



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA

SUPPLEMENTAL/BID BULLETIN (SBB) NO. 2

This SBB No. 2 dated November 7, 2019 for the Project, "Cleaning of Air Conditioning Units," is issued to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of said Documents.

PARTICULARS	CLARIFICATIONS/AMENDMENTS
<p>Section I. Invitation to Bid</p> <p style="text-align: center;">XXXX</p> <p>7. Bids must be duly received by the BAC Secretariat at the address below on or before November 8, 2019, 10:00 a.m. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.</p> <p>Bid opening shall be on November 8, 2019, 10:00 a.m. at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.</p> <p style="text-align: center;">XXXX</p>	<p>Section I. Invitation to Bid</p> <p style="text-align: center;">XXXX</p> <p>7. Bids must be duly received by the BAC Secretariat at the address below on or before November 8-15, 2019, 9:30 a.m. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 18.</p> <p>Bid opening shall be on November 8-15, 2019, 9:30 a.m., at the BAC Conference Room, Ground Floor, DBM Building III, General Solano St., San Miguel, Manila. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.</p> <p style="text-align: center;">XXXX</p>
<p>Section III. Bid Data Sheet</p> <p style="text-align: center;">XXXX</p> <p>17.1 Bids will be valid until March 7, 2020.</p> <p style="text-align: center;">XXXX</p> <p>18.2 The bid security shall be valid until March 7, 2020.</p> <p style="text-align: center;">XXXX</p> <p>21. xxx</p> <p style="padding-left: 40px;">The deadline for submission of bids is November 8, 2019, 10:00 a.m.</p> <p>24.1 xxx</p> <p style="padding-left: 40px;">The date and time of bid opening is November 8, 2019, 10:00 a.m.</p> <p style="text-align: center;">XXXX</p>	<p>Section III. Bid Data Sheet</p> <p style="text-align: center;">XXXX</p> <p>17.1 Bids will be valid until March 7-14, 2020.</p> <p style="text-align: center;">XXXX</p> <p>18.2 The bid security shall be valid until March 7-14, 2020.</p> <p style="text-align: center;">XXXX</p> <p>21. xxx</p> <p style="padding-left: 40px;">The deadline for submission of bids is November 8-15, 2019, 9:30 a.m.</p> <p>24.1 xxx</p> <p style="padding-left: 40px;">The date and time of bid opening is November 8-15, 2019, 9:30 a.m.</p> <p style="text-align: center;">XXXX</p>

Attached are the Revised Statement of Single Largest Completed Contract which is Similar in Nature and the Revised Statement of all Ongoing Government and Private Contracts Including Contracts Awarded but not yet Started.

Section VII. Technical Specifications

XXXX

Item	Specifications										
1	XXXX										
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Attached is the Revised Section VII. Technical Specifications

Other matters:

- The “No Contact Rule” shall be strictly observed. Bidders are not allowed to call or talk to any member of the Bids and Awards Committee, Technical Working Group or Secretariat effective November 15, 2019 right after the opening of bids.
- For guidance and information of all concerned.



ANDREA CELENE M. MAGTALAS

Director IV

Vice Chairperson, DBM-BAC

Section VII. Technical Specifications (Revised)

Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification."

Item Number	Specifications	Bidder's Statement of Compliance										
1.	<p>Cleaning activities for all air-conditioning units installed at DBM Buildings I, II, and III (including Air Cooled Condensing Unit) -</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <tr> <td style="text-align: center;">Building I</td> <td style="text-align: center;">74 units</td> </tr> <tr> <td style="text-align: center;">Building II</td> <td style="text-align: center;">211 units</td> </tr> <tr> <td style="text-align: center;">Building III</td> <td style="text-align: center;">99 units</td> </tr> <tr> <td style="text-align: center;">Arcache Building</td> <td style="text-align: center;">97 units</td> </tr> <tr> <td style="text-align: center;">TOTAL</td> <td style="text-align: center;">481 units</td> </tr> </table>	Building I	74 units	Building II	211 units	Building III	99 units	Arcache Building	97 units	TOTAL	481 units	
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2.	<p>Scope of Work</p> <p>A. All tools and tackles, manpower, transportation and other resources required for executing the job shall be in the scope of the contractor. No extra charges will be paid by the DBM regarding tools and tackles, manpower, transportation, etc. Cleaning tools and equipment will be stored at the storage room provided by the DBM for the duration of the contract.</p> <p>B. The contractor shall register at the lobby guard and provide an accomplishment report (soft and hard copy) for each visit/scheduled cleaning to be submitted to the Administrative Service (AS) - General Service Division the following working day. Should there be defects found in the air conditioning units, the contractor must indicate it in the report.</p>											

	<p>C. The rates quoted by the contractor shall include all liabilities such as supervision, wages, overtime pay, leave, bonus, increment, insurance and all other statutory payments including provision of tools and tackles, under contractor's scope of supply, overheads, profits, etc. for which no extra payment whatsoever will be made by the DBM.</p> <p>D. The contractor shall be held liable for:</p> <ul style="list-style-type: none"> - any work related damages of air conditioning unit or any DBM property - any work related accident or illness incurred by their personnel during the activity 	
3.	<p>Monthly Cleaning</p> <p>A. Removal of air filters for cleaning and recommendation of replacement when necessary</p> <p>B. Wiping of housing with stain remover</p> <p>C. Straightening of dented fins</p> <p>D. Inspection of the following:</p> <ul style="list-style-type: none"> - Coil and cabinet (as needed) - Fan motor and fan blades for wear and damage - Check-up of unit for abnormal noise and vibration - Control box voltage and high voltage contractors, relays, switches and starter switch - Check-up electrical controls and drain line <p>E. Cleaning of ACCU</p>	
4.	<p>Quarterly Cleaning</p> <p>A. General cleaning of all air conditioning units including all internal components</p> <p>B. Shutting off the unit</p> <p>C. Removal of air filters for cleaning</p> <p>D. Cleaning of the following parts:</p> <ul style="list-style-type: none"> - Coiling coils (using power spray) - Fan blades - Condenser coil (with pressure washer) - Drain line (by flushing) - Blower assembly - All other internal components of the unit <p>E. Drying of internal components using compressed air</p> <p>F. General service and inspection of all the components of the air conditioning system</p> <p>G. Assembly and start-up</p> <p>H. Cleaning of working area and cleaning of site</p>	

I. General cleaning of ACCU																												
5.	<p>The contractor's cleaning team must have the following:</p> <p>A. At least two (2) personnel with TESDA Refrigeration and Air conditioning Servicing (RAC) National Certificate II (NCII);</p> <p>B. One (1) Safety Officer with Department of Labor and Employment (DOLE) Occupational Safety and Health Center (OSHC) training certificate; and</p> <p>C. Professional or Registered Mechanical Engineer.</p>																											
6.	The supplier must submit a definite work schedule for the duration of the contract in the prescribed format of the AS-GSD.																											
7.	<p>Detailed List of Air-conditioning Units</p> <table border="1"> <thead> <tr> <th>Air-conditioning Units</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td colspan="2">Building I</td> </tr> <tr> <td>Split Type Air Conditioning Units</td> <td>11 units</td> </tr> <tr> <td>Wall Mounted Type</td> <td></td> </tr> <tr> <td>Variable Refrigerant Flow (VRF) Air conditioning Units Fan Coil Units</td> <td>48 units</td> </tr> <tr> <td>Outdoor ACCU</td> <td>15 units</td> </tr> <tr> <td>Total</td> <td>74 units</td> </tr> <tr> <td colspan="2">Building II</td> </tr> <tr> <td>Split Type Air conditioning units</td> <td>53 units</td> </tr> <tr> <td>Wall mounted type</td> <td></td> </tr> <tr> <td>VRF Air conditioning Units Fan Coil Units</td> <td>125 units</td> </tr> <tr> <td>Outdoor ACCU</td> <td>15 units</td> </tr> <tr> <td>Window Type</td> <td>12 units</td> </tr> </tbody> </table>	Air-conditioning Units	Quantity	Building I		Split Type Air Conditioning Units	11 units	Wall Mounted Type		Variable Refrigerant Flow (VRF) Air conditioning Units Fan Coil Units	48 units	Outdoor ACCU	15 units	Total	74 units	Building II		Split Type Air conditioning units	53 units	Wall mounted type		VRF Air conditioning Units Fan Coil Units	125 units	Outdoor ACCU	15 units	Window Type	12 units	
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Floor Mounted Type	6 units
Total	211 units
Building III	
Split Type Air conditioning units Wall mounted type	18 units
VRF Air conditioning Units Fan Coil Units	63 units
Outdoor ACCU	18 units
Total	99 units
Arcache Building	
Wall Mounted Type	73 units
Ceiling Cassette	11 units
Outdoor Units	13 units
Total	97 units

I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature Over Printed Name of Representative

Date

**Statement of Single Largest Completed Contract
which is Similar in Nature
(Revised)
(indicate only one)**

Business Name: _____
Business Address: _____

Name of Client/Contact Person/Contact Number/Contact Email Address	Date of the Contract	Kinds of Goods	Amount of Contract	Date of Delivery	End User's Acceptance or Official Receipt(s) Issued for the Contract

Submitted by : _____
(Printed Name and Signature)

Designation : _____

Date : _____

Instructions:

- a. Cut-off date is November 15, 2019.
- b. Similar contract shall refer to cleaning of air conditioning units.

**Statement of all Ongoing Government and Private Contracts Including
Contracts Awarded but not yet Started
(Revised)**

Business Name: _____

Business Address: _____

Name of Client/Contact Person/Contact Number/Contact Email Address	Date of the Contract	Kinds of Goods	Value of Outstanding Contracts	Date of Delivery
<u>Government</u>				
<u>Private</u>				

Submitted by : _____
(Printed Name and Signature)

Designation : _____

Date : _____

Instructions:

- i. State all ongoing contracts including those awarded but not yet started (government and private contracts which may be similar or not similar to the project being bid) prior to November 15, 2019.
- ii. If there is no ongoing contract including those awarded but not yet started as of the aforementioned period, state none or equivalent term.
- iii. The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC).