

January 3, 2020

**CONSULTANCY SERVICES FOR THE PREPARATION OF A STRUCTURAL RETROFITTING  
DESIGN INCLUDING PROJECT MANAGEMENT FOR THE NATIONAL DEVELOPMENT COMPANY  
(NDC) AND INDUSTRY AND INVESTMENT (I&I) BUILDING  
PROJECT REFERENCE NO.: MR19-10-178**

**SUPPLEMENTAL/BID BULLETIN NO. 1**

This **Supplemental/Bid Bulletin No. 1** is being issued in relation to matters arising from queries of prospective bidders and to modify and/or amend items in the Bid Documents. This shall form an integral part of the bidding documents.

**I. Timetable of Activities:**

Below is the updated schedule of activities for the procurement of Consultancy Services for the Preparation of Structural Retrofitting Design including Project Management for the National Development Company (NDC) and Industry and Investment (I&I) Building

<b>ACTIVITIES</b>	<b>DATE/TIME/LOCATION</b>
Issuance of Eligibility Documents	<b>December 28, 2019 – January 21, 2020</b> (9:00 am - 4:00 pm) <b>January 22, 2020</b> (8:00 – 9:00 am) 7 <sup>th</sup> Floor, NDC Building
Deadline of Submission of Eligibility Documents	<b>January 22, 2020</b> (10:00 am) 7 <sup>th</sup> Floor, NDC Building
Opening of Eligibility Documents, Eligibility Check and Shortlisting	<b>January 22, 2020</b> (11:00 am) ABB Hall, NDC Building
Issuance of Bidding Documents to Shortlisted Consultants	<b>January 23 – February 4, 2020</b> (9:00 am - 4:00 pm) <b>February 5, 2020</b> (8:00 – 9:00 am) 7 <sup>th</sup> Floor, NDC Building
Pre-Bid Conference	<b>January 24, 2020</b> (2:00 pm) ABB Hall, NDC Building
Deadline of Submission of Technical and Financial Proposals	<b>February 5, 2020</b> (10:00 am) 7 <sup>th</sup> Floor, NDC Building
Opening and Preliminary Examination of Technical Proposals and Opening of Financial Proposals	<b>February 5, 2020</b> (11:00 am) ABB Hall, NDC Building
Oral Presentation of Plan/Program (as may be required)	<b>February 7, 2020</b> (2:00 PM) ABB Hall, NDC Building

**II. Request for Expression of Interest:**

**REQUEST FOR EXPRESSION OF INTEREST FOR  
CONSULTANCY SERVICES FOR THE PREPARATION  
OF A STRUCTURAL RETROFITTING DESIGN INCLUDING  
PROJECT MANAGEMENT FOR THE NATIONAL DEVELOPMENT COMPANY (NDC) AND INDUSTRY  
AND INVESTMENT (I&I) BUILDING**

1. The National Development Company (NDC), through the Approved NDC's Capital Expenditure Program for the Year 2019, intends to apply the sum of FOUR MILLION PESOS (P4,000,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for Consultancy Services for the Preparation of a Structural Retrofitting Design Including Project Management for the National Development Company(NDC) and Industry and Investment (I & I) Buildings with Project Reference No. BAC19-10-178. Bids received in excess of the ABC shall be automatically rejected at the opening of the financial proposals.
2. The NDC now calls for the submission of eligibility documents for Consultancy Services for the Preparation of a Structural Retrofitting Design Including Project Management for the National Development Company (NDC) and Industry and Investment (I & I) Buildings.

NDC owns a 12-storey building (NDC Building) and a 9-storey building (I&I Building) located at 116 Tordesillas, Salcedo Village, Makati City and 385 Sen. Gil Puyat Ave., Makati City, respectively, with both basement and roof deck composed of reinforced concrete columns, beams, shear walls and slabs.

In 2018, the NDC engaged the services of the structural firm, Ruel B. Ramirez and Associates (RBRA), for the conduct of the structural stability certification with testing and evaluation report. The said engagement aimed to assess, evaluate and audit the structural strength and serviceability of both NDC Building and I&I Building relative to the provisions of the National Building Code of the Philippines (NBCP).

RBRA certified both buildings as SAFE under gravity loads. However, for a seismic load (earthquake) with a source type that can generate a magnitude of 7 and higher, both buildings will become unstable.

The result of the Structural Stability Certification also showed that some structural members of the NDC Building and I&I Building have to be retrofitted/strengthened.

In this regard, the NDC intends to invite prospective Consultancy Service Providers to undertake the

preparation of Structural Retrofitting Design including Project Management for both NDC Building and I&I Building.

The objectives of the of the consultancy services is to recommend the most appropriate retrofitting/design scheme that will:

- Reinforce the weak members of the building based on the structural investigation report for the NDC Building and I & I Building; and
- Reduce or eliminate the risk of earthquake damage to the NDC Building and I & I Building.

To ensure the attainment of the objectives of this engagement, the Consultant shall provide the following services:

a. Structural Retrofitting Design Analysis: (60% of the contract)

- Validate and review of the existing structural evaluation and assessment report including the design parameters and loadings.
- Prepare structural modeling and analysis as a result of the validation and review.
- Check the existing condition of the building's structural layout, brace system, structural members, structural configuration and joint configuration of the building.
- Assess the current load carrying capacity of the structure, as well as the foundation. Excavation test may be carried out if necessary.
- Inspect and analyze the material performance and parameters of structure, computation and examination of cracks and deformation of structural members.
- Include structural test when necessary to determine the actual strength of structural members.
- Present at least 3 schemes of Structural Retrofitting Design and provide recommendations.
- Provide detailed design engineering plans and drawings, method of statement, costing and bill of quantities for the approved design for construction and for application of necessary permits as required.
- All drawings, plans and perspective will be prepared in A0 format, while figures/plates accompanying the report will be reduced to either A3 or A4 (and at appropriate scale).
- Check building occupancy/tenants and submit Gant chart for determination of activities and timelines.
- Provide consultancy services during procurement process.

b. Package B. Project Management (40% of the Contract)

- The Consultant shall fulfill its obligations using its technical expertise in construction management and supervision according to the best accepted professional and industry standards. It shall exercise all reasonable skill, care, diligence and prudence in discharging its duties and shall always work in the best interest of the National Development Company (NDC). It shall deploy to the Project its technical personnel with sufficient qualification and experience to ensure the full and satisfactory accomplishment of the required Services.
- The Consultant shall undertake construction management and supervision of the Project according to what are required in this TOR. Instructions and directions may be made by NDC from time to time during the duration of its Service to ensure proper and efficient implementation of the Project. It shall conduct regular consultation and coordination with NDC in relation to its obligations and responsibilities to the Project.

More details on the services are provided in the Terms of Reference (TOR) for the project.

3. Interested consultants must register to drop and submit their Eligibility Documents at the NDC BAC Secretariat at the 7<sup>th</sup> Floor, NDC Building, 116 Tordesillas St., Salcedo Village, Makati City, on or before January 22, 2020 at 10:00 am (7<sup>th</sup> Floor, NDC Clock). Applications for eligibility will be evaluated based on a non-discretionary "pass/fail" criterion. The opening of Eligibility Documents is on January 22, 2020 at 11:00 am at the ABB Hall, NDC Building, 116 Tordesillas St., Salcedo Village, Makati City.
4. Interested bidders may obtain further information and inspect the Bidding Documents from NDC BAC Secretariat following the same schedule and address stated in item no 5.
5. A complete set of Eligibility and Bidding Documents may be acquired by interested Bidders at the NDC Bids and Awards Committee (BAC) Secretariat located at the 7<sup>th</sup> Floor, NDC Building, 116 Tordesillas St., Salcedo Village, Makati City from 9:00 am to 4:00 pm on December 28 to February 4, 2020 and from 8:00 am to 9:00 am only on February 5, 2020 and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos (₱5,000.00) to the NDC Cashier located at the 7<sup>th</sup> Floor, NDC Building.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The BAC shall draw up the short list of consultants from those who have submitted Expression of Interest, including the eligibility documents, and have been determined as eligible in accordance with the provisions of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act", and its Implementing Rules and Regulations (IRR). The short list shall consist of five (5) prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are:

<b><u>Eligibility Criteria</u></b>	<b><u>Score</u></b>
Applicable experience of the consultant	45%
Qualification of personnel to be assigned	45%
Current workload relative to capacity	10%
<b>TOTAL</b>	<b>100%</b>

7. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the IRR of RA 9184.
8. The Procuring Entity shall evaluate bids using the Quality-Cost Based Evaluation procedure. The technical proposal and financial proposal shall be given weights of 70% and 30%, respectively. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders
9. The contract shall be completed within twenty (20) months from receipt of the Notice to Proceed broken down as follows:
  - A. Structural Retrofitting Design Analysis – Three (3) months
  - B. Assistance During the Procurement Process – Five (5) months
  - C. Project Management – Twelve (12) months from issuance of Notice to Proceed to the winning bidder for the retrofitting of the NDC Building and I & I Building
10. The NDC reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**MR. ROMMEL R. SERRANO**

Head, BAC Secretariat

National Development Company

8<sup>th</sup> Floor, NDC Building, 116 Tordesillas St., Salcedo Village, Makati City

Tel. Nos.: (02) 840-4838 to 47 local 256 Fax No.: (02) 840-4862

E-mail Address: [rserrano@ndc.gov.ph](mailto:rserrano@ndc.gov.ph) NDC website: [www.ndc.gov.ph](http://www.ndc.gov.ph)

For guidance and information of all concerned.

(SGD.)

**AGM SATURNINO H. MEJIA**

Chairperson, Bids and Awards Committee