



Republic of the Philippines
Department of Science and Technology
Philippine Science High School System



PHILIPPINE SCIENCE HIGH SCHOOL – BICOL REGION CAMPUS

Procurement for the REPAIR AND IMPROVEMENT OF DORMITORY BUILDING FOR BOYS AND GIRLS (GIRLS'DORM)

Preface

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

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

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

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

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

- a. All the documents listed in the Table of Contents are normally required for the procurement of Infrastructure Projects. However, they should be adapted as necessary to the circumstances of the particular Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, BDS, General Conditions of Contract, Special Conditions of Contract, Specifications, Drawings, and Bill of Quantities are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.
- d. The cover should be modified as required to identify the Bidding Documents as to the names of the Project, Contract, and Procuring Entity, in addition to date of issue.
- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract.

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

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

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Glossary of Terms, Abbreviations, and Acronyms

ABC – Approved Budget for the Contract.

ARCC – Allowable Range of Contract Cost.

BAC – Bids and Awards Committee.

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

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

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

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

CDA – Cooperative Development Authority.

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

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

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

CPI – Consumer Price Index.

DOLE – Department of Labor and Employment.

DTI – Department of Trade and Industry.

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

GFI – Government Financial Institution.

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

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

GOP – Government of the Philippines.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PCAB – Philippine Contractors Accreditation Board.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

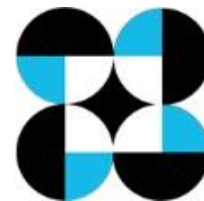
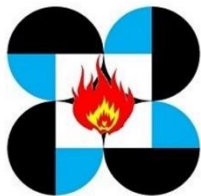
PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

UN – United Nations.

Section I. Invitation to Bid



Invitation to Bid for *the Repair and Improvement of Dormitory Building for Boys and Girls (Girls'Dorm)*

1. The *Philippine Science High School-Bicol Region Campus*, through the *General Appropriations Fund 2021* intends to apply the sum of Seven Million Two Hundred Fifty-Seven Thousand Five Hundred Pesos (Php 7,257,500.00) being the Approved Budget for the Contract (ABC) to payments under the contract for ***the Repair and Improvement of Dormitory Building for Boys and Girls (Girls'Dorm)***. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Philippine Science High School-Bicol Region Campus* now invites bids for the above Procurement Project. Completion of the Works is required *within one hundred fifty calendar days*. Bidders may have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from *Philippine Science High School-Bicol Region Campus* and inspect the Bidding Documents at the address given below from 7:30AM-4:30PM.
5. A complete set of Bidding Documents may be acquired by interested bidders on *November 19, 2021* 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 Ten thousand pesos (Php 10,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person, or through electronic means*.
6. The *Philippine Science High School-Bicol Region Campus* will hold a Pre-Bid Conference¹ on November 26, 2021, 10AM at the Board Room, Administration Building, PSHS-BRC, Goa, Camarines Sur and/or through videoconferencing/webcasting via ZOOM <https://us02web.zoom.us/j/84879242278?pwd=dzdWTUNTZW1jaW5ueitBaXZZTXVxUT09> which shall be open to prospective bidders.

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

6. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address as indicated below, (ii) online or electronic submission as indicated below, or (iii) both} on or before December 9, 2021, 10AM. Late bids shall not be accepted.
7. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 15.
8. Bid opening shall be on *December 9, 2021, 10 AM* at the given address below and/or through *Zoom (link shall be sent to bidders who intended to join)*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
9. *Eligible bidders shall submit a certified true copy of Valid PCAB license for Size Range-Small B-License Category C and D.*
10. The *Philippine Science High School-Bicol Region campus* 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:

JOY MELGA B. OLAZO
BAC Secretariat Chairperson
Philippine Science High School-Bicol Region
Tagongtong, Goa, Camarines Sur
Email ad: bac@brc.pshs.edu.ph
School Website: brc.pshs.edu.ph
Cp# 09178373849

12. You may visit the following websites:

For downloading of Bidding Documents: *PhilGEPS, brc.pshs.edu.ph*

For online bid submission: *bac@brc.pshs.edu.ph*

November 19, 2021

SEVEDEO J. MALATE
BAC Chairperson or Authorized Representative

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, *Philippine Science High School-Bicol Region Campus* invites Bids for the Repair and Improvement of Dormitory Building for Boys and Girls (Girls' Dorm) with Project Identification Number Infra-2021-05.

2. Funding Information

2.1. The GOP through the source of funding as indicated below for Calendar Year 2021 in the amount of Seven Million Two Hundred Fifty-Seven Thousand Five Hundred Pesos (Php 7,257,500.00)

2.2. The source of funding is:

General Appropriations Act 2021

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 amendment 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 “P” 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:
[*Select one, delete other/s*]

- a. Subcontracting is allowed. The portions of Project and the maximum percentage allowed to be subcontracted are indicated in the **BDS**, which shall not exceed fifty percent (50%) of the contracted Works.
 - b. Subcontracting is not allowed.
- 7.1. [*If Procuring Entity has determined that subcontracting is allowed during the bidding , state:*] The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criterial stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.

- 7.2. *[If subcontracting is allowed during the contract implementation stage, state:]* 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 and either at its physical address *{[insert if applicable]}* and/or through videoconferencing/webcasting} as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

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

10. Documents Comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.
- 10.3. A valid 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 tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 14.2. *Payment of the contract price shall be made in:*

- a. Philippine Pesos.

15. Bid Security

- 15.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 15.2. The Bid and bid security shall be valid until *One Hundred Twenty-One calendar days*. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

16. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission to the given website or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

17. Deadline for Submission of Bids

The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

18. Opening and Preliminary Examination of Bids

- 18.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

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

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

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 16 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																			
2.1	The GOP through the source of funding as indicated below for Calendar Year 2021 in the amount of Seven Million Two Hundred Fifty-Seven Thousand Five Hundred Pesos (Php 7,257,500.00) .																		
5.2	For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be: <i>Repair and improvement of buildings</i>																		
7.1	<i>Subcontracting is not allowed.</i>																		
8	<i>Pre-bid conference will be held on November 26, 2021 at 10:00 AM at the Board Room, Administration Bldg., PSHS-BRC Goa, Camarines Sur and /or through video conferencing/webcasting via zoom</i> <i>https://us02web.zoom.us/j/84879242278?pwd=dzdWTUNTZWljaW5ueitBaXZZTXVxUT09</i>																		
10.3	<i>Eligible bidders shall submit a Certified True Copy of valid PCAB license for Size Range-Small B- License Category C and D.</i>																		
10.4	<table><tr><td colspan="3">The key personnel must meet the required minimum years of experience set below:</td></tr><tr><td><u>Key Personnel</u></td><td><u>General Experience</u></td><td><u>Relevant Experience</u></td></tr><tr><td>a. Registered Civil Engineer</td><td></td><td>3 years</td></tr><tr><td>b. Electrical Engineer</td><td></td><td>3 years</td></tr><tr><td>c. Architect</td><td></td><td>3 years</td></tr><tr><td>d. Sanitary Engineer</td><td></td><td>3 years</td></tr></table>	The key personnel must meet the required minimum years of experience set below:			<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	a. Registered Civil Engineer		3 years	b. Electrical Engineer		3 years	c. Architect		3 years	d. Sanitary Engineer		3 years
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15.1	<table><tr><td colspan="2">The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</td></tr><tr><td>a.</td><td>The amount of not less than Php 145,150.00 if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</td></tr><tr><td>b.</td><td>The amount of not less than Php 362,875.00 if bid security is in Surety Bond.</td></tr></table>	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 Php 145,150.00 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 Php 362,875.00 if bid security is in Surety Bond.												
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b.	The amount of not less than Php 362,875.00 if bid security is in Surety Bond.																		
15.2	The bid and bid security shall be valid until One Hundred Twenty (120) calendar days																		
16	Each bidder shall submit (1) original and (3) copies of the first and second components of its bid.																		

17	Deadline for submission of bids is December 9, 2021 @ 10:00AM.
19.2	Partial bids are not allowed.
20	<i>Bidder shall submit/present all required licenses and permits relevant to the project.</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	<i>Intended completion of days is 150 calendar days.</i>															
3.1	<i>The Procuring Entity shall give possession of all parts of the Site to the Contractor upon NTP.</i>															
4	<table><tr><td><u>Key Personnel</u></td><td><u>General Experience</u></td><td><u>Relevant Experience</u></td></tr><tr><td>a. Registered Civil Engineer</td><td></td><td>3 years</td></tr><tr><td>b. Electrical Engineer</td><td></td><td>3 years</td></tr><tr><td>c. Architect</td><td></td><td>3 years</td></tr><tr><td>d. Sanitary Engineer</td><td></td><td>3 years</td></tr></table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	a. Registered Civil Engineer		3 years	b. Electrical Engineer		3 years	c. Architect		3 years	d. Sanitary Engineer		3 years
<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>														
a. Registered Civil Engineer		3 years														
b. Electrical Engineer		3 years														
c. Architect		3 years														
d. Sanitary Engineer		3 years														
6	The site investigation reports: Site Inspection															
7.2	Warranty against structural defects: Fifteen (15) years.															
10	<div>a. Dayworks are applicable at the rate shown in the Contractor’s original Bid.</div>															
11.1	The Contractor shall submit the Program of Work to the Procuring Entity’s Representative within <i>fourteen (14)</i> days of delivery of the Notice of Award.															
11.2	The amount to be withheld for late submission of an updated Program of Work is _____															
13	The amount of the advance payment is <i>15% of the total contract price and schedule of payment.</i>															
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 operating and maintenance manuals are required is <i>before full payment of the contract.</i>															
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 <i>still to be determined.</i>															

Section VI. Specifications



Pacific Rim Cor. Commerce Ave., Filinvest City, Alabang, Muntinlupa City, 1781MM

Philippines Tel: 0956-7682678/ 395-7825 Email: ferbal_1@yahoo.com.ph

SPECIFICATION

Project : **Repair and Improvement of Dormitory Building for
Boys and Girls Dorm**

Owner : **Engr. Lorvi B. Pagorogon, Campus Director**

Location : **Tagongtong Goa, Camarines Sur**

Prepared By:

Owner/ Representative:

Arch. Giovanni T. David

UAP Architect

Engr. Lorvi B. Pagorogon

Campus Director

PRC No. : **0013445**

PTR No. : **2574450**

Issued at ; **Parañaque City**

Issued on : **1 /05/ 2021**

A. ARCHITECTURAL SPECIFICATION

WORK ITEM

DESCRIPTION

1. FLOORS

1.1. Ground Floor

1.1.a. Finishing

1.1.a.1. Hallway

Floor Tiles

1.1.a.3. Sidewalk

Plain Cement Finish

1.1.a.4. Stairs

Floor Tiles

1.1.a.5. Toilets

Ceramic Tiles Unglazed, Non-Skid

1.2 Second Floor

Existing Slab:

1.2.a Finishing

1.2.a.1. Hallway

Floor Tiles

1.2.a.4. Toilet

Ceramic Tiles Unglazed, Non-Skid

1.2.a.5. Stairs

Floor Tiles

2. Walls

2.1. Exterior Walls

5" Concrete Hollow Blocks (CHB) with concrete mix in the hollow core and with reinforcing bars as indicated in the plan. Plain Cement Plaster finish on both sides unless otherwise specified.

2.1.a. Finishing	Treat with Concrete Neutralizer Apply Novtek Skimcoat. Paint with 2 coats Boysen Acrytex Paint, manufactured by Boysen or approved equal. Color to be approved by Architect.
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3. Ceiling

3.1. Hallway	All areas affected by termites shall be treated. Termite Control workers will be deployed to rectify the problem.
3.2. Rooms	All areas affected by termites shall be treated. Termite Control workers will be deployed to rectify the problem.

4. Doors

4.1. Toilet	Changing of Door Lockset for Toilet doors
4.2. Rooms	Changing of Door Lockset for Study Room doors

5. Windows/Glass

5.1.	¼” THK Clear Glass in Steel Casement Frame Window.
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6. Plumbing System

6.1 Water System	Changing of broken Gate Valve. All areas are required to facilitate the changing of valves.
------------------	--

7. Waterproofing

7.1 Roof Deck	Cleaning and clearing of debris on existing roof deck slab prior to application of Bituminous Asphalt Waterproofing.
---------------	--

7.2 Exterior Wall

Exterior Wall shall be scraped from detaching paint from wall. Acry Cast shall be applied from exterior wall prior to application of Elastomeric paint.

8. Carpentry

8.1 Cabinet Door

Checking the current status of cabinet doors. All damaged cabinet doors shall be changed and finished the same as the current color and texture of paint.

8.2 Receiving Counter with Glass

Provision of New Receiving Counter with 12mm thick. Glass shall be provided.

8.3 Study Table Drawer

All damaged study table drawers shall be rectified and painted the same finish of existing drawers.

9. Steel Works

9.1 Sun Buffer

Check for damaged sun buffers prior to rectification. Change all damaged/rusted sun buffers and paint.

B. PLUMBING WORKS

1.1 General Standards of Construction

- a. The General Conditions apply to all work under this section of the specifications

1.2 Scope of Work

Unless otherwise specified, the winning Contractor or his sub-contractor shall furnish all materials, tools, equipment, apparatus, appliances, accessories, transportation, labor and supervision required for the complete installation and testing of the Plumbing

System ready for use in accordance with the best practice of the Plumbing Trade a listed herein but not limited to the following.

1. The Plumbing Contractor is required to refer to all architectural, structural, mechanical, fire protection and electrical plans and investigate all the possible interference and conditions affecting his work prior to changing of Gate Valve
.
2. Water supply and distribution system for the building and ground, including supply and installation sub-water meter, water tank and pump piping.
3. Rectification of Roof Deck drain.
4. Changing of Shower Heads on all Comfort Rooms.
5. All Lavatory faucets shall be thoroughly checked for damaged prior to changing of new faucets.

1.3 Work Included

- a. Lavatory faucet replacement.
- b. Storm drain provision.
- c. Deck drain provision.
- d. Changing of Gate Valve.
- e. Changing of Shower Heads.

1.4 Workability

- a. All work shall be performed in first class and neat workmanship by mechanics skilled in their work shall be satisfactory to the Client.
- b. The Plumbing Contractor is required to refer the General Conditions and to all architectural, structural, electrical, mechanical, fire protection plans specifications and shall investigate all possible interference's and conditions affecting his work.

1.5 Materials

1.5.1 General

- a. Except as specified, the Contractor shall submit for the Client's approval,
- b. The Contractor shall assume the cost of the entire responsibility for any change in the work as shown on contract drawings which may be occasioned by approval of materials other than those specified.

1.5.2 Pipes and Fitting Schedule

- a. Underdrain Pipes for Roof Deck drain– series 1000 II, “Moldex”, Neltex, Emerald, Atlanta or Crown brand. Fittings shall be solvent cement joint to ASTM D2729.

1.5.3 Valves

- a. Gate Valve – 20mmØ and larger, shall be stem, iron body with bronze trim flanged connections, min. of 150 psig working pressure. 65 mmØ and smaller, shall be rising stem, all bronze, female threaded, min. of 150 psig working connection. Approve model, “Crane, KITZ” brand or approved equal.

1.5.4 Shower Heads

- a. Shower Valve – 20mmØ and larger, shall be stem, iron body with bronze trim flanged connections, min. of 150 psig working pressure.

1.5.5 Lavatory Faucet

- b. Lavatory Faucet – 20mmØ and larger, shall be stem, iron body with bronze trim flanged connections, min. of 150 psig working pressure. Shall conform the material standard.

1.6 Approval of Materials

1.6.1 General

- a. Each Length pipe, fittings, traps, fixtures and device used in the Plumbing System shall have cast, tamped or marked on it, the manufacturer's trade mark or name, the weight, type and classes of product when so required by the Standard.

- b. Brand names mentioned in his specifications are only for the purposes of indicating the desired quality and design.

1.7 Quality Testing & Criteria

1.7.1 General

- a. Materials intended to be substituted for the accepted only after a formal request for substitution, accompanied by:
 - Reason for substitutions;
 - Certificate of test indicating quality, compared to those originally specified.

1.7.2 Fittings

All changes in pipe sizes on soil waste and drain lines shall be made with reducing fittings or reducers. All changes in direction shall be made by the appropriated use (45°) wyes, or long sweep bends elbow may be used in soil and waste lines where the change in direction is from the horizontal to the vertical and on the discharge from the water closet.

1.7.3 Joints & Connection

All joints shall be air and waste tight. For jointing pipes, the following shall be used:

- Cast iron soil and waste pipes and fittings, hubless coupling gasket joints.
- Galvanized wrought iron or steel pipe, screwed or threaded joints, use sealant.

c. ELECTRICAL GENERAL PROVISION

PART 1- GENERAL

1.1 DESCRIPTION

A. The general and supplementary Conditions are a part of the requirements for the work under this Division of the Specifications.

1.2 WORK INCLUDED

A. To identify labor and materials required to change the light bulb as specified on the Term of Reference.

1.3 QUALITY ASSURANCE

- A. Comply with the current applicable codes, ordinance, and regulations of the authority or authorities having jurisdiction, the rules, regulations and requirements of the utility companies serving the project and the owner's insurance underwriter.
- B. Drawings, specifications, codes and standards are minimum requirements. Where requirements differ the more stringent apply.
- C. All equipment and installations shall meet or exceed minimum requirements of PS, PEC, ANSI, ASTM, IES, ETL, NEC, NEMA, NFPA, SMACNA, UL, ICAO and The Fire Marshal.
- D. Execute work in strict accordance with the best practices of the trade in a thorough, (substantial, workmanlike manner be competent workmen. Provide a competent, experienced, full-time Superintendent who is authorized to make decisions on behalf of the Contractor.)

16. 1.4 ABBREVIATIONS AND DEFINITIONS

A. Abbreviations:

- | | | |
|----|------|--|
| 1. | PS | Philippines Standard |
| 2. | PEC | Philippines Electrical Code |
| 3. | ANSI | American National Standards Institute |
| 4. | ASTM | American Society for Testing and Materials |
| 5. | ETL | Electrical Testing Laboratories |
| 6. | IEC | International Electro Technical Committee |
| 7. | IEEE | Institute of Electrical and Electronic Engineers |
| 8. | IES | Illuminating Engineering Society |

- | | | |
|-----|--------|---|
| 9. | IPCEA | International Power Cable Engineers Association |
| 10. | NEC | National Electrical Code |
| 11. | NEMA | National Electrical Manufacturer's Association |
| 12. | NFPA | National Fire Protection Association |
| 13. | SMACNA | Sheet Metal and Air Conditioning Contractors National Association |
| 14. | UL | Underwriters Laboratory |

B. DEFINITIONS

1. Where is stated in this specification to submit to Engineer for review, refer to Architectural General and Special Conditions for proper procedures.
2. FURNISH means to supply all materials, labor,
3. required for the proper and complete application.

PART 2- PRODUCTS

2.1 EQUIPMENT AND MATERIALS

- A. Provide products and materials ta are new, clean, free of defects, and free of damage.
- B. Replace materials of less than specified quality and relocate work incorrectly installed as directed by the Consultant.
- C. Install materials and equipment with qualified trades people.
- D. Follow manufacturer's instructions for installing, connecting, and adjusting equipment. Provide a copy of such instructions at the equipment during installation.

PART 3- EXECUTION

3. SUBMITTALS AND REVIEWS

- A. Submit shop drawings, manufacturer's product data sheets, samples..
- B. No part of the work shall be started in the shop or in the field until the samples for that portion of the work have been submitted and accepted.

3.3 COORDINATION OF WORK

- A. Contract documents establish scope, materials and quality but are not detailed installation instruction.
- B. Exercise particular caution with reference to the location of panels, outlets, switches, etc., and have precise and definite locations accepted by the Architect before proceeding with the installation.
- C. Verify with the Architect the exact location and mounting height not dimensionally located on the drawings.

3.4 EXAMINATION OF SITE

- A. Visit the project site and become familiar with all condition affecting the proposed installation and make provisions as to the cost thereof.
- B. The contract document does not make representations regarding the character or extent of the subsoils, water levels, existing structural, mechanical and electrical installations, above or below ground, or other sub-surface conditions which may be encountered during the work, based on examination of the site or other information. Failure to examine the drawings or other information does not relieve the Contractor of responsibility for satisfactory completion of the work.

3.5 MOUNTING HEIGHTS

- A. Verify exact locations and mounting heights with the Consultant before installation.

3.6 CLEANING UP

- A. Avoid accumulation of debris, boxes, loose materials, crates, etc., resulting from the installation of this work. Remove from the premises each day all debris, boxes, etc., and keep the premises clean and free of dust and debris.
- B. All electrical equipment shall be thoroughly vacuumed and wiped clean prior to energization and at the completion of the project. Equipment shall be opened for observation by the Consultant as required.

17. 3.7 FINAL PUNCHLIST

- A. Prior to the final punch list, certify that systems and equipment are complete, operational, and are in compliance with the Contract Documents.
- B. Any deficiencies noted on the final punch list shall be expeditiously corrected and certified in writing.

END OF SECTION

Section VII. Drawings

Drawings shall be attached on a separate folder and can be accessed at the school's website at brc.pshs.edu.ph. or email bac@brc.pshs.edu.ph for the file.

Section VIII. Bill of Quantities



Republic of the Philippines
 Department of Science and Technology
 Philippine Science High School System
PHILIPPINE SCIENCE HIGH SCHOOL – BICOL REGION CAMPUS
GENERAL SERVICES MANAGEMENT-Engineering
 Tagongtong, Goa, Camarines Sur 4422
 Telefax: (054) 453-2048 (pls. include local numbers, if applicable)
<http://www.brc.pshs.edu.ph>



Pursuit of Truth



Passion for Excellence



Commitment to Service

SUMMARY for BILL OF QUANTITIES

PROJECT	: REPAIR AND IMPROVEMENT OF DORMITORY BUILDING FOR BOYS AND GIRLS (GIRL'S DORM)				
LOCATION	: PSHS-BRC Compound, Tagongtong, Goa, Camarines Sur 4422				
BIDDER	: _____				
ITEM NO.	DESCRIPTION				TOTAL COST
1.00	GENERAL REQUIREMENTS				-
2.00	Waterproofing of the roof deck and some exterior walls without				-
3.00	Improvement of the sun buffer located at the stair wells				-
4.00	Repair of Ceiling at the Front Porch				-
5.00	Carpentry Works				-
6.00	Doors and Windows				-
7.00	Tile Works (replacement of broken and popped up tiles)				-
8.00	Electrical Works				-
9.00	Plumbing Works				-
10.00	Painting Works				-
11.00	Additional Demolition Works				-
12.00	Additional Finish				-
13.00	Charging Station				-
	GRAND TOTAL COST				-
	TOTAL COST IN WORDS : _____				
Submitted by:					
Name of Contractor					
Date					

BILL OF QUANTITIES

PROJECT : REPAIR AND IMPROVEMENT OF DORMITORY BUILDING FOR BOYS AND GIRLS (GIRL'S DORM)

LOCATION : PSHS-BRC Compound, Tagongtong, Goa,
Camarines Sur 4422

BIDDER : _____

ITEM NO.	DESCRIPTION	QTY	UNIT	UNIT COST	ADJUSTED TOTAL COST
1.00	GENERAL REQUIREMENTS				-
	a. Mobilization/Demobilization	1.00	lot		
	b. Permits and Licenses	1.00	lot		
	c. PPE and Covid Safety Requirements (RTPCR or Rapid Testing)	1.00	lot		
	d. Barracks	1.00	lot		
2.00	Waterproofing of the roof deck and some exterior walls without canopies				-
	a. Roofdeck (Self Adhesive Rubberized Bitumen)	598.00	m2		
	b. Exterior walls without canopies (Acry Cast)	938.00	m2		
3.00	Improvement of the sun buffer located at the stair wells				-
	A. Main Stairwell				

	Rectangular Steel Tube (2"x12"x0.188)	6.00	pcs		
	Angle Bar	100.00	kg		
	Welding Rod 1kg	1.00	pack		
	Accessories	1.00	lot		
	B. Secondary Stairwell				
	Rectangular Steel Tube (2"x12"x0.188)	6.00	pcs		
	Angle Bar	75.00	kg		
	Welding Rod	1.00	pack		
	Accessories	1.00	lot		
	C. Scaffolding/Falseworks	1.00	lot		
4.00	Repair of Ceiling at the Front Porch				-
	Ceiling Finish, Gypsum Board	31.90	m ²		
5.00	Carpentry Works				-
	Provision of receiving counter with 12mm thk. glass top	1.00	set		
	Replacement of rotten cabinets and/or its accessories				
	a. Drawer	17.00	pcs		
	b. Lower Door (Change to New Door due to Termites)	18.00	pcs		
	c. Upper Door (Change to New Door due to Termites)	4.00	pcs		
	d. Hinge	240.00	pcs		

	e. Handle	240.00	pcs		
	f. Lock	80.00	sets		
	Repair/ Replacement of built-in study tables				
	a. Drawer	41.00	pcs		
	b. Handle	156.00	pcs		
6.00	Doors and Windows				
	Doors				
	Replacement of fire exit doors and steel jambs (2 hour fire rating)	3.00	sets		
	<i>Fire Exit Door Accessories</i>				
	<i>Push Bar</i>	3.00	sets		
	<i>Door Closer (Non Hold Open)</i>	3.00	sets		
	<i>Door Hinge</i>	3.00	sets		
	Replacement of Main door jambs (2inx8in)	173.23	bd ft		
	Replacement of Main flush door	2.00	sets		
	Replacement of Main door knobs	13.00	pcs		
	Replacement of Main door Hinge (3"x3"x mm)	28.00	pcs		
	Replacements of CR Door	3.00	set		
	Replacements of CR Door Hinge (3"x3"x mm)	102.00	pcs		
	D-5, Analok Framing Glass Door	6.88	m ²		
	D-11, Curtain Wall w/ Glass Door	17.63	m ²		

	Double Swing Type Glass Door	3.78	m ²		
	Windows				
	Repair/Replacement of rotten steel casement windows at rooms (3 x 1.47) with Clear Glass	14.00	sets		
	Provision of mosquito screen at rooms (3 x 1.47)-55	242.55	m ²		
	Provision of mosquito screen at fire exit (1.2 x .7)-2	1.68	m ²		
	Provision of mosquito screen at guest room (1 x 1.47)-6	8.82	m ²		
	Provision of mosquito screen at CR(.6 x .6)-51	18.36	m ²		
	Powder Coated Aluminum Windbreaker w/ Tubular Frame	1.00	lot		
	W-7, Glass Panel Fixed Glass Window	3.84	m ²		
	Viewing Glass	3.60	m ²		
7.00	Tile Works (replacement of broken and popped up tiles)				-
	Tiles (400mmx400mm)	352.80	m ²		
	Demolition of broken and pop up tiles	336.00	m ²		
	Hauling of debris	1.00	lot		
	Cement	43.00	Bags		
	Sand	4.00	m ²		
8.00	Electrical Works				-
	Repair/replacement of broken protection and control facilities				

	Replacement of broken switches and busted bulbs/lights				
	a. Bulb	78.00	pcs		
	b. Flourescent	12.00	pcs		
	c. Switch	1.00	pcs		
9.00	Plumbing Works				-
	Lavatory faucets	2.00	pcs		
	Stormdrain System				
	300mm RCP	50.00	lm.		
	100mm PVC	39.00	pcs		
	Deck Drain 100mm Dia.	23.00	pcs		
	Gutter Drain 100mm Dia.	23.00	pcs		
	4" Capping	46.00	pcs		
	4" 90 Degree fittings	23.00	pcs		
	Hangers and Pipe Support	1.00	lot		
10.00	Painting Works				-
	Exterior Walls using Elastomeric Paint	1,146.79	m ²		
	Interior Walls	4,890.00	m ²		
	Ceiling	1,765.00	m ²		
	Scaffolding/Falseworks	1.00	lot		

11.00	Additional Demolition Works				-
	Wall Demolition	88.48	m ²		
12.00	Additional Finish				-
	Drywall	21.38	m ²		
13.00	Charging Station				-
	Concrete Charging station	5.00	sets		
				TOTAL PROJECT COST	-
	TOTAL COST IN WORDS :				

Submitted by:

Name of Contractor

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.

Important:

For some of the above forms, updated templates are provided through this link:

<https://www.gppb.gov.ph/downloadables.php>

