

**SPECIAL BIDS AND AWARDS COMMITTEE FOR FREE WI-FI INTERNET ACCESS
IN PUBLIC PLACES PROJECT (BAC4FREEWIFI)**

Supplemental Bid Bulletin No. 2

**PROCUREMENT OF CONSULTANCY SERVICES TO CONDUCT THE KNOWLEDGE,
ATTITUDE, AND PRACTICES (KAP) STUDY OF SOCIAL MEDIA USE IN THE
PHILIPPINES**

Bid Reference No.: BAC4FREEWIFI-2016-07-011

Please be advised of the changes in the schedule of the Submission and Opening of Bids for this project:

Activity	Previous Schedule	Revised Schedule
Submission of Eligibility Documents	15 August 2016 12 Noon	24 August 2016 12 Noon
Opening of Eligibility Documents	15 August 2016 1 PM	24 August 2016 1 PM

After considering the queries, clarifications, recommendations and suggestions, the BAC4FREEWIFI hereby decides to include, revise, amend, delete and/or adapt the following provisions:

NO.	QUERY	BAC4FREEWIFI'S RESPONSE
1	<p>We called your office earlier this morning and talked to Ms. Shally. We have raised some questions regarding the bidding requirements. We would just like to document them in this email and also get your concurrence that our understanding is correct.</p> <ul style="list-style-type: none"> For the eligibility documents to be submitted on Monday, August 15, we would only be submitting those that are listed in the Eligibility Data Sheet. This contains the legal, financial and technical documents. There was no mention though of the actual research proposal. >> We were advised that these listed documents will be the only documents to be submitted. And since the research proposal has not yet been listed among the eligibility documents, this would 	<ul style="list-style-type: none"> Yes.

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NO.	QUERY	BAC4FREEWIFI'S RESPONSE
	<p>be provided upon notice from the committee after the eligibility has been confirmed.</p> <ul style="list-style-type: none"> • Purchase of bidding documents. We have not purchased any bidding documents.>> we are still in the early stages of the bidding process for consultancy services and does not need to pay yet for the bidding documents. This will be done after eligibility screening. 	<ul style="list-style-type: none"> • Yes.
2	<p>We would need your inputs and reconsideration though for this particular requirement. In Clause 1.1 iv, under Class A documents, technical documents: we are to submit "Statement of the prospective bidder of all its ongoing and completed 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, within the relevant period provided in the EDS."</p> <p>Furthermore, we need to provide the contracts for each of these projects and fill-out the Certificate of Satisfactory Completion using the Annex 1C document, as specified in the eligibility data sheet. The period required from the bidding sheet is 3 years. We have conducted though at least 100 projects in this specified period and would take us more time to prepare needed supporting documents for each and every project. Since you have also provided a form in Annex 1C on the preferred format for the completion report, we will need to get back on our client and have them sign this particular completion form</p> <ul style="list-style-type: none"> • We would like to request then to reconsider this particular requirement. We would still submit 	<ul style="list-style-type: none"> • Submission of the Statement of all Ongoing and Completed Contracts as per Revised Annex 1B will

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	<p>the list of projects we have done in the past 3 years, but would it be possible to provide supporting documents only for select ongoing and completed government and private contracts of similar nature and complexity. This would be of tremendous help to us in meeting your requirements and still showing our capabilities on conducting your needed services</p> <ul style="list-style-type: none"> On having the Certificate of Satisfactory Completion based on Annex 1C, would it be possible to rather show any proof of completion either the invoices/receipt or our internal completion reports? The invoices/receipts or PSRC's completion reports would stand in place of the Annex 1C document. 	<p>suffice. Please refer to the table below for the amended provisions in the bidding documents.</p> <ul style="list-style-type: none"> A certificate of satisfactory completion or an equivalent document showing satisfactory completion of the contract issued by the client for each completed contract must be submitted. Annex 1C is provided as a sample form. Please refer to the table below for the amended provisions in the bidding documents.
3	<p>Just need to clarify, your eligibility requirements indicate that we must submit the following:</p> <ol style="list-style-type: none"> Copy of Contract showing value of contract, scope of works, and number of participants; certified true copy of Official Receipt/s; and Certificate of Satisfactory Completion issued by the client for completed contracts as per <p>Should we submit all? Normally in our bids for other government projects, we were only required to submit ORs as evidence that we've accomplished the client contracts.</p> <p>For item (1) we cannot share the contracts because we are bound by a confidentiality agreement with client not to share details</p>	<p>Submission of the Statement of all Ongoing and Completed Contracts as per Revised Annex 1B will suffice.</p> <p>For each completed contract, a certificate of satisfactory completion or an equivalent document showing satisfactory completion of the contract issued by the client must be submitted. Annex 1C is provided as a sample form. Please refer to the table below for the amended provisions in the bidding documents.</p>

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	<p>of the project. For item (3) it takes time to get the certificates from all the clients we have had contracts with. We have around 20 contracts listed in our form and getting all 20 client to submit a certificated will really take time.</p>	

ORIGINAL PROVISION	AMENDED PROVISION
<p>Section III. Eligibility Data Sheet 2.</p>	
<p><u>B. Technical Documents:</u></p> <ul style="list-style-type: none"> ii. Statement of all its Ongoing Contracts (including awarded contract/s not yet started, if any) within the last three (3) years (Annex 1B) <ul style="list-style-type: none"> a. For each of listed on-going contracts, the following must attach/submit the copy of Contract showing value of contract, scope of works and number of participants. b. For each listed completed contracts, the following must be submitted: <ul style="list-style-type: none"> (1) Copy of Contract showing value of contract, scope of works, and number of participants; (2) certified true copy of Official Receipt/s; and (3) Certificate of Satisfactory Completion issued by the client for completed contracts as per Annex 1C 	<p><u>B. Technical Documents:</u></p> <ul style="list-style-type: none"> ii. Statement of all its Ongoing and Completed Contracts (including awarded contract/s not yet started, if any) <u>from January 2015 up to the day before the deadline for the submission of eligibility documents (Revised Annex 1B as of 12 August 2016)</u> <ul style="list-style-type: none"> a. <u>For each listed completed contracts, a Certificate of Satisfactory Completion or equivalent document showing satisfactory completion of the contract issued by the client must be submitted.</u> <p><u>*A sample Certificate of Satisfactory Completion has been provided as Annex 1C.</u></p>

All terms, conditions and instructions to bidders specified in the Bidding Documents inconsistent with this Bid Bulletin are hereby superseded and modified accordingly.

Please use the following forms attached in this Supplemental Bid Bulletin No. 2:

- Revised Statement of All Ongoing and Completed Contracts as of 12 August 2016
- Revised Checklist of Requirements as of 12 August 2016

All terms, conditions and instructions to bidders specified in the Bidding Documents inconsistent with this Bid Bulletin are hereby superseded and modified accordingly.

For information and guidance of all concerned.

Issued this 12th of August 2016.

MARIA TERESA MAGNO-GARCIA

Chairperson, BAC4FREEWIFI

Revised Annex 1B as of 18 August 2016

**PROCUREMENT OF CONSULTANCY SERVICES TO CONDUCT THE KNOWLEDGE,
ATTITUDE, AND PRACTICES (KAP) STUDY OF SOCIAL MEDIA USE IN THE
PHILIPPINES**

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STATEMENT OF ALL ONGOING CONTRACTS AND COMPLETED CONTRACTS

1. ALL ON-GOING CONTRACTS (including Contracts awarded but not yet started, if any)

Name of Client	Title of Contract	Date of Award	Type and Brief Description of the Survey/Consulting Services	Consultant's Role (Main Proponent, Partner, Sub-Contractor)	Amount of Contract	Contract Duration	Completion Date

2. COMPLETED CONTRACTS

Name of Client	Title of Contract	Date of Award	Type and Brief Description of the Survey/Consulting Services	Consultant's Role (Main Proponent, Partner, Sub-Contractor)	Amount of Contract	Duration of Contract

For each listed completed contract/s, the following must be submitted:

- a) Certificate of Satisfactory Completion or equivalent document issued by the client.

CERTIFIED CORRECT:

Name & Signature of Authorized Representative

Position

Date

DICT BAC4FREEWIFI

REVISED CHECKLIST OF REQUIREMENTS FOR ELIGIBILITY AND SHORT LISTING FOR BIDDERS AS OF 12 AUGUST 2016

Name of Company : _____

Name of Project : **PROCUREMENT OF CONSULTANCY SERVICES TO CONDUCT THE KNOWLEDGE, ATTITUDE, AND PRACTICES (KAP) STUDY OF SOCIAL MEDIA USE IN THE PHILIPPINES**

Bid Reference No. : **BAC4FREEWIFI-2016-07-011**

APPROVED BUDGET FOR THE CONTRACT : **Php6,200,000.00**

Ref. No.	Particulars	√
ELIGIBILITY DOCUMENTS		
CLASS "A" DOCUMENTS		
Legal Documents		
	1. Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives	
	2. Business/Mayor's permit for 2016 issued by the city or municipality where the principal place of business of the prospective bidder is located	
	3. Valid and Current Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.	
Technical Documents		
	2. Eligibility Documents Submission Form per Annex 1A	
	3. Statement of the prospective bidder of all its ongoing and completed 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, from January 2015 up to the day before the deadline for the submission of eligibility documents per Revised Annex 1B as of 12 August 2016 . The statement shall include, for each contract, the following: <ul style="list-style-type: none"> (i) the name and location of the contract; (ii) date of award of the contract; (iii) type and brief description of consulting services; (iv) consultant's role (whether main consultant, subcontractor, or partner in a JV) 	

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<ul style="list-style-type: none"> (v) amount of contract; (vi) contract duration; and (vii) certificate of satisfactory completion (Annex 1C) issued by the client, in the case of a completed contract; 	
<p>4. For each completed contract stated in Revised Annex 1B as of 12 August 2016, Certificate of Satisfactory Completion or an equivalent document issued by the client showing satisfactory completion of the contract</p>	
<p>5. Statement of Single Largest Completed Contract within the last five (5) years of similar nature amounting to at least fifty percent (50%) of the ABC per Annex 1D</p>	
<p>6. Certificate of Net Financial Contracting Capacity per Annex 1F</p>	
<p>7. Statement of the consultant specifying its nationality and confirming that those who will actually perform the service are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions in accordance with Clause 2.1.(v) per Annex 1F</p>	
Financial Document	
<p>8. The consultant's audited financial statements, showing, among others, the consultant'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</p>	
CLASS "B" DOCUMENTS (FOR JOINT VENTURE)	
<p>For Joint Ventures, bidder to submit either:</p> <ul style="list-style-type: none"> 1. Copy of the JOINT VENTURE AGREEMENT (JVA) in case the joint venture is already in existence, or 2. Copy of Protocol / Undertaking of Agreement to Enter into Joint Venture 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. (Annex 1H) <p>The JVA or the Protocol/Undertaking of Agreement to Enter into Joint Venture (Annex1H) must include/specify the company/partner and the name of the office designated as authorized representative of the Joint Venture.</p> <p>For Joint Venture, the following documents must likewise be submitted:</p> <p>For Joint Venture <u>Between Two (2) Local Companies</u>, each partner should submit:</p> <ul style="list-style-type: none"> 1. Registration Certificate from the Securities and Exchange Commission (SEC) for corporations, Department of Trade and Industry (DTI) for sole 	

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	<p>proprietorship, or Cooperative Development Authority (CDA) for cooperatives;</p> <p>2. Business/Mayor's permit for 2016 issued by the city or municipality where the principal place of business of the prospective bidder is located;</p> <p>3. Valid and Current Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.</p>	
	<p>For item 4 to 11 of the required eligibility documents, submission by any of the Joint Venture partner constitutes compliance.</p>	
<p>NOTE:</p>	<p>In case of inconsistency between the Checklist of Requirements for Eligibility and Short listing for Bidders and the provisions in the Eligibility Documents/Eligibility Data Sheet, the Eligibility Documents/Eligibility Data Sheet shall prevail</p>	