

Bids and Awards Committee for Consulting Services (BAC-C)

**PROCUREMENT OF CONSULTING SERVICES FOR THE DETAILED
ENGINEERING DESIGN (DED) OF CLARK INTERNATIONAL AIRPORT
AIRSIDE EXPANSION PROJECT (RUNWAY 3)**

Bid Bulletin No. 5

This Bid Bulletin clarifies a number of queries/questions raised during the Pre-bid Conference held on 08 July 2025 and written clarifications received through email pertaining to the above-cited Consulting Services.

I. QUERIES/QUESTIONS BY THE PROSPECTIVE BIDDERS

a. Queries/Questions raised during the Pre-eligibility Conference

Queries/Questions	Clarifications/Responses
1. Clause 26.1, Bid Data Sheet (BDS) of the Bidding Documents Would you tell us the date and time of the opening of the Financial Proposal?	The opening of the financial proposal is scheduled on 12 August 2025, at 10:00 AM.
2. Section VII. Bidding Forms of the Bidding Documents Are there any page limits to the forms, such as Technical Proposal Forms (TPF) 2, 3, 4, and 6?	There is no page limit for the forms.
3. TPF No. 2: Consultant's References, Section VII. Bidding Forms of the Bidding Documents In the eligibility documents, the statement of project experiences within twenty (20) years was required. In the TPF No. 2 of the bidding forms, however, the	Similar to the eligibility stage, the required similar experience of the consultant is twenty (20) years , not five (5) years. Please see link for the revised TPF 2: https://docs.google.com/document/d/1mrCZmJUtrKjKjKktlBmEvtNxI_lredk_/edit?usp=sharing&ouid=114263774567049593526&rtpof=true&sd=true

statement of relevant services carried out in the last five (5) years is required. Is this understanding correct?	
<p>4. TPF No. 6: Curriculum Vitae (CV), Section VII. Bidding Forms of the Bidding Documents</p> <p>Is the e-signature of the proposed professional staff acceptable in the same way as the eligibility documents?</p>	Yes. E-signatures are acceptable.
<p>5. TPF No. 6: CV, Section VII. Bidding Forms of the Bidding Documents</p> <p>Is it required to submit the supporting documents again that we have already submitted during the eligibility stage?</p> <p>Since we submitted the originals of notarized supporting documents in the eligibility documents, the originals are not in our hands.</p> <p>It would be appreciated if it were waived to submit the original supporting documents, which were already submitted in the eligibility documents, or if submissions of the copy of supporting documents are acceptable.</p>	Yes. If the original copy of the document was submitted in the eligibility stage, then we will accept the submission of a copy of the original document or a copy of the supporting documents.
<p>6. BDS of the Bidding Documents</p> <p>Is there any specified input Person/ Month (P/M) for each</p>	There is no specified input Person/Month for each position. The time input will depend on your proposal which should be contained under Technical Proposal Form (TPF) No. 8 Activity (Work) Schedule .

position, or is it all dependent on the consultant proposal?	
<p>7. TPF No. 6: CV, Section VII. Bidding Forms of the Bidding Documents</p> <p>Is it allowed to modify the key personnel from the expert proposed in eligibility documents to another expert who meets the minimum qualifications?</p>	<p>Pursuant to Section 33.3 of the Revised Implementing Rules and Regulations (IRR) of Republic Act (R. A.) No. 9184, it provides that:</p> <p><i>“There should be no replacement of key personnel before the awarding of contract, except for justifiable reasons as may be determined by the BAC, such as illness, death, or resignation. provided it is duly supported by relevant certificates, or any delay caused by the Procuring Entity. xx”</i></p>
<p>8. Secretary’s Certificate Format and Special Power of Attorney Format, Section VII. Bidding Forms of the Bidding Documents</p> <p>It is our understanding that the consultant shall submit either the Secretary’s Certificate or Special Power of Attorney to meet the requirement of “Secretary’s Certificate/Special Power of Attorney” since the contents of those documents are almost identical.</p> <p>Please confirm whether our understanding is correct or not.</p> <p>If both the Secretary’s Certificate and Special Power of Attorney are required to be submitted, is it allowed for our firm’s representative to sign on the form of the Secretary’s Certificate in place of the Secretary’s Certificate</p>	<p>In the Philippines, if a corporation grants authority to an individual to do any act, the proof of such authority will be embodied in the Secretary’s Certificate, which is also a form of a Special Power of Attorney.</p> <p>However, if there is no Secretary’s Certificate in Japan, a Special Power of Attorney will suffice.</p>

because we don't have any system of Secretary's Certificates in Japan?	
<p>9. Checklist and Tabbing of Technical Proposal, Section VII. Bidding Forms of the Bidding Documents</p> <p>In the eligibility requirements, a Joint Venture Agreement (JVA) was required to be submitted. Is our understanding correct that JVA is not required to be submitted in the proposal?</p>	<p>The submission of the JVA is not required since it was already submitted in the eligibility stage.</p>
<p>10. Bid Bulletin No.4</p> <p>It would be appreciated if you could give us 2 weeks between issuance of the final bid bulletin and the deadline for submission of technical and financial proposals to reflect your responses to our request for clarification. Drastic change may have a huge impact on logistics and compilation.</p>	<p>The deadline for submission of technical and financial proposals remains at 05 August 2025, 9:00 AM, at the BCDA Office, BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street Corner 2nd Avenue, Bonifacio Global City, Taguig City.</p>
<p>11. Item No. 1: General Background, Section VI. Terms of Reference of the Bidding Documents</p> <p>Figure 1 is not very clear. Would you show the facilities described?</p>	<p>Attached is a copy of the map. You may also view the electronic file of the map through the link below:</p> <p>MAP</p>
<p>12. Item No. 6: Project Stages and Item No. 10 Deliverables, Section VI. Terms of Reference of the Bidding Documents</p>	<p>No. Under the TOR, the winning Consultant shall submit an Inception Report for the Business Case and a separate Inception Report for the Detailed Engineering Design.</p> <p>Item No. 6 of the TOR is for the project</p>

Is the “ <i>Inception Report</i> ” described in 6.1.1, 10.1.1, and 10.2.6 a single scope?	stages; and Item No. 10 is for the deliverables. There are two inception reports for the Project; one is for the business case, and one is for the detailed engineering design.
<p>13. Item No. 6: Project Stages and Item No. 10 Deliverables, Section VI. Terms of Reference of the Bidding Documents</p> <p>Would you show the relationship between 6.1.2 to 6.1.4 (<i>Analysis Report of the Current Status of the CRK, Technical and Operational Assessment Report, and Financial Report</i>) and 10.1.2. (<i>Final Business Case Report</i>)?</p>	The items enumerated in 6.1.2 to 6.1.4 would be the contents of the Final Business Case Report. Moreover, 10.1.2 provides that the Final Business Case Report is one of the deliverables of the Project.
<p>14. Item No. 8: Obligations of the Consultant, Section VI. Terms of Reference of the Bidding Documents</p> <p>In the tender and construction phase, will a consultant (<i>the Engineer</i>) be employed to supervise the tender and construction?</p>	As provided in Section 5.12 of the TOR, the Consultant shall provide on-call services during the pre-construction and construction stages and provide technical assistance in the modification of the plans that may arise during the implementation stage at no additional cost to BCDA.
<p>15. Item No. 10: Deliverables, Section VI. Terms of Reference of the Bidding Documents</p> <p>Would you clarify the requirements of sheet size and type of copies for Item No. 10.2.5 of the TOR: “<i>Draft drawings for submission to BCDA for review</i>”?</p>	As provided in Section 10.2.5 of the TOR, the draft drawings for submission to BCDA for review and in support of progress payments shall be submitted in three (3) sets of A3-size quality paper.
<p>16. Item No. 8: Manning Requirement, Section VI. Terms</p>	Based on the TOR, the responsibilities of the Senior Architect are as follows:

<p>of Reference of the Bidding Documents</p> <p>Would you show expected/assumed tasks for the Architect specifically?</p>	<ul style="list-style-type: none"> ● Gathering of architectural data for the design requirement; ● The required architectural design of the project; ● Maintain all the documentation related to architectural designs; and ● Any other task required to complete the Consulting Services.
<p>17. Is the Project a priority project for the year? Does it mean that the contract will be signed immediately?</p>	<p>Yes, this is a priority project. After the procurement process, if the bidder will be able to satisfy all the requirements, then that bidder will be declared as the winning bidder, and we will enter into an agreement within the given schedule. The target date of the signing of the contract is not later than 20 September 2025.</p>
<p>18. Do we need to raise the clarifications again during the pre-eligibility conference?</p>	<p>We already issued a bid bulletin in response to the clarifications raised during the pre-eligibility conference. The said bid bulletin still forms part of the bidding documents. Hence, you may still refer to that bid bulletin not unless the bid bulletin or any portion of it has been revoked or modified.</p>

b. Queries/Questions sent via Email

Queries/Questions	Clarifications/Responses
<p>1. Item No. 4: Study and Detailed Engineering Design Area and Item No. 5: Scope of Consulting Services, Section VI. Terms of Reference of the Bidding Documents</p> <p>Would you share the following documents?</p>	<p>The ADPI Master Plan and other available documents relative to the project will be shared to the winning bidder. BCDA will assist the winning bidder in coordinating with the relevant stakeholders (CIAC and LIPAD).</p>

<ul style="list-style-type: none"> • ADPI Master Plan • As-built drawing of Existing Runway, Taxiway, Apron, and Utilities 	
<p>2. Item No. 4: Study and Detailed Engineering Design Area and Item No. 5: Scope of Consulting Services, Section VI. Terms of Reference of the Bidding Documents</p> <p>Does the master plan review cover only the airside, or does it include both airside and landside areas of the airport?</p>	<p>The master plan review will cover both airside and landside areas of the airport.</p>
<p>3. Figure 1, Item No. 2: Description of Consulting Services, Section VI. Terms of Reference of the Bidding Documents</p> <p>Does the apron mentioned in this project refer to the cargo apron?</p> <p>The apron described in Figure 1 seems for Cargo according to the CRK Master Plan (https://ciac.gov.ph/airport-development/). On the other hand, the apron to be designed in this detailed engineering design seems for passengers because “low cost carrier (LCC)” and “full-service carrier (FSC)”, which are terms for passenger flight, are described in Item No. 2.2-1.c of the TOR.</p>	<p>Yes, the apron mentioned in the project refers to the cargo apron.</p>

Note: The BAC-C will be issuing a subsequent bid bulletin to address the additional queries sent by the bidders. Kindly expect the issuance and release of Bid Bulletin No. 6 in response to the additional requests for clarifications on 29 July 2025.

II. PRESENTATION FOR THE PRE-ELIGIBILITY CONFERENCE

The presentation discussed during the Pre-bid Conference held on 08 July 2025 can be accessed using the link below:

<https://tinyurl.com/Pre-bidC-Pres-DEDR3>

This presentation is for discussion purposes only. Should there be any inconsistencies, the bidding documents (i.e. Request for Expression of Interest, Eligibility Documents, Terms of Reference, and Bidding Forms) shall prevail over the presentation.

III. SCHEDULE OF PROCUREMENT ACTIVITIES*

Activities		Time	Date	
1	Deadline for Requests for Clarification	5:00 PM	26 July 2025	
2	Issuance of Bid Bulletin in Response to the Requests for Clarifications		29 July 2025	
5	Deadline for Submission of Technical and Financial Proposals	9:00 AM	05 August 2025	
6	Opening and Preliminary Examination of Technical Proposals	10:00 AM	05 August 2025	
7	Evaluation of Technical Proposals		06 August 2025	11 August 2025
8	Notification/Invitation for Opening of Financial Proposals		11 August 2025	

* *subject to change*

IV. REMINDERS

a. General Notes/Reminders

1. All data on the forms shall be correct and consistent.
2. All forms shall be duly signed by the Authorized Signatory of the Firm/Entity/Joint Venture or Consortium (in case of JV/Consortium).
3. The CVs of all the nominated key personnel shall be supported with valid licenses/professional registrations, certificates of training attended, diplomas, work experiences and other supporting documents relative to the credentials of the proposed Professional staff.

For expired licenses, copy of the expired license, proof of application and payment for renewal shall be included.

4. Only contracts/projects that are supported with proofs shall be considered for evaluation, as follows:
 - **Certificate of Completion or Acceptance or valid proof of final payment issued by the client**, in case of completed contracts.
 - **Notice of Award, Notice to Proceed or signed contracts issued by the client** for ongoing contracts and for contracts awarded but not yet started.
5. Only training supported with proofs shall be considered for evaluation.
6. The Consultant shall not propose any professional and support staff deployed in the ongoing projects of BCDA. Failure to meet this requirement shall be a ground for disqualification.
7. Actual experience shall meet the required minimum experience and qualification indicated in the Bid Data Sheet and Terms of Reference.
 - Properly state the inclusive dates (format: MM/DD/YYYY)
 - Include all relevant experience
8. Each and every page of the Technical Proposal Submission Forms and the Financial Proposal Submission Forms shall be signed by the duly authorized representative/s of the Consultant. **Failure to do so shall be a ground for the rejection of the bid.**

9. The BAC-C expects the bidders to exercise due diligence in going through the Bidding Documents to be able to prepare it intelligently.
10. BCDA shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked Bidding Documents, or for its premature opening.
11. BCDA shall not assume any responsibility regarding erroneous interpretations or conclusions by the bidder out of the data furnished by BCDA in relation to this bidding. The Bidder shall take the responsibility to ensure the completeness of its submission after taking the steps to carefully examine all the Bid Documents and its amendments.
12. For the Technical Proposal Forms:

Technical Proposal Forms	Duly signed by the Authorized Representative	Duly Notarized
• TPF 1 - Technical Proposal Submission Form	✓	✓
• Bid Security (Bid Securing Declaration Form)	✓	✓
• TPF 2 - Consultant's References	✓	
• TPF 3 - Comments and Suggestions of Consultant on the Terms of Reference and on Data, Services, and Facilities to be Provided by the Procuring Entity	✓	
• TPF 4 - Description of the Methodology and Work Plan for Performing the Project	✓	
• TPF 5 - Team Composition and Task	✓	
• TPF 6A to 6S - CV for Proposed Professional Staff	✓ (should also be duly	✓

	signed by the nominated Key Personnel)	
• TPF 7 - Time Schedule for Professional Staff	✓	
• TPF 8 - Activity (Work) Schedule	✓	
• Omnibus Sworn Statement	✓	✓
• Secretary's Certificate/Special Power of Attorney	✓	✓

For the Financial Proposal Forms:

Financial Proposal Forms	Duly signed by the Authorized Representative	Duly Notarized
• FPF 1 - Financial Proposal Submission Form	✓	✓
• FPF 2 - Summary of Costs	✓	
• FPF 3 - Breakdown of Price per Activity	✓	
• FPF 4 - Breakdown of Remuneration per Activity	✓	
• FPF 6 - Miscellaneous Expenses	✓	

13. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialled by the duly authorized representative of the prospective bidder.

b. Deadline for Submission of Technical and Financial Proposals. The Technical and Financial Proposals must be duly received by the BAC-C Secretariat through manual/physical submission at the Bases Conversion and

Development Authority (BCDA) located at the BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street Corner 2nd Avenue, Bonifacio Global City, Taguig City, **on or before 9:00 AM of 05 August 2025, Tuesday**. Late submission of Technical and Financial Proposals shall not be accepted. The bidder/s may submit their Technical and Financial Proposals before the deadline for the submission of bids to avoid late submission.

The complete set of bidding documents may be acquired by eligible bidder/s on the dates and from the address given above and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Pesos: Fifty Thousand and 00/100 (Php 50,000.00)**.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the BCDA website (www.bcd.gov.ph), provided that the eligible bidder shall pay the applicable fee for the Bidding Documents not later than the submission of their bids. The editable Technical and Financial Proposals may be downloaded using the link below:

<https://tinyurl.com/BidForms-DEDR3>

Please be reminded that the reference time that will be followed shall be the computer system clock at the **BCDA Central Receiving and Releasing Area (CRRA)**, BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street corner 2nd Avenue, Bonifacio Global City, Taguig City. The bidder/s is/are advised to synchronize their timepieces therewith.

- c. **Opening and Preliminary Examination of Technical Proposals.** Opening and Preliminary Examination of Technical Proposals shall be at **10:00 AM, 05 August 2025, Tuesday**, at the BCDA Office, BCDA Corporate Center, 2nd Floor Bonifacio Technology Center, 31st Street Corner 2nd Avenue, Bonifacio Global City, Taguig City, and/or through:

Zoom Link

<https://tinyurl.com/OpenTech-DED>

Meeting ID: 828 7268 9716

Passcode: 369812

For Online Participants:

1. Online participants will be requested to register to be admitted on the call.

2. The online platform will be opened 15 minutes prior to official start at 10:00 A.M. and participants are required to log in no later than five minutes prior to the said official start time.
3. The BAC-C Secretariat is the host of the meeting. We may mute/unmute audio inputs of any or all participants. Mute your mic whenever you're not speaking.
4. All participants shall use the following name format for easy identification:
<Company Acronym>_<Full Name of participant>
5. The camera should be turned off by default to preserve your Internet connection bandwidth and assure better audio. However, during the roll call, kindly turn on your camera, state the complete name of your company and your full name, so that you can be properly identified and acknowledged. The camera should again be turned off after the roll call.

Technical and Financial Proposals will be opened in the presence of the prospective bidder or its authorized representative who chooses to attend the activity. Attendance of the bidders during the opening of the Technical and Financial Proposals is not mandatory, but merely discretionary or optional.

This Bid Bulletin shall be considered as an integral part of the Bidding Documents for the afore-cited Consulting Services. All provisions and statements in the Bidding Documents for the Consulting Services inconsistent with this Bid Bulletin are either modified or rendered ineffective, as the case may be.

Issued this 21st day of July 2025.


ATTY. GISELA Z. KALALO

Chairperson
Bids and Awards Committee for Consulting Services

BACC2025-0268