



**BIDS AND AWARDS COMMITTEE**

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**SUPPLEMENTAL / BID BULLETIN No. 1**

PROJECT : **Procurement of Furniture and Equipment for the Philippine Consulate General in Frankfurt**  
Reference No. : FRA-PB-GS-02-2018  
ABC : PhP Twenty-Eight Million, Three Hundred Twenty-Seven Thousand, Nine Hundred Fifty (₱ 28,327,950.00.00) [or approximately € Four Hundred, Forty-One Thousand (€ 441,000.00)]  
DATE : 12 November 2018

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This Bulletin is being issued to provide prospective bidders for the above-named Project additional information to the Bidding Documents and to address the queries received by the Consulate, particularly on the following:

1. Amendment of the following Items under Section VII of the Terms of Reference/Technical Specifications:

Bidders must state whether they are "Compliant" or "Not Compliant" in the column "Bidder's Statement of Compliance" in each of the individual technical parameter.

	Specification / Equipment / Feature	Compliant	Non-compliant
1	<b>Consul General's room</b> 1 – executive desk 1 – desk lamp 1 – executive chair, with wheels 2 – office chairs, no wheels 1 – small conference table (for 6 persons) 6 – chairs for conference table 1 – mobile file pedestal 4 – 2-drawer lateral file 2 – bookcase with doors 1 – area rug 2 – paintings 1 – small coat rack with 4 hangers		
2	<b>Secretary's room</b> 1 – office desk 1 – desk lamp 1 – office chair, with wheels 1 – office chair, no wheels 1 – mobile file pedestal 2 – 2-drawer lateral file		
3	<b>Vice Consul's room</b> 1 – executive desk 1 – desk lamp 1 – executive chair, with wheels 2 – office chairs, no wheels 1 – mobile file pedestal 2 – 2-drawer lateral file 1 – bookcase with doors 1 – area rug		

	<ul style="list-style-type: none"> <li>1 – painting</li> <li>1 – small coat rack with 4 hangers</li> </ul>		
4	<p><b>Property room</b></p> <ul style="list-style-type: none"> <li>1 – office desk</li> <li>1 – desk lamp</li> <li>1 – office chair, with wheels</li> <li>1 – office chair, no wheels</li> <li>1 – mobile file pedestal</li> <li>8 – double-door storage cabinets</li> </ul>		
5	<p><b>Copy room</b></p> <ul style="list-style-type: none"> <li>2 – 2-shelf open bookcase</li> </ul>		
6	<p><b>Pantry</b></p> <ul style="list-style-type: none"> <li>1 – small round table</li> <li>2 – chairs, no wheels</li> </ul>		
7	<p><b>Deputy Consul General's room</b></p> <ul style="list-style-type: none"> <li>1 – executive desk</li> <li>1 – desk lamp</li> <li>1 – executive chair, with wheels</li> <li>2 – office chairs, no wheels</li> <li>1 – mobile file pedestal</li> <li>1 – round table (for 4 persons)</li> <li>4 – chairs for round table</li> <li>2 – 2-drawer lateral file</li> <li>1 – bookcase with doors</li> <li>1 – area rug</li> <li>1 – painting</li> <li>1 – small coat rack with 4 hangers</li> </ul>		
8	<p><b>Finance Officer's room</b></p> <ul style="list-style-type: none"> <li>1 – office desk</li> <li>1 – desk lamp</li> <li>1 – office chair, with wheels</li> <li>1 – office chair, no wheels</li> <li>1 – mobile file pedestal</li> <li>2 – 2-drawer lateral file</li> <li>2 – 4-drawer lateral file</li> </ul>		
9	<p><b>Administrative Officer's room</b></p> <ul style="list-style-type: none"> <li>1 – office desk</li> <li>1 – desk lamp</li> <li>1 – office chair, with wheels</li> <li>1 – office chair, no wheels</li> <li>1 – mobile file pedestal</li> <li>2 – 2-drawer lateral file</li> <li>2 – 4-drawer lateral file</li> </ul>		
10	<p><b>Records and Communications Officer's room</b></p> <ul style="list-style-type: none"> <li>1 – office desk</li> <li>1 – desk lamp</li> <li>1 – office chair, with wheels</li> <li>1 – office chair, no wheels</li> <li>1 – mobile file pedestal</li> <li>2 – 2-drawer lateral file</li> <li>2 – 4-drawer lateral file</li> </ul>		
11	<p><b>Conference room</b></p> <ul style="list-style-type: none"> <li>1 – conference table (for 16 persons)</li> <li>16 – chairs for conference table</li> <li>1 – painting</li> </ul>		
12	<p><b>Reception area</b></p> <ul style="list-style-type: none"> <li>1 – reception table</li> <li>1 – desk lamp</li> <li>1 – office chair, with wheels</li> <li>1 – mobile file pedestal</li> <li>1 – 2-seater sofa</li> <li>2 – chairs (for sofa set)</li> </ul>		

	1 – side table (large) 1 – side table (small) 1 – stand lamp		
13	<b>Data Capturing Machine room</b> 2 – office tables (L-shape) 2 – desk lamps 2 – office chairs, with wheels 2 – office chairs, no wheels 2 – mobile file pedestal 2 – 2-drawer lateral file 2 – boards to serve as background for photo capture (in blue color)		
14	<b>Consul's room</b> 1 – executive desk 1 – desk lamp 1 – executive chair, with wheels 2 – office chairs, no wheels 1 – mobile file pedestal 2 – 2-drawer lateral file 1 – area rug 1 – painting 1 – small coat rack with 4 hangers		
15	<b>Consular Records room</b> 8 – double-door storage cabinets		
16	<b>Consular Processing area</b> 4 – office chairs, with wheels 4 – desk lamps 4 – mobile file pedestal 5 – office stools, no wheels 1 – small coat rack, with 4 hangers		
17	<b>Consular Waiting area</b> 20 – reception chairs, no wheels 2 – long tables		
18	<b>ATN Officer's room</b> 1 – office desk 1 – desk lamp 1 – office chair, with wheels 1 – office chair, no wheels 1 – mobile file pedestal 2 – 2-drawer lateral file 1 – 4-drawer lateral file		
19	<b>Cultural/exhibit area</b> 1 – podium/rostrum 4 – book shelves 4 – display shelves		
20	<b>Entrance</b> 1 – small foyer table		
<b>Delivery and installation of all furniture and equipment</b>			
21	Delivery		
22	Installation		

2. Amendment of the following Items for the Technical Component of the Consulate's Public Bidding (For Goods or General Support Services).

<b>ELIGIBILITY AND TECHNICAL DOCUMENTS</b>	
1	<b>Omnibus Sworn Statement</b> (in the prescribed form, duly notarized in accordance with the 2004 Rules on Notarial Practice).  In the case of a corporation, partnership, cooperative or joint venture, the Omnibus Sworn Statement shall be accompanied by a notarized Secretary's Certificate <u>or equivalent document, if applicable.</u> (Authority of the Signatory).

2	<p><i>For local bidders: (either of the following)</i></p> <ul style="list-style-type: none"> <li>• SEC Certificate of Registration (for corporation or partnership)</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>• DTI Certificate of Business Name Registration (for sole proprietorship)</li> </ul> <p>or</p> <ul style="list-style-type: none"> <li>• Registration Certificate from the Cooperative Development Authority (for cooperatives)</li> </ul> <p><b>For German bidders: Commercial register entry (Handelsregistereintragung)</b></p> <p><i>For other foreign bidders: Appropriate equivalent document(s)</i></p>
3	<p><i>For local bidders:</i></p> <ul style="list-style-type: none"> <li>• Valid and current mayor's permit issued by the city/municipality where the principal place of business of the prospective bidder is located.</li> </ul> <p><b>For German bidders: Business registration (Gewerbeanmeldung), if applicable.</b></p> <p><i>For foreign bidders: Appropriate equivalent document(s)</i></p>
4	<p>Current and Valid TAX Clearance (reviewed and approved by the BIR)</p> <p><b>For German bidders: Tax clearance (Steuerliche Unbedenklichkeitsbescheinigung) or Annual/Sales Report, if applicable.</b></p>
5	<p><del>Statement of all its ongoing government and private contracts within the prescribed number of years, as indicated in the Invitation to Bid, including contracts awarded but not yet started, if any, as required in the Bidding Documents or equivalent document such as Sales Report for prescribed number of years (in this case, the past 2 years).</del></p>
6	<p><del>Copy of the SINGLE LARGEST COMPLETED CONTRACT (SLCC) together with Certificate of Final Acceptance/Completion of the project from the bidder's client (for government contracts) OR official receipt(s) of the bidder for the contract (for private contracts), as described and required in the Bidding Documents or equivalent documents such as Sales Report for prescribed number of years (in this case, the past 2 years).</del></p> <p>If the SLCC is covered by a non-disclosure agreement, the bidder shall submit, in lieu of the copy of the actual contract, an equivalent document which may include a letter or certification issue by the bidder's client(s) stating the existence of a non-disclosure agreement, name of the contract or the type of Goods delivered or Services performed, the duration of the contract, the indicative value of the contract and remaining obligation (if any), the duration of the contract, and whether such project or undertaking has been successfully delivered/performed by the bidder and accepted by the client.</p>
7	<p><del><i>For local bidders: Audited Financial Statements for the preceding calendar year, which should not be earlier than two (2) years from bid submissions; Stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.</i></del></p> <p><del><i>For foreign bidders: Appropriate equivalent document(s)</i></del></p>
8	<p><del>Net Financial Contracting Capacity (NFCC) that is <u>at least equal to the Approved Budget for the Contract (ABC), if applicable.</u></del></p>
9	<p><b>FOR JOINT VENTURES</b></p> <p><b>Notarized Joint Venture Agreement (JVA)</b> in case the joint venture is already in existence, specifying the extent of ownership or interest of each partner. Provided that Filipino ownership or interest of the joint venture concerned shall be at least sixty percent (60%). In case of corporations or partnerships, the person executing such sworn statement shall submit proof that he/she was duly authorized to sign and execute such sworn statement for and on behalf of the entity; or,</p> <p><b>Duly Notarized Statements from all the potential joint venture partners</b> stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful, and that they will enter into a JVA within 10 days from receipt of Notice of Award. In addition, such sworn statement must disclose the nationality and the location of the principal office as well as extent of ownership or interest of each partner entity. In case of corporations or partnerships, the person executing such sworn statement shall submit proof that he/she was duly authorized to sign and execute such sworn statement for and on behalf of the entity.</p>
10	<p><b>Bid Security</b>, issued in favor of the Consulate General of the Philippines in Frankfurt, valid for a period as stated in the BID DATA SHEET, in <u>any</u> of the acceptable forms:</p>

	<ul style="list-style-type: none"> <li>a. <b>Cash or cashiers/manager's check</b> issued by a universal or commercial bank (<b>2% of the ABC</b>); or,</li> <li>b. <b>Bank draft/guarantee or irrevocable letter of credit</b> issued by a Universal or Commercial Bank; provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank (<b>2% of the ABC</b>); or,</li> <li>c. <b>Surety bond callable upon demand</b> issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security (<b>5% of the ABC</b>); or,</li> <li>d. <b>Any combination of the foregoing</b> (Proportionate to share of form with respect to total amount of security); or,</li> <li>e. <b>BID SECURING DECLARATION</b> (in the prescribed form as contained in the Bidding Documents).</li> </ul>
11	<p><b>STATEMENT OF COMPLIANCE</b> with all the <u>Technical Specifications /Terms of Reference</u>, as described as well as the <u>Schedule of Requirements</u>. (As enumerated and specified in Sections VI and VII, respectively, of the Bidding Documents)</p>

For the information and guidance of all concerned.

**EMILIO T. FERNANDEZ**  
BAC Chairperson

12 November 2018, Frankfurt  
FRA-PB-GS-02-2018