



REPUBLIC OF THE PHILIPPINES
OFFICE OF THE PRESIDENT

Cagayan Economic Zone Authority

INVITATION FOR NEGOTIATED PROCUREMENT
Invitation to Negotiate No. NPG-05-2023-01

1. The **Cagayan Economic Zone Authority (CEZA)** through its Bids and Awards Committee (BAC), intends to procure thru Negotiated Procurement- Two Failed Biddings pursuant to Section 53. 1 of the 2016 Revised Implementing Rules and Regulation of R.A. No. 9184, the Project: **Supply, Delivery, Installation, Testing and Commissioning of Elevators for CEZA Corporate Center and CEZA Commercial Center at Sta. Ana, Cagayan**, with an approved Budget for the Contract (ABC) of **Ten Million Seven Hundred Thousand Pesos (₱ 10,700,000.00)**.

2. The CEZA-BAC will hold a **Pre- Negotiation Conference on May 11, 2023 (Thursday), 10:00 a.m.** at **BAC Conference Room, 10F Greenfield Tower, Mayflower and Williams Streets, Highway Hills, Mandaluyong City, Metro Manila and/or through video conferencing via Zoom (Zoom Meeting ID: 843 7469 8825, Passcode: 644360, <https://us06web.zoom.us/j/84374698825?pwd=cVVPUVZqcFRKU28wbEJwMHIIRjc3UT09>),** which shall be open to prospective bidders.

3. Bidders are encouraged to be accompanied by one (1) or more technical and/or administrative personnel who will prepare their proposal during the negotiation conference. These personnel should be familiar and have working knowledge in preparing bidding documents.

4. The Prospective Bidders must submit their proposal in the following manner:

a. **Physical/ Actual or Manual Submission:**

Bidders shall submit in sealed envelope the Eligibility, Technical and Financial folders in Three (3) copies.

1st Envelope- Eligibility/ Technical

2nd Envelope- Financial

on or before **May 15, 2023** at 5:00 P.M. to the CEZA BAC Secretariat at CEZA Office, 10F Greenfield Tower, Mayflower and Williams Streets, Highway Hills, Mandaluyong City, Metro Manila.

Note that the BAC shall open the bid proposals using a non-discretionary “pass/fail” criterion. If a Bidder submits the required document, it shall be rated “passed” for that particular requirement.



10th floor Greenfield Tower, Mayflower corner Williams Streets,
Greenfield District, Mandaluyong City, Metro Manila, Philippines 1550
Tel. (+632) 8291-6704 to 08
Email: info@ceza.gov.ph Website: www.ceza.gov.ph
Cagayan Offices: Centro, Santa Ana, Cagayan 3514 -Tel.(+6378) 703-7360
Regional Government Center, Carig Sur,
Tuguegarao City, Cagayan 3500 - Tel.(+6378) 277-2639



Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **in accordance with Section 8.5.2 of the IRR;**

Technical Documents

- (b) Statement of the prospective bidder of all its ongoing 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; **and**
- (f) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- (g) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**
- (h) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (i) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Additional documents to be included in the Technical Document

- (j) Detailed drawing/ installation plan;
- (k) Certificate of Commitment to provide the following:
1. Certificate of Warranty for all installed items, materials, consumables and workmanship for a period of three (3) years from the final acceptance;
 2. Free Service Maintenance for a period of two (2) years after the issuance of the Certificate of Completion;
- (l) Certificate of Authorized Reseller or Exclusive Distributorship from the manufacturer of the elevator;
- (m) Certificate of Site Inspection issued by the Engineering Division of the Cagayan Economic Zone Authority; and
- (n) Site Inspection Report noted by Engineer Julian Jovy B. Gonzales

- (o) The Supplier's audited financial statements, showing, among others, the Supplier'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; and
- (p) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) or A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

- (q) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence
or
duly notarized statements from 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.

II. FINANCIAL COMPONENT ENVELOPE

- (r) Original of duly signed and accomplished Financial Bid Form; **and**
- (s) Original of duly signed and accomplished Price Schedule(s).

Other documentary requirements under RA No. 9184 (as applicable)

- (t) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- (u) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

5. Please refer to the updated Forms (e.g. Omnibus Sworn Statement, Bid Form, etc.) as prescribed by the GPPB. gppb.gov.ph/downloadables.ph.

6. A complete set of Negotiated Procurement Documents (NPD) including electronic copy of the Technical Specification and prescribed Forms may be acquired by interested bidders starting May 8, 2023 to May 15, 2023, 5:00 P.M., except Fridays, Saturdays, Sundays and Holidays.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the CEZA, provided further that those, who is/are interested to participate in the negotiated procurement.

7. For prospective bidders, only those who attended the Negotiation Conference are allowed to submit proposals.

8. The Deadline of Submission shall be on May 15, 2023, 5:00 P.M. to be submitted at the office address indicated below. **LATE PROPOSALS SHALL NOT BE ACCEPTED.**

9. Negotiated Procurement Conference/ Opening of Proposals shall be on May 16, 2023, 2:00 P.M. at the given address below and/or through video conferencing via Zoom (link will be available before the Opening of Proposals). Proposals will be opened in the presence of the bidder's representatives who choose to attend the activity.

10. CEZA reserves the right to reject any and all quotations, declare a failure of negotiation, or not to award the contract at any time in accordance with the provisions of R.A. No. 9184 and its IRR, without thereby incurring any liability to the affected bidder/s.

11. For further information, please contact:

The BAC SECRETARIAT

CEZA Mandaluyong Office

10th Floor, Greenfield Tower, Mayflower St. and Williams Sts.,

Greenfield District, Brgy. Highway Hills, Mandaluyong City

Tel Nos. (+632) 8291-6704 to 08 Loc. 341 or 491

bacsecretariat.ceza@gmail.com

Please email the following:

For inquiries/ concerns: bacsecretariat.ceza@gmail.com

(Sgd.) DHART E. CARPIO

Chairperson

Bids and Awards Committee

ANNEX A TECHNICAL SPECIFICATION

SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF ELEVATORS FOR CEZA CORPORATE CENTER AND CEZA COMMERCIAL CENTER AT STA. ANA, CAGAYAN

A. INTRODUCTION

The Cagayan Economic Zone Authority (CEZA) was created through Republic Act 7922, otherwise known as the "Cagayan Special Economic Zone Act of 1995", and signed by President Fidel V. Ramos on February 24, 1995. CEZA is a government corporate body tasked to manage and supervise the Cagayan Special Economic Zone and Freeport (CSEZFP) which covers the entire municipality of Sta. Ana and the islands of Fuga, Barit and Mabbag in the municipality of Aparri, Province of Cagayan.

The area is envisioned to be a self-sustaining, eco-friendly Freeport and agro-industrial zone and mixed-use new township development. It is being developed to be a major transshipment center for agro-industrial, light and medium, and high technology and knowledge-based industries with world-class tourism facilities and establishments. It will also provide for residential and commercial districts complete with state-of-the-art utilities and infrastructure support systems.

The development of CSEZFP will be anchored on a tri-nodal development nucleus: the creation of a transshipment industry; agro-industrial development by enhancing agricultural produce and endowments with foreign technology and capital for value-added yield; and the development of tourism and leisure facilities.

B. STATEMENT OF PURPOSE

These Technical Specification (TS) have been compiled by CEZA solely for the Supply, Delivery, Installation, Testing and Commissioning of Elevators for CEZA Corporate Center and CEZA Commercial Center at Sta. Ana, Cagayan. The need to provide an adequate and more comfortable workplace for the employees and clients of CEZA for their various duties and in the delivery of various services to its stakeholders of the Freeport.

CEZA is striving to improve and standardize all its offices to local regulatory and ISO 9001 international standards in order to deliver high quality customer services, improve staff productivity and efficiency towards customer service and also provide a safe working environment for both its customers and staff.

C. CAVEAT

This information is given to assist prospective firms to make their own research and evaluation of the Project, and to aid them in the preparation of the proposal. CEZA does not guarantee the accuracy and completeness of the information contained in

the TS or its various attachments. In all cases, interested parties should conduct their own due diligence, investigation, analysis and projections for the proposed work.

By accepting these TS, the recipient acknowledges and accepts that: (1) none of the information contained herein will be used by the recipient or any of its employees or representatives in any manner whatsoever, in whole or in part, other than in connection with its evaluation of the work on the specific basis proposed herein; (2) without limiting the generality of the foregoing, the recipient will not reproduce these TS to any person other than a limited number of the recipient's employees or representatives who have a clear need to know such information; and, (3) any proposed action by the recipient which are inconsistent in any way with the foregoing agreements will require prior written consent of CEZA.

While CEZA is open to all applications from qualified parties, CEZA reserves the right not to accept any proposal, to reject any or all proposals, to waive formalities therein, or to accept such proposals as may be advantageous to CEZA without thereby incurring any liabilities thereof.

D. OBJECTIVE AND SCOPE OF SERVICES OF THE PROPOSED WORK

Cagayan Economic Zone Authority (CEZA) intends to bid out the Supply, Delivery, Installation, Testing and Commissioning of Elevator(s) for CEZA Corporate Center and CEZA Commercial Center at Sta. Ana, Cagayan. The objectives of the services are as follows:

1. Under this specification, together with Architectural plans Floor plans, Section, and Elevations Plans, the winning bidder shall Supply, Delivery, Installation, Testing and Commissioning of the following:
 - a. CEZA Corporate Center
 - 2 units Passenger Elevator
 - 1 unit Service Elevator
 - b. CEZA Commercial Center
 - 1 unit Passenger Elevator
2. To ensure the winning bidder will institute the works in accordance with National Building Code of the Philippines (NBCP), National Structural Code of the Philippines (NSTP) and BP344, Fire Code of the Philippines, Philippine Electrical Code, and any applicable codes;
3. To comply with the Department of Labor and Employment's (DOLE)
4. All works shall be subject to the approval of CEZA representatives.
5. Technical Specification

TECHNICAL SPECIFICATION				
CORPORATE CENTER				
I. GENERAL SPECIFICATION				
Item	Specification		Statement of Compliance	
	Passenger	Service	Passenger	Service
Type	Passenger	Service		
Quantity	2	1		
Fireman's Lift	Homing at GF	Homing at GF		
Rated Capacity (kg)	≥800 kg	≥2000 kg		
Speed m/s	≥1.0 m/s	≥1.0 m/s		
No. of Stops	3 Stops	3 Stops		
No. of Openings	3 Front	3 Front		
Floor Designation	G, 2, 3	G, 2, 3		
Travel Height (m)	8 meters (Approx.)	8 meters (Approx.)		
Shaft Size (W x D) per Lift	Approximately 1975mm(W) x 2105mm(D) or as per actual site condition	Approximately 3000mm(W) x 2200mm(D) or as per actual site condition		
Lift Arrangement	In-line	Single		
Over Travel (mm)	3825mm	4200mm		
Pit Depth (mm)	1100mm	1500mm		
Drive System	Gearless Drive	Gearless Drive		
Hoist Rope	STM	STM		
Control System	SC 1.0 (Microprocessor)	SC 1.0 (Microprocessor)		
Operation	2KS	1KS		
MR Location	Machine ROOMLESS	Machine ROOMLESS		
Power Supply (Main Lighting)	230V, 3PH, 60HZ with provision of feeder line	230V, 3PH, 60HZ provision of feeder line		
II. LIFT CAR				
Car Size (W x D x H)	Approximately 1400mm x 1350mm x 2339mm or as per actual site condition	Approximately 2350mm x 1700mm x 2500mm or as per actual site condition		
Door Type	2 Panel Center Opening	2 Panel Center Opening		
Door Size (W x H)	Approximately 800mm x 2100mm or as per actual site condition	Approximately 1200mm x 2100mm or as per actual site condition		
Door Panel	Hairline Stainless Steel	Hairline Stainless Steel		
Door Sill	Extruded Hard Aluminum	Extruded Hard Aluminum		
Front Wall Finishes	Hairline Stainless Steel	Hairline Stainless Steel		
Rear Wall Finishes	Hairline Stainless Steel	Hairline Stainless Steel		
Side Wall Finishes	Hairline Stainless Steel	Hairline Stainless Steel		
Handrails	On Rear Wall	On Rear Wall		
COP Buttons	Mechanical Push Button (Linea 100)	Mechanical Push Button (Linea 100)		
No. of COPs Location	1 Front	1 Front		
COP Faceplate	Stainless Steel with Scratch Resistance Glass	Stainless Steel with Scratch Resistance Glass		
Platform Decoration	Artificial Granite	Artificial Granite		

Car Ceiling	Hairline Stainless Steel	Hairline Stainless Steel		
III. LIFT LOBBY				
Landing Door Panel Finishes (Main Floor's)	Hairline Stainless Steel	Hairline Stainless Steel		
Landing Door Panel Finishes (Typical Floor's)	Hairline Stainless Steel	Hairline Stainless Steel		
Landing Floor Frame	Approximately 50mm x40mm Frame or as per actual site condition	Approximately 50mm x40mm Frame or as per actual site condition		
LOP Buttons	Mechanical Push Button (Linea 100)	Mechanical Push Button (Linea 100)		
LOP Faceplate	Stainless Steel with Scratch Resistance Glass	Stainless Steel with Scratch Resistance Glass		
IV. CAR AND LANDING POSITION INDICATORS				
Car Position Indicator (CPI)	Incorporated with LOP	Incorporated with LOP		
Loading position Indicator(Main Floor's)	At all floors	At all floors		
Loading position Indicator(Typical Floor's)	Mechanical Push Button (Linea 100)	Mechanical Push Button (Linea 100)		
Landing position indicator	At all floors	At all floors		
V. STANDARD CONTROL FEATURES INCLUDED IN THE PACKAGE				
Alarm				
Anti – Nuisance				
Car Fanlight Automatic Off				
Door Final Timer				
Light Curtain				
Emergency Light in COP				
Full Load By-Pass				
Overload Measuring with Load Contacts				
VI. Special Features				
Arrival GONG	At Car	At Car		
Intercon System	Three-Way	Three-Way		
Attendari Control	Yes	Yes		
Reservation/ Independent System	Yes	Yes		
Control Cabinet Painted Grey Standard	Yes	Yes		
Aluminum Pit Ladder	Yes	Yes		

Out of Service Switch	Yes	Yes		
Emergency Power Evacuation Control (Generator by others)	Yes	Yes		
Self-Diagnostic, Self-Testing	Yes	Yes		
Automatic Evacuation to the nearest floor (ARO)	Yes	Yes		
CCTV Dome Type	Yes	Yes		

TECHNICAL SPECIFICATION		
COMMERCIAL CENTER		
I. GENERAL SPECIFICATION		
Item	Specification	Statement of Compliance
Type	Passenger	
Quantity	1	
Fireman's Lift	Homing at GF	
Rated Capacity (kg)	≥800 kg	
Speed m/s	≥1.0 m/s	
No. of Stops	3 Stops	
No. of Openings	3 Front	
Floor Designation	G, 2, 3	
Travel Height (m)	8 meters (Approx.)	
Shaft Size (W x D) per Lift	Approximately 2235mm(W) x 1755mm(D) or as per actual site condition	
Lift Arrangement	Single	
Over Travel (mm)	3700mm	
Pit Depth (mm)	1100mm	
Drive System	Gearless Drive	
Hoist Rope	STM	
Control System	SC 1.0 (Microprocessor) or better	
Operation	1KS	
MR Location	Machine ROOMLESS	
Power Supply (Main) Lighting	230V, 3PH, 60HZ with provision of feeder line	
II. LIFT CAR		
Car Size (W x D x H)	Approximately 1400mm x 1350mm x 2339mm or as per actual site condition	
Door Type	2 Panel Center Opening	
Door Size (W x H)	Approximately 800mm x 2100mm or as per actual site condition	
Door Panel	Hairline Stainless Steel	
Door Sill	Extruded Hard Aluminum	
Front Wall Finishes	Hairline Stainless Steel	
Rear Wall Finishes	Hairline Stainless Steel	

Side Wall Finishes	Hairline Stainless Steel	
Handrails	On Rear Wall	
Handrails	On Rear Wall	
COP Buttons	Mechanical Push Button (Linea 100)	
No. of COPs Location	1 Front	
COP Faceplate	Stainless Steel with Scratch Resistance Glass	
Platform Decoration	Artificial Granite	
Car Ceiling	Hairline Stainless Steel	
III. LIFT LOBBY		
Landing Door Panel Finishes (MainFloor's)	Hairline Stainless Steel	
Landing Door Panel Finishes (TypicalFloor's)	Painted Grey	
Landing Floor Frame	Approximately 50mm x 40mm Frame or as per actual site condition	
LOP Buttons	Mechanical Push Button (Linea 100)	
LOP Faceplate	Stainless Steel with Scratch Resistance Glass	
Landing position indicator	At all floors	
IV. CAR AND LANDING POSITION INDICATORS		
Car Position Indicator (CPI)	Incorporated with LOP	
Loading position Indicator (Main Floor's)	At all floors	
Loading position Indicator (TypicalFloor's)	Mechanical Push Button (Linea 100)	
Landing position indicator	At all floors	
V. STANDARD CONTROL FEATURES INCLUDED IN THE PACKAGE		
Alarm		
Anti - Nuisance		
Car Fanlight Automatic Off		
Door Final Timer		
Light Curtain		
Emergency Light in COP		
Full Load By-Pass		
Overload Measuring with Load Contacts		
VI. Special Features		
Arrival GONG	At Car	
Intercon System	Three-Way	

Attendari Control	Yes	
Reservation/ Independent System	Yes	
Control Cabinet Standard Painted Grey	Yes	
Aluminum Pit Ladder	Yes	
Out of Service Switch	Yes	
Emergency Power Evacuation Control (Generator by others)	Yes	
Self-Diagnostic, Self-Testing	Yes	
Automatic Evacuation to the nearest floor (ARO)	Yes	
CCTV Dome Type	Yes	

E. PREPARATORY STAGE

I. Pre-Negotiation

The contractor shall include actual site surveys, estimates of quantities, detailed unit price analysis and cost estimates.

1. Actual Site Survey

Conduct actual site survey to determine the actual size of elevator and to check all the Builders work and facilities to be provided by others.

2. Unit Price Analysis

Prepare detailed analysis of all applicable unit prices using current cost indices, rental rates, etc.

3. Technical Documents

Prepare technical documents consistent with the provision of RA 9184 and its Implementing Rules and Regulations and the policies, practices and procedure of CEZA to be included in the first envelope (Technical Documents).

- Detailed drawing/installation plan;
- Certificate of Warranty for all installed items, materials, consumables and workmanship for a period of three (3) years from the final acceptance;
- Certificate of Commitment
 - a. Free Service Maintenance for a period of (2) two years after the issuance of the Certificate of Completion;
 - b. Certificate of Authorized Reseller or Exclusive Distributorship from the manufacturer of the elevator;
- Certificate of Site Inspection issued by the Engineering Division of the Cagayan Economic Zone Authority; and

- Site Inspection Report noted by Engineer Julian Jovy B. Gonzales.

II. Installation Stage

1. All works shall be in accordance with the NBCP Standard Specification for buildings or any applicable code. Likewise, existing provisions and related issuances will be complied.
2. The contractor shall prepare all installation shop drawing and as built plan Operating and Maintenance Manuals for the approval of CEZA representatives.
3. The contractor shall prepare the construction schedule and submit the same to the Project Management Team prior to start of Construction.

F. CONTRACTOR'S REQUIREMENT

1. The supplier, subcontractor, or contractor must have a valid PCAB License Category for Specialty SP-ES (Elevator or Escalator) Small B category C or D for the proposed project.
2. The contractor must have experience in the supply, delivery, installation, testing and commissioning of Elevators having a size and amount not less than what is required by the project.
3. The bidder must have an experience of having completed a single largest completed contract (SLCC) that is similar to the project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the bidder to current prices using Philippine Statistics Authority (PSA) consumer price index. However, contractors under small A and small B categories without similar experience on the contract to be bid may be allowed to bid if the cost of such contract is not more than the Allowance Range of Contract Cost (ARCC) of their registration base on the guidelines as prescribed by the PCAB.
4. The contractor should have the necessary equipment to be used in the construction of the project. These equipment shall be owned/leased by the contractor.
5. The prospective bidder must have a certificate of site inspection issued by the Engineering Section of Cagayan Economic Zone Authority.

G. DATA AND ASSISTANCE TO BE PROVIDED BY CEZA

It shall be the responsibility of CEZA to provide the contractor with the complete set of drawings such as Architectural Plans, Structural Plans, Electrical Plan, Fire Protection plan and Mechanical Plan Detail drawings, Material Specification.

CEZA shall likewise provide liaison with government agencies and to ensure that the contractor shall have access to all information as may be allowed by the law for the

performance of service.

H. REPORTING AND SUPERVISORY RELATIONSHIP

The contractor shall report to the Chief Executive Officer thru the Chief of CEZA Engineering Office on technical and administrative matters.

I. REPORTS AND DOCUMENTS

The contractor shall submit the following reports and documents to CEZA in the format and content as indicated:

1. Detailed Design Work Program – in the form of bar chart & S-curve within the month of the starting date.
2. Unit Price Analysis – showing all calculations made in determining the unit price for each item of work including profit factor, overhead, contractor's tax, etc. to be submitted together with the final construction drawings in five (5) hard copies and one (1) electronic copy.
3. Construction Shop Drawings and As Built Plan

J. TIME SCHEDULE / DELIVERABLES

The Cagayan Economic Zone Authority (CEZA) intends to bid out the Supply, Delivery, Installation, Testing and Commissioning of Elevator(s) for CEZA Corporate Center and CEZA Commercial Center at Sta. Ana, Cagayan in accordance with the technical specifications provided by CEZA. The project should be completed within Two Hundred Ten (210) calendar days upon receipt of Notice to Proceed from CEZA.

K. LEVEL OF EFFORT

1. The Contractor shall be expected to determine the level of effort that requires expatriate technical and professional services during the life of the Contract. Short-term expatriate assistance should be kept to the minimum required by the Contractor for assuming complete responsibility for the performance of the work under this project.
2. The Contractor shall be expected to determine the level of effort for local technical and professional services required for the performance of the work under this request for proposal.
3. The Contractor shall be expected to determine the level of effort for secretarial, administrative and logistical support staff required to support the work under this request for proposal.

L. PREVENTIVE MAINTENANCE

1. After the completion, preventive maintenance services will be provided by the winning bidder free charge to the Employer for a period of twenty four (24) months.

M. WARRANTY

1. Should any defect being found in a period of twelve (12) months after the completion, due to faults in material and/or workmanship, the winning bidder shall make all repairs and do all necessary work to correct the defective work.