



**New Lab, Seed Treatment Facility, and SHQ under WorldVeg Research Infrastructure
Modernization (RIM) Project SC-340-11**

**亞蔬-世界蔬菜中心總部改建計劃
新實驗大樓、種子處理設施及種子檢疫室興建工程 SC-340-11**

Instruction for Bidders

投標須知

1. The "Government Procurement Act" of Republic of China (Taiwan) (hereinafter referred to as the "GPA") and its related regulations promulgated by the responsible entity of the Act apply in principal to this procurement.
本採購原則引用中華民國臺灣政府頒行政府採購法（以下簡稱採購法）及其主管機關所訂定相關規定。
2. Subject of this procurement: New Lab, Seed Treatment Facility, and SHQ under WorldVeg Research Infrastructure Modernization (RIM) Project SC-340-11.
本標案名稱：亞蔬-世界蔬菜中心總部改建計劃實驗室、種子處理及種子檢疫實驗大樓 SC-340-11。
3. Attribute of this procurement: Construction work.
採購標的：工程。
4. Value of this procurement: Reaching the threshold for large procurement in Article 2 of the GPA.
本採購屬採購法第 2 條「巨額採購」。
5. Budget amount of this procurement: NTD 388,066,680. Construction period is 620 calendar days.
本採購預算金額為新臺幣 3 億 8,830 萬元整。工期為 620 個日曆天。
6. The principle of this procurement is the most advantageous bid.
本採購以最有利標為決標原則。
7. This procurement is awarded by total price.
本採購採總價決標。
8. The currency of the bid is New Taiwan Dollar (NTD).
廠商投標幣別為新臺幣。
9. This procurement is undivided.
本採購為未分批辦理。
10. Bidding procedures: Open bidding procedures.
招標方式採公開招標。
11. This procurement is NOT on a turn-key (design-build) basis.
本採購非以統包辦理招標。
12. This procurement is NOT allowed for joint bidding.
本採購不允許廠商共同投標。
13. This procurement is NOT allowed for cover bidding in which a bidder borrows licenses to engage in bidding.

本採購不允許廠商借牌投標。

14. This procurement allows suppliers to submit alternatives to shorten construction period, save expenditure, or increase efficiency, provided that the original function requirement is not impaired.
本採購允許廠商在不降低原有功能條件下，提出可縮減工期、減省經費、或提高效率之替代方案。
15. This procurement requires a performance bond of 5% of the Contract Sum.
本採購履約保證金為契約價金之 5%。
16. Where a bidder deposits a performance bond in the form of a bank's written joint and several guarantee or an irrevocable standby letter of credit issued or confirmed by a bank, the Owner may accept it after reviewing the bank's credit and records of past performance in fulfilling its liability on performance bond.
廠商如以銀行之書面連帶保證或開發或保兌之不可撤銷擔保信用狀繳納履約保證金者，經審核後始予接受。
17. The validity of performance bond: Where the performance bond deposited by bidders in the form of irrevocable stand-by letter of credit issued or confirmed by a bank, or bank guarantee under which the bank shares the liability with the tenderer jointly and severally, the validity of the performance bond shall be 90 days longer than the time-limit for final construction, supply or installation specified in the Contract, unless otherwise specified. However, if the awarded bidder is deposited with the irrevocable letter of credit issued or bank guarantee but the validity of the performance bond is not covering the aforementioned days, the bidder shall at least provide a credit issued with short period of validity with a minimum of 3 years.
履約保證金有效期：廠商以銀行開發或保兌之不可撤銷擔保信用狀、銀行之書面連帶保證或保險公司之保證保險單繳納履約保證金者，其有效期應較契約約定之最後施工、供應或安裝期限長 90 日。但得標廠商以銀行開立之不可撤銷擔保信用狀或銀行之書面連帶保證繳納，有效期未能立即涵蓋上述有效期，須先以較短有效期繳納者，其有效期每次至少 3 年。
18. The performance bond shall be deposited within 30 days after the awarding of the Contract.
履約保證金應於簽約次日起 30 日內繳納。
19. The bid bond and performance bond shall be deposited by bidders in the form of certified check issued by a financial institution in accordance with the formats prescribed by the "Regulations for Bid Bond, Guarantee Bond and Other Guarantees".
廠商應以金融機構簽發之支票支付履約保證金，並應符合押標金保證金暨其他擔保作業辦法規定之格式。
20. The language of bidding documents shall be in English and Chinese, including pictures and texts with special techniques or materials.
投標文件應為中英雙語，含特殊技術或材料之圖文資料。
21. Bidders shall submit the following for this procurement:
 - 1) Bidder Qualification Review Form.
 - 2) Basic qualification supporting documents.
 - 3) Service proposal and presentation powerpoint files (7 copies)
 - 4) Summary of budget schedule and detailed price list投標文件應含：
 - 1) 投標廠商文件審查表。
 - 2) 基本資格證明文件。
 - 3) 服務建議書及簡報（7 份）。
 - 4) 總表（標單）、詳細價目表（標單）。
22. The bid opening of this procurement shall be in one-step. All bidding documents shall be sealed in one envelop. It is not required to seal the documents in separate envelopes by different attributes.

本採購開標採不分段開標。所有投標文件至於一標封內，不必按文件屬性分別裝封。

23. Where suppliers have questions about the bidding documentation, the deadline for suppliers to raise questions in writing shall be half of the period for bidding from the date of the publication of this Instruction to Bidders, and a segment of less than one day shall be counted as one day.
廠商對招標文件有疑義者，應以書面於公告日起等標期二分之一之期限內請求釋疑。
24. The Owner shall issue a written reply to questions raised by suppliers as mentioned in the preceding Article by one day before the deadline for the submission of bids.
業主應於投標截止期限前 1 日答復前條請求釋疑之廠商。
25. The validity period of the bid: from the time of submitting bids to 90 days after bid opening. In the event that this procurement can't be awarded during the validity period stated above, the Owner may request the bidders to extend the validity period of the bid.
投標文件有效期：自投標起至開標 90 日止。如無法於前開有效期內決標，業主得洽請廠商延長投標文件之有效期。
26. The specific qualification of a bidder and the supporting qualification documents that shall be attached are as follows:
- 1) Supporting document of the classification of business items: Comprehensive construction business (A-class).
 - 2) Company certificate or business license.
 - 3) Tax certificate: The latest issue of "Payment Receipt of Business Tax" or "Notification Form of Sales and Tax for Business Entity" with seals of the responsible tax authorities. Where the evidence of the latest issue could not be obtained on time, the bidders may submit the nearest issue for replacement. For newly established bidders who have not reached the time the first business tax payments, they may submit the letter for approving of company registration used by the responsible tax authorities. Those who are approved to use the unified invoice shall submit documents for the application for the unified invoice.
 - 4) Association membership certificate.
 - 5) Evidence of credit: Evidence of non-repudiation and non-refund record within three years issued by a clearing institution or financial institutions accepting inquiries within six months before the closing time for submitting bid; or the financial statements certified by an accountant. If bounce record has completed the settlement notes, it will be seen as non-bounce record.
- 投標廠商之基本資格及應附具之證明文件如下：
- 1) 營業項目類別證明文件：綜合營造業（甲等）
 - 2) 廠商登記或設立之證明
 - 3) 最近一期有效納稅證明影本營業稅繳稅證明：營業稅繳款書收據聯或主管稽徵機關核章之最近一期營業人銷售額與稅額申報書收執聯。廠商來不及提出最近一期證明者，得以前一期之納稅證明代之。新設立且未屆第一期營業稅繳納期限者，得以營業稅主管稽徵機關核發之核准設立登記公函代之；經核定使用統一發票者，應一併檢附申領統一發票購票證相關文件。
 - 4) 公會會員證。
 - 5) 廠商信用之證明：如票據交換機構或受理查詢之金融機構於截止投標日之前半年內所出具之非拒絕往來戶及最近三年內無退票紀錄證明、會計師簽證之財務報表或金融機構或徵信機構出具之信用證明等。如有退票但已辦妥清償註記者，視同無退票紀錄。
27. This procurement allows suppliers to amend or supplement their bidding documents before bid opening as long as the amendment or supplement does not involve the essential parts of the Contract.
本採購允許廠商於開標前補正非契約必要之投標文件。
28. Where necessary, the Owner may notify a bidder to submit the original copies of qualification documents for checking if the qualification document is submitted in photocopy.
必要時，業主得通知廠商限期提出資格文件之正本，以供查驗。
29. The Owner will notify the date and venue of bid opening in writing.



業主將書面通知開標時間及地點。

30. The bidding documents shall be submitted before 4:45PM Friday 11 December 2020 by postal delivery or personal delivery to the following receipt address:

- 1) Postal delivery: P.O. Box 42, Shanhua, Tainan, Taiwan 74199
- 2) Personal delivery: Reception Desk Chandler Hall WorldVeg Headquarters (60 Yi-Min Liao, Shanhua, Tainan, Taiwan)

投標文件須於 2020 年 12 月 11 日（禮拜五）下午 4 時 45 分前，以郵遞或專人送達方式送達至下列收件地點：

- 1) 郵遞：臺南市 74199 善化郵政第 42 號信箱
- 2) 專人送達：亞蔬-世界蔬菜總部行政大樓櫃台（臺南市 74151 善化區益民寮 60 號）

31. Suppliers may use electronic devices to transmit bids before the deadline; and the electronic data thus provided shall be deemed as formal written document. The e-mail address for receiving bids is: purchasing@worldveg.org.

廠商得以電子資料傳輸方式於投標截止日期前遞送投標文件，該電子化資料視同正式文件。遞送之電子信箱為：purchasing@worldveg.org.

32. A complete set of the bidding documents provided by the Owner includes:

- 1) List of Bidding Documents
- 2) Instruction for Bidders
- 3) draft Construction Contract
- 4) Bidder Qualification Review Form
- 5) Instruction for Bidder Evaluation
- 6) Construction Specification and Supplementary Specification Documents
- 7) Design Drawings
- 8) Lists of Submittals
- 9) Blank Budget Schedule

全份招標文件包括：

- 1) 招標文件清單
- 2) 投標須知
- 3) 工程契約（稿）
- 4) 投標廠商文件審查表
- 5) 投標廠商評選審查作業
- 6) 施工規範及補充施工說明書
- 7) 設計圖
- 8) 送審項目表
- 9) 空白標單

33. Other Instructions:

- 1) The bidder's price shall include year-end bonus, overtime pay, travel allowance and related expenses. The Owner does not pay these expenses. The bidder shall take adjustment by price index and salary increase into consideration, and shall not require to increase the Contract Sum for this reason after the awarding of the Contract.
- 2) Site investigation: To avoid any undue miscalculation which leads to incapability of contract performance and affects the operations of the Owner, the bidders shall conduct site visits before submitting bids, so as to fully understand the environment and nature of the work and obtain necessary information for cost estimation. Any mistake in calculation at the bid submission will be the responsibility of the bidders.
- 3) Where there is inconsistency in the Bidding Documents due to language difference, the Chinese version of the documents shall prevail.

其他須知：

- 1) 廠商投標金額應包含員工之年終獎金、勞健保相關補助費（含勞保退休準備金）、加班費、交通補助、工作服、防護團費、清潔費及工作證照等相關費用，亞蔬不另給付費用；廠商之投標標價應自行考量物價指數調整及市場調薪幅度，且不得作為履約時要求調漲契約金額之



- 正當理由。
- 2) 現場勘查：為避免投標人錯估致無法履行契約，投標人於投標前應前往標的物地點勘查，以瞭解工作環境、工作特性及估價有關資料，若草率從事，致有錯誤估算得標，須自行負責，不得藉詞請求補償或變更契約。
 - 3) 招標文件若中英文有不一致之處，以中文為準。