# PHILIPPINE BIDDING DOCUMENTS

Government of the Republic of the Philippines

**PHILIPPINE ECONOMIC ZONE AUTHORITY**

# PROPOSED PEZA BUSINESS AND INVESTMENT CENTER OFFICE FIT-OUT WORKS

**Roxas Boulevard corner San Luis Street, Pasay City**

**(PEZA-HO-2025-03)**

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

# Preface

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

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

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

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

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

a. All the documents listed in the Table of Contents are normally required for the procurement of Infrastructure Projects. However, they should be adapted as necessary to the circumstances of the particular Project.

b. Specific details, such as the "*name of the Procuring Entity*" and "*address for bid submission*," should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.

c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, BDS, General Conditions of Contract, Special Conditions of Contract, Specifications, Drawings, and Bill of Quantities are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.

d. The cover should be modified as required to identify the Bidding Documents as to the names of the Project, Contract, and Procuring Entity, in addition to date of issue.

e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.

f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

# TABLE OF CONTENTS


**GLOSSARY OF ..... 5**

**TERMS, ABBREVIATIONS, AND ACRONYMS ..... 5**

**SECTION I. INVITATION TO BID ..... ERROR! BOOKMARK NOT DEFINED.**

**SECTION II. INSTRUCTIONS TO BIDDERS ..... 11**

1. Scope of Bid ..... 11
2. Funding Information ..... 11
3. Bidding Requirements ..... 11
4. Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices ..... 11
5. Eligible Bidders ..... 12
6. Origin of Associated Goods ..... 12
7. Subcontracts ..... 12
8. Pre-Bid Conference ..... 13
9. Clarification and Amendment of Bidding Documents ..... 13
10. Documents Comprising the Bid: Eligibility and Technical Components ..... 13
11. Documents Comprising the Bid: Financial Component ..... 14
12. Alternative Bids ..... 14
13. Bid Prices ..... 14
14. Bid and Payment Currencies ..... 14
15. Bid Security ..... 15
16. Sealing and Marking of Bids ..... 15
17. Deadline for Submission of Bids ..... 15
18. Opening and Preliminary Examination of Bids ..... 15
19. Detailed Evaluation and Comparison of Bids ..... 15
20. Post Qualification ..... 16
21. Signing of the Contract ..... 16

**SECTION III. BID DATA SHEET ..... 17**

**SECTION IV. GENERAL CONDITIONS OF CONTRACT ..... 28**

General Conditions of Contract ..... 29

1. Scope of Contract ..... 29
2. Sectional Completion of Works ..... 29
3. Possession of Site ..... 29
4. The Contractor's Obligations ..... 29

5. Performance Security ..... 30
6. Site Investigation Reports ..... 30
7. Warranty ..... 30
8. Liability of the Contractor ..... 30
9. Termination for Other Causes ..... 30
10. Dayworks ..... 31
11. Program of Work ..... 31
12. Instructions, Inspections and Audits ..... 31
13. Advance Payment ..... 31
14. Progress Payments ..... 31
15. Operating and Maintenance Manuals ..... 31

**SECTION V. SPECIAL CONDITIONS OF CONTRACT ..... 33**

**SECTION VI. SPECIFICATIONS AND SCOPE OF WORK ..... 37**

**SECTION VII. DRAWINGS ..... 104**

**SECTION VIII. BILL OF QUANTITIES ..... 105**

**SECTION IX. BIDDING FORMS ..... 147**

**SECTION X. CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS ..... 186**

# *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 Servic1es** – 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.

**Republic of the Philippines**
**PHILIPPINE ECONOMIC ZONE AUTHORITY**
**BIDS AND AWARDS COMMITTEE**
8F Double Dragon Center West Building, D. Macapagal Avenue, Pasay City

# Invitation to Bid for the PROPOSED PEZA BUSINESS AND INVESTMENT CENTER OFFICE FIT-OUT WORKS

1. The **Philippine Economic Zone Authority (PEZA)**, through the PEZA Corporate Operating Budget (COB) for year 2025 intends to apply the sum of **FOUR HUNDRED FORTY-FIVE MILLION FIVE HUNDRED EIGHTY THOUSAND PESOS (Php 445,580,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **PROPOSED PEZA BUSINESS AND INVESTMENT CENTER OFFICE FIT-OUT (PEZA-HO-2025-03).** Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The **Philippine Economic Zone Authority (PEZA)** now invites bids for the above Procurement Project. Completion of the Works is required **Two Hundred Forty (240) Calendar Days**. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).

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

4. Prospective bidders must have at least a license C**ategory "AAA"** and a license **Classification "Large B"** with specialty in **Electrical** and **Mechanical Works** from the **Philippine Contractors Accreditation Board (PCAB)** for **Building or Industrial Plant.** The PCAB license must be valid and effective at the time of submission of the bid. In the case of a Joint Venture, the venturing partners must individually be a holder of the said category of PCAB license with either/any of them having specialty license on at least the following: Communication, Mechanical, Electrical, and/or Electro-Mechanical Works.

5. Interested bidders may obtain further information from PEZA Bids and Awards Committee Secretariat and inspect the Bidding Documents at the address given below during office hours from **Mondays to Fridays, 8:00AM to 5:00PM**.

6. A complete set of Bidding Documents may be acquired by interested bidders on **February 8, 2025 until deadline of submission of bid** from given address and website/s below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Php 50,000.00 (inclusive of VAT).** The Procuring Entity shall allow the bidder to present its proof of payment for the fees through electronic means.

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

Interested bidders shall send an email at **bacsec@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.**

7. The **Philippine Economic Zone Authority (PEZA)** will hold a Pre-Bid Conference[1] on **February 17, 2025, 10:00 AM** at **8th Floor Double Dragon West Building, D. Macapagal Avenue, Pasay City** and/or through videoconferencing/webcasting via Zoom meeting (Please coordinate with BAC Secretariat prior to the schedule of Pre-Bid for the Zoom meeting link) which shall be open to prospective bidders.

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

9. Hard copies and soft copies of bids (**1 original, 2 copies and a soft copy in USB**) must be duly received by the BAC Secretariat through **manual submission** at the office address indicated below, on or before **March 3, 2025, 12:00 PM.** Late bids shall not be accepted.

10. Late bids shall not be accepted. To ensure the proper submission of bids, each bidder is required to submit **ONE (1) SEALED MOTHER ENVELOPE** containing all the necessary documents outlined in this ITB. Each envelope must be clearly labeled and include the following details:

    i. Name/Project Title of the contract to be bid;
    ii. Name and address of the bidder;
    iii. Recipient Bids and Awards Committee (BAC)/Procuring Entity (PE); and
    iv. "Do not open before [date/time of opening of bids]"

    **Contents of the Mother Envelope:**

    **ORIGINAL** marked "**ORIGINAL BID"**

    i. Hard Copy Original Technical Components marked "**ORIGINAL TECHNICAL COMPONENT"**

    ii. Hard Copy Original Financial Components marked **"ORIGINAL FINANCIAL COMPONENT"**

    iii. **One (1) USB Flash Drive** containing scanned P.D.F. Documents of the Original Technical Components and Original Financial Components.

    Each copy of the first and second envelopes shall be similarly sealed duly marking the inner envelopes as **"COPY NO. 1 "TECHNICAL COMPONENT"** and **"COPY NO. 1 "FINANCIAL COMPONENT"** and

One (1) USB Flash Drive sealed and labeled as **"COPY 2"** containing scanned P.D.F Documents of Technical and Financial Components and the outer envelope as **"COPY NO. 2"**, respectively.

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

12. Bid opening shall be on **March 03, 2025, 2:00 PM** at ***8th Floor Double Dragon Center West Building, Pasay City*** and through video conferencing or webcasting via Zoom. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

| Activity | Schedule |
|---|---|
| Posting of Invitation to Bid | February 8, 2025 |
| Issuance and Availability of Bid Documents | February 8, 2025 to March 03, 2025 |
| Pre-Bid Conference | February 17, 2025, 10:00 AM |
| Deadline for Submission of bids | March 03, 2025, 12:00 PM |
| Opening of Bids | March 03, 2025, 2:00 PM |

13. The **Philippine Economic Zone Authority (PEZA)** 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.

14. For further information, please refer to:

    **PEZA BAC Secretariat**
    8th Floor, Double Dragon Center West Building,
    DD Meridian Park, Macapagal Avenue Pasay City
    Email: **bacsec@peza.gov.ph**
    Telephone No.: 8551-3451 local 642
    **www.peza.gov.ph**

15. You may visit the following websites:
    For downloading of Bidding Documents: **https://www.peza.gov.ph/bid-opportunities**

**ROWENA T. NAGUIT**
BAC Chairperson

# *Section II. Instructions to Bidders*

## 1. Scope of Bid

The Procuring Entity, **Philippine Economic Zone Authority (PEZA)** invites Bids for the **PROPOSED PEZA BUSINESS AND INVESTMENT CENTER OFFICE FIT-OUT**, with Project Identification Number: **PEZA-HO-2025-03.**

The Procurement Project (referred to herein as "Project") is for the Office Fit-Out Works of PEZA Business and Investment Center, as described in Section VI (Specifications).

## 2. Funding Information

2.1. The GOP through the source of funding as indicated below for 2025 in the amount of **FOUR HUNDRED FORTY-FIVE MILLION FIVE HUNDRED EIGHTY THOUSAND PESOS (Php 445,580,000.00)**

2.2. The source of funding is:

a. Corporate Operating Budget for year 2025

## 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 decision of the UN Security Council taken under Chapter VII of the Charter of the UN.

## 7. Subcontracts

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

The Procuring Entity has prescribed that:

a. Subcontracting is allowed. The portions of Project and the maximum percentage allowed to be subcontracted are indicated in the **BDS,** which shall not exceed fifty percent (50%) of the contracted Works. However, the contractor should not be allowed to subcontract the **Building Management System (BMS)** as it is deemed critical and significant portion of the contract or project.

7.2 The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criterial stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.

7.3 The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.

7.4 Subcontracting of any portion of the Project does not relieve the Contractor of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Contractor's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

## 8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address 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 X. 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 X. Checklist of Technical and Financial Documents**.

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

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

## 12. Alternative Bids

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

## 13. Bid Prices

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

## 14. Bid and Payment Currencies

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

14.2. Payment of the contract price shall be made in:

a. Philippine Pesos.

## 15. Bid Security

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

15.2. The Bid and bid security shall be valid until *120 calendar 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

| ITB Clause | |
|---|---|
| 3.0 | **Certificate of Site Inspection** *(Annex "B" Form 1)* duly signed by the PEZA representative. This shall include the Copy of company ID of the person who conducted the site inspection and shall form part of the bidder's technical documents:<br><br>**Bids not complying with the above instruction shall be disqualified.** |
| 5.2 | For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:<br><br>1. Interior Fit-Out, including Architectural, Mechanical, Electrical, Fire Suppression/Protection, and Plumbing/Sanitary works<br><br>2. Building Management System<br><br>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. |
| 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. However, the contractor should not be allowed to subcontract the **Building Management System (BMS)** as it is deemed critical and significant portion of the contract or project.<br><br>The General Contractor may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in ITB Clause 5 to the implementing or end-user unit.<br><br>The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criterial stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.<br><br>Subcontracting of any portion of the Project does not relieve the General Contractor of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the General Contractor's own acts, defaults, or negligence, or those of its agents, servants, or workmen. |
| 10.1 | Bidder shall submit all eligibility and technical documents as specified in **Section X. Checklist of Technical and Financial Documents:** |

**I. TECHNICAL COMPONENT ENVELOPE**

***Class "A" Documents***

***Legal Documents***

(a) Valid PhilGEPS Registration Certificate (Platinum Membership), all pages; or

(b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for Sole Proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document; and

(c) 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; and

(d) Tax Clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

*In connection to GPPB Circular 07-2017 dated 31 July 2017, the bidder shall have the following options:*

1. *Submit the Certificate of PhilGEPS Registration and Platinum Membership including its Annex "A" in lieu of the uploaded Class "A" Eligibility Documents identified in Section 8.5.2 of the Revised Implementing Rules and Regulations of Republic Act 9184 (Revised IRR of RA 9184), provided that all Class "A" Eligibility Documents listed under the aforesaid Annex "A" are all uploaded and maintained current and updated in the PhilGEPS Registry.*

2. *Submit a combination of the PhilGEPS Registration and Platinum Membership including its Annex "A" and Class "A" Eligibility Documents identified in Section 8.5.2 of the Revised IRR of RA 9184.*
   - *In the event that aforesaid Class "A" Eligibility Document(s) listed in the Annex "A" of the PhilGEPS Registration and Platinum Membership is/are reflected to be outdated, the bidder shall submit such current and updated Class "A" Eligibility Document(s).*

3. *Submit all the Class "A" Eligibility Documents only, provided that the PhilGEPS Registration and Platinum Membership shall be submitted as a Post-Qualification requirement in accordance with Section 34.2 of the Revised IRR of RA 9184.*

***Technical Documents***

(e) 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 *(Annex "A" Form 1);*

**Note:** All ongoing government and private contracts including contracts awarded but not yet started **should be supported** with the following:

i. Notice of Award;
ii. Contract Agreement; and
iii. Notice to Proceed;

(f) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules *(Annex "A" Form 2);*

**Note:** The SLCC **shall be supported** by the following:

i. Notice of Award;
ii. Contract Agreement including the Bill of Quantities;
iii. Notice to Proceed;
iv. Owner's Certificate of Completion; and
v. Certificate of Final Acceptance issued by the project owner other than the contractor or a final rating of at least satisfactory**; and/or** at least satisfactory rating in the Constructors Performance Evaluation System (CPES).

In case of unavailability of one or more of the foregoing documents, the equivalent document issued by the private entity shall be submitted.

(g) Philippine Contractors Accreditation Board (PCAB) **License Category "AAA"** and a license classification **"Large B"** for **Building or Industrial Plant** with specialty in **Electrical** and **Mechanical Works;** or Special PCAB License in case of Joint Ventures; and registration for the type and cost of the contract to be bid; and
Joint Resolution *(Annex "A" Form 3);* and

*(h)* **Original copy of the 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 *(Annex "B" Form 2);*

(i) **Project Requirements,** which shall include the following:

a. **Organizational chart** for the contract to be bid *(Annex "B" Form 3);*

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 qualifications and experiences *data (Annex "B" Form 4, 5a, 5b & 5c);*

c. **List of contractor's major equipment units,** to be used or deployed to the contract to be bid, which are owned or lease or under purchase/lease agreements, supported by proof of

ownership or certification of availability of the equipment from the equipment vendor/lessor for the duration of the project, as the case may be *(Annex "B" Form 6);*

d. Technical documents as part of the technical requirements to be included in the evaluation:
   i. Program of Works (in the same format of "Attachment A" of DPWH Department Order No. 197, series of 2016)
   ii. Bill of Quantities
   iii. Detailed Unit Price Analysis (DUPA)

(j) **Original duly signed Omnibus Sworn Statement (OSS)** *(Annex "B" Form 7),* 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.

This shall include all of the following documents as attachment to the Omnibus Sworn Statement:

i. Certification, under oath, attesting that they have no pending case(s) against the Government, in addition to the eligibility requirements as prescribe under the 2016 Revise Implementing Rules and Regulation (R-IRR) of RA No. 9184. In case of JV, all contractors must submit the certification; and

ii. Bid Bulletins (if applicable); and

*(k)* **Certificate of Site Inspection** *(Annex "B" Form 1)* duly signed by the PEZA representative. This shall include the Copy of company ID of the person who conducted the site inspection and shall form part of the bidder's technical documents:

***Financial Documents***

(l) **The prospective bidder's audited financial statements** showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; and

(m) The prospective bidder's computation of **Net Financial Contracting Capacity (NFCC).**

***Class "B" Documents***

(n) If applicable, duly signed joint venture agreement (JVA) in accordance with R.A No. 4566 and its IRR in case the joint venture is already existence; or

duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provision of the JVA in the instance that the bid is successful.

Applicable Standard Forms included in this PBD shall be complied in accordance with the prescribed forms under Section IX Bidding Forms – Annex "A" & "B".

**Bids not complying with the above instruction shall be disqualified.**

10.3

1. The bidder must be a holder of a valid Philippine Contractors Accreditation Board (PCAB) **License Category "AAA" Large B in General Building or Industrial Plant** with specialty in **Electrical** and **Mechanical Works.** In the case of a Joint Venture, the venturing partners must individually be a holder of the said category of PCAB license with either/any of them having specialty license on at least the following: Communication, Mechanical, Electrical, and/or Electro Mechanical Works.

2. The joint venture must have obtained and must submit as part of its bid a Special PCAB License for Joint Venture.

3. The bidder must have successfully undertaken and completed at least construction project/contract of similar building type (i.e., multi floors office Fit-Out works), costing at least 50% of the ABC of this project within the past five (5) years. For this purpose, construction projects/contracts shall refer to the Office Fit-Out Works.

4. The bidder must have **an ISO 9001 certification (Quality Management System)** and **ISO 45001 certification (Occupational Health and Safety Management Systems)**

**Bids not complying with the above instruction shall be disqualified.**

10.4

The key personnel must meet the required minimum years of experience set below:

| Key Personnel | General Experience in General Building/ Engineering | Minimum Relative Experience in High Rise Building Fit-out Works/ Construction |
|---|---|---|
| 1. Project Manager | 10 years | 10 years |
| 2. Project Engineer | 5 years | 5 years |
| 3. Field Architect/Engineers | | |
| a. Architect | 5 years | 3 years |
| b. Civil Engineer | 5 years | 3 years |

| | | | |
|---|---|---|---|
| | c. Electrical Engineer | 5 years | 3 years |
| | d. Mechanical Engineer | 5 years | 3 years |
| | e. Electronics Engineer | 5 years | 3 years |
| | f. Quantity Surveyor | 5 years | 3 years |
| | g. Safety Officer 2 | 5 years | 3 years |
| | h. Construction Foreman | 5 years | 3 years |
| | i. Master Electrician | 5 years | 3 years |
| | j. Master Plumber | 5 years | 3 years |
| | 4. LEED Professional (GA) | 3 years | 3 years |

**Notes:**

1. During project implementation the named Key personnel shall be employed for the duration they are required to be at the project site as reflected in the Manpower Utilization Schedule and shall not be utilized to other infrastructure projects of the Company.
2. General experience refers to general background, experience and qualification of a person. In cases of licensed profession, only those background, experience and qualification at the time of registration appearing on the certificate of registration and/or proof of identification card duly issued by appropriate regulating government office or body shall be considered.
3. All key personnel shall possess the necessary and required certifications, credentials, and updated licenses and PTR.

**Bids not complying with the above instruction shall be disqualified.**

10.5 The minimum major equipment requirements are the following:

| **Description** | **Owned** | **Lease** |
|---|---|---|
| Automatic edge banding machine | 1 | 1 |
| CNC Router machine | 1 | 1 |
| Multi boring machine | 1 | 1 |
| Beam saw with scouring | 1 | 1 |
| Air Compressor | 3 | 3 |
| Electric Drill | 3 | 3 |
| Electric Jigsaw | 3 | 3 |
| Cut-Off Grinder | 3 | 3 |
| Pressure Washer | 3 | 3 |

| | | | |
|---|---|---|---|
| | Heat Gun | 3 | 3 |
| | Fusion Machine | 3 | 3 |
| | Service Vehicle | 1 | 1 |
| | Elf Truck | 1 | 1 |

**Notes:**

1. During project implementation the listed equipment shall be employed for the duration they are required to be at the project site as reflected in the Equipment Utilization Schedule and shall not be utilized to other infrastructure projects of the Company.
2. All equipment that requires LTO registration shall have an updated/valid proof of registration (OR & CR).

**Bids not complying with the above instruction shall be disqualified.**

11.1

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

This shall include the complete accomplishment of all of the following documents as stated and required under Section VIII of this PBD and shall form part of the bidder's financial documents:

**II. FINANCIAL COMPONENT ENVELOPE**

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

(b) Original of duly signed Bid Prices in the **Bill of Quantities** *(Annex "C" Form 1);* and

(c) **Summary of Bid Proposal** *(Annex "C" Form 2);* and

(d) **Detailed Unit Price Analysis** *(Annex "C" Form 3);* and

(e) Summary Sheet indicating the **Unit Prices of Construction Materials, Labor Rates, and Equipment Rentals** used in coming up with the Bid *(Annex "C" Form 4, 5 & 6);* and

(f) **Cash Flow by Quarter and Payment Schedule** *(Annex "C" Form 7).*

Modifications and/or alterations on the stated requirements in the financial document forms (BOQ, Summary of Bid Proposal & Bill of Materials & Cost Estimates) shall not be allowed.

Applicable Standard Forms included in this PBD shall be complied in accordance with the prescribed forms under Section IX Bidding Forms – Annex "C".

| | |
|---|---|
| | **The discounts stated in the Financial Bid Form shall be computer written with the same font style and size as of the whole text of the said Form.**<br><br>**Discounts that are either handwritten, type written or computer written in other font style and size shall not be considered.**<br><br>**Bids not complying with the above instruction shall be disqualified.** |
| 11.2 | Bid exceeding the ABC of the project shall be disqualified. |
| 12 | Alternative Bid is not allowed. |
| 15.1 | The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:<br>a. The amount of not less than *2% of ABC,* if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;<br><br>b. The amount of not less than *5% of ABC* if bid security is in Surety Bond. |
| 16 | 1. Each and every page thereof shall be initialed/signed by the duly authorized representative/s of the Bidder.<br><br>2. Submitted Eligibility, Technical and Financial documents shall be properly marked with index tabs (Ear tab).<br><br>3. Each Bidder shall submit hard copies and soft copies of bids (**1 original, 2 copies and a soft copy in USB**).<br><br>4. To ensure the proper submission of bids, each bidder is required to submit **ONE (1) SEALED MOTHER ENVELOPE** containing all the necessary documents outlined in this ITB. Each envelope must be clearly labeled and include the following details:<br><br>i. Name/Project Title of the contract to be bid;<br><br>ii. Name and address of the bidder;<br><br>iii. Recipient Bids and Awards Committee (BAC)/Procuring Entity (PE); and<br><br>iv. "Do not open before [date/time of opening of bids]"<br><br>**Contents of the Mother Envelope:**<br><br>**1. ORIGINAL** marked "**ORIGINAL BID"**<br><br>1.1 Hard Copy Original Technical Components marked **"ORIGINAL TECHNICAL COMPONENT"** |

| | |
|---|---|
| | 1.2. Hard Copy Original Financial Components marked **"ORIGINAL FINANCIAL COMPONENT"**<br><br>1.3 **One (1) USB Flash Drive** containing scanned P.D.F. Documents of the Original Technical Components and Original Financial Components.<br><br>Each copy of the first and second envelopes shall be similarly sealed duly marking the inner envelopes as "**COPY NO.___ "TECHNICAL COMPONENT"** and "**COPY NO.___ "FINANCIAL COMPONENT"** and One (1) USB Flash Drive sealed and labeled as **"COPY ___"** containing scanned P.D.F Documents of Technical and Financial Components and the outer envelope as **"COPY NO.___",** respectively. |
| 19.2 | Partial bid is not allowed. |
| 20 | ***Additional post-qualification requirement/s:***<br><br>The Bidder with the Lowest Calculated Bid (LCB) that complies with and is responsive to all the requirements and conditions shall submit within a non-extendible period of **five (5) calendar days** (including Holidays, Saturdays and Sundays) from receipt by the Bidder of the notice from the BAC the following:<br><br>(a) Copy of Registration Certificate Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) or Cooperative Development Authority (CDA);<br>(b) Copy of Mayor's/Business Permit;<br>(c) Copy Tax Clearance;<br>(d) The Contractor's audited financial statements, showing, among others, the Supplier's total and current asset and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.<br>(e) Copy of valid PCAB License;<br>(f) Latest income and business tax returns filed through the Electronic Filing and Payment System (EFPS);<br>(g) ISO 9001 certification (Quality Management System); and<br>(h) ISO 45001 certification (Occupational Health and Safety Management Systems).<br><br>***Non-compliance hereto, and a finding/discrepancy on its veracity, consistency, completeness and correctness of the technical, legal and financial documents is a ground for Post Disqualification.*** |
| 21 | The following relevant project documents are required to be submitted by the successful bidder who submitted the LCRB as part of the Contract Agreement during its signing:<br>a) Construction schedule and S-curve (must be consistent to the Payment, Schedule and Cash Flow);<br>b) Network Diagram of PERT/CPM showing the Critical Path;<br>c) Manpower Schedule; |

| | |
|---|---|
| | d) Equipment Utilization Schedule;<br>e) Construction Safety and Health Program approved by the DOLE. (The Construction Safety and Health Program for the project as finally approved by the DOLE shall be submitted as a requirement prior to receipt of the Notice to Proceed). |

# *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.

# General Conditions of Contract

## 1. Scope of Contract

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

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

## 2. Sectional Completion of Works

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

## 3. Possession of Site

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

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

## 4. The Contractor's Obligations

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

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

## 5. Performance Security

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

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

## 6. Site Investigation Reports

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

## 7. Warranty

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

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

## 8. Liability of the Contractor

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

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

## 9. Termination for Other Causes

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

## 10. Dayworks

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

## 11. Program of Work

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

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

## 12. Instructions, Inspections and Audits

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

## 13. Advance Payment

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

## 14. Progress Payments

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

## 15. Operating and Maintenance Manuals

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

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

# *Section V. Special Conditions of Contract*

## 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

<table>
<tr><th>GCC Clause</th><th></th></tr>
<tr><td>2</td><td>The Intended Completion Date is Two Hundred Forty (240) calendar days. Contract time by stage is as follows:<br><br>
<table>
<tr><td>1</td><td>Building Permit and Ancillary Application/FSEC/DOLE-CHSP/Other required Permits/ Licenses</td><td>Thirty (30) Calendar Days</td></tr>
<tr><td>2</td><td>Construction Stage</td><td>One Hundred Eighty (180) Calendar Days</td></tr>
<tr><td>3</td><td>Occupancy Permit and PTO Application/FSIC/Move Management/Operation and Maintenance Training for PEZA personnel/ Testing and Commissioning of equipment</td><td>Thirty (30) Calendar Days</td></tr>
<tr><td></td><td>Total Contract Time</td><td>240 Calendar Days</td></tr>
</table>
</td></tr>
<tr><td>3.1</td><td>The Philippine Economic Zone Authority (PEZA) shall give possession of all the parts of the site to the Contractor upon receipt of the Notice to Proceed.</td></tr>
<tr><td>6</td><td>The bidder shall submit a Certificate of Site Inspection (Annex “B” Form 1) signed by the PEZA representative. This shall include the Copy of company ID of the person who conducted the site inspection and shall form part of the bidder’s technical documents.</td></tr>
<tr><td>7.2</td><td>The winning bidder shall assume the One (1) year liability/ defects period on workmanship and materials, and warranty on all supplied equipment as specified on warranty certificate issued by the winning bidder’s suppliers, reckon upon practical completion or from issuance of final completion and acceptance, whichever is later, signed by the Procuring Entity.</td></tr>
<tr><td>10</td><td>Dayworks are applicable at the rate shown in the Contractor’s original Bid.</td></tr>
<tr><td>11</td><td>Not applicable</td></tr>
<tr><td>13</td><td>The Contractor may request an advanced payment for mobilization, an amount not exceeding fifteen percent (15%) of the total contract price. The advance payment for mobilization shall be made only upon the submission to and acceptance by the procuring entity of an irrevocable standby letter of credit of equivalent value from a commercial bank, a bank guarantee or a</td></tr>
</table>

<table>
<tr><td></td><td>surety bond callable upon demand, issued by a surety or insurance company duly licensed by the Insurance Commission and confirmed by the procuring entity.</td></tr>
<tr><td>14</td><td>The winning bidder shall be paid through progress payments based on the actual completion accomplishment percentage, subject for verification and recommendation of the Project Management consultant of the Procuring Entity, as evidence by the submission and acceptance of the required deliverables for the following:<br><br><table><tr><td>Advance Payment</td><td>15% of the total contract price (TCP)</td></tr><tr><td>1st progress billing</td><td>upon 25% accomplishment completion, less percentage recoupment of down payment, less retention amount</td></tr><tr><td>2nd progress billing</td><td>upon 50% accomplishment completion, less percentage recoupment of down payment, less retention amount</td></tr><tr><td>3rd progress billing</td><td>upon 75% accomplishment completion, less percentage recoupment of down payment, less retention amount</td></tr><tr><td>4th and final progress billing</td><td>upon 100% accomplishment completion and acceptance</td></tr><tr><td>Retention</td><td>10% of the total contract price (TCP) or for every progress billing</td></tr></table><br>Materials and equipment delivered on the site but not completely put in place shall NOT be included for payment.</td></tr>
<tr><td>15.1</td><td>The date by which operating and maintenance manuals are required is upon completion of the project and before issuance of the Certificate of Completion and Final Acceptance.<br><br>The date by which “as built” drawings are required is upon completion of the project.<br><br>PDF/AutoCAD File of the “as built” plans shall include as attachment to the required hard copy of the same upon completion of the project.</td></tr>
</table>

| | |
|---|---|
| 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 ***1% of the Total Contract Price.*** |
| **Additional Clause:** | |
| 16 | NEGATIVE SLIPPAGE<br>The Procuring Entity or the Consultant shall ensure the timely implementation of infrastructure projects by monitoring the performance of the contractors. When the contractor incurs negative slippage during the contract duration, the Procuring Entity shall implement the calibrated measures provided under GPPB Circular No. 03-2019 dated 8 March 2019, entitled "Guidance on Contract Termination Due to Fifteen Percent (15%) Negative Slippage by the Contractor in Infrastructure Projects." |

# *Section VI. Specifications and Scope of Work*

## 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.

# Specifications and Scope of Work

## I. GENERAL SPECIFICATION

### 1. Related Documents

The items in the Specification should be read in conjunction with the relevant drawings, Form of Tender and Preliminaries. Specification shall take precedence over the Standard Form of Building Contract.

### 2. Materials

All finish materials shall be of a uniform color and texture and free from defects and the best of their kind.

### 3. Manufacturer's Instructions

Unless otherwise specified all materials are to be installed in strict accordance with the manufacturers' written instructions.

### 4. Testing and Inspection

The Designer may issue instructions requiring the Contractor to open up for inspection any work covered up or to arrange for or carry out any test on any materials or goods or of any executed work and the cost of such opening up or testing shall be included in the contract sum if carried out before applying final finishes.

### 5. Execution of Work

All work shall be carried out in accordance with the directions and to the full satisfaction of the Designer and in accordance with the drawings issued. Further drawings, details, instructions and explanations may from time to time be given by the Designer.

### 6. Site Documents

The Contractor shall maintain one complete set of drawings, specifications and instructions and permits on site for use by the Designer and others.

### 7. Discrepancies

Where there are any discrepancies between the requirements of the drawings and the specifications and instructions or site conditions, they shall be immediately referred to the Designer for a decision before any work is commenced.

# II. GENERAL REQUIREMENTS

## 1. Mobilization/Demobilization

a. The General Contractor shall mobilize all the required project team personnel, equipment, tools and manpower with the required skills and in sufficient number as may be necessary for his efficient undertaking of the project.

b. All materials and plant equipment should be delivered to site and stored in a secure place, in a manner acceptable to owner.

c. All other necessary resources to complete the works

## 2. Temporary Structures and Facilities

1. Field Site Offices and Conference Room, on-site, with capacity of 20 pax meeting/conference room, and safety clinic, all fully air-conditioned, for General Contractor, third-party project management team, and Owner's Representatives staff.
2. Office Supplies, including usage of third-party PM and PEZA representatives.
3. Office Furniture and Appliances, including for site office and staff house for third-party PM and PEZA representatives.
4. Office Equipment, (including third party PM and PEZA representative) desktop computers with UPS, steel filing cabinets, A4/A3 printer/copier/scanner, binding equipment; four (4)-unit laptop 14" OLED Display, with 32gb RAM, 1 TB storage memory, SSD, i9 processor latest generation, Windows 11 operating system.
5. Staff house, on-site/off-site, fully air-conditioned, including necessary appliances, furniture and furnishings, for General Contractor's staff, third-party project management team, and Owner's Representatives.
6. Service Vehicles, seven (7) seater, one (1) unit for third-party PM, and one (1) unit for PEZA, including operational and maintenance costs, inclusive of driver
7. Mobile Phones, Eight (8) units, iOS with high-definition camera feature, 256g memory, 16g RAM, with 500 monthly load monthly allowance.
8. WIFI Connectivity, minimum of 100mbps, separate for each site offices (Contractor, third-party PM, and PEZA)
9. Toilets, Baths and Urinals, on-site, for all project staff, separate for workers and other key personnel, separate for male and female.
10. Workers' Quarters/Barracks, off-site, more or less 150 workers capacity, including bed frames, and proper ventilations
11. Warehouse, on-site, for General Contractor's storage of materials, tools, and light equipment.
12. Septic Tank, for on-site temporary toilets & baths, including regular maintenance

## 3. Construction Safety and Health Program

1. The General Contractor, prior or upon their mobilization, must submit their Construction Safety and Health Program (CHSP) with DOLE approval.
2. The General Contractor shall submit copies of submitted reports to DOLE of the following reports:
    a. Employer's Work Accident/Injury Report (WAIR) for work related cases resulting to disabling injuries/conditions.
    b. Annual Work Accident/Injury Exposure Data Report (AEDR) to be submitted with or without accident cases.
    c. Annual Medical Report (AMR)
    d. OSH Committee Report
3. Personnel Protective Equipment (PPE), as per DOLE approved materials and specifications, for all project staff, workers, and visitors.
4. Medicines and First-Aid Kit, including minimum or light medical apparatus or equipment, as per DOLE requirement for construction sites.
5. All necessary safety tools and equipment.
6. Fire extinguishers inclusive of proper stand or hook, 10 pounds (10 lbs) to be stored in every temporary facility, and within the site premises, and specific workstations as necessary.
7. Safety signages, visible and place within the site premises, specific workstations, site perimeter, and public roads shall be provided as required for the safe and efficient operation of the Works.
8. All other safety and health requirements that are deemed necessary for the safe execution of the Works.

## 4. Permits, Licenses, and Tax

1. All necessary permits, licenses and other pertinent documents, required for the construction of the Works shall be secured by the General Contractor. The General Contractor shall cover and all expenses necessary and incidental for the project and shall be able to secure the necessary permits for the project.
2. The General Contractor shall comply with the laws, Pasay City Ordinances and all local and/or national government specifications and regulations in so far as they are binding upon or affecting the portion the work hereto. The General Contractor shall pay all necessary or if necessary, taxes or fees, which may be encountered in connection with the prosecution of the work.
3. The General Contractor shall obtain and pay the corresponding fees for all necessary approvals, permits, certificates and clearances, such as:
    1. Building Permit and other Ancillary Permits
    2. Fire Safety Evaluation Clearance

3. Fire Safety Inspection Certificate
4. Certificate of Occupancy and Permit-to-Operate

**5. Project Billboard / COA Billboard**

1. One (1) for the Project Billboard, and One (1) for the Commission on Audit (COA) Billboard, must be done immediately and posted, and should be visible to public, upon receipt of Notice to Proceed.

# III. FIT-OUT CONSTRUCTION

## 1. ARCHITECTURAL/INTERIOR DESIGN WORKS SPECIFIACTION

### A. DEMOLITION WORKS

**1. Partial Demolition**

Where existing partitions, slabs are to be altered, demolish only those parts required in order to carry out the alteration works.

The Main Contractor will be required to reinstate:

a. Any parts demolished;
b. Any damage to existing work and fittings;
c. Any fittings, etc. removed from site; which are required in the building after completion of the alteration works.

**2. Protection of Un-Demolished Work**

Construct dust screens between internal parts of the building to be demolished and those to remain. The Contractor shall be required to properly cover and protect all existing materials, finishes, furniture and equipment, etc.

**3. Existing Services**

Before commencing demolition, ascertain that all electricity, water, telephone and other services have been disconnected as required. Seal all soil connections.

**4. Hoardings**

Erect hoarding and site protection to existing windows wall lift lobby finishes to interior of the building in position shown on the drawings. Make good to all finishes when hoardings are removed.

**5. Disposal of Other Materials**

All materials and debris resulting from demolition work and not specified as being retained by the Employer, will become the property of the Main Contractor. They are to be removed from site throughout the course of the demolition work, and the site is to be left clear of debris, rubble, etc.

**6. New Finishes to Remaining Walls**

Where demolition work exposes the face of a party wall or any other remaining walls, hack off all exposed internal plaster, tile works, etc. and rake out joints. Plaster in lime/cement plaster (external) as specified under Plasterer. Paint as specified for plaster under Painter. Quote all costs, including plaster and paint, under Demolisher.

## B. FLOOR FINISH/ TILE WORKS

### I. Ceramic Tile

**1. Summary**

This Section includes the following:

a. Ceramic tile.
b. Glazed wall tile.

**2. Submittals**

A. Product Data: For each type of tile, mortar, grout, and other products specified.

B. Shop Drawings: For the following:
   1. Tile patterns and locations.
   2. Widths, details, and locations of expansion, contraction, control, and isolation joints in tile substrates and finished tile surfaces.

C. Tile Samples for Initial Selection: Manufacturer's color charts consisting of actual tiles or sections of tiles showing the full range of colors, textures, and patterns available for each type and composition of tile indicated. Include Samples of accessories involving color selection.

D. Grout Samples for Initial Selection: Manufacturer's color charts consisting of actual sections of grout showing the full range of colors available for each type of grout indicated.

**3. Manufacturers**

Available Products: Subject to compliance with requirements, products that may be incorporated into the Work include, but are not limited to, those indicated in the ceramic tile installation schedules at the Schedule of finishes.

Colors, Textures, and Patterns: Where manufacturer's standard products are indicated for tile, grout, and other products requiring selection of colors, surface textures, patterns, and other appearance characteristics, provide specific products or materials complying with the Architect's samples.

**4. Grouting materials**

Sand-Portland Cement Grout: ANSI A108.10, composed of white or gray cement and white or colored aggregate as required to produce color indicated.

**5. Installation, general**

Extend tile work into recesses and under or behind equipment and fixtures to form a complete covering without interruptions, unless otherwise indicated. Terminate work neatly at obstructions, edges, and corners without disrupting pattern or joint alignments.

Accurately form intersections and returns. Perform cutting and drilling of tile without marring visible surfaces. Carefully grind cut edges of tile abutting trim, finish, or built-in items for straight aligned joints. Fit tile closely to electrical outlets, piping, fixtures, and other penetrations so plates, collars, or covers overlap tile.

Jointing Pattern: Lay tile in grid pattern, unless otherwise indicated. Align joints when adjoining tiles on floor, base, walls, and trim are the same size. Lay out tile work and center tile fields in both directions in each space or on each wall area. Adjust to minimize tile cutting. Provide uniform joint widths, unless otherwise indicated.

Lay out tile wainscots to next full tile beyond dimensions indicated.

## II. Resilient Tile Flooring

**1. Summary**

This Section includes the following:

a. Vinyl composition floor tile.
b. Vinyl Planks Strips

**2. Submittals**

Product Data: For each type of product specified.
Samples for Verification: Full-size tiles of floor tile specified

**3. Project conditions**

A. Close spaces to traffic during flooring installation and for time period after installation recommended in writing by manufacturer.

B. Do not install flooring over concrete slabs until slabs have cured and are sufficiently dry to bond with adhesive, as determined by flooring manufacturer's recommended bond and moisture test.

**4. Manufacturers**

Available Products: Subject to compliance with requirements, products that may be incorporated into the Work include, but are not limited to, those indicated in the Finish Schedule.

5. **Installation accessories**
   A. Trowelable Leveling and Patching Compounds: Latex-modified, Portland-cement-based formulation provided or approved by flooring manufacturer for applications indicated.

   B. Adhesives: Water-resistant type recommended by manufacturer to suit resilient products and substrate conditions indicated.

**6. Preparation**

Comply with resilient product manufacturer's written installation instructions for preparing substrates indicated to receive resilient products.

**7. Tile installation**

Comply with tile manufacturers written installation instructions.
Lay out tiles from center marks established with principal walls, discounting minor offsets, so tiles at opposite edges of room are of equal width. Adjust as necessary to avoid using cut widths that equal less than one-half of a tile at perimeter.

Scribe, cut, and fit tiles to butt neatly and tightly to vertical surfaces and permanent fixtures, including built-in furniture, cabinets, pipes, outlets, edgings, door frames, thresholds, and nosings.

Extend tiles into toe spaces, door reveals, closets, and similar openings.
Adhere tiles to flooring substrates using a full spread of adhesive applied to substrate to comply with tile manufacturer's written instructions, including those for trowel notching, adhesive mixing, and adhesive open and working times.

**8. Cleaning and protecting**

Perform the following operations immediately after installing resilient products:

a. Remove adhesive and other surface blemishes using cleaner recommended by resilient product manufacturers.
b. Sweep or vacuum floor thoroughly.
c. Do not wash floor until after time period recommended by flooring manufacturer.
d. Damp-mop floor to remove marks and soil.

## C. WATER PROOFING

**1. System Performance**

Provide waterproofing products that have been produced and installed to establish and maintain watertight continuous seals.

**2. Submittals**

a. Product data and general recommendations from waterproofing materials manufacturer for types of waterproofing required.

b. Samples of sheet membrane waterproofing and auxiliary materials as requested by Architect and Building Management Office.

**3. Project Conditions**

Substrate: Proceed with work after substrate construction, openings, and penetrating work have been completed.

**4. Products**

Synthetic rubber latex waterproofing, cold applied
Primers: Provide type of concrete primer recommended by manufacturer

**5. Execution**

Coordinate installation of waterproofing materials and associated work to provide complete system complying with combined recommendations of manufacturers and installers involved in work. Schedule installation to minimize period of exposure of sheet waterproofing materials.

Seal to projections through membrane and seal seams. Bond to vertical surfaces and also, where shown or recommended by manufacturer, bond to horizontal surfaces. Before completed membranes on horizontal surfaces are covered by protection course or other work, test for leaks with 2-inch depth of water maintained for 24-hours. Repair any leaks revealed by examination of substructure and repeat test until no leakage is observed.

**6. Cleaning**

After completion, remove any masking materials and stains from exposed surfaces caused by waterproofing installation.

**7. Protection**

Provide for protection of completed membrane during installation of other materials or processes over membrane and throughout remainder of construction period. Do not allow traffic of any type on unprotected membrane.

## D. WALL PARTION FINISHES

### I. PLASTER WORKS

**1. Gypsum Plasters**

Gypsum plasters shall be delivered to the site in the manufacturer's bags or drums bearing the names of the manufacturer.

**2. Plaster Surfaces**

All plaster shall be brought to true, even surfaces by means of proper screeds temporarily fixed at angles and the surfaces trued-off with a straight edge before trowelling. The final coat of plaster on any one internal wall surface shall be carried out continuously, in order to prevent ridges of uneven surfaces.

### 3. Keying of Plaster, Spatter dash

Joints of brickwork, masonry, etc., are to be thoroughly raked out and loose particles of mortar, etc., brushed out to form a key for plaster. Concrete walls, soffits, columns, beams and other concrete work generally both internally and externally, where required to be plastered, are to have an applied spatter dash coat to form a key. The concrete will be damped immediately after removal of formwork, and spatter dash, consisting of 1 part Portland cement and 2 1/2 parts of coarse sand (by volume) mixed to the consistency of a thick slurry, shall be thrown on to a thickness not exceeding 6 mm with a hand trowel. The spatter dash will be wetted one hour after application and left to harden.

### 4. Internal Plaster

Lime/cement plaster to internal walls, ceilings and beam faces of concrete, concrete blocks, clay blocks and bricks is to be two-coat work. The undercoat shall be 3 mm thick composed of 1 part Portland cement, 2 parts lime putty, 9 parts clean washed sand measured by volume, the whole laid on evenly, straightened with a rule and scratched to from key. The finishing coat shall be 3 to 6 mm thick, of the same proportions, and trowelled with a steel trowel to smooth, even surface. A minimum period of seven days must elapse between the application of undercoat and finishing coat. The total thickness of the plaster shall average 12 mm unless otherwise stated.

### 5. Angles

External angles and narrow widths to internal plaster work are to be rendered with cement and sand (1:3) and finished with Keene's cement. External angles are to be finished with sharp angles or rounded arises as required.

## II. GLASS PARTITION

### 1. Quality of Glass

All glass is to be free from bubbles, smoke wanes, air holes, scratches or other defects.

### 2. Cutting of Glass

Edges of glass are to be ground smooth and polished before installation.

### 3. Joints

Butt jointed glass shall be to dimensions noted on drawings. Butt joints shall be no more than 3 mm and filled with silicone applied in accordance with manufacturer's instruction. Edges of glass for corner butt joints are to be ground to 45 degrees. Edges of all butt jointed glass shall be ground smooth and polished.

### 4. Fixing of Glass

Clearances of 1.5 mm all round each pane are to be obtained using plastic extruded glazing spacers. Bed in silicone/extruded neoprene channels of the correct size for the glass being used.

## E. PAINTING WORKS

### 1. Materials and Workmanship Generally

All priming, undercoating and finishing paints used on the same work shall be provided by the same manufacturer and are to be those recommended by the manufacturer as suitable for use together.

Each coat of paint is to be lightly rubbed down with fine glass paper before the next coat is applied.

Where the number of coats to be applied is elsewhere specified, this shall be taken as indicating the minimum number of coats to be applied.

Paint shall be delivered to the site ready mixed in sealed containers, each container bearing a label giving the brand or manufacturer whether for priming, undercoating or finishing color shall be non-toxic and odor-less.

### 2. Gypsum Plaster

Preparation: dry brush to remove loose dust and efflorescence. Primed with thinned (10% of water) emulsion paint. Finish with 2 un-thinned coats of emulsion paint (p.v.a base).

### 3. Flame Retardant Paint

All surfaces of timber used in the construction of partitions, furring and at or above false ceiling level are to be treated with flame retardant paint.

## F. CEILING WORKS

### 1. General

Suspended ceilings are to be installed and levelled throughout at the height(s) shown on the drawings. Relocate fixtures and other appliances as noted.

### 2. Tiles

Ceiling tiles are to be re-laid in one direction only. The installation is to be in accordance with manufacturers' recommendations. Store unused ceiling tiles in facility recommended by the client.

Ceiling tiles are not to be removed in great quantity during partition set out. Remove only to the extent of necessary alteration to the alignment of the T-bar section of the ceiling grid.

Tiles damaged are to be replaced with new; small scuffs may be painted with matching flat finish paint. Retain all tiles for reuse in areas. Grade damaged tiles to suit area into which they are to be placed.

T-bar sections damaged are to be filled and painted.

Suspension rods for flush plasterboard ceiling are to be fixed to underside of slab above with expanding masonry anchors rather than ‘power fixings.

Flush plasterboard ceiling to level, with sanded joints to maintain smooth and non-undulating finish.

Flush plasterboard ceiling to be constructed of metal stud frame with 1 layer of 13mm plasterboard to external face. Flushed to suit.

Where new flush plasterboard ceiling abuts existing ceiling at same level, retain 5mm (width and depth) shadow line between the two surfaces.

Where bulkhead exists at abutment of new and existing ceilings, no shadow line is necessary.

**3. New Ceiling**

Grid and framing shall be 24 ga. galvanized steel supported by suspension rods spaced at maximum of 1500 mm centers. Installation of all new gypsum board ceiling shall be by a qualified ceiling installer.

**4. Access Panel**

Access panels in approved locations to be simple cut out of flush plasterboard resting on shadow line of 5 mm (width and depth) at junction, verify location.

Provide lipping to edges of cut outs.

New flush plasterboard ceiling shall be painted in matte finish.

Refer to partition works for Standards concerning plasterboard and framing.

Refer to engineer's drawings for location of access holes/panels.

Contractor to allow for handling of ceiling tiles, grid cutting and new ceilings as detailed, including cut outs of services at fixed ceiling.

## G. DOORS & HARDWARE

**1. General**

Ironmongery shall be supplied and fixed by the Contractor. All ironmongery shall be soundly and strongly made, well finished and equal to samples submitted to and approved by the Designer before fixing. All non-specified items and proposed substitutions shall be submitted to the Designer for approval, and samples of specified items if so requested.

**2. Fabrication**

All items fabricated shall be of size and details as shown as per approved shop drawings. All points shall be welded or bolted, corners shall be mitered and fitted closely. Exposed surfaces of weld shall be ground smooth. All items shall be sufficiently strong and rigid for their intended usages.

**3. Installation**

Installation and workmanship shall be of best trade standard. All items shall be securely fastened neatly to wall, floor, ceiling and other areas as shown and as directed. If practicable all connections shall be concealed. Screws, bolts and nuts used shall be of the appropriate type, size and finish. Use Philips Head screws for fastening exposed finish hardware unless otherwise noted, with minimum 25 mm penetration for wall-mounted hardware and minimum 30 mm length threaded full length of door butts and closer shoes. Insulate dissimilar metals against electrolysis or galvanic actions.

The supply and fixing of ironmongery shall be deemed to include for all fitting, cutting, sinking, boring and mortising, for providing matching screws if necessary; and for oiling and adjusting all ironmongery on completion.

The fixing of locks shall be deemed to include for fixing fore-ends, striking plates and escutcheons.

**4. Samples**

The Contractor shall submit samples of all hardware or something equivalent to the Designer prior to ordering for approval.

## H. CARPENTRY AND JOINERIES

**1. General**

All timber is to be the best of its kind, well and properly seasoned, of mature growth, free from worm holes, large, loose or dead knots or other defects and sawn die square.

**2. Screws**

Wood screws are to be of sufficient size and adequate for the purpose for which they are required. Unless otherwise specified, stainless screws are to be used in carpenter’s and joiner’s work.

**3. Carpentry Generally**

All carpentry works shall be set straight, plumb and level in perfect alignment and closely fitted.

**4. Hollow Core Flush Doors**

Hollow core flush doors are to be firmed up with 64 mm hardwood stiles, top, bottom and intermediate rails all properly mortised and tenoned together, blocked

out for lock fitment and filled in with an eggcrate core of 25 mm wide hardwood filling pieces at 150 mm centers both ways. The doors are to be covered with 6 mm plywood. The doors are to be lipped on all edges with 6 mm timber double rebated edging mitered at angles. Lipping to meeting stiles of doors are to be 25 mm thick rebated or rounded as required.

5. **Solid Core Flush Doors**
   Solid core flush doors are to be framed up with 64 mm hardwood stiles, top, bottom and intermediate rails all properly mortised and tenoned together and filled in with a core of 50 mm wide hardwood vertical filling pieces with staggered joints bonded together under pressure and machine thicknesses. The doors are to be covered with 6 mm plywood sheets and lipped as described for hollow core flush doors.

6. **Door Frames**
   Timber door frames are to be as shown with posts tenoned into heads. All door frames to be rebated, rounded, sunk, etc., as shown or required. Frames to be fixed to walls with holdfasts, not less than three being provided to each jamb.

7. **Drawers**
   Unless otherwise specified drawers shall be constructed with 12 mm thick MDF sides and backs stop mortised and tenoned together, and with 20 mm thick MDF fronts stop mortised and tenoned or dovetailed to the sides. The bottom shall be 6 mm with white plastic laminate Formica or similar to approval, loosely set in grooves in the side and front, and passing under and fixed to the back with nails. All surfaces including outside surfaces of the drawer sides to have plastic laminate finish. Provide cutouts in sides of drawers where central locking devices are required. Wooden stops must NOT be used.

## I. ARCHITECTURAL/INTERIOR DESIGN SCOPE OF WORKS
***(As per plans and specifications)***

1.1. Supply and Installation of Floor Finishes

1. **CP-01 :** 60 x 60 Carpet Floor

   **Color** : Brilliant Key

   (Refer Architectural Plans for location for further details)

2. **CP-02 :** 60 x60 Carpet Tile

   **Color:** Grey Chalk

   (Refer Architectural Plans for location for further details)

3. **CP-03 :** Carpet Tile

Color: Blue Swatch

(Refer Architectural Plans for location for further details)

4. **TL-01 :** 30 x 30 Toilet Floor

   Finish: Matte

   (Refer Architectural Plans for location for further details)

5. **VL-01 :** W 497mm x L 915mm x 3mm thk Vinyl Floor

   **Color:** Terrazo Grey

   (Refer Architectural Plans for location for further details)

6. **VL-02 :** Vinyl Floor

   **Color:** Beige White Oak

   (Refer Architectural Plans for location for further details)

7. **VL-03 :** Vinyl Floor

   **Color:** Speckled Grey

   (Refer Architectural Plans for location for further details)

8. **WD-01 :** 1900 mm x 190mm W x 14mm thk Wood Flooring

   Finish European Oak

   Brushed & UV Varnished

   (Refer to Architectural Plans for location for further details)

1.2. Supply and Installation of Wall Finishes including Accent Wall

1. **AP-01 :** Light Gray Acoustic Panel

   (For location and details materials please refer to Architectural Plans & DUPA for further details)

2. **AP-02 :** Beige Acoustic Panel

   (For location and details materials please refer to Architectural Plans & DUPA for further details)

3. **PT-01A :** White wall paint finish

(For location and details materials please refer to Architectural Plans & DUPA for further details)

4. **PT-02 :** Beige paint

   (For location and details materials please refer to Architectural Plans & DUPA for further details)

5. **PT-03 :** Linewash gray paint

   (For location and details materials please refer to Architectural Plans & DUPA for further details)

6. **PT-04 :** Limewash beige paint

   (For location and details materials please refer to Architectural Plans & DUPA for further details)

7. **LM-01 :** Light wood laminate

   BLONDE WOOD WSN 5347

   (For location and details materials please refer to Architectural Plans & DUPA for further details)

8. **LM-02 :** Wood Laminate

   NORDIC WALNUT WVB 5333

   (For location and details materials please refer to Architectural Plans & DUPA for further details)

9. **LM-03 :** White Laminate

   DESIGNERS WHITE GSB 111

   (For location and details materials please refer to Architectural Plans & DUPA for further details)

10. **LM-05 :** Gray marble Laminate

    CREME MARQUINA HGP 5571

    (For location and details materials please refer to Architectural Plans & DUPA for further details)

11. **TL-02 :** Toilet wall

(For location and details materials please refer to Architectural Plans & DUPA for further details)

12. **SS-02 :** Pantry Backsplash

    (For location and details materials please refer to Architectural Plans & DUPA for further details)

13. **VL-04 :** Black vinyl skirting

    (For location and details materials please refer to Architectural Plans & DUPA for further details)

14. **WC-01 :** Wall cover @ boardroom

    (For location and details materials please refer to Architectural Plans & DUPA for further details)

15. **WC-02 :** Wall cover @ day care

    (For location and details materials please refer to Architectural Plans & DUPA for further details)

1.3. Supply and installation of Drywall Partitions

1. **P-01 :** Double Layer Drywall partition from top of floor slab to 200-300mm above finish ceiling line

   (For location and details materials please refer to Architectural Plans & DUPA for further details)

2. **P-02 :** Single Layer Drywall Partition from top of floor slab to 200-300mm above finish ceiling line

   (For location and details materials please refer to Architectural Plans & DUPA for further details)

3. **P-03 :** Single Layer Moisture Resistant Wall (FiCEM Board)

   (For location and details material please refer to Architectural Plans & DUPA for further details)

4. **P-04 :** Framed single glazed glass partition from slab soffit to 2.4m height

   (For location and details materials please refer to Architectural Plans & DUPA for further details)

5. **P-05 :** Operable Wall

(For location and details materials please refer to Architectural Plans & DUPA for further details)

6. **P-06 :** 150mm thk CHB wall from floor slab finish to underside of slab soffit

   (For location and details materials please refer to Architectural Plans & DUPA for further details)

7. **P-07 :** Metal Mesh

   (For location and details materials please refer to Architectural Plans & DUPA for further details)

1.4. Supply and Installation of False Ceiling including Ceiling Baffles

1. **Open Ceiling**

   Painting of all exposed with 2 coats of Flat Latex and 2 coats of Semigloss

2. **Gypsum Ceiling**

   (For location and details materials please refer to Architectural Plans & DUPA for further details)

3. **Moisture Resistant Gypsum Ceiling**

   (For Ceiling Elevation height and details materials please refer to Architectural Plans & DUPA)

4. **Acoustic Ceiling board**

   (For Ceiling Elevation height and details materials please refer to Architectural Plans & DUPA)

5. **Acoustic Ceiling Baffles**

   (For location and Ceiling Elevation height please refer to Architectural Plans)

1.5. Supply and Application of Paint including consumables

1. Please refer to **Item 1.3** Wall Finishes

2. Please refer to **Item 1.4** for Ceiling Finishes

1.6. Supply, fabrication, and Installation of Joineries/Cabinetries

1. **5th Floor**

1.6.1.1. 1 Set/s **J01:** Information Desk

(Refer to Joinery Details for further details)

1.6.1.2. 1 Set/s **J02:** Safety Cabinet

(Refer to Joinery Details for further details)

1.6.1.3. 10 Set/s **J03:** Receiving/Sorting Counter

(Refer to Joinery Details for further details)

1.6.1.4. 1 Set/s **J06:** Island Bar Counter

(Refer to Joinery Details for further details)

1.6.1.5. 1 Set/s **J07A:** Pantry Counter

(Refer to Joinery Details for further details)

1.6.1.6. 3 Set/s **J08A:** Printer Cabinet

(Refer to Joinery Details for further details)

1.6.1.7. 1 Set/s **J08B:** Printer Cabinet

(Refer to Joinery Details for further details)

1.6.1.8. 4 Set/s **J13B:** Credenza

(Refer to Joinery Details for further details)

1.6.1.9. 1 Set/s **J25A:** IDF Cabinet

(Refer to Joinery Details for further details)

1.6.1.10. 1 Set/s **J26A:** EE Cabinet

(Refer to Joinery Details for further details)

2. **6th Floor**

1.6.2.1. 7 Set/s **J03:** Receiving/Sorting Counter

(Refer to Joinery Details Plan for further details)

1.6.2.2. 1 Set/s **J06:** Island Bar Counter

(Refer to Joinery Details Plan for further details)

1.6.2.3. 1 Set/s **J07B:** Island Bar Counter

(Refer to Joinery Details Plan for further details)

1.6.2.4. 3 Set/s **J08B:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.2.5. 1 Set/s **J11:** Wall Display

(Refer to Joinery Details Plan for further details)

1.6.2.6. 1 Set/s **J13B:** Credenza

(Refer to Joinery Details Plan for further details)

1.6.2.7. 1 Set/s **J14:** Nurse Station

(Refer to Joinery Details Plan for further details)

1.6.2.8. 2 Set/s **J16:** Shoe Rack

(Refer to Joinery Details Plan for further details)

1.6.2.9. 2 Set/s **J17:** Wash Basin

(Refer to Joinery Details Plan for further details)

1.6.2.10. 2 Set/s **J18:** Closet/Locker

(Refer to Joinery Details Plan for further details)

1.6.2.11. 1 Set/s **J25B:** IDF Cabinet

(Refer to Joinery Details Plan for further details)

1.6.2.12. 1 Set/s **J26A:** EE Cabinet

(Refer to Joinery Details Plan for further details)

1.6.2.13. 1 Set/s **J27:** Book Storage

(Refer to Joinery Details Plan for further details)

1.6.2.14. 1 Set/s **J28A:** Dental Clinic Base Cabinet

(Refer to Joinery Details Plan for further details)

1.6.2.15. 1 Set/s **J28B:** Lactation Base Cabinet

(Refer to Joinery Details Plan for further details)

1.6.2.16. 1 Set/s **J28C:** Physicians Base Cabinet

(Refer to Joinery Details Plan for further details)

**3. 7th Floor**

1.6.3.1. 1 Set/s **J04B:** Receiving Counter

(Refer to Joinery Details Plan for further details)

1.6.3.2. 1 Set/s **J05B:** Working Ledge

(Refer to Joinery Details Plan for further details)

1.6.3.3. 1 Set/s **J06:** Island Bar Counter

(Refer to Joinery Details Plan for further details)

1.6.3.4. 1 Set/s **J07A:** Pantry Counter

(Refer to Joinery Details Plan for further details)

1.6.3.5. 1 Set/s **J07C:** Pantry Counter

(Refer to Joinery Details Plan for further details)

1.6.3.6. 1 Set/s **J08A:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.3.7. 1 Set/s **J08D:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.3.8. 1 Set/s **J08E:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.3.9. 1 Set/s **J08F:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.3.10. 1 Set/s **J09A:** Display Shelf

(Refer to Joinery Details Plan for further details)

1.6.3.11. 1 Set/s **J09B:** Display Shelf

(Refer to Joinery Details Plan for further details)

1.6.3.12. 4 Set/s **J13A:** Credenza

(Refer to Joinery Details Plan for further details)

1.6.3.13. 1 Set/s **J15A:** Lavatory

(Refer to Joinery Details Plan for further details)

1.6.3.14. 1 Set/s **J19A:** Dry Pantry

(Refer to Joinery Details Plan for further details)

1.6.3.15. 1 Set/s **J20A:** Display Cabinet

(Refer to Joinery Details Plan for further details)

1.6.3.16. 1 Set/s **J25B:** IDF Cabinet

(Refer to Joinery Details Plan for further details)

1.6.3.17. 1 Set/s **J26A:** EE Cabinet

(Refer to Joinery Details Plan for further details)

**4. 8th Floor**

1.6.4.1. 1 Set/s **J06:** Island Bar Counter

(Refer to Joinery Details Plan for further details)

1.6.4.2. 1 Set/s **J07A:** Pantry Counter

(Refer to Joinery Details Plan for further details)

1.6.4.3. 1 Set/s **J08F:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.4.4. 1 Set/s **J08G:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.4.5. 1 Set/s **J08H:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.4.6. 1 Set/s **J08I:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.4.7. 1 Set/s **J11:** Wall Display

(Refer to Joinery Details Plan for further details)

1.6.4.8. 1 Set/s **J13A:** Credenza

(Refer to Joinery Details Plan for further details)

1.6.4.9. 1 Set/s **J19B:** Dry Pantry

(Refer to Joinery Details Plan for further details)

1.6.4.10. 1 Set/s **J25B:** IDF Cabinet

(Refer to Joinery Details Plan for further details)

1.6.4.11. 1 Set/s **J26A:** EE Cabinet

(Refer to Joinery Details Plan for further details)

1.6.4.12. 1 Set/s **J29:** Full Height Cabinet

(Refer to Joinery Details Plan for further details)

**5. 9th Floor**

1.6.5.1. 2 Set/s **J03:** Receiving/Sorting Counter

(Refer to Joinery Details Plan for further details)

1.6.5.2. 1 Set/s **J06:** Island Bar Counter

(Refer to Joinery Details Plan for further details)

1.6.5.3. 1 Set/s **J07C:** Pantry Counter

(Refer to Joinery Details Plan for further details)

1.6.5.4. 1 Set/s **J07D:** Pantry Counter

(Refer to Joinery Details Plan for further details)

1.6.5.5. 2 Set/s **J08A:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.5.6. 1 Set/s **J08D:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.5.7. 1 Set/s **J09A:** Display Shelf

(Refer to Joinery Details Plan for further details)

1.6.5.8. 1 Set/s **J09B:** Display Shelf

(Refer to Joinery Details Plan for further details)

1.6.5.9. 4 Set/s **J13A:** Credenza

(Refer to Joinery Details Plan for further details)

1.6.5.10. 1 Set/s **J15A:** Lavatory

(Refer to Joinery Details Plan for further details)

1.6.5.11. 1 Set/s **J19A:** Dry Pantry

(Refer to Joinery Details Plan for further details)

1.6.5.12. 1 Set/s **J20A:** Display Cabinet

(Refer to Joinery Details Plan for further details)

1.6.5.13. 1 Set/s **J25B:** IDF Cabinet

(Refer to Joinery Details Plan for further details)

**6. 10th Floor**

1.6.6.1. 1 Set/s **J06:** Island Bar Counter

(Refer to Joinery Details Plan for further details)

1.6.6.2. 1 Set/s **J07E:** Pantry Counter

(Refer to Joinery Details Plan for further details)

1.6.6.3. 1 Set/s **J07G:** Pantry Counter

(Refer to Joinery Details Plan for further details)

1.6.6.4. 2 Set/s **J08A:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.6.5. 1 Set/s **J08F:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.6.6. 1 Set/s **J08J:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.6.7. 1 Set/s **J09A:** Display Shelf

(Refer to Joinery Details Plan for further details)

1.6.6.8. 1 Set/s **J09B:** Display Shelf

(Refer to Joinery Details Plan for further details)

1.6.6.9. 1 Set/s **J11:** Wall Display

(Refer to Joinery Details Plan for further details)

1.6.6.10. 4 Set/s **J13A:** Credenza

(Refer to Joinery Details Plan for further details)

1.6.6.11. 1 Set/s **J15A:** Lavatory

(Refer to Joinery Details Plan for further details)

1.6.6.12. 1 Set/s **J19A:** Dry Pantry

(Refer to Joinery Details Plan for further details)

1.6.6.13. 1 Set/s **J20A:** Display Cabinet

(Refer to Joinery Details Plan for further details)

1.6.6.14. 1 Set/s **J25B:** IDF Cabinet

(Refer to Joinery Details Plan for further details)

1.6.6.15. 1 Set/s **J26A:** EE Cabinet

(Refer to Joinery Details Plan for further details)

**7. 11th Floor**

1.6.7.1. 1 Set/s **J02:** Safety Cabinet

(Refer to Joinery Details Plan for further details)

1.6.7.2. 1 Set/s **J06:** Island Bar Counter

(Refer to Joinery Details Plan for further details)

1.6.7.3. 1 Set/s **J07E:** Pantry Counter

(Refer to Joinery Details Plan for further details)

1.6.7.4. 1 Set/s **J08D:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.7.5. 2 Set/s **J08K:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.7.6. 1 Set/s **J08L:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.7.7. 1 Set/s **J08M:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.7.8. 1 Set/s **J13A:** Credenza

(Refer to Joinery Details Plan for further details)

1.6.7.9. 1 Set/s **J19B:** Dry Pantry

(Refer to Joinery Details Plan for further details)

1.6.7.10. 1 Set/s **J25B:** IDF Cabinet

(Refer to Joinery Details Plan for further details)

1.6.7.11. 1 Set/s **J26A:** EE Cabinet

(Refer to Joinery Details Plan for further details)

**8. 12th Floor**

1.6.8.1. 1 Set/s **J02:** Safety Cabinet

(Refer to Joinery Details Plan for further details)

1.6.8.2. 1 Set/s **J04:** Receiving Counter

(Refer to Joinery Details Plan for further details)

1.6.8.3. 1 Set/s **J04B:** Receiving Counter

(Refer to Joinery Details Plan for further details)

1.6.8.4. 1 Set/s **J05A:** Working Ledge

(Refer to Joinery Details Plan for further details)

1.6.8.5. 1 Set/s **J07C:** Pantry Counter

(Refer to Joinery Details Plan for further details)

1.6.8.6. 1 Set/s **J07F:** Pantry Counter

(Refer to Joinery Details Plan for further details)

1.6.8.7. 1 Set/s **J07G:** Pantry Counter

(Refer to Joinery Details Plan for further details)

1.6.8.8. 1 Set/s **J08B:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.8.9. 1 Set/s **J08N:** Printer Cabinet

(Refer to Joinery Details Plan for further details)

1.6.8.10. 1 Set/s **J10:** Closet

(Refer to Joinery Details Plan for further details)

1.6.8.11. 1 Set/s **J12A:** Storage Cabinet

(Refer to Joinery Details Plan for further details)

1.6.8.12. 1 Set/s **J12B:** Storage Cabinet

(Refer to Joinery Details Plan for further details)

1.6.8.13. 2 Set/s **J13A:** Credenza

(Refer to Joinery Details Plan for further details)

1.6.8.14. 2 Set/s **J13B:** Credenza

(Refer to Joinery Details Plan for further details)

1.6.8.15. 2 Set/s **J15A:** Lavatory

(Refer to Joinery Details Plan for further details)

1.6.8.16. 1 Set/s **J15B:** Lavatory

(Refer to Joinery Details Plan for further details)

1.6.8.17. 1 Set/s **J19C:** Dry Pantry

(Refer to Joinery Details Plan for further details)

1.6.8.18. 1 Set/s **J20B:** Display Cabinet

(Refer to Joinery Details Plan for further details)

1.6.8.19. 1 Set/s **J21:** Wall Gallery

(Refer to Joinery Details Plan for further details)

1.6.8.20. 1 Set/s **J22A:** Book Shelve

(Refer to Joinery Details Plan for further details)

1.6.8.21. 1 Set/s **J22B:** Book Shelve

(Refer to Joinery Details Plan for further details)

1.6.8.22. 1 Set/s **J23:** Credenza with Wall Gallery

(Refer to Joinery Details Plan for further details)

1.6.8.23. 1 Set/s **J24:** Gallery

(Refer to Joinery Details Plan for further details)

1.6.8.24. 1 Set/s **J26B:** EE Cabinet

(Refer to Joinery Details Plan for further details)

1.6.8.25. 1 Set/s **J29:** Full Height Cabinet

(Refer to Joinery Details Plan for further details)

1.6.8.26. 1 Set/s **J30:** AV Ledge

(Refer to Joinery Details Plan for further details)

1.7. Supply, fabrication, and installation of Panel Doors and Jambs including its Hardware and accessories

1. **5th Floor**

1.7.1.1. 2 Set/s **D1**

Main Entrance Double Leaf Frameless Glass Door

(For Location, refer to Architectural Plans for further details)

1.7.1.2. 2 Set/S **D2**

Office Entrance Single Leaf Frameless Glass Door

(For Location, refer to Architectural Plans for further details)

1.7.1.3. 3 Set/s **D4**

Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.1.4. 7 Set/s **D6**

Moisture Resistant Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.1.5. 4 Set/s **D7**

Single Leaf Metal Door

(For Location, refer to Architectural Plans for further details)

1.7.1.6. 3 Set/s **D10**

Single Leaf Solid Coor Sliding Door

(For Location, refer to Architectural Plans for further details)

2. **6th Floor**

1.7.2.1. 4 Set/s **D1**

Main entrance double leaf frameless glass door

(For Location, refer to Architectural Plans for further details)

1.7.2.2. 4 Set/s **D2**

Office Entrance Single Leaf Frameless Glass Door

(For Location, refer to Architectural Plans for further details)

1.7.2.3. 7 Set/s **D4**

Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.2.4. 2 Set/s **D5**

Single Leaf Hollow-Core Door with Vision Panel

(For Location, refer to Architectural Plans for further details)

1.7.2.5. 6 Set/s **D6**

Moisture Resistant Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.2.6. 1 Set/s **D8**

Fire Rated One and A Half Leaf Hollow-Core Door with Vision Panel

(For Location, refer to Architectural Plans for further details)

1.7.2.7. 4 Set/s **D11**

Hollow-Core Sliding Door

(For Location, refer to Architectural Plans for further details)

1.7.2.8. 4 Set/s **D12**

Shower Enclosure

(For Location, refer to Architectural Plans for further details)

**3. 7th Floor**

1.7.3.1. 4 Set/s **D1**

Main entrance double leaf frameless glass door

(For Location, refer to Architectural Plans for further details)

1.7.3.2. 2 Set/s **D3**

Double Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.3.3. 5 Set/s **D4**

Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.3.4. 6 Set/s **D6**

Moisture Resistant Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.3.5. 2 Set/s **D7**

Single Leaf Metal Door

(For Location, refer to Architectural Plans for further details)

1.7.3.6. 1 Set/s **D10**

Single Leaf Solid Coor Sliding Door

(For Location, refer to Architectural Plans for further details)

1.7.3.7. 1 Set/s **D11**

Hollow-Core Sliding Door

(For Location, refer to Architectural Plans for further details)

**4. 8th Floor**

1.7.4.1. 4 Set/s **D1**

Main entrance double leaf frameless glass door

(For Location, refer to Architectural Plans for further details)

1.7.4.2. 1 Set/s **D2**

Office Entrance Single Leaf Frameless Glass Door

(For Location, refer to Architectural Plans for further details)

1.7.4.3. 1 Set/s **D3**

Double Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.4.4. 2 Set/s **D4**

Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.4.5. 4 Set/s **D5**

Single Leaf Hollow-Core Door with Vision Panel

(For Location, refer to Architectural Plans for further details)

1.7.4.6. 6 Set/s **D6**

Moisture Resistant Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.4.7. 2 Set/s **D7**

Single Leaf Metal Door

(For Location, refer to Architectural Plans for further details)

**5. 9th Floor**

1.7.5.1. 5 Set/s **D1**

Main entrance double leaf frameless glass door

(For Location, refer to Architectural Plans for further details)

1.7.5.2. 2 Set/s **D3**

Double Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.5.3. 5 Set/s **D4**

Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.5.4. 1 Set/s **D5**

Single Leaf Hollow-Core Door with Vision Panel

(For Location, refer to Architectural Plans for further details)

1.7.5.5. 8 Set/s **D6**

Moisture Resistant Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.5.6. 3 Set/s **D7**

Single Leaf Metal Door

(For Location, refer to Architectural Plans for further details)

**6. 10th Floor**

1.7.6.1. 4 Set/s **D1**

Main entrance double leaf frameless glass door

(For Location, refer to Architectural Plans for further details)

1.7.6.2. 2 Set/s **D3**

Double Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.6.3. 4 Set/s **D4**

Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.6.4. 7 Set/s **D6**

Moisture Resistant Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.6.5. 2 Set/s **D7**

Single Leaf Metal Door

(For Location, refer to Architectural Plans for further details)

**7. 11th Floor**

1.7.7.1. 5 Set/s **D1**

Main entrance double leaf frameless glass door

(For Location, refer to Architectural Plans for further details)

1.7.7.2. 1 Set/s **D3**

Double Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.7.3. 8 Set/s **D4**

Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.7.4. 1 Set/s **D5**

Single Leaf Hollow-Core Door with Vision Panel

(For Location, refer to Architectural Plans for further details)

1.7.7.5. 6 Set/s **D6**

Moisture Resistant Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.7.6. 3 Set/s **D7**

Single Leaf Metal Door

(For Location, refer to Architectural Plans for further details)

**8. 12th Floor**

1.7.8.1. 5 Set/s **D1**

Main entrance double leaf frameless glass door

(For Location, refer to Architectural Plans for further details)

1.7.8.2. 2 Set/s **D3**

Double Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.8.3. 10 Set/s **D4**

Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.8.4. 2 Set/s **D5**

Single Leaf Hollow-Core Door with Vision Panel

(For Location, refer to Architectural Plans for further details)

1.7.8.5. 4 Set/s **D6**

Moisture Resistant Single Leaf Hollow-Core Door

(For Location, refer to Architectural Plans for further details)

1.7.8.6. 2 Set/s **D7**

Single Leaf Metal Door (For Location, refer to Architectural Plans for further details)

1.7.8.7. 2 Set/s **D9**

Fire Rated One and A Half Leaf Metal Door with Vision Panel (For Location, refer to Architectural Plans for further details)

1.7.8.8. 7 Set/s **D10**

Single Leaf Solid Core Sliding Door (For Location, refer to Architectural Plans for further details)

1.7.8.9. 1 Set/s **D11**

1.8. Hollow-Core Sliding Door (For Location, refer to Architectural Plans for further details)

1.9. Supply and Installation of Glass Wall Panel and Doors including accessories and hardware

1. (Refer to **Item 1.3 for Glass Wall Panel & Item 1.7 for Doors** for further details**.**)

2. Refer to Door Schedule

***NOTE: Other Architectural Technical Specifications will be provided separately upon request from the PE.***

## 2. MECHANICAL SYSTEM

**SCOPE OF WORKS** ***(As per plans and specifications)***

2.1. Roughing-Ins

2.2. Relocation of existing/installed fan coil unit (FCU) including relocation or installation of refrigerant pipe and its necessary accessories

1. **5th Floor**

    - 29 Unit/s Fan Coil Unit (FCU) Relocation

    (For Relocation & equipment schedule, refer to Mechanical Plans for further details)

2. **6th Floor**

    - 30 Unit/s Fan Coil Unit (FCU) Relocation

    (For Relocation & equipment schedule, refer to Mechanical Plans for further details)

3. **7th Floor**

    - 30 Unit/s Fan Coil Unit (FCU) Relocation

    (For Relocation & equipment schedule, refer to Mechanical Plans for further details)

4. **8th Floor**

    - 32 Unit/s Fan Coil Unit (FCU) Relocation

    (For Relocation & equipment schedule, refer to Mechanical Plans for further details)

5. **9th Floor**

    - 32 Unit/s Fan Coil Unit (FCU) Relocation

    (For Relocation & equipment schedule, refer to Mechanical Plans for further details)

6. **10th Floor**

    - 32 Unit/s Fan Coil Unit (FCU) Relocation

(For Relocation & equipment schedule, refer to Mechanical Plans for further details)

7. **11th Floor**

- 32 Unit/s Fan Coil Unit (FCU) Relocation

(For Relocation & equipment schedule, refer to Mechanical Plans for further details)

8. **12th Floor**

- 31 Unit/s Fan Coil Unit (FCU) Relocation

(For Relocation & equipment schedule, refer to Mechanical Plans for further details)

2.3. Supply and installation of new fan coil unit (FCU) including installation of refrigerant pipe and its necessary accessories

1. **5th Floor**

- 8 Unit/s Additional Fan Coil Unit (FCU)

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

2. **6th Floor**

- 6 Unit/s Additional Fan Coil Unit (FCU)

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

3. **7th Floor**

- 6 Unit/s Additional Fan Coil Unit (FCU)

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

4. **8th Floor**

- 8 Unit/s Additional Fan Coil Unit (FCU)

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

5. **9th Floor**

- 6 Unit/s Additional Fan Coil Unit (FCU)

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

6. **10th Floor**

- 4 Unit/s Additional Fan Coil Unit (FCU)

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

7. **11th Floor**

- 2 Unit/s Additional Fan Coil Unit (FCU)

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

8. **12th Floor**

- 7 Unit/s Additional Fan Coil Unit (FCU)
- 2 Unit/s New PACU Indoor Unit

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

**9. Roof deck**

- 8 Unit/s Additional Outdoor Fan Coil Unit (FCU)
- 2 Unit/s New PACU Outdoor Unit

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

2.4. Supply and installation of Exhaust Air Duct and its accessories

**1. 5th Floor**

- 1 Unit/s Additional Toilet Exhaust Fan

(For material details equipment schedule, please refer to Mechanical Plans and DUPA for further details)

**2. 6th Floor**

- 4 Unit/s Additional Toilet Exhaust Fan
- 1 Unit/s Exhaust Fan

(For material details equipment schedule, please refer to Mechanical Plans and DUPA for further details)

**3. 7th Floor**

- 2 Unit/s Additional Toilet Exhaust Fan

(For material details equipment schedule, please refer to Mechanical Plans and DUPA for further details)

**4. 8th Floor**

- 1 Unit/s Additional Toilet Exhaust Fan

(For material details equipment schedule, please refer to Mechanical Plans and DUPA for further details)

5. **9th Floor**

- 2 Unit/s Additional Toilet Exhaust Fan
- 3 Unit/s Exhaust Fan

(For material details equipment schedule, please refer to Mechanical Plans and DUPA for further details)

6. **10th Floor**

- 2 Unit/s Additional Toilet Exhaust Fan

(For material details equipment schedule, please refer to Mechanical Plans and DUPA for further details)

7. **11th Floor**

- 1 Unit/s Additional Toilet Exhaust Fan

(For material details equipment schedule, please refer to Mechanical Plans and DUPA for further details)

8. **12th Floor**

- 3 Unit/s Additional Toilet Exhaust Fan

(For material details equipment schedule, please refer to Mechanical Plans and DUPA for further details)

2.5. Supply and installation of Exhaust Grilles and its accessories

- Please refer to Mechanical DUPA for further details

2.6. Supply and installation of Air Purifier

1. **5th Floor**

- 15 Unit/s Air Purifier Floor Mounted Complete with UV Lamp And / Or HEPA Filter

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

**2. 6th Floor**

- 21 Unit/s Air Purifier Floor Mounted Complete with UV Lamp And / Or HEPA Filter

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

**3. 7th Floor**

- 16 Unit/s Air Purifier Floor Mounted Complete with UV Lamp And / Or HEPA Filter

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

**4. 8th Floor**

- 13 Unit/s Air Purifier Floor Mounted Complete with UV Lamp And / Or HEPA Filter

(For Location, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

**5. 9th Floor**

- 16 Unit/s Air Purifier Floor Mounted Complete with UV Lamp And / Or HEPA Filter

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

6. 10th Floor

- 15 Unit/s Air Purifier Floor Mounted Complete with UV Lamp And / Or HEPA Filter

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

**7. 11th Floor**

- 16 Unit/s Air Purifier Floor Mounted Complete with UV Lamp And / Or HEPA Filter

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

**8. 12th Floor**

- 20 Unit/s Air Purifier Floor Mounted Complete with UV Lamp And / Or HEPA Filter

(For Location & equipment schedule, refer to Mechanical Plans for further details)

(For Consumables and other Accessories, please refer to DUPA for further details)

2.7. Other related works called for or stated in the drawings and details to complete the works for Mechanical System.

***NOTE: Mechanical Technical Specifications will be provided separately upon request from the PE.***

## 3. ELECTRICAL SYSTEM

**SCOPE OF WORKS** ***(As per plans and specifications)***

3.1. Roughing-Ins

3.2. Supply and installation of materials, accessories, fixtures, and/or equipment for power supply system

3.3. Supply and installation of materials, accessories, fixtures, and/or equipment for lighting system

**1. 5th Floor**

- 147 Set/s 7W LED Single Pin Light
- 9 Set/s 50W Dual Pin Light
- Set/s 24W Black Linear Light
- 86 Set/s 60W LED Panel Light (1200mm x 600mm)
- 28 Set/s Linear Cove Light
- Set/s 24W Pendant Light
- Set/s 5W LED Light-Self Contained Maintained Double Sided 3 Set/s Directional Exit Light with 2 Hours Battery Pack
- 3 Set/s 5W LED Light-Self Contained Maintained Single Sided Directional Exit Light with 2 Hours Battery Pack
- Set/s 5W LED Light-Self Contained Maintained Exit Light with 2 Hours Battery Pack
- 13 Set/s 7W Single Pin Light with Battery Pack
- 3 Set/s 50W Dual Pin Light with Battery Pack
- 27 Set/s 60W LED Panel Light (1200mm x 600mm) with Battery Pack
- 1 Gang, 1 Way Switch, Flush Mounted, Complete with Necessary Accessories.
- 2 Gang, 1 Way Switch, Flush Mounted, Complete with Necessary Accessories.
- 3 Gang, 1 Way Switch, Flush Mounted, Complete with Necessary Accessories.
- 2 Gang, 3 Way Switch, Flush Mounted, Complete with Necessary Accessories.
- 29 Set/s Passive Infrared Sensor/Occupancy Sensor

- 15 Set/s Photo/DayLight Sensor
- Duplex Convenience Outlet, Universal Grounding Type, Complete with Necessary Accessories.
- Floor Mounted Duplex Receptacle, Universal Grounding Type, Complete with Necessary Accessories.
- Ground Fault Circuit Interrupter Outlet, Complete with Necessary Accessories.
- Special Purpose Outlet for IDF Power Provision, Complete with Necessary Accessories.
- Special Purpose Outlet for Water Heater Power Provision, Complete with Necessary Accessories.
- IEC 60309 Twist Lock Plug and Outlet, Complete with Necessary Accessories.

**2. 6th Floor**

- 7W LED Single Pin Light
- 50W Dual Pin Light
- 24W Black Linear Light
- 60W LED Panel Light (1200mm x 600mm)
- Linear Cove Light
- 24W Pendant Light
- 5W LED Light-Self Contained Maintained Double Sided Directional Exit Light with 2 Hours Battery Pack
- 5W LED Light-Self Contained Maintained Single Sided Directional Exit Light with 2 Hours Battery Pack
- 5W LED Light-Self Contained Maintained Exit Light with 2 Hours Battery Pack
- 7W Single Pin Light with Battery Pack
- 50W Dual Pin Light with Battery Pack

- 24W Black Linear Light with Battery Pack
- 60W LED Panel Light (1200mm x 600mm) with Battery Pack
- Passive Infrared Sensor/Occupancy Sensor
- Photo/DayLight Sensor

**3. 7th Floor**

- 7W LED Single Pin Light
- 50W Dual Pin Light
- 24W Black Linear Light
- 60W LED Panel Light (1200mm x 600mm)
- Linear Cove Light
- 24W Pendant Light
- 5W LED Light-Self Contained Maintained Double Sided Directional Exit Light with 2 Hours Battery Pack
- 5W LED Light-Self Contained Maintained Single Sided Directional Exit Light with 2 Hours Battery Pack
- 5W LED Light-Self Contained Maintained Exit Light with 2 Hours Battery Pack
- 7W Single Pin Light with Battery Pack
- 50W Dual Pin Light with Battery Pack
- 24W Black Linear Light with Battery Pack
- 60W LED Panel Light (1200mm x 600mm) with Battery Pack
- Passive Infrared Sensor/Occupancy Sensor
- Photo/DayLight Sensor

**4. 8th Floor**

- 7W LED Single Pin Light

- 50W Dual Pin Light
- 24W Black Linear Light
- 60W LED Panel Light (1200mm x 600mm)
- Linear Cove Light
- 24W Pendant Light
- 5W LED Light-Self Contained Maintained Double Sided Directional Exit Light with 2 Hours Battery Pack
- 5W LED Light-Self Contained Maintained Single Sided Directional Exit Light with 2 Hours Battery Pack
- 5W LED Light-Self Contained Maintained Exit Light with 2 Hours Battery Pack
- 7W Single Pin Light with Battery Pack
- 50W Dual Pin Light with Battery Pack
- 24W Black Linear Light with Battery Pack
- 60W LED Panel Light (1200mm x 600mm) with Battery Pack
- Passive Infrared Sensor/Occupancy Sensor
- Photo/DayLight Sensor

**5. 9th Floor**

- 7W LED Single Pin Light
- 50W Dual Pin Light
- 24W Black Linear Light
- 60W LED Panel Light (1200mm x 600mm)
- Linear Cove Light
- 24W Pendant Light
- 5W LED Light-Self Contained Maintained Double Sided Directional Exit Light with 2 Hours Battery Pack

- 5W LED Light-Self Contained Maintained Single Sided Directional Exit Light with 2 Hours Battery Pack
- 5W LED Light-Self Contained Maintained Exit Light with 2 Hours Battery Pack
- 7W Single Pin Light with Battery Pack
- 50W Dual Pin Light with Battery Pack
- 24W Black Linear Light with Battery Pack
- 60W LED Panel Light (1200mm x 600mm) with Battery Pack
- Passive Infrared Sensor/Occupancy Sensor
- Photo/DayLight Sensor

**6. 10th Floor**

- 7W LED Single Pin Light
- 50W Dual Pin Light
- 24W Black Linear Light
- 60W LED Panel Light (1200mm x 600mm)
- Linear Cove Light
- 24W Pendant Light
- 5W LED Light-Self Contained Maintained Double Sided Directional Exit Light with 2 Hours Battery Pack
- 5W LED Light-Self Contained Maintained Single Sided Directional Exit Light with 2 Hours Battery Pack
- 5W LED Light-Self Contained Maintained Exit Light with 2 Hours Battery Pack
- 7W Single Pin Light with Battery Pack
- 50W Dual Pin Light with Battery Pack
- 24W Black Linear Light with Battery Pack

- 60W LED Panel Light (1200mm x 600mm) with Battery Pack
- Passive Infrared Sensor/Occupancy Sensor
- Photo/DayLight Sensor

**7. 11th Floor**

- 7W LED Single Pin Light
- 50W Dual Pin Light
- 24W Black Linear Light
- 60W LED Panel Light (1200mm x 600mm)
- Linear Cove Light
- 24W Pendant Light
- 5W LED Light-Self Contained Maintained Double Sided Directional Exit Light with 2 Hours Battery Pack
- 5W LED Light-Self Contained Maintained Single Sided Directional Exit Light with 2 Hours Battery Pack
- 5W LED Light-Self Contained Maintained Exit Light with 2 Hours Battery Pack
- 7W Single Pin Light with Battery Pack
- 50W Dual Pin Light with Battery Pack
- 24W Black Linear Light with Battery Pack
- 60W LED Panel Light (1200mm x 600mm) with Battery Pack
- Passive Infrared Sensor/Occupancy Sensor
- Photo/DayLight Sensor

**8. 12th Floor**

- 7W LED Single Pin Light
- 50W Dual Pin Light

- 24W Black Linear Light
- 60W LED Panel Light (1200mm x 600mm)
- Linear Cove Light
- 24W Pendant Light
- 5W LED Light-Self Contained Maintained Double Sided Directional Exit Light with 2 Hours Battery Pack
- 5W LED Light-Self Contained Maintained Single Sided Directional Exit Light with 2 Hours Battery Pack
- 5W LED Light-Self Contained Maintained Exit Light with 2 Hours Battery Pack
- 7W Single Pin Light with Battery Pack
- 50W Dual Pin Light with Battery Pack
- 24W Black Linear Light with Battery Pack
- 60W LED Panel Light (1200mm x 600mm) with Battery Pack
- Passive Infrared Sensor/Occupancy Sensor
- Photo/DayLight Sensor

3.4. Relocation and/or dismantling, re-installation of electric panels including its accessories and fixtures, including but not limited to provision of labor, tools and equipment, and other consumable materials to complete the works

3.5. Supply and Installation of Upgraded Plug-ins and related panels to complete the works for electrical system.

3.6. Other related works called for or stated in the drawings and details to complete the works for Electrical System

***NOTE: Electrical Technical Specification will be provided separately upon request from the PE.***

## 4. ELECTRONICS SYSTEM

**SCOPE OF WORKS** ***(As per plans and specifications)***

4.1. Roughing-ins for Fire Detection and Alarm System (FDAS)

(Refer to Electronics Plan for further details)

4.2. Roughing-ins (pipe only) for Structured Cabling System (for PEZA IT/MIS)

(Refer to Electronics Plan for further details)

4.3. Supply and installation of materials, accessories, fixtures, and/or equipment for Fire Detection and Alarm System

1. **5th Floor**
    - 38 Set/s Addressable Smoke Detector
    - 2 Set/s Addressable Heat Detector
    - 1 Set/s Addressable Manual Pull Station
    - 2 Set/s Fire Alarm Speaker with Strobe Light
    - 4 Set/s Addressable Output Module
2. **6th Floor**
    - 48 Set/s Addressable Smoke Detector
    - 2 Set/s Addressable Heat Detector
    - 2 Set/s Addressable Smoke Detector with Sounder Base
    - 3 Set/s Fire Alarm Speaker with Strobe Light
    - 4 Set/s Addressable Output Module
3. **7th Floor**
    - 36 Set/s Addressable Smoke Detector
    - 2 Set/s Addressable Heat Detector
    - 1 Set/s Addressable Manual Pull Station
    - 2 Set/s Fire Alarm Speaker with Strobe Light
    - 5 Set/s Addressable Output Module
4. **8th Floor**
    - 40 Set/s Addressable Smoke Detector

- 2 Set/s Addressable Heat Detector
- 1 Set/s Addressable Manual Pull Station
- 3 Set/s Fire Alarm Speaker with Strobe Light
- 5 Set/s Addressable Output Module

5. **9th Floor**

- 48 Set/s Addressable Smoke Detector
- 2 Set/s Addressable Heat Detector
- 2 Set/s Addressable Manual Pull Station
- 4 Set/s Fire Alarm Speaker with Strobe Light
- 4 Set/s Addressable Output Module

6. **10th Floor**

- 38 Set/s Addressable Smoke Detector
- 2 Set/s Addressable Heat Detector
- 1 Set/s Addressable Manual Pull Station
- 3 Set/s Fire Alarm Speaker with Strobe Light
- 4 Set/s Addressable Output Module

7. **11th Floor**

- 41 Set/s Addressable Smoke Detector
- 2 Set/s Addressable Heat Detector
- 1 Set/s Addressable Manual Pull Station
- 2 Set/s Fire Alarm Speaker with Strobe Light
- 6 Set/s Addressable Output Module

8. **12th Floor**

- 47 Set/s Addressable Smoke Detector

- 4 Set/s Addressable Heat Detector
- 1 Set/s Addressable Smoke Detector with Sounder Base
- 2 Set/s Addressable Manual Pull Station
- 4 Set/s Fire Alarm Speaker with Strobe Light
- 8 Set/s Addressable Input Module
- 10 Set/s Addressable Output Module
- 4 Set/s Audio and Visual Alarm
- 2 Set/s Aspirating Smoke Detector Panel
- 2 Set/s Water Leak Detection Panel

4.4. Other related works called for or stated in the drawings and details to complete the works for Auxiliary System

***NOTE: Electronics Technical Specification will be provided separately upon request from the PE.***

## 5. FIRE PROTECTION SYSTEM

**SCOPE OF WORKS *(As per plans and specifications)***

5.1. Dismantling of existing droppings

5.2. Relocation and installation of upright sprinklers including pipe and other necessary or required fittings and accessories

**1. 5th Floor**

- 63 Unit/s Sprinkler Heads (Pendent type)
- 86 Unit/s Sprinkler Heads (Upright type)

**2. 6th Floor**

- 68 Unit/s Sprinkler Heads (Pendent type)
- 67 Unit/s Sprinkler Heads (Upright type)

3. **7th Floor**

    - 73 Unit/s Sprinkler Heads (Pendent type)
    - 62 Unit/s Sprinkler Heads (Upright type)

4. **8th Floor**

    - 67 Unit/s Sprinkler Heads (Pendent type)
    - 70 Unit/s Sprinkler Heads (Upright type)

5. **9th Floor**

    - 70 Unit/s Sprinkler Heads (Pendent type)
    - 63 Unit/s Sprinkler Heads (Upright type)

6. **10th Floor**

    - 69 Unit/s Sprinkler Heads (Pendent type)
    - 67 Unit/s Sprinkler Heads (Upright type)

7. **11th Floor**

    - 62 Unit/s Sprinkler Heads (Pendent type)
    - 79 Unit/s Sprinkler Heads (Upright type)

8. **12th Floor**

    - 101 Unit/s Sprinkler Heads (Pendent type)
    - 16 Unit/s Sprinkler Heads (Upright type)

5.3. Supply and installation of Clean Agent Gas Suppression System

5.4. Supply and installation of standard portable fire extinguishers (10 lbs) with proper rigid metal stand or hook if mounted on the wall

1. **5th Floor**

    - 23 Unit/s Standard Portable Fire Extinguishers (10 lbs)

2. **6th Floor**

    - 21 Unit/s Standard Portable Fire Extinguishers (10 lbs)

3. **7th Floor**

    - 24 Unit/s Standard Portable Fire Extinguishers (10 lbs)

4. **8th Floor**

    - 21 Unit/s Standard Portable Fire Extinguishers (10 lbs)

5. **9th Floor**

    - 24 Unit/s Standard Portable Fire Extinguishers (10 lbs)

6. **10th Floor**

    - 23 Unit/s Standard Portable Fire Extinguishers (10 lbs)

7. **11th Floor**

    - 25 Unit/s Standard Portable Fire Extinguishers (10 lbs)

8. **12th Floor**

    - 21 Unit/s Portable Fire Extinguishers (10 lbs)

5.5. Dismantling, and relocation or transfer including but not limited to re-installation of existing FM200 fire extinguisher or fire suppression equipment to its new designated location as specified in the drawing in PEZA BIC building office.

1. **6th Floor**

    - 1 Lot/s Fire Suppression System

    (For relocation, refer to Mechanical Plans for further details)

2. **12th Floor**

    - 1 Lot/s Fire Suppression System

    (For relocation, refer to Mechanical Plans for further details)

5.6. Other related works called for or stated in the drawings and details to complete the works for Fire Protection System

***NOTE: Fire Protection Technical Specification will be provided separately upon request from the PE.***

## 6. PLUMBING AND SANITARY SYSTEM

**SCOPE OF WORKS** ***(As per plans and specifications)***

6.1. Roughing-ins

6.2. Supply and installation of soil pipe and venting system for pantry areas

(Please refer to Plumbing and Sanitary DUPA for further details)

6.3. Supply and installation of sanitary sewer – soil pipe, waste pipe, and stack pipe, and vent system for additional toilet

(Please refer to Plumbing and Sanitary DUPA for further details)

6.4. Supply and installation of waterline system for pantry areas and additional toilet

(Please refer to Plumbing and Sanitary DUPA for further details)

6.5. Supply and installation of plumbing and bathroom fixtures and its accessories, kitchen fixtures and its accessories on every floor level shared pantry location.

1. **5th Floor**

- 2 Set/s Floor Drain
- 1 Set/s Grease Interceptor 15GPM
- 1 Set/s Double Kitchen Sink
- 1 Set/s Lavatory
- 1 Set/s Urinal
- 1 Set/s Water Closet
- 2 Set/s Kitchen Faucet
- 1 Set/s Lavatory Faucet
- 1 Set/s Bidet

2. **6th Floor**

- 2 Set/s Electric Water Heater
- 10 Set/s Floor Drain

- 2 Set/s Shower Drain
- 2 Set/s Shower Set
- 1 Set/s Grease Interceptor 15GPM
- 1 Set/s Double Kitchen Sink
- 7 Set/s Lavatory
- 2 Set/s Urinal
- 4 Set/s Water Closet
- 2 Set/s Kitchen Faucet
- 7 Set/s Lavatory Faucet
- 4 Set/s Bidet

3. **7th Floor**

- 1 Set/s Electric Water Heater
- 4 Set/s Floor Drain
- 1 Set/s Shower Drain
- 1 Set/s Shower Set
- 2 Set/s Grease Interceptor 15GPM
- 2 Set/s Double Kitchen Sink
- 2 Set/s Lavatory
- 1 Set/s Urinal
- 2 Set/s Water Closet
- 4 Set/s Kitchen Faucet
- 2 Set/s Lavatory Faucet
- 2 Set/s Bidet

4. **8th Floor**

- 3 Set/s Floor Drain
- 1 Set/s Grease Interceptor 15GPM
- 1 Set/s Double Kitchen Sink
- 1 Set/s Lavatory
- 1 Set/s Urinal
- 1 Set/s Water Closet
- 2 Set/s Kitchen Faucet
- 1 Set/s Lavatory Faucet
- 1 Set/s Bidet

5. **9th Floor**

- 1 Set/s Electric Water Heater
- 4 Set/s Floor Drain
- 1 Set/s Shower Drain
- 1 Set/s Shower Set
- 2 Set/s Grease Interceptor 15GPM
- 2 Set/s Double Kitchen Sink
- 2 Set/s Lavatory
- 1 Set/s Urinal
- 2 Set/s Water Closet
- 4 Set/s Kitchen Faucet
- 2 Set/s Lavatory Faucet
- 2 Set/s Bidet

6. **10th Floor**

- 1 Set/s Electric Water Heater

- 4 Set/s Floor Drain
- 1 Set/s Shower Drain
- 1 Set/s Shower Set
- 2 Set/s Grease Interceptor 15GPM
- 2 Set/s Double Kitchen Sink
- 2 Set/s Lavatory
- 1 Set/s Urinal
- 2 Set/s Water Closet
- 4 Set/s Kitchen Faucet
- 2 Set/s Lavatory Faucet
- 2 Set/s Bidet

**7. 11th Floor**

- 2 Set/s Floor Drain
- 1 Set/s Grease Interceptor 15GPM
- 1 Set/s Double Kitchen Sink
- 1 Set/s Lavatory
- 1 Set/s Urinal
- 1 Set/s Water Closet
- 2 Set/s Kitchen Faucet
- 1 Set/s Lavatory Faucet
- 1 Set/s Bidet

**8. 12th Floor**

- 1 Set/s Electric Water Heater
- 9 Set/s Floor Drain

- 1 Set/s Shower Drain
- 1 Set/s Shower Set
- 4 Set/s Grease Interceptor 15GPM
- 4 Set/s Double Kitchen Sink
- 3 Set/s Lavatory
- 2 Set/s Urinal
- 3 Set/s Water Closet
- 8 Set/s Kitchen Faucet
- 3 Set/s Lavatory Faucet
- 3 Set/s Bidet

6.6. Other related works called for or stated in the drawings and details to complete the works for Plumbing and Sanitary System

***NOTE: Plumbing & Sanitary Technical Specification will be provided separately upon request from the PE.***

## 7. CLOSE CIRCUIT TELEVISION (CCTV) SYSTEM OR SECURITY SYSTEM

**SCOPE OF WORKS** ***(As per plans and specifications)***

7.1. Roughing-ins

7.2. Supply and installation of wiring and/or structured cabling system

(Please refer to Electronics DUPA for further details)

7.3. Supply and installation of IP-CCTV system, including but not limited to, establishing minimum standards of performance, function, and quality to provide complete security or CCTV system.

7.4. Technical specifications of the following item to be supplied and/or installed shall follow the Approved Technical Specifications of CCTV or security system requirements supplied or installed on the common areas of the Base Building and the existing Incident Command Center:

1. Camera, 4K resolution
2. Network Video Recorder (NVR)
3. NVR server and client software
4. Network/Active Devices (Switch)
5. LED/LFD Display (Large Format Display)
6. Network Attached Storage (NAS)
7. Un-interruptible Power Supply (UPS)

7.5. All materials and equipment to be furnished shall be the standard products of a manufacturer regularly engaged in the production of such equipment and shall be listed by Underwriter's Laboratories, Inc., CE, or shall be in conformance in the established standards, and made by an ISO Certified Manufacturer.

7.6. Provide warranty period of three (3) year, including quarterly preventive maintenance service for the duration of the warranty period, reckoned upon completion of the system set-up, on all workmanship, supplied materials, equipment, and ,other associated components of the CCTV system

7.7. Provide 24x7 technical support with twenty-four (24) hour response time upon receipt of call, for troubleshooting purposes.

***NOTE: CCTV or Security System Technical Specification will be provided separately upon request from the PE.***

## 8. PUBLIC ADDRESS SYSTEM

**SCOPE OF WORKS** ***(As per plans and specifications)***

8.1. Roughing-ins

8.2. Supply and installation of wiring and/or cabling system

8.3. Supply and installation of Public Address System, including but not limited to, provision to perform the following functions:

1. Distribute paging system or announcement that is selectable per zone from the paging microphones. Each floor is treated as a single zone.

2. Distribute background music to any combination or individual speaker, either in a single or multiple channels that could be selected locally.

3. Override distributed background music to some areas with the public address and emergency announcement and automatically return to the background music after the announcement.

4. Distribute program material from a radio tuner as part of the multiple channel distribution to selected areas only.

5. Permit distribution of an emergency announcement to select all zones regardless of the volume controller, program selector or source selected settings.

6. Sound pressure level of music shall be 6dB above background noise level and paging system shall be 10dB above background noise level.

8.4. Any equipment and/or components not specifically mentioned in the specifications or not shown on the Contract Drawings but deemed necessary to complete the system works and/or for the satisfactory operation of the system shall be provided, and shall be included on the bid price.

8.5. All major equipment and materials to be used for the installation shall be of the same make and type to ensure uniformly of standard and composition. All equipment and/or components shall be new and the manufacturer's current model.

8.6. All materials, appliances, equipment, and devices shall be tested, used and listed by Underwriters Laboratory (UL).

8.7. All equipment shall be mounted on standard equipment racks.

8.8. Provide warranty period of three (3) years, including quarterly preventive maintenance service for the duration of the warranty period, reckoned upon completion of the system set-up, on all supplied materials, equipment, and all other associated components of the Public Address System.

***NOTE: Public Address System Technical Specification will be provided separately upon request from the PE.***

## 9. DESIGN AND BUILD OF BUILDING MAINTENANCE SYSTEM

**SCOPE OF WORKS** ***(As per plans and specifications)***

9.1. Provision of complete Design of Building Maintenance System, including but not limited to, providing technical specifications of all materials, equipment, and all associated components to complete the system.

9.2. Roughing-ins

9.3. Supply and installation of wiring and/or cabling system

9.4. Supply and installation of materials, equipment, and all associated components, including but not limited to, supply of labor, used of necessary tools and equipment, miscellaneous and consumable materials to complete the system.

9.5. Integrating on the design of building management system the following system components of the building:

1. VRF Centralized Controller
2. Fan Coil Units (FCU)
3. Precision Air Conditioning Unit (PACU)
4. Fans, as indicated in the BMS Points List on drawings
5. Power transformer
6. LVSG
7. Automatic Transfer Switch
8. Generator Switch
9. Elevator
10. Lighting Control
11. Water Leak Detection System
12. Aspiration Type Smoke Detection System
13. Fire detection and alarm system (FDAS)
14. Fire and jockey pumps
15. Plumbing CPS and transfer pump
16. Water Tanks (Potable and Non-Potable)

9.6. Develops points list to identify all the inputs and outputs, both digital and analog, that the Building Management System will monitor or control.

9.7. Provide Integration Plan

1. Interface with Equipment – confirm communication compatibility with existing system

2. Test Communication Protocols – verify data exchange between devices and the Building Maintenance System

3. Commission the System – ensure all systems are functioning as expected by conducting performance tests.

9.8. Provide Typical System Architecture diagram – field, automation, and management

9.9. Provision of two (2) sets of operations and manuals, including system operator and providing actual trainings with PEZA designated personnel for the period of one (1) month or thirty (30) days upon completion of the system set-up of the building maintenance system.

9.10. System test proving for the period of ninety (90) days, including but not limited to, necessary operation and maintenance, and system operator, reckoned upon completion of the system set-up.

9.11. Provide warranty period of three (3) year, including quarterly preventive maintenance service for the duration of the warranty period, reckoned upon completion of the system set-up, on all supplied materials, equipment, and all other associated components of the set-up building management system

9.12. Provide 24x7 technical support with twenty-four (24) hour response time upon receipt of call, for troubleshooting purposes.

## 10. OFFICE FURNITURE AND FURNISHINGS

**SCOPE OF WORKS** ***(As per plans and specifications)***

10.1. Supply, fabrication, and installation of system furniture (workstations)

10.2. Supply and installation of new office furniture and furnishings, such as:

1. Managers table

2. Executive chairs

3. Task chairs

4. Boardroom chairs

5. Gang chairs

6. Pantry chairs

7. Boardroom Table
8. Conference tables
9. Mobile pedestals
10. Roller and black out window blinds
11. All other office furniture and furnishings stated on the bill of quantities and/or layout plans.

***NOTE: Office Furniture and Furnishing Technical Specification will be provided separately upon request from the PE.***

## 11. MOVE MANAGEMENT

11.1. Dismantling and relocation or transfer of existing system furniture (workstations) from current PEZA office to PEZA Warehouse

11.2. Dismantling and relocation or transfer, and re-installation of existing office furniture (office tables, chairs, conference tables, file cabinets, cabinets, mobile pedestals, etc.) and furnishings (artworks, displays, marketing boards, live and artificial plants) from current PEZA office to PEZA BIC building in Pasay City

11.3. Provision of boxes, sacks, twines, bubble wrap, and other necessary consumables for hard copies files and/or documents, including but not limited to, transfer to PEZA BIC office building in Pasay City

## 12. TESTING AND COMMISSIONING

12.1. All system installed and/or supplied by the General Contractor shall be tested and commissioned with PEZA's authorized representative and/or third-party construction project manager.

12.2. All installed and/or supplied system shall be 100% functional and/or operational, and serves its general purpose on the building and/or on Fit-Out works.

12.3. All system installed and/or supplied mentioned above are as follows:

1. Mechanical system including Air Quality Testing
2. Electrical system

3. Electronics system

4. Fire Detection and Alarm System (FDAS)

5. Fire Protection system

6. Plumbing and Sanitary system

7. Close Circuit Television (CCTV) system

8. Public Address system

9. Building Maintenance System (BMS)

## 13. WARRANTY OBLIGATIONS AND LIABILITIES

13.1. In case the General 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.

13.2. The warranty against poor workmanship, substandard materials, and supplied and/or installed system 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.

13.3. The General Contractor warrants that it is a competent, qualified and experienced contractor, equipped, organized, insured and financed to perform the works and complete the project in an efficient and professional manner and meeting all of the requirements of this contract work.

13.4. The Fit-Out General Contractor shall be part of the witness and accepting party for the testing and commissioning of the following system as initially supplied and/or installed by the Base Build General Contractor:

1. Mechanical system

2. Electrical system

3. Electronics system

4. Fire Detection and Alarm System (FDAS)

5. Fire Protection system

6. Plumbing and Sanitary system

7. Close Circuit Television (CCTV) system

13.5. Once the General Contractor commence the supply and/or installation of the system and/or its system components for the Fit-Out works including tapping on the initially supplied/installed system, and/or relocation or made adjustments on any part of the components of the initially installed system, the General Contractor warrants that it takes full responsibilities on the warranty obligations and liabilities on the areas that the General Contractor commenced or had done Fit-Out works.

# *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.]*

***Note: The FCD plans are provided in a separate folder, which is included as part of the Bidding Documents.***

# *Section VIII. Bill of Quantities*

***Bill of Quantities, Summary of Bid Proposal & Detailed Unit Price Analysis (DUPA) should be submitted together with the Annex "C" From 4 to 7***

***Non-attachment of Annex "C" From 1 to 7 shall be automatically disqualified.***

***Note: The Detailed Unit Price Analysis (DUPA) are provided in a separate folder, which is included as part of the Bidding Documents.***

## 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.

**Annex "C" Form 1**

ATTACH COMPANY LETTERHEAD/LOGO

# BILL OF QUANTITIES

**PROJECT** : **PEZA BUSINESS AND AN INVESTMENT CENTER OFFICE FIT-OUT**

**LOCATION** : **Roxas Boulevard corner San Luis Street, Pasay City**

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| **PART I** | **GENERAL REQUIREMENTS** | | | | |
| GR1 | Mobilization / Demobilization | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| GR2 | Temporary Facilities | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| GR3 | Construction Safety and Health Program | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| GR4 | Other General Requirements | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| GR5 | Project Billboard / COA Billboard | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| | **TOTAL OF PART I** | | | | |
| **PART II** | **ARCHITECTURAL / INTERIOR FINISHES WORKS** | | | | |
| | **FLOOR FINSHES** | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| A0 | SPMD Storage / Driver's Lounge / GSD Workshop and Motorpool | 52.61 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A1 | CP-01 : Carpet Tile<br>COLOR: BRILLIANT KEY | 1,130.54 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A2 | CP-02 : Carpet Tile<br>COLOR: GREY CHALK | 481.64 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A3 | CP-03 : Carpet Tile<br>COLOR: BLUE SWATCH | 317.19 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A4 | TL-01 : Toilet Floor<br>FINISH: MATTE | 91.22 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A5 | VL-01 : Vinyl Floor<br>COLOR: TERRAZO GREY | 4,598.93 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A6 | VL-02 : Vinyl Floor<br>BEIGE WHITE OAK | 626.51 | sq.m | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A7 | VL-03 : Vinyl Floor<br>COLOR: SPECKLED GREY | 45.37 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A8 | WD-01 Wood Flooring<br>EUROPEAN OAK<br>1900 mmL x 190mm W x 14mm thk<br>Brushed & UV Varnished | 65.66 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | | | | | |
| | **WALL PARTITIONS** | | | | |
| A9 | P-01 : Double Layer Drywall partition from top of floor slab to 200-300mm above finish ceiling line | 1,128.90 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A10 | P-02 : Single Layer Drywall Partition from top of floor slab to 200-300mm avove finish ceiling line | 1,014.91 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A11 | P-03 : Single Layer Moisture Resistant Wall (FICEM Board) | 571.07 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A12 | P-04 : Framed single glazed glass partition from slab soffit to 2.4m height | 266.46 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A13 | P-05 : Operable Wall | 82.78 | sq.m | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| A14 | P-06 : 150mm thk CHB wall from floor slab finish to underside of slab soffit | 400.67 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| A15 | P-07 : Metal Mesh | 13.70 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| | | | | | |
| | **WALL FINISHES** | | | | |
| A16 | AP-01 : Light Gray Acoustic Panel | 555.01 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| A17 | AP-02 : Beige Acoustic Panel | 53.70 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| A18 | PT-01A : White wall paint finish | 6,474.11 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| A19 | PT-02 : Beige paint | 37.76 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| A20 | PT-03 : Linewash gray paint | 443.01 | sq.m | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A21 | PT-04 : Limewash beige paint | 138.21 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A22 | LM-01 : Light wood laminate<br>BLONDE WOOD WSN 5347 | 47.94 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A23 | LM-02 : Wood Laminate<br>NORDIC WALNUT WVB 5333 | 329.09 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A24 | LM-03 : White Laminate<br>DESIGNERS WHITE GSB 111 | 7.58 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A26 | LM-05 : Gray marble Laminate<br>CREME MARQUINA HGP 5571 | 76.03 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A27 | TL-02 : Toilet wall | 321.38 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A28 | SS-02 : Pantry Backsplash | 14.09 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A29 | VL-04 : Black vinyl skirting | 1,482.20 | l.m | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A30 | WC-01 : Wall cover @ boardroom | 13.60 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A31 | WC-02 : Wall cover @ day care | 21.42 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | | | | | |
| | **CEILING FINISHES** | | | | |
| A32 | Open Ceiling<br>Painting of all exposed with 2 coats of Flat Latex and 2 coats of Semigloss | 3,033.84 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A33 | Gypsum Ceiling | 2,674.13 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A34 | Moisture Resistant Gypsum Ceiling | 61.67 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A35 | Acoustic Ceiling board | 163.90 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A36 | Acoustic Ceiling Baffles | 3,033.84 | sq.m | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | | | | | |
| | **DOORS & HARDWARE** | | | | |
| A37 | D01 - MAIN ENTRANCE DOUBLE LEAF FRAMELESS GLASS DOOR | 31.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A38 | D02 - OFFICE ENTRANCE SINGLE LEAF FRAMELESS GLASS DOOR | 8.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A39 | D03 - DOUBLE LEAF HOLLOW-CORE DOOR | 10.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A40 | D04 - SINGLE LEAF HOLLOW-CORE DOOR | 84.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A41 | D05 - SINGLE LEAF HOLLOW-CORE DOOR WITH VISSION PANEL | 9.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A42 | D06 - MOISTURE RESISTANT SINGLE LEAF HOLLOW-CORE DOOR | 12.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A43 | D07 - SINGLE LEAF METAL DOOR | 18.00 | set/s | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A44 | D08 - FIRE RATED ONE AND A HALF LEAF HOLLOW-CORE DOOR WITH VISION PANEL | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A45 | D09 - FIRE RATED ONE AND A HALF LEAF METAL DOOR WITH VISION PANEL | 2.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A46 | D10 - SINGLE LEAF SOLID COOR SLIDING DOOR | 12.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| A47 | D11 HOLLOW-CORE SLIDING DOOR | 6.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | | | | | |
| | **CABINETIRES & JOINERIES** | | | | |
| J01 | 01. [Information Desk] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J02 | 02. [Safety Cabinet] | 3.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J03 | 03. [Receving/Sorting Counter] | 19.00 | set/s | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J04A | 04A. [Receiving Counter] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J04B | 04B. [Receiving Counter] | 2.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J05A | 05A. [Working Ledge] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J05B | 05B. [Working Ledge] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J06 | 06. [Island Bar Counter] | 7.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J07A | 07A. [Pantry Counter] | 3.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J07B | 07B. [Pantry Counter] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J07C | 07C. [Pantry Counter] | 3.00 | set/s | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J07D | 07D. [Pantry Counter] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J07E | 07E. [Pantry Counter] | 2.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J07F | 07F. [Pantry Counter] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J07G | 07G. [Pantry Counter] | 2.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J08A | 08A [Printer Cabinet] | 8.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J08B | 08B. [Printer Cabinet] | 5.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J08C | 08C. [Printer Cabinet] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J08D | 08D. [Printer Cabinet] | 3.00 | set/s | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J08E | 08E. [Printer Cabinet] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J08F | 08F. [Printer Cabinet] | 3.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J08G | 08G. [Printer Cabinet] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J08H | 08H. [Printer Cabinet] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J08I | 08I. [Printer Cabinet] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J08J | 08J. [Printer Cabinet] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J08K | 08K. [Printer Cabinet] | 2.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J08L | 08L. [Printer Cabinet] | 1.00 | set/s | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J08M | 08M. [Printer Cabinet] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J08N | 08N. [Printer Cabinet] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J09A | 09A. [Display Shelf] | 3.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J09B | 09B. [Display Shelf] | 3.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J10 | 10. [Closet] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J11 | 11. [Wall Display] | 3.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J12A | 12A. [Storage Cabinet] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J12B | 12B. [Storage Cabinet] | 1.00 | sets | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J13A | 13A. [Credenza] | 16.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J13B | 13B. [Credenza] | 7.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J14 | 14. [Nurse Station] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J15A | 15A. [Lavatory] | 5.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J15B | 15B. [Lavatory] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J16 | 16. [Shoe Rack] | 2.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J17 | 17. [Wash Basin] | 2.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J18 | 18. [Closet/Locker] | 2.00 | sets | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J19A | 19A. [Dry Pantry] | 3.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J19B | 19B. [Dry Pantry] | 2.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J19C | 19C. [Dry Pantry] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J20A | 20A. [Display Cabinet] | 3.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J20B | 20B. [Display Cabinet] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J21 | 21. [Wall Galery] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J22A | 22A. [Book Shelve] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J22B | 22B. [Book Shelve] | 1.00 | sets | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| J23 | 23. [Credenza with Wall Gallery] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| J24 | 24. [Gallery] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| J25A | 25A. [IDF Cabinet] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| J25B | 25B. [IDF Cabinet] | 6.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| J26A | 26A. [EE Cabinet] | 6.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| J26B | 26B. [EE Cabinet] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| J27 | 27. [Book Storage] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| J28A | 28A. [Dental Clinic Base Cabinet] | 1.00 | sets | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J28B | 28B. [Lactation Base Cabinet] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J28C | 28B. [Physicians Base Cabinet] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J29 | 29. [Full Height Cabinet] | 2.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| J30 | 30. [AV Ledge] | 1.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | **TOTAL OF PART II** | | | | |
| **PART III** | **MECHANICAL WORKS** | | | | |
| | | | | | |
| ME-1 | Ventilation Works | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| ME-2 | Relocation of Fan coil Unit (FCU) | 248.00 | unit/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| ME-3a | Additional Fan Coil Unit (FCU) | 47.00 | unit/s | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| ME-3b | Additional Precision Air Conditioning Unit - DX Type (PACU) | 2.00 | unit/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| ME-4 | Supply and Installation of Air Purifier | 132.00 | pos | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| ME-5 | Testing and Commissioning of Mechanical System | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | **TOTAL OF PART III** | | | | |
| **PART IV** | **ELECTRICAL WORKS** | | | | |
| EW-1 | Installation of Electrical Rough - ins as per plan requirement and specifications | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| EW-2 | Installation of Electrical Wiring and Conductors as per plan requirement and specifications | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| EW-3 | Installation of Circuit Protection (Panel Board and Breakers) as per plan requirement and specifications | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| EW-4 | Installation of Electrical Devices, Lighting Fixtures and Switches as per plan requirement and specifications. | 1.00 | lot | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| EW-5 | Testing and Commissioning of Electrical System | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | **TOTAL OF PART IV** | | | | |
| **PART V** | **ELECTRONICS WORKS** | | | | |
| | **Roughing-Ins for Structured Cabling** | | | | |
| EC-1 | Installation of Electronics Rough - ins as per plan requirement and specifications | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | **CCTV/Security System** | | | | |
| EC-2 (CCTV-1) | Supply and Installation of CCTV system, including materials, equipment, and all other associated components to complete the system | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| EC-2 (CCTV-2) | Testing and Commissioning of CCTV/Security System | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | **Public Address System** | | | | |
| EC-3 (PA-1) | Supply and Installation of Public Address System including materials, equipment, and all other associated components to complete the system | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| EC-3 (PA-2) | Testing and Commissioning of Public Address | 1.00 | lot | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | **Fire Detection and Alarm System** | | | | |
| EC-4(FDAS-1) | Installation of FDAS Rough - ins as per plan requirement and specifications | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| EC-4 (FDAS-2) | Installation of FDAS Wiring and Conductors as per plan requirement and specifications | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| EC-4 (FDAS-3) | Installation of FDAS Devices and Panel as per plan requirement and specifications. | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| EC-4 (FDAS-4) | Testing and Commissioning of FDAS | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | **TOTAL OF PART V** | | | | |
| **PART VI** | **PLUMBING/SANITARY WORKS** | | | | |
| PS-1 | Installation of Water Supply Lines including Toilet Fixtures, Complete with Necessary Accessories | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| PS-2 | Installation of Sewer and Vent Lines, Complete with Necessary Accessories | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| PS-3 | Installation of Condensate Drain Pipes with Necessary Accessories | 1.00 | lot | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| PS-4 | Installation of Sewer, Vent Lines, & Drain Complete with Necessary Accessories for the Additional Shower Rooms | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| PS-5 | Testing and Commissioning of Plumbing and Sanitary System | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | **TOTAL OF PART VI** | | | | |
| **PART VII** | **FIRE PROTECTION WORKS** | | | | |
| FP-1 | Supply and Installation of New Sprinkler Heads | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| FP-2 | Supply and Installation of Gas Suppresion System | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| FP-3 | Testing and Commissioning of Fire Protection and Suppression System | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | **TOTAL OF PART VII** | | | | |
| **VIII** | **SYSTEM & LOOSE FURNITURE** | | | | |
| | **SYSTEM FURNITURE** | | | | |
| SY-102 | SY-102 [New Gen Task Chair] | 583.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| SY-103 | SY-103 [New Chief/Dep Heads Chair] | 73.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-104 | SY-104 [New Chief/Dep Heads Guest Chair] | 197.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-105 | SY-105 [New Group Manager Chair] | 16.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-106 | SY-106 [New Group Manager Guest Chair] | 24.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-107 | SY-107 [New Collab Meeting Chair] | 24.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-108 | SY-108 [New Meeting Chair] | 146.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-109 | SY-109 [New Gen Guest Chair] | 26.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-110 | SY-110 [New Waiting Chair] | 12.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| SY-111 | SY-111 [New Collab Chair] | 8.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-113 | SY-113 [New Director's Chair] | 3.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-114 | SY-114 [New Director's Guest Chair] | 6.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-115 | SY-115 [New Director's Meeting Chair] | 18.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-116 | SY-116 [New Training Chair] | 50.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-117 | SY-117 [New Boardroom Chair] | 21.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-118 | SY-118 [New Director General's Chair] | 1.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-119 | SY-119 [New Director General's Guest Chair] | 2.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| SY-120 | SY-120 [New Director General's Meeting Chair] | 8.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-121 | SY-121 [New Hall of Flags Meeting Chair] | 7.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-202 | SY-202 [New Gen Workstation] | 539.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-203 | SY-203 [New Chief/Dep Heads Workstation] | 64.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-204 | SY-204 [New Group Manager Workstation] | 10.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-205 | SY-205 [Reuse Boardroom Table] - Refurbishment | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-206 | SY-206 [New D Shape Collab Table] | 6.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-207 | SY-207 [ New 6/8PAX Meeting Table (2400) ] | 10.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| SY-208 | SY-208 [ New 8/10PAX Meeting Table (3600) ] | 2.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-209 | SY-209 [New Round Meeting Table 4PAX] | 10.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-210 | SY-210 [New 2PAX Rec. Collab Table] | 3.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-211 | SY-211 [New Desk] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-212 | SY-212 [New Round Table Meeting Table 2PAX] | 24.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-213 | SY-213 [ New 8PAX Meeting Table (3000) ] | 6.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-214 | SY-214 [Refurbished Director's Table] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-215 | SY-215 [New Director's Meeting Table] | 3.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| SY-216 | SY-216 [New Training Table 1] | 21.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-217 | SY-217 [New Training Table 2] | 8.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-218 | SY-218 [New 14PAX Meeting Table] | 2.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-219 | SY-219 [New Director General Table] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-220 | SY-220 [New Director General Meeting Table] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-221 | SY-221 [New Hall of Flags Reception Desk] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-222 | SY-222 [New Hall of Flags Meeting Table] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| SY-301 | SY-301 [New 3 Layer Lateral File Cabinet] | 171.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| SY-304 | SY-304 [New Compactor] | 18.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-401 | SY-401 [New Phonebooth] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| SY-402 | SY-402 [ New Modular Screens (Partition) ] | 508.35 | sq.m | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| | | | | | |
| | **LOOSE FURNITURE** | | | | |
| LF101 | 101 [DINING CHAIR A] | 110.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| LF102 | 102 [BAR CHAIR] | 28.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| LF103 | 103 [DINING CHAIR B] | 48.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| LF104 | 104 [BANQUETTE SEAT] | 48.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| LF105 | 105 [LOUNGE CHAIR] | 3.00 | set/s | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF106 | 106 [RE UPHOLSTERED SOFA] | 5.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF107 | 107 [LOUNGE CHAIR] | 12.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF108 | 108 [EXECUTIVE LOUNGE SOFA] | 4.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF109 | 109 [EXECUTIVE CHAIR] | 4.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF110 | 110 [BOARDROOM SOFA BENCH] | 7.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF111 | 111 [KIDDIE CHAIR] | 5.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF112 | 112 [EXECUTIVE SOFA] | 1.00 | set/s | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF113 | 113 [LOUNGE CHAIR] | 3.00 | set/s | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF201 | 201 [2-PAX DINING TABLE] | 81.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF202 | 202 [4-PAX DINING TABLE] | 12.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF203 | 203 [SIDE TABLE] | 2.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF204 | 204 [COFFEE TABLE] | 7.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF205 | 205 [SIDE TABLE] | 13.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF206 | 206 [EXECUTIVE LOUNGE COFFEE TABLE] | 3.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF207 | 207 [EXECUTIVE LOUNGE SIDE TABLE] | 7.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF208 | 208 [BOARDROOM SIDE TABLE] | 7.00 | pcs | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| LF209 | 209 [KIDDIE TABLE] | 2.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| LF210 | 210 [CENTER TABLE] | 1.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| LF211 | 211 [SIDE TABLE] | 3.00 | pcs | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| LF301 | 301 [ROLLER BLINDS] | 30,446.00 | sq.ft | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| LF302 | 302 [BLACK OUT ROLLER BLINDS] | 2,903.67 | sq.ft | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| LF303 | 303 [DOUBLED DECK SINGLE BED] | 4.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| LF304 | 304 [CLINIC BED] | 2.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____ and _____<br>_____ Centavos | | | | |
| LF305 | 305 [DENTAL CHAIR] | 1.00 | sets | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF306 | 306 [CLINIC PRIVACY CURTAIN] | 5.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF401 | 401 [EMPLOYEE QUARTERS VANITY MIRROR] | 2.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF402 | 402 [VANITY MIRROR] | 11.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF403 | 403 [SOAP SHAMPOO DISPENSER] | 2.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF404 | 404 [EXECUTIVE OFFICE VANITY MIRROR] | 2.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| LF405 | 405 [DUST BIN AT TOILETS] | 10.00 | sets | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | | | | | |
| | **TOTAL OF PART VIII** | | | | |
| **PART IX** | **MOVE MANAGEMENT** | | | | |
| | Relocation or transfer of existing office furniture (office tables, chairs, conference tables, file cabinets, cabinets, mobile pedestals, etc.) and furnishings (artworks, displays, marketing boards, live and artificial plants) from current PEZA office to PEZA BIC building office | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| MM-9 | PEZA BIC Building, Pasay City | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| MM-10 | Provision of boxes for hard copies files and/or documents, including but not limited to, transfer to PEZA BIC building office | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | **TOTAL OF PART IX** | | | | |
| **PART X** | **DESIGN and BUILD OF BUILDING MAINTENANCE SYSTEM (BMS)** | | | | |
| BMS-1 | Design and Build of Building Management System (BMS) | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| BMS-2 | Testing and Commissioning of Building Maintenance System | 1.00 | lot | | |
| | Pesos _____ Amount in Words<br>_____<br>_____and_____<br>_____ Centavos | | | | |
| | | | | | |

TOTAL BID AMOUNT (Php)

TOTAL BID AMOUNT IN WORDS _____

_____

_____

_____

Signature: _____

Printed Name: _____

Position: _____

Name Company: _____

Date: _____

ATTACH COMPANY LETTERHEAD/LOGO

# BILL OF QUANTITIES

**PROJECT** : **PEZA BUSINESS AND INVESTMENT CENTER OFFICE FIT-OUT**
**LOCATION** : **Roxas Boulevard corner San Luis Street, Pasay City**

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | ESTIMATED DIRECT COST | MARK-UPS IN PERCENT | | TOTAL MARK-UP | | VAT | TOTAL INDIRECT COST | TOTAL COST | UNIT COST |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | OCM | PROFIT | % | VALUE | | | | |
| (1) | (2) | (3) | (4) | (5) | (6) | (7) | (8) | (9) (5)x(8) | (10) 5%[(5) + (9)] | (11)(9) + (10) | (12)(5) + (11) | (13) (12)/(3) |
| PART I | GENERAL REQUIREMENTS | | | | | | | | | | | |
| GR1 | Mobilization /Demobilization | 1.00 | lot | | | | | | | | | |
| GR2 | Temporary Facilities | 1.00 | lot | | | | | | | | | |
| GR3 | Construction Safety and Health Program | 1.00 | lot | | | | | | | | | |
| GR4 | Other General Requirements | 1.00 | lot | | | | | | | | | |
| GR5 | Project Billboard / COA Billboard | 1.00 | lot | | | | | | | | | |
| | TOTAL OF PART I | | | | | | | | | | | |
| PART II | ARCHITECTURAL / INTERIOR FINISHES WORKS | | | | | | | | | | | |
| | FLOOR FINISHES | | | | | | | | | | | |
| A0 | SPMD Storage /Drivers Lounge / GSD Workshop and Motorpool | 52.61 | sqm | | | | | | | | | |
| A1 | CP-01 : Carpet Tile<br>COLOR: BRILLIANT KEY | 1,136.54 | sqm | | | | | | | | | |
| A2 | CP-02 : Carpet Tile<br>COLOR: GREY CHALK | 481.64 | sqm | | | | | | | | | |
| A3 | CP-03 : Carpet Tile<br>COLOR: BLUE SWATCH | 317.19 | sqm | | | | | | | | | |
| A4 | TL-01 : Toilet Floor<br>FINISH: MATTE | 91.22 | sqm | | | | | | | | | |
| A5 | VL-01 : Vinyl Floor<br>COLOR: TERRAZO GREY | 4,598.93 | sqm | | | | | | | | | |
| A6 | VL-02 : Vinyl Floor<br>EDGE WHITE OAK | 826.51 | sqm | | | | | | | | | |
| A7 | VL-03 : Vinyl Floor<br>COLOR: SPECKLED GREY | 46.37 | sqm | | | | | | | | | |
| A8 | WD-01 Wood Flooring<br>EUROPEAN OAK<br>1900 mm L x 190mm W x 14mm thi<br>Brushed & UV Varnished | 66.66 | sqm | | | | | | | | | |
| | | | | | | | | | | | | |
| | WALL PARTITIONS | | | | | | | | | | | |
| A9 | P-01 : Double Layer Drywall partition from top of floor slab to 200-300mm above finish ceiling line | 1,138.96 | sqm | | | | | | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | ESTIMATED DIRECT COST | MARK-UPS IN PERCENT | | TOTAL MARK-UP | | VAT | TOTAL INDIRECT COST | TOTAL COST | UNIT COST |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | OCM | PROFIT | % | VALUE | | | | |
| A10 | P-02 : Single Layer Drywall Partition from top of floor slab to 200-300mm above finish ceiling line | 1,014.91 | sqm | | | | | | | | | |
| A11 | P-03 : Single Layer Moisture Resistant Wall (FICEM Board) | 571.07 | sqm | | | | | | | | | |
| A12 | P-04 : Framed single glazed glass partition from slab soffit to 2.4m height | 266.46 | sqm | | | | | | | | | |
| A13 | P-05 : Operable Wall | 82.78 | sqm | | | | | | | | | |
| A14 | P-06 : 150mm thk CHB wall from floor slab finish to underside of slab soffit | 400.67 | sqm | | | | | | | | | |
| A15 | P-07 : Metal Mesh | 13.70 | sqm | | | | | | | | | |
| | | | | | | | | | | | | |
| | **WALL FINISHES** | | | | | | | | | | | |
| A16 | AP-01 : Light Gray Acoustic Panel | 555.01 | sqm | | | | | | | | | |
| A17 | AP-02 : Beige Acoustic Panel | 53.70 | sqm | | | | | | | | | |
| A18 | PT-01A : White wall paint finish | 6,474.11 | sqm | | | | | | | | | |
| A19 | PT-02 : Beige paint | 37.76 | sqm | | | | | | | | | |
| A20 | PT-03 : Linewash gray paint | 443.01 | sqm | | | | | | | | | |
| A21 | PT-04 : Linewash beige paint | 138.21 | sqm | | | | | | | | | |
| A22 | LM-01 : Light wood laminate<br>BLONDE WOOD WSN 5347 | 47.94 | sqm | | | | | | | | | |
| A23 | LM-02 : Wood Laminate<br>NORDIC WALNUT WVB 5333 | 329.09 | sqm | | | | | | | | | |
| A24 | LM-03 : White Laminate<br>DESIGNERS WHITE GSB 111 | 7.58 | sqm | | | | | | | | | |
| A26 | LM-05 : Gray marble Laminate<br>CREME MARQUINA HGP 5571 | 76.03 | sqm | | | | | | | | | |
| A27 | TL-02 : Toilet wall | 321.38 | sqm | | | | | | | | | |
| A28 | SS-02 : Pantry Backsplash | 14.09 | sqm | | | | | | | | | |
| A29 | VL-04 : Black vinyl skirting | 1,482.20 | l.m | | | | | | | | | |
| A30 | WC-01 : Wall cover @ boardroom | 13.60 | sqm | | | | | | | | | |
| A31 | WC-02 : Wall cover @ day care | 21.42 | sqm | | | | | | | | | |
| | | | | | | | | | | | | |
| | **CEILING FINISHES** | | | | | | | | | | | |
| A32 | Open Ceiling<br>Painting of all exposed with 2 coats of Flat Latex and 2 coats of Semigloss | 3,033.84 | sqm | | | | | | | | | |
| A33 | Gypsum Ceiling | 2,574.13 | sqm | | | | | | | | | |
| A34 | Moisture Resistant Gypsum Ceiling | 61.67 | sqm | | | | | | | | | |
| A35 | Acoustic Ceiling board | 163.90 | sqm | | | | | | | | | |
| A36 | Acoustic Ceiling Baffles | 3,033.84 | sqm | | | | | | | | | |
| | | | | | | | | | | | | |
| | **DOORS & HARDWARE** | | | | | | | | | | | |
| A37 | D01 - MAIN ENTRANCE DOUBLE LEAF FRAMELESS GLASS DOOR | 31.00 | set/s | | | | | | | | | |
| A38 | D02 - OFFICE ENTRANCE SINGLE LEAF FRAMELESS GLASS DOOR | 8.00 | set/s | | | | | | | | | |
| A39 | D03 - DOUBLE LEAF HOLLOW-CORE DOOR | 10.00 | set/s | | | | | | | | | |
| A40 | D04 - SINGLE LEAF HOLLOW-CORE DOOR | 84.00 | set/s | | | | | | | | | |
| A41 | D05 - SINGLE LEAF HOLLOW-CORE DOOR WITH VISSION PANEL | 9.00 | set/s | | | | | | | | | |
| A42 | D06 - MOISTURE RESISTANT SINGLE LEAF HOLLOW-CORE DOOR | 12.00 | set/s | | | | | | | | | |
| A43 | D07 - SINGLE LEAF METAL DOOR | 16.00 | set/s | | | | | | | | | |
| A44 | D08 - FIRE RATED ONE AND A HALF LEAF HOLLOW-CORE DOOR WITH VISION PANEL | 1.00 | set/s | | | | | | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | ESTIMATED DIRECT COST | MARK-UPS IN PERCENT | | TOTAL MARK-UP | | VAT | TOTAL INDIRECT COST | TOTAL COST | UNIT COST |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | OCM | PROFIT | % | VALUE | | | | |
| A45 | 009 - FIRE RATED ONE AND A HALF LEAF METAL DOOR WITH VISION PANEL | 2.00 | set/s | | | | | | | | | |
| A46 | 010 - SINGLE LEAF SOLID COOR SLIDING DOOR | 12.00 | set/s | | | | | | | | | |
| A47 | 011 HOLLOW-CORE SLIDING DOOR | 6.00 | set/s | | | | | | | | | |
| | | | | | | | | | | | | |
| | **CABINETIRES & JOINERIES** | | | | | | | | | | | |
| J01 | 01. [Information Desk] | 1.00 | set/s | | | | | | | | | |
| J02 | 02. [Safety Cabinet] | 3.00 | set/s | | | | | | | | | |
| J03 | 03. [Receiving/Sorting Counter] | 19.00 | set/s | | | | | | | | | |
| J04A | 04A. [Receiving Counter] | 1.00 | set/s | | | | | | | | | |
| J04B | 04B. [Receiving Counter] | 3.00 | set/s | | | | | | | | | |
| J05A | 05A. [Working Ledge] | 1.00 | set/s | | | | | | | | | |
| J05B | 05B. [Working Ledge] | 1.00 | set/s | | | | | | | | | |
| J06 | 06. [Island Bar Counter] | 7.00 | set/s | | | | | | | | | |
| J07A | 07A. [Pantry Counter] | 3.00 | set/s | | | | | | | | | |
| J07B | 07B. [Pantry Counter] | 1.00 | set/s | | | | | | | | | |
| J07C | 07C. [Pantry Counter] | 3.00 | set/s | | | | | | | | | |
| J07D | 07D. [Pantry Counter] | 1.00 | set/s | | | | | | | | | |
| J07E | 07E. [Pantry Counter] | 2.00 | set/s | | | | | | | | | |
| J07F | 07F. [Pantry Counter] | 1.00 | set/s | | | | | | | | | |
| J07G | 07G. [Pantry Counter] | 2.00 | set/s | | | | | | | | | |
| J08A | 08A [Printer Cabinet] | 8.00 | set/s | | | | | | | | | |
| J08B | 08B. [Printer Cabinet] | 5.00 | set/s | | | | | | | | | |
| J08C | 08C. [Printer Cabinet] | 1.00 | set/s | | | | | | | | | |
| J08D | 08D. [Printer Cabinet] | 3.00 | set/s | | | | | | | | | |
| J08E | 08E. [Printer Cabinet] | 1.00 | set/s | | | | | | | | | |
| J08F | 08F. [Printer Cabinet] | 3.00 | set/s | | | | | | | | | |
| J08G | 08G. [Printer Cabinet] | 1.00 | set/s | | | | | | | | | |
| J08H | 08H. [Printer Cabinet] | 1.00 | set/s | | | | | | | | | |
| J08I | 08I. [Printer Cabinet] | 1.00 | set/s | | | | | | | | | |
| J08J | 08J. [Printer Cabinet] | 1.00 | set/s | | | | | | | | | |
| J08K | 08K. [Printer Cabinet] | 2.00 | set/s | | | | | | | | | |
| J08L | 08L. [Printer Cabinet] | 1.00 | set/s | | | | | | | | | |
| J08M | 08M. [Printer Cabinet] | 1.00 | set/s | | | | | | | | | |
| J08N | 08N. [Printer Cabinet] | 1.00 | set/s | | | | | | | | | |
| J09A | 09A. [Display Shelf] | 3.00 | sets | | | | | | | | | |
| J09B | 09B. [Display Shelf] | 3.00 | sets | | | | | | | | | |
| J10 | 10. [Closet] | 1.00 | sets | | | | | | | | | |
| J11 | 11. [Wall Display] | 3.00 | sets | | | | | | | | | |
| J12A | 12A. [Storage Cabinet] | 1.00 | sets | | | | | | | | | |
| J12B | 12B. [Storage Cabinet] | 1.00 | sets | | | | | | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | ESTIMATED DIRECT COST | MARK-UPS IN PERCENT | | TOTAL MARK-UP | | VAT | TOTAL INDIRECT COST | TOTAL COST | UNIT COST |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | OCM | PROFIT | % | VALUE | | | | |
| J13A | 13A. [Credenza] | 16.00 | sets | | | | | | | | | |
| J13B | 13B. [Credenza] | 7.00 | sets | | | | | | | | | |
| J14 | 14. [Nurse Station] | 1.00 | sets | | | | | | | | | |
| J15A | 15A. [Lavatory] | 5.00 | sets | | | | | | | | | |
| J15B | 15B. [Lavatory] | 1.00 | sets | | | | | | | | | |
| J16 | 16. [Shoe Rack] | 2.00 | sets | | | | | | | | | |
| J17 | 17. [Wash Basin] | 2.00 | sets | | | | | | | | | |
| J18 | 18. [Closet/Locker] | 2.00 | sets | | | | | | | | | |
| J19A | 19A. [Dry Pantry] | 3.00 | sets | | | | | | | | | |
| J19B | 19B. [Dry Pantry] | 2.00 | sets | | | | | | | | | |
| J19C | 19C. [Dry Pantry] | 1.00 | sets | | | | | | | | | |
| J20A | 20A. [Display Cabinet] | 3.00 | sets | | | | | | | | | |
| J20B | 20B. [Display Cabinet] | 1.00 | sets | | | | | | | | | |
| J21 | 21. [Wall Gallery] | 1.00 | sets | | | | | | | | | |
| J22A | 22A. [Book Shelve] | 1.00 | sets | | | | | | | | | |
| J22B | 22B. [Book Shelve] | 1.00 | sets | | | | | | | | | |
| J23 | 23. [Credenza with Wall Gallery] | 1.00 | sets | | | | | | | | | |
| J24 | 24. [Gallery] | 1.00 | sets | | | | | | | | | |
| J25A | 25A. [IDF Cabinet] | 1.00 | sets | | | | | | | | | |
| J25B | 25B. [IDF Cabinet] | 6.00 | sets | | | | | | | | | |
| J26A | 26A. [EE Cabinet] | 6.00 | sets | | | | | | | | | |
| J26B | 26B. [EE Cabinet] | 1.00 | sets | | | | | | | | | |
| J27 | 27. [Book Storage] | 1.00 | sets | | | | | | | | | |
| J28A | 28A. [Dental Clinic Base Cabinet] | 1.00 | sets | | | | | | | | | |
| J28B | 28B. [Lactation Base Cabinet] | 1.00 | sets | | | | | | | | | |
| J28C | 28B. [Physicians Base Cabinet] | 1.00 | sets | | | | | | | | | |
| J29 | 29. [Full Height Cabinet] | 2.00 | sets | | | | | | | | | |
| J30 | 30. [AV Ledge] | 1.00 | sets | | | | | | | | | |
| | **TOTAL OF PART II** | | | | | | | | | | | |
| **PART III** | **MECHANICAL WORKS** | | | | | | | | | | | |
| ME-1 | Ventilation Works | 1.00 | lot | | | | | | | | | |
| ME-2 | Relocation of Fan coil Unit (FCU) | 248.00 | unit/s | | | | | | | | | |
| ME-3a | Additional Fan Coil Unit (FCU) | 47.00 | unit/s | | | | | | | | | |
| ME-3b | Additional Precision Air Conditioning Unit - DX Type (PACU) | 2.00 | unit/s | | | | | | | | | |
| ME-4 | Supply and Installation of Air Purifier | 132.00 | pcs | | | | | | | | | |
| ME-5 | Testing and Commissioning of Mechanical System | 1.00 | lot | | | | | | | | | |
| | **TOTAL OF PART III** | | | | | | | | | | | |
| **PART IV** | **ELECTRICAL WORKS** | | | | | | | | | | | |
| EW-1 | Installation of Electrical Rough - ins as per plan requirement and specifications | 1.00 | lot | | | | | | | | | |
| EW-2 | Installation of Electrical Wiring and Conductors as per plan requirement and specifications | 1.00 | lot | | | | | | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | ESTIMATED DIRECT COST | MARK-UPS IN PERCENT | | TOTAL MARK-UP | | VAT | TOTAL INDIRECT COST | TOTAL COST | UNIT COST |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | OCM | PROFIT | % | VALUE | | | | |
| EW-3 | Installation of Circuit Protection (Panel Board and Breakers) as per plan requirement and specifications | 1.00 | lot | | | | | | | | | |
| EW-4 | Installation of Electrical Devices, Lighting Fixtures and Switches as per plan requirement and specifications. | 1.00 | lot | | | | | | | | | |
| EW-5 | Testing and Commissioning of Electrical System | 1.00 | lot | | | | | | | | | |
| | **TOTAL OF PART IV** | | | | | | | | | | | |
| **PART V** | **ELECTRONICS WORKS** | | | | | | | | | | | |
| | **Roughing-Ins for Structured Cabling** | | | | | | | | | | | |
| EC-1 | Installation of Electronics Rough - ins as per plan requirement and specifications | 1.00 | lot | | | | | | | | | |
| | **CCTV/Security System** | | | | | | | | | | | |
| EC-2 (CCTV-1) | Supply and Installation of CCTV system, including materials, equipment, and all other associated components to complete the system | 1.00 | lot | | | | | | | | | |
| EC-3 (CCTV-2) | Testing and Commissioning of CCTV/Security System | 1.00 | lot | | | | | | | | | |
| | **Public Address System** | | | | | | | | | | | |
| EC-3 (PA-1) | Supply and Installation of Public Address System including materials, equipment, and all other associated components to complete the system | 1.00 | lot | | | | | | | | | |
| EC-3 (PA-2) | Testing and Commissioning of Public Address | 1.00 | lot | | | | | | | | | |
| | **Fire Detection and Alarm System** | | | | | | | | | | | |
| EC-4 (FDAS-1) | Installation of FDAS Rough - ins as per plan requirement and specifications | 1.00 | lot | | | | | | | | | |
| EC-4 (FDAS-2) | Installation of FDAS Wiring and Conductors as per plan requirement and specifications | 1.00 | lot | | | | | | | | | |
| EC-4 (FDAS-3) | Installation of FDAS Devices and Panel as per plan requirement and specifications. | 1.00 | lot | | | | | | | | | |
| EC-4 (FDAS-4) | Testing and Commissioning of FDAS | 1.00 | lot | | | | | | | | | |
| | **TOTAL OF PART V** | | | | | | | | | | | |
| **PART VI** | **PLUMBING/SANITARY WORKS** | | | | | | | | | | | |
| PS-1 | Installation of Water Supply Lines including Toilet Fixtures, Complete with Necessary Accessories | 1.00 | lot | | | | | | | | | |
| PS-2 | Installation of Sewer and Vent Lines, Complete with Necessary Accessories | 1.00 | lot | | | | | | | | | |
| PS-3 | Installation of Condensate Drain Pipes with Necessary Accessories | 1.00 | lot | | | | | | | | | |
| PS-4 | Installation of Sewer, Vent Lines, & Drain Complete with Necessary Accessories for the Additional Shower Rooms | 1.00 | lot | | | | | | | | | |
| PS-5 | Testing and Commissioning of Plumbing and Sanitary System | 1.00 | lot | | | | | | | | | |
| | **TOTAL OF PART VI** | | | | | | | | | | | |
| **PART VII** | **FIRE PROTECTION WORKS** | | | | | | | | | | | |
| FP-1 | Supply and Installation of New Sprinkler Heads | 1.00 | lot | | | | | | | | | |
| FP-2 | Supply and Installation of Gas Suppresion System | 1.00 | lot | | | | | | | | | |
| FP-3 | Testing and Commissioning of Fire Protection and Suppression System | 1.00 | lot | | | | | | | | | |
| | **TOTAL OF PART VII** | | | | | | | | | | | |
| **VIII** | **SYSTEM & LOOSE FURNITURE** | | | | | | | | | | | |
| | **SYSTEM FURNITURE** | | | | | | | | | | | |
| SY-102 | SY-102 [New Gen Task Chair] | 583.00 | pcs | | | | | | | | | |
| SY-103 | SY-103 [New Chief/Deo Heads Chair] | 73.00 | pcs | | | | | | | | | |
| SY-104 | SY-104 [New Chief/Deo Heads Guest Chair] | 197.00 | pcs | | | | | | | | | |
| SY-105 | SY-105 [New Group Manager Chair] | 16.00 | pcs | | | | | | | | | |
| SY-105 | SY-106 [New Group Manager Guest Chair] | 24.00 | pcs | | | | | | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | ESTIMATED DIRECT COST | MARK-UPS IN PERCENT | | TOTAL MARK-UP | | VAT | TOTAL INDIRECT COST | TOTAL COST | UNIT COST |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | OCM | PROFIT | % | VALUE | | | | |
| SY-107 | SY-107 [New Collab Meeting Chair] | 24.00 | pcs | | | | | | | | | |
| SY-108 | SY-108 [New Meeting Chair] | 146.00 | pcs | | | | | | | | | |
| SY-109 | SY-109 [New Gen Guest Chair] | 26.00 | pcs | | | | | | | | | |
| SY-110 | SY-110 [New Waiting Chair] | 12.00 | pcs | | | | | | | | | |
| SY-111 | SY-111 [New Collab Chair] | 8.00 | pcs | | | | | | | | | |
| SY-113 | SY-113 [New Director's Chair] | 3.00 | pcs | | | | | | | | | |
| SY-114 | SY-114 [New Director's Guest Chair] | 6.00 | pcs | | | | | | | | | |
| SY-115 | SY-115 [New Director's Meeting Chair] | 10.00 | pcs | | | | | | | | | |
| SY-116 | SY-116 [New Training Chair] | 50.00 | pcs | | | | | | | | | |
| SY-117 | SY-117 [New Boardroom Chair] | 21.00 | pcs | | | | | | | | | |
| SY-118 | SY-118 [New Director General's Chair] | 1.00 | pcs | | | | | | | | | |
| SY-119 | SY-119 [New Director General's Guest Chair] | 2.00 | pcs | | | | | | | | | |
| SY-120 | SY-120 [New Director General's Meeting Chair] | 8.00 | pcs | | | | | | | | | |
| SY-121 | SY-121 [New Hall of Flags Meeting Chair] | 7.00 | pcs | | | | | | | | | |
| SY-202 | SY-202 [New Gen Workstation] | 539.00 | set/s | | | | | | | | | |
| SY-203 | SY-203 [New Chief/Dep Heads Workstation] | 54.00 | set/s | | | | | | | | | |
| SY-204 | SY-204 [New Group Manager Workstation] | 10.00 | set/s | | | | | | | | | |
| SY-205 | SY-205 [Reuse Boardroom Table] - Refurbishment | 1.00 | set/s | | | | | | | | | |
| SY-206 | SY-206 [New D Shape Collab Table] | 6.00 | set/s | | | | | | | | | |
| SY-207 | SY-207 [ New8/8PAX Meeting Table (2400) ] | 10.00 | set/s | | | | | | | | | |
| SY-208 | SY-208 [ New8/10PAX Meeting Table (3600) ] | 2.00 | set/s | | | | | | | | | |
| SY-209 | SY-209 [New Round Meeting Table 4PAX] | 10.00 | set/s | | | | | | | | | |
| SY-210 | SY-210 [New 2PAX Rec. Collab Table] | 3.00 | set/s | | | | | | | | | |
| SY-211 | SY-211 [New Desk] | 1.00 | set/s | | | | | | | | | |
| SY-212 | SY-212 [New Round Table Meeting Table 2PAX] | 24.00 | set/s | | | | | | | | | |
| SY-213 | SY-213 [ New8PAX Meeting Table (3000) ] | 6.00 | set/s | | | | | | | | | |
| SY-214 | SY-214 [Refurbished Director's Table] | 1.00 | set/s | | | | | | | | | |
| SY-215 | SY-215 [New Director's Meeting Table] | 3.00 | set/s | | | | | | | | | |
| SY-216 | SY-216 [New Training Table1] | 21.00 | set/s | | | | | | | | | |
| SY-217 | SY-217 [New Training Table2] | 8.00 | set/s | | | | | | | | | |
| SY-218 | SY-218 [New 14PAX Meeting Table] | 2.00 | set/s | | | | | | | | | |
| SY-219 | SY-219 [New Director General Table] | 1.00 | set/s | | | | | | | | | |
| SY-220 | SY-220 [New Director General Meeting Table] | 1.00 | set/s | | | | | | | | | |
| SY-221 | SY-221 [New Hall of Flags Reception Desk] | 1.00 | set/s | | | | | | | | | |
| SY-222 | SY-222 [New Hall of Flags Meeting Table] | 1.00 | set/s | | | | | | | | | |
| SY-301 | SY-301 [New 3 Layer Lateral File Cabinet] | 171.00 | set/s | | | | | | | | | |
| SY-304 | SY-304 [New Compactor] | 18.00 | set/s | | | | | | | | | |
| SY-401 | SY-401 [New Phonebooth] | 1.00 | set/s | | | | | | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | ESTIMATED DIRECT COST | MARK-UPS IN PERCENT | | TOTAL MARK-UP | | VAT | TOTAL INDIRECT COST | TOTAL COST | UNIT COST |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | OCM | PROFIT | % | VALUE | | | | |
| SY-402 | SY-402 [ New/Modular Screens (Partition) ] | 508.35 | sq.m | | | | | | | | | |
| | | | | | | | | | | | | |
| | **LOOSE FURNITURE** | | | | | | | | | | | |
| LF101 | 101 [DINING CHAIR A] | 110.00 | set/s | | | | | | | | | |
| LF102 | 102 [BAR CHAIR] | 28.00 | set/s | | | | | | | | | |
| LF103 | 103 [DINING CHAIR B] | 48.00 | set/s | | | | | | | | | |
| LF104 | 104 [BANQUETTE SEAT] | 48.00 | set/s | | | | | | | | | |
| LF105 | 105 [LOUNGE CHAIR] | 3.00 | set/s | | | | | | | | | |
| LF106 | 106 [RE UPHOLSTERED SOFA] | 5.00 | set/s | | | | | | | | | |
| LF107 | 107 [LOUNGE CHAIR] | 12.00 | set/s | | | | | | | | | |
| LF108 | 108 [EXECUTIVE LOUNGE SOFA] | 4.00 | set/s | | | | | | | | | |
| LF109 | 109 [EXECUTIVE CHAIR] | 4.00 | set/s | | | | | | | | | |
| LF110 | 110 [BOARDROOM SOFA BENCH] | 7.00 | set/s | | | | | | | | | |
| LF111 | 111 [KIDDIE CHAIR] | 5.00 | set/s | | | | | | | | | |
| LF112 | 112 [EXECUTIVE SOFA] | 1.00 | set/s | | | | | | | | | |
| LF113 | 113 [LOUNGE CHAIR] | 3.00 | set/s | | | | | | | | | |
| LF201 | 201 [2-PAX DINING TABLE] | 61.00 | pcs | | | | | | | | | |
| LF202 | 202 [4-PAX DINING TABLE] | 12.00 | pcs | | | | | | | | | |
| LF203 | 203 [SIDE TABLE] | 2.00 | pcs | | | | | | | | | |
| LF204 | 204 [COFFEE TABLE] | 7.00 | pcs | | | | | | | | | |
| LF205 | 205 [SIDE TABLE] | 13.00 | pcs | | | | | | | | | |
| LF206 | 206 [EXECUTIVE LOUNGE COFFEE TABLE] | 3.00 | pcs | | | | | | | | | |
| LF207 | 207 [EXECUTIVE LOUNGE SIDE TABLE] | 7.00 | pcs | | | | | | | | | |
| LF208 | 208 [BOARDROOM SIDE TABLE] | 7.00 | pcs | | | | | | | | | |
| LF209 | 209 [KIDDIE TABLE] | 2.00 | pcs | | | | | | | | | |
| LF210 | 210 [CENTER TABLE] | 1.00 | pcs | | | | | | | | | |
| LF211 | 211 [SIDE TABLE] | 3.00 | pcs | | | | | | | | | |
| LF301 | 301 [ROLLER BLINDS] | 30,446.00 | sq.ft | | | | | | | | | |
| LF302 | 302 [BLACK OUT ROLLER BLINDS] | 2,903.67 | sq.ft | | | | | | | | | |
| LF303 | 303 [DOUBLED DECK SINGLE BED] | 4.00 | sets | | | | | | | | | |
| LF304 | 304 [CLINIC BED] | 2.00 | sets | | | | | | | | | |
| LF305 | 305 [DENTAL CHAIR] | 1.00 | sets | | | | | | | | | |
| LF306 | 306 [CLINIC PRIVACY CURTAIN] | 5.00 | sets | | | | | | | | | |
| LF401 | 401 [EMPLOYEE QUARTERS VANITY MIRROR] | 2.00 | sets | | | | | | | | | |
| LF402 | 402 [VANITY MIRROR] | 11.00 | sets | | | | | | | | | |
| LF403 | 403 [SOAP SHAMPOO DISPENSER] | 2.00 | sets | | | | | | | | | |
| LF404 | 404 [EXECUTIVE OFFICE VANITY MIRROR] | 2.00 | sets | | | | | | | | | |
| LF405 | 405 [DUST BIN AT TOILETS] | 10.00 | sets | | | | | | | | | |
| | | | | | | | | | | | | |
| | **TOTAL OF PART VIII** | | | | | | | | | | | |

| ITEM NO. | DESCRIPTION | QUANTITY | UNIT | ESTIMATED DIRECT COST | MARK-UPS IN PERCENT | | TOTAL MARK-UP | | VAT | TOTAL INDIRECT COST | TOTAL COST | UNIT COST |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | OCM | PROFIT | % | VALUE | | | | |
| **PART IX** | **MOVE MANAGEMENT** | | | | | | | | | | | |
| | Relocation or transfer of existing office furniture (office tables, chairs, conference tables, file cabinets, cabinets, mobile pedestals, etc.) and furnishings (artworks, displays, marketing boards, live and artificial plants) from current PEZA office to PEZA BIC building office | | | | | | | | | | | |
| MM-9 | PEZA BIC Building, Pasay City | 1.00 | lot | | | | | | | | | |
| MM-10 | Provision of boxes for hard copies files and/or documents, including but not limited to, transfer to PEZA BIC building office | 1.00 | lot | | | | | | | | | |
| | **TOTAL OF PART IX** | | | | | | | | | | | |
| **PART X** | **DESIGN and BUILD OF BUILDING MAINTENANCE SYSTEM (BMS)** | | | | | | | | | | | |
| BMS-1 | Design and Build of Building Management System (BMS) | 1.00 | lot | | | | | | | | | |
| BMS-2 | Testing and Commissioning of Building Maintenance System | 1.00 | lot | | | | | | | | | |
| | **TOTAL OF PART X** | | | | | | | | | | | |
| | **GRAND TOTAL COST** | | | | | | | | | | | |

**Submitted by:**

**Signature:** _____

**Printed Name:** _____

**Position:** _____

**Name of Company/Bidder:** _____

**Date:** _____

*Annex "C" Form 3*

# Detailed Unit Price Analysis (DUPA)

***[Note: The Detailed Unit Price Analysis (DUPA) is provided in a separate folder, shall be submitted with the Bid. Non-attachment of DUPA shall be automatically disqualified.***

| | | | | | |
|---|---|---|---|---|---|
| | **BIDDER'S COMPANY NAME AND LOGO**<br>**DETAILED UNIT PRICE ANALYSIS** | | | | |
| **PROJECT TITLE:** | **PEZA BUSINESS AND INVESTMENT CENTER OFFICE FIT-OUT** | | | | |
| **ITEM NO. / DESCRIPTION** | **GR. GENERAL REQUIREMENTS** | | | | |
| | 1. Mobilization/Demobilization | | | | |
| Unit of Measurement | lot | | | | |
| Quantity | 1 | | | | |
| NAME AND SPECIFICATIONS | | Quantity | Unit | Unit Cost | Amount |
| **A** | **MATERIALS** | | | | |
| | | | | | |
| | | | | | |
| | **Sub - total for A (Material Cost)** | | | | |
| DESIGNATION | | No. of Person | No. of Days | Daily Rate | Amount |
| **B** | **LABOR** | | | | |
| | a. General Foreman | 1.00 | 1.00 | | |
| | b. Skilled Worker | 10.00 | 1.00 | | |
| | c. Helper/Laborer | 4.00 | 1.00 | | |
| | d. Driver | 1.00 | 1.00 | | |
| | **Sub - total for B (Labor Cost)** | | | | |
| NAME AND CAPACITY | | No. of Equipment | No. of Days | Daily Rate | Amount |
| **C** | **EQUIPMENT** | | | | |
| | a. Truck Mounted Crane | 5.00 | 2.00 | - | - |
| | b. Elf Truck | 1.00 | 2.00 | - | - |
| | | - | - | - | - |
| | **Sub - total for C (Equipment Cost)** | | | | **-** |
| **D** | **Direct Unit Cost ( A + B + C)** | | | | **-** |
| **E** | **Overhead, Contingencies and Miscellaneous, 0% (D x 0%)** | | | | **-** |
| **F** | **Contractor's Profit, 0% (D x 0%)** | | | | **-** |
| **G** | **Value Added Tax, 5% ((D + E + F) x 5%)** | | | | **-** |
| **H** | **Total Cost (D + E + F + G)** | | | | **-** |
| **I** | **Total Unit Cost (H/Quantity)** | | | | **-** |

Submitted by:

Signature: _____

Printed Name: _____

Position: _____

Name of Company/Bidder: _____

Date: _____

# *Section IX. Bidding Forms*

# TABLE OF CONTENTS

**BID FORM ..... 174**

**OTHER BIDDING FORMS (ANNEX “A”) ..... 151**

**OTHER BIDDING FORMS (ANNEX “B”) ..... 157**

**OTHER BIDDING FORMS (ANNEX “C”) ..... 176**

**OTHER BIDDING FORMS (ANNEX “D”) ..... 185**

# *Other Bidding Forms*

**(ANNEX "A")**

**ANNEX "A" FORM 1 ……...STATEMENT OF ALL ON-GOING CONTRACTS**

**ANNEX "A" FORM 2 ……...STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT**

**ANNEX "A" FORM 3 ……...……..…….... JOINT RESOLUTION FORM FOR JVA**

{ATTACH COMPANY LETTERHEAD/LOGO}

**Statement of the Bidder of All Its Ongoing Contracts**
*[shall be submitted with the Bid]*

## STATEMENT OF ALL ONGOING GOVERNMENT AND PRIVATE CONTRACTS, INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED, WHETHERSIMILAR OR NOT SIMILAR IN NATURE

Name of Project : _____
Location of Project : _____

Name of Company : _____
Address of Company : _____

| Name of Contract | a. Owner's Name<br>b. Address<br>c. Telephone No. | Nature of Work | Contractor's Role | | Contract Amount at Award | a. Date Awarded<br>b. Date of Contract<br>c. Contract Duration<br>d. Date Started<br>e. Date Completed | Accomplishment | | Values of Outstanding Works |
|---|---|---|---|---|---|---|---|---|---|
| | | | Description | % | | | Planned | Actual | |
| **A. INTERIOR FIT-OUT PROJECTS** | | | | | | | | | |
| Government | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| Private | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| **B. BUILDING MANAGEMENT SYSTEM PROJECT** | | | | | | | | | |
| Government | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| Private | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | Total value of outstanding works | | |

1. Please indicate the correct and complete information required for each contract.
2. In case of completed contracts, acceptable proof of satisfactory completion are as follows (for each contract): (a) Notice of Award; (b) Contract; (c) Notice to Proceed
In case of unavailability of one or more of the foregoing documents, the equivalent document issued by the private entity shall be submitted.

**Submitted by:** _____
(Printed Name & Signature)
**Designation:** _____

**Date**: _____

{ATTACH COMPANY LETTERHEAD/LOGO}

**Statement of the Bidder's SLCC**

*[shall be submitted with the Bid]*

---

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

Name of Project : _____
Location of Project : _____

Name of Company : _____
Address of Company : _____

| Name of Contract | a. Owner's Name<br>b. Address<br>c. Telephone No. | Nature of Work | Contractor's Role | | Contract Amount at Award | a. Date Awarded<br>b. Date of Contract<br>c. Contract Duration<br>d. Date Started<br>e. Date Completed |
|---|---|---|---|---|---|---|
| | | | Description | % | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

1. Please indicate the correct and complete information required for each contract.
2. In case of completed contracts, acceptable proof of satisfactory completion are as follows (for each contract):
(a) Notice of Award; (b) Contract Agreement including the Summary of Bill of Quantities; (c) Notice to Proceed (d) Certificate of Satisfactory Completion issued by the government/private agency or entity; and/or (d) Owner's Acceptance.
In case of unavailability of one or more of the foregoing documents, the equivalent document issued by the private entity shall be submitted.

**Submitted by:** _____
(Print Name & Signature)
**Designation:** _____

**Date**: _____

***Annex "A" Form 3***

## *JOINT RESOLUTION*

Whereas, _____ (Bidder / Name of Particular JV Partner), duly organized and existing under the Laws of the _____, with office address at _____, represented herein by its _____, _____, and _____ (Name of Particular JV Partner), duly organized and existing under the Laws of the _____, with main office address at _____, represented by herein by its _____, have entered into a Joint Venture ( JV ) Agreement to undertake the following project / contract:

**(Name of Project / Contract)**

Whereas, in order to facilitate the orderly execution and conduct of the contract that was entered into by the joint venture in the name of the joint venture, it is hereby resolved by the parties in the Joint Venture as follows:

a. To appoint _____ as the Authorized Managing Officer and Official Representative, to represent, to manage the Joint Venture and is empowered to enter in contract in the name of the Joint Venture, or to sign for any document in the name of the Joint Venture required by the ( Procurement Agency ) or any entities pursuant to the terms of the Joint Venture Agreement:

b. That, the parties agreed to make (Name of Particular Lead Partner) as the Lead Partner of the Joint Venture and (Name of Authorized Officer ) as the Official Representative & Managing Partner of the Joint Venture, and are granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the Joint Venture in the Eligibility Check, Bidding and Undertaking of the said contract in the name of the Joint Venture, as fully and effectively and the Joint Venture may do and if personally present with full power of substitution and revocation. _____ is fully authorized and empowered to sign any or all documents pertaining to the above stated project / contract in the name of the Joint Venture.

c. That the parties agree to be jointly and severally liable for their participation in the Eligibility Check, Bidding and Undertaking of the said contract.

d. That the terms of the JV Agreement entered into the parties shall be valid and is coterminous with the final completion and turnover of the Name of Contract / Project to the agency of the government, which in this case, the (Name of Procurement Entity);

IN WITNESS THEREFORE, we hereby sign jointly this Joint Resolution this _____ day of _____, 20 ____ in _____.

**Name of Bidder (Lead Partner)**

**By:** _____

Signature & Name of

Managing Officer

_____

Designation / Position

**Name of Bidder (Member Partner)**

**By:** _____

Signature & Name of Authorized

Authorized Representative

_____

Designation / Position

**Name of Bidder (Member Partner)**

**By:** _____

Signature & Name of

Managing Officer

_____

Designation / Position

**Name of Bidder (Member Partner)**

**By:** _____

Signature & Name of Authorized

Authorized Representative

_____

Designation / Position

SIGNED IN THE PRESENCE OF:

_____ _____

_____ _____

**A C K N O W L E D G E M E N T**

REPUBLIC OF THE PHILIPPINES)

CITY OF_____) S.S.

BEFORE ME, a Notary Public, for and in the City of _____, Philippines,

this _____ day of _____, 20____ personally appeared the following persons:

| **NAME** | **Community Cert. No.** | **Date / Place of Issue** |
|---|---|---|

Representing to be the_____ of _____and _____ of _____ respectively, known to me and to me known to be the same persons who executed the foregoing instrument for and in behalf of said corporations and who acknowledge to me that same is their free and voluntary act and deed as well as of the corporations which they represent, for the uses, purposes, and considerations therein set forth and that they are duly authorized to sign the same.

This Instrument consists of THREE (3) pages including this page wherein this Acknowledgement is written and signed by the parties and their instrumental witnesses on each and every page thereon.

**WITNESS MY HAND AND NOTARIAL SEAL** at the place and date hereinafter first above written.

NOTARY PUBLIC

Doc. No. _____
Book No. _____
Page No. _____
Series of _____

# *Other Bidding Forms*

## (ANNEX "B")

**Annex "B" Form 1 …….……...…...Certificate of Site Inspection**

**Annex "B" Form 2 ……..……Bid Securing Declaration**

**Annex "B" Form 3 ……...……Organizational Chart of Contract to be Bid**

**Annex "B" Form 4 ……..Qualification of Key Personnel Proposed to be Assigned in the Project**

**Annex "B" Form 5a …..…….Contractor's Letter-Certificate to Procuring Entity**

**Annex "B" Form 5b …..……...……...Key Personnel's Certificate of Employment**

**Annex "B" Form 5c …..……...Key Personnel (Format of Bio-Data)**

**Annex "B" Form 6 …….……List of Equipment Owned or Leased and/or under Purchased**

**Annex "B" Form 7 …..……Omnibus Sworn Statement**

Republic of the Philippines
***Philippine Economic Zone Authority***

Date: _____

**MS. ROWENA T. NAGUIT**
BAC Chairperson
**PHILIPPINE ECONOMIC ZONE AUTHORITY**
8th Floor, Double Dragon Center West Building
Macapagal Avenue, Pasay City

Subject : **CERTIFICATE OF SITE INSPECTION**

**Dear Sir / Madam:**

This certifies that _____, one of the prospective bidders, has conducted the required Site Inspection for the bidding of the project "**Proposed PEZA Business and Investment Center Office Fit-Out Works** at Roxas Boulevard corner San Luis Street, Pasay City.

This certification is issued as per the Contractor's request in compliance with the eligibility requirements of the Philippine Economic Zone Authority, Bid and Awards Committee.

Very truly yours,

_____

Procuring Entity's Representative

Date Signed:

***Annex "B" Form 2***

# 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

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

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

I/We, the undersigned, declare that:

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

2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any 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'S AUTHORIZED REPRESENTATIVE]***
***[Insert signatory's legal capacity]***

Affiant

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

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

**NAME OF NOTARY PUBLIC**

**Serial No. of Commission _____**
**Notary Public for _____ until _____**
**Roll of Attorneys No. _____**
**PTR No. __,** *[date issued], [place issued]*
**IBP No. __,** *[date issued], [place issued]*

**Doc. No. ___**
**Page No. ___**
**Book No. ___**
**Series of ____.**

*Annex "B" Form 3*

# CONTRACTOR'S ORGANIZATIONAL CHART FOR THE PROJECT

Submit Copy of the Organizational Chart that the Contractor intends to use to execute the contract if awarded to him. Indicate in the chart the names of the Key Engineering Personnel who will be assigned in the Project.

{ATTACH COMPANY LETTERHEAD/LOGO}

Attach the required Proposed Organizational Chart for the Contract as stated above.

Submitted by: _____

Designation: _____

Date : _____

{ATTACH COMPANY LETTERHEAD/LOGO}

# Qualification of Key Personnel Proposed to be Assigned to the Project

Name of Project: _____
Location of Project: _____

Name of Company: _____
Address of Company: _____

| | Project Manager | Project Engineer | Architect | Construction Safety and Health Personnel | Other Position deemed required by the Applicant for this project |
|---|---|---|---|---|---|
| 1. Name | | | | | |
| 2. Address | | | | | |
| 3. Date of Birth | | | | | |
| 4. Education | | | | | |
| 5. License/Qualification Details: | | | | | |
| a. Profession/Specialization | | | | | |
| b. Registration Number | | | | | |
| c. Registration Date | | | | | |
| d. Valid Until | | | | | |
| 5. Experience Data: | | | | | |
| a. Years employed by the Bidder | | | | | |
| b. General Experience (yrs.) | | | | | |
| c. Professional Experience on similar project (yrs.) | | | | | |
| 6. Previous Employment | | | | | |

*Note: Attached individual PRC License of the (professional) personnel.*

Submitted by :_____
(Signature over Printed Name)

Designation :_____

Date :_____

***Annex "B" Form 5a***

{ATTACH COMPANY LETTERHEAD/LOGO}

Date: _____

**MS. ROWENA T. NAGUIT**
BAC Chairperson
**PHILIPPINE ECONOMIC ZONE AUTHORITY**
8th Floor, Double Dragon Center West Building
Macapagal Avenue, Pasay City
Email: **bacsec@peza.gov.ph**
Telephone No.: 8551-3451 local 642

Subject: **Contractor's Letter-Certificate to Procuring Entity**

Dear Ma'am/Sir:

Supplementing our Organizational Chart for the Contract, we have the honor to submit herewith, and to certify as true and correct, the following pertinent information:

That I/we have engaged the service of *(Name of Employee)*, to be the *(Designation)* of the *(Name of Project)*, who is a *(Profession)* with Professional License Certificate No. __ issued on and who has performed the duties in the construction of the project enumerated in the filled Annex "B" Form 5b.

That *(Name of Employee)* shall personally perform the duties of the said position in the above-mentioned project, if and when the same is awarded in our favor.

That *(Name of Employee)* shall employ the best care, skill and ability in performing his duties in accordance with the Contract Agreement, Conditions of Contract, Plans, Specifications, Special Provisions, and other provisions embodied in the proposed contract.

That *(Name of Employee)* shall be personally present at the jobsite all the time to supervise the phase of the construction work pertaining to his assignment as *(Designation)* .

That *(Name of Employee)* is aware that he shall be authorized to handle only one contract at a time.

That in order to guarantee that *(Name of Employee)* shall perform his duties properly and be personally present in the Job Site, he is hereby required to secure a certificate of appearance for the Procuring Entity's Engineer at the end of every month.

That in the event that I/we elect or choose to replace *(Name of Employee)* with another Engineer, the Procuring Entity will be accordingly notified by us in writing at least twenty one (21) days before making replacement. We will submit to the Procuring Entity, for prior approval, the name of the proposed new *(Designation)*, his qualification, experience, list of projects undertaken and other relevant information.

That any willful violation on my/our part of the herein conditions may prejudice my/our standing as a reliable contractor in future bidding of the Procuring Entity.

Very truly yours,

_____

(Authorized Representative of Bidder)

CONCURRED BY:

_____

(Name of Engineer)

*[shall be submitted with the Bid]*

***Annex "B" Form 5b***

{ATTACH COMPANY LETTERHEAD/LOGO}

**MS. ROWENA T. NAGUIT**
BAC Chairperson
**PHILIPPINE ECONOMIC ZONE AUTHORITY**
8th Floor, Double Dragon Center West Building
Macapagal Avenue, Pasay City
Email: **bacsec@peza.gov.ph**
Telephone No.: 8551-3451 local 642

Subject: **Key Personnel's Certificate of Employment**

Dear Ma'am/Sir:

I am *(Name of Employee)* a License _____ Engineer with Professional License No._____ issued on *(Date of Issuance)* at *(Place of Issuance).*

I hereby certify that *(Name of Bidder)* has engaged my services as *(Designation)* for *(Name of the Project)*, if awarded in their favor.

As *(Designation)*, I supervised the following completed projects similar to the contract under bidding:

| NAME OF PROJECT | OWNER | PROJECT COST | DATE COMPLETED |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |

At present, I am supervising the following project:

| NAME OF PROJECT | OWNER | PROJECT COST | DATE COMPLETED |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |

In case of my separation for any reason whatsoever from the above-mentioned Contractor, I shall notify the *(Name of the Procuring Entity)* at least twenty one (21) days before the effective date of my separation.

As *(Designation)* , I know I will have to stay in the job site all the time to supervise and managed the Contract works to the best of my ability, and aware that I am authorized to handle only one (1) contract at a time.

I do not allow the use of my name for the purpose of enabling the above-mentioned Contractor to qualify for the Contract without any firm commitment on my part to assume the post of *(Designation)* .

(Name & Signature of Engineer)
AFFIANT

SUBSCRIBED AND SWORN to before me this ____ day of _____ , 20__ affiant exhibiting to me his/her Residence Certificate No. _____ issued on _____ at _____, Philippines.

Notary Public

Until 31 December 20.
PRT No.: _____
Issued at: _____
Issued on: _____
TIN No.: _____

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

*[shall be submitted with the Bid]*

*Annex "B" Form 5c*

**KEY PERSONNEL**

**(FORMAT OF BIO-DATA)**

Give the detailed information of the following personnel who are scheduled to be assigned as full-time field staff for the project. Fill up a form for each person.

Authorized Managing Officer / Representative: _____

Sustained Technical Employee: _____

1. Name: : _____

2. Date of Birth: : _____

3. Nationality: : _____

4. Education and Degrees: : _____

5. Specialty: : _____

6. Registration: : _____

7. Length of Service with the Firm : ____Year From _____ (months) ____ (year)

To _____ (months) ____ (year)

8. Years of Experience : _____

9. If Item 7 is less than ten (10) years, give name and length of service with previous employers for a ten (10) year period (attached additional sheet/s, if necessary:

| **Name and Address of Employer** | **Length of Service** |
|---|---|
| _____ | ___ year(s) from ___ to ___ |
| _____ | ___ year(s) from ___ to ___ |
| _____ | ___ year(s) from ___ to ___ |

10. Experience:

This should cover the past ten (10) years of experience. (Attached as many pages as necessary to show involvement of personnel in projects using the format below).

a. Name : _____

b. Name and Address of Owner : _____

c. Name and Address of the Owner's Engineer (Consultant):
_____

d. Indicate the Features of Project (particulars of the project components and any other particular interest connected with the project):
_____

e. Contract Amount Expressed in Philippine Currency : _____

f. Position : _____

g. Structures for which the employee was responsible: :
_____

Assignment Period : From _____ (months) _____ (year)

To _____ (months) _____ (year)

_____
Name and Signature of Employee

It is hereby certified that the above personnel can be assigned to the _____ Project, if the contract is awarded to our company.

_____ _____
(Place and Date) (The Authorized Representative)

*[shall be submitted with the Bid]*

# LIST OF EQUIPMENT, OWNED OR LEASED AND/OR UNDER PURCHASED AGREEMENTS, PLEDGE TO THE PROPOSED PROJECT

***(Based on the Minimum Equipment Required in the Bidding Documents)***

Name of Project: _____
Location of Project: _____

Name of Company: _____
Address of Company: _____

| Description | Model/Year | Capacity/ Performance/ Size | Plate No. | Motor No./ Body No. | Location | Condition | Proof of Ownership/ Lessor or Vendor |
|---|---|---|---|---|---|---|---|
| A. Owned | | | | | | | |
| I. | | | | | | | |
| II. | | | | | | | |
| III. | | | | | | | |
| IV. | | | | | | | |
| V. | | | | | | | |
| B. Leased | | | | | | | |
| I. | | | | | | | |
| II. | | | | | | | |
| III. | | | | | | | |
| IV. | | | | | | | |
| V. | | | | | | | |
| C. Under Purchased Agreement | | | | | | | |
| I. | | | | | | | |
| II. | | | | | | | |
| III. | | | | | | | |
| IV. | | | | | | | |

Submitted by : _____
(Signature over Printed Name)

Designation : _____
Date : _____

***Annex "B" Form 7***

## 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. <u>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</u>**

**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

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

Witness my hand and seal this ___ day of [month] [year].

NAME OF NOTARY PUBLIC
Serial No. of Commission _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. __, [date issued], [place issued]
IBP No. __, [date issued], [place issued]

Doc. No. ___
Page No. ___
Book No. ___
Series of ____

## Bid Form for the Procurement of Infrastructure Projects

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

---

# BID FORM

Date: _____
Project Identification No.: _____

To: [name and address of Procuring Entity]

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

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

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

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

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

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

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

g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of [insert percentage amount] percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines1 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 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: _____

In the Legal Capacity of _____
Signature: _____
Duly authorized to sign the Bid for and behalf of: _____
Date: _____

# *Other Bidding Forms*

**(ANNEX "C")**

**Annex "C" Form 1 . . . . . .Bill of Quantities**

**Annex "C" Form 2 . . . . . .Summary of Bid Proposal**

**Annex "C" Form 3 . . . . . Details Price Unit Analysis**

**Annex "C" Form 4 . . . . . Summary of Unit Prices of Materials**

**Annex "C" Form 5 . . . . . Summary of Unit Prices of Labor**

**Annex "C" Form 6 . . . . . .Summary of Unit Prices of Equipment**

**Annex "C" Form 7 . . . . . .Cash Flow by Quarter and Payment Schedule**

***Annex "C" Form 1***

{ATTACH COMPANY LETTERHEAD/LOGO}

# BILL OF QUANTITIIES

PROJECT: _____

LOCATION: _____

| ITEM NO. | DESCRIPTION | QTY | UNIT | UNIT PRICE (Pesos) | AMOUNT (Pesos) |
|---|---|---|---|---|---|
| | | | | | |
| | Pesos _____Amount in Words<br>_____<br>_____<br>__and_____<br>_____ centavos | | | | |
| | | | | | |
| | | | | | |
| | Pesos _____ Amount in Words<br>_____<br>_____<br>__and_____<br>_____ centavos | | | | |
| | | | | | |
| | | | | | |
| | Pesos_____Amount in Words<br>_____<br>_____<br>__and_____<br>_____ centavos | | | | |
| | | | | | |
| | | | | | |
| | Pesos_____Amount in Words<br>_____<br>_____<br>__and_____<br>_____ centavos | | | | |
| | | | | | |

TOTAL BID AMOUNT (Php)

TOTAL BID AMOUNT IN WORDS _____

_____

Signature: _____

Printed Name: _____

Position: _____

Name Company: _____

Date: _____

*Annex "C" Form 2*

{ATTACH COMPANY LETTERHEAD/LOGO}

# SUMMARY OF BID PROPOSAL

PROJECT:
LOCATION:

| ITEM NO. | DESCRIPTION OF WORK | QTY | UNIT | ESTIMATED DIRECT COST | MARK-UPS IN PERCENT | | TOTAL MARK-UP | | V.A.T. | TOTAL INDIRECT COST | TOTAL COST | UNIT COST |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | OCM | PROFIT | % | VALUE | | | | |
| [1] | [2] | [3] | [4] | [5] | [6] | [7] | [8] | [9]<br>[5] x [8] | [10]<br>5%{[5] +[9]} | [11]<br>[9] +[10] | [12]<br>[5] + [11] | [13]<br>[12] / [3] |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |

SUBMITTED BY:

Signature: _____
Printed Name: _____
Position: _____
Name Company: _____
Date: _____

*Annex "C" Form 3*

| | | | | | |
|---|---|---|---|---|---|
| | **BIDDER'S COMPANY NAME AND LOGO**<br>**DETAILED UNIT PRICE ANALYSIS** | | | | |
| **PROJECT TITLE:** | **PEZA BUSINESS AND INVESTMENT CENTER OFFICE FIT-OUT WORKS** | | | | |
| **ITEM NO. / DESCRIPTION** | | | | | |
| Unit of Measurement | | | | | |
| Quantity | | | | | |
| NAME AND SPECIFICATIONS | | Quantity | Unit | Unit Cost | Amount |
| **A** | **MATERIALS** | | | | |
| | | | | | |
| | | | | | |
| | **Sub - total for A (Material Cost)** | | | | |
| DESIGNATION | | No. of Person | No. of Days | Daily Rate | Amount |
| **B** | **LABOR** | | | | |
| | | | | | |
| | | | | | |
| | **Sub - total for B (Labor Cost)** | | | | |
| NAME AND CAPACITY | | No. of Equipment | No. of Days | Daily Rate | Amount |
| **C** | **EQUIPMENT** | | | | |
| | | | | | |
| | | | | | |
| | **Sub - total for C (Equipment Cost)** | | | | |
| **D** | **Direct Unit Cost ( A + B + C)** | | | | |
| **E** | **Overhead, Contingencies and Miscellaneous, 8% (D x 8%)** | | | | |
| **F** | **Contractor's Profit, 8% (D x 8%)** | | | | |
| **G** | **Value Added Tax, 5% ((D + E + F) x 5%)** | | | | |
| **H** | **Total Cost (D + E + F + G)** | | | | |
| **I** | **Total Unit Cost (H/Quantity)** | | | | |

Submitted by:

Signature: _____

Printed Name: _____

Position: _____

Name of Company/Bidder: _____

Date: _____

***Annex "C" Form 4***

{ATTACH COMPANY LETTERHEAD/LOGO}

## SUMMARY FOR UNIT PRICES OF MATERIALS

PROJECT: _____

LOCATION: _____

| MATERIALS DESCRIPTION | UNIT PRICE | UNIT |
|---|---|---|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

SUBMITTED BY:

Signature: _____
Printed Name: _____
Position: _____
Name Company: _____
Date: _____

***Annex "C" Form 5***

{ATTACH COMPANY LETTERHEAD/LOGO}

## SUMMARY FOR UNIT PRICES OF LABOR

PROJECT: _____

LOCATION: _____

| DESIGNATION | UNIT PRICE (Hourly/Daily Rates) | UNIT |
|---|---|---|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

SUBMITTED BY:

Signature: _____
Printed Name: _____
Position: _____
Name Company: _____
Date: _____

***Annex "C" Form 6***

{ATTACH COMPANY LETTERHEAD/LOGO}

## SUMMARY FOR UNIT PRICES OF EQUIPMENT

PROJECT: _____

LOCATION: _____

| EQUIPMENT DESCRIPTION | UNIT PRICE (Rental Rate/Hr.) | UNIT |
|---|---|---|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

SUBMITTED BY:

Signature: _____

Printed Name: _____

Position: _____

Name Company: _____

Date: _____

***Annex "C" Form 7***

{ATTACH COMPANY LETTERHEAD/LOGO}

*Name of Project* : _____
*Location of Project* : _____

*CASH FLOW BY QUARTER AND PAYMENY SCHEDULE*

| PARTICULAR | % W | 1ST QUARTER | 2ND QUARTER | 3RD QUARTER | 4TH QUARTER |
|---|---|---|---|---|---|
| ACCOMPLISHMENT | | | | | |
| CASH FLOW | | | | | |
| CUMULATIVE ACCOMPLISHMENT | | | | | |
| CUMULATIVE CASH FLOW | | | | | |

Submitted by:

Name of the Representative of the Bidder

Position

Name of the Company

Date

# *Other Bidding Forms*

**(ANNEX "D")**

**Annex "D" Form 1 ……. Authority of Signatory (Secretary's Certificate)**

**Annex "D" Form 2 ……. Affidavit of No Pending Case**

***Annex "D" Form 1***

# AUTHORITY OF SIGNATORY

# (SECRETARY'S CERTIFICATE)

I, a duly elected and qualified Corporate Secretary of (Name of the Bidder), a corporation duly organized and existing under and by virtue of the law of the, DO HEREBY CERTIFY, that:

I am familiar with the facts herein certified and duly authorized to certify the same;

At the regular meeting of the Board of Directors of the said Corporation duly convened and held on at which meeting a quorum was present and acting throughout, the following resolutions were approve, and the same have been annulled, revoked and amended in any way whatever and are in full force and effect on the date hereof:

RESOLVED, that *(Name of Bidder)* be, as it hereby is, authorized to participate in the bidding of *(Name of the Project)* by the *(Name of the Procuring Entity)* ; and in that if awarded the project shall enter into a contract with the *(Name of the Procuring Entity)* and in connection therewith hereby appoints *(Name of Representative)* , acting as duly authorized and designated representatives of *(Name of Bidder)* , and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent *(Name of Bidder)* in the bidding as fully and effectively as the *(Name of Bidder)* might do if personally present with full power of substitution and revocation and hereby satisfying and confirming all that my said representative shall lawfully do or cause to be done by virtue hereof;

RESOLVED FERTHER THAT, the Board hereby authorized its President to:

a. execute a waiver of jurisdiction whereby the *(Name of Bidder)* hereby submits itself to the jurisdiction of the Philippine government and hereby waives its right to question the jurisdiction of the Philippine court;
b. execute a waiver that the *(Name of Bidder)* shall not seek and obtain writ of injunctions or prohibition or restraining order against the PEZA or any other agency in connection with this Project to prevent and restrain the bidding procedures related thereto, the negotiating and award of a contract to a successful bidder, and the carrying out of the awarded project.

WITNESS the signature of the undersigned as such officer of the said this.

_____

(Corporate Secretary)

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

Witness my hand and seal this ___ day of [month] [year].

NAME OF NOTARY PUBLIC
Serial No. of Commission _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. __, [date issued], [place issued]
IBP No. __, [date issued], [place issued]

Doc. No. ___
Page No. ___
Book No. ___
Series of ____

***Annex "D" Form 2***

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

# AFFIDAVIT OF NO PENDING CASE

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:

1. That I am the *[State position in the company]* of *[Name of Company or Bidder's Name]* with office address at *[State office address];*

2. That no pending civil, criminal and/or administrative case/s has been filed by the Government of the Republic of the Philippines against *[Name of Company or Bidder]* in any forum;

3. That I am executing this statement as part of the eligibility requirement for the project *[State project title];* and

4. That in the event of finding against the veracity hereof shall constitute a ground for the automatic disqualification of *[Name of Company or Bidder]* for the project *[State project title]*.

**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

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

Witness my hand and seal this ___ day of [month] [year].

NAME OF NOTARY PUBLIC
Serial No. of Commission _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. __, [date issued], [place issued]
IBP No. __, [date issued], [place issued]

Doc. No. ___
Page No. ___
Book No. ___
Series of ____

# *Section X. 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.

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

## I. TECHNICAL COMPONENT ENVELOPE

***Class "A" Documents***

***Legal Documents***

☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership), all pages attachments; and

☐ (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for Sole Proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document; and

☐ (c) 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; and

☐ (d) Tax Clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

*In connection to GPPB Circular 07-2017 dated 31 July 2017, the bidder shall have the following options:*

☐ *1. Submit the Certificate of PhilGEPS Registration and Platinum Membership including its Annex "A" in lieu of the uploaded Class "A" Eligibility Documents identified in Section 8.5.2 of the Revised Implementing Rules and Regulations of Republic Act 9184 (Revised IRR of RA 9184), provided that all Class "A" Eligibility Documents listed under the aforesaid Annex "A" are all uploaded and maintained current and updated in the PhilGEPS Registry.*

☐ *2. Submit a combination of the PhilGEPS Registration and Platinum Membership including its Annex "A" and Class "A" Eligibility Documents identified in Section 8.5.2 of the Revised IRR of RA 9184.*

- *In the event that aforesaid Class "A" Eligibility Document(s) listed in the Annex "A" of the PhilGEPS Registration and Platinum Membership is/are reflected to be outdated, the bidder shall submit such current and updated Class "A" Eligibility Document(s).*

☐ *3. Submit all the Class "A" Eligibility Documents only, provided that the PhilGEPS Registration and Platinum Membership shall be submitted as a Post-Qualification requirement in accordance with Section 34.2 of the Revised IRR of RA 9184.*

***Technical Documents***

☐ (e) 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 *(Annex "A" Form 1);*

**Note:** All ongoing government and private contracts including contracts awarded but not yet started **should be supported** with the following:

☐ iv. Notice of Award;
☐ v. Contract Agreement; and
☐ vi. Notice to Proceed;

☐ *(f)* Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules *(Annex "A" Form 2);*

**Note:** The SLCC **shall be supported** by the following:

i. Notice of Award;
ii. Contract Agreement including the Summary of Bill of Quantities;
iii. Notice to Proceed;
iv. Owner's Certificate of Completion; and
v. Certificate of Final Acceptance issued by the project owner other than the contractor or a final rating of at least satisfactory**; and/or** at least satisfactory rating in the Constructors Performance Evaluation System (CPES).

In case of unavailability of one or more of the foregoing documents, the equivalent document issued by the private entity shall be submitted.

☐ *(g)* **Philippine Contractors Accreditation Board (PCAB) License Category "AAA"** and a license **classification "Large B"** for **Building or Industrial Plant** with specialty in **Electrical** and **Mechanical Works; or** Special PCAB License in case of Joint Ventures; **and** registration for the type and cost of the contract to be bid *(Annex "A" Form 3);*

☐ (h) **Original copy of the 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 *(Annex "B" Form 2);*

(i) **Project Requirements,** which shall include the following:

☐ **a. Organizational chart** for the contract to be bid *(Annex "B" Form 3);*

☐ *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 qualifications and experiences data *(Annex "B" Form 4, 5a, 5b & 5c);*

☐ **c. List of contractor's major equipment units,** to be used or deployed to the contract to be bid, which are owned or lease or under purchase/lease agreements, supported by proof of ownership or certification of availability of the equipment from the equipment vendor/lessor for the duration of the project, as the case may be *(Annex "B" Form 6);*

☐ d. Technical documents as part of the technical requirements to be included in the evaluation:
- Program of Works (in the same format of "Attachment A" of DPWH Department Order No. 197, series of 2016)
- Bill of Quantities
- Detailed Unit Price Analysis (DUPA)

☐ (j) **Original duly signed Omnibus Sworn Statement (OSS)** *(Annex "B" Form 7),* 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.

This shall include all of the following documents as attachment to the Omnibus Sworn Statement:

☐ i. Certification, under oath, attesting that they have no pending case(s) against the Government, in addition to the eligibility requirements as prescribe under the 2016 Revise Implementing Rules and Regulation (R-IRR) of RA No. 9184. In case of JV, all contractors must submit the certification; and

☐ iii. Bid Bulletins (if applicable); and

☐ *(k)* **Certificate of Site Inspection** *(Annex "B" Form 1)* duly signed by the PEZA representative. This shall include the Copy of company ID of the person who conducted the site inspection and shall form part of the bidder's technical documents.

***Financial Documents***

☐ (l) **The prospective bidder's audited financial statements** showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**

☐ (m) The prospective bidder's computation of **Net Financial Contracting Capacity (NFCC)**

***Class "B" Documents***

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

**II. FINANCIAL COMPONENT ENVELOPE**

☐ (g) Original of duly signed and accomplished Financial Bid Form; and

☐ (h) Original of duly signed Bid Prices in the Bill of Quantities *(Annex "C" Form 1);* and

☐ (i) Summary of Bid Proposal (Annex "C" Form 2); and

☐ (j) Detailed Unit Price Analysis *(Annex "C" Form 3);* and

☐ (k) Summary Sheet indicating the Unit Prices of Construction Materials, Labor Rates, and Equipment Rentals used in coming up with the Bid *(Annex "C" Form 4, 5 & 6);* and

☐ (l) Cash Flow by Quarter and Payment Schedule *(Annex "C" Form 7).*

Republic of the Philippines
gppb
Government Procurement Policy Board