



## BID DATA SHEET

ITB CLAUSE	
1.1	<p>The Procuring Entity is: <b>Department of Public Works and Highways</b> <b>METRO MANILA 1ST DISTRICT ENGINEERING OFFICE</b> <b>Westbank Road, Manggahan Floodway, Rosario, Pasig City</b></p> <p>The scope of the Works under this Contract is: Buildings: Repair</p> <p>The Contract ID is: 25OB0463 The Contract Name is: Rehabilitation of MM1DEO Office Facilities, Pasig City</p>
2.1	The Approved Budget for the Contract is PHP 12,490,459.17
2.2	The Funding Source is the Government of the Philippines through GAA 2025
7.1	Subcontracting is not allowed.
8.0	<p>The Procuring Entity will hold a Pre-Bid Conference for this Project on:</p> <p>Date : <b>June 06, 2025</b> Time : <b>1:00 p.m.</b> Place : <b>MM1DEO Conference Room, Westbank Road, Manggahan Floodway, Rosario, Pasig City</b></p>
9.0	<p>Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents in writing and received by the Procuring Entity on its given address.</p> <p>The Procuring Entity's address is: <b>EDUARDO B. DEL ROSARIO</b> <b>OIC - Assistant District Engineer</b> <b>BAC Chairman</b> Metro Manila 1st District Engineering Office Westbank Road, Manggahan Floodway, Rosario, Pasig City Tel No.: (02)8643-9481 ; Fax No.: (02)8643-9481</p>



	<p>2) The Minimum Material / Laboratory Testing Equipment are the following:</p> <table><tr><th>Description</th><th>Capacity</th><th>Required Units</th></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table> <p><b>Please refer to D.O. 11, Series of 2017 for the minimum materials testing equipment and D.O. 127, Series of 2018, Strict Application of R.A. 9184 in the conduct of Post-Qualification of Bidders with Delayed On-Going Contracts with the DPWH.</b></p>	Description	Capacity	Required Units															
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15.1	<p>The bid security shall be limited to a Bid Securing Declaration or one of the following forms in accordance with the following amounts:</p> <p>1. The amount of not less than 2% of ABC, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</p> <p>2. The amount of not less than 5% of ABC, if bid security is in Surety Bond.</p>																		
15.2	<p>Bids shall be valid until <b>One Hundred Twenty (120)</b> calendar days from the date set for bid opening.</p>																		
20.4	<p>The Bidder shall submit <b>One (1)</b> original and <b>Two (2)</b> Certified True Copies of the Technical and Financial Components of its bid. (Each page must be certified).</p>																		
22	<p>Bid submission maybe done manually or electronically/online. However, bidders should only select one mode of submission, either manual or electronic.</p> <p>The address for receipt of Bids submitted manually is <b>Metro Manila 1st District Engineering Office, Westbank Road, Manggahan Floodway, Rosario, Pasig City.</b></p> <p>The deadline for receipt of Bids is on:</p> <p>    Date : <b>June 20, 2025</b></p> <p>    Time : <b>on or before 10:00 a.m.</b></p> <p>For bids to be submitted electronically/online, the following procedures should be observed following D.O. 87-2020:</p> <p>1. Submission of electronic Official Receipt of purchase of the Bidding Documents</p>																		

Prior to the deadline of submission of bids, the prospective bidders shall send an e-mail with subject "Official Receipt for 24OB0107 to electronicbids\_metromanila1@dpwh.gov.ph. Attached to the said e-mail is the copy of the Official Receipt of purchase of bidding documents in Portable Document File (PDF) format with file name in the format "<PCAB ID>\_<CONTRACT ID>\_OfficialReceipt.pdf".

For example, the filename of the attached PDF containing the Official Receipt of the Contractor with PCAB ID No. 12345, who intends to participate in the bidding of Contract ID No. 20Z00123 shall be "12345\_20Z00123\_OfficialReceipt.pdf". Further, the e-mail subject would be "Official Receipt for 20Z00123".

In case a prospective bidder originally intends to join the bidding as a Joint Venture (referred as "original bidder"), has been issued an Official Receipt of purchase of bidding documents and has submitted the electronic Official Receipt, but eventually decided to join the bidding with new members or as individual contractors (referred as "regrouped bidder"), or vice-versa, the "regrouped bidder" should purchase a new bidding document to be issued with the corresponding Official Receipt in their name and submit the electronic Official Receipt following the same procedures.

2. Confirmation of the electronically submitted Official Receipt

2.1 An e-mail shall be received by a prospective bidder confirming its successful submission of the Official Receipt as required under Item 1.

**Only the electronic bids of bidders who have successfully submitted an electronic Official Receipt shall be accepted.**

2.2 An e-mail shall also be received by a prospective bidder in instances where their sent e-mail related to Item 1:

- a. Has incorrect subject Contract ID, which means that a corresponding folder with the same Contract ID does not exist in the eBid Portal;
  - b. Has no attachment;
  - c. Has an attachment but is not in the prescribed format;
  - d. Has more than one (1) attachment; or
  - e. Was received after the deadline of bid submission.
- For the foregoing cases, the prospective bidders should rectify/correct the noted deficiency/ies to comply with the requirements under Item 1 for its electronic bid to be accepted.

3. Preparation and submission of an electronic Bid

The prospective bidders shall prepare and submit their bids electronically following the steps prescribed under with D.O. 87 - 2020 in accordance with GPPB Resolution No. 09-2020 as follows:

- a. Following GPPB Resolution No. 09-2020, a bidder has the option to submit bid electronically. **However, if a bidder chooses to submit an electronic bid, the same bidder can no longer submit a bid manually for the same contract, and vice versa.**

- b. Similar to manual submission, prospective bidders shall prepare their bids in **two (2) file folders**, each for the Technical and Financial Components. The file name of the Technical and Financial Components folders should be in the format **<PCAB ID>\_<CONTRACT\_ID>\_TECHNICAL** and **<PCAB ID>\_<CONTRACT\_ID>\_FINANCIAL** (e.g. 12345 20Z00123 TECHNICAL, 12345 20Z00123 FINANCIAL).

Subsequently, each of the Technical and Financial Components file folders shall be **COMPRESSED, PASSWORD PROTECTED** and NAMED in the format **<PCAB ID>\_<CONTRACT\_ID>\_TECHNICAL.zip (or .rar/.7z)** and **<PCAB ID>\_<CONTRACT\_ID>\_FINANCIAL.zip (or .rar/.7z)**, respectively (e.g. 12345 20Z00123 TECHNICAL.zip, 12345 20Z00123 FINANCIAL.zip).

- c. Each file contained in the Technical and Financial Components file folders shall be in PDF format (either scanned or exported/published), with file name in the format **<PCAB ID>\_<CONTRACT ID>\_DescriptiveFilename.pdf** (e.g. 12345 20Z00123 PCABLicense.pdf, 12345 20Z00123 OmnibusSwornStatement.pdf).

- d. The compressed archive file folders of the Technical and Financial components shall be compiled in a **PASSWORD PROTECTED COMPRESSED ARCHIVE MAIN FILE FOLDER** with filename in the format **<PCAB>\_<CONTRACT ID>\_Bid** (e.g. 12345 20Z00123 Bid).

In case the total file size of the main archive file folder is more than the allowable size of an attachment per e-mail of the prospective bidder's e-mail service provider (e.g. Gmail, Yahoo Mail, Outlook), they shall need to split its electronic bid into two or more **PASSWORD PROTECTED COMPRESSED ARCHIVE MAIN FILE FOLDERS**.

- e. The e-mail submitting the prospective bidder's electronic bid should have a Subject in the format "Bid Submission for [Insert Contract ID]" (e.g. "Bid Submission for 20Z00123").

In case of multiple compressed archive main file folders, it shall be submitted in multiple e-mails, each with Subject in the format "Bid Submission [Insert Number of main archive folder]/[Insert total number of main archive folders]" (e.g. "Bid Submission 1/2 for 20Z00123" and "Bid Submission 2/2 for 20Z00123").

- f. The prospective bidder shall submit its electronic bid to ***electronicbids\_metromanila1@dpwh.gov.ph*** using the prospective bidder's e-mail address registered in the Civil Works Application (CWA). In case prospective bidders are not yet registered, they can use any e-mail address, subject to the verification of the BAC Secretariat.

4. Modification of an electronic bid

If a bidder wishes to modify its electronic bid, he may do so following the procedures in the manual submission of bid or he may choose to submit his modification electronically in the same format prescribed in the preparation and submission of an electronic bid, except that the subject of the e-mail submitting the bid modification shall be labelled "Bid Modification X for <Contract ID>", where "X" represents the number of bid modification submitted. For example, the subject of an e-mail submitting a first bid modification for Contract ID No. 20Z00123 should be "Bid Modification 1 for 20Z00123".

5. Non-participation in the Bidding

In case a prospective bidder that have purchased a bidding document decided not to participate, he may choose to submit his letter of non-participation manually or electronically. In case of electronic submission, the contractor shall send an e-mail with the Subject "Non-participation for <Contract ID>" with the letter of non-participation as attachment with file name "<PCAB ID>\_<CONTRACT ID>\_Non-Participation.pdf". This e-mail should be sent to ***electronicbids\_metromanila1@dpwh.gov.ph*** before the deadline for bid submission.

6. Withdrawal of Electronic Bid

Bids may only be withdrawn prior the deadline for bid submission. In case of withdrawal of an electronic bid, the bidder shall send an e-mail with the subject "Bid Withdrawal for <Contract ID>" and the letter of bid withdrawal in pdf format with filename "<PCAB ID>\_<CONTRACT ID>\_BidWithdrawal.pdf" shall be attached. This e-mail should be sent to ***electronicbids\_metromanila1@dpwh.gov.ph*** before the deadline for bid submission.

7. Opening of the electronic bid

Only during the actual opening of bids shall the bidder disclose the passwords for his electronic bid. This can be done by the bidder's authorized representative verbally in person, through phone call, online platforms (e.g. videoconferencing, webcasting), or through writing. In all cases, the bidders will have only three (3) attempts or fifteen (15) minutes, whichever comes first, to provide the correct password. Otherwise, the bidder shall be disqualified except in unforeseen justifiable circumstances. The bidder may also be subjected to the three-strike policy (D.O. 17, Series of 2015) as warranted by the circumstances.

If the bidder chooses to disclose the password through phone call, he should make sure that the contact numbers as recorded in the Civil Works Application are open when the BAC calls to ask for the password. The bidder may also choose to call the BAC number 641-44-08 during the bid opening time and wait for the opening of his bid for him to disclose the password.

	<p>If the bidder chooses to disclose the passwords through writing, the letters for password 1 (Main File Folder/Technical Component File Folder) and password 2 (Financial Component File Folder) should be enclosed in separate envelopes with the sender details (AMO, Bidder Name, Address) addressed to the BAC Chairperson, with the details of the bidding (Contract ID, Contract Name, Bid Opening Date and Time), signed and sealed, with a remark "Password [ Insert 1 or 2]. Do not open before actual bid opening date and time".</p> <p>All electronic bids (Password protected compressed archive main file folder/s) shall be opened first for the opening of the Technical Component compressed archive file folder/s. This shall be followed by the opening of the bids submitted manually for the opening of the Technical Component Envelopes. The same procedures apply for the Financial Component compressed archive file folder/s and financial component envelopes.</p> <p>If the electronic bid or file within it was found to be damaged, could not be extracted or opened, the bid shall be considered "Failed".</p> <p>If the electronic bid is not password-protected or is not in the required format, the bid shall still be accepted provided that the bidder acknowledges such condition. The BAC shall assume no responsibility for the misplacement of the contents of the contents of the improperly sealed or marked bid, or improperly compressed or password-protected folder, or for its premature opening.</p> <p>8. File name convention in case of a Joint Venture Bidder</p> <p>For Joint Venture (JV), the format of PCAB ID to be used by the bidder in naming their files, folders and archives shall be "JV-&lt;PCAB ID of the Lead Member&gt;". For example, if three (3) Contractors with PCAB ID Nos. 12345 (lead member), 67890, and 24680 entered into a JV, the PCAB ID they must use is "JV-12345".</p>
18.1	<p>The Opening of Bids is on June 20, 2025 immediately after the deadline for submission of bids at DPWH- Metro Manila 1st District Engineering Office, Westbank Road, Manggahan Floodway, Rosario, Pasig City.</p>
21	<p>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.</p>



## SPECIAL CONDITIONS OF CONTRACT

GCC Clause																
1	The Procuring Entity’s Representative is: <b>EDUARDO B. DEL ROSARIO</b> BAC Chairman DPWH-Metro Manila 1st District Engineering Office Westbank road Manggahan Floodway Rosario Pasig City															
2	The Intended Completion Date is 1800 calendar days															
3	The Works consist of: Rehabilitation of MM1DEO Office Facilities, Pasig City															
3.1	The Procuring Entity shall give possession of the Site to the Contractor <b>upon the receipt of the Notice to Proceed</b> . The <b>Start Date</b> upon receipt date stated in NTP.															
4	<div>The Contractor shall employ the following Key Personnel named in the Schedule of Key Personnel indicating their designation, in accordance with ITB Clause 10.4 and specified in the BDS, to carry out the supervision of the Works.</div> <table><tr><th>Position</th><th>Min. Years of Similar Experience (Same Position)</th><th>Min. Years of Total Work Experience (Same Position)</th></tr><tr><td>Accredited Project Engineer</td><td>3</td><td>5</td></tr><tr><td>Accredited Materials Engineer</td><td>3</td><td>5</td></tr><tr><td>Construction Safety Officer</td><td>3</td><td>5</td></tr><tr><td>Construction Foreman</td><td>-</td><td>-</td></tr></table>	Position	Min. Years of Similar Experience (Same Position)	Min. Years of Total Work Experience (Same Position)	Accredited Project Engineer	3	5	Accredited Materials Engineer	3	5	Construction Safety Officer	3	5	Construction Foreman	-	-
Position	Min. Years of Similar Experience (Same Position)	Min. Years of Total Work Experience (Same Position)														
Accredited Project Engineer	3	5														
Accredited Materials Engineer	3	5														
Construction Safety Officer	3	5														
Construction Foreman	-	-														
6	The site investigation reports are: <i>None</i>															



7.2	<p><b>a. Permanent Structures: Fifteen (15) years</b></p> <p>Buildings of types 4 (steel, iron, concrete or masonry construction with walls, ceilings, and permanent partitions of incombustible fire resistance) and 5 (steel, iron, concrete, or masonry construction), steel and concrete bridges, flyovers, concrete aircraft movement areas, ports, dams, diversion tunnels, causeways, wharves, piers, dikes, filtration and treatment plants, sewerage systems, power plants, transmission and communication towers, railway system and other similar structures.</p> <p><b>b. Semi-Permanent Structures: five (5) years</b></p> <p>Buildings of types 1 (wooden), 2 (wood with 1-hour fire resistance) and 3 (masonry and wood construction), concrete roads, asphalt roads, river control, drainage, irrigation and drainage canals, municipal ports and river landing, deep wells, rock causeway, pedestrian overpass and other similar structures.</p> <p><b>c. Other Structures: Two (2) years</b></p> <p>Bailey and wooden bridges, shallow wells, spring developments and other similar structures.</p>
10	Dayworks are applicable at the rate shown in the Contractor's original Bid.
13	The amount of the advance payment shall not exceed 15% of the contract price.
14	Materials and equipment delivered on the site but not completely put in place shall be included for payment.
15	The date by which operating and maintenance manuals are required is seven (7) days after completion.
15.2	The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals by the date required is 1% of contract price.