

## ***Section III. Bid Data Sheet***

### **Notes on the Bid Data Sheet**

Section III 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 Section III, the following aspects should be checked:

- (a) Information that specifies and complements provisions of Section II must be incorporated.
- (b) Amendments and/or supplements, if any, to provisions of Section II as necessitated by the circumstances of the specific procurement, must also be incorporated.

# Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is <i>Philippine Science High School – Central Mindanao Campus</i></p> <p>The evaluation procedure is Quality Cost Based Evaluation/Selection (QCBE/QCBS)</p>
1.2	<p>The Funding Source is:</p> <p>The Government of the Philippines (GoP) through <i>National Expenditure Program FY 2020 intends to apply the sum of One Million Two Hundred Fifty Thousand Pesos &amp; 00/100 (Php 1,250,000.00).</i></p> <p>The name of the project is <i>Consulting Services For The Architectural And Detailed Engineering Design For The Completion Of Multi-Purpose Gymnasium.</i></p>
1.3	<p>architectural and detailed engineering design for the completion of Multi-Purpose Gymnasium project, which will be used as basis for preparing the Scope of Work and the Technical Specifications of the civil works. The project will be located in Nangka, Baloi, Lanao del Norte. PSHS-CMC envisions to have multi-purpose gymnasium which be used during school's various activities away from weather disturbance and major school programs likes graduation ceremony, foundation day, trainings and conferences and many others. This facility is a state-of-the-art yet economical, energy saving and environment friendly. With this, the PSHS-CMC intends to engage the technical and professional expertise of a consultant firm/company to undertake the following general architectural and detailed engineering works:</p> <p>a. prepare and submit design standards in accordance with appropriate standards and accepted detailed engineering practice pf PSHS System and the Department of Public Works and Highways (DPWH). Design standards for structures shall take into account, among other things, the seismicity of the area to determine the optimum safety of structures in the eent of an earthquake.</p> <p>b. prepare and conduct field surveys, investigation reports and seek queries of the end users desired design. These field investigations shall be carried out in accordance with the design guidelines, criteria and standards adopted by the PSHS System and the DPWH. All survey and investigation</p>

	works shall be prepared in a manner satisfactory to carry out accurate design and production of plans.
1.4	The Project shall not be phased.
5	No further instructions.
6.1	Subcontracting is not allowed
6.2	“Not applicable”.
7.1	The Procuring Entity will hold a pre-bid conference for this Project on <i>October 24, 2019, 9:00AM at BAC Office, PSHS-CMC, Nangka, Baloi, Lanao del Norte.</i>
8.1	The Procuring Entity’s address is:  <b>ENGR. RACHEL P. MACAMAY</b> BAC Chairperson Philippine Science High School- Central Mindanao Campus Nangka, Baloi, Lanao del Norte (063)836-0097
10.1(b)	Not applicable
10.1(c)	The minimum required experience of proposed professional staff is as follows:  <i>Architect – must be duly-licensed with at least five (5) years experience in the design of residential, academic or institutional facilities and other buildings;</i>  <i>Civil Engineer/Structural Engineer – must be a duly-licensed Civil Engineer with at least five (5) year experience in structural design;</i>  <i>Electrical Engineer – must be a registered Professional Electrical Engineer with at least five (5) year experience in the design of lighting, power distribution, communication systems;</i>  <i>CAD operators/draftsmen – with atleast two (2) year experience in CAD works.</i>
11.5	No further instruction.
11.7	The ABC is <i>One Million Two Hundred Fifty Thousand Pesos &amp; 00/100 (Php 1,250,000.00).</i> Any bid with a financial component exceeding this amount shall not be accepted.

	<i>If the Funding Source is a foreign government/foreign or international financing institution, adopt the provision for GoP or state the applicable rule.</i>
13.1	The bid prices shall be quoted in Philippine Pesos.
13.3	No further instructions.
14.1	Bids will be valid until <i>120 calendar days</i> .
15.1	<p>The bid security shall be limited to a Bid Securing Declaration or any of the following forms and amounts:</p> <ol style="list-style-type: none"> <li>1. The amount of not less than Twenty Five Thousand &amp; 00/100 pesos <i>[Insert 2% of ABC]</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> <li>2. The amount of not less than Sixty Two Thousand &amp; 00/100 pesos <i>[Insert 5% of ABC]</i>, if bid security is in Surety Bond.</li> </ol>
15.2	The bid security shall be valid until <i>120 calendar days</i> .
15.5(b)(iii)	No further instructions.
17.1	No further instructions.
17.3	Each Bidder shall submit <i>one (1)</i> original and <i>four (4)</i> copies of the first and second components of its bid.
18	<p>The address for submission of bids is <i>Philippine Science High School – Central Mindanao Campus, Nangka, Baloi, Lanao del Norte</i>.</p> <p>The deadline for submission of bids is <i>November 5, 2019 @ 10AM</i>.</p>
21.2	<p>The address for opening of bids is <i>Philippine Science High School – Central Mindanao Campus, Nangka, Baloi, Lanao del Norte</i>.</p> <p>The date and time for opening of bids is <i>November 5, 2019 @ 10:01AM</i>.</p>
22.1	No further instructions.
	<p>The place of bid opening is <i>Philippine Science High School – Central Mindanao Campus, Nangka, Baloi, Lanao del Norte..</i></p> <p>The date and time of bid opening is <i>November 5, 2019 @ 10:01AM</i>.</p>
25.1	<p>The following processes for the opening and evaluation of bids shall be adopted:</p> <ol style="list-style-type: none"> <li>a) The technical proposal together with the financial proposal shall be considered in the ranking of</li> </ol>

	<p>consultants. The technical proposals shall be evaluated first using the criteria in <b>ITB</b> Clause 25.2. The financial proposals of the consultants who meet the minimum technical score shall then be opened.</p> <p>b) The financial and technical proposals shall be given corresponding weights with the financial proposal given a minimum weight of fifteen percent (15%) up to a maximum of forty percent (40%). The weight of the technical criteria shall be adjusted accordingly such that their total weight in percent together with the weight given to the financial proposal shall add to one hundred percent (100%). The BAC shall rank the consultants in descending order based on the combined numerical ratings of their technical and financial proposals and identify the Highest Rated Bid.</p> <p>c) The HoPE shall approve or disapprove the recommendations of the BAC within two (2) calendar days after receipt of the results of the evaluation from the BAC.</p> <p>d) After approval by the HoPE of the Highest Rated Bid, the BAC shall, within three (3) calendar days, notify and invite the consultant with the Highest Rated Bid for negotiation in accordance with <b>ITB</b> Clause 27.</p>
25.3	<p>The numerical weight and the minimum required St for each criterion are as follows:</p> <p>Quality of personnel to be assigned to the project: 30%</p> <p>Experience and capability of the consultant: 30%</p> <p>Plan of approach and methodology in delivering the services required: 40%</p> <p>The minimum St required to pass is 85%.</p> <p>The attention of the Consultant is drawn to Error! Reference source not found. – Bids must adhere to the maximum number of pages outlined in Clause 10.2(b).</p>

26.1	<p>The opening of Financial Proposals shall be on November 5, 2019, 10:01 AM at <i>BAC Office, Nangka, Baloi, Lanao del Norte</i>.</p> <p>Financial Proposals <i>shall</i> be opened in public.</p>
26.2	<p>After the evaluation of quality is completed, the Procuring Entity shall notify those Consultants whose Bids did not meet the minimum qualifying mark or were considered non-responsive to the Bidding Documents and TOR, indicating that their Financial Proposals shall be returned unopened after completing the selection process. The Procuring Entity shall simultaneously notify the Consultants that have secured the minimum qualifying mark, indicating the date and time set for opening the Financial Proposals. The opening date shall not be sooner than two weeks after the notification date unless otherwise specified in <b>ITB</b> Clause 26.1. The notification may be sent by registered letter, facsimile, or electronic mail.</p> <p>The Financial Proposals shall be opened publicly in the presence of the Consultants' representatives who choose to attend. The name of the Consultant, the quality scores, and the proposed prices shall be read aloud and recorded when the Financial Proposals are opened. The Procuring Entity shall prepare minutes of the public opening.</p> <p>The BAC shall determine whether the Financial Proposals are complete, <i>i.e.</i>, whether all the documents mentioned in <b>ITB</b> Clause 11 are present and all items of the corresponding Technical Proposals that are required to be priced are so priced. If not, the Procuring Entity shall reject the proposal. The BAC shall correct any computational errors, and convert prices in various currencies to the Philippine Peso at the rate indicated in <b>ITB</b> Clause 13. The Financial Proposal shall not exceed the ABC and shall be deemed to include the cost of all taxes, duties, fees, levies, and other charges imposed under the applicable laws. The evaluation shall include all such taxes, duties, fees, levies, and other charges imposed under the applicable laws; where special tax privileges are granted to a particular class or nationality of Consultant by virtue of the GoP's international commitments, the amount of such tax privileges shall be included in the Financial Proposal for purposes of comparative evaluation of Bids.</p> <p>The lowest Financial Proposal (FI) shall be given a Financial Score (Sf) of 100 points. The Sf of other Financial Proposals shall be computed based on the formula indicated below:</p> $Sf = 100 \times FI/F$ <p>Where:</p>

	<p>Sf is the financial score of the Financial Proposal under consideration,  Ft is the lowest Financial Proposal, and  F is the Financial Proposal under consideration.</p> <p>Using the formula <math>S = S_t \times T\% + S_f \times F\%</math>, the Bids shall then be ranked according to their combined St and Sf using the weights (St is the technical score of the Technical Proposal under consideration; T = the weight given to the Technical Proposal; F = the weight given to the Financial Proposal; T + F = 1) indicated below:</p> <p>T _____ [<i>From 0.6 to 0.85</i>]; and  F _____ [<i>From 0.15 to 0.4</i>];  provided that the total weights given to the Technical and Financial Proposals shall add up to 1.0.</p>
27.1	The address for negotiations is <i>BAC Office, PSHS-CMC, Nangka, Baloi, Lanao del Norte.</i>
27.2(e)	No negotiations pertaining to the Financial Proposal shall be undertaken.
28.2	<i>“No additional requirement.”</i>
31.4.6	<i>“No additional requirement.”</i>
32.1	No further instructions.
33.2	The effective date of the contract is <i>the date of contract signing.</i>