



DEVELOPMENT BANK OF THE PHILIPPINES

Head Office: Sen. Gil J. Puyat Avenue corner
Makati Avenue, Makati City, Philippines



SUPPLEMENTAL BID BULLETIN NO. 1

23 September 2025

Attention: **All prospective bidders for the project**

BID REFERENCE NO. G-2025-23: SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF TWO (2) UNITS VARIABLE FREQUENCY DRIVE (VFDS) AND TWO (2) UNITS TRANSFORMERS FOR ELEVATORS OF THE DEVELOPMENT BANK OF THE PHILIPPINES

(ABC: PhP 7,000,000.00 for two (2) sets at PhP 3,500,000.00 per set, inclusive of all applicable taxes)

Please be informed of the following:

1. The schedule of bid activities for the above-cited project shall proceed as follows:

ACTIVITY	DATE AND TIME (Per Supplemental Bid Bulletin No. 1 dated 28 July 2025)	VENUE
Submission of Eligibility, Technical, and Financial Proposals*	01 October 2025 (Wednesday) <u>ON OR BEFORE 9:00 AM*</u>	6/F BAC Secretariat, DBP Head Office, Makati City
Opening of Eligibility, Technical, and Financial Proposals	01 October 2025 (Wednesday) 9:30 AM	12/F Suite 5, DBP Head Office, Makati City or via Zoom Meeting

***Late submissions shall not be accepted**

2. Please refer to Section III. Bid Data Sheet (BDS) of the Philippine Bidding Documents for the detailed procedure and options for the payment of bidding documents and the submission of bids. As indicated in the Invitation to Bid, bidders must settle the required payment for the bidding documents before the deadline of the submission and receipt of bids.

Additionally, bidders are encouraged to submit their bid proposals at least one day prior to the deadline to avoid late submissions. Bidders may attend the bid opening through Zoom Meeting App.

3. Response to the queries of the bidders:

QUESTIONS	RESPONSE
Is there a need to conduct Site Inspection?	Yes, site inspection is required.
Are the Installation, Testing and Commissioning of Complete Elevator Project acceptable as Single Largest Completed Contract (SLCC)	Yes. Installtion, Testing and Commissioning of Complete Elevator Project is acceptable. Please see the <i>Revised Checklist of Requirements</i> as attached in this Supplemental Bid Bulletin No. 1 dated 23 September 2025.

4. Revision on the Checklist of Requirements

(Please see the *Revised Checklist of Requirements* as attached in this Supplemental Bid Bulletin No. 1 dated 23 September 2025)

FROM	TO
<p>Tab 5</p> <p>Statement of completed contract/s of similar nature (government or private contract) within the last five (5) years equivalent to at least fifty percent (50%) of the ABC. The statement (<i>Template per FORM 4</i>) must be duly signed by the bidder's authorized representative.</p> <p>Similar contract refers to Supply, Delivery, Installation or Replacement Variable Frequency Drives and Transformers for OTIS Elevators.</p> <p>The identified single largest completed contract must be supported by the following:</p> <p>a) <u>Notice of Award (NOA), OR Notice to Proceed (NTP), OR Contract, OR Purchase Order (PO)</u></p> <p>AND</p> <p>b) <u>Any one</u> of the following documents:</p> <ul style="list-style-type: none"> • Copy of Certificate of Completion or Certificate of Acceptance or Certificate of Satisfactory Performance issued by the bidder's client. <p>OR</p> <ul style="list-style-type: none"> • Copy of Official Receipt/s or Sales Invoice/s issued by the 	<p>Tab 5</p> <p>Statement of completed contract/s of similar nature (government or private contract) within the last five (5) years equivalent to at least fifty percent (50%) of the ABC. The statement (<i>Template per FORM 4</i>) must be duly signed by the bidder's authorized representative.</p> <p>Similar contract refers to Supply, Delivery, Installation, Testing and Commissioning OR Repair of Elevator.</p> <p>The identified single largest completed contract must be supported by the following:</p> <p>a) <u>Notice of Award (NOA), OR Notice to Proceed (NTP), OR Contract, OR Purchase Order (PO)</u></p> <p>AND</p> <p>b) <u>Any one</u> of the following documents:</p> <ul style="list-style-type: none"> • Copy of Certificate of Completion or Certificate of Acceptance or Certificate of Satisfactory Performance issued by the bidder's client. <p>OR</p> <ul style="list-style-type: none"> • Copy of Official Receipt/s or Sales Invoice/s issued by the bidder to the client (ORs/SIs must sum up to the

FROM	TO
bidder to the client (ORs/SIs must sum up to the full amount of total contract price of completed project).	full amount of total contract price of completed project).
<i>To add</i>	Tab 13 Certificate of Site Inspection issued by DBP

5. **The Eligibility, Technical Documents and Financial Proposals must be properly tabbed for easy reference and must be submitted in sequence/order per [Revised Checklist of Requirements](#).**
6. The BAC shall no longer entertain any question/request for clarification after the issuance of this Bid Bulletin.
7. Please be advised that bids submitted after the deadline shall only be marked for recording purposes, shall not be included in the opening of bids, and shall be returned to the bidder unopened.

For the guidance and information of all concerned. _

(SIGNED)

Senior Vice President, and
First ViceChairperson, Bids and Awards Committee

**SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF
TWO (2) UNITS VARIABLE FREQUENCY DRIVE (VFDS) AND TWO (2) UNITS
TRANSFORMERS FOR ELEVATORS OF THE DEVELOPMENT BANK
OF THE PHILIPPINES
BID REFERENCE NO. G-2025-23**

TRANSMITTAL FORM

REVISED CHECKLIST OF REQUIREMENTS FOR BIDDERS

Note: Please fill-out this form and submit directly to the BAC Secretariat outside of the sealed envelopes.

FOR MACHINE STAMP (OFFICIAL TIME) BY THE DBP BAC SECRETARIAT

Received: _____

Name of Bidder: _____
 Complete Address: _____
 Submitted by: _____
 Landline: _____
 Email: _____

Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
LEGAL ELIGIBILITY DOCUMENTS	
TAB 1	<p>If the bidder is a joint venture (JV):</p> <p>a. <u>If bidding as a formed JV:</u> Submit the existing valid, duly accomplished, signed and notarized JV Agreement (JVA). The JVA must specifically indicate among others, the following: the partner company that will represent the JV, the shareholdings of each partner company in the JV (to determine which partner company and its nationality has the controlling majority share), and the share of each partner company in the JV.</p> <p>Moreover, please likewise note:</p> <p>1) <u>If the JV is incorporated or registered with the relevant government agency</u>, all documents listed in this checklist must be under the JV's name and shall submit the PhilGEPS Certificate of Registration under Platinum Category also under the JV's name.</p> <p>2) <u>If the JV is unincorporated</u>, the PhilGEPS Certificate of Registration under Platinum Membership shall be submitted by each of the JV partners, while submission of the technical and financial eligibility documents (Tab 4 onwards) by any one of the JV partners constitutes collective compliance.</p> <p>b. <u>If bidding as a JV that is yet to be formed:</u> Submit duly notarized Agreement to Enter into Joint Venture (Template per FORM 1). Please likewise note:</p> <p>PhilGEPS Certificate of Registration under Platinum Membership shall be submitted by each of the JV partners, while submission of the technical and financial documents (Tab 4 onwards) by any one of the JV partners constitutes collective compliance.</p> <p>Please refer to FORM 1-A and FORM 1-B for the sample Secretary's Certificate for each of the JV Partners.</p>

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Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
	<p><i>Each JV partner must submit its duly notarized Special Power of Attorney or Secretary's Certificate, whichever is applicable, indicating therein the following:</i></p> <ol style="list-style-type: none"> 1. <i>The designated /authorized representative who will sign the Joint Venture Agreement (JVA) or the Protocol to Enter into a JVA;</i> 2. <i>That they are duly authorized to participate in the bidding as a JV;</i> 3. <i>The authorized Lead Company to represent the JV;</i> 4. <i>The person designated as the duly authorized representative of the JV to participate in the bidding, sign the bid proposals/bidding documents and sign the ensuing contract with DBP.</i> <p><i>In case a JV partner is sole proprietorship and the proprietor opts to designate a representative, FORM 2-A shall be customized to include provisions such as the authority to sign the Protocol/Undertaking to Enter a JVA.</i></p>
TAB 2	<p>Proof of appointment/authority of bidder's representative:</p> <p>a. Duly notarized Special Power of Attorney (if the bidder is a sole proprietorship and opts to designate a representative) - Template per FORM 2-A</p> <p>OR</p> <p>b. Duly notarized Secretary's Certificate (if the bidder is a corporation, partnership, cooperative or joint venture), if the bidder is a corporation - Template per FORM 2-B</p> <p>In case there are more than one appointed/designated representatives, bidders must tick ONE of the checkboxes provided in the form to identify if acting ANY ONE OF THE SIGNATORIES, ALL OF THE SIGNATORIES, or ANY (NUMBER) OF THE SIGNATORIES.</p> <p><u>FAILURE TO TICK A CHECKBOX SHALL MEAN THAT ALL AUTHORIZED REPRESENTATIVES MUST SIGN THE BIDDING FORMS.</u></p>
TAB 3	<p>Valid and current Certificate of PhilGEPS Registration (Platinum Membership), in three (3) pages, including Annex "A" or the List of Class "A" Eligibility Documents required to be uploaded and maintained current and updated in PhilGEPS in accordance with section 8.5.2. of the IRR of RA 9184. <u>Including the valid/current PCAB License with classification: SP-ES (Elevator or Escalator)</u></p> <p><u>Only the current/updated Certificate of PhilGEPS Registration (Platinum Membership) shall be accepted during the opening of bids. Expired Certificate or any of the Eligibility Documents listed in Annex "A" shall be a ground for failure of the bidder.</u></p> <p>Note: If the PCAB classification of "Specialty: SP-ES (Elevator or Escalator)" is not reflected/indicated in the Annex "A" of Certificate of PhilGEPS Registration (Platinum Membership), <u>bidders must submit a copy of their PCAB License to prove compliance to the required classification.</u></p>
<p>Following are the related provisions/requirements based on GPPB Resolution 15-2021 dated 14 October 2021 regarding submission of valid/current PhilGEPS Certificate of Registration (Platinum Membership):</p>	

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Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
	<p>- <u>LIFT the suspension on the implementation of mandatory submission of the PhilGEPS Certificate of Registration (Platinum Membership) in Competitive Bidding and Limited Source Bidding, thus, fully enforcing Sections 8.5.2 and 54.6 of the 2016 revised IRR of RA No. 9184 starting 01 January 2022;</u></p> <p>- <u>AMEND Sections 23.1(a)(ii) and 24.1(a)(ii) of the 2016 revised IRR of RA No. 9184 to reflect that the submission of the recently expired Mayor's Permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit shall be accepted by the PhilGEPS for the purpose of updating the PhilGEPS Certificate of Registration (Platinum Membership) in accordance with Section 8.5.2 of the 2016 revised IRR of RA 9184.</u></p>
TECHNICAL ELIGIBILITY DOCUMENTS	
TAB 4	<p>Statement by the bidder of ALL its ongoing government and/or private contracts (including those awarded but not yet started, if any), whether similar or not similar in nature and complexity to the contract to be bid (include all contracts with the DBP for the said period, if any (<i>Template per FORM 3</i>), duly signed by the bidder's authorized representative.</p> <p>Note: For bidders who have no ongoing government and/or private contracts, kindly indicate in their statement "NONE" to comply with the requirement. Bidders will be rated "failed" if no document is submitted or if the document submitted is incomplete or patently insufficient (<i>per GPPB NPM 094-2013 dtd. 2013-12-19</i>).</p> <p><i>Copies of the NOA, contract, NTP, or equivalent document for each ongoing contract listed in the statement shall be required to be submitted as part of post-qualification of the bidder declared as the Lowest or Single Calculated Bid.</i></p>
TAB 5	<p>Statement of completed contract/s of similar nature (government or private contract) within the last five (5) years equivalent to at least fifty percent (50%) of the ABC. The statement (<i>Template per FORM 4</i>) must be duly signed by the bidder's authorized representative.</p> <p>Similar contract refers to Supply, Delivery, Installation, Testing and Commissioning <u>OR</u> Repair of Elevator.</p> <p>The identified single largest completed contract must be supported by the following:</p> <p>a) <u>Notice of Award (NOA)</u>, OR <u>Notice to Proceed (NTP)</u>, OR <u>Contract</u>, OR <u>Purchase Order (PO)</u> AND</p> <p>b) <u>Any one</u> of the following documents:</p> <ul style="list-style-type: none"> • Copy of Certificate of Completion or Certificate of Acceptance or Certificate of Satisfactory Performance issued by the bidder's client. OR • Copy of Official Receipt/s or Sales Invoice/s issued by the bidder to the client (ORs/SIs must sum up to the full amount of total contract price of completed project).
FINANCIAL ELIGIBILITY DOCUMENTS	
TAB 6	<p>Completely accomplished computation of Net Financial Contracting Capacity (NFCC) which must be at least equal to the ABC (<i>Template per FORM 5</i>), duly signed by the bidder's authorized representative.</p>

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 (ABC: PhP 7,000,000.00 for two (2) sets at PhP 3,500,000.00 per set, inclusive of all applicable taxes)

1) The values of the bidder's current assets and current liabilities shall be based on the AFS for **CY 2024**;

2) The value of the NFCC must at least be equal to the ABC of this project.

IN case of Joint Venture, the partner responsible to submit the NFCC shall likewise submit the Statement of all its ongoing contracts and the Latest Audited Financial Statements.

If the prospective bidder opts to submit a committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid. If issued by a foreign universal or commercial bank, it shall be confirmed or authenticated by a local universal or commercial bank.

TECHNICAL COMPONENT

Original Bid Security issued in favor of the Development Bank of the Philippines (must be valid for at least 120 calendar days from the date of bid opening); **any one of the following is acceptable:**

- Cashier's/manager's check issued by a Universal or Commercial Bank (at least 2% of ABC).
- Bank draft/guarantee or irrevocable letter of credit issued by a Universal bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank (at least 2% of ABC).
- Surety bond, callable upon demand, issued by a surety or insurance company (at least 5% of the ABC) and a copy of certificate issued by the Insurance Commission certifying that the surety or insurance company is authorized to issue a surety bond.
- Duly notarized Bid Securing Declaration (**Template per FORM 6**) duly signed by the bidder's authorized **representative.**

TAB 7

Approved Budget for the Contract (ABC)	Cashier's/manager's check, Bank draft/guarantee or irrevocable letter of credit (2% of ABC)	Surety Bond (5% of ABC)	Bid Securing Declaration
7,000,000.00	140,000.00	350,000.00	No required percentage

The Bid Securing Declaration mentioned above is an undertaking which states, among others, that the bidder shall enter into contract with the Procuring Entity and furnish the performance security required under ITB Clause 31, within ten (10) calendar days from receipt of the Notice of Award, and commits to pay the corresponding amount as fine, and be suspended for a period of time from being qualified to participate in any government procurement activity in the event it violates any of the conditions stated therein as provided in the guidelines issued by the GPPB.

TAB 8

Accomplished Omnibus Sworn Statement (with ten [10] statements) (**Template per FORM 7**), duly signed by the bidder's authorized representative and notarized.

TAB 9

Accomplished Data Privacy Consent Form **per FORM 8**, duly signed by the bidder's authorized representative.

TAB 10

Accomplished/conformed Technical Specifications per **FORM 9**, duly signed by the bidder's authorized representative.

Bidders must state either "Comply" or "Not Comply" on each page of the Technical Specifications/Terms of Reference AND sign on each page as conformance.

TAB 11	Manufacturer's catalogue data or Brochures for the following devices : 1. Variable Frequency Drives (VFDS) 2. Transformeress
TAB 12	Certificate from the manufacturer stating that the bidder is an authorized dealer/installer/maintenance provider of OTIS elevators.
TAB 13	Certificate of Site Inspection issued by DBP.

Item	SECOND ENVELOPE: FINANCIAL PROPOSAL (DULY SEALED AND MARKED)												
TAB 1	<p>Duly accomplished Financial Proposal Form (<i>Template per FORM 11</i>), duly signed by the bidder's authorized representative.</p> <table border="1"> <thead> <tr> <th>PARTICULARS</th> <th>No. of Sets</th> <th>Cost per set</th> <th>TOTAL COST</th> </tr> </thead> <tbody> <tr> <td>Variable Frequency Drive and Transformer</td> <td>2 Sets</td> <td>Php 3,500,000.00</td> <td>Php 7,000,000.00</td> </tr> <tr> <td></td> <td></td> <td>TOTAL ABC</td> <td>Php 7,000,000.00</td> </tr> </tbody> </table> <p>Note: Total bid shall not exceed the ABC of PhP 7,000,000.00 for two (2) sets or at PhP 3,500,000.00 per set.</p>	PARTICULARS	No. of Sets	Cost per set	TOTAL COST	Variable Frequency Drive and Transformer	2 Sets	Php 3,500,000.00	Php 7,000,000.00			TOTAL ABC	Php 7,000,000.00
PARTICULARS	No. of Sets	Cost per set	TOTAL COST										
Variable Frequency Drive and Transformer	2 Sets	Php 3,500,000.00	Php 7,000,000.00										
		TOTAL ABC	Php 7,000,000.00										
TAB 2	<p>Detailed Financial Proposal/Price Schedule duly signed by the bidder's authorized representative. Bidders shall use either FORM 12-A or FORM 12-B as template.</p> <p>The total detailed bid must not exceed the ABC and must be consistent with the financial bid per TAB 1.</p>												