



LAND BANK OF THE PHILIPPINES

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CLASS D

BID BULLETIN NO. 1 For ITB No. 2015-3-124

PROJECT : **One Lot Comprehensive Structural Audit of LANDBANK Plaza**

IMPLEMENTOR : **Procurement Department**

DATE : **September 14, 2015**

This Bid Bulletin is issued to modify or amend items in the Bid Documents. This shall form an integral part of the Bid Documents.

The modifications or amendments are as follows:

- 1) The Terms of Reference (TOR) has been revised. Please see attached revised TOR (Annexes A1 to A5).
- 2) Sections VI (Schedule of Requirements), Section VII (Technical Specifications), Schedule of Prices and Checklist of Bidding Documents have been revised. Please see attached revised pages 71, 72, 76 and 88.
- 3) The deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is scheduled on **September 24, 2015, 11:00 A.M.** at the Procurement Department, 25th Floor, LANDBANK Plaza Building, 1598 M. H. Del Pilar corner Dr. Quintos Streets, Malate, Manila.

For guidance and information of all concerned.


ALWIN I. REYES
Assistant Vice President
Procurement Department

TERMS OF REFERENCE (TOR)

A. - NAME AND DESCRIPTION OF THE PROJECT :

One (1) Lot – Supply of technical expertise, supervision, services, materials tools & equipment for the Comprehensive Structural Audit of LANDBANK Plaza.

B. - OBJECTIVES OF THE PROJECT :

1. To evaluate and improve, if necessary, the resistance/performance/seismic capacity of the LANDBANK Plaza building against strong earthquake to meet Life Safety Performance Objective in accordance with the code provision of the American Society of Civil Engineers particularly ASCE/SEI 41-13 and check the design compliance of the LBP building to National Structural Code of the Philippines (NSCP) series 2010, 6th Edition requirements
2. To understand building's structural system and layouts for reference.

C. - SCOPE OF THE PROJECT AND DELIVERY OF TIME/COMPLETION SCHEDULE :

C.1 SCOPE OF WORKS

The scopes of works are as follows, but not limited to the following:

1. Perform site visit and acquire realistic information about the existing building. Determine the required additional field work to obtain the needed information to conduct assessment;
2. Access to copies of prior building assessment, as well as maintenance and repair records of the building being assessed;
3. Additional investigation engineers e.g. geotechnical, material engineers etc. as required after reviewing preliminary data;
4. Conduct field tests and measurements of the structural dimension of the members of the building;
5. Determine key dynamic properties e.g. non-structural components such as partitions, stiffness, damping etc. of the existing building
6. Carry out and perform detailed structural evaluation or analysis including investigation of the building's structural system following procedures per ASCE 41-13 (use ETABS software latest edition);
7. Identification possible causes of cracks and its impact on strength, stiffness, serviceability and function of the structure during a strong earthquake. Also identify weakness possible or critical areas of the structure and its proposed remedial measures, if necessary;
8. Determine the allowable load capacity of the building per floor;
9. Submit signed and sealed comprehensive engineering investigation reports (Final report) including remedial/recommended measures, structural retrofitting plans and other documents/permits requiring approval from local regulatory or Office of the Building Official, if needed;

C.2. STANDARD REFERENCES FOR SEISMIC EVALUATION:

1.0	ASCE 41-13	Seismic Evaluation and Retrofit of Existing Buildings
2.0	NSCP s 2010, 6th Edition	National Structural Code of the Philippines

C.3. DELIVERY:

a. DURATION OF ENGINEERING INVESTIGATION – NINETY (90) calendar days upon receipt of Notice to Proceed.

b. SUBMITTAL OF DOCUMENTS - Engineering investigation reports shall be submitted within seven (7) calendar days after completion of investigation/analysis/ evaluation of Tier 1 – Preliminary Assessment Report according to the following order:

1. Three (3) copies for the initial structural assessment report; and
2. Four (4) copies of the comprehensive engineering investigation report containing but not limited to the following items:

- **Scope and Intent:**

The purpose for the evaluation, including jurisdiction requirements (if any), a list of the tiers(s) followed, and level of investigation conducted.

- **Site and Building Data:**

- General building description (number of stories and dimensions)
- Structural system description (framing, lateral-force-resisting system, floor and roof diaphragm constructions, basement and foundation system).
- Nonstructural systems description (all nonstructural elements that affect seismic performance).
- Building type.
- Performance level.
- Level of seismicity.
- Soil type.

- **List of Assumptions:** Material properties and site soil conditions.

- **Findings:**

- A prioritized list of deficiencies.
- Result of laboratory testing and samples;
- Findings and recommendations;
- Signed & sealed structural certification on test conducted

C.4. VALIDITY OF QUOTATIONS:

Six (6) months from receipt of offered quotation of the supplier

D. PROJECT CONDITIONS :

Project: Supply of technical expertise, supervision services, materials tools & equipment for the determination of detailed Load Capacity vs. Present Load for every Floor of the LBP Plaza Building.

Date: May 2015
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Az (Revised)

1. The winning Service Provider is required to use Extended Three-Dimensional Analysis of Building Systems (ETABS - latest version) and required to turn-over the operating/master key or dongle of the software to LBP through FMD to access the program whenever the Bank needs it
2. Include in the quotation the professional fee/s for the services of the recommended engineers e.g. geotechnical engineer, materials engineer etc. **and the cost of soil sub-surface investigation/exploration** as needed.
3. All results of testing undertaken during inspection, structural computations and analyses shall be compiled & submitted to LBP through FMD in hard & soft copies (2-sets each).
4. All testing of existing structural members shall be "non-destructive".
5. Non-destructive testing must be employed, unless necessary, coring of **least three (3)** concrete samples is allowed subject to confirmation/approval of the Bank thru FMD.
6. **Issuance of structural certification** needed for business permit as required by the Office of the Building Official (OBO) of Manila for a period of 15 years shall be part of these services for as long as there are no changes in its occupancy/loadings; and
7. Submission of particular/specific manpower needed per scope of works or activity with a corresponding operational cost for LBP-FMD reference.

E. - QUALIFICATION AND DOCUMENTARY REQUIREMENTS :

Qualification requirement	Documentary requirement
1. Must be a recognized & accredited structural engineering specialist by PICE and regular member of ASEP for at least 10 years with proven track record in design and investigation of High rise or Tall buildings	Submission of certificate of recognition issued by any of the following: <ul style="list-style-type: none"> • Professional Regulation Commission's (PRC) as Structural Engineer • Philippine Institute for Civil Engineers (PICE) as structural engineering specialist • Association of Structural Engineers of the Philippines (ASEP) - as regular member with good standing for at least ten (10) years
2. Must have at least 10 years extensive experience in structural design, investigation and evaluation of retrofitting works of high rise building as Principal Structural Engineer	Submit lists of completed projects supported with their related documents (e.g. previous contracts, Purchase Orders, etc.)
3. Must have a registered/licensed structural engineering software (ETABS latest version)	Submit copy of the registered/ licensed structural engineering software
4. Must have knowledge on the latest code requirements of NSCP s. 2010 and ASCE 41-13 or ASCE 31-03	Submit at least five (5) samples of projects done using ASCE 41-13 or ASCE 31-03

F. - DATA, LOCAL SERVICES, PERSONNEL & FACILITIES TO BE PROVIDED BY PROCURING ENTITY:

1.0 All works, schedules and other concerns shall be coordinated with the following FMD contact persons:

- o Edgardo V. Calderon local 8442
- o Elmer M. Abuzo local 2496
- o Hermie C. Villa local 7360

2.0 FMD will be assigning personnel that will monitor the implementation of the project.

G. - WORKING ARRANGEMENTS :

1.0 Ensure that the service provider's staff/personnel are equipped with the appropriate Personnel Protective Equipment (PPE) (i.e. helmets, dust masks, uniform outfit with the name of the contractor's company, safety shoes, etc.).

2.0 Authorized work schedule of the supplier/contractor:

- 2.1 Weekdays : 7:00 PM to 4:00 AM
- 2.2 Weekends/Holidays : 8:00 AM to 5:00 PM
- 2.3 Schedule of work operation may be subject to change provided no disruption to the operation of the Bank.

H. - MANNER OF PAYMENT :

Subject to LBP Accounting and auditing procedures.

I. - OTHER TERMS & CONDITIONS :

1. Prospective bidder/service provider should inspect, verify and assess condition, location and details of the project. FMD will issue **Certification of Inspection (CI)**. **No CI means outright disqualification of the bid. This shall form part of the technical documents to be submitted.**
2. In line with the Bank's Environmental Management System (EMS) program and being an ISO 14001:2004 certified institution, the winning service provider is required to use the appropriate equipment, hand tools and personal protective gears/equipment during the implementation of the project.
3. The winning service provider should observe SAFETY at all times and shall be liable for any harm, damaged or injury that may be sustained or suffered by its own crew/workers while in the performance of their duty.
4. The winning service provider shall secure a **Comprehensive General Liability Insurance (CGLI)** to be submitted to LBP prior to the start of the project or issuance of **Notice to Proceed (NTP)**.
5. The winning service provider shall be held directly responsible for any injury to person and/or damage to the Bank's property arising from the act, whether partial, contributory, or due entirely to the fault, negligence and/or dishonesty of the Contractor's personnel, in the course of their duty.

Technical Specifications

Specification	Statement of Compliance
<p>One Lot Comprehensive Structural Audit of LANDBANK Plaza</p> <p>Other requirements :</p> <ol style="list-style-type: none"> 1. Compliance to the scope of works and other requirements stated in the Revised Terms of Reference (TOR) – Annexes A1 - A5. 2. Submission of the following documents inside the eligibility/technical envelope: <ol style="list-style-type: none"> a) Certificate of recognition / membership issued by any of the following: <ul style="list-style-type: none"> o Professional Regulations Commission – as Structural Engineer o Philippine Institute for Civil Engineers of 	<p>Bidders must state below either “Comply” or “Not Comply” against each of the individual parameters of each specification stating the corresponding performance parameter of the items offered.</p> <p>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 Bidders 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 provisions of ITB Clause 3.1(a)(ii) and/or GCC Clause 2.1(a)(ii)</p> <p>Please state here either “Comply” or “Not Comply”</p>

<p>the Philippines (specialty division for structural of high rise buildings)</p> <ul style="list-style-type: none">o Association of Structural Engineers of the Philippines – as regular member with good standing for at least ten (10) years; and <p>b) List of completed projects supported with previous purchase orders or any other document to show that bidder has a minimum experience of ten (10) years in the structural design, investigation and evaluation of retrofitting works of high rise building</p> <p>c) Copy of registered / licensed structural engineering software (ETABS latest version)</p> <p>d) Certificate of Inspection issued by Facilities Management Department</p> <p>e) Samples of completed projects (at least five) using ASCE 41-13 or ASCE 31-03</p>	<p>Please state here either “Comply” or “Not Comply”</p>
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Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Form No. 2

SCHEDULE OF PRICES

1 Item No.	2 Description	3 Country of Origin	4 Quantity	5 Unit price EXW per item	6 Cost of local labor, raw material and component	7 Total price EXW per item (cols. 4 x 5)	8 Unit prices per item final destination and unit price of other incidental services	9 Sales and other taxes payable per item if Contract is awarded	10 Total Price delivered Final Destination (cols. 8 + 9) x 4
1	One Lot Comprehensive Structural Audit of LANDBANK Plaza	N/A	N/A	N/A	N/A	N/A			P

Note: Prospective bidders are required to submit itemized costing for the professional fees for the services of the recommended engineers e.g. Geotechnical engineer, Materials engineer, etc. and the cost of soil sub-surface investigation/exploration.

Name of Bidder

Signature over Printed Name of Authorized Representative

Position

- 3.f The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.
- 3.g The prospective bidder's computation for its Net Financial Contracting Capacity (sample form - Form No. 5).
- 3.h Certificate of recognition / membership issued by any of the following:
- Professional Regulation Commission (PRC) – as Structural Engineer
 - Philippine Institute for Civil Engineers (PICE) – Specialty division for structural of high rise buildings
 - **Association of Structural Engineers of the Philippines – as a regular member with good standing for at least ten (10) years**
- 3.i List of completed projects supported with previous purchase orders/contracts or any other document to show that bidder has a minimum experience of ten (10) years in the structural design, investigation and evaluation of retrofitting works of high rise buildings.
- 3.j Copy of registered / licensed structural engineering software (ETABS latest version)
- 3.k. Certificate of Inspection issued by Facilities Management Department.
- 3.l Samples of completed projects (at least five) using ASCE 41-13 or ASCE 31-03**
- 3.m Valid joint venture agreement (JVA), in case the joint venture is already in existence. In the absence of a JVA, duly notarized statements from 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 shall be included in the bid. Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security. Each partner of the joint venture shall submit the legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance.
4. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet);
- 5. Revised Schedule VI - Schedule of Requirements with signature of bidder's authorized representative.**
- 6. Revised Section VII - Technical Specifications with response on compliance and signature of bidder's authorized representative.**