

Contract ID: _____

Contract Name: _____

Location of the Contract : _____

Department of Public Works and Highways
Office of the District Engineer
Butuan City District Engineering Office
Butuan City

PRELIMINARY EXAMINATION OF FINANCIAL PROPOSAL

Date of Submission/Opening of Bids: _____

Name of Contractor: _____

Approved Budget for the Contract (ABC): P _____

TOTAL AMOUNT OF BID AS READ: P _____

	BAC-Member	BAC-Member	BAC-Member	Ma. Rosario C. Bascones BAC-Provisional Member	Ryan Joy L. Basco AC-Provisional Member	Jennith S. Laguesma-Podot BAC-Member	Rolito P. Pancito BAC-Chairman
Financial Requirements							
1. Bid Form (Duly Accomplished at Prescribed Form)			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Bid Prices in the Bill of Quantities			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Detailed Estimates including a Summary Sheet indicating the unit prices of construction materials, labor rates and equipment rentals used in coming up with the Bid.			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Quarterly/Monthly Cash Flow and Payment Schedule.			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Note: Any missing, incomplete or patently insufficient document in the abovementioned checklist is a ground for outright rejection of the bid.

Overall Rating

() - PASSED

() - FAILED

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

BID FORM

Date : _____

Project Identification No. : _____

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

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

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: *[insert name of contract]*;
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is: *[insert information]*;
- d. The discounts offered and the methodology for their application are: *[insert information]*;
- e. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein and reflected in the detailed estimates,
- f. Our Bid shall be valid within the a period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of *[insert percentage amount]* percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines¹ for this purpose;
- h. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- i. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- k. We likewise certify/confirm that the undersigned, is the duly authorized

¹ currently based on GPPB Resolution No. 09-2020

representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the [Name of Project] of the [Name of the Procuring Entity].

- 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: _____

Department of Public Works and Highways

Contract ID:

Contract Name:

Location of the Contract:

REPUBLIC OF THE PHILIPPINES)

CITY OF _____) S.S.

X-----X

BID-SECURING DECLARATION

Invitation to Bid: *[Insert reference number]*

Contract ID:

Contract Name:

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

I/We, the undersigned, declare that:

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

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

***[Insert NAME OF BIDDER'S
AUTHORIZED REPRESENTATIVE]***

[Insert signatory's legal capacity]

Affiant

Department of Public Works and Highways

Contract ID:

Contract Name:

Location of the Contract:

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

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

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

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

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

Doc. No. Page

No. Book No.

Series of_.

Note: This must be dry-sealed.

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, members of the Bids and Awards Committee (BAC), the Technical

Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

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

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

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

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

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]
Affiant

[Jurat]

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

Performance Securing Declaration (Revised)

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

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

PERFORMANCE SECURING DECLARATION

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

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacture/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]

Department of Public Works and Highways

Contract ID:
Contract Name:
Location of the Contract:

**LIST OF CONTRACTOR'S MAJOR CONSTRUCTION AND LABORATORY EQUIPMENT UNITS TO BE ASSIGNED TO THIS CONTRACT,
 SUPPORTED BY CERTIFICATIONS OF AVAILABILITY**

Business Name _____
 Business Address _____

Description	Model/Year	Capacity / Performance / Size	Plate No.	Motor No. / Body No.	Location	Condition	Proof of Ownership / Lease/Purchase
A. Owned ¹							
IV.							
V.							
B. Leased ²							
IV.							
V.							
C. Under Purchase Agreements ³							
IV.							
V.							

¹Attached are copies of sales invoice / Registration Certificate from LTO.

²Attached are the certifications from the lessors that the equipment units under B (Leased) shall be available for this contract.

Attached are the certifications from the vendors that the equipment units under C (Purchase Agreements) shall be available for this contract.

Minimum major construction equipment requirement as prescribed in the Bid Data Sheet:

Minimum major laboratory equipment requirements as prescribed in Bid Data Sheet:

Name and Signature of Bidder's Representative

Date: _____

Department of Public Works and Highways (DPWH)

Contract ID: _____

Contract Name: _____

Location of the Contract: _____

*c:ACH FLOW BY **QUARTER** A/V/D PAYI4ENTSc:HEDULE*

PARTICULAR.	% WT.	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER
ACCOMPLISH MENT					
CASH FLOW					
CUMULATIVE ACCOMPLISH MENT					
CUMULATIVE CASH FLOW					

Submitted by:

Name and Signature of Bidder's Rep.

Date: _____

Position

Name of Bidder
DPWI-FINFR-49-101005

Department of Public Works and Highways

Contract ID:

Contract Name:

Location of the Contract:

LIST OF CONTRACTOR'S KEY PERSONNEL TO BE ASSIGNED TO THE CONTRACT, WITH THEIR QUALIFICATION DATA

Date of Issuance

Name of Head of Procuring Entity

Position

Name of Procuring Entity

Address

Dear Sir/Madame:

Supplementing our Organizational Chart for the abovestated Contract, we submit, and certify as true and correct, the following information:

1. We have engaged the services of the following key personnel to perform the duties of the positions indicated in the abovestated Contract if it is awarded to us:

Proposed Position (<i>as applicable</i>)	Name	Years of Experience	
		Total (Similar and Related)	Similar Position
Project Manager			
Project Engineer			
Materials Engineer			
Construction Safety Officer			
Foreman			
<i>Others (specify)</i>			

2. We submit the enclosed Curriculum Vitae and Affidavits of Commitment to Work on the Contract of these key personnel.
3. We ensure that the abovementioned personnel shall employ their best care, skill, and ability in performing the duties of their respective positions in accordance with the provisions of the Contract, including the Conditions of Contract, Specifications, and Drawings, and that they shall be personally present in the jobsite during the period of their assignment in the Contract.
4. In the event that we choose to replace any of the abovementioned key personnel, we shall submit to you in writing at least fourteen (14) days before making the replacement, for your approval, the name and biodata of the proposed replacement whose qualifications shall be equal to or better than that of the person to be replaced.
5. We understand that any violation of the abovestated conditions shall be a sufficient ground for us to be disqualified from this Contract and future biddings of the DPWH.

Very truly yours,

Department of Public Works and Highways

Contract ID:

Contract Name:

Location of the Contract:

.....

Name and Signature of Bidder's Authorized Representative

Department of Public Works and Highways (DPWH)

Contract ID: _____

Contract Name: _____

Location of the Contract: _____

EQUIPMENT UTILIZATION SCHEDULE

Category / Equipment	Month											
											11	12

(Name and Signature of Bidder's)
LP ^iLi nI

Date: _____

(Name of Bidder).

**INTEGRITY PLEDGE
FOR DPWH CONTRACTORS**

We believe that corruption detracts from the contribution of infrastructure projects to national development.

We recognize that the national executive government, in particular the DPWH leadership, is taking initiatives to reduce corruption and promote integrity.

We realize that such initiatives cannot be successful without our full cooperation.

As professionals, business owners and development partners, we are fully aware of our responsibility to our stakeholders and to society to conduct our business with the highest degree of professionalism and ethical standards.

In view of the following, we pledge the following:

- We will promote healthy competition and will not engage in collusion and rigging that make a mockery of the bidding process.
- We will provide value-for-money services by including in our bid offers only the costs that go directly to the project and reasonable profit, and by executing projects in accordance with engineering standards.
- We will not engage in bribery in cash or in any other form and we will not offer or yield to any demand or request for payoff money.
- We will maintain only one book of account and we will ensure that our financial reports are accurate and transparent.
- We will install internal controls and systems for good governance and accountability.
- We will ensure that our employees embrace our commitment to integrity by developing or enhancing our internal Code of Conduct.
- We will continue to participate in dialogues with DPWH and fellow contractors to address any concerns in a fair and transparent manner.

Name and signature

Chief Executive Officer/Managing Owner

Company

Date signed

Following documentary requirements to be submitted within **three (3) calendar days** by the bidder with a **Lowest Calculated Bid**:

1. a.) Valid PCAB License
Special JV PCAB License (for JV)
Joint Venture Agreement (Signed & Notarized)
2. b.) Valid Mayors Permit
3. c.) Valid DTI/SEC/CDA Registration Cert.
Latest articles of incorporation (for Corp.)
4. d.) Latest income and business tax returns
BIR Tax Clearance Certificate
5. e.) Certificate of PhilGEPS Registration & its attachment
6. f.) List of all On-going Gov't & Private Contracts including contracts awarded but not yet started with Complete information include the following information:
 - (f.1) Name of Contract;
 - (f.2) Date of Contract;
 - (f.3) Contract Duration;
 - (f.4) Owners name and address;
 - (f.5) Nature of Work;
 - (f.6) Contractor's role (sole, sub-con or jv) and % of participation;
 - (f.7) Total Contract value at award;
 - (f.8) Date of completion or estimated completion time;
 - (f.9) Total contract value at completion time;
 - (f.10) % Planned and actual accomplishment, (if applicable);
 - (f.11) Value of outstanding works;
 - (f.12) Statement shall be supported by NOA &/or NTP issued by the owners;
7. g.) List of all Completed Gov't & Private Contracts with Complete information include the following information:
 - (g.1) Name of Contract;
 - (g.2) Date of Contract;
 - (g.3) Contract Duration;
 - (g.4) Owners name and address;
 - (g.5) Nature of Work;
 - (g.6) Contractor's role (sole, sub-con or jv) and % of participation;
 - (g.7) Total Contract value at award;
 - (g.8) Date of completion;
 - (g.9) Total contract value at completion time;
 - (g.10) Statement shall be supported by NOA &/or NTP issued by the owners
8. h.) TIN Number of Project Manager, Materials Engineer & Project Engineer
Valid PRC License of Project Materials Engineer & Project Engineer
Accreditation Certificate of Materials Engineer
9. i.) Conflict of Interest
10. j.) Integrity Pledge