



NATIONAL FOOD AUTHORITY
Southern Tagalog Region (Region IV)

Balagtas, Batangas City 4200 Tel. No. (043) 724-7481/783-3325 bac.region4@nfa.gov.ph www.nfa.gov.ph

**SUPPLEMENTAL BULLETIN
ADENDUM NO. 1**

This Supplemental Bulletin/Addendum No. 1 is issued to modify or amend hereunder items in the Bidding Documents for the **Rehabilitation/Re-piping of Comfort Rooms and Sanitary Sewerage System of NFA Regional Office IV Building, Balagtas, Batangas City** posted at the NFA website and NFA RBAC bulletin board, with details as follows:

FROM	TO
<p>Section III. Bid Data Sheet ITB Clause 5.2</p> <p>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:</p> <p>XXX—xxx—XXX</p> <p><i>Assembly and Installation of Comfort Room Fixtures and Accessories.</i></p>	<p>Section III. Bid Data Sheet ITB Clause 5.2</p> <p>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:</p> <p>XXX—xxx—XXX</p> <p><i>Assembly and Installation of Comfort Room Fixtures and Accessories.</i></p> <p>The Bidders should have completed within the last three (3) years from the date of submission and receipt of bids, a Contract similar to the Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA’s CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.</p>
<p>ITB Clause 20</p> <p>Within a non-extendible period of five (5) calendar days from receipt of the notice from the BAC that the bidder has the Lowest Calculated Bid (LCB), the Bidder shall submit three (3) certified photocopies of its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS), as follows:</p> <p>XXX—xxx—XXX</p> <p>The bidder shall submit one (1) originally signed certified true copy of the original documents and three (3) photocopies of each of the above documentary requirements with corresponding tabbing.</p>	<p>ITB Clause 20</p> <p>Within a non-extendible period of five (5) calendar days from receipt of the notice from the BAC that the bidder has the Lowest Calculated Bid (LCB), the Bidder shall submit one (1) originally signed certified true copy of the original documents and two (2) photocopies of its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS), as follows:</p> <p>XXX—xxx—XXX</p> <p>The bidder shall submit one (1) originally signed certified true copy of the original documents and three (3) photocopies of each of the above documentary requirements with corresponding tabbing.</p>





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FROM	TO
<p>continuation...</p> <p>The legal documents which were not required for submission during Opening of Bids namely the Class "A" eligibility documents covered by Section 8.52.2 of the 2016 Revised IRR of RA 9184 shall still be subjected to post-qualification process to ascertain that the same are current and updated which will support the veracity, authenticity and validity of the Certificate of PhilGEPS Registration (Platinum Membership) submitted by the bidder.</p>	<p>continuation...</p> <p>The legal documents which were not required for submission during Opening of Bids namely the Class "A" eligibility documents covered by Section 8.52.2 of the 2016 Revised IRR of RA 9184 shall still be subjected to post-qualification process to ascertain that the same are current and updated which will support the veracity, authenticity and validity of the Certificate of PhilGEPS Registration (Platinum Membership) submitted by the bidder.</p>
<p>Section V. Special Condition of the Contract</p> <p>XXX—xxx—XXX</p> <p>Obligations of NFA</p> <p>2. To conduct regular inspection, prepare the corresponding report on the progress of the Project, inform the contractor in writing of defects, found if any, and require same to correct the defects within three (3) days.</p> <p>XXX—xxx—XXX</p>	<p>Section V. Special Condition of the Contract</p> <p>XXX—xxx--XXX</p> <p>Obligations of NFA</p> <p>2. To conduct regular inspection, prepare the corresponding report on the progress of the Project, inform the contractor in writing of defects, found if any, and require same to correct the defects within seven (7) days.</p> <p>XXX—xxx—XXX</p>
<p>Section VI. Specifications</p> <p>XXX—xxx—XXX</p> <p>VII. Duties and Responsibilities</p> <p>XXX—xxx—XXX</p> <p>B. National Food Authority</p> <p>2. During Project Implementation</p> <p>2.3 Ensure timely payment of fees due to the Contractor on a monthly basis provided that the Contractor submitted complete supporting documents for the processing of such fees.</p> <p>XXX—xxx—XXX</p>	<p>Section VI. Specifications</p> <p>XXX—xxx—XXX</p> <p>VII. Duties and Responsibilities</p> <p>XXX—xxx—XXX</p> <p>B. National Food Authority</p> <p>2. During Project Implementation</p> <p>2.3 Ensure timely payment of fees due to the Contractor based on schedule of payment or progress payment on percentage of work accomplishments provided that the Contractor submitted complete supporting documents for the processing of such fees.</p> <p>XXX—xxx—XXX</p>





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FROM	TO
IX. WARRANTY XXX—xxx—XXX The Contractor shall undertake the repair works of defects, at his own expense, within ninety (90) calendar days to commence within seven (7) calendar days from receipt of order to undertake repair from NFA. To guarantee that the Contractor shall perform his responsibilities for defects, it shall be required to post a Warranty Security in accordance with the following schedule: XXX—xxx—XXX	IX. WARRANTY XXX—xxx—XXX The Contractor shall undertake the repair works of defects, at his own expense, within ninety (60) calendar days to commence within seven (7) calendar days from receipt of order to undertake repair from NFA. To guarantee that the Contractor shall perform his responsibilities for defects, it shall be required to post a Warranty Security in accordance with the following schedule: XXX—xxx—XXX

REVISED CHECKLIST

CHECKLIST OF REQUIREMENT FOR BIDDERS

INSTRUCTIONS:

The following required documents shall be accomplished, satisfied and submitted in chronological order with appropriate tabbing, to the **NFA Conference Room, 3rd Floor, NFA Office Building, Balagtas, Batangas City on or before 1:00PM on October 03, 2022.** Prospective Bidders are required to submit in three (3) copies (1 originally signed certified true copy of the original documents and 2 certified photocopies) each of the required documents. All pages of the Bid, including attachments thereto shall be initialed by the person signing the Bid.

DOCUMENTS REQUIRED DURING OPENING OF BIDS

I. FIRST (ENVELOPE ELIGIBILITY AND TECHNICAL COMPONENT OF BID)	
Annex 1	Updated and valid PhilGEPS Registration Certificate (Platinum Membership) composed of three (3) pages inclusive of the List of Eligibility documents submitted by the bidder in the PhilGEPS Supplier Registry per GPPB Resolution No. 15-2021 dated October 14, 2021
Annex 2	Duly signed Statement of All On-going Government and Private Contracts, including Contracts Awarded But Not Yet Started. <i>If there is no ongoing contract including awarded but not yet started as of the aforementioned period, state "NONE"</i>
Annex 3	Duly signed Statement of Bidder's Single Largest Completed Contract (Within the last 3 years), a contract similar to the Project and the value of which, adjusted to current prices using the Philippine Statistics Authority (PSA) consumer price indices, must be at least 50% of the ABC. The Statement of Bidder's Single Largest Completed Contract must also be supported by ANY of the following: (a) End User's Certificate of Acceptance must be at least has a SATISFACTORY rating or CPES Rating Sheet; (b) Sales Invoice(s) for the said completed contract; (c) Official Receipt(s) for the said completed contract; <i>For contracts with private sector, an equivalent document shall be submitted</i>





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Annex 4	Philippine Contractors Accreditation Board (PCAB) License; or Special PCAB License in case of Joint Venture and Registration for the type and cost of the contract to be bid
Annex 5	Bid Security in the form of duly notarized Bid Securing Declaration or Bid Security in the form of Cash or Cashier's/Manager's check issued by a universal or commercial bank in the amount not less than 2% of the ABC or Bid Security in the form of bank draft/guarantee or irrevocable letter of credit in the amount not less than 2% of the ABC accompanied by a confirmation from a Universal or Commercial Bank or Bid Security in the form of surety bond the amount not less than 5% of the ABC accompanied by a certification by the Insurance Commission that the surety or insurance company is authorized to issue such instruments;
Annex 6	Duly notarized Omnibus Sworn Statement by the bidder or its duly authorized representative in the form prescribed by the GPPB
FOR PROJECT REQUIREMENTS	
Annex 7	Contractor's Profile (Standard Form INFR-26)
Annex 8	Organizational Chart for the Contract to be bid (Standard Form INFR-44)
Annex 9	List of Contractor's key personnel (Project Manager, Project Engineer, Foreman, Safety Officer), to be assigned to the contract to be bid, with their complete qualification and experience data. These personnel must meet the required length of experience.
Annex 10	Contractor's Letter-Certificate to Procuring Entity (Supplement to the Organizational Chart of the Contract (Standard Form INFR-45)
Annex 11	Key Personnel's Certificate of Employment (Standard Form INFR-46)
Annex 12	Key Personnel's Bio-data (Standard Form INFR-47)
Annex 13	Qualification of Key Personnel Proposed to be assigned to the Contract (Standard Form INFR-48)
Annex 14	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 (Standard Form INFR-49)
Annex 15	Affidavit of Site Inspection (Standard Form INFR-51)
Annex 16	Bidder's Statement of Conformity to Specifications
Annex 17	Proposed Construction Safety and Health Program
FINANCIAL DOCUMENTS	
Annex 18	The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) including Financial Position and Financial Program
Annex 19	If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case of joint venture is already in existence; or duly notarized statements from all the potential joint venture partners stating they will enter into and abide by the provisions of the JVA in the instance that the bid is successful
II. SECOND ENVELOPE (FINANCIAL COMPONENT ENVELOPE)	
Annex 20	Original duly signed and accomplished Financial Bid Form
Annex 21	Original duly signed Bid Prices in Bill of Quantities (Section III. Bill of Quantities)
Annex 22	Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates and equipment rental used in coming up with the Bid
Annex 23	Cash Flow by month and payment schedule





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DOCUMENTS REQUIRED FOR POST-QUALIFICATION PROCESS (For Lowest Calculated and Responsive Bidder(s) (LCRB))

Within non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid.

- a. the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS).

Document Particulars	For Individual Taxpayer	For Non-Individual Taxpayer
	BIR Form Number	
1. Income Tax Return for 1 ST and 2 nd Quarter of 2022	1701-Q	1702-Q
2. Business Tax Return		
a. Quarterly Value Added Tax Return for 1 ST and 2 nd Quarter of 2022	2550-Q	2550-Q
or		
b. Quarterly Percentage Tax Return for 1 st and 2 nd Quarter of 2022	2551-Q	2551-Q

The legal documents which were not required for submission during Opening of Bids namely the Class “A” eligibility documents covered by Section 8.52.2 of the 2016 Revised IRR of RA 9184 shall still be subjected to post-qualification process to ascertain that the same are current and updated which will support the veracity, authenticity and validity of the Certificate of PhilGEPS Registration (Platinum Membership) submitted by the bidder.

DOCUMENTS REQUIRED PRIOR TO CONTRACT SIGNING

The following documents shall be submitted by the winning bidder within ten (10) calendar days from the receipt of Notice of Award (NOA):

Annex 24	Valid JVA, if applicable
Annex 25	Sworn Statement on Compliance to Protest Mechanism Provided in Article XVII of RA 9184 or Notarized Statement/Waiver and Undertaking by the Bidder to strictly comply with and abide the provision of Section 58 in relation to Section 55, 56 and 57 of the RA 9184
Annex 26	Construction Schedule and S-Cure/Program Evaluation Review Technique (PERT)/Critical Path Method (CPM) (Standard Form INFR-41)
Annex 27	Manpower Utilization Schedule (Standard Form INFR-42)
Annex 28	Equipment Utilization Schedule (Standard Form INFR-50)
Annex 29	Narrative Description of Construction Procedures/Methods (Standard Form INFR-43)
Annex 30	Construction Safety and Health Program approved by the Department of Labor and employment, evidence of submission as received by DOLE is acceptable.
Annex 31	Performance Security

REVISED FORM





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STATEMENT OF ALL ON-GOING GOVERNMENT & PRIVATE CONTRACTS INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED

Business Name : _____

Business Address : _____

Name of Contract/ Location, Project Cost	a. Owner Name b. Address c. Telephone Nos.	Nature of Work	Contractor's Role (ITB Clause 12.1 (a)(iii)(ii.6))		a. Date Awarded b. Date Started c. Date of Completion	% of Accomplishment		Value of Outstanding Works/Undelivered Portion
			Description (sole contractor, sub- contractor, or partner in JV)	% of participation		Planned	Actual	
Government								
Private								
TOTAL COST								

Submitted by : _____
(Printed Name & Signature of Authorized Representative)

Designation : _____

Date : _____

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STATEMENT OF SINGLE LARGEST COMPLETED CONTRACTS (SLCC)

(within the last three (3) years)

(For this purpose, similar contracts shall refer to General Building Repair and Construction)

Business Name : _____
Business Address : _____

Name of Contract/ Location, Project Cost	a. Owner Name b. Address c. Telephone Nos.	Nature of Work	Contractor's Role <i>(ITB Clause 12.1 (a)(iii)(ii.6))</i>		a. Date Awarded b. Date Started c. Date of Completion	a. Amount at Award b. Amount at Completion		a. Date Awarded b. Date Completed
			Description <i>(sole contractor, sub- contractor, or partner in JV)</i>	% of participation				
Government								
Private								
TOTAL COST								

Note: The Statement of Bidder's Single Largest Completed Contracts (SLCC) must also be supported by **ANY** of the following:

- a) End User's Certificate of Acceptance must be at least has a SATISFACTORY rating or CPES Rating Sheet
- b) Sales Invoice(s) for the said completed contract
- c) Official Receipt(s) for the said completed contract

For contracts with private sector, an equivalent document shall be submitted

Submitted by : _____
(Printed Name & Signature of Authorized Representative)
Designation : _____
Date : _____



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BID FORM

Date: _____

To: **NATIONAL FOOD AUTHORITY**
SOUTHERN TAGALOG REGIONAL OFFICE (REGION IV)
Address: **Balagtas, Batangas City**

We, the undersigned, declare that:

We have examined and have no reservation to the Bidding Documents, including Addenda, for the Project **“Rehabilitation/Re-piping of Comfort Rooms and Sanitary Sewerage System of NFA Regional Office IV Building, Balagtas, Batangas City”** under **Project Reference No. ROIV-INFR-2022-011**.

- (a) We offer to execute the Works for this Contract in accordance with the Bid and Bid Data Sheet, General and Special Conditions of Contract accompanying this Bid;

Total Amount of Bid before Tax (in figures) _____

Add: Total Amount of Tax:

Value Added Tax	_____
Income tax	_____
Local Taxes	_____
Other Taxes	_____
Total Taxes	_____

The Total Price of our Bid (after Tax)

In Figures _____

In Words _____

- (b) The total price of our Bid in words and figures, excluding any discounts offered below is: *[insert information]*;
- (c) The discounts offered and the methodology for their application are: *[insert information]*;
- (d) Our Bid shall be valid for a period of 120 days from the date fixed for the Bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (e) If our Bid is accepted, we commit to obtain a Performance Security in the amount of percentage specified in ITB Clause 32.2 of the Contract Price for the due performance of the Contract;
- (f) Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from the following eligible countries: *[insert information]*;





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- (g) We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- (h) Our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, has not been declared ineligible by the Funding Source;
- (i) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
- (j) We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- (k) We likewise certify/confirm that the undersigned, is the duly authorized representative of the 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 for the **“Rehabilitation/Re-piping of Comfort Rooms and Sanitary Sewerage System of NFA Regional Office IV Building, Balagtas, Batangas City”** of the National Food Authority Southern Tagalog Regional Office (Region IV).
- (l) We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: _____

In the capacity of: _____

Signed: _____

Duly authorized to sign the Bid for and on behalf of: _____

Date:_____



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ADDITIONAL FORM

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S

Sworn Statement on Compliance to the Protest Mechanism Provided in Article XVII of RA 9184

The undersigned Name of Authorized Representative , in his/her capacity as the _____, and as authorized signatory of Name of Company , a single/proprietorship/partnership/corporation, duly registered and existing under the laws of the Philippines after having been duly sworn in accordance with law, do hereby depose, state, warrant, waive and undertake the following, in relation to the Bidding for Rehabilitation/Re-piping of Comfort Rooms and Sanitary Sewerage of NFA Regional Office IV Building, Balagtas, Batangas City.

1. That the (Name of Company) and any and all of its officers, directors or controlling stockholders/owners hereby undertake and commit to duly and strictly comply and abide with the following:

“Any Court action including any petition for a preliminary or mandatory injunction or a temporary restraining order, or any other provisional remedy may be resorted to only after the protests contemplated in the Instructions to Bidders shall have been completed and all administrative remedies have been exhausted. Cases that are filed in violation of the process specified herein shall be dismissed of lack of jurisdiction. The regional trial court shall have jurisdiction over final decisions of the head of procuring entity. Court actions shall be governed by Rule 65 of the 1997 Rules of Civil Procedure.”

2. That failure on the part of the _____ and/or any and all of its officers, directors or controlling stockholders/owners to comply and abide with the above-stated provisions shall result to the automatic dismissal for lack of jurisdiction, lack of cause of action, prematurity and/or forum shopping of any court action that may be filed by _____ and/or any and all of its officers, directors or controlling stockholders/owners or by anyone in behalf of the latter relative, pertinent, corollary to or in connection with the subject bidding process;

a. That the _____ and/or any and all of its officers, directors or controlling stockholders/owners hereby bind themselves that any such court action that may be filed relative or pertinent to the bidding process concerned can only be filed in the jurisdiction of the courts of Quezon City of the complete exclusion of any other venue as said other venues are hereby completely waived;

b. That further, failure to comply and abide with the immediately foregoing shall result to the automatic dismissal of such court action that may be filed for lack of jurisdiction or lack of cause of action;

The undersigned further attests to the truth and correctness of the foregoing statements, waivers and undertakings according to his/her personal knowledge.

SIGNED this _____ day of _____ at _____.

Signature over Printed Name of Affiant





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SUBSCRIBED AND SWORN to before me this _____ day _____ of _____ in the _____, affiant exhibited to me his/her Government Identification Card _____.

NOTARY PUBLIC

Doc. No. _____

Page No. _____

Book No. _____

Series of 20 _____





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All similar items in the bidding documents of the project not consistent with the above provisions shall likewise be changed, amended and corrected accordingly.

Pursuant to Section 22.5 of the 2016 Revised IRR of RA 9184, this Supplemental Bid Bulletin is issued for the information and guidance of prospective bidders and shall form part of the Bidding Documents for the said project.

Issued this 23rd day of September 2022.


ROY Q. UNTIVEROS
Assistant Regional Manager and
Chairman, Bids and Awards Committee (BAC)
NFA Southern Tagalog Region