



# PHILIPPINE COAST GUARD

## MARITIME SAFETY SERVICES COMMAND

Cavite Buoy Base, Naval Base Heracleo Alano, Sangley Point Cavite City

### SUPPLEMENTAL/ BID BULLETIN NO. 02-2022

This Supplemental/Bid Bulletin No. 02-2022 is issued to include the following clarifications as integral part of the Bidding Documents issue for Procurement for Repair of HMSSC Messhall and Wardroom

#### Section III. Bid Data Sheet

Bid Data Sheet is hereby amended and additional items must be included as required:

#### *Section III. Bid Data Sheet*

#### Bid Data Sheet

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:  a. Any contract involving infrastructure projects.  b. Completed within <b>five (5) years</b> prior to the deadline for the submission and receipt of bids.						
7.1	No portion of the contract shall be sub-contracted.						
10.3	Contractors must have a Philippine Contractors Accreditation Board License (PCAB License)						
10.4	The key personnel must meet the required minimum years of experience set below: <table><tr><td><u>Key Personnel</u></td><td><u>General Experience</u></td><td><u>Relevant Experience</u></td></tr><tr><td></td><td></td><td></td></tr></table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>			
<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>					
15.1	The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts: a. The amount of not less than <b>Thirty-Two Thousand Seven Hundred Twenty Six and 87/100 (Php 32,726.87)</b> , 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 <b>Eighty-One Thousand Eight Hundred Seventeen and 17/100 (Php 81,817.17)</b> if bid security						

	is in Surety Bond.
19.2	<p><b>Partial bid</b> is not allowed. The items are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.</p> <p>The project shall be awarded as <b>One Project</b> having several items that shall be awarded as one contract.</p>
20	<p>No additional requirements.</p> <p>The Bidders having the Lowest Calculated Bid (LCB) or Single Calculated Bid (SCB) shall submit within a non-extendible period of five (5) calendar days from the BAC Notice as the LCB/SCB, the following:</p> <ol style="list-style-type: none"> <li>1. In case the bidder has just submitted the Class "A" Legal eligibility requirements and Audited Financial Statements (AFS), a valid PhilGEPS Registration Certificate;</li> <li>2. Latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS);</li> </ol> <p>In Accordance with Executive Order (E.O.) No. 398, Revenue Regulation (R.R) No. 03-2005 and Revenue Memorandum Circular (RMC) 16-2005, the above-mentioned tax returns shall refer to the following:</p> <ol style="list-style-type: none"> <li>2.1. Latest Income Tax Returns(ITR) shall be the ITR for the preceding year, whether calendar or fiscal, and</li> <li>2.2. Latest Business Tax Returns shall refer to the Value Added Tax (VAT)</li> </ol> <p>Or Percentage Tax filed and paid covering the previous six (6) months before the date of Submission, Receipt, Opening and Preliminary Examination Board.</p>
21	<p>The following shall form part of the Contract Agreement, which shall be submitted by the winning contractor within ten (10) calendar days from the date of receipt of the Notice of Award (NOA):</p> <ol style="list-style-type: none"> <li>1. Performance Security in any of the allowable forms enumerated under Section 39.2 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184 or Performance Securing Declaration</li> <li>2. Certificate of No Pending Case</li> <li>3. Construction schedule and S-curve,</li> <li>4. Manpower schedule,</li> <li>5. Construction methods,</li> <li>6. Equipment utilization schedule,</li> <li>7. Construction safety and health program duly approved by the Department of Labor and Employment, and</li> <li>8. PERT/CPM</li> </ol>

## **Section IV. General Conditions of the Contract**

General Conditions of the Contract is hereby amended and additional items must be included as required:

### **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**

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**

Advance payment is not allowed.

## **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 is hereby amended and additional items must be included as required:

<b>GCC Clause</b>	
4.1	Contractor must have a project completion by 13 August 2022
6	No site investigation is required.
7.2	[In case of 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	a. 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 <b>ten (10) calendar days</b> of delivery of the Notice of Award.
11.2	The amount to be withheld for late submission of an updated Program of Work is <b>equivalent to one tenth of one percent (1/10 of 1%) of the total contract price for every day of delay.</b>
13	Mobilization fees and advance payment are not allowed.
14	Materials and equipment delivered on the site but not completely put in place shall be included for payment.
15.1	The date by which operating and maintenance manuals are required is testing and commissioning.  The date by which "as built" drawings are required in 20" by 30" size and electronic copy in pdf file format within seven (7) calendar days from project completion.
15.2	The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals by the date required is <b>equivalent to one tenth of one percent (1/10 of 1%) of the total contract price for every day of delay.</b>



Philippine Coast Guard  
**HEADQUARTERS MARITIME SAFETY SERVICES COMMAND**  
Cavite Buoy Base, Naval Base Cavite, Sangley Point  
Cavite City

**Section VI. Specifications**

Specifications is hereby amended and additional items must be included as required:

**SCOPE OF WORKS**

**PROJECT TITLE:** Repair of HMSSC Messhall and Wardroom

**APPROVED BUDGET CONTRACT:** Php 1,636,343.54

**WARRANTY SECURITY:** The winning bidder shall post a Warranty Security after the inspection and acceptance

**DURATION OF CONTRACT:** Forty-Five (45) Calendar days

**PERFORMANCE SECURITY:**

The winning bidder shall post the required performance security and warranty security and enter into contract with the procuring entity within ten (10) calendar days of receipt by the winning bidder of the notice of award

**WARRANTY PERIOD:** One (1) year from project completion up to final acceptance or the defects liability period

**PROJECT ADDRESS:**

Headquarters Maritime Safety Services Command, 25<sup>th</sup> de Mayo Street Naval Base  
Heracleo Alano, Sangley Point Cavite City

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**1. Repair of HMSSC Messhall and Wardroom**

**A. Scope of works**

- I. Furnish Labor, materials, tools and equipment, facilities and other incidentals for the satisfactory completion of the projects.
- II. Conduct survey / inspection on the site of works and examine the premises, so as to fully understand all existing condition relative to the project.
- III. Supply of labor, materials, tools and equipment for the construction of masonry walls for exterior and for inferior partition and plastering of masonry walls, location as indicated in the plan including concrete moldings.
- IV. Provision for the installation of complete ceiling system as indicated in the plan.

- V. Supply of labor, materials, tools and equipment for the new installation of doors and other fenestrations complete with all the appropriate hinges and locksets. Provision for the supply and installation of aluminum windows (Analok).
- VI. Provision for the installation of wall ties and floor tiles for Heads (T&B) and ceramic floor tiles including installation of trims and application of grouts.
- VII. General (3-coats) painting on all surface i.e. masonry and concrete surfaces, ceilings, cornice, baseboards, casting including metal/steel surfaces.
- VIII. Supply of labor, tools, materials and equipment for the new installation of sanitary and plumbing system complete with all necessary accessories as provided for in the plan.
- IX. Supply of labor, tools, materials and equipment for the installation of electrical wiring system. (i.e Lighting, Power, and ACUs) Complete with all necessary piping and other incidentals.
- X. Supply of labor, tools, materials and other incidentals for the installation of electrical equipment needed (i.e panelboards and circuit breakers etc). All equipment and all through-out the whole system shall be properly grounded.
- XI. Furnish pictures of pre and post of the construction, repair, and renovation and submit accomplishment report to CGIDS that can be send through email at [cgids@coastguard.gov.ph](mailto:cgids@coastguard.gov.ph). For NHPCG monitoring purposes.
- XII. Clearing and cleaning in all affected areas during the implementation of the project.

## **B. Specification**

### **I. Concrete**

- Concrete compressive strength must be at 3000 psi (20 Mpa). Class "A" mixture, 1:2:4 proportions.
- Portland Cement shall conform to the requirement of ASTM C-150 type for Normal Portland cement. Type III for High Early Strength Portland Cement; 40 kg per bar.
- Reinforcing bars must be at yield strength of 33000 psi  $F_y = 230$  Mpa for all concreting.
- Aggregates must be  $\frac{3}{4}$ " coarse aggregate, clean and washed. Sand must be clean, hard, coarse river sand conforming to ASTM C-33.
- Reinforcing bars shall be fixed into the other by means of adequate steel wire ties to form a rigid reinforcement cages or nets. The minimum concrete covering must be 40mm from the outer face of the reinforcement bars to face form. Main reinforcement bars must be anchored by means of an end hook/bend. Splices must be 0.60 m minimum.

### **II. Masonry**

Masonry/Hollow masonry units shall be ordinary 6" concrete hollow blocks for exterior walls and 4" concrete hollow block for interior walls plumb and align when installation is finished. Cement must be Portland 40kgs, mixture proportion Class "B". Masonry wall system must be plastered and finished smooth. Reinforcement must be grade 33.

### **III. Carpentry and Joinery Works**

- Stress grade lumber must be seasoned, close grained lumber of specified Specie: Tanguile for all carpentry works at high quality of good appearance, without imperfections and suitable for use without waste due to defects and suitable also for natural finished.
- Plywood shall be of good grade and made of laminated wood strips bonded together with water restraint resin glue, shall be free from defects such as split in veneer, buckling or warping and shall contain to the requirement of the Philippine Trade Standard 631-02.
- Fiber Cement Board shall be oil impregnated for moisture/water resistance.

### **IV. Hardware**

- All rough hardware required for carpentry works such as nails, screws, etc., must be first class quality.
- Finish hardware consisting of locksets, latches, etc., shall be first class quality conforming of the following specification.
  - i. Door Locksets – shall be durable construction, preferably the product of reputable manufacturer for consistent quality and master keying.
  - ii. Hinges must be brass-coated wrought iron steel with non-rising loose pins with button tips and mounting screw of the materials.

### **V. Tileworks**

- Ceramic tiles and trims shall be made of clay, hard dense tiles of homogeneous composition.

### **VI. Painting Works**

- All painting materials shall be known quality and of known brands with good quality and durability. One brand shall be used in the entire painting job.

### **VII. Electrical Works**

#### **1. Services**

- Service voltage inside the building shall be 230-Volts, 1-Phase, 3-Wires, 60 Hertz. Grounding wire shall be provided, sizes and color.

#### **2. Wiring Method**

- Primary service conduit shall be in PVC (Polyvinyl Chloride), thick walled, and shall be encased in concrete pedestal.
- All others shall be done in the following manner or as indicated in the plan:
  - a) RSC (Rigid Steel Conduit) – for exposed power service entrance
  - b) IMC (Intermediate Metallic Conduit) – for feeder raceways and all exposed feeders

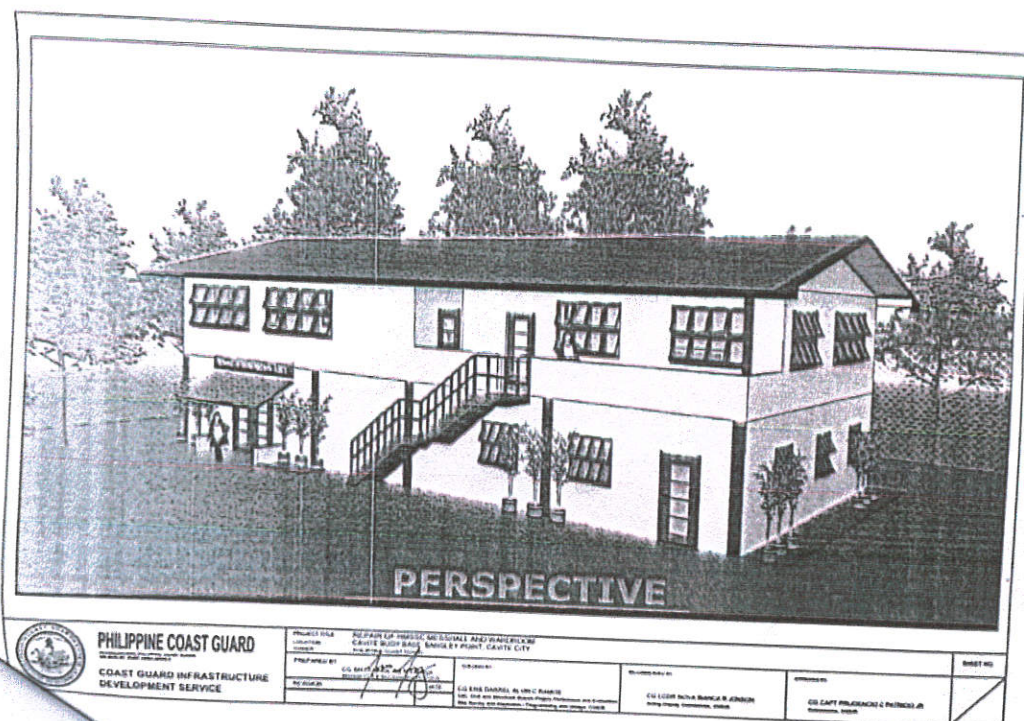
- c) EMT (Electrical Metallic Tubing) – for all exposed power and lighting branch circuit
- d) PVC (Polyvinyl Chloride), Thick-Walled – for all power and lighting branch circuit raceways running embedded in concrete slab and partitions
- e) FMC (Flexible Metallic Conduit)/Royal Cord – for all connection between lighting fixtures and junction boxes
- f) LQT (Liquid-Tight) Flexible Conduit – for all exposed connections from conduit to motors or electrical devices/equipment to where vibrations are eminent and to all wet/damped locations.

## VIII. Grounding

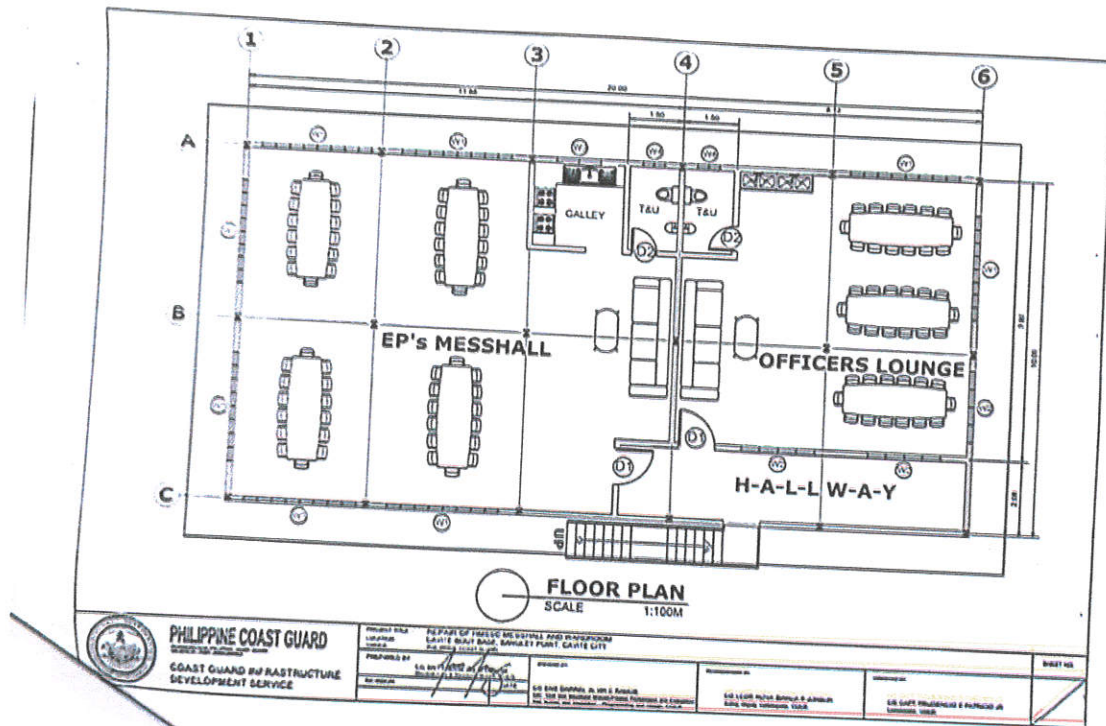
- The following shall be grounded in accordance with the drawings and the requirements of the latest edition of the Philippine Electrical Code and Standard Grounding Practices.

## IX. DETAILED ENGINEERING:

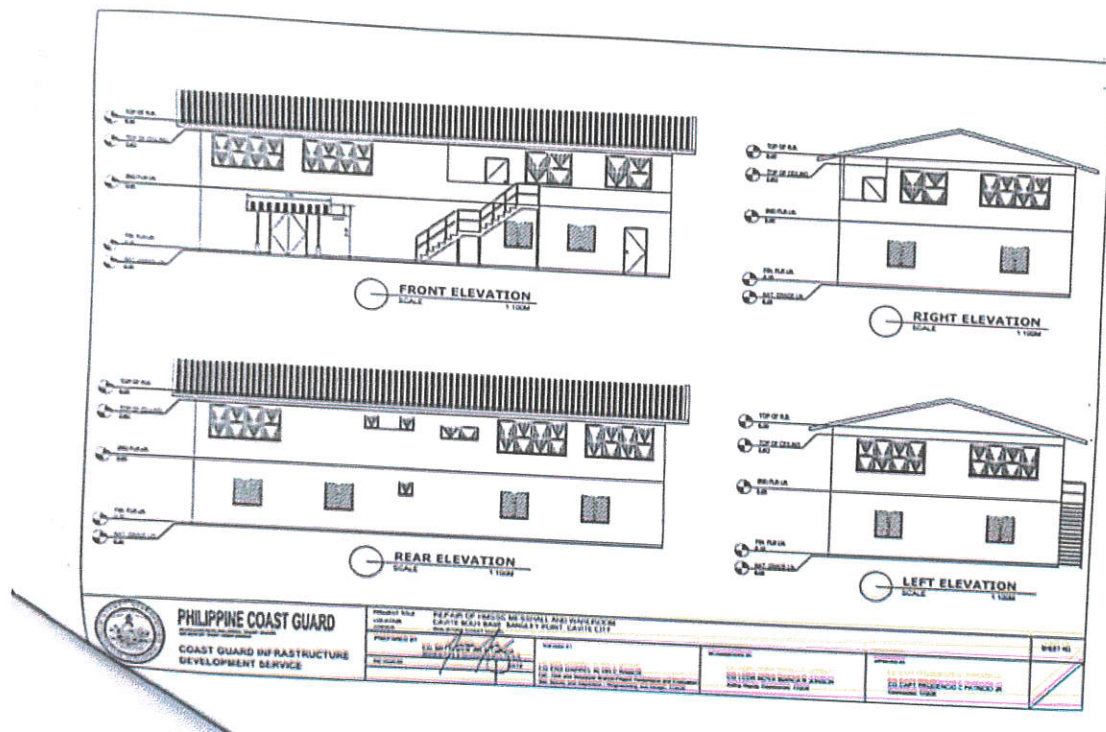
### 1. PERSPECTIVE



## 2. FLOOR PLAN



### 3. FRONT, REAR, RIGHT AND LEFT ELEVATION



## **A. GENERAL NOTES:**

- I. This simplified scope of works and the specifications are prepared in a concise manner which intention is to save time and to simplicity specifications elaborateness. All work covered in the contract shall be executed in the highest form of workmanship and quality.
- II. The drawings and specifications are intended to explain each mutually, and anything shown off called for in one and not the other shall be executed as part of the contract as through both are shown and specified.
- III. The contractor shall take all the precautionary measures for the protection of the adjacent properties from injury, damage or loss arising in connection with this contract as though both prosecutions of works.
- IV. The contractor shall be in close coordination with the Philippine Coast Guard Technical Representative (Coast Guard Infrastructure Development Service) on matter pertaining to engineering works. Any changes in work and materials shall be approved by the authorized representative and shall be to the advantage of the Philippine Coast Guard.
- V. All works, materials and undertakings found necessary during the course of the construction shall be executed for the satisfactorily completion of the project, and shall be subject to general conditions and inspection before proper installation.
- VI. All permits, fees, inspections, materials testing. Commissioning, etc., necessary for the satisfactorily completion of the project shall be done at the expense of the contractor.
- VII. Submission of complete six (6) sets of as-built plans of the project, signed and sealed, indicating all measurements and details. Warranties and test results shall also be submitted in six (6) copies for all installed materials. Project warranty (2-years) shall take effect upon actual acceptance of the completed project.
- VIII. All materials to be used shall be subjected to general conditions and inspection before proper installation. Results of material testing shall be submitted to the Coast Guard representative and shall conform to the existing local, national and international standards. It shall be the responsibility of the Contractor to check all the numbers and units as may be indicated on the specifications or drawings and shall supply actual required units.
- IX. The contractor shall undertake/furnish all the necessary items, materials, tools, equipment, labor, plants, appliances, methods and all operations that may be needed and other incidentals for the satisfactory completion of the REPAIR OF HMSSC MESSHALL AND WARDROOM.
- X. The project shall be completed within 45 calendar days and commence upon the acceptance of notice to proceed.

## **Section VIII. Checklist of Technical and Financial Documents**

Section VIII. Checklist of Technical and Financial Documents is hereby amended and additional items must be included as required:

### **I. TECHNICAL COMPONENT ENVELOPE**

#### ***Class "A" Documents***

##### **Legal Documents**

- ☐ Valid and updated Philippine Government Electronic Procurement System (PhilGEPS) Certificate of Registration and Platinum Membership in accordance with Section 8.5.2 of the 2016 Revised IRR of RA 9184, if registered under the Platinum category; Provided that all of the eligibility documents submitted to PhilGEPS are maintained and updated;

**OR**

In case any of the eligibility documents submitted to PhilGEPS is not updated, combination of a PhilGEPS Certificate of Registration and Platinum Membership, with any of the valid/updated Class "A" Eligibility Documents shall be submitted:

1. Securities and Exchange Commission (SEC) Registration Certificate for corporations, partnerships and/or joint ventures, Department of Trade and Industry (DTI) Registration Certificate for sole proprietorship, or Cooperative Development Authority (CDA) Registration Certificate for cooperatives; **AND/OR**
2. Valid 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.  

In cases of recently expired Mayor's/Business Permits, it shall be accepted together with the official receipt as proof that the bidder has applied for the renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post-qualification requirement in accordance with Section 34.2 of the 2016 Revised IRR of R.A. 9184; **AND/OR**
3. Valid Tax Clearance Certificate per Executive Order (E.O.) No. 398, series of 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR); **AND/OR**
4. Latest Audited Financial Statements (AFS), stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year. In case the AFS for the preceding calendar year is not yet available, said AFS should not be earlier than two (2) years from the deadline for the Submission and Receipt of Bids.

**OR;**

In lieu of the PhilGEPS Certificate of Registration and Platinum Membership, bidders shall submit all of the proceeding valid and/or updated Class "A" Eligibility Documents; Provided that the bidder having the LCB/SCB submit/s a valid and updated PhilGEPS Platinum Certificate of Registration and Membership within five (5) calendar days from receipt of the BAC notice of the LCB/SCB during the post-qualification process

1. SEC Registration Certificate for corporations, partnerships and/or joint ventures, DTI Registration Certificate for sole proprietorship, or CDA Registration Certificate for cooperatives;
2. Valid 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.

In cases of recently expired Mayor's/Business Permits, it shall be accepted together with the official receipt as proof that the bidder has applied for the renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post-qualification requirement in accordance with Section 34.2 of the 2016 Revised IRR of R.A. 9184;

3. Valid Tax Clearance Certificate per Executive Order (E.O.) No. 398, series of 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR); **AND**
4. Latest AFS stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year. In case the AFS for the preceding calendar year is not yet available, said AFS should not be earlier than two (2) years from the deadline for the Submission and Receipt of Bids.

**Technical Documents**

- ☐ b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid.

The Statement of all On-going Government and Private Contracts shall indicate for each contract, the following:

- name of the contract;
- date of the contract;
- contract period;
- owner's name and address;

- amount of contract and value of outstanding contracts;
- date of completion (please state estimated date of completion)

For purposes of post-qualification, the bidders are required to submit copies of the Notices of Award (NOA), Contract/Purchase Order and Notice to Proceed (NTP) for all on-going government contracts. On the other hand, for on-going private contracts, bidders shall submit a copy of its contract and/or other equivalent documents of the NOA and NTP, if any.

Non-submission of copies of the NOA, Contract/Purchase Order and NTP on the deadline for the Submission and Receipt of Bids shall not be a ground for the bidder's disqualification. However, the bidder having the Lowest/Single Calculated Bid shall be requested by the Technical Working Group (TWG) to provide copies of the aforesaid documents as part of the verification and validation process during post-qualification.

- ☐ (e) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules

The statement identifying the Single Largest Completed Contract (SLCC) shall indicate the following:

- (a) name of the contract;
- (b) date of the contract;
- (c) contract period;
- (d) owner's name and address;
- (e) amount of completed contracts, adjusted by the bidder to current prices using PSA's consumer price index, if necessary for purposes of meeting the SLCC requirement;
- (f) date of completion (actual date of delivery for the single largest completed contract); and
- (g) end user's acceptance or Constructor's Performance Evaluation System (CPES) rating, which should be satisfactory in results or equivalent monitoring rating if the completed contract is from the private sector.

For purposes of post-qualification, bidders are required to attach the following in its submitted Statement Identifying the SLCC:

- i. If the contracting party is a Procuring Entity:
  - a.1. Entire set of the Contract, Purchase Order or Memorandum of Agreement;
  - a.2. NOA; and
  - a.3. NTP
- i. If the contracting party is a private company:
  - a.1. Entire set of the Contract, Purchase Order or other equivalent document.

Bidders are also required to Include in the aforesaid Statement of All On going Government and Private Contracts and Statement Identifying the SLCC the following information:

- a) Contact Person; and
- b) Contact Details (telephone/fax/cellphone number and/or email address); **and**

- ☐ (f) Philippine Contractors Accreditation Board (PCAB) License, unless a PCAB license has already been submitted to PhilGEPS;  
**or**  
Special PCAB License in case of Joint Ventures;  
**and** registration for the type and cost of the contract to be bid; **and**

- ☐ (g) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission, based on the following schedule:

The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:

- a. The amount of not less than the amount shown on the proceeding table equivalent to at least two percent (2%) of ABC, 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 the amount shown on the proceeding table, which should be at least five percent (5%) of ABC, if bid security is in Surety Bond.

**OR:**

Original copy of Notarized Bid Securing Declaration; **and**

- ☐ (h) 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**
- ☐ (i) Original duly signed Omnibus Sworn Statement (OSS);  
and if applicable, Original Special Power of Attorney for sole proprietorships, Notarized Secretary's Certificate/Board Partnership Resolution 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.

Reminder: If the prospective bidder's representative who will attend the Submission, Receipt, Opening and Preliminary Examination of Bids is different from the authorized representative to do, execute and perform any and all acts necessary and/or to represent the prospective bidder in the bidding, then the prospective bidder can include the name/s of said representative in the above-mentioned proofs of authorization (e.g., original copy of the duly notarized Secretary's Certificate for corporations, Board/Partnership Resolution for partnerships, corporations, and/or joint ventures or an original copy of the Special Power of Attorney for sole proprietorships, whichever is applicable).

Financial Documents

- ☐
- ☐ (j) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

**Class "B" Documents**


- ☐ (k) 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

**II. FINANCIAL COMPONENT ENVELOPE**

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

Other documentary requirements under RA No. 9184

- ☐ (m) Original of duly signed Bid Prices in the Bill of Quantities; **and**
- ☐ (n) 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**
- ☐ (o) Cash Flow by Quarter.

  
**CG CAPT DOMINADOR P. SENADOR III**  
Chairman, Bids and Awards Committee

Received by the bidders:

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

