

PHILIPPINE BIDDING DOCUMENTS

Government of the
Republic of the Philippines

Procurement of General Construction for the Renovation & Extension of the Ilagan Branchlite

First Edition
May 2025



Preface

These Philippine Bidding Documents (PBD) for the procurement of Infrastructure Projects (hereinafter referred to also as the "Works") through *Competitive Bidding*, *Limited Source Bidding*, or *Competitive Dialogue*¹ have been prepared by the Government of the Philippines (GoP) for use by all branches, agencies, departments, bureaus, offices, or instrumentalities of the Government, including government-owned and/or -controlled corporations (GOCC), government financial institutions (GFI), state universities and colleges (SUC), local government units (LGU), and autonomous regional government. The procedures and processes presented in this document have been developed through broad experience, and are for mandatory² use in projects that are financed in whole or in part by the GoP or any foreign government/foreign or international financing institution in accordance with the provisions of the Implementing Rules and Regulations (IRR) of Republic Act No. 12090 (RA No. 12090).

This PBD is intended as a model for advertisements and prices or unit rates in a bill of quantities type of contract, which are the most common in Works contracting.

The Bidding Documents shall clearly and adequately define, among others: (a) the objectives, scope, and expected outputs under results of the proposed contract; (b) the eligibility requirements of bidders; (c) the expected contract duration; and (d) the obligations, duties, and/or functions of the winning bidder.

In order to simplify the preparation of the Bidding Documents for each procurement, the PBD groups the provisions that are intended to be used unchanged in Section I, Instructions to Bidders (ITB) and in Section IV, General Conditions of Contract (GCC). Data and provisions specific to each procurement and contract should be included in Section II, Bill Data Sheet (BDS); Section V, Special Conditions of Contract (SCC); Section VI, Specifications; Section VII, Drawings; and Section VIII, Bill of Materials. The forms to be used are provided in Section IX, Philippine Bidding Documents Related Forms.

Prudence must be exercised to check the relevance of the provisions of the PBD against the requirements of the specific Works to be procured. In addition, each Section is provided with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents, except for the notes introducing Section IX, Philippine Bidding Documents Related Forms, where the information is useful for the Bidder. The following general directions should be observed when using the documents:

- All the documents listed in the Table of Contents are normally required for the procurement of Infrastructure Projects. However, they should be adopted or necessary to the circumstances of the particular Project.
- Specific details, such as the "name of the Procuring Entity" and "address for proposed submission," should be furnished in the BDS and SCC. The final documents should contain neither blank space nor options.

¹ For General Design or Construct Bidding refer Section 28.4.2 of IRR of RA No. 12090.

² Except for those mentioned and in Government Agencies exclusively or exclusive of foreign government/foreign or international financing institution procurement projects.

- c) The Preamble and the footnotes, or notes in detail included in the Invitation to Bid, BOS, SOC, Specifications, Drawings, and Bill of Quantities are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow. The Bidding Documents should not contain footnotes except Section IX, Philippine Bidding Documents Related Forms since these provide important guidance to Bidders.
- d) The cover page should be modified as required to identify the Bidding Documents and date of issue.
- e) The Project title page should be modified as required to identify the Project title and number, name and address of the Procuring Entity.
- f) If modifications must be made to the bidding requirements, they can be presented in the BOS. Modifications for specific Project or Contract details should be provided in the SOC as amendments to the Conditions of Contract. For any modification, whenever reference has to be made to specific clauses in the BOS or SOC, these terms shall be printed in bold type face on Section II, Instructions to Bidders, and Section IV, General Conditions of Contract, respectively. To facilitate easy reference and completion, clauses from the BOS and SOC shall appear in bold type face in Sections II and IV, respectively.



Procurement of General Construction for the Renovation & Extension of the Ilagan Branchlite

ITB-GSD-MNT-035-16-09-2025

A handwritten signature in blue ink, consisting of a large loop followed by a vertical line and a small cross.

A small, stylized handwritten signature in blue ink.

A handwritten signature in blue ink, featuring a circular loop and several intersecting lines.

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Glossary of Acronyms, Terms, and Abbreviations

ABC	Approved Budget for the Contract
ADR	Alternative Dispute Resolution
ARCC	Allowable Range of Contract Cost
BAC	Bids and Awards Committee
BIR	Bureau of Internal Revenue
BSP	Banko Sentral ng Pilipinas
CDA	Cooperative Development Authority
COS	Contract of Service
CPI	Consumer Price Index
DOLE	Department of Labor and Employment
DTI	Department of Trade and Industry
GCC	General Conditions of Contract
GF	Government Financial Institution
GOCC	Government-Owned and/or-Controlled Corporation
GoP	Government of the Philippines
GPFB	Government Procurement Policy Board
HoPE	Head of Procuring Entity
JO	Job Order
IRR	Implementing Rules and Regulations
ITB	Instructions to Bidders
LCB	Lowest Calculated Bid
LCRB	Lowest Calculated Responsive Bid
LGUs	Local Government Units
LoC	Line of Credit
MAB	Most Advantageous Bid
MARB	Most Advantageous Responsive Bid

MEARB – Most Economically Advantageous Responsive Bid.

MYCA – Multi-Year Contracting Activity.

NFCU – Net Financial Contracting Capacity.

NSA – National Government Agency.

PCAB – Philippine Contractors Accreditation Board.

PhilGEPS – Philippine Government Electronic Procurement System.

PSA – Philippine Statistics Authority.

RA No. – Republic Act Number.

SARB – Single Advantageous and Responsive Bid.

SCC – Special Conditions of Contract.

SCRB – Single Calculated and Responsive Bid.

SEARB – Single Economically Advantageous Responsive Bid.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

STRB – Single Rated and Responsive Bid.

UN – United Nations.



Definition of Terms

Bid – a signed offer, proposal, or quotation submitted by a supplier, manufacturer, distributor, contractor, consultant, or service provider in response to the requirements of the Procuring Entity as stated in the Bidding Documents. (RR of RA No. 12009, Section 5(c))

Bidder – a supplier, manufacturer, distributor, contractor, consultant, and service provider, whether public or private, who submits a Bid in response to the requirements of the Procuring Entity as stated in the Bidding Documents. (RR of RA No. 12009, Section 5(c))

Bidding Documents – the documents issued by the Procuring Entity as the basis for Bids, furnishing all information necessary to prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and Consulting Services required by the Procuring Entity. (RR of RA No. 12009, Section 5(d))

Bill of Materials – a list of the specific items of the Work and their corresponding unit prices, lump sums, and/or provisional sums.

Consulting Services – services for Infrastructure Projects and other types of projects or activities of the government requiring adequate external technical and professional expertise that are beyond the capability or capacity of the government 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. (RR of RA No. 12009, Section 5(f))

Contract – the agreement entered into between the Procuring Entity and the Contractor to execute, complete, and maintain the Works and as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

Contract Price – the price stated in the Notice of Award and thereafter to be paid by the Procuring Entity to the Contractor for the execution of the Works in accordance with the Contract.

Contract Time Extension (CTE) – the allowable period for the Contractor to complete the Works in addition to the original Completion Date stated in the Contract.

Contractor – 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.

Days – refers to calendar days; months to calendar months.

Daywork – valued work inputs subject to payment on a time basis for the Contractor's employees and Equipment, in addition to payments for specialized Materials and Plant.

Defect – any part of the Works not completed in accordance with the Contract.

Defects Liability Certificate – the certificate issued by the Procuring Entity upon correction of defects by the Contractor.

Defects Liability Period – the one (1) year period between contract completion and final acceptance within which the Contractor assumes the responsibility to undertake the repair of any damage to the Works at its own expense.

Drawings – graphical presentations of the Works. They include all supplementary details, shop drawings, instructions, and other information provided or approved for the execution of the Contract.

Effective Date of the Contract – the date included in the contract. However, the Contractor shall commence performance of its obligations only upon receipt of the Notice to Proceed.

Foreign-Funded Procurement or Foreign-Assisted Project – refers to the acquisition of Goods, Consulting Services, and the contracting for Infrastructure Projects by the Government of the Philippines which are wholly or partly funded by foreign loans or grants pursuant to a Treaty or International or Executive Agreement.

Funding Source – Organization named in the SOG.

Goods – refer to (i) all items, supplies, and materials, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity; or (ii) general support services which pertain to all types of services except Consulting Services and Infrastructure Projects, such as the repair and maintenance of equipment and furniture, as well as training, housing, personal security, and medical or emergency services. Personal Services or individual DOB or JO engagements do not fall under this definition. (RR of RA No. 12009, Section 5(b)).

Infrastructure Projects – include the construction, improvement, rehabilitation, demolition, repair, realignment, 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, electricity production, energy/power and desalination facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as "civil works" or "major" (RR of RA No. 12009, Section 5(c)).

Lot – refers to one or more Infrastructure projects that are grouped or bundled together based on factors, such as scope, location, or other relevant parameters, as determined by the first-tier or implementing Unit of the Procuring Entity. Each lot is distinct within the project and may be awarded as a separate contract.

MSRB – refers to the award criteria in the procurement of Infrastructure where the considerations for the award of contract are the eligibility of the bidder, the responsiveness of its bid to the technical requirements, and the most advantageous bid in reference to the highest rated offer based on the quality component of the bid.

Materials – refer to all supplies, including consumables, used by the Contractor for incorporation in the Works.

MEARD – refers to the award criteria in the procurement of Infrastructure where the considerations for the award of contract are the eligibility of the bidder, the responsiveness of its bid to the technical requirements, and the determination of the most economically advantageous bid in reference to the quality-price ratio allocated to the technical and financial components of the bid.

Notice to Proceed – refers to a written notice issued by the Procuring Entity to the Contractor requiring the latter to begin the commencement of the work not later than a specified or determinable date.

Online submission – pertains to the submission of the bid for Infrastructure Projects and the bid envelopes containing the technical and financial components of the bid through electronic means or through the electronic bidding facility of the PhilGEPS, once available.

Permanent Works – refers to all permanent structures and all other project features and facilities required to be constructed and completed in accordance with the Contract which shall be delivered to the Procuring Entity, and which shall remain at the Site after the removal of all Temporary Works.

Plant – refers to the machinery, apparatus, and the like intended to form an integral part of the Permanent Works.

Procuring Entity – the organization acquiring the Infrastructure Project, as named in the SOC.

Project – refers to a specific or identified procurement covering Goods, Infrastructure Projects 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.

Program of Work – refers to the big-picture plan and comprehensive schedule that details construction-related tasks to ensure the timely and efficient delivery of the project.

Site Investigation Reports – refers to those that were included in the Bidding Documents and are factual and interpretative reports about the surface and subsurface conditions at the Site.

Slippage – refers to a delay in work execution occurring when actual accomplishment falls below the target as measured by the difference between the scheduled and actual accomplishment of the Work by the Contractor as established from the work schedule. This is actually described as a percentage of the whole Works.

Simple Infrastructure Projects – refers to construction, improvement, rehabilitation, condition, repair, restoration, or maintenance of structures, technical facilities and systems with an Approved Budget for the Contract (ABCC) not exceeding Ten Million Pesos (PHP 10,000,000.00) built at the community level for the sustenance of lives and livelihoods of the population living in a community and built according to the needs and aspirations of the community population.

Verified Report – the report submitted by the Implementing Unit to the HcPE setting forth its findings as to the existence of grounds or causes for termination and explicitly stating its recommendation for the issuance of a Notice to Terminate.

Section I. Invitation to Bid

Notes on the Invitation to Bid

The Invitation to Bid provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The Invitation to Bid shall be:

- In line with the principles of transparency and competitiveness and to ensure the widest possible dissemination thereof, all invitations to bid shall be published continuously by the Procuring Entity, for seven (7) calendar days on the Philippine Government Electronic Procurement System (PhilGEPS) website, in any conspicuous place reserved for the purpose in the premises of the Procuring Entity, and on the website or social media platform of the Procuring Entity, if available, or such other channels as may be authorized by the Government Procurement Policy Board (GPPB), and the website prescribed by the foreign government/foreign or international financing institution, if applicable; and
- For justifiable reasons, Procuring Entities that cannot publish procurement opportunities on its website, social media platform, or such other channels authorized by the GPPB shall publish its invitation to bid, at least once, in a newspaper of general nationwide circulation.

Apart from the essential items listed in the Bidding Documents, the Invitation to Bid should also include the following:

- The availability of the Bidding Documents, which shall be continuous from the time the Invitation to Bid is first published until the deadline for submission and receipt of bids;
- The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- The deadline for the submission and receipt of bids;
- The procurement strategy/ies; and
- The bid award criteria/victoria (e.g., the application of a margin of preference in bid evaluation).

The Invitation to Bid should be incorporated into the Bidding Documents. The information contained in the Invitation to Bid must conform to the Bidding Documents, particularly to the relevant information in the SOG.



**Invitation to Bid for Procurement of General Construction for the
Renovation & Extension of the Iligan Branchfile**

- 1) The UCPB Savings Bank Inc. (UCPBS), through the 2023 corporate budget intends to apply the sum of Six Million Eight Hundred Thousand Pesos (P6,800,000.00) inclusive of applicable taxes and charges, including insurance coverage (if applicable) using the Approved Budget for the Contract (ABC) to payments under the contract for Procurement of General Construction for the Renovation & Extension of the Iligan Branchfile. This received in excess of the ABC shall be automatically rejected at bid opening.
- 2) The UCPB Savings Bank Inc. (UCPBS) now invites bids for Procurement of General Construction for the Renovation & Extension of the Iligan Branchfile. Completion of the Works is required 90 days upon receipt of Advance Payment. Bidders should have completed, within 3 years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in **Event Not a valid bookmark self-reference.** (TDS)
- 3) Bidding will be conducted through competitive bidding procedure using a non-discriminatory "lowest" criterion as specified in the IRR, otherwise known as the "New Government Procurement Act (NGPPA)".
 - 4) Bidding is restricted to Filipino citizenship, proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or controlling capital stock belonging to citizens of the Philippines.
- 4) Interested Bidders may obtain further information from UCPB Savings Bank Inc. (UCPBS) and inspect the Bidding Documents at the address given below from 8:00am to 5:00pm.
- 5) A complete set of Bidding Documents may be acquired by interested Bidders on September 18, 2023 (Thursday) to October 18, 2023 (Wednesday) from the address given below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the CPPEB, in the amount of P500,000.00.

Inaddition to Section on payment of bid documents:

- a. The payment for the Bid Documents shall be limited to Cash or Manager's/Cashier's Check payable to UCPB Savings. Personal checks shall not be accepted.
- b. The Bidder is required to enclose the cover page of this invitation to Bid (ITB) in order to properly determine which bid document the bidder is paying for.
- c. It may also be downloaded from the website of the Philippine Government Electronic Procurement System (PHGEPS) and the website of the Procuring Entity, provided that the Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

- 6) The UCPB Savings Bank Inc. (UCPBSB) will hold a Pre-Bid Conference on September 26, 2020 (Friday) at 1:00pm through video conferencing via MS Teams, which shall be open to prospective Bidders.
- 7) Bids must be duly received by the Bids and Awards Committee (BAC) Secretariat through (i) manual submission at the office address indicated below, on or before October 8, 2020 (Thursday) at 11:30 am. 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 ITS Clause 16.1.
- 9) Bid opening shall be on October 8, 2020 (Thursday) at 1:30pm via MS Teams. Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity.
- 10) The UCPB Savings Bank Inc. (UCPBSB) 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 Section 10 of R.A. No. 12990, without incurring any liability to the affected Bids or Bidders.
- 11) For further information, please refer to:

 Christopher L. Sison
 OIC - BAC Secretariat
 UCPB Savings, Inc.
 7th Floor Robinsons Cyberjaya Magnolia
 Doris Kennedy St., cor. Aurora Blvd., New Manila, Gordon City
 Email Address: bidsawards@ucpbsb.com
- 12) You may visit the following website:

For downloading of Bidding Documents: <https://www.ucpbsb.com/bidding-portal>

September 18, 2020


 Eusebio B. Cortes
 BAC Chairperson

Section II. Instructions to Bidders

Notes on the Instructions to Bidders

This Section of the Bidding Documents provides the information necessary for Bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on the bid submission, eligibility check, opening and evaluation of bids, post-qualification and award of contract.

This Section contains provisions that shall not be changed or modified. Any amendment shall be reflected in Section II. Bid Data Sheet which consists of provisions that supplement, amend, or specify in detail information or requirements included in this Section and which are specific to each procurement.

Matters governing performance of the Contractor, payments under the contract, or those affecting the risks, rights, and obligations of the parties under the contract are externally excluded in this Section, but rather under Section IV, General Conditions of Contract (GCC), and/or Section V, Special Conditions of Contract (SCC). If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, precedence must be exercised to avoid contradictions between clauses dealing with the same matter.

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A. General

1) Scope of Bid

- 1.1 The Procuring Entity named in the 825, invites Bids for the [insert Procurement Project] with Project Identification Number [insert number].

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

- 1.2 The winning Bidder will be expected to complete the Works by the intended completion date specified in SCC Clause 1.1.

2) Source of Funds

The Procuring Entity has a budget or received funds from the Funding Source named in the 825, and in the amount indicated in the 825. It intends to apply part of the funds received for this Project to cover eligible payments under the contract.

3) Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices

- 3.1 Unless otherwise specified in the 825, the Procuring Entity, as well as Bidders and Contractors, shall observe the highest standard of ethics during the procurement and execution of the contract. In pursuance of this policy, the Procuring Entity

- a) defines, for purposes of this provision, the following terms under bidding laws, rules, and regulations:

i) "corrupt practice" means an act by which officials in the public or private sectors improperly and unlawfully enrich themselves, others, or induce others to do so, by misusing the position in which they are placed; and includes the offering, giving, receiving, or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; entering, on behalf of the government, into any contract or transaction manifestly and grossly disadvantageous to the same, whether or not the public officer profited or will profit thereby, and similar acts as provided in RA No. 3019;

ii) "fraudulent practice" means a misrepresentation of facts for purposes of influencing a procurement process or the execution of a contract to the detriment of the Procuring Entity, which includes collusive practices among Bidders prior to or after bid submission designed to establish bid prices at artificial, non-competitive levels and to deceive the Procuring Entity of the benefits of free and open competition;

iii) "collusive practices" means a scheme or arrangement between two or more Bidders, with or without the knowledge of the Procuring Entity, designed to establish bid prices at artificial, non-competitive levels;

iv) "coercive practices" means threatening to harm, directly or indirectly, persons, or their property to influence their

participation in a procurement process, or affect the execution of a contract.

e) "obstructive practice" is

a) deliberately destroying, falsifying, altering or concealing of evidence materials in an administrative proceedings or investigation or making false statements to investigators in order to materially impede an administrative proceedings or investigation of the Procuring Entity or any foreign government/foreign or international financing institution relative to allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent the latter from disclosing its knowledge of matters relevant to the administrative proceedings or from pursuing such proceedings or investigation; or

b) acts intended to materially impede the exercise of the inspection and audit rights of the Procuring Entity or any foreign government/foreign or international financing institution herein.

f) Undertakes to reject a proposal for award upon prima facie determination that the Bidder recommended for award has engaged in any of the prohibited practices mentioned in this Clause for purposes of competing for the contract.

3.2 Further, the Procuring Entity will seek to impose the maximum civil, administrative, and/or criminal penalties available under the applicable laws on individuals and organizations deemed to be involved in any of the practices mentioned in ITB Clause 4.

3.3 Furthermore, the Funding Source and the Procuring Entity reserve the right to inspect and audit records and accounts of a Bidder or Contractor in the bidding for and performance of a contract themselves or through independent auditors as reflected in the GCC Clause 36.

4) Conflict of interest

4.1 All Bidders found to have conflicting interests shall be disqualified to participate in the procurement at hand, without prejudice to the imposition of appropriate administrative, civil, and criminal sanctions. A Bidder may be considered to have conflicting interests with another Bidder in any of the events described in paragraphs (a) through (c) and a general conflict of interest in any of the circumstances set out in paragraphs (d) through (f) below:

a) A Bidder has controlling shareholders or beneficial owner in common with another Bidder;

b) A Bidder receives or has received any direct or indirect subsidy from any other Bidder;

c) A Bidder has the same legally authorized representative as that of another Bidder for purposes of this Bid;

- d) A bidder has a relationship, directly or through third parties, that puts them in a position to have access to information about or influence on the bid of another Bidder or influence the decisions of the Procuring Entity regarding the bidding process. This may include a firm or an organization that lends, or temporarily second, its personnel to firms or organizations that are engaged in consulting services for the preparation related to procurement for or implementation of the project, if the personnel would be involved in any capacity on the same project.
 - e) A bidder who participated as a consultant in the preparation of the design or technical specifications of the goods and related services that are the subject of the bid; or
 - f) A bidder who lends, or temporarily second, its personnel to firms or organizations which are engaged in consulting services for the preparation related to procurement for or implementation of the project, if the personnel would be involved in any capacity on the same project.
- 4.2 All Bidding Documents shall be accompanied by an Oathbox (Sworn Statement) of the Bidder that it is not related, by consequence or affinity up to the third civil degree, to the HRP, Procurement Agent (if engaged), the head of the Project Management Office (PMO), the Bid User or Implementing Unit or any members of the Bids and Awards Committee (BAC), Technical Working Group (TWG), and BAC Secretariat.⁶
- 4.3 The Bidder shall also declare the ultimate beneficial ownership of the entity it represents. Failure to comply shall be a ground for the automatic disqualification of the bid in accordance with Section 50 of the IRR. For this reason, relationship to the aforementioned persons within the third civil degree of consequence or affinity shall automatically disqualify the Bidder from participating in the procurement of contracts of the Procuring Entity notwithstanding the act of such persons inhibiting themselves from the procurement process. This Clause shall apply to the following persons and affiliates:
- a) In the case of individuals or sole proprietorships, to the Bidders and their spouses;
 - b) In the case of partnerships, to the partnership itself and its partners;
 - c) In the case of cooperatives, to the cooperative itself and members of the board of directors, general manager or chief executive officer;
 - d) In the case of a partnership, joint venture, or consortium, to the entity itself, its members or partners, as well as any person or entity that is a member of a dissociated partnership, joint venture, or consortium; and,
 - e) In the case of corporations, a single stockholder, together with their relatives up to the third civil degree of consequence or affinity, and their assignees, holding at least twenty percent (20%) of the shares therein. Its stockperson and president, shall be disqualified after they have been

⁶Section 50.1 of the IRR.

determined to hold the same controlling interest in a previously listed corporation or in two corporations that have been listed; the corporations of which they are part shall also be listed.

5) Eligible Bidders

5.1 Only bidders found to be legally, technically, and financially eligible will be evaluated. For procurement of Infrastructure Projects, the following persons shall be eligible to participate in this bidding:

- a) Only licensed Filipino citizens or sole proprietorships;
- b) Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines;
- c) Corporations duly organized under the laws of the Philippines, and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
- d) Cooperatives duly organized under the laws of the Philippines; and
- e) Persons or entities forming themselves into a Joint Venture (JV), (i.e., a group of two (2) or more persons or entities that intend to be jointly and severally responsible or liable for a particular contract). Provided, however, that in accordance with relevant laws, rules, and regulations, Filipino ownership or interest of the joint venture concerned shall be at least sixty percent (60%); Provided, further, that joint ventures in which Filipino ownership or interest is less than sixty percent (60%) may be eligible where the structures to be built require the application of techniques or technologies which are not adequately possessed by a person or entity meeting the sixty percent (60%) Filipino ownership requirement. Provided, furthermore, that in the latter case, Filipino ownership or interest shall not be less than twenty-five percent (25%). For this purpose, Filipino ownership or interest shall be based on the contributions of each of the member of the joint venture as specified in their Joint Venture Agreement (JVA); Provided, finally, that the primary purpose of each member of the joint venture must be similar or related to the requirement of the project to be bid out.

5.2 The Procuring Entity may also invite foreign bidders when provided for under any Treaty or International or Executive Agreement as specified in the BDB.

5.3 In accordance with RA No. 4308 or the "Contractors' License Law" as amended by RA No. 11711 or "An Act Further Amending Republic Act No. 4308", the persons or entities enumerated in Section 52 of the IR may participate in the procurement of Infrastructure Projects if it has been issued a license by the Philippine Contractors Accreditation Board (PCAB) to engage or act as a contractor.

5.4 The bidder must have completed an SLCC that is similar to the procurement project to be bid, and whose value must be equivalent to at least fifty percent (50%) of the ABC, adjusted to current prices using the Philippine Statistics Authority (PSA) consumer price index; Provided, that any change in the fifty

percent (5%) requirement may be allowed, subject to the recommendation of the Procuring Entity, which shall be submitted to the GPPR for consideration; Provided, further, that contractors under Small A and Small B categories without similar experience on the procurement project to be bid may be allowed to bid if the cost of such contract is not more than the Allowable Range of Contract Cost of their registration based on the guidelines as prescribed by the ICAB.

For foreign-funded procurement, the GEP and the foreign government, or foreign or international financing institution may agree on another track record requirement, as specified in the BDB.

Moreover, a contract shall be considered similar to the procurement project if it has the same major categories of work. The Procuring Entity may clarify in the Bidding Documents what is regarded as major categories of work, guided by the principle of proportionality and R/R/Purpose approach.

- 5.8 The SLCC shall be supported by an Owner's Certificate of Final Acceptance issued by the project owner other than the Contractor, or a final rating of at least Satisfactory in the Contractors Performance Evaluation System (CPEES), or a similar performance and monitoring system. In the case of contracts with the private sector, an equivalent document shall be submitted.
- 5.9 The computation of a bidder's NFCC may be at least equal to the AEC to be bid, calculated as follows:

$$NFCC = [\text{Current assets minus current liabilities}] (C) \text{ minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the procurement project to be bid. Provided, That a different formula may be adopted subject to the recommendation of the Procuring Entity, which shall be submitted to the GPPR for consideration.}$$

The value of the domestic bidder's current assets and current liabilities shall be based on the latest AFS submitted to the BIR.

For purposes of computing the foreign bidder's NFCC, the value of the current assets and current liabilities shall be based on their latest AFS prepared in accordance with international financial reporting standards.

2) Bidder's Responsibilities

- 6.1 The Bidder or its duly authorized representative shall submit a sworn statement in the form prescribed in Section IX, Philippine Bidding Documents Related Forms as required in ITB Clauses 12.1 to 12.9.
- 6.2 Before submitting their bids, the Bidders are deemed to be knowledgeable of all existing laws, decrees, ordinances, rules and regulations of the Philippines which may effect this Project in any way.
- 6.3 The Bidder undertake the following responsibilities:
- a) Took steps to carefully examine and ensure full understanding and comprehension of the Bidding Document, its requirements, clauses, and provisions;

- b) Acknowledged all conditions, term or otherwise, affecting the implementation of the contract.
- c) Made an estimate of the facilities available and needed for the contract to be bid, if any.
- d) Complied with its responsibility to inquire or secure Supplemental Bid Bulletin(s).
- e) Ensured that it is not "banned" or barred from bidding by the Government of the Philippines (GoP) or any of its agencies, offices, corporations, or LGUs, including foreign government, or foreign international financing institutions whose participating rules have been recognized by the GOPE, by itself or by reason of its relation, membership, association, affiliation, or controlling interest with another "banned" person or entity.
- f) Ensured that each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and that all statements and information provided therein are true and correct.
- g) Authorized the HoPE or its duly authorized representatives to verify all the documents submitted.
- h) Ensured that the signatory is the duly authorized representatives of the Bidder, and granted full power and authority to its, execute and perform any and all acts necessary to participate, submit the bid, to sign, and execute the ensuing contract, accompanied by the duly restricted Special Power of Attorney, Board or Partnership Resolution, or Secretary's Certificate, whichever is applicable.
- i) Complied with the disclosure provision under Section 31 and 32 of RA No. 12009 and its BOP in relation to other provisions of RA No. 3018.
- j) Complied with existing labor laws and standards. Moreover, the Bidder undertakes to:
 - a) Ensure the fulfillment of workers to wages, hours of work, safety and health and other prevailing conditions of work as established by national laws, rules and regulations; or Collective Bargaining Agreement (CBA) or arbitration award, if and when applicable.

In case there is a finding by the Promoting Entity or the Department of Labor and Employment (DOLE) of underpayment or non-payment of workers' wages and wage-related benefits, the Bidder agrees that the performance security or portion of the retained amount shall be withheld in favor of the complaining workers pursuant to appropriate provisions of RA No. 12009, without prejudice to the institution of appropriate actions under the Labor Code, as amended, and other social legislations.
- k) Comply with Occupational Safety and Health Standards (OSHS) and correct deficiencies, if any.

in case of imminent danger, injury or death of the workers, the Bidder undertakes to suspend contract implementation pending awareness to resume from the DOL Regional Office, in compliance with the Work Stoppage Order; and

- 4) Inform the workers of their conditions of work, labor clauses under the contract specifying wages, hours of work and other benefits under prevailing national laws, rules and regulations; or CGA or arbitration award, if and when applicable, through posting in two (2) conspicuous places in the establishment's premises.
- 5) Ensured that it did not give or pay, directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity;
- 6) Enforced all instructions, terms, terms, and specifications in the Bidding Documents;
- 7) Delivered and complied with all matters pertaining to the contract to be bid, including but not limited to: (i) the location and the nature of the contract, project, or work; (ii) climatic conditions; (iii) transportation facilities; (iv) 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 (v) other factors that may affect the cost, duration and execution or implementation of the contract, project, or work; and
- 8) Ensured that all information in the Bidding Documents, including bid or supplemental bid bulletin(s) issued, are correct and consistent. The Procuring Entity shall not assume any responsibility regarding erroneous interpretation or conclusions by the prospective or eligible Bidder out of the data furnished by the Procuring Entity.

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

- 6.4 The Bidder, by the act of submitting to bid, shall be deemed to have inspected the site, determined the general characteristics of the contract works and the conditions for this Project and examine all instructions, terms, terms, and project requirements in the Bidding Documents.
- 6.5 Further, the Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring Entity shall in no case be responsible or liable for those costs, regardless of the content or outcome of the bidding process.

In case of failure of bidding, the Bidding Documents fee may be applied in the re-bidding for the same Project.

- 6.6 Furthermore, the Bidder should be aware that the Procuring Entity will accept bids only from those that have paid the applicable fee for the Bidding Documents at the office indicated in the Invitation to Bid.

7) Origin of Goods and Services

Unless otherwise indicated in the 805, there is no restriction on the origin of Goods, or Contracting of Works or Services other than those prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations.

8) Subcontracts

- 8.1 Unless otherwise specified in the 805, the Bidder may subcontract portions of the Work to an extent as may be approved by the H&PE and as stated in the 805. However, the subcontracted portion shall not exceed fifty (50%), or a different percentage of the ABC, on a per project basis, as approved by the GPPG.
- 8.2 Subcontracting of any portion of the Project shall not relieve the Bidder from any liability or obligation that may arise from the contract.
- 8.3 Subcontractors must meet the eligibility criteria as stated in the 805, and shall submit the same eligibility documents as the general contractor. Failure of a subcontractor to meet the eligibility criteria does not affect the eligibility of the general contractor for the procurement project. In such case, the portion intended to be subcontracted to the ineligible subcontractor shall be assumed by the general contractor.
- 8.4 Subcontracting arrangements, if allowed, including the time of submission of the eligibility documents of the subcontractor, shall be disclosed in the 805.

B. Contents of Bidding Documents

9) Pre-Bid Conference

- 9.1 If so specified in the 805, a pre-bid conference shall be held either at the Procuring Entity's physical address and/or online through videoconferencing, webcasting, or similar technology, or a combination thereof, on the date indicated herein, to clarify and address the Bidders' questions on the technical and financial components of the Project.
- 9.2 The pre-bid conference shall be held at least twice (2) calendar days before the deadline for the submission of pre-proposal of bids, but not earlier than seven (7) calendar days from the posting of the invitation to bid and other bidding documents on the P&AGG PG website.
- 9.3 Bidders are highly encouraged to attend the pre-bid conference to fully understand the Procuring Entity's requirements. While non-attendance of the Bidder will in no way preclude its bid, the Bidder is deemed to know any changes and/or amendments to the Bidding Documents, as may be provided in the Supplemental Bid Query.

The proceedings of the pre-bid conference shall be recorded, and the corresponding minutes shall be prepared not later than five (5) calendar days after the pre-bid conference. The minutes shall be made available to prospective Bidders not later than five (5) days upon written request.

- 9.4 Decisions of the BAC amending any provision of the Bidding Documents shall be issued in writing through a Supplemental Bid Bulletin at least seven (7) calendar days before the deadline for the submission and receipt of bids.

10) Clarification and Amendment of Bidding Documents

- 10.1 Prospective bidders may request for clarification(s) or order interpretation of any part of the Bidding Documents. Such a request must be in writing and submitted to the BAC of the Procuring Entity at the address or electronic mail indicated in the SSS or through the electronic bidding facility of PhilGEPS, as may be applicable, at least ten (10) calendar days before the deadline set for the submission and receipt of bids.
- 10.2 The BAC shall respond to the said request by issuing a Supplemental Bid Bulletin duly signed by the BAC Chairperson. It shall be made available to all bidders who have properly secured the Bidding Documents, at least seven (7) calendar days before the deadline for the submission and receipt of bids.
- 10.3 Supplemental Bid Bulletin may also be issued upon the Procuring Entity's initiative for purposes of clarifying or modifying any provision of the Bidding Documents not later than seven (7) calendar days before the deadline for the submission and receipt of bids. Any modification to the Bidding Documents shall be identified as an amendment.
- 10.4 Any Supplemental Bid Bulletin issued by the BAC shall also be posted on the PhilGEPS website, in any conspicuous place in the premises of the Procuring Entity, and on the website or social media platforms of the Procuring Entity, if available, or such other channels as may be authorized by the GPPB. It shall be the responsibility of all prospective bidders, including those who have properly secured the Bidding Documents, to inquire and secure Supplemental Bid Bulletin that may be issued by the BAC. However, Bidders who have submitted bids before the issuance of the Supplemental Bid Bulletin must be accordingly informed by the BAC, and be allowed to modify or withdraw their bids prior to the deadline for the submission and receipt of bids in accordance with ITD Clause 21.

G. Preparation of Bids

11) Language of Bids

The eligibility requirements or statements, the bids, and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder's country. The bidder shall cause the authentication of the translated documents and shall be authenticated by the appropriate Philippine foreign service establishment or post or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. However, for Contracting Parties to the Apostille Convention, the documents shall be authenticated through an apostille by the Competent Authority, as defined in Section 20.2.2 of the IRR, except for countries identified by the DFA that all require legalization (red ribbon) by the relevant Embassy or Consulate. The English translation shall govern, for purposes of interpretation of the bid.

12) Documents Comprising the Bid: Technical and Financial Components

12.1 The first bid envelope shall contain the following technical documents, including the eligibility documents:

- a) PhGEPS Certificate of Registration (Partners Membership) in accordance with Section 20 of the IRR;
- b) PCAB License and Registration, in case of Joint Venture (JV);
- c) Statement 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;
- d) Statement of the Bidder's GLCC, in accordance with ITB Clause 5.5.

The GLCC shall be supported by an Owner's Certificate of Final Acceptance issued by the project owner other than the Contractor, or a final rating of at least satisfactory in the CPES, or a similar performance and monitoring system. In case of contracts with the private sector, an equivalent document shall be submitted.

- e) NPCC registration in accordance with ITB Clause 5.2;
- f) Joint Venture Agreement (JVA), if applicable;
- g) Bid Security in the prescribed form and amount in accordance with ITB Clause 15, and validity period under ITB Clause 15;
- h) Project Requirements, which shall include the following:
 - i) Organizational chart of the personnel to be deployed for the procurement project to be bid;
 - ii) List of Contractor's personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foreman), to be assigned to the procurement project to be bid, with their complete qualifications and experience data. These personnel must meet the required minimum years of experience set in the RRS;
 - iii) List of Contractor's major equipment units which are owned, leased, or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment owner or vendor for the duration of the project, as the case may be, which must meet the minimum requirements for the contract set in the RRS and
 - iv) On-time Score Statement, in accordance with Section 54.3 of the IRR.

12.2 The second bid envelope shall contain the Financial Bid Form, which includes the bid prices and the bill of quantities, in accordance with ITB Clauses 12.1.

- 12.3 Whenever necessary, modifications may be made to the foregoing provisions specifically for major and specialized procurement to suit the particular needs of the Procuring Entity, subject to the approval of the GPWB.
- 12.4 All bids that exceed the ABC shall not be accepted. Unless otherwise indicated in the BDS for foreign-funded procurement, the ABC shall be accepted as the ceiling to bid prices provided the following conditions are met:
- a) Bidding Documents are available free of charge on a freely accessible website. If payment of Bidding Documents is required by the Procuring Entity, payment could be made upon the submission of bids.
 - b) The Procuring Entity has procedures in place to ensure that the ABC is based on recent estimates made by the engineer or the responsible unit of the Procuring Entity and that the estimates are based on adequate detailed engineering and reflect the quality, supervision and risk, and inflationary factors, as well as prevailing market prices, associated with the types of works or goods to be procured.
 - c) The Procuring Entity has trained cost estimators on extracting prices and analyzing bid variations. In the case of Infrastructure Projects, the Procuring Entity must also have trained quantity surveyors.
 - d) The Procuring Entity has established a system to monitor and report bid prices relative to ABC and engineer's or Procuring Entity's estimate.
 - e) The Procuring Entity has established a monitoring and evaluation system for contract implementation to provide feedback on actual total costs of goods and works.

However, the GoP and the foreign government, or foreign or international financing institutions may agree to waive the foregoing conditions.

13) Bid Prices

- 13.1 The contract shall be for the whole Works, as described in the Bidding Documents, based on the priced Bill of Quantities submitted by the Bidder.
- 13.2 The Bidder shall fill in rates and prices for all items of the Works described in the Bill of Quantities. In case partial bids are allowed in the BDS, bids not addressing or providing all of the required items in the Bidding Documents, including, where applicable, the Bill of Quantities, shall be considered non-responsive and shall be automatically disqualified. In the event, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a zero (0) or a dash (-) for the said item would mean that it is being offered for free to the Government, except those required by law or regulations to be provided for.
- 13.3 For the given scope of work in the contract as awarded, all bid prices shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances as specified in SCC Clause 48.

14) Bid Currencies

- 14.1 All bid prices shall be quoted in Philippine Peso unless otherwise provided in the **BOS**. 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 Daily Reference Exchange Rate Bulletin on the day of the bid opening.⁴
- 14.2 If so allowed in accordance with ITB, Clause 14.1, the Procuring Entity, for purposes of bid evaluation and comparing the bid prices, will convert the currencies in which the bid price is expressed to Philippine Peso at the foreign exchange rate.
- 14.3 Unless otherwise specified in the **BOS**, payment of the contract price shall be made in Philippine Peso.

15) Bid Validity

- 15.1 Bids shall remain valid for the period specified in the **BOS** which shall not exceed one hundred twenty (120) calendar days from the date of the opening of bids.
- 15.2 Should it become necessary to extend the validity of the bids and the bid securities beyond one hundred twenty (120) calendar days, the Procuring Entity concerned shall request in writing all those who submit bids for such extension before the expiration date thereof. Bidders, however, shall have the right to refuse to grant such extension without forfeiting their Bid Security.

16) Bid Security

- 16.1 The Bidder, at its option, shall submit a Bid Security in the form and amount as stated in the **BOS**, which may include the following:

Form of Bid Security	Amount of Bid Security (Not less than the required Percentage of the ABC)
a) Cash or cashier's/checker's check issued by a bank. <i>For biddings conducted by LGUs, the Cashier's or Manager's check may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</i>	Two percent (2%) P=₱ 326,088.00
b) Bank draft/guarantee or irrevocable Letter of Credit issued by a bank; Provided, however, that it shall be confirmed or authenticated by a local bank, if issued by a foreign bank.	Five percent (5%) P=₱ 346,088.00

⁴ RA No. 8172 or The Act to Amend Certain Provisions of the Foreign Exchange Law.

For drawings conducted by LCRs, the Bank Draft Guarantee, or irrevocable letter of credit may be issued by other banks certified by the BSP as authorized to issue such financial instrument.	
(ii) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Five percent (5%) PHP 343,000.00
(iii) Bid Securing Declaration	Not Applicable

The Bid Security shall be denominated in Philippine Peso and posted in favor of the Procuring Entity.

- 10.2 The Bid Security should be valid for the period specified in the **BDS**. Any bid not accompanied by an acceptable Bid Security shall be considered as non-responsive and rejected by the Procuring Entity.
- 10.3 In no case shall the Bid Security be returned later than the expiration of the bid validity period indicated in the Bidding Documents, unless it has been extended in accordance with Section 57.2 of the IRR. In case the bidder is required to extend its bid validity, the bidder may, at its discretion, substitute a Bid Securing Declaration for the extended period as a replacement of its Bid Security. Provided, that the option to substitute is indicated in the **BDS**.
- 10.4 Upon signing and execution of the contract pursuant to ITB Clause 20, and the posting of the performance security pursuant to ITB Clause 21, the Bid Security of the successful bidder's Bid Security will be discharged, but in no case later than its validity period as indicated in **ITB Clause 10**.
- 10.5 The Bid Security may be forfeited based on any of the following grounds, as provided under Rule VIII, X, XI, and XII of the IRR:

- a) For a bidder:
- With the Lowest Calculated Responsive Bid (LCRB), Most Economically Advantageous Responsive Bid (MEARB), Most Advantageous Responsive Bid (MARB), Single Calculated and Responsive Bid (SCRB), Single Economically Advantageous Responsive Bid (SEARB), or Single Advantageous Responsive Bid (SARB) withdraws, fails, refuses or is unable to: (i) submit the documents required under Section 66.6 of the IRR; (ii) enter into contract with the Procuring Entity; or (iii) post the required performance security within the period stipulated in the IRR and in accordance with ITB Clause 20;
 - Causes the delay, without justifiable cause, of the screening for eligibility, opening of bids, evaluation and post evaluation of bids, and awarding of contracts;

- iii) Refuses to clarify or validate in writing its bid during post-qualification within a period of seven (7) calendar days from receipt of the request for clarification;
- iv) Withdraws a bid, or refuses to accept an award, or refuses or fails to enter into contract with the Procuring Entity without justifiable cause, after the approval of the HOPE for having been the declared LCPB or MEND, as the case may be;
- v) Refuses or fails to furnish performance security within the prescribed time;
- vi) Commits at least (3) or more of any of the acts imposed with suspension, as provided under Section 89 of the ERR;
- vii) Uses force, fraudulent mechanisms, coercion, undue influence or pressure on any member of the SAC or any officer or employee of the Procuring Entity to take a particular action for its own favor or gain, or to the advantage of a particular bidder;
- viii) Colludes with one (1) or more bidders and submitting different bids as if they were lone bidders, when they knew that one or more of them was so much higher than the other that it could not be honestly accepted and that the contract will surely be awarded to the pre-arranged lowest bid;
- ix) Maliciously submits different bids through two (2) or more persons, corporations, partnerships, or any other business entity in which it has interest, to create the appearance of competition that does not in fact exist so as to be declared as the winning bidder;
- x) Enters into an agreement with other bidders which call upon one to refrain from bidding for procurement contracts, or which call for withdrawal of bids already submitted, or which are otherwise intended to secure an undue advantage to any of the bidders;
- xi) Fails to faithfully disclose its relationship, regardless of the time of its discovery, with the HOPE, members of the SAC, the TMO, and the SAC Secretariat, the head of the PMO or the End-User or Implementing Unit, and the project consultants of the Procuring Entity, or of the procurement agent, whichever is applicable, by containing entry or entry up to the third civil degree pursuant to Section 81 of the ERR;
- xii) Submits concealed ownership information containing false entries;
- xiii) Allows the use of one's name or uses the name of another for purposes of public bidding;
- xiv) Submits slightly requirements and bids containing false information or falsified documents or the concealment of such

information that will materially alter the outcome of eligibility concerning any stage of the procurement.

- iv) Accesses the contents of any bid submitted to the Procuring Entity before the opening of bids, without authorization;
- v) Has any documented attempt to unfairly influence the outcome of its bidding;
- vi) Engages schemes which aim or suppose any procurement activity; or
- vii) Commits a third offense imposed with blacklisting under the Act by the same Procuring Entity, or a combination of three (3) violations imposed with blacklisting by the Procuring Entity and other Procuring Entities, as posted on the OPRR portal.

b) If a Winning Bidder:

- i) Commits poor performance or unsatisfactory quality and/or progress of work. Poor performance shall be as follows:
 - (i) Negative slippage of fifteen percent (15%) and above within the critical path of the project due entirely to the fault or negligence of the winning bidder; or
 - (ii) Non-compliance of the materials and workmanship with the approved specifications arising from the fault or negligence of the winning bidder.
- ii) In case it is determined prior to the award of the contract that the winning bidder has engaged, before or during the implementation of the contract, in the following unlawful deeds and behaviors relative to contract acquisition and implementation:
 - (i) Commit fraudulents, collusive and coercive practices;
 - (ii) Drawing up or using forged documents; or
 - (iii) Using adulterated materials, means or methods, or engaging in practices contrary to rules of science or trade.
- iii) Assigns or subcontracts the contract or any part thereof or substituting key personnel named in the proposal without prior written approval by the Procuring Entity;
- iv) Willfully or deliberately abandons or does not perform the project or contract by the winning bidder resulting in substantial breach thereof without lawful and/or just cause;
- v) Has its contract terminated due to its default or unlawful acts; or
- vi) Fails to comply with the provision on warranty that requires to repair any noted defect or damage to the Infrastructure Project

due to the use of materials of inferior quality within ninety (90) calendar days from the issuance of the order by the H&TC to undertake such repairs.

17) Format and Signing of Bids

- 17.1 Bidders shall submit their bids through their duly authorized representative using the appropriate forms provided in Section IX, Philippine Bidding Documents (Related Forms) on or before the deadline specified in the ITS Clause 10 in two (2) separate sealed bid envelopes which shall be submitted simultaneously, whether through manual or online submission. The first shall contain the technical component of the bid, including the eligibility requirements under ITS Clause 12, and the second shall contain the financial component of the bid.
- 17.2 Forms as mentioned in ITS Clause 17.1 must be completed without any alterations to their format. No substitute form shall be accepted.
- 17.3 Each and every page of the Bid Form, including the Bill of Materials, under Section IX hereof, shall be signed by the duly authorized representative of the Bidder. Failure to do so shall be a ground for the rejection of the bid.
- 17.4 Any erasures, enclosures, or overwriting shall be void only if they are signed or initialed by the duly authorized representative of the Bidder.

18) Sealing and Marking of Bids

- 18.1 Bidders shall enclose their technical documents described in ITS Clause 12 in one sealed envelope marked "TECHNICAL COMPONENT", and the financial component in another sealed envelope marked "FINANCIAL COMPONENT", sealing them all in an outer envelope marked "BID."
- 18.2 The Bid shall be typed or written in ink and shall be signed by the Bidder or its duly authorized representative.
- 18.3 An envelope shall:
 - a) contain the name of the contract to be bid in capital letters;
 - b) bear the name and address of the Bidder in capital letters;
 - c) be addressed to the Procuring Entity's OAC in accordance with ITS Clause 10.1;
 - d) bear the specific identification of the bidding process indicated in the ITS Clause 1.1; and
 - e) bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of bids, in accordance with ITS Clause 10.
- 18.4 For manually submitted bid envelopes that are not properly sealed and marked, as required in the Bidding Documents, the same shall be accepted. Provided, That the bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. On the other hand, unsealed or unmarked

bid envelopes, or bids that cannot be opened or compared in case of online submission, shall be rejected.

The BAC shall assume no responsibility for misplaced or lost contents of the improperly sealed or marked bid, or for its premature opening.

D. Submission and Opening of Bids

19) Deadline for Submission of Bids

Bids must be received by the Procuring Entity's BAC at the address indicated in the invitation to bid, or through the e-bidding facility of the PhilGEPS, on or before the date and time indicated in the IDS.

20) Late Bids

Bids, including the eligibility requirements, submitted after the deadline shall be rejected by the BAC. The BAC shall record in the Minutes of the Meeting the submission and opening of bids, the bidder's name, its representative, and the time the late bid was submitted.

21) Modification and Withdrawal of Bids

21.1 Bidders may modify their bids before the deadline for the submission and receipt of bids.

a) For manual submission and receipt of bids, the Bidders shall not be allowed to retrieve their original bid, but shall only be allowed to submit the bid modification by sending another bid, equally sealed, properly identified, linked to its original bid, and marked as a "modification," the bid, and marked "received" by the BAC. Bid modifications received after the applicable deadline shall not be considered and shall be returned to the bidder unopened.

b) For online submission of bids, the Bidders shall not be allowed to retrieve their original bid, but shall only be allowed to submit the bid modification, send another bid equally secured, properly identified labeled as a "modification" of the one previously submitted. The time indicated in the latest bid receipt page generated shall be the official time of submission. Bids modification submitted after the applicable deadline shall not be accepted.

21.2 Bidders may withdraw their bids in writing before the deadline for submission and receipt of bids. Withdrawal of bids after the applicable deadline shall be subject to appropriate sanctions as prescribed in the IRR.

Bidders may also express their intention not to participate in the bidding in writing, which should be received by the BAC before the deadline for submission and receipt of bids. Bidders that withdraw their bids shall no longer be allowed to submit another bid for the same contract, directly or indirectly.

21.3 No bid may be modified after the deadline for submission and receipt of bids. Further, no bid may be withdrawn in the interval between the deadline for submission and receipt of bids, and the expiration of bid validity specified by the Bidder in the Financial Bid Form. Withdrawal of bid during the interval shall

result in the forfeiture of the Bidder's Bid Security pursuant to ITS Clause 15.3, and the imposition of administrative sanctions as prescribed by RA No. 12030 and without prejudice to the imposition of civil and criminal sanctions as provided under applicable laws.

Alternative Bid shall be rejected. For this purpose, Alternative Bid shall pertain to an offer made by a bidder in addition or as a substitute to its original bid, which may be included as part of its original bid or submitted separately. A bid with options shall likewise be considered an Alternative Bid regardless of whether such bid proposal is contained in a single envelope or submitted in two (2) or more separate bid envelopes.

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.

Each Bidder shall submit only one bid, either individually or as a partner in a JV. A Bidder who submits or participates in more than one bid (other than as a subcontractor if a subcontractor is permitted to participate in more than one bid) will cause all the proposals with the Bidder's participation to be disqualified. This shall be without prejudice to any applicable criminal, civil and administrative penalties that may be imposed upon the persons and entities concerned.

20. Opening and Preliminary Examination of Bids

- 20.1 The BAC shall open the bids in public, immediately after the deadline for submission and receipt of bids, as specified in the BDS. In case the bids cannot be opened as scheduled due to sufficient reasons, the BAC shall take custody of the submitted bids and reschedule the opening of bids on the next working day or at the earliest possible time, through the issuance of a Notice of Postponement to be posted on the PhilGSPS website and the website of the Procuring Entity concerned.
- 20.2 The manner of opening of the bids for Infrastructure Projects shall depend on the award criterion to be adopted, as follows:
 - a) For LCRB and MEATB, the BAC shall open the technical and financial proposals on the same day; and
 - b) For MABT, only the technical proposals shall be opened while the financial proposals shall remain unopened and shall be kept securely by the BAC until the specified time of their opening as indicated in the BDS. Only the financial proposals of the bidders who have met the highest technical score for MABT shall be opened.
- 20.3 The Procuring Entity shall prepare the minutes of the proceedings of the bid opening that shall include, as a minimum: (a) names of bidders, their bid price (per unit, if applicable, and/or including discount, if any), bid security, findings of preliminary examination, and whether there is a withdrawal or modification; and (b) attendance sheet. The BAC members shall sign the abstract of bids so read.
- 20.4 The Bidders or their duly authorized representatives may attend the opening of bids. The BAC shall ensure the integrity, security, and confidentiality of all

submitted Bids. The Abstract of Bids, in text, and the minutes of the bid opening shall be made available to the public upon written request and payment of a specified fee to recover the cost of materials.

- 22.5 To ensure transparency and accurate representation of the bid submission, the DAC Secretariat shall notify in writing all bidders whose bids it has received through mail at its PhEDPT-registered physical address or official e-mail address. The said notice shall be issued within seven (7) calendar days from the date of the bid opening.

E. Evaluation and Comparison of Bids

23) Process to be Confidential

- 23.1 Members of the DAC, its staff and personnel, Secretariat, and TPO, as well as Consultants, are prohibited from making or accepting any communication with any bidder regarding the evaluation of their bids until the issuance of the Notice of Award, unless otherwise allowed in the case of ITB Clause 24.
- 23.2 Any effort by a Bidder to influence the Procuring Entity in the Procuring Entity's decision in respect of bid evaluation, bid completion or contract award will result in the rejection of the bid.

24) Clarification of Bids

To assist in the evaluation, comparison, and post-qualification of the bids, the Procuring Entity may ask in writing any Bidder for a clarification of its bid. All responses to requests for clarification shall be in writing. Any clarification submitted by a Bidder in respect to its bid that is not a response to the request of the Procuring Entity shall not be considered.

25) Detailed Evaluation and Comparison of Bids

- 25.1 The Procuring Entity's evaluation of bids shall be based on the bid price quoted in the Bid Form, which includes the Bill of Materials.
- 25.2 The Procuring Entity will undertake the detailed evaluation and comparison of the bids which have passed the opening and preliminary examination of bids, pursuant to ITB Clause 22, to determine the Lowest Calculated Bid (LCB), Most Economically Advantageous Bid (MEAB), and Most Advantageous Bid (MAB).
- 25.3 The award criteria shall be determined as follows:
- a) For LCB:
 - i) The detailed evaluation of the financial component of the bids, to establish the correct calculated prices of the bids; and
 - ii) The ranking of the total bid prices as so calculated from the lowest to highest, where the bid with the lowest price shall be identified as the LCB.
 - b) For MEAB, the DAC shall evaluate the quality and price proposals to determine the MEAB using the following steps:

- g) The quality proposal together with the price proposal shall be considered in the evaluation of bids. The quality proposals shall be evaluated first using the criteria in the BQS. The price proposals of the bids that meet the minimum quality score shall then be opened.
- h) The price and quality proposals shall be given corresponding weights with the price proposal given a minimum weight of fifteen percent (15%) up to a maximum of forty percent (40%). The weight of the quality criteria shall be adjusted accordingly such that their total weight in percent together with the weight given to the price proposal shall be equal to one hundred percent (100%).
- i) To further promote green public procurement, the sustainability of materials or structures with green specifications shall be given greater weight in the evaluation of bids. As approved by the BAC, the exact weights shall be indicated in the BQS. The BAC shall rank the bidders in descending order based on the combined numerical ratings of their quality and price proposals. The bidder with the best overall score using the quality-price ratio shall be referred to as the M&A.
- j) The H&E shall approve or disapprove the recommendations of the BAC within ten (10) calendar days after receipt of the results of the evaluation from the BAC.

The quality component shall be assessed on the basis of criteria with corresponding numerical weights indicated in the BQS, which may include qualitative, environmental, or social aspects linked to the subject matter of the contract. These may include any or a combination of the following:

- a) Quality and technical merit, including technical competence and a credible track record;
- b) Aesthetic and functional design and innovation;
- c) Approach and methodology;
- d) Accessibility;
- e) Tools and equipment;
- f) Social, environmental, economic, and innovative characteristics;
- g) Organization, qualification, and experience of employees or staff assigned to perform the contract;
- h) Ongoing contracts and work commitments; or
- i) Other relevant criteria in relation to the subject infrastructure Projects to be procured.

k) For M&A:

- i) The BAC shall evaluate the quality proposals to determine the M&A using the quality components. The quality components shall be

accepted on the basis of the criteria with corresponding numerical weights indicated in the BDS to determine the bidder with the highest technical rating.

- (i) The second (ii) envelope of the bidder obtaining the highest technical rating shall be opened. If the financial proposal is equal to or lower than the ABC, the bid shall be accepted and committed as the WAB; otherwise, the same shall be rejected and the bidder will be disqualified.

25.4 In order to eliminate bias in evaluating the quality proposals, it is recommended that the highest and lowest scores for each bidder for each criterion shall not be considered in determining the average scores of the bidders, except when the evaluation is conducted in a collegial manner.

25.5 The BAC shall immediately conduct a detailed evaluation of all bids using non-discriminatory criteria in considering the following:

- a) Completeness of the bid. Unless the BDS allows partial bids, bids not addressing or providing all of the required items in the BDS shall be considered non-responsive and, thus, automatically disqualified.

However, when no price or a zero (0) or a dash (-) is indicated in a required item in the bid form, the same shall be considered that it is being offered for free to the Government, except those required by law or regulations to be provided for; and

- b) Arithmetical corrections. The BAC shall consider computational errors and omissions to enable proper comparison of all eligible bids. It may also consider bid correction if expressly allowed in the BDS. Any adjustment shall be calculated in monetary terms to determine the calculated price.

25.6 Based on the detailed evaluation of bids, those that comply with the above-mentioned requirements shall be ranked in the ascending order of their total calculated bid prices, as evaluated and corrected for computational errors, discounts and other modifications, to identify the LCB, MEAB, or MAB. Total calculated bid prices, as evaluated and corrected for computational errors, discounts and other modifications, which exceed the ABC shall not be considered, unless otherwise indicated in the BDS.

25.7 The BAC shall evaluate all bids on an equal footing to ensure fair and competitive bid competition. For this purpose, all bidders shall be required to evaluate in their bids the cost of all taxes, such as, but not limited to, value-added tax (VAT), income tax, local taxes, and other fiscal laws and duties. Such bids, including and taxes, shall be the basis for the bid evaluation and comparison.

25.8 If so indicated pursuant to ITS Clause 1.1, bids may be submitted for individual lots, or for any combination thereof, provided that all bids and combinations of bids shall be received by the same deadline and opened and evaluated simultaneously so as to determine the lot or combination of bids offering the lowest calculated cost to the Procuring Entity. Bid prices quoted shall correspond to all of the requirements specified for each lot. Bid Security as required by ITS Clause 16 shall be submitted for each contract (lot) separately. The basis for evaluation of lots is specified in BDS Clause 25.5 (a).

26) Post-Qualification

- 26.1 The SAC shall determine to its satisfaction whether the Bidder that is evaluated as having submitted the LCB, MEAB, or MAB, as the case may be, complies with and is responsive to all the requirements and conditions specified in ITS Clause 5 and 12. The Bidder, within a non-extendable period of five (5) calendar days from receipt of notice from the SAC that it submitted the LCB, MEAB, or MAB, shall submit all the eligibility documents supporting its FINCERS Certificate of Registration (Platinum Membership), its latest income and business tax returns filed for the preceding quarter which should not be earlier than two (2) quarters from the date of submission and receipt of bid, and other appropriate licenses and permits required by law and stated in the SDS.
- 26.2 Failure to submit any of the post-qualification requirements on time, or a finding against the vendor, thereof, shall disqualify the Bidder for award. Provided, That in the event that a finding against the vendor of any of the documents submitted is made, it shall cause the forfeiture of the Bid Security.
- 26.3 The evaluation shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted pursuant to ITS Clause 12, as well as other information as the Procuring Entity deems necessary and appropriate, using a non-discretionary "pass/fail" criterion, which shall be completed within a period of twelve (12) calendar days.
- 26.4 If the SAC determines that the bidder with the LCB, MEAB, or MAB passes all the criteria for post-qualification, it shall declare the said bid as the LCRB, MEARB, MABR, SCB, SEAB, or Single Advantageous Bid (SAB) and recommend to the HCPD the award of contract to the said bidder at its submitted bid price or its calculated bid price, whichever is lower or, in the case of quality-based evaluation procedure, submitted bid price or its weighted price, whichever is lower.
- If, however, the SAC determines that its bidder with the LCB, MEAB, MAB, SCB, SEAB, or SAB fails to meet the post-qualification criteria, it shall immediately notify the bidder in writing of its post-disqualification and the grounds for such determination.⁴
- 26.5 Immediately after the SAC has notified the first bidder of its post-disqualification, and notwithstanding any pending request for reconsideration thereof, the SAC shall initiate and complete the same post-qualification process on the bidder with the second LCB, MEAB, or MAB. If the second bidder passes the post-qualification and provided that the request for reconsideration of the first bidder has been denied, the second bidder shall be post-qualified as the bidder with the LCB, MEAB, or MAB.
- 26.6 If the second bidder, however, fails the post-qualification, the procedure for post-qualification shall be repeated for the bidder with the next LCB, MEAB, or MAB and so on, until the LCRB, MEARB, or MABR, as the case may be, is determined for award, subject to the procedure of Release and Execution of Award.

⁴ www.fincers.org

26.2 Within a period not exceeding ten (10) calendar days from the determination by the BAC of the LCRB, MEARB, MARB, SCRB, SEARB, or SARB and the recommendation to award the contract, the HAFB or its duly authorized representative shall approve or disapprove the said recommendation.

26.3 In case of approval, the HAFB or its duly authorized representative shall immediately issue the Notice of Award to the bidder with the LCRB, MEARB, MARB, SCRB, SEARB, or SARB, as the case may be.

In the event that the approving authority shall disapprove the resolution on the award of the contract, such disapproval shall be based only on valid, reasonable, and justifiable grounds as enumerated under Section 70 of the RRA to be expressed in writing. A copy of the decision disapproving the resolution shall be furnished to the BAC and the bidder.

27) Reservation Clause

27.1 Notwithstanding the eligibility or pre-qualification of a bidder and without incurring any liability, the HAFB or its duly authorized representative at any stage of the procurement, reserves the right to review its qualifications, reject any and all bids, declare a failure of bidding or not award the contract in the following situations:

- a) If it has reasonable grounds to believe that a misrepresentation has been made by the said bidder; or
- b) If it has reasonable grounds to believe that there has been a change in the bidder's capability to undertake the project from the time it submitted its eligibility requirements.

Should such review uncover any misrepresentation made in the eligibility and bidding requirements, statements or documents, or any changes in the situation of the Bidder which will adversely affect its capability to undertake the Project so that it no longer meets the prescribed eligibility or bid evaluation criteria, the Procuring Entity shall consider the said Bidder as ineligible and disqualify it from participating further in the bidding process or being awarded the contract.

27.2 Based on the following grounds, the HAFB or its duly authorized representative reserves the right to reject any and all bids, declare a Failure of Bidding at any time prior to the contract award, or not to award the contract, without incurring any liability, and make no assurance that a contract shall be entered into as a result of the bidding:

- a) If there is prima facie evidence of collusion between appropriate public officers or employees of the Procuring Entity, or between the BAC and any of the bidders, or if the collusion is between or among the bidders themselves, or between a bidder and a third party, including any act which swears, suppresses or nullifies or tends to restrict, suppress or nullify competition or influence, or tends to influence the bidding process;
- b) If the BAC is found to have failed in complying with the applicable law or in following the prescribed bidding procedures; or

- (c) If there are any justifiable and reasonable ground where the award of the contract will not redound to the benefit of the government, in instances where (i) the physical and economic conditions have significantly changed so as to render the project no longer economically, financially or technically feasible as determined by the HoPE; (ii) the Project is no longer necessary as determined by the HoPE; and (iii) the source of funds for the Project has been withheld or reduced through no fault of the Procuring Entity.

F. Award of Contract

28) Contract Award

- 28.1 Subject to ITB Clause 26, the HoPE or its duly authorized representative shall award the contract to the Bidder whose bid has been determined to be the LCRB, MEARB, MARB, SCRB, SEARB, or SARB, as the case may be.
- 28.2 Prior to the expiration of the period of bid validity, the Procuring Entity shall notify the winning Bidder in writing that its bid has been accepted, through a Notice of Award duly received by the Bidder or its representative personally or by registered mail or electronically, receipt of which must be confirmed in writing within ten (2) days by the Bidder with the LCRB, MEARB, MARB, SCRB, SEARB, or SARB, as applicable, and submitted personally or sent by registered mail or electronically to the Procuring Entity.
- 28.3 Within ten (10) calendar days from receipt by the winning Bidder of the Notice of Award, the following conditions should be complied with before the contract may be awarded:
- Submission of the following documents:
 - Valid JVA, if applicable.
 - The SEC Certificate of Registration of the foreign corporation, if applicable, or
 - Valid PCAB license and registration for the type and cost of the Project for foreign bidders when the Treaty or International or Executive Agreement expressly allows submission of such license and registration as a pre-condition to the Award of Award.
 - Posting of the performance security in accordance with ITB Clause 30; and
 - Signing of the contract as provided in ITB Clause 28.

28) Signing of the Contract

- 28.1 Within ten (10) calendar days from receipt of the Notice of Award, the winning Bidder shall post the required performance security, sign and date the contract, and return it to the Procuring Entity.
- 28.2 The Procuring Entity shall enter into a contract with the successful Bidder within the seven (7) 100 calendar day period provided that all the documentary requirements are complied with.
- 28.3 The following documents shall form part of the contract:
- a) Contract Agreement;
 - b) Bidding Documents;
 - c) Winning Bidder's bid, including the technical and financial proposals, and all other documents/statements submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
 - d) Performance Security;
 - e) Notice of Award of Contract; and
 - f) Other contract documents that may be required by existing laws and/or specified in the BOI.

29) Performance Security

- 29.1 To guarantee the faithful performance by the winning bidder of its obligations under the contract, it shall post a performance security prior to the signing of the contract. Furthermore, the successful bidder shall be required to update the performance security posted before to the issuance of a variation order, if any.
- 29.2 Sectors enumerated under Section 76.1⁶ of the EPP may be allowed to post Performance Securing Declaration (PSC) as specified in the BOI.
- 29.3 The performance security shall be in a form selected by the Procuring Entity in the amount indicated in the BOI, which shall not be less than the percentage of the ABC in accordance with the following price schedule:

⁶ Section 76.1: The EPPB, upon data is available from national agencies, shall maintain a register of entities belonging to the following entities:

a) Entities accredited by the Department of Agriculture (DA)

b) Entities accredited by the Bureau of Fisheries and Aquaculture (BFA)

c) Entities with documents as certified by the National Council for Disability Affairs (NCDA) pursuant to RA No. 10545, otherwise known as the Magna-Charta on Disability, as amended

d) Entities as certified by the Department of Social Welfare and Development (DSWD) or Misamis Oriental and social enterprises as certified by the DSWD Council

e) Startups, startups, and other forms of early, research or science, technology, and innovation entities as certified by the DTI, INC or the Department of Science and Technology (DOST), among the applicable

g) Government-Approved (GAP) and the COA pursuant to RA No. 2933, otherwise known as the Cooperative Code of the Philippines, as amended; and

h) Other relevant entities security is determined by the EPPB in cases separately and directly in the procurement process

Form of Performance Security	Amount of Performance Security (Not less than the Percentage of the Total Contract Price)
a) Cash or Cashier's or Manager's check issued by a bank. <i>For biddings evaluated by LGUs, the cashier's or manager's check may be issued by other banks verified by the DPP as authorized to issue such financial instrument.</i>	Ten percent (10%) PHP 68,000.00
b) Bank draft or guarantee or irrevocable Letter of Credit issued by a local bank, if issued by a foreign bank, it shall be confirmed or authenticated by a local bank.	
c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the LGU as authorized to issue such security.	Thirty Percent (30%) PHP 2,040,000.00

30.4 The performance security shall be denominated in Philippine Peso and posted in favor of the Procuring Entity, which shall be forfeited in the event it is established that the winning bidder is in default in any of its obligations under the contract.

31) Notice to Proceed

The Procuring Entity shall issue the Notice to Proceed to the winning Bidder not later than three (3) calendar days from the date of approval of the contract by the appropriate signatures. All notices called for by the terms of the contract shall be effective only at the time of receipt thereof by the successful Bidder.

32) Protest Mechanism

Decisions of the DAC in all stages of procurement may be protested to the HoPE in accordance with Section 63 of the IRR.

Section IV. Bid Data Sheet

Notes on the Bid Data Sheet

This Section is intended to assist the Procuring Entity in providing specific information relative to corresponding clauses in the ITS included in Section I, Instructions to Bidders, and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS the information and requirements relevant to the circumstances of the Procuring Entity, including procurement processing details; the applicable rules regarding bid price and currency; and the bid evaluation criteria that will apply to the bids. In preparing Section IV, the following aspects should be checked:

- a) Information that specifies and complements provisions of The UCPB Savings Bank Inc. (UCPBSI), through the 2025 corporate budget intends to apply the sum of Six Million Eight Hundred Thousand Pesos (P.400,000.00) (exclusive of applicable taxes and charges, including insurance coverage (if applicable) being the Approved Budget for the Contract (ABC) to payments under the contract for Procurement of General Construction for the Renovation & Extension of the Agan Branch/Unit. Bids received in excess of the ABC shall be automatically rejected at bid opening.
- 13) The UCPB Savings Bank Inc. (UCPBSI) now invites bids for Procurement of General Construction for the Renovation & Extension of the Agan Branch/Unit. Delivery of the Goods/Services is required 30 days upon receipt of Notice to Proceed (NTP) for one year contract. Bidders should have completed, at least 2 years from the date of submission and receipt of bids, contracts similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section I, Instructions to Bidders.
- 14) Bidding will be conducted through competitive bidding procedures using a non-discretionary "lowest" criterion as specified in the IRR, otherwise known as the "New Government Procurement Act (NGPA)".
- 15) Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.
- 16) Interested Bidders may obtain further information from UCPB Savings Bank Inc. (UCPBSI) and inspect the Bidding Documents at the address given below from 8:00am to 5:00pm.
- 17) A complete set of Bidding Documents may be acquired by interested Bidders on September 18, 2025 (Thursday) to October 08, 2025 (Wednesday) from the address given below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the CPPP, in the amount of P400,000.00.

18) Fee/allowance to bidders on payment of bid documents:

- a. The payment for the Bid Documents shall be limited to Cash or Manager's/Cashier's Check payable to UCPB Savings. Personal checks shall not be accepted.

15. The Bidder is required to enclose the cover page of this invitation to Bid (ITB) in order to properly determine which bid document the bidder is using for.
16. It may also be downloaded from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that the Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.
17. The **UCPB Savings Bank Inc. (UCPBS)** will hold a Pre-Bid Conference on **September 26, 2025(Friday)** at 2:30pm through video-conferencing via **MS Teams**, which shall be open to prospective Bidders.
18. Bids must be duly received by the Bid and Awards Committee (BAC) Secretariat through (i) manual submission at the office address indicated below, or, or before **October 2, 2025(Thursday)** at 11:30pm. Late bids shall not be accepted.
19. All Bids must be accompanied by a Bid Security in any of the acceptable forms and in the amount stated in ITB Clause 16.1.
20. Bid opening shall be on **October 3, 2025(Thursday)** at 1:30pm via **MS Teams**. Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity.
21. The **UCPB Savings Bank Inc. (UCPBS)** 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 Section 70 of R.A. No. 12009, without incurring any liability to the affected Bidder or Bidders.
22. For further information, please refer to:

Christopher L. Suring
BAC - BAC Secretariat
UCPB Savings, Inc.
7th Floor Robinsons Cyberpark Alagorda
Dofa Mercedes St., cor. Aurora Blvd., New Manila, Quezon City
Email Address: bsuring@ucpb.com.ph
23. You may visit the following websites:

For downloading of Bidding Documents: <https://www.ucpbfinance.com>

September 18, 2025

Dante R. Cortes
BAC Chairperson

Section II. Instructions to Bidders must be incorporated, and:

- b) Amendments and/or supplements, if any, to provisions of The UCPB Savings Bank Inc. (UCPBSI), through the 2025 corporate budget intends to apply the sum of **20 Million Eight Hundred Thousand Pesos (P20,000,000.00)** inclusive of applicable taxes and charges, including insurance coverage (if applicable) being the Approved Budget for the Contract (ABC) to payments under the contract for **Procurement of General Construction for the Renovation & Extension of the Ragan Branch/Office**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
- 24) The UCPB Savings Bank Inc. (UCPBSI) now invites bids for Procurement of General Construction for the Renovation & Extension of the Ragan Branch/Office. Delivery of the Construction Services is required 30 days upon receipt of Notice to Proceed (NTP) for one year contract. Bidders should have completed, at least 3 years from the date of submission and receipt of bid, contracts similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly in Section I. Instructions to Bidders.
- 25) Bidding will be conducted through competitive bidding procedures using a non-discriminatory "pay-or-bid" criteria as specified in the IRR, otherwise known as the "New Government Procurement Act (NGPRA)".
- a) Bidding is restricted to Filipino citizens/individual proprietors, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.
- 26) Interested Bidders may obtain further information from UCPB Savings Bank Inc. (UCPBSI) and inspect the Bidding Documents at the address given below from 8:00am to 5:00pm.
- 27) A complete set of Bidding Documents may be acquired by interested Bidders on September 18, 2025 (Thursday) to October 06, 2025 (Wednesday) from the address given 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 **Php20,000.00**.

Instructions to bidders on payment of bid documents:

- a. The payment for the Bid Documents shall be limited to Cash or Manager's/Cashier's Check payable to UCPB Savings. Personal checks shall not be accepted.
- b. The Bidder is required to endorse the cover page of the Invitation to Bid (ITB) in order to properly determine which bid document, the bidder is paying for.
- c. It may also be downloaded from the website of the Philippine Government's Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity.

provided that the Bidders shall pay the application fee for the Bidding Documents not later than the submission of their bids.

- 30) The UCPS Savings Bank Inc. (UCPSB) will hold a Pre-Bid Conference on September 26, 2023 (Friday) at 1:30pm through video conferencing via MS Teams, which shall be open to prospective Bidders.

- 30) Bids must be only received by the Bids and Awards Committee (BAC) Secretariat through (i) manual submission at the office address indicated below, on or before October 2, 2023 (Thursday) at 11:00pm. Late bids shall not be accepted.

- 31) All bids must be accompanied by a Bid Security in any of the acceptable forms and in the amount stated in ITS Clause 1E.1.

- 31) Bid opening shall be on October 3, 2023 (Thursday) at 1:30pm via MS Teams. Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity.

- 32) The UCPS Savings Bank Inc. (UCPSB) reserves the right to reject any and all bids, declares a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 75 of R.A. No. 17036, without incurring any liability to the affected Bidders or Bidders.

33) For further information, please refer to:

Christopher L. Santos
BAC - BAC Secretariat
UCPS Savings, Inc.
2nd Floor Robinsons Cybergate Magnolia
Doroteo Hernandez St., cor. Aurora Blvd., New Manila, Quezon City
Email Address: itsacquisitions@ucpsbinc.com

- 34) You may visit the following website:

For downloading of Bidding Documents: <https://www.ucpsbinc.com>

September 18, 2023

Doris R. Cortez
BAC Chairperson



Section II. Instructions to Children as recommended by the Guidelines of the specific assessment, may also be incorporated.

Bid Data Sheet

ITB Clause	
1.1	The Procuring Entity is UCPB Savings Bank Inc. (UCPSB) The Project title is PROCUREMENT OF General Construction for the Reservation & Extension of the Regent Branch The Identification number of the Contract is ITB
2	The Funding Source is: a. The Bid through the source of funding as indicated below for 2020 corporate budget is the amount of PHP 8,800,000.00
2.1	No further instructions.
6.1	Subcontracting is not allowed.
8.1	The Procuring Entity will hold a pre-bid conference for the Project on Friday date and time at UCPB Savings Head Office physically and through video-conferencing/webcasting via MS Teams
10.1	The Procuring Entity's address is: UCPB Savings, Inc. 29th Floor Robinsons Cybergate Makati Dorcas Kennedy St. cor. Aurora Blvd., New Manila, Quezon City Gmail Address: helpdesk@ucpb.com.ph
12.4	The AEC is 8,800,000.00 . Any bid with a financial component exceeding the amount shall not be accepted.
14.1	The bid prices shall be quoted in Philippine Peso.
14.3	Not applicable
15.1	Bids will be valid for (insert number of days) days from bid opening.
18.1	The Bid Security shall be in the form of a Bid Securing Declaration, and choose at least two (2) from any of the following: 1. The amount of not less than 100,000.00 or 2% of AEC, if bid security is in cash. 2. The amount of not less than 100,000.00 or 2% of AEC, if bid security is in cashier's check. 3. The amount of not less than 100,000.00 or 2% of AEC, if bid security is in manager's check.

	4. The amount of not less than 340,00.00 or 5% of ABC) if bid security is in bank draft. 5. The amount of not less than 340,00.00 or 5% of ABC) if bid security is in guarantee. 6. The amount of not less than 340,00.00 or 5% of ABC) if innovative Letter of Credit. 7. The amount of not less than 340,00.00 or 5% of ABC) if Surety Bond.
16.3	Substitution of the bid security is not allowed.
18	The address for submission of bids is stated in ITB Clause 12.1.
22.1	The place of bid opening is stated in ITB Clause 40.1.
22.204	Not applicable
25.3 (iii)	The quality component shall be assessed on the basis of criteria with corresponding numerical weights, which may include qualitative, environmental, or social aspects related to the subject matter of the contract. There may include any or a combination of the following: a) Quality and technical merit, including technical competence and a credible track record; b) Aesthetic and functional design and presentation; c) Approach and methodology; d) Accessibility; e) Tools and equipment; f) Social, environmental, economic, and innovative characteristics; g) Organization, qualification, and experience of employees or staff assigned to perform the contract; h) Ongoing contracts and work commitments; i) After sales service and technical assistance; j) Delivery conditions, such as delivery period and delivery process; k) Disposal measures; or l) Other relevant criteria in relation to the subject Goods or Infrastructure Projects to be procured.
25.3 (iv)	Not applicable

25.5 (a)	Partial bid is not allowed. The infrastructure project is packaged in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.
25.5 (b)	Lot correction is not allowed.
25.6	No further instructions.
26.1	Lot license and permits relevant to the Project and the corresponding fee requiring it are as follows: 1. Business Permit/Mayor's Permit 2. PCAB License Category C 3. Philgep's Professional Certificate 4. Certificate of Registration
26.3(f)	List additional contract documents relevant to the Project that may be required by existing laws under 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 DOL, and Program Evaluation and Review Technique (PERT), Critical Path Method (CPM) or other acceptable tools of project scheduling.
30.2	Posting Performance Securing Declaration in lieu of performance security may be allowed in this Project.
30.3	The Performance Security shall be in the form: 1) The amount of not less than 688,893.00 or 50% of ABC, if performance security is in cash. 2) The amount of not less than 688,893.00 or 50% of ABC, if performance security is in cashier's check. 3) The amount of not less than 688,893.00 or 50% of ABC, if performance security is in manager's check. 4) The amount of not less than 688,893.00 or 50% of ABC, if performance security is in bank draft. 5) The amount of not less than 688,893.00 or 50% of ABC if performance security is in guarantee. 6) The amount of not less than 688,893.00 or 50% of ABC if performance security is Irrevocable L/C. Or 7) The amount of not less than 2,048,000.00 or 50% of ABC if performance security is Surety Bond.

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

The GCC in Section IV, read in conjunction with the SCC in Section V and other documents listed therein, should be a complete document expounding all the rights and obligations of the parties.

The GCC herein shall not be altered. Any changes and complementary information which may be needed shall be introduced only through the SCC in Section V.

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1) General Terms

In the Contract, the following terms shall be interpreted as indicated:

- 1.1 The **Intended Completion Date** refers to the date specified in the SCC when the Contractor is expected to have completed the Works. The Intended Completion Date may be revised only by the Procuring Entity by issuing an extension of time or an acceleration order.
- 1.2 The **Procuring Entity** is the party who employs the Contractor to carry out the Works stated in the SCC.
- 1.3 The **Site** is the place provided by the Procuring Entity where the Works shall be executed and any other place or places which may be designated in the SCC, or notified to the Contractor by the Procuring Entity as forming part of the Site.
- 1.4 The **Start Date**, as specified in the SCC, is the date when the Contractor is obliged to commence execution of the Works. It does not necessarily coincide with any of the Site Possession Dates.
- 1.6 Work(s) refer to the Permanent Works and Temporary Works to be executed by the Contractor in accordance with the Contract, including (i) the furnishing of all labor, materials, equipment and other incidents necessary or convenient to the complete execution of the Works; (ii) the passing of any tests before acceptance by the Procuring Entity; (iii) and the carrying out of all duties and obligations of the Contractor imposed by this Contract as described in the SCC. In line with this, Temporary Works are works designed, constructed, and installed by the Contractor that are needed for construction or installation of the Permanent Works, which are subsequently removed.

2) Interpretation

- 2.1 In interpreting the Conditions of Contract, singular also means plural, male also means female or neuter, and the other way around. Headings have no significance. Words have their normal meaning under the language of this Contract unless specifically defined. The Procuring Entity will provide instructions clarifying queries about the Conditions of Contract.
- 2.2 If partial completion is specified in the SCC, references in the Conditions of Contract to the Works, the Completion Date, and the Intended Completion Date apply to any Section of the Works (other than references to the Completion Date and Intended Completion Date for the whole of the Works).
- 2.3 The documents forming the Contract shall be interpreted in the following order of priority:
 - a) Contract Agreement;
 - b) Bid Data Sheet;
 - c) Instructions to Bidders;
 - d) Addenda to the Bidding Documents;

- e) Special Conditions of Contract;
- f) General Conditions of Contract;
- g) Specifications;
- h) Bill of Materials; and
- i) Drawings.

3) Governing Language and Law

- 3.1 This Contract shall be interpreted in accordance with the laws of the Republic of the Philippines.
- 3.2 This Contract has been executed in the English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract. All correspondence and other documents pertaining to this Contract which are exchanged by the parties shall be written in English.

4) Communications

Communications between parties that are referred to in the Conditions shall be effective only if made in writing. A notice shall be effective only when it is received by the concerned party.

5) Possession of Site

- 5.1 On the date specified in the SOC, the Procuring Entity shall grant the Contractor possession of so much of the Site as may be required to enable it to proceed with 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 shall give the Contractor a Contract Time Extension and certify such sum as lost to cover the cost incurred, which sum shall be paid by Procuring Entity.
- 5.2 If possession of a portion is not given by the date stated in the SOC Clause 5.1, 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 shall be in accordance with SOC Clause 54.
- 5.3 The Contractor shall bear all costs and charges for access or temporary right-of-way required by it in connection with access to the Site. The Contractor shall also provide at its own cost any additional facilities outside the Site required by it for purposes of the Works.
- 5.4 The Contractor shall allow the Procuring Entity and any person authorized by the Procuring Entity access to the Site and to any place where work in connection with the Contract is being carried out or is intended to be carried out.

6) The Contractor's Obligations

- 6.1 The Contractor shall carry out the Works properly and in accordance with this Contract. The Contractor shall provide all supervision, labor, Materials, Plant and Contractor's Equipment, which may be required. All Materials and Plant on Site shall be deemed to be the property of the Procuring Entity.
- 6.2 The Contractor shall commence execution of the Works on the Start Date and shall carry out the Works in accordance with the Program of Work submitted by the Contractor, as updated with the approval of the Procuring Entity, and complete Same by the Intended Completion Date.
- 6.3 The Contractor shall be responsible for the safety of all activities on the Site.
- 6.4 The Contractor shall carry out all instructions of the Procuring Entity that comply with the applicable laws where the Site is located.
- 6.5 The Contractor shall employ the key personnel named in the Schedule of Key Personnel, as referred to in the BCC, 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.
- 6.6 If the Procuring Entity asks the Contractor to remove a member of the Contractor's staff or work force, for justifiable cause, the Contractor shall ensure that the person leaves the Site within seven (7) days and has no further connection with the Work in this Contract.
- 6.7 During Contract implementation, the Contractor and its subcontractors shall abide at all times by all other laws, including child labor-related enactments, and other relevant rules.
- 6.8 The Contractor shall submit to the Procuring Entity for consent the name and particulars of the person authorized to receive instructions on behalf of the Contractor.
- 6.9 The Contractor shall cooperate and share the Site with other contractors, public authorities, utilities, and the Procuring Entity between the dates given in the schedule of other contractors particularly when they shall require access to the Site. The Contractor shall also provide facilities and services for them during the period. The Procuring Entity may modify the schedule of other contractors, and shall notify the Contractor of any such modification thereto.
- 6.10 Should anything of historical or other interest or of significant value be unexpectedly discovered on the Site, it shall be the property of the Procuring Entity. The Contractor shall notify the Procuring Entity of such discovery and carry out the Procuring Entity's instructions in dealing with them.

7) Subcontracting

- 7.1 Unless otherwise indicated in the BCC, the Contractor shall not subcontract portions of the Works beyond the percentage specified in BCC Clause 3.1. If subcontracting is allowed, the arrangement, including the timing for submission of the subcontractor's eligibility documents, shall be decided.

- 7.2 For subcontracting arrangements, the following rules shall apply for both locally-funded projects and to projects financed through Official Development Assistance, except those covered by treaty, or international, or executive agreements:

- a) The subcontracted portion of the contract shall be subject to the approval of the H&P and the following conditions:
 - i) The subcontracted portion shall not exceed fifty percent (50%) or a different percentage on a per project basis as approved by the OPPD. The threshold percentages fixed herein shall be subject to the periodic review and adjustments as may be deemed appropriate by the OPPD; and
 - ii) The subcontracted portion shall be limited to components that are not deemed "significant or critical" to the project as determined by the Procuring Entity.
- b) Subcontracting arrangement, if allowed, including the time of submission of the eligibility documents of the subcontractor, shall be disclosed in the Bidding Documents;
- c) Subcontractors must meet the eligibility criteria and shall submit the same eligibility documents as the general contractor.

Failure of a subcontractor to meet the eligibility criteria does not affect the eligibility of the general contractor for the procurement project. In such case, the portion intended to be subcontracted to the ineligible subcontractor shall be assumed by the general contractor;
- d) The general contractor shall remain liable for the subcontractor's actions, defaults, delays, and negligence;
- e) The general contractor and the subcontractor are obliged to comply with the provisions of the contract and shall incur liability, jointly and severally, in cases of violation of safety standards or other labor standards insofar as the subcontracted portion is concerned; and
- f) For purposes of post-qualification in accordance with its objective and process under the IRR, the value of the entire completed and accepted Project, including the subcontracted portion, shall be credited as experience of the general contractor. In the case of the subcontractor, the following rules shall apply:
 - g) The subcontractor shall get credit for one hundred percent (100%) of the value of the subcontracted portion of the project performed;
 - h) Subcontractors shall be eligible to congressional witnesses of GFIs that incur receivables from the government as loan security; the receivables of subcontractors due from their general contractor shall similarly be accepted as loan security by GFIs; and

- (H) Contract performance monitoring, such as the use of CPSE, among others, shall also be mandatorily applied to the work experience of the subcontractors.

6) Advance Payment

- 6.1 The Procuring Entity shall make an advance payment on the Contract Price 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.
- 6.2 The advance payment shall be made only upon:
- i) Written request of the contractor, which shall form part of the contract document; and
 - ii) Submission of an irrevocable standby Letter of Credit of equivalent value from a bank as confirmed by the Procuring Entity; a bank guarantee or a surety bond (release upon demand issued by a duly licensed surety or insurance company, at the option of the Procuring Entity).
- 6.3 The advance payment shall be recovered from the Contractor through deductions in amounts equivalent to the percentage of the total contract price that corresponds to the value of the advance payment granted.
- 6.4 Once a month, Contractors may submit documents, such as Monthly Certificates,⁷ to show the progress or partial completion of a project. The Contractor may reduce its standby letter of credit or guarantee instrument by the amounts refunded by the Monthly Certificates, or any equivalent document subject to auditing and accounting rules, in the advance payment.

7) Progress Payments

- 7.1 Once a month, the Contractor may submit a statement of work accomplished (SMA) or progress billing and corresponding request for progress payment for work accomplished. The SMA should show the amounts which the Contractor considers itself to be entitled to up to the end of the month, to cover (i) the cumulative value of the Works to be executed to date, based on the items in the Bill of Materials, and (ii) adjustments made for approved Variation Orders executed. Alternatively, the Procuring Entity may require in the Bidding Documents that the SMA or progress billing and the corresponding request for progress payment may only be submitted upon actual completion of the Infrastructure Project or a specific section, segment, milestone or phase thereof.

The Procuring Entity or Project Engineer shall check the Contractor's SMA and certify the amount to be paid to the Contractor as progress payment. Materials and equipment delivered onsite but not yet incorporated in the Works shall not be included for payment, except as otherwise stipulated in the SCC.

⁷ Specimen is in the SCC Clause 28.10.10.1

- 9.2 The Procuring Entity shall deduct the following from the certified gross amounts to be paid to the Contractor as progress payment:
- Cumulative value of the work previously certified and paid for;
 - Portion of the advance payment to be recovered;
 - Retention money in accordance with the provisions of the contract;
 - Amount to cover third-party liabilities;
 - Amount to cover uncorrected discovered defects in the Works.
- 9.3 Payments shall be adjusted by deducting therefrom the amounts for advance payments and retention. The Procuring Entity shall pay the Contractor the amounts certified by the Procuring Entity within twenty-eight (28) days from the date each certificate was issued. No payment of interest for delayed payments and adjustments shall be made by the Procuring Entity.
- 9.4 The first progress payment may be paid by the Procuring Entity to the Contractor, as indicated in the SCC. Provided, That at least a percentage of the Works has been accomplished as certified by the Procuring Entity and as indicated in the SCC.
- 9.5 Items of the Works for which a price of "E" (zero) has been ordered will not be paid for by the Procuring Entity and shall be deemed covered by other items and prices in the Contract.

10) Payment Documents

- 10.1 Subject to existing accounting and auditing rules and regulations,⁹ the Contractor shall submit to the Procuring Entity monthly statements of the estimated value of the work performed less the cumulative amount certified previously.
- 10.2 The Procuring Entity shall check the Contractor's monthly statement and certify the amount to be paid to the Contractor.
- 10.3 The value of Work executed shall
- be determined by the Procuring Entity;
 - comprise the value of the quantities of the items in the Bill of Materials completed; and
 - include the valuations of approved variations.
- 10.4 The Procuring Entity may exclude any item certified in a previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later information.

⁹ COM Circular No. 247-D-1991



11) Retention

- 11.1 The Procuring Entity shall retain from each payment due to the Contractor an amount equal to a percentage thereof using the rate as specified in GCC Clause 11.2. The said amount will serve to guarantee indemnity for uncorrected discovered defects and third-party liabilities arising from the Contract. This retention money shall be utilized if the contractor fails to repair the discovered defects. Should the retention money be insufficient, the PE may fulfil the performance security, which may ultimately lead to the termination of the contract.⁹
- 11.2 Progress payments are subject to such retention of ten percent (10%) referred to as the retention money. Such retention shall be based on the total amount due to the Contractor prior to any deduction and shall be retained from every progress payment of the value of the Works, as determined by the Procuring Entity, are completed.

Cash retention is the preferred by the Procuring Entity and is subject for payment one (1) year after the total completion of the project.

12) Performance Security

- 12.1 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 winning Contractor shall furnish the performance security in any of the forms prescribed in ITB Clause 20 in relation to GS Clause 30.2 and 30.3.
- 12.2 The performance security posted in favor of the Procuring Entity shall be forfeited in the event it is established that the Contractor is in default in any of its obligations under the contract.
- 12.3 The performance security shall remain valid until issuance by the Procuring Entity of the Certificate of Final Acceptance. In case the performance security issued is valid for a specific period shorter than the term of the contract, including the defects liability period, the same shall be renewed or extended as often as necessary and immediately submitted to the Procuring Entity. In case of approved contract time extensions, the Contractor shall cause the extension of the validity of the performance security to cover the said extensions.
- 12.4 The performance security may be released by the Procuring Entity after the issuance of the Certificate of Final Acceptance. Provided, That the Procuring Entity has no claims filed against the performance security.
- 12.5 The Contractor shall post an additional performance security following the amount and time specified in ITB Clause 20 to cover any cumulative increase above their ten percent (10%) over the original value of the contract as a result of change orders, work order orders and supplemental agreements, as the case may be.

⁹ Supreme Court en banc (e.g. New Day The Contractor Inc. vs. Office of the Solicitor General, et al., G.R. No. 80342-80346 and Third Service Center vs. Manila, S.A. No. 33481-2010) have affirmed this purpose, stating that retention money is a form of security to ensure the availability of compensation of rights and to ensure the fulfillment of the party's obligations during and after project completion.

- 12.6 In case of a reduction in the contract value or for partially completed items under the contract which are usable and accepted by the Procuring Entity the use of which, in the judgment of the implementing agency or the Procuring Entity, will not affect the structural integrity of the entire project, the Procuring Entity shall allow a proportional reduction in the original performance security, provided that any such reduction is more than ten percent (10%) and that the aggregate of such deductions is not more than fifty percent (50%) of the original performance security.
- 12.7 Unless otherwise indicated in the SOC, the Contractor, by entering into the Contract with the Procuring Entity, acknowledges the right of the Procuring Entity to institute action pursuant to Act No. 3886¹⁰ against any subcontractor (as they are individual, firm, partnership, corporation, or association) supplying the Contractor with labor, materials and/or equipment for the performance of this Contract.

13) Detailed Engineering and Site Investigation Reports

- 13.1 The Contractor, in preparing the Bid, shall rely on all Site Investigation Reports referred to in the SOC supplemented by any information obtained by the Contractor.
- 13.2 Detailed engineering shall proceed only on the basis of the feasibility or preliminary engineering study made which establishes the technical viability of the project and conformance to land use and zoning guidelines prescribed by existing laws. The findings contained in the feasibility study, if undertaken for the project, shall be examined. If, in the course of this exercise, it is found that amendments would be desirable in the design standards of principal features, as proposed, specific recommendations for such changes shall be supported by detailed justifications, including their effects on the cost, and the economic justifications, if necessary.
- 13.3 A schedule of detailed engineering activities shall include the following:
- a) Survey;
 - b) Site Investigation;
 - c) Soils and Foundation Investigation;
 - d) Construction Materials Investigation;
 - e) Preparation of Design Plans;
 - f) Preparation of Technical Specifications;
 - g) Preparation of Quantity and Cost Estimates;
 - h) Preparation of Scope of Work;

¹⁰ Act No. 3886 as amended for the Protection of Persons Promoting Natural and Labor for the Construction of Public Works.

- (i) Preparation of Proposed Construction Schedule (and estimated Cash Flow for projects with Schedule over six (6) months).
- (j) Preparation of Site or Right-of-Way Plans including Schedule of Acquisition.
- (k) Preparation of Utility Relocation Plan.
- (l) Preparation and Submission of Design Report.
- (m) Environmental Impact Statement for critical project, as defined by the Department of Environment and Natural Resources.
- (n) Preparation of minimum requirements for a Construction Safety and Health Program for the project being considered.
- (o) Value Engineering Studies; and
- (p) Preparation of report on asset condition records, risk assessment, disaster response strategies, and readiness planning.

13.4 Work under desired architectural and engineering design shall include, among others, the items stated in Section 5.3 of the IRR.

14) Licenses and Permits

The Procuring Entity may, if requested by the Contractor, assist him in applying for permits, licenses or approvals, which are required for the Works.

15) Contractor's Risk and Warranty Security

15.1 From the time project construction commenced up to final acceptance, the Contractor shall assume full responsibility for any damage or destruction of the works, except those occasioned by force majeure; and the safety, protection, security, and convenience of its personnel, third parties, and the public at large, as well as the assets, equipment, installation and the like to be affected by its construction work.

15.2 The defects liability period for infrastructure projects shall be one (1) year from project completion up to final acceptance by the Procuring Entity. During this period, the Contractor shall undertake the repair works, at its own expense, of any damage to the Works on account of the use of materials of inferior quality, defects in the construction, or due to any violation of the terms of the contract, within ninety (90) calendar days from the time the HOPE has issued an order to undertake repair. In case of failure or refusal to comply with this mandate, the Procuring Entity shall undertake such repair works and shall be entitled to full reimbursement of expenses incurred therein upon demand.

15.3 The defects liability period shall be covered by the performance security of the Contractor required in Section 68 of the IRR, which shall guarantee that the Contractor performs its responsibilities stated in GCC Clause 10.1. Unless otherwise indicated in the SOG, in case the Contractor fails to comply with the preceding paragraph, the Procuring Entity shall forfeit its performance security, subject to properties to attachment or garnishment proceedings, and may impose the appropriate penalty under Sections 99, 100, and 101 of the IRR. All payables of the CoP in its favor shall be offset to recover the costs.

15.4 The following persons shall be held responsible for "Structural Defects," i.e., major faults or flaws or deficiencies in one or more key structural elements of the project which may lead to structural failure of the completed elements or structure, or "Structural Failures," i.e., where one or more key structural elements in an infrastructure facility fails or collapses, thereby rendering the facility or part thereof incapable of withstanding the design loads, and/or endangering the safety of the users or the general public:

- a) Contractor - Where Structural Defects or Failures arise due to faults attributable to improper construction, use of inferior quality/substandard materials, and any violation of the contract plans and specifications, the Contractor shall be held liable;
- b) Consultants - Where Structural Defects or Failures arise due to faulty and/or inadequate design and specifications as well as construction supervision, then the consultant who prepared the design or undertook construction supervision for the project shall be held liable;
- c) Procuring Entity's Representatives or Project Manager or Construction Managers and Supervisors - The project owner's representative, project manager, construction manager, and supervisor shall be held liable in cases where the Structural Defects or Failures are due to their willful intervention in altering the designs and other specifications; neglects or omission in not approving or acting on proposed changes to noted defects or deficiencies in the design and/or specifications and the use of substandard construction materials in the project;
- d) Third Parties - Third Parties shall be held liable in cases where Structural Defects or Failures are caused by work undertaken by them such as leaving pipes, tripping or excavations, underground cables and electrical wires, underground tunnels, mining shaft and the like, in which case the applicable warranty in such structure should be levied to third parties for their construction or restoration works; and
- e) Users - In cases where Structural Defects or Failures are due to a cause or misuse by the End-User or Implementing Unit of the constructed facility and/or non-compliance by a user with the technical design limits and/or intended purpose of the same, then the user concerned shall be held liable.

15.5 The warranty against Structural Defects or Failures, except those considered by force majeure, shall cover the period specified in the SCC reckoned from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity. On the other hand, such warranty shall likewise be applied against non-structural defects, for instances that pertain to faults or deficiencies in non-load bearing components or finishes of the Project, such as minor cracks, leaks, or defects in workmanship or materials, which do not affect the stability or safety of the structure but may impact its appearance, functionality, or utility.

15.6 To guarantee that the Contractor shall perform its responsibilities, it shall be required to post a warranty security, which shall be stated in Philippine Peso, in the form chosen by the Procuring Entity in accordance with the following schedule:

Form of Warranty	Amount of Warranty Security Not less than the Percentage (%) of Total Contract Price
(a) Cash or letter of credit issued by bank. Provided, however, that the letter of credit shall be confirmed or authenticated by a local bank, if issued by a foreign bank. For biddings conducted by LGUs, the Letter of Credit may be issued by other banks certified by the OSP as authorized to issue such financial instrument.	Five Percent (5%)
(b) Bank guarantee confirmed by bank. For biddings conducted by LGUs, the bank instrument/guarantee may be issued by other banks certified by the OSP as authorized to issue such financial instrument.	Two Percent (2%)
(c) Surety bond callable upon demand issued by OSG or any surety or insurance company duly certified by the Insurance Commission.	Thirty Percent (30%)

10.7 The warranty security shall be stated in Philippine Peso and shall remain effective within one (1) year from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity, and retained only after the lapse of the said one (1) year period. This one (1) year period shall cover both structural and non-structural defects or failures. Provided, That in cases of structural defects or failures, warranties beyond the one (1) year period shall be subject to applicable laws, rules, and regulations such as the New Civil Code of the Philippines.

10.8 In case of structural-nonstructural defects or failure occurring during the applicable warranty period provided in GOC Clause 15.5, the Procuring Entity shall undertake the necessary restoration or reconstruction works and shall be entitled to full reimbursement by the parties found to be liable for expenses incurred therein upon demand, without prejudice to the imposition of administrative sanctions as prescribed by RA No. 12009 and without prejudice to the imposition of civil and criminal sanctions as provided under applicable laws against the responsible persons as well as the forfeiture of the warranty security posted in favor of the Procuring Entity.

16) Procuring Entity's Risk

16.1 From the Start Date until the Certificate of Final Acceptance has been issued, the following are risks of the Procuring Entity:

- The risk of personal injury, death, or loss of or damage to property (excluding the Works, Plant, Materials, and Equipments) which are due to:

- c) any type of use or occupation of the Site authorized by the Procuring Entity after the official completion of the Works; or
 - d) negligence, breach of statutory duty, or interference with any legal right by the Procuring Entity or by any person employed or contracted by it, except the Contractor.
- (ii) The risk of damage to the Works, Plant, Materials, and Equipment to the extent that it is due to a fault of the Procuring Entity or in the Procuring Entity's design, or due to war or radioactive contamination directly affecting the country where the Works are to be executed.

17) Insurance

- 17.1 The Contractor shall, prior to commencement and at its own expense, obtain and maintain, for the duration of the Contract, the following insurance coverages:
- a) Contractor's All Risk Insurance, with an exception for Simple Infrastructure Projects, as applicable;
 - b) Transportation to the project Site of Equipment, Machinery, and Supplies owned by the Contractor;
 - c) Personal injury or death of Contractor's employees; and
 - d) Comprehensive Insurance for third party liability to Contractor's client or related act or omission causing damage to third parties.
- 17.2 The Contractor shall provide evidence to the Procuring Entity that the insurance required under the Contract have been effected and shall, within a reasonable time, provide copies of the insurance policies to the Procuring Entity.
- 17.3 The Contractor shall notify the insurance of changes in the nature, extent, or progress for the execution of the Works and ensure the adequacy of the insurance at all times in accordance with the terms of the Contract and shall produce to the Procuring Entity the insurance policies in force including the receipts for payment of the current premiums.
- The above insurance policies shall be obtained from any reputable insurance company approved by the Procuring Entity.
- 17.4 If the Contractor fails to obtain and keep in force the insurance referred to herein or any other insurance required to be obtained under the terms of the Contract, the Procuring Entity may obtain and keep in force any such insurance and pay such premiums as may be necessary for the purpose. From time to time, the Procuring Entity may deduct the amount it shall pay for such premiums (including twenty five percent (25%) thereof) from any monies due, or which may become due, to the Contractor, without prejudice to the Procuring Entity exercising its right to impose other sanctions against the Contractor pursuant to the provisions of the Contract.
- 17.5 In the event the Contractor fails to observe the above sub-paragraphs, the Procuring Entity may, at the Contractor's expense, take whatever measures it deems necessary for its protection and that of the Contractor's personnel and feed

parties, and/or order the interruption of dangerous Works. In addition, the Procuring Entity may refuse to make the payments under GCC Clause 9 until the Contractor complies with this Clause.

- 17.2 The Contractor shall immediately replace the insurance policy obtained as required in the Contract, without cost to the Procuring Entity's demand, with a new policy issued by a new insurance company acceptable to the Procuring Entity for any of the following grounds:

- a) The issue of the insurance policy to be replaced has:
 - i) become lapsed;
 - ii) been placed under receivership or under a management committee;
 - iii) been sued for suspension of payment;
 - iv) been suspended by the Insurance Commission and its license to engage in business or its authority to issue insurance policies has been cancelled; or
 - v) Where reasonable grounds exist that the insurer may not be able, fully and promptly, to fulfil its obligation under the insurance policy.

18) Liquidated Damages

- 18.1 When the Contractor fails to selectively complete the Works under the contract within the specified contract duration, inclusive of duly granted time extensions, if any, the Contractor shall be liable for liquidated damages in an amount equal to at least one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion of the Works for every day of delay.

- 18.2 In computing liquidated damages, the Procuring Entity shall determine the usability of the project. A project or a portion thereof may be deemed usable when it starts to provide the desired benefits as certified by the End-User or Implementing Unit and approved by the MOPE.

- 18.3 To be entitled to liquidated damages, the Procuring Entity does not have to prove that it has incurred actual damages. Such amount shall be deducted from any money due, or which may become due the Contractor under the contract, collected from the retention money or other resources paid by the Contractor, or a combination thereof, whichever is convenient to the Procuring Entity.

- 18.4 In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.

- 18.5 If the Intended Completion Date is exceeded after liquidated damages have been paid, the Procuring Entity shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment schedule.

19) Settlement of Disputes

- 19.1 Any dispute arising from the implementation of a contract covered by the Act and the IRR shall primarily be resolved and settled amicably by mutual consultation or agreement.
- 19.2 In case of failure to settle the dispute amicably, the parties may mutually agree in writing to resort to other modes of alternative dispute resolution (ADR) to promote efficiency in the procurement process. Accordingly, they are encouraged to select the most expeditious mode of ADR available.
- If arbitration is chosen as the ADR method, this shall be incorporated as a provision in the contract and referred to the Arbitrator specified in the SGC.
- 19.3 If the dispute remains unresolved after exhausting the remedies provided above, it may be submitted in other forms of ADR, such as mediation, conciliation, early neutral evaluation, mini-trial, or any combination thereof, in accordance with RA No. 9285, otherwise known as the "Alternative Dispute Resolution Act of 2004". However, disputes that are within the competence or jurisdiction of the Construction Industry Arbitration Commission shall be referred to the same for resolution.¹¹

20) Liability of the Contractor

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

21) Termination for Breach of Contract

- 21.1 The Procuring Entity shall terminate the contract for breach thereof when any of the following conditions are present:
- a) Due to the Contractor's fault and while the project is ongoing, it has incurred a negative savings of three percent (3%) or more in accordance with Presidential Decree No. 1670, s. 1985;
 - b) Due to the Contractor's fault and after the contract time has expired, it has incurred a negative savings of ten percent (10%) or more in the completion of the work;
 - c) The Contractor abandons the contract works, clearly demonstrates an intention not to continue the performance of the Contractor's obligations under the contract, refuses or fails to comply with the Procuring Entity's instructions, or fails to proceed expeditiously and without delay despite a written notice by the Procuring Entity;
 - d) When the Contractor, without reasonable excuse, fails to comply with the Notice of Suspension given by the Project Engineer that, after examination therein, the Infrastructure Project is found to be defective or otherwise not in accordance with the Contract, or a Project

¹¹ Presidential Order No. 1636 (Construction Industry Arbitration Law) and Construction Industry Arbitration Commission Rules and Regulations.

Engineer's instruction to conduct essential work, within 33 days after receiving the said notice.

- e) The Contractor does not actually have on the project site the minimum essential equipment listed on the list necessary to prosecute the Works in accordance with the approved work plan and equipment deployment schedule as required for the project;
- f) The Contractor does not execute the Works in accordance with the contract or persistently or flagrantly neglects to carry out its obligations under the contract;
- g) The Contractor neglects or refuses to remove materials or to perform a new work that has been rejected as defective or unsuitable;
- h) The Contractor subcontracts any part of the contract works without approval by the Procuring Entity; or
- i) The Contractor becomes bankrupt or insolvent; goes into liquidation, administration, reorganization, winding-up, or dissolution, becomes subject to the appointment of a liquidator, receiver, administrator, manager, or trustee, enters into a composition or arrangement with the Contractor's creditors, or any act is done or any event occurs which is analogous to or has a similar effect to any of these acts or events under applicable laws.

21.2 All materials on the Site, Plant, Works, including Equipment paid under this Contract, including those identified by the Procuring Entity in the BOC pursuant to GOC Clause 9.1, shall be deemed to be the property of the Procuring Entity if this Contract is terminated because of the Contractor's breach.

22) Termination Due to Force Majeure

22.1 For purpose of this Contract the terms "force majeure" and "fortuitous event" may be used interchangeably. In this regard, a fortuitous event or force majeure shall be interpreted to mean an event which could not have been foreseen, or though foreseen, was inevitable. It shall not include ordinary unfavorable weather conditions, and any other cause the effects of which could have been avoided with the exercise of reasonable diligence by the Contractor.

22.2 If this Contract is discontinued by an outbreak of war or by any other similar event entirely outside the control of either the Procuring Entity or the Contractor, the Procuring Entity shall certify that this Contract has been discontinued. The Contractor shall make the Site safe and stop work as quickly as possible after receiving the certificate and shall be paid for all Works carried out before receiving it and for any Work carried out afterwards in which a commitment was made by the Procuring Entity.

22.3 If the event continues for a period of eighty-four (84) days, either party may then give notice of termination, which shall take effect twenty-eight (28) days after the giving of the notice.

22.4 After termination, the Contractor shall be entitled in payment of the unpaid balance of the value of the Works executed and of the materials and Plant, in relation to GOC Clause 9.1 and 21.2, adjusted by the following:

- (a) any sum to which the Contractor is entitled under SCC Clause 26; and
- (b) any sum to which the Procuring Entity is entitled;

22.5 The net balance due shall be paid or repaid within a reasonable time period from the time of the notice of termination.

23) Termination by Contractor

The Contractor may terminate this Contract with the Procuring Entity if the Works are completely stopped for a continuous period of at least sixty (60) calendar days through no fault of its own, due to any of the following reasons:

- (a) Failure of the Procuring Entity to deliver, within a reasonable time, supplies, materials, right-of-way, or other items it is obligated to furnish under the terms of this Contract;
- (b) Substantial failure of the Procuring Entity to perform its obligations under the contract, and such failure constitutes a material breach of the Procuring Entity's obligations under the contract;
- (c) Prolonged suspension by the Procuring Entity, through no fault of the Contractor, which affects the substantial part of the Infrastructure Project; or
- (d) The prosecution of the Work is disrupted by the adverse peace and order situation, as certified by the Armed Forces of the Philippines Provincial Commander and approved by the Secretary of National Defense.

24) Termination for Convenience

The Procuring Entity, by notice sent to the Contractor, may terminate the Contract, in whole or in part, at any time, if it has determined the existence of any of the following conditions that make contract implementation economically, financially, or technically impractical or unnecessary:

- (a) If physical and economic conditions have significantly changed so as to render the project no longer economically, financially, or technically feasible, as determined by the HoPE; or
- (b) The HoPE has determined the existence of conditions that make project implementation impractical or unnecessary, such as, but not limited to, inflationary events, changes in laws and government policies.

25) Termination for Unlawful Acts

The Procuring Entity may terminate the contract in case it is determined prior fact that the Contractor, including any joint venture partner thereof, has engaged, before or during the implementation of the contract, in unlawful deeds and behaviors relative to contract acquisition and implementation. These unlawful acts include, but are not limited to, the following:

- (a) Corrupt, fraudulent, collusive, coercive, and obstructive practices as defined in ITB Clause 3.1, unless otherwise specified in the SOC;

(b) Drawing on or using forged documents;

c) Using adulterated materials, means, or methods, or engaging in production contrary to rules of science or trade; or

d) Any other act analogous to the foregoing.

28) Termination for Other Causes

28.1 The Procuring Entity may terminate the Contract, in whole or in part, at any time for its convenience. The HoPE may terminate this Contract for the convenience of the Procuring Entity if physical and economic conditions have significantly changed, so as to render the project no longer economically, financially, or technically feasible, as determined by the HoPE; or if the HoPE has determined the existence of conditions that make project implementation impractical or unnecessary, such as, but not limited to, fortuitous events, changes in laws and government policies.

28.2 The Procuring Entity or the Contractor may terminate this Contract if the other party causes a fundamental breach of this Contract.

28.3 Other breaches of Contract shall include, but shall not be limited to, the following:

- a) The Contractor stops work for twenty-eight (28) days when no stoppage of work is shown on the current Program of Work; and the stoppage has not been authorized by the Procuring Entity;
- b) The Procuring Entity instructs the Contractor to delay the progress of the Works, and the instruction is not withdrawn within twenty-eight (28) days;
- c) A payment certified by the Procuring Entity is not paid to the Contractor within eighty-four (84) days from the date of the Procuring Entity's certificate;
- d) The Procuring Entity gives Notice that failure to correct a particular Defect is a fundamental breach of Contract and the Contractor fails to correct it within a reasonable period of time determined by the Procuring Entity;
- e) The Contractor does not maintain a Security, which is required;
- f) The Contractor has delayed the completion of the Works by the number of days for which the maximum amount of liquidated damages can be paid, as defined in the GCC 10, and

28.4 The Funding Source or the Procuring Entity, as appropriate, will seek the imposition of administrative sanctions as prescribed by RA No. 12009 and without prejudice to the imposition of civil and criminal sanctions as provided under applicable laws against individuals and organizations deemed to be involved with corrupt, fraudulent, or coercive practices.

28.5 When persons from either party to this Contract give notice of a fundamental breach to the Procuring Entity in order to terminate the existing contract for a cause other than those listed under GCC Clause 28.3, the Procuring Entity shall decide whether the breach is fundamental or not.

- 26.D If this Contract is terminated, the Contractor shall stop work immediately, make the Site safe and secure, and leave the Site as soon as reasonably possible.

27) Procedures for Termination of Contracts

- 27.1 The following provisions shall govern the procedures for the termination of this Contract:

- a) **Verification** - Upon receipt of a written report of acts or omissions which may constitute grounds for termination as aforementioned, or upon its own initiative, the End-User or Implementing Unit shall, within a period of seven (7) calendar days, verify the existence of such grounds and cause the execution of a Verified Report, with all relevant evidence attached.

- b) **Notice to Terminate** - Upon recommendation by the End-User or Implementing Unit, the HoPE shall terminate contracts only by written notice to the Contractor conveying the termination of the contract. The notice shall state:

- (i) that the Contract is being terminated for any of the grounds aforementioned, and a statement of the acts that constitute the grounds constituting the same;
- (ii) the extent of termination, whether in whole or in part;
- (iii) an instruction to the Contractor to show cause as to why the contract should not be terminated; and
- (iv) special instructions of the Procuring Entity, if any.

The Notice to Terminate shall be accompanied by a copy of the Verified Report.

- c) **Show Cause** - Within a period of seven (7) calendar days from receipt of the Notice of Termination, the Contractor shall submit to the HoPE a verified position paper stating why the contract should not be terminated. If the Contractor fails to show cause after the lapse of the seven (7)-day period, either by inaction or by default, the HoPE shall issue an order terminating the contract.

- d) **Rescission of Notice of Termination** - The Procuring Entity may, at any time before receipt of the Contractor's verified position paper, withdraw the Notice to Terminate if it is determined that certain items or works subject of the notice had been completed, delivered, or performed before the Contractor's receipt of the notice.

- e) **Decision** - Within a non-extendible period of ten (10) calendar days from receipt of the verified position paper, the HoPE shall decide whether or not to terminate the contract. It shall serve a written notice to the Contractor of its decision and, unless otherwise provided, the contract is deemed terminated from receipt of the Contractor of the notice of the decision. The termination shall only be based on the grounds stated in the Notice to Terminate.

- f) **Contract Termination Review Committee (CTRC)** - The HoPE may create a committee to assist him in the discharge of its functions under the RFR. All decisions recommended by the CTRC shall be subject to the approval of the HoPE.
- g) **Take-over of Contracts** - If a Procuring Entity terminates the contract due to default, insolvency, or for cause, it may enter into a Negotiated Procurement (Take-over of Contracts) pursuant to Section 30.3 of the RFR.
- h) **Notice by Contractor** - The Contractor must serve a written notice to the Procuring Entity of its intention to terminate the contract at least thirty (30) calendar days before its intended termination. The contract is deemed terminated if it is not resumed in forty (30) calendar days after the receipt of such notice by the Procuring Entity.

27.2 Notwithstanding Section 39 of RA No. 12069 and as provided by applicable laws, the Procuring Entity shall impose on Contractors after the termination of the contract, the penalty of suspension for one (1) year for the first offense, suspension for two (2) years for the second offense from participating in the public bidding process, for violations committed during the contract implementation stage, as stated in the SGC.

28) Approval of Drawings and Temporary Works by the Procuring Entity

- 28.1 All Drawings prepared by the Contractor for the execution of the Temporary Works, are subject to prior approval by the Procuring Entity before its use.
- 28.2 The Contractor shall be responsible for design of Temporary Works.
- 28.3 The Procuring Entity's approval shall not alter the Contractor's responsibility for design of the Temporary Works.
- 28.4 The Contractor shall obtain approval of third parties to the design of the Temporary Works, when required by the Procuring Entity.

29) Acceleration and Delays Ordered by the Procuring Entity

- 29.1 When the Procuring Entity wants the Contractor to finish before the intended Completion Date, the Procuring Entity will obtain priced proposals for achieving the necessary acceleration from the Contractor. If the Procuring Entity accepts these proposals, the intended Completion Date will be adjusted accordingly and confirmed by both the Procuring Entity and the Contractor.
- 29.2 If the Contractor's Financial Proposals for an acceleration are accepted by the Procuring Entity, they are incorporated in the Contract Price and treated as a variation.

30) Contractor's Right to Claim

If the Contractor incurs cost as a result of any of the events under GCC Clauses 22, 23 and 24 in relation to GCC Clause 20, the Contractor shall be entitled to the amount of such cost. If as a result of any of the said events, it is necessary to change the Works, this shall be dealt with as a Variation.

21) Dayworks

- 21.1 Subject to QCC Clause 40 on Variation Order, and if applicable as indicated in the **SCC**, the Contractor shall determine the Dayworks rates to be included or indicated in the Bid. The Dayworks rates in the Contractor's bid shall be used for small additional amounts of work only when the Procuring Entity has given written instructions in advance for additional work to be paid for in that way.
- 21.2 All work to be paid for as Dayworks shall be recorded by the Contractor on forms approved by the Procuring Entity. Each completed form shall be verified and signed by the Procuring Entity within two (2) days of the work being done.
- 21.3 The Contractor shall be paid for Dayworks subject to obtaining signed Dayworks forms from both the Procuring Entity and Contractor.

22) Early Warning

- 22.1 The Contractor shall warn the Procuring Entity at the earliest opportunity of specific likely future events or circumstances that may adversely affect the quality of the work, increase the Contract Price, or delay the completion of the Works.
- 22.2 The Contractor shall cooperate with the Procuring Entity in making and considering proposals for how the effect of such an event or circumstance can be avoided or reduced by anyone involved in the work and in carrying out any resulting instruction of the Procuring Entity. Should such events or circumstances arise which increase the Contract price or delay the completion of Works, the provisions on variation order shall apply.

23) Program of Work

- 23.1 Within the time stated in the **SCC**, the Contractor shall submit to the Procuring Entity for approval a Program of Work showing the general methods, arrangements, order, and timing for all the activities in the Works.
- 23.2 An update of the Program of Work shall show the actual progress achieved on each activity and the effect of the progress achieved on the timing of the remaining work, including any changes to the sequence of the activities.
- 23.3 The Contractor shall submit to the Procuring Entity 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 may withhold the amount stated in the **SCC** from the next payment schedule and continue to withhold this amount until the next payment after the date on which the updated Program of Work has been submitted.
- 23.4 The Procuring Entity's approval of the Program of Work shall not alter the Contractor's obligations. A revised Program of Work prepared by the Contractor shall show the effect of any approved Variations, and shall include all Variations. The Contractor may revise the Program of Work, based on the Variation Order, and submit it to the Procuring Entity again.
- 23.5 When the Program of Work is updated, the Contractor shall provide the Procuring Entity with an updated cash flow forecast. The cash flow forecast

shall include different currencies, as defined in the Contract, converted as necessary using the Contract exchange rates.

34) Management Conference

- 34.1 Either the Procuring Entity or the Contractor may require the other to attend a Management Conference. The Management Conference shall review the plans for remaining work and deal with matters raised in accordance with the early warning procedure.
- 34.2 The Procuring Entity shall record the business of Management Conferences and provide copies of the record to those attending the Conference and to the Procuring Entity. The responsibility of the parties for the actions to be taken shall be decided by the Procuring Entity either at the Management Conference or after the Management Conference. The Procuring Entity shall communicate these responsibilities in writing to all who attended the Conference.

35) Bill of Quantities

- 35.1 The Bill of Quantities shall contain items of work for the construction, installation, testing, commissioning of work, materials, and labor among others, to be done by the Contractor.
- 35.2 The Bill of Quantities is used to measure the Contract Price. The Contractor is paid for the quantity of the work done at the rate in the Bill of Quantities for each item.
- 35.3 If the final quantity of any work item completed differs from the quantity indicated in the Bill of Quantities, and the difference does not exceed twenty-five percent (25%) of the original quantity for that item, the Procuring Entity shall adjust the Contract accordingly.
- This shall be allowed only if the total amount of all such changes does not go beyond ten percent (10%) of the total Contract price, subject to applicable laws, rules, and regulations.
- 35.4 If requested by the Procuring Entity, the Contractor shall provide the Procuring Entity with a detailed cost breakdown of any rate in the Bill of Quantities.

36) Instructions, Inspections and Audits

- 36.1 The Procuring Entity shall at all reasonable times during construction of the Works be entitled to examine, inspect, measure and test the materials and workmanship, and to check the progress of the construction.
- 36.2 If the Procuring Entity instructs the Contractor to carry out a test not specified in the Specification to check whether any work has a defect and the test shows that it does, the Contractor shall pay for the test and any samples. In the absence of any defect, the test shall be a compensation event with no adverse consequences to the contractor.
- 36.3 The Contractor shall permit the Funding Source named in the SCC to inspect the Contractor's accounts and records relating to the performance of the Contractor and to have them audited by auditors appointed by the Funding Source, if so required by the Funding Source.

37) Identifying Defects

The Procuring Entity shall check the Contractor's work and notify the Contractor of any defects that are found. Such checking shall not affect the Contractor's responsibilities. The Procuring Entity may instruct the Contractor to check work defects and test any work that the Procuring Entity considers as substandard and/or defective.

38) Correction of Defects

38.1 The Procuring Entity shall give notice to the Contractor of any defects before the end of the Defects Liability Period, which is one (1) year from project completion or to final acceptance by the Procuring Entity.

38.2 Every time notice of a defect is given, the Contractor shall correct the notified defect within sixty (60) calendar days from the time the HoPE has issued an order to undertake repair.

38.3 The Contractor shall correct the defects which they notice themselves before the end of the Defects Liability Period.

38.4 The Procuring Entity shall certify that all defects have been duly corrected.

39) Uncorrected Defects

39.1 The Procuring Entity shall give the Contractor at least fourteen (14) days' notice of its intention to use a third party to correct a Defect. If the Contractor does not correct the Defect himself within this period, the Procuring Entity may have the Defect corrected by the third party. The cost of the correction will be deducted from the Contract Price.

39.2 The use of a third party to correct defects that are uncorrected by the Contractor will in no way relieve the Contractor of its liability and warranties under the Contract.

40) Variation Orders

40.1 Variation Orders may be issued by the Procuring Entity to cover any increase or decrease in quantities, including the introduction of new work items that are not included in the original contract or reclassification of work items that are either due to change of plans, design or alignment to suit actual field conditions resulting in discrepancy between the preconstruction plans used for purposes of bidding and the "as staked plans" or construction drawings prepared after a joint survey by the Contractor and the Government after award of the contract.

Provided, That in case of positive or additive Variation Orders, the cumulative amount thereof shall not exceed ten percent (10%) of the original contract price. Provided, further, That the scope of works shall not be reduced in to accommodate a positive Variation Order. In all cases, the addition of works under Variation Orders should be within the general scope of the project as bid and awarded.

40.2 Any cumulative positive Variation Order beyond ten percent (10%) of the original contract price shall be the subject of another procurement project to be bid out if the Works are separable from the original contract. In exceptional cases where it is urgently necessary to complete the original scope of work, the HoPE, upon the recommendation of the End-User or Implementing Unit, may

authorize positive Variation Orders resulting to a cumulative value of the positive Variation Orders beyond ten percent (10%) but not more than twenty percent (20%) of the original contract price.

All progress payments shall first be charged against the advance payment until the latter has been fully exhausted, at the option of the Procuring Entity.

40.3 A Variation Order may either be in the form of a Change Order or Extra Work Order.

- a) A Change Order may be issued by the HoPE or its duly authorized representative to cover any increase or decrease in quantities of original work items in the contract.
- b) An Extra Work Order may be issued by the implementing official to cover the introduction of new work necessary for the completion, improvement or protection of the project which was not included as items of work in the original contract, such as, where there are subsurface or latent physical conditions at the site differing materially from those indicated in the contract, or where there are duly unknown physical conditions at the site of an unusual nature differing materially from those ordinarily encountered and generally recognized as inherent in the work or character provided for in the contract.

40.4 For Variation Orders, the Contractor shall be paid for additional work items whose unit prices shall be derived based on the following:

- a) For additional or extra works duly covered by Change Orders involving work items which are exactly the same or similar to those in the original contract, the applicable unit prices of work items original contract shall be used.
- b) For additional or extra works duly covered by Extra Work Orders involving new work items that are not in the original contract, the unit prices of the new work items shall be based on the direct unit costs used in the original contract (e.g., unit cost of cement, rebar, form, lumber, labor rate, equipment rental, etc.). All new components of the new work item shall be based on the Government and the Contractor. Provided further, That the direct unit costs of new components shall be based on the Contractor's estimate as validated by the Procuring Entity, supported by documented sources in accordance with existing rules and regulations. The direct cost of the new work items shall then be multiplied with the markup factor (i.e., taxes and profit) used by the Contractor in its bid to determine the unit price of the new work items.

40.5 Under no circumstances shall a Contractor proceed to commence work under any Change Order or Extra Work Order unless it has been approved by the HoPE or its duly authorized representative. However, under any of the following conditions, the Procuring Entity's representative or Project Engineer may, subject to the availability of funds and within the limits of its delegated authority, allow the immediate start of work under any Change Order or Extra Work Order.

a) In the event of an emergency where the prosecution of the work is urgent to avoid detriment to public service, or damage to the tender property; and/or

b) When time is of the essence.

Provided, however, That such approval is valid on work done up to the point where the outstanding increase in value of work on the project which has not yet been duly fully approved does not exceed five percent (5%) of the adjusted original contract price.

Provided, further, That immediately after the start of work, the corresponding Change Order or Extra Work Order shall be prepared and submitted for approval in accordance with the above-stated rules. Payments for Work satisfactorily accomplished on any Change Order or Extra Work Order may be made only after approval of the same by the HdPE or its duly authorized representative.

Provided, Lastly, That for a Change Order or Extra Work Order involving a cumulative amount exceeding five percent (5%) of the original contract price, no work thereon may be commenced unless said Change Order or Extra Work Order has been approved by the HdPE or its duly authorized representative.

41) Contract Completion

Once the project reached an accomplishment of ninety-five percent (95%) of the total contract amount, the Procuring Entity may constitute an inspection team to conduct preliminary inspection and submit a punch-list to the Contractor in preparation for the final turnover of the project. Said punch-list will contain, among others, the remaining Works, Work deficiencies for necessary corrections, and the specific duration/time to fully complete the project within the approved remaining contract time. This, however, shall not preclude the claim of the Procuring Entity for liquidated damages, if applicable.

42) Suspension of Work

42.1 The Procuring Entity shall have the authority to suspend the work wholly or partly by written order for such period as may be deemed necessary, due to force majeure or any fortuitous event or for failure on the part of the Contractor to correct bad conditions which are unsafe for workers or for the general public, to carry out valid orders given by the Procuring Entity, or to perform any provisions of the contract, or due to adjustment of plans to suit field conditions as found necessary during construction. The Contractor shall immediately comply with such order to suspend the work wholly or partly.

42.2 The Contractor or its duly authorized representative shall have the right to suspend work operation on any or all projects or activities along the critical path of activities after fifteen (15) calendar days from date of receipt of written notice from the Contractor to the district engineer, regional director, consultant or equivalent official, as the case may be, due to the following:

a) Then exist right-of-way problems which prohibit the Contractor from performing work in accordance with the approved construction schedule.

- b) Requisite construction plans which must be owner furnished are not issued to the Contractor preceding any work called for by such plans.
- c) Poles and order polelines that make it extremely dangerous, if not possible, to work. However, this condition must be certified in writing by the Philippine National Police station which has responsibility over the affected area and confirmed by the Department of the Interior and Local Government (DILG) Regional Director.
- d) There was a failure on the part of the Procuring Entity to deliver government furnished materials and equipment as stipulated in the contract.
- e) Delay in the payment of Contractor's claim for progress billing beyond forty-five (45) calendar days from the time the Contractor's claim has been certified by the Procuring Entity's authorized representative that the documents are complete, unless there are justifiable reasons for the delay in payment which shall be considered in writing to the Contractor.

42.2 In case of total suspension, or suspension of activities along the critical path, which is not due to any fault of the Contractor, the elapsed time between the effectivity of the order suspending operation and the order to resume work shall be allowed to the Contractor by adjusting the contract time accordingly.

42) Payment on Termination

- 42.1 If the Contract is terminated because of a breach of Contract by the Contractor, the Procuring Entity shall issue a certificate for the value of the work done and Materials ordered less advance payments received up to the date of the issue of the certificate, and less the percentage to apply to the value of the work not completed, as indicated in the BCC. Additional liquidated damages shall not apply. If the total amount due to the Procuring Entity exceeds any payment due to the Contractor, the difference shall be a debt payable to the Procuring Entity.
- 42.2 If the Contract is terminated for the Procuring Entity's convenience, or due to a breach of Contract by the Procuring Entity, the Procuring Entity shall issue a certificate for the value of the work done, Materials ordered, the reasonable cost of removal of Equipment, separation of the Contractor's personnel employed solely on the Works, and the Contractor's costs of protecting and securing the Works, and less advance payments received up to the date of the certificate.
- 42.3 The net balance due shall be paid or repaid within twenty-eight (28) days from the date of termination.
- 42.4 If the Contractor has terminated the Contract under BCC Clauses 23 to 24, the Procuring Entity shall promptly return the Performance Security to the Contractor.

44) Extension of Contract Time

- 44.1 Should the amount of additional work or other special circumstances warrant the extension of the Contractor to an extension of contract time, the Procuring

Entity shall determine the amount of such extension. Provided, That the Contractor has notified the Procuring Entity of its claim for extension of contract time prior to the expiration of the contract time, and within thirty (30) calendar days after the additional work has been commenced or the circumstances leading to such claim have arisen, as the case may be, in order to give the Procuring Entity the opportunity to investigate the claim. Failure to provide such notice shall constitute a waiver of such a claim by the Contractor. Upon receipt of full and detailed particulars, the Procuring Entity shall examine the facts and extent of the delay and shall extend the contract time to complete the contract work when, in the Procuring Entity's opinion, the findings of facts justify an extension.

- 44.2 No extension of contract time shall be granted to the Contractor due to ordinary unfavorable weather conditions and measurable negligence of the Contractor to provide the required equipment, supplies, or materials.
- 44.3 Extension of contract time may be granted only when the affected activities fall within the critical path of the PERT, CPM, Precedence Diagram Method or any other project management tool.
- 44.4 No extension of contract time shall be granted when the reason given to support the request for extension was already considered in the determination of the original contract time during the conduct of detailed engineering and in the preparation of the contract documents as agreed upon by the parties before contract perfection.
- 44.5 Extension of contract time may be granted in the cases indicated in the BOC.
- 44.6 The written consent of the bank, or surety or insurance company, as the case may be, must be attached to any request of the Contractor for extension of contract time and submitted to the Procuring Entity for consideration and the validity of the Performance Security shall be correspondingly extended.
- 44.7 The Procuring Entity shall extend the Intended Completion Date if a Variation is issued which makes it impossible for the Intended Completion Date to be achieved by the Contractor without taking steps to accelerate the remaining work, which would cause the Contractor to incur additional costs. No payment shall be made for any event which may warrant the extension of the Intended Completion Date.
- 44.8 The Procuring Entity shall decide whether and by how much to extend the Intended Completion Date within twenty (20) days of the Contractor asking the Procuring Entity for a decision thereon after fully submitting all supporting information. If the Contractor has failed to give early warning of a delay or has failed to cooperate in dealing with a delay, the delay by this failure shall not be considered in assessing the new Intended Completion Date.

45) Price Escalation

In the event of an extraordinary increase in prices of specific components of the infrastructure Project, price escalation may be considered, subject to prior approval of the GPPB. If the cost of construction components increases by more than ten percent (10%) of the unit price of work items, as determined against the prevailing price indices of the PSA, a price escalation may be authorized on a no-loss, no-gain basis, using the appropriate formula prescribed by the GPPB. For the purpose of this Section, the PSA shall ensure that its price indices are region-specific and updated on a monthly basis.

46) **Completion**

The Contractor shall request the Procuring Entity to issue a Certificate of Completion of the Works, and the Procuring Entity will do so upon determining that the work is completed.

47) **Taking Over**

The Procuring Entity shall take over the Site and the Works within seven (7) days from the date of issuance of a Certificate of Completion. Provided, That it shall not release the Contractor of its responsibilities within the Defects Liability period.

48) **Operating and Maintenance Manuals**

48.1 If "as built" Drawings and/or operating and maintenance manuals are required, the Contractor shall supply them by the dates stated in the SCC.

48.2 If the Contractor does not supply the Drawings and/or manuals by the dates stated in the SCC, or they do not receive the Procuring Entity's approval, the Procuring Entity shall withhold the amount stated in the SCC from payments due to the Contractor.

Section V. *Special Conditions of Contract*

Notes on the Special Conditions of Contract

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

The provisions of this Section complement the GCC, specifying contractual requirements related to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Works provided. In preparing this Section, the following aspects should be checked:

- a) Information that complements provisions of Section IV, General Conditions of Contract must be incorporated.
- b) Amendments and/or supplements to provisions of Section IV, General Conditions of Contract, as necessitated by the circumstances of the specific project, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of Section IV, General Conditions of Contract should be incorporated herein.

Special Conditions of Contract

GCC Clause													
1.1	The Intended Completion Date is 60 calendar days. <i>NOTE: The contract duration shall be reckoned from the start date and not from contract effectively date.</i>												
1.2	The Procuring Entity is: LCFB Services, Inc. 7th Floor Robinsons Cyberpale Majestic Dela Rivera St., cor. Aurora Blvd., New Manila, Quezon City Email Address: businessdevelopment@lcfb.com.ph												
1.3	The Site is located at Ground Floor, Hasekhe Building, Maharika Highway, Calabarzon 2nd City of Ilogan, Iloilo												
6.5	The Contractor shall employ the following Key Personnel: 1. Site Engineer 2. Licensed Architect 3. Foreman 4. Expert Electrician 5. Expert IT Technician 6. Expert Carpenter 7. Expert Mechanical Technician 8. Authorized Representative should be employed to the Construction Company												
7.1	No further instructions.												
8.1	The amount of the advance payment is 15% of the Contract Price, to be made in lump sum.												
9.1	Materials and equipment delivered onsite but not yet incorporated in the Works shall not be included for payment.												
9.6	The first progress payment may be paid by the Procuring Entity to the Contractor, Provided, That at least 30% of the Works has been accomplished as certified by the Procuring Entity. <table><tr><th>Billing Period</th><th>Percentage of Completion</th></tr><tr><td>1st</td><td>15% - advance payment</td></tr><tr><td>2nd</td><td>30% - 35%</td></tr><tr><td>3rd</td><td>35% - 50%</td></tr><tr><td>4th</td><td>50% - 60% (Final Payment upon final acceptance)</td></tr><tr><td>5th</td><td>10% retention (one year after final acceptance)</td></tr></table>	Billing Period	Percentage of Completion	1 st	15% - advance payment	2 nd	30% - 35%	3 rd	35% - 50%	4 th	50% - 60% (Final Payment upon final acceptance)	5 th	10% retention (one year after final acceptance)
Billing Period	Percentage of Completion												
1 st	15% - advance payment												
2 nd	30% - 35%												
3 rd	35% - 50%												
4 th	50% - 60% (Final Payment upon final acceptance)												
5 th	10% retention (one year after final acceptance)												
12.7	No further instructions.												
12.1	The site investigation reports are <i>(to be done or state none)</i>												

15.3	No further instructions.
16.2	In case of permanent structures, such as buildings of types A and B 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., DPMP Standards Specifications), with its but not limited to, steel/concrete bridges, flyovers, aircraft movement areas, ports, dams, tunnels, drainage and treatment plants, sewerage systems, power plants, transmission and communication towers, railway system, and other similar permanent structures: Follow (16) items.
20	Insert here the additional provision, "i.e., if the Contractor is a joint venture, 70% percent to the joint venture shall be jointly and severally liable to the Procuring Entity."
25(a)	No further instructions.
27.2	a) Failure of the Contractor, due solely to its fault or negligence, to initiate and start work or performance within the specified period in the Notice to Proceed (NTP); b) Failure by the Contractor to fully and faithfully comply with its contractual obligations without valid cause, or failure by the Contractor to comply with any written lawful instruction of the Procuring Entity or its representative(s) pursuant to the implementation of the contract. For the purpose(s) of enforcement, projects or consultancy contracts, lawful instructions include but are not limited to the following: i) Employment of competent technical personnel, competent engineers and/or work supervisors; ii) Protection of working sites and facilities in accordance with approved plans and specifications and contract provisions; iii) Storing in proper places of all materials and removal from the project site of waste and excess materials, including broken pavement and excavated debris in accordance with approved plans and specifications and contract provisions; iv) Deployment of committed equipment, facilities, support staff and manpower; and v) Renewal of the effectivity dates of the performance security after its expiration during the course of contract implementation. c) Assignment and subcontracting of the contract or any part thereof or substitution of key personnel named in the proposal without prior written approval by the Procuring Entity; d) Poor performance by the Contractor or unsatisfactory quality and/or progress of work arising from its fault or negligence as reflected in the CPES rating sheet. In the absence of the CPES rating sheet, the existing performance monitoring system of the

	Procuring Entity shall be applied. Any of the following acts by the Contractor shall be construed as poor performance: a) Negative slopeage of 10mm (10%) and above within the critical path of the project due entirely to the fault or negligence of the Contractor; and b) Quality of materials and workmanship not complying with the approved specifications arising from the Contractor's fault or negligence. c) Willful or deliberate slackwork or non-performance of the project or contract by the Contractor resulting in substantial breach thereof without lawful order just cause. In addition to the penalty of suspension, the performance security posted by the Contractor shall also be forfeited.
21.1	Dayworks are applicable at the rate shown in the Contractor's original Bid.
22.1	The Contractor shall submit the Program of Work to the Procuring Entity within 5 days of delivery from the Notice of Award.
22.3	The period between Program of Work updates is Weekly.
28.3	The Funding Source is the Corporate Budget of 2020.
44.5	a) non/inevitable days considered unfavorable for the prosecution of the Works at the site, based on the actual conditions obtained at the site, in excess of the number of non/inevitable days pre-determined by the Procuring Entity in relation to the original contract time during the receipt of detailed engineering and in the preparation of the contract documents as agreed upon by the parties before contract perfection, and/or b) major calamities such as exceptionally destructive typhoons, floods and earthquakes, and epidemics; c) delays attributable to the Procuring Entity, such as non-delivery on time of materials, working drawings, or written information to be furnished by the Procuring Entity, non-acquisition of permit to enter private properties or non-execution of deed of sale or donation within the right-of-way resulting in complete paralyzation of construction activities; and d) other meritorious causes as determined by the Procuring Entity and approved by the HAPF such as shortage of construction materials, general labor strikes, and peace and order problems that disrupt construction operations through no fault of the Contractor may be considered as additional grounds for extension of contract time provided they are publicly felt and certified by appropriate government agencies such as DTI, DOLE, DILG, and DND, among others.
48.1	The date by which opening and maintenance manuals are required is upon completion and handover. The date by which "as built" drawings are required is one (1) month after completion.

Section VI. Specifications

Notes on Specifications

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

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

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

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

The following clause may be inserted in the SCD:

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Contract to specific standards and codes to be met by the goods and materials to be furnished, and work performed or tested, the provisions of the latest current edition or revision of the relevant standards and codes in effect shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national, or relate to a particular country or region, other authoritative standards that ensure a substantially equal or higher quality than the standards and codes specified will be accepted subject to the Procuring Entity's prior review and written consent. Differences between the standards specified and the proposed alternative standards shall be fully

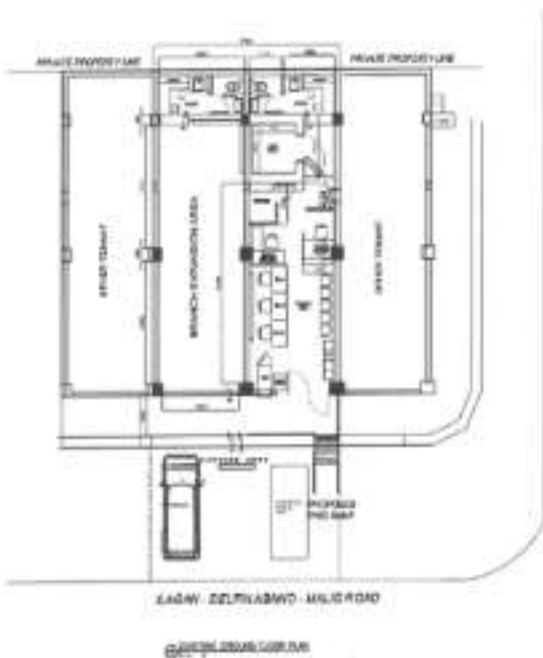


described in writing by the Contractor and submitted to the Procuring Entity at least twenty-eight (28) days prior to the date when the Contractor desires the Procuring Entity's consent. In the event the Procuring Entity determines that such proposed deviations do not ensure substantially equal or higher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

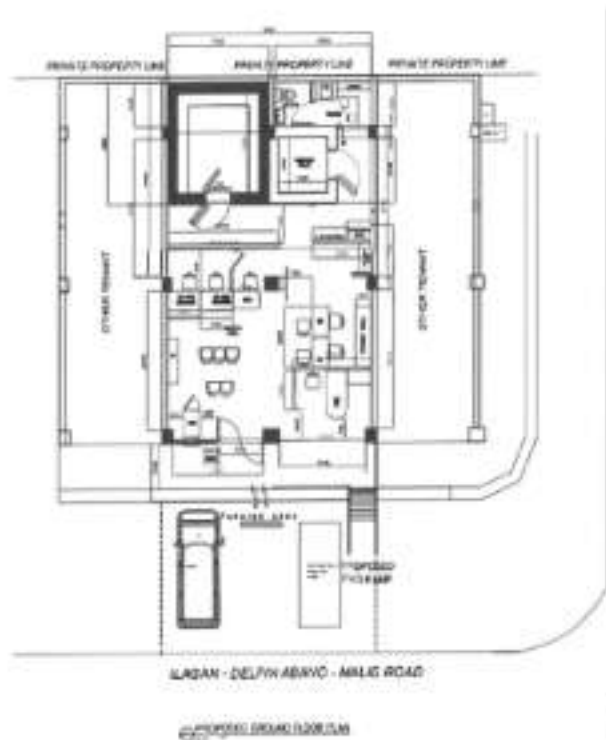
These notes are intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They should not be included in the final Bidding Documents.

Section VII. Drawings

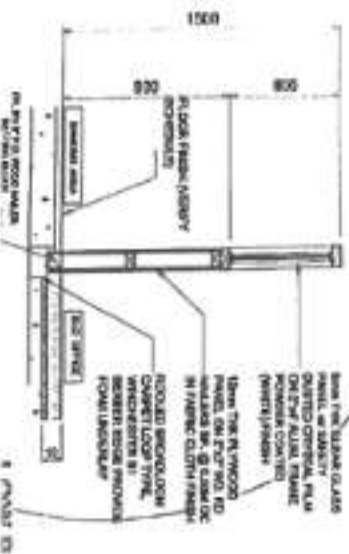
A. EXISTING FLOOR PLAN



B. PROPOSED GROUND FLOOR PLAN

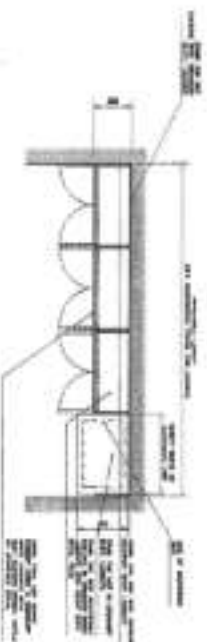


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CSW PARTITION DETAILS

DATE	10/10/2010	BY	CSW	PROJECT	CSW PARTITION DETAILS
REVISION		BY		DATE	
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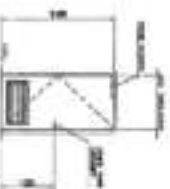
ATTACH HERE CARRIER DETAILS



CABINET DETAILS

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姓名	性别	年龄	职业
张明	男	35	教师
李华	女	28	医生
王强	男	42	工程师
赵红	女	31	护士
刘伟	男	25	学生
陈静	女	38	作家
周涛	男	45	经理
吴敏	女	22	歌手
郑宇	男	33	程序员
孙丽	女	29	律师
马飞	男	36	画家
徐娜	女	27	记者
高亮	男	40	科学家
林悦	女	32	舞蹈家
黄磊	男	24	运动员
宋茜	女	30	模特
周杰	男	37	企业家
吴昊	男	26	音乐家
李娜	女	34	建筑师
张磊	男	41	历史学家
王芳	女	23	心理学家
赵刚	男	39	生物学家
刘娜	女	21	天文学家
陈伟	男	35	地理学家
周敏	女	28	气象学家
吴涛	男	43	环境学家
郑娜	女	31	海洋学家
孙宇	男	25	地质学家
马丽	女	38	古生物学家
徐飞	男	22	考古学家
高亮	男	33	人类学家
林悦	女	29	社会学家
黄磊	男	24	政治学家
宋茜	女	30	经济学家
周杰	男	37	法学家
吴昊	男	26	历史学家
李娜	女	34	地理学家
张磊	男	41	气象学家
王芳	女	23	环境学家
赵刚	男	39	海洋学家
刘娜	女	21	地质学家
陈伟	男	35	古生物学家
周敏	女	28	考古学家
吴涛	男	43	人类学家
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孙宇	男	25	政治学家
马丽	女	38	经济学家
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宋茜	女	30	地质学家
周杰	男	37	古生物学家
吴昊	男	26	考古学家





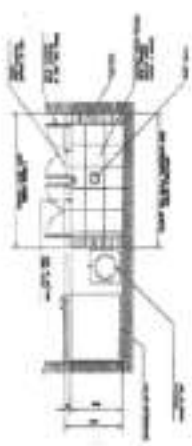
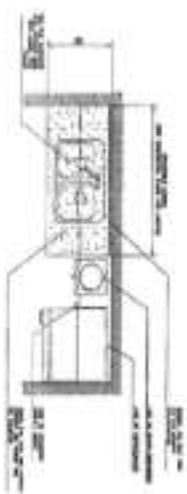



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→ secondo la mia opinione, gli italiani

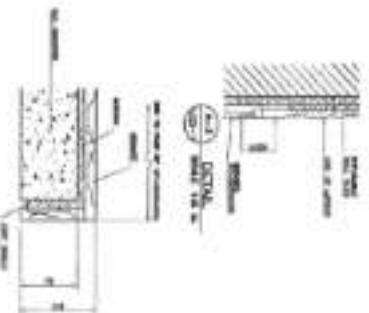
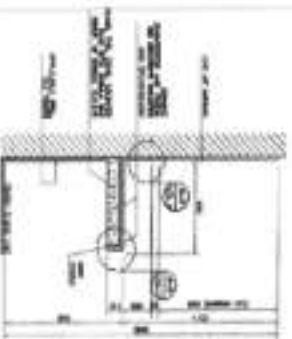
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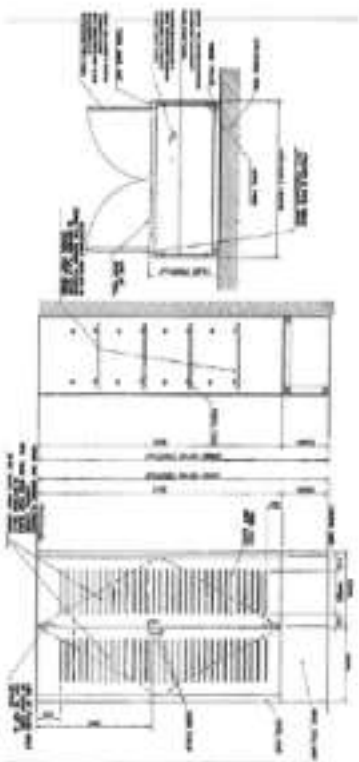
○ KITCHEN SINK COUNTER DETAILS
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LAVATORY COUNTER DETAILS

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SELECT CABINET DETAILS

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SECTIONAL ELEVATION

SECTION - A-A

PROJECT	DATE	BY	CHECKED	APPROVED
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4.000	4.000	4.000	4.000	4.000
5.000	5.000	5.000	5.000	5.000
6.000	6.000	6.000	6.000	6.000
7.000	7.000	7.000	7.000	7.000
8.000	8.000	8.000	8.000	8.000
9.000	9.000	9.000	9.000	9.000
10.000	10.000	10.000	10.000	10.000

Section VII. *Bill of Quantities*

Notes on the Bill of Quantities

Objectives

The objectives of the Bill of Quantities are:

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

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

Daywork Schedule

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

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

Provisional Sums

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

The estimated cost of specialized work to be carried out, or of special goods to be supplied, by other contractors (refer to GCC Clause 7) should be indicated in the relevant part of the Bill of Quantities as a particular provisional sum with an appropriate brief description. A separate procurement procedure is normally carried out by the Procuring Entity to select such specialized contractors. To provide an element of competition among the Bidders in respect of any facilities, services, attendance, etc., to be provided by the winning Bidder as prime Contractor for the use and convenience of the specialist contractors, such related

provisional sum should be followed by an item in the Bill of Quantities inviting the Bidder to quote a sum for such expenses, facilities, allowances, etc.

Signature Box

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

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

SCOPE OF WORK AND SPECIFICATIONS

PROJECT : PROPOSED DESIGN & BUILD FOR THE FIT-OUT EXPANSION OF
SCOPER LAGAN BRANCH

LOCATION : Ground Floor, Hipolito Building, Maharaja Highway, Calamagui
2nd City of Baguio, Isabela

SUBJECT : TERMS OF REFERENCE/SCOPE OF WORKS

ABC : P 9,880,500.00

The Contractor shall hold all obligations, duties and responsibilities necessary to the successful completion of the contract assigned to or be undertaken by the Contractor, including all labor, materials, equipment and services, other incidents and liabilities thereof in accordance with the drawings, specifications and all addenda prepared by USB.

A. MAJOR WORKS INCLUDED BUT NOT LIMITED TO THE FOLLOWING:

1. General Requirements

- a. Construction Drawings
- b. Bonds and Certificates
- c. Permits & other submits (Electrical, Mechanical, Sanitary, Fireworks, Environmental, Occupancy, etc.)
- d. Supervision and Housekeeping
- e. Mobilization / Demobilization
- f. Temporary Facilities and Utilities
- g. Complete submittal of signed and sealed as-built plans
- h. Complete installation of 400KVA Make or Separate Transformer including all accessories, additional pole, overhead service line, meter base, and other related expenses (Deposit fee not included)

2. Demolitions & Site Preparations

- a. Demolition/See preparation to implement the plans
 - i. Site preparation and excavation
 - ii. Dismantling of wooden walls
 - iii. Dismantling of glass walls
 - iv. Dismantling of existing floor tiles
 - v. Dismantling of existing toilet tiles
 - vi. Dismantling of existing toilet tiles
 - vii. Dismantling of CRB walls
 - viii. Dismantling of existing ceilings
 - ix. Dismantling of old signage (horizontal)
 - x. Complete installation of board up
- b. Complete pull out of old FFE as per instruction of UCPSS personnel and be transport to UCPSS warehouse in Tazewell.
- c. Hauling of debris and garbage
- d. Complete laminate treatment and seal priming

3. Concrete & Masonry Works

- a. CRB walls including metal ties and all accessories
 - i. 150mm CRB walls 360 PSI
 - ii. 130mm CRB Walls 360 PSI
- b. Concrete Mix (2000 psi) for car stopper
- c. Concrete Mix (4000 psi) for cash vault with high early strength additive 18mm diameter spaced at 250mm E & O.C. with 12mm thick Steel Plate for Cash Vault Wall & Flooring and 600MM X 1.2MM Thick Flat Metal Decking for ceiling including plastering
- d. Grout/Upstand for Basins
- e. Picturing
- f. ATM ramp
- g. Concrete Testing

4. Steel Works

- a. ACU mounting bracket
- b. Kynar Motor Grills with alloy padlock
- c. Water Motor Grills with alloy padlock
- d. Outdoor ACU Cage with alloy padlock
- e. Generator Cage
- f. Stainless Steel hand rail
- g. Medical Curtains Rod including standard curtain (Lentative Area)

5. Carpentry Works

- a. Complete Supply and Fabrication of Bath in Cabinets/ Counters/Shelves incl. all accessories (including Hardware's & accessories) Gloss Finish
 - i. 2-Tier Counter with 600 Table
 - ii. Ponty Cell (male & Counters/End counter
 - iii. Printer Table
 - iv. Data Cabinet



- v. Cash Counter Table Inside Vault
- vi. DNR Cabinet
- vii. Wooden Vest Backrest with DNR Logo and workie background
- viii. Overhead cabinet inside main vault
- ix. ASMS/CSNA Table
- x. Bio Form Counter
- xi. Guards Podium
- xii. Chemical Cabinet

6. Finishes

- a. Flooring (inclusive of tile grout, grout sealer, tile adhesive, etc.)
 - i. FF-01 = 300x600 Marazzi Homogenous White (Banking Area, Pantry Area and second floor area)
 - ii. FF-02 = 300x600 Marazzi Homogenous White unglazed (T&B)
 - iii. FF-03 = 300x600 Homogeneous Vinyl Tile App. White (Cen. Vault)
- b. Ceiling (inclusive of metal lining, t-runner, dust, black screen, etc.)
 - i. 600x600mm acoustic ceiling (Banking Area & Pantry Area)
 - ii. 6m floor cement board (Toilet and Vault)
 - iii. 6m floor cement board (parking canopy area)
- c. Walls
 - i. 300x300 Marazzi Homogenous (White unglazed) (T&B)
 - ii. Tempered Glass Wall 12mm thick (in-vault)
- d. Paints
 - i. Interior Walls (semi-gloss)
 - ii. Flat latex for gypsum and cement board ceiling
 - iii. Exterior Walls (egg-shell)
 - iv. Wooden Doors
 - v. Parking Lanes and car stopper

7. Doors and Windows including hardware and finishes (INCLUDING ALL ACCESSORIES SUCH AS DOOR STOPPERS AND DOOR CLOSERS)

- a. D1 - Fridge from front glass & door (re-use glass) all accessories shall be replaced, center lock, top, bottom, left and right lock.
- b. D2 - 4mm Single leaf wooden swing door w/ kick plate (Toilet) re-use.
- c. G1 - Low Partition with Frame Glass (RM)
- d. Fixed sticker (as indicated) in the schedule of D & W
- e. Teller cage door

8. Thermal & Moisture Protection

- a. Water Proofing

9. Plumbing Works

- a. Water distribution System pipe fittings

- e. Rain water piping system
- c. Sanitary Systems pipes/fittings
 - i. HCG water closet & lavatory (wrist) with full porcelain
 - ii. Freeless Facial Mirror
 - iii. Hand Sidel including double angle valves
 - iv. Two-Bowl Party Sink (single-tub)
 - v. Kitchen Party Faucet
 - vi. 1/4" floor drains
 - vii. Brass hose bibb for Shop Sink
 - viii. HCG Toilet paper holder
 - ix. HCG automatic urinal
 - x. Grease Trap @ kitchen counter
 - xi. 1 1/2" storm drain pipe

10. Electrical Works

- a. Electrical Service Entrance
- b. Power Distribution and Lighting System
- c. Telephone and Data communication system
- d. Others
 - i. LED downlight
 - ii. TS tube light
 - iii. Emergency lights
 - iv. Emergency Signages
- e. SECURITY SYSTEM (Rough in- only)
- f. CCTV system (Roughing-in- only)
- g. Fire alarm System (Roughing-in- only)
- h. TELCO service roughing-ins (PLDT & GLOBE)

11. Mechanical Works

- a. Complete dismantling of existing wall mounted air-conditioning units
- b. Supply & complete installation of Split type ACU including all accessories
 - i. 1 RTU Ceiling Cassette ACU
- c. Supply & complete installation of Exhaust Fan
 - i. Wall mounted (Toilet)
- d. Supply & complete installation of Circulating Fans system
 - i. Main Vault Room
 - ii. Records Vault Room
 - iii. Parry Area
- e. Generator Set 15KVA, gasoline type, portable type, single phase, with in-line fuel plug and isolation breaker

12. Others

- a. Furniture
 - i. Fire extinguisher inclusive of arylic legs and fire extinguisher stand
 - ii. Complete supply and installation of UCPDS Standard Rubber chairs
 - iii. Complete supply and installation of steel racks

- ii. Complete supply and installation of 8-doors steel lockers
- b. Signage
 - i. ATM wall signages
 - ii. Horizontal signages
 - iii. Flag signages including footings
- c. Back Decals
 - i. Main glass door decal
 - ii. Toilet door acrylic sign (metal/temple, PM) (2)
 - iii. Open/Close acrylic sign
 - iv. Clearing out-off sign in acrylic decal holder
 - v. Please Count Your Money sign in acrylic decal holder
 - vi. Priority Lane sign in acrylic decal holder

6. OTHER WORKS AND REQUIREMENTS / CONDITIONS:

1. The Contractor shall secure and pay all required permits, fees, licenses and taxes and comply with all laws and local ordinances and related government regulations in connection with the project. Included herein are preparation and signing of plans for procuring of necessary permits.
2. The project will be composed of 3 stages, the first stage is the construction of vault and bank lobby area without disrupting the bank operation on the other side. for the second stage is for the dismantling of wall separation between two side and transfer the bank operation on the first stage.
3. Contractor shall ensure that there will be no interruption on utilities during construction to avoid disrupting banks operation.
4. The Contractor shall submit Construction Schedule reflecting all activities needed to complete the project, their sequence and duration.
5. The Contractor's coordinator, supervisor/foreman, safety officer and workmen are required to attend a briefing to fully discuss the guidelines and other concerns, prior to commencement of work to be evaluated by the Physical Security Office.
6. The Contractor shall have a Safety Officer at the project site at all times.
7. For End-to-end data and voice cable installation the following shall be follow:
 - a. Cat-6 UTP cables shall be used for the installation.
 - b. Data and voice cables shall be installed from the source (data cabinet) to the destination (user's table).
 - c. Data and voice lines shall have proper tagging on both endpoints.
 - d. Data and voice port for the tables should be in one receptacle
 - e. Cable color coding shall be applied. (data lines are blue and voice lines are gray).
 - f. Horizontal UTP cables shall not exceed 30 meters from the source (data cabinet) to the destination (user's table)
 - g. Testing of data and voice lines for defects is installation.
8. The Provisioning of these conduits, 4 tubes conduit pipe shall be installed with a size of 1 (one) - inch in diameter each.
9. In general, galvanized steel conduits shall be used for the following, unless otherwise specified or indicated: (1) exposed installation, (2) Fire Alarm System, (3) CCTV Systems, (4) Security System. Rigid PVC shall be allowed to be use for the following

(1) concrete embedded, (2) Power and lighting, (3) Data and Communication Systems.

10. The wiring capacity shall be accordance with (a) wiring regulations with 40% spare factor.
11. No more than one system shall be combined in the same conduit.
12. Color codes or otherwise identification shall be required by the regulations and as follows:

Power: Black & Red

Lighting: Blue (trickle)

Yellow (lighting load)

White (2-way common)

Equipment: Black & Red

Earth: Green/yellow or Green

13. Conductor: Unless otherwise specified or shown on the drawings, cables and wires are to have copper conductor. Cable conductors are to be stranded for sections 1.5 sq. mm and flexible cords are to have finely stranded conductor. Conductor sizes are to be noted and as shown on the drawings with 1.5 sq. mm minimum for power and 2.5 sq. mm for lighting and control.
14. All lighting points, power points, switch points shall be installed with switching wire.
15. All electrical equipment and panel boards shall be solid earthed with less than 5-ohms resistance reading. The complete grounding system shall be mechanically and electrically continuous and of durable construction, providing an independent current return path of low resistance to Ground Source.
16. Horizontal and Vertical Signages shall be connected on separate breakers with separate line switch and reactor. Enclosed in a plywood steel box.
17. Exposed Outlet Boxes: Provide galvanized coated flat rolled-steel outlet wiring boxes, of shapes, volume capacities and sizes, including box depth as required, suitable for installation of respective loadings. Construct outlet boxes with measuring flange and with cable and conduit-size knockout openings in bottom and sides. Provide boxes with threaded screw holes, with corrosion-resistant cover and grounding screws for fastening surface and device type box covers, and for equipment type grounding.
18. General purpose receptacles shall be of 3 pin (2P+G) rectangular shape, shuttered, rated, 15A, 220V for single phase outlets, unless otherwise indicated, or shown on the drawings.
19. Materials and equipment shall conform to the latest edition of reference specifications specified herein and to applicable codes and requirements of Philippine Electrical Codes, Building Codes, Mechanical codes and local codes.

20. All Panel Boards shall comply with Philippine Electrical Codes applicable to installation, and construction of electrical panel boards and enclosures. Unless otherwise indicated panel boards shall comply with the latest edition of IEC 439 factory-built Assemblies of low voltage switchgear, BS 6446 or equivalent international standards. Incoming and outgoing circuit breakers shall comply with IEC 947-2.
21. Works shall be in compliance with IEC wiring regulation 17th edition and/or comply with applicable requirements of UL 505 805, "Marking and Labeling Systems" pertaining to distinct identification systems.
22. Safety grills for testing shall be sandwich by concrete on all sides to block waste or drilled to properly fit on the wall.
23. The Contractor shall submit Construction Schedule reflecting all activities needed to complete the project, their sequence and duration.
24. The Contractor's coordinator, superintendent, safety officer and workers are required to attend a briefing to fully discuss the guidelines and other concerns, prior to commencement of work to be conducted by the Physical Security Office.
25. The Contractor shall submit samples of materials/fixtures for approval by USB before fabrication/installation.
26. Defective works and materials may be rejected by USB at any time before the final acceptance of the work and rehabilitation in accordance with the plans and specifications with the resulting expenses chargeable to the account.
27. The Contractor shall employ a consultant supervisor acceptable to USB who will supervise the work on a full-time basis.
28. The Contractor shall not employ minor workers and will hire qualified and competent equipment operators.
29. The Contractor shall complete all works within SIXTY (60) CALENDAR DAYS reckoned from the date of winning bidder acceptance of the Notice of Award for the PROPOSED DESIGN & BUILD FOR THE FIT-OUT EXPANSION OF UCPDS (LAGAN BRANCH) Project.
30. Employees are prohibited to use mobile phones during construction hours as it may cause distraction and impinge employees' spatial awareness, recognition of hazards and operation of dangerous equipment.
31. It is also prohibited to use dangerous drugs and any form of non-prescription medications, alcoholic drinks, as well as reporting to work under their influence. Those involved in distributing or accepting any form of illegal drugs or alcohol on the job site will be terminated.
32. An employee on any type of prescription medication must notify his/her supervisor before starting work for the day. All employees on the job site are subject to drug testing for reasonable suspicion, as determined by the Contractor or the Bids. The Contractor is responsible for administering drug tests. Employees testing positive in a drug test will be terminated.

33. Smoking on construction premises is prohibited at all times. No hazing or will be tolerated and No fighting. All involved will be subject to being removed from the site.
34. Similarly, No firearms or weapons are allowed on the job site.
35. Employees shall work fully-dressed or Contractor may provide them uniforms and with proper identification (I.D.). Sleeveless shirts, tank tops, half shirts are not permitted.
36. Hard hats meeting ANSI standard specifications are required for all personnel requiring access to the job site. "Bump caps" are prohibited. ANSI standards are also adopted for Eye and Face protection, Hand and Arm protection equipment.
37. Employees must wear ear plugs and/or earmuffs while working in areas posted with noise warning signs, or while working with or near tools or equipment which generate sufficient noise to make normal conversation difficult.
38. Contractors shall insure that there is adequate supply of drinking water for their employees. Contractors shall provide single use cups.
39. All trash, debris, including hazardous waste (spills) must be removed from the immediate work area as the work progresses and should be placed in twin bags, sacks or appropriate container before disposal.
40. Upon completion of work, the Contractor shall remove all temporary structures and surplus materials before leaving the premises. All site materials removed from the site shall be carefully piled up in the manner stated in Item B.18 above, including those that fall from Contractor's vehicles) and disposed by the Contractor.
41. The Contractor shall be fully responsible for the safety of his men and clearly understands and agrees that as employer an employer relationship shall exist between the Contractor's men and the USB. Any damage caused by the Contractor or his men to any property of the USB or injury or death to a third party shall be the sole responsibility of the Contractor and the labor shall pay the cost or shoulder the burden thereof.
42. The USB shall be free and made harmless from any and all kind of claims, damages, liabilities arising from the Contractor's non-compliance with the requirement of the Workmen's compensation, Social Security and other labor laws.
43. Other terms, regulations and conditions shall follow the Revised BCR of I.L.A. §194.

Project Title	Design and Build for the 10 and expansion of UCRB Search & Seizure				
Location	Ground Floor, Magistrate Building, Mahatma Highway, Calcutta-2nd City of India, India-8				
Sl. No.	WORK DESCRIPTION	QTY	UNIT	UNIT COST	COST
1.00 General Requirements					
1.01	Construction Drawings	1.00	set	0	0
1.02	Reinforcement	1.00	set	0	0
1.03	Permits & other approvals (Electrical, Mechanical, Sanitary, Electronics, Government, Company, etc.)	1.00	set	0	0
1.04	Supervision and Monitoring	1.00	set	0	0
1.05	Subcontractor Insurance	1.00	set	0	0
1.06	Temporary Facilities and Utilities	1.00	set	0	0
1.07	Complete installation of signs and security as per plan	1.00	set	0	0
1.08	Complete Installation of 10KV/0.4KV air Cooled Transformer including all accessories, additional panel, cable duct, control line, earthing, etc. and other related expenses (Drawn) to be not included	1.00	set	0	0
	SUB TOTAL COST				0
2.00 General Work and Site Preparation					
2.01	Site preparation and clearance	1.00	set	0	0
2.02	Dismantling of existing walls	4.00	sqm	0	0
2.03	Dismantling of gate walls	10.00	sqm	0	0
2.04	Dismantling of existing floor slab	60.00	sqm	0	0
2.05	Dismantling of existing load slab	4.00	sqm	0	0
2.06	Dismantling of existing beam slab	4.00	sqm	0	0
2.07	Dismantling of C&G walls	20.00	sqm	0	0
2.08	Dismantling of existing ceiling	60.00	sqm	0	0
2.09	Dismantling of old concrete (Mechanical)	1.00	set	0	0
2.10	Complete Fencing of the 10KV/0.4KV to be not included	1.00	set	0	0
2.11	Handling of waste and garbage	1.00	set	0	0
2.12	Soil Filling and Fertilizer Treatment (As per Area)	1.00	set	0	0
	SUB TOTAL COST				0
3.00 Concrete and Masonry Works					
3.01	C&G Walls				
3.02	1. 100mm C&G walls 100 PSI	20.00	sqm	0	0
3.03	2. 100mm C&G walls 100 PSI	40.00	sqm	0	0
3.04	Concrete Mix (C&G) as per the design	1.00	set	0	0
3.05	Concrete Mix (C&G) as per the design with high early setting admixture. Slabs are spaced at 200mm in a.c. with 100mm dia Steel Plate for each slab. Slab & Floor and C&G Mix is 1:2:4. The Mix Ratio Slab for ceiling including plastering	44.00	sqm	0	0
3.06	Chamber and other items	0.00	sqm	0	0
3.07	Plastering	20.00	sqm	0	0
3.08	As per design	0.00	sqm	0	0
3.09	Concrete Fencing				
	SUB TOTAL COST				0
4.00 Steel Works					
4.01	ACU, including bracket	0.00	set	0	0
4.02	ACU Mix 500 with entry panel	1.00	set	0	0
4.03	Free View ACU with entry panel	1.00	set	0	0
4.04	Outdoor ACU with entry panel	1.00	set	0	0

Project Title	Design and Build for the fit out expansion of UCPS Research Life Center				
Location	Ground Floor, Huxford Building, Marikina Highway, Calabarzon, Free City of Iloilo, Iloilo				
No.	ITEM DESCRIPTION	QTY	UNIT	UNIT COST	DOBT
4.00	Concrete Cops	1.00	sq ft	1	1
4.01	Concrete Scaffolding	1.00	sq ft	1	1
4.02	Reinforced Concrete Wall including structural column (Concrete Area)	1.00	sq ft	1	1
SUB TOTAL COST					
5.00					
5.00					
5.01	Concrete/Stone tile, all accessories (including hardware & accessories) (Concrete/Stone)	1.00	sq ft	1	1
5.02	1. 2-Door Counter with 2000 Tiles	10.00	sq ft	1	1
5.03	2. Floor Counter & 1/2-inch thick counter	10.00	sq ft	1	1
5.04	3. Floor Counter	1.00	sq ft	1	1
5.05	4. Floor Counter	1.00	sq ft	1	1
5.06	5. Floor Counter Tiles (solid wood)	10.00	sq ft	1	1
5.07	6. Floor Counter	1.00	sq ft	1	1
5.08	7. Floor Counter Tiles (solid wood)	1.00	sq ft	1	1
5.09	8. Floor Counter Tiles (solid wood)	1.00	sq ft	1	1
5.10	9. Floor Counter Tiles (solid wood)	1.00	sq ft	1	1
5.11	10. Floor Counter Tiles (solid wood)	1.00	sq ft	1	1
5.12	11. Floor Counter Tiles (solid wood)	1.00	sq ft	1	1
5.13	12. Floor Counter Tiles (solid wood)	1.00	sq ft	1	1
SUB TOTAL COST					
6.00					
6.00					
6.01	Painting (interior of the room - paint color: 100% white, etc.)	1.00	sq ft	1	1
6.02	1. 100% white Homogeneous White (Solid)	10.00	sq ft	1	1
6.03	2. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
6.04	3. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
6.05	4. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
6.06	5. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
6.07	6. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
6.08	7. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
6.09	8. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
6.10	9. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
6.11	10. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
6.12	11. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
6.13	12. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
6.14	13. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
6.15	14. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
6.16	15. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
6.17	16. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
SUB TOTAL COST					
7.00					
7.00					
7.01	1. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
7.02	2. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
7.03	3. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1
7.04	4. 100% white Homogeneous White (Solid)	1.00	sq ft	1	1

Project Title	Design and Build for the Fit out expansion of LCBP Branch Life Ensign				
Location	Ground Floor, Huston Building, Waterloo Highway, Calamagui 2nd City of Region, Iloilo				
No.	WORK DESCRIPTION	QTY	UCM	UNIT COST	COST
7.24	SWD - Low Partition with Fixed Glass (SWD)	1.20	148	✓	-
7.25	Frontal partition (as indicated in the schedule of B & A)	0.01	907	✓	-
7.27	Screen cage	1.20	302	✓	-
	SUB TOTAL COST			✓	-
8.00 Thermal & Moisture Protection					
8.01	Water Proofing	1.20	14	✓	-
	SUB TOTAL COST			✓	-
10.00 Finishing Works					
10.01	Water Distribution System (water fittings) (Waterfit)	1.20	46	✓	-
10.02	Sanitary System (water fittings) (Waterfit)	1.20	62	✓	-
10.03	a. HCD water drain & laundry (water pit) (Waterfit)	1.20	303	✓	-
10.04	a. Plastering (water drain)	1.20	303	✓	-
10.05	a. Water pipe including (water drain) (water)	1.20	303	✓	-
10.06	a. Tapa Board Party (water drain) (water)	1.20	105	✓	-
10.07	a. Plaster Party (water)	1.20	105	✓	-
10.08	a. Water drain and (water)	4.20	105	✓	-
10.09	a. Water drain and (water)	1.20	105	✓	-
10.10	a. HCD Water pipe (water)	1.20	105	✓	-
10.11	a. Gypsum Top & (water)	1.20	42	✓	-
10.12	a. 1/2" water pipe (water)	2.20	42	✓	-
10.13	a. Gypsum of water (water)	1.20	42	✓	-
10.14	a. HCD water pipe (water)	1.20	42	✓	-
	SUB TOTAL COST			✓	-
11.00 ELECTRICAL WORKS					
11.01	a. Electrical System (water)	1.20	42	✓	-
11.02	a. Power Distribution and Lighting System including (water)	1.20	42	✓	-
11.03	a. Telephone and Data communication system	1.20	42	✓	-
11.04	a. (water)				-
11.05	a. (water)	11.00	105	✓	-
11.06	a. (water)	45.10	105	✓	-
11.07	a. (water)	4.20	105	✓	-
11.08	a. Emergency light	0.20	105	✓	-
11.09	a. Emergency light	0.20	42	✓	-
11.10	a. SECURITY SYSTEM (water)	1.20	42	✓	-
11.11	a. CCTV system (water)	1.20	42	✓	-
11.12	a. (water)	1.20	42	✓	-
11.13	a. (water)	1.20	42	✓	-
	SUB TOTAL COST			✓	-
12.00 MECHANICAL WORKS					
12.01	Complete Designing of ACU	0.20	105	✓	-
12.02	Complete supply and installation of ACU				-
12.03	Cooling Capacity (water)	0.20	105	✓	-
12.04	Supply & complete installation of Cooling Capacity (water)				-
12.05	a. (water)	1.20	42	✓	-

Project Title		Design and Build for the 30-year expansion of UCPB Enoch Life Project			
Location		Ground Floor: Myrtle Building, Milwaukee Highway, Crossing 4 and City of Oregon, Illinois			
Item	WORK DESCRIPTION	QTY	UNIT	UNIT COST	COST
12.00	Supply & install 1000 lbs of Gypsum Panel system				-
12.01	a. Main Vault	1.00	sqm	\$	\$
12.02	b. Perimeter Vault	1.00	sqm	\$	\$
12.03	c. Entry Area	1.00	sqm	\$	\$
12.04	Concrete for 1000 lbs, gypsum form, gypsum form, single phase, with reinforced slab and exterior concrete	1.00	sqm	\$	\$
	SUB TOTAL COST			\$	\$
13.00	OTHERS				
13.01	Materials				
13.02	a. Pre-set up 1000 lbs of gypsum form and its installation	1.00	sqm	\$	\$
13.03	b. Concrete supply and installation of UCPB Enoch Life	1.00	sqm	\$	\$
13.04	c. Concrete supply and installation of steel deck	10.00	sqm	\$	\$
13.05	d. Concrete supply and installation of 1000 lbs of gypsum form	1.00	sqm	\$	\$
13.06	Signage				
13.07	a. Concrete supply & installation of the wall signage	1.00	sqm	\$	\$
13.08	b. Concrete supply & installation of concrete signage	1.00	sqm	\$	\$
13.09	c. Pre-engineered building signage, design & installation of	1.00	sqm	\$	\$
13.10	Signage				
13.11	a. Main glass door frame	1.00	sqm	\$	\$
13.12	b. Main glass door sign (interior, exterior)	1.00	sqm	\$	\$
13.13	c. Glass door sign sign	1.00	sqm	\$	\$
13.14	d. Glass door sign sign	1.00	sqm	\$	\$
13.15	e. Glass door sign sign	1.00	sqm	\$	\$
13.16	f. Glass door sign sign	1.00	sqm	\$	\$
13.17	g. Glass door sign sign	1.00	sqm	\$	\$
13.18	h. Glass door sign sign	1.00	sqm	\$	\$
	SUB TOTAL COST			\$	\$
	TOTAL BEFORE TAXES			\$	\$
	TAXES			5%	\$
	TOTAL PROJECT ESTIMATED COST			\$	\$

Section IX. Philippine Bidding Documents Related Forms

Notes to the Philippine Bidding Document Related Forms

The Bidder shall complete and submit with its Bid the Bid Form, together with the Bill of Materials, detailed estimates that include a summary sheet, indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid, and Cash Flow by Quarter, in accordance with ITB Clause 13, and all these requirements indicated in the Bidding Documents and the format set out in this Section.

When requested in the GOC, the Bidder should provide the Bid Security, either in the form included heretofore or in another form acceptable to the Procuring Entity, pursuant to ITB Clause 16.

The Contract Form, when it is finalized at the time of contract award, should incorporate any correction or modification to the accepted Bid resulting from price corrections. The needed attachments, as also mentioned which form part of the contract should be modified accordingly.

The Desirable Sworn Statements must be completed by all Bidders in accordance with ITB Clause 4.3. Failure to do so and submit it with the Bid shall result in the rejection of the Bid and the Bidder's disqualification.

The Performance Securing Declaration and Bank Guarantee Form for Advance Payment shall be completed only by the successful Bidder in accordance with one of the forms indicated herein or in another form acceptable to the Procuring Entity and pursuant to GOC Clause 12 and its corresponding GOC provision.

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Bid Form for Procurement of Infrastructure Projects

(Note: The duly accomplished form shall be submitted with the Bid.)

BID FORM

Project Identification No. *(insert number)*

To: *(Name of Procuring Entity)*

Having examined the Philippine Bidding Documents (PBD) including the Supplemental Bid Bulletin Numbers *(insert numbers)*, the record of which is hereto duly acknowledged, we, the undersigned, declare that:

- I/We have no reservation to the PBD, including the Supplemental Bid Bulletin, for the Procurement Project *(Project Title)*.
- I/We offer to execute the Works for this Contract in accordance with the PBD.
- The total price of our Bid in words and figures, including any discount offered herein, is *(insert information)*.
- The discounts offered and the methodology for their application, if any, are: *(insert information)*, or *(insert Bid / no discount offered)*.
- The total bid price in words and figures, after applying the applicable discount, includes the cost of all taxes, such as, but not limited to, properly the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties, which is so itemized in the Detailed Estimate.
- This Bid shall remain valid within a period stated in the PBD, and it shall be binding upon me/us at any time before the expiration of that period.
- If our bid is accepted, I/we consent to enter to a contract and provide a performance security in the form, amounts, and within the times prescribed in the PBD, and hereto acknowledge the consequences under the ROR of RA No. 12009 on forfeiture of Bid Security or enforcement of Bid Securing Declaration and on Blacklisting.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon the Bidder.

I/We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

I/We certify/confirm that we comply with the eligibility requirements pursuant to the PBD.

The undersigned is authorized to submit the bid on behalf of *(name of the Bidder)* as evidenced by the attached *(State the Written Authority)*.

I/We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Only authorized to sign the Bid for and behalf of:

(Insert Bidder's Name)

(Signature over Printed Name)

(Position/Designation)

(Date)

Contract Form

(Note: The duly accomplished form is not required to be submitted with the Bid but shall be submitted within ten (10) days after receiving the Notice of Award)

CONTRACT FOR [Insert Project Title]

THIS CONTRACT executed on the ____ day of _____, 20____ between:

(Name of Procuring Entity), a government agency of the Republic of the Philippines, hereinafter called "the Entity";

-and-

(Name of Contractor) (Folio of legal ego or a company duly organized and existing under the laws of [city and country], with principal office at [insert address], hereinafter called "the Contractor";

WHEREAS, the Entity invited Bids for certain goods and auxiliary services, particularly [brief description of Project];

WHEREAS, the Contractor submitted a responsive bid and was awarded the contract for the procurement in the total amount of [Contract price in words and figures, including currency], hereinafter referred to as the "Contract Price";

NOW, THEREFORE, for and in consideration of the foregoing premises, the parties hereby agree as follows:

- 1) Unless otherwise stated, terms and expressions used in this Contract shall have the same meanings as those assigned to them in the Conditions of Contract, which form an integral part of this Contract.
- 2) The following documents as required by the Implementing Rules and Regulations of Republic Act No. 12009 shall be deemed to form and be read and construed as integral part of this Contract, viz:
 - a) Philippine Bidding Documents (PBD):
 1. Drawings/Plans;
 2. Scope of Work;
 3. Invitation to Bid;
 4. Instructions to Bidders;
 5. Bid Data Sheet;
 6. Bid Forms, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the Bidding Instructions);
 7. Bidder's response to request for clarifications on the Bidding Instructions, including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
 8. Bill of Materials;
 9. General and Special Conditions of Contract;
 10. Supplemental Bid Documents, if any; and
 11. Other contract documents that may be required by existing laws and/or the Entity.

- b) Winning bidder's bid, including the Eligibility Requirements, Technical and Financial Proposals, and all other documents or statements submitted;
 - c) Performance Security;
 - d) Notice of Award of Contract and the Bidder's Confirmation thereof; and
 - e) Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PWD, such as but not limited to the Notice to Proceed and Warranty Security.
- 3) In consideration of the Contract Price of (Dashed Price in words and figures), or such other sums as may be determined in accordance with the terms of the Contract, the Supplier agrees to deliver and perform the items and related services for the Project Title described herein in accordance with the terms and conditions specified in the Contract and its annexed documents.
 - 4) The (Name of the Procuring Entity) agree to pay the above-mentioned sum to the Supplier in accordance with the schedule and manner provided in the Bidding Documents and its annexes.
 - 5) Any dispute, difference, or claim arising out of or relating to this Contract, including its existence, validity, interpretation, breach, or termination thereof, may be submitted to arbitration in other form of alternative dispute resolution in accordance with the applicable law, such as Republic Act (RA) No. 8259 (Alternative Dispute Resolution Act of 2004) or Executive Order No. 1006, series 1986 (Construction Industry Arbitration Law).

IN WITNESS WHEREOF, the parties herein have caused this Contract to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

For the Procuring Entity
Head of the Procuring Entity or duly
Authorized Representative

For the Bidder
Duly authorized to sign the Contract
for and behalf of (Bidder's Name)

(Signature over Printed
Name/Position/Designation/
Date)

(Signature over Printed Name/
Position/Designation/
Date)

Signed in the presence of

 (Name and Signature)
Witness - Procuring Entity

 (Name and Signature)
Witness - Supplier

ACKNOWLEDGMENT

BEFORE ME, A Notary Public for and in the _____, City/Province of _____, this _____ day of _____, 20____, personally appeared the above-named persons who have satisfactorily proven to me their identity, through their identifying documents written below their names and signatures, that they are the same persons who executed and voluntarily signed the foregoing instrument consisting of _____ pages, including this page where this Acknowledgment is written, which they acknowledged before me as their free and voluntary act and deed.

WITNESS MY HAND AND SEAL this _____ day of (month) (year)

NAME OF NOTARY PUBLIC:

Notarial Commission No. _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ (date issued) (date renewed)

BP No. _____ (date issued) (date renewed)

Doc. No. _____

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Omnibus Sworn Statement Form

(Note: The duly accomplished form shall be submitted with the Bid)

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

OMNIBUS SWORN STATEMENT

I, Name of Affiant, of legal age, Civil Status, Nationality, and with residence at Address of Affiant, after having been duly sworn in accordance with law, do hereby depose and state that:

1) Select one, delete the others:

- *If sole proprietorship:* I am the sole proprietor or authorized representative of Name of Bidder with office address at Address of Bidder.
- *If partnership, corporation, cooperative, or joint venture:* I am the duly authorized and designated representative of Name of Bidder with office address at Address of Bidder.
- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* I am the individual consultant or authorized representative of Name of Bidder with office address at Address of Bidder.

2) Select one, delete the others:

- *If sole proprietorship:* As the owner and sole proprietor or authorized representative of Name of Bidder, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for Project Title of the Name of the Procuring Entity/Group as supported by the attached duly notarized Special Power of Attorney for authorized representative).
- *If partnership, corporation, cooperative, or joint venture:* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for Project Title of the Name of the Procuring Entity, as supported by the attached duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable.
- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* As the individual consultant or authorized representative of Name of Bidder, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for Project Title of the Name of the Procuring Entity, as

supported by the attached duly notarized Special Power of Attorney for authorized representative;

3. Name of Bidder is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/agency or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board; by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. Name of Bidder is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. Select one, delete the others:
 - *If sole proprietorship* : The Name of Bidder and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If partnership* : The partnership itself and the partners of Name of Bidder are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If cooperative* : The cooperative itself and members of the board of directors, general manager, or chief executive officer of Name of Bidder are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If corporation or joint venture* : The corporation or joint venture itself, and officers, directors, and controlling stockholders of Name of Bidder are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services* : The individual consultant and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring

Entity, Procurement Agent (if engaged), End User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat.

- 7) It is understood that failure to faithfully disclose its relationship with the HcFE, members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit or implementing unit, and the project consultants of the Procuring Entity, or of the procurement agent by consanguinity or affinity up to the third civil degree, as well as its submission of beneficial ownership information containing false entries shall be subject to blacklisting under Section 186 of the IRR of RA No. 12090, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

Select one, delete the rest:

- In case of corporations: (Name of Bidder) declares its beneficial ownership information consistent with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the SEC and has maintained it valid and updated. See likewise its compliance with Sections 20.2.0.1, 21, and 22 of the IRR of Republic Act (RA) No. 12090.
 - In case of foreign bidders: (Name of Bidder) submitted an appropriate equivalent document in English issued by the country of the bidder concerned in accordance with Section 20.2.0.2 of the IRR of RA No. 12090.
- 8) (Name of Bidder) complies with existing labor laws and standards; and
- 9) (Name of Bidder) is aware of and has undertaken the following responsibilities as a Bidder:
- a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Make an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental Bids (Bidding) issued for the (Project Title).
- 10) (Name of Bidder) did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
- 11) In case advance payment was made or given to (Name of Bidder) failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability under existing laws.

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

duly authorized to sign the list for and behalf of

(Insert Officer's Name)

(Affiant's Signature over Printed Name)

(Position/Designation)

(Date)

JURAT

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

WITNESS MY HAND AND SEAL this ____ day of (month) (year)

NAME OF NOTARY PUBLIC

Notarial Commission No: _____

Notary Public for _____ until _____

Roll of Attorneys No: _____

PTR No. ____ (date issued) (place issued)

IDP No. ____ (date issued) (place issued)

Doc. No. _____

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Bid Securing Declaration Form

*(The duly accomplished form shall be submitted with the Bid
(if bidder opts to provide this type of bid security))*

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

BID SECURING DECLARATION

Project Identification No.: (Number)

To: (Exact name of the Procuring Entity)

(We, the undersigned, declare that:

- 1) We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration;
- 2) We accept that:
 - a) (We shall enter into contract with the Procuring Entity and furnish the required performance security within ten (10) calendar days as indicated in the Bidding Documents, from receipt of the Notice of Award;
 - b) (we will be automatically disqualified from bidding for any procurement contract with any Procuring Entity upon receipt of your Breaching Order; and
 - c) (We will pay the applicable fine within fifteen (15) days from receipt of the written demand by the Procuring Entity for the commission of acts resulting to the enforcement of the Bid Securing Declaration under Sections 52.2 (a), 52.2, 59-1 and 160, except 160.3 (c), of the IRR of RA No. 12096, without prejudice to other legal action the government may undertake).

	<i>Applicable Fine</i>
a) in the case of a single bidder	i) two percent (2%) of the Approved Budget for the Contract (ABC); or ii) the difference between the evaluated bid price and the ABC, whichever is higher
b) in the case of multiple bidders	i) two percent (2%) of the ABC; or ii) the difference between the evaluated bid prices with the

	lowest with Lowest Calculated Highest Rated Bid and the bidder with the next Lowest Calculated Highest Rated Bid, and so on, whichever is higher.
e) in case of violations committed prior to the opening of the financial envelope	i) a fixed amount of two percent of the AOC,

3) I/We understand that this Bid Securing Certificate shall cease to be valid on the following circumstances:

- a) Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
- b) I/urives are declared ineligible or post-qualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to waive all such right;
- c) I/urives are declared the bidder with the [Insert Award Order#] and I/we have furnished the performance security and signed the Contract.

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

I/My authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Signature over Printed Name]

[Position/Designation]

[Date]

JURAT

SUBSCRIBED AND SWORN to before me this ____ day of [month] [year] at [place of execution], Philippines. Allent's issues personally known to me and elsewhere identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-6-12-SC). Allent's subscribed to me [holder] [insert type of government identification card used], with holder photograph and signature appearing thereon, with no. _____.

WITNESS MY HAND AND SEAL this ____ day of [month] [year]

NAME OF NOTARY PUBLIC

Notarial Commission No. _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. ____ (date issued), (date issued)

ICP No. ____ (date issued), (date issued)

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TECHNICAL PROPOSAL		
Particulars	Requirement per TOR	Statement of Compliance
Procurement of General Construction for the Renovation & Extension of the Egan Grasshills	As stated on the TOR	

NOTES:

1. The vendor shall indicate its compliance to UCPSS Technical Requirements on the column marked "STATEMENT OF COMPLIANCE" by using only the words "COMPLY" or "FOLLOWED". Symbols or characters such as "DITTO" or QUOTATION MARKS are NOT ACCEPTABLE. Should the vendor deviate from UCPSS requirements, it shall indicate the exact offer on the space provided in the same column marked as "STATEMENT OF COMPLIANCE". Supporting documentation and technical brochures must be provided.
2. In case the provided spaces are not enough, use additional sheet and indicate "SEE ATTACHED" on the space provided.
3. Unless otherwise specified, requirements indicated above are minimum.
4. Failure to provide the necessary information/ data required in this Technical Proposal Reply Slip may cause the disqualification of bid.

Vendor's Name:	
Authorized Representative:	
Designation:	
Contact Number:	
Signature:	
Date:	
PN&GCPSS Registration Number:	



[Handwritten signature]