



**Republic of the Philippines**  
**Clark International Airport Corporation**  
**Bids and Awards Committee**  
Corporate Office Building, Clark Freeport Philippines  
Tel No. 045 – 599 – 2888 /Fax No. 045 – 599 –2888 loc 181

## **SUPPLEMENTAL/BID BULLETIN NO.2**

This Supplemental/Bid Bulletin is issued to modify, amend or clarify items in the issued Bidding Documents for the SEALING OF JOINTS AT RUNWAY 02R/20L.

This shall form an integral part of the said Bid/Tender Documents.

Reminders and Clarifications:

1. All documents to be submitted must be valid and updated. For documents on process for application, certifications in lieu of the required documents will not be honored.
2. All prospective bidders are required to submit three sealed envelopes. Envelope 1 shall contain the **Eligibility Documents**; Envelope 2 shall contain the **Technical Proposal** and Envelope 3 shall contain the **Financial Proposal**. Each envelope must contain one original copy and two duplicates of the required documents.
3. All prospective bidders are instructed to follow the sequence of the required documents as provided in the checklist. It was likewise advised to use tabs and provide table of contents.
4. The following documents are required to be **notarized**:
  - a. Certification of Non-inclusion in the Blacklist
  - b. Credit Line Certificate
  - c. Letter of Authority to Validate Submitted Documents
  - d. Certificate of Authenticity
  - e. Certificate of Availability of Manpower, Equipment and Materials
  - f. Affidavit of site Inspection
  - g. Authority of Signatory
  - h. Certificate of compliance with Labor Laws and Standards
  - i. Affidavit of Disclosure of No relationship
  - j. Certification on Bidder's Responsibilities
5. The validity period for the bid price and bid security shall be 120 calendar days from the date of the opening of bids.
6. For the required list of similar completed government and private contracts, the value of the prospective bidder's single largest contract must be at least 50% of the ABC or Php 733,000.00.
7. For the Net Financial Contracting Capacity (NFCC), the NFCC should be at least equal to the ABC or Php 1,466,000.00.
8. For the cash deposit certificate, it should certify a **hold out** of cash deposit in the amount equal to at least 10% of the ABC or Php 146,600.00. The said amount will be **put on hold** until the duration of the project.
9. It is a mandatory requirement that the original and the number of copies of the Bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to

bind the Bidder to the Contract. All pages of the Bid shall be initialed by the person or persons signing the Bid as indicated in the Secretary's Certificate or Special Power of Attorney.

10. All photocopied documents to be submitted to the BAC must be signed by the Bidder or his duly authorized representative (as indicated in the Secretary's Certificate or Special Power of Attorney) certifying that such documents are true copy of the original. The original copy of the documents will be verified during the post-qualification.
11. Supplemental/Bid Bulletins shall be issued to all prospective bidders via e-mail, fax, or registered mail. All prospective bidders are required to submit an acknowledgment receipt for the said supplemental/bid bulletins to the Office of the BAC Secretariat also via e-mail, fax, or registered mail.
12. The last day for the submission of queries or request for clarification is September 26, 2008 (Friday), 5:00 PM.
13. The schedule for the Submission and Opening of Bids is on October 7, 2008 (Tuesday), 3:00 PM at the Clark International Airport Corporation, Board Room, Corporate Office Building, Clark Freeport Philippines. **Late bids will not be accepted.** The reference for the time shall be the biometric system situated within the Corporate Office Building.

#### **FINAL CHECKLIST:**

#### **Checklist of Eligibility Requirements for Bidders**

**The Eligibility Envelope shall contain the following:**

#### **CLASS "A" DOCUMENTS**

#### **LEGAL DOCUMENTS**

- Department of Trade and Industry (DTI) business name registration or SEC Registration Certificate, whichever may be appropriate under existing laws of the Philippines, supported with the necessary information using the prescribed forms (**Sample Form No. SF Good-08**)
- Valid and current Mayor's permit/municipal license (**Sample Form No. SF Good-09**)
- BIR Registration Certification, which contains the Taxpayer's Identification Number (**Sample Form No. SF-Good -010**)
- Notarized Statement of the prospective bidder that it is not "blacklisted" or barred from bidding by the Government or any of its agencies, offices, corporations or LGUs, including non-inclusion in the Consolidated Blacklisting Report issued by the GPPB or CIAP (**Sample Form No. SF Good-011**)
- Certified copy of Articles of Incorporation, Partnership or Cooperation, whichever is applicable, including amendments thereto, if any (for Corporations and Partnership)
- Latest Tax Clearance Certificate issued by the Bureau of Internal Revenue (BIR) with validity period covering the date of bid opening
- Certified copy of Annual Income Tax Return for the preceding calendar year stamped "received" by the Bureau of Internal Revenue or its duly accredited institution.
- Certified copy of Certificate of Registration issued by the Philippine Government Electronic Procurement System (PhilGEPS)
- Certified copy of Registration issued by the Philippine Contractor's Association Board (PCAB)

#### **TECHNICAL DOCUMENTS**

- Statement of ongoing and similar completed government and private contracts **within the last five years**, including contracts awarded but not yet started with attached certified true copy of Notice of Award and/or Contract, Notice to Proceed issued by the Owner and certificate of accomplishment signed by the owner or authorized representatives for all On-Going Contracts and Certified copy of Contract and Certificate of

Completion or Acceptance Letters for all completed which are similar in nature contracts (**Sample Form No. SF Good-13 a & b**)

### **FINANCIAL DOCUMENTS**

- Audited financial statements, stamped "received" by the BIR or its duly accredited and authorized institutions, for calendar year 2007, showing among others the total assets and liabilities.
- Any of the following:
  1. Computation of Net Financial Contracting Capacity (NFCC) (**Sample Form No. SF Good- 014**), **OR**
  2. Notarized Certificate of commitment specific to the contract at hand, issued by a licensed bank to extend to the bidder a credit line if awarded the contract, (**Sample Form No. SF Good- 15**) **OR**
  3. A cash deposit certificate certifying a **hold out** on cash deposits issued by a licensed bank, which shall also be specific to the contract to be bid, in an amount not lower than that set by the procuring entity in the Bidding Documents, which shall be at least equal to ten percent (10%) of the approved budget for the contract (**Sample Form No. SF Good-016**)

### **CLASS "B" DOCUMENTS**

- Valid joint venture agreement, in case of a joint venture (**Sample Form No. SF Good -017**)
- Duly **notarized** and **signed** Letter authorizing the BAC or its duly authorized representative/s to validate submitted documents (**Sample Form No. SF Good-18**)
- Duly **notarized** Certification under oath that each of the documents submitted in satisfaction of the eligibility requirements is an authentic and original copy, or a true and faithful reproduction of the original, complete, and that all statements and information provided therein are true and correct (**Sample Form No. SF Good-019**)
- Supplier's Profile
- Duly signed and notarized Certificate of Availability of Manpower, Equipment and Materials
- Duly notarized certificate of area/site inspection

### **Checklist of Technical & Financial Envelope Requirements for Bidders**

#### **The Technical Component shall contain the following:**

- Bid Security (**Sample Form No. SF Good-32 for Bank Guarantee**)
- Duly **notarized** Authority of the signing official (**Sample Form No. SF Good-035 and 036**)
- Production/Delivery Schedule/Schedule of Requirements
- Manpower Requirements
  - One Supervisor, three skilled laborers, four sealant applicators and one driver
- Equipment Requirements
  - One unit Air Compressor (90 psi, minimum), hand tools such as routing tools, brooms, brush and chisels, one unit service vehicle
- After-Sales service/parts
  - The contractor shall guarantee the work for a minimum of two (2) years from the date of Acceptance of the project
- Technical Specifications/ Statement of compliance to the Technical Specifications

- Duly **notarized** Commitment from the supplier's/distributor's/manufacturer's bank to extend to him a credit line if awarded the contract to be bid, or a cash deposit equivalent to 10% of the ABC). Provided, however, that is the bidder previously submitted this document as an eligibility requirement, the said previously submitted document shall suffice.
- Notarized** Certificate from the bidder under oath of its compliance with existing labor laws and standards
- Duly **notarized** Sworn Affidavit of compliance with the Disclosure Provision under Section 47 of the Act in relation to other provisions of RA 3019 (**Sample Form No. SF Good-012**)
- Duly **notarized** and **signed** statement attesting to have complied with responsibilities listed in GPRA IRR-A Section 17.7.1 (**Sample Form No. SF Good-038**)
- Duly **signed** Bid Bulletin/Supplemental Notices, if any

**The Financial Component shall contain the following:**

- Bid Letter (in the prescribed sample form)
- Duly Signed Bid Prices in the Bill of Quantities

***CIAC reserves the right to accept or reject any Bid, and to annul the bidding process and to reject all Bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or Bidders.***

For the guidance and information of all concerned.

BIENVENIDO O. MANGA  
 Chairman, BAC  
 Issued on: September 30, 2008

Received by:

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Name and Signature of the Representative

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Name of Company