



**PROJECT :** CONSULTING SERVICES FOR THE REPAIR/RENOVATION & MAINTENANCE OF ITDI-STD BUILDING & MAINTENANCE – PACKAGE A

**LOCATION:** DOST Compound, Gen. Santos Ave., Bicutan, Taguig City

**OWNER :** Industrial Technology Development Institute (ITDI)

**SUBJECT :** BID BULLETIN NO. 1

**Date :** April 20, 2016

This Bid Bulletin No. 1 is being issued to Bidders for their information and guidance in the preparation of their bids and shall be taken into consideration in their proposal. This bid bulletin will form part of the contract for this project.

**1. Governing Rules:**

Bidding and contract award for the above project shall be governed by the Revised Implementing Rules and Regulations of RA 9184 and the Philippine Bidding Documents (PBD), Fourth Edition, December 2010. Any discrepancy between the General Conditions and RA 9184, R.A 9184 shall prevail.

**2. Marking and Sealing of Bids**

- a. Contents of sealed envelope marked **"ORIGINAL BID"**  
Sealed Envelope 1 marked **"Original – Eligibility & Technical Proposal"**  
Sealed Envelope 2 marked **"Original – Financial Proposal"**
- b. Contents of sealed envelope marked **"COPY NO. 1"**  
Sealed Envelope 1 marked **"Copy No. 1 – Eligibility & Technical Proposal"**  
Sealed Envelope 2 marked **"Copy No. 1 – Financial Proposal"**
- c. The sealed outer envelopes marked **"ORIGINAL BID"** and **"COPY NO. 1"** shall be enclosed in **one single envelope/package**.
- d. All envelopes shall contain the following:

<p><b>PROJECT: (NAME OF THE PROJECT)</b></p> <p>(NAME AND ADDRESS OF BIDDER IN CAPITAL LETTER)</p> <p><b>TO: THE INDUSTRIAL TECHNOLOGY DEVELOPMENT INSTITUTE (ITDI)</b></p> <p><b>MS. LYDIA M. ABLAÑA</b> <b>ITDI-BAC CHAIRMAN-INFRA</b> <b>Metrology Building, DOST Compound</b> <b>Bicutan, Taguig City</b></p> <p><b>"DO NOT OPEN BEFORE: May 2, 2016, 9:00 A.M"</b></p>
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- Asia Pacific Metrology Programme (APMP)
- Asia Pacific Legal Metrology Forum (APLMF)

### 3. Items to be considered in the preparation of Bid

3.1 **Bid Proposal** shall be in Philippine currency.

3.2 The bid shall be signed on each and every page by the duly authorized signatory of the bidder. Items with erasures on the bid should bear the initials of the authorized signatory.

3.3 Bidders shall submit a Bid Securing Declaration AND at least one (1) other Bid Security, the amount of which shall be equal to a percentage of the ABC in accordance with the following schedule:

Forms of bid Security	Amount of Bid Security (Equal to Percentage of the ABC)
a) Cash or Cashier's/manager's check issued by a Universal or Commercial Bank	Two percent (2%)
b) 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 Commercial Bank, if issued by a foreign bank	
c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security	Five percent (5%)
d) Any combination of the foregoing	Proportionate to share of form with respect to total amount of security

3.4 Bid bonds should be posted in favor of Industrial Technology Development Institute. If other than GSIS, the bid bond should be accompanied with certificate of accreditation from the Insurance Commission. Bid bonds should be submitted with original receipts of payments. Bid security shall be Callable on Demand with a validity period of 120 calendar days.

3.5 To guarantee the faithful performance by the winning bidder of its obligations under the contract, it shall post performance security which shall be taken from the two (2) categories below, that bidders may opt to use, the amount of which shall be equal to the percentage of the total contract price in accordance with the following schedule:

Forms of Performance Security	Amount of Performance Security (Equal to Percentage of the Total Contract Price)
a) Cash or Cashier's/manager's check issued by a Universal or Commercial Bank	Goods and Consulting Services - Five Percent (5%)
b) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security	Thirty percent (30%)

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4. **Submission of Bids – May 2, 2016, 9:00 A.M**  
**Metrology Training Room (Almanzor Hall)**  
**Metrology Bldg., ITDI-DOST**

**Late bids shall not be accepted**

5. **Opening of Bids – May 2, 2016, 9:01 A.M.**

6. **Questions/clarifications not raised during Pre-bid conference**

6.1 Questions/clarifications should be made in writing, addressed to the BAC Chair.

6.2 In the written query, company name and the project name should be indicated.

6.3 Additional bid bulletin, if any, will be issued regarding the matter.

7. Minutes of the Meeting is available upon request

8. Audited Financial Statement stamped "RECEIVED" by BIR or its duly accredited and authorized institution for the CY **2014/2015**.

9. Bid Data Sheet, Section III of the Bidding Documents

Clause 1.1 The Procuring Entity is INDUSTRIAL TECHNOLOGY DEVELOPMENT INSTITUTE

The evaluation procedure is Quality Cost Based Evaluation (QCBE)

NOTE: QCBE – Technical and Financial Scores are combined to determine the winner. Financial Proposals above **P 2.5 M** are rejected.

10. Bidding Forms

In lieu of FPF 3, 4, 5, and 6, the bidder will submit **FPF3** with title **Breakdown of Cost per Activity**, according to bidder's format.

11. A **Certificate of Site Inspection** duly signed by the authorized ITDI representative shall be submitted as part of the Technical Proposal documents.

Issued by:



**MS. LYDIA M. ABLAÑA**  
ITDI-BAC Chairman-infra

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