PHILIPPINE BIDDING DOCUMENTS

Fire Detection and Alarm System

ABC Php 999,006.62

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.

PHILIPPINE ECONOMIC ZONE AUTHORITY

Invitation to Bid for *Fire Detection and Alarm System*

1. The **Philippine Economic Zone Authority**, through the Approved Corporate Budget for the Year 2024 intends to apply the sum of **Nine Hundred Ninety-Nine Thousand Six Pesos and 62/100 Centavos (ABC Php999,006.62)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Fire Detection and Alarm System** and **Project Identification Number 2024-006**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The **Philippine Economic Zone Authority** now invites bids for the above Procurement Project. Completion of the Works is required seventy-five calendar days from the issuance of the Notice to Proceed (NTP). Bidders should have completed a contract similar to the Project, equivalent to at least fifty percent (50%) of the ABC. 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 **MEZ BAC Secretariat** and inspect the Bidding Documents at the address given below from Monday to Friday from 8:00am to 5;00pm.

5. A complete set of Bidding Documents may be acquired by interested bidders on **26 July 2024** 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 **One Thousand Pesos only [Php1,000.00**]. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, or through email.

6. The **Philippine Economic Zone Authority** will hold a Pre-Bid Conference[1] on **07 August 2024** at 10:00 AM at MEZ Function Hall, 2nd Floor, PEZA MEZ Administration Building, Mactan Economic Zone, Lapu-lapu City, and/or through videoconferencing via MS Teams through the link, , which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address as indicated below, on or before **20 August 2024 at 10:00 AM**. Late bids shall not be accepted.

[1] May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a pre-bid conference.

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 **20 August 2024 at 10:00** am at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. In the case the above date is declared a special non-working holiday, it will automatically be reset on the next working day.

11. The **Philippine Economic Zone Authority** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with 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.

12. For further information, please refer to:

    Secretariat, MEZ Bids and Awards Committee
    Philippine Economic Zone Authority
    Administration Building, AAI Compound
    Mactan Economic Zone, Lapu-lapu City
    Email: *mirzi.lamosao@peza.gov.ph****;*** *mezbac@peza.gov.ph*
    Telephone number: 032-340-0593

13. You may visit the following websites:

    For downloading of Bidding Documents:
    1.PEZA Website: **http://www.peza.gov.ph/index.php/bid-opportunities**
    2.Philgeps Website

24 July 2024

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ARNEL M. SUYU
MEZ 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** invites Bids for the **Fire Detection and Alarm System**, with **Project Identification Number PEZA MEZ 2024-006**.

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

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

2. Funding Information

2.1. The GOP through the source of funding as indicated below for Approved Corporate Budget for the Year in the amount of **Nine Hundred Ninety-Nine Thousand Six Pesos and 62/100 Centavos (ABC Php999,006.62)**.

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:

a. 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 {*[insert if applicable]* and/or through videoconferencing/webcasting} as indicated in paragraph 6 of the **IB.**

9. Clarification and Amendment of Bidding Documents

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

10. Documents Comprising the Bid: Eligibility and Technical Components

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

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

10.3. A valid 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 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 Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

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

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

19. Detailed Evaluation and Comparison of Bids

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

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

ITB Clause	
5.2	For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be: • Installation of Fire Detection and Alarm System • Similar contract should be within five (5) years from the date of submission of bids
7.1	Subcontracting is not allowed.
10.3	Current and Valid PCAB License and Registration.
10.4	The key personnel must meet the required minimum years of experience set below: Key Personnel — General Experience — Relevant Experience Project Leadman/Engineer - at least 3 years relevant experience Field Installer - at least 1 years relevant experience
10.5	The minimum major equipment requirements are the following: Equipment — Capacity — Number of Units n/a
12	*[Insert Value Engineering clause if allowed.]*
15.1	The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts: a. The amount of not less than **Php19,980.13** *[Insert two percent (2%) of ABC]*, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; b. The amount of not less than **Php49,950.33** *[Insert five percent (5%) of ABC]* if bid security is in Surety Bond.
19.2	Partial bids are NOT allowed.
20	Philippine Contractors Accreditation Board (PCAB) License;
21	Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, 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	*[If different dates are specified for completion of the Works by section, i.e. "sectional completion," these dates should be listed here.]*
4.1	*[Specify the schedule of delivery of the possession of the site to the Contractor, whether full or in part.]*
6	The site investigation reports are: *[list here the required site investigation reports.]*
7.2	*[Select one, delete the other.]* *[In case of permanent structures, such as buildings of types 4 and 5 as classified under the National Building Code of the Philippines and other structures made of steel, iron, or concrete which comply with relevant structural codes (e.g., DPWH Standard Specifications), such as, but not limited to, steel/concrete bridges, flyovers, aircraft movement areas, ports, dams, tunnels, filtration and treatment plants, sewerage systems, power plants, transmission and communication towers, railway system, and other similar permanent structures:]* Fifteen (15) years. *[In case of semi-permanent structures, such as buildings of types 1, 2, and 3 as classified under the National Building Code of the Philippines, concrete/asphalt roads, concrete river control, drainage, irrigation lined canals, river landing, deep wells, rock causeway, pedestrian overpass, and other similar semi-permanent structures:]* Five (5) years. *[In case of other structures, such as bailey and wooden bridges, shallow wells, spring developments, and other similar structures:]* Two (2) years.
10	a. Dayworks are applicable at the rate shown in the Contractor's original Bid. b. No dayworks are applicable to the contract.
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within *[insert number]* 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 [*insert amount*].
13	The amount of the advance payment is *[insert amount as percentage of the contract price that shall not exceed 15% of the total contract price and schedule of payment]*.
14	*[If allowed by the Procuring Entity, state:]* Materials and equipment delivered on the site but not completely put in place shall be included for payment.
15.1	The date by which operating and maintenance manuals are required is *[date]*. The date by which "as built" drawings are required is *[date]*.
15.2	The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals by the date required is *[amount in local currency]*.

Section VI. Specifications

Notes on Specifications

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

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

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

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

Sample Clause: Equivalency of Standards and Codes

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

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

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

Philippine Economic Zone Authority

SCOPE OF WORKS

PROJECT : Fire Detection and Alarm System

PROPONENT : Mactan Economic Zone
Philippine Economic Zone Authority

LOCATION : MEZ Admin Building, Brgy. Ibo, Lapu-lapu City

PART 1 - GENERAL

1.1 BACKGROUND

The Philippine Economic Zone Authority (PEZA), through the approved allocation fund for infrastructure projects for 2024 intends to utilize the sum of **NINE HUNDRED NINETY-NINE THOUSAND SIX PESOS AND SIXTY-TWO CENTAVOS (₱ 999,006.62**) being the approved budget of the Contract (ABC) for the Procurement and Implementation of the Project **PROPOSED INSTALLATION OF FIRE DETECTION AND ALARM SYSTEM for PEZA Admin Building (**AAI Compound, 2nd Avenue, Mactan Economic Zone 1, Ibo, Lapu-Lapu City**)**

1.2 SUMMARY

A. This section includes Labor, Material, and Equipment necessary to complete the installation required for the items specified under this division, including but not limited to:

a) Fire Alarm Control Panel
b) Fire alarm wiring / conduit
c) Manual Pull Station (Manual Call Point)
d) Smoke Detectors
e) Notification Appliance (Horn / Strobe Light)

1.3 OBJECTIVES

A fire detection and alarm system is essential in an office for several reasons.

Firstly, it enables early detection of smoke, heat, or flames, alerting occupants far quicker than manual detection would allow, thereby providing vital time for evacuation and firefighting measures.

Secondly, it ensures the safety of everyone within the building, allowing for timely evacuation in the event of a fire. Additionally, these systems help protect valuable property and assets by minimizing potential damage.

Furthermore, legal requirements, such as, adherence to the Bureau of Fire Protection and Philippine Electronics Code, mandate the installation of such systems, ensuring compliance with safety regulations.

Ultimately, having a reliable fire detection and alarm system in place offers peace of mind to occupants and building owners, fostering a safer working environment overall.

1.4 DEFINITIONS

A. AHJ: Authority Having Jurisdiction
B. FACP: Fire Alarm Control Panel
C. HMI: Human Machine Interface
D. NRTL: Nationally Recognized Testing Laboratory

REFERENCES

A. Comply with the latest edition of the following applicable specifications and standards except as otherwise shown or specified:
   a. National Fire Protection Association (NFPA):
      i. 70 National Electrical Code (NEC)
      ii. 72 National Fire Alarm and Signaling Code
      iii. 101 Life Safety Code

B. All equipment shall be listed in accordance with an AHJ approved listing agency for all relevant equipment.
C. Philippine Electrical Code (PEC)
D. RA-9514: The Fire Code of the Philippines
E. Philippine Electronics Code Book-2: Fire Detection & Alarm System
F. Local Jurisdictional Adopted Codes and Standards
G. Local Fire Department Requirements
H. National Building Code of the Philippines

1.5 SYSTEM DESCRIPTION AND OPERATIONAL OVERVIEW

A. **System Configuration**: The fire alarm system is a complete non-coded, conventional system with an HMI panel display, designed to meet the requirements outlined in this document.

B. **Fire Alarm Wiring and Signal Transmission**: All fire alarm wirings are dedicated solely to fire alarm service. Transmission is hard-wired, utilizing separate individual circuits for each zone of alarm operation, ensuring reliable signal transmission.

C. **Circuit Supervision**: Circuit supervision is implemented to detect faults, which are indicated by a trouble signal at the Fire Alarm Control Panel (FACP).

D. **Interface Provision**: The system is equipped with provisions to interface with the Fire Protection Pump Control Board as necessary.

E. **Compliance and Standards**: The system complies with applicable provisions of NFPA, Local Building Codes, and requirements set forth by Local Code Enforcing Authorities. Additionally, it is listed, labelled, and approved by Underwriter's Laboratories (UL).

F. **Installation Guidelines**: Installation adheres to the provisions of the latest edition of the Philippine Electronics Code Book # 2, RA-9514 The Fire Code of the Philippines, and existing rules and regulations of the locality and other governing agencies.

G. **Operational Description**:

1. **Signal Initiation**: Fire-alarm signal initiation occurs through various devices and systems, including one Manual Pull Station, one Photo-electric Smoke Detector, and Automatic Sprinkler System Water Flow (if available).
2. **Signal Actions**:
    - Continuously operating Alarm Notification Appliances.
    - Identifying alarm zones at the FACP.
    - Displaying system status at the FACP HMI annunciation.
3. **Supervisory Signal Initiation**: Supervisory signals are initiated by devices and actions such as Fire Protection Valve Supervisory switch, Fire Protection Pump Running, Fire Protection Pump Power Failure, and User disabling of zones or individual devices.
4. **Trouble Signal Initiation**: Trouble signals are initiated by various devices and actions, including open circuits, shorts, and grounds in designated circuits, loss of primary power supply, abnormal AC voltage, and break in standby battery circuitry at the FACP.
5. **Signal Actions (Trouble and Supervisory)**:
    - Identifying trouble signals and specific zones initiating the event at the FACP.
    - Displaying system event status at the FACP HMI annunciation.

1.6 SUBMITTALS

A. General Submittal Requirements:

1. Submittals shall be approved by PEZA prior to submitting them to the Project Engineer. The Contractor shall pay particular attention to confirming acceptance of the Sequence of Operation and locations of the Fire Alarm Control Panel with PEZA prior to the preparation of the shop drawings.
2. Shop Drawings shall be prepared by the designer with the following qualifications:
    a. Shall have FDAS training certificates and/or other relevant training certificates
    b. Professional Electronics Engineer
3. As-built System Record Drawings and wiring details including one set of reproducible masters and drawings on a CD ROM in a .DWG file format, suitable for use in a CAD drafting program.
4. System Operation, Installation and Maintenance Manuals (**3 copies**).
5. System Inspection & Functional Test Reports showing voltage, current and resistance reading taken during the Installation, Testing and ATP phases of the system installation.

B. Product Data: Submit Manufacturer's catalog data with the printed logo or trademark of the manufacturer for all equipment. Catalog data shall indicate the type, size, rating, style, and catalog number for all items proposed to meet the system performance detailed in this specification. The proposed equipment shall be subject to the approval of Project Engineer.

C. Shop Drawings: A complete set of shop drawings shall be supplied. This package shall include but is not limited to:

1. Control Panel Wiring and Interconnection Schematics.
2. Complete Point-to-Point Wiring Diagrams.
3. Single Line Diagrams.
4. Complete System Bill of Materials.
5. General Note(s)/Specification with legends and symbols
6. Installation / Mounting Details
7. Complete Floor Plan Drawing locating all system devices

D. Operation and Maintenance Data: For fire-alarm systems and components to include in emergency, operation, and maintenance manuals. In addition to items specified in Division 01 Section "Operation and Maintenance Data," include the following:

1. Comply with the "Records" Section of the "Inspection, Testing and Maintenance" Chapter in NFPA 72.
2. Provide "Record of Completion Documents" according to NFPA 72 article "Permanent Records" in the "Records" Section of the "Inspection, Testing and Maintenance" Chapter.
3. Record copy of site-specific software.
4. Provide "Maintenance, Inspection and Testing Records" according to NFPA 72 article of the same name and include the following:
    a. Frequency of testing of installed components.
    b. Frequency of inspection of installed components.
    c. Requirements and recommendations related to results of maintenance.
    d. Manufacturer's user training manuals.
5. Manufacturer's required maintenance related to system warranty requirements.
6. Abbreviated operating instructions for mounting at fire-alarm control unit.

E. Software and Firmware Operational Documentation:

1. Site-specific Software Operating Manuals.
2. Program Software Backup: On compact disc or SD card, complete with data files.
3. Device Address List.
4. Printout of software application and graphic screens.

1.7 QUALITY ASSURANCE

A. **Manufacturer Qualifications:**

1. ISO 9001 Certified.

B. **Contractor Qualifications:**

1. The contractor shall ensure that personnel possess FDAS training certificates and/or other relevant training certificates issued either by the contractor or by accredited training center, as applicable to this project.

2. The Contractor is responsible for retaining the services of a qualified, trained and certified representative/technician who is experienced in the installation and operation of the type of system specified herein.

C. **Electrical Components, Devices, and Accessories:** Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

1.8 PROJECT CONDITIONS

A. It shall be the responsibility of the Contractor to inspect the job site and become familiar with the conditions under which the work will be performed. Inspection of the building may be made by appointment with the Procuring Entity. Contractors are encouraged to inspect the building prior to the Opening of Bids.

B. Use of Fire Alarm Devices during Construction: Protect Fire Alarm devices during construction unless devices are placed in service to monitor the facility during construction and provide early emergency warning in case of Fire Emergency, if any. Smoke detector protective covers shall be left on during construction until all interior finishes are complete.

1.9 WARRANTY

The Contractor shall guarantee that the installation is done in accordance with the approved Plans and Specifications.

The Contractor shall provide a warranty for the entire Fire Detection and Alarm System for a period of one (1) year or twelve (12) months from the date of final acceptance of the system by the Procuring Entity.

The warranty includes, but not limited to the following;

1. All components shall be free of defects in materials and in workmanship. Defective components shall be replaced or repaired, as required, by the Contractor without cost to the Procuring Entity.
2. There shall be a response team that will respond to on-site service requests, if required.
3. There shall be assigned personnel responsible for semi-annual maintenance and breakdown maintenance of the equipment during the warranty period.

1.10 PROJECT DURATION

A. The project must be completed within Seventy Five (75) calendar days.

1.11 PAYMENT TERMS

A. The Contractor may submit a request for Final payment for 100% work accomplishment. Final payments maybe paid by the PEZA to the contractor upon Certification issued by the PEZA.

PART 2 - PRODUCTS

2.1 MANUFACTURER

A. The Contractor shall provide equipment and components from the Manufacturer's current product lines, equipment and components, which comply with the requirements of these specifications. Equipment or components which do not provide performance and features required by these specifications are not acceptable, regardless of manufacturer.

B. All equipment and components shall be installed in strict compliance with the Manufacturer's recommendations.

2.2 TECHNICAL SPECIFICATION

A. FIRE ALARM CONTROL PANEL

1. Conventional, modular, power-limited design with electronic modules, complying with ***UL 864 listed***.
   a. Provides remote annunciation if a detector drifts out of UL/ULC limits reducing the chance of a false alarm.
   b. NACs programmable by zone and individually selectable for continuous, temporal outputs, or coded.
   c. Allows precision synchronization and audible silence over two wires without additional modules.
   d. On-board relays for Alarm, Supervisory and Trouble.
   e. Equipped with DACT Dialer or IP internet and GSM dual path communicators, or Fire Digital alarm Communicator.
      - These communication modules connect directly to fire panels and offer three reporting paths: cellular only, IP only, and IP primary/cellular backup. In case of an issue, the fire panel sends information to the communicator panel, which then transmits encrypted data via internet/intranet or GSM networks to the Network Control Center for routing to the central station. The modules have LCD displays for programming and can operate over common GSM networks, automatically selecting the best signal for reliable communication. They also support multiple reporting formats, have user-programmable input points, history buffers, phone line interfaces, trouble relays, and real-time clocks for enhanced functionality and security.
   f. Each IDC can be configured as Class A operation and one of eight operating modes:
      - Alarm with or without smoke detector verification including discrimination of contact devices
      - Waterflow Alarm;
      - Waterflow Alarm/Supervisory (Combination IDC);
      - Supervisory (Latching/non-latching);
      - Monitor (non alarm or supervisory)
      - Signal Silence
      - Drill
      - Cross zoning

2. Notification Appliance Circuits:
   a. NAC Voltage Rating 24Vfwr.
   b. Each circuit should be capable of handling a maximum output of 2.0 amps individually, with a combined total output not exceeding 3.5 amps. This ensures that each circuit can manage up to 2.0 amps of current without overloading, while the collective current draw from all circuits should not exceed 3.5 amps. Also, shall be configured as Class B operation.
   c. Each NAC also has a disable switch and a trouble/disable LED.

B. PRIMARY POWER SUPPLY

Obtained from UPS or Normal Power Supply 240-VAC service and an on-board power-supply.

1. Alarm current draw of entire fire-alarm system shall not exceed 80 percent of the power-supply rating, in order to allow for system expansion.

C. SECONDARY POWER SUPPLY

1. Secondary power shall have the capacity to operate the system under maximum supervisory load for 24 hours, and capable of operating the system for five (5) minutes of evacuation alarm on all devices operating at maximum load.

D. MANUAL PULL STATION

1. Boxes shall be finished in red with molded, raised-letter operating instructions in contrasting color; shall show visible indication of operation; and shall be mounted on recessed outlet box.
2. Provides a single action, break glass initiating station. It is available with normally open (N.O.), normally closed (N.C.) or combination N.O./N.C. contacts.
3. Attractive with streamline design.
4. Less than 5lb pull force complies with ADA.
5. Solid, die-cast metal construction.
6. ***UL*** Listed.

E. CONVENTIONAL SMOKE DETECTORS

1. Photo-electric Type operating at 24-Vdc, nominal.
2. Base Mounting: Detector and associated electronic components shall be mounted in a twist-lock module that connects to a fixed base. Provide terminals in the fixed base for connection to system wiring.
3. The Conventional Smoke Detector shall have the following capabilities.
   - Reed switch testing
   - Drift sensitivity, suit to environment extensively
   - Removable innovative sensing chamber, easy for maintenance.
   - The fire LED allows 360°viewing.
   - Providing alarm output terminal connecting with remote
   - ***UL 268*** listed.

F. COMBINATIONAL HORN-STROBE LIGHT

1. Operating Voltage is 16-33Vdc.
2. High Performance LED Strobe Technology

- Ultra low device current consumption
- High efficiency optics
- Selectable 15, 30, or 75 cd light output

3. Efficient Audible Output
   - Selectable high or low dB horn output
   - Selectable temporal or steady horn output
   - Improved audio frequency range for better wall penetration
4. Low-profile Design
   - Compact design
   - Single gang mounting
   - Ultra-slim protrudes about 1" from the mounting surface
   - Attractive appearance—no visible mounting

PART 3 - EXECUTION

3.1 General

A. The Contractor shall review the equipment and/or material specification, conduit layout, and must visit the sites to determine the full scope of work under this contract and the working conditions.

B. The Contractor shall provide all materials, tools and equipment, labor, transportation and supervision and ensure the work is completed safely and properly.

C. All materials provided by the Contractor shall be free from defects.

D. The Contractor shall provide complete PPE to their personnel and ensure that it is used for the entire work duration.

E. The Contractor is responsible to clean up daily before departing. Contractor tools and equipment must be secured when not in use.

F. The Contractor shall take into consideration not to disrupt office activities during installation. The Contractor may schedule work after office hours, weekends, or holidays with the Procuring Entity's approval.

G. The Contractor will submit weekly safety / incident and progress report.

H. Prior to Final Acceptance, the contractor shall submit to the Procuring Entity the marked-up drawings (As-Built), in the form of one A3 size, one A1 size hard copy and one soft AutoCAD version reflecting the work as constructed and this must be duly signed and sealed by a Professional Electronics Engineer; supported with commissioning test results.

I. The Contractor shall have in-house engineering and project Management capability consistent with the requirements of the Project.

3.2 EQUIPMENT INSTALLATION

A. Comply with NFPA 70, NFPA 72, NFPA 101 and requirements of Authorities Having Jurisdiction for installation of fire-alarm equipment.

B. Equipment Mounting: Fasten fire-alarm equipment and electrical boxes to structural members or metal supports attached to structure, or to concrete surfaces.

1. Install wall-mounted control panel enclosure with top no more than 72 inches (1830 mm) above the finished floor.
2. All components, devices, and appliances shall be mounted to or in an approved electrical box.
3. Install equipment boxes plumb and firmly in position.
4. Install control panel in an area that is readily accessible with sufficient room to allow easy installation and maintenance.
5. Do not install system components in areas that are not capable of maintaining a nominal room temperature of 15-27°C / 60-80°F, with a relative humidity of 85 percent.
6. Do not install system components where they may be subjected to any of the following conditions: excessive vibration, dust, moisture, electromagnetic interference, and radio frequency interference.
7. Do not recess mount system components in fire-rated walls unless steps are taken to maintain the fire-rating of the wall where penetrations are made.
8. Junction boxes shall be painted red and a label indicating "Fire Alarm" shall be applied to all box covers.

C. Conduit Piping

1. Conduit pipe or flexible conduit that are surface-mounted, in vertical shafts, inside drop ceilings, or under raised floors containing FDAS wiring shall be made of **metal**.
2. Metal conduit pipe shall be Electrical Metallic Tubing (EMT)/ Intermediate Metallic Conduit (IMC).

D. Conductors: All electrical wiring shall be supplied and installed in compliance with requirements, including but not limited to, article 760 Fire Alarm Systems.

1. Each conductor shall be identified as shown on the drawings with wire markers at all terminal points. Attach permanent wire markers within two (2) inches of the wire termination. Marker legends shall be visible.
2. A consistent color code for fire alarm system conductors shall be used to allow rapid identification of circuit types. Color code shall be submitted to the Procuring Entity for approval prior to wire installation.
3. Wire gauge of circuit conductors shall be installed according to the installation drawings prepared for the project.
4. All splices shall be made using solderless connectors. All connectors shall be installed in conformance with the manufacturer's recommendations.
5. Crimp-on type spade lugs shall be used for terminations of stranded conductors to binder screw or stud type terminals. Spade lugs shall have upset legs and insulation sleeves sized for the conductors.
6. Wiring within panel enclosures shall be arranged and routed to allow accessibility to equipment for adjustment and maintenance.

E. Smoke Detector Spacing:

1. Comply with NFPA-72, "Smoke-Sensing Fire Detectors" Section in the "Initiating Devices" Chapter, for smoke-detector spacing. Recommended **maximum** spacing of Smoke Detectors is **9.0 meters**.

2. Spacing of detectors for irregular areas, for irregular ceiling construction, and for high ceiling areas shall be determined according to Appendix A in NFPA-72.

3. Lighting Fixtures: Locate detectors not closer than 300 mm from any part of a lighting fixture.

F. Audible Alarm-Indicating Devices: Install not less than 150 mm below the ceiling. Install bells and horns on flush-mounted back boxes with the device-operating mechanism concealed behind a grille.

G. Visible Alarm-Indicating Devices: Install adjacent to each alarm bell or alarm horn and at least 150 mm below the ceiling.

H. Fire Alarm Control Panel: Surface mounted, with tops of cabinets not more than 72 inches (1830 mm) above the finished floor.

3.3 GROUNDING

Install a ground wire from main service ground to Fire Alarm Control Panel and associated circuits. If shielded cabling is utilized in the installation, attach the drain at the panel, connect through or insulate at junction boxes or devices, and leave it open and insulated at the last device.

3.4 FIELD QUALITY CONTROL

A. Field Functional Tests shall be witnessed by Project Engineer and Procuring Entity's representative.

B. Perform Tests and Inspections.

1. Manufacturer's Field Service: Engage a Factory-Authorized Service Representative to inspect components, assemblies, and equipment installations, including connections, and to assist in testing.

C. Tests and Inspections:

1. Visual Inspection: Conduct visual inspection prior to testing.

   a. Inspection shall be based on completed Record Drawings and system documentation that is required by NFPA-72 in its "Completion Documents, Preparation" Table in the "Documentation" Section of the "Fundamentals of Fire Alarm Systems" Chapter.

   b. Comply with "Visual Inspection Frequencies" Table in the "Inspection" Section of the "Inspection, Testing and Maintenance" Chapter in NFPA-72; retain the "Initial/Reacceptance" column and list only the installed components.

2. Test all wire runs for continuity, short circuits and ground faults before system is energized. Resistance, current and voltage reading shall be made as work progresses.

3. System Testing: Comply with "Test Methods" Table in the "Testing" Section of the "Inspection, Testing and Maintenance" Chapter in NFPA-72. Notify Procuring Entity or Procuring Entity representative before the start of system testing. Installer shall provide all test equipment and labor required to fully test the system.

4. A written Acceptance Test Procedure (ATP) for testing of the fire alarm system and associated control functions shall be prepared by the Project Engineer in accordance with NFPA-72 and this specification.
5. The Contractor shall be responsible for the performance of the ATP, demonstrating the function of the system and verifying the correct operation of all system components, circuits, and programming.
6. A program matrix shall be prepared by the installing Contractor referencing each system input to every output function affected as a result of a system event.
7. The Acceptance Inspector shall use the system record drawings in combination with the documents identified in this specification during the testing procedure to verify operation of the fire alarm system as programmed. In conducting the ATP, the inspector shall request demonstration of any or all input and output functions. The items to be tested shall include but are not limited to the following:
    a. Test system wiring to demonstrate correct system response and correct subsequent system operation in the event of opens, shorts, ground faults, and primary power or secondary battery disconnect.
    b. Test audible appliances for the public operating mode according to manufacturer's written instructions. Perform the test using a portable sound-level meter complying with Type 2 requirements in ANSI S1.4.
    c. Test audible appliances for the private operating mode according to manufacturer's written instructions.
    d. Test visible appliances for the public operating mode according to manufacturer's written instructions.
    e. Test system message display at the Fire Alarm Control Panel HMI and Fire Alarm Control Panel History Log for each system input.
    f. Test system off-site reporting functions for correct transmission of system inputs and trouble signals.
    g. Test primary and secondary (batteries) system power supplies by disconnecting primary (AC) power for <24 hrs.>. At the end of that period, an alarm condition shall be created to demonstrate that the system shall perform for a period as specified.
    h. Test system battery voltages and charging currents.
8. Factory-Authorized Service Representative shall prepare the "Fire Alarm System Record of Completion" in the "Documentation" Section of the "Fundamentals of Fire Alarm Systems" Chapter in NFPA-72 and the "Inspection and Testing Form" in the "Records" Section of the "Inspection, Testing and Maintenance" Chapter in NFPA-72.

D. Fire-alarm system will be considered defective if it does not pass the Tests and Inspections. All items found at variance with the design drawings or this specification during testing or inspection shall be corrected.

E. Re-acceptance Testing: Perform re-acceptance testing to verify the proper operation of added or replaced devices and appliances.

F. Upon completion, test and Inspection Reports shall be delivered to Procuring Entity.

3.5 DEMONSTRATION

A. The Contractor or Factory-Authorized Service Representative shall demonstrate to Procuring Entity's personnel the features and normal operation of the fire-alarm system including but not limited to the following:

1. Training in the receipt, handling and acknowledgement of system events.
2. Training in the system operation including manual control of output functions from the system control panel.
3. Training in the testing of the system including field test of devices and response to common troubles.
4. The total training requirement shall be a minimum of two (2) hours, but shall be sufficient to cover all items specified.

B. The Training Session shall include reference to the documentation package created for the Project by the Installer, including, but not limited to, the Owner's Manual, Record Drawings, and site-specific Software Information.

Prepared by:

GLENN VINCENT P. PENDANG, PECE
Engineer III

IVAN GRAY C. CRUDA, PECE
Enterprise Services Officer III

LOUIE EVANS E. ESOTO
Division Chief II, EMD

Recommended by:

ARNEL M. SUYU
ZM & OIC-Department Manager, Operations

Approval:

EMMANUEL D. CORTERO
Zone Administrator for MEZ and VisMin SEZs

Section VII. Drawings

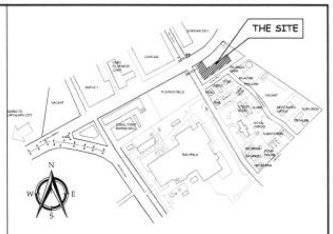
[Insert here a list of Drawings. The actual Drawings, including site plans, should be attached to this section, or annexed in a separate folder.]

DESIGN NOTES: (FIRE DETECTION & ALARM SYSTEM)

1. ALL WORKS HERE INCLUDED SHALL BE EXECUTED IN ACCORDANCE WITH THE PROVISION OF THE LATEST EDITION OF THE PHILIPPINE ELECTRONICS CODE, FIRE CODE OF THE PHILIPPINES, NFPA-72 AND THE RULES & REGULATIONS OF LOCAL ENFORCING AUTHORITIES.
2. ALL ELECTRONICS WORKS HEREIN INCLUDED SHALL BE EXECUTED BY EXPERIENCE PERSONNEL UNDER THE DIRECT SUPERVISION OF A FULL TIME LICENSED ELECTRONICS ENGINEER (ECE). ALL WORKS SHALL BE NEATLY PLACED, SECURELY FASTENED AND PROPERLY FINISHED.
3. CONSTRUCTION CONTRACTOR SHALL SITE VERIFY & FAMILIARIZE THE ACTUAL SITE CONDITION, MEASUREMENTS & CLEARANCES, SHALL COORDINATE W/ OTHER ENGINEERING DISCIPLINES ON SITE TO AVOID ANY CONFLICTS/CLASHINGS DURING IMPLEMENTATIONS.
4. CONSTRUCTION CONTRACTOR SHALL SUPPLY & INSTALL AN ADDRESSABLE FIRE DETECTION & ALARM SYSTEM FIRE ALARM CONTROL PANEL(FACP). CONTRACTOR TO ENSURE DETECTOR SPACING SHALL NOT BE MORE THAN 9 METERS TO IMPLEMENT FULL MONITORING COVERAGE OF THE AREAS.
5. CONSTRUCTION CONTRACTOR SHALL ENSURE THAT THE ADDRESSABLE FIRE ALARM CONTROL PANEL & APPURTENANCES SHALL BE FURNISHED WITH FULLY COMPATIBLE INITIATING & INDICATING DEVICES IN COMPLIANCE WITH PROJECT SPECIFICATIONS.
6. THE ADDRESSABLE FIRE ALARM CONTROL PANEL SHALL BE CONFIGURED FOLLOWING THE POSITIVE ALARM SEQUENCE IN ACCORDANCE WITH NFPA-72 & PROJECT SPECIFICATIONS. THE FDAS VENDOR / SYSTEM INTEGRATOR SHALL BE RESPONSIBLE FOR THE CONFIGURATION/PROGRAMMING OF FDAS FACP.
7. DETECTORS INSTALLATION SHOULD NOT BE LOCATED IN A DIRECT AIRFLOW (OR CLOSER THAN 36 IN. (915 MM) FROM AN AIR SUPPLY DIFFUSER OR RETURN AIR OPENING IN COMPLIANCE WITH NFPA-72.
8. FDAS VENDOR/CONTRACTOR TO ENSURE THAT THE SECONDARY POWER SUPPLY (BACK-UP BATTERY) SHALL HAVE SUFFICIENT CAPACITY TO OPERATE THE SYSTEM UNDER QUIESCENT LOAD (SYSTEM OPERATING IN A NON-ALARM CONDITION) FOR A MINIMUM OF 24HOURS AND, AT THE END OF THAT PERIOD, SHALL BE CAPABLE OF OPERATING ALL ALARM NOTIFICATION APPLIANCES USED FOR EVACUATION OR TO DIRECT AID TO THE LOCATION OF AN EMERGENCY FOR 5 MINUTES IN COMPLIANCE WITH NFPA-72.
9. FIRE ALARM HORN SHALL BE EQUIPPED WITH SELECTABLE HIGH OR LOW dB LEVEL OF TONE & FIRE ALARM STROBE LIGHTS SHALL BE EQUIPPED WITH SELECTABLE CANDELA RATING (cd).
10. CONSTRUCTION CONTRACTOR SHALL PROVIDE AUTOMATIC VOLTAGE REGULATOR (AVR) W/ POWER ON DELAY TO PROTECT FDAS FROM UNEXPECTED POWER FLUCTUATIONS.
11. THE PLANS AS DRAWN ARE BASED UPON THE ARCHITECTURAL PLANS AND THE DETAILS AND SHOWN CONDITION AS ACCURATELY AS IT IS POSSIBLE TO INDICATE THEM IN SCALE. THE PLANS ARE DIAGRAMMATICAL AND DO NOT NECESSARY SHOW ALL FITTINGS NECESSARY TO FIT TO THE BUILDING CONDITIONS. THE LOCATIONS OF OUTLETS, APPARATUS AND APPLIANCE SHOWN ON THE PLANS ARE APPROXIMATE.THE CONTRACTOR SHALL BE HELD RESPONSIBLE FOR THEIR PROPER LOCATION IN ORDER TO MAKE THEM FIT WITH THE ARCHITECTURAL DETAILS AND INSTRUCTIONS FROM THE ENGINEER'S REPRESENTATIVE AT THE SITE.
12. NO REVISION IN THE DESIGN SHALL BE MADE WITHOUT PRIOR KNOWLEDGE & APPROVAL OF THE DESIGNER. UNAUTHORIZED REVISIONS IF ANY, SHALL CAUSE RESPONSIBILITY OF THE DESIGNER TO CEASE AS A WHOLE.
13. CONSTRUCTION CONTRACTOR SHALL FURNISH & INSTALL LABELING FOR ALL CABLES INSTALLED WITH DETAILED SCHEDULE OF CABLE LABELING SUBMITTED TO THE OWNER.
14. UPON COMPLETION OF THE CABLING WORKS, THE FOLLOWING TESTS SHALL BE PERFORMED BY THE CONTRACTOR INCLUSIVE OF THE INSTALLATION TO BE REPORTED IN DETAILS AND IN FORMS APPROVED BY THE OWNER'S REPRESENTATIVE:
    A. WIRING CONTINUITY TEST
    B. DEVICE/SYSTEM FUNCTIONAL TEST
15. THE CONSTRUCTION CONTRACTOR/SYSTEM INTEGRATOR SHALL BE RESPONSIBLE TO ENSURE THAT INSTALLED SYSTEMS IS COMPLETE IN COMPLIANCE WITH PROJECT SPECIFICATIONS AND INSTALLED SYSTEMS ARE FULLY OPERATIONAL.
16. THE CONSTRUCTION CONTRACTOR/SYSTEM INTEGRATOR SHALL PROVIDE OPERATION TRAINING & SHALL SUBMIT O&M MANUAL TO THE OWNER. THE O&M MANUAL SHALL CLEARLY INDICATE ALL OPERATING FUNCTIONS, SYSTEM ALARMS & FEATURES AND COVERS THE FOLLOWING MINIMUM REQUIREMENTS:
    A. TROUBLESHOOTING PROCEDURES/FLOW CHARTS
    B. HARDWARE FUNCTIONAL DESCRIPTION/THEORY OF OPERATION
    C. DESCRIPTION/FUNCTIONALITY OF ALL HARDWARE OPTIONS (LCI, DIP SWITCHES, JUMPERS, ETC.)

General Specifications:

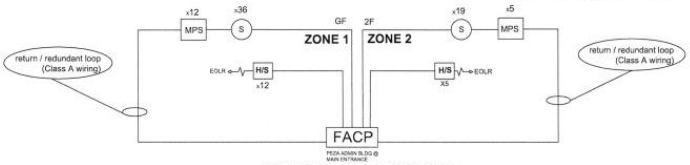
1. The primary power supplied to the FACP shall be 220VAC, 10amp, un-switched, and a dedicated branch circuit.
2. The secondary power supply or batteries shall have sufficient capacity to operate the system under normal, non-alarm condition for a minimum of 24 hours, but on emergencies for a period of 5 minutes.
3. Audible notification signal shall have a sound level at least 15dB above the average ambient sound level or 5dB above the maximum sound level having a duration of at least 30 seconds.
4. The FACP or network display shall be located ideally in a position clearly visible from the main entrance lobby.
5. The FACP shall be located in a position where the temperature shall bot exceed 30 degrees C. It shall be secured with lock and key to allowonly authorized personnel to access and operate it.
6. Smoke detectors shall not be installed until after all other construction trades have completed clean-up.
7. Smoke detectors shall be located on the ceiling. If install on a sidewall, it shall be located at a point not more than 300mm the ceiling to the top of the detector.
8. Smoke detector spacing shall not be more than 9 meters. Therefore,all points on the ceiling shall have a detector within a distance of 6.4 meters.
9. Spacing of detetors from walls or partitions shall not be less than 300mm and not more than 2.25 meters.
10. The fire alarm manual pull stations shall be installed at a height of 1.4 meters above the finished floor level and shall be located at easily accessible points, free from obstruction. Also, it shall be installed within 1.2 meters from the fire exit door.
11. All FDAS wiring shall not be combined with wiring of other systems, wether LV or ELV, in the same conduit pipe or flexible conduit or enclosed cable duct/tray/ladder or other raceways.
12. Conduit pipe or flexible conduit that are surface-mounted, in vertical shafts inside drop ceilings or under raised floors containing FDAS wiring shall be made of metal.
13. All cable ducts/trays/ladders or other raceways containing FDAS wiring shall be made of metal. Metal conduit pipe shall be either intermediate metal conduit (IMC) or electrical metallic tubing (EMT) or rigid steel conduit (RSC).



LOCATION PLAN

LEGENDS	
SYMBOL	DESCRIPTION
S	SMOKE DETECTOR
H/S	HORN / STROBE LIGHT
MPS	MANUAL PULL STATION
	FACP

CONDUIT SIZE
1/2" ∅ EMT / IMC PIPE
CABLE SIZE
TF WIRE # 18 (IDC)
TF WIRE # 16 (NAC)



SINGLE LINE DIAGRAM

PHILIPPINE ECONOMIC ZONE AUTHORITY

PROJECT TITLE:
PROPOSED: INSTALLATION OF FIRE DETECTION AND ALARM SYSTEM
LOCATION: PEZA ADMIN BLDG., AKI COMPOUND, MACTAN ECONOMIC ZONE 1, BRGY. IBO, LAPU-LAPU CITY

PREPARED BY:
IVAN E. [illegible] ILUDA
PROFESSIONAL ELECTRONICS ENGINEER
PRC NO. [illegible] VALIDITY [illegible]
PTR NO. [illegible] DATE [illegible]
TIN [illegible] BRANCH [illegible]
PLACE LAPU-LAPU CITY

GLENN VINCENT P. PENDANG
PROFESSIONAL ELECTRONICS ENGINEER
PRC NO. [illegible] VALIDITY [illegible]
PTR NO. [illegible] DATE [illegible]
TIN [illegible] BRANCH [illegible]
PLACE LAPU-LAPU CITY

CHECKED BY:
LOUIE EVANS E. ESOTO
DIVISION CHIEF - FMD

ARNEL M. SUYU
DEPT. MANAGER - OPERATIONS

RECOMMENDED BY:
EMMANUEL P. CORTERO
ZONE ADMINISTRATOR

APPROVED BY:
TERESO O. PANGA
DIRECTOR GENERAL

SHEET NO.
ECE 1/4
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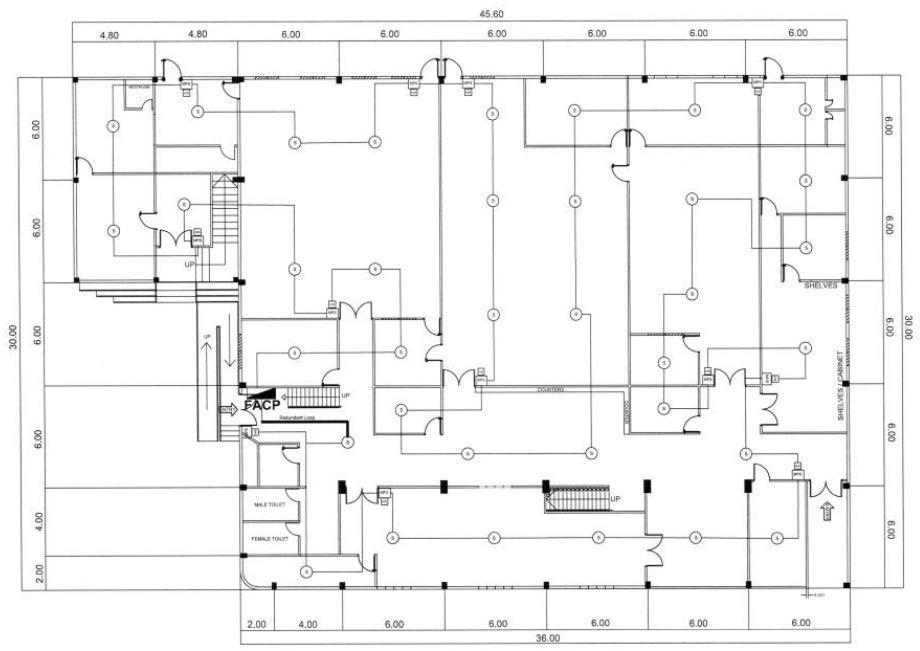
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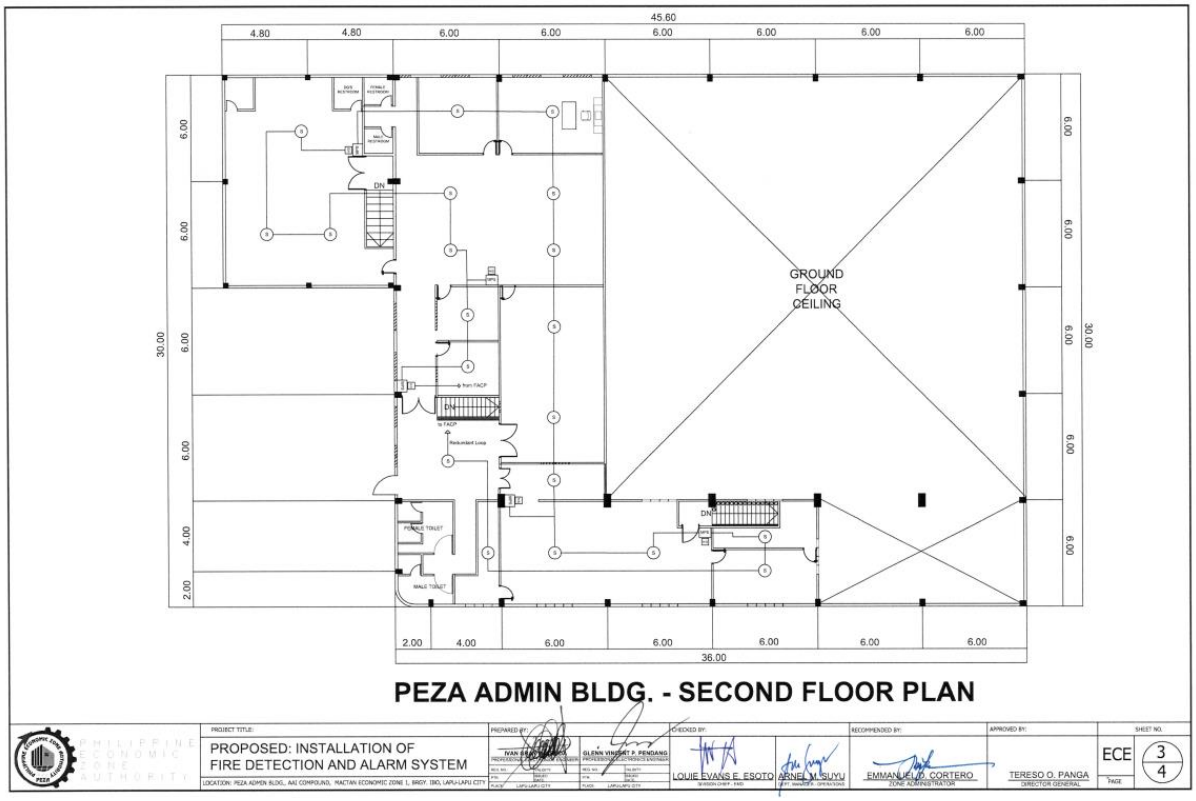
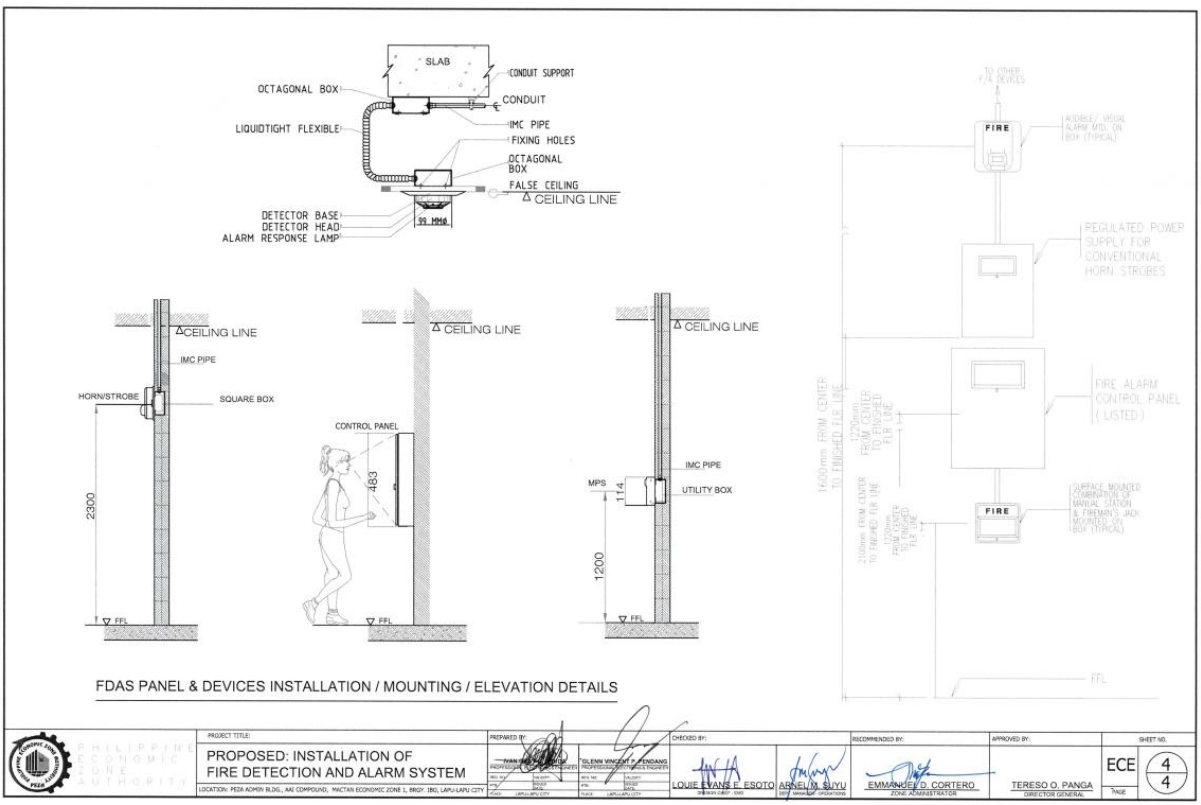


PEZA ADMIN BLDG. - SECOND FLOOR PLAN

PROJECT TITLE:
PROPOSED: INSTALLATION OF
FIRE DETECTION AND ALARM SYSTEM
LOCATION: PEZA ADMIN BLDG., AAI COMPOUND, MACTAN ECONOMIC ZONE I, BRGY. IBO, LAPU-LAPU CITY

PREPARED BY: IVAN [illegible] / GLENN VINCENT P. PENDANG
CHECKED BY: LOUIE EVANS E. ESOTO / ARNEL M. SUYU
RECOMMENDED BY: EMMANUEL O. CORTERO, ZONE ADMINISTRATOR
APPROVED BY: TERESO O. PANGA, DIRECTOR GENERAL
SHEET NO.: ECE 3/4



FDAS PANEL & DEVICES INSTALLATION / MOUNTING / ELEVATION DETAILS

PROJECT TITLE:
PROPOSED: INSTALLATION OF
FIRE DETECTION AND ALARM SYSTEM
LOCATION: PEZA ADMIN BLDG., AAI COMPOUND, MACTAN ECONOMIC ZONE I, BRGY. IBO, LAPU-LAPU CITY

PREPARED BY: IVAN [illegible] / GLENN VINCENT P. PENDANG
CHECKED BY: LOUIE EVANS E. ESOTO / ARNEL M. SUYU
RECOMMENDED BY: EMMANUEL O. CORTERO, ZONE ADMINISTRATOR
APPROVED BY: TERESO O. PANGA, DIRECTOR GENERAL
SHEET NO.: ECE 4/4

Section VIII. Bill of Quantities

Notes on the Bill of Quantities

Objectives

The objectives of the Bill of Quantities are:

a. to provide sufficient information on the quantities of Works to be performed to enable Bids to be prepared efficiently and accurately; and

b. when a Contract has been entered into, to provide a priced Bill of Quantities for use in the periodic valuation of Works executed.

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

Daywork Schedule

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

a. A list of the various classes of labor, materials, and Constructional Plant for which basic daywork rates or prices are to be inserted by the Bidder, together with a statement of the conditions under which the Contractor will be paid for work executed on a daywork basis.

b. Nominal quantities for each item of Daywork, to be priced by each Bidder at Daywork rates as Bid. The rate to be entered by the Bidder against each basic Daywork item should include the Contractor's profit, overheads, supervision, and other charges.

Provisional Sums

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

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

Signature Box

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

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

Section IX. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

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

a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or

b. any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

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

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

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

Technical Documents

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

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

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

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

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

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

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

☐ c. 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).

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; **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 equipmen rentals used in coming up with the Bid; **and**

☐ (m) Cash Flow by Quarter.

Additional Requirements to be submitted during the Opening Of Bids:

☐ **(1) Manufacturer's Catalog Data (as per Scope of Works 1.6 B.) and complies with application provision (as per Scope of Works 1.5E)**

Manufacturer's Catalog Data with the printed logo or trademark of the manufacturer for all equipment. Catalog data shall indicate the type, size, rating, style and catalog number for all items proposed to meet the system performance detailed in the specification. The Proposed equipment shall be subject to the approval of Project Engineer.

☐ (2) **Certification of Trained Personnel as Qualified Installer**

☐ (3) **Shop Drawings**.

A complete set of shop drawings shall be supplied and shall include the following but is not limited to: (as per Scope of Works 1.6 C.)

a. Control Panel Wiring and interconnection Schematics
b. Complete Point-to Point Wiring Diagrams
c. Single Line Diagrams
d. Complete System Bill of Materials
e. General Notes/ Specification with legends and symbol
f. Installation/ Mounting Details
g. Complete Floor Plan Drawing locating all system devices

Bid Form for the Procurement of Infrastructure Projects

[shall be submitted with the Bid]

BID FORM

Date : _____

Project Identification No. : _____

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 a 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

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

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

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: _____

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, Procurement Agent if engaged, 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, Procurement Agent if engaged, 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, Procurement Agent if engaged, 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]

Bid Securing Declaration Form

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

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

BID SECURING DECLARATION
Project Identification No.: *[Insert number]*

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

I/We, the undersigned, declare that:

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

2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any 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]

STATEMENT OF ALL ONGOING GOVERNMENT & PRIVATE CONTRACTS INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED, IF ANY, WHETHER SIMILAR OR NOT IN NATURE AND COMPLEXITY TO THE CONTRACT TO BE BID

This is to certify that **[NAME OF BIDDER]** has the following ongoing and awarded but not yet started contracts:

A. NAME OF CONTRACT B. NATURE OF WORK C. LOCATION OF PROJECT	DATE OF CONTRACT	AMOUNT OF CONTRACT	CONTRACTING PARTY A. BUSINESS NAME B. ADDRESS C. CONTACT NUMBER(S)	A. DATE STARTED B. TARGET DATE OF COMPLETION	% ACCOMPLISHMENT		VALUE OF OUTSTANDING WORKS/UNDELIVERED PORTION (PHP)	REMARKS
					PLANNED	ACTUAL		
Government								
Private								
					TOTAL COST		-	

Instructions:

a.) State all ongoing contracts including those awarded but not yet started (government and private contracts which may be similar or not similar to the project called for bidding) as of _____. (The day before the deadline of submission and opening of bids)

b.) The total cost of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC) in case an NFCC is submitted as an eligibility document.

c.) This statement shall be supported with:

i. Contract; or
ii. Notice of Award (from contracting party), as applicable; or
iii. Notice to Proceed (from contracting party), as applicable

d.) If there is **no ongoing contract** including awarded but not yet started as of the aforementioned period, **state NONE or N/A**.

e.) **This statement shall be completely filled up as required without any alterations to the format.**

_____
Name and Signature of Authorized Representative

_____
Date

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

This is to certify that [NAME OF BIDDER] has the following SLCC within **five (5)** years prior to the opening of bids.

A. NAME OF CONTRACT B. DEFINITION OR DESCRIPTION OF SIMILAR PROJECT C. LOCATION OF PROJECT	DATE OF CONTRACT	AMOUNT OF COMPLETED CONTRACT	CONTRACTING PARTY A. BUSINESS NAME B. ADDRESS C. CONTACT NO.	A. DATE AWARDED B. DATE STARTED C. DATE OF COMPLETION/DELIVERY/ CONTRACTING PARTY'S ACCEPTANCE	REMARKS
Government					
Private					

Instructions:

a.) This statement shall be supported with any of the following:
- i. Owner's Certificate of Final Acceptance; or
  - Name of project owner that issued the certificate;
  - Name of Contractor/Constructor;
  - Name of Contract; and
  - Contract Duration.
- ii. Final Rating of at least Satisfactory in the Constructors Performance Evaluation System (CPES); or
- iii. Equivalent Document in case of Private Contracts

b.) **This statement shall be completely filled up as required without any alterations to the format.**

Name and Signature of Authorized Representativ

Date

Republic of the Philippines

Philippine Economic Zone Authority

Mactan Economic Zone, Lapu-lapu City

Contract ID :

Contract Name : Fire Detection and Alarm System Installation

Location of Contrac : Mactan Economic Zone, Lapu-lapu City

BILL OF QUANTITIES

(Columns (1), (2), (3) and (4) are to be filled by the procuring entity) *(Columns (5) and (6) are to be filled by the bidder)*

Pay Item No. (1)	Description (2)	Unit (3)	Quantity (4)	Unit Price (Pesos) (5)	Amount (Pesos) (6)
I. Fire Detection and Alarm System Installation					
A.	**System Components and Accessories** (Fire Alarm Control Panel, Smoke Detector with Base, Manual Pull	Lot	1	In Words: (Pesos) In Figures: (PhP)	In Figures: (Php)
B.	**Wire, Cables, Roughing-ins, and Conduit Supports**	Lot	1	In Words: (Pesos) In Figures: (PhP)	In Figures: (Php)
C.	**Labor, Design & Engineering and Project Management**	Lot	1	In Words: (Pesos) In Figures: (PhP)	In Figures: (Php)
D.	**Preliminaries** (Mobilization, Processing of Electronics permit and Permit to Operate, Supervision, Testing and	Lot	1	In Words: (Pesos) In Figures: (PhP)	In Figures: (Php)

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Submitted by:

Date

Name and Signature of Bidder's Representative

Position

Name of Bidder

Republic of the Philippines
gppb
Government Procurement Policy Board