



Republic of the Philippines
PAMANTASAN NG LUNGSOD NG MAYNILA
(University of the City of Manila)
Intramuros, Manila



PLM - BIDS and AWARDS COMMITTEE (PLM-BAC)

NAME OF PROJECT : **SUPPLY AND INSTALLATION OF ELEVATOR**

SUPPLEMENTAL/BID BULLETIN No. 31-G-18
14 November 2018

This Supplemental/Bid Bulletin is issued to clarify or amend some provisions originally indicated in the Bidding Documents, in compliance with Section 22.5.1 of the Revised Implementing Rules and Regulations of Republic Act 9184, to wit:

Regulations of Republic Act 9184, to wit:

Issue/Clarification (ORIGINAL)	Response (AMENDED, see capitalization and underlined words)																		
<table><tr><th>Activities</th><th>Schedule</th><th>Time</th></tr><tr><td>Submission of Bids</td><td>21 November 2018</td><td>2:00 p.m.</td></tr><tr><td>Opening of Bids</td><td>21 November 2018</td><td>2:00 p.m.</td></tr></table>	Activities	Schedule	Time	Submission of Bids	21 November 2018	2:00 p.m.	Opening of Bids	21 November 2018	2:00 p.m.	<table><tr><th>Activities</th><th>Schedule</th><th>Time</th></tr><tr><td><u>SUBMISSION OF BIDS</u></td><td><u>28 NOVEMBER 2018</u></td><td><u>2:00 P.M.</u></td></tr><tr><td><u>OPENING OF BIDS</u></td><td><u>28 NOVEMBER 2018</u></td><td><u>2:00 P.M.</u></td></tr></table>	Activities	Schedule	Time	<u>SUBMISSION OF BIDS</u>	<u>28 NOVEMBER 2018</u>	<u>2:00 P.M.</u>	<u>OPENING OF BIDS</u>	<u>28 NOVEMBER 2018</u>	<u>2:00 P.M.</u>
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Section IV. Technical Specifications (Terms of Reference) Section VII. Drawings (Floor Plan)	Section IV. Technical Specifications (Terms of Reference) – <u>PLEASE SEE ATTACHED REVISED TECHNICAL SPECIFICATIONS (TERMS OF REFERENCE).</u> Section VII. Drawings (Floor Plan) – <u>PLEASE SEE ATTACHED REVISED DRAWINGS (FLOOR PLAN).</u>																		

This shall form an integral part of the bidding documents. Any provisions in the Bidding Documents inconsistent herewith is hereby cancelled, modified and superseded accordingly.

For guidance and information of all concerned.


ENGR. KAREN L. LEYSON
Acting Chief-PFMO, End-user


ATTY. RUFINO V. ABUDA
PLM-BAC Chairperson

Received by the bidder:

Name of the Bidder & Signature

Name of Company

Date:


Section VI. Specifications

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. 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 **Error! Reference source not found.** and/or GCC Clause **Error! Reference source not found.**


TERMS OF REFERENCE

GENERAL NOTES AND CONDITIONS

1. The general conditions and provisions of the Terms of Reference and the contract not in conflict with these Specifications and the drawings form part of and are included in this section of these Specifications.
2. The Contractor shall guarantee PLM that they are capable of completing the work as specified in the approved plans, scope of work and specifications, bill of materials and contract for the Procurement of Passenger Elevators for PLM.
3. The Contractor shall possess a PCAB license with specialty in Elevator with at least a Size Range of Small B and License Category C&D for General Building / General Engineering. The Contractor shall perform all work in accordance with all conditions stipulated in the contract.
4. The Contractor shall provide experienced and qualified manpower, tools, materials and equipment which are capable of producing the quality and quantity of work required to complete the project as specified in the approved scope of work and specifications, within time as specified in the approved contract.
5. The Contractor shall undertake all the contingencies and other necessary works to complete the project as it is intended by the PLM authorized representative. Bid tendered shall be deemed complete in all aspects of the work. Drawing and Specifications: the contract documents, agency estimate, instructions, drawings, scope of work and specifications shall be considered as one, such that whatever is called for by any of the documents shall be binding as if called for by all. In case of discrepancy between the Drawings and Specifications, the former shall prevail.
6. The Contractor shall comply with PLM's service and operational requirements regarding occasional and reasonable work stoppage due to dust and noise problems.
7. Prohibitions:
 - a. Smoking shall not be allowed within building, work and storage area.
 - b. Drinking of liquor shall not be allowed within the site.
 - c. Gambling of any type is strictly prohibited within the site.


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- d. Carrying of items determined by PLM as "deadly instrument" is strictly prohibited within the site.
 - e. Workers are not allowed to eat within the project work area.
8. Washing area (to be determined by PLM) and facilities (to be provided by the Contractor) shall be maintained for sanitation purposes.
 9. The Contractor is required to provide its workers with safety harness, goggles, facemasks or shields when performing welding works.
 10. All employees of the Contractor at the jobsite shall wear T-shirts marked with Contractor's company name and valid company I.D.
 11. Stairways, passageways and all access ways shall be kept free from construction materials and obstructions at all times.
 12. The Contractor shall thoroughly clean the project site including all areas disturbed by renovation activities to the full satisfaction of PLM.
 13. All works shall comply with applicable regulations of authorities having jurisdiction on the project.
 14. Standards of Material: The materials to be replaced shall serve as the minimum standard as to the size, strength, quality or class of the replacement materials.
 15. The visible silence of these Specifications and the Drawings to any detail, or noticeable omission from them of a detailed description concerning any materials shall be regarded to mean that "only materials of first class quality shall be used.
 16. The work shall be executed in a workmanlike manner and in accordance with the best practices employed in modern construction/installations:
 - a. All materials to be supplied and installed be brand new free from defects and must conform to the specifications.
 - b. The Contractor shall execute all works in compliance with the requirements of the Scope of Works and Terms and Conditions and all parts and materials shall be subjected to inspection and acceptance by PLM, through PFMO and TIT & PSO.
 - c. The Contractor shall strictly observe the sanitation, safety and security rules and regulations of the PLM in the execution of this project.
 - d. The Contractor shall be fully responsible for safety, protection, security and convenience of its personnel, third parties and the public at large as well as its works, equipment, installation and the like to affect by the implementation of this project.
 - e. Any damage to the system, facilities and equipment of PLM due to the negligence, theft or pilferage, directly or indirectly caused by the Contractor personnel shall be immediately repaired, restored or replaced by the Contractor for its account. Any repair, restoration or replacement made by PLM for the same purpose shall be deducted from any payable account of the Contractor.
 - f. PLM shall fully settle the charges due upon Acceptance of the Project by PFMO and TIT.


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- g. All materials, labor, equipment supplied and execution of all works shall be guaranteed for 1 year with a certification of guarantee issued by the supplier upon acceptance by PLM.
- 17. Only competent and efficient workers shall be employed by the Contractor and shall, upon written request of PLM, remove from the project site any employee who, in the opinion PLM, is incompetent or who obstruct the progress of the work.
- 18. The Contractor shall be responsible for all injury to persons and damage to PLM and other property caused by the execution of the works and shall be liable for any claims against PLM on account of such injury and / or damage.
- 19. The Contractor shall likewise provide necessary precaution to protect the property of the Owner against rain or other stormy weather condition and / or theft. The Contractor shall be liable for any such damage or loss.

SCOPE OF WORK

- 1. Under these specifications, together with the plans, the contractor shall supply all labor, supervision, equipment and materials for the Supply, Delivery, Dismantling, Installation and Commissioning of one (1) unit brand new passenger elevators with brand new and appropriate materials for the completion of the Project at PLM.
- 2. The Contractor shall secure a permit from the Intramuros Administration's (IA) authorized representative having the jurisdiction on institutions inside Intramuros.
- 3. The Contractor shall install electric and water sub meters prior to start of work and shall be witnessed and approved by PLM.
- 4. The Contractor shall provide adequate signage and safety precautions in the entire proximity of the Project site.
- 5. The Contractor shall ensure safety of its worker by checking all electrical supply for the elevator in the Electrical Room, ample lighting, ventilation inside the elevator shaft, safety harness and other PPEs required during the installation of elevators.
- 6. The Contractor shall take photograph on all works that will be done in the Project including the existing elevator to be replaced before the dismantling.
- 7. The Contractor shall dismantle, package and properly store the existing elevator units and parts in the designated space allocated by PLM. Chipping of concrete for the access of elevator motor, replacement of elevator doors and buttons shall only be done after office hours, weekends or holidays.
- 8. The Contract shall supply, deliver and install sump pump.
- 9. Waterproofing of elevator pit should be done by Contractor with plaster on walls and concrete topping of flooring

10. The Project Engineer must be present during the Installation of Elevator PM motor and Car and an Electrical Engineer during the installation of wiring and connection to the power supply.
11. The Contractor shall restore all affected areas to its original condition during the installation and commissioning of the elevator units.
12. The Contractor must inform and coordinate with the PFMO and TIT one (1) week before the testing and commissioning.
13. The Contractor must submit the soft & hard-copy of the before and after installation photograph of the elevator units upon completion of installation and commissioning of the elevator units.
14. The Contractor must submit the soft & signed and sealed hard-copy of the Hoist way, Machine Room, Elevation and Electrical as-built plans of the elevator units before acceptance of the installation and commissioning of the elevator units.
15. The Contractor must submit a certification stating that the manufacturer of elevator units to be supplied is ISO 9001/14001 certified.
16. The elevator manufacturer must have at least one (1) authorized service center in Metro Manila area for at least three (3) years.

ELEVATOR SPECIFICATIONS:

The passenger elevator shall have the following minimum specifications and features:

Elevator Use/ Model	One (1) unit passenger elevator
Capacity	630 Kg. / 9 persons
Speed	1.0 MPS
Motor	Permanent Magnet gear less motor
CAR DESIGN	
Number of stops	Seven (7)
Number of Openings (Front)	Seven (7)
Ceiling	Ceiling with fan and LED light
Walls	Hairline stainless steel
Door Opening	800 mm X 2100 mm height
Car Sill	Extruded hard aluminum
Doors in all floors	Hairline finished stainless steel sheet
Electric Power Supply	220 VAC, 3 Phase, 60 Hertz
Electric Lighting Supply	220 VAC, 3 Phase, 60 Hertz
Other Features	Automatic Rescue Device

TERMS AND CONDITIONS

1. The Project must be completed within one hundred twenty (120) Calendar Days starting on the date indicated in the Notice to Proceed.

2. Warranty of the equipment and execution of all works shall be guaranteed by the Contractor upon acceptance by PLM for one (1) year. The warranty shall include monthly preventive maintenance, including labor and parts.

Warranty obligations shall commence upon Completion and Final Acceptance of the Project.

In order to assure that manufacturing defects shall be corrected by the Contractor, a warranty shall be required from the Contractor for a period of one (1) year. The obligation for the warranty shall be covered by, at the Contractor's option, either retention money in an amount equivalent to ten percent (10%) of every progress payment or a special bank guarantee equivalent to ten percent (10%) of the total Contract Price. The said amount shall only be released after the lapse of the warranty period.

3. Mode of Payment as follows:
 - a. Fifteen percent (15%) mobilization
 - b. Fifty percent (50%) upon dismantling and hauling of old elevator and delivery of Brand New Elevator
 - c. One hundred percent (100%) upon completion, testing and commissioning and acceptance by the PFMO, TIT and PSO
4. The Supplier shall execute all the works in strict compliance with the requirements of the scope of work and terms and conditions and all parts and materials shall be subject to inspection and acceptance by PLM representative/s.
5. The Supplier shall secure Contractor's All Risk Insurance (CARI) for the duration of the project.

OTHER REQUIREMENT/S

1. The bidder must be of good standing and has at least satisfactory performance with respect to its latest completed project with the Phil. Government. (Note: This is applicable only to the prospective bidder with previous infrastructure project/s or contract/s with the Phil. Government which was/were: (i) awarded through Public Bidding, Limited Source Bidding or Negotiated Procurement-Two Failed Biddings; and (ii) entered into within the past three (3) years prior to the date of bid submission. For evaluation/verification purposes, the eligible bidder may be asked to provide additional information regarding its statement prior or during the post-qualification evaluation).
2. The Contractor must be an authorized partner/reseller of the elevator manufacturer or distributor. (For evaluation/verification purposes, the eligible bidder may be asked to provide additional information regarding its statement prior or during the post-qualification evaluation).

I hereby certify to comply with the above Technical Specifications / Terms of Reference.

Name of Company/Bidder

**Signature over Printed Name of
Bidder/ Authorized Representative**

Date

Section VII. Drawings

Insert here a list of Drawings. The actual Drawings, including site plans, should be attached to this section or annexed in a separate folder.