PHILIPPINE BIDDING DOCUMENTS

PEZA MEZ No. 2025-007-R2

Installation of FK-5-1-12 Based Clean-Agent Fire Suppression System at MIS, EE and Command Center Room

ABC Php 2,700,000.00

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.

Republic of the Philippines
PHILIPPINE ECONOMIC ZONE AUTHORITY

Invitation to Bid for *Installation of FK-5-1-12 Based Clean-Agent Fire Suppression System at MIS, EE and Command Center Room*

1. The **Philippine Economic Zone Authority**, through the Approved Corporate Operating Budget for the Year 2025 intends to apply the sum of **Two million Seven Hundred Thousand Pesos Only (ABC Php 2,700,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Installation of FK-5-1-12 Based Clean-Agent Fire Suppression System at MIS, EE and Command Center Room** and **Project Identification Number 2025-007-R2**. 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 within Ninety (90) calendar days upon receipt of the Notice to Proceed. Bidders should have completed a contract similar to the Project, which is Installation of Fire Suppression System and contract completed within ten years from the date of the opening of bids. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

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

4. Interested bidders may obtain further information from Philippine Economic Zone Authority and inspect the Bidding Documents at the address given below from Monday to Friday; 8:00am to 5:00pm.

5. A complete set of Bidding Documents may be acquired by interested bidders on **08 November 2025** from given address and website below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos (Php 5,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees through electronic means.

   Interested bidders shall send an email at **mezbac@peza.gov.ph** for the issuance of Order of payment. All PEZA transactions and fees can only be paid through **https://epay.peza.gov.ph**.

6. The **Philippine Economic Zone Authority** will hold a Pre-Bid Conference[1] on **17 November 2025** at **2/F, MEZ Function Hall, PEZA Administration Building, Mactan Economic Zone, Lapu-lapu City** and/or through videoconferencing/webcasting via MS Teams through the link **https://tinyurl.com/e9m655ep** , which shall be open to prospective bidders.

[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.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address as indicated below on or before **02 December 2025; 10:00am**. Late bids shall not be accepted.

   To ensure the proper submission of bids, all bidders are required to submit a single, securely sealed and appropriately marked "Mother Envelope" containing all the necessary documents outlined in this ITB and Section VIII of the bidding documents. Each envelope must be clearly labeled and include the following details:

   1. Name/Project Title of the contract to be bid;
   2. Name and Address of the bidder;
   3. Recipient Bids and Awards Committee (BAC)/ Procuring Entity (PE);
   4. "Do not open before (date/time of the opening of bids)"

   Contents of the Mother Envelope:

Envelope 1 (Original copy)	Envelope 2 (photocopy)
COPY 1: Technical Component Envelope *must be in accordance to Section VIII of the bidding document	COPY 2 and 3: Copy of Technical Component Envelope
COPY 1: Financial Component Envelope *must be in accordance to Section VIII of the bidding document	COPY 2 and 3: Copy of Financial Component Envelope

8. Bid opening shall be on **02 December 2025; 10:00 am** at the given address below and/or through MS. Teams via link: **https://tinyurl.com/6u4nfrex** . Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

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

10. 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.

11. 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: mezbac@peza.gov.ph; mezbacsec@peza.gov.ph
    Telephone number: 032-340-0593

12. You may visit the following websites:

For downloading of Bidding Documents:
PEZA Website: **https://www.peza.gov.ph/bid-opportunities**; PhilGEPS Website: **www.philgeps.gov.ph**

08 December 2025

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 **Installation of FK-5-1-12 Based Clean-Agent Fire Suppression System at MIS, EE and Command Center Room** , with **Project Identification Number 2025-007-R2**.

[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 Operating Budget for the Year 2025 in the amount of **Two million Seven Hundred Thousand Pesos Only (ABC Php 2,700,000.00)**.

2.2. The source of funding is GOCC and GFIs, the Corporate Operating Budget.

3. Bidding Requirements

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

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

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

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

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

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

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

A contract is considered to be "similar" to the contract to be bid if it has the major categories of work stated in the **BDS**.

5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.

5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

6. Origin of Associated Goods

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

7. Subcontracts

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

The Procuring Entity has prescribed that Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address 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 for 120 days.. 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

<table>
<tr><th>ITB Clause</th><th></th></tr>
<tr><td>5.2</td><td>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:

1. Installation of Fire Suppression System
2. Completed within 10 years from the date of the opening of bids</td></tr>
<tr><td>7.1</td><td>Subcontracting is NOT allowed.</td></tr>
<tr><td>10.3</td><td>Current and Valid PCAB License and Registration: Specialty – Fire Protection Works</td></tr>
<tr><td>10.4</td><td>The key personnel must meet the required minimum years of experience set below:
<table>
<tr><th><u>Key Personnel</u></th><th><u>General Experience</u></th><th><u>Relevant Experience</u></th></tr>
<tr><td>Project Engineer</td><td>3 years</td><td>2 years</td></tr>
<tr><td>Safety Officer</td><td>3 years</td><td>2 years</td></tr>
</table></td></tr>
<tr><td>10.5</td><td>The minimum major equipment requirements are the following:

<u>Equipment</u> <u>Capacity</u> <u>Number of Units</u>
<u>n/a</u></td></tr>
<tr><td>12</td><td>[Insert Value Engineering clause if allowed.]</td></tr>
<tr><td>15.1</td><td>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 <u>Php54,000.00</u> [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 <u>Php135,0000.00</u> [Insert five percent (5%) of ABC] if bid security is in Surety Bond.</td></tr>
<tr><td>19.2</td><td>Partial bids are NOT allowed.</td></tr>
<tr><td>20</td><td>1. Latest income and business tax returns; BIR Form 1701Q and BIR Form 2550Q within the last six months preceding the date of bid submission, filed through e-FPS.
2.DTI Registration for sole proprietorship or SEC Registration
3.Mayor’s or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
4.Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR)
5.Audited Financial Statements stamp received by the BIR or BIR-accredited institutions.</td></tr>
</table>

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	**The intended completion date is Ninety (90) calendar days from receipt of Notice to Proceed.**
4.1	**Upon receipt of the Notice to Proceed, the Contractor's Representative shall immediately coordinate with the Engineering and Maintenance Division for instruction/briefing prior to implementation.**
6	The site investigation reports are: • **Weekly Activity / Progress Report** • **Weekly Safety / Incident Report**
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. N/A *[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. N/A *[In case of other structures, such as bailey and wooden bridges, shallow wells, spring developments, and other similar structures:]* Two (2) years. N/A
10	**Dayworks are applicable at the rate shown in the Contractor's original Bid.**
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 Php25,000.00.

13	The amount of the advance payment **shall not exceed 15% of the total contract price and schedule of payment.**
14	Materials and equipment delivered on the site but not completely put in place shall **NOT** be included for payment. **N/A**
15.1	The date by which operating, maintenance manuals and "as built" are required is **within thirty (30) calendar days upon completion of the project**.
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 ***3%).***

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 : Proposed Installation of FK-5-1-12 Based Clean-Agent Fire Suppression System at MIS, EE, and Command Center Room

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 2025, intends to utilize the sum of **TWO MILLION SEVEN HUNDRED THOUSAND PESOS (₱2,700,000.00)** as the approved budget for the contract (ABC) for the **procurement and implementation** of the project: **"Proposed Installation of FK-5-1-12-Based Clean-Agent Fire Suppression System at MIS, EE, and Command Center Room"** (AAI Compound, 2nd Avenue, Mactan Economic Zone 1, Ibo, Lapu-Lapu City).

1.2 SUMMARY

This section involves the supply, installation, testing, and commissioning necessary to complete the installation required for the items specified under this division, including but not limited to:

a) System Description and Operational Overview
b) System Requirements
c) System Design
d) System Installation
e) System Specification
f) System Testing and Commissioning
g) Submittals
h) Quality Assurance
i) Project Conditions
j) Payment Schedule
k) Project Duration

1.3 SYSTEM DESCRIPTION AND OPERATIONAL OVERVIEW

This system provides FK-5-1-12 based clean-agent fire suppression, ensuring the safety of critical electronic and electrical equipment and preventing operational downtime. This system is a pre-engineered fire suppression solution that utilizes **FK-5-1-12**, a clean agent with zero ozone depletion potential (ODP) and low global warming potential (GWP), making it an environmentally friendly choice for fire protection. The installation shall comply with NFPA 2001, ISO 9001, and relevant local fire codes.

1.4 SYSTEM REQUIREMENTS

The FK-5-1-12-based clean-agent fire suppression system must meet the following technical and operational requirements to ensure compliance with fire safety standards:

A. **Clean Agent Suppression** – The system must utilize FK-5-1-12 based as the suppression agent, meeting NFPA 2001 standards and providing effective fire extinguishment without damage to electronics.

B. **Cylinder and Valve Assembly** – The suppression agent must be contained within a **TPED welded cylinder**, equipped with an **appropriate discharge valve** and a **pressure gauge** to monitor cylinder pressure.

C. **Fire Detection and Activation** – The system must include a **conventional releasing panel, UL 7th Edition-compliant smoke detectors**, and both automatic and manual activation mechanisms such as an **electromagnetic actuator, manual actuator**, and **pull station**.

D. **Control and Notification Devices** – The system must feature an **abort switch, discharge pressure switch**, and **flashing evacuation signage** to ensure personnel awareness. Additionally, audio-visual alarms must include a **horn/strobe unit, motor bell**, and **entry/exit warning signs.**

E. **Integration with Building Systems** – The system must be capable to interface with air conditioning units for automatic shut-off. A door access integration module must ensure automatic unlocking of doors upon activation.

F. **Discharge Nozzles and Agent Distribution** – The system must include **an appropriate FK discharge nozzle** designed to evenly disperse the agent within the protected area.

G. **Wiring and Power Supply** – Fire-rated cables must be used throughout the installation, with a backup battery (12VDC, 7AH) to ensure uninterrupted operation in case of power failure. **No exposed conduits or roughing-ins shall be allowed**. All conduit work must be **embedded** in walls, ceilings, or flooring for a seamless and aesthetic installation. Conduit shall be made of metal (EMT or RSC) and must comply with NFPA 70 (NEC) and local electrical codes.

H. **Regulatory Compliance and Testing** – All materials, devices, and equipment shall be UL Listed, FM Approved, and comply with all applicable NFPA, IEC, and ISO standards and relevant local fire safety codes. The installation must adhere to:

   a. NFPA 2001 – Clean Agent Fire Extinguishing Systems
   b. NFPA 13 – Piping & Support Guidelines
   c. NFPA 72 – Fire Alarm & Detection Systems
   d. NFPA 704 – Hazard Identification

e. NFPA 70 – National Electrical Code (NEC)
f. ISO 3864 – Safety Signage and Labels

Post-installation, a **room integrity test** and **full commissioning test** must be conducted to verify compliance and performance.

I. **Maintenance and Training** – A **one-year warranty** on equipment and installation must be provided, with scheduled preventive maintenance inspections. System training must be conducted to familiarize personnel with operational procedures and emergency protocols.

1.5 SYSTEM DESIGN

The contractor shall be responsible for the complete system design, ensuring compliance with Section 1.4 (H) System Requirements. The design must include:

A. **Fire Risk Assessment**
- Identifying the fire classification (Class A, B, or C)
- Determining the required minimum agent concentration based on NFPA 2001.
- Ensuring compliance with fire safety standards and environmental regulations.

B. **Agent Storage and Distribution**

The quantity of FK-5-1-12 clean agent for each protected space shall be calculated based on:
- The enclosed room volume,
- Hazard classification per **NFPA 2001: Standard on Clean Agent Fire Extinguishing Systems**, and
- The required minimum design concentration (typically **5.3% to 6.0% by volume** for Class A surface fires), including a safety factor in accordance with **NFPA 2001 Section 5.4**.

The clean agent flow calculations shall be derived using the **manufacturer's proprietary, UL-certified design software**, ensuring accuracy in:
- Cylinder sizing,
- Pipe network layout and nozzle selection, and
- Agent discharge time, flow rate, and nozzle pressures.

The following rooms shall be protected using FK-5-1-12:
- **MIS Room – 60.16 m^3**
- **Command Center – 22.24 m^3**
- **EE Room – 6.62 m^3**

To ensure consistency and a baseline for compliance, the minimum clean agent quantities must adhere to the reference values below:

Room	Volume (m^3)	Design Concentration	Agent Required (kg)
• **MIS Room**	60.16 m^3	6.0%	~50.9 kg
• **Command Center**	22.24 m^3	6.0%	~18.8 kg
• **EE Room**	6.62 m^3	6.0%	~5.6 kg

NOTE: Final agent quantity and cylinder configuration must be verified using manufacturer software and submitted with design documentation.

- For preliminary verification, FK-5-1-12 agent typically requires:

- **0.85 kg/m³** at a 6.0% design concentration (with 20% safety margin).
- **Formula:** Required Agent (kg) = Volume (m^3) × 0.85 kg/m^3

This method supports validation of the contractor's calculations during review.

Based on these volumes, the suppression system shall be designed to:

- Comply with **NFPA 2001 total flooding system** requirements;
- Use **cylinders certified under TPED or DOT** specifications;
- Provide **pressure relief vents** and sealing provisions to pass a **door fan room integrity test** (per Annex C of NFPA 2001).

C. **Piping and Nozzle Layout**

- The distribution piping and nozzle placement shall be designed to ensure uniform discharge of the suppression agent.
- Piping shall be properly sized to maintain adequate pressure throughout the system.
- Nozzles shall be installed according to manufacturer guidelines and NFPA 2001.
- Flow Design: Engineered using manufacturer-approved calculation software

D. **Fire Detection and Control System**

- Install a fire alarm control panel with a releasing module to activate the suppression system.
- Provide conventional smoke detectors to detect early signs of fire.
- Include abort switches, manual pull stations, and warning signage to allow safe and controlled activation.

E. **Fire Suppression Sequence**

- The fire suppression system shall include a pre-discharge warning phase before the release of the FK-5-1-12 clean agent. This phase is designed to:
- Provide a clear audible and visual warning to occupants before agent discharge.
- Allow authorized personnel to abort or delay the release if the alarm is falsely triggered.
- Ensure activation of **air conditioning shutdown**, door release, and other fire safety mechanisms prior to discharge.

F. **Fire Suppression Activation Sequence:**

- **Fire Detection:** The system detects fire via smoke/heat detectors.
- **Pre-Discharge Warning:** Horns, strobes, and voice alarms activate, allowing for safe evacuation.
- **Delay Timer (if configured):** A programmed delay (typically 10-30 seconds) allows verification or abort.
- **Agent Discharge:** If no abort is triggered, the FK-5-1-12 agent is released.

G. **Safety and Interlocks**

- Ensure automatic unlocking of doors upon fire detection to allow safe evacuation.
- Install warning devices such as horn/strobes, flashing signage, and evacuation alarms.
- Fire Suppression Activation Sequence:
- Fire Detection: The system detects fire via smoke/heat detectors.
- Pre-Discharge Warning: Horns, strobes, and voice alarms activate, allowing for safe evacuation.

- Delay Timer (if configured): A programmed delay (typically 10-30 seconds) allows verification or abort.
- Agent Discharge: If no abort is triggered, the FK-5-1-12 agent is released.

1.6 SYSTEM INSTALLATION

A. Material Inspection

- Inspect all components for defects or damages before installation
- Ensure compatibility of components with system design requirements.

B. Cylinder Installation

- Position the cylinders at the designated location (preferably a secure, well-ventilated area).
- Secure cylinders on a sturdy wall-mounted or floor-mounted bracket.
- Cylinders must be securely fastened in an **upright position** using seismic-rated brackets.
- Clearance must be maintained for **valve operation and servicing.**
- Ensure proper labeling and accessibility for maintenance and refilling.
- Discharge piping must be **kept as short as possible** to minimize agent loss.

C. Piping Installation

- Use appropriate schedule-rated pipes (e.g., Schedule 40 black steel or stainless steel) as per the design.
- Cut and thread the pipes according to the layout plan.
- Install piping from the cylinder manifold to the nozzle locations.
- Support pipes with appropriate brackets and clamps to prevent movement or sagging.
- Pressure-test the piping system to detect leaks before proceeding.
- Pipe supports must follow NFPA 13 guidelines for horizontal and vertical installations.

D. Nozzle Installation

- Install discharge nozzles at the designated locations based on the coverage area and design specifications.
- Ensure that the nozzle orifices are correctly aligned for optimal agent distribution.
- Securely fasten nozzles to prevent movement or blockage.
- Minimum **150mm (6 inches) clearance below the ceiling**.
- Minimum **0.3m (1ft) from walls** for sidewall-mounted nozzles.
- Nozzles must be spaced **3m to 5m (10ft to 16ft) apart**, depending on room volume.
- Nozzles must not be placed near exhaust vents to avoid agent loss.

E. Fire Detection, Alarm, and Control Panel Installation

- **Fire Alarm Control Panel**
  a. Mount the control panel in an accessible and secure location.
  b. Connect the control panel to smoke detectors, heat detectors, and manual release stations.
  c. Wire the solenoid valve to the panel for automatic activation of the FK-5-1-12 based clean-agent system release.
- **Manual Pull Station**
  a. Installed at a height of 1.0m to 1.2m (40-48 inches) above the finished floor level (per NFPA 72 and ADA guidelines).

b. Positioned near exit doors, stairwells, and high-risk areas for easy access.
c. The pull station must be protected by a clear acrylic cover with an audible alarm to prevent tampering.

- **Strobe Lights**
  a. Installed at a minimum height of 2.1m (7ft) above the finished floor.
  b. Strobe placement shall ensure visibility from all areas of the protected space.
- **Fire Alarm Bell**
  a. Installed at a height ensuring maximum sound propagation.
  b. Shall be synchronized with strobe lights for coordinated alarm activation.
  c. Wiring shall be fire-rated and properly labeled.
- **Evacuation Signage**
  a. Installed above exit doors, stairwells, and evacuation routes for clear visibility.
  b. LED signs shall be connected to backup power for operation during power failures.
- **Gas Discharge Warning Signage**
  a. Installed at the entrance of protected areas to indicate the presence of a clean-agent suppression system.
  b. Must have clear, bold lettering stating: "CLEAN AGENT PROTECTED AREA – GAS DISCHARGE WARNING."
  c. Shall be reflective and illuminated for visibility in low-light conditions.
- **Entrance Warning Signage**
  a. Placed at all access points to inform personnel that the area is protected by an FK-5-1-12 clean-agent system.
  b. Wording must indicate: "WARNING: THIS AREA IS PROTECTED BY A CLEAN-AGENT SUPPRESSION SYSTEM – ENTER WITH CAUTION."
- **Exit Warning Signage**
  a. Positioned at emergency exits leading out of the protected space.
  b. Should include instructions for safe evacuation, such as: "IN CASE OF ALARM, EVACUATE IMMEDIATELY – DO NOT RE-ENTER UNTIL CLEARED."
  c. Must be photoluminescent or have backup lighting to remain visible during power failure.

- **Abort Button Switch**
  a. Installed adjacent to the manual pull station and near exits.
  b. Clearly labeled for immediate identification.
  c. Wired to fire suppression control circuits to prevent accidental discharge.
  d. Must be protected by a clear acrylic cover

1.7 SYSTEM SPECIFICATIONS

A. **Cylinder Specifications**

- **Material:** High-strength alloy steel **(ASME / DOT approved)**
- **Pressure Rating:** 25 bar (360 psi) or per manufacturer's specifications
- **Valve System:** Equipped with discharge valve, pressure gauge, and safety relief device.
- **Activation Mechanism:** Both automatic and manual release.
- **Mounting:** Installed with seismic brackets for structural stability.
- **Labeling:** Must comply with **NFPA 704** for hazard identification

B. **Pipe Material & Specifications**

- Schedule 40 Black Steel Pipe (ASTM A106 or equivalent)

- **Fittings:** Welded or threaded (per NFPA 2001)
- **Cleaning Standard:** Internally cleaned to remove contaminants

C. **Nozzle Specifications**
- **Material:** Brass or Stainless Steel
- **Discharge Angle:** 360° (omnidirectional) or 180° (unidirectional)

D. **FACP Specifications**
- **Fire Alarm Control Panel (FACP)**
  a. **Type:** Conventional (minimum), **UL Listed, FM Approved.**
  b. **Detection Zones:** Minimum **4 zones** (expandable)
  c. **HMI:** LCD Display with user-friendly interface.
  d. **Power Supply:** 120V/230V AC with 24-hour battery backup
  e. **Release Circuit:** Dedicated circuit for clean-agent discharge

  Activation Inputs:
  f. Smoke and heat detectors
  g. Manual pull stations
  h. Abort switch

  Output Functions:
  i. Alarm sounders & visual strobes
  j. Air-conditioning shutdown relay
  k. Door release control
  l. Pre-discharge warning system

  Logging & Indications:
  m. Event history log with time-stamped records
  n. LED status indicators

E. **Manual Pull Station Specifications**
- 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.
- 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.
- Attractive with streamline design.
- Less than 5lb pull force complies with ADA.
- Solid, die-cast metal construction.
- ***UL*** Listed.

F. **Conventional Smoke Detector Specifications**
- Photo-electric Type operating at 24-Vdc, nominal.
- 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.
- ***UL*** Listed.
- 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

G. **Combinational Horn/Light Specifications**

- Operating Voltage is 16-33Vdc.
- High Performance LED Strobe Technology
  - Ultra low device current consumption
  - High efficiency optics
  - Selectable 15, 30, or 75 cd light output
- Efficient Audible Output
  - Selectable high or low dB horn output
  - Selectable temporal or steady horn output
  - Improved audio frequency range for better wall penetration
- Low-profile Design
  - Compact design
  - Single gang mounting
  - Ultra-slim protrudes about 1" from the mounting surface
  - Attractive appearance—no visible mounting

H. **Fire Alarm Bell Specifications**

- Type: Motor-driven or vibrating bell.
- Sound Level:
  a. Minimum 75 dB at 10 feet.
  b. Adjustable up to 95 dB as required.
- Power Supply: 24V DC (nominal).
- Diameter: 6 inches (152mm) or 10 inches (254mm), depending on area size.
- Mounting: Suitable for surface-mounted installation.
- Protection Rating:
  a. IP42 for indoor use.
  b. IP54 or higher for outdoor use.
- Compliance: UL 464, NFPA 72.

I. **Evacuation Signage Specifications**

- Rigid Photoluminescent (Glow-in-the-Dark) Plastic, Metal, or Acrylic
- Must be non-reflective with anti-glare finish.
- Minimum 8" x 10" (200mm x 250mm) or larger for visibility
- Background: **RED or YELLOW** (ISO 3864 compliant).
- Text: WHITE or BLACK (high contrast for readability).
- **Evacuation running man** symbol (ISO 7010-E001).
- Fire suppression warning triangle (ISO 3864).
- Gas discharge warning icon (NFPA 72 recommended).
- Should be **illuminated** or **self-glowing** for low-light conditions.

J. **Abort Button Switch Specifications**

- Normally Open (N.O.) momentary push button.
- **Activation Mechanism:** Press-and-hold to delay suppression discharge.
- **Reset Mechanism:** Automatic reset upon release.
- Red or yellow, labeled "ABORT".
- **Marking & Labeling:** "PRESS AND HOLD TO ABORT", per NFPA 2001.
- Heavy-duty plastic or metal for durability.
- **Protection Rating:** IP54 minimum for indoor use.
- **Electrical Contact Rating:** 24V DC.
- **Mounting:** Surface-mounted near exit doors.
- **Compliance:** NFPA 2001, UL 38.

1.8 SYSTEM TESTING AND COMMISSIONING

The contractor must perform **full system testing** before final acceptance.

A. **Pre-Testing Requirements**

a. Verify all devices are properly installed and labeled.
b. Check for **short circuits, open circuits, and ground faults.**
c. Conduct a **pressure test** on FK-5-1-12 piping and nozzles

B. **Functional Testing**

The contractor shall conduct a full functional test including:

- **Fire Alarm System Testing:**
  a. Verify detection and response time of smoke detectors.
  b. Test manual activation using manual pull stations.
  c. Confirm abort switch functionality
  d. Verify proper operation of audible and visual alarms

- **Clean Agent Suppression Testing**
  a. Ensure proper signal transmission from the fire panel to the suppression system
  b. Verify discharge sequence activation
  c. Test electromagnetic and manual actuators
  d. Confirm abort feature delays discharge and resets correctly.

- **Room Integrity Test (Door Fan Test)**
  a. Ensure sufficient agent retention time as per NFPA 2001.
  b. Verify sealing of doors, ducts, and penetrations to prevent leaks.

C. **System Handover and Acceptance**

- Final Inspection:
  a. Conducted in the presence of procuring entity representatives, the Project Engineer, and the end user.
  b. Ensure all system components are installed and tested as per contract requirements.

D. **Training**

- Conduct on-site training for facility personnel on:
  a. System operation
  b. Emergency procedures
  c. Maintenance requirements

E. **Maintenance Commitment**

- Submit a preventive maintenance schedule for regular inspections and servicing.
- Ensure the integrity of the system remains intact with routine servicing.

1.9 POST-AWARD SUBMITTALS

A. **Initial Bid Compliance Documents**

Bidders must submit the following documents to demonstrate compliance with the project requirements:

a. **Product Data Sheets** - Specifications for all key system components, including the FK-5-1-12 agent, suppression cylinders, discharge nozzles, fire

alarm control panel (FACP), detection devices, notification appliances, and related accessories.

b. **Preliminary System Layout** – A conceptual single-line diagram illustrating the general system configuration, including:
   1) Suppression agent cylinder locations
   2) Basic piping layout
   3) Detection and activation devices
   4) Notification and evacuation devices
   5) Installation mounting details
   6) Control Panel & Interface
   7) Discharge Nozzle Locations
   8) Certified agent quantity and hydraulic calculation,

c. **Compliance Certificates** – Documentation confirming that all proposed equipment and devices are **UL Listed**, **FM Approved**, and conforms to relevant NFPA and ISO standards.

d. **Technical Proposal** – A brief explanation of the approach for implementing the FK-5-1-12 fire suppression system, ensuring compliance with project specifications.

e. **Design Submittals**
   1) Upon contract award, the contractor must provide the following signed and sealed by a Professional Mechanical Engineer (PME) and a Professional Electronics Engineer (PECE), as applicable:
      a) Shop Drawings – Detailed drawings indicating:
      b) Piping layout, routing, and pipe sizes
      c) Locations of detection, suppression, and alarm devices
      d) Wiring diagrams with point-to-point interconnections
      e) Mounting details for all system components
      f) Sequence of operation for the suppression system
   2) Hydraulic Flow Calculations – Verifying the agent discharge time, distribution, and nozzle placement in compliance with NFPA 2001.
   3) Battery Load Calculations – Ensuring adequate backup power supply for the fire alarm and releasing system.

f. **Equipment & Compliance Submittals**
   1) Certificates of Conformance – Manufacturer issued documents confirming compliance with:
      a) NFPA 2001 – Clean Agent Fire Suppression Systems
      b) NFPA 72 – Fire Alarm Systems
      c) NFPA 70 – National Electrical Code
      d) ISO 14520 – Gaseous Fire Extinguishing Systems
   2) Material Safety Data Sheets (MSDS) – For the FK-5-1-12 based clean agent.
   3) Operation & Maintenance Manuals – Comprehensive manuals covering installation, testing, operation, and maintenance.

C. **Installation Phase Submittals (Pre- and Post-Completion)**

a. **Documentation & Testing Submittals**

1) The contractor shall secure the necessary permits from PEZA MEZ-OBO and the Bureau of Fire Protection for the pre- and post-installation phases. The secured permits shall then be submitted to the procuring entity.

2) The contractor is required to have a suitable **Construction Safety and Health Program,** which must be in accordance with **Occupation Safety and Health (OSH) Standard,** rules and issuances by the DOLE within five (5) calendar days upon receipt of Notice to Proceed. The program shall state the following:

   a) Composition of Construction Safety and Health Committee.
   b) Specific safety policies which the contractor shall observe at the area of construction which include but not limited to Fall Protection, Chemical Hazards, and Materials Handling and Storage.
   c) Penalties and sanctions for violations of the program.
   d) The manner of disposing waste arising from the construction.
   e) The safety program shall also include the appointment of a full-time safety officer-in-charge of the implementation of the said program.

3) Testing & Commissioning Reports
   The contractor shall submit detailed test results and certification for approval, including:
   a) Room Integrity Test (as per NFPA 2001)
   b) Full System Commissioning Test (agent discharge verification)
   c) Fire Alarm System Testing (in compliance with NFPA 72)

b. Provide a system manual including maintenance procedures and troubleshooting guidelines.

c. **As-Built Drawings**
The contractor shall submit the as-built plans, including the following:

1) Final documentation reflecting any modifications made during installation.
2) Plans shall be signed and sealed by a Professional Mechanical Engineer and Professional Electronics Engineer, as applicable.

d. **Regulatory Compliance Certificates**
Includes, but is not limited to:

- Certificate of Completion or Clearance for Electronics Permit to Operate (EPTO)
- The contractor shall issue a Certificate of Completion. This certificate must be signed and sealed by a Professional Mechanical Engineer and Professional Electronics Engineer.

Note: This is distinct from the Certificate of Final Completion issued by the Procuring Entity.

e. **Final Acceptance Certification** – To be signed upon successful system testing and commissioning.

1.10 QUALITY ASSURANCE

A. **Manufacturer's Qualifications:**

- The manufacturer must hold certifications from the following organizations:
  a. UL Listed (Underwriters Laboratories)
  b. FM Approved (Factory Mutual)
  c. ISO 9001:2015 (Quality Management System)
  d. ISO 14001 (Environmental Management System)
  e. NFPA Compliance (NFPA 2001 – Clean Agent Fire Extinguishing Systems)

B. **Contractor Qualifications:**

- **PCAB License Requirement:** Specialty – Fire Protection Works (SP-FP), Minimum Size Range: Small B.
- **Certification from Manufacturer** for handling and installing FK-5-1-12 clean agent systems.
- **Technical Expertise & Key Personnel**
  a. To ensure proper implementation and compliance with relevant standards, the awarded contractor must engage the following consultants for the duration of the project:
     1) A Professional Electronics Engineer (PECE) to oversee the installation of the Fire Detection and Alarm System (FDAS) and its integration with the FK-5-1-12 clean agent fire suppression system.
     2) A Professional Mechanical Engineer (PME) to handle the design, installation, and commissioning of the FK-5-1-12 suppression system.
     3) The contractor must submit proof of engagement, such as a Memorandum of Agreement (MOA) or Certification of Engagement, to confirm the involvement of these consultants in the project.
  b. Installers and technicians must have the following:
     1) Certified FDAS (Fire Detection and Alarm System) Training issued by the Contractor
     2) Certified FK-5-1-12 System Training issued by the Contractor
  c. The contractor must assign a Safety Officer with valid DOLE-OSHC (Department of Labor and Employment – Occupational Safety & Health Center) Certification to oversee workplace safety during installation.

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.

1.11 PROJECT CONDITIONS

- The Contractor shall inspect the job site and familiarize themselves with the conditions under which the work will be performed. Inspection of the building may be arranged by appointment with the Procuring Entity. Contractors are encouraged to conduct a site inspection prior to the Opening of Bids.
- The Contractor shall submit a detailed work schedule, including key milestones and completion dates.
- All work shall be coordinated with the Procuring Entity to minimize disruptions to building operations.
- Work in occupied areas shall be scheduled at times that cause the least inconvenience to occupants.
- The Contractor shall be responsible for the proper storage, security, and handling of materials and equipment.
- Designated storage areas within the project site may be assigned, subject to approval by the Procuring Entity.

- The work area must be kept clean, and all waste materials must be properly disposed. The Contractor is responsible to clean up daily before departing.
- 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.
- The contractor must ensure that all installers wear company-branded uniforms on-site for professionalism, identification, and security.

1.12 PAYMENT SCHEDULE

- The PEZA shall, upon a written request by the Contractor, allow an advance payment/mobilization fee in the amount not to exceed fifteen percent (15%) of the total contract price. The fee shall be paid only upon the submission to and acceptance by the PEZA of an irrevocable standby letter of credit of equivalent value from an accredited financial institution or a surety bond callable upon demand, issued by a surety or insurance company duly licensed by the Insurance Commission and confirmed by the PEZA.
- The Contractor may submit a request for progress payment for every 50%, 75% and 100% work accomplishment. Progress payments maybe paid by the PEZA to the contractor upon Certification issued by the PEZA.
- Progress payment shall be adjusted by deducting the amount in the recoupment of the advance payment, and additional retention money amounting to 15% and 10 % of the progress billing respectively.
- The total "retention money" shall be due for release upon the request of the Contractor for the substitution of the retention money with an irrevocable letter of credit or surety bond callable on demand and upon issuance of the Certificate of Inspection and Acceptance by the PEZA.

1.13 PROJECT DURATION

A. The project duration covering the ***"Proposed Installation of FK-5-1-12 Based Clean-Agent Fire Suppression System at MIS, EE, and Command Center Room"*** shall be for a period of ninety (90) calendar days from the issuance of Notice to Proceed (NTP).

Prepared by:

JAILAINE J. DELA CRUZ, ECE, ECT, MMME
Enterprise Services Officer II

IVAN GRAY C. CRUDA, PECE
Enterprise Services Officer III

LOUIE EVANS E. ESOTO
Division Chief II, EMD

Recommended by:

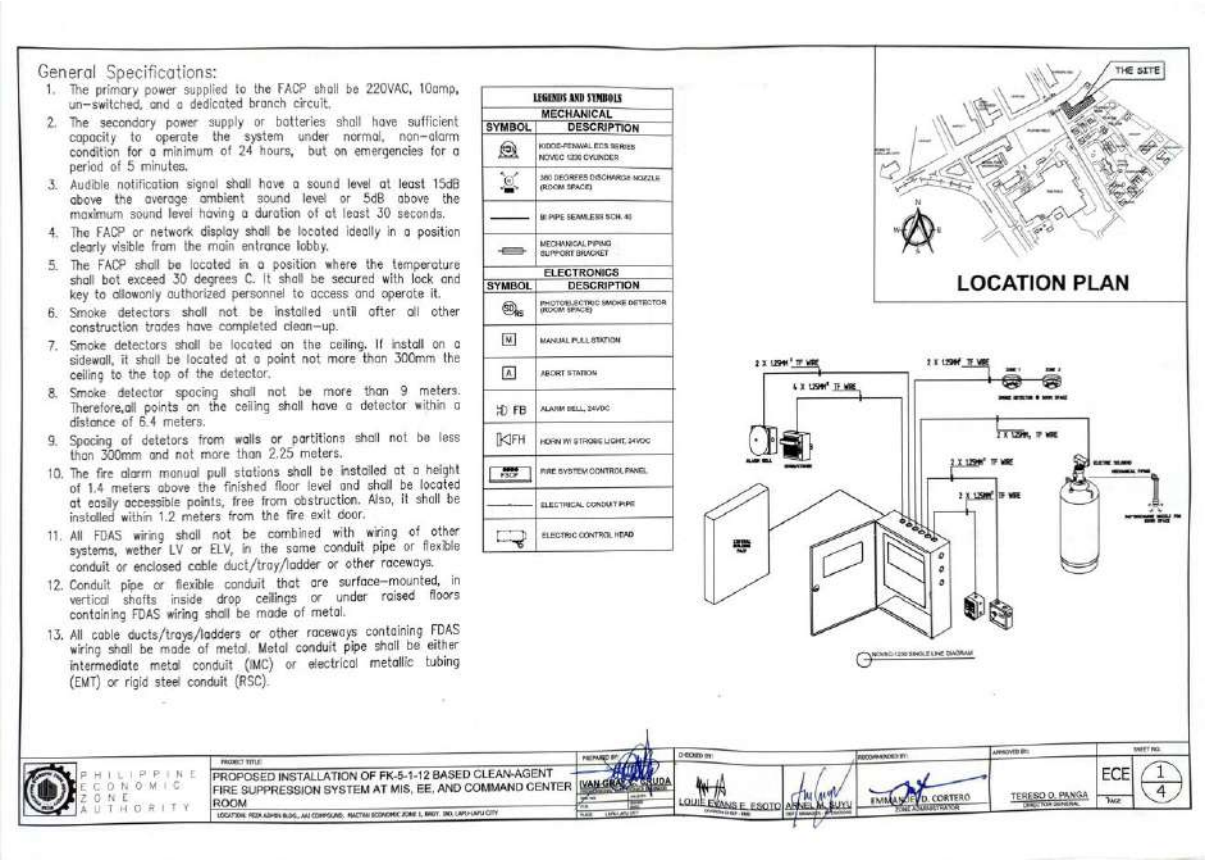
ARNEL M. SUYU
ZM & OIC-Department Manager, Operations

Approval:

EMMANUEL D. CORTERO
Zone Administrator for MEZ and VisMin SEZ

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.]



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).

LEGENDS AND SYMBOLS	
MECHANICAL	
SYMBOL	DESCRIPTION
	KIDDE-FENWAL ECS SERIES NOVEC 1230 CYLINDER
	360 DEGREES DISCHARGE NOZZLE (ROOM SPACE)
	M PIPE SEAMLESS SCH. 40
	MECHANICAL PIPING SUPPORT BRACKET
ELECTRONICS	
SYMBOL	DESCRIPTION
PHOTO/HS	PHOTOELECTRIC SMOKE DETECTOR (ROOM SPACE)
M	MANUAL PULL STATION
A	ABORT STATION
FB	ALARM BELL, 24VDC
FH	HORN W/ STROBE LIGHT, 24VDC
FACP	FIRE SYSTEM CONTROL PANEL
	ELECTRICAL CONDUIT PIPE
	ELECTRIC CONTROL HEAD

THE SITE

LOCATION PLAN

PHILIPPINE ECONOMIC ZONE AUTHORITY

PROJECT TITLE: PROPOSED INSTALLATION OF FK-5-1-12 BASED CLEAN-AGENT FIRE SUPPRESSION SYSTEM AT MIS, EE, AND COMMAND CENTER ROOM

LOCATION: PEZA ASHMEN BLDG., AM COMPOUND, PHILTRAI ECONOMIC ZONE II, BRGY. SNO, LAPU-LAPU CITY

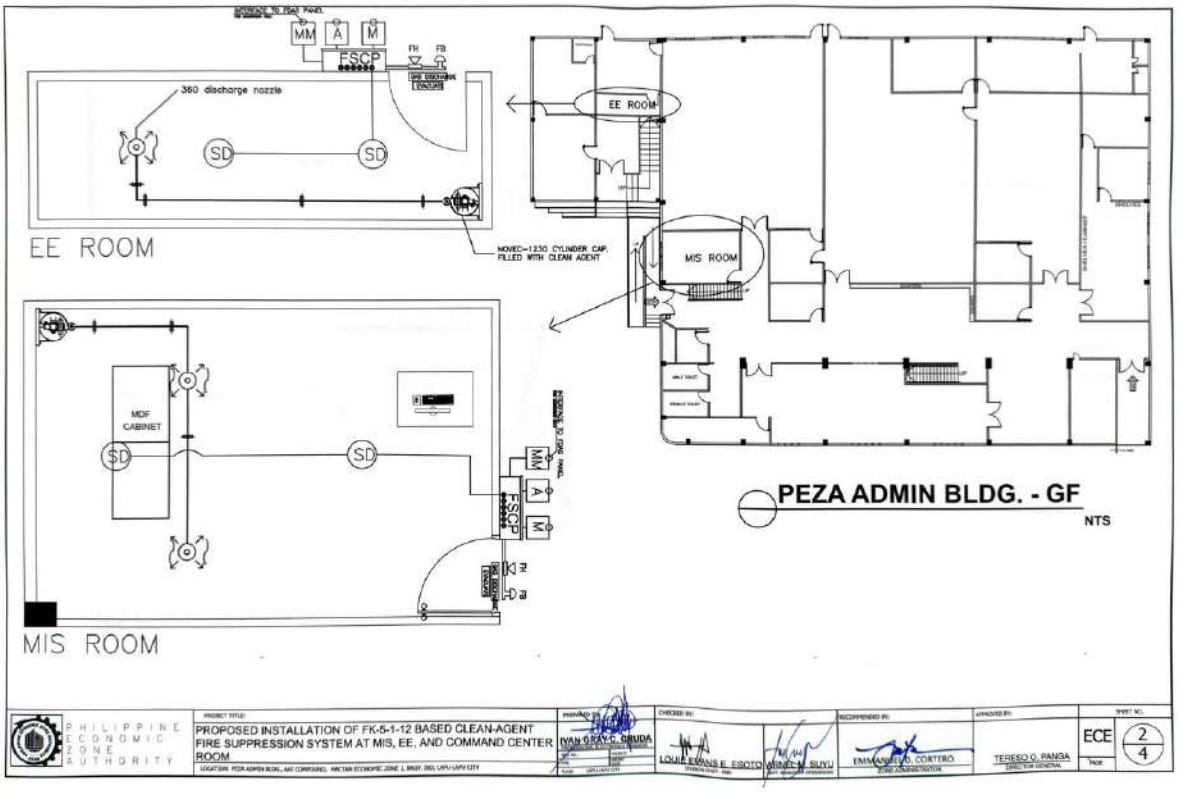
PREPARED BY: IVAN GRACE A. PRUDA

CHECKED BY: LOUIE EVANS E. ESOTO; ANNEL M. SUYU

RECOMMENDED BY: EMMANUEL D. CORTERO, ZONE ADMINISTRATOR

APPROVED BY: TERESO O. PANGA, DIRECTOR GENERAL

SHEET NO.: ECE 1/4


MM
A
M
FSCP
360 discharge nozzle
SD
EE ROOM
MDF CABINET
MIS ROOM
PEZA ADMIN BLDG. - GF
NTS
PHILIPPINE ECONOMIC ZONE AUTHORITY
PROPOSED INSTALLATION OF FK-5-1-12 BASED CLEAN-AGENT FIRE SUPPRESSION SYSTEM AT MIS, EE, AND COMMAND CENTER ROOM
IVAN GRAY C. OBUDA
LOUIE EVANS E. ESOTO
ARNEL M. SUYU
EMMANUEL D. CORTERO
TERESO O. PANGA
ECE
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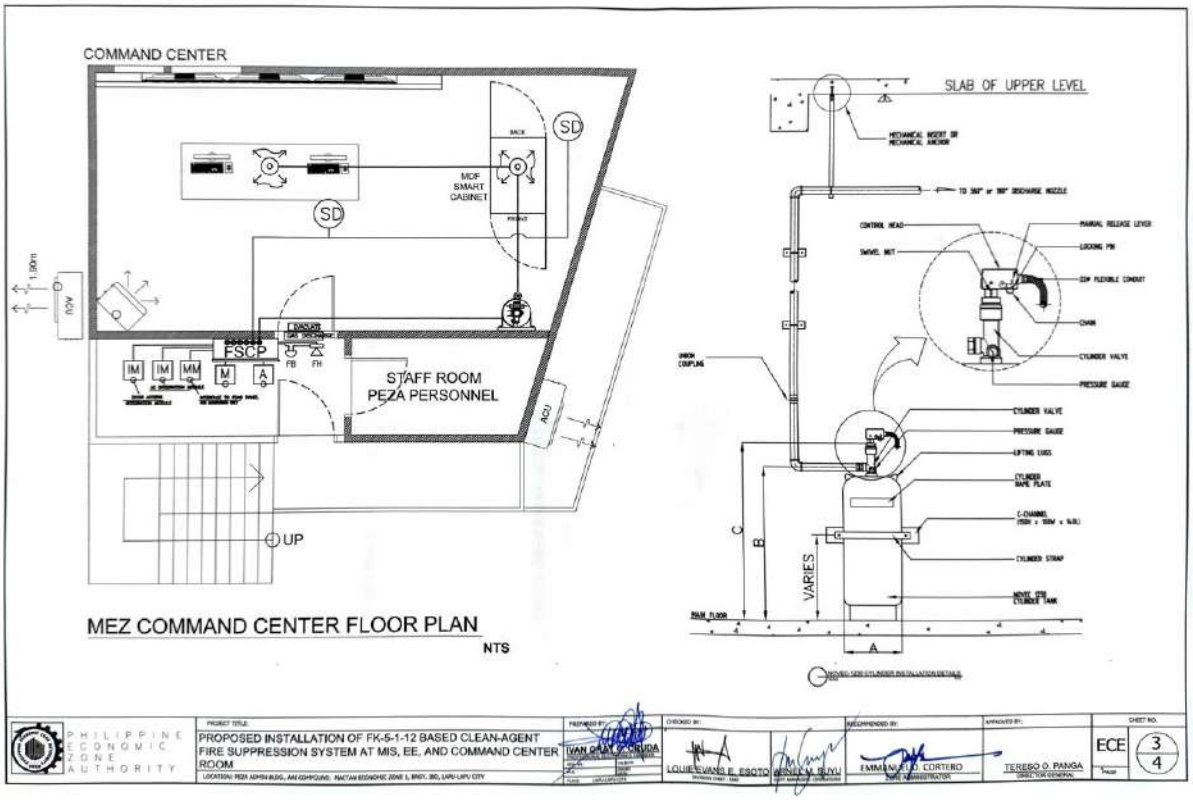
COMMAND CENTER
SD
SD
MDF
SMART
CABINET
FSCP
IM
IM
MM
M
A
FB
FH
STAFF ROOM
PEZA PERSONNEL
ACU
UP
MEZ COMMAND CENTER FLOOR PLAN
NTS
SLAB OF UPPER LEVEL
CONTROL HEAD
MANUAL RELEASE LEVER
SWIVEL NUT
LOCKING PIN
CYLINDER VALVE
PRESSURE GAUGE
CYLINDER VALVE
PRESSURE GAUGE
CYLINDER STRAP
VARIES
C
B
A
PHILIPPINE ECONOMIC ZONE AUTHORITY
PROPOSED INSTALLATION OF FK-5-1-12 BASED CLEAN-AGENT FIRE SUPPRESSION SYSTEM AT MIS, EE, AND COMMAND CENTER ROOM
IVAN GRAY G. ORRIDA
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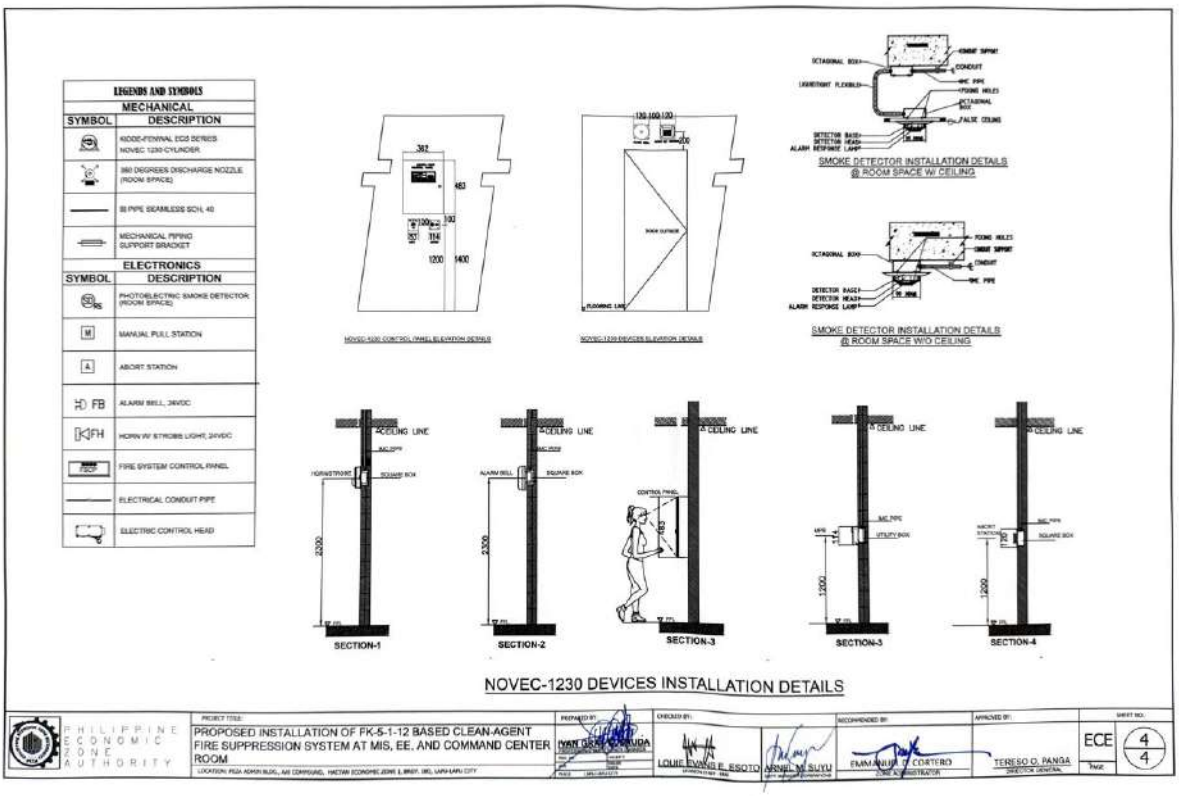
EMMANUEL D. CORTERO
TERESO O. PANGA
ECE
3
4


LEGENDS AND SYMBOLS
MECHANICAL
SYMBOL
DESCRIPTION
KIDDE-FENWAL EQS SERIES NOVEC 1230 CYLINDER
360 DEGREES DISCHARGE NOZZLE (ROOM SPACE)
80 PIPE SEAMLESS SCH. 40
MECHANICAL PIPING SUPPORT BRACKET
ELECTRONICS
SYMBOL
DESCRIPTION
PHOTOELECTRIC SMOKE DETECTOR (ROOM SPACE)
MANUAL PULL STATION
ABORT STATION
FB
ALARM BELL, 24VDC
FH
HORN W/ STROBE LIGHT, 24VDC
FECP
FIRE SYSTEM CONTROL PANEL
ELECTRICAL CONDUIT PIPE
ELECTRIC CONTROL HEAD
NOVEC-1230 CONTROL PANEL ELEVATION DETAILS
NOVEC-1230 DISCHARGE ELEVATION DETAILS
SMOKE DETECTOR INSTALLATION DETAILS @ ROOM SPACE W/ CEILING
SMOKE DETECTOR INSTALLATION DETAILS @ ROOM SPACE W/O CEILING
CEILING LINE
SECTION-1
SECTION-2
SECTION-3
SECTION-3
SECTION-4
NOVEC-1230 DEVICES INSTALLATION DETAILS
PHILIPPINE ECONOMIC ZONE AUTHORITY
PROJECT TITLE:
PROPOSED INSTALLATION OF FK-5-1-12 BASED CLEAN-AGENT FIRE SUPPRESSION SYSTEM AT MIS, EE, AND COMMAND CENTER ROOM
LOCATION: PEZA ADMIN BLDG., AIII COMPOUND, HACIENDA ECONOMIC ZONE 3, BRGY. IBO, LAPU-LAPU CITY
PREPARED BY:
IVAN GREGG A. ZAMUDA
CHECKED BY:
LOUIE EVANS E. ESOTO
ARNEL M. SUYU
RECOMMENDED BY:
EMMANUEL T. CORTERO
APPROVED BY:
TERESO O. PANOA
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.

Republic of the Philippines
Philippine Economic Zone Authority
Mactan Economic Zone
Lapu-Lapu City

Contract ID : PEZA MEZ No. 2025-007-R2
Contract Name : Proposed Installation of FK-5-1-12 Based Clean-Agent Fire Suppression System at MIS, EE and Command Center Room.
Location of Contract: Mactan Economic Zone I, Brgy. IBO, 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. Supply, Delivery, Installation, Testing and Commissioning of FK-5-1-12 Based Clean-Agent Fire Suppression System at MIS, EE, and Command Center Room					
I.1	Mobilization / Demobilization	Lot	1	In Words: (Pesos) In Figures: (PhP)	In Figures: (Php)
I.2	Processing and Payment of Required Permits and Clearances (e.g., BFP Fire Safety Clearance, PTO, Electronics Permit, and other statutory fees)	Lot	1	In Words: (Pesos) In Figures: (PhP)	In Figures: (Php)
I.3	Supply, Delivery, Installation, Testing and Commissioning of FK-5-1-12 Clean Agent Fire Suppression System – MIS Room	Lot	1	In Words: (Pesos) In Figures: (PhP)	In Figures: (Php)
I.4	Supply, Delivery, Installation, Testing and Commissioning of FK-5-1-12 Clean Agent Fire Suppression System – EE Room	Lot	1	In Words: (Pesos) In Figures: (PhP)	In Figures: (Php)
I.5	Supply, Delivery, Installation, Testing and Commissioning of FK-5-1-12 Clean Agent Fire Suppression System – Command Center Room	Lot	1	In Words: (Pesos) In Figures: (PhP)	In Figures: (Php)

I.6	Labor, Design & Engineering, Supervision, and Project Management	Lot	1	In Words: (Pesos) In Figures: (PhP) 	In Figures: (Php)
I.7	Testing, Commissioning, and Training	Lot	1	In Words: (Pesos) In Figures: (PhP) 	In Figures: (Php)

Submitted by: Date:

Name and Signature of Bidder's Representative

Position

Name of Bidder

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.

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

[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]

Performance Securing Declaration (Revised)

[if used as an alternative performance security but it is not required to be submitted with the Bid, as it shall be submitted within ten (10) days after receiving the Notice of Award]

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

PERFORMANCE SECURING DECLARATION

Invitation to Bid: [Insert Reference Number indicated in the Bidding Documents]
To: [Insert name and address of the Procuring Entity]

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacturer/contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.

2. I/We accept that: I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year for the first offense, or two (2) years **for the second offense**, upon receipt of your Blacklisting Order if I/We have violated my/our obligations under the Contract;

3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:

   a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
      i. Procuring Entity has no claims filed against the contract awardee;
      ii. It has no claims for labor and materials filed against the contractor; and
      iii. Other terms of the contract; or

   b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 revised IRR of RA No. 9184 as required by the end-user.

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

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 ____ 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

Name and Signature of Authorized Representative

Date

Republic of the Philippines
gppb
Government Procurement Policy Board