



Republic of the Philippines
Department of Education
REGION I
SCHOOLS DIVISION OF VIGAN CITY

Invitation to Bid for the Repair and Rehabilitation of School Buildings (6 Classrooms of Mindoro Elementary School)

1. The *Schools Division of Vigan City*, through the *CY 2024 Basic Educational Facilities Fund (BEFF)-Repair/Rehabilitation of Classrooms* intends to apply the sum of *Two Million Pesos (2,000,000.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for *Repair and Rehabilitation of School Buildings (6 Classrooms of Mindoro Elementary School)*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Schools Division of Vigan City* now invites bids for the above Procurement Project. Completion of the Works requires *Ninety (90) Calendar Days (CDs)*. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from the *Schools Division of Vigan City* through the Head of the BAC Secretariat in the address given below from *Mondays to Fridays except holidays, 8:00 a.m. to 5:00 p.m.*
5. A complete set of Bidding Documents may be acquired by interested bidders from *August 31 – September 23, 2024* from the aforementioned office and may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS), provided that bidders shall pay the applicable fee of *Five Thousand Pesos (₱ 5,000.00)* for the Bidding Documents, not later than the submission of their bids, pursuant to the latest Guidelines issued by the GPPB.
6. The *Schools Division of Vigan City* will hold a Pre-Bid Conference¹ on *September 9, 2024, 1 p.m.* at the *SDO-Vigan City Conference Hall* and video conferencing via *MS Teams* using this link: <https://tinyurl.com/SDOViganBAC>, which shall be open to prospective bidders. *However, only the queries made by those who purchased Bidding Documents shall be entertained. Likewise, they may also request for a copy of the minutes of the pre-bid conference.*

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

7. The **Pre-Bid Conference** may be conducted online or in-person in two (2) or more separate rooms inside the premises of the SDO-Vigan City depending on the number of bidders who will be expected to participate thereto to be able to observe social distancing.
8. Interested bidders shall inform the **SDO-Vigan City BAC**, through its **Secretariat**, either by sending an email at **vigan.city@deped.gov.ph** or communicate with the latter through any mode of communication, of their intention to participate in the Pre-Bid Conference at least two (2) days prior to the date of the conference.
9. Bids must be duly received by the BAC Secretariat through manual submission, **September 23, 2024, 12:00 noon. Late bids shall not be accepted.**
10. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **IB** Clause 16.
11. Bid opening shall be on **September 23, 2024, 1:00 p.m.** at the **SDO-Vigan City Conference Hall** and through video conferencing via **MS Teams** (<https://tinyurl.com/SDOViganBAC>). Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
12. The **Schools Division of Vigan City** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
13. For further information, please refer to:

MARIE CHRISTINE L. NATIVIDAD

Head, BAC Secretariat

DepEd, Schools Division of Vigan City

Mena Crisologo St. corner Rivero St., Brgy. IX, Vigan City, Ilocos Sur

Tel. No. 722-2023 Telefax No. 632-0533

vigan.city@deped.gov.ph


ANNIE D. PAGDILAO, Ed.D, CESO VI
BAC Chairman 

PHILIPPINE BIDDING DOCUMENTS

**Procurement of
INFRASTRUCTURE
PROJECTS**

**REPAIR AND REHABILITATION OF SCHOOL
BUILDINGS (6 CLASSROOMS OF MINDORO
ELEMENTARY SCHOOL)**

depedvigancity-2024-027

Government of the Republic of the Philippines

**Sixth Edition
July 2020**

Preface

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

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

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

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

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

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

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

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Glossary of Terms, Abbreviations, and Acronyms

ABC – Approved Budget for the Contract.

ARCC – Allowable Range of Contract Cost.

BAC – Bids and Awards Committee.

BDS – Bid Data Sheet

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

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

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

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

CDA – Cooperative Development Authority.

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

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

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

CPI – Consumer Price Index.

DOLE – Department of Labor and Employment.

DTI – Department of Trade and Industry.

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

GFI – Government Financial Institution.

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

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

GOP – Government of the Philippines.

IB – Invitation to Bid

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])

ITB – Instruction to Bidder

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PCAB – Philippine Contractors Accreditation Board.

PhilGEPS - Philippine Government Electronic Procurement System.

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

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

UN – United Nations.

Section I. Invitation to Bid

Notes on the Invitation to Bid

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

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

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

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



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13. For further information, please refer to:

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vigan.city@deped.gov.ph

ANNIE D. PAGDILAO, Ed.D, CESO VI
BAC Chairman

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, *Schools Division of Vigan City* invites Bids for the *Repair and Rehabilitation of School Buildings (6 Classrooms of Mindoro Elementary School)*, with Project Identification Number *depedvigancity-2024-027*.

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

2. Funding Information

2.1. The GOP through the source of funding as indicated below for *CY 2024 BEFF* in the amount of *Two Million Pesos (2,000,000.00)*.

2.2. The source of funding is: *CY 2024 Basic Educational Facilities Fund (BEFF)-Repair of Classrooms*.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manual and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or invitation to bid by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have inspected the site, determined the general characteristics of the contracted Works and the conditions for this Project, such as the location and the nature of the work; (b) climatic conditions; (c) transportation facilities; (c) nature and condition of the terrain, geological conditions at the site communication facilities, requirements, location and availability of construction aggregates and other materials, labor, water, electric power and access roads; and (d) other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices

The Procuring Entity, as well as the Bidders and Contractors, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- (a) Duly licensed Filipino citizens/sole proprietorships;
 - (b) Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines;
 - (c) Corporations duly organized under the laws of the Philippines, and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
 - (d) Cooperatives duly organized under the laws of the Philippines.
 - (e) Persons/entities forming themselves into a JV, i.e., a group of two (2) or more persons/entities that intend to be jointly and severally responsible or liable for a particular contract: Provided, however, that, in accordance with EO 65, s. 2018, Filipino ownership or interest of the joint venture concerned shall be at least sixty percent (60%): Provided, further, that joint ventures in which Filipino ownership or interest is less than sixty percent (60%) may be eligible where the structures to be built require the application of techniques and/or technologies which are not adequately possessed by a person/entity meeting the sixty percent (60%) Filipino ownership requirement: Provided, finally, that in the latter case, Filipino ownership or interest shall not be less than twenty five percent (25%). For this purpose, Filipino ownership or interest shall be based on the contributions of each of the members of the joint venture as specified in their JVA.
- 5.2. The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA's CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.
- A contract is considered to be "similar" to the contract to be bid if it has the major categories of work stated in the Bid Data Sheet (BDS).
- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

6. Bidders's Responsibilities

- 6.1. The Bidder or its duly authorized representative shall submit a sworn statement in the form prescribed in Section IX. Bidding Forms as required in ITB Clause 12.1(b)(iii).
- 6.2. The Bidder is responsible for the following:

- (a) Having taken steps to carefully examine all of the Bidding Documents;
- (b) Having acknowledged all conditions, local or otherwise, affecting the implementation of the contract;
- (c) Having made an estimate of the facilities available and needed for the contract to be bid, if any;
- (d) Having complied with its responsibility to inquire or secure Supplemental/Bid Bulletin/s as provided under ITB Clause 10.4.
- (e) Ensuring that it is not “blacklisted” or barred from bidding by the GoP or any of its agencies, offices, corporations, or LGUs, including foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the GPPB;
- (f) Ensuring that 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;
- (g) Authorizing the HoPE or its duly authorized representative/s to verify all the documents submitted;
- (h) Ensuring that the signatory is the duly authorized representative of the Bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract, accompanied by the duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary’s Certificate, whichever is applicable;
- (i) Complying with the disclosure provision under Section 47 of RA 9184 and its IRR in relation to other provisions of RA 3019;
- (j) Complying with existing labor laws and standards, in the case of procurement of services. Moreover, bidder undertakes to:
 - (i) Ensure the entitlement of workers to wages, hours of work, safety and health and other prevailing conditions of work as established by national laws, rules and regulations; or collective bargaining agreement; or arbitration award, if and when applicable.

In case there is a finding by the Procuring Entity or the DOLE of underpayment or non-payment of workers’ wage and wage-related benefits, bidder agrees that the performance security or portion of the contract amount shall be withheld in favor of the complaining workers pursuant to appropriate provisions of Republic Act No. 9184 without prejudice to the institution of appropriate actions under the Labor Code, as amended, and other social legislations.

- (ii) Comply with occupational safety and health standards and to correct deficiencies, if any.

In case of imminent danger, injury or death of the worker, bidder undertakes to suspend contract implementation pending clearance to proceed from the DOLE Regional Office and to comply with Work Stoppage Order; and

(iii) Inform the workers of their conditions of work, labor clauses under the contract specifying wages, hours of work and other benefits under prevailing national laws, rules and regulations; or collective bargaining agreement; or arbitration award, if and when applicable, through posting in two (2) conspicuous places in the establishment's premises; and

(k) Ensuring that it 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;

Failure to observe any of the above responsibilities shall be at the risk of the Bidder concerned.

6.3. The Bidder, by the act of submitting its bid, shall be deemed to have inspected the site, determined the general characteristics of the contract works and the conditions for this Project and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

6.4. It shall be the sole responsibility of the prospective bidder to determine and to satisfy itself by such means as it considers necessary or desirable as to all matters pertaining to this Project, including: (a) the location and the nature of the contract, project, or work; (b) climatic conditions; (c) transportation facilities; (c) nature and condition of the terrain, geological conditions at the site communication facilities, requirements, location and availability of construction aggregates and other materials, labor, water, electric power and access roads; and (d) other factors that may affect the cost, duration and execution or implementation of the contract, project, or work.

6.5. The Procuring Entity shall not assume any responsibility regarding erroneous interpretations or conclusions by the prospective or eligible bidder out of the data furnished by the procuring entity. However, the Procuring Entity shall ensure that all information in the Bidding Documents, including supplemental/bid bulletins issued are correct and consistent.

6.6. Before submitting their bids, the Bidders are deemed to have become familiar with all existing laws, decrees, ordinances, acts and regulations of the Philippines which may affect the contract in any way.

6.7. The Bidder shall bear all costs associated with the preparation and submission of his bid, and the Procuring Entity will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

6.8. The Bidder should note that the Procuring Entity will accept bids only from those that have paid the applicable fee for the Bidding Documents at the office indicated in the Invitation to Bid.

7. Origin of Associated Goods

There is no restriction on the origin of Goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN.

8. Subcontracts

7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than fifty percent (50%) of the Project.

The Procuring Entity has prescribed that Subcontracting is allowed. The portions of Project and the maximum percentage allowed to be subcontracted are indicated in the **BDS**, which shall not exceed fifty percent (50%) of the contracted Works.

7.1. The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criterion stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.

7.2. The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.

7.3. Subcontracting of any portion of the Project does not relieve the Contractor of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Contractor's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

9. 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 at **SDO-Vigan City Conference Hall** and through video conferencing via **MS Teams**, which shall be open to prospective bidders as indicated in paragraph 6 of the **IB**.

10. 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.

11. Documents Comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.
- 10.3. A valid PCAB License is required, and in case of joint ventures, a valid special PCAB License, and registration for the type and cost of the contract for this Project. Any additional type of Contractor license or permit shall be indicated in the **BDS**.
- 10.4. A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the **BDS**.
- 10.5. A List of Contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, must meet the minimum requirements for the contract set in the **BDS**.

12. Documents Comprising the Bid: Financial Component

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

13. Alternative Bids

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

14. Bid Prices

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

15. Bid and Payment Currencies

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

14.2. Payment of the contract price shall be made in **Philippine Pesos**.

16. Bid Security

15.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

15.2. The Bid and bid security shall be valid until **one hundred twenty (120) calendar days from the opening of bids**. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

17. Sealing and Marking of Bids

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

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

If the Procuring Entity allows the submission of bids through online submission to the given website or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be

opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

18. Deadline for Submission of Bids

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

19. Opening and Preliminary Examination of Bids

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

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

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

20. Detailed Evaluation and Comparison of Bids

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

19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 16 shall be submitted for each contract (lot) separately.

19.3. In all cases, the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184 must be sufficient for the total of the ABCs for all the lots participated in by the prospective Bidder.

21. Post Qualification

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

22. Signing of the Contract

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

Section III. Bid Data Sheet

Notes on the Bid Data Sheet (BDS)

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

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

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

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

Bid Data Sheet

ITB Clause																									
5.2	For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be: <i>Repair of Classrooms and Construction of School Buildings.</i>																								
7.1	<i>No additional instruction</i>																								
10.3	<i>No additional instruction</i>																								
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Key Personnel</u></th> <th style="text-align: center;"><u>General Experience in civil works construction (no. of years)</u></th> <th style="text-align: center;"><u>Relevant Experience in same position required by this project (no. of years)</u></th> </tr> </thead> <tbody> <tr> <td><i>General Foreman</i></td> <td style="text-align: center;">3</td> <td style="text-align: center;">2</td> </tr> <tr> <td><i>Carpenter</i></td> <td style="text-align: center;">3</td> <td style="text-align: center;">2</td> </tr> <tr> <td><i>Mason</i></td> <td style="text-align: center;">3</td> <td style="text-align: center;">2</td> </tr> <tr> <td><i>Electrician</i></td> <td style="text-align: center;">3</td> <td style="text-align: center;">2</td> </tr> <tr> <td><i>Welder</i></td> <td style="text-align: center;">3</td> <td style="text-align: center;">2</td> </tr> <tr> <td><i>Tinsmith</i></td> <td style="text-align: center;">3</td> <td style="text-align: center;">2</td> </tr> <tr> <td><i>Helper</i></td> <td style="text-align: center;">3</td> <td style="text-align: center;">2</td> </tr> </tbody> </table> <p><i>The General Experience means total years of civil works experience (of any nature of construction [and engineering consultancy services]). If a proposed key personnel is an employee of the bidder and working on another project during the bidding and implementation/construction of this project, the bidder shall submit a certification that: (1) the key personnel concerned shall be pulled-out from said on-going/another project once the bidder is awarded this project; or (2) the key personnel concerned shall be replaced with a personnel of equal or better qualifications, subject to the approval of the authorized Engineers of the Procuring Entity.</i></p>	<u>Key Personnel</u>	<u>General Experience in civil works construction (no. of years)</u>	<u>Relevant Experience in same position required by this project (no. of years)</u>	<i>General Foreman</i>	3	2	<i>Carpenter</i>	3	2	<i>Mason</i>	3	2	<i>Electrician</i>	3	2	<i>Welder</i>	3	2	<i>Tinsmith</i>	3	2	<i>Helper</i>	3	2
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10.5	<p>The minimum major equipment requirements are the following:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Equipment</u></th> <th style="text-align: left;"><u>Capacity</u></th> <th style="text-align: left;"><u>Number of Units</u></th> </tr> </thead> <tbody> <tr> <td>One Bagger Mixer</td> <td></td> <td>At least 1 unit</td> </tr> <tr> <td>Bar Cutter</td> <td></td> <td>At least 1 unit</td> </tr> <tr> <td>Welding Machine</td> <td></td> <td>At least 1 unit</td> </tr> <tr> <td>Concrete Vibrator</td> <td></td> <td>At least 1 unit</td> </tr> <tr> <td>Hand Tools</td> <td></td> <td>At least 3 sets</td> </tr> </tbody> </table> <p>The bidder shall state in their bids (list of equipment) a complete technical description of their listed/committed equipment, whether owned or leased, such as but not limited to the engine number, chassis number, plate number, And capacity including the particular place or site where the equipment are located.</p> <p>The proof of ownership of equipment herein required are copies of current Official Receipts and Certificate of Registration of the equipment, which should be attached to the list of equipment in bidder's bid(s). In case of leased equipment, a lease contract shall be attached to the list of equipment submitted by the bidder. The lease equipment shall indicate that the equipment "is/are available during the entire</p>	<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>	One Bagger Mixer		At least 1 unit	Bar Cutter		At least 1 unit	Welding Machine		At least 1 unit	Concrete Vibrator		At least 1 unit	Hand Tools		At least 3 sets						
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	<p>construction of the project.”</p> <p>All documents in support of the ownership of equipment committed by the bidder to this project (Certificate of Registration and current Official Receipt, if applicable) and other documents photocopied from the original shall be legibly readable; and shall be authenticated as needed during the post-qualification process.</p>
12	<i>No additional instruction</i>
15.1	<p>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</p> <p>a. The amount of not less than ₱40,000.00, if bid security is in cash, cashier’s/manager’s check, bank draft/guarantee or irrevocable letter of credit;</p> <p>b. The amount of not less than ₱100,000.00 if bid security is in Surety Bond.</p>
19.2	<i>No additional instruction</i>
20	<p>List of licenses and permits relevant to the Project:</p> <ul style="list-style-type: none"> • Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages); • Registration Certificate (SEC, DTI, or CDA); • Mayor’s or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas; • Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR); • Philippine Contractors Accreditation Board (PCAB) license and registration; and • Audited Financial Statements.
21	<p>Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the DOLE, and other acceptable tools of project scheduling.</p>

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

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

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

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

1. **Scope of Contract**

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

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

2. **Sectional Completion of Works**

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

3. **Possession of Site**

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

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

4. **The Contractor's Obligations**

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

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

5. Performance Security

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

6. Site Investigation Reports

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

7. Warranty

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

8. Liability of the Contractor

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

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

9. Termination for Other Causes

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

10. Dayworks

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

11. Program of Work

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

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

12. Instructions, Inspections and Audits

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

13. Advance Payment

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

14. Progress Payments

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

15. Operating and Maintenance Manuals

- 15.1. If required, the Contractor will provide “as built” Drawings and/or operating and maintenance manuals as specified in the **SCC**.
- 15.2. If the Contractor does not provide the Drawings and/or manuals by the dates stated above, or they do not receive the Procuring Entity’s Representative’s approval, the Procuring Entity’s Representative may withhold the amount stated in the **SCC** from payments due to the Contractor.

Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

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

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

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

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

Special Conditions of Contract

GCC Clause	
2	<i>No additional instruction.</i>
4.1	<i>No additional instruction.</i>
6	<i>No additional instruction.</i>
7.2	Permanent structures, such as buildings of types 4 and 5 as classified under the National Building Code of the Philippines and other structures made of steel, iron, or concrete which comply with relevant structural codes (e.g., DPWH Standard Specifications), such as, but not limited to, steel/concrete bridges, flyovers, aircraft movement areas, ports, dams, tunnels, filtration and treatment plants, sewerage systems, power plants, transmission and communication towers, railway system, and other similar permanent structures: Fifteen (15) years.
10	Dayworks are applicable at the rate shown in the Contractor's original Bid.
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within <i>two (2) calendar days</i> of delivery of the Notice of Award.
11.2	<i>No additional instruction.</i>
13	The Contractor may request for an advance payment not to exceed 15% of the Contract Price.
14	<i>No additional instruction.</i>
15.1	The date by which operating and maintenance manuals are required is <i>upon submission of the request for final billing.</i> The date by which "as built" drawings are required is <i>upon submission of the request for final billing.</i>
15.2	The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals by the date required is 35% of the amount of final billing.

Section VI. Specifications

Notes on Specifications

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

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

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

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

Sample Clause: Equivalency of Standards and Codes

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

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

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

Section VII. Drawings

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

Section VIII. Bill of Quantities

Notes on the Bill of Quantities

Objectives

The objectives of the Bill of Quantities are:

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

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

Daywork Schedule

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

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

Provisional Sums

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

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

Signature Box

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

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

Section IX. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

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

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

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

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
Or
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document;
And
- (c) Mayor’s or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
And
- (e) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

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

corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- (l) The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- (m) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

Class "B" Documents

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

II. FINANCIAL COMPONENT ENVELOPE

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

Other documentary requirements under RA No. 9184

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

Section X. Bidding Forms

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Bid Form

Date: _____

IB² N°: _____

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

Address: *[insert address]*

We, the undersigned, declare that:

- (a) We have examined and have no reservation to the Bidding Documents, including Addenda, for the Contract *[insert name of contract]*;
- (b) We offer to execute the Works for this Contract in accordance with the Bid and Bid Data Sheet, General and Special Conditions of Contract accompanying this Bid;

The total price of our Bid, excluding any discounts offered below is: *[insert information]*;

The discounts offered and the methodology for their application are: *[insert information]*;

- (c) Our Bid shall be valid for a period of *[insert number]* days from the date fixed for the Bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (d) If our Bid is accepted, we commit to obtain a Performance Security in the amount of *[insert percentage amount]* percent of the Contract Price for the due performance of the Contract;
- (e) Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from the following eligible countries: *[insert information]*;
- (f) We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- (g) Our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, has not been declared ineligible by the Funding Source;
- (h) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and

² If ADB, JICA and WB funded projects, use IFB.

- (i) We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- (j) **We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the [Name of Project] of the [Name of the Procuring Entity].**
- (k) **We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.**

Name: _____

In the capacity of: _____

Signed: _____

Duly authorized to sign the Bid for and on behalf of: _____

Date: _____

Form of Contract Agreement

THIS AGREEMENT, made this *[insert date]* day of *[insert month]*, *[insert year]* between *[name and address of PROCURING ENTITY]* (hereinafter called the “Entity”) and *[name and address of Contractor]* (hereinafter called the “Contractor”).

WHEREAS, the Entity is desirous that the Contractor execute *[name and identification number of contract]* (hereinafter called “the Works”) and the Entity has accepted the Bid for *[insert the amount in specified currency in numbers and words]* by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

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 hereinafter referred to.
2. The following documents shall be attached, deemed to form, and be read and construed as integral part of this Agreement, to wit:
 - (a) General and Special Conditions of Contract;
 - (b) Drawings/Plans;
 - (c) Specifications;
 - (d) Invitation to Bid;
 - (e) Instructions to Bidders;
 - (f) Bid Data Sheet;
 - (g) Addenda and/or Supplemental/Bid Bulletins, if any;
 - (h) 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;
 - (i) Eligibility requirements, documents and/or statements;
 - (j) Performance Security;
 - (k) Notice of Award of Contract and the Bidder’s conforme thereto;
 - (l) Other contract documents that may be required by existing laws and/or the Entity.
3. In consideration of the payments to be made by the Entity to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Entity to execute and complete the Works and remedy any defects therein in conformity with the provisions of this Contract in all respects.

4. The Entity hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying of defects wherein, the Contract Price or such other sum as may become payable under the provisions of this Contract at the times and in the manner prescribed by this Contract.

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

Signed, sealed, delivered by _____ the _____ (for the Entity)

Signed, sealed, delivered by _____ the _____ (for the Contractor).

Binding Signature of Procuring Entity

Binding Signature of Contractor

[Addendum showing the corrections, if any, made during the Bid evaluation should be attached with this agreement]

Omnibus Sworn Statement

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]* *[insert "as shown in the attached duly notarized Special Power of Attorney" for the authorized representative]*;

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]*, accompanied by the duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, 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;

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

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

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

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

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

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

7. *[Name of Bidder]* complies with existing labor laws and standards; and

8. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:

a) Carefully examine all of the Bidding Documents;

b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and

d) Inquire or secure 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.

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

Bidder's Representative/Authorized Signatory

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

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

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

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

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

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

* This form will not apply for WB funded projects.

Bid-Securing Declaration

(REPUBLIC OF THE PHILIPPINES)

CITY OF _____) S.S.

X-----X

Invitation to Bid [*Insert reference 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 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 written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1 (f), of the IRR of RA 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid-Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;
 - c. I am/we are declared as the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

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

[Insert NAME OF BIDDER'S AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]

Affiant

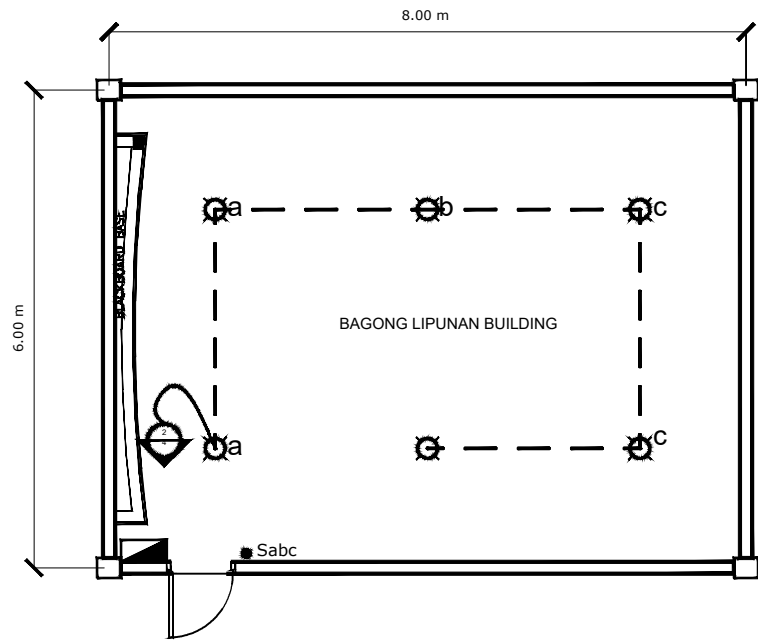
SUBSCRIBED AND SWORN to before me this __ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited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

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

NAME OF NOTARY PUBLIC

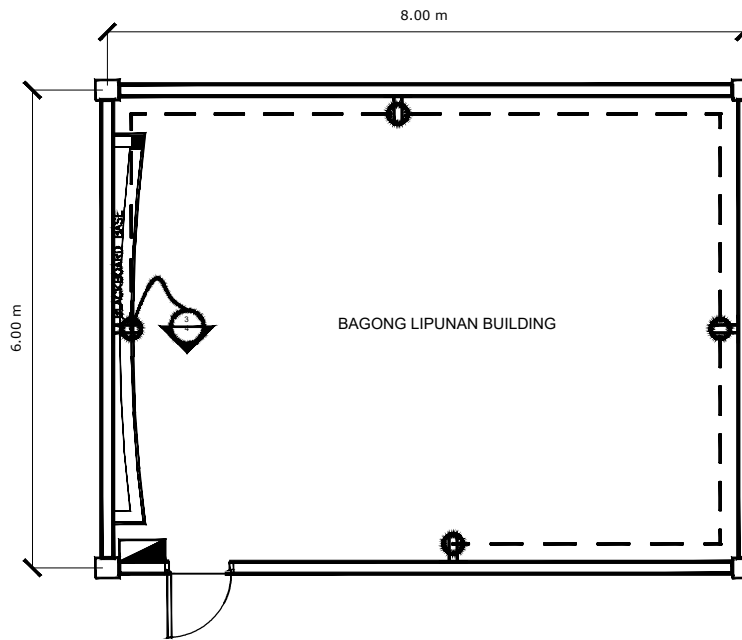
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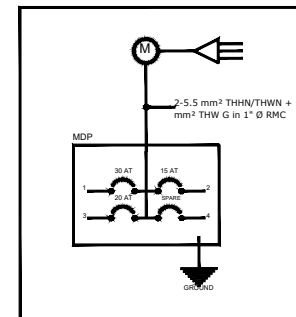
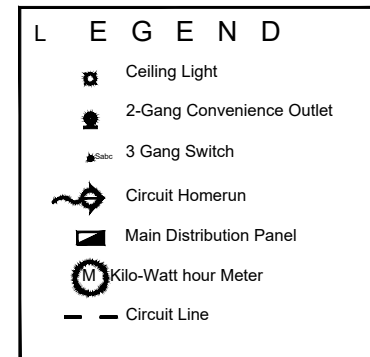
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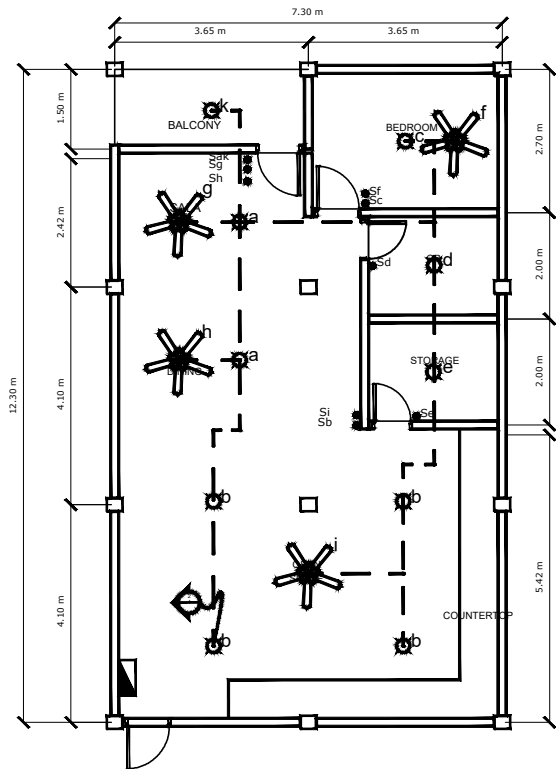
Power Layout

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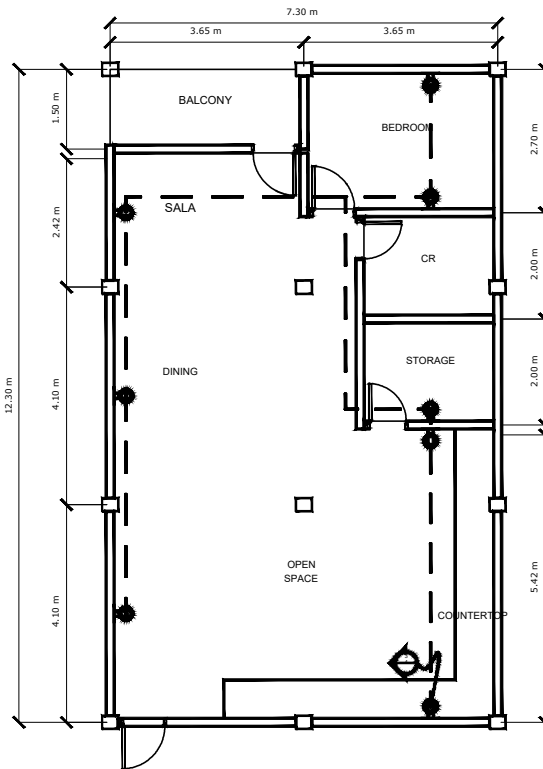
- GENERAL NOTES :**
- THE ELECTRICAL INSTALLATION HEREIN, SHALL BE DONE IN ACCORDANCE WITH THE PROVISIONS OF THE LATEST EDITION OF THE PHILIPPINE ELECTRICAL CODE, REQUIREMENTS OF THE LOCAL POWER COMPANY, RULES & REGULATIONS OF THE LOCAL ENFORCING AUTHORITIES.
 - ALL ELECTRICAL WORKS HEREIN SHALL BE EXECUTED BY EXPERIENCED MEN UNDER THE DIRECT SUPERVISION OF A DULY LICENSED ELECTRICAL ENGINEER.
 - THE TYPE OR POWER TO BE SUPPLIED SHALL BE 230VAC, 1Ø, 60 Hz, 2-WIRE LINE TO GROUND.
 - UNLESS OTHERWISE SPECIFIED, THE MINIMUM SIZE OF WIRE AND CONDUIT SHALL BE 2.00 sq mm THHN/THWN AND 25mm Ø RESPECTIVELY.
 - ALL MATERIALS TO BE USED SHALL BE NEW AND OF THE APPROVED TYPE FOR THE LOCATION AND PURPOSE.
 - NO OPEN WIRING, NO EXPOSED AND NO DANGLING WIRES.
 - UPON COMPLETION OF ELECTRICAL CONSTRUCTION WORK, THE FOLLOWING TESTS SHALL BE PERFORMED BY THE CONTRACTOR INCLUSIVE OF THE INSTALLATION TO BE REPORTED IN DETAIL ON FORM APPROVED BY THE OWNER'S REPRESENTATIVE.
 - INSULATION RESISTANCE TEST
 - GROUND RESISTANCE TEST
 - OPERATIONAL TEST
 - ALL JUNCTION BOXES THAT ARE EXPOSED TO WEATHER SHALL USE WEATHERPROOF ENCLOSURE OR TYPE FC CAST STEEL BOX.
 - A REMOVABLE CIRCUIT DIRECTORY SHALL BE PROVIDED FOR EACH PANEL BOARD FOR FIELD MARKING MATERIAL WITH MATCHING CLEAR PLASTIC HOLDER OR JACKET.
 - ALL ELECTRICAL CIRCUITS SHALL BE WIRED ACCORDING TO THE PANEL BOARD SCHEDULE.
 - PROVIDE GROUND FAULT CIRCUIT INTERRUPTER (GFCI) TO CIRCUITS WITH WEATHERPROOF OUTLETS.
 - THE CONTRACTOR SHALL VERIFY AND COORDINATE TO THE ADMINISTRATION THE ACTUAL LOCATION OF TAPPING POINT FOR POWER AND COMMUNICATION SYSTEM CONNECTION.
 - ALL MOUNTING HEIGHTS SHALL BE SUBJECT TO ARCHITECT'S APPROVAL PRIOR TO INSTALLATION.

PREPARED BY:	CONCURRED BY:	RECOMMENDING APPROVAL:	PROJECT TITLE / LOCATION:	APPROVED BY:
ENGR. KRISTYL CLAIRE B. OBALDO PROJECT ENGINEER	ENGR. CELSO MANANGAN REGIONAL ENGINEER	RODRIGO Q. REYES JR. SGOD CHIEF	REPAIR & REHABILITATION OF SCHOOL BUILDINGS (6-CL) LOCATION: MINDORO ELEMENTARY SCHOOL	VILMA D. EDA, CESO V SCHOOLS DIVISION SUPERINTENDENT



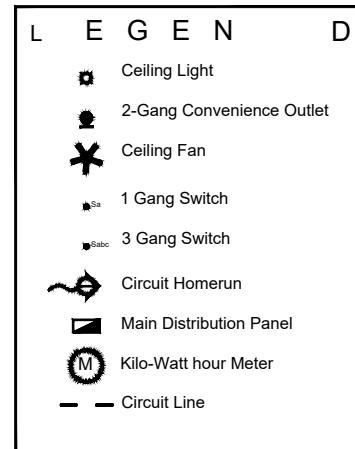
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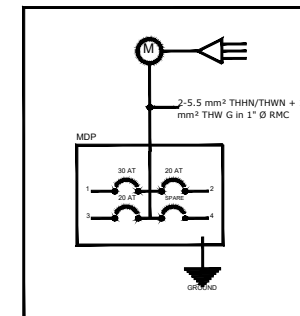


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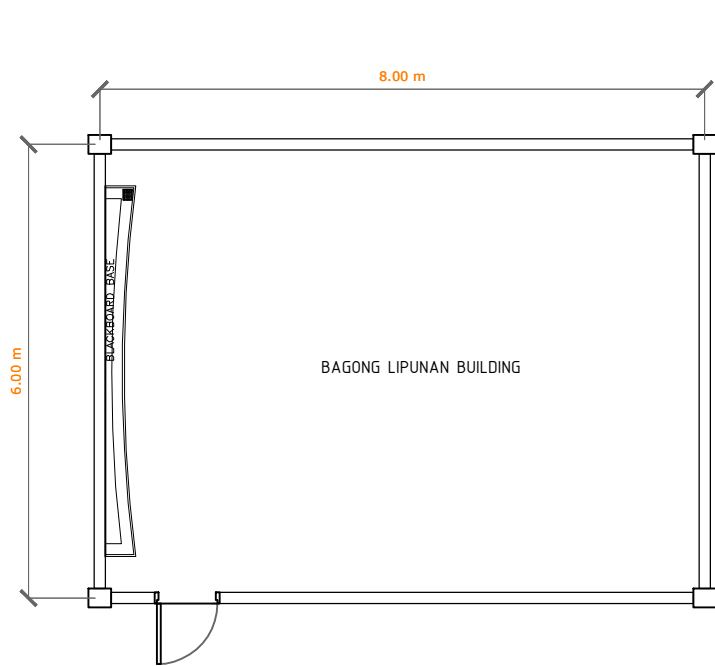
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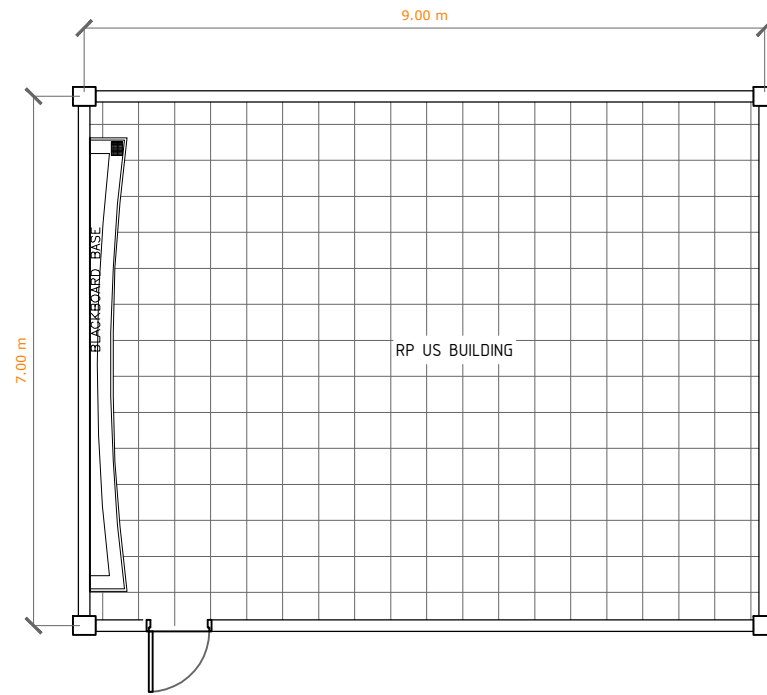
- GENERAL NOTES :**
1. THE ELECTRICAL INSTALLATION HEREIN, SHALL BE DONE IN ACCORDANCE WITH THE PROVISIONS OF THE LATEST EDITION OF THE PHILIPPINE ELECTRICAL CODE, REQUIREMENTS OF THE LOCAL POWER COMPANY, RULES & REGULATIONS OF THE LOCAL ENFORCING AUTHORITIES.
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 3. THE TYPE OR POWER TO BE SUPPLIED SHALL BE 230VAC, 1Ø, 60 Hz, 2-WIRE LINE TO GROUND.
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 5. ALL MATERIALS TO BE USED SHALL BE NEW AND OF THE APPROVED TYPE FOR THE LOCATION AND PURPOSE.
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 7. UPON COMPLETION OF ELECTRICAL CONSTRUCTION WORK, THE FOLLOWING TESTS SHALL BE PERFORMED BY THE CONTRACTOR INCLUSIVE OF THE INSTALLATION TO BE REPORTED IN DETAIL ON FORM APPROVED BY THE OWNER'S REPRESENTATIVE.
 - A. INSULATION RESISTANCE TEST
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 - C. OPERATIONAL TEST
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PREPARED BY:	CONCURRED BY:	RECOMMENDING APPROVAL:	PROJECT TITLE / LOCATION:	APPROVED BY:
ENGR. KRISTYL CLAIRE B. OBALDO PROJECT ENGINEER	ENGR. CELSO MANANGAN REGIONAL ENGINEER	RODRIGO Q. REYES JR. SGOD CHIEF	REPAIR & REHABILITATION OF SCHOOL BUILDINGS (6-CL) LOCATION: MINDORO ELEMENTARY SCHOOL	VILMA D. EDA, CESO V SCHOOLS DIVISION SUPERINTENDENT

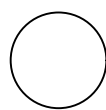
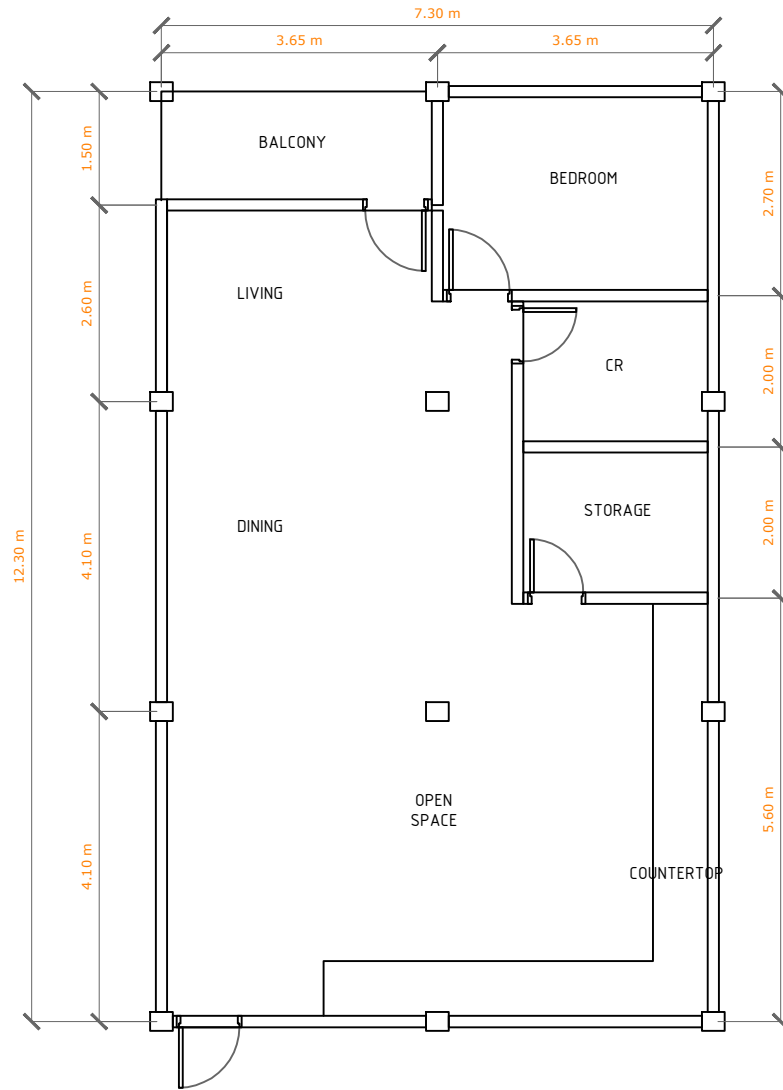


○ **BAGONG LIPUNAN FLOOR PLAN**
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○ **RP US BUILDING FLOOR PLAN (3 CL)**
Scale: 1:100 MTS

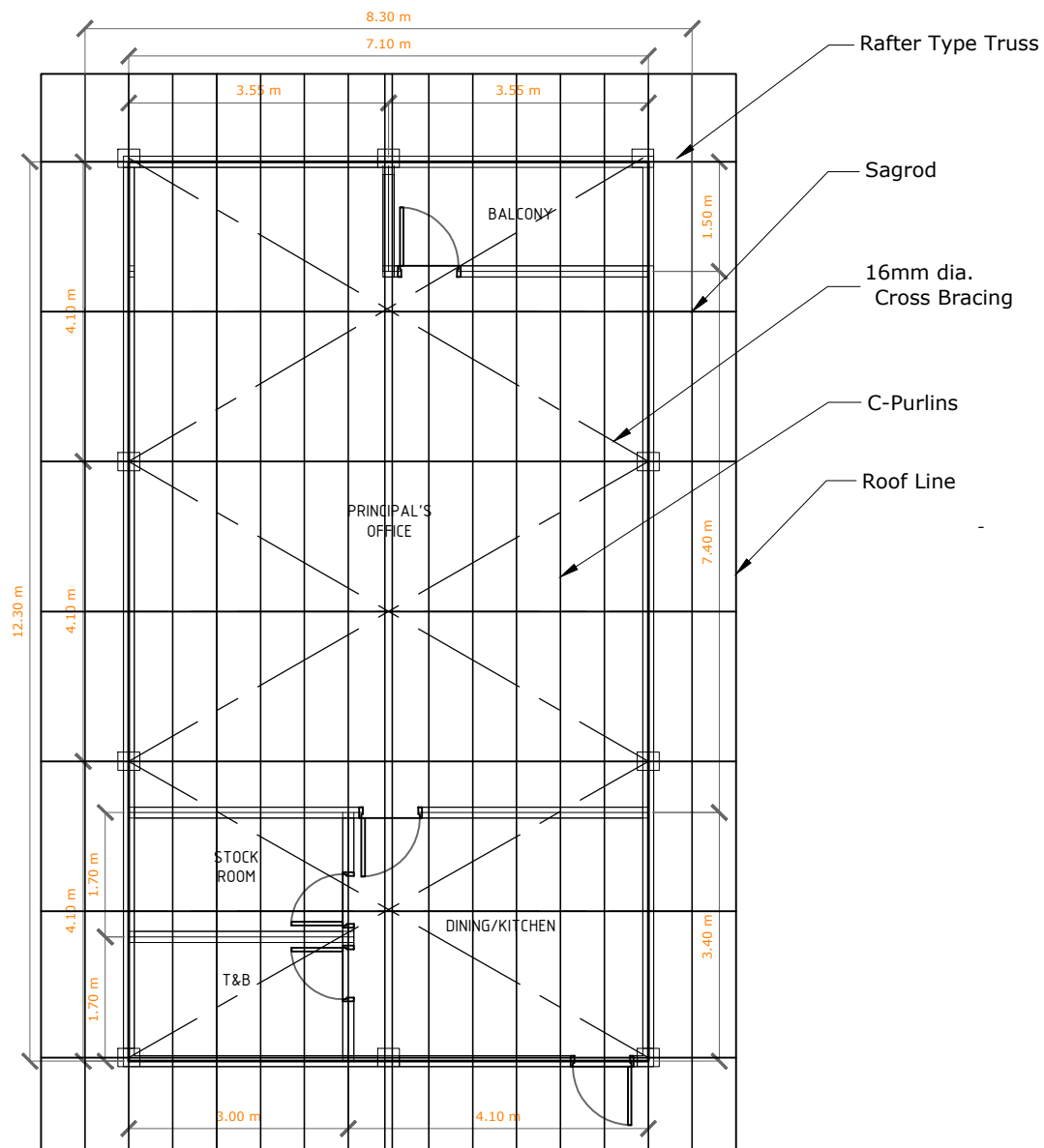
PREPARED BY:	CONCURRED BY:	PROJECT TITLE/LOCATION:	RECOMMENDING APPROVAL:	APPROVED BY:
KRISTYL CLAIRE B. OBALDO DepEd Project Engineer	CELSO D. MANANGAN Regional Engineer	REPAIR & REHABILITATION OF SCHOOL BUILDING (6 CL) Mindoro Elementary School, Vigan City	RODRIGO Q. REYES JR. SGOD Chief	VILMA D. EDA, CESO V Schools Division Superintendent



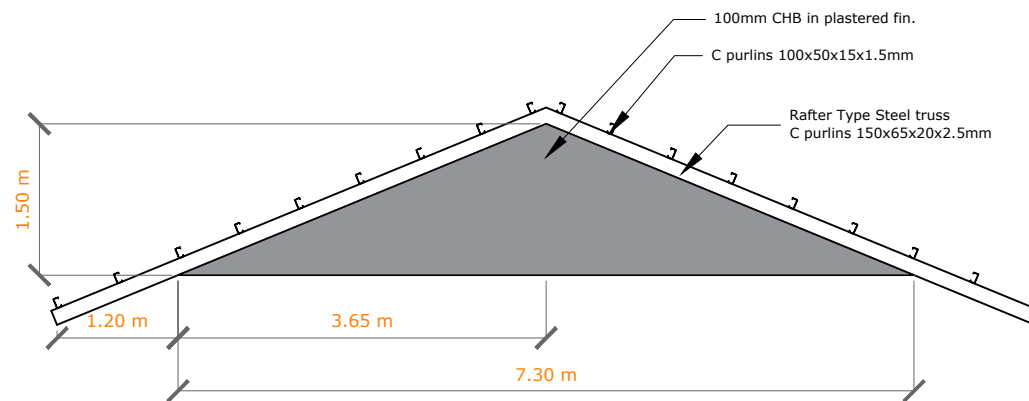
H.E. BUILDING FLOOR PLAN

Scale: 1:100 MTS

PREPARED BY:	CONCURRED BY:	PROJECT TITLE/LOCATION:	RECOMMENDING APPROVAL:	APPROVED BY:
KRISTYL CLAIRE B. OBALDO DepEd Project Engineer	CELSO D. MANANGAN Regional Engineer	REPAIR & REHABILITATION OF SCHOOL BUILDING (6 CL) Mindoro Elementary School, Vigan City	RODRIGO Q. REYES JR. SGOD Chief	VILMA D. EDA, CESO V Schools Division Superintendent

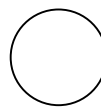
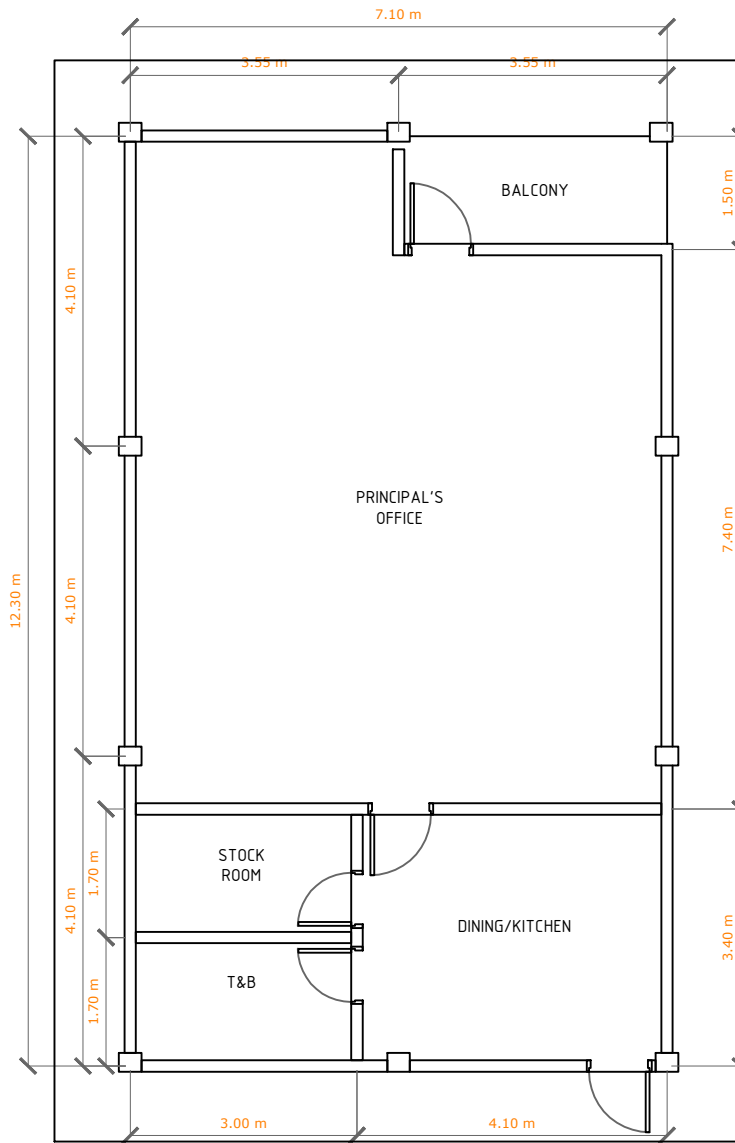


H.E. BUILDING ROOF FRAMING
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TRUSS DETAIL
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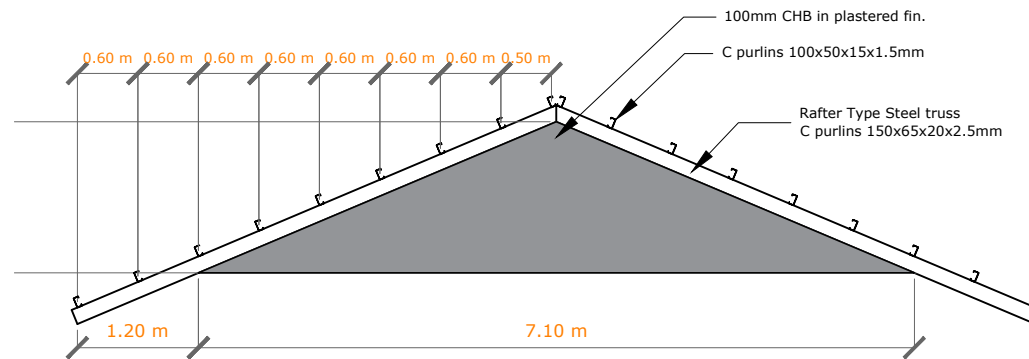
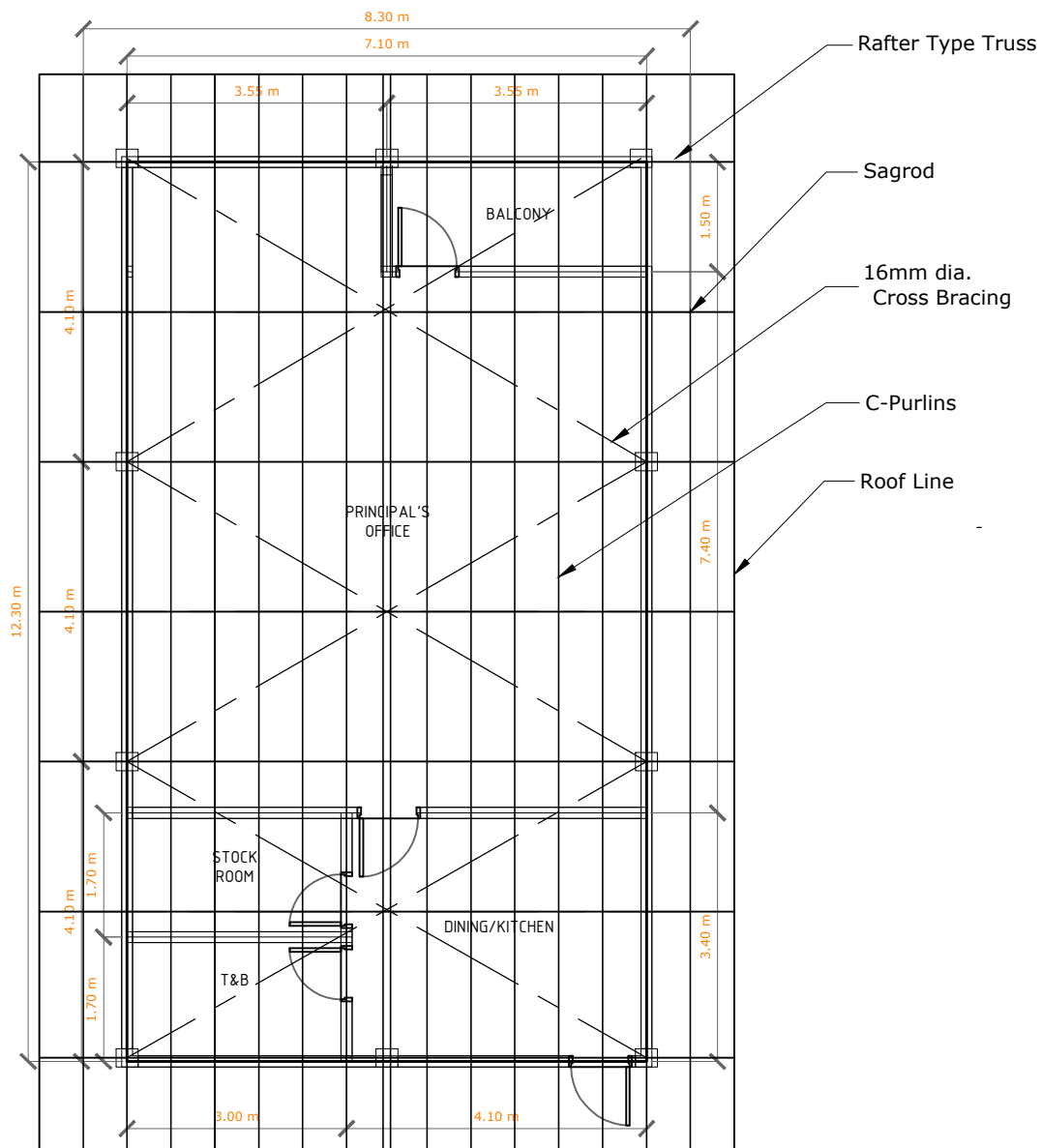
PREPARED BY:	CONCURRED BY:	PROJECT TITLE/LOCATION:	RECOMMENDING APPROVAL:	APPROVED BY:
KRISTYL CLAIRE B. OBALDO DepEd Project Engineer	CELSO D. MANANGAN Regional Engineer	REPAIR & REHABILITATION OF SCHOOL BUILDING (6 CL) Mindoro Elementary School, Vigan City	RODRIGO Q. REYES JR. SGOD Chief	VILMA D. EDA, CESO V Schools Division Superintendent



ADMINISTRATIVE BUILDING FLOOR PLAN

Scale: 1:100 MTS

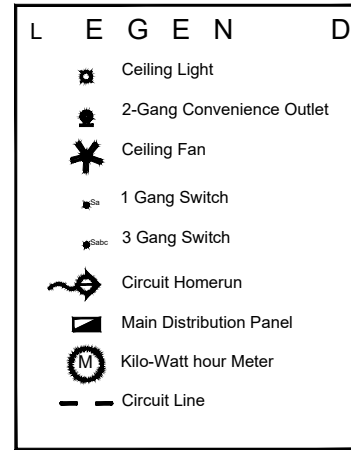
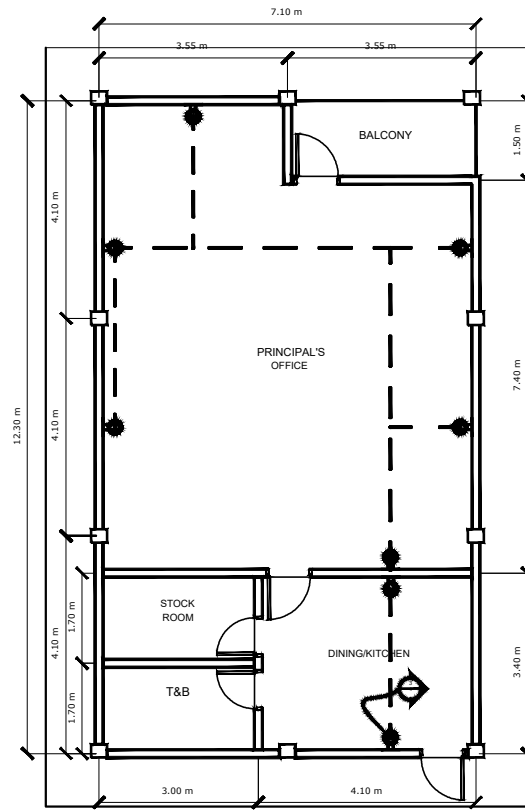
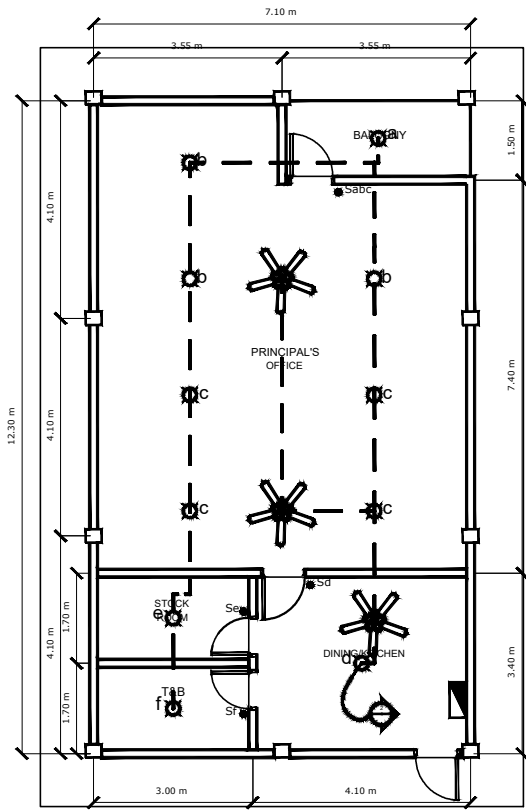
PREPARED BY:	CONCURRED BY:	PROJECT TITLE/LOCATION:	RECOMMENDING APPROVAL:	APPROVED BY:
KRISTYL CLAIRE B. OBALDO DepEd Project Engineer	CELSO D. MANANGAN Regional Engineer	REPAIR & REHABILITATION OF SCHOOL BUILDING (6 CL) Mindoro Elementary School, Vigan City	RODRIGO Q. REYES JR. SGOD Chief	VILMA D. EDA, CESO V Schools Division Superintendent



TRUSS DETAIL
Scale: 1:75 MTS

ADMINISTRATIVE BUILDING FLOOR PLAN
Scale: 1:100 MTS

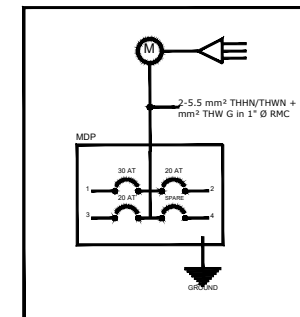
PREPARED BY:	CONCURRED BY:	PROJECT TITLE/LOCATION:	RECOMMENDING APPROVAL:	APPROVED BY:
KRISTYL CLAIRE B. OBALDO DepEd Project Engineer	CELSO D. MANANGAN Regional Engineer	REPAIR & REHABILITATION OF SCHOOL BUILDING (6 CL) Mindoro Elementary School, Vigan City	RODRIGO Q. REYES JR. SGOD Chief	VILMA D. EDA, CESO V Schools Division Superintendent



- GENERAL NOTES :**
1. THE ELECTRICAL INSTALLATION HEREIN, SHALL BE DONE IN ACCORDANCE WITH THE PROVISIONS OF THE LATEST EDITION OF THE PHILIPPINE ELECTRICAL CODE, REQUIREMENTS OF THE LOCAL POWER COMPANY, RULES & REGULATIONS OF THE LOCAL ENFORCING AUTHORITIES.
 2. ALL ELECTRICAL WORKS HEREIN SHALL BE EXECUTED BY EXPERIENCE MEN UNDER THE DIRECT SUPERVISION OF A DULY LICENSED ELECTRICAL ENGINEER.
 3. THE TYPE OR POWER TO BE SUPPLIED SHALL BE 230VAC, 1Ø, 60 Hz, 2-WIRE LINE TO GROUND.
 4. UNLESS OTHERWISE SPECIFIED, THE MINIMUM SIZE OF WIRE AND CONDUIT SHALL BE 2.00 sq mm THHN/ THWN AND 25mm Ø RESPECTIVELY.
 5. ALL MATERIALS TO BE USED SHALL BE NEW AND OF THE APPROVED TYPE FOR THE LOCATION AND PURPOSE.
 6. NO OPEN WIRING, NO EXPOSED AND NO DANGLING WIRES.
 7. UPON COMPLETION OF ELECTRICAL CONSTRUCTION WORK, THE FOLLOWING TESTS SHALL BE PERFORMED BY THE CONTRACTOR INCLUSIVE OF THE INSTALLATION TO BE REPORTED IN DETAIL ON FORM APPROVED BY THE OWNER'S REPRESENTATIVE.
 - A. INSULATION RESISTANCE TEST
 - B. GROUND RESISTANCE TEST
 - C. OPERATIONAL TEST
 8. ALL JUNCTION BOXES THAT ARE EXPOSED TO WEATHER SHALL USE WEATHERPROOF ENCLOSURE ON TYPE FS CAST STEEL BOX.
 9. A REMOVABLE CIRCUIT DIRECTORY SHALL BE PROVIDED FOR EACH PANEL BOARD FOR FIELD MARKING MATERIAL WITH MATCHING CLEAR PLASTIC HOLDER OR JACKET.
 10. ALL ELECTRICAL CIRCUITS SHALL BE WIRED ACCORDING TO THE PANEL BOARD SCHEDULE.
 11. PROVIDE GROUND FAULT CIRCUIT INTERRUPTER (GFCI) TO CIRCUITS WITH WEATHERPROOF OUTLETS.
 12. THE CONTRACTOR SHALL VERIFY AND COORDINATE TO THE ADMINISTRATION THE ACTUAL LOCATION OF TAPPING POINT FOR POWER AND COMMUNICATION SYSTEM CONNECTION.
 13. ALL MOUNTING HEIGHTS SHALL BE SUBJECT TO ARCHITECT'S APPROVAL PRIOR TO INSTALLATION.

Lighting Layout
Scale: 1:150

Power Layout
Scale: 1:150



PREPARED BY:	CONCURRED BY:	RECOMMENDING APPROVAL:	PROJECT TITLE / LOCATION:	APPROVED BY:
ENGR. KRISTYL CLAIRE B. OBALDO PROJECT ENGINEER	ENGR. CELSO MANANGAN REGIONAL ENGINEER	RODRIGO Q. REYES JR. SGOD CHIEF	REPAIR & REHABILITATION OF SCHOOL BUILDINGS (6-CL) LOCATION: MINDORO ELEMENTARY SCHOOL	VILMA D. EDA, CESO V SCHOOLS DIVISION SUPERINTENDENT



PROGRAM OF WORKS
BILL OF QUANTITIES

REPAIR BEFF CY 2024 BATCH 1 - ROI - VIGAN CITY

School : MINDORO ELEMENTARY SCHOOL		Date:			
School I.D 100792		Budget Allocation: PHP 2,000,000.00			
Region : REGION I		Engineering and Administrative Overhead:			
Division : VIGAN CITY		Approved Budget for the Contract: PHP 2,000,000.00			
Project Title :		Completion Period: 90 calendar days			
REPAIR AND REHABILITATION OF SCHOOL BUILDINGS (6CL)		Minimum Required Manpower:			
		General Foreman	Welder	Carpenter	
		Helper	Mason	Painter	
Location : VIGAN CITY		Minimum Required Equipment:			
		Hand Tools	Welding Machine		
		One-Bagger Mixer	Bar Cutter		
ITEM NO.	Item Description	Unit	Quantity	Total Cost	Remarks
I. DIRECT COST					
	GENERAL REQUIREMENTS	lot	1.00		
Building 1 : ADMINISTRATIVE BUILDING(7.00m x 12.00m) 1CL					
	Masonry Works	cu.m	10.50		
	Steel Works	kg	940.14		
	Roofing Works	sq.m	131.30		
	Ceiling and Carpentry Works	sq.m	131.33		
	Electrical Works	lot	1.00		
	Painting Works	lot	1.00		
Building 2 : HE BLDG (12.30m x 7.30m) 1CL					
	Masonry Works	sq.m	10.95		
	Doors and Windows	lot	1.00		
	Steel Works	kg	950.98		
	Roofing Works	sq.m	133.80		
	Ceiling and Carpentry Works	sq.m	130.78		
	Electrical Works	lot	1.00		
	Painting Works	sq.m	130.78		
Building 3 : RP US BLDG (9.00m x 7.00m) 3CL					
	Tile Works	sq.m	189.00		
Building 4 : BAGONG LIPUNAN BLDG (8.00m x 6.00m) 1CL					
	Ceiling and Carpentry Works	sq.m	48.00		
	Painting Works	sq.m	3.00		
	Electrical Works	lot	1.00		
	Sub-Total				
II. INDIRECT COST 22% of (I)					
	Overhead Expenses (8%)				
	Contingencies (3%)				
	Miscellaneous (1%)				
	Contractor's Profit (10%)				
	Sub-Total				
III. TAX 5% of (I+II)					
	Sub-Total				
IV. TOTAL CONSTRUCTION COST (I + II + III)					

PROGRAM OF WORKS
DETAILED COST ESTIMATE

PROJECT : REPAIR AND REHABILITATION OF SCHOOL BUILDINGS (6CL)
SCHOOL : MINDORO ELEMENTARY SCHOOL
LOCATION : MINDORO, VIGAN CITY
OWNER : DEPARTMENT OF EDUCATION

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST		TOTAL COST		GRAND TOTAL
				MATERIAL	LABOR	MATERIAL	LABOR	
GENERAL REQUIREMENTS								
	Mobilization/Temporary Structures, Utilities and Services/Demobilization	lot	1.00					
	Safety and Health	lot	1.00					
	Project Billboard	lot	1.00					
	Fire Safety Inspection Certificate (FSIC)	lot	1.00					
	Sub-total							-
Building 1 : ADMINISTRATIVE BUILDING(7.00m x 12.00m) 1CL								
Masonry Works								
	Masonry Wall (Plastering included)	sq.m	10.50					
	CHB 4" thk	pc	144.00					
	Portland Cement	bag	8.00					
	Washed Sand	cu.m	1.00					
	10mm x 6m RSB	kg	39.60					
	Sub-total							-
Steel Works								
	LC 150 x 65 x 20 x 2.5mm	kg	940.14					
	LC 100 x 50 x 15 x 1.6mm	kg	639.27					
	2' x 10' x 1.2mm G.I. Fascia Board (C-Purlins)	pc	9.00					
	Plain Round Bar 16mmØ x 6m	pc	9.00					
	Turn Buckle 16 mmØ	pc	12.00					
	12mmØ Sag Rods with Standard Nuts and Washers	pc	5.00					
	Machine Bolts (10 mm dia.)	pc	210.00					
	Welding Rod	kg	25.00					
	Acetylene	kg	90.00					
	Oxygen	kg	150.00					
	Equipment Rental							
	1 unit Welding Machine	hours	120.00					
	1 unit Cutting Outfit	hours	120.00					
	Sub-total							-
Roofing Works								
	Removal of Roofing Sheets	sq.m	131.30					
	Removal of Ridge Roll	pc	6.00					
	Removal of Flashing	pc	8.00					
	Removal of Fascia Board	pc	8.00					
	G.I. Long-Span Roofing, Corrugated, Pre-Painted, 1220mm x 0.5mm BMT	lm	115.00					
	G.I. Ridge Roll, Preformed, Pre-Painted, 0.610m x 2.440m x 0.5mm BMT	pc	6.00					
	G.I. Flashing, Preformed, Pre-Painted, 0.610m x 2.440m x 0.5mm BMT	pc	9.00					
	J-Bolt (6mm dia.)	pc	1,130.00					
	Teckscrew 2-3/4"	pc	1,000.00					
	L 40 x 40 x 5mm	kg	170.00					
	Blind Rivets	pc	500.00					
	Roof Sealant	L	2.00					
	Sub-total							-
Ceiling and Carpentry Works								
	Removal of Wooden Truss/ Beams	bd.ft	1,283.0000					
	Removal of Ceiling	sq.m	131.33					
	Interior and Exterior ceiling	sq.m	131.33					
	Metal Carrying Channel (12mm x 38mm x 5m x 0.8mm thk)	pc	72.00					
	Plywood, Ordinary 1/4" x 4' x 8'	pc	24.00					
	Wall Angle 1" x 1" x 10'	pc	67.00					
	Metal Double Furring Channel (19mm x 50mm x 3m x 0.5mm thk)	pc	82.00					
	Preformed Wire Clip	pc	190.00					
	Rod Suspension Hanger with Adjustment Spring	pc	105.00					
	Blind Rivets	pc	394.00					

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST		TOTAL COST		GRAND TOTAL
				MATERIAL	LABOR	MATERIAL	LABOR	
	25mm x 25mm x 300mm Wood slats @25mm clear spacing ceiling ventilation (provide stainless steel wire mesh inside)	pc	4.00					
	Sub-total							-
	Electrical Works							
	Roughing-ins							
	Electrical Conduit uPVC, 25mmØ	pc	16.00					
	Junction Box, 4" x 4" G.I.	pc	25.00					
	Roughing-ins	pc	15.00					
	Wires & Fixtures							
	3.5 mm² THHN Wire, Stranded	m	245.00					
	5.5 mm² THHN Wire, Stranded	m	10.00					
	Duplex Convenience Outlet, Grounding Type, 20A, 250V	set	8.00					
	Single Pole Wall Switch in One Switch Plate (10 AMP, 230V)	set	3.00					
	3 Single Pole Wall Switches in One Switch Plate (10 AMP, 230V)	set	1.00					
	Double tube w/ cover + T8 LED tube, 20w x 2 , 120cm length	set	6.00					
	Single tube w/ cover + T8 LED tube, 20w, 120cm length	set	4.00					
	Panel Box, Flush Type, 4 Branches	set	1.00					
	Circuit Breaker, 20A 2P	set	2.00					
	Circuit Breaker, 30A 2P	set	1.00					
	Wall Fan, 60W, 230V, 60Hz	set	3.00					
	Electrical Tape	pc	1.00					
	Fire Extinguisher 10lbs with Bracket	set	1.00					
	Sub-total							
	Painting Works							
	Concrete Surfaces	sq.m	10.50					
	Latex, Flat	gal	1.00					
	Masonry Putty	gal	1.00					
	Latex, Semi Gloss	gal	1.00					
	Roller Brush 7"	pc	2.00					
	Steel Surfaces	sq.m	79.00					
	Primer, Epoxy	gal	6.00					
	Enamel, Flatwall	gal	7.00					
	Paint Thinner	gal	4.00					
	Roller Brush 7"	pc	2.00					
	Paint Brush 3"	pc	4.00					
	Interior and Exterior Ceiling	sq.m	131.33					
	Enamel, Flatwall	gal	7.00					
	Enamel, Semi Gloss	gal	9.00					
	Paint Thinner	gal	1.00					
	Roller Brush 7"	pc	3.00					
	Sub-total							-
	Building 2 : HE BLDG (12.30m x 7.30m) 1CL							
	Masonry Works							
	Masonry Wall (Plastering included)	sq.m	10.95					
	CHB 4" thk	pc	152.00					
	Portland Cement	bag	11.00					
	Washed Sand	cu.m	1.00					
	10mm x 6m RSB	kg	48.00					
	Sub-total							
	Doors and Windows							
	Removal of Door with Jamb	set	2.00					
	D-2, (0.90m x 2.10m) Panel Door	set	1.00					
	D-3, (0.70m x 2.10m) Flush Door	set	1.00					
	Door Jamb 45mm x 150mm	set	2.00					
	Hinges, Standard 3-1/2" x 3-1/2"	pa	4.00					
	Sub-total							-
	Steel Works							
	LC 150 x 65 x 20 x 2.0mm	kg	950.98					
	LC 100 x 50 x 15 x 1.6mm	kg	729.59					
	2' x 10' x 1.2mm G.I. Fascia Board (C-Purlins)	pc	8.00					
	Plain Round Bar 16mmØ x 6m	pc	9.00					
	Turn Buckle 16 mmØ	pc	12.00					
	12mmØ Sag Rods with Standard Nuts and Washers	pc	5.00					
	Machine Bolts (10 mm dia.)	pc	174.00					
	Welding Rod	kg	35.00					
	Acetylene	kg	90.00					
	Oxygen	kg	150.00					
	Equipment Rental							

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST		TOTAL COST		GRAND TOTAL
				MATERIAL	LABOR	MATERIAL	LABOR	
	1 unit Welding Machine	hours	120.00					
	1 unit Cutting Outfit	hours	120.00					
	Sub-total							
	Roofing Works							
	Removal of Roofing Sheets	sq.m	133.80					
	Removal of Ridge Roll	pc	9.00					
	Removal of Flashing	pc	8.00					
	Removal of Fascia Board	pc	8.00					
	G.I. Long-Span Roofing, Corrugated, Pre-Painted, 1220mm x 0.5mm BMT	lm	115.00					
	G.I. Ridge Roll, Preformed, Pre-Painted, 0.610m x 2.440m x 0.5mm BMT	pc	9.00					
	G.I. Flashing, Preformed, Pre-Painted, 0.610m x 2.440m x 0.5mm BMT	pc	8.00					
	J-Bolt (6mm dia.)	pc	1,015.00					
	Teckscrew 2-3/4"	pc	1,100.00					
	L 40 x 40 x 5mm	kg	300.00					
	Blind Rivets	pc	409					
	Roof Sealant	L	5.00					
	Sub-total							-
	Ceiling and Carpentry Works							
	Removal of Wooden Truss/ Beams	bd.ft	551.00					
	Removal of Ceiling	sq.m	130.78					
	Interior and Exterior ceiling	sq.m	130.78					
	Metal Carrying Channel (12mm x 38mm x 5m x 0.8mm thk	pc	70.00					
	Plywood, Marine 1/4" x 4' x 8'	pc	49.00					
	Wall Angle 1" x 1" x 10'	pc	75.00					
	Metal Double Furring Channel (19mm x 50mm x 3m x 0.5mm thk	pc	84.00					
	Preformed Wire Clip	pc	208.00					
	Rod Suspension Hanger with Adjustment Spring	pc	115.00					
	Blind Rivets	pc	393.00					
	25mm x 25mm x 300mm Wood slats @25mm clear spacing ceiling ventilation (provide stainless steel wire mesh inside)	pc	4.00					
	Sub-total							-
	Electrical Works							
	Roughing-ins							
	Electrical Conduit uPVC, 25mmØ	pc	13.00					
	Junction Box, 4" x 4" G.I.	pc	25.00					
	Utility Box, 2" x 4" G.I.	pc	16.00					
	Wires & Fixtures							
	3.5 mm ² THHN Wire, Stranded	m	196.00					
	5.5 mm ² THHN Wire, Stranded	m	10.00					
	Duplex Convenience Outlet, Grounding Type, 20A, 250V	set	8.00					
	Single Pole Wall Switch in One Switch Plate (10 AMP, 230V)	set	4.00					
	3 Single Pole Wall Switches in One Switch Plate (10 AMP, 230V)	set	1.00					
	Double tube w/ cover + T8 LED tube, 20w x 2 , 120cm length	set	7.00					
	Single tube w/ cover + T8 LED tube, 20w, 120cm length	set	3.00					
	Panel Box, Flush Type, 4 Branches	set	1.00					
	Circuit Breaker, 20A 2P	set	2.00					
	Circuit Breaker, 30A 2P	set	1.00					
	Wall Fan, 60W, 230V, 60Hz	set	4.00					
	Sub-total							
	Painting Works							
	Concrete Surfaces							
	Latex, Flat	gal	1.00					
	Masonry Putty	gal	1.00					
	Latex, Semi Gloss	gal	1.00					
	Skim Coat	gal	1.00					
	Roller Brush 7"	pc	2.00					
	Steel Surfaces							
	Primer, Epoxy	gal	8.00					
	Enamel, Flatwall	gal	7.00					
	Paint Thinner	gal	6.00					
	Roller Brush 7"	pc	2.00					
	Paint Brush 3"	pc	4.00					
	Interior and Exterior Ceiling	sq.m	130.78					
	Enamel, Flatwall	gal	6.00					
	Enamel, Semi Gloss	gal	7.00					
	Paint Thinner	gal	1.00					
	Sub-total							

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT COST		TOTAL COST		GRAND TOTAL
				MATERIAL	LABOR	MATERIAL	LABOR	
Building 3 : RP US BLDG (9.00m x 7.00m) 3CL								
Tile Works								
	Floor Tiles	sq.m	189.00					
	Unglazed Floor Tiles 60cm x 60cm	pc	578.00					
	Tile Adhesive 25 kg/bag	bag	52.00					
	Tile Trim 6mm	pc	15.00					
	Tile Grout 5 kg/bag	bag	9.00					
	Sub-total							-
Building 4 : BAGONG LIPUNAN BLDG (8.00m x 6.00m) 1CL								
Ceiling and Carpentry Works								
	Interior Ceiling	sq.m	48.00					
	Metal Carrying Channel (12mm x 38mm x 5m x 0.8mm thk)	pc	10.00					
	Plywood, Marine 1/4" x 4' x 8'	pc	16.00					
	Wall Angle 1" x 1" x 10'	pc	17.00					
	Metal Double Furring Channel (19mm x 50mm x 3m x 0.5mm thk)	pc	22.00					
	Prefomed Wire Clip	pc	89.00					
	Rod Suspension Hanger with Adjustment Spring	pc	48.00					
	Blind Rivets	pc	171					
	Sub-total							-
Painting Works								
	Interior and Exterior Ceiling	sq.m	3.00					
	Enamel, Flatwall	gal	5.00					
	Enamel, Semi Gloss	gal	6.00					
	Paint Thinner	gal	1.00					
	Sub-total							-
Electrical Works								
	Roughing-ins							
	Electrical Conduit uPVC, 25mmØ	pc	13.00					
	Entrance Cap 20mm dia.	pc	2.00					
	Junction Box, 4" x 4" G.I.	pc	18.00					
	Utility Box, 2" x 4" G.I.	pc	15.00					
	Wires & Fixtures							
	3.5 mm ² THHN Wire, Stranded	m	202.00					
	5.5 mm ² THHN Wire, Stranded	m	10.00					
	Duplex Convenience Outlet, Grounding Type, 20A, 250V	set	4.00					
	Single Pole Wall Switch in One Switch Plate (10 AMP, 230V)	set	2.00					
	3 Single Pole Wall Switches in One Switch Plate	set	1.00					
	Double tube w/ cover + T8 LED tube, 20w x 2 ,	set	4.00					
	Single tube w/ cover + T8 LED tube, 20w, 120cm	set	1.00					
	Panel Box, Flush Type, 4 Branches	set	1.00					
	Circuit Breaker, 20A 2P	set	2.00					
	Circuit Breaker, 30A 2P	set	1.00					
	Wall Fan, 60W, 230V, 60Hz	set	2.00					
	Electrical Tape	pc	1.00					
	Sub-total							-
	DIRECT COST							-
	INDIRECT COST 22% of (I)							-
	TAX 5% of (I + II)							-
	TOTAL CONSTRUCTION COST (I + II + III)							-

Concurred:

ENGR. CELSO MANANGAN

Regional Engineer