



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. 01-21

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-Bid Conference held on December 1, 2021 for the **Repair and Improvement of Administration Building Offices (Project ID No. INFR-005-21)**. 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 Repair and Improvement of Administration Building Offices

Contract ID No. : INFR-005-21

Contract Location : USTP-Claveria, Claveria, Misamis Oriental

Project Description :

The amalgamation of the former of MUST and the former MOSCAT has established a university with expanded services to cater to students need from different cities and municipalities in Mindanao. The new vision and mission, university development framework and goals and organizational structure of the university have been institutionalized in performing its mandate. It is also open to harmonizing the process flow

of the different offices of the amalgamated universities, applying the ISO program and the standardization of the DPMs throughout the university system.

The administration building of USTP Claveria is a 3-storey building constructed by phase. It currently caters to the offices in the finance, administration, and academic offices of the university. The main idea is to remodel the space so that more workspace can be added without making it look cluttered and chaotic, so it feels inviting and presentable for the clients and the staff, and to relocate the various offices according to function and zoning.

This proposal is renovate the 1st and 2nd Floor of the administration building of USTP Claveria, including partition walls, entrance, exit doors, and electrical lighting. The proposed remodeling was subjected to the review of the existing and projected number of personnel per office, zoning and space requirements, and access to the building's various areas. Discussion with the concerned was conducted to collect feedback and finalize the building's proposed floor plan design. Valuation from the office of the IPFDO was also incorporated in the proposed design of the project.

With the modification of the Administration building offices, the existing electrical wirings are affected. The EMWS team conducted tracing of circuit home-run from 1st up to 3rd floor and found out that there are octopus wiring connections and only one main power source. Electrical wiring will be replaced, the circuit home run will be upgraded, and the panel board will be transferred to a new location.

Approved Budget for the Contract (ABC) : Php 2,900,000.00
Contract Duration : 180 CD

1. The **University of Science and Technology of Southern Philippines (USTP)- Claveria**, through **Special Trust Fund (STF)** intends to apply the sum of **Two Million Nine Hundred Pesos Only (Php 2,900,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the **Repair and Improvement of Administration Building Offices**. 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	Repair and Improvement of	P2,900,000.00	The Intended Completion Date is within One Hundred

	Administration Building Offices		Eighty(180) Calendar Days from receipt of Notice to Proceed.
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2. The **University of Science and Technology of Southern Philippines (USTP)-Claveria** now invites bids for the **Repair and Improvement of Administration Building Offices** 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 **November 24-December 12, 2021** 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 Ten Thousand Pesos Only (Php 10,000.00).**

It may also be downloaded free of charge from the website of the Procuring Entity (claveria.ustp.edu.ph), 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 **December 1, 2021; 8:00 o'clock in the morning at USTP-Claveria, 3rd Floor, 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 **December 13, 2021; 9:00 o'clock in the morning**. 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 **December 13, 2021; 9:00 o'clock in the morning** at **USTP-Claveria, 3rd Floor, 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: claveria.ustp.edu.ph

(sgd.)

ATTY. ERWIN B. BUCIO, PhD

BAC Chairperson

TO:



University of Science and Technology of Southern Philippines

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

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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.)
ATTY. ERWIN B. BUCIO, PhD
BAC Chairperson

Issued this 1st day of December 2021.

A handwritten signature in black ink, consisting of several overlapping loops and a horizontal line across the middle.

ATTY. ERWIN B. BUCIO, Ph.D.
BAC, Chairperson