

SUPPLEMENTAL BID BULLETIN

Republic of the Philippines
PHILIPPINE INTERNATIONAL CONVENTION CENTER
PICC Complex, 1307 Pasay City
BIDS AND AWARDS COMMITTEE (BAC)

February 18, 2025

ONE (1) YEAR CONTRACT FOR THE MONTHLY PREVENTIVE MAINTENANCE SERVICE OF SIXTEEN (16) UNITS MITSUBISHI ESCALATORS AND FOUR (4) UNITS MITSUBISHI ELEVATORS

ADDENDUM NO. 01

This Addendum is issued to amend/revise certain provisions of the Bid Documents for the above-captioned procurement. Said amendments are as follows:

- I. Section III- Bid Data Sheet have been revised to read as:
 - ITB Clause 5
 - Item "f"-Must be an **authorized seller, distributor and/or service contractor of Mitsubishi Elevators and Escalators in the Philippines**
 - ITB Clause 20.2
 - Item "e"- **Certification from Mitsubishi Philippines that the parts/materials to be supplied are of OEM/genuine parts of Mitsubishi elevators and escalators.**

- II. Section VII- Technical Specifications have been revised to read as:
 - II. SPECIAL/OTHER CONDITIONS OF THE CONTRACT
 - 5. The Contractor shall also provide miscellaneous materials such as rugs for cleaning, grease, lubrication oil, service light bulbs and other miscellaneous materials necessary for proper **maintenance/cleaning of escalators/elevators, pit area and machine room, lubrications of mechanical moving parts, etc.** Contractor shall also provide Personal Protective



Equipment (PPE) such as face mask/shield and hand gloves for its assigned maintenance personnel.

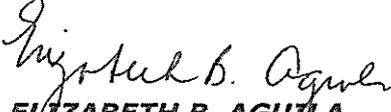
- 6. *Minor repair will be free of charge such as installation of PICC-supplied PCBs, relay, circuit breaker, burnt wires/cables, and other parts as replacement of the defective part/s.***
7. If the required major materials and parts are not available on stock, the Contractor shall submit a price quotation to PICC for approval and procurement.
8. The Contractor shall provide emergency service (check-up and trouble- shooting) on on-call basis within 24 hours after receipt of call free of charge.
- 9. *During emergency service of elevator/escalator, if found out to have defective PCBs, the Contractor shall immediately provide service PCBs to temporarily restore the equipment back to the operation. Failure to provide service PCB or restore normal operation within 24 hours upon rendering the emergency service shall mean deduction from the number of operable equipment during the coverage period billed on a per day basis. Computation/cost per equipment not operable shall be based on the Special Condition of Contract under GCC Clause 2.2,***
10. The Contractor upon the request of the PICC or its authorized Technical/Mechanical services representative, shall provide stand-by service personnel for fast and immediate troubleshooting/restoration of escalator and elevator minor defect/s to ensure safe, proper and continuous operation of said equipment during big local and/or international events. The rate of the stand-by technician and/or repair serviceman shall be based from Contractor's manpower costing rate per technician per hour as part of the contract.
11. The Contractor shall provide PICC a detailed report of each inspection and or check-up of each unit listed above. The report shall include voltage and current log readings taken during inspection, condition of equipment, and recommendation on proper operation and maintenance and repair work.
12. The Contractor, upon request and proper authorization of PICC, shall provide additional services not included in the above scope of works. The services rendered shall be billed separately by the former to the latter.
13. The Contractor, within the first 30 days of implementation of this Contract, shall conduct inspection of the equipment, together with the Assistant Director of Mechanical Services Division or his authorized representative, to determine components and auxiliaries for repair and replacement, and submit recommendation for action of PICC.

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14. The Contractor shall submit detailed preventive maintenance program to PICC' Mechanical Services Division for the Mitsubishi elevators and escalators on the first quarter period and implement the same in accordance with PICC approved schedule so as not to hamper any event activities and the flow of human traffic.
15. No part of the services to be provided under the Contract may be sub-contracted. and no obligation or duty arising therefrom may be transferred or assigned, without the prior approval of, and upon terms acceptable to, PICC.
16. The Contractor shall ensure that its assigned personnel and/or representatives shall comply with, and submit themselves to, the rules and regulations of the PICC on security, sanitation, environmental compliance, safety and other regulations.
17. The Contractor's personnel to be assigned at PICC shall have no employee-employer relationship with PICC. The Contractor shall hold PICC and its personnel free from any suit or liability whatsoever arising from any demand or claims for personal injury, wages and other employee benefits, and other claims for damages including death of its personnel and third parties in connection with the performance by the Contractor or its personnel of their duties under the Contract.
18. The Contractor agrees that non-performance of any of the specific works, and non-compliance to all the conditions specified herein are considered breach of contract.
19. The Contractor shall assist PICC in the renewal of the expiration of the Permit to Operate (PTO) of the elevator/escalator and other government permits and clearances **one month prior to the expiration of the valid/still existing PTO**. The Contractor shall perform all the required elevator/escalator test/s and issue all required Certificate/s signed by their Professional Mechanical Engineer (PME) that are needed for the renewal of PTO and should be physically present along with the MSD personnel during annual inspection conducted by the Local Government Unit (LGU)/Government Permit Issuing Agency (GPIA). **Coverage of assistance shall be from filing of the necessary application form/s to the LGU/GPIA, assessment of the fee, and payment to the cashier. (payment will be subject for reimbursement to PICC). Any Administrative fine/Penalty due to late filing of certificate of renewal attributable to the negligence/inaction of the Contractor, shall be charge to the same.**

The corrected copies are attached. Bidders are advised to replace their original copies with the corrected copies.

For guidance and information of all concerned.


ELIZABETH B. AGUILA
Vice-Chairperson

Received by:

(Signature over printed name)
Telephone/Fax No. _____
Date: _____
Name of Company: _____

Bid Data Sheet

ITB Clause	
5	<p>The following persons shall be eligible to participate in this bidding:</p> <ul style="list-style-type: none"> a. Duly licensed Filipino citizens/sole proprietorships; b. Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines; c. Corporations duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the of the outstanding capital stock belongs to citizens of the Philippines; d. Cooperatives duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines; e. Must be in business for the marketing/sales, installation, repair, operation and maintenance of Mitsubishi elevators and escalators in the Philippines for the past ten (10) years f. Must be an <i>authorized seller, distributor and/or service contractor of Mitsubishi Elevators and Escalators in the Philippines</i>
5.3	<p>For this purpose, similar contract shall refer to maintenance of elevators and escalators.</p> <p>The Bidder must have completed within the last five (5) years a single contract that is similar to this requirement, the amount of which shall be at least fifty percent (50%) of the ABC.</p>
7.1	Sub-contracting is not allowed
8	The PICC will hold a pre-bid conference on February 12, 2025 at 10:00 a.m.
12	Not applicable
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ul style="list-style-type: none"> a. In the amount of not less than ₱21,499.48, or Cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; b. Surety Bond in the amount of not less than ₱53,748.72.

15	<p>Sealing and Marking of Bids</p> <p>Each Bidder shall submit the original and one (1) copy of the first and second components of its Bid. Technical and Financial documents must be placed in separate envelopes properly marked and sealed (please see attached Illustrations)</p>
16.1	<p>The address for submission of bids is:</p> <p style="text-align: center;">PICC-Bids and Awards Committee (BAC) Secretariat Ground floor, Delegation Building PICC Complex, 1307 Pasay City</p> <p>The deadline for submission of bids is February 26, 2025 at 1:00 p.m.</p>
17.1	<p>The place of bid</p> <p style="text-align: center;">BAC CONFERENCE ROOM Function Room B, 2nd Floor, Delegation Building PICC Complex, 1307 Pasay City</p> <p>The date and time of bid opening is February, 2025 at 1:30 a.m.</p> <p>In case the Bids cannot be opened as scheduled due to justifiable reasons, the BAC shall take custody of the Bids submitted and the opening of Bids shall be at 10:00 a.m. of the next working day.</p>
19.3	<p>Total ABC is ONE MILLION SEVENTY-FOUR THOUSAND NINE HUNDRED SEVENTY-FOUR PESOS AND FORTY CENTAVOS (PhP1,074,974.40), VAT Inclusive.</p>
20.2	<p>Within a non-extendible period of five (5) calendar days from receipt by the bidder of the notice from the BAC that it submitted the LCB, the Bidder shall submit the following documentary requirements:</p> <ol style="list-style-type: none"> a. A copy of 2023 Income and Business Tax Returns with proof of payment; b. Sections III and V of the bid documents, signed on each and every page by the bidder's authorized representative; c. Company profile with organizational chart and sketch of office location; d. Resume of key personnel who will be assigned to the project; e. <i>Certification from Mitsubishi Philippines that the parts/materials to be supplied are of OEM/genuine parts of Mitsubishi elevators and escalators;</i> f. Certification that the participating bidder has conducted ocular inspection of the subject requirements; and g. Certificate of Satisfactory Completion and Acceptance of previous PICC projects undertaken within the last five (5) years, if any.
21.2	<p>No additional requirement</p>

existing regulations. Any overtime service necessary to maintain quality maintenance service shall be free of charge or for the account of the contractor.

4. The Contractor shall provide the following minor materials and parts necessary for the operation and maintenance activities:

ELEVATOR PARTS

- | | |
|-----------------------|--------------------------|
| a. Finger Contact | h. Indicator Bulbs |
| b. Stationary Contact | i. Fluorescent Starter |
| c. Heart Contact | j. Door Guide Shoe |
| d. Contact Support | k. Signal Lamps |
| e. Relay Shunt | l. Door Cable |
| f. Relay Spring | m. Moving Contact Holder |
| g. Fuse Link | n. Arc Shield . |

ESCALATOR PARTS

- | | |
|---------------------------|------------------------|
| a. Relay Spring | h. Connectors |
| b. Relay Shunts | i. Terminal Lugs |
| c. Relay Contact | j. Oil Pan |
| d. Carbon Contacts | k. Fluorescent Ballast |
| e. Fluorescent Starters | l. Screws and Bolts |
| f. Carbon Contact Holders | |
| g. Fuses | |

5. The Contractor shall also provide miscellaneous materials such as rugs for cleaning, grease, lubrication oil, service light bulbs and other miscellaneous materials necessary for *proper maintenance maintenance/cleaning of escalators/elevators, pit area and machine room, lubricants of mechanical room, lubrication of mechanical moving parts, etc.* Contractor shall also provide Personal Protective Equipment (PPE) such as face mask/shield and hand gloves for its assigned maintenance personnel.
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<p>personnel free from any suit or liability whatsoever arising from any demand or claims for personal injury, wages and other employee benefits, and other claims for damages including death of its personnel and third parties in connection with the performance by the Contractor or its personnel of their duties under the Contract.</p> <p>18. The Contractor agrees that non-performance of any of the specific works, and non-compliance to all the conditions specified herein are considered breach of contract.</p> <p>19. The Contractor shall assist PICC in the renewal of the expiration of the Permit to Operate (PTO) of the elevator/escalator and other government permits and clearances <i>one month prior to the expiration of the valid/still existing PTO</i>. The Contractor shall perform all the required elevator/escalator test/s and issue all required Certificate/s signed by their Professional Mechanical Engineer (PME) that are needed for the renewal of PTO and should be physically present along with the MSD personnel during annual inspection conducted by the Local Government Unit (LGU)/Government Permit Issuing Agency (GPIA). <i>Coverage of assistance shall be from filing of the necessary application form/s to the LGU/GPIA, assessment of the fee, and payment to the cashier. (payment will be subject for reimbursement to PICC). Any Administrative fine/Penalty due to late filing of certificate of renewal attributable to the negligence/inaction of the Contractor, shall be charge to the same.</i></p>	
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STATEMENT OF COMPLIANCE

Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered.

Note:

Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.