Republic of the Philippines

PHILIPPINE ECONOMIC ZONE AUTHORITY

PEZA BIDS AND AWARDS COMMITTEE
SUPPLEMENTAL BID BULLETIN NO. 2024-15

PROJECT: Procurement of Competency-Based Human Resource System (CBHRS) (PEZA HO-2024-10)

This supplemental Bid Bulletin No. 2024-15 is being issued to address queries/clarifications in the Bidding Documents and those received through email and/or raised by bidders during the pre-bid conference conducted on 27 December 2024

<table>
<tr><th>INFORMATION/ QUERY</th><th>END USERS RESPONSE/ AMENDMENT</th></tr>
<tr><td>1. What is the sequence of deliverables (include payment per breakdown in percentage, if applicable)</td><td>Change in sequence of deliverables, competency dictionary and table first before the CB-based job description. Thus, the terms of payment and deliverables is revised as follows:
<table>
<tr><th rowspan="2">Deliverables</th><th colspan="2">Payment</th></tr>
<tr><th>Percent</th><th>Amount</th></tr>
<tr><td>Upon Submission of Detailed Work Plan</td><td>20%</td><td></td></tr>
<tr><td>Upon Submission of Interview Guide / Tools and conduct of briefing / workshop on CBHRS</td><td>20%</td><td></td></tr>
<tr><td>Upon Submission of Competency Tables and the Competency Dictionary</td><td>30%</td><td></td></tr>
<tr><td>Upon Submission of Preliminary Report of Competency-Based Job Descriptions</td><td>20%</td><td></td></tr>
<tr><td>Upon Submission of Final Report</td><td>10%</td><td></td></tr>
<tr><td>Total</td><td>100%</td><td></td></tr>
</table></td></tr>
<tr><td>2. Please provide list of unique positions, functional groups, salary grade, org structure, total no of positions to be transformed to CBJD</td><td>List of unique positions, functional groups, salary grade, org structure, total no of positions to be transformed to CBJD Please refer to the details attached as Annex A</td></tr>
<tr><td>3. Who are the staff to be included in the documentation of the bidders?</td><td>The documentation should include the consultants and technical staff (i.e interviewers, facilitators and the like)</td></tr>
<tr><td>4. Clarification on Sec. II C. 11.6 Documents comprising the Bid – Financial Documents

“11.6. The Financial Proposal should clearly estimate, as a separate amount, the local taxes (including social security), duties, fees, levies, and other charges imposed under the applicable law, on the Consultants, the subconsultants, and its personnel (other than Philippine</td><td>This means when the bidder submit their respective financial proposal for a consultancy job, bidders need to separately list any local taxes and fees that will apply to the bidder and its team. This includes things like social security and other charges that the law requires. However, this does not apply to Filipino citizens or people who have permanent residency in the Philippines. Bidders are expected to clearly state all applicable extra costs that may need to be considered for payment by the procuring entity.</td></tr>
</table>

Nationals or permanent residents of the Philippines).'"	
4. Breakdown of agreed fixed rates form (2nd to last page of Bid Doc)	bidders are no longer required to use this form. This shall be excluded in the items to be submitted by the bidders.
5. Clarification on page 115 re: FPF3 breakdown of price per activity -The visit to economic zones will be charged to the consultant.	Only the following may be chargeable against the Procuring Entity: 1. Basic Accommodation 2. Basic Meals All cost shall be at the expense of the Winning Bidder 1. Transportation 2. Communication 3. Other miscellaneous
6. Can we obtain and pay for the bidding documents online or do we have to go there physically and pay with a Manager's check addressed to PEZA?	As of this date, payments made to PEZA shall be thru the online payment system To proceed with the payment of bid docs fee. Bidders must secure Order of Payment Number thru email request sent thru the BAC Secretariat at email address: bacsec@peza.gov.ph
6. Source of Bid Documents	Downloadable thru the PEZA Website or Philgeps Website

ALL REQUIREMENTS/SPECIFICATIONS PROVIDED IN THE BIDDING DOCUMENTS, NOT OTHERWISE REVISED OR AMENDED BY THE ABOVE, SHALL REMAIN IN FORCE AND IN EFFECT.

For information of all concerned.

Issued this 31st December 2024 at PEZA Head Office, Pasay City

ANIDELLE JOY M. ALGUSO
BAC Chairperson