

**PHILIPPINE BIDDING DOCUMENTS**  
(As Harmonized with Development Partners)

**Procurement of  
INFRASTRUCTURE  
PROJECTS**

Government of the Republic of the Philippines

PROPOSED CONSTRUCTION OF TWO (2) STOREY  
DAMAYANG LAGI BARANGAY HALL BUILDING

Project No.: 20-00034

**Sixth Edition**  
**July 2020**

# Preface

These Philippine Bidding Documents (PBDs) for the procurement of Infrastructure Projects (hereinafter referred to also as the “Works”) through Competitive Bidding have been prepared by the Government of the Philippines for use by all branches, agencies, departments, bureaus, offices, or instrumentalities of the government, including government-owned and/or -controlled corporations, government financial institutions, state universities and colleges, local government units, and autonomous regional government. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

The PBDs are intended as a model for admeasurements (unit prices or unit rates in a bill of quantities) types of contract, which are the most common in Works contracting.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract; (ii) the eligibility requirements of Bidders; (iii) the expected contract duration; and (iv) the obligations, duties, and/or functions of the winning Bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Works to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Infrastructure Projects. However, they should be adapted as necessary to the circumstances of the particular Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, BDS, General Conditions of Contract, Special Conditions of Contract, Specifications, Drawings, and Bill of Quantities are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.
- d. The cover should be modified as required to identify the Bidding Documents as to the names of the Project, Contract, and Procuring Entity, in addition to date of issue.

- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.
- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

## TABLE OF CONTENTS

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

7.	Warranty.....	19
8.	Liability of the Contractor.....	19
9.	Termination for Other Causes.....	19
10.	Dayworks .....	20
11.	Program of Work.....	20
12.	Instructions, Inspections and Audits .....	20
13.	Advance Payment.....	20
14.	Progress Payments .....	20
15.	Operating and Maintenance Manuals.....	21
<b>Section V. Special Conditions of Contract.....</b>		<b>22</b>
<b>Section VI. Specifications .....</b>		<b>23</b>
<b>Section VII. Drawings.....</b>		<b>25</b>
<b>Section VIII. Bill of Quantities .....</b>		<b>26</b>
<b>Section IX. Checklist of Technical and Financial Documents .....</b>		<b>29</b>

# ***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 I. Invitation to Bid***

### **Notes on the Invitation to Bid**

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria.

The IB should be incorporated into the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.



**REPUBLIC OF THE PHILIPPINES**  
**QUEZON CITY GOVERNMENT**



**BIDS AND AWARDS COMMITTEE FOR INFRASTRUCTURE & CONSULTANCY**  
2<sup>nd</sup> floor, Finance Building, Procurement Department, Quezon City Hall Complex, Elliptical Road, Quezon City

October 01, 2020

## INVITATION TO BID

No.	Project No.	Project Name	Location	Amount	Duration Cal. Days	Office	Source Fund
<b>Roads – Small B</b>							
1	20-00020	Proposed Rehabilitation of Road and Drainage at Geronimo Extension	Bagong Silangan	1,124,555.55	90	City Engineering Department	City Engineering Dept-Continuing
2	20-00021	Proposed Concreting of Pathwalk along Road 19 and Road 15	Bahay Toro	2,177,633.62	90	City Engineering Department	General Fund-Engineering Dept.
3	20-00022	Proposed Rehabilitation of Road and Drainage at Akle Street	Claro (Quirino 3-B)	5,623,066.65	120	City Engineering Department	City Engineering Dept-Continuing
4	20-00023	Proposed Rehabilitation of Road and Drainage at Sunrise Drive	Bagong Lipunan ng Crame	7,674,355.39	120	City Engineering Department	City Engineering Dept-Continuing
5	20-00024	Proposed Rehabilitation of Road and Drainage at Red Arrow Street	White Plains	8,649,773.79	120	City Engineering Department	City Engineering Dept-Continuing
6	20-00025	Proposed Rehabilitation of Road and Drainage at Fernsville Street	White Plains	9,474,554.05	150	City Engineering Department	City Engineering Dept-Continuing
7	20-00026	Proposed Rehabilitation of Road and Drainage at Yellowstone Street	White Plains	9,982,063.52	150	City Engineering Department	City Engineering Dept-Continuing
8	20-00027	Proposed Rehabilitation of Road and Drainage at Greenhill Street	White Plains	10,076,428.96	150	City Engineering Department	City Engineering Dept-Continuing
9	20-00028	Proposed Rehabilitation of Road and Drainage at Road 20 and Road 23	Bahay Toro	12,307,641.95	180	City Engineering Department	City Engineering Dept-Continuing
10	20-00029	Proposed Rehabilitation of Road and Drainage at Bayaya Street	Bungad	12,978,525.83	180	City Engineering Department	City Engineering Dept-Continuing
11	20-00030	Proposed Rehabilitation of Road and Drainage at Gumamela Street	Roxas	16,171,478.46	180	City Engineering Department	City Engineering Dept-Continuing
12	20-00031	Proposed Rehabilitation of Road and Drainage at Ilaw Street	Paltok	16,178,831.24	180	City Engineering Department	City Engineering Dept-Continuing
13	20-00032	Proposed Rehabilitation of Road and Drainage at Tabayoc Street	Sienna	18,901,421.05	180	City Engineering Department	City Engineering Dept-Continuing
14	20-00033	Proposed Rehabilitation of Road and Drainage at Maria Clara Street	Talayan	20,563,725.51	210	City Engineering Department	City Engineering Dept-Continuing
<b>Building – Small B</b>							
15	20-00034	Proposed Construction of two (2) storey Damayang Lagi Barangay Hall Building	Damayang Lagi	28,149,031.07	180	City Engineering Department	General Fund-Engineering Dept.



1. The **QUEZON CITY LOCAL GOVERNMENT** now invites bids for Various Projects. Completion of the works is required *as stated above*. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders
2. A complete set of Bidding Documents may be acquired by interested Bidders on **October 02, 2020** upon submission of a Document Request List (DRL) printed from the Philippine Government Electronic Procurement System (PhilGEPS) website from the address below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB.*

**STANDARD RATES:**

Approved Budget for the Contract	Maximum Cost of Bidding Documents (in Philippine Peso)
More than 1 Million up to 5 Million	5,000.00
More than 5 Million up to 10 Million	10,000.00
More than 10 Million up to 50 Million	25,000.00

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of the bids.

3. The following are the requirements for purchase of Bidding Documents;
  1. PhilGEPS Registration Certificate (Platinum – 3 Pages)
  2. Document Request List (DRL)
  3. Authorization to purchase bidding documents
    - 3.1 Secretary's Certificate (for corporation)
    - 3.2 Special Power of Attorney (for sole proprietorship)
  4. Notarized Joint Venture Agreement (if applicable)
  5. Letter of Intent

It must be duly received by the BAC Secretariat at 2<sup>nd</sup> Floor, Procurement Department, Finance Building, Quezon City Hall Compound on or before **October 9, 2020 - 5:00PM**

4. The **QC- BAC- INFRASTRUCTURE & CONSULTANCY** will hold a Pre-Bid Conference on **October 12, 2020 at 11:00 AM at 2<sup>nd</sup> Floor, Procurement Department-Bidding Room, Finance Building, Quezon City Hall Compound** or we encourage the prospective bidders to join through our **Virtual Conference (ZOOM APP)**  
Meeting ID: **89111859539**  
Password : **598996**

5. Bids must be duly received by the BAC Secretariat at the address below on or before **October 26, 2020 – 11:00AM**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause.

Bid opening will be on **October 26, 2020 - 1:00PM at 2<sup>nd</sup> Floor, Procurement Department-Bidding Room, Finance Building, Quezon City Hall Compound**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

6. The **Quezon City Local Government** 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.

7. For further information, please refer to:

**ATTY. DOMINIC B. GARCIA**

OIC, Procurement Department

2<sup>nd</sup> Floor, Procurement Department,

Finance Building, Quezon City Hall Compound

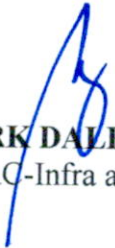

Elliptical Road, Barangay Central Diliman, Quezon City.

Tel. No. (02)8988-4242 loc. 8506/8710

Email Add: [procurement@quezoncity.gov.ph](mailto:procurement@quezoncity.gov.ph)

Website: [www.quezoncity.gov.ph](http://www.quezoncity.gov.ph)

By:

  
**ATTY. MARK DALE DIAMOND P. PERRAL**  
Chairman BAC-Infra and Consultancy 

## ***Section II. Instructions to Bidders***

### **Notes on the Instructions to Bidders**

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

## 1. Scope of Bid

The Procuring Entity, *[indicate name]* invites Bids for the *[insert Procurement Project]*, with Project Identification Number *[indicate number]*.

*[Note: The Project Identification Number is assigned by the Procuring Entity based on its own coding scheme and is not the same as the PhilGEPS reference number, which is generated after the posting of the bid opportunity on the PhilGEPS website.]*

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 *[indicate funding year]* in the amount of *[indicate amount]*.

2.2. The source of funding is:

*[If an early procurement activity, select one and delete others:]*

- a. NGA, the National Expenditure Program.
- b. GOCC and GFIs, the proposed Corporate Operating Budget.
- c. LGUs, the proposed Local Expenditure Program.

*[If not an early procurement activity, select one and delete others:]*

- a. NGA, the General Appropriations Act or Special Appropriations.
- b. GOCC and GFIs, the Corporate Operating Budget.
- c. LGUs, the Annual or Supplemental Budget, as approved by the Sanggunian.

## 3. Bidding Requirements

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:  
[Select one, delete other/s]

- a. Subcontracting is allowed. The portions of Project and the maximum percentage allowed to be subcontracted are indicated in the **BDS**, which shall not exceed fifty percent (50%) of the contracted Works.
- b. Subcontracting is not allowed.

- 7.1. *[If Procuring Entity has determined that subcontracting is allowed during the bidding , state:]* The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criterion stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.
- 7.2. *[If subcontracting is allowed during the contract implementation stage, state:]* The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.
- 7.3. Subcontracting of any portion of the Project does not relieve the Contractor of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Contractor's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

## **8. Pre-Bid Conference**

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address *{[insert if applicable]}* and/or through videoconferencing/webcasting} as indicated in paragraph 6 of the **IB**.

## **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:*

*[Select one, delete other/s]*

a. Philippine Pesos.

b. *[indicate currency if procurement involves a foreign-denominated bid as allowed by the Procuring Entity, which shall be tradeable or acceptable by the BSP.]*

#### **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 until *[indicate date]*. 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***

### **Notes on the Bid Data Sheet (BDS)**

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

# Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is <b>Quezon City Government</b></p> <p>The name of the Contract is <b>PROPOSED CONSTRUCTION OF TWO (2) STOREY DAMAYANG LAGI BARANGAY HALL BUILDING, BARANGAY DAMAYANG LAGI</b></p> <p>The identification number of the Contract is <b>20-00034</b></p>
2	<p>The Funding Source is:</p> <p>The Government of the Philippines (GOP) through <b>General Fund-Engineering Dept.</b> in the amount of <b>Twenty Eight Million One Hundred Forty Nine Thousand Thirty One Pesos &amp; 07/100 Cts. (₱ 28,149,031.07).</b></p> <p><i>NOTE: In the case of National Government Agencies, the General Appropriations Act and/or continuing appropriations; in the case of Government-Owned and/or –Controlled Corporations, Government Financial Institutions, and State Universities and Colleges, the Corporate Budget for the contract approved by the governing Boards; in the case of Local Government Units, the Budget for the contract approved by the respective Sanggunian.</i></p> <p>The name of the Project is <b>Proposed Construction of two (2) storey Damayang Lagi Barangay Hall Building, Barangay Damayang Lagi, District 4, Quezon City</b></p>
3.1	No further instructions.
5.1	<p>In addition, eligible bidders shall qualify or comply with the following:</p> <p>1. Bidders with valid Philippine Contractors Accreditation Board (PCAB) Type</p> <p><input type="checkbox"/> <b>Buildings_Small B</b></p> <p>2. Completed construction project(s) which is similar to the Project and which cost at least fifty percent (50%) of the ABC.</p>
5.2	Bidding is <b>restricted to eligible bidders</b> as defined in ITB Clause 5.1.
5.4(a)	No further instructions.
5.4(b)	For this purpose, similar contracts shall refer to contracts which have the same major categories of work.
8.1	<b>Subcontracting is not allowed</b>

8.2	Not applicable																												
9.1	<p>The <b>QC-BAC- Infrastructure and Consultancy</b> will hold a pre-bid conference for this Project on <b>October 12, 2020 11:00 A.M.</b> at 2<sup>nd</sup> Floor, Procurement Department-Bidding Room, Finance Building, Quezon City Hall Compound or we encourage the prospective bidders to join through our <b>Virtual Conference (ZOOM APP)</b> Meeting ID: 89111859539 Password : 598996</p>																												
10.1	<p>The Procuring Entity’s address is:</p> <p><b>QUEZON CITY GOVERNMENT</b> Quezon City Hall Compound Barangay Central, Quezon City</p> <p><b>ATTY. DOMINIC B. GARCIA</b> Procurement Department 2<sup>nd</sup> Floor, Finance Building, Quezon City Hall Compound, Barangay Central, Quezon City 8988-4242 loc. 8709/8710 Email Add: <a href="mailto:procurement@quezoncity.gov.ph">procurement@quezoncity.gov.ph</a> Website: <a href="http://www.quezoncity.gov.ph">www.quezoncity.gov.ph</a></p>																												
10.4	No further instructions.																												
12	<p>Bidders are encouraged but not required to comply with the following:</p> <p>-all copy documents be originally stamped “Certified True Copy”and duly signed by the authorized signatory;</p> <p>-use of more visible color of ink other than black when stamping for Certified True Copy; and</p> <p>-tabbing of the required documents</p>																												
12.1(a)	In the statement of all on-going and completed contracts, all requirements in support of the enumerated projects shall be presented in proper sequence as they appear in the issued bid documents.																												
12.1(a)(ii)	Each contractor shall submit its relevant and number of completed projects which shall be subjected to detailed evaluation later on.																												
12.1(b)(ii.2)	<p>The minimum work experience requirements for key personnel are the following:</p> <table><tr><th>Qty.</th><th><u>Key Personnel</u></th><th><u>General Experience</u></th><th><u>Relevant Experience</u></th></tr><tr><td>1</td><td><i>Project Manager</i></td><td><i>3 years</i></td><td><i>3 years</i></td></tr><tr><td>1</td><td><i>Materials Engineer</i></td><td><i>3 years</i></td><td><i>3 years</i></td></tr><tr><td>1</td><td><i>General Foreman</i></td><td><i>3 years</i></td><td><i>3 years</i></td></tr><tr><td>14</td><td><i>Skilled Worker</i></td><td><i>3 years</i></td><td><i>3 years</i></td></tr><tr><td>1</td><td><i>Driver</i></td><td><i>3 years</i></td><td><i>3 years</i></td></tr><tr><td>24</td><td><i>Laborer/Helper</i></td><td><i>3 years</i></td><td><i>3 years</i></td></tr></table> <p><i>In addition, the bidder must execute an affidavit of undertaking duly notarized stating that the foregoing personnel shall perform work exclusively for the project until its completion. Please see attached bid forms.</i></p>	Qty.	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	1	<i>Project Manager</i>	<i>3 years</i>	<i>3 years</i>	1	<i>Materials Engineer</i>	<i>3 years</i>	<i>3 years</i>	1	<i>General Foreman</i>	<i>3 years</i>	<i>3 years</i>	14	<i>Skilled Worker</i>	<i>3 years</i>	<i>3 years</i>	1	<i>Driver</i>	<i>3 years</i>	<i>3 years</i>	24	<i>Laborer/Helper</i>	<i>3 years</i>	<i>3 years</i>
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24	<i>Laborer/Helper</i>	<i>3 years</i>	<i>3 years</i>																										

12.1(b)(iii.3)	<p>The minimum major equipment requirements are the following:</p> <table><thead><tr><th><u>Equipment</u></th><th><u>Capacity</u></th><th><u>Number of Units</u></th></tr></thead><tbody><tr><td><i>Backhoe with Concrete Breaker</i></td><td></td><td><i>1</i></td></tr><tr><td><i>Jackhammer</i></td><td></td><td><i>1</i></td></tr><tr><td><i>Dumptruck</i></td><td></td><td><i>1</i></td></tr><tr><td><i>Pay Loader</i></td><td></td><td><i>1</i></td></tr><tr><td><i>Motorized Road Roller</i></td><td></td><td><i>1</i></td></tr><tr><td><i>Vibratory Roller</i></td><td></td><td><i>1</i></td></tr><tr><td><i>Water Truck</i></td><td></td><td><i>1</i></td></tr><tr><td><i>Concrete Vibrator</i></td><td></td><td><i>1</i></td></tr><tr><td><i>Concrete Mixer (2-Bagger)</i></td><td></td><td><i>1</i></td></tr><tr><td><i>Plate Compactor</i></td><td></td><td><i>1</i></td></tr><tr><td><i>Elf Truck</i></td><td></td><td><i>1</i></td></tr></tbody></table> <p><i>In addition, the bidder must execute an affidavit of undertaking duly notarized stating that the foregoing equipment shall perform work exclusively for the project until its completion. Please see attached bid forms.</i></p>	<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>	<i>Backhoe with Concrete Breaker</i>		<i>1</i>	<i>Jackhammer</i>		<i>1</i>	<i>Dumptruck</i>		<i>1</i>	<i>Pay Loader</i>		<i>1</i>	<i>Motorized Road Roller</i>		<i>1</i>	<i>Vibratory Roller</i>		<i>1</i>	<i>Water Truck</i>		<i>1</i>	<i>Concrete Vibrator</i>		<i>1</i>	<i>Concrete Mixer (2-Bagger)</i>		<i>1</i>	<i>Plate Compactor</i>		<i>1</i>	<i>Elf Truck</i>		<i>1</i>
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12.1.(b).(iii)	<p>The bidder’s authorized signatory is the one who executes the Omnibus Sworn Statement, otherwise, a separate Special Power of Attorney (SPA) shall be attached in support of the Omnibus Sworn Statement.</p> <p>An Affidavit of Site Inspection shall also be submitted or as part of the Omnibus Sworn Statement.</p>																																				
13.1	“No additional Requirements.																																				
13.1(b)	<p>This shall include all of the following documents:</p> <ul style="list-style-type: none"><li>• Bid prices in the Bill of Quantities;</li><li>• 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</li><li>• Cash flow by quarter or payment schedule.</li></ul>																																				
13.2	<p>The ABC is <b>Twenty Eight Million One Hundred Forty Nine Thousand Thirty One Pesos &amp; 07/100 Cts. (₱ 28,149,031.07)</b>. Any bid with a financial component exceeding this amount shall not be accepted.</p>																																				
14.2	No further instructions																																				
15.4	No further instruction																																				
16.1	The bid prices shall be quoted in Philippine Pesos.																																				
16.3	No further instructions.																																				
17.1	<p>Bids will be valid until <b>120 calendar days from opening of bids</b></p> <p>Surety Bond issued by the private insurance company shall be callable on demand, valid up to 120cd, affixed with documentary stamps, with original Official Receipt of premium payment, and accompanied by a Certificate of Authority to issue such security by the Insurance Commission. For bonds issued by the GSIS certification by the Insurance Commission and documentary stamps are not required.</p>																																				

18.1	<p>The bid security shall be in the form of a <b>Bid Securing Declaration</b> or any of the following forms and amounts:</p> <ul style="list-style-type: none"> <li>• The amount of not less than ₱ <b>562,980.62 [2% of ABC]</b>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</li> <li>• The amount of not less than ₱ <b>1,407,451.55 [5% of ABC]</b> if bid security is in Surety Bond.</li> </ul>
18.2	The bid security shall be valid until <b>120 calendar days from opening of bids</b>
20.3	Each Bidder shall submit <i>one (1) original )</i> and one (1) copies of the first and second components of its bid.
21	<p>The address for submission of bids is at Bids and Awards Committee (BAC) <i>Bidding Room, Procurement Department, 2<sup>nd</sup> Floor, Civic Center Building F, Quezon City Hall Compound, Barangay Central, Quezon City</i></p> <p>The deadline for submission of bids is <b>11:00 AM, October 26, 2020.</b></p>
24.1	<p>The place of bid opening is at Bids and Awards Committee (BAC) <i>Bidding Room, Procurement Department, 2<sup>nd</sup> Floor, Civic Center Building F, Quezon City Hall Compound, Barangay Central, Quezon City</i></p> <p>The date and time of bid opening is <b>1:00 PM, October 26, 2020.</b></p>
24.2	No further instructions.
24.3	No further instructions.
27.3	<b>Partial bid is not allowed.</b> The infrastructure project is packaged in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.
27.4	No further instructions.
28.2	<b>None</b>
31.4(f)	<p><b>Additional Contract Documents relevant to the Project as required:</b></p> <ol style="list-style-type: none"> <li><b>1. Construction Schedule and S-curve,</b></li> <li><b>2. Manpower Schedule,</b></li> <li><b>3. Construction Methods,</b></li> <li><b>4. Equipment Utilization Schedule,</b></li> <li><b>5. PERT/CPM or other acceptable tools of project scheduling, shall be included in the submission of Technical Proposal.</b></li> </ol>



## ***Section IV. General Conditions of Contract***

### **Notes on the General Conditions of Contract**

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Contractor, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special 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**

4.1. 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.

4.2. 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***

### **Notes on the Special Conditions of Contract**

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Works procured. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

## ***Section VI. Specifications***

### **Notes on Specifications**

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying or conditioning their Bids. In the context of international competitive bidding, the specifications must be drafted to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of economy, efficiency, and fairness in procurement be realized, responsiveness of Bids be ensured, and the subsequent task of bid evaluation facilitated. The specifications should require that all goods and materials to be incorporated in the Works be new, unused, of the most recent or current models, and incorporate all recent improvements in design and materials unless provided otherwise in the Contract.

Samples of specifications from previous similar projects are useful in this respect. The use of metric units is mandatory. Most specifications are normally written specially by the Procuring Entity or its representative to suit the Works at hand. There is no standard set of Specifications for universal application in all sectors in all regions, but there are established principles and practices, which are reflected in these PBDs.

There are considerable advantages in standardizing General Specifications for repetitive Works in recognized public sectors, such as highways, ports, railways, urban housing, irrigation, and water supply, in the same country or region where similar conditions prevail. The General Specifications should cover all classes of workmanship, materials, and equipment commonly involved in construction, although not necessarily to be used in a particular Works Contract. Deletions or addenda should then adapt the General Specifications to the particular Works.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for goods, materials, and workmanship, recognized international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that goods, materials, and workmanship that meet other authoritative standards, and which ensure substantially equal or higher quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the SCC.

#### **Sample Clause: Equivalency of Standards and Codes**

Wherever reference is made in the Contract to specific standards and codes to be met by the goods and materials to be furnished, and work performed or tested, the provisions of the latest current edition or revision of the relevant standards and codes in effect shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national, or relate to a particular country or region, other authoritative standards that ensure a substantially equal or higher quality than the standards and codes specified will be

accepted subject to the Procuring Entity's Representative's prior review and written consent. Differences between the standards specified and the proposed alternative standards shall be fully described in writing by the Contractor and submitted to the Procuring Entity's Representative at least twenty-eight (28) days prior to the date when the Contractor desires the Procuring Entity's Representative's consent. In the event the Procuring Entity's Representative determines that such proposed deviations do not ensure substantially equal or higher quality, the Contractor shall comply with the standards specified in the documents.

These notes are intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They should not be included in the final Bidding Documents.





Republika ng Pilipinas  
Lungsod ng Quezon  
**CITY ENGINEERING DEPARTMENT**

5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup> Floors, QC Civic Center Building "B"

Telephone Nos. 8988-4242 Local 8538



PROJECT NAME: **PROPOSED CONSTRUCTION OF TWO (2) STOREY DAMAYANG LAGI BARANGAY HALL BUILDING**

LOCATION: **BARANGAY DAMAYANG LAGI, DISTRICT 4, QUEZON CITY**

**20 - 00034**

## **TECHNICAL SPECIFICATIONS**

### **I. General Requirements**

These supplemental items consist of temporary lighting & water facilities, billboard, construction safety net and health. Personnel Protective Equipment (PPE) should be used by the construction personnel or manpower at all times.

### **II. Concrete Works**

Concrete works must be ready mix concrete with 3000 psi or 4000 psi with Grade 40 or Grade 60 reinforcing bars as specified in the plan and program of works.

### **III. Masonry Works**

The materials to be used shall conform to the concrete masonry standards as indicated in the plan. For wall and partitions shown on the detailed drawings requiring concrete hollow blocks must be reinforced with grade 40-10mm diameter reinforcing steel bars.

### **IV. Metal Fabrication**

All structural work shall be in accordance with the AISC Specification for the Design, Fabrication and Erection of Structural Steel for buildings.

### **V. Thermal and Moisture Protection**

Cementitious Capillary Type Waterproofing must be used for waterproofing for septic tank, cistern tank, toilets and roof decks.

### **VI. Architectural Works**

- a. Tile Works- Surface should be smoothen & clean. Lay the tiles true to profile as specified in the plan. All tiles must be soak in clean water before installation
- b. Roofing Works- This item of work consists of all G.I. roofing materials with complete accessories as specified in the plan and program of works.
- c. Ceiling Works- All ceiling works must be 6mm thick fiber cement board or gypsum board with metal furring as specified in the plan and program of works.
- d. Painting Works - Masonry or plaster shall be completely dried before any sealer or paint is applied. Metal shall be clean, dry and free from mill scale, oil, grease and rust. Cleaned metal shall be primed with quality epoxy metal primer paint, red lead or red oxide primer. Two (2) coatings of paints should be applied until the desired coat is achieved.
- e. Doors & Windows- All steel windows and doors shall be set plumb and true to line in openings. The joints between the window frame and masonry shall be carefully caulked. All doors must be in approved quality as specified in the plan and program of works.
- f. Provision of Counter & Cabinet  
All cabinets must have framing made from good lumber with  $\frac{3}{4}$ " marine plywood must be used. Countertop must be finished with 20mm Granite Tiles.

### **VII. Electrical Works**

- a. Lighting fixtures should energy saving, like Light Emitting Diode (LED) electrical bulbs of fluorescents to comply with energy Efficient Law.
- b. Electrical Fixtures and rough-ins including wiring must be in approved quality as specified in the plan and program of works.

9

### VIII. Auxiliary Works

- a. All works herein included shall be executed in accordance with the provision of the latest edition of the Philippine Electrical Code.
- b. Materials shall be new and shall conform with the Standard American under writer's laboratories, Inc., in every case where such a standard has been established for the particular type of material in question. All equipment shall be purchased according to specifications.
- c. All conduits shall be intermediate metallic conduit of high strength and galvanized with an additional interior protective coating shall be used or as indicated in the plans.
- d. The telephone communication system shall consist of different sizes of 0.65mm  $\phi$ /8c Category 5e wires for horizontal distribution, different sizes of conduits, metal pullboxes, quick-connect terminal blocks, auxiliaries and ancillaries as shown on the drawings and/or in accordance with the complete requirements shown or not shown.
- e. Computer wiring standards shall be met and it shall be served from a Telephone Terminal Cabinet (TTC) or Intermediate Distribution Frame (IDF) within 90 meters.
- f. Voice and data wiring shall be separated from any other building or power wiring, to prevent humming and Electromagnetic Interference (EMI), to meet or exceed the EIA/TIA 568A Cabling Standard.
- g. All conduits and wireways shall be protected against damages by the entrance of water and foreign water during construction. All ends of conduits shall be properly plugged to exclude moisture and dust immediately after the conduits are placed.
- h. Mounting heights of devices (RJ-45 Jacks) shall be as approved by the architect or as follows:

Telecom / Data Outlet.....0.30m above finished floor to center of device  
0.15m above working counter to center of device

### IX. Plumbing Works

All piping materials, fixtures and appliances, fitting accessories, whether specifically mentioned or not necessary to complete these items shall be furnished and installed.

### X. Mechanical Works

- a. All mechanical works shall be done in accordance with the latest requirements of the National Building Code, PSME Code and the Rules and Regulations of Quezon City.
- b. All air conditioned spaces shall be maintained at 24° C Dry Bulb and 50% Relative Humidity.
- c. All vibrating equipment shall be provided with vibration isolators to prevent transmission of vibration and noise and damage to equipment.
- d. The contractor shall be responsible for all testing and commissioning of the whole ventilation and air conditioning system.
- e. Provide thermostat for all fan coil units (FCU).
- f. All condensate water drain pipes shall be tapped to the nearest floor drain, area drain or catch basin.
- g. All ducts shall be fabricated from galvanized steel Ga. 24 and wrapped by polyolefin thermal insulation unless otherwise specified on the plans.
- h. Provide pipe sleeve insulation for all refrigerant piping, ducting, and condensate water drain piping.
- i. Provide hangers and supports for all equipment, refrigerant piping, ducting and condensate water drain piping.

Prepared By:

  
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Checked By:

  
**JOCELYN A. NAONG**  
Planning and Programming Division

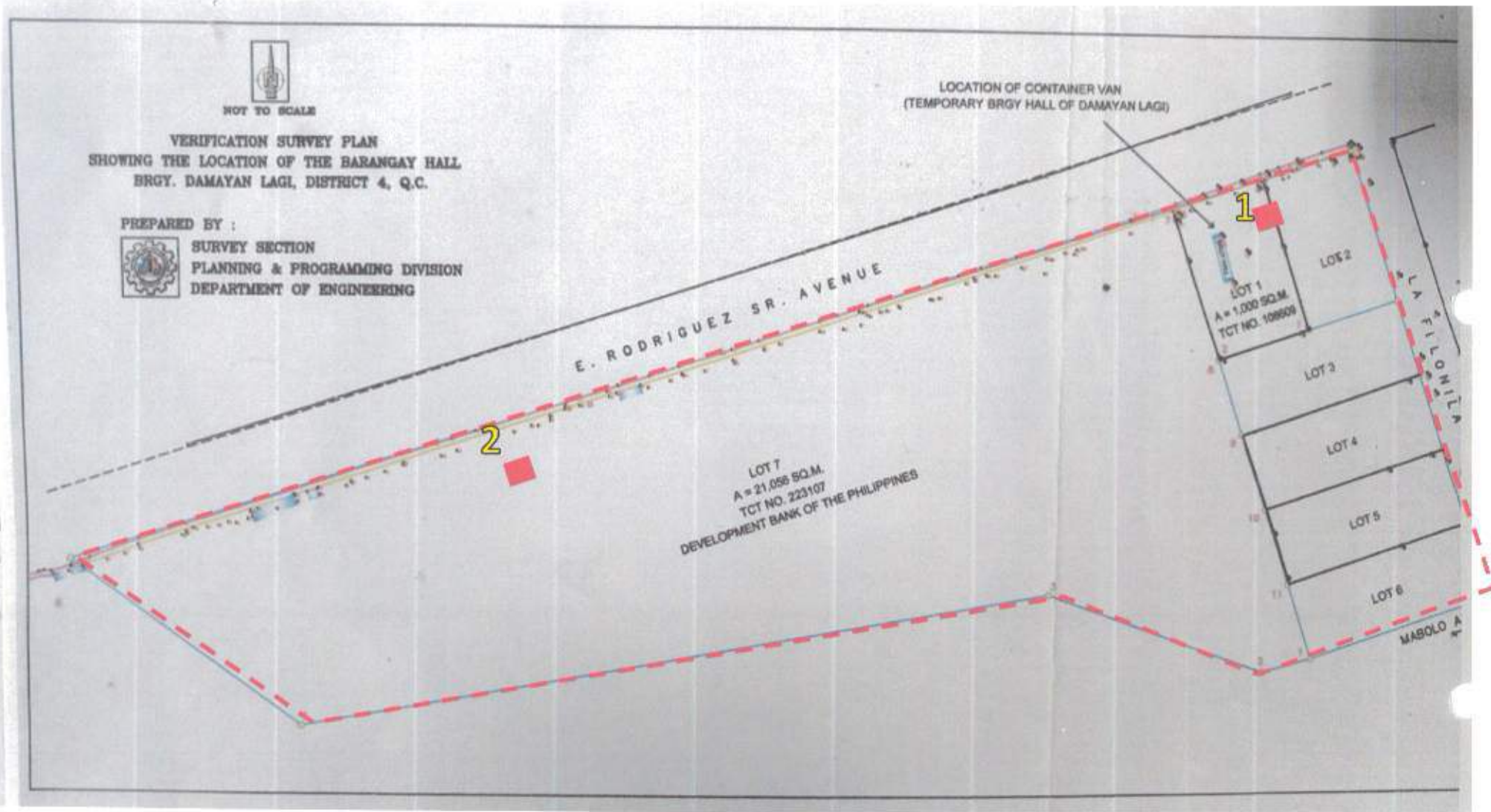
20-00034

## ***Section VII. Drawings***

*[Insert here a list of Drawings. The actual Drawings, including site plans, should be attached to this section, or annexed in a separate folder.]*



# DAMAYANG LAGI BARANGAY HALL



SITE 1: INSPECTED WITH SURVEY REPORT SEPTEMBER 2019

SITE 2: INSPECTED JULY 01, 2020

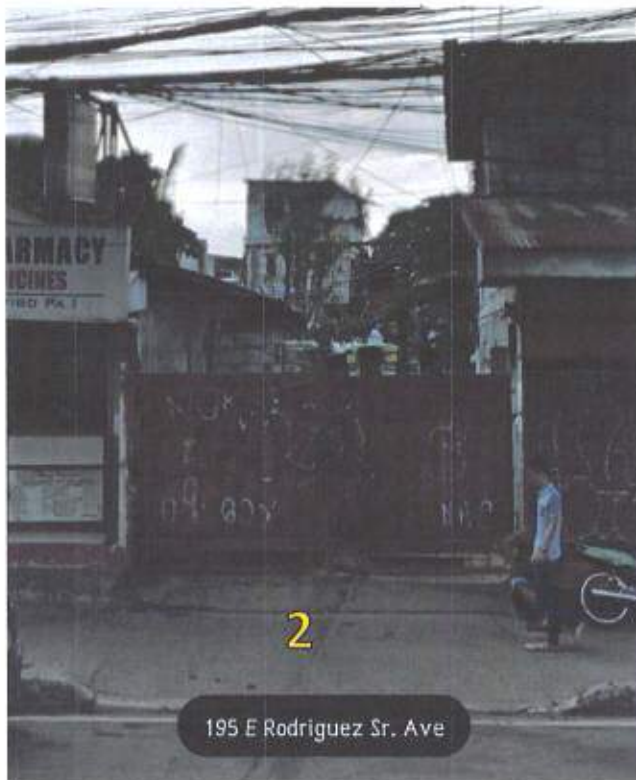
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# DAMAYANG LAGI BARANGAY HALL



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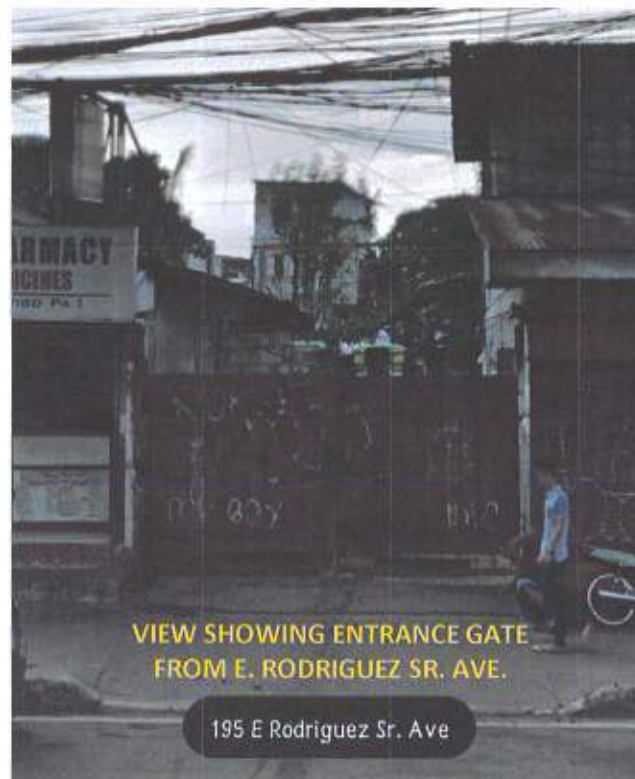
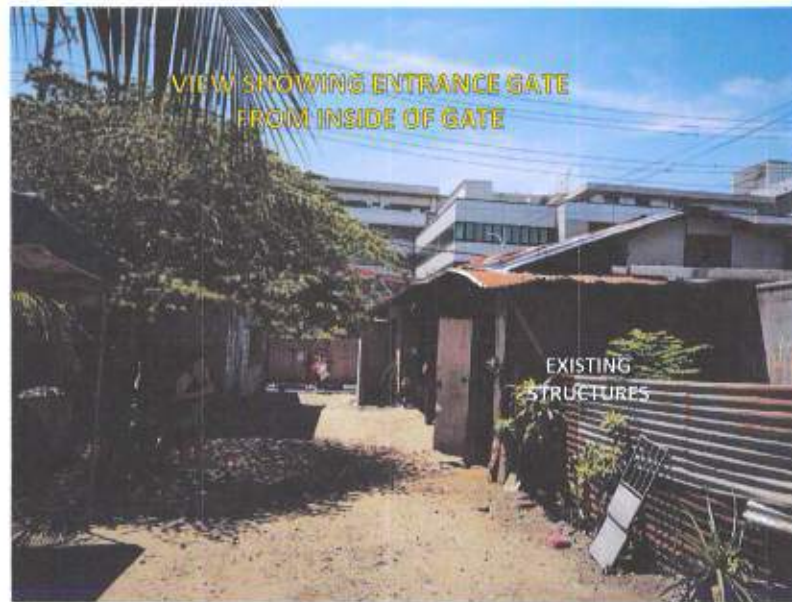


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KEY PLAN



20-00034





PHOTOS FROM THE ENTRANCE GATE TOWARDS THE INSIDE OF  
THE COMPOUND



PHOTOS INSIDE THE COMPOUND BEING USED AS PARKING  
AREA

20-00034





PHOTOS FROM THE LEFT SIDE OF THE COMPOUND

PHOTOS FROM THE RIGHT SIDE OF THE COMPOUND

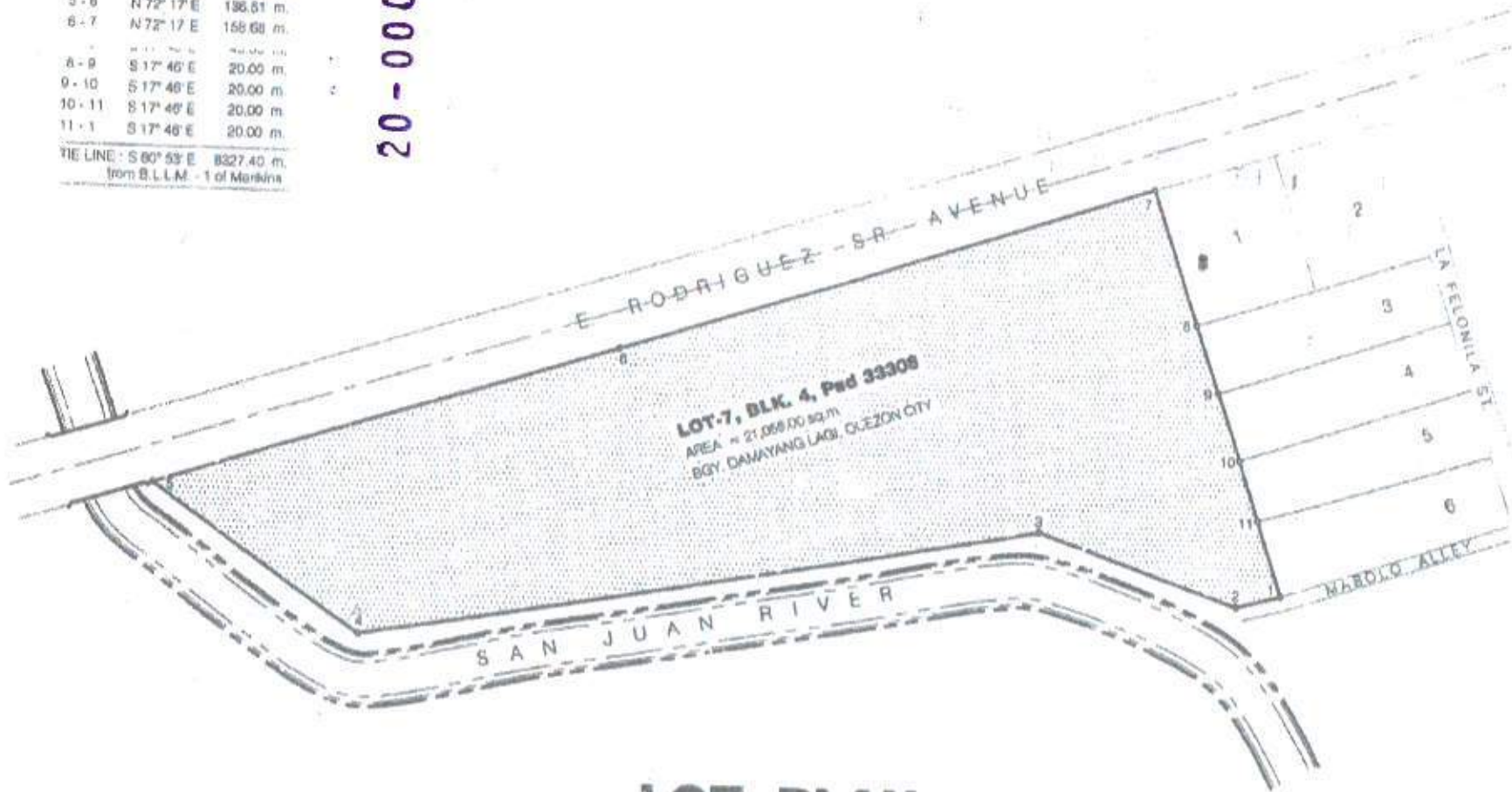
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# TECHNICAL DESCRIPTIONS:

LINE	BEARINGS	DISTANCES
1-2	S 75° 24' W	13.12 m.
2-3	N 70° 10' W	58.84 m.
3-4	S 60° 01' W	193.67 m.
4-5	N 54° 57' W	72.07 m.
5-6	N 72° 17' E	136.51 m.
6-7	N 72° 17' E	158.68 m.
8-9	S 17° 46' E	20.00 m.
9-10	S 17° 46' E	20.00 m.
10-11	S 17° 46' E	20.00 m.
11-1	S 17° 46' E	20.00 m.
TIE LINE: S 60° 53' E		8327.40 m.
from B.L.L.M. - 1 of Markina		

20-00034



## LOT PLAN

LOT-7, BLK. 4, Ped 33308

\* PLOTTED AS PER TECHNICAL DESCRIPTIONS INSCRIBED IN TCT NO. 223107



20-00034



20-00034



NOT TO SCALE

VERIFICATION SURVEY PLAN  
SHOWING THE LOCATION OF THE BARANGAY HALL  
BRGY. DAMAYAN LAGI, DISTRICT 4, Q.C.

PREPARED BY :



SURVEY SECTION  
PLANNING & PROGRAMMING DIVISION  
DEPARTMENT OF ENGINEERING

LOCATION OF CONTAINER VAN  
(TEMPORARY BRGY HALL OF DAMAYAN LAGI)

E. RODRIGUEZ SR. AVENUE

LOT 7  
A = 21,058 SQ.M.  
TCT NO. 223107  
DEVELOPMENT BANK OF THE PHILIPPINES

LOT 1  
A = 1,000 SQ.M.  
TCT NO. 108608

LOT 2

LOT 3

LOT 4

LOT 5

LOT 6

MABOLO A

LA FILONILA



PROPOSED CONSTRUCTION OF TWO (2)  
DAMAYANG LAGI BARANGAY HALL BUILDING

EXISTING SITE CONDITION (01 JULY 2020)





PROPOSED CONSTRUCTION OF TWO(2)  
DAMAYANG LAGI BARANGAY HALL BUILDING

EXISTING SITE CONDITION (01 JULY 2020)



















## ***Section VIII. Bill of Quantities***

### **Notes on the Bill of Quantities**

#### **Objectives**

The objectives of the Bill of Quantities are:

- a. to provide sufficient information on the quantities of Works to be performed to enable Bids to be prepared efficiently and accurately; and
- b. when a Contract has been entered into, to provide a priced Bill of Quantities for use in the periodic valuation of Works executed.

In order to attain these objectives, Works should be itemized in the Bill of Quantities in sufficient detail to distinguish between the different classes of Works, or between Works of the same nature carried out in different locations or in other circumstances which may give rise to different considerations of cost. Consistent with these requirements, the layout and content of the Bill of Quantities should be as simple and brief as possible.

#### **Daywork Schedule**

A Daywork Schedule should be included only if the probability of unforeseen work, outside the items included in the Bill of Quantities, is high. To facilitate checking by the Entity of the realism of rates quoted by the Bidders, the Daywork Schedule should normally comprise the following:

- a. A list of the various classes of labor, materials, and Constructional Plant for which basic daywork rates or prices are to be inserted by the Bidder, together with a statement of the conditions under which the Contractor will be paid for work executed on a daywork basis.
- b. Nominal quantities for each item of Daywork, to be priced by each Bidder at Daywork rates as Bid. The rate to be entered by the Bidder against each basic Daywork item should include the Contractor's profit, overheads, supervision, and other charges.

#### **Provisional Sums**

A general provision for physical contingencies (quantity overruns) may be made by including a provisional sum in the Summary Bill of Quantities. Similarly, a contingency allowance for possible price increases should be provided as a provisional sum in the Summary Bill of Quantities. The inclusion of such provisional sums often facilitates budgetary approval by avoiding the need to request periodic supplementary approvals as the future need arises. Where such provisional sums or contingency allowances are used, the SCC should state the manner in which they will be used, and under whose authority (usually the Procuring Entity's Representative's).

The estimated cost of specialized work to be carried out, or of special goods to be supplied, by other contractors should be indicated in the relevant part of the Bill of Quantities as a particular provisional sum with an appropriate brief description. A separate procurement procedure is normally carried out by the Procuring Entity to select such specialized contractors. To provide an element of competition among the Bidders in respect of any facilities, amenities, attendance, etc., to be provided by the successful Bidder as prime Contractor for the use and convenience of the specialist contractors, each related provisional sum should be followed by an item in the Bill of Quantities inviting the Bidder to quote a sum for such amenities, facilities, attendance, etc.

### **Signature Box**

A signature box shall be added at the bottom of each page of the Bill of Quantities where the authorized representative of the Bidder shall affix his signature. Failure of the authorized representative to sign each and every page of the Bill of Quantities shall be a cause for rejection of his bid.

These Notes for Preparing a Bill of Quantities are intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They should not be included in the final documents.

**BILL OF QUANTITIES**  
(Building Construction/Rehabilitation Project)

**PROJECT :** PROPOSED CONSTRUCTION OF TWO (2) STOREY DAMAYANG LAGI BARANGAY HALL BUILDING

**LOCATION :** BARANGAY DAMAYANG LAGI, DISTRICT 3, QUEZON CITY

**PROJECT NO.:** 20 - 00034

**DURATION :** One Hundred Eighty (180) Calendar Days

**Scope of Works :**

- 1 General Requirements including temporary enclosure, temporary lighting and water facilities, billboard, scaffolding and equipments for construction safety & health
- 2 Site Works including excavation for cistern tank, septic tank, column footings and wall footings, backfill and compaction, gravel bedding, soil poisoning and polyethylene sheet
- 3 Concrete Works including concreting, reinforcements, formworks & scaffolding for footing, wall footing, columns, beams, slab on fill, suspended slab, ramp, counter top, septic tank, cistern tank, catch basin and ledge
- 4 Masonry Works including CHB laying and plastering works for septic tank, catch basin, interior and exterior wall
- 5 Metal Fabrication including roof framing works for main canopy
- 6 Thermal and Moisture Protection for septic tank, cistern tank, toilets and roof deck
- 8 Architectural Works including floor finishes, wall finishes, ceiling finishes, roofing works for main canopy, doors & windows, painting works and fabricated materials such as stair railings, toilet handles for PWD, cabinets and aluminum cladding for exterior design
- 9 Electrical Works including Power System and Lighting System with fixtures (Tap to existing public electrical main)
- 10 Auxiliary Works including Cable Antenna Television (CATV) System, Telephone (Voice) System and Closed Circuit Television (CCTV) System
- 11 Plumbing Works including Waterline, Drain, Waste and Vent System with fixtures (Tap to existing public main water line and public sewer main)
- 12 Mechanical Works including mechanical equipments, ducting works and miscellaneous

ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST
<b>I</b>	<b>GENERAL REQUIREMENTS</b>				
	Temporary enclosure around the construction area	sq.m	252	P	P
	Temporary lighting and water facilities	days	180		
	Billboard	pc	1		
	Scaffolding	sqm	422		
	Construction Safety and Health				
A	Safety Helmet	pcs	41		
B	Safety Shoes	pairs	41		
C	Safety Gloves	pairs	38		
D	Vest	pcs	38		
E	Dust Mask	pcs	38		
F	Eye Goggles	pcs	8		
G	Harness	sets	12		
				<b>Direct Cost I</b>	<b>P</b>
<b>II</b>	<b>SITE WORKS</b>				
A	Earthworks				
	Layout and Staking	sq. m.	370	P	P
	Site Cleaning and preparation	sq. m.	370		
	Filling Materials	cu. m.	445		
	Excavation (Solid Rock Adobe)				
	Column Footing	cu. m.	125		
	Wall Footing	cu. m.	55		
	Septic Tank	cu. m.	26		
	Cistern Tank	cu. m.	18		
				<b>Sub-Total A</b>	<b>P</b>

ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST
B	Soil Poisoning/Termite Proofing	sq. m.	889	P	P
C	Gravel Bedding and compaction (Ordinary Gravel)	cu. m.	21		
D	Polyethylene Sheet	sq. m.	370		
				Material Cost	P
				Labor Cost	
				Sub-Total B-D	P
				<b>Total Material Cost</b>	<b>P</b>
				<b>Total Labor Cost</b>	<b>P</b>
				<b>Direct Cost II</b>	<b>P</b>
<b>III</b>	<b>CONCRETE WORKS</b>				
A	Ready Mix Concrete				
1	Column Footings, 4000 psi, 3/4" Gravel	cu. m.	30	P	P
2	Wall Footings, 3000 psi, 1" Gravel	cu. m.	20		
3	Columns, 4000 psi, 3/4" Gravel	cu. m.	29		
4	Slabs-on-grade, Ramp & Entry Porch, 3000 psi, 1" Gravel	cu. m.	45		
5	Suspended Slabs, 4000 psi, 3/4" Gravel	cu. m.	98		
6	Beams, 4000 psi, 3/4" Gravel	cu. m.	73		
7	Septic Tank, 3000 psi, 1" Gravel	cu. m.	7		
8	Cistern and Fire Tank, 3000 psi, 1" Gravel	cu. m.	9		
9	RC Ledge, 3000 psi, 1" Gravel	cu. m.	2		
10	Stairs, 3000 psi, 1" Gravel	cu. m.	10		
11	Countertop, 3000 psi, 1" Gravel	cu. m.	2		
12	Catch Basin, 3000 psi, 1" Gravel	cu. m.	1		
				Material Cost	P
				Labor Cost	
				Sub-Total A	P
B	Reinforcing Bars				
1	Column Footing	kgs	4,034	P	P
2	Columns	kgs	8,738		
3	Beams	kgs	14,748		
4	Wall Footing	kgs	794		
5	Slab on Fill, Ramp & Entry Porch	kgs	1,233		
6	Suspended Slab	kgs	13,322		
7	Main Stairs & Fire Exit Stairs	kgs	1,703		
8	Septic Tank	kgs	187		
9	Cistern Tank	kgs	2,014		
10	Countertop	kgs	63		
11	Catch Basin	kgs	86		
12	G.I. Tie Wire	kgs	1,415		
				Material Cost	P
				Labor Cost	
				Sub-Total B	P

ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST
C	Formworks & Scaffoldings				
	Formworks				
	Columns	m <sup>2</sup>	379	P	P
	Beams	m <sup>2</sup>	705		
	Suspended Slab	m <sup>2</sup>	686		
	Canopy	m <sup>2</sup>	19		
	Stairs	m <sup>2</sup>	74		
	Septic Tank	m <sup>2</sup>	23		
	Cistern Tank	m <sup>2</sup>	43		
	Scaffoldings / Shoring				
	Columns	lm	242		
	Beams	lm	572		
	Suspended Slab	m <sup>2</sup>	686		
	Septic Tank	m <sup>2</sup>	23		
	Cistern Tank	m <sup>2</sup>	43		
	Canopy	m <sup>2</sup>	19		
	Stairs	m <sup>2</sup>	74		
				Material Cost	P
				Labor Cost	
				Sub-Total C	P
				<b>Total Material Cost</b>	<b>P</b>
				<b>Total Labor Cost</b>	<b>P</b>
				<b>Direct Cost III</b>	<b>P</b>
IV	<b>MASONRY WORKS</b>				
A	Exterior Wall Laying of 150mm CHB, including mortar and reinforcement	sq. m.	837	P	P
B	Interior Wall Laying of 100mm CHB, including mortar and reinforcement	sq. m.	866		
C	Septic Tank Laying of 150mm CHB, including mortar and reinforcement	sq. m.	70		
D	Septic Tank Laying of 100mm CHB, including mortar and reinforcement	sq. m.	21		
E	Stiffener Beams and Columns including concreting, reinforcement and formworks	l.m.	376		
F	Catch Basin Laying of 100mm CHB, including mortar and reinforcement	sq. m.	46		
G	Plastering of Door and Window Openings	l.m.	57		
H	Plastering of CHB Walls for Exterior, Interior & Septic Tank	sq. m.	3808		
				<b>Total Material Cost</b>	<b>P</b>
				<b>Total Labor Cost</b>	<b>P</b>
				<b>Direct Cost IV</b>	<b>P</b>
V	<b>METAL FABRICATION</b>				
	Metal Channel 2" x 6" x 1/4"	kg	310	P	
	Metal C-Purlins 2" x 4" x 2mm	kg	151		
	Sag Rod 12mmØ	kg	12		
	1" Ø Dyna Bolt	pc	8		
	Miscellaneous				
	Welding Rod	boxes	1		
	Cut Off Blade	pcs	4		
	Grinding Disc Metal	pcs	4		
	Assorted Metal Drill Bit	pcs	4		
	Welding Machine Rentals	unit	1		
				<b>Total Material Cost</b>	<b>P</b>
				<b>Total Labor Cost</b>	<b>P</b>
				<b>Direct Cost V</b>	<b>P</b>

ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST
<b>VI</b>	<b>THERMAL AND MOISTURE PROTECTION</b>				
A	Cementitious Capillary Type Waterproofing				
1	Roofdeck	sq. m.	373	P	P
2	Septic Tank	sq. m.	91		
3	Cistern Tank	sq. m.	33		
4	Toilets	sq. m.	135		
				<b>Total Material Cost</b>	<b>P</b>
				<b>Total Labor Cost</b>	<b>P</b>
				<b>Direct Cost VI</b>	<b>P</b>
<b>VII</b>	<b>ARCHITECTURAL WORKS</b>				
A	Floor Finishes				
1	300mm x 600mm Non-skid Floor Tiles	sq. m.	27	P	P
2	300mm x 600mm Non-skid Wall Tiles	sq. m.	93		
3	300mm x 600mm Porcelain/Homogenous Tiles	sq. m.	35		
4	600mm x 600mm Non-skid Floor Tiles	sq. m.	521		
5	20mm thk Granite Slab Tiles	sq. m.	10		
				Material Cost	P
				Labor Cost	
				Sub-Total A	P
B	Wall Finishes				
1	PVC Plastering Guide for pattern grooves	l.m.	253	P	P
2	300mm x 300mm Glazed Wall Tiles	sq. m.	93		
3	Bricks Veneer Cladding	sq. m.	47		
				Material Cost	P
				Labor Cost	
				Sub-Total B	P
C	Ceiling Finishes				
1	12 mm thk Gypsum Board on Light Metal Frames	sq. m.	592	P	P
2	6 mm thk Hardiflex Board on Light Metal Frames	sq. m.	114		
3	12 mm thk Moisture Resistant Gypsum Board on Light Metal Frames, Painted Finish	sq. m.	55		
				Material Cost	P
				Labor Cost	
				Sub-Total C	P
D	Roofing Works				
1	Pre-painted G.I. Rib Type Roofing	m²	20	P	P
2	Pre-painted G.I. End Flashing	l.m.	18		
3	Pre-painted G.I. Gutter	l.m.	6		
4	Heat Insulation	m²	20		
4	Tekscrew	pcs	70		
5	12x300mm Fiber Cement Fascia Board	lm	6		
6	Silicon Sealant	tubes	2		
7	G.I. Clamp	pcs	15		
				Material Cost	P
				Labor Cost	
				Sub-Total D	P



ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST
E	Doors & Windows				
1	Doors including accessories				
	D1-10 mm thk Tinted Tempered Glass on Aluminum Powder Coated Frame, Double Swing Door with Specialty Door Handle, Lockset and Accessories	set/s	1	P	P
	D2-Wood Panel Door with Fixed 6mm thk Tempered Glass with Frosted Film Strip complete with Lockset	set/s	13		
	D3-Wood Panel Door complete with Lockset	set/s	2		
	D4-Flush Hollow Core with Marine Plywood, provide Louvers	set/s	5		
	D5-Flush Hollow Core with Marine Plywood, provide Louvers	set/s	1		
	D6-Metal Door with Panic Hardware	set/s	4		
	D7-Metal Door with Metal Louvers and complete Lockset, Painted Finish	set/s	2		
2	Windows				
	W1-6mm thk Clear Glass on Aluminum Casement Window with Fixed Glass Transom	set/s	2		
	W2-6mm thk Clear Glass on Aluminum Casement Window with Fixed Glass Transom	set/s	2		
	W3-6mm thk Clear Glass on Aluminum Casement Window with Fixed Glass Transom	set/s	4		
	W4-6mm thk Clear Glass on Aluminum Casement Window with Fixed Glass Transom	set/s	12		
	W5-6mm thk Clear Glass on Aluminum Casement Window with Fixed Glass Transom	set/s	6		
	W6-6mm thk Clear Glass on Aluminum Casement Window with Fixed Glass Transom	set/s	2		
	W7-6mm thk Clear Glass on Aluminum Casement Window with Fixed Glass Transom	set/s	4		
	W8-6mm thk Clear Glass on Aluminum Casement Window	set/s	1		
	W9-6mm thk Clear Glass on Aluminum Casement Window	set/s	1		
	W10-6mm thk Clear Glass on Aluminum Casement Window	set/s	5		
	W11-Glass Blocks		2		
	W12-6mm thk Clear Glass on Aluminum Awning Window with Fixed Glass Transom	set/s	2		
				Material Cost	P
				Labor Cost	
				Sub-Total D	P
E	Painting Works				
1	Flat Latex for Concrete (Exterior)				
	Latex Paint w/ Standard Design Finish	sq.m	1,054	P	P
2	Flat Latex for Concrete (Interior)				
	Latex Paint w/ Standard Design Finish	sq.m	2,333		
3	Flat Latex for Ceiling				
	Latex Paint w/ Standard Design Finish	sq.m	761		
4	Epoxy Enamel Finish (Steel Members)	sq.m	37		
				Material Cost	P
				Labor Cost	
				Sub-Total E	P

ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST
F	Fabricated & Miscellaneous Works with complete accessories				
1	Quezon City Logo	set/s	1	P	P
	S/S Signage w/ neon backlights ( 14" x 14" )	sq. in.	4,558		
	"DAMAYANG LAGI BARANGAY HALL"				
2	Aluminum Composite Panel 4mm thk	sq. m.	137		
3	PWD Comfort Room Stainless Steel 50mm Ø	lm	3		
4	Ramp Railing - Stainless Steel Handrail 50mm Ø	lm	31		
5	Main Stairs Stainless Steel Railings 38mmØ	lm	18		
6	Fire Exit Stair Railing	lm	18		
7	High Moisture Resistant Toilet Partition	sq. m.	12		
8	6mm thk Face Mirror	sq. m.	4		
				Material Cost	P
				Labor Cost	
				Sub-Total F	P
11	Cabinet				
	Marine Plywood 3/4" thk	pcs	7		
	2" x 4" x 10' KD Lumber (Edging)	pcs	2		
	1/2" x 2" x 8' KD Lumber (Edging)	pcs	8		
	Concealed Hinges	pcs	48		
	Cabinet Handle	pcs	24		
	Wood Glue	qrts	5		
				Material Cost	P
				Labor Cost	
				Sub-Total F 11	P
				Total Material Cost	P
				Total Labor Cost	P
				Direct Cost VII	P
<b>VIII</b>	<b>ELECTRICAL WORKS</b>				
A	Lighting and Power System				
1	Roughing-ins				
	90mm Ø x 3m IMC Pipe	pcs	19	P	
	90mm Ø IMC Elbow	pcs	4		
	90mmØ IMC Coupling	pcs	18		
	90mm Ø IMC Locknut & Bushing	pcs	5		
	90mm Ø IMC Service Entrance Cap, Diecast	pcs	1		
	90mm Ø Maleable Iron Clamp	pcs	36		
	50mm Ø x 3m PVC Pipe	pcs	4		
	50mm Ø PVC Elbow	pcs	2		
	50mm Ø PVC Adaptor	pcs	2		
	50mm Ø PVC Locknut & Bushing	pcs	2		
	32mm Ø x 3m PVC Pipe	pcs	25		
	32mm Ø PVC Elbow	pcs	25		
	32mmØ PVC Adaptor	pcs	25		
	32mm Ø PVC Locknut & Bushing	pcs	25		
	25mm Ø x 3m PVC Pipe	pcs	150		
	25mm Ø PVC Elbow	pcs	60		
	25mm Ø PVC Adaptor	pcs	60		
	25mm Ø PVC Locknut & Bushing	pcs	60		
	20mm Ø x 3m PVC Pipe	pcs	1,200		
	20mm Ø PVC Elbow	pcs	250		
	20mmØ PVC Adaptor	pcs	450		
	20mmØ PVC Locknut & Bushing	pcs	450		
	2" x 4" Utility Box, Metal	pcs	120		
	4" x 4" Junction Box with cover, Metal	pcs	190		
	4-11/16" Square box with cover	pcs	20		
	Fabricated Pullbox 14"x14"x10", Ga. 16	set/s	2		

ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST
2	Wires and Cables				
	2.0mm <sup>2</sup> THW Wire	rolls	6		
	22mm <sup>2</sup> THW Wire	lm	20		
	60mm <sup>2</sup> THW Wire	lm	60		
	3.5mm <sup>2</sup> THHN Copper Wire	rolls	26		
	5.5mm <sup>2</sup> THHN Copper Wire	rolls	7		
	8.0mm <sup>2</sup> THHN Copper Wire	rolls	6		
	38mm <sup>2</sup> THHN Copper Wire	lm	20		
	100mm <sup>2</sup> THHN Copper Wire	lm	20		
	250mm <sup>2</sup> THHN Copper Wire	lm	180		
3	Wiring Devices & Lighting Fixtures				
	4" Ø Keyless w/ 15W LED bulb	pcs	1		
	6" Ø Pinlight w/ 15W LED bulb	pcs	17		
	1 x 18W LED Tube in Troffer Type Housing	pcs	10		
	2 x 18W LED Tube in Troffer Type Housing	pcs	59		
	Outdoor Triangular Façade Luminaire w/ 2 x 18W LED Tube	set/s	2		
	Emergency Light, Twin Head	set/s	10		
	Ceiling Mounted Exhaust Fan	set/s	5		
	Orbit Fan, 65 Watts	set/s	5		
	Selector Switch	set/s	5		
	Single Pole Switch w/ Plate & Cover	pcs	20		
	Two Pole Switch w/ Plate & Cover	pcs	9		
	Three Pole Switch w/ Plate & Cover	pcs	5		
	Three way Switch w/ plate & cover	pcs	9		
	Single C.O. with ground	pcs	9		
	Duplex C.O. with ground	pcs	60		
	Special Purpose C.O.	pcs	10		
4	Miscellaneous & Consumables				
	400cc PVC Solvent Cement	cans	4		
	Hacksaw Blade	pcs	3		
	Electrical tape	rolls	30		
	Rubber Tape	rolls	4		
	Masking tape	rolls	4		
	GI Tie Wire, Ga. 16	kgs	6		
	Tox No.16 w/ 1"x7	boxes	6		
	3/8"Ø Mica Tube	lm	50		
	3"Ø x 3/8"Ø U-bolt w/ Nut & Washer	pairs	120		
	5/8"Ø x 3/8"Ø x 3" Expansion Shield w/ Lug & Screw	pairs	36		
	250mm <sup>2</sup> Ø Solderless Connector w/ Two-bolt	pairs	6		
	Copper Clod Grounding Rod w/ clamp, 5/8" x 8'	set/s	1		
	Oval Eyebolt, 5/8" x10"	pc	1		
5	Panelboard				
	LPP (Ground Floor)	Assy	1	P	P
	Main : 125AT/200AF 3P 25 KAIC @ 230V MCCB				
	Branches : 17 - 20AT 2P Bolt-on,				
	5 - 30AT 2P Bolt- on				
	with Ground Terminal				
	PP (Ground Floor)	Assy	1		P
	Main : 225AT/300AF 3P 35 KAIC @ 230V MCCB				
	Branches : 17 - 20AT 2P Bolt-on,				
	5 - 30AT 2P Bolt- on				
	& 2 - Spare (MCCB)				
	with Ground Terminal				

ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST
	MDP (Ground Floor)	Assy	1		P
	Main : 400AT/400AF 3P 65 KAIC @ 230V MCCB				
	Branches : 1 - 125AT 3P Bolt-on				
	1 - 225AT 3P Bolt- on				
	& 2 - Spare (Busbar)				
	MCB in NEMA 3R Enclosure with Ground Terminal	Assy	1		
	400AT/400AF, 3P 65KAIC @ 230V, MCCB				
	ECB				
	40AT, 2P, 230V, Bolt-on type, w/ Ground Terminal	Assy	7		
	in Weatherpoof Type, NEMA 3R				
	70AT, 2P, 230V, Bolt-on type, w/ Ground Terminal	Assy	2		
	in Weatherpoof Type, NEMA 3R				
6	Service Entrance Column (including civil works)	unit	1		
7	Insulation Resistance Test	unit	1		
				Material Cost	P
				Labor Cost	
				Sub-Total A	P
				<b>Total Material Cost</b>	<b>P</b>
				<b>Total Labor Cost</b>	<b>P</b>
				<b>Direct Cost VIII</b>	<b>P</b>
<b>IX</b>	<b>AUXILIARY SYSTEM WORKS</b>				
A	Cable Antenna Television (CATV) System				
1	Roughing-ins				
	1/2"Ø x 3m PVC Pipe	pcs	8	P	P
	1/2"Ø PVC Adaptor	pcs	10		
	1/2"Ø PVC Locknut	pcs	10		
	3/4"Ø x 3m PVC Pipe	pcs	31		
	3/4"Ø PVC Adaptor	pcs	17		
	3/4"Ø PVC Locknut	pcs	17		
	1 1/2"Ø x 3m PVC Pipe	pcs	16		
	1 1/2"Ø PVC Adaptor	pcs	2		
	1 1/2"Ø PVC Locknut	pcs	2		
	1 1/2"Ø PVC Elbow	pcs	3		
	1 1/2"Ø PVC Entrance Cap	pcs	1		
	4" x 4" PVC Octagonal Box with cover	pcs	5		
	2" x 4" PVC Utility Box	pcs	8		
	4 11/16" PVC Square Box	pcs	1		
2	Wires & Cables				
	RG-6/U Co-Axial Cable, Foamed PE	lm	205		
3	Devices, Equipment & Enclosures				
	Simple cable TV Outlet	pcs	8		
	Duplex Power Receptacle for CATV Enclosure	pcs	1		
	CATV Pre-Configured Panel	assy	1		
	CATV Structured Enclosure	assy	1		
	Coaxial Splitter Module (6-Way)	units	2		
	RF A/V Chaneler	units	3		
	RG-6/U Co-Axial Adapter Module	units	2		

ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST
4	Miscellaneous & Consumables				
	Beam Clamp	pcs	22		
	Rigid Steel Strap	pcs	30		
	Strut Clamp	pcs	16		
	Hacksaw Blade	pcs	4		
	1"Ø x 1 1/2" Tox with Screw	boxes	1		
	1/4"Ø x 1 1/2" Tox with Screw	boxes	1		
	3" Concrete Nails	kg	2		
	Rubber Tape	roll	1		
	Pulling Lubricant	can	4		
	Masking tape	roll	2		
	Rugs	pc	5		
	Electrical Tape	roll	2		
	GI Tie Wire	kg	2		
	120cc PVC Solvent Cement	can	2		
	RG-6/U Straight Connector	pc	5		
	RG-6/U Terminal Connector	pc	20		
	RG-6/U Co-Axial Adapters & Couplers Kit	box	1		
				Material Cost	P
				Labor Cost	
				Sub-Total A (1-4)	P
5	Testing and Commissioning	lot	1	P	P
				Material Cost	P
				Sub-Total IX A	P
B	Telephone (Voice) System				
1	Roughing-ins				
	3/4"Ø x 3m PVC Pipe	pc	56	P	P
	3/4"Ø x 3m PVC Adapter	pc	46		
	3/4"Ø x 3m PVC Locknut	pc	46		
	1 1/2"Ø x 3m PVC Pipe	pc	32		
	1 1/2"Ø x 3m PVC Adaptor	pc	4		
	1 1/2"Ø x 3m PVC Loucknut	pc	4		
	1 1/2"Ø x 3m PVC Elbow	pc	6		
	1 1/2"Ø x 3m PVC Entrance Cap	pc	2		
	4" x 4" PVC Octagonal Box with cover	pc	6		
	2" x 4" PVC Utility Box	pc	14		
	4 11/16" PVC Square Box	pc	1		
2	Wires & Cables				
	UTP Cable Cat 3.2 Pairs	lm	320		
	UTP Cat 3 Patch Cord, 3ft	pc	14		
	8.0mm² THW Wire (Grounding Wire)	lm	12		
3	Devices, Equipment & Enclosures				
	Telephone Outlet, Simplex (1-Device)	pc	14		
	RJ 11 Connector, 4 pins	pc	14		
	Private Automatic Branch Exchange (PABX)	unit	1		
	Equipment with 6 direct lines and 32-local extensions				
	Telephone Terminal Cabinet (TTC), loaded with 50 pairs S110	assy	1		

ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST
4	Miscellaneous & Consumables				
	Pullbox, 200mm x 200mm x 150mm	assy	1		
	Beam Clamp	pc	50		
	Rigid Steel Strap	pc	66		
	Strut Clamp	pc	38		
	Hacksaw Blade	pc	5		
	1"Ø x 1 1/2" Tox with Screw	box	2		
	1/4"Ø x 1 1/2" Tox with Screw	box	1		
	3" Concrete Nails	kg	2		
	Rubber Tape	roll	2		
	Pulling Lubricant	can	1		
	Masking Tape	roll	4		
	Rugs	pc	5		
	Electrical Tape	roll	5		
	GI Tie Wire	kg	2		
	400cc PVC Solvent Cement	can	1		
	Telecom Backboard, Flame Retardant	pc	1		
				Material Cost	P
				Labor Cost	
				Sub-Total B (1-4)	P
5	Testing and Commissioning	lot	1	P	P
				Material Cost	P
				Sub-Total IX B	P
C	Closed Circuit Television (CCTV) System				
1	Roughing-ins				
	3/4"Ø x 3m PVC Pipe	pc	59	P	P
	3/4"Ø PVC Adaptor	pc	22		
	3/4"Ø PVC Locknut	pc	22		
	3/4"Ø Flexible Metallic Conduit, Ordinary	lm	25		
	3/4"Ø Straight Connector with locknut	pc	24		
	4" x 4" PVC Pctagonal Box with Cover	pc	7		
2	Wires & Cables				
	RG-6/U Co-Axial Cable, Foamed PE	lm	295		
	1.25mm² TF Wire	lm	340		
	A/V (VGA and HDMI) Cables	lm	15		
3	Devices, Equipment & Enclosures				
	HD Digital Video Recorder (DVR), 16- Channel	unit	1		
	Multi-Function Keyboard Controller	unit	1		
	DVR Security Lock Box, Low Profile	assy	1		
	HD CCTV IR Bullet Camera,Outdoor	pc	8		
	HDCCTV Day/Night Dome Camera, Varifocal Lens Indoor	pc	4		
	32-in LED Display/Monitor	unit	1		
	UPS, 650VA> 5mins "on-line"	unit	1		

ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST
4	Miscellaneous & Consumables				
	Pullbox, 325mm x 275mm x 275mmD	assy	2		
	Beam Clamp	pc	33		
	Rigid Steel Strap	pc	44		
	Strut Clamp	pc	25		
	Hacksaw Blade	pc	3		
	1"Ø x 1 1/2" Tox with Screw	box	1		
	1/4"Ø x 1 1/2" Tox with Screw	box	1		
	3" Concrete Nails	kg	2		
	Rubber Tape	roll	2		
	Pulling Lubricant	can	1		
	Masking Tape	roll	3		
	Rugs	pc	5		
	Electrical Tape	roll	4		
	GI Tie Wire	kg	2		
	120cc PVC Solvent Cement	can	2		
	RG-6/U Straight Connector	pc	7		
	RG-6/U Terminal Connector	pc	24		
				Material Cost	P
				Labor Cost	
				Sub-Total IX C (1-4)	P
5	Testing and Commissioning	lot	1	P	P
				Material Cost	P
				Sub-Total IX C	P
				Total Material Cost	P
				Total Labor Cost	P
				Direct Cost IX	P
<b>X</b>	<b>PLUMBING WORKS</b>				
A	PPR Pipe, PN 16				
	PPR Pipe, 50 Ø x 4m	pcs	14	P	P
	PPR Pipe, 40 Ø x 4m	pcs	16		
	PPR Pipe, 32 Ø x 4m	pcs	8		
	PPR Pipe, 25 Ø x 4m	pcs	9		
	PPR Pipe, 20 Ø x 4m	pcs	8		
	PPR Fittings				
	Tee Equal				
	Tee Equal, 50 Ø x 50 Ø	pcs	4		
	Tee Equal, 40 Ø x 40 Ø	pcs	6		
	Tee Equal, 32 Ø x 32 Ø	pcs	4		
	Tee Equal, 25 Ø x 25 Ø	pcs	4		
	Tee Equal, 20 Ø x 20 Ø	pcs	12		

ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST
	Unequal Tee				
	Unequal Tee, 40 Ø x 32 Ø	pcs	6		
	Unequal Tee, 40 Ø x 25 Ø	pcs	7		
	Unequal Tee, 40 Ø x 20 Ø	pcs	8		
	Unequal Tee, 32 Ø x 20 Ø	pcs	4		
	Unequal Tee, 25 Ø x 20 Ø	pcs	7		
	Female Threaded Tee				
	Female Threaded Tee, 25 Ø x 3/4" Ø	pcs	4		
	Female Threaded Tee, 20 Ø x 1/2" Ø	pcs	20		
	Male Adaptor				
	Male Adaptor, 40 Ø	pcs	8		
	Male Adaptor, 32 Ø	pcs	2		
	Male Adaptor, 25 Ø	pcs	2		
	Male Adaptor, 20 Ø	pcs	14		
	End Cap				
	End Cap, 40 Ø	pcs	1		
	End Cap, 25 Ø	pcs	4		
	End Cap, 20 Ø	pcs	22		
	90° Elbow				
	90° Elbow, 50 Ø	pcs	8		
	90° Elbow, 40 Ø	pcs	14		
	90° Elbow, 32 Ø	pcs	2		
	90° Elbow, 25 Ø	pcs	5		
	90° Elbow, 20 Ø	pcs	17		
	Union Patent				
	Union Patent, 50 Ø	pcs	6		
	Union Patent, 32 Ø	pcs	8		
	Union Patent, 25 Ø	pcs	6		
	Union Patent, 20 Ø	pcs	5		
	Coupling				
	Coupling, 50 Ø	pcs	10		
	Coupling, 40 Ø	pcs	12		
	Coupling, 32 Ø	pcs	6		
	Coupling, 25 Ø	pcs	5		
	Coupling, 20 Ø	pcs	10		
	Nipple				
	Nipple, 40Ø	pcs	6		
	Nipple, 32Ø	pcs	14		
	Socket Reducer				
	Socket Reducer, 40Ø x 32Ø	pcs	8		
	Socket Reducer, 40Ø x 25Ø	pcs	5		
	Socket Reducer, 32Ø x 25Ø	pcs	6		
	Calibrated Valves & Appurtenances				
	Gate Valve PPR, 40 Ø	pcs	1		
	Gate Valve PPR, 32 Ø		4		
	Gate Valve PPR, 25 Ø	pcs	1		
	Gate Valve PPR, 20 Ø	pcs	7		
	Check Valve				
	Check Valve, 32 Ø	pcs	5		
	Float Valve				
	Float Valve, 50 Ø	pcs	3		
	Water Meter, 32 Ø	pcs	1		



ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST
B	PVC Pipe, S-1000				
	PVC Pipe, 100 Ø x 3 mts	pcs	80	P	
	PVC Pipe, 75 Ø x 3 mts	pcs	22		
	PVC Pipe, 50 Ø x 3 mts	pcs	39		
	PVC Fittings				
	Wye				
	Wye, 100 Ø x 100 Ø	pcs	10		
	Wye, 100 Ø x 75 Ø	pcs	36		
	Wye, 100 Ø x 50 Ø	pcs	29		
	Wye, 75 Ø x 75 Ø	pcs	18		
	Wye, 75 Ø x 50 Ø	pcs	6		
	Tee				
	Tee, 100 Ø x 100 Ø	pcs	7		
	Tee, 100 Ø x 50 Ø	pcs	8		
	Tee, 75 Ø x 50 Ø	pcs	13		
	Tee, 50 Ø x 50 Ø	pcs	63		
	1/4 Bend				
	1/4 Bend 100 Ø	pcs			
	1/4 Bend 75 Ø	pcs	14		
	1/4 Bend 50 Ø	pcs	49		
	1/8 Bend				
	1/8 Bend 100 Ø	pcs	53		
	1/8 Bend 75 Ø	pcs	48		
	1/8 Bend 50 Ø	pcs	36		
	Cleanout with Adapter				
	Cleanout 100 Ø	pcs	11		
	P-Trap				
	P-Trap, 50 Ø	pcs	28		
C	Plumbing Fixtures				
	Water Closet, Tank Type with accessories	sets	6	P	
	Lavatory Countertop complete with accessories & fittings	sets	7		
	Lavatory, wall hung with accessories	sets	1		
	Urinal , Flush Valve with accessories	sets	3		
	Kitchen Sink, 2-sink with drainer with accessories	sets	1		
	Kitchen Sink, 1-sink with drainer with accessories	sets	2		
	Kitchen Sink Faucet	pcs	3		
	Floor Drain, SS	pcs	13		
	Deck Drain, 75Ø	sets	24		
	Roof Drain, 75Ø	sets	2		
	Trench Drain, 75Ø	sets	1		
	Toilet Aecessories				
	Ceramic Soap Holder	pcs	6		
	Ceramic Toilet Tissue Holder	pcs	6		

ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST
D	Miscellaneous & Consumables				
	Water Tank, 526 Gallons, 1330mm Ø x 2330mm	sets	2	P	P
	Constant Pressure System End Suction Centrifugal Pump @ 676GPM, 100ft TDH, 2HP, 440V, 60Hz	sets	2		
	Pipe Brackets & Hangers	lot	1		
	Solvent Cement, 400ml	cans	29		
	Waste Cloth	kgs	3		
	Hacksaw Blade	pcs	5		
	Red Oxide Primer	lit	4		
	Paint Thinner	lit	3		
	Paint Brush 1"	pcs	3		
	Teflon Tape	rolls	55		
				<b>Total Material Cost</b>	<b>P</b>
				<b>Total Labor Cost</b>	<b>P</b>
				<b>Direct Cost X</b>	<b>P</b>
XI	<b>MECHANICAL WORKS</b>				
A	Mechanical Equipment				
	Window-type Air Conditioning Unit				
	WAC 1, 2.5 hp, 24000 kJ/h, 220/1/60	unit	1	P	P
	Exhaust Fan				
	EF 1, ceiling mounted, 150 cmh, 220/1/60	unit	6		
	Ceiling Fan				
	CF 1, ceiling mounted, 0.50 cms, 220/1/60	unit	5		
				Material Cost	P
				Labor Cost	
				Sub-Total IX A	P
B	Ducting Works				
	150mm Ø x 3m PVC Pipe	pc	6	P	P
	150mm Ø PVC Elbow	pc	6		
	150mm Ø PVC Coupling	pc	12		
	Stainless Steel Air Vent Cap	pc	6		
C	Condensate Water Drainage System				
	32mm Ø x 3m PVC Pipe	pc	4		
	32mm Ø PVC Elbow	pc	2		
D	Miscellaneous & Consumables				
	Duct Support with Hanger	pc	13		
	400mL Solvent Cement	can	3		
	Hacksaw Blade	pc	3		
	Waste Cloth	kg	2		
	Sealant	tube	2		
				Material Cost	P
				Labor Cost	
				Sub-Total XI B-C	P
				<b>Total Material Cost</b>	<b>P</b>
				<b>Total Labor Cost</b>	<b>P</b>
				<b>Direct Cost XI</b>	<b>P</b>
				<b>TOTAL DIRECT COST</b>	<b>P</b>
				Overhead, Contingencies and Miscellaneous Expenses (OCM)	
				Profit	
				VAT	
				<b>PROJECT COST</b>	<b>P</b>

ITEM NO.	WORK DESCRIPTION AND SCOPE OF WORK	UNIT	QTY	UNIT COST	TOTAL COST

SUMMARY

I	GENERAL REQUIREMENTS	
II	SITE WORKS	
III	CONCRETE WORKS	
IV	MASONRY WORKS	
V	METAL FABRICATION	
VI	THERMAL AND MOISTURE PROTECTION	
VII	ARCHITECTURAL WORKS	
VIII	ELECTRICAL WORKS	
IX	AUXILIARY SYSTEM WORKS	
X	PLUMBING WORKS	
XI	MECHANICAL WORKS	
TOTAL DIRECT COST		P
Overhead, Contingencies and Miscellaneous Expenses (OCM)		
Profit		
VAT		
PROJECT COST		P

PROJECT : PROPOSED CONSTRUCTION OF TWO (2) STOREY DAMAYANG LAGI  
BARANGAY HALL BUILDING

LOCATION : BARANGAY DAMAYANG LAGI, DISTRICT 4, QUEZON CITY

PROJECT NO.: 20 - 00034

DURATION : One Hundred Eighty (180) Calendar Days

BREAKDOWN OF COST

ITEM OF WORK (DESCRIPTION)		MATERIALS COST	LABOR COST	INDIRECT COST	AGGREGATE COST
I	GENERAL REQUIREMENTS				
II	SITE WORKS				
III	CONCRETE WORKS				
IV	MASONRY WORKS				
V	METAL FABRICATION				
VI	THERMAL AND MOISTURE PROTECTION				
VII	ARCHITECTURAL WORKS				
VIII	ELECTRICAL WORKS				
IX	AUXILIARY SYSTEM WORKS				
X	PLUMBING WORKS				
XI	MECHANICAL WORKS				

TOTAL COST P \_\_\_\_\_

LUMP SUM BID IN WORDS : \_\_\_\_\_

\_\_\_\_\_

Contractor : \_\_\_\_\_

## ***Section IX. Checklist of Technical and Financial Documents***

### **Notes on the Checklist of Technical and Financial Documents**

The prescribed documents in the checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary “pass/fail” criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.

# Checklist of Technical and Financial Documents

## CHECKLIST & EVALUATION SHEET ELIGIBILITY & TECHNICAL PROPOSAL (FIRST ENVELOPE)

CONTROL NUMBER	PROJECT NUMBER
----------------	----------------

NAME OF BIDDER: \_\_\_\_\_

Project Title : \_\_\_\_\_

\_\_\_\_\_

ABC : Php \_\_\_\_\_

	REQUIREMENT	MARK APROPRIATE BOXES		REMARKS	RATING
		(✓) IF YES.	(x) IF NO		
<b>1</b>	PhilGEPS Registration Certificate <input type="checkbox"/> Platinum Membership Date Issued: _____ Valid Until: _____	<input type="checkbox"/> ATTACHED  <input type="checkbox"/> SIGNED/INITIALED			
<b>1A</b>	<ul style="list-style-type: none"> <li>If CONTRACTOR is a sole proprietorship: - Copy of DTI Certificate of Registration</li> <li>If CONTRACTOR is Partnership - Copy of SEC Certificate of Registration</li> <li>If CONTRACTOR is a Corporation: - Copy of SEC Certificate of Registration</li> <li>If CONTRACTOR is a Cooperative: - Copy of the Certificate of Registration with the Cooperative Development Authority</li> </ul>	ATTACHED <input type="checkbox"/>  SIGNED/INITIALED <input type="checkbox"/>	PHILGEPS DATA ONLY  <input type="checkbox"/>		
<b>1B</b>	<ul style="list-style-type: none"> <li>If CONTRACTOR is a Joint-Venture Partner Copy of the Joint Venture Agreement, or if none yet, duly notarized statement to enter into JVA if bid is successful</li> </ul>	<input type="checkbox"/> ATTACHED  <input type="checkbox"/> SIGNED/INITIALED	<input type="checkbox"/> NOTARIZED  <input type="checkbox"/> WITH SPECIAL PCAB		
<b>2A</b>	Mayor's (Business) Permit by the City/Municipality where Principal Office is located	<input type="checkbox"/> ATTACHED  <input type="checkbox"/> SIGNED/INITIALED	<input type="checkbox"/> PHILGEPS DATA ONLY  <input type="checkbox"/> VALID & CURRENT	City/Municipality: _____  Expiration: _____	
<b>3A</b>	Largest Single completed contract similar to the project to be bid Project Title: _____ _____ Amount: _____ Year: _____	<input type="checkbox"/> ATTACHED  <input type="checkbox"/> SIGNED/INITIALED  <input type="checkbox"/> WITH ATTACHMENTS	<input type="checkbox"/> NOTICE OF AWARD/PROCEED  <input type="checkbox"/> CERT. OF FINAL ACCEPTANCE		
<b>3B</b>	List of <b>on-going</b> contracts with Notice of Award or Notice to Proceed Total Value: ₱ _____	<input type="checkbox"/> ATTACHED  <input type="checkbox"/> SIGNED/INITIALED	<input type="checkbox"/> FORM ISSUED BY QCBAC		
<b>3C</b>	List of Contracts already <b>awarded but not yet started</b> with Notice of Award or Notice to Proceed Total Value: ₱ _____	<input type="checkbox"/> ATTACHED  <input type="checkbox"/> SIGNED/INITIALED	<input type="checkbox"/> FORM ISSUED BY QCBAC		

<b>4</b>	Copy of the contractor's License by the <b>PCAB</b> License Expiry: _____ Reg. Part. Expiry: _____	<input type="checkbox"/> ATTACHED <input type="checkbox"/> SIGNED/INITIALED	<input type="checkbox"/> VALID & CURRENT	Registration Particular for project to be bid:	
<b>5</b>	Certified copy of Financial Statement (Income Statement & Balance Sheet) stamped received by the BIR/Bank ITR Year: _____	<input type="checkbox"/> ATTACHED <input type="checkbox"/> COMPLETE <input type="checkbox"/> SIGNED/INITIALED	<input type="checkbox"/> PHILGEPS DATA ONLY <input type="checkbox"/> STAMPED RECEIVED BY BIR / BANK	Current Asset: _____ Current Liabilities: _____	
	Auditor's or Accountant's Certificate attached to the Financial Statement stamped received by the BIR/Bank	<input type="checkbox"/> ATTACHED <input type="checkbox"/> SIGNED/INITIALED	<input type="checkbox"/> STAMPED RECEIVED BY BIR / BANK <input type="checkbox"/> PHILGEPS DATA ONLY		
	Tax Clearance	<input type="checkbox"/> ATTACHED <input type="checkbox"/> SIGNED/INITIALED	<input type="checkbox"/> PHILGEPS DATA ONLY <input type="checkbox"/> VALID & CURRENT	Expiration: _____	
<b>6</b>	Computation of NFCC: Php _____ % to ABC: _____ <b>Requirement: 100% of ABC</b>	<input type="checkbox"/> ATTACHED <input type="checkbox"/> SIGNED/INITIALED <input type="checkbox"/> FORM ISSUED BY QCBAC	<input type="checkbox"/> CORRECT COMPUTATION <input type="checkbox"/> ADEQUATE IF $\geq$ 100% OF ABC		
<b>7</b>	<b>BID SECURITY / FORM</b>	<b>REQUIRED AMOUNT</b>	<b>AMOUNT SUBMITTED</b>	<b>VALIDITY</b>	
	Bid Securing Declaration	None	N/A	<input type="checkbox"/> WITH PROJECT IDENTIFICATION <input type="checkbox"/> NOTARIZED	
	Cash or Cashier's/Manager's Check, bank draft, guarantee or irrevocable letter of credit Issued by a bank certified by BSP - Required 2% of ABC			<input type="checkbox"/> ATTACHED <input type="checkbox"/> SIGNED/INITIALED	
	Bidder's Bond – Required <b>5% of ABC</b> Name of Bank/Surety Company: _____			<input type="checkbox"/> CALLABLE ON DEMAND <input type="checkbox"/> 120 CAL. DAYS <input type="checkbox"/> SIGNED/INITIALED <input type="checkbox"/> O.R. Attached	
<b>8</b>	Organizational Chart for the contract to be bid	<input type="checkbox"/> ATTACHED	<input type="checkbox"/> SIGNED/INITIALED		
<b>9A</b>	<b>List of Contractor's Key Personnel</b> (i.e. Project Manager, Project Engineer/s, Materials Engineer, Foreman) to be assigned to the Contract to be bid, with their qualification and experience supported by Curriculum Vitae, PRC License, Cert. of Accreditation for Materials Engineer	<input type="checkbox"/> ATTACHED <input type="checkbox"/> QCBAC FORM <input type="checkbox"/> WITH ATTACHMENTS	<input type="checkbox"/> SIGNED/INITIALED		
<b>9B</b>	Manpower Schedule	<input type="checkbox"/> ATTACHED	<input type="checkbox"/> SIGNED/INITIALED		
<b>10A</b>	List of Contractor's Equipment Units, owned and/or leased and/or under purchase agreements available to be used exclusively for the Contract to be bid	<input type="checkbox"/> ATTACHED	<input type="checkbox"/> SIGNED/INITIALED	<input type="checkbox"/> Project Title Specified	



		<input type="checkbox"/> QCBAC FORM		<input type="checkbox"/> Lease Contract	
<b>10B</b>	Proof of ownership/lease contracts etc., for all the equipment listed to be used for the project to be bid	<input type="checkbox"/> ATTACHED <input type="checkbox"/> COMPLETE ATTACHMENT	<input type="checkbox"/> SIGNED/INITIALED		
<b>10C</b>	Equipment Utilization Schedule	<input type="checkbox"/> ATTACHED	<input type="checkbox"/> SIGNED/INITIALED		
<b>11A</b>	Construction Schedule (Gantt Chart and S-Curve)	<input type="checkbox"/> BAR CHART <input type="checkbox"/> S-CURVE	<input type="checkbox"/> SIGNED/INITIALED		
<b>11B</b>	PERT-CPM	<input type="checkbox"/> ATTACHED	<input type="checkbox"/> SIGNED/INITIALED		
<b>11C</b>	Construction Methods	<input type="checkbox"/> ATTACHED	<input type="checkbox"/> SIGNED/INITIALED		
<b>12</b>	1. Sworn Statement on appointment/designation and authority of person managing the affairs of the contractor's organization 2. <b>If corporation / partnership / joint venture / cooperative</b> attach copy of Corporate Secretary's Certification attesting to such appointment 3. Sworn Statement on <b>NON-INCLUSION</b> in CIAP/GPPB & other Government Institutions List of blacklisted contractors 4. Sworn Statement that documents submitted is complete, authentic and that all information is true and correct. 5. Sworn Statement authorizing the Mayor or BAC-INFRA or its duly authorized representative to verify any and all information and/or documents submitted 6. Sworn Statement on DISCLOSURE of relations 8. It is aware and has undertaken the following: a) Carefully examine all of the Bidding Documents; b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract; c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the Project. 9. It 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. Sworn Statement on conduct of site Inspection	<input type="checkbox"/> ATTACHED <input type="checkbox"/> SIGNED/INITIALED  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	<input type="checkbox"/> NOTARIZED		

<b>13</b>	Copy of Instruction to Bidders and Bid Bulletin(s) issued for the project	<input type="checkbox"/> ATTACHED	<input type="checkbox"/> SIGNED/INITIALED		
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Result of Evaluation :	PASSED <input type="checkbox"/>	FAILED <input type="checkbox"/>
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Evaluated by: \_\_\_\_\_  
Date: \_\_\_\_\_

<b>REASON OF FAILURE :</b>  <div style="text-align: center;"> <hr/><hr/><hr/><hr/><hr/><hr/> </div>
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<b>Reviewed by:</b>	<b>Noted by:</b>
<b>ADELFO DE ASIS MENDOZA III</b>	<b>ATTY. DOMINIC B. GARCIA</b>

☐ **APPROVED FOR BID EVALUATION**

☐ **FOR PREPARATION OF NOTICE OF FAILURE**

**APPROVED BY:**

BAC MEMBERS	SIGNATURE
ATTY. MARK DALE DIAMOND P. PERRAL	
ARCH. LUCILLE H. CHUA	
MR. CARLOS I. VERZONILLA	
MS. MARIAN C. ORAYANI	
MR. RAMON T. ASPRER	

OBSERVERS	SIGNATURE
ATTY. RESURECCION C. QUIETA	
ARCH. BENJAMIN K. PANGANIBAN, JR.	
MR. BARRY G. PAULINO	
ATTY. NOEL EMMANUEL C. GASCON	

**CHECKLIST & EVALUATION SHEET**  
**FINANCIAL PROPOSAL**  
**(SECOND ENVELOPE)**

<b>CONTROL NUMBER</b>	<b>PROJECT NUMBER</b>
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**NAME OF BIDDER:** \_\_\_\_\_

**Project Title :** \_\_\_\_\_

**ABC : Php** \_\_\_\_\_

<div style="border: 1px solid black; border-radius: 50%; width: 20px; height: 20px; display: flex; align-items: center; justify-content: center;"> <div style="border: 1px solid black; border-radius: 50%; width: 10px; height: 10px; margin: 0 auto;"></div> </div>	REQUIREMENT	MARK APPROPRIATE BOXES	RATING
		(✓) IF YES, (x) IF NO	PASS "P" or FAIL "F"
<b>1</b>	Bid Prices in the BID PROPOSAL using the form issued by the QCBAC-INFRA	<input type="checkbox"/> ATTACHED <input type="checkbox"/> QCBAC FORM <input type="checkbox"/> SIGNED	
<b>2</b>	Detailed Estimates / Derivation of Unit Prices with Summary Sheet indicating unit prices of construction materials, labor rates and equipment rentals inclusive of all indirect costs and taxes	<input type="checkbox"/> ATTACHED <input type="checkbox"/> SIGNED	
<b>3</b>	Cash Flow by quarter and Payment Schedule	<input type="checkbox"/> ATTACHED <input type="checkbox"/> SIGNED	

Result of Evaluation: <div style="display: inline-block; margin-left: 100px;">           PASSED <input style="width: 40px; height: 20px;" type="checkbox"/> </div>	<div style="display: inline-block; text-align: right;">           FAILED <input style="width: 40px; height: 20px;" type="checkbox"/> </div>
--	---

**BID AMOUNT (₱)** \_\_\_\_\_

**REASON OF FAILURE :**

Evaluated by: \_\_\_\_\_

Date: \_\_\_\_\_

<b>Reviewed by:</b> _____ <div style="text-align: right; margin-top: 10px;"><b>Signature</b></div>	<b>Noted by:</b> _____ <div style="text-align: right; margin-top: 10px;"><b>Signature</b></div>
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<b>ADELFO DE ASIS MENDOZA III</b>		<b>ATTY. DOMINIC B. GARCIA</b>	
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**APPROVED BY:**

<b>BAC MEMBERS</b>	<b>SIGNATURE</b>
<b>ATTY. MARK DALE DIAMOND P. PERRAL</b>	
<b>ARCH. LUCILLE H. CHUA</b>	
<b>MR. CARLOS I. VERZONILLA</b>	
<b>MS. MARIAN C. ORAYANI</b>	
<b>MR. RAMON T. ASPRER</b>	

<b>OBSERVERS</b>	<b>SIGNATURE</b>
<b>ATTY. RESURECCION C. QUIETA</b>	
<b>ARCH. BENJAMIN K. PANGANIBAN, JR.</b>	
<b>MR. BARRY G. PAULINO</b>	
<b>ATTY. NOEL EMMANUEL C. GASCON</b>	

## Bid Form

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Date: \_\_\_\_\_

IB<sup>1</sup> N°: \_\_\_\_\_

To: *[name and address of PROCURING ENTITY]*

Address: *[insert address]*

We, the undersigned, declare that:

- (a) We have examined and have no reservation to the Bidding Documents, including Addenda, for the Contract *[insert name of contract]*;
- (b) We offer to execute the Works for this Contract in accordance with the Bid and Bid Data Sheet, General and Special Conditions of Contract accompanying this Bid;

The total price of our Bid, excluding any discounts offered below is: *[insert information]*;

The discounts offered and the methodology for their application are: *[insert information]*;

- (c) Our Bid shall be valid for a period of *[insert number]* days from the date fixed for the Bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (d) If our Bid is accepted, we commit to obtain a Performance Security in the amount of *[insert percentage amount]* percent of the Contract Price for the due performance of the Contract;
- (e) Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from the following eligible countries: *[insert information]*;
- (f) We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- (g) Our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, has not been declared ineligible by the Funding Source;

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<sup>1</sup> If ADB, JICA and WB funded projects, use IFB.

- (h) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
- (i) We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- (j) We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and 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 the [Name of Project] of the [Name of the Procuring Entity].
- (k) We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: \_\_\_\_\_

In the capacity of: \_\_\_\_\_

Signed: \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of: \_\_\_\_\_

Date: \_\_\_\_\_

## Form of Contract Agreement

---

THIS AGREEMENT, made this *[insert date]* day of *[insert month]*, *[insert year]* between *[name and address of PROCURING ENTITY]* (hereinafter called the “Entity”) and *[name and address of Contractor]* (hereinafter called the “Contractor”).

WHEREAS, the Entity is desirous that the Contractor execute *[name and identification number of contract]* (hereinafter called “the Works”) and the Entity has accepted the Bid for *[insert the amount in specified currency in numbers and words]* by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents shall be attached, deemed to form, and be read and construed as integral part of this Agreement, to wit:
  - (a) General and Special Conditions of Contract;
  - (b) Drawings/Plans;
  - (c) Specifications;
  - (d) Invitation to Bid;
  - (e) Instructions to Bidders;
  - (f) Bid Data Sheet;
  - (g) Addenda and/or Supplemental/Bid Bulletins, if any;
  - (h) Bid form, including all the documents/statements contained in the Bidder’s bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder’s response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity’s bid evaluation;
  - (i) Eligibility requirements, documents and/or statements;
  - (j) Performance Security;
  - (k) Notice of Award of Contract and the Bidder’s conforme thereto;
  - (l) Other contract documents that may be required by existing laws and/or the Entity.
3. In consideration of the payments to be made by the Entity to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Entity to execute and complete the Works and remedy any defects therein in conformity with the provisions of this Contract in all respects.



4. The Entity hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying of defects wherein, the Contract Price or such other sum as may become payable under the provisions of this Contract at the times and in the manner prescribed by this Contract.

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Entity)

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Contractor).

Binding Signature of Procuring Entity

\_\_\_\_\_

Binding Signature of Contractor

\_\_\_\_\_

*[Addendum showing the corrections, if any, made during the Bid evaluation should be attached with this agreement]*

## Omnibus Sworn Statement

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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]* *[insert "as shown in the attached duly notarized Special Power of Attorney" for the authorized representative]*;

*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]*, accompanied by the duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, 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;
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 following responsibilities as a Bidder:
- a) Carefully examine all of the Bidding Documents;
  - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
  - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d) Inquire or secure 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.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Bidder's Representative/Authorized Signatory

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ and his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_ day of *[month]* *[year]*.

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_

Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ *[date issued]*, *[place issued]*

IBP No. \_\_\_\_\_ *[date issued]*, *[place issued]*

Doc. No. \_\_\_\_\_

Page No. \_\_\_\_\_

Book No. \_\_\_\_\_

Series of \_\_\_\_\_

\* This form will not apply for WB funded projects.

## Bid-Securing Declaration

(REPUBLIC OF THE PHILIPPINES)

CITY OF \_\_\_\_\_ ) S.S.

X-----X

**Invitation to Bid** *[Insert reference number]*

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 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 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 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;
  - c. I am/we are declared as 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'S AUTHORIZED REPRESENTATIVE]***  
***[Insert signatory's legal capacity]***

Affiant

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_ day of *[month]* *[year]*.

**NAME OF NOTARY PUBLIC**

**Serial No. of Commission** \_\_\_\_\_  
**Notary Public for** \_\_\_\_\_ **until** \_\_\_\_\_  
**Roll of Attorneys No.** \_\_\_\_\_  
**PTR No.** \_\_, *[date issued]*, *[place issued]*  
**IBP No.** \_\_, *[date issued]*, *[place issued]*  
**Doc. No.** \_\_\_\_  
**Page No.** \_\_\_\_  
**Book No.** \_\_\_\_  
**Series of** \_\_\_\_.

REPUBLIC OF THE PHILIPPINES)

\_\_\_\_\_ ) S. S.

### AFFIDAVIT OF UNDERTAKING

I, \_\_\_\_\_, of legal age, Filipino, \_\_\_\_\_ **[OFFICER OR REPRESENTATIVE]**

with office address at \_\_\_\_\_ after having been duly sworn to in accordance with law, hereby voluntary depose and state:

That I am duly authorized representative of the **[Name of Bidder]** to execute this undertaking as evidenced by Secretary's Certificate and Board Resolution.

That **[Name of Bidder]** bidding for the (Name of Project)

That relative to the aforementioned Project, the **[Name of Bidder]** hereby undertake that the equipment to be use and the key personnel to be assign shall exclusively be used and will only perform to the said project until its completion.

That I am executing this affidavit to attest to the truth of the foregoing and in compliance with the submission of the technical requirements for the public bidding of the said project.

IN WITNESS HEREOF, I have hereunto signed my name below this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ at \_\_\_\_\_.

AFFIANT FURTHER SAYETH NAUGHT.

\_\_\_\_\_  
Affiant

**SUBSCRIBED AND SWORN TO BEFORE ME** this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ in \_\_\_\_\_,

affiant exhibiting to me his/her \_\_\_\_\_ issued at \_\_\_\_\_ on \_\_\_\_\_.

Doc. No. ;

Page No. ;

Book No. ;

Series of 2020

\_\_\_\_\_  
Notary Public



