



University of Science and Technology of Southern Philippines

Alubijid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panaon

Bids and Awards
Committee
CLAVERIA

SUPPLEMENTAL BID BULLETIN NO. 01-22

This Supplemental/Bid Bulletin is issued to all prospective bidders to clarify, modify and/or amend items in the Bidding Documents as discussed and agreed upon during the Pre-Negotiation Conference held on September 21, 2022 for the **Construction of USTP Claveria Business Center (Project ID No. INFR-004-22)**. This shall form part an integral part of the Bidding Documents.

1) Amendment of Invitation to Bid is hereby revised:

FROM:



University of Science and Technology of Southern Philippines

Alubijid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panaon

Invitation to Bid for the Construction of USTP-Claveria Business Center

Contract ID No. : INFR-004-22

Contract Location : USTP-Claveria, Claveria, Misamis Oriental

Project Description :

The University of Science and Technology of Southern Philippines Claveria has been engage in Income Generating Project (IGP) even when it was still MOSCAT. It's IGP now the Enterprise Division is divided into agri-based and non-agri-based projects. Currently, the agri-based project is composed of the Dairy Farm, Milk Processing, Model Farm, Orchard, Diversified Crops, and the Rice project. While the non-agri-based projects are the Center for Lifelong Education, Water Refilling Station, Cafeteria, with the

addition of the Student Lounge and the 3rd Floor Admin Building Conference Hall as well as the Business Center. The Business Center is supposedly the bagsakan or display center of all products of USTP-Claveria in both agri and non-agri based projects.

The Business Center is currently situated in the main campus of USTP Claveria near the Enterprise Division Office. The location is not strategic for business due to its accessibility for not USTP employees or outside USTP clientele. Thus, it is proposed that the USTP-Claveria Business Center will be transferred along the Highway 955, Magsaysay Street, Poblacion Claveria, Misamis Oriental.

In support to the USTP vision and mission and the Strategic Directional Agenda, DYNAMIC, the Business Center opens the opportunity for entrepreneurs to maximize their business potentials.

Approved Budget for the Contract (ABC) : Php 4,000,000.00
 Contract Duration : 180 CD

1. The **University of Science and Technology of Southern Philippines (USTP)- Claveria**, through ***Internally Generated Income (IGI)*** intends to apply the sum of **Four Million Pesos Only (Php 4,000,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Construction of USTP-Claveria Business Center**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Qty	Item/Description	Approved Budget for the Contract	Delivery Period
1 lot	Construction of USTP-Claveria Business Center	P4,000,000.00	The Intended Completion Date is within One Hundred Eighty(180) Calendar Days from receipt of Notice to Proceed.

2. The **University of Science and Technology of Southern Philippines (USTP)-Claveria** now invites bids for the **Construction of USTP-Claveria Business Center** of USTP-Claveria at Poblacion, Claveria, Misamis Oriental. Completion of the Works is required **One Hundred Eighty (180) calendar days from receipt of Notice to Proceed**. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.

3. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act."

Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or corporations with at least seventy five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.

4. Interested bidders may obtain further information from **University of Science and Technology of Southern Philippines (USTP) - Claveria** and inspect the Bidding Documents at the given address below at **8:00 AM to 5:00 PM** weekdays.
5. A complete set of Bidding Documents may be acquired by interested bidders on **September 14-October 3, 2022** from the address below **and upon payment of the applicable fee for the Bidding Documents**, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos Only (Php 5,000.00)**.

It may also be downloaded free of charge from the website of the Procuring Entity (<https://www.ustp.edu.ph/claveria/ustp-claveria-bids-and-awards-committee/>), provided that bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids. The Procuring Entity will allow the bidder to present its proof of payment for the fees if it will be presented in person.

6. The USTP-Claveria will hold a Pre-Bid Conference on **September 21, 2022; 3:00 o'clock in the afternoon at USTP-Claveria, Admin. Function Hall, Administration Building, Poblacion, Claveria, Misamis Oriental**, which shall be opened to prospective bidders.
7. Bids must be duly received by the BAC Secretariat by manual submission at the given address below on or before **October 3, 2022; 1:30 o'clock in the afternoon**. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 16.

Bid opening shall be on **October 3, 2022; 1:30 o'clock in the afternoon** at **USTP-Claveria, Admin. Function Hall, Administration Building, Poblacion Claveria, Misamis Oriental**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

8. **University of Science and Technology of Southern Philippines – Claveria
Magsaysay Street, Poblacion,
Claveria, 9004 Misamis Oriental**

9. The USTP-Claveria 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 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

AMOR N. POSADAS

Head, BAC Secretariat

USTP-Claveria

Magsaysay Street, Poblacion, Claveria, Misamis Oriental

Cellphone #: +639273865313

email add: **amor.posadas@ustp.edu.ph**

website address: <https://www.ustp.edu.ph/claveria/ustp-claveria-bids-and-awards-committee/>

(sgd.)

ENGR. DENNIS T. YAMUTA

BAC Chairperson

TO:



University of Science and Technology of Southern Philippines

Alubijid | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panaon

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Eighty (180) calendar days from receipt of Notice to Proceed. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.

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16. The USTP-Claveria 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 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

17. For further information, please refer to:

AMOR N. POSADAS

Head, BAC Secretariat

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Cellphone #: +639273865313

email add: **amor.posadas@ustp.edu.ph**

website address: <https://www.ustp.edu.ph/claveria/bac/>

(sgd.)

ENGR. DENNIS T. YAMUTA

BAC Chairperson

2) **Amendment of** Section IX. Checklist of Technical and Financial Documents **is hereby revised:**

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
or
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document;
and

- (c) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
and
- (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- (e) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (f) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules; **and**
- (g) Philippine Contractors Accreditation Board (PCAB) License;
or
Special PCAB License in case of Joint Ventures;
and registration for the type and cost of the contract to be bid; **and**
- (h) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration; **and**
- (i) Project Requirements, which shall include the following:
 - a. Organizational chart for the contract to be bid;
 - b. List of contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data (**ANNEX 1**);
 - c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- (j) Original duly signed Omnibus Sworn Statement (OSS) (**REVISED**);
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.

Financial Documents

- (**k**) The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- (l) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

Class "B" Documents

- (m) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence;
or

duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

II. FINANCIAL COMPONENT ENVELOPE

- (n) Original of duly signed and accomplished Financial Bid Form; **and**
Other documentary requirements under RA No. 9184
- (o) Original of duly signed Bid Prices in the Bill of Quantities; **and**
- (p) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; **and**
- (q) Cash Flow by Quarter.

Annex 1

LIST OF CONTRACTOR'S KEY PERSONNEL

NAMES	DESIGNATION	AGE	SEX	YEARS WITH THE COMPANY	YEARS OF RELEVANT EXPERIENCE (SIMILAR PROJECT)	YEARS OF RELEVANT EXPERIENCE (AS PER DESIGNATED POSITION)	NAME OF THE PROJECT
	Construction Manager				5 years as Construction Manager with 3 years accumulated experience on building Construction projects		
	Materials Engineer				5 years on building construction		
	Electrician				2 years		
	Plumber				2 years		

	Safety Officer				40 hrs		
	Foreman				5 years		

CERTIFIED CORRECT:

Name & Signature of Authorized Representative

Position Title

Date

IO:

Checklist of Technical and Financial Documents

III. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

- (d) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
or
- (e) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document;
and
- (f) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
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- (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- (r) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (s) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules; **and**
- (t) Philippine Contractors Accreditation Board (PCAB) License;
or
Special PCAB License in case of Joint Ventures;
and registration for the type and cost of the contract to be bid; **and**
- (u) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration; **and**
- (v) Project Requirements, which shall include the following:
 - a. Organizational chart for the contract to be bid;
 - b. List of contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data (**ANNEX 1**);
 - c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- (w) Original duly signed Omnibus Sworn Statement (OSS) (**REVISED**); **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.

Financial Documents

- (**x**) The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
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IV. FINANCIAL COMPONENT ENVELOPE

- (aa) Original of duly signed and accomplished Financial Bid Form; **and**
Other documentary requirements under RA No. 9184
- (bb) Original of duly signed Bid Prices in the Bill of Quantities; **and**

- (cc) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; **and**
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	Construction Manager				5 years as Construction Manager with 3 years accumulated experience on building Construction projects			
	Materials Engineer				5 years on building construction			
	Electrician				2 years			
	Plumber				2 years			
	Safety Officer				40 hrs			

	Foreman				5 years			

CERTIFIED CORRECT:

Name & Signature of Authorized Representative

Position Title

Date

Issued this 21th day of September 2022.



ENGR. DENNIS T. YAMUTA
BAC Chairperson