



Republic of the Philippines
Metro Roxas Water District
MRWD Bldg., Km. 1, Roxas City 5800,
Philippines
Tel. # (036) 6210-737/ 6210-044/ 6215-474
Telefax # (036) 6217 482

BIDS AND AWARDS COMMITTEE

INVITATION TO BID

INFRA No. 043-2021

CONTRACT FOR THE PROCUREMENT OF INFRASTRUCTURE PROJECT FOR THE CONCRETING OF WTP SLUDGE LAGOON'S FLOORING AND WALL (1-UNIT)

1. The **METRO ROXAS WATER DISTRICT**, *Corporate Budget for Fiscal Year 2021* intends to apply the sum of **Two Million Two Hundred Sixty Thousand Pesos and 00/100 (P2,260,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Concreting of WTP Sludge Lagoon's Flooring and Wall (1-Unit)** under **Contract No. INFRA 043-2021**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **METRO ROXAS WATER DISTRICT** now invites bids for the **Concreting of WTP Sludge Lagoon's Flooring and Wall (1-Unit) at MRWD Water Treatment Plant Salocon, Panitan, Capiz**. Completion of the Works is required within **One Hundred Twenty (120) Calendar Days**. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184).
4. Interested bidders may obtain further information from **METRO ROXAS WATER DISTRICT, BAC Secretariat at BAC Office, 1st Floor, MRWD Bldg., Km. 1, Roxas City, Capiz** and inspect the Bidding Documents at the address given below during **8:00 AM to 5:00 PM from Mondays to Fridays except holidays**.
5. A complete set of Bidding Documents may be acquired by interested bidders on **July 11, 2021 until 8:45AM of August 2, 2021** from **METRO ROXAS WATER DISTRICT, BAC Secretariat at BAC Office, 1st Floor, MRWD Bldg., Km. 1, Roxas City** and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos (Php5,000.00)**.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The **METRO ROXAS WATER DISTRICT** will hold a Pre-Bid Conference on **July 19, 2021, 9:00 A.M. at BAC Office, 1st Floor, MRWD Bldg., Km. 1, Roxas City, Capiz**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before **August 2, 2021 at 9:00 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 ITB Clause 16.
9. Bid opening shall be on **August 2, 2021 at 9:00 AM** at **Metro Roxas Water District Building, BAC Secretariat at BAC Office, 1st Floor, MRWD Bldg., Km. 1, Roxas City, Capiz**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

The complete schedule of activities is listed, as follows:

<i>Activities</i>	<i>Schedule</i>
1. Advertisement	July 11-18, 2021
2. Issuance of the Bidding Documents	July 11, 2021– until 8:45 AM of August 2, 2021
3. Site Visit	July 12-July 30, 2021 (Office Hours)
4. Pre-Bid Conference	July 19, 2021 at 9:00 A.M.
5. Deadline for the Pre-qualification Submission, and Opening of Bids	August 2, 2021 at 9:00 A.M.
6. Evaluation of Bids	August 3, 2021
7. Post-qualification of Bids	August 4-6, 2021

Bid modifications received after the deadline for the submission of bids shall not be considered and shall be returned to the bidder unopened. Bid Evaluation and Post-qualification will also be conducted to determine the responsiveness of the Lowest Calculated Bidder (LCB).

10. *[Insert such other necessary information deemed relevant by the Procuring Entity such as the use of a back-up data or cloud storage for large files uploaded for online bid submissions]*

11. The ***Metro Roxas Water District*** 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 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

12. For further information, please refer to:

MARJORIE A. DELA CRUZ
Head, BAC Secretariat

METRO ROXAS WATER DISTRICT
MRWD Bldg., Km. 1, Roxas City
Tel. Nos. (036) 6210-044 or (036) 6210-737 Local No.122
Tele Fax No. (036) 6217-492 or 6217-382
bac.mrwd1976@gmail.com; metroroxaswd@gmail.com

(Originally Signed)
TERESITA A. DELOTAVO
Chairperson

PHILIPPINE BIDDING DOCUMENTS

(As Harmonized with Development Partners)



METRO ROXAS WATER DISTRICT (MRWD)

***Procurement of Infrastructure Project
for the Concreting of WTP Sludge Lagoon's
Flooring and Wall (1-Unit)***

INFRA No. 043-2021

Government of the Republic of the Philippines

**Sixth Edition
July 2020**

Preface

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

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

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

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

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

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

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

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Glossary of Terms, Abbreviations, and Acronyms

ABC – Approved Budget for the Contract.

ARCC – Allowable Range of Contract Cost.

BAC – Bids and Awards Committee.

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

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

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

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

CDA – Cooperative Development Authority.

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

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

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

CPI – Consumer Price Index.

DOLE – Department of Labor and Employment.

DTI – Department of Trade and Industry.

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

GFI – Government Financial Institution.

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

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

GOP – Government of the Philippines.

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

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PCAB – Philippine Contractors Accreditation Board.

PhilGEPS - Philippine Government Electronic Procurement System.

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

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

UN – United Nations.

Section I. Invitation to Bid



Republic of the Philippines
Metro Roxas Water District
MRWD Bldg., Km. 1, Roxas City 5800, Philippines
Tel. # (036) 6210-737/ 6210-044/ 6215-474
Telefax # (036) 6217-492

Invitation to Bid for the

Procurement of Infrastructure Project for the Concreting of WTP Sludge Lagoon's Flooring and Wall (1-Unit)

1. The ***METRO ROXAS WATER DISTRICT***, through the ***Corporate Budget for Fiscal Year 2021*** intends to apply the sum of ***Two Million Two Hundred Sixty Thousand Pesos and 00/100 (P2,260,000.00)*** being the Approved Budget for the Contract (ABC) to payments under the contract for ***Procurement of Infrastructure Project for the Concreting of WTP Sludge Lagoon's Flooring and Wall (1-Unit)/INFRA 043-2021***. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The ***METRO ROXAS WATER DISTRICT*** now invites bids for the above Procurement Project. Completion of the Works is required ***One Hundred Twenty (120) Calendar Days***. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary "*pass/fail*" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from ***METRO ROXAS WATER DISTRICT, BAC Secretariat at BAC Office, 1st Floor, MRWD Bldg., Km. 1, Roxas City, Capiz*** and inspect the Bidding Documents at the address given below from ***8:00 AM to 5:00 PM from Mondays to Fridays except holidays.***
5. A complete set of Bidding Documents may be acquired by interested bidders on ***July 11, 2021 until 8:45AM of August 2, 2021*** from ***METRO ROXAS WATER DISTRICT, BAC Secretariat at BAC Office, 1st Floor, MRWD Bldg., Km. 1, Roxas City*** and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of ***Five Thousand Pesos (Php5,000.00)***.
6. The ***METRO ROXAS WATER DISTRICT*** will hold a Pre-Bid Conference¹ on ***July 19, 2021 9:00 A.M.*** at ***BAC Office, 1st Floor, MRWD Bldg., Km. 1, Roxas City, Capiz***, which shall be open to prospective bidders.

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

7. Bids must be duly received by the BAC Secretariat at the office address as indicated below on or before **August 2, 2021 at 9:00 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 **ITB** Clause 16.
9. Bid opening shall be on **August 2, 2021, 9:00 A.M.** at **METRO ROXAS WATER DISTRICT Building, BAC Secretariat at BAC Office, 1st Floor, MRWD Bldg., Km. 1, Roxas City, Capiz**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

<i>Activities</i>	<i>Schedule</i>
1. Advertisement	July 11-18, 2021
2. Issuance of the Bidding Documents	July 11, 2021– until 8:45 AM of August 2, 2021
3. Site Visit	July 12-30, 2021
3. Pre-Bid Conference	July 19, 2021 at 9:00 A.M.
4. Deadline for the Pre-qualification Submission, and Opening of Bids	August 2, 2021 at 9:00 A.M.
5. Evaluation of Bids	August 3, 2021
6. Post-qualification of Bids	August 4-6, 2021

10. *[Insert such other necessary information deemed relevant by the Procuring Entity such as the use of a back-up data or cloud storage for large files uploaded for online bid submissions]*
11. The **METRO ROXAS WATER DISTRICT** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:

MARJORIE ALVAREZ. DELA CRUZ
Head, BAC Secretariat
METRO ROXAS WATER DISTRICT
MRWD Bldg., Km. 1, Roxas City
Tel. Nos. (036) 6210-044 or (036) 6210-737 Local No.125
Tele Fax No. (036) 6217-492 or 6217-382
marjorie.delacruz@metroroxaswd.gov.ph; metroroxaswd@gmail.com

13. You may visit the following websites:

For downloading of Bidding Documents: **metroroxaswd.gov.ph**

[July 12, 2021]

(Originally Signed)

TERESITA A. DELOTAVO

Chairperson

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, **METRO ROXAS WATER DISTRICT** invites Bids for the **Procurement of Infrastructure Project for the Concreting of WTP Sludge Lagoon's Flooring and Wall (1-Unit)**, with Project Identification Number **INFRA 043-2021**.

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

2. Funding Information

2.1. The GOP through the source of funding as indicated below for **Corporate Budget for Fiscal Year 2021** in the amount of **Two Million Two Hundred Sixty Thousand Pesos and 00/100 (P2,260,000.00)**.

2.2. The source of funding is:

- a. GOCC and GFIs, the Corporate Operating Budget.

3. Bidding Requirements

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

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

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

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

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

5. Eligible Bidders

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

A contract is considered to be "similar" to the contract to be bid if it has the major categories of work stated in the **BDS**.

- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

6. Origin of Associated Goods

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

7. Subcontracts

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

The Procuring Entity has prescribed that:

- a. Subcontracting is not allowed.

- 7.1. *[If Procuring Entity has determined that subcontracting is allowed during the bidding , state:]* The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criteria stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.
- 7.2. *[If subcontracting is allowed during the contract implementation stage, state:]* The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised

IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.

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

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address ***July 19, 2021, 9:00 A.M., at BAC Office, 1st Floor, MRWD Bldg., Km. 1, Roxas City*** as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

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

10. Documents Comprising the Bid: Eligibility and Technical Components

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

These key personnel must meet the required minimum years of experience set in the **BDS**.

- 10.5. A List of Contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, must meet the minimum requirements for the contract set in the **BDS**.

11. Documents Comprising the Bid: Financial Component

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

12. Alternative Bids

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

13. Bid Prices

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

14. Bid and Payment Currencies

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

- a. Philippine Pesos.

15. Bid Security

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

16. Sealing and Marking of Bids

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

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

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

17. Deadline for Submission of Bids

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

18. Opening and Preliminary Examination of Bids

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

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

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

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 16 shall be submitted for each contract (lot) separately.
- 19.3. In all cases, the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184 must be sufficient for the total of the ABCs for all the lots participated in by the prospective Bidder.

20. Post Qualification

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

21. Signing of the Contract

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

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause																
5.2	<p>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:</p> <p>A. Previous procurement project for the <i>Water Bearing Structure</i>.</p> <p>B. Completed within five (5) years prior to the deadline for the submission and receipt of bids</p>															
7.1	Subcontracting is not allowed.															
10.3	<p>PCAB Principal Classification:</p> <p>LICENSE PARTICULARS:</p> <p>Classification: <i>General Engineering-3</i> Category (Minimum Requirement): <i>C</i> Kind of Project: <i>Reservoir</i> Respective Size Range: <i>Small B</i></p>															
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <table><tr><th>Key Personnel</th><th>General Experience</th><th>Relevant Experience</th></tr><tr><td>Project Manager</td><td>3</td><td>3</td></tr><tr><td>Project Engineer</td><td>2</td><td>2</td></tr><tr><td>Safety Officer with DOLE Certificate</td><td>Not required</td><td>Not required</td></tr></table>	Key Personnel	General Experience	Relevant Experience	Project Manager	3	3	Project Engineer	2	2	Safety Officer with DOLE Certificate	Not required	Not required			
Key Personnel	General Experience	Relevant Experience														
Project Manager	3	3														
Project Engineer	2	2														
Safety Officer with DOLE Certificate	Not required	Not required														
10.5	<p>The minimum major equipment requirements are the following:</p> <table><tr><th>Equipment</th><th>Capacity</th><th>Number of Unit</th></tr><tr><td>Dump Truck</td><td>1</td><td>10 cu.m</td></tr><tr><td>One Bagger Mixer</td><td>1</td><td>4-6 cu.ft./min.</td></tr><tr><td>Concrete Vibrator</td><td>1</td><td>3hp</td></tr><tr><td>Tamping Rammer</td><td>1</td><td>4hp</td></tr></table>	Equipment	Capacity	Number of Unit	Dump Truck	1	10 cu.m	One Bagger Mixer	1	4-6 cu.ft./min.	Concrete Vibrator	1	3hp	Tamping Rammer	1	4hp
Equipment	Capacity	Number of Unit														
Dump Truck	1	10 cu.m														
One Bagger Mixer	1	4-6 cu.ft./min.														
Concrete Vibrator	1	3hp														
Tamping Rammer	1	4hp														
12	Alternative Bids are not allowed.															

15.1	<p>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</p> <ol style="list-style-type: none"> The amount of not less than <i>Forty-Five Thousand Two Hundred Pesos and 00/100 [P45,200.00], 2% of ABC</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; The amount of not less than <i>One Hundred Thirteen Thousand Pesos and 00/100 [P113,000.00], 5% of ABC</i> if bid security is in Surety Bond.
19.2	Partial bids are not allowed.
20	<p><i>The following shall be submitted in addition to those specified under Section 20 of the GCC:</i></p> <p><i>Latest Income and Business Tax Returns, filed and paid through the Electronic Filing and Payments System (EFPS), consisting of the following:</i></p> <ul style="list-style-type: none"> - <i>2020 Income Tax Return with proof of payment; and</i> - <i>VAT Returns (Form 2550M and 255Q) or Percentage Tax Returns (2551M) with proof of payment covering the months from July to December 2020</i>
21	<p>Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the DOLE, and other acceptable tools of project scheduling.</p> <ol style="list-style-type: none"> <i>Duly signed Construction schedule and S-curve;</i> <i>Duly signed Manpower schedule;</i> <i>Duly signed Construction methods;</i> <i>Duly signed Equipment utilization schedule;</i> <i>Construction safety and health program approved by the Department of Labor and Employment; and</i> <i>Duly signed PERT/CPM</i>

Section IV. General Conditions of Contract

1. Scope of Contract

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

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

2. Sectional Completion of Works

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

3. Possession of Site

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

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

4. The Contractor's Obligations

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

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

5. Performance Security

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

6. Site Investigation Reports

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

7. Warranty

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

8. Liability of the Contractor

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

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

9. Termination for Other Causes

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

10. Dayworks

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

11. Program of Work

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

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

12. Instructions, Inspections and Audits

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

13. Advance Payment

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

14. Progress Payments

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

15. Operating and Maintenance Manuals

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

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause	
2	The Intended Completion Date is <i>One Hundred Twenty (120) Calendar days</i> . <i>NOTE: The contract duration shall be reckoned from the start date and not from contract effectivity date.</i>
4.1	The Procuring Entity shall give possession of all parts of the Site to the Contractor <i>upon receipt and acceptance of Notice to Proceed</i> .
6	None
7.2	<i>[In case of permanent structures, such as buildings of types 4 and 5 as classified under the National Building Code of the Philippines and other structures made of steel, iron, or concrete which comply with relevant structural codes (e.g., DPWH Standard Specifications), such as, but not limited to, steel/concrete bridges, flyovers, aircraft movement areas, ports, dams, tunnels, filtration and treatment plants, sewerage systems, power plants, transmission and communication towers, railway system, and other similar permanent structures:]</i> Fifteen (15) years.
10	A. Dayworks are applicable at the rate shown in the Contractor's original Bid.
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within ten (10) days of delivery of the Notice of Award.
11.2	The amount to be withheld for late submission of an updated Program of Work is 1/50 of 1% of contract value.
13	The amount of the advance payment is fifteen percent (15%) of the contract value and can be availed of upon the submission and receipt of a request for the release of the advance payment after the issuance of the Notice to Proceed (NTP) and posting of an irrevocable letter of credit in favor of the procuring entity.
14	Materials and equipment delivered on the site but not completely put in place shall be included for payment.
15.1	The date by which operating and maintenance manuals are required is <i>[date]</i> . The date by which "as built" drawings are required is ten (10) calendar days after issuance of final acceptance.
15.2	The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals by the date required is 1/50 of 1% of contract value.

Section VI. Specifications

GENERAL CONSTRUCTION SPECIFICATIONS

This set of specifications shall govern the method of construction and the materials to be used for the proposed project shown in the plans and detailed drawings.

The plan, detailed drawings and these specifications shall be considered as complementing each other so what is mentioned or shown in the plan shall be considered both in case of conflict between the two; the same shall be referred to the supervising engineer for resolutions.

GENERAL CONDITIONS

All part of the construction shall be finished with the first class workmanship to the fullest talent and meaning of the plans these specifications and to the entire satisfactions of the engineer and the procuring entity.

These instructions shall conform to the requirements of the National Building Code as well as Local Rules and Regulations of the Municipality of Panitan Philippines.

EXCAVATION

All the excavations shall be made to the grade indicated in the drawings. Where the construction is covered with any kind of fill, excavation of footing should be made deeper until the stratum for safe bearing capacity is reached. Whenever water is encountered in the excavation process, it shall be removed by pumping. Care should be taken that the surrounding soil particles are not distorted or removed.

BACKFILLING

After concrete for foundation is hard enough to withstand pressure resulting from fills, the materials removed from excavations shall be used for backfill around them.

Backfill and fills shall be placed in layers not exceeding 150mm, in the thickness and each layer shall be thoroughly compacted by wetting tamping, and rolling.

CONCRETE WORKS

All concrete shall be mixed thoroughly until there is uniform distribution of cement and aggregates and shall be deposited as nearly as practicable in its final position. Care being taken to avoid segregation of aggregates. Water to be used for mixing concrete shall be clean and free from injurious amount of oil, acids, alkalis salt and other organic matters.

All concrete works shall be done in accordance with standard specifications for plain and reinforced concrete as adopted by government. Cement to be used shall be Portland cement.

The following proportion of concrete mixtures shall be used for various part of the construction:

Reinforced Concrete Slabs – Class A (1:2:3)

Concrete Slab on Fills – Class C (1:2:3)

Concrete slab on fill shall be poured on a gravel bed of not less than 150mm thick. Each concrete course to be poured shall not be more than one (1) meter wide and each course shall be poured alternately to the indicated floor finishes.

FORMS FOR CONCRETE WORKS

All forms for concrete works shall be properly braced or tied together so as to maintain the correct position and shape of the concrete members. Forms shall be constructed sufficiently tight to prevent bulging and seepage of water.

Forms shall be removed until the concrete has attained sufficient strength to support its own weight and any loads maybe placed in it. Side forms for concrete wall may be removed until they have attained their strength.

STEEL REINFORCEMENT BARS

All steel reinforcing bars to be used in this construction shall be round deformed bars with lugs or projections on their side to provide greater bond between steel. All steel reinforcing bars to used shall have a minimum Grade 33.

All steel reinforcing bars to be used shall be accurately placed and secured against displacements by tying them together to each bar intersection with No. 16 tie wire.

Steel reinforcing bars indicated for slab and other concrete members shall all conform to the number, size and spacing as indicated in the drawing or schedule of steel reinforcements.

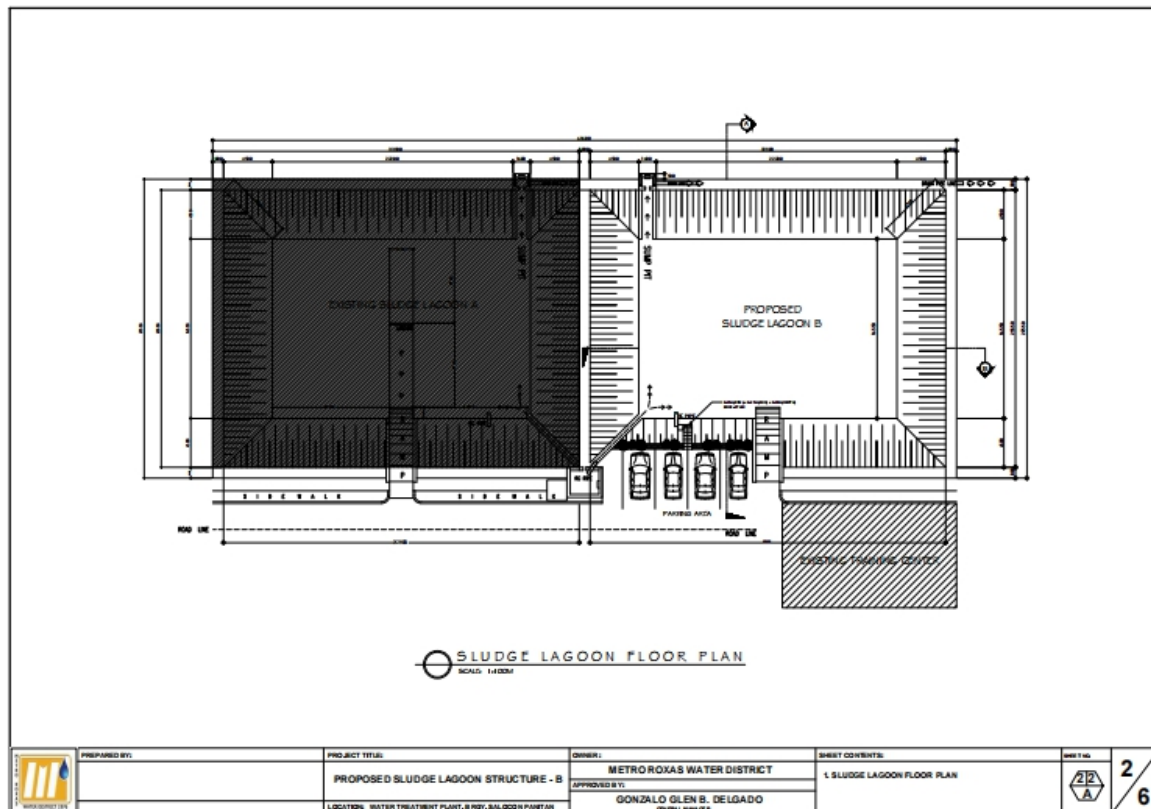
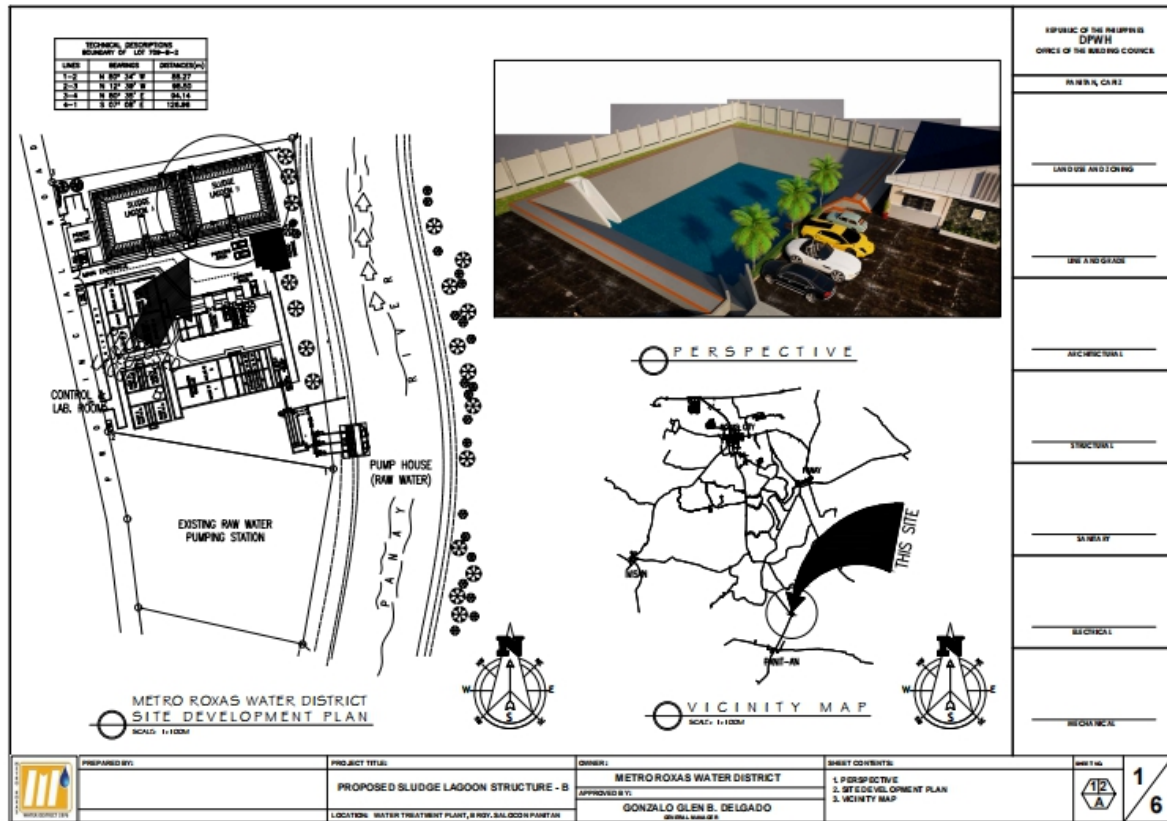
The minimum work experience requirements for key personnel are the following:

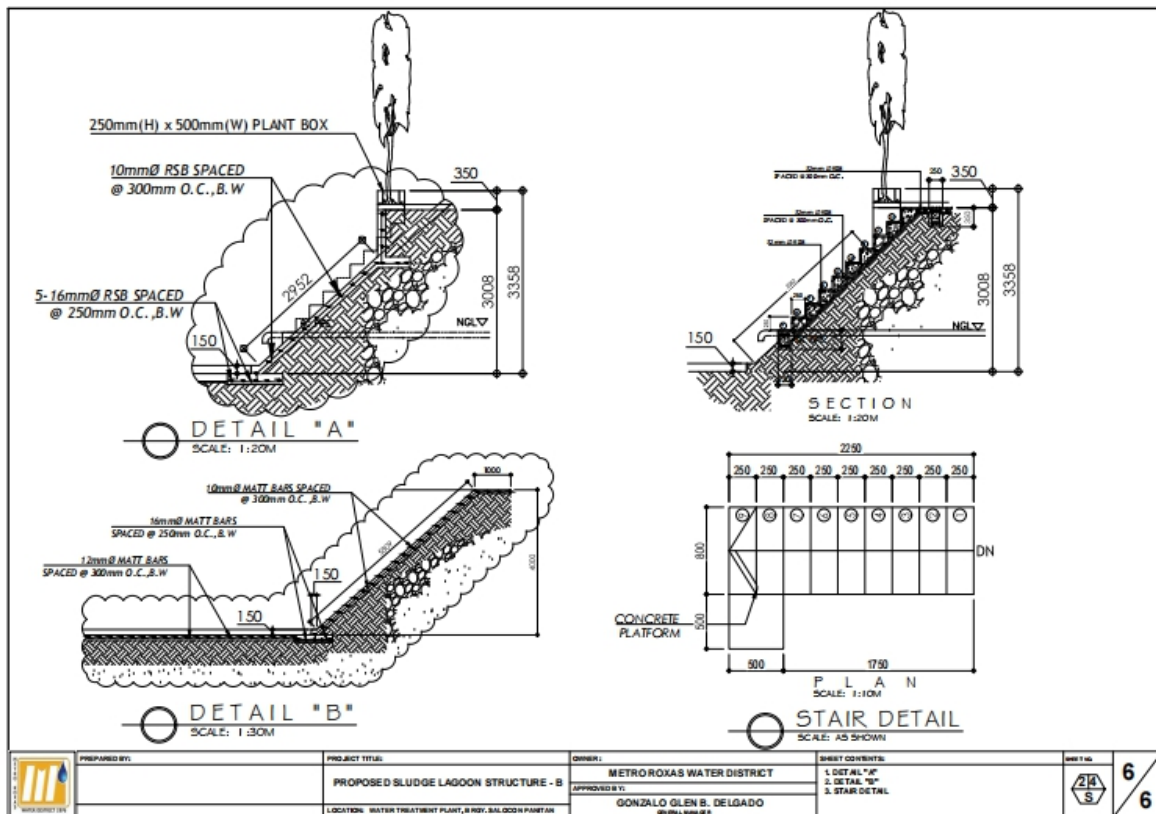
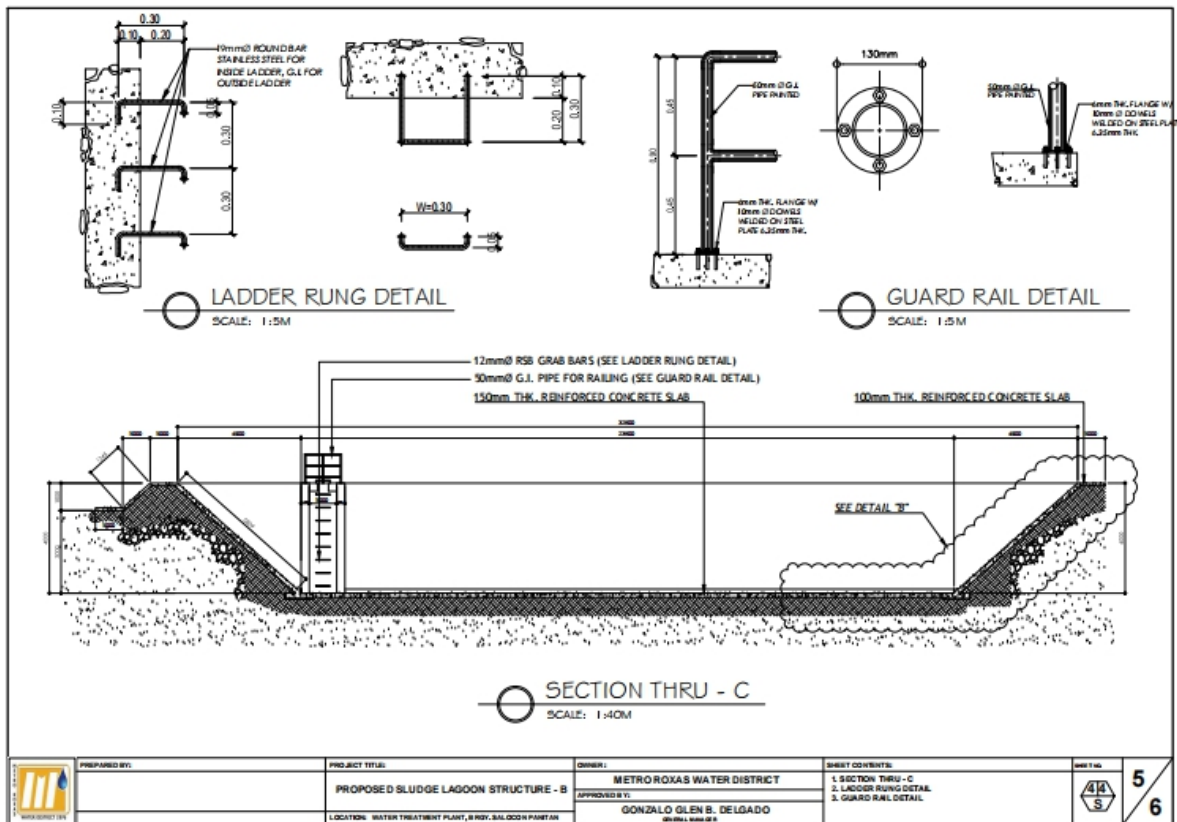
Key Personnel	General Experience	Relevant Experience
Project Manager	3	3
Project Engineer	2	2
Safety Officer with DOLE Certificate	Not required	Not required

The minimum major equipment requirements are the following:

Equipment	Capacity	Number of Unit
Dump Truck	1	10 cu.m
One Bagger Mixer	1	4-6 cu.ft./min.
Concrete Vibrator	1	3hp
Tamping Rammer	1	4hp

Section VII. Drawings





Section VIII. Bill of Quantities

Product Name: CONCRETING OF WTP SLUDGE LAGOON'S FLOORING AND WALL (1-UNIT) Location of the Contract: WATER TREATMENT PLANT SALOCON, PANITAN, CAPIZ Approved Budget for the Contract (ABC): Php2,260,000.00 Calendar Days: 120 C.D.					
SECTION VIII - BILL OF QUANTITIES					
Part No. ____ of ____				Part Description: _____	
(Columns (1), (2), (3) and (4) are to be filled up by the Procuring Entity)				(Columns (5) and (6) are to be filled up by the Bidder)	
Pay Item No	Description	Unit	Quantity	Unit Price (Pesos)	Amount (Pesos)
I. CONCRETE WORKS: V = 227.95 cu.m.					
1.	Washed Gravel	228	cu.m	In Words: _____ In Figures: _____	In Words: _____ In Figures: _____
2.	Washed Sand	114	cu.m	In Words: _____ In Figures: _____	In Words: _____ In Figures: _____
3.	Portland Cement (Type I)	2,280	bags	In Words: _____ In Figures: _____	In Words: _____ In Figures: _____
4.	16mm Ø x 6.0m RSB	51	pc	In Words: _____ In Figures: _____	In Words: _____ In Figures: _____
5.	10mm Ø x 6.0 m RSB	512	pc	In Words: _____ In Figures: _____	In Words: _____ In Figures: _____
6.	12mm Ø x 6.0 m RSB	1,641	pc	In Words: _____ In Figures: _____	In Words: _____ In Figures: _____
7.	#16 Tie Wire	12	roll	In Words: _____ In Figures: _____	In Words: _____ In Figures: _____
SUB TOTAL FOR ITEM I- CONCRETE WORKS		In Words: _____ _____ In Figures: _____			

II.	FORMWORKS & SCAOLDINGS: A=103.68 sq. m.				
1.	1/2" thk. X 4' x 8' Phenolic Board	15	pc	In Words: _____ In Figures: _____	In Words: _____ In Figures: _____
2.	3/16" x 1 1/2" x 6.0m Angle Bar	50	pc	In Words: _____ In Figures: _____	In Words: _____ In Figures: _____
3.	1" Tex Screw (Steel)	1,000	pc	In Words: _____ In Figures: _____	In Words: _____ In Figures: _____
4.	Welding Rod	20	kl	In Words: _____ In Figures: _____	In Words: _____ In Figures: _____
	SUB TOTAL FOR ITEM II- FORMWORKS & SCAOLDINGS	In Words: _____ In Figures: _____			
	TOTAL BIDDED COST	In Words: _____ In Figures: _____			

Submitted by:

Name of & Signature and Official Stamp of Bidder/Bidder's Representative:

_____ **Date:** _____

Position : _____

Name of Bidder: _____

Notes:

1. In case of discrepancy between the amount in words and the amount in figures, amount in words shall prevail.
2. Unit bid prices in Bid Forms shall prevail over the detailed cost estimates in Breakdown of Prices.
3. Quantities Estimated are for the purposes of comparing bids. Payment will be based on actual quantities furnished, installed or constructed

Section IX. Checklist of Technical and Financial Documents

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

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

Technical Documents

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

- or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- ☐ (k) Original duly signed Omnibus Sworn Statement (OSS);
- ☐ **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

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

Class "B" Documents

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

II. FINANCIAL COMPONENT ENVELOPE

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

Other documentary requirements under RA No. 9184

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





Republic of the Philippines
METRO ROXAS WATER DISTRICT
MRWD Bldg., Km. 1, Roxas City 5800, Philippines

BIDS & AWARDS COMMITTEE

Checklist of Requirements for Bidders

ELIGIBILITY & TECHNICAL REQUIREMENTS (TECHNICAL ENVELOPE), AND FINANCIAL REQUIREMENTS (FINANCIAL ENVELOPE) FOR THE PROCUREMENT OF INFRASTRUCTURE PROJECT IN ACCORDANCE TO THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF R. A. 9184

Name of Project: **Contract for the Procurement of Infrastructure Project for the Concreting of WTP Sludge Lagoon's Flooring and Wall (1-Unit)**

Location of the Project: **Water Treatment Plant Salocon, Panitan, Capi**

Approved Budget for the Contract: **Php2,260,000.00**

Site Visit: **July 12-30, 2021 (Office Hours)**

Pre-bid Conference: **July 19, 2021 at 9:00 A.M.**

Deadline for the Submission and Opening of Bids: **August 2, 2021 at 9:00 A.M. (MRWD Bundy Clock)**

Contract Duration: **Within 120 Calendar Days from receipt of Contract, Purchase Order and Notice to Proceed as stated in the bidding documents**

Payment Period: **Progress payment in accordance to Section 4. Clause 14 of the bidding documents**

First Envelope (Technical Proposal)

ELIGIBILITY REQUIREMENTS:

Class "A" Documents

Legal Document

1. Valid PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or post, which shall submit their eligibility documents under Section 23.1 of the IRR, provided, that the winning bidder shall register with the PhilGEPS in accordance with Section 37.1.4 of the IRR;
2. Valid Registration Certificate from Security and Exchange Commission (SEC) for corporation and partnership, Department of Trade and Industry (DTI) for sole proprietorship; Cooperative Development Authority (CDA) for cooperatives; or any proof of registration with Articles of Incorporation, Partnership, whichever is applicable and appropriate including amendments thereto, under existing laws of the Philippines;
3. Valid Mayor's Permit/Municipal License issued by the city or municipality where the principal place of business of prospective bidder is located;
4. Valid Tax clearance per E.O. 398, s.2005, as finally reviewed and approved by the BIR (GPPB Res.21-203, 30 July 2013);

Technical Requirements:

Technical Document

5. 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: and

Statement of the Bidder’s single largest completed contract (SLCC) similar to the contract to be bid, in accordance with ITB Clause 5.4, within the relevant period as provided in the **BDS**. A bidder must have at least one (1) single largest contract equivalent to or at least fifty percent (50%) of the ABC for the last five (5) years which is similar in nature to the goods being offered:

The statement shall include, for each contract, the following:

- (1) name of the contract;
- (2) date of the contract;
- (3) contract duration;
- (4) owner’s name and address;
- (5) nature of work;
- (6) contractor’s role (whether sole contractor, subcontractor, or partner in a JV) and percentage of participation;
- (7) Total contract value at award;
- (8) date of completion or estimated completion time;
- (9) total contract value at completion, if applicable;
- (10) percentage of planned and actual accomplishments, if applicable; and
- (11) value of outstanding works, if applicable.

The statements of the Bidder’s SLCC shall be supported by the Notice to Award and/or Notice to Proceed, Project Owner’s Certificate of Final Acceptance issued by the Owner other than the Contractor or the Construction Performance Evaluation System (CPES) final Rating, which must be at least satisfactory. In case of the contract with the private sector, an equivalent document shall be submitted.

6. Valid Philippine Contractors Accreditation Board (PCAB) License or Special PCAB license in case of joint venture, and registration for the type and cost of the contract for this Project;
7. Original Bid Security bidders may submit the **Bid Securing Declaration (BSD)** or any bid security acceptable forms in the Bidding Documents the amount of which shall be not less than the percentage of the ABC in accordance with the following schedule:

Form of Bid Security	Amount of Bid Security (Equal to Percentage of the ABC)
Cash or cashier’s/manager’s check issued by a Universal or Commercial Bank;	Two percent (2%) = Php45,200.00
Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank;	
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%) = Php113,000.00

8. Project Requirements, which shall include the following:
 - (1) Organizational chart for the contract to be bid:
 - (2) List of contractor's personnel (e.g., Structural Engineer, Project Engineers, and Safety Officer), to be assigned to the contract to be bid, with their complete qualification and experience data. These personnel must meet the required minimum years of experience set in the BDS (ITB 12.1(b) (ii.2); and
 - (3) List of contractor's major equipment units, which are owned, leased, and/or under purchased agreement supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, which must meet the minimum requirements for the contract set in the BDS (ITB 12.1(b) (iii.3); and
9. Duly Notarized Omnibus Sworn Statement in accordance with Section 25.3 of the Revised IRR of RA 9184;

Duly Notarized Authority of the Signatory:

- a.) For Sole Proprietorship- "Special Power of Attorney" issued by the proprietor granting full power and authority to do, execute and perform any and all acts necessary for the bidding at hand;
- b.) For Corporation, Cooperative, or Joint Venture- "Secretary's Certificate" issued by the Corporate Secretary indicating the Board Resolution No., if any, granting full power and authority to do, execute and perform any and all acts necessary for the bidding at hand; or
- c.) For Partnership – a "Joint Special Power of Attorney (SPA)" issued by concerned Partners granting full power and authority to do, execute and perform any and all acts necessary for the bidding at hand.

Financial Document

10. Audited financial statements, stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, showing, among others, the prospective bidder's total and current assets and liabilities for the preceding calendar year, which should not be earlier than two (2) years from bid submission;
11. Net Financial Contracting Capacity (NFCC) computation which must be at least equal to the Approved Budget for the Contract (ABC) in accordance with ITB Clause 5.5 or a committed Line of Credit from a universal or commercial bank which must be at least equal to ten percent (10%) of the ABC;

Class "B" Document

12. If applicable, the JVA, in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners in accordance with Section 23.1 (b) of the IRR;

Additional Eligibility Requirements

13. Valid BIR Registration Certification which contains the Taxpayer's Identification Number;

14. Certification from the bidder that it has no delinquent delivery with MRWD duly signed by Head of the Property/Supply and Procurement Division and its duly authorized representative.

Additional Technical Requirements

15. Conformity with the technical specification as enumerated and Specified in Section VI (Technical Specifications) and Section VII (Drawings) of the bidding documents;
16. Duly signed commitment schedule to implement the project within 120 calendar days from receipt of Contract and Notice to Proceed as stated in the bidding documents;
17. For foreign bidders claiming eligibility by reason of their country's extension of reciprocal rights to Filipinos, a certification from the relevant government office of their country stating that Filipinos are allowed to participate in their government procurement activities for the same item or product.
18. Certification of Site Inspection issued by Metro Roxas Water District.

Second Envelope (Financial Proposal)

1. Original of duly signed Bid Prices in the Bill of Quantities:
 1. Supplier's/ Company's name;
 2. Address of the company or office address;
 3. Date;
 4. Unit Price for each item;
 5. Total Price per item;
 6. Total Bid Proposal in figure;
 7. Amount in words of the Total Bid Financial Proposal;
 8. Supplier's name
 9. Supplier's signature over printed name
 10. Designation in the company of the signatory;
 11. Tax Identification Number (TIN)
 12. Date signed; and Telephone or Fax No.
2. Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid.
3. Cash Flow by Quarter.

Note:

1. *The Checklist of Requirements for Bidders shall form part of the bidding documents. Any discrepancy among the list of requirements indicated in Section II of the bidding documents and the Checklist of Requirements for Bidder's, the latter shall prevail.*
2. *Participating bidders are required to use/follow the prescribed forms issued upon purchase of the bidding documents.*
3. *Bidders must submit one (1) original copy and three (3) certified copies by the bidder or its duly authorized representative/s for each of the required documents.*

4. *Bidder must submit two (2) sealed envelope for Technical Proposal and Financial Proposal.*

For the information and guidance of all concerned.

Approved by:

(Originally Signed)
TERESITA A. DELOTAVO
Chairperson
Bids and Awards Committee