



Bids and Awards Committee 2 (BAC 2)
UNIVERSITY OF THE PHILIPPINES MANILA
The Health Sciences Center

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Bid Bulletin No. 1

**Grounds Maintenance, Tree Pruning, and Removal of Hazardous Trees for the
University of the Philippines Manila-Academic Zone**

This Bid Bulletin No. 1 is being issued to revise provision/specification in the bidding documents:

1. Detailed Estimate Form Template
2. Bill Of Quantities

This Bid Bulletin shall form part of the Bidding Documents. All terms, conditions, and instructions to bidders specified in the Bidding Documents inconsistent herewith are hereby superseded and modified accordingly.

For guidance and information of all concerned.

A handwritten signature in black ink, appearing to read 'merAguiLa'.

MARIA ELIZA RUIZ AGUILA, PhD
Chair

PROJECT :	GROUNDS MAINTENANCE, TREE PRUNING AND REMOVAL OF HAZARD TREES FOR THE UNIVERSITY OF THE PHILIPPINES MANILA - ACADEMIC ZONE
LOCATION :	University of the Philippines Manila
SUBJECT :	COST ESTIMATE FORMAT

[illegible]

	Perform tree pruning to balance crown and removal of branches affecting structures and utilities, hauling and disposal of debris, safety warning signs, barriers and other safety equipment.	33.00	trees		-	-	-	-				-	-	-	-	-
1.05	Landscape Improvement															
	Landscape improvement design and implementation at Salcedo Hall includes dismantling works, site preparation, construction of concrete borders, hauling and disposal of debris, supply and planting of plants.	1.00	lot		-	-	-	-				-	-	-	-	-
	TOTAL GENERAL REQUIREMENTS													PhP	-	
ESTIMATED PROJECT COST														PhP	-	
ESTIMATED TOTAL PROJECT DURATION														CD	365.00	
<div>***SUMMARY***</div> <div>1.00 GENERAL REQUIREMENTS</div> <div>ESTIMATED PROJECT COST</div> <div>PhP</div> <div>-</div> <div>=====</div> <div>PhP</div> <div>-</div>																
See DPWH Department Order No. 197 Series of 2016																

Prepared by :

Contractor :

Date :



DETAILS/DESCRIPTION OF BID DOCUMENTS

ENVELOPE NO. 1 (Eligibility Requirements)

Legal Documents:

1. Current/ Valid PhilGEPS Registration Certificate (Platinum Membership) with Annex "A" showing the details of the following documents:
 - ☐ Registration certificate from Securities and Exchange Commission (SEC) with Articles Incorporation or Cooperative Development Authority (CDA) (whichever is applicable), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document,
 - ☐ Valid Mayor's or Business permit 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;
 - ☐ Current Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Note:

- a. In case a document in Annex "A" has expired on the bidding date, the bidder shall attach a copy of the renewed/updated document to the PhilGEPS. Otherwise, the submission shall be considered "failed".

Technical Eligibility Documents:

1. Statement of all its ongoing government and private contracts, within five (5) years similar in nature and complexity to the contract to be bid, including contracts awarded but not yet started, if any.
2. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents. A similar contract refers to Grounds Maintenance, Tree Pruning and Removal of Trees (Attach the (a) Contract, (b) Certificate of Completion, (c) Certificate of Acceptance), and (d) Certificate of Satisfactory Performance.
3. Statement of the prospective bidder of all similar completed government and private contracts for the past five (5) years. (Attach the certificate of satisfactory completion)
4. Certified true copy of the official receipt as proof of payment of bid security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; or an Original copy of the Notarized Bid Securing Declaration;
5. Conformity with the Terms of Reference (TOR), which may include production/delivery schedule, manpower requirements, and/or aftersales/parts, if applicable;
Note: Each page of the TOR must be signed or initialed by the bidder's authorized representative/s.
6. Original duly signed Omnibus Sworn Statement (OSS);
7. Authorization or Proof of Appointment of the Bidder's Authorized Representative/s giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder in the form of Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture, whichever is applicable (Attach a government-issued ID of the Affiant);
8. UP Questionnaire (notarized)

Technical Documents:

1. Company Profile
2. Copy of ISO 9001:2015 Certification
3. Copy of ISO 14001:2015
4. Copy of ISO 45001:2018
5. Profile of key personnel: Agriculturist/ Forester and Landscape Architect
6. List of all supplies, tools, equipment, and vehicles available for use in UP, with proof of ownership or rental agreement of vacuum street sweeper
7. DOLE certification of compliance

8. Proposed Methodology for the landscape and grounds maintenance services
9. DENR certificate of registration of 25" Chainsaw
<i>Financial Documents:</i>
1. The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission (AFS for year 2021 and 2022)
2. The prospective bidder's computation of Net Financial Contracting Capacity (NFCC); or A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation
3. If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence; or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.
<i>Financial Documents</i>
ENVELOPE NO. 2 (<i>Financial Proposal</i>)
1. Original duly signed and accomplished Bid Form
2. Original duly signed Bid Prices in the Bill of Quantities;
3. Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid (Use the attached cost estimate format)