 2019	2 years	15 August 2021
	Outline Audio Equipment and Systems	15 August 2019	1 year	15 August 2020
	Timing and Scoring Equipment and System	15 August 2019	1 year	15 August 2020
2	Aquatics Center			
	Scoreboard and Systems	15 August 2019	2 years	15 August 2021
	Outline Audio Equipment and Systems	15 August 2019	1 year	15 August 2020
F	ESPORTS International: Sports Equipment			
	Technogym Gym Equipment			
	Structural Frame	23 September 2019	10 years	23 September 2029

	Treadmill motor and Treadmill Absorption System	23 September 2019	10 years	23 September 2029
	Electrical and Mechanical Parts	23 September 2019	2 years	23 September 2021
	Wearable Parts	23 September 2019	3 months	23 December 2019
	Strength Equipment			
	Structural Frame	23 September 2019	10 years	23 September 2029
	Moving Parts	23 September 2019	2 years	23 September 2021
	Cables and Wearable Parts	23 September 2019	3 months	23 December 2019
	Accessories			
	Replacement on factory defects		1 week	
	Service	23 September 2019	2 years	23 September 2021
G	Athletics Stadium Competition Track			
	Polytan M	31 August 2019	5 years	31 August 2024
H	Athletics Stadium Equipment	23 September 2019	2 years	23 September 2021

Section VI. B

MINIMUM LIST OF TOOLS AND EQUIPMENT

A	Electrical	
1	Precision Screwdriver Set	2
2	Hexagon T Wrench (600v)	4
3	Electrical Plier (600v) 10"	1
4	Electrical Plier (600v) 12"	1
5	Cutting Plier	1
6	Long Nose Plier (600v)	1
7	Skinning Knife	1
8	Hack Saw	1
9	UNI T-Cable Tester	1
10	Clamp Tester	2
11	Fusion Machine	1
12	Heavy duty Rechargeable	1
13	Tape Measure (5m)	1
14	Infrared Thermo Gun	1

B	Plumbing	
1	Portable Hand Snake (Drain Auger)	1
2	Hand Snake (Full Drain)	1
3	PVC Cutter	1
4	Pipe Wrench 24	1
5	Pipe Wrench 12"	1
6	Pipe Wrench 8"	1
7	Pipe Pliers	1
8	Riveter	1
9	Pruning Shear, Small	1
10	Pruning Shear, Big	1
11	Chain Black	1
12	Claw Bar	1
13	Claw Hammer	1
C	Mechanical	
1	Socket Wrench (10-32)	16
2	Open Wrench (6-32)	16
3	Allen Wrench Small (1.5 - 10mm)	6

4	Allen Wrench Flower (long)	6
5	Allen Wrench Long	6
6	Hand Vice Grip (10R)	1
7	Chain or Strap Wrench	1
8	Mechanical Plier	1
9	Screw Driver Set (6 pcs.)	6
10	Grease Gun	1
11	Gauge Set for Bladder Tank	1
D	Landscaping and Site Development	
1	Wet and Dry Vacuum	10
2	Drill Bits (2 sets)	4
3	Garden Hose with Connector	2
4	Power Spray	1
5	Electric Sprayer	1
6	Manual Lawn Mower	1
7	Gas Lawn Mower	1
8	Snipper	1
9	Rake	2

10	Finishing Trowel	2
11	Trowel	1
12	Shovel	2
13	Chisel	1
14	Bolo Knife	4
15	Aluminum Telescopic Ladder 24s	1
16	Aluminum A Ladder	1
17	Brush Cutter	3
18	Two-Way Radios	15
19	Flexible Steel Leaf Rake	10
20	Wheelbarrow	4
21	Golf Cart 6-seater	2
E	Cleaning Supplies	
1	Floor Polisher	10
2	Disinfectant spray machine	8
3	Hand Trolley / Housekeeping Cart	20
4	Mop Squeezer	20
5	Soft Broom	70

6	Dust Pan	70
7	Trash Bin Cart	20
8	Mop Handle with Mop Head	70

9	Janitorial Belt Bag	70
10	Plastic Spray Gun	80
11	Toilet Plunger	10
12	Wet Floor Sign	20
13	Glass Cleaner (Squeegee)	50
14	Long Broom (for cobwebs)	30
15	Broomstick	40
16	Cleaning Supplies for Swimming Pool (Athletes' Village)	1

Section VI. C

LIST OF MINIMUM REQUIRED JANITORIAL AND MAINTENANCE SUPPLIES ON STOCK (MONTHLY)

1	Air Freshener	gallons	20
2	Glass Cleaner	gallons	50
3	Toilet Bathroom Cleaner	gallons	50
4	All Purpose Cleaner	gallons	35
5	Powder Soap, 25kg/pack	pack	40

6	Metal Polish (100 grams)	pcs	15
7	Hand soap	gallons	35
8	Toilet roll Paper (12 pcs/pack)	pack	190
9	Hand Paper Towel	pcs	100
10	Black Garbage Bag (small) 100pcs/pack	pack	150
11	Black Garbage Bag (medium) 100pcs/pack	pack	150
12	Black Garbage Bag (XXL) 100pcs/pack	pack	80
13	Comfort room Deodorizer	pcs	100
14	Disinfectant solution	gallons	50
15	Rubber Gloves	pcs	100
16	Pranela	pcs	300
17	Furniture Polish (Shine-Up)	gallons	20
18	CR Rags	pcs	100
19	Face Masks 50pcs/box	boxes	500
20	Rain Coats	pcs	50
21	Rain Boots	pcs	50
22	Cleaning Supplies for AV Swimming Pool	lot	1

SECTION VI. D

AS-BUILT PLANS (ELECTRIC)

NEW CLARK CITY SPORTS FACILITIES

(Separate Document)

Annex D.1: As-Built Plan Aquatics Center

Annex D.2: As-Built Plan Athletics Stadium

Annex D.3: As-Built Plan Athletes Village

SECTION VII. TECHNICAL SPECIFICATIONS

TECHNICAL SPECIFICATIONS			
ITEM / SERVICE	MINIMUM QUANTITY	TECHNICAL SPECIFICATIONS / SCOPE OF WORK	STATEMENT OF COMPLIANCE
Facilities Manager	1	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have at least 5 years' (or more) relevant experience in facilities management • Must have a Bachelor's/College Degree in Engineering, Real Estate, or any related course <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Supervise all staff responsible for the maintenance and operations of the Facilities of the Property • Supervise all staff responsible for housekeeping and maintained cleanliness of the Facilities of the Property • Conduct regular meetings with maintenance and housekeeping services to discuss 	<p>Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the nominated personnel</p> <p>or</p> <p>Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross- referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test</p>

		<p>issues and concerns arising from the Facilities</p> <ul style="list-style-type: none"> • Ensure compliance with the MPSS and lead the preparation of monthly reports to be submitted to BCDA • Recommend necessary repairs and maintenance works • Attend to the administrative concerns of all contracted employees • Perform other related duties as may be required by BCDA 	<p>data etc., as appropriate.</p> <p>A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of ITB Clause 3.1(a)(ii) and/or GCC Clause 2.1 (a)(ii).</p>
Deputy Facilities Manager	1	<ul style="list-style-type: none"> • Must have at least 5 years' (or more) relevant experience in facilities management • Must have a Bachelor's/College Degree in Engineering, Real Estate, or any related course 	

		<p>Duties and responsibilities:</p> <ul style="list-style-type: none"> • Assist the Facilities manager in the supervision of all facilities staff responsible for the maintenance and operation of the Property • Monitor the attendance and work of all the maintenance and housekeeping personnel • Ensure compliance with the MPSS and lead the preparation of monthly reports to be submitted to BCDA • Perform other related duties as may be required by BCDA 	
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Administrative Assistant	1	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have a Bachelor's Degree in Business Administration, or any related course • Must have at least 3 years' work experience in administrative role <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Handling of general office operations/ tasks such as document receiving, filing, generating reports, 	.
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		<p>memos and presentation (as may be necessary)</p> <ul style="list-style-type: none"> Provides support to the Facilities Management team in timely preparation of needed materials, work orders and request for repairs as well as preparing all necessary documentation materials 	
Facilities Engineer	3	<ol style="list-style-type: none"> Mechanical Engineer Electrical Engineer Electronics and Communications Engineer <p>Qualification Requirements:</p> <ul style="list-style-type: none"> Must be a Licensed Engineer with at least 3 years' experience in facilities management <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> Study all equipment manuals for each facility and ensure that all facility equipment preventive maintenance programs are properly implemented Ensure that building equipment / facilities are in good condition and efficiently running Conduct regular inspection of sites equipment and facilities and conduct regular reports to the Facilities Manager regarding the 	

		<p>technical operations of the facilities</p> <ul style="list-style-type: none"> • Make sure that all permits are up to date • Ensure that all concerns and issues regarding the Property are resolved immediately • Perform other related duties as may be required by BCDA 	
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Senior Technician	1	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have at least 5 years' relevant working experience <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Perform preventive maintenance on the facilities • Monitor electrical and mechanical equipment within the Property • Inspect building facilities to identify building maintenance needs • Ensure that all concerns and issues regarding the Property are resolved immediately 	
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		<ul style="list-style-type: none"> Perform other related duties as may be required by BCDA 	
Electrician	2	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> Must be a licensed Master Electrician with at least 3 years' work experience <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> Conduct regular inspection and repair of facilities Ensure safety standards are observed and assist in performing preventive maintenance of the facilities Ensure that all concerns and issues regarding the Property are resolved immediately Perform other related duties as may be required by BCDA 	
Track and Field Maintenance Personnel	1	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> Must have at least 3 years' work experience <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> Establish and maintain methods and procedures for operating, maintaining and cleaning the track and field within the NCC Athletics Stadium and 	

		<p>Warm-up track to ensure compliance with standards</p> <ul style="list-style-type: none"> • Assist in inspection and Preventive Maintenance Check of within the NCC Athletics Stadium to detect materials needing repair or cleaning • Perform other related duties as may be required by BCDA 	
Pool Maintenance Personnel	1	<ul style="list-style-type: none"> • Establish and maintain methods and procedures for operating, maintaining, and cleaning pools within the NCC Aquatics Center and Athletes' Village to ensure compliance with health codes and standards • Assist in inspection of filtering and plumbing systems in pools and adjacent areas and requests in structural or equipment repairs or replacement • Assist in provision of swimming pool servicing duties such as testing and maintaining proper chemical balance of pool water, vacuuming and cleaning pools, adjusting and lubricating pool equipment and back-washing pool filtering systems 	

		<ul style="list-style-type: none"> • Perform other related duties as may be required by BCDA 	
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Painter	1	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have at least 3 years' work experience <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Perform tasks including painting and preventive maintenance repairs • Perform repairs on facilities, equipment or appliances • Perform other related duties as may be required by BCDA 	
Mechanical / AC Technician	1	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have at least 3 years' work experience <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Perform regular maintenance work on cooling units and ensure that ventilation equipment and controls operate efficiently and continuously • Diagnose electrical and mechanical defects and malfunctions • Ensure that all concerns and issues regarding the Property are resolved immediately 	

		<ul style="list-style-type: none"> • Perform other related duties as may be required by BCDA 	
Plumber	1	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have a Licensed Master Plumber with least 3 years' work experience <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Perform regular maintenance work, leak detection, troubleshooting and repair of plumbing fixtures and equipment • Ensure proper care in the use and maintenance of equipment and supplies • Ensure that all concerns and issues regarding the Property are resolved immediately • Perform other related duties as may be required by BCDA 	

Welder	1	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have at least 3 years' work experience <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Provide support in the installation, preventive maintenance and repairs of fixtures and equipment • Ensure that concerns and issues regarding welding works are resolved immediately 	
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		<ul style="list-style-type: none"> • Perform other related duties as may be required by BCDA 	
Carpenter / Mason	1	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have at least 3 years' work experience <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Perform tasks including carpentry services and preventive maintenance repairs • Perform repairs on facilities, equipment, and appliances • Perform other related duties as may be required by BCDA 	
Landscape Gardener	2	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have at least 3 years' work experience <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Maintain the grounds and gardens within the NCC Sports Facilities under minimum supervision • Trim shrubs and trees, water, feed, transplant, and remove weeds • Ensure that the soil is of the right quality and in good condition to grow the plants • Keep the plants healthy and nourished by soil cultivation, digging, forking, mulching, watering, raking, weeding, 	

		<p>edging, pruning, bed preparation and planting</p> <ul style="list-style-type: none"> • Always maintain the cleanliness of the gardening tools and equipment • Perform other related duties as may be required by BCDA 	
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Receptionist Athletes' Village	1	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have at least 3 years' work experience • Must have a Bachelor's Degree in HRM, or any related course <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Greet and receive clients who will be staying at the Athletes' Village • Responsible for the smooth operation of the Front Desk for the Athletes' Village • Handle the reservations of the rooms and amenity areas for guests staying at the Athletes' Village • In-charge of documentation of all concerns, inquiries, complaints and needed assistance from the guests and ensure that all concerns will be handled by the designated department • Assist in the housekeeping of the rooms, amenity areas, and reception area and ensure that 	
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		<p>all of these areas are in great condition to receive guests</p> <ul style="list-style-type: none"> • Perform other related duties as may be required by BCDA 	
Property Accountant	1	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must be a Certified Public Accountant, with at least three (3) years' work experience <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Prepare financial reports for submission to BCDA on costs incurred in the operations and management of the Property • Perform other related duties as may be required by BCDA 	
SUBTOTAL	20		
<p>Supervisor / Overall supervision of the following premises:</p> <ol style="list-style-type: none"> 1. Athletes' Village / River Park Corridor and Site Development 2. Aquatics Center 3. Athletics Stadium 	4	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have at least 2 years' work experience <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Supervise the cleaning of the sports facilities and its surrounding area • Monitor the attendance and work of the housekeeping personnel • Submit a report on the housekeeping services 	

		<ul style="list-style-type: none"> • Supervise movement of furniture, fixtures and equipment as may be necessary • Attend to the administrative concerns of all contracted employees • Perform other related duties as may be required by BCDA 	
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Housekeeping Personnel (Athletes' Village)	15	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have at least 1 year' work experience in housekeeping and janitorial services <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Responsible for the cleanliness and overall appearance of guest rooms and lobby, service and amenity areas • Clean walls, floors, fixtures on standard cleaning procedures and change / empty waste baskets along the perimeter of the facility • Cleaning and sanitizing of comfort rooms with the use of special sanitizing and disinfecting agents in wash basins, urinals and toilet bowls • Provide basic housekeeping duties including changing the sheets, changing and arranging the towels, restocking toilet supplies (if needed), vacuuming, dusting, 	
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		<p>and rearranging the room after guests check out</p> <ul style="list-style-type: none"> • Check the condition of all guest rooms, facilities and fixtures and report defects to the supervisor for corrective actions • Maintain and upkeep of perimeter surroundings and grounds of buildings, basketball court and pool area • Assist in pool maintenance • Report mechanical problems and repair works of facilities / utilities • Other related duties as may be required by BCDA 	
<p>Housekeeping Personnel (Aquatics Center)</p>	<p>10</p>	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have at least 1 year' work experience in janitorial services <p>Duties and Responsibilities:</p> <p>Responsible for the cleanliness and overall appearance of the facility. Sweeping, mopping, spot scrubbing and polishing of all floors. Common areas such as the main lobby, ingress and egress, and waiting areas shall be serviced continuously during regular hours to guarantee cleanliness</p> <ul style="list-style-type: none"> • Clean walls, floors, fixtures on standard cleaning procedures and change / empty waste 	

		<p>baskets along the perimeter of the facility</p> <ul style="list-style-type: none"> • Cleaning and sanitizing of comfort rooms with the use of special sanitizing and disinfecting agents in wash basins, urinals and toilet bowls • Dusting and cleaning of all glass tops, glass doors, window ledges, furniture and fixtures • Collecting waste materials to be disposed off at designated disposal areas • Assisting in the transfer/rearrangement of tables, chairs, cabinets, etc. • Perform other related functions as may be assigned from time to time 	
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Housekeeping Personnel (Athletics Stadium)	14	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have at least 1 year' work experience in janitorial services <p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Responsible for the cleanliness and overall appearance of the facility. Sweeping, mopping, spot scrubbing and polishing of all floors. Common areas such as the main lobby, ingress and egress, and waiting areas shall be serviced 	
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		<p>continuously during regular hours to guarantee cleanliness</p> <ul style="list-style-type: none"> • Clean walls, floors, fixtures on standard cleaning procedures and change / empty waste baskets along the perimeter of the facility • Cleaning and sanitizing of comfort rooms with the use of special sanitizing and disinfecting agents in wash basins, urinals and toilet bowls • Dusting and cleaning of all glass tops, glass doors, window ledges, furniture and fixtures • Collecting waste materials to be disposed off at designated disposal areas • Assisting in the transfer/rearrangement of tables, chairs, cabinets, etc. • Perform other related functions as may be assigned from time to time 	
<p>Housekeeping Personnel (River Park Corridor and Site Development)</p>	<p>6 House keeping</p>	<p>Qualification Requirements:</p> <ul style="list-style-type: none"> • Must have at least 1 year' work experience in janitorial services 	

		<p>Duties and Responsibilities:</p> <ul style="list-style-type: none"> • Maintain the grounds and garden of the New Clark City Sports Complex and the River Park Corridor • Trim shrubs and trees, water, feed, transplant and remove weeds • Ensure that the soil is of the right quality and in good condition to grow the plants • Keep the plants healthy and nourished by soil cultivation, digging, forking, mulching, watering, raking, weeding, edging, pruning, bed preparation and planting • Keep the borders, thoroughfares and foot paths clear and free from litter at all times • Maintain the cleanliness of gardening tools and equipment at all times • Cleaning and sanitizing of comfort rooms with the use of special sanitizing and disinfecting agents in wash basins, urinals and toilet bowls • Collecting waste materials to be disposed off at designated disposal areas • Perform other related functions as may be assigned from time to time 	
SUBTOTAL	49		

Preliminary Implementation Plan			
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SECTION VIII. CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENT

Each and every page of the Bid Form, including the Schedule of prices, under Section VIII hereof, shall be signed (full signature) by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the bid, AND PROPERLY TABBED AS FOLLOWS:

ELIGIBILITY AND TECHNICAL COMPONENT

(First Envelope)

<p>TAB “A”</p>	<p>PhilGEPS Certificate of Registration under Platinum Membership (all pages); or</p> <p><u>Class “A” Eligibility Documents: or.</u></p> <ul style="list-style-type: none"> • <u>Registration Certificate</u> from Securities and Exchange Commission (SEC) for corporations, Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives • <u>Current & Valid Mayor’s/Business Permit</u>, if expired a copy of the expired Mayor’s Permit and the Official Receipt as proof that the bidder has applied for renewal of the permit issued by the city or municipality where the principal place of business of the prospective bidder is located • <u>Valid Tax Clearance</u> per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR <p>Note: In case the bidder opted to submit their Class “A” Documents, the Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement to be submitted in accordance with Section 34.2 of the 2016 Revised IRR of RA 9184</p>
<p>TAB “B”</p>	<ul style="list-style-type: none"> • <u>(SF-G&S-19A) Statement of all its ongoing government and private contracts</u>, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (<i>see attached Appendix</i>) duly signed by authorized representative; and • <u>(SF-G&S-19B) Statement of Single Largest Completed Contract (SLCC)</u> similar in nature to the contract to be bid equivalent to at least fifty (50%) percent of the ABC; or at least two (2) similar Completed Contracts with a total aggregate amount equivalent to at least fifty (50%) percent of the ABC

	<p>and the largest of these similar contracts must be equivalent to at least twenty five (25%) percent of the ABC within five (5) years from the date of submission and receipt of bids (see <i>attached Appendix</i>) duly signed by authorized representative</p> <p>The two (2) statements required shall indicate for each contract the following:</p> <ul style="list-style-type: none"> ● name of the contract; ● date of the contract; ● contract duration; ● owner's name and address; ● kinds of Goods; ● For Statement of Ongoing Contracts - amount of contract and value of outstanding contracts; ● For Statement of SLCC - amount of completed contracts, adjusted by the Bidder to current prices using PSA's consumer price index, if necessary for the purpose of meeting the SLCC requirement; ● date of delivery; and ● end user's acceptance or official receipt(s) or sales invoice issued for the contract, if completed, which shall be attached to the statements. <p>Note:</p> <ul style="list-style-type: none"> ● The Statement of all ongoing contracts requirement is merely a "statement" of all ongoing contracts. It refers to a "statement" to be made by the bidder relative to all its ongoing government and private contracts, and not the actual submission of the physical NOA, NTP or Contracts. ● The Statement of SLCC to be submitted by the bidder shall attach <p><u>ANY</u> of the following proof:</p> <ul style="list-style-type: none"> ● end user's acceptance; or ● official receipt of the last payment received; or ● sales invoice
<p>TAB "C"</p>	<p><u>Bid Security</u> in ANY of the following:</p> <ul style="list-style-type: none"> ● Cash or Cashier's/ Manager's Check issued by a Universal or Commercial Bank (2% of the ABC) or; ● Bank Draft/Guarantee or Irrevocable Letter of Credit issued by a Universal or Commercial Bank. Provided, however, that it shall be confirmed or authenticated by a Universal or

	<p>Commercial Bank, if issued by a foreign bank (2% of the ABC) or;</p> <ul style="list-style-type: none"> • Surety Bond with a Certificate from the Insurance Commission (5% of the ABC); or • Notarized Bid Securing Declaration (see Appendix) <p>Note: The bid security shall be valid for one hundred twenty (120) calendar days from the date of bid opening.</p>
TAB “D”	<p><u>Conformity with Technical Specifications, Section VII</u> (see attached Appendix) for the following draft Forms:</p> <ul style="list-style-type: none"> • Statement of availability of Key Personnel • Summary of Nominated Key Personnel <p>CV of Nominated Key Personnel</p>
TAB “E”	<p><u>Conformity with Schedule of Requirements, Section VI</u> (see attached Appendix) “ - for the following draft Forms</p>
TAB “F”	<p><u>Notarized Omnibus Sworn Statement</u> in accordance with Section 25.3 of the 2016 Revised IRR of RA 9184, and using the form prescribed in Section VIII. Bidding Forms (see attached Appendix “ — ”)</p> <p>Note: The Omnibus Sworn Statement shall be accompanied by the duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary’s Certificate, whichever is applicable</p>
TAB “G”	<p><u>Audited Financial Statements,</u> showing, among others, the Supplier’s total and current assets and liabilities, stamped “received” by the BIR or it’s duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of submission of bid.</p>
TAB “H”	<p><u>Computation of Net Financial Contracting Capacity (NFCC)</u> in accordance with ITB Clause 5 (Section IX, Bidding Forms) OR</p> <p><u>Committed Line of Credit</u> from a Universal or Commercial Bank at least equal to ten percent (10%) of the ABC to be bid.</p> <p>FORMULA:</p> <p>NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects</p>

	under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.
TAB “I”	<p><u>Joint Venture Agreement</u> (JVA) in case the joint venture is already in existence, or</p> <p>Duly Notarized Statements from all the potential joint venture partners in accordance with Section 23.1(b) of the 2016 Revised IRR of RA 9184, if applicable.</p> <p>Each partner of the joint venture shall submit their respective PhilGEPS Certificates of Registration in accordance with Section 8.5.2 of this IRR. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance: Provided, That the partner responsible to submit the NFCC shall likewise submit the Statement of all of its ongoing contracts and Audited Financial Statements.</p>
Other documentary requirements under RA No. 9184, as applicable:	
TAB “J”	(For foreign bidders claiming by reason of their country’s extension of reciprocal rights to Filipinos) <u>Certification from the relevant government office of their country</u> stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
TAB “K”	<u>Certification from the DTI</u> if the Bidder claims preference as a Domestic Bidder or Domestic Entity

FINANCIAL COMPONENT

(Second Envelope)

TAB “L”	<p>See Appendix for the following draft Forms:</p> <ul style="list-style-type: none">• Original of duly signed and accomplished <u>Financial Bid Form</u>; and,• Original of duly signed and accomplished <u>Price Schedule/s</u> <p>Note:</p> <p><i>Financial Proposal is INCLUSIVE of VAT and all applicable taxes and fees and Bids received in excess of the ABC shall be automatically rejected on bid opening.</i></p>
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**SECTION IX. SCHEDULE OF BIDDING ACTIVITIES
RE-BIDDING OF THE O&M OF THE NGAC SPORTS FACILITIES**

No.	ACTIVITIES	DATE/SCHEDULE (2021)
1	Pre-Procurement Conference	28 Sept
2	Posting / Publication (Website, PhilGEPS, and BCDA Premises)	01 Oct to 22 Oct
3	Issuance of Bid Documents	01 Oct
4	Pre-Bid Conference	10:00 AM, 8 Oct
5	Deadline for Request for Clarification, if any	12 Oct
6	Issuance of Bid Bulletin, if any	15 Oct
7	Deadline for Submission of the ff: <ul style="list-style-type: none"> ● Eligibility Requirements ● Financial Proposal 	9:00 AM, 22 Oct
8	Opening of the ff: <ul style="list-style-type: none"> ● Eligibility Requirements ● Financial Proposal 	10:00 AM, 22 Oct
9	Bid Evaluation (TWG's detailed evaluation of the submitted bids)	23 Oct
10	Presentation of Results of Bid Evaluation	1:00PM, 25 Oct
11	Sending of Letters to the Bidder with LCB	26 Oct

	Advising Conduct of Post-Qualification	
12	Conduct of Post Qualification	27-28 Oct
13	Deliberation of Results of Post qualification	01:00 PM, 29 Oct
14	Issuance of BAC's Recommendation (based on the Results of Post-Qualification)	On or before 4 Nov
15	Approval of BAC Resolution and Issuance of Notice of Award*	On or before 4 Nov
16	Contract Signing and Issuance of Notice to Proceed	On or before 10 Nov

**Subject to change*

