



**BIDS AND AWARDS COMMITTEE**

**Supplemental/Bid Bulletin No.1**

**SUPPLY AND DELIVERY OF PURIFIED DRINKING WATER WITH PROVISION OF  
HOT AND COLD WATER DISPENSER FOR THE DEPARTMENT OF ENVIRONMENT  
AND NATURAL RESOURCES-CENTRAL OFFICE (DENR-CO)  
IB No. DENR-CO-2019-002**

This **Supplemental/Bid Bulletin No.1** is being issued to revise provisions/specifications in the Bidding Documents, to address queries/clarifications raised by bidders during the pre-bid conference conducted on 31 May 2019 for the aforementioned project:

<b>A. Revision to provisions/specifications in the Bidding Documents:</b>	
<b>FROM</b>	<b>TO</b>
<b>SECTION VI. Schedule of Requirements</b>	
Terms of Reference as of 15 May 2019	<b>Terms of Reference as of 31 May 2019</b>
Floor Plan Lay-Out	<b>Revised Floor Plan Lay-Out</b>
<b>B. Reply to query/clarification raised by bidders:</b>	
<b>Query:</b>	<b>Reply:</b>
On the post-qualification documentary requirements, specifically the valid and current Certificate of Health Related Device Registration issued by the Department of Health (DOH): <ul style="list-style-type: none"><li>• What if the said Certificate is not directly issued to the installer (bidder) instead it is issued in the name of the supplier, would it suffice?</li></ul>	If the Certificate is issued to the supplier of the device, the bidder must also submit certification or any equivalent document linking the bidder to the supplier.

Bidders are advised to use the attached **Section VI. Schedule of Requirements as of 28 May 2019** and submit together with all the other required documents for the submission of bids on **13 June 2019, 1:00 PM**. Also please use the **Revised Checklist of Requirements** as a guide/reference.

This Supplemental/Bid Bulletin No. 1 shall form part of the Bidding Documents. Any provisions in the Bidding Documents inconsistent herewith is hereby amended, modified and superseded accordingly.

For guidance and information of all concerned.

Issued this 6<sup>th</sup> day of June 2019 in Quezon City.

Approved by:

*EW*  
**EVELYN G. NILLOSAN**  
Chief, Management Division &  
Alternate Vice Chairperson, Bids and Awards Committee

*M*

Received by:	
_____ (SIGNATURE OVER PRINTED NAME & DATE)	_____ NAME OF COMPANY
(PLEASE RETURN OR FAX THIS PAGE ONLY TO THE DENR BAC OFFICE @ 926-2675)	

## Section VI. Schedule of Requirements

**Instruction to Bidders:** Please fill up the form accordingly and sign the Bidder's Undertaking. Failure to conform will result in a rating of "FAILED".

### **i. TERMS OF REFERENCE AS OF 28 MAY 2019**

#### **Supply and Delivery of Purified Drinking Water with Provision of Hot and Cold Water Dispenser for the Department of Environment and Natural Resources-Central Office (DENR-CO)**

**ABC: PhP1,890,000.00**

#### **I. Responsibilities of the Service Provider**

1. Provide DENR free use of brand new Hot and Cold Water Dispensers in accordance with the schedule of dispensers' deployment provided below.
2. Supply and deliver purified drinking water in properly sealed bubble containers (5-gallon capacity) to all offices of the DENR-CO in accordance with the schedule of bubbles delivery provided below. Delivery must be conducted 3x a week, Monday to Friday only and during working hours.
3. Personnel (in proper uniform with ID) of the service provider must deliver directly the purified drinking water requirements at the designated deployment offices as specified in the schedule below;
4. Conduct monthly cleaning/maintenance of water dispensers to be attested by authorized DENR Personnel;
5. Shoulder the cost and any expenses on mechanical defect of water dispensers or its immediate replacement whenever requested by the DENR;
6. Provide replacement unit for defective water dispensers within the next business day.
7. Upon request of DENR, provide additional water supply and dispenser on same terms and conditions of the contract.

#### **II. Schedule of Dispensers' Deployment and Bubbles Allocation**

No.	OFFICES	NO. OF ASSIGNED DISPENSER/S	MONTHLY BUBBLES ALLOCATION
<b>BASEMENT</b>			
1	RMD	1	40
2	PSMD	1	40
3	BAC Secretariat	1	20
4	Wellness	1	20
5	OD Administrative Service	1	20
6	Motor Pool	1	20
7	GSD-BGMS	1	20
8	GSD	1	20
9	Stock Room	1	20

**PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER**

(page2 of 4)

No.	OFFICES	NO. OF ASSIGNED DISPENSER/S	MONTHLY BUBBLES ALLOCATION
<b>GROUND FLOOR</b>			
10	ASEC Policy and Planning Service	1	15
11	Personnel Division	2	20
12	OD-FMS	1	25
13	Management Division	1	30
14	Budget Division	3	65
15	Accounting Division	3	70
16	IAS-OAD	1	15
17	OD-IAS	1	15
18	COA	1	20
19	Cashier	1	20
20	Protocol	1	15
<b>SECOND FLOOR</b>			
21	OD-SCIS	1	50
22	SCIS-DCD	1	
23	SCS-PID	1	
24	SCIS-SAEPD	1	20
25	SCIS-SMRCD	1	20
26	HRDS-CDD	1	20
27	HRDS-TDD	1	20
28	OD-HRDS	1	20
29	TELECOM OFFICE	1	20
30	USEC-PPIA	1	35
31	USEC-Climate Change and Mining Concerns	1	30
32	Social Hall	1	20
33	USEC Solid Waste Mgt. & Local Gov't Units Concerns	1	20
34	ASEC Human Resource Dev't. & Legislative Affairs	1	20
35	ASEC Mining Concerns	1	20
36	ASEC Field Operations-Western Mindanao	1	20
37	ASEC Field Operations-Southern Luzon	1	20
<b>THIRD FLOOR</b>			
38	ASEC Field Operations Eastern Mindanao	1	20
39	USEC Field Operations	1	30
40	IAS-MAD	1	20
41	USEC Legal Service	1	20
42	ASEC Legal Service	1	15
43	ASEC Anti-Corruption	1	15
44	OD-Legal Service	1	20
45	Legal-IAD	1	20
46	Legal-CCD	1	20
47	Legal-INAD	1	20
48	Legal-LPD	1	20

**PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER**

(page3 of 4)

No.	OFFICES	NO. OF ASSIGNED DISPENSER/S	MONTHLY BUBBLES ALLOCATION
49	Legal-LROD	1	20
50	Legal-OD	1	20
51	OD-PPS	1	30
52	PPS-PPD	1	20
53	PPS-PMED	1	25
54	Legislative Liason Office	1	20
55	USEC MBRWC	1	20
56	Task Force Boracay	1	20
57	USEC Attached Agencies	1	20
58	Zero Backlog Division	1	20
59	GenSan Reversion Team	1	20
60	Anti-Fake	1	20
<b>FOURTH FLOOR</b>			
61	OSEC-HEA	2	20
62	DENR Action Center	1	20
63	Office of the Secretary	1	45
64	OCOS	1	40
<b>FIFTH FLOOR</b>			
65	ASEC Field Operations-Visayas	1	20
66	ASEC Staff Bureaus	1	20
67	MBCO	1	20
68	ASEC Field Operations-Luzon	1	20
<b>SIXTH FLOOR</b>			
69	USECAFHRISLLAAC	2	40
70	ASEC FMIS/OD-KISS	1	20
71	KISS-ISD	1	30
72	KISS-NIMD	1	30
73	KISS-SDRMD	1	20
74	ASEC Administration	1	20
<b>ANNEX</b>			
75	ICRMP	1	20
76	Task Force-TayoangKalikasan	1	20
77	CARP-NCO	1	20
78	Civil Service Commission	1	20
79	Clinic	1	20
80	Day Care Center	1	20
<b>FASPO BLDG</b>			
81	OD-FASPO	1	25
82	FASPO-PAMD	1	20
83	FASPO-PMED	1	25
84	FASPO-PMD	1	15
85	FASPO-PPD	1	20
86	FASPO-BAC	1	20
87	FASPO Conference Room	1	15
88	RBCO	1	15

No.	OFFICES	NO. OF ASSIGNED DISPENSER/S	MONTHLY BUBBLES ALLOCATION
<b>HOSTEL</b>			
89	Hostel	3	60
90	Library	1	20
91	TF-DEM	1	20
<b>OTHER</b>			
92	Additional Dispenser	10	-
<b>TOTAL</b>		<b>110</b>	<b>2,100</b>
<b>TOTAL FOR 12 MONTHS</b>			<b>25,200</b>

**III. Conditions of the Contract**

1. The supply and delivery contract is for the period of twelve (12) months, which shall commence upon receipt of the Notice to Proceed;
2. Delivery and deployment of Hot and Cold Water Dispenser at the designated office/location must be completed within fifteen (15) calendar days from receipt of Notice to Proceed;
3. In case of violation of any terms and condition of the contract, the AGGRIEVED PARTY may outright terminate the contract with written notice.

**IV. Documentary Requirements to Process Monthly Payment**

1. Distribution List duly signed/acknowledged by authorized DENR personnel (with printed name and signature) upon delivery of purified drinking water to each respective Office/Station;
2. Copy of the monthly Microbial Water Test Laboratory Certificate issued by a water-testing laboratory duly accredited by the Department of Health (DOH) or the Food and Drug Administration (FDA);
3. Copy of the latest result of Chemical and Physical Water Test Laboratory Certificate issued by a water-testing laboratory duly accredited by the Department of Health (DOH) or the Food and Drug Administration (FDA);
4. Proof of conduct of cleaning/washing and disinfecting of water dispensers on a monthly basis duly signed/acknowledged by DENR authorized personnel;
5. Statement of Account (SA) and other supporting documents every first week of the ensuing month.

**ii. OTHER REQUIREMENTS**

1. Bidder has no overdue deliveries or unperformed services intended for DENR.
2. Bidder did not participate as a consultant in the preparation of the design or technical specification of the GOODS subject of the bid.

**BIDDER'S UNDERTAKING**

*I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable, hereby BID to (supply/deliver/perform/comply) the above Terms of Reference*

*I/We undertake, if our bid is accepted, to deliver the goods/services in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award.*

*Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.*

\_\_\_\_\_  
**Name of Company (in print)**

\_\_\_\_\_  
**Signature of Company Authorized Representative**

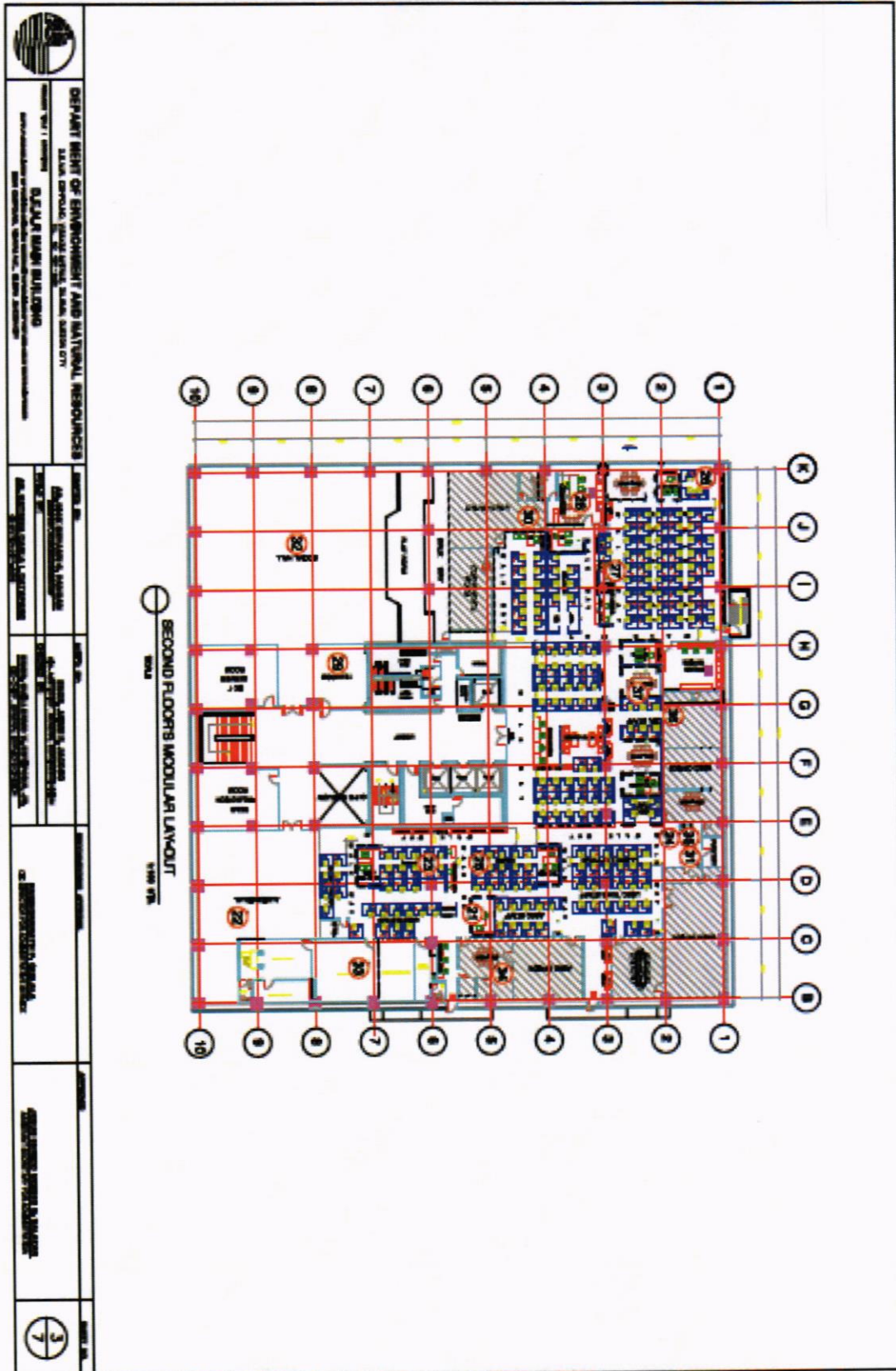
\_\_\_\_\_  
**Name & Designation (in print)**

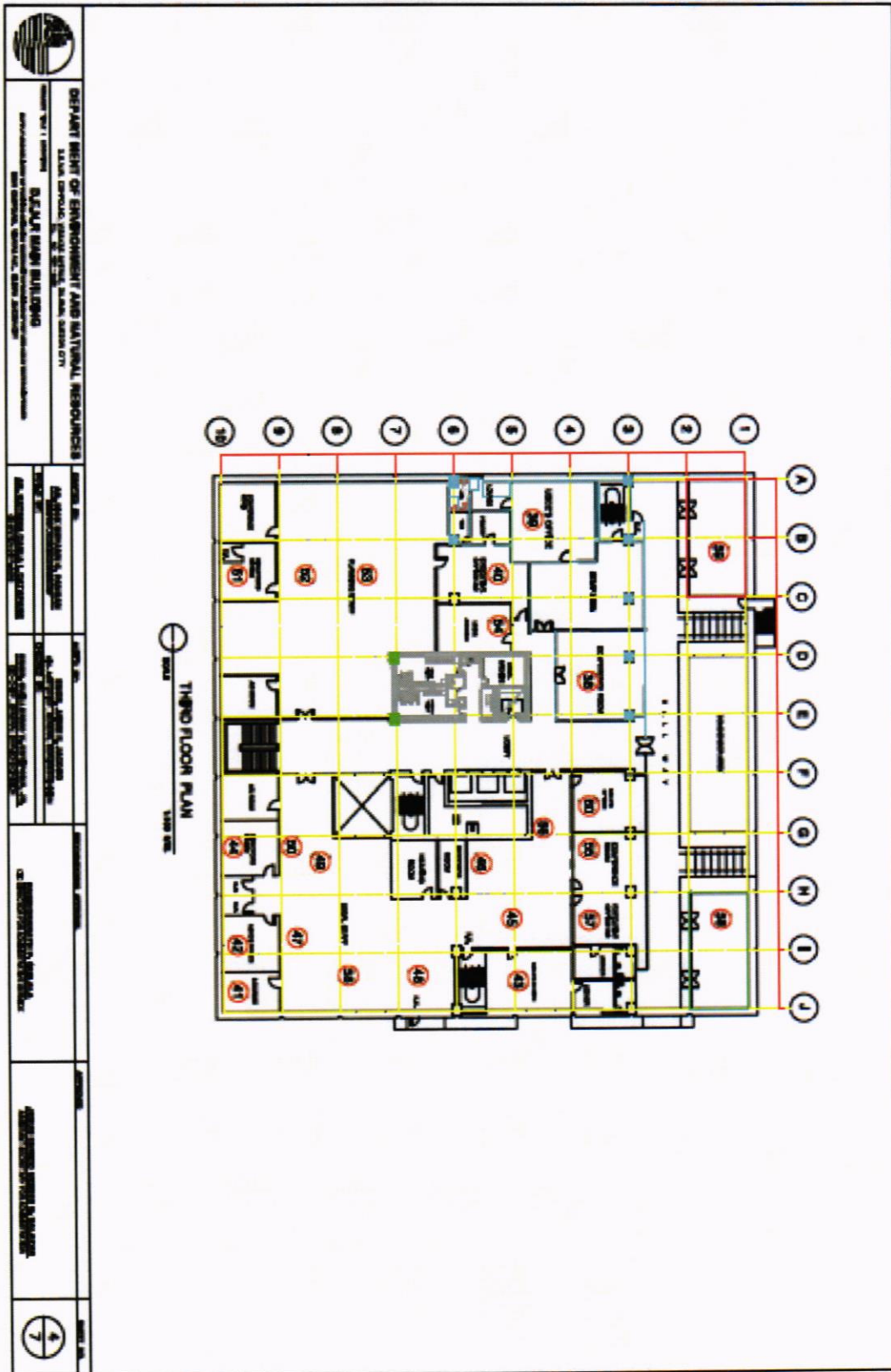
\_\_\_\_\_  
**Date**



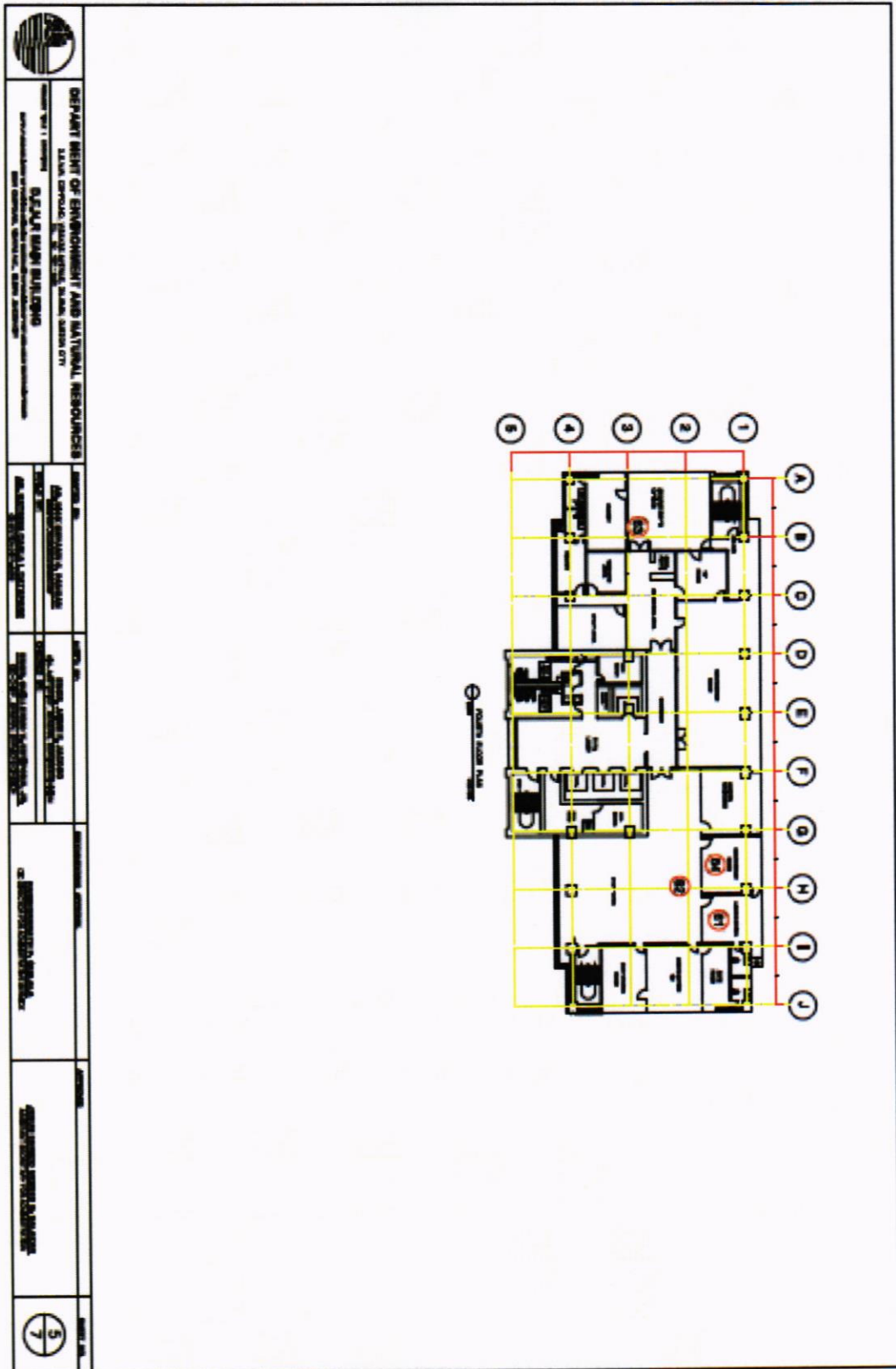


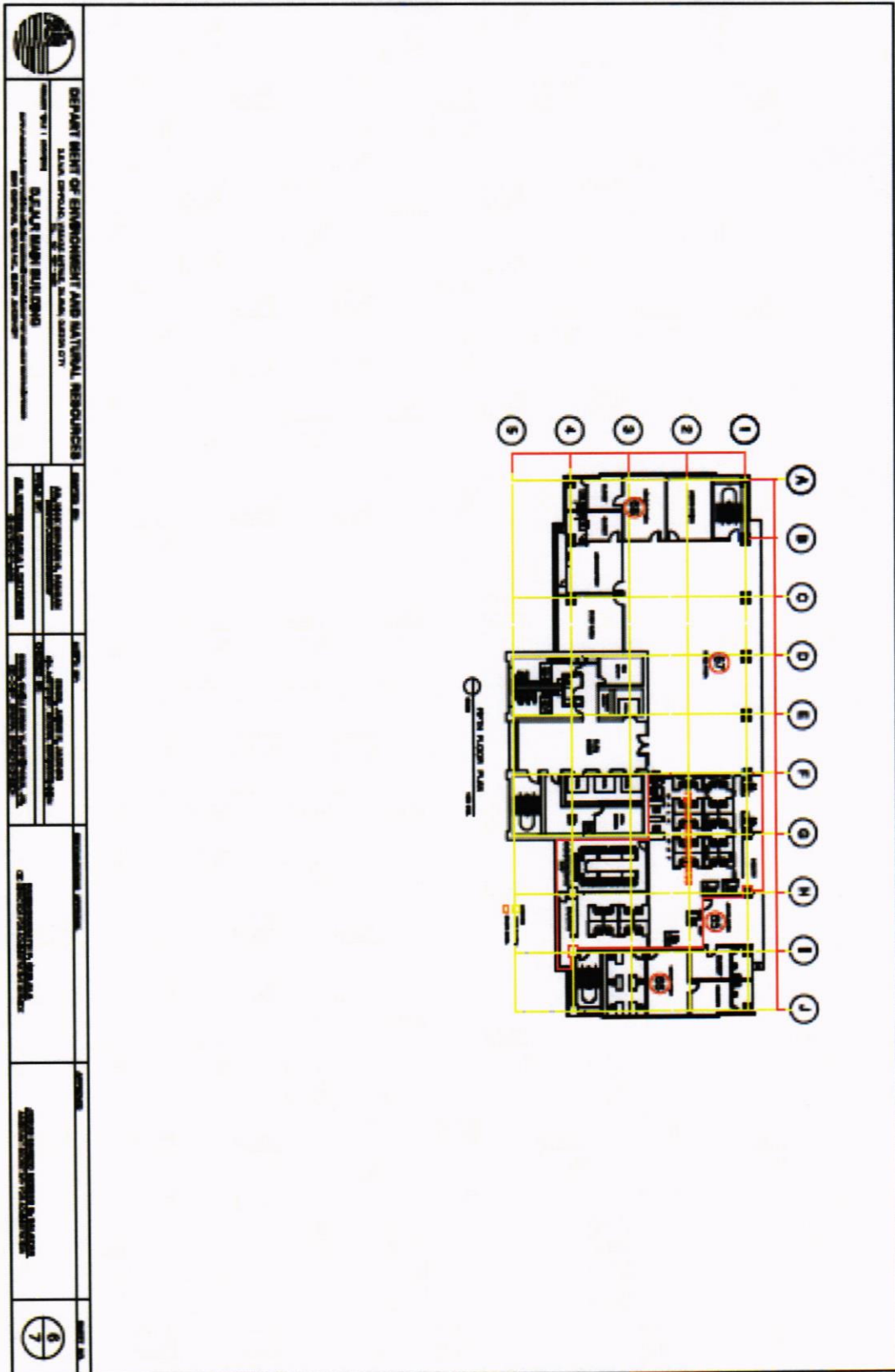








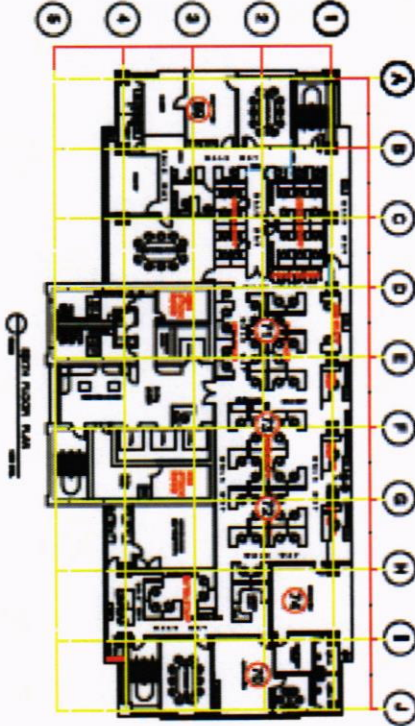
	<b>DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES</b> Division of Environmental Services 1000 East Colfax Avenue, Suite 1000 Denver, Colorado 80202 303.861.2000 DENR.CO.GOV
<b>PROJECT NO.</b>	19-001
<b>PROJECT NAME</b>	Supply and Delivery of Purified Drinking Water with Provision of Hot and Cold Water Dispenser for the DENR-CO
<b>PROJECT LOCATION</b>	1000 East Colfax Avenue, Suite 1000, Denver, Colorado 80202
<b>PROJECT DESCRIPTION</b>	Supply and Delivery of Purified Drinking Water with Provision of Hot and Cold Water Dispenser for the DENR-CO
<b>DATE</b>	June 2019

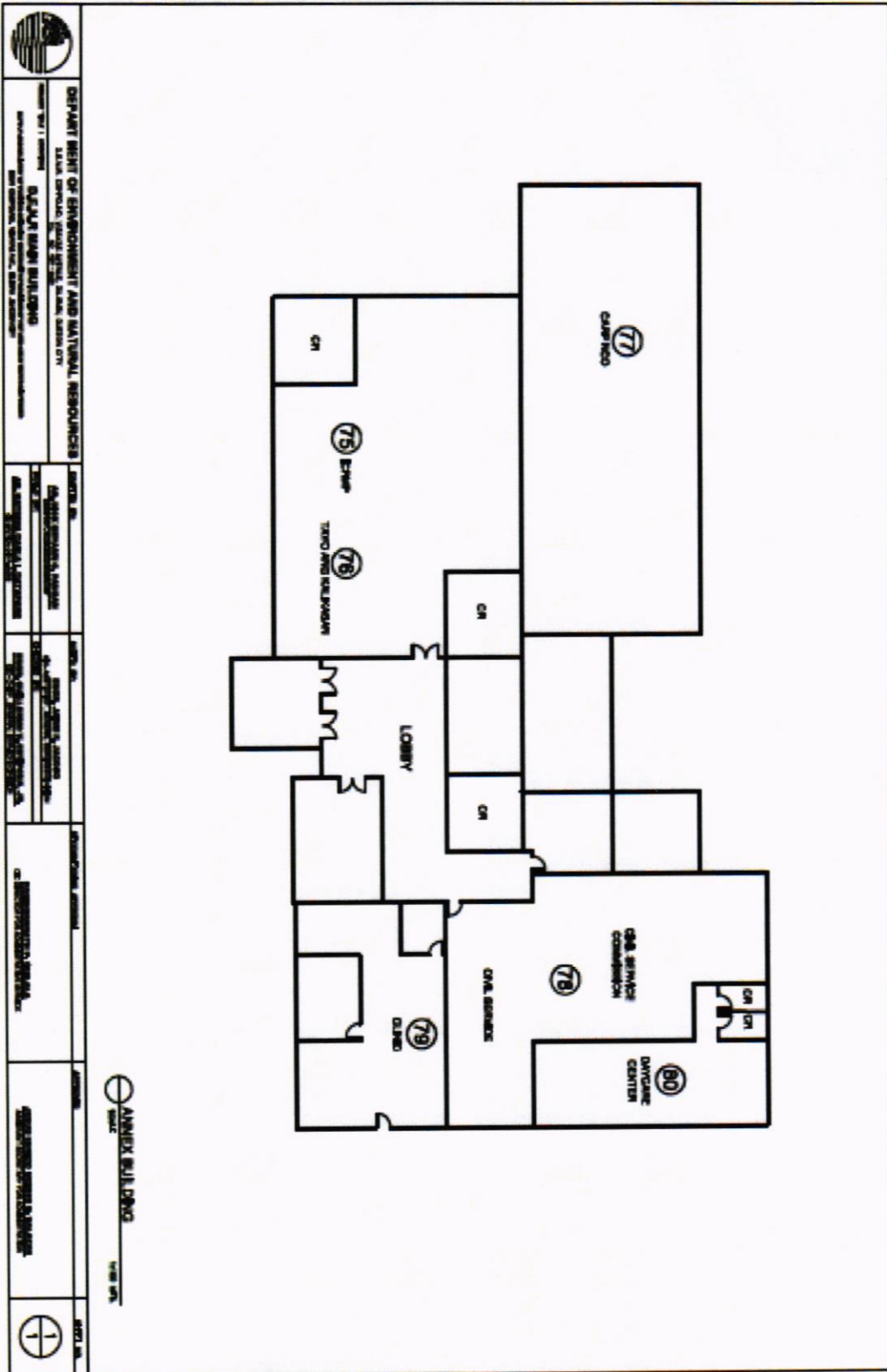




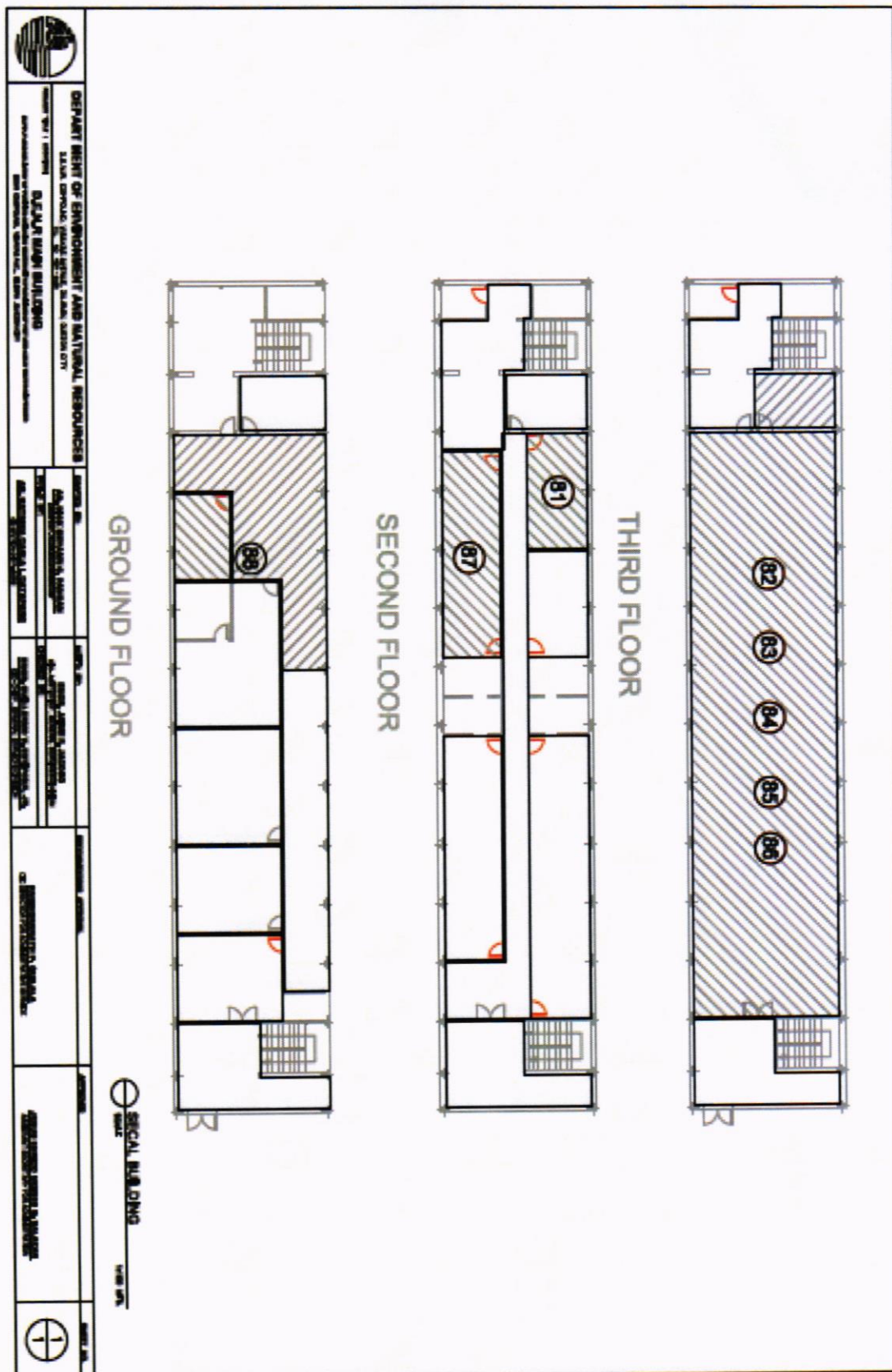
	<b>DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES</b> Water Services Division DENR Water Building 1111 North Lincoln Street, Suite 600 Denver, Colorado 80202 DENR Water Building 1111 North Lincoln Street, Suite 600 Denver, Colorado 80202	<b>PROJECT NO.</b> 1111-NL-0001	<b>DATE</b> 06/06/19	<b>SCALE</b> AS SHOWN	<b>PROJECT LOCATION</b> DENR Water Building 1111 North Lincoln Street, Suite 600 Denver, Colorado 80202	<b>PROJECT DESCRIPTION</b> Supply and Delivery of Purified Drinking Water with Provision of Hot and Cold Water Dispenser for the DENR-CO	<b>DATE</b> 06/06/19
--	---	------------------------------------	-------------------------	--------------------------	--	---	-------------------------

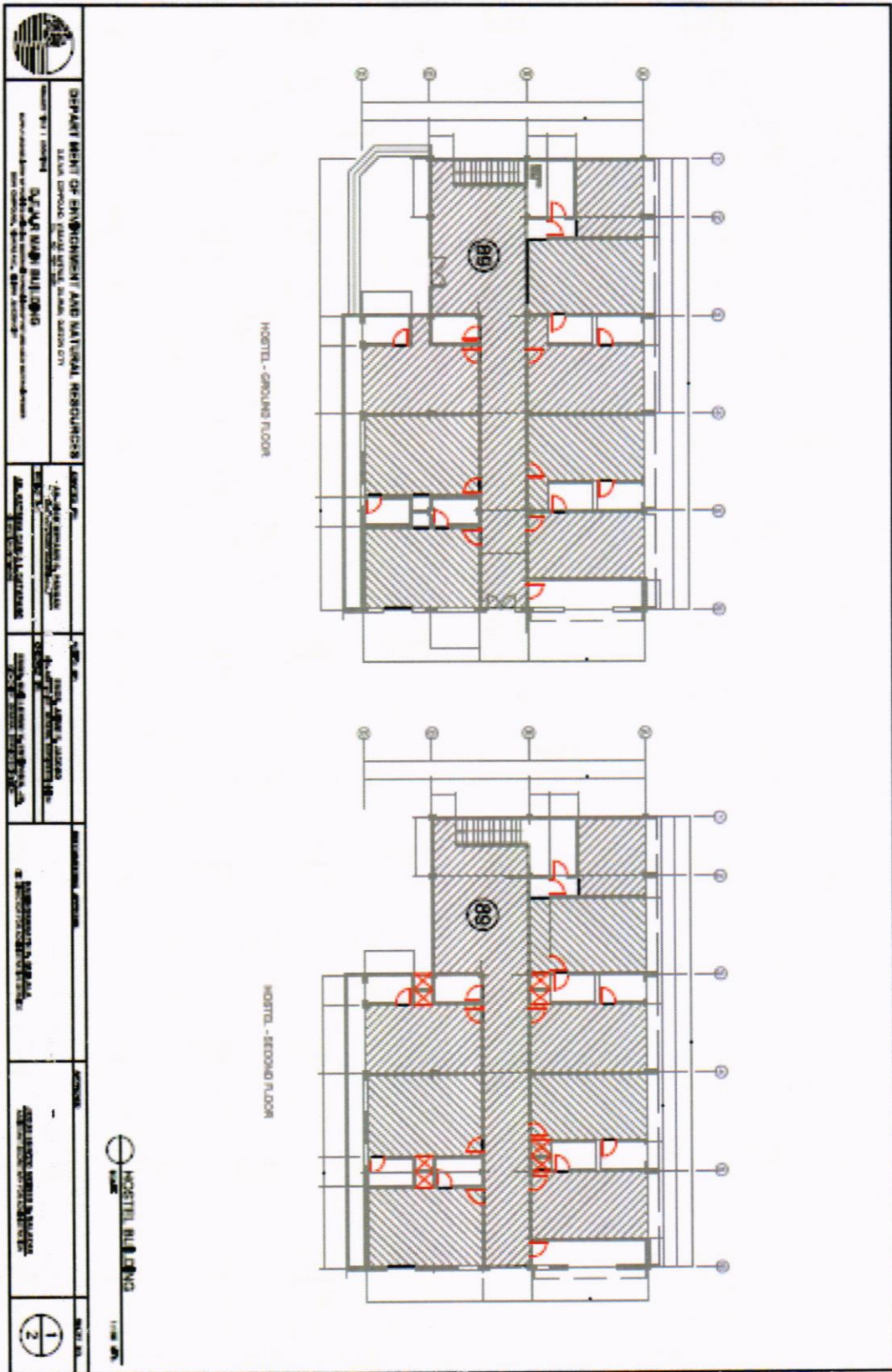
 <p>DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES STATE OFFICE 1515 MARKET STREET, SUITE 2000 DENVER, COLORADO 80202 TEL: 303.861.3000 WWW.DENR.CO.GOV</p>	<p>PROJECT NO. 2019-002 PROJECT NAME: PURIFIED DRINKING WATER WITH PROVISION OF HOT AND COLD WATER DISPENSER FOR THE DENR-CO</p>	<p>CONTRACT NO. 2019-002 CONTRACT NAME: PURIFIED DRINKING WATER WITH PROVISION OF HOT AND COLD WATER DISPENSER FOR THE DENR-CO</p>	<p>CONTRACT NO. 2019-002 CONTRACT NAME: PURIFIED DRINKING WATER WITH PROVISION OF HOT AND COLD WATER DISPENSER FOR THE DENR-CO</p>	
---	--	--	--	---

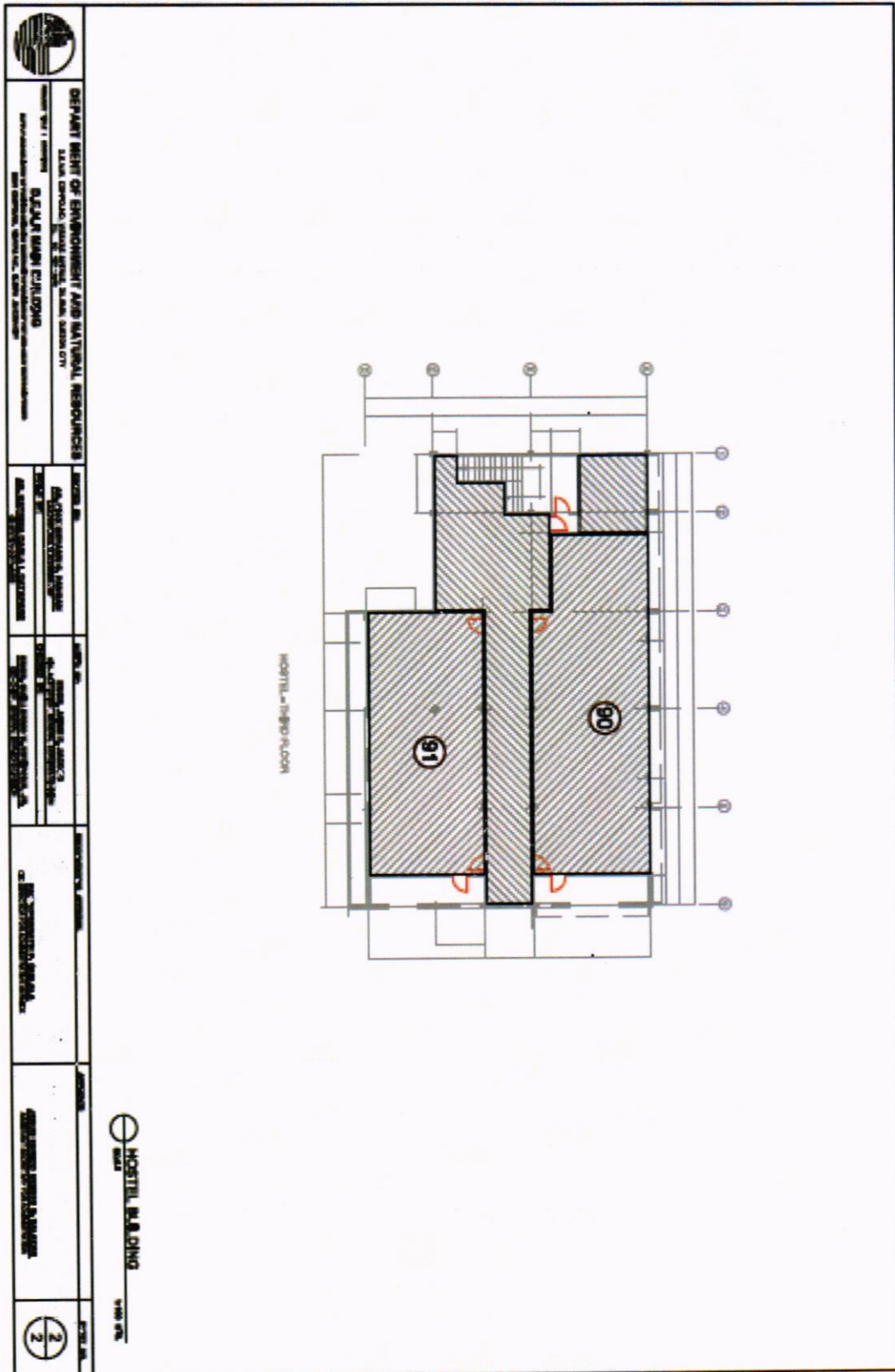


	<b>DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES</b> STATE OF COLORADO, 1535 WEST STRAIGHT, DENVER, COLORADO 80202 WWW.DENR.CO.GOV			
	<b>ANNEX BUILDING</b> 1535 WEST STRAIGHT, DENVER, COLORADO 80202			
SECTION 1 SUPPLY AND DELIVERY OF PURIFIED DRINKING WATER WITH PROVISION OF HOT AND COLD WATER DISPENSER FOR THE DENR-CO IB NO. DENR-CO-2019-002	SECTION 1 SUPPLY AND DELIVERY OF PURIFIED DRINKING WATER WITH PROVISION OF HOT AND COLD WATER DISPENSER FOR THE DENR-CO IB NO. DENR-CO-2019-002	SECTION 1 SUPPLY AND DELIVERY OF PURIFIED DRINKING WATER WITH PROVISION OF HOT AND COLD WATER DISPENSER FOR THE DENR-CO IB NO. DENR-CO-2019-002	SECTION 1 SUPPLY AND DELIVERY OF PURIFIED DRINKING WATER WITH PROVISION OF HOT AND COLD WATER DISPENSER FOR THE DENR-CO IB NO. DENR-CO-2019-002	SECTION 1 SUPPLY AND DELIVERY OF PURIFIED DRINKING WATER WITH PROVISION OF HOT AND COLD WATER DISPENSER FOR THE DENR-CO IB NO. DENR-CO-2019-002









**DENR BIDS AND AWARDS COMMITTEE**  
**REVISED CHECKLIST OF REQUIREMENTS FOR BIDDERS**

Name of Company:

**SUPPLY AND DELIVERY OF PURIFIED DRINKING WATER WITH  
PROVISION OF HOT AND COLD WATER DISPENSER FOR THE  
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES-  
CENTRAL OFFICE (DENR-CO)**

Bid Ref. No.:

**IB No. DENR-CO-2019-002**

**APPROVED BUDGET FOR THE CONTRACT: P1,890,000.00**

Ref. No.	Particulars	
<b>ENVELOPE 1: ELIGIBILITY AND TECHNICAL DOCUMENTS</b>		
<p><b>In accordance with Clause 19.4 of the Instructions to Bidders, the bid, except for the unamended printed literature, shall be signed, and each and every page thereof shall be initialed, by the duly authorized representative/s of the Bidder.</b></p>		
12.1	<b>(a) ELIGIBILITY DOCUMENTS</b>	
(a)	<b>CLASS "A" DOCUMENTS</b>	
	<b>(a.1.) LEGAL DOCUMENTS</b>	
	<p>Valid and current <b>Certificate of PhilGEPS Registration (Platinum Membership)</b> issued to bidder;  <i>Note: Bidder must ensure that all class "A" Eligibility Documents are valid and current at the time of submission of Certificate of PhilGEPS Registration (Platinum Membership).</i></p> <p><b>OR</b></p> <p>The following <b>Class "A" eligibility documents</b>:</p> <p>(i) a) Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives;  b) Business/Mayor's permit for CY 2019 issued to bidder by the city or municipality where the principal place of business of the bidder is located or the equivalent document for Exclusive Economic Zones or Areas  c) Current and valid Tax Clearance per E.O. 398, series of 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR);  d) Audited Financial Statements (AFS) for CY 2018 with stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions dated CY 2019;</p>	
	<b>(a.2.) TECHNICAL DOCUMENTS</b>	
	(ii) Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (per Annex I);	
	(iii) Statement of the Bidder's Single Largest Completed Contract (SLCC) of similar nature within the last five (5) years from date of submission and receipt of bids equivalent to at least fifty percent (50%) of the total ABC (per Annex I-A)  <u>Any of the following documents must be submitted/attached corresponding to listed completed largest contracts per Annex I-A:</u> (a) Copy of End User's Acceptance; or (b) Copy of Official Receipt/s or Sales Invoice	

**(a.3.) FINANCIAL DOCUMENTS**

- (iv) Net Financial Contracting Capacity (NFCC) computation, in accordance with ITB Clause 5.5, (per **Annex II**).
- The NFCC computation must at least be equal to the ABC of the lot/s being bid. The detailed computation using the required formula must be provided.
- OR**
- Original copy of Committed Line of Credit (CLC) issued by a Local Universal or Local Commercial Bank at least equal to ten percent (10%) of the ABC of the lot/s being bid.
- In case of Joint Venture, the partner responsible to submit the NFCC shall likewise submit the Statement of all its ongoing contracts and the Latest Audited Financial Statements.**

**Class "B" Document: (For Joint Venture)**

**Class "B" Document: (For Joint Venture if applicable)**

*The participating entities entering a Joint Venture Agreement (JVA) are to be treated as a single entity and shall be jointly and severally responsible or liable for the obligations and liabilities incurred by any partner to the JV pertinent to the project requirements.*

*Hence, any Blacklisting Order and/or overdue deliveries intended for end-user or DENR shall apply to the JVA as the JV is deemed as one bidder.*

**For Joint Ventures, Bidder to submit either:**

- (i) Copy of the JOINT VENTURE AGREEMENT (JVA) in case the joint venture is already in existence, or
- (ii) Copy of Protocol/Undertaking of Agreement to Enter into Joint Venture (Annex III) signed by 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 and must be in accordance with Section 23.1 (b) of the IRR

In case the joint venture is not yet in existence, the submission of a valid JVA shall be within ten (10) calendar days from receipt by the bidder of the notice from the BAC that the bidder is the Lowest Calculated and Responsive Bid [Sec 37.1.4 (a) (i)]

**The JVA or the Protocol/Undertaking of Agreement to Enter into Joint Venture (per Annex III) must include/specify the company/partner and the name of the office designated as authorized representative of the Joint Venture.**

**(b) TECHNICAL DOCUMENTS**

(i) Original Bid Security must be issued in favor of the **DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR)** (must be valid for at least 120 calendar days from the date of bid opening); any one of the following forms:

Project ABC (₱)	Bid Security: Cash, Cashier's/ Manager's Check, Bank Draft / Guarantee, Irrevocable Letter of Credit (2%) (₱)	Bid Security: Surety Bond (5%) (₱)	Bid Securing Declaration
1,890,000.00	37,800.00	94,500.00	No required amount

- 1. Bid Securing Declaration per **Annex IV**;
- 2. The Cashier's/Manager's Check shall be issued by a Local, Universal or Commercial Bank
- 3. The Bank Draft/Guarantee or Irrevocable Letter of Credit shall be issued by a Local Universal or Commercial Bank; or

4. Should bidder opt to submit a Surety Bond as Bid Security, the surety bond must be callable on demand and must be issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such bond. Together with the surety bond, a certification from Insurance Commission must be submitted by the bidder which must state that the surety or insurance company is specifically authorized to issue surety bonds.
5. For submission of Bank Draft/Guarantee or Irrevocable Letter of Credit or Surety Bond, the following must be stated/specified in the Bid Security pursuant to Section III, ITB Clause 18.5, to wit:

*The following are the grounds for forfeiture of Bid Security*

▪ **IF A BIDDER:**

- a) Withdraws its bid during the period of bid validity.
- b) Does not accept the correction of errors pursuant to Section 32.2.1 of the IRR of RA 9184.
- c) Fails to submit the Post Qualification requirements within the prescribed period or a finding against their veracity thereof.
- d) Submission of eligibility requirements containing false information or falsified documents.
- e) Submission of bids that contain false information or falsified documents, or the concealment of such information in the bids in order to influence the outcome of eligibility screening or any other stage of the public bidding.
- f) Allowing the use of one's name, or using the name of another for purposes of public bidding.
- g) Withdrawal of a bid, or refusal to accept an award, or enter into contract with the Government without justifiable cause, after the Bidder had been adjudged as having submitted the Lowest Calculated and Responsive Bid.
- h) Refusal or failure to post the required performance security within the prescribed time.
- i) Refusal to clarify or validate in writing its bid during post-qualification within a period of seven (7) calendar days from receipt of the request for clarification.
- j) Any documented unsolicited attempt by a bidder to unduly influence the outcome of the bidding in his favor.
- k) Failure of the potential joint venture partners to enter into the joint venture after the bid is declared as successful.
- l) All other acts that tend to defeat the purpose of the competitive bidding, such as habitually withdrawing from bidding, submitting late Bids or patently insufficient bid, for at least three (3) times within a year, except for valid reasons.

▪ **IF THE SUCCESSFUL BIDDER:**

- (i) fails to sign the contract in accordance with Section 40 of the Revised IRR of RA 9184; or
- (ii) fails to furnish performance security in accordance with Section 40 of the Revised IRR of RA 9184.

(ii)

Conformity with **Section VI. Schedule of Requirements as of 28 May 2019 as attached in the Supplemental/Bid Bulletin No. 1** and Section VII. Technical Specifications of the Bidding Documents.

	(iii)	<p>Sworn statement in accordance with Section 25.3 of the IRR of RA 9184 and using the prescribed form attached as <b>Annex V</b> with attached <b><u>Proof of Authority of the bidder's authorized representative/s:</u></b></p> <ol style="list-style-type: none"> <li>1. <b>FOR SOLE PROPRIETORSHIP (IF OWNER OPTS TO APPOINT A REPRESENTATIVE):</b> Duly notarized Special Power of Attorney</li> <li>2. <b>FOR CORPORATIONS, COOPERATIVE OR THE MEMBERS OF THE JOINT VENTURE:</b> Duly notarized Secretary's Certificate evidencing the authority of the designated representative/s.</li> </ol> <p><b>IN THE CASE OF UNINCORPORATED JOINT VENTURE: Each member shall submit a separate Special Power of Attorney and/or Secretary's Certificate evidencing the authority of the designated representative/s.</b></p>	
--	-------	--	--

**ENVELOPE 2: FINANCIAL DOCUMENTS**

13.1	<p>Completed and signed Financial Bid Form. Bidder must use, accomplish and submit Bid Form(Annex VI).</p> <p>The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.</p>	
------	---	--

**Note: In case of inconsistency between the Checklist of Requirements for Bidders and the provisions in the Instruction to Bidders/Bid Data Sheet, the Instruction to Bidders/Bid Data Sheet shall prevail.**