

The Republic of the Philippines

**Procurement of Security Services
for Various Plants and Facilities
for 2019**

PSALM Offices
**(Project Reference No. 2019-PB-SS-PO-011-
01)**



Supplemental Bid Bulletin No. 1

04 March 2019

**SUPPLEMENTAL BID BULLETIN NO. 1
FOR THE PROCUREMENT OF SECURITY SERVICES FOR VARIOUS PLANTS AND
FACILITIES FOR CY 2019**

PSALM OFFICES

1. NOTICE TO BIDDERS

Bidders are hereby notified of the amendments, revisions, modifications and clarifications to the Invitation to Bid (ITB) dated 16 February 2019 for the Procurement of Security Services for PSALM Offices.

This Supplemental Bid Bulletin is being issued to clarify the documents and specific attachments that must be submitted by the Bidder. Attached herewith is the revised Checklist/Evaluation Sheet of Requirements for Bidders in lieu of the checklist originally included in the Bidding Documents, for the Bidder's reference and guidance.

In any case, it is conclusively presumed that the Bidder, in preparing their bids, has taken into account the information and procedures set forth in the ITB.

2. CLARIFICATION TO ITEM I(1)(D) AND ITEM I(4) OF THE CHECKLIST/EVALUATION SHEET OF REQUIREMENTS FOR BIDDER

The following activities in Item I(1)(d) and Item I(4) of the Checklist/Evaluation Sheet of Requirements for Bidder are hereby amended:

FROM:

The FIRST ENVELOPE shall contain the following eligibility and technical documents:

1.	PhilGEPs Certificate of Registration and Membership (Platinum Membership) in accordance with Section 8.5.2 of the IRR of R.A. 9184
	a. xxx xxx xxx
	b. xxx xxx xxx
	c. xxx xxx xxx
	d. The prospective bidder's Audited Financial Statement, showing, among others, the prospective bidder's total and current and liabilities, stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar year, which should not be earlier than two (2) years from bid submission.
4.	NFCC computation in accordance with ITB Clause 5.5 (<i>Form No. ELIG-03</i>) or a committed Line of Credit from a universal or commercial bank (<i>Form No. PSALM-03</i>)

TO:

1.	PhilGEPs Certificate of Registration and Membership (Platinum Membership) in accordance with Section 8.5.2 of the IRR of R.A. 9184
	a. xxx xxx xxx
	b. xxx xxx xxx
	c. xxx xxx xxx

	<p>d. The prospective bidder's Audited Financial Statement, showing, among others, the prospective bidder's total and current and liabilities, stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar year, which should not be earlier than two (2) years from bid submission.</p> <p><u>In accordance with Section 2 of the Bureau of Internal Revenue Regulation 07-2007, the Audited Financial Statement shall be composed of the following:</u></p> <ul style="list-style-type: none"> a. <u>Balance Sheet;</u> b. <u>Income Statement/Profit and Loss Statement;</u> c. <u>Statement of Changes in Equity, showing either:</u> <ul style="list-style-type: none"> d. <u>1. All changes in equity</u> e. <u>2. Changes in equity, other than those arising from transactions with equity holders acting in their capacity as equity holders;</u> f. <u>d. Statement of Cash Flow;</u> g. <u>Notes, comprising a summary of significant accounting policies and other explanatory notes; and</u> h. <u>Schedules attached to the afore-cited statements.</u>
4.	<p>NFCC computation in accordance with ITB Clause 5.5 (<i>Form No. ELIG-03</i>) or a <u>duly notarized</u> committed Line of Credit from a universal or commercial bank (<i>Form No. PSALM-03</i>)</p>

The adjustment in Item I(1)(d) was made to specify the documents that must be attached to the Audited Financial Statement as stated in the Bid Data Sheet.

The adjustment in item I(4) was made to specify that the document must be duly notarized.

3. CLARIFICATION TO ITEM II(6), II(7) AND ITEM II(8) OF THE CHECKLIST/EVALUATION SHEET OF REQUIREMENTS FOR BIDDER

FROM:

II. TECHNICAL DOCUMENTS

6.	<p>The Bid Security, in accordance with ITB Clause 18, shall be any of the following:</p> <ul style="list-style-type: none"> a. Bid Securing Declaration (<i>Form No. TEC-01</i>) xxx xxx xxx d. Irrevocable letter of credit - 2% of ABC (<i>Form No. TEC-03</i>)
7.	<p>Conformity with technical specifications, as enumerated and specified in Sections VI and VII of the Bidding Documents (<i>Form No. TEC-04</i>)</p>
8.	<p>Sworn statement in accordance with Section 25.3 of the IRR of RA 9184 and using the form prescribed in Section VIII. Bidding Forms (<i>Form No. TEC-05</i>)</p>

TO:

6.	<p>The Bid Security, in accordance with ITB Clause 18, shall be any of the following:</p> <ul style="list-style-type: none"> a. <u>Duly notarized</u> Bid Securing Declaration (<i>Form No. TEC-01</i>) b. xxx xxx xxx c. xxx xxx xxx
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	d. <u>Duly notarized</u> Irrevocable letter of credit - 2% of ABC (<i>Form No. TEC-03</i>)
7.	Conformity with technical specifications, as enumerated and specified in Sections VI and VII of the Bidding Documents, using the form prescribed in Section VIII. Bidding Forms (<i>Form No. TEC-04</i>). Form No. TEC-04 must be accomplished and duly notarized.
8.	Sworn statement in accordance with Section 25.3 of the IRR of RA 9184 using the form prescribed in Section VIII. Bidding Forms (<i>Form No. TEC-05</i>). <u>The Omnibus Sworn Statement (Form No. TEC-05) must be accompanied by a duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable, stating that the signatory is the duly authorized representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract.</u>

The adjustments in item II (6) were made to clarify that the aforementioned documents must be duly notarized.

The adjustment in item II(7) was made to clarify that the bidder must use FORM NO. TEC-04 provided and have the accomplished form duly notarized.

The adjustment in item II(8) was made to clarify that the bidder must submit a duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable, in addition to the Omnibus Sworn Statement (Form No. TEC-05).

Please be guided accordingly.

Quezon City, 04 March 2019.



MARIA ILYN G. ALBITO
Chairperson
Bids and Awards Committee

Checklist/Evaluation Sheet of Requirements for Bidder

The FIRST ENVELOPE shall contain the following eligibility and technical documents:

PSALM REQUIREMENTS Submitted <input checked="" type="checkbox"/> Not-submitted <input checked="" type="checkbox"/>	REMARKS
I. ELIGIBILITY DOCUMENTS	
CLASS "A" Documents	
1. PhilGEPS Certificate of Registration and Platinum Membership together with Annex "A" in accordance with Section 8.5.2 of the IRR	
a. Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives,	
b. Mayor's/Business Permit for 2019 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. In cases of recently expired Mayor's/Business Permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal for CY 2019: Provided, that the renewed permit shall be submitted as a post-qualification requirement.	
c. Tax clearance per Executive Order No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR). Provisionary Tax clearance is not acceptable under GPPB Resolution No. 1-2014. Pursuant to Revenue Memorandum Order No. 46-2018 dated 4 September 2018, Tax Clearances for Bidding Purposes shall only be valid after the same have been posted in the BIR Website. The information that shall be posted in the BIR website shall only include the taxpayer's name, TIN, the RDO where the taxpayer is registered, the Tax Clearance's Control Number and the Date of Issuance.	

<p>d. The prospective bidder's Audited Financial Statement, showing, among others, the prospective bidder's total and current and liabilities, stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar year, which should not be earlier than two (2) years from bid submission.</p> <p><u>In accordance with Section 2 of the Bureau of Internal Revenue Revenue Regulation 07-2007, the Audited Financial Statement shall be composed of the following:</u></p> <ul style="list-style-type: none"> a. <u>Balance Sheet;</u> b. <u>Income Statement/Profit and Loss Statement;</u> c. <u>Statement of Changes in Equity, showing either:</u> <ul style="list-style-type: none"> 1. <u>All changes in equity</u> 2. <u>Changes in equity, other than those arising from transactions with equity holders acting in their capacity as equity holders;</u> d. <u>Statement of Cash Flow;</u> e. <u>Notes, comprising a summary of significant accounting policies and other explanatory notes; and</u> f. <u>Schedules attached to the afore-cited statements.</u> 	
<p>2. Statement of all its ongoing government and private contracts within the period stated in the BDS, including contracts awarded but not yet started, if any (Form No. ELIG-01)</p>	
<p>3. Statement of Single Largest Completed Contract which is Similar in Nature during the Last Three (3) Years (Form No. ELIG-02)</p>	
<p>4. NFCC computation in accordance with ITB Clause 5.5 (Form No. ELIG-03) or a <u>duly notarized</u> committed Line of Credit from a universal or commercial bank (Form No. PSALM-03)</p>	
<p>CLASS "B" Documents</p>	
<p>5. If applicable, the Joint Venture Agreement (JVA) in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners in accordance with Section 23.1(b) of the IRR. (Form No. ELIG-04)</p>	
<p>II. TECHNICAL DOCUMENTS</p>	
<p>6. The Bid Security, in accordance with ITB Clause 18, shall be any of the following:</p>	

a. <u>Duly notarized</u> Bid Securing Declaration (<i>Form No. TEC-01</i>)	
b. Cash or cashier's/manager's check issued by a Universal or Commercial Bank - 2% of ABC	
c. Bank Guarantee - 2% of ABC (<i>Form No. TEC-02</i>)	
d. <u>Duly notarized</u> Irrevocable letter of credit - 2% of ABC (<i>Form No. TEC-03</i>)	
e. Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security- 5% of ABC	
7. Conformity with technical specifications, as enumerated and specified in Sections VI and VII of the Bidding Documents, <u>using the form prescribed in Section VIII. Bidding Forms (<i>Form No. TEC-04</i>).</u> Form No. TEC-04 must be accomplished and duly notarized.	
8. Sworn statement in accordance with Section 25.3 of the IRR of RA 9184 using the form prescribed in Section VIII. Bidding Forms (<i>Form No. TEC-05</i>). <u>The Omnibus Sworn Statement (Form No. TEC-05) must be accompanied by a duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable, stating that the signatory is the duly authorized representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract.</u>	

The SECOND ENVELOPE shall contain the following:

III. FINANCIAL COMPONENT	
1. Duly Signed and completed Bid Form (<i>Form No. FIN-01</i>)	
2. Duly Signed and completed Detailed Bid Price Schedule (<i>Form No. FIN-01A</i>)	

3. Duly Signed and completed Computation of Bid Price for Security Guard (8-Hour Duty) (<i>Form No. FIN - 01B</i>)	
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