# PHILIPPINE BIDDING DOCUMENTS

Philippine Economic Zone Authority

# Baguio City Economic Zone Administration Building Rehabilitation

Government of the Republic of the Philippines

**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.

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# *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.

# Invitation to Bid for Baguio City Economic Zone Administration Building Rehabilitation

1. The *Philippine Economic Zone Authority - Baguio City Economic Zone*, through the *Corporate Operating Budget FY 2022* intends to apply the sum of *Four Million Nine Hundred Ninety-Nine Thousand Nine Hundred Ninety-Nine Pesos and Ninety-Seven Centavos (**Php 4,999,999.97**) only* being the Approved Budget for the Contract (ABC) to payments under the contract for *Baguio City Economic Zone Administration Building Rehabilitation (PR22-11-097)*. Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The *Philippine Economic Zone Authority - Baguio City Economic Zone* now invites bids for the above Procurement Project. Completion of the Works is required *within Two Hundred (200) calendar days*. 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).

3. Bidding will be conducted through open competitive bidding procedures using non-discretionary "*pass/fail*" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

4. Interested bidders may obtain further information from *Philippine Economic Zone Authority - Baguio City Economic Zone* and inspect the Bidding Documents at the address given below from *8am to 5pm, Mondays to Fridays*.

5. A complete set of Bidding Documents may be acquired by interested bidders on *November 16, 2022* from given address and website/s below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos Only (Php 5,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person, by facsimile, or through electronic means.*

6. The *Philippine Economic Zone Authority - Baguio City Economic Zone* will hold a Pre-Bid Conference on *November 24, 2022 (Thursday), 2pm* at *the 3F Conference Room, BCEZ Administration Building, Loakan Road, Baguio City* which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address as indicated below on or before *December 6, 2022 (Tuesday), 1 pm.* Late bids shall not be accepted.

8. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 16.

9. Bid opening shall be on *December 6, 2022 (Tuesday), 1:30 pm.* Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. The *Philippine Economic Zone Authority - Baguio City Economic Zone* reserves the right to reject any and all bids, in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders. declare a failure of bidding, or not award the contract at any time prior to contract award

11. For further information, please refer to:

    *Kenneth C. Luma-ang*
    *PEZA-BCEZ BAC Secretariat*
    *PEZA Administration Building,*
    *Baguio City Economic Zone,*
    *Loakan Road, Baguio City*
    *bcezbacsec@peza.gov.ph*
    *(074) 447 3683*

12. You may visit the following websites:

    For downloading of Bidding Documents: ***https://www.peza.gov.ph/bid-opportunities***

*November 16, 2022*

ENGR. PAUL M. CODAMON
*BAC Chairperson*

# *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, *Philippine Economic Zone Authority - Baguio City Economic Zone* invites Bids for the *Baguio City Economic Zone Administration Building Rehabilitation*, with Project Identification Number ***PR22-11-097***.

The Procurement Project (referred to herein as "Project") is for the "**Baguio City Economic Zone Administration Building Rehabilitation**", as described in Section VI (Specifications).

## 2. Funding Information

2.1. The GOP through the source of funding as indicated below for *FY 2022* in the amount of *Four Million Nine Hundred Ninety-Nine Thousand Nine Hundred Ninety-Nine Pesos and Ninety-Seven Centavos (**Php 4,999,999.97**) only.*

2.2. The source of funding is:

a. GOCC and GFIs, the Corporate Operating Budget.

## 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: Subcontracting is not allowed.

## 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 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 special PCAB License in case of Joint Ventures, 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:*

a. Philippine Pesos.

## 15. Bid Security

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

15.2. The Bid and bid security shall be valid 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 Bidderss' 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 15 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

<table>
<tr><th>ITB Clause</th><th></th></tr>
<tr><td>5.2</td><td>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:<br>General Building Construction</td></tr>
<tr><td>7.1</td><td>Subcontracting is not allowed</td></tr>
<tr><td>10.3</td><td>The Bidder must have a valid PCAB license with at least Small B category</td></tr>
<tr><td>10.4</td><td>The key personnel must meet the required minimum years of experience set below:
<table>
<tr><th>Key Personnel</th><th>Qualification and Experience</th></tr>
<tr><td>Project Engineer</td><td>• Shall be a Registered Civil Engineer / Architect;<br>• Shall have at least three (3) years of experience in vertical construction;<br>• Shall render full time services as-required for this Project</td></tr>
<tr><td>Electrical Engineer</td><td>• Shall be at least a Registered Electrical Engineer (REE) / Registered Master Electrician (RME);<br>• Shall have at least three (3) years of experience in the construction industry;<br>• With a background on similar projects; and<br>• Shall render full time services as-required for this Project.</td></tr>
<tr><td>Materials Engineer</td><td>• Shall be a Registered Civil Engineer with at least three (3) years of experience in the construction industry and materials and quality control, duly accredited by DPWH;<br>• Shall render full time services as-required for this Project.</td></tr>
<tr><td>Lead Person (formerly/also known as “Foreman”)</td><td>• Shall have least five (5) years of experience in the construction industry;<br>• With a background on similar projects; and<br>• Shall render full time services as-required for this Project.</td></tr>
<tr><td>Occupational Safety and Health Practitioner</td><td>• Certified by an accredited safety organization in Construction Occupational Safety and Health as prescribed by Department of Labor and Employment (DOLE)</td></tr>
</table>
</td></tr>
</table>

| | | |
|---|---|---|
| | | • Must have at least three (3) years experience as a Safety and Health Practitioner in the construction industry.<br>• Shall render full time services as-required for this Project. |
| | First Aider | • With certificate of Training (valid for 3 years from date of issuance per Sec. 3 of DOLE DO 235 s. 2022) issued by any of the following:<br>➢ Philippine Red Cross,<br>➢ Department of Health,<br>➢ Bureau of Fire Protection,<br>➢ DOLE Accredited TVI's with TESDA-registered Emergency Medical Service National Certification (EMS NC) programs<br>➢ Any other DOLE-accredited training service providers<br>in compliance with DOLE requirements for the approval of Construction Safety & Health Program subject to DOLE D.O 98 Series of 2014.<br>• Must have at least three (3) years experience as a First Aider in the construction industry.<br>• Shall render full time services as-required for this Project. |
| | | |
| 10.5 | The minimum major equipment requirements are the following:<br><br>1 – Welding Machine (Electric Driven/DC Output, 500 Amp)<br>1 - Cargo/Service Truck (2-5mt, 3cu.m.)<br>1 - Jackhammer (800 ipm)<br>1 - Plate Compactor (400-500 Gasoline Engine, 5HP)<br>1 - One Bagger Mixer (4-6 cu.ft./min)<br>1 - Concrete Vibrator (Flexible Shaft Type 2" Head Ø with 5 Amperes Gasoline Drive Unit)<br>1 – Bar Cutter (25mm Maximum Rebar Ø, Single Phase)<br>1 – Bar Bender (25mm Maximum Rebar Ø, Three Phase)<br>1 - Oxygen and Acetylene with Cutting Outfit<br>1 – Full Set of Metal/Steel Scaffolds that Covers 205sq.m.<br>Minor Tools | |

| | |
|---|---|
| 11.1 | Bidders shall submit three (3) copies of the Technical and Financial components of its bid<br>(a) Financial Bid Form as prescribed in ITB Clause 11.<br>• Bidders shall accomplish the prescribed FINANCIAL BID FORM (please refer to FORM A);<br>(b) Duly signed Bill of Quantities (BOQ).<br>•A4 paper (8.27" x 11.35");<br>• Every page must be signed by the Bidder's duly authorized representative and should be submitted as part of the financial 17 bid documents (please refer to attached BOQ);<br>(c) Detailed Unit Price Analysis (DUPA): 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.<br>• Print in size-A4 paper (8.27" x 11.35");<br>• Every page must be signed by the Bidder's duly authorized representative and should be submitted as part of the financial bid documents;<br><u>REMINDER:</u><br>• Bids not addressing or providing all of the required items in the bidding document including, where applicable, BOQ shall be considered nonresponsive and, thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a "0" (zero) or "-"(dash) for the said item would mean that it is being offered for free to the Government [Sec. 32.2.1(a) of the 2016 Revised IRR of RA 9184]; |
| 12 | *Not Applicable* |
| 15.1 | The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:<br>a. The amount of not less than **Php 99,999.99** which is *two percent (2%) of the ABC,* if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;<br>b. The amount of not less than **Php 249,999.99** which is *five percent (5%) of the ABC* if bid security is in Surety Bond.<br>*Notes:*<br>a. If Cash or Cashier's/Manager's Check is posted as bid security: It must be denominated in Philippine Peso, put in a separate envelope with amount stated therein, sealed, and placed inside Envelope No. 1. The Cashier's/Manager's Check must be posted in favor of PEZA-BCEZ. |
| 19.2 | Partial bids are not allowed |
| 20 | *No further instructions* |
| 21 | Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as:<br>1. Duly signed Construction Schedule and S-curve;<br>2. Duly signed Manpower Schedule;<br>3. Duly signed Construction Methodology in narrative form;<br>4. Duly signed Equipment Utilization Schedule;<br>5. Duly signed Organizational Chart for the Project; and Construction Safety and Health Program approved by the DOLE, and other acceptable tools of project scheduling |

# *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

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

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

## 4. The Contractor's Obligations

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

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

## 5. Performance Security

5.1. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR.

5.2. The Contractor, by entering into the Contract with the Procuring Entity, acknowledges the right of the Procuring Entity to institute action pursuant to RA No. 3688 against any subcontractor be they an individual, firm, partnership, corporation, or association supplying the Contractor with labor, materials and/or equipment for the performance of this Contract.

## 6. Site Investigation Reports

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

## 7. Warranty

7.1. In case the Contractor fails to undertake the repair works under Section 62.2.2 of the 2016 revised IRR, the Procuring Entity shall forfeit its performance security, subject its property(ies) to attachment or garnishment proceedings, and perpetually disqualify it from participating in any public bidding. All payables of the GOP in his favor shall be offset to recover the costs.

7.2. The warranty against Structural Defects/Failures, except that occasioned-on force majeure, shall cover the period from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity. Specific duration of the warranty is found in the **SCC**.

## 8. Liability of the Contractor

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

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

## 9. Termination for Other Causes

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

## 10. Dayworks

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

## 11. Program of Work

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

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

## 12. Instructions, Inspections and Audits

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

## 13. Advance Payment

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

## 14. Progress Payments

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

## 15. Operating and Maintenance Manuals

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

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

# *Section V. Special Conditions of Contract*

## 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.

# Special Conditions of Contract

| GCC Clause | |
|---|---|
| 2 | Completion Period: The project shall be completed within Two Hundred (200) calendar days from receipt of the Notice to Proceed to be issued by PEZA. |
| 4.1 | Upon receipt of the Notice to Proceed, the Contractors Representative shall immediately coordinate with the PEZA-BCEZ Engineering and Maintenance Division for instruction/briefing prior to project implementation |
| 5 | Notes:<br>a. Performance Security (in the form of surety bond) issued by a private insurance firm is acceptable provided that the said firm is duly authorized by the Insurance Commission (IC) to issue surety bonds and has not been issued a cease or desist order from the IC or is currently not included in the blacklisted firms.<br>b. Furthermore, surety bond with the following or similar condition/phrase shall not be accepted:<br>i. "In case of default of the principal, this bond shall only answer for the difference in the bid price of the winning bidder and that of the next lowest complying bidder or that of the new winning bidder in case of rebidding plus necessary expenses incurred by the obligee in the re-bidding which liability shall in no case exceed the amount of the bond";<br>ii. "that the amount of liability of the surety under this bond is limited to the actual loss or damage sustained and duly proven by the obligee"; or<br>iii. "it is hereby further agreed and understood that no action at law or equity shall be brought against the surety under this bond unless the same is brought before a competent court within one year from the date said written notice of any existing obligation is received by the surety, as herein stipulated."<br>c. The contract awardee undertakes that, for its own account, it shall cause the extension of the validity of the performance security when the implementation of the awarded contract has not yet been accepted. |
| 6 | Site investigation reports are based on actual site inspection by the bidder's representative in coordination with *Engr. JC King B. Manansala and Ar. Anjee Anne D. Montero* to determine if there are differences between the actual site conditions and the details presented in the bidding documents. |
| 7.2 | The warranty against Structural Defects/Failures, except that occasioned on force majeure, shall cover the period of fifteen (15) years from the date of issuance of the Certificate of Final Acceptance by PEZA |

| | |
|---|---|
| 10 | *Not Applicable* |
| 11.1 | The Contractor shall submit the Program of Work to the Procuring Entity's Representative within five (5) days of delivery of the Notice of Award. |
| 11.2 | The amount to be withheld for late submission of an updated Program of Work is one percent (1%) of the progress billing. |
| 13 | Upon written request of the contractor, and subject to the requirements in Annex "E" of the 2016 revised IRR of RA No. 9184, advance payment in amount not exceeding fifteen percent (15%) of the total contract price shall be made in one (1) lump sum payment. |
| 14 | The first Progress Payment shall be paid only upon completion of at least 20% of the work and certified by the Procuring Entity's Representative.<br>• Should be accomplished using the contractor's letterhead;<br>Materials and equipment delivered on the site but not completely put in place **shall not** be included for payment. |
| 15.1 | The following documents shall be submitted by the Contractor and it shall include the submission of complete and final "As-Built Drawings":<br>1. One (1) set of original copy in 20" x 30" sheets (drawn on a tracing paper) signed and sealed by the contractor, supervising project engineer / architect / electrical engineer as applicable;<br>2. One (1) set of blue printed copies of document one (1).<br>3. Complete set of electronic files in USB Thumb Drive of "AS-BUILT PLANS" in PDF and CAD format;<br>4. Complete set of electronic and printed copies of colored photos in jpeg-format with date and time stamp demonstrating before, during, and after construction works<br>The period, by which above-cited documents are required to be submitted, shall be within ten (10) calendar days prior to the issuance of Certificate of Completion |
| 15.2 | Release of Final Payment shall be made only upon the submission of the "As-Built Drawings" by the Contractor and issuance of Certificate of Completion as recommended by PEZA-BCEZ's authorized representative/s or End User of the project and subject to the approval of the signatory of the Contract or the Head of the Procuring Entity. |

# *Section VI. Specifications*

The latest and current DPWH Standard Specifications for Public Works and Highways ("Blue Book") shall be adopted for the implementation of the project unless otherwise specified herein.

All Materials to be used must be **BRAND NEW**.

In particular, Volume II of the Blue Book shall be used if the Contract pertains to Highways, Bridges, and Airports. Volume III of the Blue Book shall be used if the Contract pertains to Buildings, Flood Control and Drainage, or Water Supply. The Blue Book incorporates standards of the American Association of State Highway and Transportation Officials (AASHTO), American Society for Testing and Materials (ASTM), and American Concrete Institute (ACI), among others, pertaining to construction.

Additional specification per Item of Work:

**Item A.1. – Clearing and Grubbing**

This item shall consist of clearing, grubbing, removing, and disposing of all vegetation and debris as designated in the Contract, except those objects that are designated to remain in place or are to be removed in consonance with other provisions of this Specification. The work shall also include the preservation from injury or defacement of all objects designated to remain.

Quantity and Unit: 73.51 sq.m.

Material(s) to be used:

1. None.

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item A.2. – Removal of Existing Canopy and Railings (to be Relocated)**

This Item shall consist of the removal wholly or in part, and satisfactory disposal of all buildings, fences, structures, old pavements, abandoned pipelines, and any other obstructions which are not designated or permitted to remain, except for the obstructions to be removed and disposed of under other items in the Contract. It shall also include the salvaging of designated materials and backfilling the resulting trenches, holes, and pits.

In this item, the materials removed/dismantled shall be relocated as specified in the plans or as instructed by the Project in Charge.

Quantity and Unit: 1 lot

Material(s) to be used:

1. None.

Equipment to be used:

1. Welding Machine (Electric Driven – 500AMP) and/or
2. Oxygen and Acetylene with Cutting Outfit
3. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item A.3. – Removal of Existing Structures (Masonry/Drywall/Roofing – With Hauling)**

This Item shall consist of the removal wholly or in part, and satisfactory disposal of all buildings, fences, structures, old pavements, abandoned pipelines, and any other obstructions which are not designated or permitted to remain, except for the obstructions to be removed and disposed of under other items in the Contract. It shall also include the salvaging of designated materials and backfilling the resulting trenches, holes, and pits.

In this item, the masonry walls removed may be used in the embankment for leveling the ground in this project (@ EMD Office extension and Fire Exit Stairs) otherwise, it shall be hauled out. Also, the drywall and roofing materials shall be turned over to the PEZA-BCEZ.

Quantity and Unit: 79.15 sq.m.

Material(s) to be used:

1. None.

Equipment to be used:

1. Cargo/Service Truck (at least 2-5 mt, 3 cu.m.)
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item A.4. – Removal of Existing Structures (Windows – to be re-used)**

This Item shall consist of the removal wholly or in part, and satisfactory disposal of all buildings, fences, structures, old pavements, abandoned pipelines, and any other obstructions which are not designated or permitted to remain, except for the obstructions to be removed and disposed of under other items in the Contract. It shall also include the salvaging of designated materials and backfilling the resulting trenches, holes, and pits.

In this item, the removed windows shall be re-used/relocated as specified in the plans or as instructed by the Project in Charge otherwise, the removed windows shall be turned over to the PEZA-BCEZ.

Of the eight (8) windows to be removed, seven (7) windows will be re-used, and the remaining one (1) shall be turned over to PEZA-BCEZ.

Quantity and Unit: 8 unit

Material(s) to be used:

1. None.

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item A.5. – Removal of Existing Structures (Doors – to be re-used)**

This Item shall consist of the removal wholly or in part, and satisfactory disposal of all buildings, fences, structures, old pavements, abandoned pipelines, and any other obstructions which are not designated or permitted to remain, except for the obstructions to be removed and disposed of under other items in the Contract. It shall also include the salvaging of designated materials and backfilling the resulting trenches, holes, and pits.

In this item, the removed doors (wood and aluminum with accessories), jamb, hinges, and door knobs shall be re-used/relocated as specified in the plans or as instructed by the Project in Charge otherwise, the removed doors, jambs, hinges, and door knobs shall be turned over to the PEZA-BCEZ.

**Note:**

Of the five (5) doors to be removed, only the aluminum glass door will be re-used. The remaining four (4) shall be turned over to PEZA-BCEZ.

Quantity and Unit: 5 each

Material(s) to be used:

1. None.

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item A.6. – Removal of Existing Structures (Stone Cladding/Stone Decors – to be re-used)**

This Item shall consist of the removal wholly or in part, and satisfactory disposal of all buildings, fences, structures, old pavements, abandoned pipelines, and any other obstructions which are not designated or permitted to remain, except for the obstructions to be removed and disposed of under other items in the Contract. It shall

also include the salvaging of designated materials and backfilling the resulting trenches, holes, and pits.

In this item, the removed stone claddings/stone decors shall be re-used/relocated as specified in the plans or as instructed by the Project in Charge otherwise, the removed stone claddings/stone decors shall be hauled to the PEZA-BCEZ designated area.

Quantity and Unit: 36.38 sq.m.

Material(s) to be used:

1. None.

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item A.7. – Removal of Existing Structures (Vinyl Tiles including Floor Chipping – with Hauling)**

This Item shall consist of the removal wholly or in part, and satisfactory disposal of all buildings, fences, structures, old pavements, abandoned pipelines, and any other obstructions which are not designated or permitted to remain, except for the obstructions to be removed and disposed of under other items in the Contract. It shall also include the salvaging of designated materials and backfilling the resulting trenches, holes, and pits.

In this item, the removed vinyl tiles shall be hauled and properly disposed by the contractor.

Quantity and Unit: 266.40 sq.m.

Material(s) to be used:

1. None.

Equipment to be used:

1. Cargo/Service Truck (at least 2-5mt, 3cu.m.)
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item A.8. – Removal of Existing Structures (Ceilings including Electrical Fixtures, etc.)**

This Item shall consist of the removal wholly or in part, and satisfactory disposal of all buildings, fences, structures, old pavements, abandoned pipelines, and any other obstructions which are not designated or permitted to remain, except for the obstructions to be removed and disposed of under other items in the Contract. It shall also include the salvaging of designated materials and backfilling the resulting trenches, holes, and pits.

In this item, the removed ceilings, electrical fixtures, etc. shall be turned over to the PEZA-BCEZ.

Quantity and Unit: 558.78 sq.m.

Material(s) to be used:

1. None.

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item B.1. – Manual Structural Excavation (Common Soil including Breaking of Concrete Slab)**

This Item shall consist of the necessary excavation for the foundation of bridges, culverts, underdrains, and other structures not otherwise provided for in the Specifications. Except as otherwise provided for pipe culverts, the backfilling of completed structures and the disposal of all excavated surplus materials shall be in accordance with these Specifications and reasonably close conformity with the Plans or as established by the Project in Charge.

This Item shall include the necessary diverting of live streams, bailing, pumping, draining, sheeting, bracing, and the necessary construction of cribs and cofferdams, and furnishing the materials, therefore, and the subsequent removal of cribs and cofferdams and the placing of all necessary backfill.

It shall also include the furnishing and placing of approved foundation fill material to replace unsuitable material encountered below the foundation elevation of structures.

No allowance will be made for the classification of different types of material encountered.

In this item, the excavated materials shall be used in the embankment for the foundation fill and leveling off the ground surface for this project otherwise, it shall be hauled and properly disposed by the contractor.

Quantity and Unit: 44.68 cu.m.

Material(s) to be used:

1. None.

Equipment to be used:

1. Jackhammer (800 impacts per minute)
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

## Item B.2. – Manual Structural Excavation (Hard Rock)

This Item shall consist of the necessary excavation for the foundation of bridges, culverts, underdrains, and other structures not otherwise provided for in the Specifications. Except as otherwise provided for pipe culverts, the backfilling of completed structures and the disposal of all excavated surplus materials shall be in accordance with these Specifications and in reasonably close conformity with the Plans or as established by the Project in Charge.

This Item shall include the necessary diverting of live streams, bailing, pumping, draining, sheeting, bracing, and the necessary construction of cribs and cofferdams, and furnishing the materials, therefore, and the subsequent removal of cribs and cofferdams and the placing of all necessary backfill.

It shall also include the furnishing and placing of approved foundation fill material to replace unsuitable material encountered below the foundation elevation of structures.

No allowance will be made for the classification of different types of material encountered.

**Note:**

For this item, the excavated materials (rocks/boulders) shall be used in the Stone Masonry item. However, if upon excavation the existing rock formation/boulder is found to be stable and suitable as a foundation, the rock formation/boulder will be retained and stepped/chipped to serve as the footing of the proposed stone masonry.

Quantity and Unit: 6.36 cu.m.

Material(s) to be used:

1. None.

Equipment to be used:

1. Jackhammer (at least 800 impacts per minute)
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item B.3. – Gravel Bedding**

This item shall consist of the placing of gravel bedding in accordance with this Specification and conformity with the lines, grades, and dimensions shown on the Plans or established by the Project in Charge.

Quantity and Unit: 10.74 cu.m.

Material(s) to be used:

1. 11.28 cu.m. (with 5% Shrinkage Factor) of Gravel size of ¾" – 1".

Equipment to be used:

1. Plate Compactor (400-500 Gasoline Engine, 5HP)
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item B.4. – Embankment From Structural Excavation (Common Soil)**

This Item shall consist of the construction of the embankment in accordance with this Specification and in conformity with the lines, grades, and dimensions shown on the Plans or established by the Project in Charge.

Quantity and Unit: 46.95 cu.m.

Material(s) to be used:

1. 58.69 cu.m. (with 25% shrinkage factor) from the demolition materials in the masonry wall and excavated soil from the foundations and tie beams.

Equipment to be used:

1. Plate Compactor (at least 5HP)
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.1. – Structural Concrete Class A, 3,500 psi @ 28 Days (Manual – One Bagger Mixer)**

This Item shall consist of furnishing, bending, placing, and finishing concrete in all structures except pavements in accordance with this Specification and conforming to the lines, grades, and dimensions shown on the Plans. Concrete shall consist of a mixture of Portland Cement, fine aggregate, coarse aggregate, admixture when specified, and water mixed in the proportions specified or approved by the Project in Charge.

Quantity and Unit: 30.73 cu.m.

Material(s) to be used:

1. Portland Cement
2. Coarse Aggregate (Crushed Stone) (See table below)

Grading Requirements for Coarse Aggregate

| Sieve Designation | | Mass Percent Passing | | | | |
|---|---|---|---|---|---|---|
| Standard Mm | Alternate US Standard | Class A | Class B | Class C | Class P | Class Seal |
| 63 | 2-1/2” | 100 | 100 | 100 | 100 | 100 |
| 50 | 2” | 95 – 100 | 95 – 100 | 90 – 100 | 95 – 100 | 95 – 100 |
| 37.5 | 1-1/2” | - | - | 40 – 70 | - | - |
| 25 | 1” | 35 – 70 | 35 – 70 | 0 – 15* | 20 – 55 | 25 – 60 |
| 19.0 | ¾” | - | - | | 0 – 10* | - |
| 12.5 | ½” | 10 – 30 | 10 – 30 | | | 0 – 10* |
| 9.5 | 3/8” | 0 - 5 | - 0 - 5 | | | |
| 4.75 | No.4 | | | | | |

* The measured cement content shall be within plus (+) or minus (-) 2 mass percent of the design cement content.

3. Fine Aggregate (See table below)

Grading Requirements for Fine Aggregate

| Sieve Designation | Mass Percentage Passing |
|---|---|
| 9.5mm (3/8”) | 100 |
| 4.75mm (No. 4) | 95-100 |
| 2.36mm (No.8) | - |
| 1.18mm (No.16) | 45-80 |
| 0.60mm (No. 30) | - |
| 0.30mm (No. 50) | 5-30 |
| 0.15mm (No.100) | 0-10 |

4. Clean/Potable Water

Equipment to be used:

1. At least One Bagger Mixer (4-6 cu.ft. per minute)

2. Concrete Vibrator (Flexible Shaft Type 2" diam. Head with 5 Amperes Gasoline Drive Unit)
3. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.2. – Structural Concrete Class B, 3,000 psi @ 28 Days (Manual – One Bagger Mixer)**

This Item shall consist of furnishing, bending, placing, and finishing concrete in all structures except pavements in accordance with this Specification and conforming to the lines, grades, and dimensions shown on the Plans. Concrete shall consist of a mixture of Portland Cement, fine aggregate, coarse aggregate, admixture when specified, and water mixed in the proportions specified or approved by the Project in Charge.

Quantity and Unit: 13.12 cu.m.

Material(s) to be used:

1. Portland Cement
2. Coarse Aggregate (Crushed Stone) (See table below)

Grading Requirements for Coarse Aggregate

| Sieve Designation | | Mass Percent Passing | | | | |
|---|---|---|---|---|---|---|
| Standard Mm | Alternate US Standard | Class A | Class B | Class C | Class P | Class Seal |
| 63 | 2-1/2" | 100 | 100 | 100 | 100 | 100 |
| 50 | 2" | 95 – 100 | 95 – 100 | 90 – 100 | 95 – 100 | 95 – 100 |
| 37.5 | 1-1/2" | - | - | 40 – 70 | - | - |
| 25 | 1" | 35 – 70 | 35 – 70 | 0 – 15* | 20 – 55 | 25 – 60 |
| 19.0 | ¾" | - | - | | 0 – 10* | - |
| 12.5 | ½" | 10 – 30 | 10 – 30 | | | 0 – 10* |
| 9.5 | 3/8" | 0 - 5 | - 0 - 5 | | | |
| 4.75 | No.4 | | | | | |

* The measured cement content shall be within plus (+) or minus (-) 2 mass percent of the design cement content.

3. Fine Aggregate (See table below)

Grading Requirements for Fine Aggregate

| Sieve Designation | Mass Percentage Passing |
|---|---|
| 9.5mm (3/8") | 100 |
| 4.75mm (No. 4) | 95-100 |
| 2.36mm (No.8) | - |
| 1.18mm (No.16) | 45-80 |
| 0.60mm (No. 30) | - |
| 0.30mm (No. 50) | 5-30 |
| 0.15mm (No.100) | 0-10 |

4. Clean/Potable Water

Equipment to be used:

1. At least One Bagger Mixer (4-6 cu.ft. per minute)
2. Concrete Vibrator (Flexible Shaft Type 2" diam. Head with 5 Amperes Gasoline Drive Unit)
3. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.3. – Reinforcing Steel Bars, Grade 60**

This Item shall consist of furnishing, bending, fabricating, and placing of steel reinforcement of the type, size, shape, and grade required in accordance with this Specification and in conformity with the requirements shown on the Plans or as directed by the Project in Charge.

Quantity and Unit: 3,310.02 kgs.

Material(s) to be used:

1. Reinforcing Steel Bars, Deformed, Grade 60 (16mm and above diameter)
2. G.I. Tie Wire #16

Equipment to be used:

1. Bar Cutter (Capable of cutting at least 25mm diameter RSB)
2. Bar Bender (Capable of bending at least 25mm diameter RSB)

3. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities.

**Item C.4. – Reinforcing Steel Bars, Grade 40**

This Item shall consist of furnishing, bending, fabricating, and placing of steel reinforcement of the type, size, shape, and grade required in accordance with this Specification and in conformity with the requirements shown on the Plans or as directed by the Project in Charge.

Quantity and Unit: 3,737.02 kgs.

Material(s) to be used:

1. Reinforcing Steel Bars, Deformed, Grade 40 (12mm and below diameter)
2. G.I. Tie Wire #16

Equipment to be used:

1. Bar Cutter (Capable of cutting at least 25mm diameter RSB)
2. Bar Bender (Capable of bending at least 25mm diameter RSB)
3. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities.

**Item C.5. – Structural Steel Roof Truss**

This work shall consist of steel structures and the steel structure portions of composite structures, constructed in reasonably close conformity with the lines, grades, and dimensions shown on the Plans or established by the Project in Charge.

Quantity and Unit: 683.27 kgs.

Material(s) to be used:

1. Structural Steel – 2”x2”x3mm Angle Bars
2. E-6011 Welding Rod/Electrode
3. Consumables

Equipment to be used:

1. Welding Machine
2. Oxygen and Acetylene with Cutting Outfit
3. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities.

**Item C.6. – Structural Steel Purlins (Roof-including stopper/cleats)**

This work shall consist of steel structures and the steel structure portions of composite structures, constructed in reasonably close conformity with the lines, grades, and dimensions shown on the Plans or established by the Project in Charge.

Quantity and Unit: 448.85 kgs.

Material(s) to be used:

1. Structural Steel – 4”x2”x1.5mm C-Purlins
2. 1”x1”x3mm Angle Bar – cleats/stoppers
3. E-6011 Welding Rod/Electrodes
4. Consumables

Equipment to be used:

1. Welding Machine
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities.

**Item C.7. – Structural Steel Soffit Frame**

This work shall consist of steel structures and the steel structure portions of composite structures, constructed in reasonably close conformity with the lines, grades, and dimensions shown on the Plans or established by the Project in Charge.

Quantity and Unit: 205.82 kgs.

Material(s) to be used:

1. Structural Steel – 1.5”x1.5”x3mm Angle Bar
2. 1.5”x1.5”x3mm Flat Bar
3. E-6011 Welding Rod/Electrodes
4. Consumables

Equipment to be used:

1. Welding Machine
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities.

**Item C.8. – Insulation Foam (Roof-10mm 2-sided Insulation)**

This Item shall consist of furnishing all plant equipment, tools, materials, and labor required

to properly perform and complete the pre-painted metal roofing, together with related accessories

such as ridge/hip rolls, insulation, valleys, gutters, and flashing, when called for on Plans all in conformity with his Specifications.

Quantity and Unit: 91.10 sq.m.

Material(s) to be used:

1. 10mm 2-sided Insulation Foam
2. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities.

**Item C.9. – Pre-painted Metal Sheets (Rib Type, Long Span, 0.5mm thick)**

This Item shall consist of furnishing all plant equipment, tools, materials, and labor required

to properly perform and complete the pre-painted metal roofing, together with related accessories

such as ridge/hip rolls, insulation, valleys, gutters, and flashing, when called for on Plans all in conformity with his Specifications.

Quantity and Unit: 92.02 sq.m.

Material(s) to be used:

1. Pre-painted Metal Sheet (Rib Type, Long Span, 0.5mm thickness)
2. 1 ½" Tekscrew (Metal)
3. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities.

**Item C.10. – Pre-painted Metal Sheets (Roof – Wall Flashing, 0.5mm thickness)**

This Item shall consist of furnishing all plant equipment, tools, materials, and labor required

to properly perform and complete the pre-painted metal roofing, together with related accessories

such as ridge/hip rolls, insulation, valleys, gutters, and flashing, when called for on Plans all in conformity with his Specifications.

Quantity and Unit: 21.41 ln.m.

Material(s) to be used:

1. Pre-painted Metal Wall Flashing, 0.5mm thickness
2. Aluminum Blind Rivets 5/32" diameter x ¾" length
3. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.11. – Pre-painted Metal Sheets (Roof – Fascia Cover/Moulding, 0.5mm thickness)**

This Item shall consist of furnishing all plant equipment, tools, materials, and labor required

to properly perform and complete the pre-painted metal roofing, together with related accessories

such as ridge/hip rolls, insulation, valleys, gutters, and flashing, when called for on Plans all in conformity with his Specifications.

Quantity and Unit: 33.33 ln.m.

Material(s) to be used:

1. Pre-painted Metal Fascia Cover/Moulding, 0.5mm thickness
2. Aluminum Blind Rivets 5/32" diameter x ¾" length
3. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.12. – Pre-painted Metal Sheets (Roof – End Flashing, 0.5mm thickness)**

This Item shall consist of furnishing all plant equipment, tools, materials, and labor required

to properly perform and complete the pre-painted metal roofing, together with related accessories

such as ridge/hip rolls, insulation, valleys, gutters, and flashing, when called for on Plans all in conformity with his Specifications.

Quantity and Unit: 13.25 ln.m.

Material(s) to be used:

1. Pre-painted Metal End Flashing, 0.5mm thickness
2. Aluminum Blind Rivets 5/32" diameter x ¾" length
3. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.13. – Pre-painted Metal Sheets (Roof – Ridge Roll, 0.5mm thickness)**

This Item shall consist of furnishing all plant equipment, tools, materials, and labor required

to properly perform and complete the pre-painted metal roofing, together with related accessories

such as ridge/hip rolls, insulation, valleys, gutters, and flashing, when called for on Plans all in conformity with his Specifications.

Quantity and Unit: 6.72 ln.m.

Material(s) to be used:

1. Pre-painted Metal Ridge Roll, 0.5mm thickness
2. Aluminum Blind Rivets 5/32" diameter x ¾" length
3. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.14. – Pre-painted Metal Sheets (Roof – Gutter, 0.5mm thickness including Down Spout)**

This Item shall consist of furnishing all plant equipment, tools, materials, and labor required

to properly perform and complete the pre-painted metal roofing, together with related accessories

such as ridge/hip rolls, insulation, valleys, gutters, and flashing, when called for on Plans all in conformity with his Specifications.

Quantity and Unit: 19.03 ln.m.

Material(s) to be used:

1. Pre-painted Metal - 24" Spanish Gutter, 0.5mm thickness
2. Aluminum Blind Rivets 5/32" diameter x ¾" length
3. 2" PVC Sanitary Pipe S1000
4. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.15. – Pre-painted Metal Sheets (6" Perforated Metal Spandrel, 0.4mm thickness)**

This Item shall consist of furnishing all plant equipment, tools, materials, and labor required

to properly perform and complete the pre-painted metal roofing, together with related accessories

such as ridge/hip rolls, insulation, valleys, gutters, and flashing, when called for on Plans all in conformity with his Specifications.

Quantity and Unit: 154.00 ln.m.

Material(s) to be used:

1. Pre-painted Metal - 6" Perforated Metal Spandrel, 0.4mm thickness
2. 10mm x 20mm Metal Wall Angle
3. Aluminum Blind Rivets 5/32" diameter x ¾" length
4. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.16. – Metal Structure (2" G.I. Pipe, Schedule 40 - Stairs)**

This work shall consist of steel structures and the steel structure portions of composite structures, constructed in reasonably close conformity with the lines, grades, and dimensions shown on the Plans or established by the Project in Charge.

Quantity and Unit: 11.60 ln.m.

Material(s) to be used:

1. 2" G.I. Pipe, Schedule 40

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.17. – Metal Structure (1 ½" G.I. Pipe, Schedule 40 – Stairs - Railings)**

This work shall consist of steel structures and the steel structure portions of composite structures, constructed in reasonably close conformity with the lines, grades, and dimensions shown on the Plans or established by the Project in Charge.

Quantity and Unit: 20.10 ln.m.

Material(s) to be used:

1. 1 ½" G.I. Pipe, Schedule 40
2. E-6011 Welding Rod/Electrodes
3. Consumables

Equipment to be used:

1. Welding Machine
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.18. – Metal Structure (2" x 2" Tubular – Stairs - Roof)**

This work shall consist of steel structures and the steel structure portions of composite structures, constructed in reasonably close conformity with the lines, grades, and dimensions shown on the Plans or established by the Project in Charge.

Quantity and Unit: 59.51 ln.m.

Material(s) to be used:

1. 2" x 2" x 1.5mm Tubular
2. E-6011 Welding Rod/Electrodes
3. Consumables

Equipment to be used:

1. Welding Machine
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.19. – Metal Structure (Assorted Tubular and Flat Bar – Railings - Balcony)**

This work shall consist of steel structures and the steel structure portions of composite structures, constructed in reasonably close conformity with the lines, grades, and dimensions shown on the Plans or established by the Project in Charge.

Quantity and Unit: 256.96 kgs.

Material(s) to be used:

1. 2" x 2" x 1.5mm Tubular
2. 2" x 1" x 1.5mm Tubular
3. 1" x 1" x 1.5mm Tubular
4. 1" x 3mm Flat Bar
5. E-6011 Welding Rod/Electrodes
6. Consumables

Equipment to be used:

1. Welding Machine
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.20. – 3mm Solid Polycarbonate Sheet (Clear, Including Connectors – Stairs - Roof)**

This Item shall consist of furnishing all plant equipment, tools, materials, and labor required

to properly perform and complete the pre-painted metal roofing, together with related accessories

such as ridge/hip rolls, insulation, valleys, gutters, and flashing, when called for on Plans all in conformity with his Specifications.

Quantity and Unit: 6.80 ln.m.

Material(s) to be used:

1. 3mm Solid Polycarbonate (Clear)
2. 3mm Clear Polycarbonate Connector
3. 1" x 1/18" Aluminum Flat Bar (used as washer)
4. 1" Tekscrew (Metal)
5. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.21. – Stone Masonry**

This Item shall consist of stone masonry in minor structures, in headwalls for culverts, in retaining walls at the toes of slopes, and at other places called for on the Plans, constructed on the prepared foundation bed, in accordance with this Specification and in conformity with the lines, grades, sections, and dimensions shown on the Plans or as ordered in writing by the Project in Charge.

In this item, as stated in Item B.2. Manual Structural Excavation (Hard Rock):

For this item, the excavated materials (rocks/boulders) shall be used in the Stone Masonry item. However, if upon excavation the existing rock formation/boulder is found to be stable and suitable as foundation, the rock formation/boulder will be retained and stepped/chipped to serve as the foundation of the proposed stone masonry

Quantity and Unit: 30.54 cu.m.

Material(s) to be used:

1. Portland Cement (5.5 bags per cu.m.)
2. Crushed Sand (0.3cu.m. per cu.m.)
3. Gravel Fill (For Weep Holes - Filter)
4. 2" PVC Sanitary Pipe, S1000 (Weep Holes)
5. Filter Cloth (For Weep Holes – Filter)

6. Boulders (shall be clean, hard, durable, and size will not be less than 150mm thickness) - River Stone/Boulder
7. Consumables

Equipment to be used:

1. At least One Bagger Mixer (4-6 cu.ft. per minute)
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.22. – Relocation of Canopy**

This work shall consist of steel structures and the steel structure portions of composite structures, constructed in reasonably close conformity with the lines, grades, and dimensions shown on the Plans or established by the Project in Charge.

Quantity and Unit: 1 lot

Material(s) to be used:

1. Portland Cement
2. Coarse Aggregate
3. Fine Aggregate
4. E-6011 Welding Rod/Electrodes
5. Consumables

Equipment to be used:

1. Welding Machine
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item C.23. – Formworks and Falseworks**

This work shall consist of erecting, fabricating, and dismantling formworks and falseworks in close conformity with the lines, grades, and dimensions shown on the Plans or established by the Project in Charge.

All formworks (phenolic and good lumber) after the construction/project shall be turned over to PEZA-BCEZ.

Quantity and Unit: 231.26 sq.m.

Material(s) to be used:

1. 4’ x 8’ x 3/4” Phenolic Board
2. Good Lumber
3. Assorted Nails
4. Consumables

Equipment to be used:

1. 1 Full Set of Metal/Steel Scaffoldings that Covers 205sq.m.
    - H Frame 1.7m x 1.2m, 1 set covers the following:
        a. H Frames
        b. Diagonal Cross Braces
        c. Horizontal Braces
        d. Joint Pins
    - Shoring Jack, 3.8m Full Extension
    - Adjustable U-Head Jack, 0.6m
    - Adjustable Base Jack, 0.6m
    - 1 ½" G.I. Pipe x 6m
    - 1 ½" G.I. Pipe x 4m
    - 1 ½" G.I. Pipe x 3m
    - 1 ½" G.I. Pipe x 1m
    - Tie Rod x 0.6m
    - Round Wing Nut
2. Minor Tools

Payment will be made based on Bill of Quantities

**Item D.1. – Masonry Works – 150mm CHB including Reinforcing Steel**

This item shall consist of furnishing and installing 150mm CHB Walls including its reinforcing steel in the area indicated on the Plans and in conformity with this Specification.

Quantity and Unit: 121.15 sq.m.

Material(s) to be used:

1. 150mm (6") CHB
2. Portland Cement (1.5 bags per sq.m.)
3. Fine Aggregates (0.04 cu.m. per sq.m.)
4. Reinforcing Steel Bars, Deformed 12mm diam. (Grade 40)
5. G.I. Tie Wire #16

Equipment to be used:

1. At least One Bagger Mixer (4-6 cu.ft. per minute)
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.2. – Masonry Works – 100mm CHB including Reinforcing Steel**

This item shall consist of furnishing and installing 100mm CHB Walls including its reinforcing steel in the area indicated on the Plans and in conformity with this Specification.

Quantity and Unit: 24.68 sq.m.

Material(s) to be used:

1. 100mm (4") CHB
2. Portland Cement (0.53 bags per sq.m.)
3. Fine Aggregates (0.04 cu.m. per sq.m.)
4. Reinforcing Steel Bars, Deformed 12mm diam. (Grade 40)
5. G.I. Tie Wire #16

Equipment to be used:

1. At least One Bagger Mixer (4-6 cu.ft. per minute)
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.3. – Carpentry Works – 4.5mm Fiber Cement Board on Metal Frame Double Wall Partition**

This item shall consist of furnishing and installing a Drywall/Fiber Cement Board on Metal Frame in the area indicated on the Plans and in conformity with this Specification.

Quantity and Unit: 45.33 sq.m.

Material(s) to be used:

1. 4.5mm x 4' x 8' Fiber Cement Board
2. 32mm x 64mm x 0.6mm thick Metal Studs
3. Aluminum Blind Rivets 5/32" diameter x ¾" length
4. 1" Metal Screws
5. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.4. – Masonry Works – Cement Plaster Finish**

This item shall consist of furnishing and installing Cement Plaster Finish in the area indicated on the Plans and in conformity with this Specification.

Quantity and Unit: 291.63 sq.m.

Material(s) to be used:

1. Portland Cement (0.33 bags per sq.m.)
2. Fine Aggregates (0.027 cu.m. per sq.m.)

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.5. – Masonry Works – Stone Cladding/Stone Decors**

This item shall consist of furnishing and installing Stone Decor in the area indicated on

the Plans and in conformity with this Specification.

In this item, as stated in Item A.6. – Removal of Existing Structures (Stone Cladding/Stone Decors – to be re-used):

In this item, the removed stone claddings/stone decors shall be re-used/relocated as specified in the plans or as instructed by the Project in Charge otherwise, the removed stone claddings/stone decors shall be hauled to the PEZA-BCEZ designated area.

Quantity and Unit: 84.52 sq.m.

Material(s) to be used:

1. Portland Cement
2. Fine Aggregates
3. Stone Decoration

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.6. – Unglazed Tiles**

This Item shall consist of furnishing all ceramic tiles and cementitious materials, tools and equipment including labor required in undertaking the proper installation of walls and floor tiles as shown on the Plans and in accordance with this Specification.

Quantity and Unit: 329.89 sq.m.

Material(s) to be used:

1. 30cm x 30cm Unglazed Tiles (color and design as indicated in the plans)
2. Portland Cement
3. Fine Aggregates
4. Tile Grout
5. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.7. – Wood Tiles (Narra Wood Tiles)**

This item shall consist of furnishing and installing of wood tiles on the area indicated on

the Plans and in conformity with this Specification.

Quantity and Unit: 35.25 sq.m.

Material(s) to be used:

1. Narra Wood Tiles (color and design as indicated in the plans)
2. Wood Glue Adhesive
3. Portland Cement
4. Fine Aggregates
5. Polyurethane Floor Varnish Sealer
6. Polyurethane Floor Varnish Topcoat
7. Polyurethane Reducer
8. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.8. – Carpentry Works – Acoustic/Fine Fissured Tiles on Metal Frame Ceiling**

This Item shall consist of furnishing and installing acoustical ceiling materials, tool, labor

and equipment necessary as shown on the Plans and Specifications.

Quantity and Unit: 629.10 sq.m.

Material(s) to be used:

1. 2′ x 4′ Acoustic/Fine Fissured Tiles (Will be cut into two (2) – 2′ x 2′)
2. 19mm x 50mm x 0.5m thick Double Furring
3. 12mm x 38mm x 0.7mm thick Carrying Channel
4. 8mm Hanger Bars/Rod
5. Channel Clips
6. 25mm x 25mm x 0.4mm thick Wall Angle
7. Aluminum Blind Rivets 5/32″ diameter x ¾″ length
8. 1″ Metal Screws
9. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.9. – Painting Works - Metal**

This Item shall consist of furnishing all paint materials, varnish, and other related products, labor, tools, equipment, and plant required in undertaking the proper application of painting, varnishing, and related works indicated on the Plans and in accordance with this Specification.

In this item, all metal works shall be painted with 2 coats of Red Oxide Primer. Additional paint shall be indicated in the plans or as instructed by the Project in Charge.

Quantity and Unit: 93.81 sq.m.

Material(s) to be used:

1. Red Oxide Primer
2. Enamel Paint (Color and design is indicated in the plans or as instructed by the Project in Charge)
3. Paint Thinner
4. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.10. – Painting Works - Masonry**

This Item shall consist of furnishing all paint materials, varnish, and other related products, labor, tools, equipment, and plant required in undertaking the proper application of painting, varnishing, and related works indicated on the Plans and in accordance with this Specification.

In this item, all masonry works shall be painted with 1 coat of Concrete Sealer/Primer and 2 coats of Semi-Gloss Latex. Additional paint shall be indicated in the plans or as instructed by the Project in Charge.

Quantity and Unit: 291.63 sq.m.

Material(s) to be used:

1. Concrete Neutralizer
2. Concrete Sealer/Primer
3. Patching Compound
4. Semi-Gloss Latex (Color and design is indicated in the plans or as instructed by the Project in Charge)
5. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.11. – Painting Works - Wood**

This Item shall consist of furnishing all paint materials, varnish, and other related products, labor, tools, equipment, and plant required in undertaking the proper application of painting, varnishing, and related works indicated on the Plans and in accordance with this Specification.

In this item, all wood works shall be painted with 1 coat of Flat Wall Enamel and 1 coat of Quick Dry Enamel. Additional paint shall be indicated in the plans or as instructed by the Project in Charge.

Quantity and Unit: 90.66 sq.m.

Material(s) to be used:

1. Glazing Putty
2. Flat Wall Enamel
3. Quick Dry Enamel (Color and design is indicated in the plans or as instructed by the Project in Charge)
4. Paint Thinner
5. Tinting Color
6. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.12. – Doors – Aluminum Glass Doors (2 – Doors – New)**

This Item shall consist of furnishing all aluminum glass door materials, labor, tools and equipment required in undertaking the proper installation as shown on the Plans and in accordance with this Specification.

Quantity and Unit: 3.57 sq.m.

Material(s) to be used:

1. Aluminum Glass Door, Analok Frame Finish, 10mm Tempered Glass
2. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.13. – Doors – Semi-Flush/Aluminum Doors with Door Jamb, Door Knob, and Hinges (4 Existing Doors to be Modified and to be Installed)**

This Item shall consist of furnishing all materials, hardware, plant, tools, labor, and services necessary for the complete fabrication and installation of wooden doors and windows of the type and size as shown on the Plans and in accordance with the following specifications.

In this item, the following are the scope of work:

- One (1) Aluminum Glass Door from the OZA office will be relocated/installed as indicated in the plans or as instructed by the Project in Charge.
- Three (3) Wooden Doors which will be provided by PEZA-BCEZ will be installed as indicated in the plans or as instructed by the Project in Charge.

Quantity and Unit: 4 pcs.

Material(s) to be used:

1. Existing doors removed and others will be provided by PEZA-BCEZ

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.14. – Doors – Fire Rated Fire Exit Steel Door with Door Jamb and Accessories**

This Item shall consist of furnishing and installing all fabricated steel doors and frames equipped with fixing accessories and locking devices in accordance with the Plans and/or shop drawings and as herein specified.

Quantity and Unit: 2.10 sq.m..

Material(s) to be used:

1. Fire Rated Fire Exit Steel Door, 100 x 210 Gauge 18 (44mm thick)
2. 2" x 4" Door Jamb Gauge 16 – 1.5 hours Fire Rated
3. Panic Device
4. Single Lever Lock
5. Hinges
6. Fire rated Fillers

Equipment to be used:

1. Welding Machine
2. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.15. – Windows – Aluminum Glass Windows (Sliding/Awning/Fixed) (6 Windows – New)**

This Item shall consist of furnishing all aluminum glass window materials, labor, tools and equipment required in undertaking the proper installation as shown on the Plans and in accordance with this Specification.

Quantity and Unit: 8.29 sq.m.

Material(s) to be used:

1. Aluminum Glass Windows, Analok Frame Finish, 8mm Ordinary Glass
2. Consumables

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item D.16. – Windows – (Aluminum/Steel) (7 Existing Windows to be Installed)**

This Item shall consist of furnishing all aluminum/steel glass window materials, labor, tools

and equipment required in undertaking the proper installation as shown on the Plans and in accordance with this Specification.

In this item, seven (7) of the removed windows shall be relocated/re-installed. This item is for the installation of windows only (labor of installation).

Quantity and Unit: 7 pcs.

Material(s) to be used:

1. Existing windows removed

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item E.1. – Electrical Rewiring (Including Chipping of Walls and Floors)**

This Item shall consist of the furnishing and installation of all wires and wiring devices consisting of electric wires and cables, wall switches, convenience receptacles, heavy duty receptacles and other devices shown on the approved Plans but not mentioned in these specifications.

Quantity and Unit: 1 lot

Material(s) to be used:

1. 6 Assembly of Premium Type Panel Box 2 Pole Bolt on Circuit Breakers - 4 Branches, Continuous copper busbar for better continuity, Non-combustible ABS Plastic Busbar cover to ensure more safety & prevent electric shock, Powder coated, oven baked

   Gauge #16 B.I. Sheet, with Main: 40A, Branches: 2-20A, 1-15A, 370 x 320 x 102 mm

2. 6 Assembly of Circuit Breaker, 40 Amperes, 2 Poles, Bolt-on Type 220V/240V Screw Type Terminal, INTERRUPTING CAPACITY: Ics=1.5kA Icu=3.0kA
3. EMT CONDUIT 3/4" 10 FEET LONG, (10ft.). Available in hot-dipped galvanized both inside and outside. Manufactured in accordance with ANSI C80.3. Electrical metallic tubing. UL Listed
4. EMT CONDUIT 1" 10 FEET LONG, (10ft.). hot-dipped galvanized both inside and outside. Manufactured in accordance with ANSI C80.3. Electrical metallic tubing. UL Listed
5. 3.5 mm² Stranded, Copper Building Wire Type, THHN/THWN - 2, Lead Free, Ampacity: 30A, 150m/box, virgin copper with 100% conductivity, PVC Insulation: Lead free and flame retardant, heat, moisture, gasoline and oil resistant
6. 2.0 mm² Stranded, Copper Building Wire Type, THHN/THWN - 2, Lead Free, Ampacity: 35 Amperes in air, 25 Amperes in raceway, 150m/box, virgin copper with 100% conductivity, PVC Insulation: Lead free and flame retardant, heat, moisture, gasoline and oil resistant
7. 8.0 mm² Stranded, Copper Building Wire Type, THHN/THWN - 2, Lead Free, Ampacity: 70A, 100m/box, virgin copper with 100% conductivity, PVC Insulation: Lead free and flame retardant, heat, moisture, gasoline and oil resistant
8. 72 units of Troffer Louver 2x18 recessed type multiline checkered 595mm x1195mm, SPECIFICATION:
   - Fitting Body (Mild Steel 0.5mm + Powder Coating)
   - Reflector (Material Anodized Aluminum)
   - Lamp Holder (YLI 505S, YLI 505H Material PC)
   - Plastic Mirror Bracket (Material ABS)
   - Crossbar (Material Anodized Aluminum T-Bar)
   - Connector (YLI SC3 Material Nylon)
   - Earth Base (D8mm x H10mm Material Brass)
   - Silicon Rubber (Heat Test Up to 150°C)
   - Degree of Protection: IP20
   - Type of Protection: Class 1
9. 144 pcs. of LED T8 tube 18 watts 1200mm int. driver non-dimmable Daylight 6000-6500k two-sided power
10. 16 pcs. of Battery Backup/jn5012A, Input Voltage:AC220-240 50/60Hz, charging time:24 hours Emergency Time:120 min Configure the light source: Led 220v, 20w
11. 4 pcs. of Wall type, LED, 18W, IP65, Material: aluminum + acrylic, Outdoor type, Dimension: 12.5cm x 12.5cm x 26cm, Voltage: 85-265V
12. 13 sets of 1-gang Switch Set, 15A, with LED, wide
13. 18 sets of 2-gang Switch Set, 15A, with LED, wide
14. 2 sets of 3-gang Switch Set, 15A ampacity, with LED, wide

15. 42 sets of Duplex outlets set, heavy-duty, 20A ampacity, with ground, complex with box and cover
16. 10 sets of Floor Outlets, Grounding Duplex Universal with Safety Shutter, 16A, 250V, Plug Stored type, IP44, with Outlet Box & Box Protector, complete accessories.
17. Electrical Metal Utility Box with cover, gage # 16
18. Electrical Metal Junction Box with cover, gage # 16
19. 2 units of Grounding Rod with accessories
20. 1 lot of Other Accessories, i.e. Lever nut splicing connector, clamps, 0.5" metallic flexible conduit, bolts and nuts, lock-nut & bushing, U-bolts with clamping washers & nuts. coupling, elbows, electrical boxes, endcaps, etc.

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item F.1. – Installation of Ceiling Exhaust Fan**

This item shall consist of furnishing and installation of air conditioning, refrigeration and

ventilation systems, inclusive of necessary electrical connections, ductworks, grilles, pipes and

condensate drains and all other necessary accessories, ready for service in accordance with the

Plans and Specifications.

Quantity and Unit: 1 set

Material(s) to be used:

1. 1 unit of 50CFM Ceiling Fan
2. 1 unit of 100mm diam. Stainless Steel Vent Cap
3. Threaded Rod
4. 4 pcs. of ¼" Expansion Bolt
5. Flexible Aluminum Duct

Equipment to be used:

1. Minor Tools

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item G.1. – Mobilization/Demobilization**

This item shall consist of mobilization and demobilization of manpower and equipment.

Quantity and Unit: 1 lot

Material(s) to be used:

1. None

Equipment to be used:

1. Depends on the number of manpower and equipment to be used in this project

Payment will be made as per actual accomplishment based on Bill of Quantities

**Item G.2. – Safety and Health Provision**

This item shall consist of the safety and health of all workers/tenants/clients/employees affected by this project.

Quantity and Unit: 1 lot

Material(s)/Safety Paraphernalia requirement:

1. Safety boots for each worker
2. Safety helmets/hard hats for each worker
3. Safety gloves for each worker
4. Safety shirt (long sleeves)/vest(reflectorized) for each worker
5. Full Body Harness for workers working 2 floors and above
6. Face mask for each worker
7. 70% alcohol for the workers
8. 1 complete set of First Aid Kit
9. 2 rolls of Caution Tape
10. Safety Barricades for the employees/tenants/client's safety during working hours

Equipment to be used:

1. None

Payment will be made as per actual accomplishment based on Bill of Quantities

# *Section VII. Drawings*

*Please see attached drawings labeled "ANNEX A" consisting of 30 pages. Digital copy of the drawings is labeled "Annex A - BCEZ Admin Bldg Rehab.pdf" and is uploaded in Google Drive due to its heavy file size. Link to access is:*

***https://drive.google.com/file/d/190aCWbmArMWekKDKSsZ1TXp2Mndm6Plq/view?usp=share_link** ]*

# *Section VIII. Bill of Quantities*

| ITEM NO. | DESCRIPTION | UNIT | QTY | UNIT COST | TOTAL |
|---|---|---|---|---|---|
| **PART A** | **SITE PREPARATION** | | | | |
| Item A.1. | Clearing and Grubbing | sq.m. | 73.51 | | |
| Item A.2. | Removal of Existing Canopy and Railings (to be Relocated) | lot | 1.00 | | |
| Item A.3. | Removal of Existing Structure (Masonry/Dry Wall/Roofing - with Hauling) | sq.m. | 79.15 | | |
| Item A.4. | Removal of Existing Structure (Windows - to be Re-used) | each | 8.00 | | |
| Item A.5. | Removal of Existing Structure (Doors - to be Re-used) | each | 5.00 | | |
| Item A.6. | Removal of Existing Structure (Stone Cladding - to be Re-used) | sq.m. | 36.38 | | |
| Item A.7. | Removal of Existing Structure (Vinyl Tiles including Floor Chipping-with Hauling) | sq.m. | 266.40 | | |
| Item A.8. | Removal of Existing Structure (Ceilings Including Electrical Fixtures, etc.) | sq.m. | 558.78 | | |
| **PART B** | **EARTHWORKS** | | | | |
| Item B.1. | Manual Structural Excavation (Common Soil including Removal of Concrete Slab) | cu.m. | 44.68 | | |
| Item B.2. | Manual Structural Excavation (Hard Rock) | cu.m. | 6.36 | | |
| Item B.3. | Gravel Bedding | cu.m. | 10.74 | | |
| Item B.4. | Embankment From Structural Excavation (Common Soil) | cu.m. | 46.95 | | |
| **PART C** | **CIVIL WORKS** | | | | |
| Item C.1. | Structural Concrete Class A, 3,500 Psi @ 28 Days (Manual - One Bagger Mixer) | cu.m. | 30.73 | | |

| | | | | | |
|---|---|---|---|---|---|
| Item C.2. | Structural Concrete Class B, 3,000 Psi @ 28 Days (Manual - One Bagger Mixer) | cu.m. | 13.12 | | |
| Item C.3. | Reinforcing Steel Bar, Grade 60 | kgs. | 3,310.02 | | |
| Item C.4. | Reinforcing Steel Bar, Grade 40 | kgs. | 3,737.02 | | |
| Item C.5. | Structural Steel Roof Truss | kgs. | 683.27 | | |
| Item C.6. | Structural Steel Purlins (Roof - including stopper) | kgs. | 448.85 | | |
| Item C.7. | Structural Steel Soffit Frame | kgs. | 205.82 | | |
| Item C.8. | Insulation Foam (Roof - 10mm 2-sided Insulation) | sq.m. | 91.10 | | |
| Item C.9. | Prepainted Metal Sheets (Rib Type, Long Span, 0.5mm thk.) | sq.m. | 92.02 | | |
| Item C.10. | Prepainted Metal Sheets (Roof - Wall Flashing, 0.5mm thk.) | ln.m. | 21.41 | | |
| Item C.11. | Prepainted Metal Sheets (Roof - Fascia Cover/Moulding, 0.5mm thk.) | ln.m. | 33.33 | | |
| Item C.12. | Prepainted Metal Sheets (Roof - End Flashing, 0.5mm thk.) | ln.m. | 13.25 | | |
| Item C.13. | Prepainted Metal Sheets (Roof - Ridge Roll, 0.5mm thk.) | ln.m. | 6.72 | | |
| Item C.14. | Prepainted Metal Sheets (Roof - Gutter, 0.5mm thk. Including Down Spout) | ln.m. | 19.03 | | |
| Item C.15. | Prepainted Metal Sheets (6" Perforated Metal Spandrel, 0.4mm thk.) | ln.m. | 154.00 | | |
| Item C.16. | Metal Structure (2" GI Pipe, Sch. 40 - Stairs) | ln.m. | 11.60 | | |
| Item C.17. | Metal Structure (1 1/2" GI Pipe, Sch. 40 - Stairs - Railings) | ln.m. | 20.10 | | |
| Item C.18. | Metal Structure (2"x2" Tubular - Stairs - Roof) | kgs. | 59.51 | | |
| Item C.19. | Metal Structure (Assorted Tubular and Flat Bar - Railings - Balcony) | kgs. | 256.96 | | |

| | | | | | |
|---|---|---|---|---|---|
| Item C.20. | 3mm Solid Polycarbonate Sheet (Clear, Including Connectors - Stairs - Roof) | ln.m. | 6.80 | | |
| Item C.21. | Stone Masonry | cu.m. | 30.54 | | |
| Item C.22. | Relocation of Canopy | lot | 1.00 | | |
| Item C.23. | Formworks and Falseworks | sq.m. | 231.26 | | |
| **PART D** | **ARCHITECTURAL WORKS** | | | | |
| Item D.1. | Masonry Works - 150mm CHB including Reinforcing Steel | sq.m. | 121.15 | | |
| Item D.2. | Masonry Works - 100mm CHB including Reinforcing Steel | sq.m. | 24.68 | | |
| Item D.3. | Carpentry Works - 4.5mm Fiber Cement Board on Metal Frame Double Wall Partition | sq.m. | 45.33 | | |
| Item D.4. | Masonry Works - Cement Plaster Finish | sq.m. | 291.63 | | |
| Item D.5. | Masonry Works - Stone Cladding | sq.m. | 84.52 | | |
| Item D.6. | Unglazed Tiles | sq.m. | 329.89 | | |
| Item D.7. | Wood Tiles (Narra Wood Tiles) | sq.m. | 35.25 | | |
| Item D.8. | Carpentry Works - Acoustic/Fine Fissured Tiles on Metal Frame Ceiling | sq.m. | 629.10 | | |
| Item D.9. | Painting Works - Metal | sq.m. | 93.81 | | |
| Item D.10. | Painting Works - Masonry | sq.m. | 291.63 | | |
| Item D.11. | Painting Works - Wood | sq.m. | 90.66 | | |
| Item D.12. | Doors - Aluminum Doors (2 - Doors - New) | sq.m. | 3.57 | | |
| Item D.13. | Doors - Semi Flush/Aluminum Doors with Door Jamb, Door Knob, and Hinges (4 Existing Doors to be Modified and to be Installed) | pcs. | 4.00 | | |
| Item D.14. | Doors - Fire Rated Fire Exit Steel Door with Door Jamb and Accessories | sq.m. | 2.10 | | |

| | | | | | |
|---|---|---|---|---|---|
| Item D. 15. | Windows - Aluminum Glass Windows (Sliding/Awning/Fixed) (New) | sq.m. | 8.29 | | |
| Item D. 16. | Windows - (Aluminum/Steel) (7 - Existing Windows to be Installed) | pcs. | 7.00 | | |
| **PART E** | **ELECTRICAL WORKS AND FIXTURES** | | | | |
| Item E.1. | Electrical Rewiring (Including Chipping of Walls and Floors) | lot | 1.00 | | |
| **PART F** | **MECHANICAL WORKS** | | | | |
| Item F.1. | Installation of Ceiling Exhaust Fan | set | 1.00 | | |
| **PART G** | **OTHER GENERAL REQUIREMENTS** | | | | |
| Item G.1. | Mobilization/Demobilization | lot | 1.00 | | |
| Item G.2. | Safety and Health Provision | lot | 1.00 | | |
| | **TOTAL** | | | | |

Name & Signature of Authorized Representative

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

## I. TECHNICAL COMPONENT ENVELOPE

***Class "A" Documents***

*Legal Documents*

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

*Technical Documents*

☐ (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (please refer to FORM C); **and**

☐ (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules (please refer to FORM D); **and**

☐ (d) Special PCAB License in case of Joint Ventures **and** registration for the type and cost of the contract to be bid; **and**

☐ (e) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** original copy of Notarized Bid Securing Declaration; **and**

(f) Project Requirements, which shall include the following:

☐ a. Organizational chart for the contract to be bid;

☐ b. List of contractor's key personnel (*e.g.*, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data(please refer to FORM E);

☐ c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**

☐ (g) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

*Financial Documents*

☐ (h) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) (please refer to FORM G).

***Class "B" Documents***

☐ (i) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence **or** duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

**II. FINANCIAL COMPONENT ENVELOPE**

☐ (j) Original of duly signed and accomplished Financial Bid Form (please refer to FORM A); **and**

*Other documentary requirements under RA No. 9184*

☐ (k) Original of duly signed Bid Prices in the Bill of Quantities; **and**

☐ (l) Duly accomplished Detailed Estimates Form, including a summary shee indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; **and**

☐ (m) Cash Flow by Quarter.

# *APPENDICES*

The following forms shall form part of the supplier's bid submission. Forms A, F and H, are downloadable in Microsoft Word form at this link:

**https://www.gppb.gov.ph/downloadables.php**

# Form A.

## Bid Form for the Procurement of Infrastructure Projects

***[shall be submitted with the Bid]***

---

### BID FORM

Date : _____

Project Identification No. : *PR22-11-097*

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

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers],* the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: *[insert name of contract];*

b. We offer to execute the Works for this Contract in accordance with the PBDs;

c. The total price of our Bid in words and figures, excluding any discounts offered below is: *[insert information]*;

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

e. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties],* which are itemized herein and reflected in the detailed estimates,

f. Our Bid shall be valid within the period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;

g. 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, or a Performance Securing Declaration in lieu of the the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines[1] for this purpose;

h. 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;

i. 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

---

[1] currently based on GPPB Resolution No. 09-2020

j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.

k. 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*].*

l. 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: _____

Legal Capacity: _____

Signature: _____

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

Date: _____

## Form B.

### *Authorized Representative Form*

I, _____ of _____, with

Print Name of Company Owner Print Name of Company

Office address at _____, hereby authorize _____or

Print Name of representative

designated representative(s) of _____ to appear on

Print Name of Company

my behalf for the signing of documents unless I have limited my authorization to the following authorization:

_____

_____

This authorization is effective on _____. By signing this for, I revoke any previous authorizations that I have signed with regards to my authorization. This authorization shall continue in effect until revoked by me in writing.

Sincerely,

_____

Name of Company Owner

# Form C.

STATEMENT OF ONGOING GOVERNMENT & PRIVATE CONTRACTS INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED

*[shall be submitted with the Bid]*

Name of Bidder:

Bidder's Address:

| Name of Contract and Amount of Contract | a. Owner Name<br>b. Address | Contract Duration | Date of Contract | Date of Delivery | Kinds of Goods | % of Accomplishment | | Value of Outstanding Works/Uncompleted Portion |
|---|---|---|---|---|---|---|---|---|
| | | | | | | Planned | Actual | |
| Government | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| Private | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | Total Cost | | |

_____

Name and Signature of Authorized Representative

_____

Date

# Form D.

STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT (SLCC)
SIMILAR TO THE CONTRACT TO BE BID

*[shall be submitted with the Bid]*

Name of Bidder:

Bidder's Address:

| Name of Contract | a. Date of the Contract<br>b. Date Started<br>c. Date of Completion | a. Contract Duration<br>b. Address<br>c. Telephone Nos. | Kinds of Goods Sold | Amount of Completed Contracts | Date Delivery | End-user's Acceptance/Official Receipt/Sales Invoice issued |
|---|---|---|---|---|---|---|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

Name and Signature Authorized Representative

Date

## Form E.

## *Format of Curriculum Vitae (CV) for ALL Proposed Personnel to be assigned to the Project*

**CONTRACTOR'S LETTERHEAD**

(Recent ID Photo)

| | | | | | |
|---|---|---|---|---|---|
| Proposed Position: | | | | | |
| FULL NAME of the Personnel: | | | | | |
| Profession: | | | | | |
| Years of Professional Experience: | | | | | |
| PRC ID NO. (Note: attach photocopy of PRC ID, if applicable) | | | | | |
| Reg. Date: | | | | | |
| Valid Until: | | | | | |
| PTR NO. ((Note: attach photocopy of PTR receipt, if applicable) | | | | | |
| Date & Place of Issue: | | | | | |
| Date of Birth: | | Nationality | | Years with the Firm/Entity | |

INSTRUCTION:
This form should be accomplished and submitted as part of the Technical Documents.

| |
|---|
| RESPONSIBILITIES in relation to the Project: |
| |
| |
| Outline of Experience/s relative to Proposed Position in relation to the Project: |
| |
| |
| RELEVANT TRAININGS Attended (Attach photocopy of Certificate/s): |
| |
| |
| EDUCATION: |
| |
| |

_____

SIGNATURE of the Proposed
Personnel over printed name

The **(bidder**) firmly commits to engage and assign the above person as (**position)** should the project be awarded.

SIGNATURE of Authorized Representative: _____

Name of Authorized Representative: _____

Position of Signatory: _____

Name of Bidder: _____

Address: _____

Tel. / Phone Number: _____

Email Address: _____

NOTE:

**Compliance to Data Privacy Act.** PEZA is committed to safeguarding the privacy and security of your personal data. The information provided in this form shall only be used in accordance with the Data Privacy Act and for the purpose for which this document is submitted. All personal information shall be handled and used only by authorized PEZA personnel. Any transmittal of personal information shall only be made with the concerned departments or units.

# Form F.

## Omnibus Sworn Statement (Revised)

***[shall be submitted with the Bid]***

---

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

### AFFIDAVIT

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

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

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

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

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

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

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

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

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

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

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

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

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

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

7. *[Name of Bidder]* complies with existing labor laws and standards; and

8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:

   a. Carefully examining all of the Bidding Documents;
   b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
   c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
   d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.

9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

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

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*
*[Insert signatory's legal capacity]*
Affiant

***[Jurat]***

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

# Form G.

## COMPUTATION OF NET FINANCIAL CONTRACTING CAPACITY

Summary of the Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the income tax return and audited financial statement, stamped "RECEIVED" by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year.

| | | Year 20___ |
|---|---|---|
| 1 | Total Assets | |
| 2 | Current Assets | |
| 3 | Total Liabilities | |
| 4 | Current Liabilities | |
| 5 | Net Worth (1-3) | |
| 6 | Net Working Capital | |

The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

**NFCC** = K (Current Assets – Current Liabilities) minus value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid.

Where:

K = 15

NFCC = **PhP**_____

Attached are certified true copies of the Audited Financial Statements stamped "RECEIVED" by the BIR for the years_____and_____, including the Auditor's

/Accountant's Certificate.

Date: _____

Submitted by:

Authorized Signature

Name & Title of Authorized Signatory Name of Bidder

Bidder's Address
Contact Number

# Form H.

## Bid Securing Declaration Form

***[shall be submitted with the Bid if bidder opts to provide this form of bid security]***

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

**BID SECURING DECLARATION**
**Project Identification No.:** *PR22-11-097*

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.

2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f),of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.

3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:

    a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
    b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
    c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

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

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*
*[Insert signatory's legal capacity]*
Affiant

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

Republic of the Philippines
gppb
Government Procurement Policy Board