



Republic of the Philippines
 Department of Agriculture
BUREAU OF SOILS AND WATER MANAGEMENT
 SRDC Bldg., Elliptical Road corner Visayas Avenue,
 Diliman, Quezon City 1101

**BSWM- BIDS AND AWARDS COMMITTEE
 SUPPLEMENTAL BID BULLETIN
 ADDENDUM NO. BSWM-2023-00-002-01**

**CONTRACT: PROCUREMENT OF BSWM SECURITY SERVICES FOR CY 2023- IB
 NO.: BSWM 2023-00-002**

This **Addendum** is being issued in accordance with **Section 22.5.2 of the IRR of RA 9184**, to clarify and modify some provisions of the Bidding Document. **THIS SHALL FORM AN INTEGRAL PART OF THE BID DOCUMENT. THIS SHALL FORM AN INTEGRAL PART OF THE BID DOCUMENT.** Likewise, the succeeding agreements and reminders were discussed during the **Pre-Bid Conference** held last **October 25, 2022 at the BSWM Convention Hall and via Videoconferencing-Zoom.**

This procurement is undertaken through **Early Procurement Activity (EPA)**. Below are the guidelines on the implementation per GPPB Circular 06-2019, to wit:

- a. Award of the Contract is subject to the approval of the General Appropriation Act for CY 2023;
- b. Fixed price rule in procurement shall apply;
- c. Extension of bid validity and security may apply per Article 4 of GPPB Circular 06-2019;
- d. Eligibility requirements shall be valid prior to award of Contract;
- e. Date of earliest delivery shall be determined upon award of Contract.

I. DISCUSSION OF THE BIDDING DOCUMENT:

- o **Total ABC of the contract: Php 9,366,151.22**
- o Bidder must have completed a single contract that is 50% of the ABC that is similar to this project (Php 4,683,075.61) completed within two (2) consecutive years from the date of submission and receipt of bids.
- o Similar contracts shall be contract for Security services.
- o Awarding: One Project having that shall be awarded as one contract.

II. AMMENDMENTS IN THE BIDDING DOCUMENT:

ORIGINAL	AMENDED
Section I. Invitation to Bid	Section I. Invitation to Bid
Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before November 8, 2022 9:00AM. Bid opening shall be on November 8, 2022, 9:30AM	New Schedule of deadline of Submission and Opening of Bids: Submission- November 22, 2022, 9:00 AM Opening of Bids- November 22, 2022, 9:30 AM
Section VII. Technical Specification/ Terms of Reference	Section VII. Technical Specification/ Terms of Reference
Other Covenants: Before the initial payment for the service, the Supplier shall submit to the Procuring Entity:	Other Covenants: <u>Before the initial payment for the service, the Supplier shall submit to the Procuring Entity:</u> Proof of payment/ Policy for Retirement plan (Retirement Benefit based on RA7641) <u>Submission shall be during the opening of bids (Technical proposal envelope)</u> <u>For SSS:</u>

	<p>1. Clearance for CY 2022 3rd quarter, or 2. Clearance CY 2022 2nd quarter and proof of payment as of July-September 2022</p>
	<p>Submission as attachment of Section VII under your Technical Proposal envelope:</p> <p>Proposed Security Plan for BSWM SRDC Bldg and NSWRRDC Bulacan, Rizal and Bukidnon.</p> <p>Within 3 calendar days upon receipt of NTP, names of security guards to be assigned shall be submitted with attached copies of license and retirement policy per guard.</p>
	<p>Submission of Site Inspection (BSWM, SRDC Bldg. Quezon City).</p> <p>To schedule a site inspection, please contact BAC Secretariat at bac@bswm.da.gov.ph or call 82732474 local 3218</p>
	<p>Payment will only be process upon submission of all the documents required to prove payment to personnel and their benefits.</p>
	<p>NOTE: Bidders SHALL use ATTACHED template of Bid Securing Declaration in the bidding document.</p> <p>Other forms of Bid Securing Declaration will NOT BE ACCEPTED and SHALL BE RATED "FAILED". Please see the attached Revised Bid Securing Declaration for your perusal (Annex A).</p>

IV. REMINDERS DURING THE PRE-BID CONFERENCE:

- GPPB Resolution No. 15-2021 dated October 14, 2021

For the purpose of updating the Certificate of Registration and Membership, **all Class "A" eligibility documents mentioned in Section 8.5**, supporting the veracity, authenticity and validity of the Certificate **SHALL remain current and updated**. **The failure by the prospective bidder to update its Certificate with the current and updated Class "A" eligibility documents shall result in the automatic suspension of the validity of its Certificate** until such time that all of the expired Class "A" eligibility documents has been updated.

Note: Please refer to the bidding document for the updated Section IX. Checklist of Technical and Financial Documents.

- Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act"

"Any lacking documents can cause the automatic disqualification of bids."

- **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;
- Below are the **acceptable forms of bid security** that bidders may opt to use, **which shall include the Bid Securing Declaration**. The amount of which shall not be less than the required percentage of the ABC in accordance with the following schedule:

Form of Bid Security	Amount of Bid Security (Not less than the required Percentage of the ABC)
Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Two percent (2%)

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.	Two percent (2%)
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%)
Bid Securing Declaration (Signed and Notarized)	

- Net Financial Contracting Capacity (NFCC):

The computation of a prospective bidder's NFCC must be **at least equal to the ABC to be bid** or, for procurement by lot, **at least equal to the sum of all the ABCs of lots to which it participated.**

NFCC= Current assets minus current liabilities multiplied by 15 (constant factor) minus the value of all outstanding or uncompleted portions of on-going contracts, including awarded contract/s yet to be started, coinciding with the contract to be bid.

- **Sealing and marking of bid proposal- The bidder shall submit:**

1. One (1) ORIGINAL COPY.
2. One (1) DUPLICATE COPY.
3. One (1) PDF COPY in a USB or CD – to be placed inside the Duplicate Copy of Technical Proposal and Duplicate Copy of Financial Proposal.

NOTE:

All photocopied documents must be stamped and signed "Certified True Copy". And all pages/documents must be duly signed by the authorized representative (both original and duplicate copies).

For easy reference, all bidders are requested to provide dog-ear codes/ tabs in the presentation of their documents.

- **Reminders:**

- ✓ Bidders' responsibility to read, study, and review the Bidding Document and Bid Bulletin/s of the procurement project.
- ✓ Further clarification/s on the Bidding Document shall be in writing and must be submitted 10 days before the Opening of Bids.
- ✓ All bidders who wish to join the bidding shall download the attached document from PhilGEPS website to be included in the Document Request List (DRL).
- ✓ Bidders may download the updated Bidding Forms at GPPB Website (<https://www.gppb.gov.ph/downloadables.php>).
- ✓ Schedule of Submission and Opening of Bids is subject to change due to Community Quarantine enforced by the government in line with the COVID-19 pandemic. For updates, please refer to the BSWM PhilGEPS posting (<https://www.philgeps.gov.ph/>) and BSWM Procurement Service FB page <https://www.facebook.com/bswmpms>.
- ✓ Authorization letter and a copy of company ID shall be presented by the Representative of the Bidder who will submit the bid proposal and who will attend the Opening of Bids, on-site or online.
- ✓ In case of withdrawal of submitted bid, a letter stating their intention to withdraw from the project should be submitted by the bidder not later than the scheduled deadline of submission and opening of bids.
- ✓ Bidders declared to have the Lowest/ Single Calculated Bid will be subject for post-qualification.
- ✓ Bidder shall submit the additional requirements listed on the NOTICE as LCB/ SCB within five (5) calendar days from receipt of Notice. *Non-compliance can be grounds for post-disqualification.*

- A complete set of **Bidding Document** may be acquired by interested Bidders until **November 14, 2022, 3:0 OPM** from the address and website.

For guidance and information of all concerned.

(Sgd) ENGR. EDUARDO V. ALBERTO
BAC Chairperson

Annex A: Bid Securing Declaration Form

[shall be submitted with the Bid if bidder opts to provide this form of Bid Security]

REPUBLIC OF THE PHILIPPINES)

CITY OF _____) S.S

BID SECURING DECLARATION

Project Identification No.: [Insert number]

To: [Insert name and address of the Procuring Entity]

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. **I/We shall furnish the required performance security within ten (10) calendar days in/ Case of receipt of Notice of Award (pursuant to GPPB Circular No. 04-2020 and GPPB Resolution No. 16-2020).**
3. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
4. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
 - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this _____ day of [month] [year] at [place of execution].

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]
Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]