



REPUBLIC OF THE PHILIPPINES

CARMONA WATER DISTRICT

(LWUA CCC No. 561)

ISO CERTIFICATE No. 80132/A/0001/UK/En

Blk. 8, Lot 8, Joy St., Cityland Subdivision, Brgy. Mabuhay, Carmona, Cavite

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***Invitation to Bid for the Design, Construction and
Improvement of Carmona Water District Office
Building***

BIDDING DOCUMENTS

CWD-ENG-BID-2021-003

November 2021

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Glossary of Terms, Abbreviations, and Acronyms

ABC – Approved Budget for the Contract.

ARCC – Allowable Range of Contract Cost.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

CDA – Cooperative Development Authority.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

Contractor – is a natural or juridical entity whose proposal was accepted by the Procuring Entity and to whom the Contract to execute the Work was awarded. Contractor as used in these Bidding Documents may likewise refer to a supplier, distributor, manufacturer, or consultant.

CPI – Consumer Price Index.

DOLE – Department of Labor and Employment.

DTI – Department of Trade and Industry.

Foreign-funded Procurement or Foreign-Assisted Project – Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GO – 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.



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Section I. Invitation to Bid

Invitation to Bid for the Design, Construction and Improvement of Carmona Water District Office Building

1. The *Carmona Water District*, through the *Corporate Budget Approved by the Board for FY2022* intends to apply the sum of *THIRTY FIVE MILLION PESOS & 00/100 (P35,000,000.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for *Design, Construction and Improvement of Carmona Water District Office Building/CWD-ENG-BID-2021-003*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Carmona Water District* now invites bids for the above Procurement Project. Completion of the Works is required *five hundred fifteen (515) calendar days*. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from *Carmona Water District* and inspect the Bidding Documents at the address given below from *Monday to Friday / 8:00AM – 5:00PM Except Holidays*.
5. A complete set of Bidding Documents may be acquired by interested bidders on *December 01 – January 11, 2022 2:00PM* 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 *TWENTY FIVE THOUSAND PESOS & 00/100 (P25,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person*.
6. The *Carmona Water District* will hold a Pre-Bid Conference on *December 09, 2021 2:00PM* at *Carmona Water District Office at Block 8, Lot 8, Joy St., Cityland Subdivision, Brgy. Mabuhay, Carmona, Cavite*, which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address as indicated below, on or before *January 11, 2022 2:00PM*. Late bids shall not be accepted.
8. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 15.
9. Bid opening shall be on *January 11, 2022 2:00PM* at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The *Carmona Water District* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

Bids and Awards Committee

Carmona Water District

Block 8 Lot 8 Joy St., Cityland Subdivision, Brgy. Mabuhay, Carmona, Cavite 4116

Tel no.: (046) 430-0832 Fax no.:(046) 430-1705

*Email Address: carmonawd@yahoo.com billing@carmonawd.gov.ph
cornelio.pacleb@carmonawd.gov.ph customerservice@carmonawd.gov.ph*

12. You may visit the following websites:

For downloading of Bidding Documents: <https://carmonawd.gov.ph/>
<https://notices.philgeps.gov.ph/>

11/29/2021

(SGD)

MS. ROCELISA G. MAULANIN
Chairperson, Bids and Awards Committee

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, *Carmona Water District* Invites Bids for the *Design, Construction and Improvement of Carmona Water District Office Building*, with Project Identification Number *CWD-ENG-BID-2021-003*.

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

2. Funding Information

2.1. The GOP through the source of funding as indicated below for *FY2022* in the amount of *THIRTY FIVE MILLION PESOS & 00/100 (P35,000,000.00)*.

2.2. The source of funding is:

GOCC and GFIs, the Corporate Operating Budget.

3. Bidding Requirements

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

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

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

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

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

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA’s CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.

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

- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

6. Origin of Associated Goods

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

7. Subcontracts

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

The Procuring Entity has prescribed that:

Subcontracting is 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.

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

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time at its physical address as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

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

10. Documents Comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.
- 10.3. A valid PCAB License is required, and in case of joint ventures, a valid special PCAB License, and registration for the type and cost of the contract for

this Project. Any additional type of Contractor license or permit shall be indicated in the **BDS**.

- 10.4. A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the **BDS**.
- 10.5. A List of Contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, must meet the minimum requirements for the contract set in the **BDS**.

11. Documents Comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 11.2. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.3. For Foreign-funded procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Alternative Bids

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

13. Bid Prices

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

14. Bid and Payment Currencies

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

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

15. Bid Security

- 15.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 15.2. The Bid and bid security shall be valid until *One Hundred Twenty (120) Calendar Days from the date of bid opening*. 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 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 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

Bid Data Sheet

ITB Clause																												
5.2	<p>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 <i>within ten (10) years prior to the deadline of Submission and Receipt of Bids.</i></p> <p>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be: <i>Design and Build for Buildings.</i></p> <p><i>Contractor shall have on-going or completed ten (10) government projects (office and/or building) for the past five (5) years.</i></p>																											
7.1	<p>Subcontracting is allowed. However, the bidder shall undertake not less than 50% of the contracted works with its own resources.</p> <p>The Bidder shall submit the subcontractors’ eligibility requirements specified in ITB Clause 5.</p> <p>Additionally, the bidder should provide a list of their subcontractors.</p>																											
10.3	<p>Valid PCAB License shall be submitted as part of the Class A Legal Documents.</p> <p>PCAB Classifications: <i>Principal Classification: General Building Category: B</i> Registration Particulars: <i>Kind of Project: Building</i> Respective Size Range (Minimum Requirement): <i>Medium A</i></p>																											
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <table><tr><th><u>Key Personnel</u></th><th><u>General Experience</u></th><th><u>Relevant Experience</u></th></tr><tr><td>Project Manager</td><td>Design & Build Projects</td><td>5 years</td></tr><tr><td>Project Engineer</td><td>Design & Build Projects</td><td>5 years</td></tr><tr><td>Architect</td><td>Design & Build Projects</td><td>5 years</td></tr><tr><td>Structural Engineer</td><td>Design & Build Projects</td><td>5 years</td></tr><tr><td>Sanitary Engineer</td><td>Design & Build Projects</td><td>5 years</td></tr><tr><td>Electrical Engineer</td><td>Design & Build Projects</td><td>5 years</td></tr><tr><td>Mechanical Engineer</td><td>Design & Build Projects</td><td>5 years</td></tr><tr><td>Safety Officer</td><td>Design & Build Projects</td><td>5 years</td></tr></table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	Project Manager	Design & Build Projects	5 years	Project Engineer	Design & Build Projects	5 years	Architect	Design & Build Projects	5 years	Structural Engineer	Design & Build Projects	5 years	Sanitary Engineer	Design & Build Projects	5 years	Electrical Engineer	Design & Build Projects	5 years	Mechanical Engineer	Design & Build Projects	5 years	Safety Officer	Design & Build Projects	5 years
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Safety Officer	Design & Build Projects	5 years																										

	The Contractor’s key personnel must be professionals that are supported with corresponding licenses. The key personnel maybe assigned to a maximum of two (2) positions.			
10.5	The minimum major equipment requirements are the following:			
	Equipment	Capacity Requirement	Number of Units	
	Backhoe	Bucket Capacity	0.4 cubic meter	1 unit
		Track Type	Crawler, Steel	
	Dump Truck	Torque	380 N-m / 1,300 - 1,700 rpm	1 unit
		Payload	3,500kg	
	Mobile Crane	No Minimum Requirement		1 unit
	Plate Compactor	No Minimum Requirement		2 units
	Concrete Vibrator	No Minimum Requirement		2 units
	Bagger Mixer	No Minimum Requirement		2 units
	Welding Machine	No Minimum Requirement		2 units
	Power Trowel	No Minimum Requirement		1 units
	Bore Piling Machine	Engine Rated Power/Speed	119KW/2200rpm	1 unit
		Rotary Drive Max Output Torque	100KN.m	
		Rotary Drive Drill Speed	0-70r/min	
		Rotary Drive Spin off Speed	70r/min	
		Max Drilling Diameter	1200mm	
		Max Drilling Depth	32m	

	Transit Mixer	Mixer Volume	8/9/10/12cbm Concrete Mixer Truck	1 Unit
		Hydraulic Driving System	Eaton, Sauer or Bonfiglioli	
		Water Supply	450L Tank with Reinforced Pipe	
	Concrete Pump	Machining Process	Hydraulic	1 Unit
		Type	Concrete Pump	
		Productivity	90m²/h	
15.1	The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts: a. The amount of not less than <u>Php700,000.00</u> if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; b. The amount of not less than <u>Php1,750,000.00</u> if bid security is in Surety Bond.			
16	Bidders shall submit additional scanned copy of the <i>Technical Documents</i> of its Bid in a USB Flash Drive, sealed on the <i>Technical Component Envelope</i> .			
19.2	Partial bid is not allowed. The infrastructure project is packaged in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.			
20	Only tax returns filed and taxes paid through the BIR Electronic Filing and Payment System (EFPS) shall be accepted. <i>Note: The latest income and business tax returns are those within the last six months preceding the date of bid submission.</i>			
21	Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the DOLE, and other acceptable tools of project scheduling.			

Section IV. General Conditions of Contract

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

Special Conditions of Contract

GCC Clause	
2	<p>The Intended Completion Date is Five Hundred Fifteen (515) calendar days which will commence within seven calendar days from receipt of the Notice to Proceed.</p> <p>The Works shall be those that are stated in Section VI. Technical Specifications.</p> <p>The contractor shall be responsible for obtaining all necessary information as to risks, contingencies and other circumstances which may affect the works and shall prepare and submit all necessary documents specified by the Carmona Water District to meet all regulatory approvals as specified in the contract documents.</p>
3.1	<p>The Procuring Entity shall give possession of all parts of the Site to the Contractor after a pre-construction meeting between authorized representatives of the Procuring Entity and the Contractor.</p>
6	<p>The site investigation reports are:</p> <ul style="list-style-type: none">• Soil Foundation Investigation Report• Location and Invert Elevations of Existing Utilities
7.2	<p>Warranty: Fifteen (15) years.</p> <p>Warranty: The Contractor shall submit a one (1) year Warranty Certificate upon turn-over of the Project. Any defects in workmanship and/or materials which developed within the one (1) year warranty period shall be corrected at no additional cost to the Carmona Water District.</p>
10	<p>No dayworks are applicable to the contract.</p>
11.1	<p>The Contractor shall submit the detailed Program of Work to the Procuring Entity's Representative within fifteen (15) calendar days of delivery of the Notice of Award for approval by the Carmona Water District.</p>
11.2	<p>The period between Program of Work updates is thirty (30) days.</p> <p>The amount to be withheld for late submission of an updated Program of Work is 1/50 of 1% of the progress payment due.</p>

13	The amount of the advance payment is 15% of the Contract price which shall be paid upon acceptance of the Notice to Proceed.
14	Materials and equipment delivered on the site but not completely put in place shall be included for payment.
15.1	The date by which “as built” drawings are required is ten (10) days after completion.
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 1/50 of 1% of contract value.

Section VI. Technical Specifications

Project Title: Design, Construction and Improvement of Carmona Water District Office Building

Location: Block 8, Lot 8, Joy St., Cityland Subdivision, Brgy. Mabuhay, Carmona, Cavite

Duration of Project: 515 calendar days

ABC = Php35,000,000.00

Terms of Payment: 15% down payment

Balance – Upon progress billings

I. GENERAL SPECIFICATIONS

- A. The Contractor shall construct a high-performance office building expansion that will enhance workers productivity, safe, comfortable, durable, healthy and aesthetically pleasing working environment.
- B. The Contractor shall be solely responsible for the accuracy and applicability of all data that will be used in its design, build proposal and services. The Contractor shall also be responsible for the integrity of the detailed engineering design and the performance of the structure irrespective of the approval of the Owner/Procuring Entity. It shall also be solely responsible for the design and liable for the structural defects and/or failures of the completed project.
- C. Contractor shall not impede CWD Office operations during construction phase of the building expansion.
- D. Contractor shall follow the desired office layout. Please refer to the proposed building structure including required rooms and offices in each floor (Annex 1). Required rooms and offices are as follows:

• Ground Floor

- 1. Water Refilling Station – minimum 20 square meters
- 2. Pipes storage area
- 3. Calibration room / Test Bench – minimum 20 square meters with lavatory and comfort room
- 4. High Ceiling Warehouse – location is stated in the drawing. It shall have separate room for chemical storage with proper ventilation.
- 5. Renovation of Cashier's Office and Customer's Lobby
- 6. To retain existing Pump House and GENSET Area
- 7. To retain comfort rooms near Calibration area

• **Second Floor**

1. Laboratory - minimum of 40 square meters, composed of 4 separate rooms and storage room for chemicals.
2. Additional Collection and Billing Office / Coop Office – can accommodate 3-4 office tables
3. Engineering Office that can accommodate 12-15 office tables
4. Employees Lounge
5. Gym with ventilation/exhaust

• **Third Floor**

1. Board Room that can accommodate 10-seater table
2. Training room / conference room
3. Pantry and additional comfort rooms
4. Electrical room and IT equipment storage for Board room and Training room

II. GENERAL CONCEPT

A. Site Development and Landscape

Site development and landscape design shall be environmentally-sensitive design, shall utilize existing plants or ornamental plants and shall provide parking spaces for concessionaires.

B. Structural Design Concept

Structural framing shall be composed of reinforced concrete and structural steel. Structural materials shall be locally available and accessible to avoid inconvenience and delay. Moreover, it shall adopt economical design without compromising the allowable factor of safety for structural design.

C. Electrical Design Concept

General lighting design shall be adequate for office functions and the use of LED lighting system is recommended. Electrical wiring systems shall also consider provisions for future electrical expansions and developments.

D. Mechanical Design Concept

Fire protection and fire suppression systems shall be provided with wet and dry stand pipes, fire hose cabinets, fire extinguishers, addressable type fire alarm system and automatic sprinkler system, smoke detectors and fire exits. It shall have provisions for Air-conditioning.

E. Information and Communication Design Concept

Design shall include provision for Local Area Network (LAN) wiring and cabling, telephone wirings and CCTV system wirings.

F. Sanitary and Plumbing Design Concept

Plumbing and sanitary systems shall use low-flow plumbing fixtures. Rooftop downspouts shall be directed to the rain catcher system. Sewerage system shall be considered in the design. Provisions for future plumbing and sanitary expansions and development shall also be considered.

III. GENERAL CODE AND STANDARDS

The design and specifications shall conform to, but shall not be limited to the following standards set by the:

- (a) National Building Code of the Philippines (NBCP), latest edition
- (b) National Structural Code of the Philippines (NSCP), latest edition
- (c) Fire Code of the Philippines (PD 1185)
- (d) Philippine Electrical Code (RA 184)
- (e) Philippine Mechanical Code
- (f) Revised National Plumbing Code of the Philippines (RA 1378)
- (g) Code on Sanitation of the Philippines (PD 856)
- (h) Ecological Solid Waste Management Act (RA 9003)
- (i) Applicable Local Regulations and Ordinances

With respect to the actual construction, applicable rules and regulations prescribed by the following agencies and/or embodied in the following shall be observed:

- (a) Department of Public Works and Highways
- (b) Department of Health
- (c) National Pollution Control Commission
- (d) Department of Environment and Natural Resources
- (e) Bureau of Fire Protection
- (f) Applicable Local Regulations and Ordinances

IV. SCOPE OF WORKS

- A. Contractor shall review the design of existing building to protect the integrity of the existing structure to be harmonious with the proposed expansion. Contractor shall follow the desired office layout.

- B. The building design/facade shall adopt contemporary or modern designs. Exterior design shall be a combination of curtain glass wall and masonry and aluminum composite. Office partitions shall be a combination of drywall painted panels, glass walls, and CHB. Flooring finishes shall be a combination of homogeneous tiles and ceramic tiles. Ceiling shall be composed of gypsum board and aluminum composite. The architectural design shall address all the requirements as seen on “Annex 1” and shall be compliant to the National Building Code of the Philippines and all other relevant codes and standards. All furnishings required in the scope of work shall be to the satisfaction and approval by the Owner / Head of Procuring Entity. Water proofing and roof insulation shall also be applied.
- C. Coating fire proofing system shall be applied to all structural steel, beams and columns. Sealants, adhesive and polymers shall be used to all joints for bonding of woods and aluminums, to prevent leakages and to guarantee water tightness of all joints during strong winds.
- D. The Contractor shall prepare the necessary structural analyses, calculations and design of structural members (foundations, columns, girders, beams, shear walls) in accordance with the National Building Code of the Philippines, National Structural Code of the Philippines, and other relevant codes. The design of the structure shall take into account, among others, the seismic requirements of the area to attain the optimum safety of the whole structure and minimize possible earthquake damage. The Contractor shall prepare the structural design on the basis of the data obtained from site investigations and survey of existing site conditions, soil/geotechnical survey, foundation investigation, material testing, seismic requirement of the area and other investigations necessary in standard engineering practice to ensure safety of the structure. Shop drawings of each reinforcing steel detail and placement drawings shall be submitted for approval and shall be in accordance with the “Manual of Standard Practice for Detailing Reinforced Concrete Structures” (ACI 315). If there will be structural steel design, materials and workmanship shall conform with the requirements of the American Institute of Steel Construction “Specifications for Design, Fabrication and Erection of Structural Steel for Buildings”
- E. The Contractor shall design all mechanical works in conformity to the Philippine Mechanical Code, Fire Code of the Philippines and other relevant codes, laws and ordinances. The scope of work of the Contractor consists of performing all operations involved in the detailed design, supply, installation of fire protection and suppression systems, all in compliance to the Philippine Mechanical Code, Fire Code of the Philippines and other relevant codes, laws, ordinances and regulations and to the satisfaction of the Owner.
- F. The Contractor shall supply and install complete lighting system including all lighting fixtures, conduits, fittings, wires and wiring devices and provision for emergency lights. The use of energy efficient lights is mandatory. The Contractor

shall likewise furnish and install complete power system including all feeders, branch, circuits, wires and wiring devices. The Contractor shall supply and furnish all materials brand new and of superior quality. All wires must be sized to accommodate peak loads and future installation of additional electric-powered equipment and machineries. The Contractor shall likewise install provisions for local area network (LAN) wiring and structured cabling and other accessories suited for fiber optic connection

- G. Electrical layout plan showing system of wiring, source, distribution, riser diagrams, panel boxes, and switches, and all other pertinent material as required by approving agencies
- H. Power provision shall be provided by the Contractor, however, the demand load, power supply and distribution line shall be coordinated by the Contractor with the local utility provider, assisted by the Owner. Application for new power meter and load deposit fee for the power transformer shall be facilitated and borne by the Owner/Procuring Entity but the required documentary requirements such as load computation, electrical plans and diagrams shall be provided by the Contractor.
- I. Fire Detection and Alarm System and sprinklers shall be provided with smoke detector with 6.5 meter radius coverage or as specified in the Fire Code of the Philippines. Every floor shall be provided with Manual Pull Station and Bell/Siren.
- J. The Contractor shall supply and install complete plumbing and sanitary systems including fixtures, fittings, piping system and accessories, among others. The use of low-flow fixtures is hereby recommended. Complete installation shall mean not only the major equipment and apparatus conveyed in these specifications, but all the incidental sundry components necessary for the complete execution of the works and for the proper operation of the installation, whether or not these supply components are not mentioned in detail in these specifications. The Contractor shall supply and furnish all materials brand new and of superior quality. All fixtures must be sized according to use and its projected number of users. The technical drawings and specifications shall clearly indicate all the details required to ascertain the care and thoroughness devoted in the preparation of the drawing. Pipes and fittings for cold water lines, sewer and waste pipes, downspout connected to rain catcher system with tank, traps and cleanout pipes and other pipes, fittings and accessories shall be properly designed and installed. Water tank for rain catcher system shall have a minimum capacity of 3 cubic meters or 750 gallons.
- K. A suitable Construction Safety and Health Program shall be observed which must be in accordance with the rules and other orders and issuances issued by the DOLE. The Construction-in-Charge, or an equally responsible officer, shall be responsible for compliance with this Section.

- L. Demolition of existing warehouse except for pump house and comfort rooms is included in the contract. Hauling of debris shall also be borne by the contractor. Cutting and filling of natural grade if necessary is also included in the contract.
- M. The Contractor shall demobilize, dismantle and remove all temporary facilities including all workmen's bunk houses, construction equipment, tools, personnel and debris out of the project's site and premises. The contractor shall also clean the building and site to a spic and span state that is ready to use.
- N. Supplier shall provide brochures, swatches and actual sample (if required by the Owner/End-user) of all materials, equipment and/or auxiliaries to be installed in the building. Installation shall be done after the approval of the Owner/End-user
- O. The contractor shall properly implement the following:
- Install environment friendly electrical lighting fixtures (e.g. LED bulb and the like) for the temporary facility
 - Portalet/temporary sanitation facilities shall be provided before the start and during construction works.
 - Strictly manage external spillage, chemical waste, solid waste, excessive surface run-off, traffic, erosion, siltation, dust, and other occupational health hazards during the construction works.
 - Strictly observe social distancing measures at all times
 - Wear mask fitted tightly to the nose, mouth and chin at all times. Immediately discard materials used to cover mouth or nose into the trash or clean reusable items appropriately after use.
 - Contractor's workers/personnel who have fever (body temperature more than 37.5°C), cough, shortness of breathing, flu-like symptoms, and/or diarrhea are advised to stay at home and seek medical attention.
- P. On the bid opening, the Contractor shall provide the following:
- Soft and printed copy (A3 size) of proposed Architectural plans (colored perspective, floor plan layout, building elevations (4 views), Structural plans, Electrical plans, Sanitary/Plumbing plans, Mechanical plans and other Miscellaneous works duly signed and sealed by an Architect or Engineer.
 - PERT/CPM and Bar/Gantt chart shall also be provided.
 - The contractor shall also submit complete quantity and cost calculations specified in the Bill of Materials and Bill of Quantities including costing for Testing. Contractor may vary the aesthetics of the proposed initial drawing provided that it will still comply with the contemporary or modern design stated in "Section B" of the Scope of Works.
 - Authorization/ Letter of Intent duly signed by the lot owner regarding the location of temporary facility and/or storage of supplies.

Q. Upon receipt of Notice to Proceed, schedule of activities are as follows:

Particulars	Estimated Timeline	Remarks
General Requirements		
Submission of copy of the result of Soil Foundation Investigation Report, Structural Analysis with Seismic Analysis	30 calendar days	Printed copy and e-mail
Submission of complete detailed plans for final approval (Architectural, Structural, Electrical, Mechanical, Sanitary/Plumbing)	15 calendar days	Provide Two (2) sets colored print in A3 size paper
Upon Approval, Submission of complete sets of the same plans such as but not limited to Perspective, Dimensional Floor Plans, Elevations (4 views), Reflected Ceiling, Schedule of Finishes, Doors and Windows, Interior Elevations, Structural details such as foundation plan, pile, tie beam, column layout and schedule, framing plans, Schedule of reinforced concrete beam and girders, ventilation layout, Schematic diagram, power and lighting system layout, provision for LAN and telephone wiring and cable layout, sanitary/plumbing layout, fire protection and suppression plans, detailed electrical plan. Detailed plans shall include technical specifications.	10 calendar days	Provide 1-complete set of plans (blue print copy) duly signed and sealed, 1-complete set of plans in CAD editable file, 1-complete set of documents.
Processing of necessary permits prior to construction such as but not limited to Permit to Construct, Demolition permit, Excavation Permit, Building Permit, Fire Clearance Certificate, Electrical permit and Certificate of Final Electrical Inspection (CFEI), Sanitary Permit, Zoning Permit and other necessary permits	20 calendar days	Provide a copy of the approved permits to the owner/End-user

Upon completion of the project, the Contractor shall secure Occupancy permit and other permit or clearances as may be required.	15 calendar days	Provide a copy of the approved permits to the owner/End-user
Construction Phase		
Demolition of existing warehouse and other obstruction except for pump house and comfort rooms. Hauling out of debris	5 days	
Contractor shall construct temporary perimeter and/or board-up and temporary facilities at their own expense to protect affected structures around the existing building.	5 calendar days	
Contractor shall prepare Daily Accomplishment Report to monitor actual progress status of the report. Coordination meeting with the Owner/End User shall be done monthly or as the need arises.	12 calendar months	Monthly submission of Daily Accomplishment Report
Post Construction Phase		
Punch listing of constructed expansion and rectification of noticed/listed items	10 calendar days	
Demobilization, site and building cleaning/clearing	5 calendar days	
Submission of As-Built Plans subject for review of the Owner/End-User. The said review is limited only as to completeness and correctness of the detailed plans submitted.	10 calendar days upon completion of project	1-complete set in A3 size
Contractor shall provide Laboratory Test Certificates of the following: Structural Steel Strength, Reinforcing Steel Strength, Concrete based on batch mix, Concrete mix design, Concrete Test Results, Fireproofing tests, water proofing tests, leak test for all plumbing and water pipes and other tests necessary for the project.		

Upon Approval, Contractor shall submit the complete set of the same As-Built Plan, Operations Manual of all equipment installed, copy of Warranty Certificates of all equipment supplied and installed, copy of Occupancy permit	30 calendar days	<p>2-complete set of As-built plans, Blue print duly signed and sealed,</p> <p>1-complete set of As-built plans in CAD editable file</p> <p>Printed in 8"x11" paper size in book form of Operations Manual</p> <p>Original and 2-duplicate copies of Warranty Certificates</p> <p>Original and 2-duplicate copies of Occupancy Permit and other permits or clearances as may be required.</p>
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R. Special Conditions

- The Contractor shall furnish, erect and maintain One (1) project billboard/signage in 8ft x 8ft size as prescribed size by the Commission on Audit (COA) and it shall be posted in conspicuous location. Tarpaulin design will be provided by the Owner/End-user.
- A temporary facility shall be constructed for safekeeping of materials, tools and equipment shouldered by contractor. Owner/End-user is NOT liable for any damages or loss of materials and equipment.

- The contractor shall adequately protect adjacent properties as provided by law and contract Documents. The contractor shall be solely liable and pay for all damages occasioned in any manner by his acts or neglects, or of his agents, employees or workmen.
- The Project Manager and the Contractor shall individually maintain a logbook at all times reflecting time extensions, work suspensions, change/extra work orders and circumstances, affecting the progress of work.
- Water Supply – The Contractor shall make all necessary application and arrangements and pay the corresponding charges for the new service connection application including its monthly billings for the entire duration of the contract
- Power and Lighting – The Contractor shall make all necessary applications and arrangements and pay all fees and charges for power and light necessary for the proper completion of this Contract. The Contractor shall provide and pay for all temporary wirings, switches, connections, meters and power bills.
- The Critical Path Method (CPM) shall be the basis of the Contractor in completing the project in the prescribed period of time. It shall be updated by the Contractor when required by the Project Manager but not more than once a month.
- The Contractor shall provide their own tools and equipment for the site preparation and project construction. All tools and equipment shall be available at the site during the life of this Contract, subject to the inspection of the Owner and the Project Manager or as may be required by the Project Manager
- The Contractor shall provide all his men working in the project with proper identification badges, safety gears and other PPE as deemed necessary.
- All materials furnished and all work performed under this contract shall be subject to inspection by the Owner. The Contractor shall be held strictly to the true intent of the Specifications and Drawings in regard to quality of materials, workmanship and diligent execution of the Contract. Work done in the absence of prescribed inspection may be required to be removed and replaced under the proper inspection; and the entire cost of removal and replacement including the cost of materials which may be used in the work shall be borne by the Contractor. Costs for carrying out the inspection and material testing shall be at the expense of the Contractor.

- The Contractor shall promptly remove from the vicinity of the completed work all rubbish, unused materials, concrete forms, equipment, and temporary structures used during construction.
- Only qualified personnel and skilled workmen shall be employed on the site except in positions normally occupied by unskilled labor. When required in writing by the Project Manager, the Contractor shall discharge any person who is, in the opinion of the Project Manager, incompetent, disorderly or otherwise unsatisfactory and shall not again employ such discharged person on the work except with the written consent of the Project Manager. Such discharged person shall not be the basis of any claim for damages against the Owner or any of his agents. If the Contractor permits such a person on the work site without the consent of the Project Manager, this alone shall be sufficient to immediately suspend the Contract until the Project Manager's instructions have been fulfilled.

TECHNICAL EVALUATIONS OF THE DESIGN, BUILD AND IMPROVEMENT OF CWD OFFICE BUILDING BID REQUIREMENTS

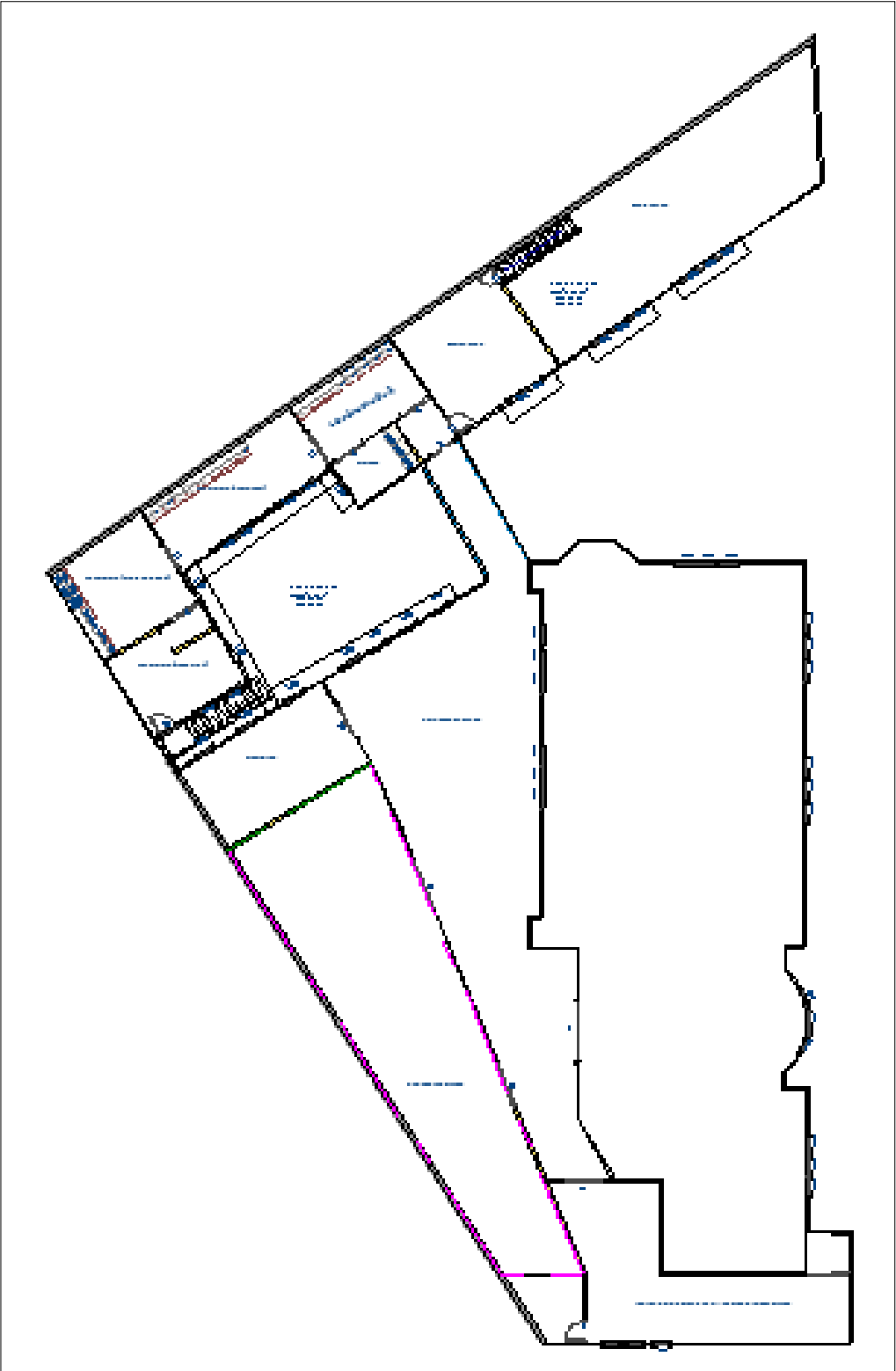
Technical Specifications	Statement of Compliance
I. General Specifications	
II. General Concept	
III. General Code and Standards	
IV. Scope of Works	

Section VII. Drawings

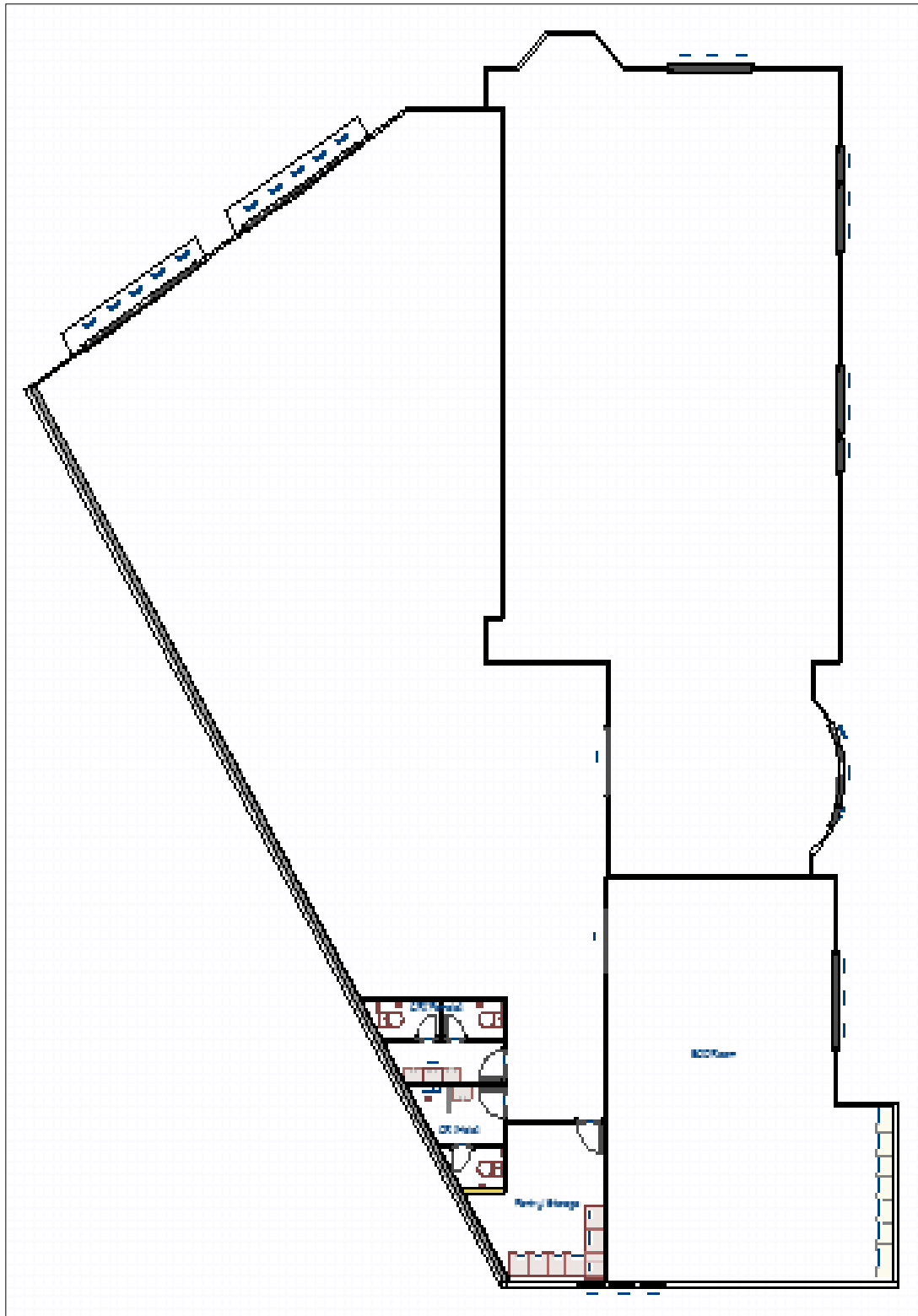
ANNEX 1:



GROUND FLOOR
N T S



SECOND FLOOR
N T S

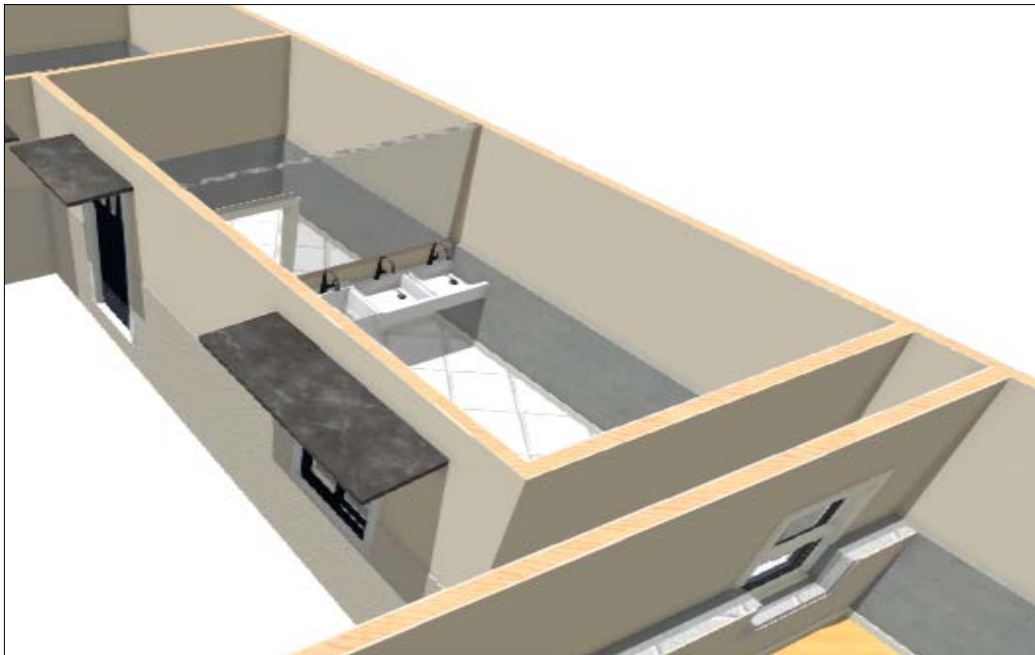
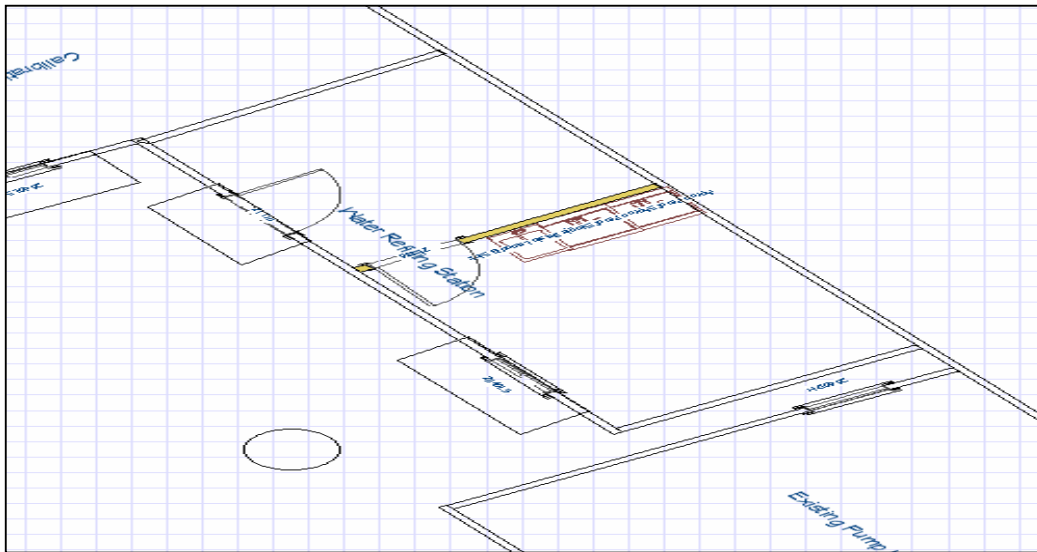


THIRD FLOOR

N T S

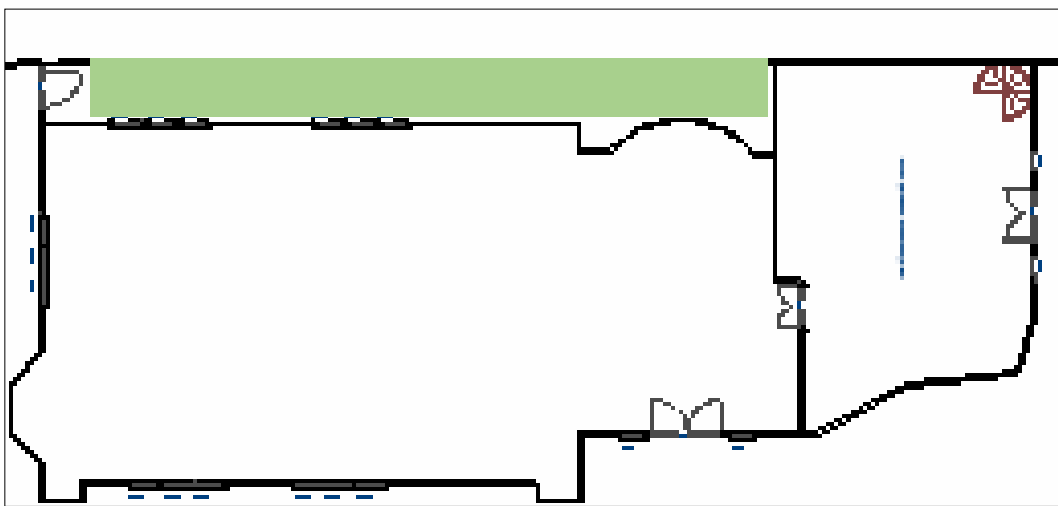
WATER REFILLING STATION:

- Interior wall shall be made of concrete and glass panel.
- Glass Interior door
- Sink design and faucet shall be in accordance with the existing design
- Use granite/ceramic tiles on both lavatory and flooring (white)
- With available power for single phase and 3-phase electrical supply (with complete accessories)
- With provision for installation of ceiling fan including electrical outlet
- Installation of exhaust fan.



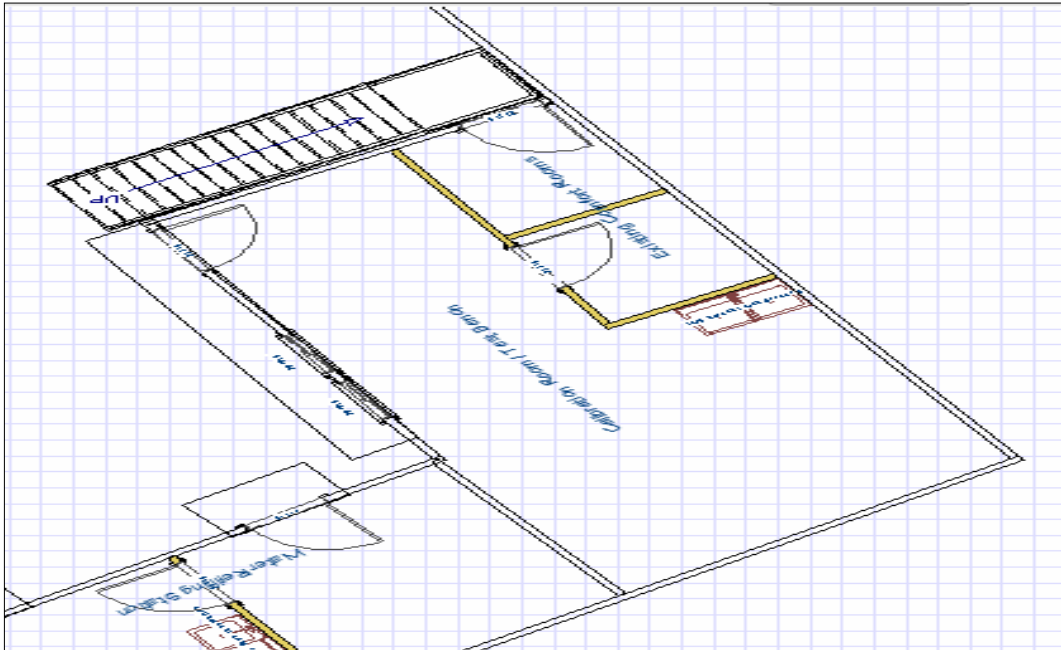
PIPES STORAGE AREA

- Epoxy paint flooring (any color)
- With proper lightings and fixtures
- Pre-painted G.I. Roofing



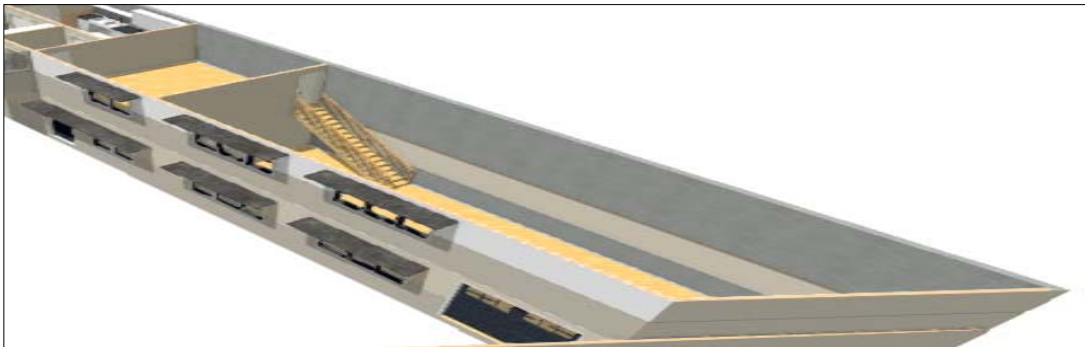
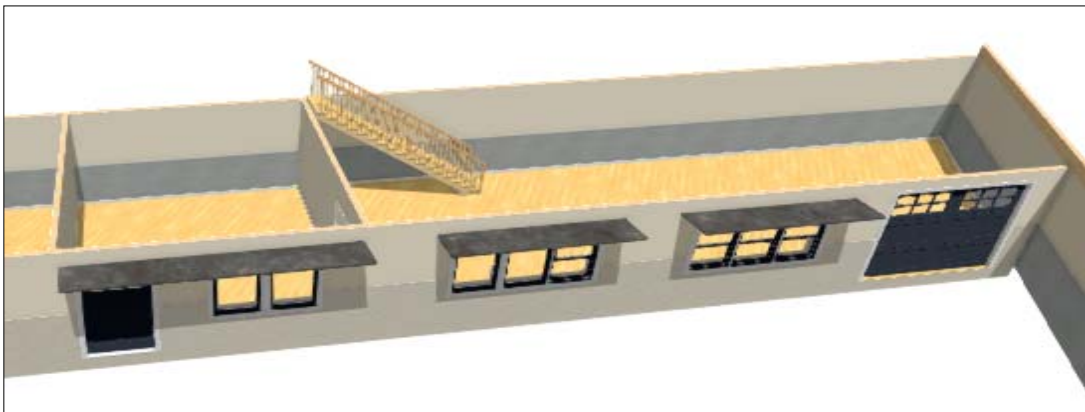
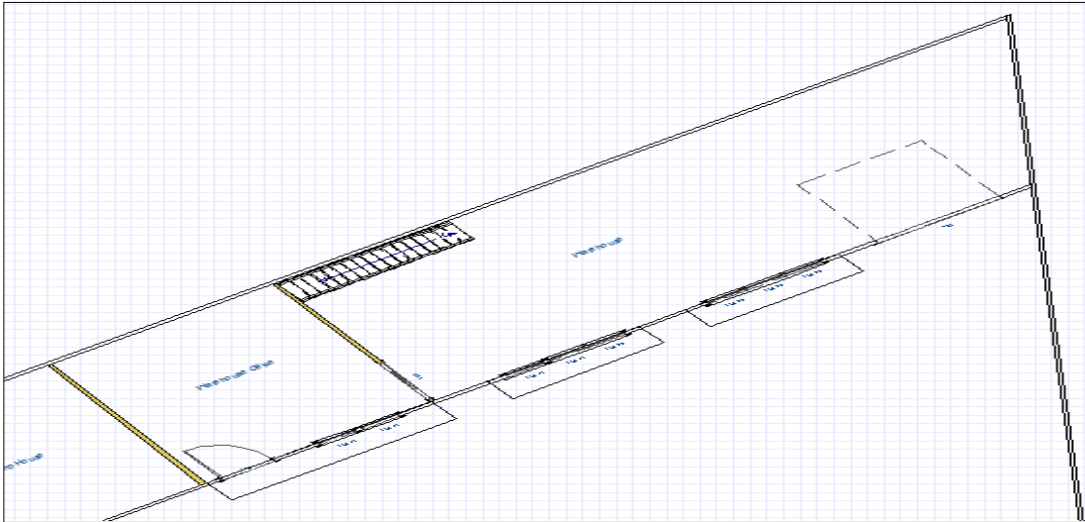
CALIBRATION ROOM / TEST BENCH:

- Epoxy paint flooring (any color)
- With double basin laundry sink with faucet
- With available power for single phase and 3-phase electrical supply (with complete accessories)
- With spare electrical outlets



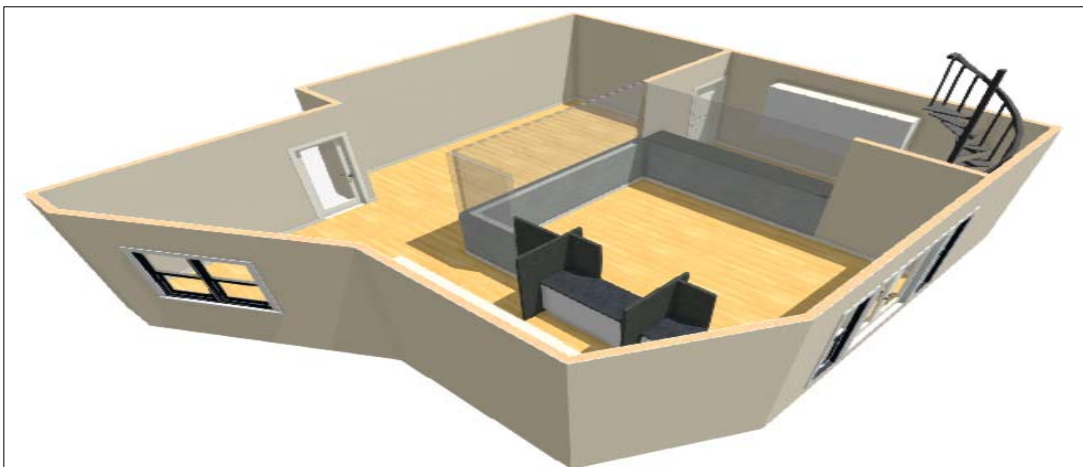
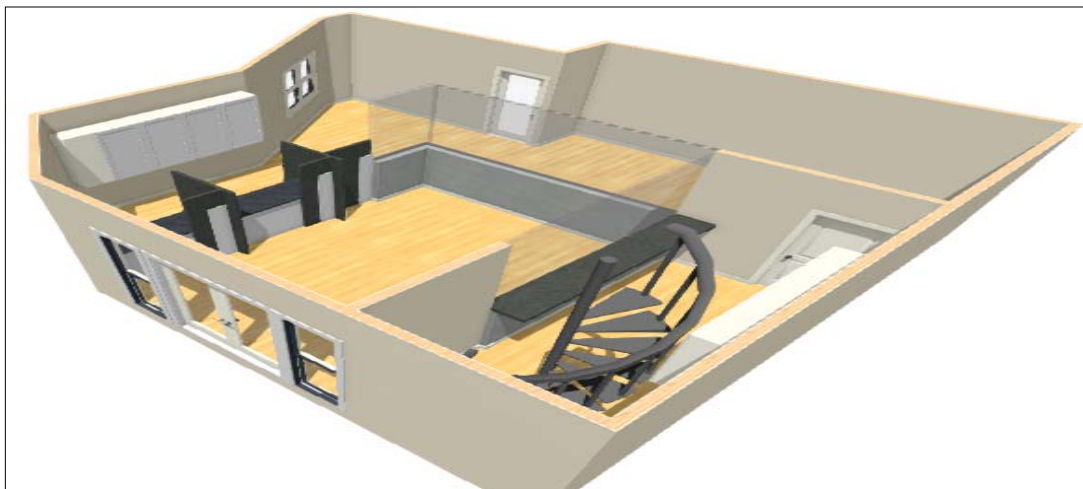
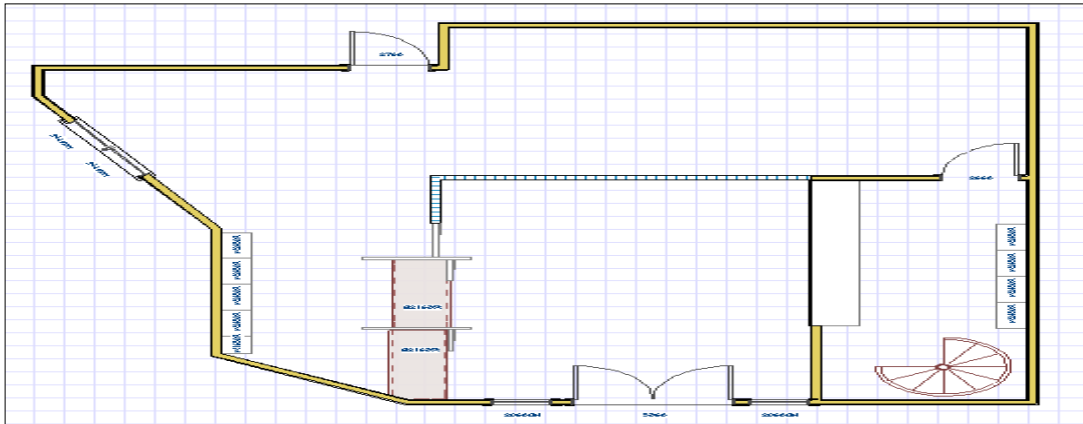
WAREHOUSE (STOCK ROOM AND OFFICE)

- Ceramic tiles for warehouse office and epoxy paint for stockroom (any color)
- Warehouse Office shall have electrical outlets for 3 sets of computers and spare for electric fans
- With electrical outlets on warehouse stocks.
- Installation of 3 exhausts fans in stockroom
- With metal garage door



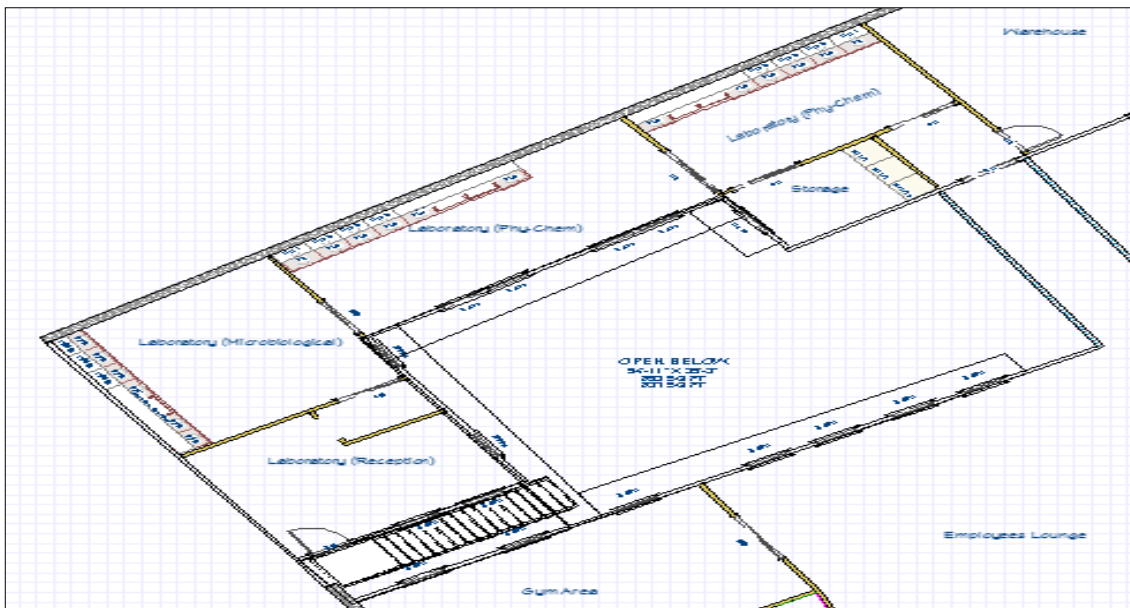
CASHIER'S OFFICE AND CUSTOMER'S LOBBY

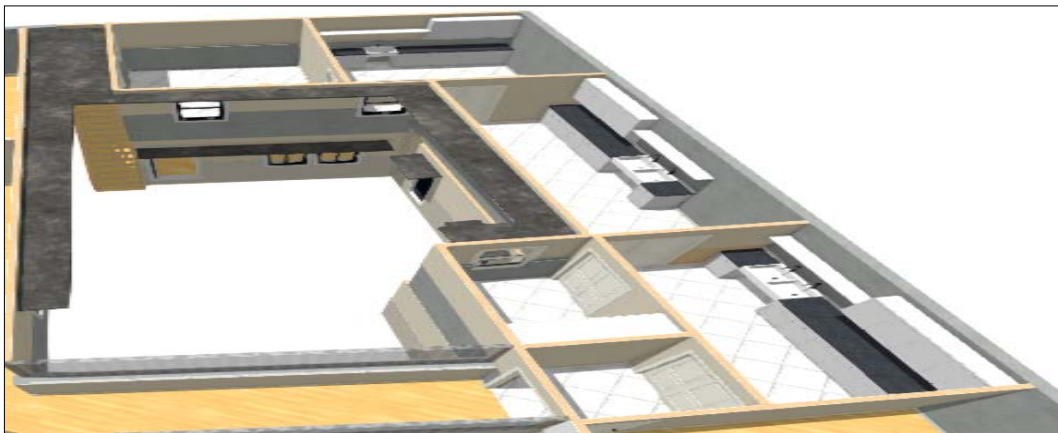
- Demolition of existing walls and tables
- Installation of new tables and wooden cabinets for both cashier and customer service area
- Installation of additional glass door, swing door on customer service area and glass walls/panels with two (2) teller windows
- Installation of stainless steel spiral stairs
- Installation of tiles, additional electrical outlets and lightings, installation of internet and telephone lines



LABORATORY

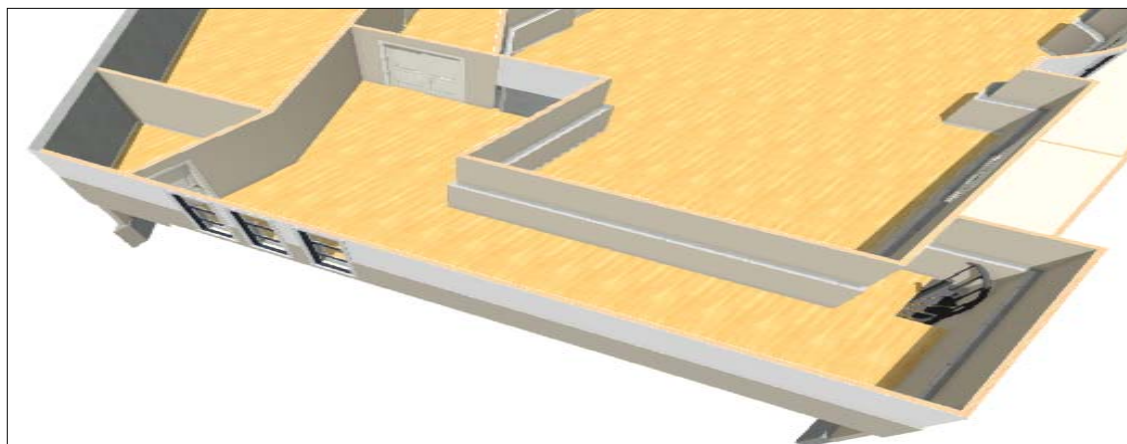
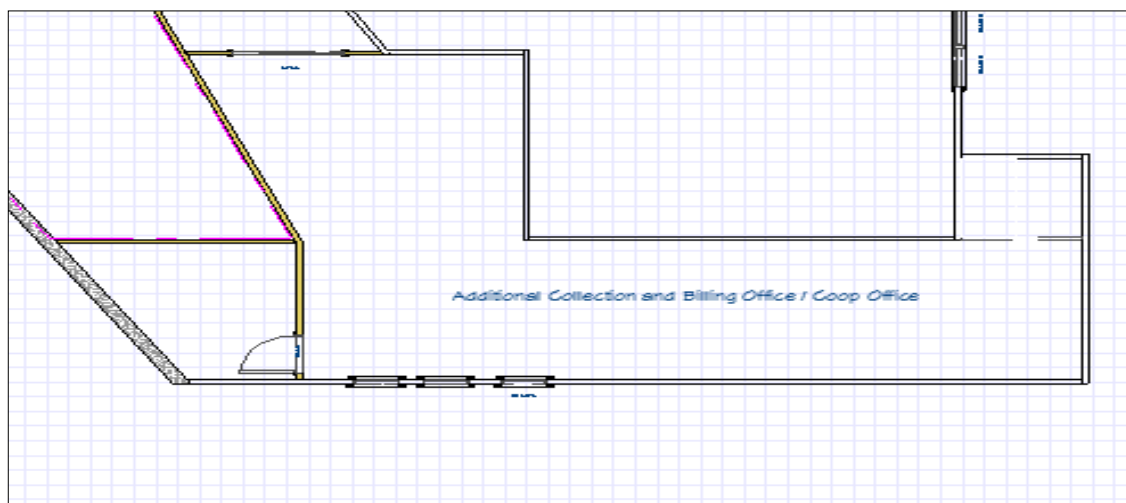
- Four subdivided rooms with interior glass walls and glass sliding doors
- With built-in aluminum cabinets (base, wall cabinet and shelf)
- With lavatory as on three rooms as illustrated
- Ceramic tiles countertops (white) Ceramic tiles flooring (white)
- With provision for installation of split type A/C units
- Reception area shall have electrical outlets for 2 computer sets and spare outlets for other rooms
- With available supply for single phase and 3-phase electrical supply (with complete accessories) for laboratory equipment
- Installation of exhaust fans with power supply in each subdivided rooms





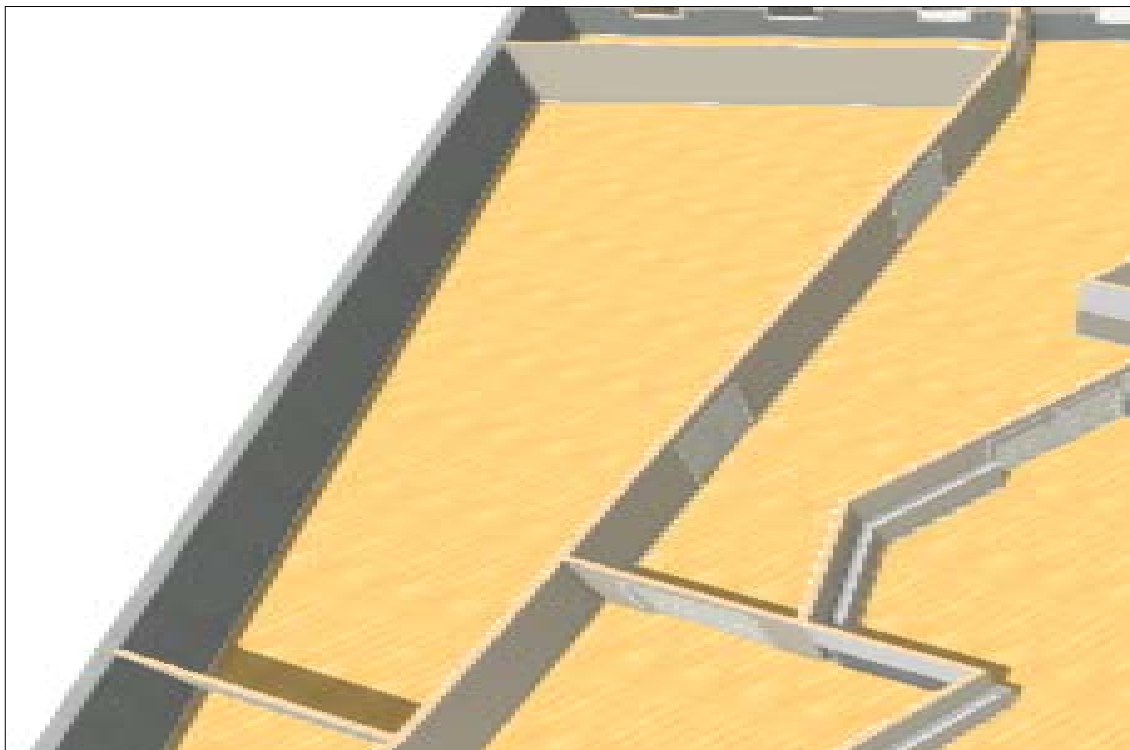
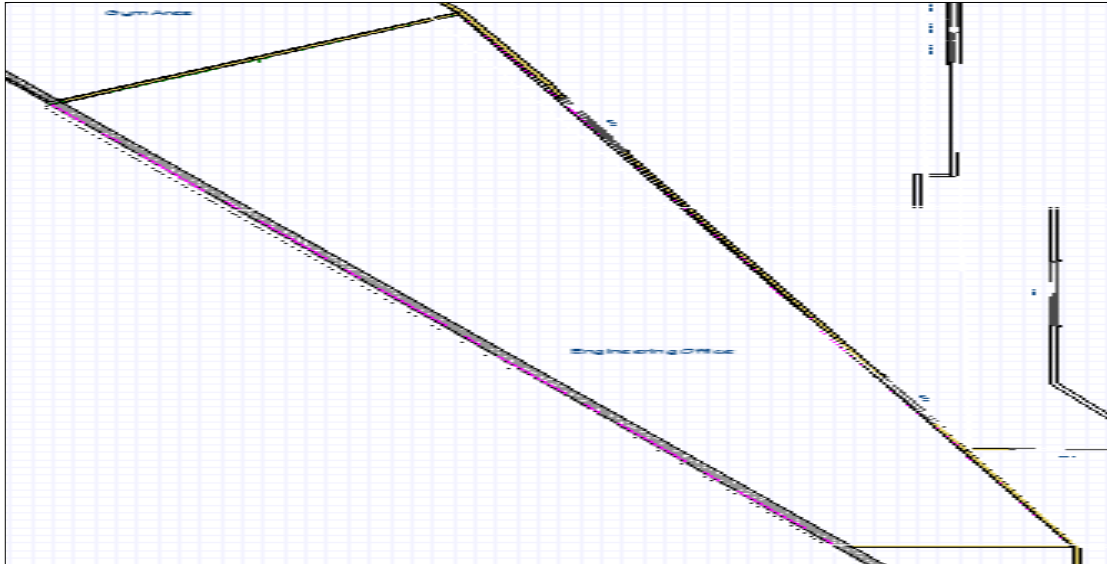
ADDITIONAL COLLECTION AND BILLING OFFICE / COOP OFFICE

- Can accommodate 3-4 office tables
- With outlets for computer sets
- Provision for split type A/C unit



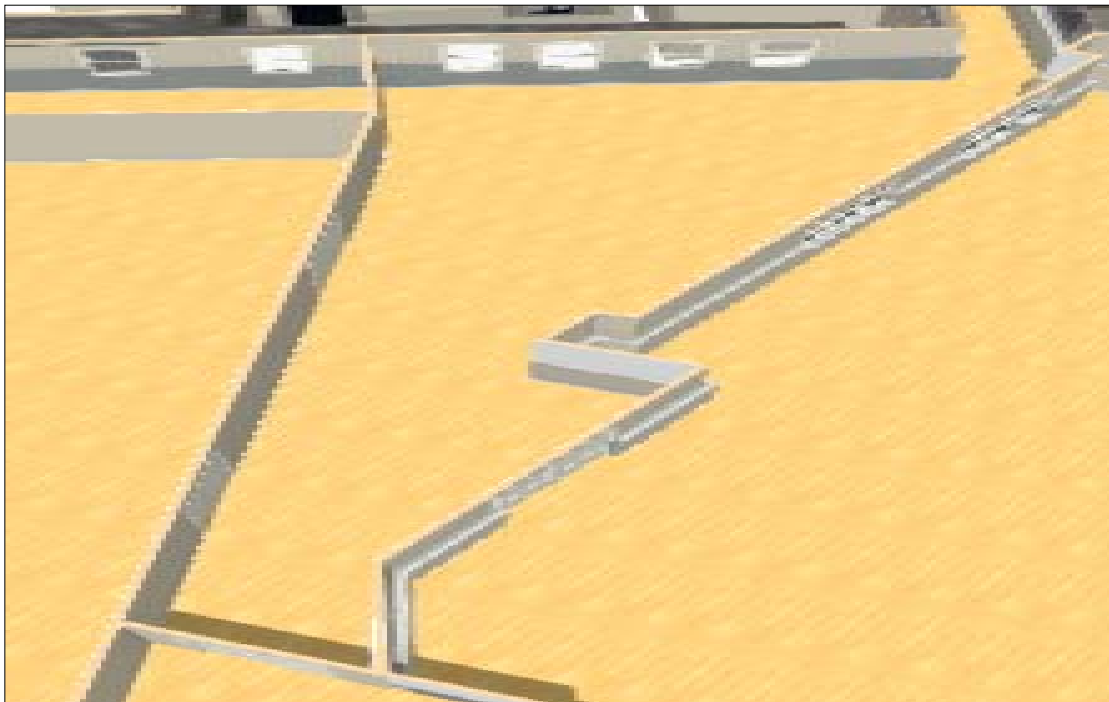
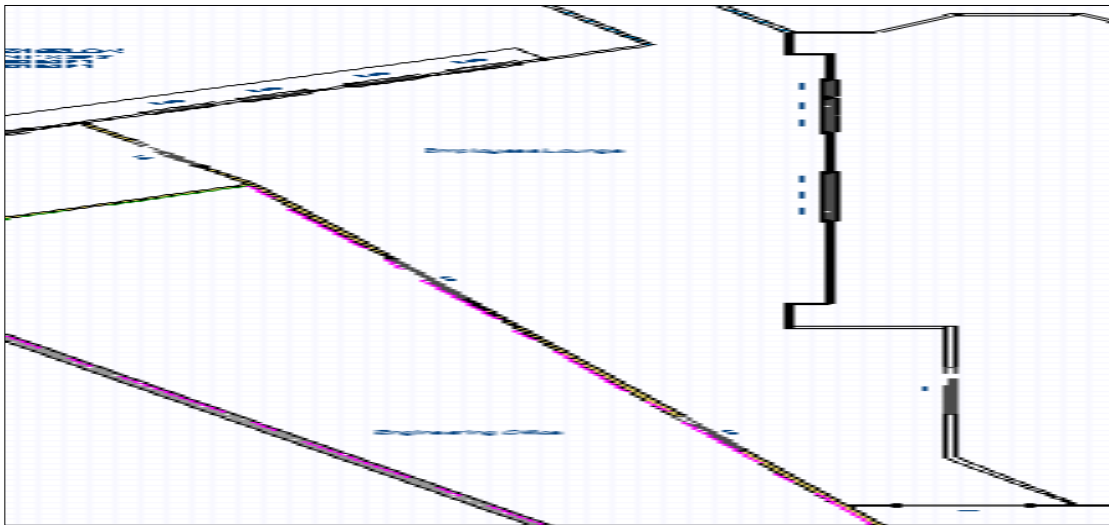
ENGINEERING OFFICE

- Can accommodate 12-15 office tables
- Outlets for 15 office tables plus spare for future development
- Provision for split type A/C units



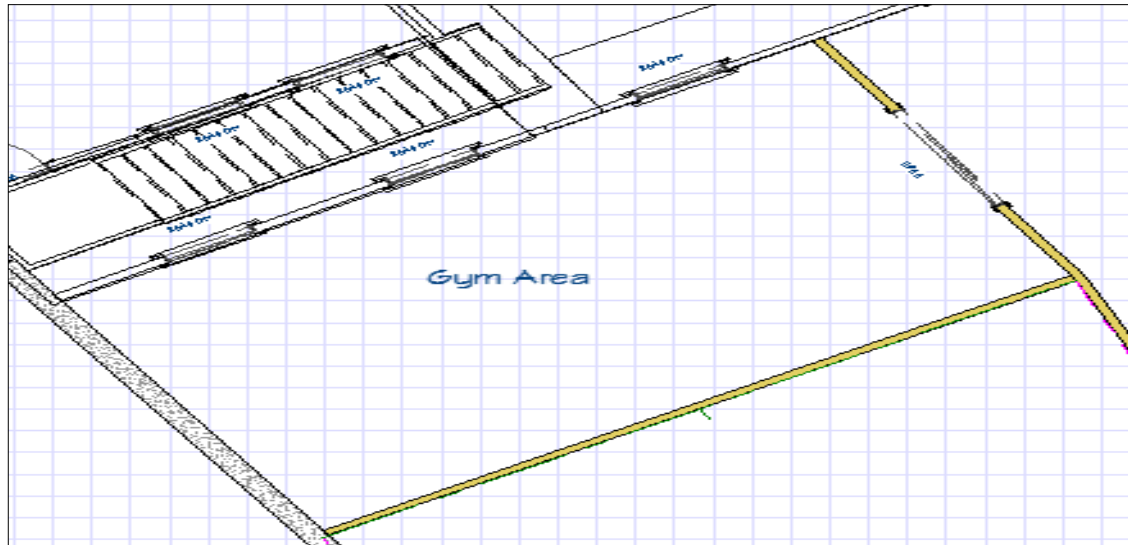
EMPLOYEES LOUNGE

- Can accommodate 2-3 round tables
- With fire exit and fire exit signage
- Outlets as charging station
- Provision for split type A/C units



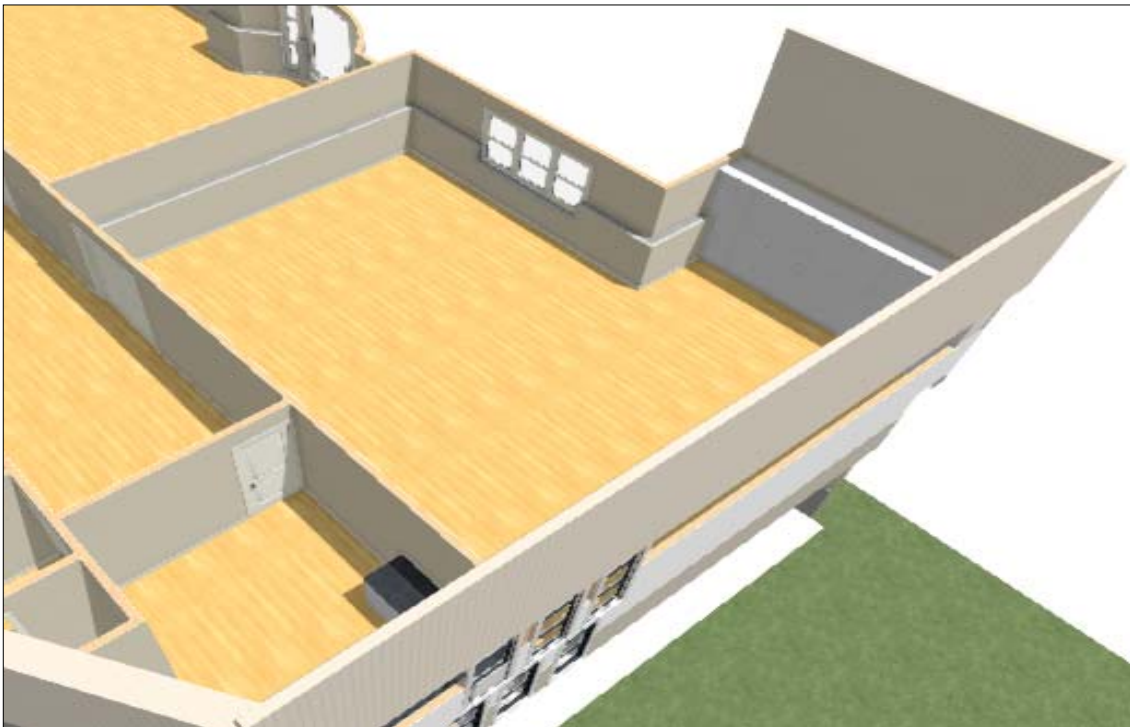
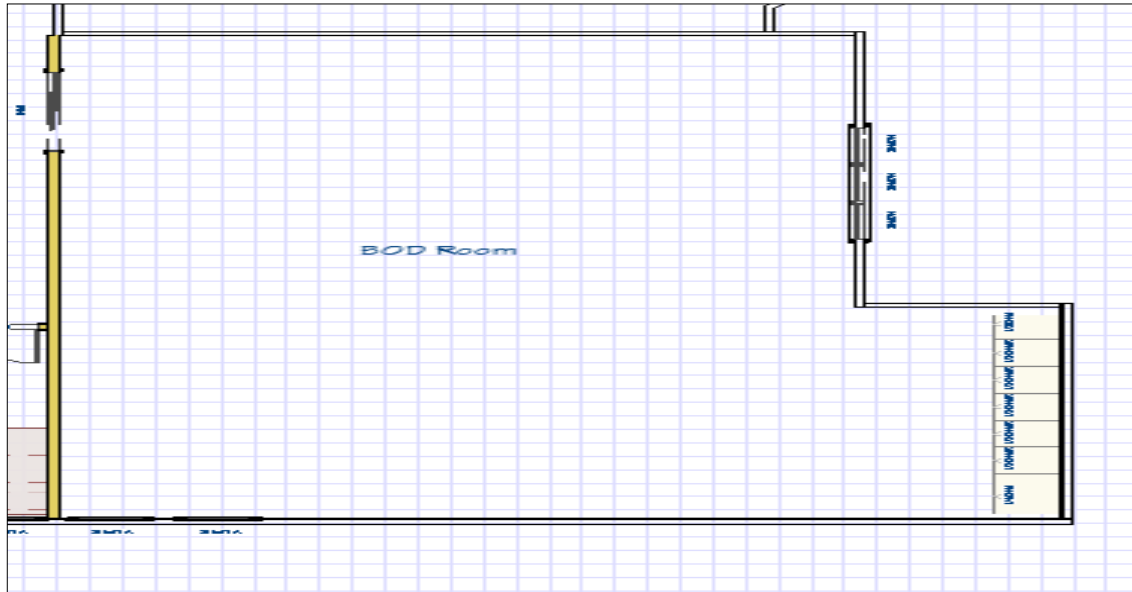
GYM AREA

- With outlets for gym equipment
- Provision for Split type A/C
- Installation of exhaust fan



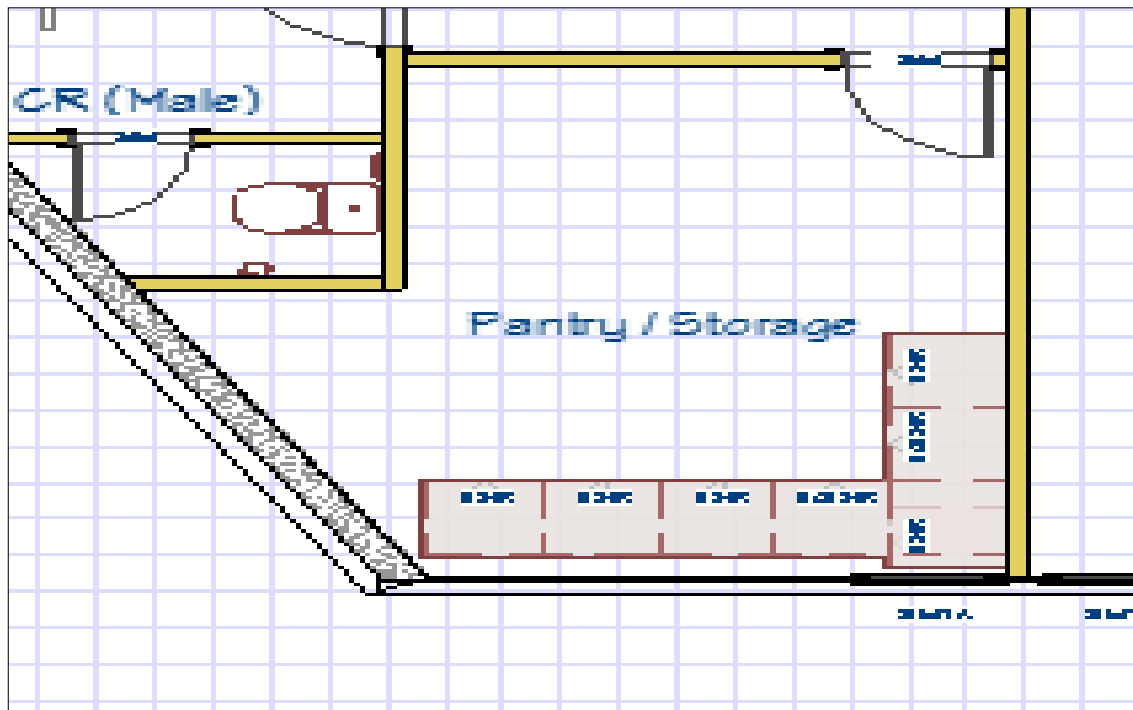
BOARD ROOM

- Can accommodate 8-10 seater table
- With built-in aluminum cabinets for equipment storage
- With 15 electrical outlets for computers, TV, projector, printer, etc.



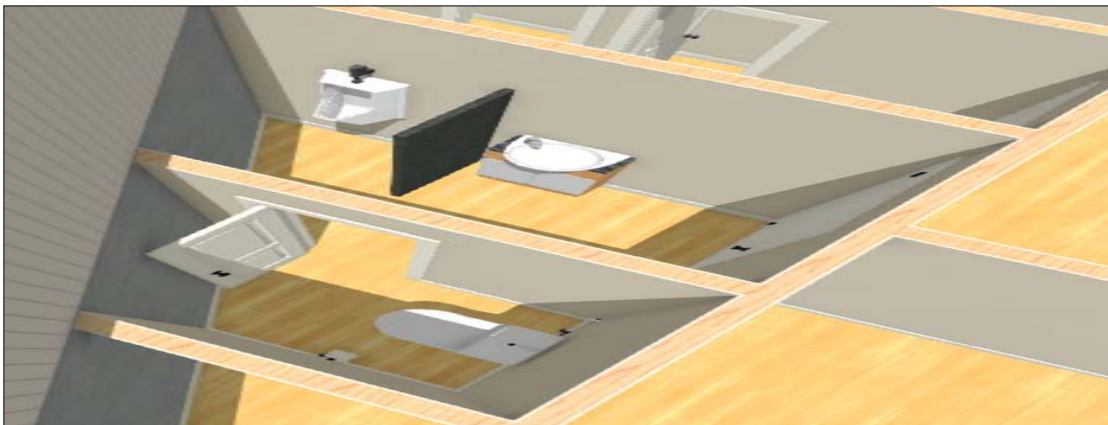
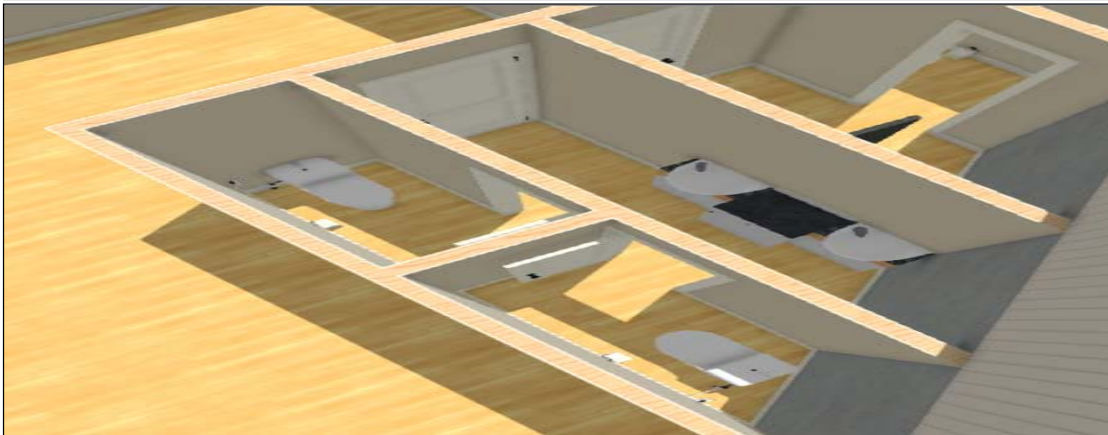
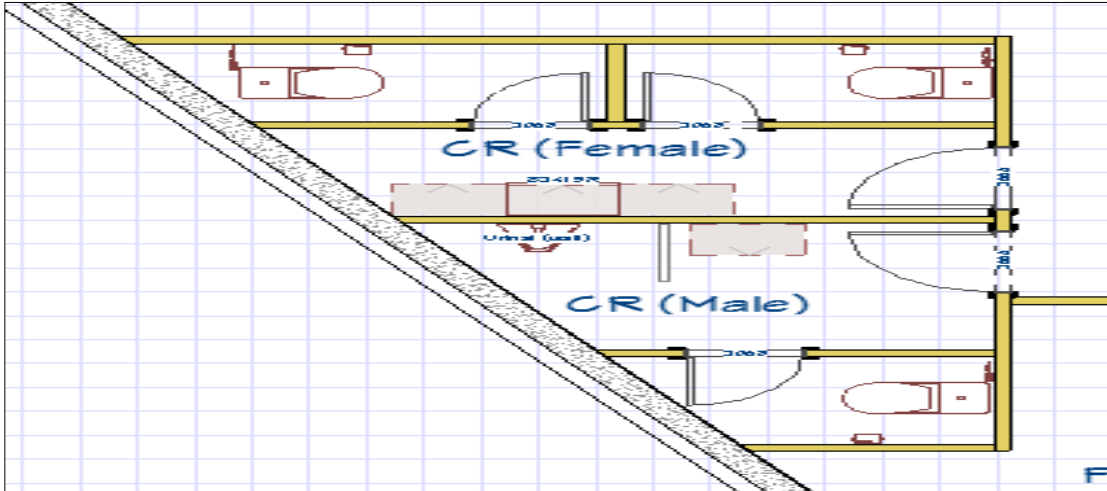
PANTRY

- With built-in aluminum cabinets as illustrated
- With electrical outlets for refrigerator, microwave, stove and spare for other equipment



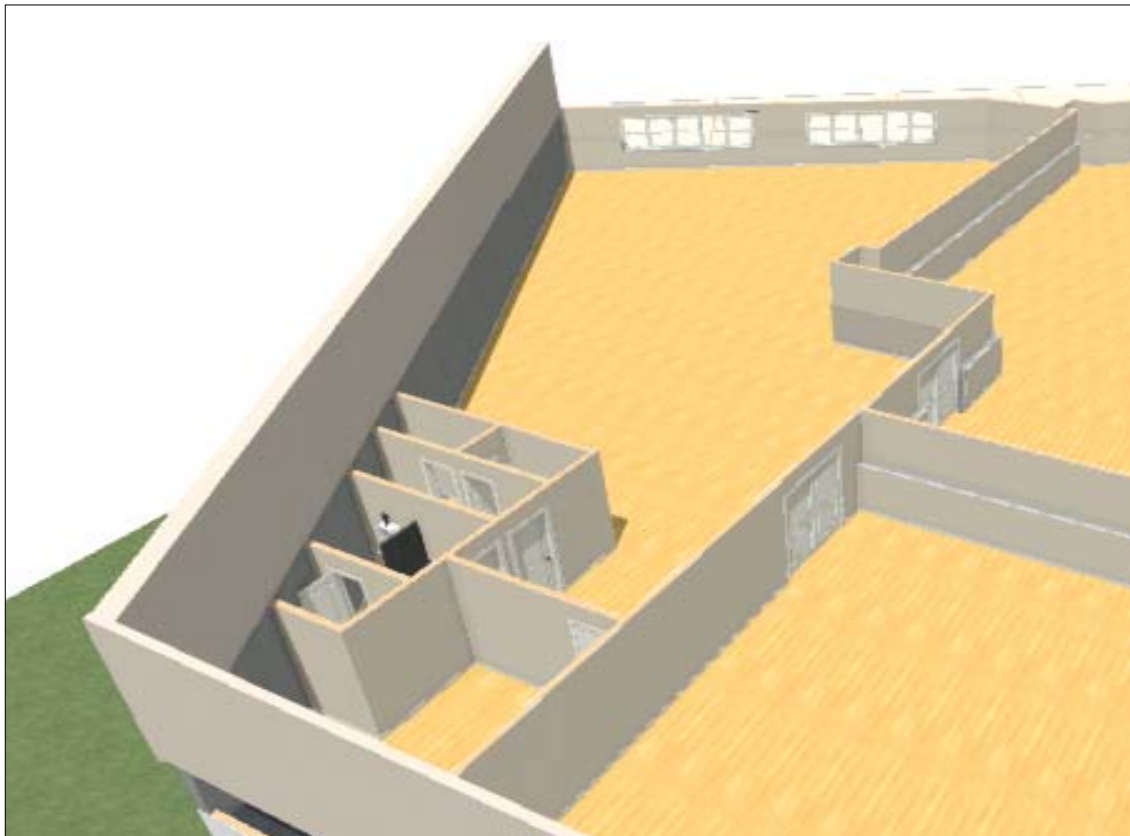
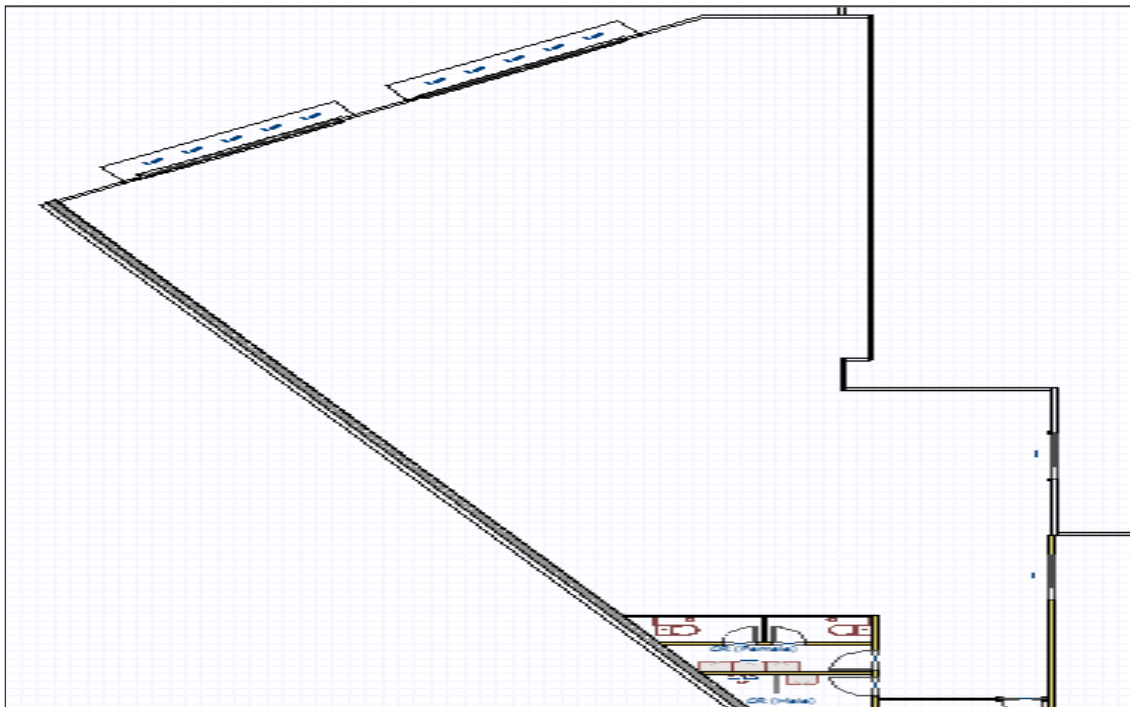
COMFORT ROOMS

- With complete accessories such as but not limited to toilet bowl, bidet, urinal, tissue holder, hand dryer, cabinet, sink and mirror as illustrated
- Sink design may vary based on the contemporary design
- With water proofing
- Toilet bowl shall use 2-buttons toilet flush. Bidet and tissue holder shall be made of stainless steel materials.
- With wall mirror 1meter width x 1.2 meter length on women's CR and 0.7 meters x 0.8 meters on Men's CR. Mirror sizes can be larger than specified.
- With electrical outlets on both male and female CR



TRAINING AREA

- Training area shall have a fire exit with fire exist signage.
- With at least fifteen (15) electrical wall mounted outlets

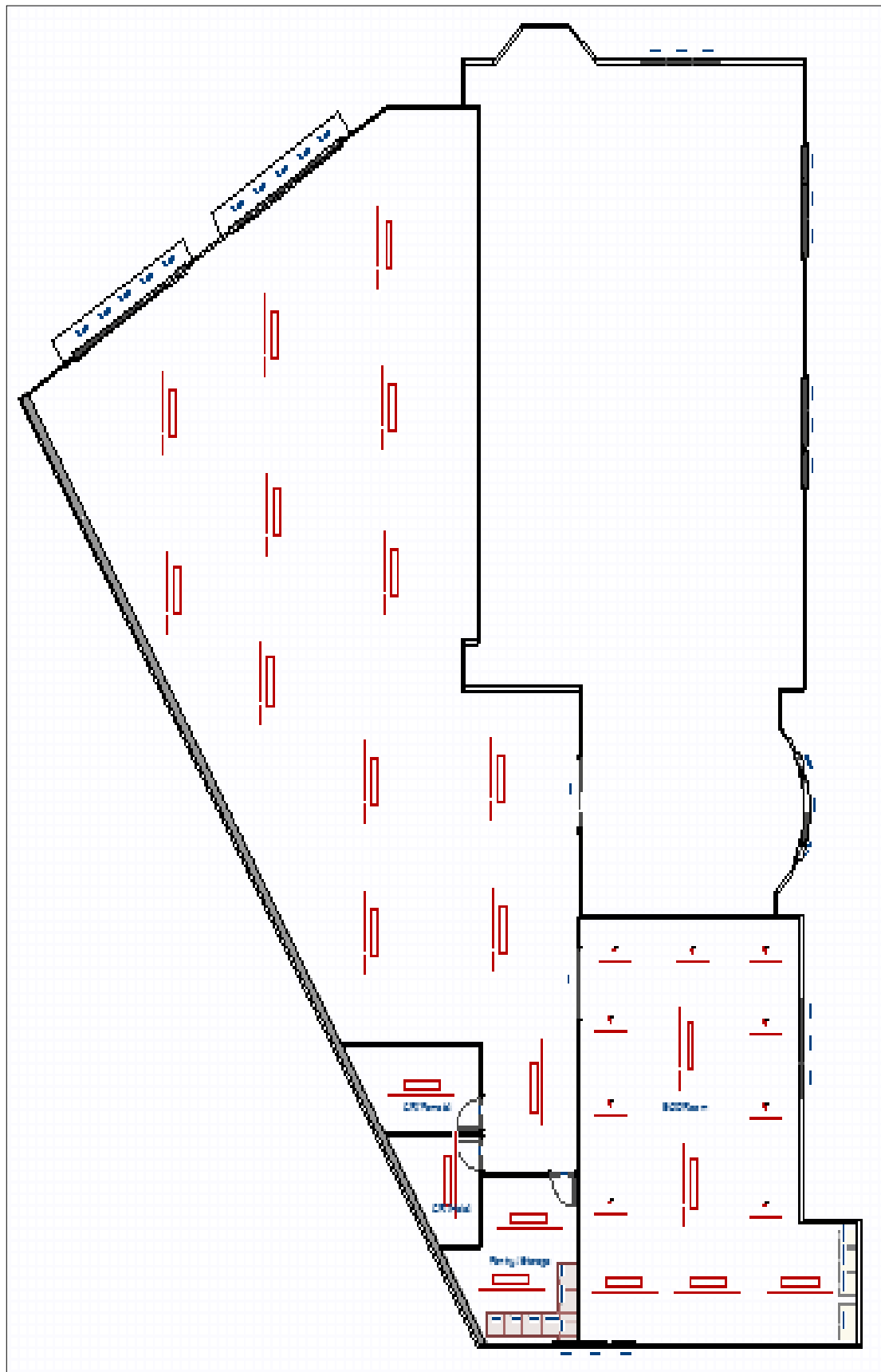


LIGHTINGS

- Illustrated lightings will be the minimum requirement using LED tube lights and drop lights. Contractor may add some lighting to enhance the aesthetics of the building. Light bulbs and/or tube lights with complete accessories shall be provided (supply and installed) by the contractor.









Section VIII. Bill of Quantities

Contract Name: **Design, Construction and Improvement of Carmona Water District Office Building**

Name of the Bidder: _____

Item No.	Description	Quantity	Unit	Unit Price	Amount	Remarks
PART A	Construction and Improvement of Carmona Water District					
A.1	Temporary Facility	515	Days			
A.2	Testing (Soil, Structural Analysis with Seismic Analysis and others)	1	Lot			
A.3	Permits	1	Lot			
A.4	Site Works/ Earthworks/ Demolition	1	Lot			
A.5	Architectural Works	1	Lot			
A.6	Concrete Works	1	Lot			
A.7	Reinforcement	1	Lot			
A.8	Formworks	1	Lot			
A.9	Roofing Works	1	Lot			
A.10	Tileworks	1	Lot			
A.11	Doors and Windows	1	Lot			
A.12	Masonry Works	1	Lot			
A.13	Water Proofing Works	1	Lot			
A.14	Carpentry Works	1	Lot			
A.15	Painting Works	1	Lot			
A.16	Fire Protection	1	Lot			
A.17	Electrical Works	1	Lot			
A.18	Information and Communications Technology Provisions	1	Lot			
A.19	Plumbing Works	1	Lot			
A.20	Metal Works (if applicable)	1	Lot			
SUB-TOTAL COST (PART A)						
PART B	Other General Requirements					
B.1	Provide Project sign	2	Sets			

	board/billboard					
B.2	Construction of Safety and Health (including office, safety equipment, tools and materials)	1	Lot			
B.3	Mobilization/De mobilization	1	Lot			
PART C	Profit	1	Lot			
PART D	Overhead Cost and Maintenance	1	Lot			
PART E	Taxes	1	Lot			
PART F	Detailed Architectural and Engineering Design	1	Lot			
GRAND TOTAL COST (Design, Construction and Improvement)						

Submitted by: _____
(Printed Name & Signature of Authorized Representative)

Designation: _____

Date: _____

DETAILED ESTIMATES

Name of the Bidder: _____

PROJECT:		Design, Construction and Improvement of Carmona Water District Office Building			DATE:	
LOCATION:		Block 8, Lot 8, Joy St., Cityland Subdivision, Brgy. Mabuhay, Carmona, Cavite			REV. NO.	
MATERIALS	NO.	NAME AND SPECIFICATIONS OF MATERIALS	QTY	UNIT	UNIT RATE	COST
	TOTAL FOR MATERIALS					
EQUIPMENT	NO.	NAME AND CAPACITY OF EQUIPMENT/TOOLS	NO. OF UNIT/S	NO. OF DAY/S	DAILY RATE	COST
	TOTAL FOR EQUIPMENT					
LABOR	NO.	DESIGNATION OF PERSONNEL	NO. OF UNIT/S	NO. OF DAY/S	DAILY RATE	COST
	TOTAL FOR LABOR					
ESTIMATED DIRECT COST (EDC)						
OVERHEAD CONTINGENCIES & MISCELLANEOUS						
CONTRACTOR'S PROFIT						
VALUE ADDED TAX						
ESTIMATED INDIRECT COST						
TOTAL COST						
UNIT COST						
ADJUSTED TOTAL COST						

**add rows/columns and sheets if necessary*

Submitted by: _____
 (Printed Name & Signature of Authorized Representative)

Designation: _____

Date: _____

Section IX. Checklist of Technical and Financial Documents

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

Technical Documents

- ☐ (f) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- ☐ (g) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules;
and
- ☐ (h) Philippine Contractors Accreditation Board (PCAB) License;
or
Special PCAB License in case of Joint Ventures;
and registration for the type and cost of the contract to be bid; **and**
- ☐ (i) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration; **and**
- ☐ (j) Project Requirements, which shall include the following:
 - ☐ a. Organizational chart for the contract to be bid;
 - ☐ b. List of contractor’s key personnel (*e.g.*, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
 - ☐ c. List of contractor’s major equipment units, which are owned, leased,

- and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- ☐ (k) Original duly signed Omnibus Sworn Statement (OSS); **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- ☐ (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 RA No. 4566 and its IRR in case the joint venture is already in existence; **or** duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

II. FINANCIAL COMPONENT ENVELOPE

- ☐ (o) Original of duly signed and accomplished Financial Bid Form; **and**

Other documentary requirements under RA No. 9184

- ☐ (p) Original of duly signed Bid Prices in the Bill of Quantities; **and**
- ☐ (q) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; **and**
- ☐ (r) Cash Flow by Quarter.

Section X. Bidding Forms

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Bid Form

Date: _____

IB¹Nº: _____

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

Address: *[insert address]*

We, the undersigned, declare that:

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

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

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

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

¹ If ADB, JICA and WB funded projects, use IFB.

- (i) We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- (j) **We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the [Name of Project] of the [Name of the Procuring Entity].**
- (k) **We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.**

Name: _____

In the capacity of: _____

Signed: _____

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

Date: _____

Contract Agreement Form for the Procurement of Infrastructure Projects (Revised)

*[not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the
Notice of Award]*

CONTRACT AGREEMENT

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

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

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as part of this Agreement, viz.:

a. Philippine Bidding Documents (PBDs);

- i. Drawings/Plans;
- ii. Specifications;
- iii. Bill of Quantities;
- iv. General and Special Conditions of Contract;
- v. Supplemental or Bid Bulletins, if any;

b. Winning bidder’s bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder’s bidding envelopes, as annexes, and all other documents submitted (*e.g.*, Bidder’s response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity’s bid evaluation;

c. Performance Security;

d. Notice of Award of Contract and the Bidder’s conforme thereto; and

e. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB

that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.

3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.
4. The *[Name of the procuring entity]* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

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

[Insert Name and Signature]
[Insert Signatory's Legal Capacity]

for:
[Insert Procuring Entity]

[Insert Name and Signature]
[Insert Signatory's Legal Capacity]

for:
[Insert Name of Supplier]

Acknowledgment

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

Omnibus Sworn Statement

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

AFFIDAVIT

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

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

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

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

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

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

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

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

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

therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. *[Select one, delete the rest:]*

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

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

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

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

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

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

*[Insert NAME OF BIDDER OR ITS AUTHORIZED
REPRESENTATIVE]*

[Insert signatory's legal capacity]

Affiant

[Jurat]

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

Bid-Securing Declaration

(REPUBLIC OF THE PHILIPPINES)

CITY OF _____) S.S.

X -----X

Invitation to Bid *[Insert reference number]*

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1 (f), of the IRR of RA 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid-Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;
 - c. I am/we are declared as the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

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

[Insert NAME OF BIDDER'S AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]

Affiant

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

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

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ **until** _____

Roll of Attorneys No.

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

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

Doc. No. _____

Page No. _____

Book No. _____

Series of. _____

AFFIDAVIT OF SITE INSPECTION

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) That I am the [Position of the Authorized Representative] of the [Name of Bidder] with office at [Address of the Bidder]
- 2) That I have inspected the site for [Name of Contract/Project]. Located at [Location of the Contract/Project] on [Date of Inspection].
- 3) That I am making this statement as part of the requirement for the Technical Proposal of the [Name of Bidder] for the [Name of Contract/Project] of the Procurement Service (PS).

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

Affiant

SUBSCRIBED AND SWORN to before me in the City/Municipality of _____ (indicate also the Province in the case of the Municipality) _____ this _____ day of _____ (month & year) _____ by _____ (name of affiant) _____, who has satisfactorily proven to me his identity through his _____ (ID name and number) _____ valid until _____ (expiry date) _____, that he is the same person who personally signed before me the foregoing Affiant and acknowledged that he executed the same.

(Notary Public)

Until _____
PTR No. _____
Date _____
Place _____
TIN _____
IBP _____

Doc. No. ;
Page No. ;
Book No. ;
Series of 20___.

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

SUB-CONTRACTOR LISTING

PROJECT:
LOCATION:
OWNER:

CONTRACTOR : _____ Bid Opening Date: _____

[illegible]

NOTE: Provide additional sheet/s of same format if necessary.

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

Business Name: _____

Business Address: _____

Name of Contract/Location Project Cos	a. Owner Name b. Address c. Telephone Nos.	Nature of Work	Contractor's Role		a. Date Awarded b. Date Started c. Date of Completion	% of Accomplishment		Value of Outstanding Works
			Description	%		Planned	Actual	
<u>Government</u>								
<u>Private</u>								
						Total Cost:		

Note: This statement shall be supported by:

1. State all ongoing contracts including those awarded but not yet started (government and private contracts which may be similar or not similar to the project called for bidding) as of:
(The day before the deadline of submission of bids.)
2. If there is no ongoing contract including awarded but not yet started as of the aforementioned period, state none or equivalent term.

Submitted by: _____
(Printed Name & Signature of Authorized Representative)

Designation: _____

Date: _____

STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT

Business Name: _____

Business Address: _____

Name of Contract/Location Project Cos	a. Owner Name b. Address c. Telephone Nos.	Nature of Work	Contractor's Role		a. Date Awarded b. Date Started c. Date of Completion	% of Accomplishment		Value of Outstanding Works
			Description	%		Planned	Actual	
<u>Government</u>								
<u>Private</u>								
						Total Cost:		

Submitted by: _____
(Printed Name & Signature of Authorized Representative)

Designation: _____

Date: _____

LIST OF KEY PERSONNEL PROPOSED TO BE ASSIGNED TO THE CONTRACT (TEMPLATE)

Business Name: _____

Business Address: _____

KEY PERSONNEL								
1. Name								
2. Address								
3. Date of Birth								
4. Employed Since								
5. Experience								
6. Previous Employment								
7. Education								
8. PRC License/Accreditation from DOLE-OHSC (for the Health and Safety Officer)								
9. Cost of Biggest Project Handled								
10. Years of Experience in Proposed Position								

Submitted by: _____
(Printed Name & Signature of Authorized Representative)

Designation: _____

Date: _____

**LIST OF EQUIPMENT, OWNED OR LEASED AND/OR UNDER PURCHASE AGREEMENT,
PLEDGED TO THE PROPOSED CONTRACT**

Business Name: _____

Business Address: _____

Description	Model/Year	Capacity/Performance/Size	Plate No.	Motor No./ Body No.	Location	Condition	Proof of Ownership/ Lessor/Vendor
<u><i>A. Owned</i></u>							
<u><i>B. Leased</i></u>							
<u><i>C. Under Purchase Agreement</i></u>							

Note: This List must be supported by proof of ownership, lease and/or purchase agreement. For lease and purchase agreement, such proof must include a certification of availability of equipment from the lessor/vendor for the duration of the project.

Submitted by: _____

(Printed Name & Signature of Authorized Representative)

Designation: _____

Date: _____