

# PHILIPPINE BIDDING DOCUMENTS



Republic of the Philippines  
DEPARTMENT OF AGRICULTURE  
NATIONAL TOBACCO ADMINISTRATION

# Procurement of INFRASTRUCTURE PROJECTS

Government of the Republic of the Philippines

**PROJECT: “Restoration of the NTA Kadiwa  
Ni Ani at Kita Perimeter Fence: Creekside,  
Front Side, and Back Steel Gate; Demolition of  
the Old Tilted Power House and Damaged  
Perimeter Fence”**

(PB 2024-03)

Sixth Edition  
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# Preface

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

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

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

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

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

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

- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.
- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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# *Glossary of Terms, Abbreviations, and Acronyms*

**ABC** – Approved Budget for the Contract.

**ARCC** – Allowable Range of Contract Cost.

**BAC** – Bids and Awards Committee.

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

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

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

**BIR** – Bureau of Internal Revenue.

**BSP** – Bangko Sentral ng Pilipinas.

**CDA** – Cooperative Development Authority.

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

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

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

**CPI** – Consumer Price Index.

**DOLE** – Department of Labor and Employment.

**DTI** – Department of Trade and Industry.

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

**GFI** – Government Financial Institution.

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

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

**GOP** – Government of the Philippines.

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

**LGUs** – Local Government Units.

**NFCC** – Net Financial Contracting Capacity.

**NGA** – National Government Agency.

**PCAB** – Philippine Contractors Accreditation Board.

**PhilGEPS** - Philippine Government Electronic Procurement System.

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

**PSA** – Philippine Statistics Authority.

**SEC** – Securities and Exchange Commission.

**SLCC** – Single Largest Completed Contract.

**UN** – United Nations.



## ***Section I. Invitation to Bid***

### **Notes on the Invitation to Bid**

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria.

The IB should be incorporated into the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.



## INVITATION TO BID

### **“Restoration of the NTA Kadiwa Ni Ani at Kita Perimeter Fence: Creekside, Front Side, and Back Steel Gate; Demolition of the Old Tilted Power House and Damaged Perimeter Fence” (PB 2024-03)**

1. The National Tobacco Administration (NTA), through its Corporate Operating Budget for FY 2024, intends to apply the total sum of **₱ 4,497,283.77** with *PB No. 2024-03*, being the Approved Budget for the Contract (ABC), to payment under the contract for the project: **“Restoration of the NTA Kadiwa Ni Ani at Kita Perimeter Fence: Creekside, Front Side, and Back Steel Gate; Demolition of the Old Tilted Power House and Damaged Perimeter Fence” (PB 2024-03)**, Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The NTA now invites bids for the above Procurement Project. Completion of the Works is required by **180 calendar days**, from receipt of Notice to Proceed. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Prospective Bidders may obtain further information from NTA and inspect the Bidding Documents at the address given below during 8:00 am to 5:00 pm, except Saturdays, Sundays and Holidays.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **23 October 2024 to 14 November 2024** from the 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 **PhP5,000.00**.
6. The NTA will hold a **Pre-Bid Conference** on **31 October 2024, 10:00 A.M.**, at the *NTA Corporate Room, 11<sup>th</sup> Floor, The Upper Class Tower, Quezon Avenue corner Scout Reyes St., Quezon City* or via *Microsoft Teams Apps*, as the case may be, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office indicated below, on or before **14 November 2024, at 9:00 A.M.** 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 **14 November 2024, at 10:00 A.M.**, at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The NTA 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 IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**Ms. ZENaida T. ARROJO**

*National Tobacco Administration*

*11<sup>th</sup> Floor, The Upper Class Tower, Quezon Avenue corner Scout Reyes St., Quezon City*

[zenarrojo@yahoo.com](mailto:zenarrojo@yahoo.com)

*(+632) 8372-3188*

*Website address: [www.nta.da.gov.ph](http://www.nta.da.gov.ph)*

12. You may visit the following websites to download the Bidding Documents/ITB: [www.philgeps.gov.ph](http://www.philgeps.gov.ph) and/or [www.nta.da.gov.ph](http://www.nta.da.gov.ph)

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**ZENaida T. ARROJO**  
*BAC Chairperson*

## ***Section II. Instructions to Bidders***

### **Notes on the Instructions to Bidders**

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

## 1. Scope of Bid

The Procuring Entity, *[indicate name]* invites Bids for the *[insert Procurement Project]*, with Project Identification Number *[indicate number]*.

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

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

## 2. Funding Information

2.1. The GOP through the source of funding as indicated below for *[indicate funding year]* in the amount of *[indicate amount]*.

2.2. The source of funding is:

*[If an early procurement activity, select one and delete others:]*

- a. NGA, the National Expenditure Program.
- b. GOCC and GFIs, the proposed Corporate Operating Budget.
- c. LGUs, the proposed Local Expenditure Program.

*[If not an early procurement activity, select one and delete others:]*

- a. NGA, the General Appropriations Act or Special Appropriations.
- b. GOCC and GFIs, the Corporate Operating Budget.
- c. LGUs, the Annual or Supplemental Budget, as approved by the Sanggunian.

## 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:  
[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 criterion 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 special PCAB License in case of Joint Ventures, and registration for the type and cost of the contract for this Project. Any additional type of Contractor license or permit shall be indicated in the **BDS**.

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

## **11. Documents Comprising the Bid: Financial Component**

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

## **12. Alternative Bids**

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

## **13. Bid Prices**

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

## **14. Bid and Payment Currencies**

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

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

*[Select one, delete other/s]*

- a. Philippine Pesos.
- b. *[indicate currency if procurement involves a foreign-denominated bid as allowed by the Procuring Entity, which shall be tradeable or acceptable by the BSP.]*



## 15. Bid Security

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

## 16. Sealing and Marking of Bids

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

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

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

## 17. Deadline for Submission of Bids

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

## 18. Opening and Preliminary Examination of Bids

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

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

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

## 19. Detailed Evaluation and Comparison of Bids

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

- 19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 15 shall be submitted for each contract (lot) separately.
- 19.3. In all cases, the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184 must be sufficient for the total of the ABCs for all the lots participated in by the prospective Bidder.

## **20. Post Qualification**

Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS), and other appropriate licenses and permits required by law and stated in the **BDS**.

## **21. Signing of the Contract**

The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

## ***Section III. Bid Data Sheet***

### **Notes on the Bid Data Sheet (BDS)**

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

# Bid Data Sheet

ITB Clause							
1	<p>The Procuring Entity is National Tobacco Administration (NTA)</p> <p>The name of the Contract is <b>“Restoration of the NTA Kadiwa Ni Ani at Kita Perimeter Fence: Creekside, Front Side, and Back Steel Gate; Demolition of the Old Tilted Power House and Damaged Perimeter Fence”</b></p> <p>The identification number of the Contract is <b>PB 2024-03</b>.</p>						
2	<p>The Funding Source is:</p> <p>The Government of the Philippines (GOP) through NTA’s <i>Corporate Operating Budget for FY 2024</i> in the amount of <b>₱ 4,497,283.77</b></p>						
5.2	<p>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:  <i>[provide description/clarification of what are major categories of work].</i>  <b>Civil Works</b></p>						
7	<p><i>[Specify the portions of Works and the maximum percentage allowed to be subcontracted, which shall not be significant or material components of the Project as determined by the Procuring Entity.]</i>  <b>Please see attached Program of Work</b></p>						
8	<p>The Procuring Entity will hold a Pre-Bid Conference for this Project on <b>31 October 2024, at 10:00 A.M.</b> at <i>NTA Corporate Training Room, 11<sup>th</sup> Floor, The Upper Class Tower, Quezon Avenue corner Scout Reyes St., Quezon City</i> or via <i>Microsoft Teams Apps, as the case may be.</i></p>						
10.3	<p><i>[Specify if another Contractor license or permit is required.]</i>  <b>Please see attached Work Plans</b></p>						
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Key Personnel</u></th> <th style="text-align: left;"><u>General Experience</u></th> <th style="text-align: left;"><u>Relevant Experience</u></th> </tr> </thead> <tbody> <tr> <td><b>Professional Civil Engineer</b></td> <td></td> <td><b>Please refer to the PCAB Categorization – Classification Table</b></td> </tr> </tbody> </table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	<b>Professional Civil Engineer</b>		<b>Please refer to the PCAB Categorization – Classification Table</b>
<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>					
<b>Professional Civil Engineer</b>		<b>Please refer to the PCAB Categorization – Classification Table</b>					
10.5	<p>The minimum major equipment requirements are the following:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Equipment</u></th> <th style="text-align: left;"><u>Capacity</u></th> <th style="text-align: left;"><u>Number of Units</u></th> </tr> </thead> <tbody> <tr> <td colspan="3"><b>Please see attached Program of Work</b></td> </tr> </tbody> </table>	<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>	<b>Please see attached Program of Work</b>		
<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>					
<b>Please see attached Program of Work</b>							
15.1	<p>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</p> <ol style="list-style-type: none"> <li>a. The amount of not less than <b>₱ 89,945.68</b> <i>[Insert two percent (2%) of ABC]</i>, if bid security is in cash, cashier’s/manager’s check, bank draft/guarantee or irrevocable letter of credit;</li> <li>b. The amount of not less than <b>₱ 224,864.19</b> <i>[Insert five percent (5%) of ABC]</i> if bid security is in Surety Bond.</li> </ol>						
15.2	<p>Bids and Bid Securities shall be valid until 120 days from the date of opening of bids.</p>						

16	Each Bidder shall submit <b>one (1) original and three (3) copies of the first and second components of its bid.</b>
17	The address for submission of bids is: <i>NTA 11<sup>th</sup> Floor, The Upper Class Tower, Quezon Avenue corner Scout Reyes St., Quezon City</i> The deadline for submission of bids is <b>14 November 2024, at 9:00 A.M.</b>
18	The place of bid opening is <i>NTA Corporate Training Room, 11<sup>th</sup> Floor, The Upper Class Tower, Quezon Avenue corner Scout Reyes St., Quezon City</i> The date and time of bid opening is <b>14 November 2024, at 10:00 A.M.</b>
20	<i>[List licenses and permits relevant to the Project and the corresponding law requiring it, e.g. Environmental Compliance Certificate, Certification that the project site is not within a geohazard zone, etc.]</i> <b>Refer to the Rules and Regulations for the Infrastructure of Project Implementation</b>
21	Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the DOLE, and other acceptable tools of project scheduling.

## ***Section IV. General Conditions of Contract***

### **Notes on the General Conditions of Contract**

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Contractor, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract.

## 1. **Scope of Contract**

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

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

## 2. **Sectional Completion of Works**

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

## 3. **Possession of Site**

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

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

## 4. **The Contractor's Obligations**

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

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

## **5. Performance Security**

- 5.1. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR.
- 5.2. The Contractor, by entering into the Contract with the Procuring Entity, acknowledges the right of the Procuring Entity to institute action pursuant to RA No. 3688 against any subcontractor be they an individual, firm, partnership, corporation, or association supplying the Contractor with labor, materials and/or equipment for the performance of this Contract.

## **6. Site Investigation Reports**

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

## **7. Warranty**

- 7.1. In case the Contractor fails to undertake the repair works under Section 62.2.2 of the 2016 revised IRR, the Procuring Entity shall forfeit its performance security, subject its property(ies) to attachment or garnishment proceedings, and perpetually disqualify it from participating in any public bidding. All payables of the GOP in his favor shall be offset to recover the costs.
- 7.2. The warranty against Structural Defects/Failures, except that occasioned-on force majeure, shall cover the period from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity. Specific duration of the warranty is found in the SCC.

## **8. Liability of the Contractor**

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

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

## **9. Termination for Other Causes**

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



## **10. Dayworks**

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

## **11. Program of Work**

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

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

## **12. Instructions, Inspections and Audits**

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

## **13. Advance Payment**

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

## **14. Progress Payments**

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

## **15. Operating and Maintenance Manuals**

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

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

## ***Section V. Special Conditions of Contract***

### **Notes on the Special Conditions of Contract**

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Works procured. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

# Special Conditions of Contract

GCC Clause	
2	<i>[If different dates are specified for completion of the Works by section, i.e. "sectional completion," these dates should be listed here.]</i>
4.1	<i>[Specify the schedule of delivery of the possession of the site to the Contractor, whether full or in part.]</i>
6	The site investigation reports are: <i>[list here the required site investigation reports.]</i>
7.2	<p><i>[Select one, delete the other.]</i></p> <p><i>[In case of permanent structures, such as buildings of types 4 and 5 as classified under the National Building Code of the Philippines and other structures made of steel, iron, or concrete which comply with relevant structural codes (e.g., DPWH Standard Specifications), such as, but not limited to, steel/concrete bridges, flyovers, aircraft movement areas, ports, dams, tunnels, filtration and treatment plants, sewerage systems, power plants, transmission and communication towers, railway system, and other similar permanent structures:] Fifteen (15) years.</i></p> <p><i>[In case of semi-permanent structures, such as buildings of types 1, 2, and 3 as classified under the National Building Code of the Philippines, concrete/asphalt roads, concrete river control, drainage, irrigation lined canals, river landing, deep wells, rock causeway, pedestrian overpass, and other similar semi-permanent structures:] Five (5) years.</i></p> <p><i>[In case of other structures, such as bailey and wooden bridges, shallow wells, spring developments, and other similar structures:] Two (2) years.</i></p>
10	<p><i>[Select one, delete the other:]</i></p> <p style="padding-left: 40px;">a. Dayworks are applicable at the rate shown in the Contractor's original Bid.</p> <p style="padding-left: 40px;">b. No dayworks are applicable to the contract.</p>
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within <i>[insert number]</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 <i>[insert amount]</i> .
13	The amount of the advance payment is <i>[insert amount as percentage of the contract price that shall not exceed 15% of the total contract price and schedule of payment]</i> .
14	<i>[If allowed by the Procuring Entity, state:]</i> 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>[date]</i> .

	The date by which “as built” drawings are required is <i>[date]</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>[amount in local currency]</i> .

## *Section VI. Specifications*

### **Notes on Specifications**

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

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

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

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

#### **Sample Clause: Equivalency of Standards and Codes**

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

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

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





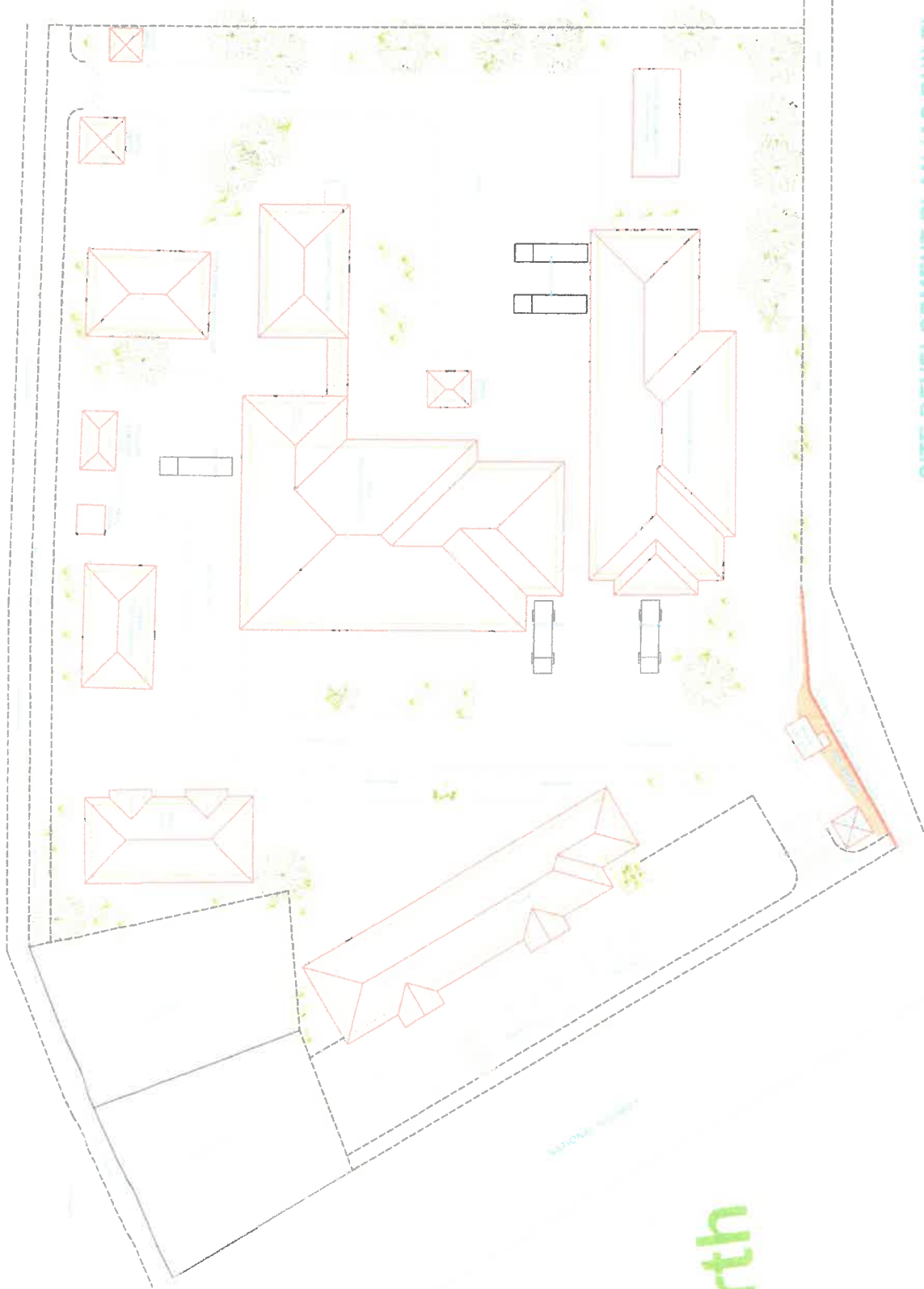
## ***Section VII. Drawings***

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

**PLEASE SEE ATTACHED FILE**

north

SITE DEVELOPMENT PLAN (AS BUILT)



DEPARTMENT OF AGRICULTURE  
NATIONAL TOBACCO ADMINISTRATION

REG. NO. 2735  
PTR. NO. 81005  
DATE ISS. 01/08/21  
TIN 205 810 200

IMPORTANT  
THESE PLANS ARE THE DOCUMENTS OF THE ARCHITECT FOR USE IN OTHER PROJECTS WITHOUT THE WRITTEN CONSENT OF THE ARCHITECT. VIOLATION UNDER SECTION 14 OF THE ACT 50:95

PROJECT TITLE  
RENOVATION OF THE NATIONAL TOBACCO ADMINISTRATION OFFICE BUILDING AND FENCE ALONG THE CORNER OF THE NATIONAL TOBACCO ADMINISTRATION OFFICE AND DEMOLITION OF THE EXISTING TECT PAPER FACTORY (AS BUILT)  
LOCATION: MARAGUETIARI, MARAZATI, LUCEBURA

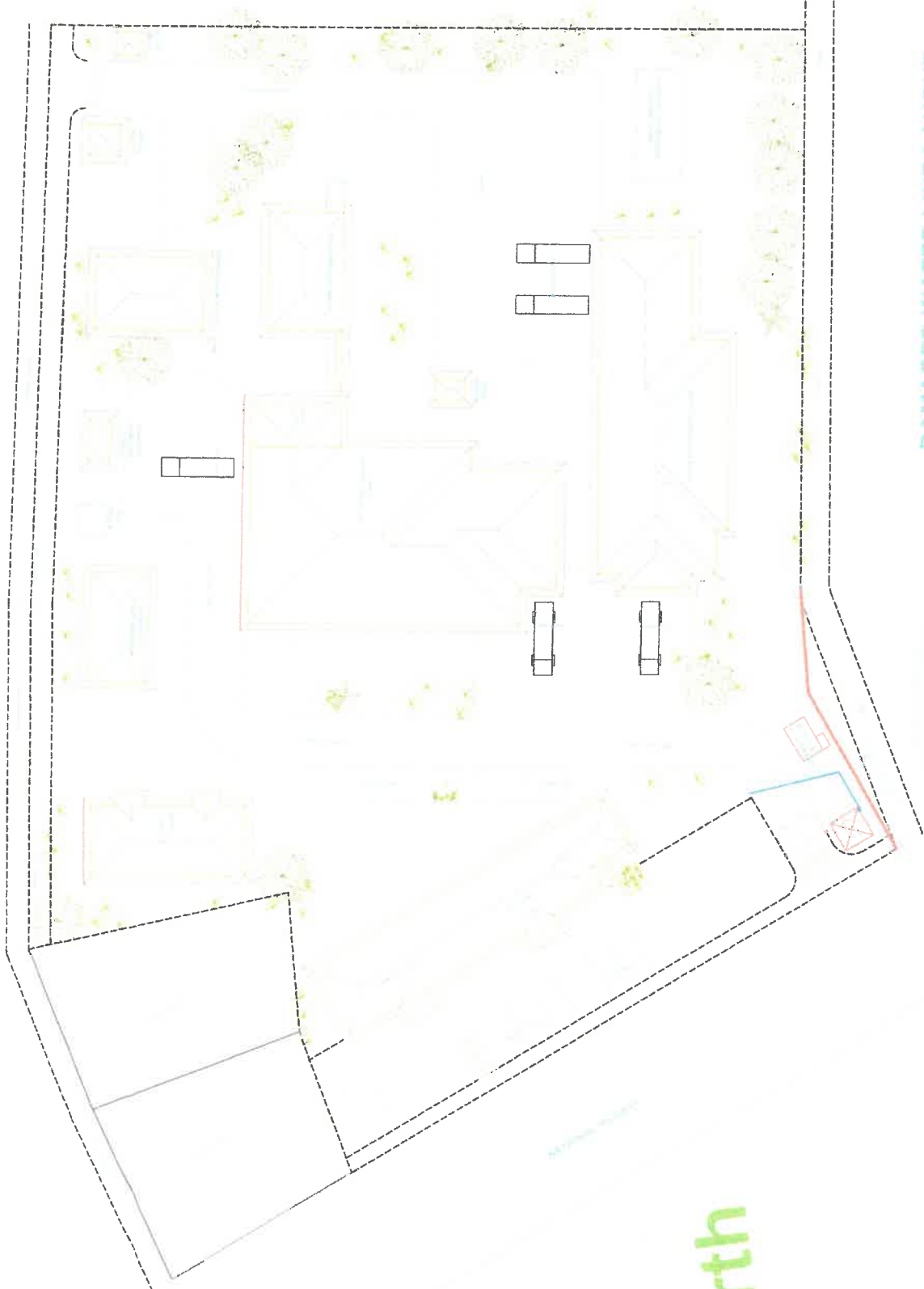
DESIGNED BY: MACA  
CHECKED BY: MACA  
DATE: AUG 8, 2021

APPROVED BY  
BRINDA FRANCIS CPA  
ADMINISTRATOR

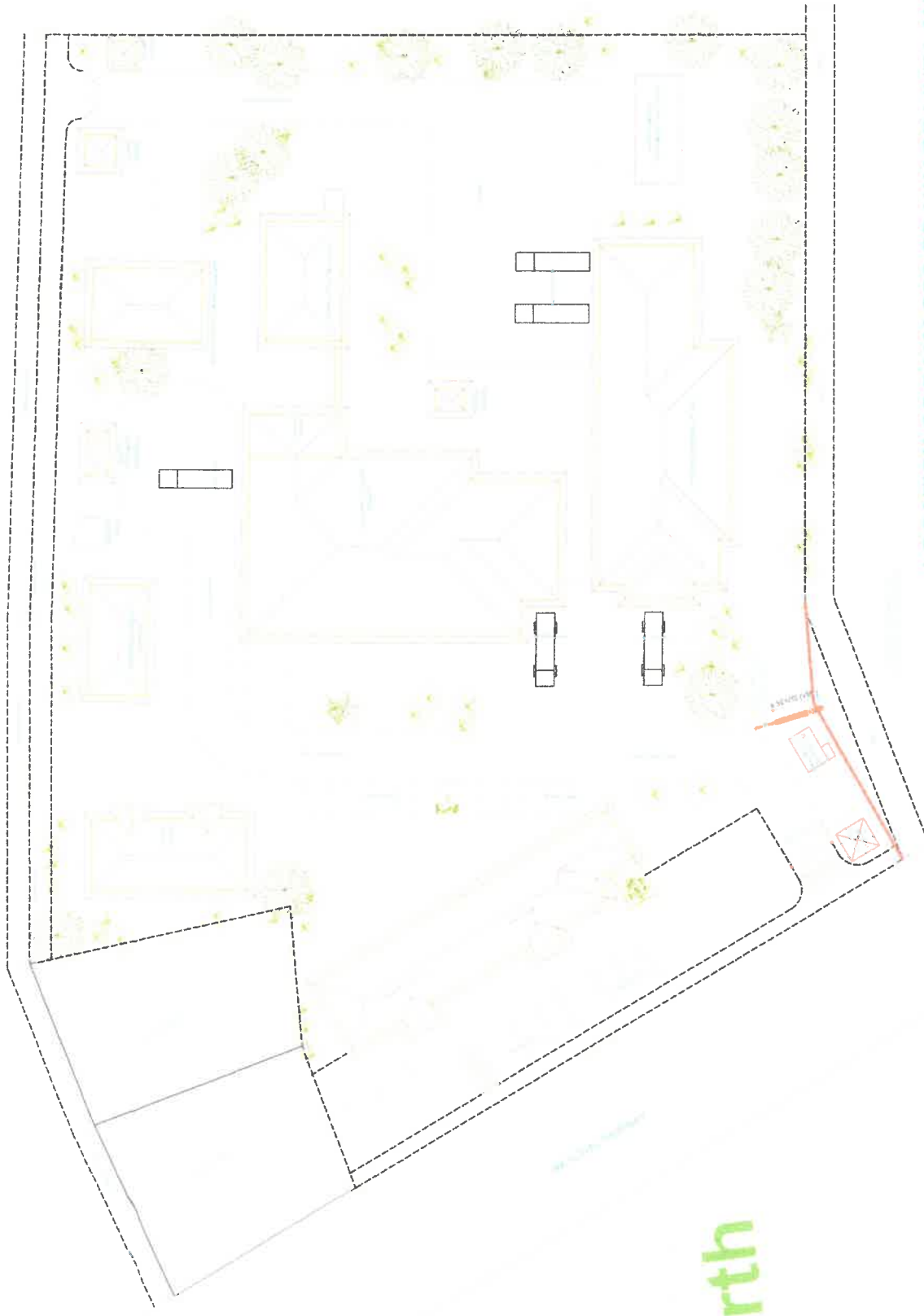
SHEET CONTENT  
AS SHOWN  
SHEET NO  
A-01

north

DAMAGED WATER LINE LAYOUT

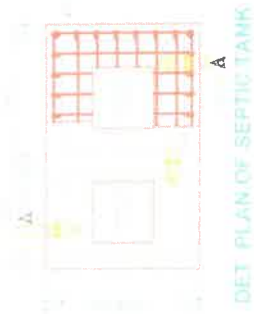


	<p>APPROVED BY THE DIRECTOR OF THE DEPARTMENT OF AGRICULTURE <b>NATIONAL TOBACCO ADMINISTRATION</b></p> <p>ADDRESS: SECURITIES TRADING CENTER 1000 EAST MANAYACON LINDSAY BLVD SUNNYVALE, CA 94086</p>	<p><b>MARK ANTHONY C. A. AIA</b> ARCHITECT / IAP</p> <p>DATE: 01/08/24 SCALE: AS SHOWN</p>	<p><b>IMPORTANT</b></p> <p>PLEASE DO NOT USE THE DOCUMENTS OF THE ARCHITECT OR ENGINEER FOR ANY OTHER PROJECTS WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT OR ENGINEER. VIOLATION UNDER SECTION 91.004 OF P.A. 9999</p>	<p>PROJECT TITLE: <b>RECONSTRUCTION OF THE NATIONAL TOBACCO ADMINISTRATION BUILDING</b> NEW E.A. CONSTRUCTION PROJECTS (DATE: 08/01/2023) ADD: 1. CIVIL ENGINEER TO DESIGN AND PROVIDE THE WATER LINE LAYOUT FOR THE PROJECTS.</p> <p>LOCATION: <b>MANAYACON LINDSAY BLVD</b></p>	<p>DESIGNED BY: <b>MACA</b>    CHECKED BY: <b>MACA</b>    DATE: <b>04/01/2023</b></p> <p><b>NATIONAL TOBACCO ADMINISTRATION</b></p>	<p>APPROVED BY: </p> <p><b>BELINDA S. SANCHEZ, CPA</b> DATE: 04/01/2023</p> <p>SHEET NO: <b>A-02</b> AS SHOWN</p>
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LOCATION OF DAMAGED DRAINAGE LINE LAYOUT

 <p>DEPARTMENT OF ADMINISTRATION NATIONAL TOBACCO ADMINISTRATION</p> <p>ADDRESS: 8301 REYES CORP PARKWAY, OREGON CITY, OR 97138</p>	<p>REG NO 2979 PRJ NO 07066</p>	<p>MR. ANTHONY J. ARTIS ARCHITECT, L.P.</p>	<p>DATE: 01/26/24 VIA: 2/29/2024</p>	<p>PROJECT TITLE: REVISION OF THE 2018 SUBMITTALS FOR CONSTRUCTION PERMITS FOR THE 2024 PROJECT FROM THE 2018 PERMITS FOR CONSTRUCTION FOR THE 2018 PROJECT FOR THE NATIONAL TOBACCO ADMINISTRATION.</p>	<p>APPROVED BY: NATIONAL TOBACCO ADMINISTRATION OWNER</p>	<p>CAD BY: MKR/TEC DATE: 03/28/2024</p>	<p>SHEET CONTENT: AS SHOWN SHEET NO A-03</p>
	<p>THESE PLANS ARE THE PROPERTY OF THE ARCHITECT. NO PART OF THESE PLANS OR DOCUMENTS FOR USE IN OTHER PROJECTS WITHOUT THE WRITTEN CONSENT OF THE ARCHITECT. VIOLATION UNDER SECTION 33.144 OF ORS 339.006</p>		<p>LOCATION: MARLBOROUGH, MISSOURI, USA</p>		<p>APPROVED BY: BELINDA S. SANCHEZ, CPA REGISTERED PROFESSIONAL ENGINEER</p>		



## DETAILED OF SEPTIC TANK OF GUARD HOUSE

## LOCATION OF DAMAGED SEPTIC TANK OF GUARD HOUSE



NATIONAL TOBACCO ADMINISTRATION  
 OFFICE OF THE SECRETARY  
 ADDRESS: 8500 HWY 100, SUITE 100, WASHINGTON, DC 20004  
 PHONE: (202) 755-1234

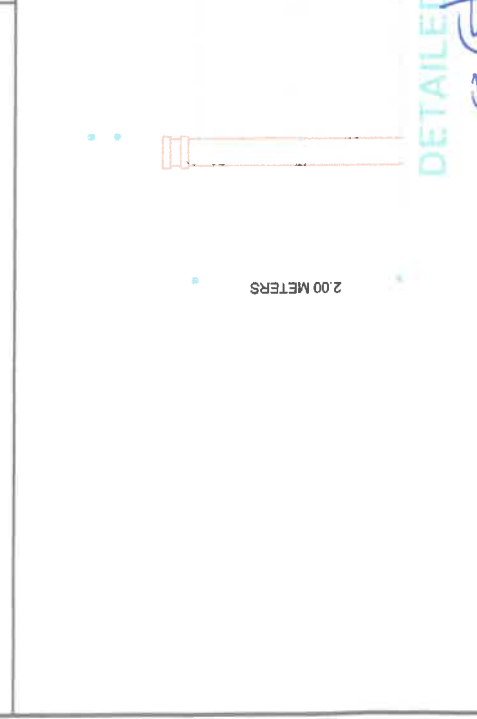
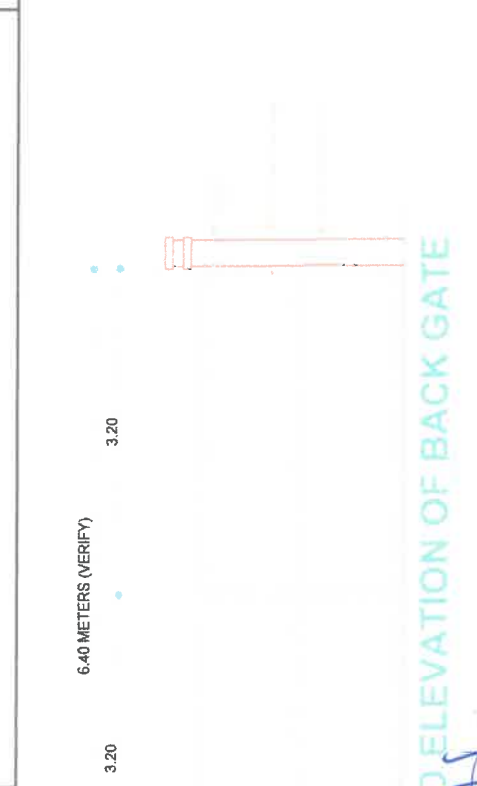
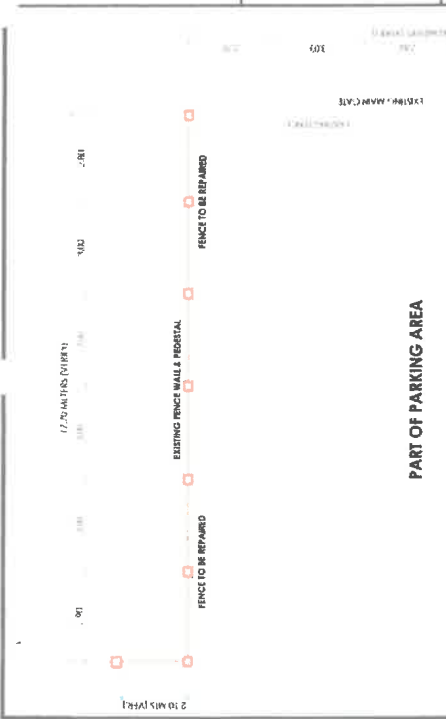
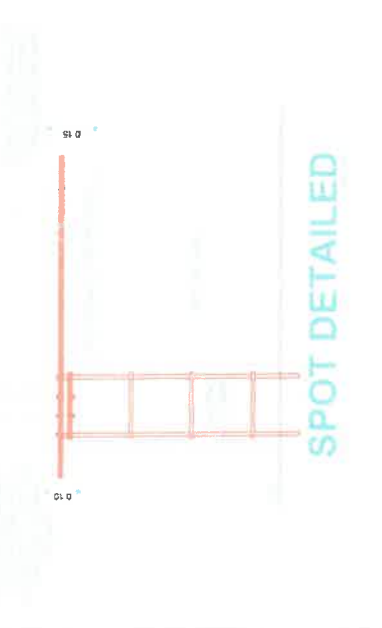
MARK ANTHONY C. APARICIO  
 ARCHITECT  
 1000 15th St NW, Suite 1000, Washington, DC 20005  
 TEL: (202) 233-1234  
 PRNO: 555-5555  
 VALIDITY: 1/1/2024  
 DATE ISS: 1/1/2024  
 THE 2018 FLSA

**IMPORTANT**  
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**PROJECT TITLE**  
 LOCATION OF DAMAGED SEPTIC TANK OF GUARD HOUSE  
 CLIENT: NATIONAL TOBACCO ADMINISTRATION  
 PROJECT NO: 2024-001

**DESIGNED BY** MACA  
**CAD BY** APPROLECT  
**DATE** AUG 8 2023  
**NATIONAL TOBACCO ADMINISTRATION**  
 OWNER

**APPROVED BY**  
 BELINDA S. SANCHEZ, CPA  
 ADMINISTRATOR & CEO  
**AS SHOWN**  
**SHEET NO**  
**A-04**



DESIGNED BY: MICA  
 CHECKED BY: MICA  
 DATE: OCTOBER, 2018  
 APPROVED BY: B. INDA S. SANCHEZ, PA  
 ADMINISTRATION

PROJECT TITLE: RESTORATION OF THE NIA MUSEUM IN AGRICULTURAL RESEARCH CENTER ALONG THE RIVERBANK AND THE MOUNTAINS TO THE SOUTH OF THE RIVERBANK (MAMARIC, TABAGO) FOR THE NATIONAL TOBACCO ADMINISTRATION  
 LOCATION: MANGROVE EAST (BARUANAN, LUGO, SUR)

IMPORTANT: THESE PLANS ARE THE PROPERTY OF THE ARCHITECT. DUPLICATION OF THE ARCHITECTURE FOR USE IN OTHER PROJECTS WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT IS A VIOLATION UNDER SECTION 33 RULE IV OF R.A. 6966  
 REGISTERED ARCHITECT: MARK ANTONIO M. GATES  
 REG. NO. 2026  
 VALIDITY: 11/26/26  
 PRACTICE: 830605  
 DATE: 08/10/24  
 PRACTICE: 830605  
 TIN: 255 819 300



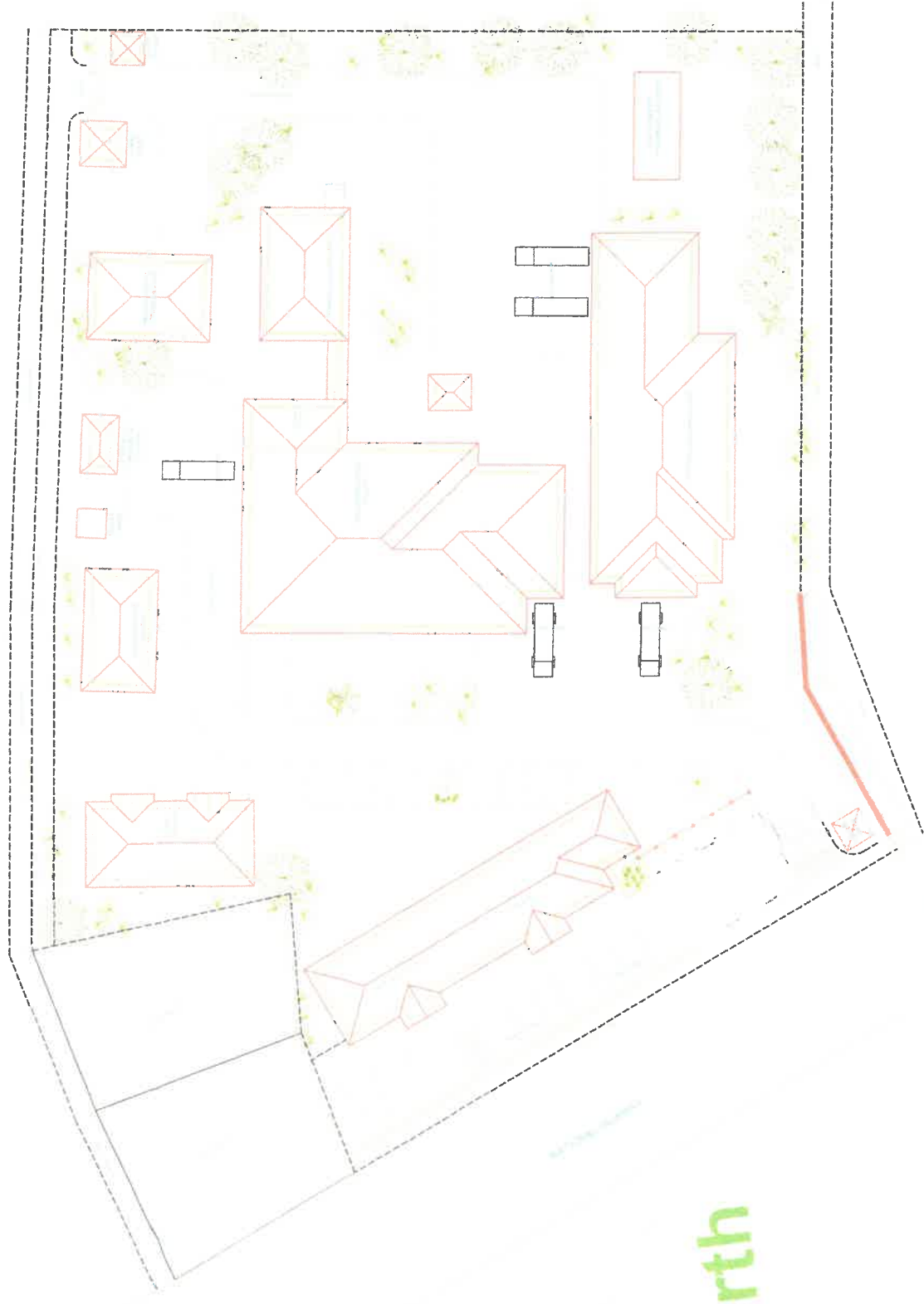
SHEET CONTENT: AS SHOWN  
 SHEET NO: A-05

NATIONAL TOBACCO ADMINISTRATION OWNER

DEPARTMENT OF AGRICULTURE  
 NATIONAL TOBACCO ADMINISTRATION

north

RETAINING WALL & PERIMETER FENCE LAYOUT



OREGON DEPARTMENT OF AGRICULTURE  
NATIONAL TOBACCO ADMINISTRATION  
ADDRESS: 8501 BELLEVUE COP. ROAD, SUITE 202, PORTLAND, OR 97208

ABRAHAM C. DE LA HITA  
CIVIL ENGINEER  
LICENSE 266870  
PIECE 07869  
DATE ISS. JAN 26, 2023  
TR 3418728

IMPORTANT  
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PROJECT TITLE  
PERIMETER FENCE AND RETAINING WALL LAYOUT FOR NATIONAL TOBACCO ADMINISTRATION  
LOCATION: NATIONAL TOBACCO ADMINISTRATION, 8501 BELLEVUE COP. ROAD, SUITE 202, PORTLAND, OR 97208

DESIGNED BY: MACA  
CHECKED BY: MACA  
DATE: SEPT 1, 2023

APPROVED BY  
NATIONAL TOBACCO ADMINISTRATION  
CONTRACTOR

AS SHOWN  
SHEET NO  
S-01

north

RETAINING WALL & PERIMETER FENCE LAYOUT



DEPARTMENT OF AGRICULTURE  
NATIONAL TOBACCO ADMINISTRATION

ABRAHAM C. DELA PENA  
CIVIL ENGINEER  
VALUITY MAY 27 2023  
DATE ISS. JUN 30 2023  
PITING 310993  
POLICE 333-2233333-3333 333 333 3333

IMPORTANT  
THESE PLANS ARE THE DOCUMENTS OF THE  
REGISTERED PROFESSIONAL ENGINEER  
DOCUMENTS FOR USE IN OTHER PROJECTS  
WITHOUT THE WRITTEN PERMISSION OF THE  
REGISTERED PROFESSIONAL ENGINEER  
VIOLATION UNDER SECTION 33-B(1)(c) OF RA  
8096

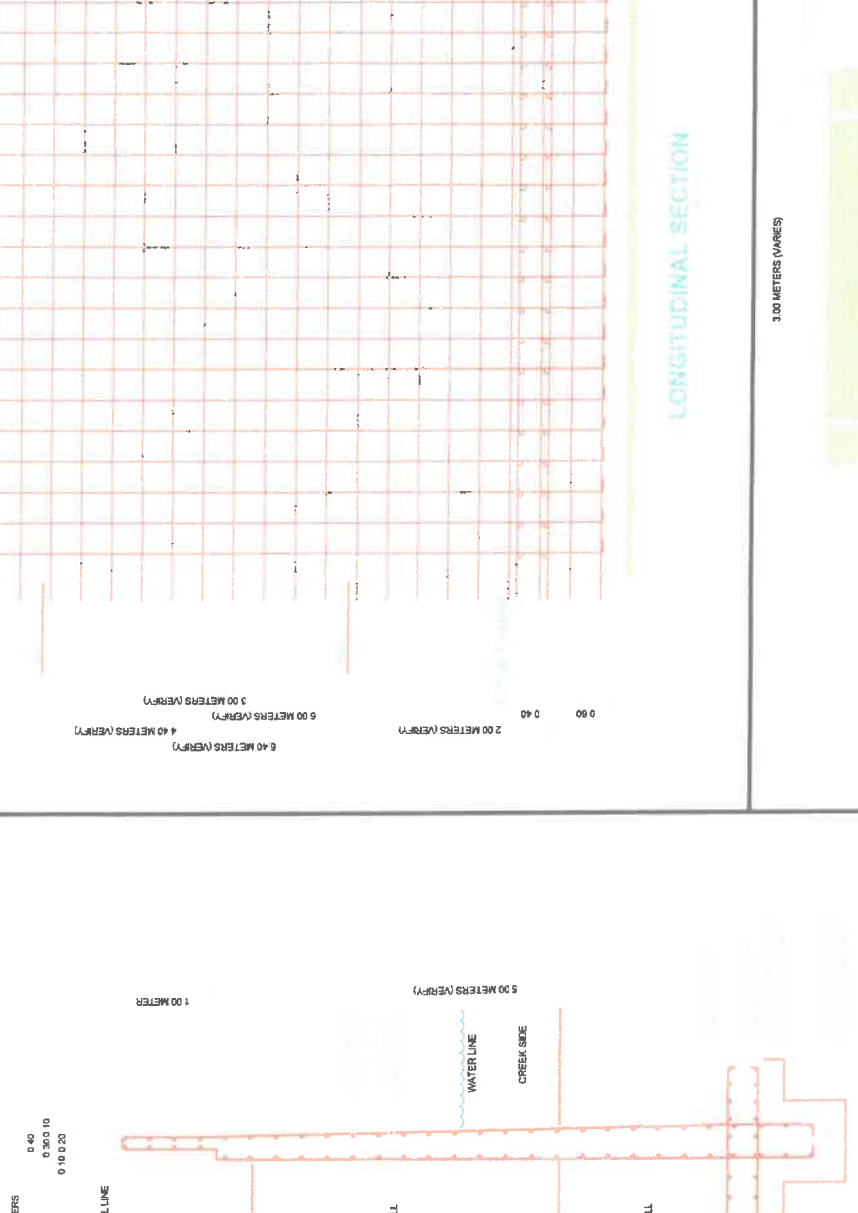
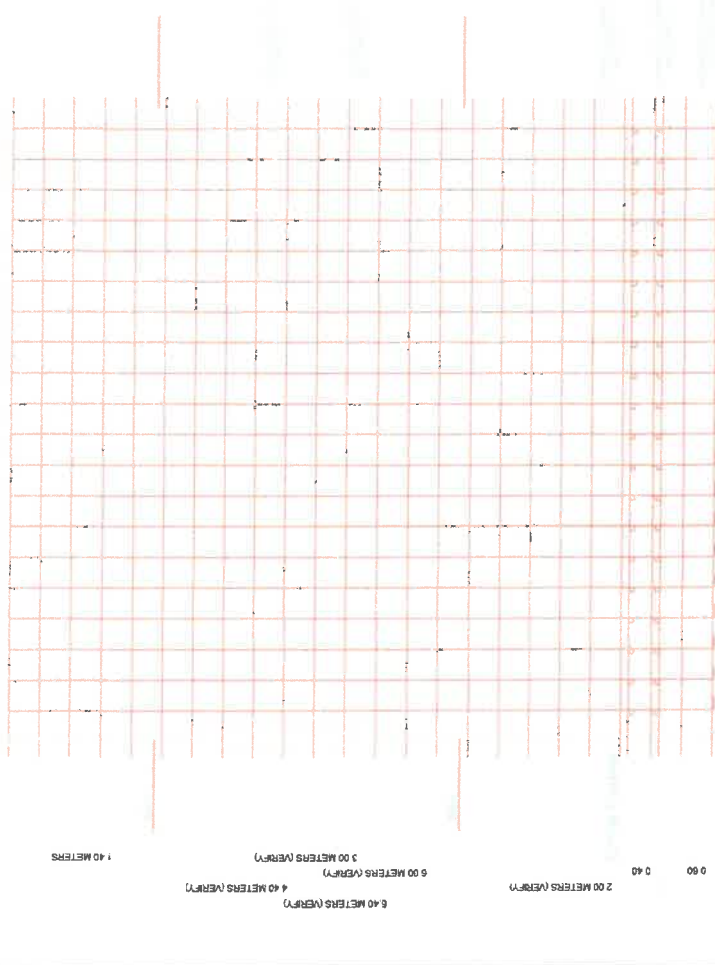
PROJECT TITLE  
REPAIR AND MAINTENANCE OF THE N. A. SUBDIVISION AND ASSETS OWNERSHIP  
PROPERTY OF THE NATIONAL TOBACCO ADMINISTRATION  
AND SUBDIVISION OF THE N. A. SUBDIVISION AND ASSETS OWNERSHIP  
PROPERTY OF THE NATIONAL TOBACCO ADMINISTRATION

DESIGNED BY: MACA  
CHECKED BY: MACA  
DATE: SEPT. 1, 2023

APPROVED BY  
NATIONAL TOBACCO  
ADMINISTRATION  
OWNER  
BELINDA S. SANDOZ, CPA  
REGISTERED PROFESSIONAL ACCOUNTANT

S-02





REPUBLIC OF PHILIPPINES  
DEPARTMENT OF AGRICULTURE  
NATIONAL TOBACCO ADMINISTRATION

40911111 - SCOUT RAYSS COR PANAY AVE. QUEZON CITY

ABRAHAM D. DILAMA  
CIVIL ENGINEER

REG. NO. 005210 VAL. UNTIL MAY 27 2027  
P.T. NO. 578923 DATE ISS. JAN 29 2024  
PLACE ONE QUEZON CITY TEL. 884-8132

PROJECT TITLE  
METERING OF THE PHILIPPINE TOBACCO ADMINISTRATION'S  
NATIONAL TOBACCO ADMINISTRATION  
ADMINISTRATION OF THE TOBACCO TRADING COMPANY, INC.  
ADMINISTRATION OF THE TOBACCO TRADING COMPANY, INC.

LOCATION: MARIKINA CITY, CALABARZON, LUCENA, E.P.

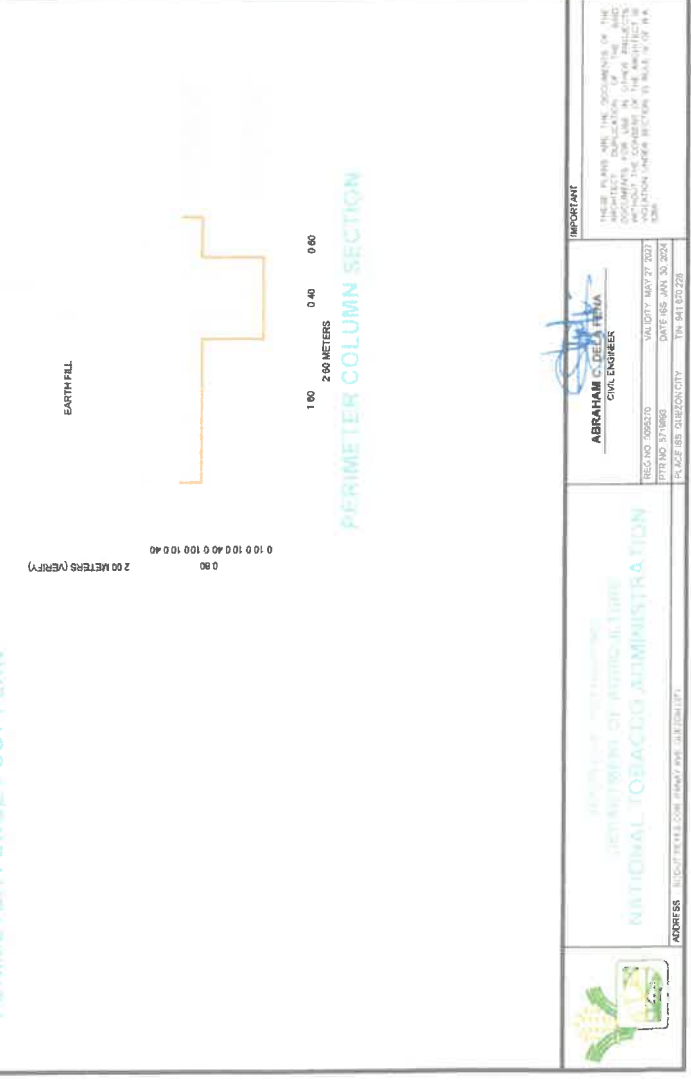
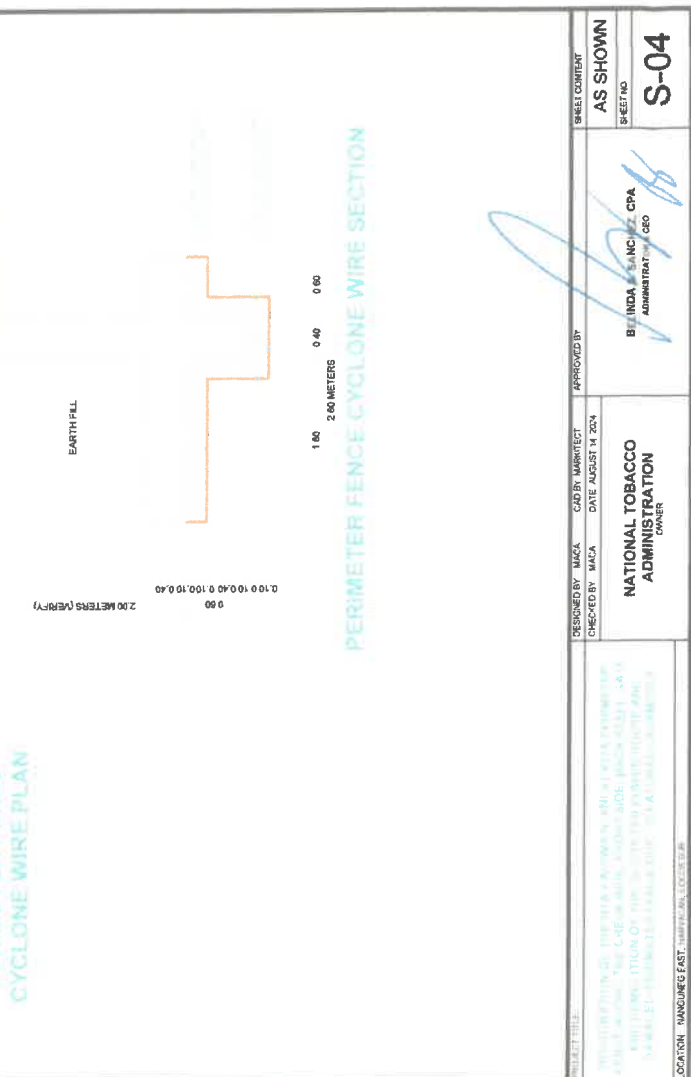
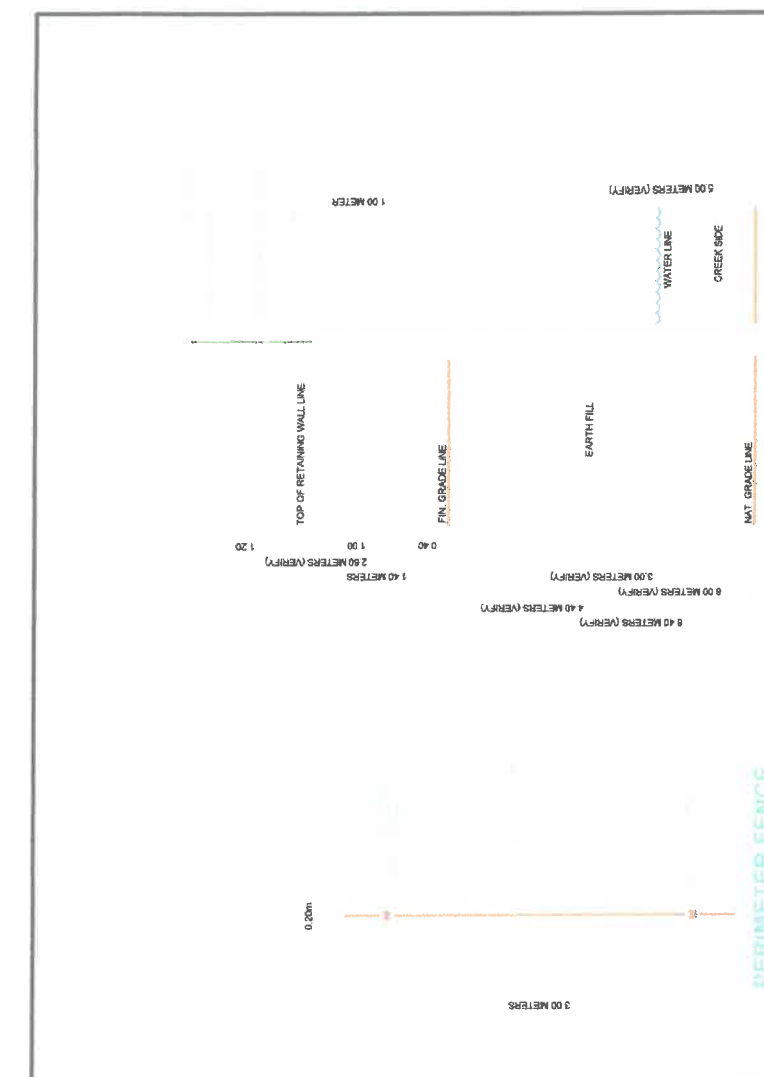
DESIGNED BY: MACA  
CHECKED BY: MACA  
APPROVED BY: MACA

DATE: AUGUST 14, 2024

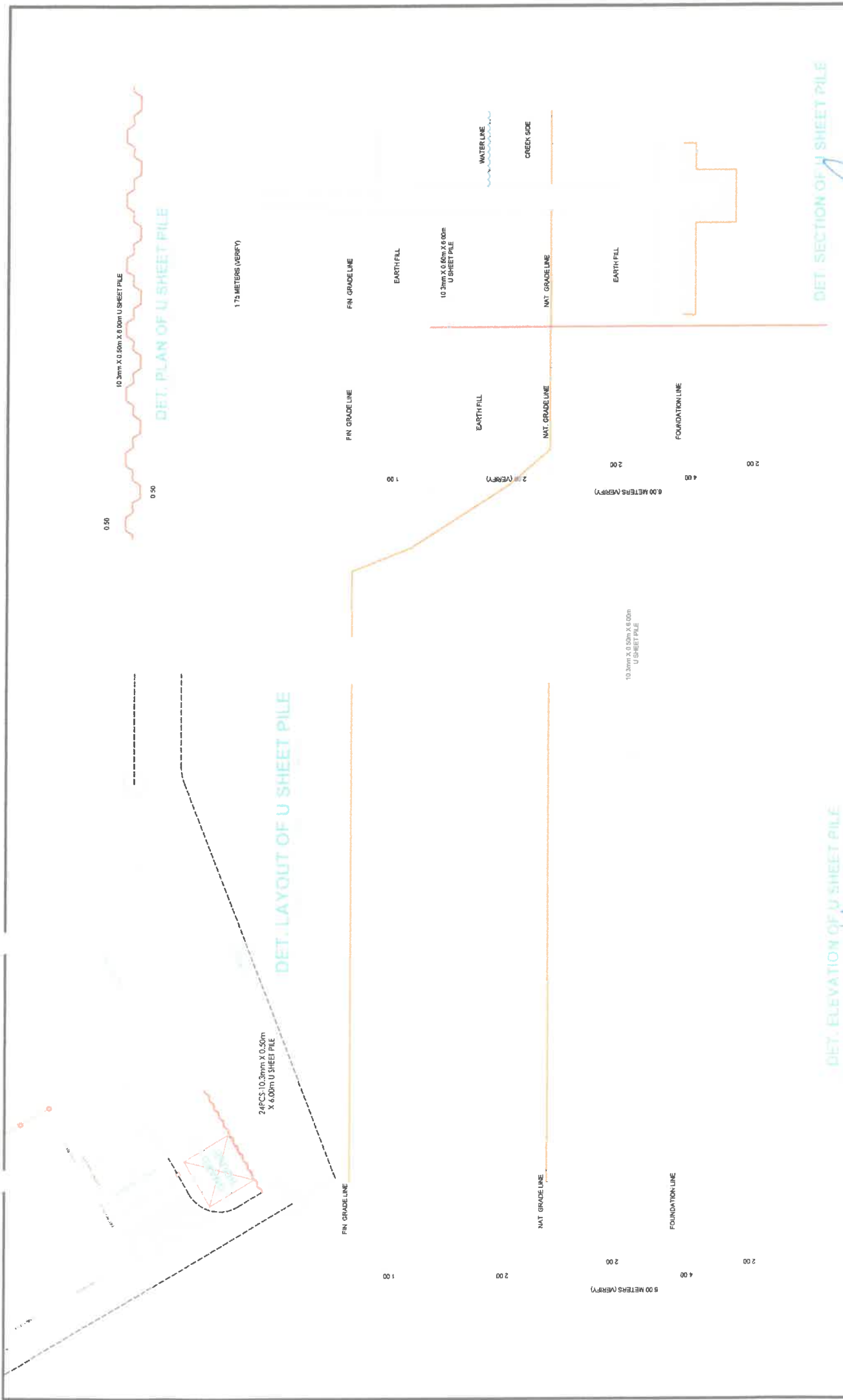
NATIONAL TOBACCO ADMINISTRATION  
OWNER

SKETCH CONTAINING  
AS SHOWN  
SHEET NO.  
S-03

BELENIA S. SAN ANTONIO  
CIVIL ENGINEER



 <p> <b>NATIONAL TOBACCO ADMINISTRATION</b>          ADDRESS: 810-CUT RIVER ROAD, SUITE 100, JAMAICA, N.Y. 11435-1001          PHONE: 516-552-2000          FAX: 516-552-2001          WWW: WWW.NTA.NY.GOV       </p>	<p><b>IMPORTANT</b></p> <p>THIS PLAN AND THE DOCUMENTS OF THE PROJECT, INCLUDING ALL THE DOCUMENTS FOR THE USE OF THE PROJECT, ARE THE PROPERTY OF THE NATIONAL TOBACCO ADMINISTRATION. NO PART OF THIS PLAN OR THE DOCUMENTS FOR THE USE OF THE PROJECT, INCLUDING ALL THE DOCUMENTS, SHALL BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE NATIONAL TOBACCO ADMINISTRATION.</p>	<p>PROJECT TITLE: PERIMETER FENCE CYCLONE WIRE PLAN</p> <p>LOCATION: HANGOVER EAST, HANGOVER, ALLEGANY COUNTY, PA</p>	<p>DESIGNED BY: MACA</p> <p>CHECKED BY: MACA</p> <p>DATE: AUGUST 14, 2024</p>	<p>APPROVED BY:</p> <p>DATE: AUGUST 14, 2024</p>	<p>SHEET CONTENT:</p> <p>AS SHOWN</p> <p>SHEET NO: S-04</p>
	<p> <b>ABRAHAM C. DEJA TEMA</b>          CIVIL ENGINEER          REG. NO. 109520          P. E. LICENSE          VALIDITY: MAY 27, 2027          DATE ISS. JAN. 30, 2024          STATE: NY       </p>	<p> <b>NATIONAL TOBACCO ADMINISTRATION</b>          ADMINISTRATOR, CEO  <b>BRINDA SANCHEZ, CPA</b>          ADMINISTRATOR, CEO       </p>			



DET. PLAN OF U SHEET PILE

DET. LAYOUT OF U SHEET PILE

DET. ELEVATION OF U SHEET PILE

 <p>REPUBLIC OF PHILIPPINES DEPARTMENT OF AGRICULTURE NATIONAL TOBACCO ADMINISTRATION</p> <p>SCOUT REVIS CORP. PANAY INC. QUEZON CITY</p>	<p>RES. NO. 285870 P/NO. 370993</p> <p>ABRAHAM C. DELA PENA CIVIL ENGINEER</p> <p>VALIDITY: MAY 27, 2027 DATE ISS. JUN 20, 2024 TR. 04130228</p>	<p>IMPORTANT</p> <p>THIS DRAWING IS THE PROPERTY OF THE NATIONAL TOBACCO ADMINISTRATION. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. ANY REUSE OR MODIFICATION OF THIS DRAWING WITHOUT THE WRITTEN PERMISSION OF THE NATIONAL TOBACCO ADMINISTRATION IS STRICTLY PROHIBITED.</p>	<p>PROJECT TITLE REINFORCEMENT OF DAM WALL WITH U-SHEET PILE</p> <p>LOCATION MINDORO EAST PROVINCE, LUGANAN</p>	<p>DESIGNED BY: MACA CHECKED BY: MACA DATE: AUGUST 14, 2024</p> <p>C/O BY: MARIBECT APPROVED BY: [Signature]</p>	<p>SHEET CONTENT AS SHOWN SHEET NO. S-05</p>
	<p>NATIONAL TOBACCO ADMINISTRATION OWNER</p> <p>BY: [Signature] JOHN MARIBECT &amp; CO.</p>				

6.86 METERS (VARIES)

TRANSIT MIXER

8.62 METERS (VERIFY)

FIN GRADELINE

EARTH FILL

NAT GRADELINE

EARTH FILL

WATER LINE

CREEK SIDE

DET. SECTION OF CONCRETE CHUTE

TOP OF RETAINING WALL LINE

FIN GRADELINE

EARTH FILL

CUT

NAT GRADELINE

FILL

NAT GRADELINE

2.00 METERS (VERIFY)

1.00 METER

POLYETHYLENE VAPOUR BARRIER PLASTIC SHEETING  
EARTH FILL

WATER LINE

CREEK SIDE

DET. SECTION OF COFFERDAM

DET. PLAN OF COFFERDAM

1.1HP WATER PUMP

1.1HP WATER PUMP

1.1HP WATER PUMP

1.1HP WATER PUMP

3.00 METERS (VERIFY)

3.00 METERS (VERIFY)

3.00 METERS (VERIFY)

3.00 METERS (VERIFY)

1.37 2.00 METERS

1.40 METERS

4.40 METERS (VERIFY)

3.00 METERS (VERIFY)

6.00 METERS (VERIFY)

4.40 METERS (VERIFY)

2.00 METERS (VERIFY)

0.60

1.00

0.40

0.60

2.60 METERS



MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT  
DEPARTMENT OF AGRICULTURE  
NATIONAL TOBACCO ADMINISTRATION  
ADDRESS: 6500T, ROUTE 108, PANAMA, QUEZON CITY

**ABRAHAM C. DELA PENA**  
CIVIL ENGINEER

PROFESSIONAL REGISTRATION NO. 11788  
DATE ISS. MAY 27, 2021  
VALIDITY: JUN 30, 2024  
PENG NO. 019803  
PLACE ISS. QUEZON CITY TIN 844 912/28

IMPORTANT  
THESE PLANS ARE THE PROPERTY OF THE ENGINEER AND SHOULD NOT BE REPRODUCED OR COPIED IN ANY MANNER WITHOUT HIS WRITTEN PERMISSION. ANY VIOLATION OF THIS RULE IS A VIOLATION UNDER SECTION 33 RULE IV OF RA 9298.

PROJECT TITLE  
PROPOSED CONSTRUCTION OF A 1000-SQUARE-METER INDUSTRIAL BUILDING FOR THE NATIONAL TOBACCO ADMINISTRATION, PANAMA, QUEZON CITY.

DESIGNED BY: MICA  
CHECKED BY: MICA  
DATE: AUGUST 14, 2024  
NATIONAL TOBACCO ADMINISTRATION  
OWNER

SHEET CONTENT  
AS SHOWN  
SHEET NO.  
S-06  
BELINDA S. SANANAN, CPA  
REGISTERED ACCOUNTANT



GENERATOR SET ROOM FLOOR PLAN



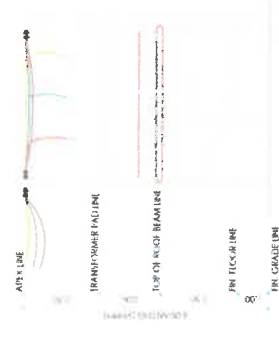
ROOF PLAN



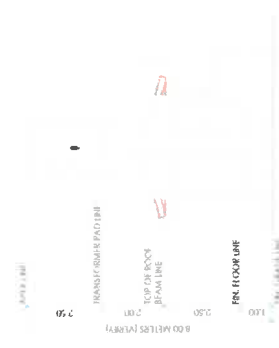
TRANSFORMER PAD PLAN



FRONT ELEVATION



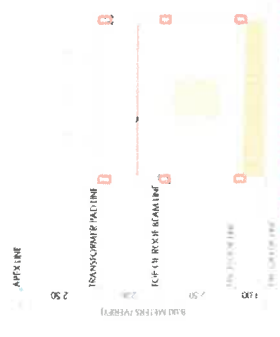
REAR ELEVATION



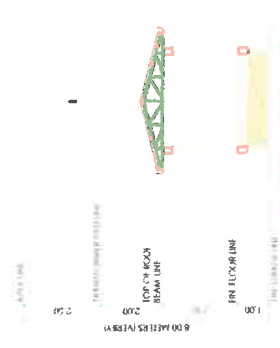
RIGHT SIDE ELEVATION



LEFT SIDE ELEVATION



LONGITUDINAL SECTION



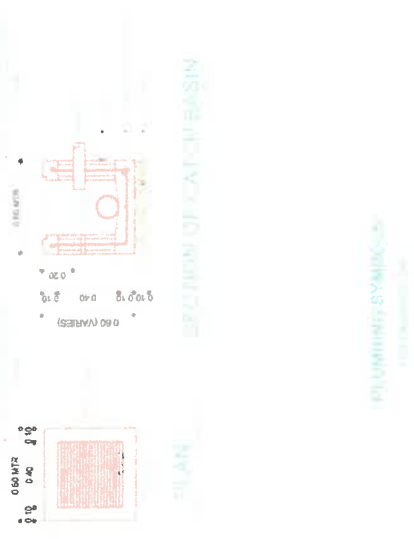
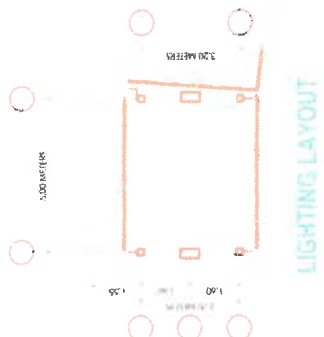
CROSS SECTION

NOTE:  
 SEPT. 9, 2024  
 Plans are included for the computation of Salvage Value for the project: Restoration of the NTA Kadivra in Anit at Kita Perimeter fence along the Crossside, Front side, and back side of the site. The project includes the Transformer House and damaged Perimeter Fence due to Natural Catastrophes.

BY: ENGR. ALDINHAM V. CELLA PEÑA

 <p>DEPARTMENT OF AGRICULTURE        NATIONAL TOBACCO ADMINISTRATION        ADDRESS: 800P MELICOMPAN, PAMPANGUE, QUEZON CITY</p>	<p><b>WVH CONSTRUCTION</b></p>	<p><b>IMPORTANT</b></p> <p>THESE PLANS ARE THE SOLE PROPERTY OF THE ARCHITECT. NO PART OF THESE PLANS OR DOCUMENTS FOR USE IN OTHER PROJECTS WITHOUT THE WRITTEN CONSENT OF THE ARCHITECT.</p> <p>VIOLATION UNDER SECTION 33 (R.A. 1164) OF P.A. 9996</p>	<p>PROJECT TITLE:  <b>OLD PERIMETER FENCE - AS BUILT PLAN</b></p> <p>LOCATION: "MAGSAYSAN EAST" MARKET, CALABARZON</p>	<p>DESIGNED BY: IMCA        CHECKED BY: MARITECT        DATE: 2022</p> <p>APPROVED BY:        BE: JILDA S. ANDRUEZ, CPA        ADM: EDUARDO D. ZARACOSA, ADMINISTRATOR</p>	<p>SECRET CONTENT</p> <p>AS SHOWN        SHEET NO.  <b>A-01</b></p>
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**NOTE:**

SEPT. 9, 2024

Plans are included for the computation of Salvage Value for the project; Restoration of the YTA Redwood in Area at Elba Perimeter (Walled Area) and the Perimeter back Steel Gate & Demolition of the old Transformer House and damaged Perimeter Fence located in Natural Calamities.

BY: ENGR. BERNARD C. DELA PENA



DEPARTMENT OF AGRICULTURE  
NATIONAL TOBACCO ADMINISTRATION

ADDRESS: BULUT, BULACANE, MARAQUE, CALABANG, PANGASINAN

**VVH CONSTRUCTION**

**IMPORTANT**

THESE PLANS ARE THE DOCUMENTS OF THE ARCHITECT. NO REPRODUCTION OF THESE DOCUMENTS FOR USE IN OTHER PROJECTS WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT IS ALLOWED. VIOLATION UNDER SECTION 33, RULE IV OF R.A. 5456

DESIGNED BY: MACA

CHECKED BY: MACA

DATE: 2024

APPROVED BY:

NOTE: PLANS TO BE USE FOR THE COMPUTATION OF SALVAGE VALUE

Approved during: EDUARDO D. ZARACOSA ADMINISTRADOR

PROJECT TITLE:

**OLD PERIMETER FENCE AS BUILT PLAN**

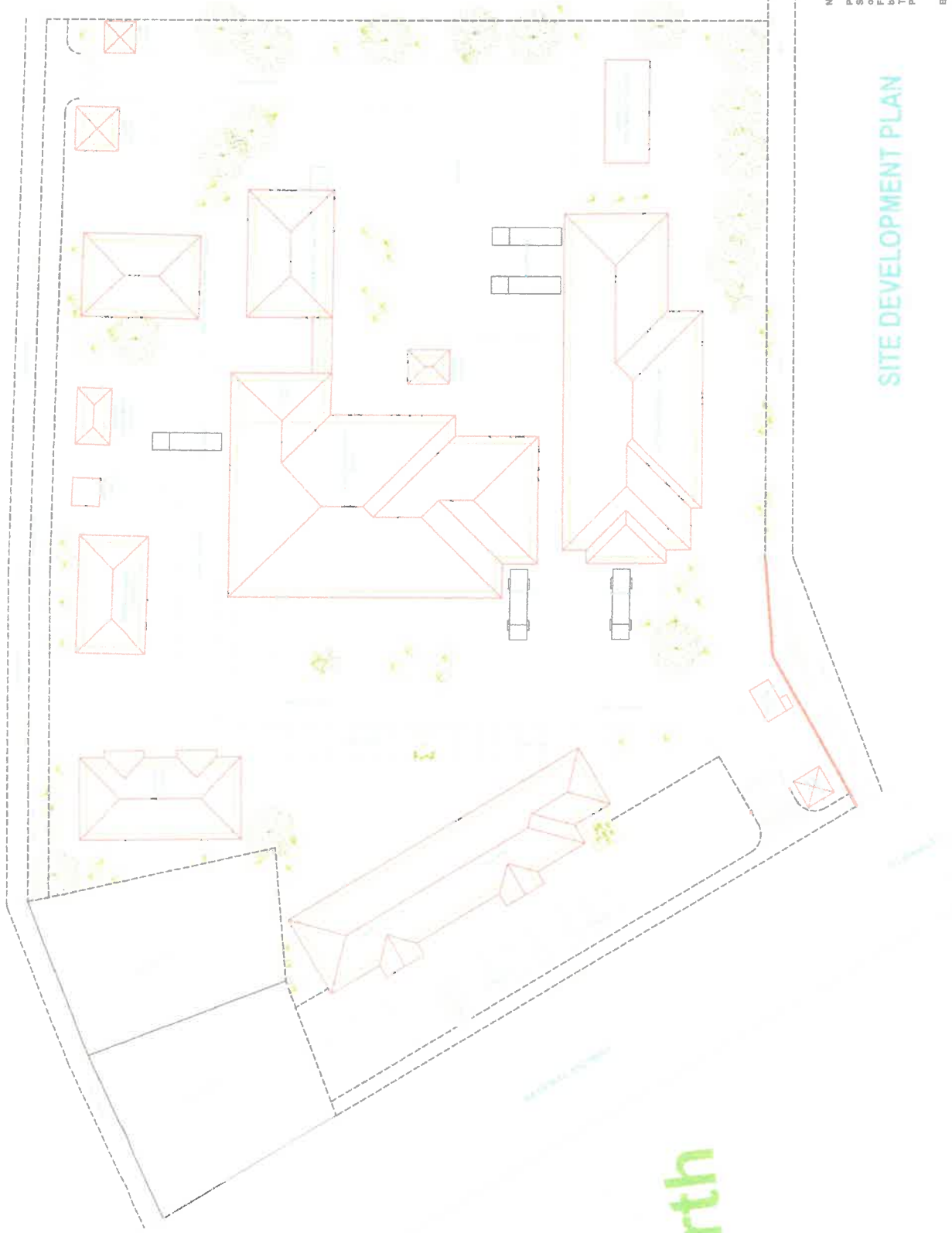
(WALLED AREA) AT THE PERIMETER OF THE YTA REDWOOD IN AREA AT ELBA PERIMETER

SHEET CONTENT:

AS SHOWN

SHEET NO:

**EP-01**

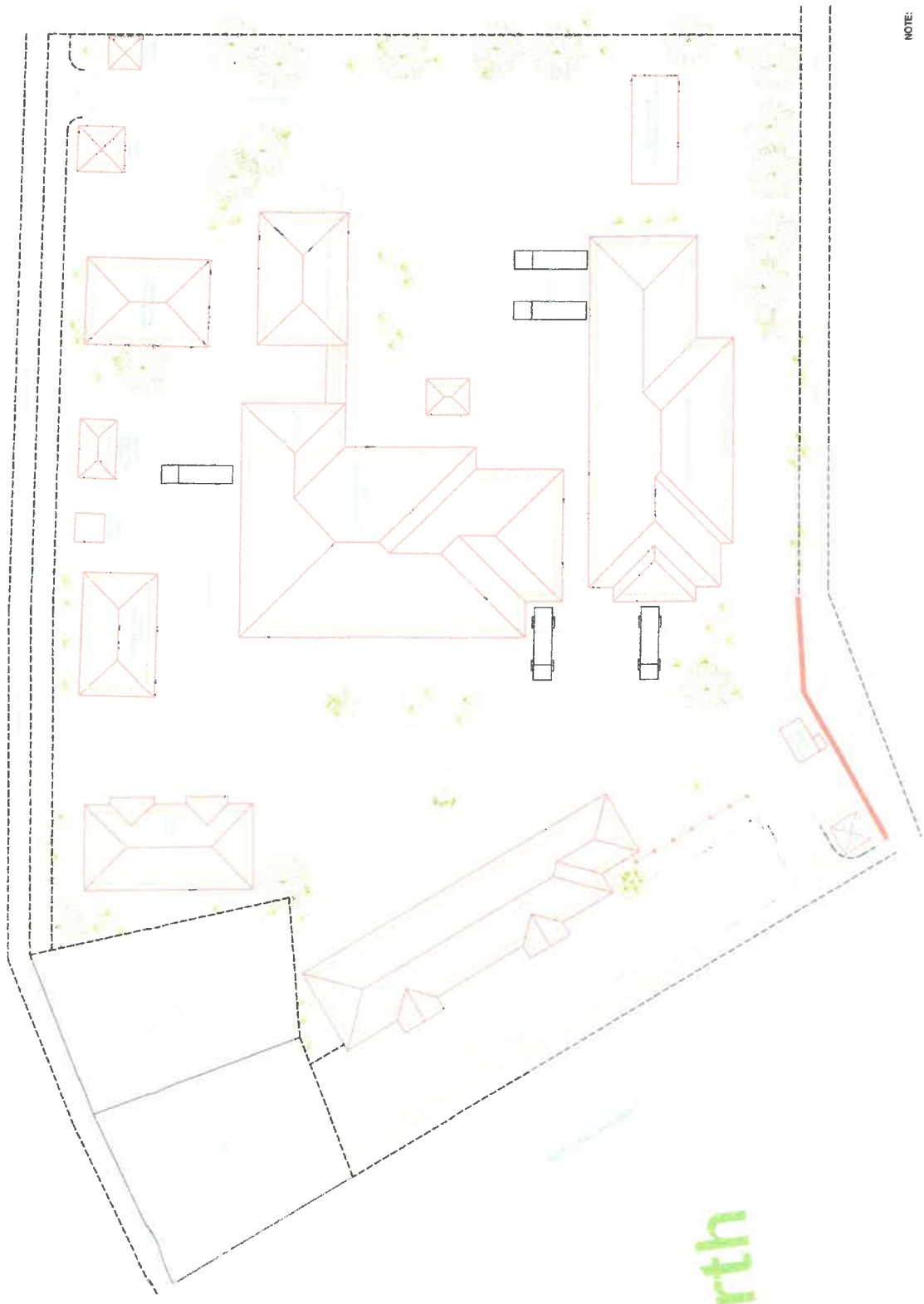


NOTE:  
 SEPT. 9, 2024  
 Plans are included for the computation of Salvage Value for the project; Restoration of the NTA Kadlwe ni Ani at Kita Perimeter Fence along the Creekside, Front side, and Back side (Cap & Demolition of the old structure) and the restoration of the old Perimeter Fence along the Natural Catahulikes.

### SITE DEVELOPMENT PLAN

	NATIONAL TOBACCO ADMINISTRATION ADDRESS: 830/110115.COM KAWA-AVE. SAZON-2027	<b>739 BUILDERS</b>	<b>IMPORTANT:</b> THESE PLANS ARE THE SOLE PROPERTY OF THE ARCHITECT. NO PART OF THESE PLANS OR DOCUMENTS FOR USE IN OTHER PROJECTS WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT. VOLUNTARY UNDER SECTION 33 B.B.S IV OF P.A. 6988	PROJECT TITLE: <b>KITTA PERIMETER FENCE - AS BUILT PLAN</b> <small>RESTORATION OF THE NTA KADLWE NI ANI AT KITA PERIMETER FENCE ALONG THE CREEKSIDE, FRONT SIDE, AND BACK SIDE (CAP &amp; DEMOLITION OF THE OLD STRUCTURE) AND THE RESTORATION OF THE OLD PERIMETER FENCE ALONG THE NATURAL CATAHULIKES.</small>	DESIGNED BY: MACA DRAWN BY: MACA DATE: 2022 <b>NOTE:</b> - PLANS TO BE USED FOR THE COMPUTATION OF SALVAGE VALUE Approved during: EDUARDO D. ZARAGOZA ADMINISTRATOR	APPROVED BY:  EDUARDO D. ZARAGOZA ADMINISTRATOR	SHEET CONTENT: AS SHOWN SHEET NO: <b>A-01</b>
	LOCATION: BARBERSHOP WEST - MARIJUANA LOCALS B.P.		BY: FELINA L. SANCHEZ, CPA ADMINISTRATOR				

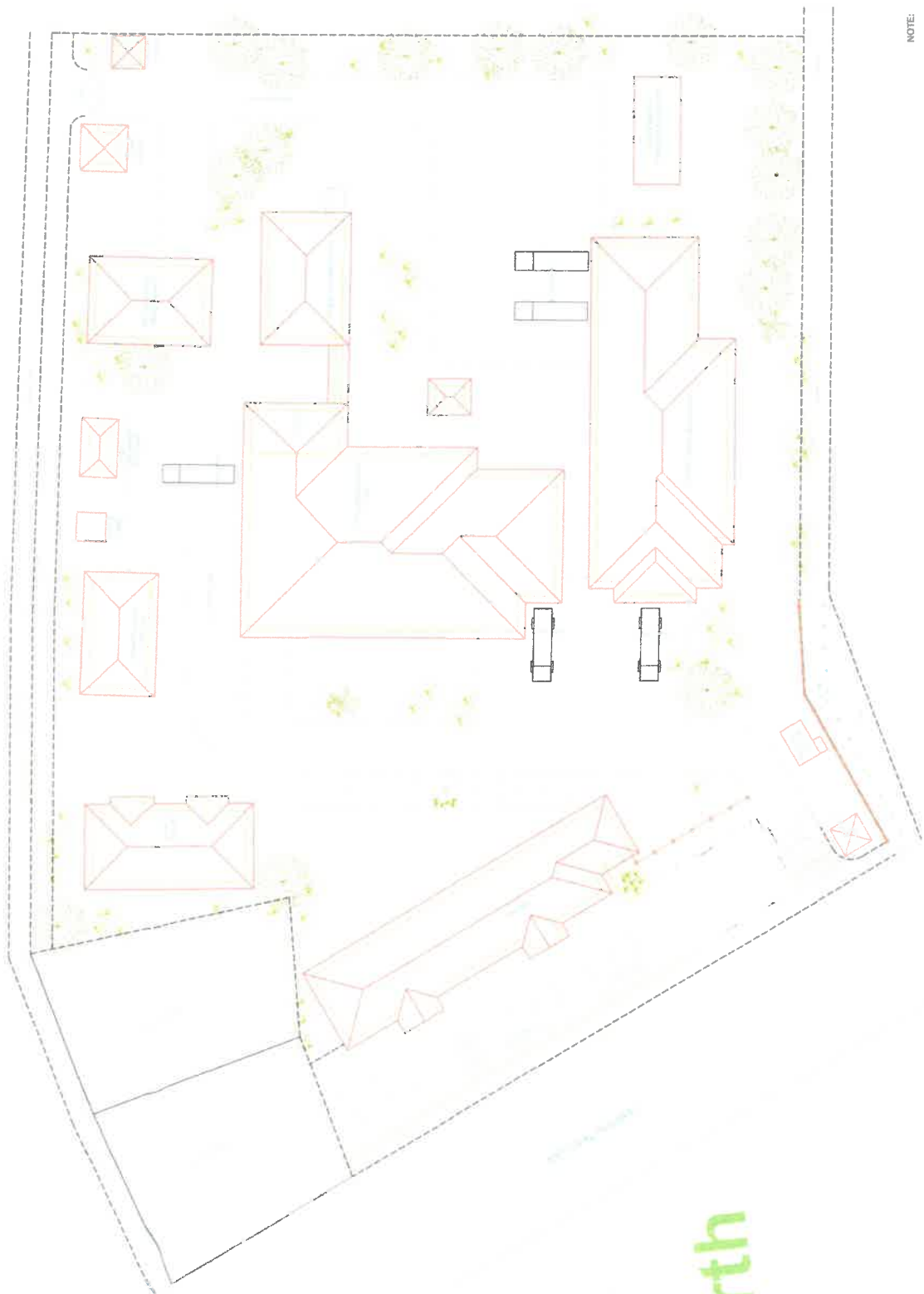




RETAINING WALL & PERIMETER FENCE LAYOUT

NOTE:  
 SEPT. 9, 2024  
 Plans are included for the computation of Salvage Value for the project; Restoration of the NYA Kettle in Anj at Kila Perimeter of the NYA Kettle in Anj, Front side, and back side, and the restoration of the old Trastambor House and damaged Perimeter Fence due to Natural Calamities.  
 BY: EUGENIO ABRAHAM C. DELA PENA

 DEPARTMENT OF AGRICULTURE, FORESTRY AND FISHERIES NATIONAL TOBACCO ADMINISTRATION <small>NO. 100 - SECUT REYES COR. PARK AV. QUEZON CITY</small>	<b>739 BUILDERS</b>	<small>THESE PLANS ARE THE PROPERTY OF THE ARCHITECT. REPRODUCTION OF THESE DOCUMENTS FOR USE IN OTHER PROJECTS WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT IS A VIOLATION, UNDER SECTION 33, RULE IV OF RA 696</small>	<small>PROJECT NAME</small> <b>OLD PERIMETER FENCE AS BUILT PLAN</b> <small>PROJECT LOCATION</small> KILA PERIMETER FENCE RESTORATION PROJECT (KILA PERIMETER FENCE RESTORATION PROJECT)	<small>DESIGNED BY</small> MACA <small>DATE</small> 07/22 <small>CAD BY</small> ARCHITECT <small>DATE</small> 07/22 <small>NOTE:</small> -PLANS TO BE USED FOR THE COMPUTATION OF SALVAGE VALUE <small>Approved during:</small> EDUARDO D. ZARANGOSA <small>ADMINISTRADOR</small>	<small>APPROVED BY</small> <b>BELINDA S. DELA MEZ, CPA</b> <small>ADMINISTRADOR</small>	<small>SHEET CONTENT</small> AS SHOWN <small>SHEET NO.</small> <b>S-01</b>
	<small>BY: EUGENIO ABRAHAM C. DELA PENA</small>					

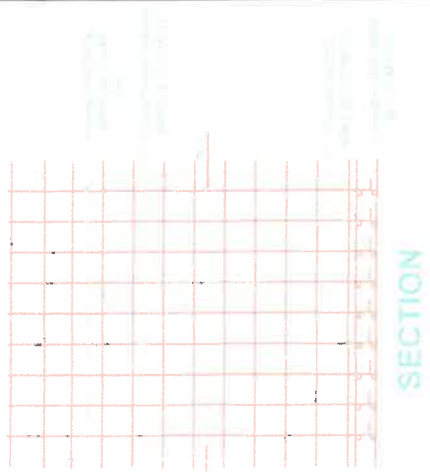
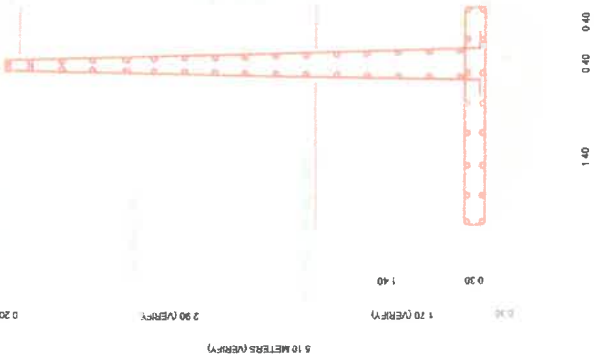


NOTE:  
 SEPT. 9, 2024  
 Plans are included for the computation of Salvage Value for the project: "Restoration of the NTA Madrigal Aní at Kita Perimeter Fence along the Creekside, Front side, and Back side" (see attached drawings) including Perimeter Fence along to NTA Columns.

BY: ENGR ABRAHAM C. DELA PENA

RETAINING WALL & PERIMETER FENCE LA

 DEPARTMENT OF AGRICULTURE NATIONAL TOBACCO ADMINISTRATION <small>AGRICULTURE - RUSTICITY - RURALITY</small>	<b>739 BUILDERS</b>	<small>THESE PLANS ARE THE DOCUMENTS OF THE ARCHITECT. FOR USE IN OTHER PROJECTS WITHOUT THE ARCHITECT'S WRITTEN CONSENT IS A VIOLATION UNDER SECTION 17-B, R.A. 6976, AS AMENDED.</small>	PROJECT TITLE <b>COLD PERIMETER FENCE - AS-BUILT PLAN</b>	DESIGNED BY: MACA CHECKED BY: MACA DATE: 2022	APPROVED BY: EDGARDO D. ZARAGOZA ADMINISTRATOR	SHEET CONTENT: AS SHOWN SHEET NO. <b>S-02</b>
	LOCATION: NARIWAHUGUET, NARIWAHUGUET, CECILIA	NOTE: -PLANS TO BE USED FOR THE COMPUTATION OF SALVAGE VALUE Approved during:	APPROVED BY: EDGARDO D. ZARAGOZA ADMINISTRATOR	DESIGNED BY: MACA CHECKED BY: MACA DATE: 2022	APPROVED BY: EDGARDO D. ZARAGOZA ADMINISTRATOR	SHEET CONTENT: AS SHOWN SHEET NO. <b>S-02</b>



SECTION

SECTION

SECTION

SECTION

DET. SECTION OF RETAINING WALL

NOTE: SEPT. 8, 2024  
Plans are included for the computation of Salvage Value for the project, Restoration of the NTA Kallio in Aoi at NTA Perimeter Wall, NTA Kallio, NTA Kallio, and back Steel Gate & Demolition of the old Transformer House and damaged Perimeter Fence at NTA Kallio, Calamba.

BY: ENGR. BRAUN C. BELI, PEINA

DESIGNED BY: MACA  
CHECKED BY: MACA  
DATE: 2012

APPROVED BY: [Signature]  
DATE: 2012

PROJECT TITLE: OLD PERIMETER FENCE AS BUILT PLAN

PROJECT LOCATION: NTA KALLIO, CALAMBA

AS SHOWN SHEET NO. S-03  
BELINDA S. SANCHEZ, CPA  
ADMINISTRADOR



DEPARTMENT OF AGRICULTURE  
NATIONAL TOBACCO ADMINISTRATION

739 BUILDERS

PROJECT TITLE: OLD PERIMETER FENCE AS BUILT PLAN

APPROVED BY: EDGARDO D. ZARACOSA  
ADMINISTRADOR

## ***Section VIII. Bill of Quantities***

### **Notes on the Bill of Quantities**

#### **Objectives**

The objectives of the Bill of Quantities are:

- a. to provide sufficient information on the quantities of Works to be performed to enable Bids to be prepared efficiently and accurately; and
- b. when a Contract has been entered into, to provide a priced Bill of Quantities for use in the periodic valuation of Works executed.

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

#### **Daywork Schedule**

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

- a. A list of the various classes of labor, materials, and Constructional Plant for which basic daywork rates or prices are to be inserted by the Bidder, together with a statement of the conditions under which the Contractor will be paid for work executed on a daywork basis.
- b. Nominal quantities for each item of Daywork, to be priced by each Bidder at Daywork rates as Bid. The rate to be entered by the Bidder against each basic Daywork item should include the Contractor's profit, overheads, supervision, and other charges.

#### **Provisional Sums**

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

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

### **Signature Box**

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

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

**PLEASE SEE ATTACHED FILE:**

**Program of Work**



**RESTORATION OF THE NTA KADIWA NI ANI AT KITA PERIMETER FENCE ALONG THE CREEK, FRONT SIDE AND BACK STEEL GATE AND  
 DEMOLITION OF THE OLD TILTED POWER HOUSE AND DAMAGED PERIMETER FENCE DUE TO NATURAL CALAMITIES  
 PROGRAM OF WORK**

Region	1	Roadbed Width	na
District	Narvacan	Pavement Width	na
Name of Project	<b>RESTORATION OF THE NTA KADIWA NI ANI AT KITA PERIMETER FENCE ALONG THE CREEK, FRONT SIDE AND BACK STEEL GATE AND DEMOLITION OF THE OLD TILTED POWER HOUSE AND DAMAGED PERIMETER FENCE DUE TO NATURAL CALAMITIES</b>	Bridge Width	na
Road Section ID		Type of Structure	Multi-purpose Infrastructure Project
Section		Type of Superstructure	Reinforced Concrete
Location	National Highway, Nanguneg East, Narvacan, Ilocos Sur	Type of SubStructure	Reinforced Concrete
Appropriation		No. of Span	na
Source of Fund	Corporate Budget	No. of Piers	na
Classification		Dimension	na
Station Limits		No. of Storeys	
Net Length		No. of Classrooms	na
Thickness		No. of Days to Complete	<b>180</b> C.D
Width			
Starting Date	FOLLOWING RA 9184		
<b>ITEM</b>	<b>ITEMS OF WORK TO BE DONE</b>	<b>PERCENT</b>	<b>EQUIPMENT</b>
		<b>%</b>	<b>DESCRIPTION</b>   <b>NEEDED</b>
<b>PART I</b>	<b>OTHER GENERAL REQUIREMENTS</b>		Backhoe   1.00
B.5	Project Billboard		Water Pump   3.00
B.6	Permit and Clearances		Plate Compactor   1.00
B.7	Occupational Safety and Health		One Bagger Mixer   1.00
<b>PART II</b>	<b>CIVIL WORKS, MECHANICAL WORKS</b>		Bar Cutter   1.00
<b>PART A</b>	<b>ESCAVATION</b>		Plate Compactor   1.00
803(1)a	Structural Excavation (Common soil, Mechanical Excavation)		Bar Bender   1.00
803(1)b	Temporary Cofferdaming & Shoring		Minor Tools   1.00
803(1)c	Embankment from structure Excavation(with borrow)		Truck mounted Crane   1.00
II-D	Dewatering Works		Cargo Truck   1.00
804(1)a	Gravel Fill		Vibro Hammer   1.00
804(1)b	Bolders Fill		Gas Cutting Equipment   1.00
1717(5)a1	Furnish and Driven Steel Sheet Piles		Concrete vibrator   1.00
<b>PART B</b>	<b>DEMOLITION WORKS</b>		Welding Machine   1.00
1302(1)a	Dismantling of Roofing, Roofing Trusses, Metal Post & Cyclone Wires		Chipping Tool   1.00
1302(1)b	Demolition of Old Perimeter Fence (Creek & Front side), Power House		
<b>PART III</b>	<b>PLAIN AND REINFORCED CONCRETE WORKS</b>		
900(1)c1	Structural Concrete for Retaining Wall (Class A 5000 psi, 28 days)		
900(1)c2	Lean Concrete for Retaining Wall Footing (Class A 3000 psi, 28 days)		
900(1)c3	Structural Concrete for Septic Tank Footing & Suspended Slab (Class A 3000 psi, 28 days)		
900(1)c4	Structural Concrete for Column & Lintel Beam in front fence (Class A 3000 psi, 28 days)		
900(1)c5	Reinforce Concrete Pipe		
902(1)a1	Reinforcing Steel Bars		
903.00	Formworks and False Works		
<b>PART IV</b>	<b>FINISHING WORKS</b>		
1046(2)a1	150mm CHB Non-load Bearing (Including Reinforcing Bars)		
1046(2)a2	Cyclone Wire and Post		
1046(2)a3	Steel Gate		
<b>PART V</b>	<b>OTHERS</b>		
1303(1)	Mobilization and Demobilization		

ITEM	DESCRIPTION	ESTIMATED COST OF PROPOSED WORK			
		UNIT	QUANTITY	UNIT COST	TOTAL COST
<b>PART I</b>	<b>OTHER GENERAL REQUIREMENTS</b>				
B.5	Project Billboard	Pc	1		
B.6	Permit and Clearances	L.S	1.00		
B.7	Occupational Safety and Health	Days	180.00		
<b>PART II</b>	<b>CIVIL WORKS, MECHANICAL WORKS</b>				
<b>PART A</b>	<b>ESCAVATION</b>				
803(1)a	Structural Excavation (Common soil, Mechanical Excavation)	Cu.m	185.09		
803(1)b	Temporary Cofferdaming & Shoring	L.M	47.51		
803(1)c	Embankment from structure Excavation(with borrow)	Cu.m	14.00		
II-D	Dewatering Works	Days	30.00		
804(1)a	Gravel Fill	Cu.m	0.59		
804(1)b	Bolders Fill	Cu.m	12.23		
1717(5)a1	Furnish and Driven Steel Sheet Files	Cu.m	36.15		
<b>PART B</b>	<b>DEMOLITION WORKS</b>				
1302(1)a	Dismantling of Roofing, Roofing Trusses, Metal Post & Cyclone Wires	Sq.m	44.50		
1302(1)b	Demolition of Old Perimeter Fence (Creek & Front side), Power House	Cu.m	107.54		
<b>PART III</b>	<b>PLAIN AND REINFORCED CONCRETE WORKS</b>				
900(1)c1	Structural Concrete for Retaining Wall (Class A 5000 psi, 28 days)	Cu.m	117.92		
900(1)c2	Lean Concrete for Retaining Wall Footing (Class A 3000 psi, 28 days)	Cu.m	12.23		
900(1)c3	Structural Concrete for Septic Tank Footing & Suspended Slab (Class A 3000 psi, 28 days)	Cu.m	1.24		
900(1)c4	Structural Concrete for Column & Lintel Beam in front fence (Class A 3000 psi 28 days)	Cu.m	0.59		
900(1)c5	Reinforce Concrete Pipe	Mtrs	6.50		
902(1)a1	Reinforcing Steel Bars	Kgs	12,460.68		
903.00	Formworks and False Works	Sq.m	156.34		
<b>PART IV</b>	<b>FINISHING WORKS</b>				
1046(2)a1	150mm CHB Non-load Bearing (Including Reinforcing Bars)	Sq.m	17.64		
1046(2)a2	Cyclone Wire and Post	Sq.m	62.40		
1046(2)a3	Steel Gate	Sq.m	12.80		
<b>PART V</b>	<b>OTHERS</b>				
1303(1)	Mobilization and Demobilization	L.S	1.00		
<b>BREAKDOWN OF EXPENDITURES ( ESTIMATE )</b>		%			
1. LABOR			A. TOTAL PROJECT COST	-	
2. MATERIALS			( DIRECT / INDIRECT )		
3. EQUIPMENT EXPENSES			B. ENG'G. & ADMIN. OH		
4. INDIRECT COST ( OCM, PROFITS, TAX, VAT)			C. SURVEY PREPARATION		
5. SOIL TESTING:			D. ROW /SITE ACQUISITION		
5. ENG'G. & ADM. OVERHEAD			SOIL TESTING		
6. CONST. CONTINGENCIES			E. CONST. CONTINGENCIES		
7. GENDER & DEVELOPMENT			F. GENDER & DEVELOPMENT		
8. COST OF RIGHT OF WAY			G. COST OF RIGHT OF WAY		
9. RA 9206			H. RA 9206		
10. YOUTH & INFRA DEVELOPMENT			I. BUDGET RESERVE		
11. BUDGET RESERVE			J. YOUTH & INFRA DEVELOPMENT		
12. SALVAGE VALUE			K. Salvage Value		
	<b>TOTAL</b>		K. APPROPRIATION		



## ***Section IX. Checklist of Technical and Financial Documents***

### **Notes on the Checklist of Technical and Financial Documents**

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

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

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

# Checklist of Technical and Financial Documents

## I. TECHNICAL COMPONENT ENVELOPE

### *Class "A" Documents*

#### Legal Documents

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

#### Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules; **and**
- (d) Special PCAB License in case of Joint Ventures **and** registration for the type and cost of the contract to be bid; **and**
- (e) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** original copy of Notarized Bid Securing Declaration; **and**
- (f) Project Requirements, which shall include the following:
- a. Organizational chart for the contract to be bid;
- b. List of contractor's key personnel (*e.g.*, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
- c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- (g) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

#### Financial Documents

- (h) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

*Class "B" Documents*

- (i) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

**II. FINANCIAL COMPONENT ENVELOPE**

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

*Other documentary requirements under RA No. 9184*

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

# **PRESCRIBED FORMS**

- A. Statement of All Ongoing Government and Private Contracts**
- B. Statement of Single Largest Completed Contract (SLCC)**
- C. Bid Securing Declaration**
- D. Omnibus Sworn Statement**
- E. Bid Form (Procurement of Goods)**
- F. Bid Form (Infrastructure Projects)**
- G. Price Schedule for Goods (within the Philippines)**
- H. Price Schedules (Abroad)**
- I. Performance Securing Declaration**

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

Business Name : \_\_\_\_\_  
 Business Address : \_\_\_\_\_

Name of the Contract	Date of the Contract	Contract Duration	a. Owner's Name b. Address c. Telephone Nos.	Kinds of Goods	Amount of Contract	Value of Outstanding Contracts	Date of Delivery
<b>GOVERNMENT Contracts:</b>							
1.							
2.							
<b>PRIVATE Contracts:</b>							
1.							
2.							
<b>Total Amount</b>							

\*Continue in a separate sheet if necessary

**Note:**

- State all ongoing and 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.
1. Notice of Award or Contract
  2. Notice to Proceed issued by the owner (in the absence of Notice to Proceed (NTP), execute an affidavit that the bidder asserted all efforts in requesting the NTP. Indicate the circumstances and state the reasons. Attach letter of request as supporting documents).
- Not to be submitted during the Opening of Bids but to be verified, ascertained and validated during post-qualification.

Submitted by: \_\_\_\_\_  
 Signature Over Printed Name of Authorized Representative

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

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

Business Name : \_\_\_\_\_  
 Business Address : \_\_\_\_\_

Name of the Contract	Date of the Contract	Contract Duration	a. Owner's Name b. Address c. Telephone Nos.	Kinds of Goods	Amount of Contract	Date of Delivery

*Note: This statement shall be supported with:*

1. *Certificate of End-users Acceptance or Official Receipts or Sales Invoice.*

Submitted by: \_\_\_\_\_  
 Signature Over Printed Name of Authorized Representative

Designation: \_\_\_\_\_  
 Date: \_\_\_\_\_

## **Bid Securing Declaration Form**

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

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REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_ ) S.S.

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

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
  - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
  - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
  - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

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

*[Insert NAME OF BIDDER OR ITS AUTHORIZED  
REPRESENTATIVE]  
[Insert signatory's legal capacity]  
Affiant*

#### **[Jurat]**

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

# Omnibus Sworn Statement (Revised)

*[shall be submitted with the Bid]*

REPUBLIC OF THE PHILIPPINES)  
CITY/MUNICIPALITY OF \_\_\_\_\_) S.S.

## AFFIDAVIT

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

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

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

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

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

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

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

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

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

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

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



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

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

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

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

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

*[Insert signatory's legal capacity]*

Affiant

**[Jurat]**

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

**Bid Form for the Procurement of Goods**

*[shall be submitted with the Bid]*

**BID FORM**

Date: \_\_\_\_\_

Project Identification No.: \_\_\_\_\_

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

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

*[Insert this paragraph if Foreign-Assisted Project with the Development Partner:*

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
---------------------------	---------------------	-----------------------------------


(if none, state "None") ]

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: \_\_\_\_\_

Legal capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

Date: \_\_\_\_\_

**Bid Form for the Procurement of Infrastructure Projects**  
*[shall be submitted with the Bid]*

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**BID FORM**

Date: \_\_\_\_\_  
Project Identification No.: \_\_\_\_\_

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

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: *[insert name of contract]*;
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is: *[insert information]*;
- d. The discounts offered and the methodology for their application are: *[insert information]*;
- e. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein and reflected in the detailed estimates,
- f. Our Bid shall be valid within a period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of *[insert percentage amount]* percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines<sup>1</sup> for this purpose;
- h. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- i. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- k. We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the *[Name of Project]* of the *[Name of the Procuring Entity]*.

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<sup>1</sup> currently based on GPPB Resolution No. 09-2020

- I. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

Date: \_\_\_\_\_

**Price Schedule for Goods Offered from Within the Philippines**  
*[shall be submitted with the Bid if bidder is offering goods from within the Philippines]*

**For Goods Offered from Within the Philippines**

Name of Bidder \_\_\_\_\_ Project ID No. \_\_\_\_\_ Page \_\_\_\_ of \_\_\_\_

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (Column 5+6+7+8)	Total Price delivered Final Destination (Column 9) x (Column 4)

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

**Price Schedule for Goods Offered from Abroad**  
*[shall be submitted with the Bid if bidder is offering goods from Abroad]*

**For Goods Offered from Abroad**

Name of Bidder \_\_\_\_\_ Project ID No. \_\_\_\_\_ Page \_\_\_ of \_\_\_

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place  (Specify border point or place of destination)	Total CIF or CIP price per item  (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (Column 4 x 8)

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

## Performance Securing Declaration (Revised)

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

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REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_ ) S.S.

### PERFORMANCE SECURING DECLARATION

Invitation to Bid: [Insert Reference Number indicated in the Bidding Documents]

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacturer/contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.
2. I/We accept that: I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year for the first offense, or two (2) years **for the second offense**, upon receipt of your Blacklisting Order if I/We have violated my/our obligations under the Contract;
3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:
  - a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
    - i. Procuring Entity has no claims filed against the contract awardee;
    - ii. It has no claims for labor and materials filed against the contractor; and
    - iii. Other terms of the contract; or
  - b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 revised IRR of RA No. 9184 as required by the end-user.

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

*[Insert NAME OF BIDDER OR ITS  
AUTHORIZED REPRESENTATIVE]  
[Insert signatory's legal capacity]  
Affiant*

**[Jurat]**

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



Republic of the Philippines



Government Procurement Policy Board