

PHILIPPINE BIDDING DOCUMENTS
(As Harmonized with Development Partners)

**VARIOUS CIVIL WORKS
FOR RICTMS
ITB NO. 2022-09-0046**

Department of Social Welfare and
Development Field Office 10
Government of the Republic of the Philippines

Sixth Edition
September 29, 2022

TABLE OF CONTENTS

Glossary of Terms, Abbreviations, and Acronyms	3
Section I. Invitation to Bid	7
Section II. Instructions to Bidders	9
1. Scope of Bid	10
2. Funding Information	10
3. Bidding Requirements	10
4. Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices	10
5. Eligible Bidders	10
6. Origin of Associated Goods	11
7. Subcontracts	11
8. Pre-Bid Conference	11
9. Clarification and Amendment of Bidding Documents	11
10. Documents Comprising the Bid: Eligibility and Technical Components	11
11. Documents Comprising the Bid: Financial Component	12
12. Alternative Bids	12
13. Bid Prices	12
14. Bid and Payment Currencies	13
15. Bid Security	13
16. Sealing and Marking of Bids	13
17. Deadline for Submission of Bids	13
18. Opening and Preliminary Examination of Bids	13
19. Detailed Evaluation and Comparison of Bids	14
20. Post Qualification	14
21. Signing of the Contract	14
Section III. Bid Data Sheet	15
Section IV. General Conditions of Contract	19
1. Scope of Contract	20
2. Sectional Completion of Works	20
3. Possession of Site	20
4. The Contractor's Obligations	20
5. Performance Security	21
6. Site Investigation Reports	21

7.	Warranty.....	21
8.	Liability of the Contractor.....	21
9.	Termination for Other Causes.....	21
10.	Dayworks	21
11.	Program of Work.....	22
12.	Instructions, Inspections and Audits	22
13.	Advance Payment.....	22
14.	Progress Payments	22
15.	Operating and Maintenance Manuals.....	22
Section V. Special Conditions of Contract		24
Section VI. Specifications		27
Section VII. Drawings		29
Section VIII. Bill of Quantities		49
Section IX. Checklist of Technical and Financial Documents		61
Section X. Bidding Forms		64

Glossary of Terms, Abbreviations, and Acronyms

ABC – Approved Budget for the Contract.

ARCC – Allowable Range of Contract Cost.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

CDA – Cooperative Development Authority.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

Contractor – is a natural or juridical entity whose proposal was accepted by the Procuring Entity and to whom the Contract to execute the Work was awarded. Contractor as used in these Bidding Documents may likewise refer to a supplier, distributor, manufacturer, or consultant.

CPI – Consumer Price Index.

DOLE – Department of Labor and Employment.

DTI – Department of Trade and Industry.

Foreign-funded Procurement or Foreign-Assisted Project – Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PCAB – Philippine Contractors Accreditation Board.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

UN – United Nations.

Section II. Invitation to Bid



INVITATION TO BID FOR Various Civil Works for RICTMS

1. The *Department of Social Welfare and Development Field Office 10*, through the **Current Appropriations GAA 2022** intends to apply the sum of **One Million Five Hundred Thousand Pesos (Php 1,500,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the Various Civil Works for RICTMS under ITB NO. 2022-09-0046. Bids received in excess of the ABC shall be automatically rejected at bid opening.

LOT 1 - Improvement and Extension of the RICTMS Server Room at the Kalambuan 4-Storey Office Building	Php 844,350.00
LOT 2 - Improvement and Extension of the RICTMS Office with Storage Room	Php 655,650.00
TOTAL	Php 1,500,000.00

2. The Department of Social Welfare and Development Field Office 10 now invites bids for the above Procurement Project. Completion of the Works is required should be based on what is stipulated in the Schedule of Requirements. Prospective Bidders must have completed a similar contract within the preceding two (2) years, a single contract equivalent to at least fifty (50%) percent of the Approved Budget Cost per Lot to be bid. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the “Government Procurement Reform Act”.
4. Prospective bidders may obtain further information from DSWD FO 10 and inspect the Bidding Documents at the address given below during weekdays (except holidays) from **8:00 AM - 5:00 PM starting August 16, 2022**.
5. A complete set of Bidding Documents may be acquired by interested bidders on the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB. The procuring entity shall allow the bidder to present its proof of payment for the fees in person or through e-mail during the conduct of bid opening.

	ABC (in Php)	COST (in PHP)
Lot 1	Php 844,350	Php 1,000.00
Lot 2	Php 655,650	Php 1,000.00

6. The *DSWD FO 10* will hold a Virtual Pre-Bid Conference through videoconferencing via google meet (<https://meet.google.com/bdc-yrce-aga>) on **October 10, 2022 @2:30 PM onwards**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the address below on or before **October 24, 2022 @ 1:00 PM**. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 15.
9. Virtual Bid opening through videoconferencing via Google meet shall be on **October 24, 2022 @2:00 PM onwards**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity. The links will be provided upon submission of bid documents.
10. Each Bidder shall submit one (1) original and two (2) more duplicate copies which should be labeled as "Copy 1" and "Copy 2". The *DSWD FO10* will conduct a **Toss Coin** in case of a tie between bidders being the Lowest Calculated and Responsive Bid (LCRB).
11. The *DSWD FO 10* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:

ATTY. JUSTINE PHILLIP O. TADEO
Head, BAC Secretariat
DSWD Field Office No.10
Masterson Avenue, Upper Carmen, Cagayan de Oro City
Tel No. (088) 858-6333 local 102
bac.fo10@dswd.gov.ph
13. You may visit the following websites for downloading of Invitation to Bid: **www.philgeps.gov.ph** or **<https://fo10.dswd.gov.ph/>**

September 29, 2022

ZOSIMO G. BUTIL
SWO V/ BAC Chairperson

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, Department of Social Welfare and Development Field Office 10 invites Bids for the Various Civil Works for RICTMS, with Project Identification Number 2022-09-0046.

The Procurement Project (referred to herein as “Project”) is for the construction of Works, as described in Section VI (Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for **Current Appropriations GAA 2022** in the amount of **One Million Five Hundred Thousand Pesos (Php 1,500,000.00)**.

2.2. The source of funding is the General Appropriations Act.

3. Funding Information

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manual and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or invitation to bid by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have inspected the site, determined the general characteristics of the contracted Works and the conditions for this Project, such as the location and the nature of the work; (b) climatic conditions; (c) transportation facilities; (c) nature and condition of the terrain, geological conditions at the site communication facilities, requirements, location and availability of construction aggregates and other materials, labor, water, electric power and access roads; and (d) other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices

The Procuring Entity, as well as the Bidders and Contractors, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA's CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.

A contract is considered to be "similar" to the contract to be bid if it has the major categories of work stated in the BDS.
- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

6. Origin of Associated Goods

There is no restriction on the origin of Goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN.

7. Subcontracts

7.1 The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than fifty percent (50%) of the Project.

The Procuring Entity has prescribed that Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project through videoconferencing via google meet (<https://meet.google.com/bdc-yrce-aga>) on **August 10, 2022 @2:30 PM onwards,**

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the IB, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents Comprising the Bid: Eligibility and Technical Components

10.1 The first envelope shall contain the eligibility and technical documents of the Bid as specified in Section IX. Checklist of Technical and Financial Documents.

10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

10.3. A valid PCAB License is required, and in case of joint ventures, a valid special PCAB License, and registration for the type and cost of the contract for this Project. Any additional type of Contractor license or permit shall be indicated in the BDS.

10.4. A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the BDS.

10.5. A List of Contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, must meet the minimum requirements for the contract set in the BDS.

11. Documents Comprising the Bid: Financial Component

11.1. The second bid envelope shall contain the financial documents for the Bid as specified in Section IX. Checklist of Technical and Financial Documents.

11.2. Any bid exceeding the ABC indicated in paragraph 1 of the IB shall not be accepted.

11.3. For Foreign-funded procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Alternative Bids

Bidders shall submit offers that comply with the requirements of the Bidding Documents, including the basic technical design as indicated in the drawings and specifications. Unless there is a value engineering clause in the BDS, alternative Bids shall not be accepted.

13. Bid Prices

All bid prices for the given scope of work in the Project as awarded shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances as determined by the NEDA and approved by the GPPB pursuant to the revised Guidelines for Contract Price Escalation guidelines.

14. Bid and Payment Currencies

14.1. Bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

14.2. Payment of the contract price shall be made in Philippine Pesos.

15. Bid Security

15.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the BDS, which shall be not less than the percentage of the ABC in accordance with the schedule in the BDS.

15.2. The Bid and bid security shall be valid for 120days. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

16. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission to the given website or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

17. Deadline for Submission of Bids

The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the IB.

18. Opening and Preliminary Examination of Bids

18.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the IB. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

18.2. The preliminary examination of Bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "passed" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184.

19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the BDS shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by ITB Clause 16 shall be submitted for each contract (lot) separately.

19.3. In all cases, the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184 must be sufficient for the total of the ABCs for all the lots participated in by the prospective Bidder.

20. Post Qualification

Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS), and other appropriate licenses and permits required by law and stated in the BDS.

21. Signing of the Contract

The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the BDS.

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause				
1.1	The Procuring Entity is DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT FIELD OFFICE 10			
1.2	The bidding shall have Two (2) Lots			
2	<p>The Funding Source is:</p> <p>The Government of the Philippines (GOP) through the Current Appropriations GAA 2022 intends to apply the sum of One Million Five Hundred Thousand Pesos (Php 1,500,000.00).</p> <p>The name of the Project is: Various Civil Works for RICTMS</p>			
5.4(b)	<p>Similar contracts shall refer to the following:</p> <p>The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted to current prices using National Statistics Office consumer price index.</p>			
8.1	<i>Subcontracting is not allowed.</i>			
9.1	The Procuring Entity will hold a Virtual Pre-Bid Conference for this Project on <u>October 10, 2022 @ 2:30 PM onwards</u> through videoconferencing via google meet (<u>https://meet.google.com/bdc-yrce-aga</u>)			
10.1	<p>The Procuring Entity's address is :</p> <p>ZOSIMO G. BUTIL SWO V/BAC Chairperson Bids and Awards Committee DSWD Field Office 10 Masterson Avenue, Upper Carmen, Cagayan de Oro City Tel No. (088) 858-6333 local 102 bac.fo10@dswd.gov.ph</p>			
12.1(b)(ii.2)	<p>The minimum work experience requirements for key personnel are the following:</p> <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; width: 33%;"><u>Key Personnel</u></td> <td style="text-align: center; width: 33%;"><u>General Experience</u></td> <td style="text-align: center; width: 33%;"><u>Relevant Experience</u></td> </tr> </table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>
<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>		
12.1(b)(iii.3)	The minimum major equipment requirements are the following:			

	<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>												
13.1(b)	<p>This shall include all of the following documents:</p> <ol style="list-style-type: none"> 1) Bid prices in the Bill of Quantities; 2) Detailed estimates, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; and 3) Cash flow by quarter or payment schedule. 														
13.2	<p>The ABC is One Million Five Hundred Thousand Pesos (Php 1,500,000.00). Any bid with a financial component exceeding this amount shall not be accepted.</p>														
16.1	<p>The bid prices shall be quoted in Philippine Pesos.</p>														
18.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ol style="list-style-type: none"> 1. The amount of not less than <i>[Insert 2% of ABC]</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit. <p>or</p> <ol style="list-style-type: none"> 2. The amount of not less than <i>[Insert 5% of ABC]</i> if bid security is in Surety Bond. <p>Amount as follows:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th></th> <th>ABC</th> <th>2%</th> <th>5%</th> </tr> </thead> <tbody> <tr> <td>Lot 1</td> <td>Php 844,350.00</td> <td>Php 16,887.00</td> <td>Php 42,217.50</td> </tr> <tr> <td>Lot 2</td> <td>Php 655,650.00</td> <td>Php 13,113.00</td> <td>Php 32,782.50</td> </tr> </tbody> </table>				ABC	2%	5%	Lot 1	Php 844,350.00	Php 16,887.00	Php 42,217.50	Lot 2	Php 655,650.00	Php 13,113.00	Php 32,782.50
	ABC	2%	5%												
Lot 1	Php 844,350.00	Php 16,887.00	Php 42,217.50												
Lot 2	Php 655,650.00	Php 13,113.00	Php 32,782.50												
18.2	<p>The bid security shall be valid until February 21, 2023 (<i>120 calendar days after bid opening</i>)</p>														
20.3	<p>Each Bidder shall submit one (1) original and two (2) duplicate copy of the first and second components of its bid.</p>														
21	<p>The Address for Submission of Bids is at:</p> <p><i>BAC Secretariat, DSWD Field Office No. 10, Masterson Avenue, Upper Carmen, Cagayan de Oro City</i></p> <p>The deadline for Submission of Bids is on:</p>														

	<u>October 24, 2022 @ 1:00 PM.</u>
24.1	<p>The place of Bid opening is at:</p> <p><i>Virtual Bid opening through videoconferencing via Google meet. The links will be provided upon submission of bid documents.</i></p> <p>The date and time of Bid opening is on</p> <p><u>October 24, 2022 @ 2:00PM</u></p>
31.4 (f)	<p>List of additional contract documents relevant to the Project as required by existing laws and/or the Procuring Entity:</p> <ul style="list-style-type: none"> (i) Construction schedule and S-curve (ii) Manpower Schedule, (iii) Construction Methods, (iv) Equipment Utilization Schedule, (v) Construction Safety and Health Program approved by the Department of Labor and Employment, and (vi) PERT/CPM. (vii) Contractor's All Risk Insurance.

Section IV. General Conditions of Contract

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

2. Sectional Completion of Works

If sectional completion is specified in the **Special Conditions of Contract (SCC)**, references in the Conditions of Contract to the Works, the Completion Date, and the Intended Completion Date shall apply to any Section of the Works (other than references to the Completion Date and Intended Completion Date for the whole of the Works).

3. Possession of Site

3.1 The Procuring Entity shall give possession of all or parts of the Site to the Contractor based on the schedule of delivery indicated in the **SCC**, which corresponds to the execution of the Works. If the Contractor suffers delay or incurs cost from failure on the part of the Procuring Entity to give possession in accordance with the terms of this clause, the Procuring Entity's Representative shall give the Contractor a Contract Time Extension and certify such sum as fair to cover the cost incurred, which sum shall be paid by Procuring Entity.

3.2 If possession of a portion is not given by the above date, the Procuring Entity will be deemed to have delayed the start of the relevant activities. The resulting adjustments in contract time to address such delay may be addressed through contract extension provided under Annex "E" of the 2016 revised IRR of RA No. 9184.

4. The Contractor's Obligations

The Contractor shall employ the key personnel named in the Schedule of Key Personnel indicating their designation, in accordance with **ITB** Clause 10.3 and specified in the **BDS**, to carry out the supervision of the Works.

The Procuring Entity will approve any proposed replacement of key personnel only if their relevant qualifications and abilities are equal to or better than those of the personnel listed in the Schedule.

5. Performance Security

- 5.1. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR.
- 5.2. The Contractor, by entering into the Contract with the Procuring Entity, acknowledges the right of the Procuring Entity to institute action pursuant to RA No. 3688 against any subcontractor be they an individual, firm, partnership, corporation, or association supplying the Contractor with labor, materials and/or equipment for the performance of this Contract.

6. Site Investigation Reports

The Contractor, in preparing the Bid, shall rely on any Site Investigation Reports referred to in the SCC supplemented by any information obtained by the Contractor.

7. Warranty

- 7.1. In case the Contractor fails to undertake the repair works under Section 62.2.2 of the 2016 revised IRR, the Procuring Entity shall forfeit its performance security, subject its property (ies) to attachment or garnishment proceedings, and perpetually disqualify it from participating in any public bidding. All payables of the GOP in his favor shall be offset to recover the costs.
- 7.2. The warranty against Structural Defects/Failures, except that occasioned-on force majeure, shall cover the period from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity. Specific duration of the warranty is found in the SCC.

8. Liability of the Contractor

Subject to additional provisions, if any, set forth in the SCC, the Contractor's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Contractor is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

9. Termination for Other Causes

Contract termination shall be initiated in case it is determined *prima facie* by the Procuring Entity that the Contractor has engaged, before, or during the implementation of the contract, in unlawful deeds and behaviors relative to contract acquisition and implementation, such as, but not limited to corrupt, fraudulent, collusive, coercive, and obstructive practices as stated in ITB Clause 4.

10. Dayworks

Subject to the guidelines on Variation Order in Annex “E” of the 2016 revised IRR of RA No. 9184, and if applicable as indicated in the **SCC**, the Dayworks rates in the Contractor’s Bid shall be used for small additional amounts of work only when the Procuring Entity’s Representative has given written instructions in advance for additional work to be paid for in that way.

11. Program of Work

11.1. The Contractor shall submit to the Procuring Entity’s Representative for approval the said Program of Work showing the general methods, arrangements, order, and timing for all the activities in the Works. The submissions of the Program of Work are indicated in the **SCC**.

11.2. The Contractor shall submit to the Procuring Entity’s Representative for approval an updated Program of Work at intervals no longer than the period stated in the **SCC**. If the Contractor does not submit an updated Program of Work within this period, the Procuring Entity’s Representative may withhold the amount stated in the **SCC** from the next payment certificate and continue to withhold this amount until the next payment after the date on which the overdue Program of Work has been submitted.

12. Instructions, Inspections and Audits

The Contractor shall permit the GOP or the Procuring Entity to inspect the Contractor’s accounts and records relating to the performance of the Contractor and to have them audited by auditors of the GOP or the Procuring Entity, as may be required.

13. Advance Payment

The Procuring Entity shall, upon a written request of the Contractor which shall be submitted as a Contract document, make an advance payment to the Contractor in an amount not exceeding fifteen percent (15%) of the total contract price, to be made in lump sum, or at the most two installments according to a schedule specified in the **SCC**, subject to the requirements in Annex “E” of the 2016 revised IRR of RA No. 9184.

14. Progress Payments

The Contractor may submit a request for payment for Work accomplished. Such requests for payment shall be verified and certified by the Procuring Entity’s Representative/Project Engineer. Except as otherwise stipulated in the **SCC**, materials and equipment delivered on the site but not completely put in place shall not be included for payment.

15. Operating and Maintenance Manuals

15.1. If required, the Contractor will provide “as built” Drawings and/or operating and maintenance manuals as specified in the **SCC**.

- 15.2. If the Contractor does not provide the Drawings and/or manuals by the dates stated above, or they do not receive the Procuring Entity's Representative's approval, the Procuring Entity's Representative may withhold the amount stated in the **SCC** from payments due to the Contractor.

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause							
	<p>The Intended Completion Date is [Insert date].</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="text-align: center;">Delivery Period</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Lot 1</td> <td style="text-align: center;">60 calendar days</td> </tr> <tr> <td style="text-align: center;">Lot 2</td> <td style="text-align: center;">90 calendar days</td> </tr> </tbody> </table> <p><i>NOTE: The contract duration shall be reckoned from the start date and not from contract effectivity date.</i></p>		Delivery Period	Lot 1	60 calendar days	Lot 2	90 calendar days
	Delivery Period						
Lot 1	60 calendar days						
Lot 2	90 calendar days						
1.22	The Procuring Entity is the Department of Social Welfare and Development .						
	<p>The Procuring Entity's Representative is the DSWD Project Manager concerned who is designated as the Engineer for this Contract.</p> <p>Engr. Abobacar D. Tocalo, D.M.I Infrastructure Project Focal Department of Social Welfare and Development</p>						
1.24	The Sites are DSWD FO-10 compound, Carmen, CDO						
1.28	The Start Date is the 10th calendar day after the date of the receipt of the Notice to Proceed.						
	The Works consist of Various Civil Works for RICTMS.						
	<i>No further instructions.</i>						
	The Procuring Entity shall give possession of all parts of the Site to the Contractor beginning on the date of effectivity of contract until the date of its termination and/or project completion.						
	The Contractor shall employ the following Key Personnel :						
	No further instructions.						
	<p><i>In case of permanent structures, such as buildings of types 4 and 5 as classified under the National Building Code of the Philippines and other structures made of steel, iron, or concrete which comply with relevant structural codes (e.g., DPWH Standard Specifications), such as, but not limited to, steel/concrete bridges, flyovers, aircraft movement areas, ports, dams, tunnels, filtration and treatment plants, sewerage systems, power plants, transmission and communication towers, railway system, and other similar permanent structures: Fifteen (15) years.</i></p> <p><i>In case of semi-permanent structures, such as buildings of types 1, 2, and 3 as classified under the National Building Code of the Philippines, concrete/asphalt roads, concrete river control, drainage, irrigation lined canals, river landing,</i></p>						

	<p><i>deep wells, rock causeway, pedestrian overpass, and other similar semi-permanent structures: Five (5) years.</i></p> <p><i>In case of other structures, such as Bailey and wooden bridges, shallow wells, spring developments, and other similar structures: Two (2) years.</i></p>
	<p><i>State here “No additional provision.” Or, if the Contractor is a joint venture, “All partners to the joint venture shall be jointly and severally liable to the Procuring Entity.”</i></p>
18.3(h)(i)	No further instructions.
	<p>The Arbiter is: <i>[Insert name]</i></p> <p><i>[Insert address]</i></p>
	<p><i>Select one, delete the other:</i></p> <p>Dayworks are applicable at the rate shown in the Contractor’s original Bid.</p> <p><i>Or</i></p> <p>No dayworks are applicable to the contract.</p>
	The Contractor shall submit the Program of Work to the Procuring Entity’s Representative within 10 days of delivery of the Notice of Award.
	<p>The period between Program of Work updates is <i>30 calendar</i> days.</p> <p>The amount to be withheld for late submission of an updated Program of Work is 25% of the amount of the progress payment being billed.</p>
	The Funding Source is the <i>Government of the Philippines</i> .
	The amount of the advance payment is <i>15% of the contract amount</i> .

Section VI. Specifications

Technical Specifications

Items/Descriptions	Qty.	Unit	Statement of Compliance
Lot 1 – Improvement and Extension of the RICTMS Server Room at the Kalambuan 4-Storey Office Building	<i>1</i>	<i>Lot</i>	
LOT 2 - Improvement and Extension of the RICTMS Office with Storage Room	<i>1</i>	<i>Lot</i>	

All works be simultaneously executed upon 10 days after the NOTICE TO PROCEED is served. No materials to be installed without being inspected and approved by any of the engineers and inspectorate team. All work to be undertaken must conform proper standards and specifications.

NOTE:

Site Visit/Inspection is a pre-requisite and must be submitted together with the bidding documents. Non-site inspection will be a ground for disqualification.

Note: Bidders must state either “**Comply**” or “**Not Comply**” or any equivalent term in the column “Statement of Compliance” against each of the individual parameters of each “Specification”.

I hereby commit to comply with all the above requirements.

Name of Company/Bidder

Bidder’s Signature over Printed Name

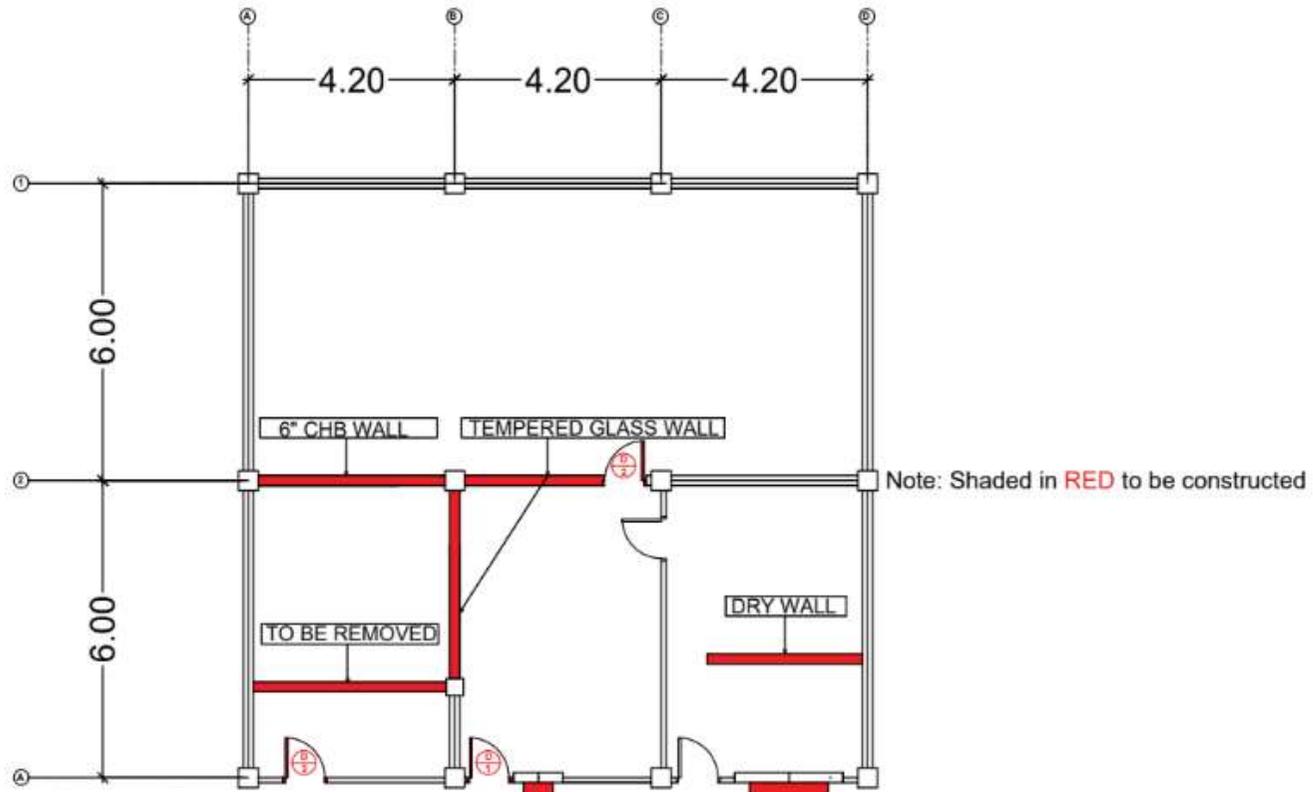
Date: _____

Section VII. Drawings

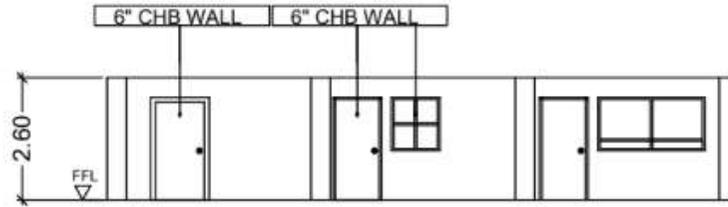
Lot 1 – Improvement and Extension of the RICTMS Server Room at the Kalambuan 4-Storey Office Building



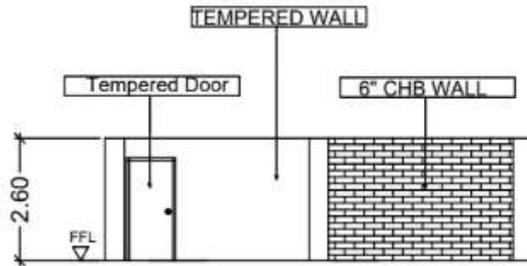
ACTUAL PICTURE



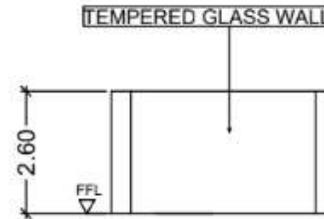
1
A1 FLOOR PLAN
SCALE: 1/50 MTS.



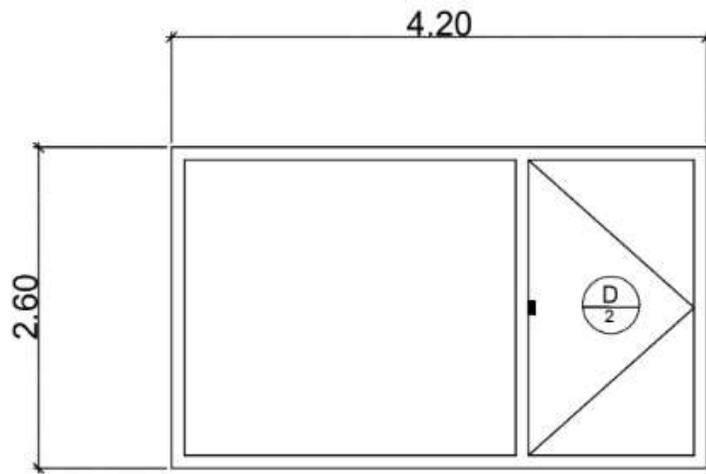
4 SECTION THRU A-A
SCALE: 1/100 MTS.



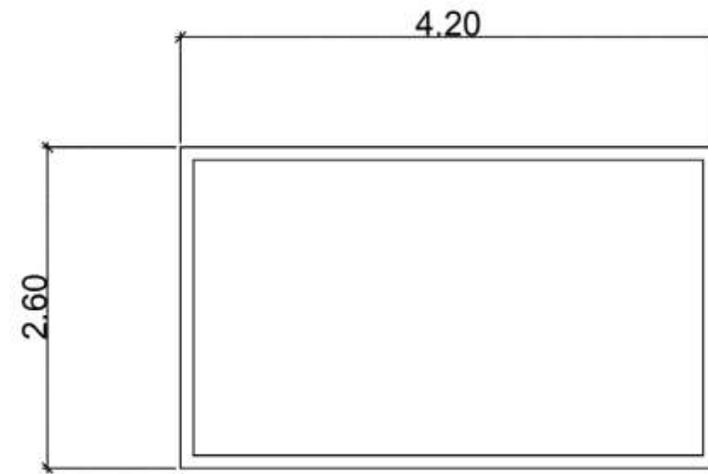
3 SECTION THRU B-B
SCALE: 1/100 MTS.



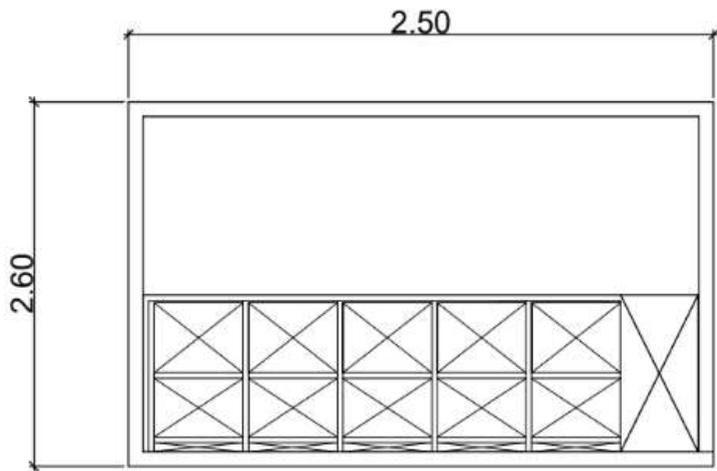
3 SECTION THRU C-C
SCALE: 1/100 MTS.



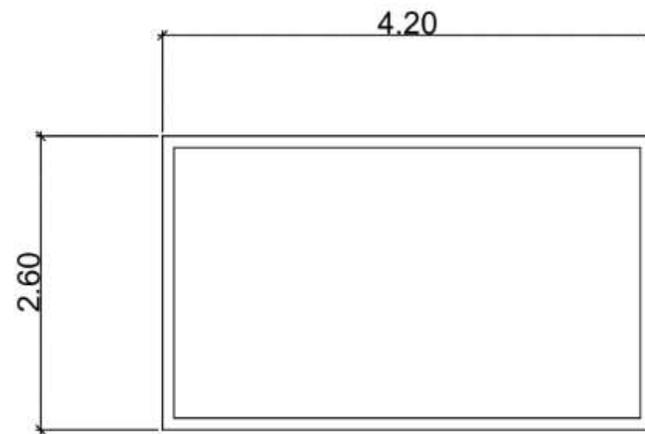
1 - UNIT 12 mm thk TEMPERED GLASS
AND DOOR WITH ACCESSORIES



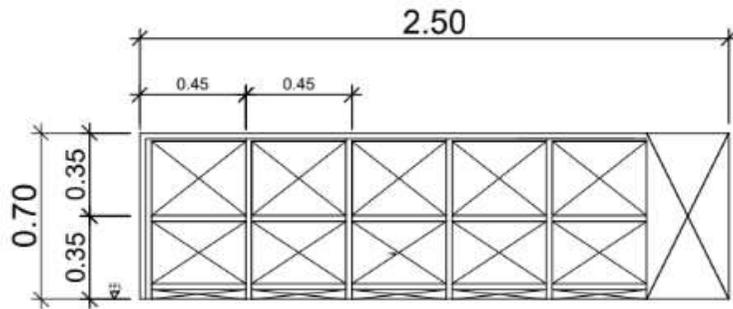
1 - UNIT FIXED 12mm thk TEMPERED
GLASS AND ACCESSORIES



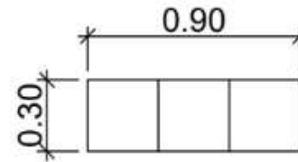
1 - UNIT HARDEFLIX PARTATION IN METAL STUDS FRAMING W/ FILLING CABINET



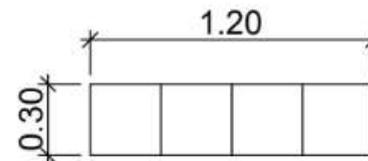
6" CHB WALL IN PAINT FINISH



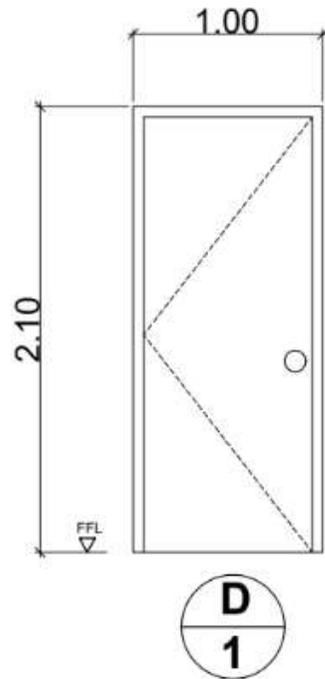
1 - UNIT FILLING CABINET IN $\frac{3}{4}$ " Marine plywood



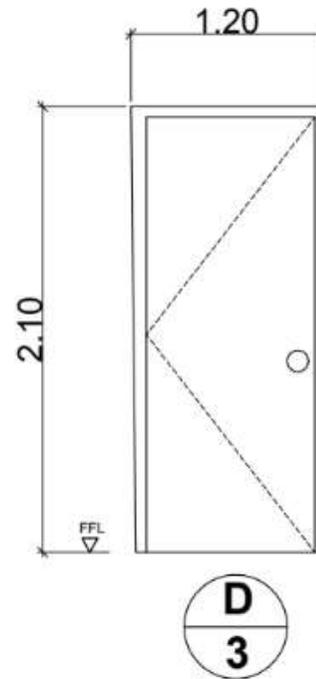
1 - UNIT GRANITE TILE @ RECIEVING WINDOW



1 - UNIT GRANITE TILE @ RECIEVING WINDOW

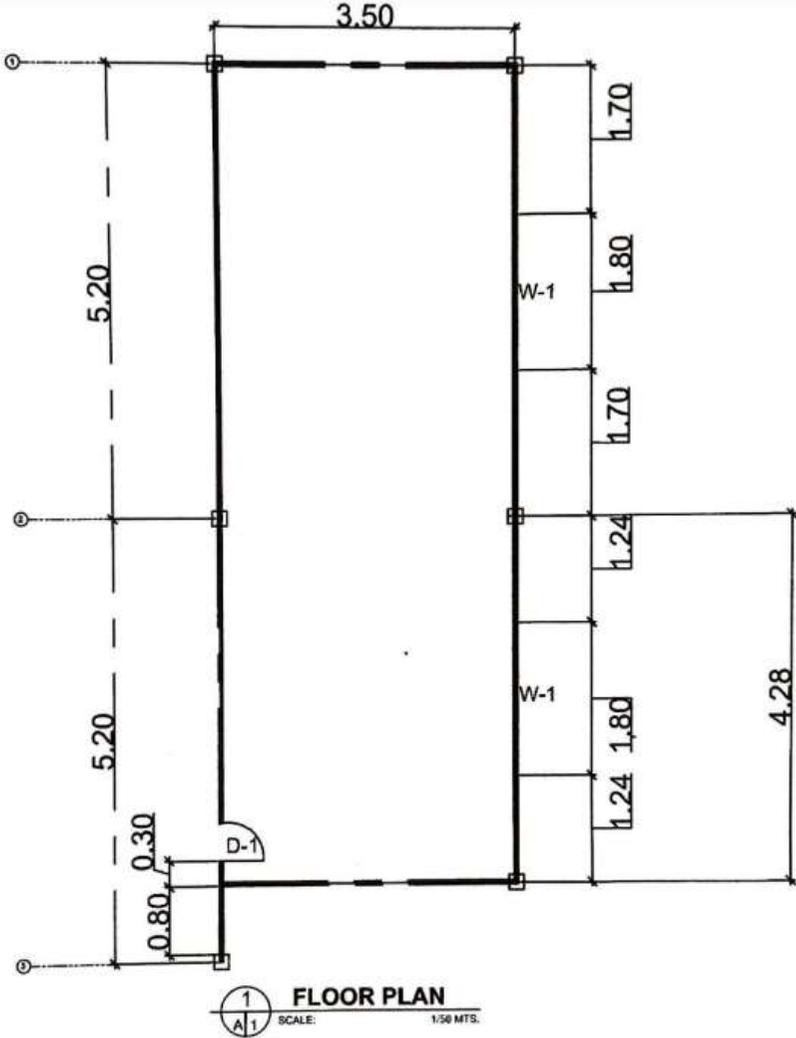


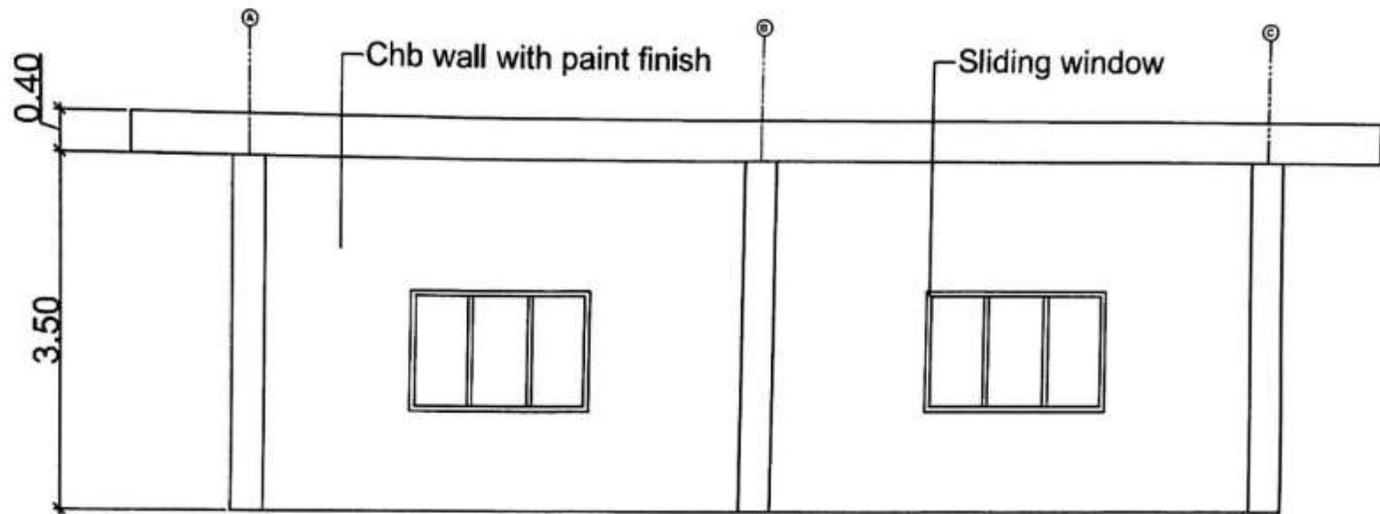
1 - UNIT PANEL DOOR w/ WOODEN
JAMB & COMPLETE ACCESSORIES



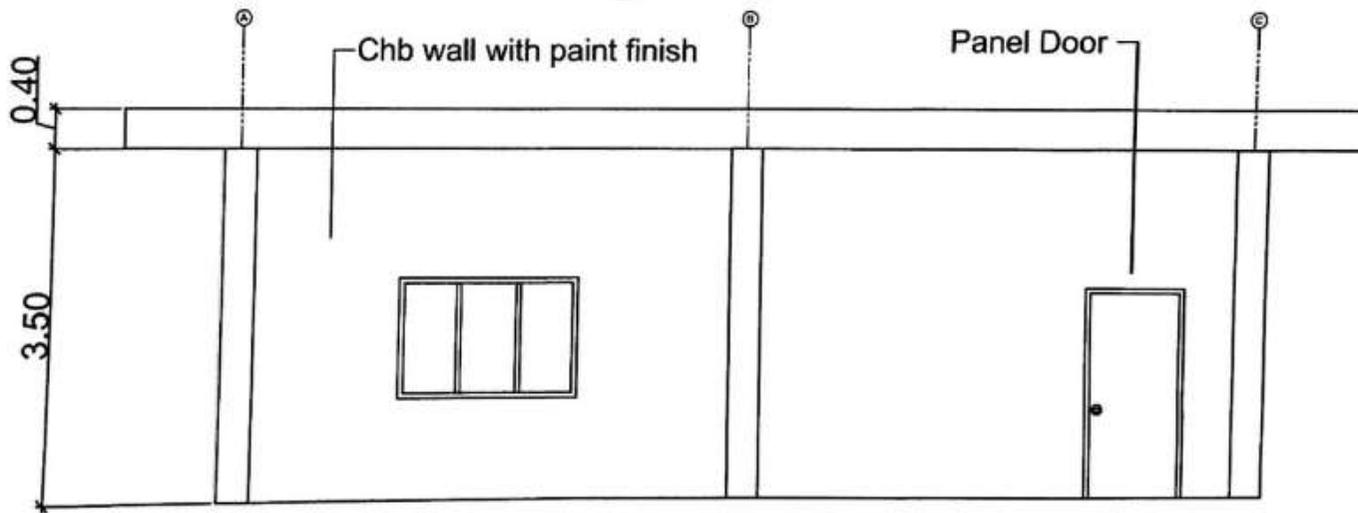
1 - UNIT PANEL DOOR w/WOODEN
JAMB & COMPLETE ACCESSORIES

Lot 2 – Improvement and Extension of the RICTMS Office with Storage Room

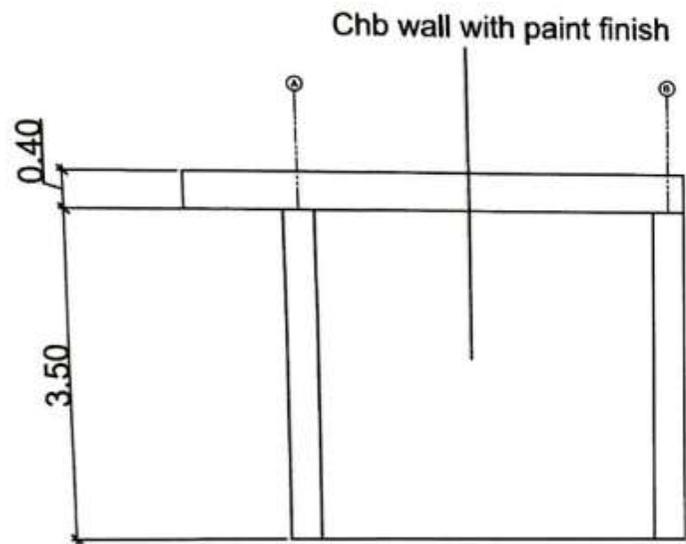




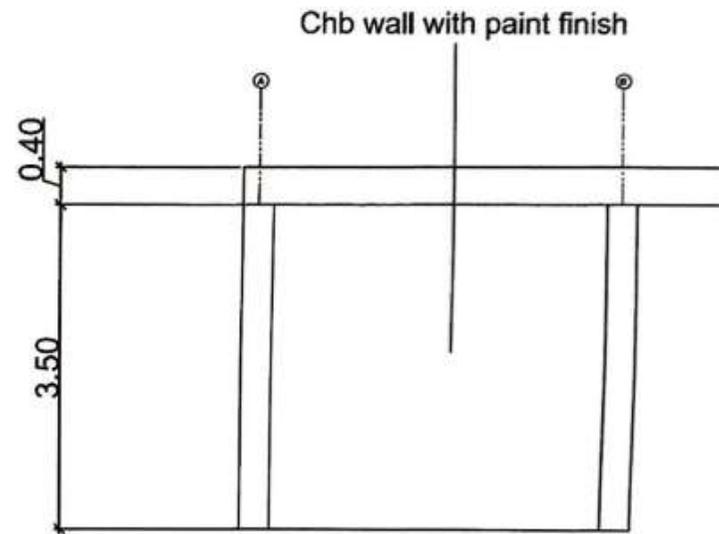
2 FRONT ELEVATION
SCALE: 1/50 MTS.



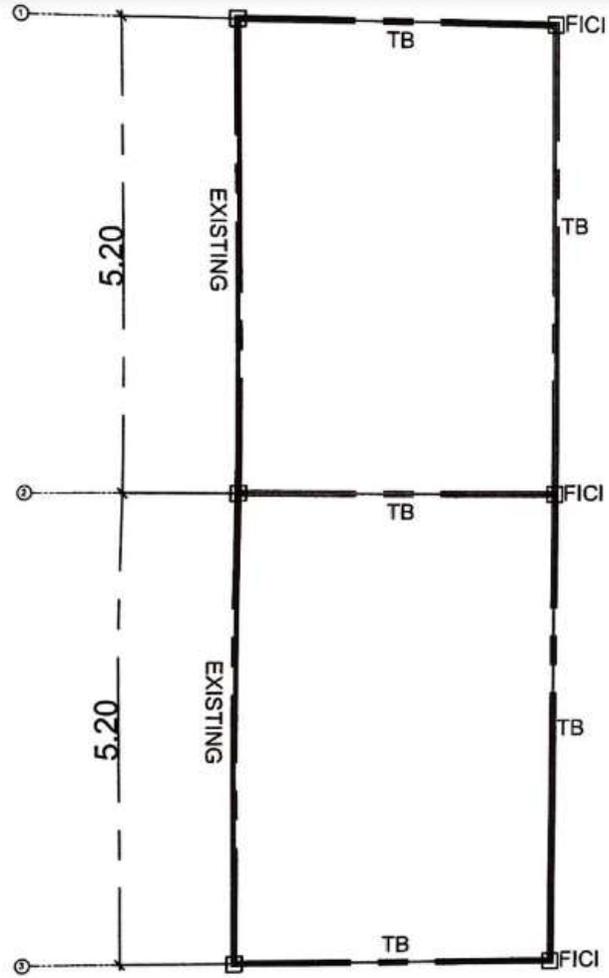
2 REAR ELEVATION
SCALE: 1/50 MTS.



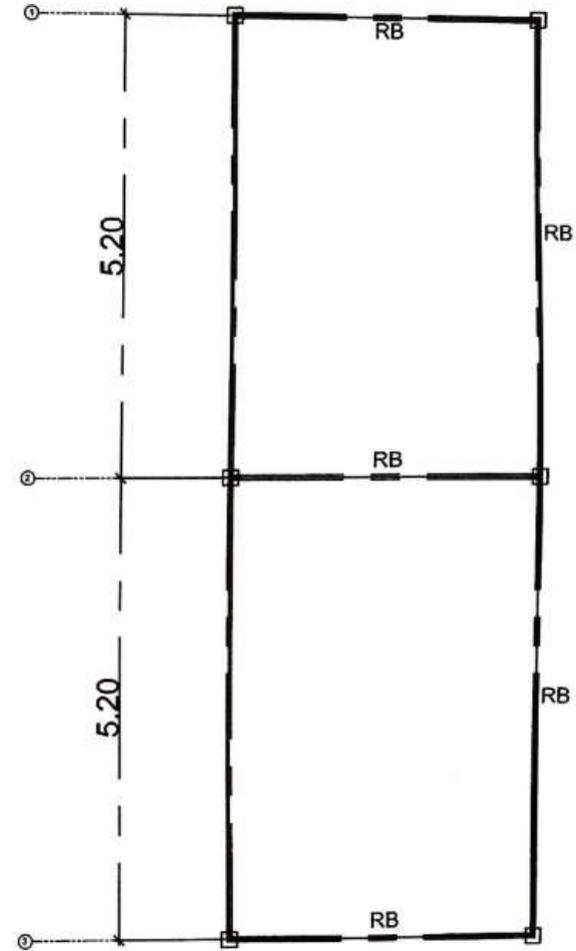
3 RIGHT ELEVATION
A1 SCALE: 1/50 MTS.



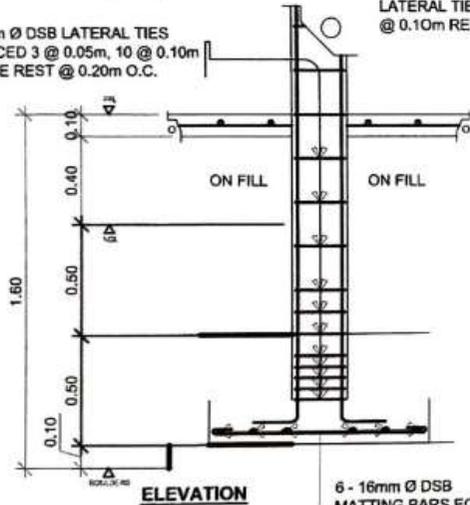
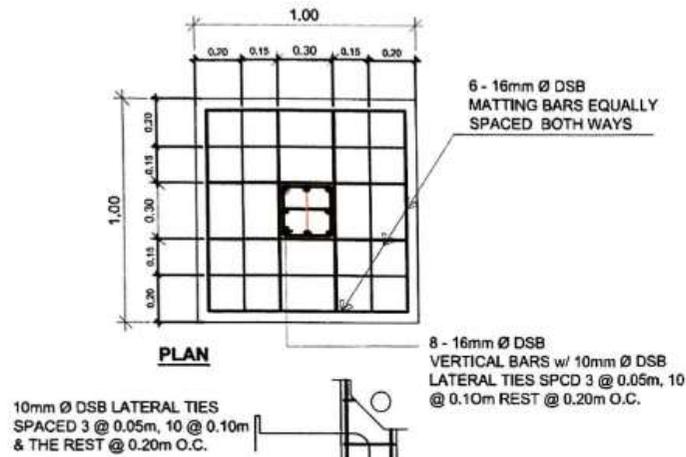
3 LEFT ELEVATION
A2 SCALE: 1/50 MTS.



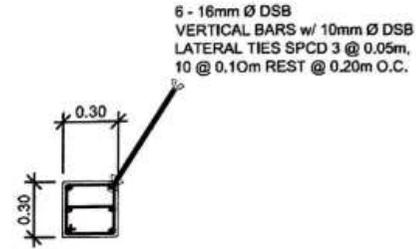
1
S1 FOUNDATION LAYOUT
SCALE: 1/50 MTS.



1
S1 ROOF BEAM LAYOUT
SCALE: 1/50 MTS.



2
S1
F1C1 DETAIL
SCALE: 1/20 MTS.

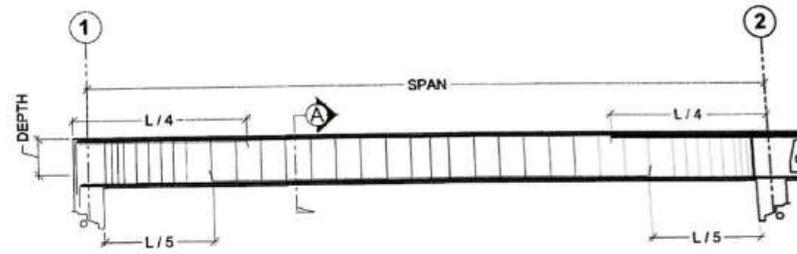
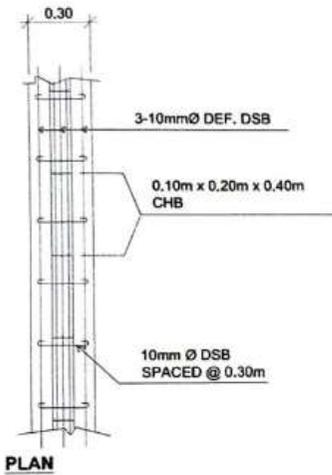


10mm Ø DSB LATERAL TIES
SPACED 3 @ 0.05m, 10 @ 0.10m
& THE REST @ 0.20m O.C.

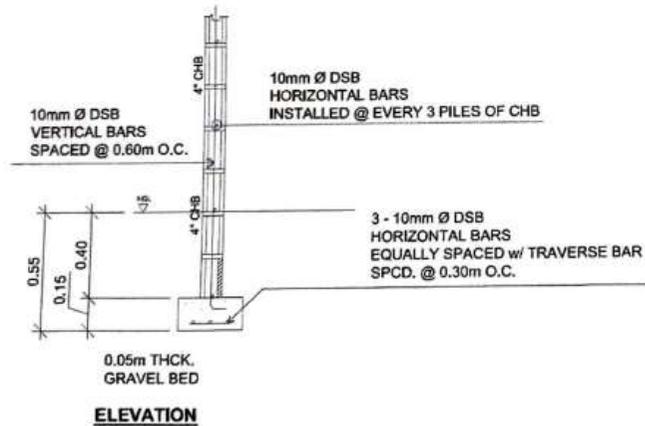


2
S2
C2 DETAIL
SCALE: 1/20 MTS.

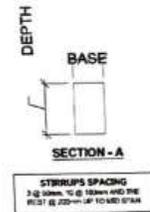
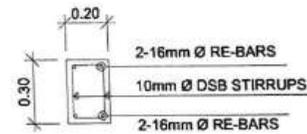
COLUMN SCHEDULE	
ELEV:	<p>6 - 16mm Ø DSB VERTICAL BARS w/ 10mm Ø DSB LATERAL TIES SPCD 3 @ 0.05m, 10 @ 0.10m REST @ 0.20m O.C.</p>
FROM FINISH TO FINISH (F.A.F.F.):	<p>8 - 16mm Ø DSB VERTICAL BARS w/ 10mm Ø DSB LATERAL TIES SPCD 3 @ 0.05m, 10 @ 0.10m REST @ 0.20m O.C.</p>

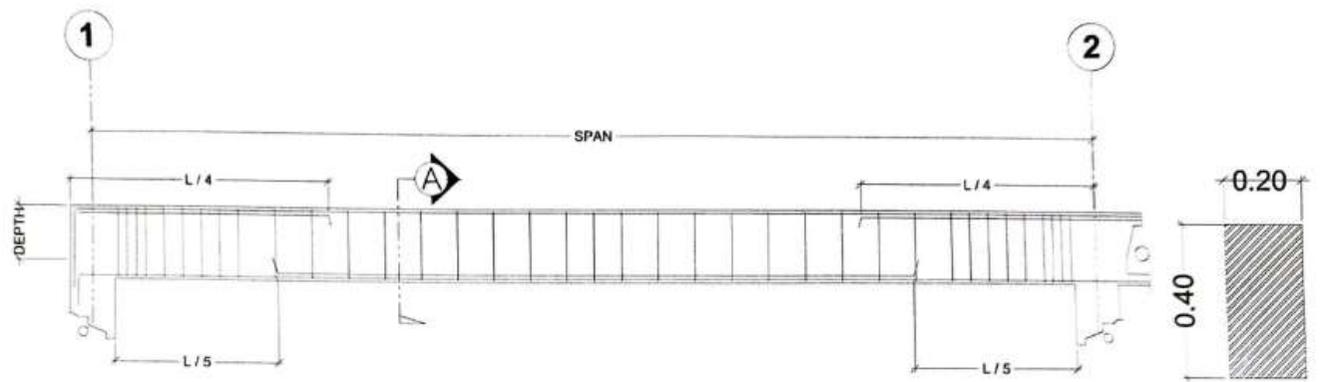


3
S2
TIE BEAM DETAIL
DRAWN: NTS



3
S1
WALL FOOTING DETAIL
SCALE 1/20 MTS.





4 **BEAM-1 DETAIL**
 S1 DRAWN: _____ NTS

STIRRUPS SPACING
 3 @ 50mm, 10 @ 100mm AND THE
 REST @ 200mm UP TO MID SPAN

@SUPPORT/ L/4



BEAM-1 DETAIL

@MID SPAN

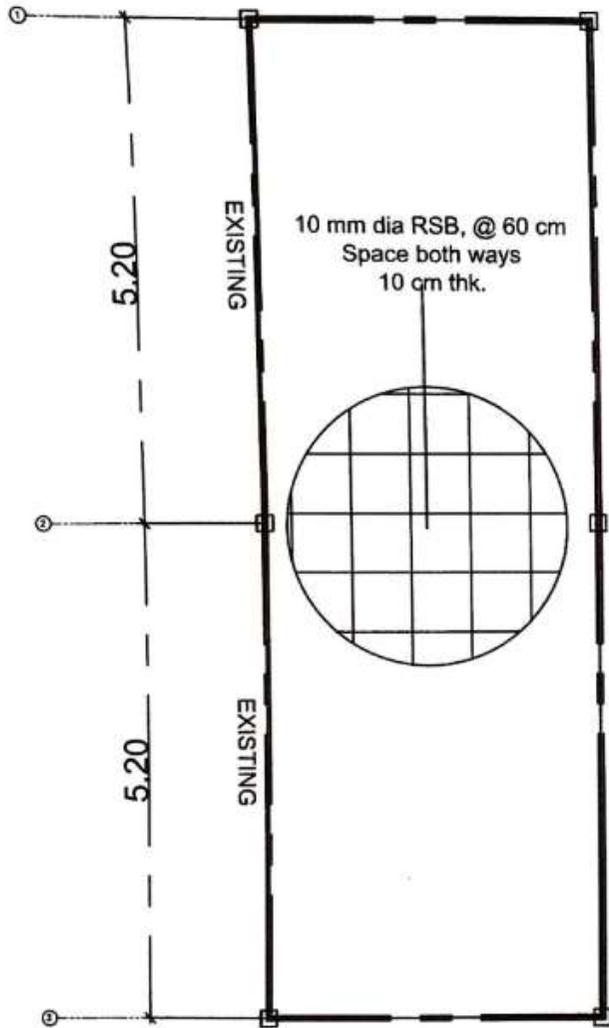


BEAM-1 DETAIL

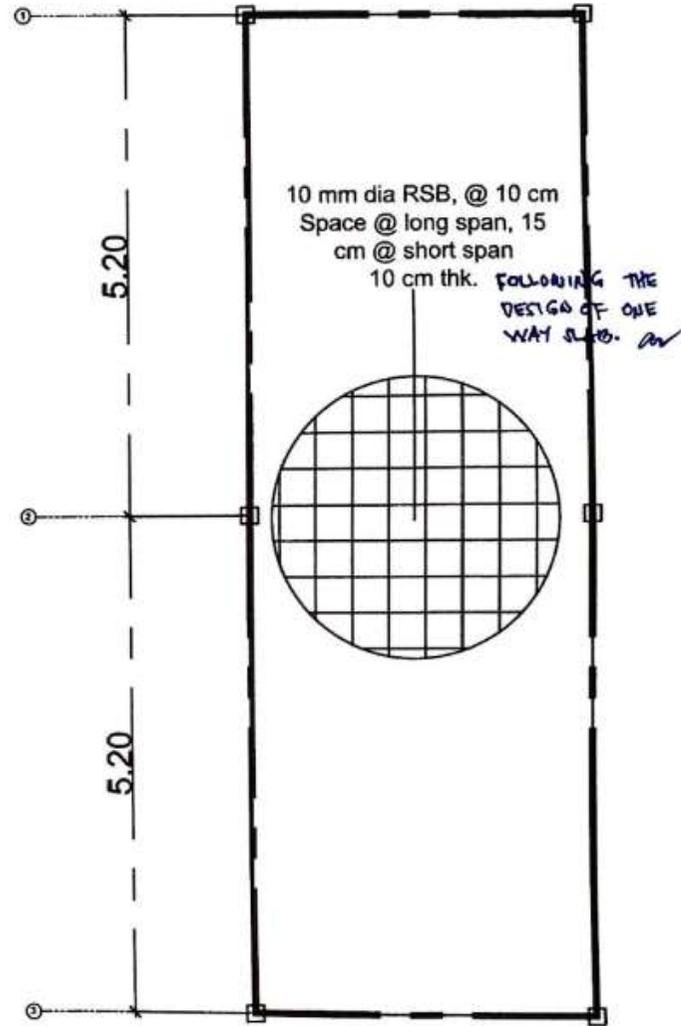
@SUPPORT/ L/4



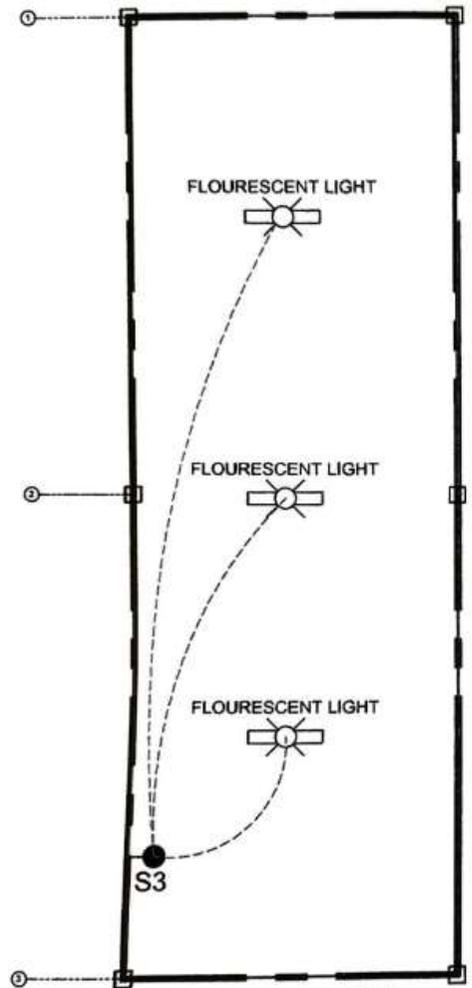
BEAM-1 DETAIL



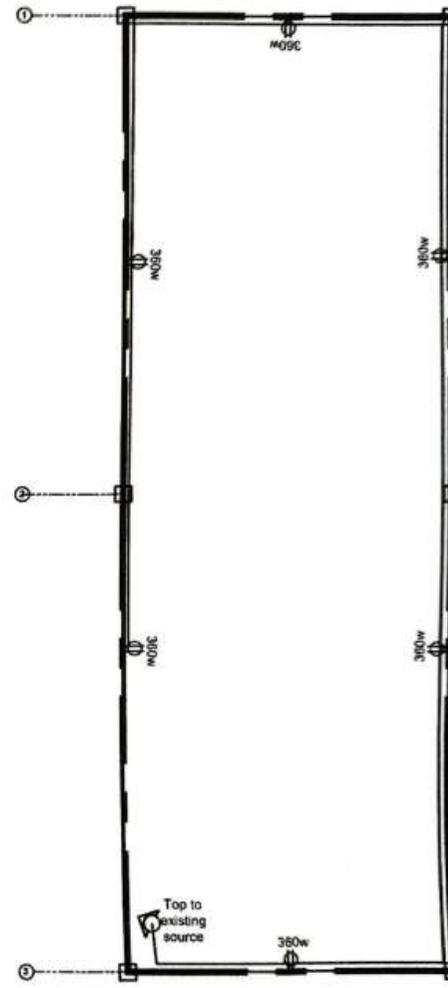
5
S/1
GROUND SLAB
SCALE: 1/50 MTS.



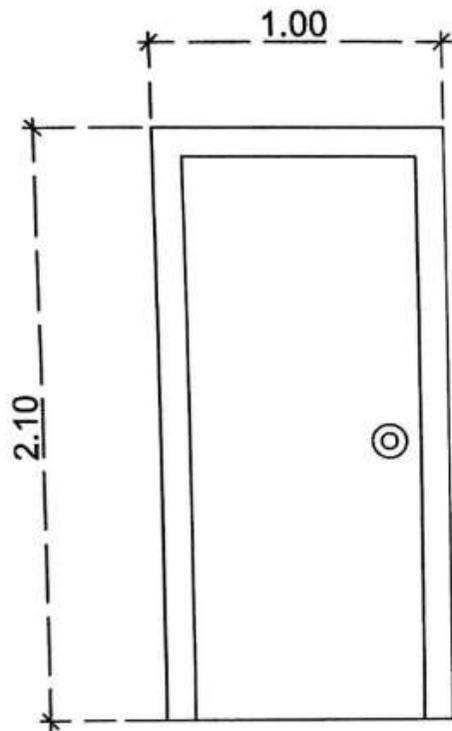
5
S/2
ROOF SLAB
SCALE: 1/50 MTS.



1
E1
ELECTRICAL LAYOUT
 SCALE: 1/50 MTS.



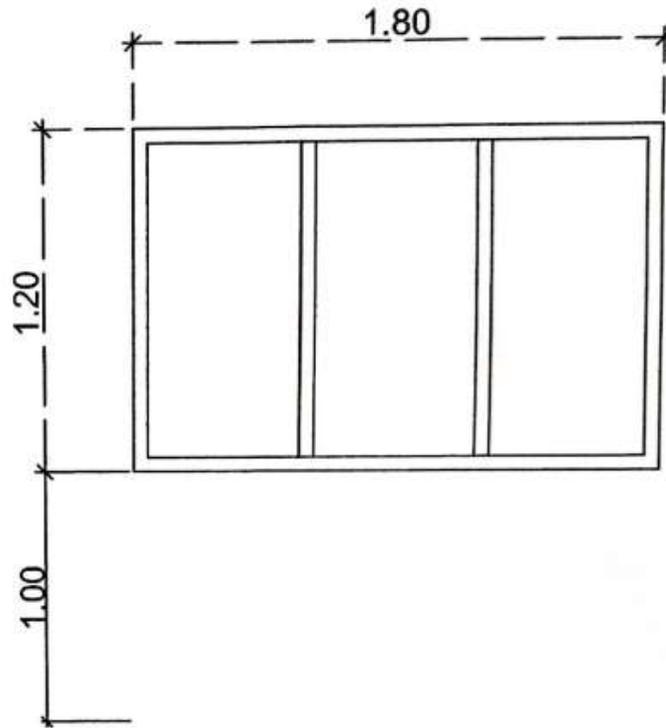
1
E2
POWER LAYOUT
 SCALE: 1/50 MTS.



4
A1

1 unit 1 D-1 Panel Door in wooden Jamb

SCALE: NTS.



4
A2

2 units W-1 SLIDING DOOR IN ALUMINUM JAMB

SCALE: NTS.

Section VIII. Bill of Quantities

Lot 1 – Improvement and Extension of the RICTMS Server Room at the Kalambuan 4-Storey Office Building

<u>Description</u>	-	-	<u>Qty</u>	<u># of Days</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Amount</u>
I. Earth Works & Demolation	13.44	cu.m					
			13.44		cu m	-	-
Foreman			1				
Skilled			2				
Unskilled			4				
Total for Excavation							
II. Concrete Works	2.52	cu.m					
A. Wall Footing	2.52	cu.m					
Materials							
Cement			23		bags		
Sand			1.5		cu.m		
3/4" Gravel			2.5		cu.m		
Sub-total>>>							
B. Labor Cost 35% Material Cost							
Total For Concrete Works							
III. Reinforcing Steel Works	107.30	kgs					
A. Wall Reinforcement	70.30	kgs					
Materials							
10 mm dia x 6 m, DSB			19		pcs		
# 16 tie wire			4.2		kgs		
Sub-total>>>							
B. Labor Cost 35% Material Cost							
C. Wall Footing Reinforcement	37.00	kgs					
Materials							
10 mm dia x 6 m, DSB			10		pcs		
# 16 tie wire			2		kgs		
Sub-total>>>							
B. Labor Cost 35% Material Cost							
Total for Reinforcement works							
IV. Masonry Works	25.20	sq.m					
Materials							

6" CHB		331	pcs
Cement		26	bags
Sand		2.2	cu.m
Sub-total>>>			
B. Labor Cost 35% Material Cost			
Total For Masonry Works			
V. Plastering/Finishing Works (2-faces)	25.20	sq.m	
Materials			
Cement		15	bags
Sand		1	cu.m
Sub-total>>>			
B. Labor Cost 35% Material Cost			
Total For Masonry Works			
VI. Doors	4.62	sq.m	
<u>Doors:</u>			
D1: 2.10m x 1.0m, Panel door in wooden jamb with complete accessories		1	set
D3: 2.10m x 1.20m Panel door in wooden jamb with Complete accessories		1	set
Sub-total>>>			
B. Labor Cost 35% Material Cost			
Total for Doors			
VII. Walling and Cabinet	1.00	lot	
2.60m x 4.20m 12mm thk Tempered Glass with fixed swing glass door (D-2) with complete Accessories		1	set
2.60m x 4.20m 12mm thk. Tempered Glass with complete accessories		1	set
2.60m x 2.50m Hardeflix double Walling in metals Studs Framing		1	lot
0.70m x 2.50m Cabinet With Complete Accessories		1	lot
0.30m x 1.60 m granite @ receiving window 1		1	lot
0.30m x 0.60 m granite @ receiving window 2		1	lot
Sub-total>>>			
B. Labor Cost 35% Material Cost			
Total for Tempered Glass Walling			

VIII. Painting Works

78.75 sq.m

A. Materials

Masonry Surfaces

Concrete Neutralizer

Latex Primer

Patching Compound

Semi-gloss Latex

Skim coat

Paint thinner

Paint Brush 4"

Paint Roller 7" with Pan

Sandpaper # 800

Sub-total>>>

B. Labor Cost 35% Material Cost

Total for Painting Works

RECAPITULATION

- I. Earth Works & Demolation
- II. Concrete Works
- III. Reinforcing Steel Works
- IV. Masonry Works
- V. Plastering/Finishing Works (2-faces)
- VI. Doors
- VII. Walling and Cabinet
- VIII. Painting Works

**Total
Material
Cost >>>**

SCOPE OF WORKS

- I. Earth Works & Demolation**
excavation for Wall footing
Removal or Demolation of wall and 2 step @ entrance main door
at Server Room
- II. Concrete Works**
Concrete Pouring of wall footing
- III. Reinforcing Works**
fabrication and installation of rebars for wall footings
and for masonry works
- IV. Masonry Works**
Filling or installation of 6" CHB
- V. Plastering/Finishing Works (2-faces)**
Plastering of filled 6" CHB
- VI. Doors**
Fabrication and installation of Door-1 and Door 3
- VII. Walling and Cabinet**
Fabrication and installation of 12mm thk tempered glass
for walls and Door-2
Fabrication and installation of dry wall or hardeflix wall
Fabrication and installation of cabinet and granite tiles at receiving area
at window 1 and window 2
- VIII. Painting Works**
Painting of Chb wall

PROJECT DESCRIPTION :		Sub-Project Duration		60	CD		
		Equipment Needed					
		Technical Personnel					
Item no.	Scope of Work (Direct Cost)	% Wt.	Quantity	Unit of Measure	Unit Price	Total	
I.	Earth Works & Demolation	2.69%	13.44	cu m			
II.	Concrete Works	2.77%	2.52	cu.m			
III.	Reinforcing Steel Works	1.30%	107.30	kgs			
IV.	Masonry Works	3.95%	25.20	sq.m			
V.	Plastering/Finishing Works (2-faces)	1.22%	25.20	sq.m			
VI.	Doors	3.68%	4.62	sq.m			
VII.	Walling and Cabinet	59.80%	1.00	lot			
VIII.	Painting Works	2.54%	78.75	sq.m.			
Total Direct Cost		100.00%					
Breakdown of Estimated		SOURCE OF FUNDS					
Project Cost							
A.	Direct Cost						
Sub-Total (A)		-	-	-	-		
B.	Indirect Cost						
	1. PROFIT (10% of Direct Cost)						
	2. TAX (7% of Direct Cost & Profit)						
	3. OCM						
Sub-Total (B)					-		
GRAND TOTAL		-	-	-	-		

Lot 2 – Improvement and Extension of the RICTMS Office with Storage Room – Bill of Quantities

<u>Description</u>	-	-	<u>Qty</u>	<u># of Days</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Amount</u>
I. Earth Works & Demolation	17.78	cu.m					
			17.78		cu m	-	-
Foreman			1				
Unskilled			2				
Total for Excavation							
II. Concrete Works	12.39	cu.m					
A. Footing	1.50	cu.m					
Materials							
Cement			14		bags		
Sand			0.8				
3/4" Gravel			1.5				
B. Wall Footing	0.52	cu.m					
Materials							
Cement			5				
Sand			0.3				
3/4" Gravel			0.6				
C. Floor Slab and Roof deck	7.28	cu.m					
Materials							
Cement			73				
Sand			4.1				
3/4" Gravel			8.1				
D. Column	1.84	cu.m					
Materials							
Cement			17				
Sand			1				
3/4" Gravel			1.9				
E. Tie Beams	1.25	cu.m					
Materials							

Cement		12	bags
Sand		0.7	cu.m
3/4" Gravel		1.3	cu.m
F. Roof beam	1.67	cu.m	
Materials			
Cement		16	bags
Sand		0.9	cu.m
3/4" Gravel		1.7	cu.m
Sub-total>>>			
B. Labor Cost 35% Material Cost			
Total For Concrete Works			
III. Reinforcing Steel Works	1,962.44	kgs	
A. Wall Reinforcement	229.40	kgs	
Materials			
10 mm dia x 6 m, DSB		62	pcs
# 16 tie wire		4.1	kgs
B. Footing Matting Reinforcement	56.83	kgs	
Materials			
16 mm dia x 6 m, DSB		6	pcs
# 16 tie wire		0.9	kgs
C. Wall Footing Reinforcement	33.30	kgs	
Materials			
10 mm dia x 6 m, DSB		9	pcs
# 16 tie wire		0.5	kgs
D. Column Reinforcement	214.74	kgs	
Materials			
16mm dia x 6 m, DSB		9	pcs
10 mm dia x 6 m, DSB		35	pcs
# 16 tie wire		4.3	kgs
E. Tie Beam Reinforcement	218.14	kgs	
Materials			
16 mm dia x 6 m, DSB		16	pcs

10 mm dia x 6 m, DSB		18	pcs
# 16 tie wire		1.9	kgs
F. Roof beam	309.58	kgs	
Materials			
16 mm dia x 6 m, DSB		24	pcs
10 mm dia x 6 m, DSB		22	pcs
# 16 tie wire		3	kgs
G. Gorund Slab Reinforcement	123.45	kgs	
Materials			
10 mm dia x 6 m, DSB		33	pcs
# 16 tie wire		3	kgs
H. Roof Slab/ Roof deck Reinforcement	777.00	kgs	
10 mm dia x 6 m, DSB		210	pcs
# 16 tie wire		29	kg
Sub-total>>>			
B. Labor Cost 35% Material Cost			
Total for Reinforcement works			
IV. Masonry Works	85.58	sq.m	
Materials			
4" CHB		1124	pcs
Cement		45	bags
Sand		3.8	cu.m
Sub-total>>>			
B. Labor Cost 35% Material Cost			
Total For Masonry Works			
V. Plastering/Finishing Works (2-faces)	85.58	sq.m	
Materials			
Cement		50	bags
Sand		2.8	cu.m
Sub-total>>>			

B. Labor Cost 35% Material Cost				
Total For Masonry Works				
VI. Carpentry Works/ Formworks	931.00	bd.ft		
Column				
Materials				
2" x 2" 10'	150 pcs	coco Lumber	119	bd.ft
1/4" Ordinary Plywood			4	pcs
Common Nails			3	Kgs
Beam				
Materials				
2" x 2" 10'	150 pcs	coco Lumber	224	bd.ft
2" x 3" 10'	150 pcs	coco Lumber	100	bd.ft
1/4" Ordinary Plywood			8	pcs
Common Nails			5	Kgs
Roof Slab				
Materials				
2" x 3" 10'	250 pcs	coco Lumber	488	bd.ft
1/4" Ordinary Plywood			14	pcs
Common Nails			8	Kgs
Sub-total>>>				
B. Labor Cost 35% Material Cost				
Total For Carpentry Works				
VII. Doors and Windows	19.38	sq.m		
<u>Doors:</u>				
2.10				
D1: 2.10m x 10m, Panel door with complete accessories			1	set
<u>Windows:</u>				
17.28 sq.m				
W1: 1.20m x 1.80m, Sliding window with aluminum jamb			2	sets
Sub-total>>>				
B. Labor Cost 35% Material Cost				
Total for Doors and Windows				

PROJECT DESCRIPTION :		Sub-Project Duration		90	CD	
		Equipment Needed				
		Technical Personnel				
Item no.	Scope of Work (Direct Cost)	% Wt.	Quantity	Unit of Measure	Unit Price	Total
I.	Earth Works & Demolation	0.60%	17.78	cu m		
II.	Concrete Works	19.31%	12.39	cu.m		
III.	Reinforcing Steel Works	40.84%	1,962.44	kgs		
IV.	Masonry Works	10.03%	85.58	sq.m		
V.	Plastering/Finishing Works (2-faces)	4.71%	85.58	sq.m		
VI.	Carpentry Works/ Formworks	9.98%	931.00	bd.ft		
VII.	Doors and Windows	6.21%	19.38	sq.m		
VIII.	Electrical Works	3.42%	1.00	lot		
IX.	Painting Works	4.89%	78.75	sq.m.		
Total Direct Cost		100.00%				
Breakdown of Estimated			SOURCE OF FUNDS			
Project Cost						
A.	Direct Cost					
Sub-Total (A)		-	-	-	-	
B.	Indirect Cost					
	1. PROFIT (10% of Direct Cost)					
	2. TAX (7% of Direct Cost & Profit)					
	3. OCM					
Sub-Total (B)					-	
GRAND TOTAL		-	-	-	-	

Section IX. Checklist of Technical and Financial Documents

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**
- (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules; **and**
- (d) Philippine Contractors Accreditation Board (PCAB) License; **or**
Special PCAB License in case of Joint Ventures **and** registration for the type and cost of the contract to be bid; **and**
- (e) 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**
- (f) Project Requirements, which shall include the following:
 - a. Organizational chart for the contract to be bid;
 - b. List of contractor's key personnel (*e.g.*, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
 - c. Construction Schedule and S-Curve;
 - d. Manpower Schedule;
 - e. Construction Methods;
 - f. Equipment Utilization Schedule;
 - g. Construction Safety and Health Program approved by the Department of Labor and Employment – to be submitted 5 calendar days after receipt of NOA;
 - h. PERT/CPM;
 - i. Contractor's All Risk Insurance – to be submitted 5 working days after receipt of NOA
 - j. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- (g) 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.

Financial Documents

- (h) The prospective bidder's audited financial statements, showing, among others, the prospective bidder'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**
- (i) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

Class "B" Documents

- (j) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR 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

- (k) Original of duly signed and accomplished Financial Bid Form; **and**

Other documentary requirements under RA No. 9184

- (l) Original of duly signed Bid Prices in the Bill of Quantities; **and**
- (m) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; **and**
- (n) Cash Flow by Quarter; **and**
- (o) Certificate of Site Visit

Section X. Bidding Forms

Bid Securing Declaration Form

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

BID SECURING DECLARATION

Project Identification No.: 2022-09-0046

To: *[Insert name and address of the Procuring Entity]*

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
 - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of *[month]* *[year]* at *[place of execution]*.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Omnibus Sworn Statement (Revised)

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Statement of All On-Going Government and Private Contracts, Including Contracts Awarded but Not Yet Started, Whether Similar or Not Similar in Nature and Complexity to the Contract to be Bid

Business Name: _____

Business Address: _____

A. Government

Nature of Contract (Project Title)	a. Owner's Name	Project Cost	Bidder's Role		a. Date Awarded	% of Accomplishment		Value of Outstanding Works (Undelivered Portion)
	b. Address		Description	%	b. Date Started	Planned	Actual	
	c. Contact Nos.				c. Target Date of Completion			
1	a.				a.			
	b.				b.			
	c.				c.			
2	a.				a.			
	b.				b.			
	c.				c.			

B. Private

Nature of Contract (Project Title)	a. Owner's Name	Project Cost	Bidder's Role		a. Date Awarded	% of Accomplishment		Value of Outstanding Works (Undelivered Portion)
	b. Address		Description	%	b. Date Started	Planned	Actual	
	c. Contact Nos.				c. Target Date of Completion			
1	a.				a.			
	b.				b.			
	c.				c.			
2	a.				a.			
	b.				b.			
	c.				c.			

Note: The following documents must be available upon request of the Bids and Award Committee (BAC) or designated Technical Working Group (TWG) during Post-Qualification to support this statement: (a) Contract or Purchase Order, (b) Official Receipt(s) or Sales Invoice or (c) User's Certificate of Acceptance/Completion

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____

Statement of Single Largest Completed Contract (SLCC) ² Similar to the Contract to be Bid

Business Name: _____

Business Address: _____

Nature of Contract (Project Title)	a. Owner's Name	Project Cost	Bidder's Role		a. Date Awarded
	b. Address		Description	%	b. Date Started
	c. Contact Nos.				c. Date Completed
	a.				a.
	b.				b.
	c.				c.

Note: *The following documents must be attached to support this statement: (a) Official Receipt(s) or Sales Invoice or (b) User's Certificate of Acceptance/Completion*

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____

²The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 5.3 of Section III. Bid Data Sheet, a single contract that is similar to the project to be bid, equivalent to a percentage (%) of the ABC specified in ITB Clause 5.3(a) of Section II. Instruction to Bidders.

