# *Section 3. Bid Data Sheet*

# *(Infrastructure Projects)*

## Notes on the Bid Data Sheet

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB, and has to be prepared for each specific procurement.

The PROCURING ENTITY should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, the applicable rules regarding Bid price and currency, and the Bid evaluation criteria that will apply to the Bids. In preparing this Section, the following aspects should be checked:

(a) Information that specifies and complements provisions of **Error! Reference source not found.** must be incorporated.

(b) Amendments and/or supplements, if any, to provisions of **Error! Reference source not found.** as necessitated by the circumstances of the specific procurement, must also be incorporated.

# Bid Data Sheet

| ITB Clause | |
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| 1.1 | The Procuring Entity is: ***PHILIPPINE ATMOSPHERIC, GEOPHYSICAL AND ASTRONOMICAL SERVICES ADMINISTRATION (PAGASA)***<br>The name of the Contract *is* ***"*Construction of Apayao Synoptic and Flood Forecasting Warning Center*"* (P.R. No. 2019-11-0879)** |
| 2 | The Funding Source is:<br>The Government of the Philippines (GOP) through ***Fund 101*** |
| 5.1 | No further instructions. |
| 5.2 | Bidding is restricted to eligible bidders as defined in ITB Clause **Error! Reference source not found.**. |
| 5.4 | The Bidder must have completed at least one contract similar to the Project the value of which, adjusted to current prices using the National Statistics Authority consumer price index, must be at least equivalent to 50% of the ABC.<br><br>No further instructions. |
| 5.5 | The Bidder must submit a computation of its Net Financial Contracting Capacity (NFCC) or a Commitment from a Universal or Commercial bank to extend a credit line in its favor if awarded the contract for this project (CLC), using the required format as provided in the sample forms.<br><br>The NFCC, computed using the following formula, must be at least equal to the ABC to be bid:<br>NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portion of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.<br><br>The CLC must be at least equal to ten percent (10%) of the ABC for this Project. If issued by a foreign bank, it shall be confirmed or authenticated by a Universal or Commercial Bank. In the case of local government units (LGUs), the Bidder may also submit CLC from other banks certified by the *Bangko Sentral ng Pilipinas* (BSP) as authorized to issue such financial instrument.<br><br>No further instructions. |
| 6.3 | The Bidder, by the act of submitting its bid, shall be deemed to have inspected the site and determined the general characteristics of the contract works and the conditions for this Project. Failure to furnish all information or documentation required in this Bidding Documents shall result in the rejection of the bid and the disqualification of the Bidder.<br><br>No further instructions. |
| 7 | No further instructions. |
| 8.1 | *"*Subcontracting is not allowed.*"* |
| 8.2 | *"*Not applicable". |
| 9.1 | The PAGASA will hold a **Pre-Bid Conference** for this Project on **13 December 2019, 09:30 a.m. at Amihan Conference Room, 2/F PAGASA Central Office, BIR Road, Diliman, QC (subject to change).**<br>The Pre-Bid Conference is open to prospective bidders, and in case of procurement of consulting services, the shortlisted bidder, but attendance shall not be mandatory. (a)<br>Bidder's duly authorized representatives must show proof of their authority to participate in the pre-bid conference, such as, **duly signed authorization, notarized secretary's certificate or special power of attorney.** |

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| | **Only two (2) representatives per bidder shall be allowed during the pre-bid conference.** |
| 10.1 | The Procuring Entity's address is: **PHILIPPINE ATMOSPHERIC GEOPHYSICAL AND ASTRONOMICAL SERVICES ADMINISTRATION (PAGASA)**<br><br>**Bids and Awards Committee**<br>Science Garden Complex, BIR Road<br>Diliman, Quezon City<br><br>*For further information, please refer to:*<br><br>**NOEL G. RAMOS**<br>Head, BAC Secretariat<br>Tel. No. (02) 434-1882<br>Email address: **pagasa_bac@yahoo.com** |
| 12.1 | The first envelope shall contain the eligibility and technical documents stated in the **ITB** Clause.<br><br>**Please refer to Checklist of Requirements for proper tabbing/labeling of documents to be submitted.** |
| 12.1(a)(i) | "No other acceptable proof of registration is recognized." |
| 12.1(a)(iii) | a) Bidders statement of all on-going and awarded but not yet started government and private contracts as of **26 December 2019.**<br><br>b) Bidder's statement of completed government and private contracts shall cover the five (5) years period prior to submission of bids on **26 December 2019.**<br><br>**Statements of all on-going and awarded but not yet started government and private contracts and completed government and private contracts forms are provided to the bidder as part of the Bidding Documents.**<br><br>c) The single largest contract in accordance with ITB and BDS Clause 5.4 shall be part of the statement of completed contracts. |
| 12.1(a)(iv) | **Valid PCAB License with at least small B category.** |
| 13.1 | "No additional Requirements" |
| 13.2 | The ABC is **Seven Million Four Hundred Thirty One Thousand Seven Hundred Twenty Nine Pesos and 39/100 (Php7,431,729.39).**<br><br>Any bid with a financial component exceeding this amount shall not be accepted. |
| 14.2 | "No further instructions." |
| 15.4 | Bid Prices shall be fixed. Adjustable price proposals shall be treated as non-responsive and shall be rejected. Price escalation may be allowed in extraordinary circumstances as may be determined by the National Economic and Development Authority in accordance with the Civil Code of the Philippines, and upon the recommendation of PAGASA. |
| 16.1 | The bid prices shall be quoted in Philippine Pesos.<br><br>Payment of the contract price shall be made in Philippine Pesos. |
| 16.3 | "No further instructions." |
| 17.1 | Bids will be valid for **120 days from the date of opening of bids**. |
| 18.1 | The bid security shall be in the following amount:<br><br>FORM OF SECURITY: • Cash or cashier's/manager's check issued by a Universal or Commercial Bank; **OR,** • Bank Draft/Guarantee or an Irrevocable Letter of Credit issued by a Universal or Commercial Ban; Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank<br>AMOUNT (Equal to Percentage of the ABC): 2% |

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| | • Surety bond callable upon demand accompanied by a certification by the Insurance Commission that the surety or insurance company is authorized to issue such instruments — 5%<br>• Bid Securing Declaration (GPPB Resolution No. 03-212) |
| 18.2 | **The bid security shall be valid for 120 calendar days from the date of opening of bids.** Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive. |
| 18.5(a)(iv) | The bid security may be forfeited:<br><br>(a) if a Bidder:<br>(i) withdraws its bid during the period of bid validity specified in **ITB** Clause 17;<br>(ii) does not accept the correction of errors pursuant to **ITB** Clause 27.3(b);<br>(iii) fails to submit the requirements within the prescribed period, or a finding against their veracity, as stated in **ITB** Clause 28.2; or<br>(iv) any other reason stated in the **BDS**.<br><br>(b) if the successful Bidder:<br>(i) fails to sign the contract in accordance with **ITB** Clause 31<br>(ii) fails to furnish performance security in accordance with **ITB** Clause 32; or<br>(iii) any other reason stated in the **BDS**.<br><br>***The following are additional grounds for forfeiture of bid security:***<br><br>1. Submission of eligibility requirements containing false information or falsified documents.<br>2. Submission of bids that contain false information or falsified documents, or the concealment of such information in the bids in order to influence the outcome of eligibility screening or any other stage of the public bidding.<br>3. Allowing the use of one's name, or using the name of another for purposes of public bidding.<br>4. Withdrawal of a bid, or refusal to accept an award, or enter into contract with the Government without justifiable cause, after the Bidder had been adjudged as having submitted the Lowest Calculated and Responsive Bid.<br>5. Refusal or failure to post the required performance security within the prescribed time.<br>6. Refusal to clarify or validate in writing its bid during post-qualification within a period of seven (7) calendar days from receipt of the request for clarification.<br>7. Any documented unsolicited attempt by a bidder to unduly influence the outcome of the bidding in his favor.<br>8. Failure of the potential joint venture partners to enter into the joint venture after the bid is declared as successful.<br>9. All other acts that tend to defeat the purpose of the competitive bidding, such as habitually withdrawing from bidding, submitting late Bids or patently insufficient bid, for at least three (3) times within a year, except for valid reasons. |
| 18.5(b)(iii) | No further instructions. |
| **Error! Reference source not found.**&2 | Bidders shall enclose their original eligibility and technical documents described in **ITB** Clause 12 in one sealed envelope and the original of their financial component in another sealed envelope with the following marking on each of the two envelopes: |

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| | **(Indicate above if "Original" "Copy 1", or "Copy 2")**<br>**TECHNICAL COMPONENT**<br>**BID FOR THE**<br>_____<br>ITB No. _____<br><br>Company Name (in capital letters)<br>Company Address (in capital letter)<br><br>ENGR. CATALINO L. DAVIS<br>Chairperson<br>PAGASA BIDS AND AWARDS COMMITTEE<br>PAGASA Science Garden Complex, BIR Road, Diliman, Quezon City<br><br>DO NOT OPEN BEFORE _____<br>(Indicate the Date and Time of Opening of Bids)<br><br>**(Indicate above if "Original "Copy 1", or "Copy 2")**<br>**FINANCIAL COMPONENT**<br>**BID FOR THE**<br>_____<br>ITB No. _____<br><br>Company Name (in capital letters)<br>Company Address (in capital letter)<br><br>ENGR. CATALINO L. DAVIS<br>Chairperson<br>PAGASA BIDS AND AWARDS COMMITTEE<br>PAGASA Science Garden Complex, BIR Road, Diliman, Quezon City<br><br>DO NOT OPEN BEFORE _____<br>(Indicate the Date and Time of Opening of Bids)<br><br>Non-compliance on the sealing and marking of Bids shall be a ground for rejection of the bidder's bid documents and outright disqualification.<br><br>Each copy of the first and second envelopes shall be similarly sealed duly marking the inner envelopes as "COPY NO. ___ - TECHNICAL COMPONENT" and "COPY NO. ___ – FINANCIAL COMPONENT" and the outer envelope as "COPY NO. ___", respectively. These envelopes containing the original and the copies shall then be enclosed in one single envelope.<br><br>No further instructions. |
| 20.3 | Each Bidder shall submit ***0ne (1)*** original and ***two (2)*** copies of the first and second components of its bid. |
| 21 | The address for submission of bids is: **PAGASA BAC OFFICE, Science Garden Complex, *BIR Road, Diliman, Quezon City* 1101.**<br><br>The deadline for submission of bids is ***on or before 26 December 2019 at 09:30 a.m.*** |
| 24.1 | The place of bid opening is: **2/F Amihan Conference Room, PAGASA Central Office, BIR Road Diliman, Quezon City.** ***Any changes in the venue will be announced by the PAGASA-BAC prior to the date and time of opening of bids.*** |

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| | The date and time of bid opening is ***on or before 26 December 2019 at 09:31 a.m.*** |
| 25.1 | Members of the BAC, including its staff and personnel, as well as its Secretariat and TWG, are prohibited from making or accepting any kind of communication with any bidder regarding the evaluation of their bids until the issuance of the Notice of Award, unless otherwise allowed in the **BDS** or in the case of **ITB** Clause 26.<br><br>No further instructions. |
| 27.3 | The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all bids rated "passed," using non-discretionary "pass/fail" criterion. Unless otherwise specified in the **BDS**, the BAC shall consider the following in the evaluation of bids:<br><br>(a) Completeness of the bid. Unless the ITB specifically allows partial bids, bids not addressing or providing all of the required items in the Schedule of Requirements including, where applicable, bill of quantities, shall be considered non-responsive and, thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a "0" (zero) for the said item would mean that it is being offered for free to the Procuring Entity; and<br><br>(b) Arithmetical corrections. Consider computational errors and omissions to enable proper comparison of all eligible bids. It may also consider bid modifications. Any adjustment shall be calculated in monetary terms to determine the calculated prices. |
| 27.3(b) | The Bidder may modify its bid after it has been submitted; provided that the modification is received by the Procuring Entity prior to the deadline prescribed for submission and receipt of bids. The Bidder shall not be allowed to retrieve its original bid, but shall be allowed to submit another bid equally sealed, properly identified, linked to its original bid marked as "TECHNICAL MODIFICATION" or "FINANCIAL MODIFICATION" and stamped "received" by the BAC. Bid modifications received after the applicable deadline shall not be considered and shall be returned to the Bidder unopened. |
| 27.5 | No further instructions. |
| 28.2(b) | Bidders shall submit an EFPS-generated Income and Business Tax Returns; The bidder may submit a manually filed tax return; Provided, that these documents must first be presented to the Revenue District Office (RDO) with jurisdiction over the taxpayer for authenticity check and stamping. The Bidder must attach a justification why the same was manually filed.<br>***NOTE:*** *The latest income and business tax returns are those within the last six months preceding the date of bid submission.* |
| 28.2(d) | Permits from the local government units and other government agencies pertinent and relevant to the project must be made available to the Procuring Entity. |
| 31.4(g) | *List additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the Department of Labor and Employment, and PERT/CPM.* |
| 33.2 | The effective date of the Contract is the date of the Bidder's receipt of the Notice to Proceed. |