

# **PHILIPPINE BIDDING DOCUMENTS**

**For**

**CONTRACT ID NO: 25GBJ05**

**SUPPLY AND DELIVERY OF MATERIALS FOR THE  
IMPROVEMENT/REHABILITATION OF DPWH  
NUEVA VIZCAYA 2ND DEO - QUALITY ASSURANCE  
BUILDING INCLUDING THE FABRICATION OF EXIT  
STEEL GATE AND RE-LOCATION OF GENERATOR  
SET WITH HOUSING**

**CONTRACT LOCATION: MALASIN, DUPAX DEL NORTE, NUEVA VIZCAYA**

**DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
Nueva Vizcaya 2<sup>nd</sup> District Engineering Office**

**May 6, 2025**  
**(Opening of Bids)**

**Sixth Edition  
July 2020**

# Preface

These Philippine Bidding Documents (PBDs) for the procurement of Goods through Competitive Bidding have been prepared by the Government of the Philippines for use by any branch, constitutional commission or office, agency, department, bureau, office, or instrumentality of the Government of the Philippines, National Government Agencies, including Government-Owned and/or Controlled Corporations, Government Financing Institutions, State Universities and Colleges, and Local Government Unit. 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 of Republic Act No. 9184.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract or Framework Agreement, as the case may be; (ii) the eligibility requirements of Bidders; (iii) the expected contract or Framework Agreement duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; 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 Goods 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 Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement 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, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications 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 Procurement Project, Project Identification Number, and Procuring Entity, in addition to the 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 Acronyms, Terms, and Abbreviations***

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

**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.

**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])

**CDA** - Cooperative Development Authority.

**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.

**CIF** – Cost Insurance and Freight.

**CIP** – Carriage and Insurance Paid.

**CPI** – Consumer Price Index.

**DDP** – Refers to the quoted price of the Goods, which means “delivered duty paid.”

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

**EXW** – Ex works.

**FCA** – “Free Carrier” shipping point.

**FOB** – “Free on Board” shipping point.

**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]).

**Framework Agreement** – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

**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.

**GPPB** – Government Procurement Policy Board.

**INCOTERMS** – International Commercial Terms.

**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.

**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.

**Supplier** – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

**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 (*e.g.*, the application of a margin of preference in bid evaluation).

The IB should be incorporated in 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 FOR

### **25GBJ05 – Supply and Delivery of Materials for the Improvement/rehabilitation of DPWH Nueva Vizcaya 2nd DEO - Quality Assurance Building including the fabrication of exit steel gate and re-location of generator set with housing**

1. The **DPWH-Nueva Vizcaya 2nd District Engineering Office**, through the **GAA FY 2025** intends to apply the sum of **₱2,347,206.13** being the Approved Budget for the Contract (ABC) to payments under the contract for **25GBJ05 – Supply and Delivery of Materials for the Improvement/rehabilitation of DPWH Nueva Vizcaya 2nd DEO - Quality Assurance Building including the fabrication of exit steel gate and re-location of generator set with housing, Malasin, Dupax del Norte, Nueva Vizcaya**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **DPWH-Nueva Vizcaya 2nd District Engineering Office** now invites bids for the above Procurement of Goods. Contract duration of Services/Goods is required **30 calendar days**. Bidder should have completed, within **Five (5) Years** from the date of submission and receipt of bids, a contract similar to the project. The description of an eligible bidder is contained in the Bidding Documents, particularly in Section II. (Instruction to bidders)
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".  
  
Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.
4. Prospective bidders may obtain further information from **Department of Public Works and Highways-Nueva Vizcaya 2nd District Engineering Office**, and inspect the Bidding Documents at the address given below **from 8:00 am to 5:00 pm (Mondays to Fridays)**
5. A complete set of Bidding Documents may be acquired by interested Bidders on **April 15, 2025 to May 6, 2025** 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 **Five Thousand Pesos (P 5,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
6. The **DPWH-Nueva Vizcaya 2nd District Engineering Office** will hold a Pre-Bid Conference on **April 23, 2025 (9:00 AM)** at **Conference Room, DPWH 2nd DEO, Malasin, Dupax del Norte, Nueva Vizcaya**, and/or through webcasting via Youtube Channel (**DPWH Nueva Vizcaya 2nd DEO Procurement Livestream**) which shall be open to all interested parties. Interested parties are encouraged to send their representative to attend the Pre-Bid Conference.
7. Bids must be duly received by the BAC Secretariat for manual submission at the **Conference Room, DPWH Nueva Vizcaya 2nd District Engineering Office, Malasin, Dupax del Norte, Nueva Vizcaya** on or before **9:00am of May 6, 2025**. Late bids shall not be accepted.
8. All bid must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.

25GBJ05: Supply and Delivery of Materials for the Improvement/rehabilitation of DPWH Nueva Vizcaya 2nd DEO - Quality Assurance Building including the fabrication of exit steel gate and re-location of generator set with housing  
Date of Bidding: May 6, 2025

9. Bid opening shall be on **May 6, 2025 at 9:00am** at the **Conference Room, DPWH Nueva Vizcaya 2nd District Engineering Office, Malasin, Dupax del Norte, Nueva Vizcaya**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted
10. The **DPWH Nueva Vizcaya 2nd District Engineering Office** 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 without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:  
**DIOZEN T. DEGALA**  
Officer-in-Charge  
Office of the Head of Procurement Staff  
DPWH Nueva Vizcaya 2<sup>nd</sup> DEO  
Malasin, Dupax del Norte, Nueva Vizcaya  
Contact no.: 0908-410-2971  
Email address: [procurement.nuevavizcaya2nd@gmail.com](mailto:procurement.nuevavizcaya2nd@gmail.com)
12. You may visit the following websites; For downloading bidding documents:  
DPWH website: [www.dpwh.gov.ph](http://www.dpwh.gov.ph)  
PhilGEPS website: [www.philgeps.gov.ph](http://www.philgeps.gov.ph)

  
**DANILO A. BERNABE**  
Assistant District Engineer  
BAC Chairperson

Date of Publication: April 15, 2025  
DPWH and PhilGEPS Websites  
Bulletin Board, DPWH-Nueva Vizcaya 2<sup>nd</sup> DEO

## ***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, **Department of Public Works and Highways Nueva Vizcaya 2<sup>nd</sup> District Engineering Office** wishes to receive Bids for the **Contract ID No: 25GBJ05 – Supply and Delivery of Materials for the Improvement/rehabilitation of DPWH Nueva Vizcaya 2nd DEO - Quality Assurance Building including the fabrication of exit steel gate and re-location of generator set with housing.**

The Procurement Project (referred to herein as “Project”) is composed of **Supply and Delivery of Materials for the Improvement/rehabilitation of DPWH Nueva Vizcaya 2nd DEO - Quality Assurance Building including the fabrication of exit steel gate and re-location of generator set with housing**, the details of which are described in Section VII (Technical Specifications).

## 2. Funding Information

2.1. The GOP through the source of funding as indicated below for **GAA FY 2025** in the amount of **Two Million Three Hundred Forty Seven Thousand Two Hundred Six and 13/100 pesos only (Php 2,347,206.13)**

2.2. The source of funding is:  
a. NGA, the General Appropriations Act or Special Appropriations

## 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 Manuals 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 **IB** 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 verified and accepted the general requirements of this Project, including 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, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, 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. Foreign ownership exceeding those allowed under the rules may participate pursuant to:
  - i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
  - ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
  - iii. When the Goods sought to be procured are not available from local suppliers; or
  - iv. When there is a need to prevent situations that defeat competition or restrain trade.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:
  - a. For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

## 6. Origin of 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, subject to Domestic Preference requirements under **ITB** Clause 18.

## 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 twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

- a. Subcontracting is not allowed.

## 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, **April 23, 2025 (9:00 A.M.) at Conference Room, DPWH – Nueva Vizcaya 2<sup>nd</sup> District Engineering Office, Malasin, Dupax del Norte, Nueva Vizcaya** and/or through webcasting via YouTube Channel (**DPWH Nueva Vizcaya 2nd DEO Procurement Livestream**) 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 VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within *five (5) years* prior to the deadline for the submission and receipt of bids.
- 10.3. 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. Similar to the required authentication above, 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.

## 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 VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.

- 11.4. 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. Bid Prices**

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:

- a. For Goods offered from within the Procuring Entity's country:
  - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
  - ii. The cost of all customs duties and sales and other taxes already paid or payable;
  - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
  - iv. The price of other (incidental) services, if any, listed in the **BDS**.
- b. For Goods offered from abroad:
  - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
  - ii. The price of other (incidental) services, if any, as listed in the **BDS**.

## **13. Bid and Payment Currencies**

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the 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.
- 13.2. Payment of the contract price shall be made in:
- a. Philippine Pesos.

## 14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration<sup>1</sup> 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**.
- 14.2. The Bid and bid security shall be valid until *120 calendar days after the opening of bids*. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

## 15. 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 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.

## 16. Deadline for Submission of Bids

- 16.1. 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**.

## 17. Opening and Preliminary Examination of Bids

- 17.1. 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.

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

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<sup>1</sup> In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.



## 18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 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 the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case may be. In this case, the Bid Security as required by **ITB** Clause 14 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as follows:  
  
Option 1 – One Project having several items that shall be awarded as one contract.
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

## 20. Post-Qualification

- 20.1. 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**

- 21.1. 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**

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	
5.3	<p>The Bidder must have completed a single contract that is similar to this Project, equivalent to at <i>least twenty-five percent (25%) of the ABC</i>.</p> <p>For this purpose, contracts similar to the Project shall be:</p> <ul style="list-style-type: none"> <li>a. The similar contract refers to <i>Supply and Delivery of Materials for the Improvement/rehabilitation of DPWH Nueva Vizcaya 2nd DEO - Quality Assurance Building including the fabrication of exit steel gate and re-location of generator set with housing</i>.</li> <li>b. completed within <i>five (5) years</i> prior to the deadline for the submission and receipt of bids.</li> </ul>
7.1	Subcontracting is not allowed.
12	<p>The price of the Goods shall be quoted DDP (<i>Province of Nueva Vizcaya</i>) for this Project.</p> <p>The bidder shall bid on all items to be bid. Price quoted shall include taxes.</p>
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ul style="list-style-type: none"> <li>a. The amount of not less than <i>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; or</li> <li>b. The amount of not less than <i>five percent (5%) of ABC</i> if bid security is in Surety Bond.</li> </ul>
19.3	The ABC is <b>Php 2,347,206.13</b> . Any bid with a financial component exceeding the ABC shall not be accepted.
20.1	No other licenses and permits are required.
21.1	No additional contract documents are required.

## ***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 Supplier, 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.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

## **2. Advance Payment and Terms of Payment**

2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

## **3. Performance Security**

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder 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 of RA No. 9184.

## **4. Inspection and Tests**

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section VII (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

## **5. Warranty**

- 5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

## **6. Liability of the Supplier**

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

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

## ***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 Goods purchased. 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	
1	<p>Delivery and Documents –</p> <p>The contract duration applicable to this Contract are supplied to DPWH Nueva Vizcaya 2nd District Engineering Office, Dupax Del Norte, Nueva Vizcaya. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.</p> <p>Delivery/Supply of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is <b>DPWH – NUEVA VIZCAYA 2<sup>ND</sup> DISTRICT ENGINEERING OFFICE, DUPAX DEL NORTE, NUEVA VIZCAYA.</b></p>
2.2	Partial payment is allowed.
4	The inspections and tests that will be conducted are specified in Section VII: Technical Specifications.

## ***Section VI. Schedule of Requirements***

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

<b>Item Number</b>	<b>Description</b>	<b>Quantity</b>	<b>Total</b>	<b>Delivered, Weeks/Months</b>
1	Refrigerator (Inverter) 10.0 cu.ft.	1	1 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
2	Adjustable Steel Shelves Rack 72"x36"x18" (1.2mm thk)	5	5 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
3	Photo Album and Printing	680	680 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
4	Tarpaulin, 4' x 8' (DPWH)	32	32 sq.ft.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
5	Tarpaulin, 8' x 8' (COA)	64	64 sq. ft.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
6	6mm x 4' x 8' Marine Plywood	11	11 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
7	Good Lumber	241	241 bd.ft.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
8	Assorted CW Nails	94	94 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
9	Safety Helmet	5	5 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
10	Safety shoes	8	8 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
11	Safety gloves	10	10 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
12	Vest	10	10 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
13	Raincoats	1	1 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
14	Dust Mask	10	10 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
15	Eve Goggles	3	3 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
16	Ear Muff	1	1 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
17	Caution Tape 100 ft	1	1 roll	upon receipt of Notice to Proceed (within thirty (30) calendar days)

				(30) calendar days)
18	Embankment Materials	7.00	7.00 cu.m.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
19	Gravel	14.00	14.00 cu.m.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
20	Sand	15.00	15.00 cu.m.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
21	Portland Cement	217.00	217.00 bags	upon receipt of Notice to Proceed (within thirty (30) calendar days)
22	Deformed Reinforcing Steel	725.00	725.00 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
23	#16 Galvanized Iron Wire	17.96	17.96 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
24	uPVC pipe, 100mm dia x3, S-100	1.00	1.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
25	Elbow 100mm dia-45 deg bend	2.00	2.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
26	Clean out with cover, 100mm dia	1.00	1 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
27	PVC Cement, LTR	1.00	1 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
28	Water Closet complete w/ fitting & accs.	2.00	2 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
29	Faucet Hose Bibb, Brass 12mm dia	1.00	1.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
30	Gate Valve 25mm dia	1.00	1.00 pcs	upon receipt of Notice to Proceed (within thirty (30) calendar days)
31	Urinal Complete	1.00	1.00 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
32	Countertop Lavatory (L363) w/ faucet & fittings	2.00	2.00 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
33	S.S. Floor Drain 4'x4	2.00	2.00 pcs	upon receipt of Notice to Proceed (within thirty (30) calendar days)
34	Bidet	2.00	2.00 pcs	upon receipt of Notice to Proceed (within thirty (30) calendar days)
35	Shower head with Valve	1.00	1.00 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
36	Handrail (PWD)	2.00	2.00 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
37	10" ceiling mounted exhaust fan	2.00	2.00 set	upon receipt of Notice

				to Proceed (within thirty (30) calendar days)
38	PPRC Pipe, 25 mm dia. X 4m, PN 16	2.00	2.00 pcs	upon receipt of Notice to Proceed (within thirty (30) calendar days)
39	PP-R elbow 25 dia -90 deg	3.00	3.00 pcs	upon receipt of Notice to Proceed (within thirty (30) calendar days)
40	PP-R 25 mm Tee dia	4.00	4.00 pcs	upon receipt of Notice to Proceed (within thirty (30) calendar days)
41	4.5mm Fiber Cement Brand	79.00	79.00 pcs	upon receipt of Notice to Proceed (within thirty (30) calendar days)
42	Metal Furring 0.8mmx12mmx50mmx5m	243.00	243.00 pcs	upon receipt of Notice to Proceed (within thirty (30) calendar days)
43	Carrying Channels 0.8mmx12mmx38mmx5m	77.00	77.00 pcs	upon receipt of Notice to Proceed (within thirty (30) calendar days)
44	Wall Angle 0.2mmx20mmx20mmx5m	52.00	52.00 pcs	upon receipt of Notice to Proceed (within thirty (30) calendar days)
45	1/8" x 1/2" Aluminum Rivet	4,689.00	4,689.00 pcs	upon receipt of Notice to Proceed (within thirty (30) calendar days)
46	1" metal Screw	860.00	860.00 pcs	upon receipt of Notice to Proceed (within thirty (30) calendar days)
47	Aluminum framed glass cabinet	20.77	20.77 sq.m.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
48	Aluminum Glass Door (See Details on Plan)	18.48	18.48 sq.m.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
49	Aluminum Glass Window - (See Details on Plan)	25.35	25.35 sq.m.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
50	Aluminum Glass Window- Awning Type (See Details on Plan)	0.72	0.72 sq.m.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
51	Pre-Painted Flashing Ga. 24 (701mm x 2.44m)	74.00	74.00 ln.m.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
52	Pre-Painted Gutters Ga. 24	24.00	24.00 ln.m.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
53	12" x 1 plain GI Strap	67.00	67.00 pcs	upon receipt of Notice to Proceed (within thirty (30) calendar days)
54	Pre-Painted Rib Type Metal Sheets (Long Span) GA. 26	185.00	185.00 sq.m.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
55	J-Bolt 6mm $\varnothing$ with Neoprene gasket N&W	1,847.00	1,847.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
56	Vitrified Glazed Tiles	156.00	156.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)

57	Tile Grout 2 kg.	4.00	4.00 bags	upon receipt of Notice to Proceed (within thirty (30) calendar days)
58	Tile Adhesive, 25 kgs.	4.00	4.00 bags	upon receipt of Notice to Proceed (within thirty (30) calendar days)
59	Vitrified Unglazed Tiles	38.00	38.00 sq.m.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
60	18mm thk. Marine plywood	62.00	62.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
61	PVC Vinyl Floor Tiles (900mm x 100mm)	1,027.00	1,027.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
62	Water-Based PVC Vinyl Tile Glue	3.00	3.00 gal	upon receipt of Notice to Proceed (within thirty (30) calendar days)
63	Concrete Neutralizer	2.00	2.00 gal	upon receipt of Notice to Proceed (within thirty (30) calendar days)
64	Concrete Sealer/Primer	4.00	4.00 gal	upon receipt of Notice to Proceed (within thirty (30) calendar days)
65	Patching Compound	5.00	5.00 gal	upon receipt of Notice to Proceed (within thirty (30) calendar days)
66	Semi Gloss Latex	7.00	7.00 gal	upon receipt of Notice to Proceed (within thirty (30) calendar days)
67	Glazing Putty	11.00	11.00 gal	upon receipt of Notice to Proceed (within thirty (30) calendar days)
68	Flatwall Enamel (primer)	11.00	11.00 gal	upon receipt of Notice to Proceed (within thirty (30) calendar days)
69	QDE	9.00	9.00 gal	upon receipt of Notice to Proceed (within thirty (30) calendar days)
70	Paint Thinner	54.00	54.00 liter	upon receipt of Notice to Proceed (within thirty (30) calendar days)
71	CHB 4"x 8" x "16	1,842.62	1,842.62 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
72	10mm $\varnothing$ RSB, G-40	459.24	459.24 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
73	100mm x 50mm x 20mm x 2mm LC-Purlins	182.52	182.52 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
74	150mm x 50mm x 20mm x 2mm LC-Purlins	99.96	99.96 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
75	12mm $\varnothing$ Sag Rod with N&W @both ends	26.11	26.11 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
76	1' x 3" x8' Cornice	11.00	11.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)

				(30) calendar days)
77	50mm x 150mm x 2mm Tubular Steel	162.00	162.00 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
78	6mm x 250mm x 400mm Angle Bar	266.80	266.80 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
79	2' x 8' Steel Matting	24.00	24.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
80	16mm $\varnothing$ x 300mm Anchor Bolt with N&w	44.00	44.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
81	32mm $\varnothing$ Plain Round Bar	56.82	56.82 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
82	6mm x 250mm x 400m Steel Plate	4.71	4.71 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
83	Pillow Block Hinge	6.00	6.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
84	150mm x 50mm x 20mm x 2mm LC_Purlins	261.30	261.30 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
85	50mm x 50mm x 20mm x 2mm LC-Purlins	252.28	252.28 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
86	25mm x 25mm x 20mm x 2mm LC-Purlins	280.28	280.28 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
87	Welding Rod	10.00	10.00 kg	upon receipt of Notice to Proceed (within thirty (30) calendar days)
88	Red oxide Primer	3.00	3.00 gal	upon receipt of Notice to Proceed (within thirty (30) calendar days)
89	Paint Thinner	1.00	1.00 gal	upon receipt of Notice to Proceed (within thirty (30) calendar days)
90	Cut-Off Blade 14" $\varnothing$	1.00	1.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
91	2" x 4" utility box	5.00	5.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
92	Conduit Pipe PVC65mm $\varnothing$ x 3m	4.00	4.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
93	Conduit Pipe PVC45mm $\varnothing$ x 3m	4.00	4.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
94	Waterproof Con. Outlet	1.00	1.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
95	ACU outlet 65mm $\varnothing$	3.00	3.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
96	Entrance Cap, 65 mm $\varnothing$	2.00	2.00 pc	upon receipt of Notice

				to Proceed (within thirty (30) calendar days)
97	65 mm $\varnothing$ uPVC elbow	2.00	2.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
98	40 mm $\varnothing$ uPVC elbow	3.00	3.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
99	30' Steel Pole (Electric Pole)	1.00	1.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
100	Steel Pole Insulator, Three point	2.00	2.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
101	Steel Pole Insulator, Two point	3.00	3.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
102	Big Rubber tape	2.00	2.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
103	C-Clamp, 65mm dia	5.00	5.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
104	C-Clamp, 40mm dia	5.00	5.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
105	solderless Connector 80mm 2	12.00	12.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
106	80.0 mm <sup>2</sup> THW cable	240.00	240.00 ln.m	upon receipt of Notice to Proceed (within thirty (30) calendar days)
107	30.0 mm <sup>2</sup> THHW cable	50.00	50.00 ln.m.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
108	14 mm <sup>2</sup> THHW cable	60.00	60.00 ln.m	upon receipt of Notice to Proceed (within thirty (30) calendar days)
109	3.5mm <sup>2</sup> THHW cable	200.00	200.00 ln.m.	upon receipt of Notice to Proceed (within thirty (30) calendar days)
110	Big Electric tape	4.00	4.00 roll	upon receipt of Notice to Proceed (within thirty (30) calendar days)
111	Panel Board with 60 Amp.2-P main, 3-30Amp. CB	1.00	1.00 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
112	Surface mounted flourecent light with aluminum casing	3.00	3.00 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
113	LED bulb with porcelain receptacle	1.00	1.00 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
114	Network Switch 16 Ports Switch Ethernet	2.00	2.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
115	UTP Cable CAT 5 (300 metres)	2.00	2.00 roll	upon receipt of Notice to Proceed (within thirty (30) calendar days)

116	RJ45	64.00	64.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
117	Network Outlet	32.00	32.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
118	Plastic Moulding (3/4" x 4")	263.00	263.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
119	Wi-Fi Router	2.00	2.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
120	Smart TV, 55", QLED, 4k Resolution	2.00	2.00 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
121	Full Motion Slim fit TV wall mount	2.00	2.00 pc	upon receipt of Notice to Proceed (within thirty (30) calendar days)
122	wireless speaker	1.00	1.00 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
123	Microphone Wireless	1.00	1.00 set	upon receipt of Notice to Proceed (within thirty (30) calendar days)
124	1 HP, ACU, window type	3.00	3.00 sets	upon receipt of Notice to Proceed (within thirty (30) calendar days)
X-X-X-X-X-X-X-X-X-X-X				



## ***Section VII. Technical Specifications***

### **Notes for Preparing the Technical 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 their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared 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 transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and 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 equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

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

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes 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 substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words “*or at least equivalent.*” References to brand names cannot be used when the funding source is the GOP.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

In case of Renewal of Regular and Recurring Services, the Procuring Entity must indicate here the technical requirements for the service provider, which must include the set criteria in the conduct of its performance evaluation.

# Technical Specifications

Item	Specification	Statement of Compliance
		<i>[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i>
1	Refrigerator (Inverter) 10.0 cu.ft.	
2	Adjustable Steel Shelves Rack 72"x36"x18" (1.2mm thk)	
3	Photo Album and Printing	
4	Tarpaulin, 4' x 8' (DPWH)	
5	Tarpaulin, 8' x 8' (COA)	
6	6mm x 4' x 8' Marine Plywood	
7	Good Lumber	
8	Assorted CW Nails	

9	Safety Helmet	
10	Safety shoes	
11	Safety gloves	
12	Vest	
13	Raincoats	
14	Dust Mask	
15	Eve Goggles	
16	Ear Muff	
17	Caution Tape 100 ft	
18	Embankment Materials	
19	Gravel	
20	Sand	
21	Portland Cement	
22	Deformed Reinforcing Steel	
23	#16 Galvanized Iron Wire	
24	uPVC pipe, 100mm dia x3, S-100	
25	Elbow 100mm dia-45 deg bend	
26	Clean out with cover, 100mm dia	
27	PVC Cement, LTR	
28	Water Closet complete w/ fitting & accs.	
29	Faucet Hose Bibb, Brass 12mm dia	
30	Gate Valve 25mm dia	
31	Urinal Complete	
32	Countertop Lavatory (L363) w/ faucet & fittings	
33	S.S. Floor Drain 4'x4	
34	Bidet	
35	Shower head with Valve	
36	Handrail (PWD)	

37	10" ceiling mounted exhaust fan	
38	PPRC Pipe, 25 mm dia. X 4m, PN 16	
39	PP-R elbow 25 dia -90 deg	
40	PP-R 25 mm Tee dia	
41	4.5mm Fiber Cement Board	
42	Metal Furring 0.8mmx12mmx50mmx5m	
43	Carrying Channels 0.8mmx12mmx38mmx5m	
44	Wall Angle 0.2mmx20mmx20mmx5m	
45	1/8" x 1/2" Aluminum Rivet	
46	1" metal Screw	
47	Aluminum framed glass cabinet	
48	Aluminum Glass Door (See Details on Plan)	
49	Aluminum Glass Window - (See Details on Plan)	
50	Aluminum Glass Window- Awning Type (See Details on Plan)	
51	Pre-Painted Flashing Ga. 24 (701mm x 2.44m)	
52	Pre-Painted Gutters Ga. 24	
53	12" x 1 plain GI Strap	
54	Pre-Painted Rib Type Metal Sheets (Long Span) GA. 26	
55	J-Bolt 6mm $\phi$ with Neoprene gasket N&W	
56	Vitrified Glazed Tiles	
57	Tile Grout 2 kg.	
58	Tile Adhesive, 25 kgs.	
59	Vitrified Unglazed Tiles	
60	18mm thk. Marine plywood	
61	PVC Vinyl Floor Tiles (900mm x	

	100mm)	
62	Water-Based PVC Vinyl Tile Glue	
63	Concrete Nuetralizer	
64	Concrete Sealer/Primer	
65	Patching Compound	
66	Semi Gloss Latex	
67	Glazing Putty	
68	Flatwall Enamel (primer)	
69	QDE	
70	Paint Thinner	
71	CHB 4"x 8" x "16	
72	10mmø RSB, G-40	
73	100mm x 50mmx 20mm x 2mm LC-Purlins	
74	150mm x 50mmx 20mm x 2mm LC-Purlins	
75	12mmøSag Rod with N&W @both ends	
76	1' x 3" x8' Cornice	
77	50mm x 150mm x 2mm Tubular Steel	
78	6mm x 250mm x 400mm Angle Bar	
79	2' x 8' Steel Matting	
80	16mmøx 300mm Anchor Bolt with N&w	
81	32mmø Plain Round Bar	
82	6mm x 250mmx 400m Steel Plate	
83	Pillow Block Hinge	
84	150mm x 50mm x 20mm x 2mm LC_Purlins	
85	50mm x 50mm x20mm x 2mm LC-Purlins	
86	25mm x 25mm x 20mm x 2mm LC-	

	Purlins	
87	Welding Rod	
88	Red oxide Primer	
89	Paint Thinner	
90	Cut-Off Blade 14" $\varnothing$	
91	2" x 4" utility box	
92	Conduit Pipe PVC65mm $\varnothing$ x 3m	
93	Conduit Pipe PVC45mm $\varnothing$ x 3m	
94	Waterproof Con. Outlet	
95	ACU outlet 65mm $\varnothing$	
96	Entrance Cap, 65 mm $\varnothing$	
97	65 mm $\varnothing$ uPVC elbow	
98	40 mm $\varnothing$ uPVC elbow	
99	30' Steel Pole (Electric Pole)	
100	Steel Pole Insulator, Three point	
101	Steel Pole Insulator, Two point	
102	Big Rubber tape	
103	C-Clamp, 65mm dia	
104	C-Clamp, 40mm dia	
105	solderless Connector 80mm 2	
106	80.0 mm <sup>2</sup> THW cable	
107	30.0 mm <sup>2</sup> THHW cable	
108	14 mm <sup>2</sup> THHW cable	
109	3.5mm <sup>2</sup> THHW cable	
110	Big Electric tape	
111	Panel Board with 60 Amp. 2-P main, 3-30Amp. CB	
112	Surface mounted flourecent light with aluminum casing	
113	LED bulb with porcelain receptacle	

114	Network Switch 16 Ports Switch Ethernet	
115	UTP Cable CAT 5 (300 metres)	
116	RJ45	
117	Network Outlet	
118	Plastic Moulding (3/4" x 4")	
119	Wi-Fi Router	
120	Smart TV, 55", QLED, 4k Resolution	
121	Full Motion Slim fit TV wall mount	
122	wireless speaker	
123	Microphone Wireless	
124	1 HP, ACU, window type	



## ***Section VIII. 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 for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- ☐ (d) 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**
- ☐ (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- ☐ (f) 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

- ☐ (g) The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC) **or** A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

### *Class “B” Documents*

- ☐ (h) If applicable, a duly signed joint venture agreement (JVA) 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

- ☐ (i) Original of duly signed and accomplished Financial Bid Form; **and**
- ☐ (j) Original of duly signed and accomplished Price Schedule(s).

#### Other documentary requirements under RA No. 9184 (as applicable)

- ☐ (k) *[For foreign bidders claiming by reason of their country’s extension of reciprocal rights to Filipinos]* Certification from the relevant government

office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.

- ☐ (1) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

## ***Section IX. Bidding Forms***

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

CONTRACT ID NO. **25GBJ05**

NAME OF PROJECT: **Supply and Delivery of Materials for the Improvement/rehabilitation of DPWH Nueva Vizcaya 2nd DEO - Quality Assurance Building including the fabrication of exit steel gate and re-location of generator set with housing**

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 (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)
1	Refrigerator (Inverter) 10.0 cu.ft.		1						
2	Adjustable Steel Shelves Rack 72"x36"x18" (1.2mm thk)		5						
3	Photo Album and Printing		680						

4	Tarpaulin, 4' x 8' (DPWH)		32						
5	Tarpaulin, 8' x 8' (COA)		64						
6	6mm x 4' x 8' Marine Plywood		11						
7	Good Lumber		241						
8	Assorted CW Nails		94						
9	Safety Helmet		5						
10	Safety shoes		8						
11	Safety gloves		10						
12	Vest		10						
13	Raincoats		1						
14	Dust Mask		10						
15	Eve Goggles		3						
16	Ear Muff		1						

17	Caution Tape 100 ft		1						
18	Embankment Materials		7.00						
19	Gravel		14.00						
20	Sand		15.00						
21	Portland Cement		217.00						
22	Deformed Reinforcing Steel		725.00						
23	#16 Galvanized Iron Wire		17.96						
24	uPVC pipe, 100mm dia x3, S-100		1.00						
25	Elbow 100mm dia-45 deg bend		2.00						
26	Clean out with cover, 100mm dia		1.00						
27	PVC Cement, LTR		1.00						
28	Water Closet complete w/ fitting & accs.		2.00						
29	Faucet Hose Bibb, Brass 12mm dia		1.00						

30	Gate Valve 25mm dia		1.00						
31	Urinal Complete		1.00						
32	Countertop Lavatory (L363) w/ faucet & fittings		2.00						
33	S.S. Floor Drain 4'x4		2.00						
34	Bidet		2.00						
35	Shower head with Valve		1.00						
36	Handrail (PWD)		2.00						
37	10" ceiling mounted exhaust fan		2.00						
38	PPRC Pipe, 25 mm dia. X 4m, PN 16		2.00						
39	PP-R elbow 25 dia -90 deg		3.00						
40	PP-R 25 mm Tee dia		4.00						
41	4.5mm Fiber Cement Brand		79.00						
42	Metal Furring 0.8mmx12mmx50mmx5m		243.00						



43	Carrying Channels 0.8mmx12mmx38mmx5m		77.00						
44	Wall Angle 0.2mmx20mmx20mmx5m		52.00						
45	1/8" x 1/2" Aluminum Rivet		4,689.00						
46	1" metal Screw		860.00						
47	Aluminum framed glass cabinet		20.77						
48	Aluminum Glass Door (See Details on Plan)		18.48						
49	Aluminum Glass Window - (See Details on Plan)		25.35						
50	Aluminum Glass Window- Awning Type (See Details on Plan)		0.72						
51	Pre-Painted Flashing Ga. 24 (701mm x 2.44m)		74.00						
52	Pre-Painted Gutters Ga. 24		24.00						
53	12" x 1 plain GI Strap		67.00						
54	Pre-Painted Rib Type Metal Sheets (Long Span) GA. 26		185.00						

55	J-Bolt 6mmø with Neoprene gasket N&W		1,847.00						
56	Vitrified Glazed Tiles		156.00						
57	Tile Grout 2 kg.		4.00						
58	Tile Adhesive, 25 kgs.		4.00						
59	Vitrified Unglazed Tiles		38.00						
60	18mm thk. Marine plywood		62.00						
61	PVC Vinyl Floor Tiles (900mm x 100mm)		1,027.00						
62	Water-Based PVC Vinyl Tile Glue		3.00						
63	Concrete Nuetralizer		2.00						
64	Concrete Sealer/Primer		4.00						
65	Patching Compound		5.00						
66	Semi Gloss Latex		7.00						
67	Glazing Putty		11.00						

68	Flatwall Enamel (primer)		11.00						
69	QDE		9.00						
70	Paint Thinner		54.00						
71	CHB 4"x 8" x "16		1,842.62						
72	10mm RSB, G-40		459.24						
73	100mm x 50mm x 20mm x 2mm LC-Purlins		182.52						
74	150mm x 50mm x 20mm x 2mm LC-Purlins		99.96						
75	12mm Sag Rod with N&W @both ends		26.11						
76	1' x 3" x 8' Cornice		11.00						
77	50mm x 150mm x 2mm Tubular Steel		162.00						
78	6mm x 250mm x 400mm Angle Bar		266.80						
79	2' x 8' Steel Matting		24.00						
80	16mm x 300mm Anchor Bolt with N&w		44.00						

81	32mm $\varnothing$ Plain Round Bar		56.82						
82	6mm x 250mmx 400m Steel Plate		4.71						
83	Pillow Block Hinge		6.00						
84	150mm x 50mm x 20mm x 2mm LC_Purlins		261.30						
85	50mm x 50mm x20mm x 2mm LC-Purlins		252.28						
86	25mm x 25mm x 20mm x 2mm LC-Purlins		280.28						
87	Welding Rod		10.00						
88	Red oxide Primer		3.00						
89	Paint Thinner		1.00						
90	Cut-Off Blade 14" $\varnothing$		1.00						
91	2" x 4" utility box		5.00						
92	Conduit Pipe PVC65mm $\varnothing$ x 3m		4.00						
93	Conduit Pipe PVC45mm $\varnothing$ x 3m		4.00						

94	Waterproof Con. Outlet		1.00						
95	ACU outlet 65mm ∅		3.00						
96	Entrance Cap, 65 mm∅		2.00						
97	65 mm∅ uPVC elbow		2.00						
98	40 mm∅ uPVC elbow		3.00						
99	30' Steel Pole (Electric Pole)		1.00						
100	Steel Pole Insulator, Three point		2.00						
101	Steel Pole Insulator, Two point		3.00						
102	Big Rubber tape		2.00						
103	C-Clamp, 65mm dia		5.00						
104	C-Clamp, 40mm dia		5.00						
105	solderless Connector 80mm 2		12.00						
106	80.0 mm <sup>2</sup> THW cable		240.00						

107	30.0 mm <sup>2</sup> THHW cable		50.00						
108	14 mm <sup>2</sup> THHW cable		60.00						
109	3.5mm <sup>2</sup> THHW cable		200.00						
110	Big Electric tape		4.00						
111	Panel Board with 60 Amp.2-P main, 3-30Amp. CB		1.00						
112	Surface mounted flourecent light with aluminum casing		3.00						
113	LED bulb with porcelain receptacle		1.00						
114	Network Switch 16 Ports Switch Ethernet		2.00						
115	UTP Cable CAT 5 (300 metres)		2.00						
116	RJ45		64.00						
117	Network Outlet		32.00						
118	Plastic Moulding (3/4" x 4")		263.00						
119	Wi-Fi Router		2.00						

120	Smart TV, 55", QLED, 4k Resolution		2.00						
121	Full Motion Slim fit TV wall mount		2.00						
122	wireless speaker		1.00						
123	Microphone Wireless		1.00						
124	1 HP, ACU, window type		3.00						

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

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

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

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

**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 Amount and Purpose of  
of agent Currency 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: \_\_\_\_\_

**Contract Agreement Form for the Procurement of Goods (Revised)**

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

---

**CONTRACT AGREEMENT**

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ between [name of PROCURING ENTITY] of the Philippines (hereinafter called “the Entity”) of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called “the Supplier”) of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly [brief description of goods and services] and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of [contract price in words and figures in specified currency] (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:

- i. Philippine Bidding Documents (PBDs);
  - i. Schedule of Requirements;
  - ii. Technical Specifications;
  - iii. General and Special Conditions of Contract; and
  - iv. Supplemental or Bid Bulletins, if any
- ii. Winning bidder’s bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

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

- iii. Performance Security;
- iv. Notice of Award of Contract; and the Bidder’s conforme thereto; and

v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.

3. In consideration for the sum of [total contract price in words and figures] or such other sums as may be ascertained, [Named of the bidder] agrees to [state the object of the contract] in accordance with his/her/its Bid.

4. The [Name of the procuring entity] agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

[Insert Name and Signature]  
[Insert Signatory's Legal Capacity]  
for:  
[Insert Procuring Entity]

[Insert Name and Signature]  
[Insert Signatory's Legal Capacity]  
for:  
[Insert Name of Supplier]

#### **Acknowledgment**

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

**Omnibus Sworn Statement (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]*

## Bank Guarantee Form for Advance Payment

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

Gentlemen and/or Ladies:

In accordance with the payment provision included in the Special Conditions of Contract, which amends Clause 10 of the General Conditions of Contract to provide for advance payment, *[name and address of Supplier]* (hereinafter called the “Supplier”) shall deposit with the PROCURING ENTITY a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of *[amount of guarantee in figures and words]*.

We, the *[bank or financial institution]*, as instructed by the Supplier, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the PROCURING ENTITY on its first demand without whatsoever right of objection on our part and without its first claim to the Supplier, in the amount not exceeding *[amount of guarantee in figures and words]*.

We further agree that no change or addition to or other modification of the terms of the Contract to be performed thereunder or of any of the Contract documents which may be made between the PROCURING ENTITY and the Supplier, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until *[date]*.

Yours truly,

\_\_\_\_\_  
Signature and seal of the Guarantors

\_\_\_\_\_  
[name of bank or financial institution]

\_\_\_\_\_  
[address]

\_\_\_\_\_  
[date]

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

---

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]*

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

CONTRACT ID NO. **25GBJ05**

NAME OF PROJECT: **Supply and Delivery of Materials for the Improvement/rehabilitation of DPWH Nueva Vizcaya 2nd DEO - Quality Assurance Building including the fabrication of exit steel gate and re-location of generator set with housing**

**BID FORM B (FINANCIAL PROPOSAL)**  
**PRICE SCHEDULE FOR GOODS OFFERED**

Date of Bid Opening: \_\_\_\_\_

1	2	3	4	5	6	7
DESCRIPTION	UNIT	QTY	TOTAL ABC, Php	UNIT COST, Php	TOTAL COST	DELIVERY SCHEDULE
Refrigerator (Inverter) 10.0 cu.ft.	set	1	21,000.00			
Adjustable Steel Shelves Rack 72"x36"x18" (1.2mm thk)	set	5	16,000.00			
Photo Album and Printing	pc	680	8,160.00			
Tarpaulin, 4' x 8' (DPWH)	sq.ft.	32	640.00			
Tarpaulin, 8' x 8' (COA)	sq.ft.	64	1,280.00			
6mm x 4' x 8' Marine Plywood	pc	11	14,300.00			
Good Lumber	bd.ft.	241	15,665.00			
Assorted CW Nails	kg	94	8,930.00			
Safety Helmet	set	5	2,400.00			
Safety shoes	set	8	56,000.00			
Safety gloves	set	10	2,000.00			
Vest	set	10	3,200.00			
Raincoats	set	1	580.00			
Dust Mask	set	10	3,000.00			



Eve Goggles	set	3	1,275.00			
Ear Muff	set	1	150.00			
Caution Tape 100 ft	roll	1	800.00			
Embankment Materials	cu. m.	7.00	2,073.89			
Gravel	cu. m.	14.00	10,080.00			
Sand	cu. M	15.00	8,550.00			
Portland Cement	bags	217.00	65,100.00			
Deformed Reinforcing Steel	kg.	725.00	39,875.00			
#16 Galvanized Iron Wire	kg	17.96	1,023.72			
uPVC pipe, 100mm dia x3, S-100	pc	1.00	750.00			
Elbow 100mm dia-45 deg bend	pc	2.00	300.00			
Clean out with cover, 100mm dia	pc	1.00	150.00			
PVC Cement, LTR	pc	1.00	420.00			
Water Closet complete w/ fitting & accs.	set	2.00	13,700.00			
Faucet Hose Bibb, Brass 12mm dia	pc	1.00	380.00			
Gate Valve 25mm dia	pcs	1.00	320.00			
Urinal Complete	set	1.00	4,800.00			
Countertop Lavatory (L363) w/ faucet & fittings	set	2.00	13,000.00			
S.S. Floor Drain 4'x4	pcs	2.00	960.00			
Bidet	pcs	2.00	2,400.00			
Shower head with Valve	set	1.00	2,500.00			
Handrail (PWD)	set	2.00	9,000.00			
10" ceiling mounted exhaust fan	set	2.00	5,600.00			
PPRC Pipe, 25 mm dia. X 4m, PN 16	pcs	2.00	640.00			
PP-R elbow 25 dia -90 deg	pcs	3.00	225.00			
PP-R 25 mm Tee dia	pcs	4.00	300.00			

4.5mm Fiber Cement Brand	pcs	79.00	31,600.00			
Metal Furring 0.8mmx12mmx50mmx5m	pcs	243.00	109,350.00			
Carrying Channels 0.8mmx12mmx38mmx5m	pcs	77.00	34,650.00			
Wall Angle 0.2mmx20mmx20mmx5m	pcs	52.00	2,080.00			
1/8" x 1/2" Aluminum Rivet	pcs	4,689.00	9,378.00			
1" metal Screw	pcs	860.00	1,720.00			
Aluminum framed glass cabinet	sq.m	20.77	166,160.00			
Aluminum Glass Door (See Details on Plan)	sq.m	18.48	121,044.00			
Aluminum Glass Window - (See Details on Plan)	sq.m	25.35	139,425.00			
Aluminum Glass Window- Awning Type (See Details on Plan)	sq.m	0.72	3,960.00			
Pre-Painted Flashing Ga. 24 (701mm x 2.44m)	ln.m.	74.00	8,140.00			
Pre-Painted Gutters Ga. 24	ln.m.	24.00	19,680.00			
12" x 1 plain GI Strap	pcs	67.00	4,020.00			
Pre-Painted Rib Type Metal Sheets (Long Span) GA. 26	sq. m	185.00	73,075.00			
J-Bolt 6mm with Neoprene gasket N&W	pc	1,847.00	18,470.00			
Vitrified Glazed Tiles	pc.	156.00	52,260.00			
Tile Grout 2 kg.	bags	4.00	480.00			
Tile Adhesive, 25 kgs.	bags	4.00	1,920.00			
Vitrified Unglazed Tiles	sq. m	38.00	12,730.00			
18mm thk. Marine plywood	pc	62.00	120,900.00			
PVC Vinyl Floor Tiles (900mm x 100mm)	pc	1,027.00	123,240.00			
Water-Based PVC Vinyl Tile Glue	gal	3.00	7,560.00			
Concrete Neutralizer	gal	2.00	1,350.00			
Concrete Sealer/Primer	gal	4.00	3,580.00			
Patching Compound	gal	5.00	2,750.00			

Semi Gloss Latex	gal	7.00	6,440.00			
Glazing Putty	gal	11.00	9,460.00			
Flatwall Enamel (primer)	gal	11.00	9,075.00			
QDE	gal	9.00	8,280.00			
Paint Thinner	liter	54.00	28,080.00			
CHB 4" x 8" x "16	pc	1,842.62	36,852.40			
10mm RSB, G-40	kg	459.24	19,747.32			
100mm x 50mm x 20mm x 2mm LC-Purlins	kg	182.52	12,776.40			
150mm x 50mm x 20mm x 2mm LC-Purlins	kg	99.96	6,997.20			
12mm Sag Rod with N&W @both ends	kg	26.11	1,827.70			
1' x 3" x 8' Cornice	pc	11.00	3,520.00			
50mm x 150mm x 2mm Tubular Steel	kg	162.00	11,340.00			
6mm x 250mm x 400mm Angle Bar	kg	266.80	18,676.00			
2' x 8' Steel Matting	pc	24.00	17,280.00			
16mm x 300mm Anchor Bolt with N&w	pc	44.00	12,320.00			
32mm Plain Round Bar	kg	56.82	3,977.40			
6mm x 250mm x 400m Steel Plate	kg	4.71	329.70			
Pillow Block Hinge	pc	6.00	3,900.00			
150mm x 50mm x 20mm x 2mm LC_Purlins	kg	261.30	18,291.00			
50mm x 50mm x 20mm x 2mm LC-Purlins	kg	252.28	17,659.60			
25mm x 25mm x 20mm x 2mm LC-Purlins	kg	280.28	19,619.60			
Welding Rod	kg	10.00	2,300.00			
Red oxide Primer	gal	3.00	2,040.00			
Paint Thinner	gal	1.00	440.00			
Cut-Off Blade 14"	pc	1.00	380.00			
2" x 4" utility box	pc	5.00	225.00			

Conduit Pipe PVC65mm $\varnothing$ x 3m	pc	4.00	1,000.00			
Conduit Pipe PVC45mm $\varnothing$ x 3m	pc	4.00	800.00			
Waterproof Con. Outlet	pc	1.00	750.00			
ACU outlet 65mm $\varnothing$	pc	3.00	900.00			
Entrance Cap, 65 mm $\varnothing$	pc	2.00	400.00			
65 mm $\varnothing$ uPVC elbow	pc	2.00	130.00			
40 mm $\varnothing$ uPVC elbow	pc	3.00	195.00			
30' Steel Pole (Electric Pole)	pc	1.00	37,000.00			
Steel Pole Insulator, Three point	pc	2.00	700.00			
Steel Pole Insulator, Two point	pc	3.00	780.00			
Big Rubber tape	pc	2.00	150.00			
C-Clamp, 65mm dia	pc	5.00	25.00			
C-Clamp, 40mm dia	pc	5.00	20.00			
solderless Connector 80mm 2	pc	12.00	10,440.00			
80.0 mm <sup>2</sup> THW cable	ln. m.	240.00	220,800.00			
30.0 mm <sup>2</sup> THHW cable	ln. m.	50.00	17,500.00			
14 mm <sup>2</sup> THHW cable	ln. m.	60.00	9,900.00			
3.5mm <sup>2</sup> THHW cable	ln. m.	200.00	8,000.00			
Big Electric tape	rolls	4.00	300.00			
Panel Board with 60 Amp.2-P main, 3-30Amp. CB	set	1.00	5,300.00			
Surface mounted flourecent light with aluminum casing	set	3.00	1,500.00			
LED bulb with porcelain receptacle	set	1.00	585.00			
Network Switch 16 Ports Switch Ethernet	pc	2.00	10,947.20			
UTP Cable CAT 5 (300 metres)	roll	2.00	15,000.00			
RJ45	pc	64.00	960.00			
Network Outlet	pc	32.00	11,680.00			

Plastic Moulding (3/4" x 4")	pc	263.00	31,560.00			
Wi-Fi Router	pc	2.00	9,400.00			
Smart TV, 55", QLED, 4k Resolution	set	2.00	80,000.00			
Full Motion Slim fit TV wall mount	pc	2.00	9,600.00			
wireless speaker	set	1.00	48,000.00			
Microphone Wireless	set	1.00	8,000.00			
1 HP, ACU, window type	sets	3.00	126,000.00			
<i>GRAND TOTAL</i>			<b>2,347,206.13</b>			

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(In Words)

(In Figures)

Price Validity : \_\_\_\_\_

Name and Signature of Bidder : \_\_\_\_\_

Address : \_\_\_\_\_

Telephone/Mobile No.: \_\_\_\_\_

Name of Representative : \_\_\_\_\_

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

Department of Public Works and Highways

**Statement of all Government & Private Contracts completed which are Similar<sup>B</sup> in Nature**

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

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

Name of Contract	a. Agency's Name:	Type of Product Delivered	No. of Units	Description	a. Amount of Award	a. Date Awarded
	b. Address:				b. Amount as Completion	b. Contract Effectivity
	c. Telephone No.				c. Duration	c. Date Completed
<b><u>Government</u></b>						
<b><u>Private</u></b>						

**NOTE:**

- A. This statement shall be supported with:
  - 1. Contract or Purchase Order
  - 2. Certificate of Completion
  - 3. Certificate of Acceptance or Official Receipt or Sales Invoice
- B. The bidders shall fill-up and submit this form for every item to be bid

Submitted by: \_\_\_\_\_  
(Printed Name & Signature)

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

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

**Statement of all Ongoing Government & Private Contracts including contracts awarded but not yet started**

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

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

Name of Contract / Project Cost	a. Owner's Name: b. Address: c. Telephone No.	Type of Product to be Delivered	No. of Units	Description	a. Amount of Award b. Amount as Completion c. Duration	Delivered Units		Value of Outstanding Works / Undelivered Portion
						Planned	Actual	
<b><u>Government</u></b>								
<b><u>Private</u></b>								
						Total Cost		

Submitted by: \_\_\_\_\_  
(Printed Name & Signature)

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

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

"Form No. 2"

### **FINANCIAL DOCUMENTS FOR ELIGIBILITY CHECK**

Summary of the Applicant Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the attached income tax return and audited financial statement, stamped "RECEIVED" by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

		Year 20__
1.	Total Assets	
2.	Current Assets	
3.	Total Liabilities	
4.	Current Liabilities	
5.	Net Worth (1-3)	
6.	Net Working Capital (2-4)	

The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

NFCC = [(current asset – current liabilities) (15)] minus value of all outstanding or uncompleted portions of the projects under on-going contracts, including awarded contracts yet to be started, coinciding with the contract to be bid

NFCC = P \_\_\_\_\_

Submitted by:

\_\_\_\_\_

Name of Supplier / Distributor / Manufacturer

\_\_\_\_\_

Signature of Authorized Representative

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

NOTE:

If Partnership or Joint Venture, each Partner or Member Firm of Joint Venture shall submit the above requirements.

The values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to the BIR or latest Audited Financial Statements.

"Form No. 3"





client presents the Official Receipt to Procurement Unit and receive the Bidding Documents.	2.3. Procurement Unit to issue Bid Documents		2.5 minutes	<i>Procurement Unit Action Officer</i>
<b>END OF TRANSACTION</b>	<b>TOTAL:</b>		<b>7.5 minutes</b>	

<b>Approved Budget for the Contract</b>	<b>Maximum Cost of Bidding Documents (in Philippine Peso)</b>
500,000 and below	500.00
More than 500,000 up to 1 Million	1,000.00
More than 1 Million up to 5 Million	5,000.00
More than 5 Million up to 10 Million	10,000.00
More than 10 Million up to 50 Million	25,000.00
More than 50 Million up to 500 Million	50,000.00
More than 500 Million	75,000.00

Source: Appendix 8, Sec. 5.0 "Updated-2016-Revised-IRR-of-RA-No.-9184-as-15-October-2023"



### Purchase Bid Documents (Goods and Services, and Consulting Services Projects)

Accommodates purchase of complete set of Bidding Documents to interested bidders for them to participate in the bidding of contracts.

<b>Office or Division:</b>		Procurement Unit (DEO)		
<b>Classification:</b>		Simple		
<b>Type of Transactions:</b>		G2B - Government-to-Business		
<b>Who may avail:</b>		General Public/Supplier		
<b>CHECKLIST OF REQUIREMENTS</b>		<b>WHERE TO SECURE</b>		
1. Company ID or any government issued ID 2. Authorization Letter (i.e. Special Power of Attorney for Sole Proprietorship; or Board/Partnership/Joint Venture Resolution with Secretary's Certificate for Corporation/Partnership/Joint Venture/Cooperative) 3. Letter of Intent (for Foreign Funded Projects)		To be provided by the bidder/consultant		
<b>CLIENT STEPS</b>	<b>AGENCY ACTION</b>	<b>FEES TO BE PAID</b>	<b>PROCESSING TIME</b>	<b>PERSON RESPONSIBLE</b>
1. Client presents the required documents for the issuance of approved Request of Order of Payment.	1. Receive, verify and issue approved Request of Order of Payment	None	5 minutes	Procurement Unit Action Officer
2. Client presents the approved Request of Order of Payment to the Accounting and Cash Unit. After payment, the	2.1 Accounting Unit to issue approved Order of Payment	Fee depends on project ABC		Accounting Unit Action Officer
	2.2 Cash Unit to issue Official Receipt			Cashier Unit Action Officer

