

PHILIPPINE BIDDING DOCUMENTS

Procurement for the Construction of Track and Field

**Philippine Science High School-
Zamboanga Peninsula Region Campus**

Government of the Republic of the Philippines

**Sixth Edition
July 2020**

TABLE OF CONTENTS

Section I. Invitation to Bid	7
Section II. Instructions to Bidders	10
1. Scope of Bid	11
2. Funding Information	11
3. Bidding Requirements	11
4. Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices	11
5. Eligible Bidders	12
6. Origin of Associated Goods	12
7. Subcontracts.....	12
8. Pre-Bid Conference	14
9. Clarification and Amendment of Bidding Documents.....	14
10. Documents Comprising the Bid: Eligibility and Technical Components.....	14
11. Documents Comprising the Bid: Financial Component	15
12. Alternative Bids.....	15
13. Bid Prices	15
14. Bid and Payment Currencies	15
15. Bid Security	16
16. Sealing and Marking of Bids.....	16
17. Deadline for Submission of Bids	16
18. Opening and Preliminary Examination of Bids	16
19. Detailed Evaluation and Comparison of Bids.....	17
20. Post Qualification	17
21. Signing of the Contract.....	17
Section III. Bid DataSheet	18
Section IV. General Conditions of Contract	24
1. Scope of Contract	25
2. Sectional Completion of Works.....	25
3. Possession of Site	25
4. The Contractor's Obligations.....	25
5. Performance Security	26
6. Site Investigation Reports.....	26

7. Warranty	26
8. Liability of the Contractor	26
9. Termination for Other Causes	27
10. Dayworks	27
11. Program of Work	27
12. Instructions, Inspections and Audits.....	27
13. Advance Payment	27
14. Progress Payments.....	28
15. Operating and Maintenance Manuals.....	28
Section V. Special Conditions of Contract	29
Section VI. Specifications.....	30
Section VII. Drawings.....	36
Section VIII. Bill of Quantities.....	37
Section IX. Checklist of Technical and Financial Documents	40
Class "A" Documents	
Class "B" Documents	

Glossary of Terms, Abbreviations, and Acronyms

ABC – Approved Budget for the Contract.

ARCC – Allowable Range of Contract Cost.

BAC – Bids and Awards Committee.

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

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

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

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

CDA – Cooperative Development Authority.

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

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

Contractor – is a natural or juridical entity whose proposal was accepted by the Procuring Entity and to whom the Contract to execute the Work was awarded.

Contractor as used in these Bidding Documents may likewise refer to a supplier, distributor, manufacturer, or consultant.

CPI – Consumer Price Index.

DOLE – Department of Labor and Employment.

DTI – Department of Trade and Industry.

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

GFI – Government Financial Institution.

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

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

GOP – Government of the Philippines.

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

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PCAB – Philippine Contractors Accreditation Board.

PhilGEPS - Philippine Government Electronic Procurement System.

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

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

UN – United Nations.

Section I. Invitation to Bid



Invitation to Bid for the Construction of Track and Field

1. The Philippine Science High School – Zamboanga Region Campus (PSHS-ZRC) through the **FY 2021 General Appropriations Act (GAA)** intends to apply the sum of **FORTY MILLION PESOS (P40,000,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the project **Construction of Track and Field**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The PSHS-ZRC now invites bids for the above Procurement Project. Completion of the Works required **Three Hundred Ten (310) calendar days**. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from PSHS-ZRC and inspect the Bidding Documents at the address given below from 8:00 a.m. to 5:00 p.m.
5. A complete set of Bidding Documents may be acquired by interested bidders starting **November 9, 2021 to November 29, 2021** from given address and websites below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Twenty-Five Thousand Pesos (P 25,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the bidding documents to the BAC Secretariat at the address given below.
6. The PSHS-ZRC will hold a **Pre-Bid Conference on November 17, 2021, 1:00 p.m.** at the **Lobby of the Dormitory Building I of PSHS-ZRC**, and through video conferencing via Google Meet, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address indicated below, (ii) online or electronic submission, or (iii) both on **November 29, 2021, on or before 1:00 in the afternoon**. Late bids shall not be accepted.

8. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 15.
9. Bid opening shall be **on November 29, 2021 at 1:01 in the afternoon** at the **Lobby of the Dormitory Building I of PSHS-ZRC**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The PSHS-ZRC (BAC) reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

RRYAM A. JARALVE
BAC Secretariat
Infrastructure Projects

SMT Office
PSHS-ZRC, Cogon, Dipolog City
rajaralve@zrc.pshs.edu.ph
Messenger: Rryam A. Jaralve

12. You may visit the following websites:

For downloading of Bidding Documents:

PSHS-ZRC Website- <http://zrc.pshs.edu.ph/category/bid/>

PhilGEPS Website- <https://philgeps.gov.ph/>

(SGD.) EUNEY B. GUIA-ALCAREZ
Chairperson, BAC for Infrastructure

Section II. Instructions to Bidders

1. **Scope of Bid**

The Procuring Entity, PSHS-ZRC invites Bids for the **Construction of Track and Field** with Project Identification Number **2021-11-04-07**.

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 FY 2021 in the amount of **FORTY MILLION PESOS (₱40,000,000.00)**

2.2. The source of funding NGA, the General Appropriations Act.

3. **Bidding Requirements**

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

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

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

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

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

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA's CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.

A contract is considered to be "similar" to the contract to be bid if it has the major categories of work stated in the **BDS**.
- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

6. Origin of Associated Goods

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

7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than fifty percent (50%) of the Project.
 - a. 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.
- 7.2. The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criteria 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.
- 7.3. Subcontracting of any portion of the Project does not relieve the Contractor of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or

workmen as fully as if these were the Contractor's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address at PSHS-ZRC, Cogon, Dipolog City through videoconferencing/webcasting as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents Comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.
- 10.3. A valid 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**.

11. Documents Comprising the Bid: Financial Component

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

12. Alternative Bids

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

13. Bid Prices

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

14. Bid and Payment Currencies

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

15. Bid Security

- 15.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 15.2. The Bid and bid security shall be valid until **120 days after the date of the opening of bids**. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

16. Sealing and Marking of Bids

Each Bidder shall submit **three (3) copies** of the first and second components of its Bid.

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

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

17. Deadline for Submission of Bids

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

18. Opening and Preliminary Examination of Bids

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

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

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

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "passed" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 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.

20. Post Qualification

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

21. Signing of the Contract

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

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause																																											
5.2	Contracts similar to the Project refer to contracts which have the same major categories of work, which shall be Construction of Track and Field using the Design and Build Scheme.																																										
7.1	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.																																										
10.3	No additional requirement.																																										
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Key Personnel</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>General Experience</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Relevant Experience</u></th> </tr> </thead> <tbody> <tr> <td colspan="3">A. Design Personnel</td> </tr> <tr> <td colspan="3">The key professionals and the respective qualifications of the DESIGN PERSONNEL shall be as follows:</td> </tr> <tr> <td style="padding-left: 20px;">a. Civil Engineer/Design Architect</td> <td colspan="2"></td> </tr> <tr> <td style="padding-left: 40px;">The Civil Engineer/Design Architect must be duly-licensed with at least five (5) years of experience in the design of sports facilities and the like.</td> <td colspan="2"></td> </tr> <tr> <td style="padding-left: 20px;">b. Sanitary/Master Plumber</td> <td colspan="2"></td> </tr> <tr> <td style="padding-left: 40px;">The Master Plumber must be duly-licensed with at least five (5) years of experience in the design of sports facilities and the like.</td> <td colspan="2"></td> </tr> <tr> <td colspan="3"> <p>The key professionals listed are required. The DESIGN & BUILD CONTRACTOR may, as needed and at its own expense, add additional professionals and/or support personnel for the optimal performance of all Architectural and Engineering Design Services, as stipulated in this Scope of Work for the PROJECT. Prospective bidders shall attach each individual's resume and PRC license of the (professional) staff.</p> </td> </tr> <tr> <td colspan="3">B. Construction Personnel</td> </tr> <tr> <td colspan="3">The key professionals and the respective qualifications of the CONSTRUCTION PERSONNEL shall be as follows:</td> </tr> <tr> <td style="padding-left: 20px;">A. Project Manager</td> <td colspan="2"></td> </tr> <tr> <td style="padding-left: 40px;">The Project Manager shall be a licensed civil engineer with at least five (5) years of relevant experience on similar and comparable projects. The Project Manager should have a proven record of managerial capability through the directing/managing of major civil engineering works.</td> <td colspan="2"></td> </tr> <tr> <td style="padding-left: 20px;">B. Project Engineer</td> <td colspan="2"></td> </tr> <tr> <td style="padding-left: 40px;">The Project Engineer shall be a licensed civil engineer with at least five (5) years of experience in construction of track oval/sport</td> <td colspan="2"></td> </tr> </tbody> </table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	A. Design Personnel			The key professionals and the respective qualifications of the DESIGN PERSONNEL shall be as follows:			a. Civil Engineer/Design Architect			The Civil Engineer/Design Architect must be duly-licensed with at least five (5) years of experience in the design of sports facilities and the like.			b. Sanitary/Master Plumber			The Master Plumber must be duly-licensed with at least five (5) years of experience in the design of sports facilities and the like.			<p>The key professionals listed are required. The DESIGN & BUILD CONTRACTOR may, as needed and at its own expense, add additional professionals and/or support personnel for the optimal performance of all Architectural and Engineering Design Services, as stipulated in this Scope of Work for the PROJECT. Prospective bidders shall attach each individual's resume and PRC license of the (professional) staff.</p>			B. Construction Personnel			The key professionals and the respective qualifications of the CONSTRUCTION PERSONNEL shall be as follows:			A. Project Manager			The Project Manager shall be a licensed civil engineer with at least five (5) years of relevant experience on similar and comparable projects. The Project Manager should have a proven record of managerial capability through the directing/managing of major civil engineering works.			B. Project Engineer			The Project Engineer shall be a licensed civil engineer with at least five (5) years of experience in construction of track oval/sport		
<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>																																									
A. Design Personnel																																											
The key professionals and the respective qualifications of the DESIGN PERSONNEL shall be as follows:																																											
a. Civil Engineer/Design Architect																																											
The Civil Engineer/Design Architect must be duly-licensed with at least five (5) years of experience in the design of sports facilities and the like.																																											
b. Sanitary/Master Plumber																																											
The Master Plumber must be duly-licensed with at least five (5) years of experience in the design of sports facilities and the like.																																											
<p>The key professionals listed are required. The DESIGN & BUILD CONTRACTOR may, as needed and at its own expense, add additional professionals and/or support personnel for the optimal performance of all Architectural and Engineering Design Services, as stipulated in this Scope of Work for the PROJECT. Prospective bidders shall attach each individual's resume and PRC license of the (professional) staff.</p>																																											
B. Construction Personnel																																											
The key professionals and the respective qualifications of the CONSTRUCTION PERSONNEL shall be as follows:																																											
A. Project Manager																																											
The Project Manager shall be a licensed civil engineer with at least five (5) years of relevant experience on similar and comparable projects. The Project Manager should have a proven record of managerial capability through the directing/managing of major civil engineering works.																																											
B. Project Engineer																																											
The Project Engineer shall be a licensed civil engineer with at least five (5) years of experience in construction of track oval/sport																																											

facilities and the like.

C. Sanitary/Master Plumber

The Sanitary Engineer/Master Plumber must be duly-licensed with at least five (5) years of experience in construction of track oval/sport facilities and the like.

D. Materials Engineer

The Materials Engineer must be duly-licensed Civil Engineer and an accredited Materials Engineer by the Department of Public Works and Highways (DPWH) that has undergone the prescribed examinations and passed the Accreditation of Contractor's and Consultant's Materials Engineers.

E. Foreman

The Foreman must have at least five (5) years of experience in similar and comparable projects and shall preferably be knowledgeable in the application of Green Building technologies.

F. Safety Officer

The safety officer must be an accredited safety practitioner by the Department of Labor and Employment (DOLE) and has undergone the prescribed 40-hour Construction Safety and Health Training (COSH).

The above key personnel listed are required. The **DESIGN & BUILD CONTRACTOR** may, as needed and at its own expense, add additional professionals and/or support personnel for the optimal performance of all Construction Services, as stipulated in this Scope of Work for the PROJECT. Prospective bidders shall attach each individual's resume and PRC license of the (professional) staff, proof of qualifications, and related documents as necessary.

10.5	<p>The minimum major equipment requirements are the following:</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black;"><u>Equipment</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Capacity</u></th> <th style="text-align: left; border-bottom: 1px solid black;"><u>Number of Units</u></th> </tr> </thead> <tbody> <tr> <td style="height: 40px;"> </td> <td> </td> <td> </td> </tr> </tbody> </table>	<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>			
<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>					
12	<p>Value engineering analysis of design and construction method. Prospective bidders shall prepare a value engineering analysis report of their proposed design and construction method to be applied for the PROJECT.</p> <p>Importance shall be made on the following criteria:</p> <ul style="list-style-type: none"> ➤ Cost-saving, measured on a per square meter average figure ➤ Time-saving in design and construction duration, measured using the HOPE approved PERT-CPM of the project. ➤ Operational efficiency to take advantage of natural lighting and ventilation in some areas and use of efficient toilet. <p>It shall be submitted following the requirements found in the attached Scope of Works of the aforesaid project.</p>						
15.1	<p>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</p> <ol style="list-style-type: none"> a. The amount of not less than Eight Hundred Thousand Pesos (P 800,000.00), if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; b. The amount of not less than Two Million Pesos (P 2,000,000.00), if bid security is in Surety Bond. 						
19.2	<p>Partial bids is not allowed.</p>						
20	<p>List of licenses and permits relevant of the project is indicated in the Construction of Track and Field.</p>						

21	Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the DOLE, and other acceptable tools of project scheduling.
----	---

Section IV. General Conditions of Contract

1. Scope of Contract

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

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

2. Sectional Completion of Works

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

3. Possession of Site

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

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

4. The Contractor's Obligations

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

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

5. Performance Security

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

6. Site Investigation Reports

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

7. Warranty

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

8. Liability of the Contractor

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

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

9. Termination for Other Causes

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

10. Dayworks

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

11. Program of Work

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

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

12. Instructions, Inspections and Audits

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

13. Advance Payment

The Procuring Entity shall, upon a written request of the Contractor which shall be submitted as a Contract document, make an advance payment to the Contractor in an amount not exceeding fifteen percent (15%) of the total contract price, to be made in lump sum, or at the most two installments

according to a schedule specified in the **SCC**, subject to the requirements in Annex "E" of the 2016 revised IRR of RA No. 9184.

14. Progress Payments

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

15. Operating and Maintenance Manuals

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

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

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause	
2	Completion of works shall be within 310 calendar days
4.1	Expected period shall not exceed three hundred ten (310) calendar days from the date of the issuance of the Notice to Proceed (NTP)
6	None
7.2	The warranty against Structural Defects/Failures is 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 fourteen (14) calendar days after the issuance of the Notice to proceed for approval by the procuring entity.
11.2	The period between Program of Work updates is 15 days. The amount to be withheld for late submission of an updated Program of Work is 1% of billed amount.
13	The amount of the advance payment shall not exceed 15% of the total contract price and schedule of payment.
14	Materials and equipment delivered on the site and not completely put in place or used in the project shall not be included for payment.
15.1	The date by which operating and maintenance manuals are required is upon completion of the project. The date by which "as built" drawings are required is upon completion of the project.
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 as required in the IRR of RA 9184.

Section VI. Specifications

A. DESIGN

The **300-meter track** shall be designed with synthetic rubber surface all throughout.

The area inside the track, which shall accommodate standard soccer/football and other ball games and throwing events, shall be made with natural grass surface.

B. CONSTRUCTION

1. General Requirements

- a. Detailed Engineering Fees
- b. Mobilization/Demobilization
- c. Temporary Facilities
 - i. The Contractor shall provide adequate and complete facilities for male and female employees.
- d. Construction Safety and Health
 - i. Includes Safety Guidelines for the Implementation of Infrastructure Projects During the COVID-19 Public Health Crisis and Construction Safety and Health Program Certificate from the DOLE
 - ii. Provision of personal protective equipment and work uniform
- e. Permits and Clearances
- f. Project Identification and Sign
- g. Survey
- h. Hauling

2. Earthworks

- a. Soil Investigation
 - i. Conduct Geotechnical Investigation to determine the ground conditions at the site.
 - ii. Submit investigation report reflecting the load bearing capacity, permeability, and shear strength of the soil.
- b. Clearing and Grubbing
 - i. Rear portion of the campus measured property line 87.0m x 152.0m where the track and field will be located.
 - ii. Proper disposal of unnecessary materials.
- c. Excavation
 - i. Area coverage shall be the same as in the Clearing and Grubbing works.
 - ii. Excavation and grading of the road going to the site. See Annex C
 - iii. Excavation of areas with higher elevation in contrast to the designed track and field ground elevation. Attached Annex B-Topographic Map as reference.
 - iv. Excavation of unsuitable materials (e.g., soft or mucky soil) present at the construction site. Should conduct a site inspection and review the topographic map to establish an approximate costing of this work.
 - v. Proper disposal of unnecessary excavated materials.
- d. Backfilling, Embankment and Compaction
 - i. Backfilling with approved granular materials of the excavated areas referred to in c.iv above. This fill shall be compacted in 150mm layers up to designed ground level.
 - ii. Embankment with suitable materials as per lines and grades shown in the approved plans.
 - iii. 95% density compaction
- e. Subgrade Preparation and Base Course
 - i. Subgrade preparation of the track and field, and long and triple jump facility.
 - ii. Subgrade and base should have 95% density compaction.

- f. Soil Poisoning
 - i. Soil poisoning treatment of areas that serve as foundation for the track oval and other sports facilities.

Note: If the quantities to excavate, backfill and embank in the approved plans are found lesser than the actual amount excavated, backfilled and embanked, the deficiencies shall be on the account of the Contractor.

3. Concrete Works

- a. Construction of Line Canal (Internal Drainage)
 - i. Drainage system should be installed inside the track oval to remove all water drainage from track surface. Cross drain/drain and a main drain (Reinforced Concrete Pipe Drainage) shall be constructed to convey drainage to the nearest outfall through gravity.
 - ii. Include fabrication and installation of concrete drainage cover
 - iii. See Annex E
- b. Construction of External Drainage
 - i. Additional exterior drainage system should be constructed to collect and remove any water before it reaches the track surface.
 - ii. Include construction/fabrication of steel grating
 - iii. Shall connect to the RCP installation mentioned in 3.a.i.
 - iv. See Annex E
- c. Construction of Concrete Retainers (See Annex E)
- d. Construction of Concrete Slab
 - i. 100mm thk. concrete slab on running track
 - ii. Construction of concrete slab for both ends of the 100-meter dash track
- e. Construction of 6 units - 0.20m x 0.20m x 0.20m basins with checkered plate cover. Include installation of 1 pc. faucet with hose bib per basin
- f. Construction of 1 unit – 0.25m x 0.25m x 0.60m basin with checkered plate cover for photo finish. Include installation of 3-inch electrical pipe (See Annex D)
- g. Other concreting items including masonry works necessary to complete the works

4. Specialty Works

- a. Construction of 300-meter Track and Field
 - i. Installation of specialized synthetic rubber IAAF-approved Sandwich System – 13mm for the 300-meter running track, long and triple jump runway and areas highlighted in Annex F.
 - ii. Synthetic Rubber Warranty – at least 8 years from project completion
 - iii. It shall be constructed with a six-lane running track, with the 100-meter dash track on a straight line
 - iv. The track shall have an inner radius of about $\pm 30.74\text{m}$ and running track width of 1.22m.
 - v. Installation of line markings and letterings compliant with IAAF standards.
 - vi. Installation of (PSHS-ZRC) lettering and logo
 - vii. Supply and installation of Aluminum curving
 - viii. Supply of 6 units hurdles
 - ix. Supply of 2 units standard running track protector (See Annex G)
- b. Construction of Standard Football (Soccer) Field
 - i. Shall be constructed to 45m x 90m field dimension
 - ii. Construction of Standard Soccer Goals
 - Goal has two (2) goal posts and a crossbar made of metal and round in shape. Goal posts and crossbar shall be painted white.
 - Goal nets shall use IAAF approved materials.

- iii. Supply and installation of 6 units flag pole of not less than 1.5m high each and with non-pointed tops.
- iv. Markings shall be done by placing stakes inside the track that mark the layout and lines of the field. These stakes shall be driven into the ground to prevent displacement or dislocation and shall be marked for easy identification and notification of their presence in certain areas.
- c. Construction of Long and Triple Jump
 - i. Construction of runway, take-off board and a landing area, placed outside the track.
 - ii. The placement of take-off board shall consider the combined facilities for long and triple jump.
- d. Setting up of Softball/Baseball Field, High Jump, Discuss and Hammer Throw Facility and Shot Put Facility
 - i. Markings shall be done by placing stakes inside or outside the track that mark the layout and lines of the field. These stakes shall be driven into the ground to prevent displacement or dislocation and shall be marked for easy identification and notification of their presence in certain areas.

5. Other Works

- a. Asphalt Works (Over Concrete Slab)
 - i. Lower Layer – 30mm thk. Dense Bitumen Wearing Course
 - ii. Upper Layer – 40mm thk. Dense Bitumen Base Course
- b. Construction of Other Drainage System
 - i. A perforated pipe drainage system beneath the surface at some facilities and the area inside the track oval should be constructed to remove excess groundwater. See Annex F for an example system to be applied inside the track oval.
 - ii. Gravel bedding for perforated pipes
 - iii. Supply and installation of perforated pipe drains
- c. Planting of Natural Grass in Football Field
 - i. Frog grass
 - ii. Supply of sand and garden soil, mix ratio (1:2)
- d. Ground Improvement and Landscape for Surrounding Areas
 - i. Planting of grass, shrubs and trees to its ideal location.
 - ii. Supply of garden soil for vegetation

C. BILL OF QUANTITIES

BILL OF QUANTITIES AND ESTIMATE GUIDE

Enumerated under "Remarks" are items that should also be include aside from the requirements mentioned under Section III.1 Design and Section III.2 Construction. Should there be items that are required but are not found hereunder, such items should be covered and included in the Bid.

ITEM NO.	DESCRIPTION	UNIT	REMARKS
I.	GENERAL REQUIREMENTS		
1.0	Detailed Design Fees	lot	
2.0	Mobilization/Demobilization	lot	
3.0	Temporary Facilities, Office and Warehouse	lot	
4.0	Construction Safety and Health	lot	

5.0	Permits and Clearances	lot	
6.0	Project Identification and Sign	lot	
7.0	Survey	lot	
II.	EARTHWORKS		
1.0	Clearing and Grubbing	sq.m.	
2.0	Soil Investigation	lot	Conduct Geotechnical Investigation
3.0	Excavation	cu.m.	
4.0	Embankment, Backfill and Compaction	cu.m.	
5.0	Subgrade Preparation	sq.m.	
6.0	Aggregate Base Course	cu.m.	
7.0	Soil Poisoning	sq.m.	Running track, and long & triple jump areas
III.	CONCRETE WORKS		
1.0	Construction of Line Canal	ln.m.	Internal drainage including concrete cover (painted)
2.0	Construction of External Drainage	ln.m.	Includes fabrication of steel grating (painted)
3.0	Construction of Concrete Retainers	cu.m.	
4.0	Construction of Concrete Slab Running Track - 100mm thk.	cu.m.	Must include concrete slab at both ends of the race track for 100-meter dash. See Annex D
5.0	Other concreting works	lot	1. six (6) units- 0.20m x 0.20m x 0.20m 2. one (1) units - 0.25 x 0.25 x 0.60m 3. other works related to concreting that is necessary to complete the project
IV.	SPECIALTY WORKS		
1.0	Supply and Installation of IAAF Approved Sandwich System - 13mm	sq.m.	1. Installation synthetic rubber surface at running track, and long & triple jump surfaces. 2. Installation of lines, markings and (PSHS-ZRC) lettering and logo
2.0	Setting up of Sports Facilities	lot	Refer to Section III.B.4.(b-d)
3.0	Supply and Installation of Track Equipment		
	a. 6 units hurdles	units	Hurdle used in the National Competition
	b. Aluminum Track Curving	lot	
	c. Running Track Protector	units	2 units, color blue
	d. Soccer Goals	units	2 units goals with net
	e. Flag Poles	units	6 units, not less than 1.5 high
V.	OTHER WORKS		
1.0	Asphalt Works	sq.m.	Lower - 30mm thk Dense Bitumen Wearing Course Upper - 40mm thk Dense Bitumen Base Course
2.0	Drainage System	lot	Drainage system for synthetic surface and a perforated drainage system inside the running track

3.0	Planting of Natural Grass in Football Field	lot	1. Frog Grass 2. Sand and Garden Soil, mix ratio (1:2)
4.0	Ground Improvement and Landscape for Surrounding Areas	lot	Frog grass, shrubs, trees and garden soil

The Contractor is responsible for completing the project in accordance with the approved Plans and the *Specifications (attached in Annex F)*. No excuses shall be entertained for misinterpretation of the plans and specifications after the award of contract and that all work deemed required under this Scope of Work shall be carried out properly by the Contractor.

Section VII. Drawings

(refer to the project's Annexes)

Section VIII. Bill of Quantities

BILL OF QUANTITIES

ITEM NO.	DESCRIPTION	UNIT	REMARKS
I.	GENERAL REQUIREMENTS		
1.0	Detailed Design Fees	lot	
2.0	Mobilization/Demobilization	lot	
3.0	Temporary Facilities, Office and Warehouse	lot	
4.0	Construction Safety and Health	lot	
5.0	Permits and Clearances	lot	
6.0	Project Identification and Sign	lot	
7.0	Survey	lot	
II.	EARTHWORKS		
1.0	Clearing and Grubbing	sq.m.	
2.0	Soil Investigation	lot	Conduct Geotechnical Investigation
3.0	Excavation	cu.m.	
4.0	Embankment, Backfill and Compaction	cu.m.	
5.0	Subgrade Preparation	sq.m.	
6.0	Aggregate Base Course	cu.m.	
7.0	Soil Poisoning	sq.m.	Running track, and long & triple jump areas
III.	CONCRETE WORKS		
1.0	Construction of Line Canal	ln.m.	Internal drainage including concrete cover (painted)
2.0	Construction of External Drainage	ln.m.	Includes fabrication of steel grating (painted)
3.0	Construction of Concrete Retainers	cu.m.	
4.0	Construction of Concrete Slab Running Track - 100mm thk.	cu.m.	Must include concrete slab at both ends of the race track for 100-meter dash. See Annex D
5.0	Other concreting works	lot	1. six (6) units- 0.20m x 0.20m x 0.20m 2. one (1) units - 0.25 x 0.25 x 0.60m 3. other works related to concreting that is necessary to complete the project
IV.	SPECIALTY WORKS		
1.0	Supply and Installation of IAAF Approved Sandwich System - 13mm	sq.m.	1. Installation synthetic rubber surface at running track, and long & triple jump surfaces. 2. Installation of lines, markings and (PSHS-ZRC) lettering and logo
2.0	Construction/Setting up of Sports Facilities	lot	Refer to Section III.B.4

3.0	Supply and Installation of Track Equipment		
	a. 6 units hurdles	units	Hurdle used in the National Competition
	b. Aluminum Track Curving	lot	
	c. Running Track Protector	units	2 units, color blue
	d. Soccer Goals	units	2 units goals with net
	e. Flag Poles	units	6 units, not less than 1.5 high
V.	OTHER WORKS		
1.0	Asphalt Works	sq.m.	Lower - 30mm thk Dense Bitumen Wearing Course Upper - 40mm thk Dense Bitumen Base Course
2.0	Drainage System	lot	Drainage system for synthetic surface and a perforated drainage system inside the running track
3.0	Planting of Natural Grass in Football Field	lot	1. Frog Grass 2. Sand and Garden Soil, mix ratio (1:2)
4.0	Ground Improvement and Landscape for Surrounding Areas	lot	Frog grass, shrubs, trees and garden soil

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

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, an equipment rentals used in coming up with the Bid; **and**
- (r) Cash Flow by Quarter.

