Republic of the Philippines
Benguet State University
La Trinidad, 2601 Benguet
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BAGONG PILIPINAS

IB 2025-11A– REPAIR AND UPGRADING OF DETERIORATED FLOOR FINISH OF NPRCRTC BUILDING

(2ND INVITATION TO BID)

Project Location	BSU La Trinidad Campus, Km. 6, La Trinidad, Benguet
Brief Description	The project involves the tiling of the first and second floor of the NPRCRTC building having an area of 1,329.30 sq.m.
Approved Budget for the Contract (ABC)	**PhP. 1,500,000.00**
Contract Duration	50 calendar days
Amount of Bidding Documents	Php. 2,000.00

May 24, 2025

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 contracts, 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

Notes on the Invitation to Bid

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

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

a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;

b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;

c. The deadline for the submission and receipt of bids; and

d. Any important bid evaluation criteria.

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

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BAGONG PILIPINAS

Second Invitation to Bid
IB 2025-11A Repair and Upgrading of Deteriorated Floor Finish of NPRCRTC Building

1. The *Benguet State University (BSU)*, through the *General Appropriations Act (GAA) – FY 2025* intends to apply the sum of *One Million Five Hundred Thousand Pesos only (Php. 1,500,000.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for the *Repair and Upgrading of Deteriorated Floor Finish of NPRCRTC Building – IB 2025-11A*. Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The *Benguet State University* now invites bids for the above Procurement Project. Completion of the Works is required *within 50 Calendar Days upon receipt of the Notice to Proceed*. 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 *BSU-Bids and Awards Committee (BAC) Secretariat through the contact details given below* and inspect the Bidding Documents at the address given below from *8:00 AM to 5:00 PM office hours*.

5. A complete set of Bidding Documents may be acquired by interested bidders on *May 26, 2025* from the given address and website/s 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* Two Thousand Pesos only (Php. 2,000.00).

   Payment may be made in either mode, as follows:
   a. Payment, in person, to the BSU Cashier's Office, First Floor, Administration Building, Km 5, Balili, La Trinidad, Benguet. The Procuring Entity shall allow the bidder to present its proof of payment for the fees which will be presented in person, by facsimile, or through electronic means.

   b. Online payment through the Landbank payment portal- **https://www.lbp-eservices.com/egps/portal/index.jsp.** Bidders shall present its confirmation receipt to

the BAC Secretariat in person, by facsimile, or through electronic means, which shall be used as proof of payment for the bidding documents fee.

6. The *Benguet State University* will not hold a Pre-Bid Conference.
7. Bids must be duly received by the BAC Secretariat through **manual submission** at the office address as indicated below, on or before 1:30 PM, June 3, 2025. 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 2:00 PM, June 3, 2025 at the given address below and/or through *via Google Meet Platform at the **link:*** **meet.google.com/iih-nrds-cpo**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. The *Benguet State University* 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.

11. For further information, please refer to:

    BAC Secretariat
    Procurement Management Office (PMO)
    Benguet State University – La Trinidad Campus
    1/F Administration Building
    Km. 5, La Trinidad, Benguet
    Emal: ***procurement@bsu.edu.ph***
    Telefax: (074) 661-1839

12. You may visit the following websites:
    For downloading of Bidding Documents: *www.bsu.edu.ph/bids-awards*

May 23, 2025

SGD
JANET P. PABLO
Chairperson, Bids and Awards Committee
Infrastructure and Consultancy

Section II. Instructions to Bidders

Notes on the Instructions to Bidders

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

1. Scope of Bid

The Procuring Entity, *Benguet State University* invites Bids for the ***Repair and Upgrading of Deteriorated Floor Finish of NPRCRTC Building,*** *with Project Identification Number* ***IB 2025-11A.***

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

2. Funding Information

2.1. The GOP through the source of funding as indicated below for ***FY 2025*** in the amount of ***Php. 1,500,000.00.***

2.2. The source of funding is: ***FY 2025 General Appropriations Act***

3. Bidding Requirements

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

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

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

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

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

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

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

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

5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.

5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

6. Origin of Associated Goods

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

7. Subcontracts

7.1. The Procuring Entity has prescribed that:

Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will not hold a pre-bid conference for this Project 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 special PCAB License in case of Joint Ventures, and registration for the type and cost of the contract for this Project. Any additional type of Contractor license or permit shall be indicated in the **BDS**.

10.4. A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the **BDS**.

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

11. Documents Comprising the Bid: Financial Component

11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.

11.2. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.

11.3. For Foreign-funded procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Alternative Bids

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

13. Bid Prices

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

14. Bid and Payment Currencies

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

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

15. Bid Security

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

15.2. The Bid and bid security shall be valid until *October 1, 2025 or one hundred twenty (120) calendar days from opening of bids.* Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

16. Sealing and Marking of Bids

Each Bidder shall submit one (1) original copy of the bid, and one additional (1) copy of the bid in either hard copy **OR** digital copy.

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 15 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

Notes on the Bid Data Sheet (BDS)

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

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

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

a. Information that specifies and complements provisions of the ITB must be incorporated.

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

Bid Data Sheet

<table>
<tr><td>ITB Clause</td><td></td></tr>
<tr><td>5.2</td><td>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:
a. Repair of buildings with at least 50% similarities with the major work component of the project;
b. Have been completed within 5 years prior to submission of bids</td></tr>
<tr><td>7.1</td><td>Subcontracting is not allowed</td></tr>
<tr><td>10.3</td><td>PCAB License requirement shall be:

Size Range: Small B
License Category: C & D
Principal Classification: General building/ General Engineering</td></tr>
<tr><td rowspan="2">10.4</td><td>The key personnel must meet the required minimum years of experience set below:
<table>
<tr><th>Key Personnel</th><th>No. of Personnel</th><th>General Experience</th><th>Relevant Experience</th></tr>
<tr><td>Site Engineer/ Site Architect</td><td>1</td><td>At least 3 years</td><td>At least 3 years</td></tr>
<tr><td>Part time Safety Officer – with COSH training from accredited provider by DOLE</td><td>1</td><td>At least 3 years</td><td>At least 3 years</td></tr>
<tr><td>Construction Foreman</td><td>1</td><td>At least 3 years</td><td>At least 3 years</td></tr>
</table></td></tr>
<tr><td>Note:
1. All the key personnel should have applicable and prescribed General and Relevant Experiences in line on specialization.
2. Key personnel must have valid PRC licenses/certificates/ accreditation and PTR and be presented during the Post Qualification</td></tr>
<tr><td>10.5</td><td>The minimum major equipment requirements are the following:
<table>
<tr><td>Equipment</td><td>Capacity</td><td>Number of Units</td></tr>
<tr><td>Power tools- various</td><td></td><td>1</td></tr>
<tr><td>Minor tools - various</td><td></td><td>1</td></tr>
<tr><td>Chipping gun</td><td>5-10 kg.</td><td>2</td></tr>
<tr><td></td><td></td><td></td></tr>
</table>
Note: Equipment will be inspected during the post qualification.</td></tr>
</table>

12	*Alternative Bid is not Allowed*
15.1	The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts: a. The amount of not less than **2% of ABC***,* if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; b. The amount of not less than **5% of ABC** if bid security is in Surety Bond.
16	Each Bidder shall submit one (1) original of the bid documents, and one (1) additional copy of the bid in either hard copy **OR** digital copy. For digital copy/scanned copy of the bid, it may be saved in a flash drive. The flash drive shall contain the following: a. The technical component of the bid in PDF format – saved in a "folder" marked as Technical Component; b. Financial component of the bid in PDF format – saved in a "folder marked as financial component; c. Detailed Estimates and Bill of Quantities – in Excel Format ***Note: The bidder shall affix his/her signature in all photocopied documents in the original copy of the bid.***
19.2	Partial bids are not allowed.
20	No further instruction
21	Additional contract documents relevant to the Project as required: a. PERT/CPM b. Construction Safety and Health Program duly approved by DOLE; c. Construction Schedule and S-curve; d. Manpower Schedule; e. Construction Methods; f. Updated Program of works showing general methods, arrangement, order and timing for all activities in the works; g. Equipment Utilization Scheduled; and h. Contractor's All Risk Insurance (CARI)

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

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

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

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

1. Scope of Contract

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

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

2. Sectional Completion of Works

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

3. Possession of Site

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

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

4. The Contractor's Obligations

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

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

5. Performance Security

5.1. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity but in no case later than the signing of the contract by both parties, the

successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR.

5.2. The Contractor, by entering into the Contract with the Procuring Entity, acknowledges the right of the Procuring Entity to institute action pursuant to RA No. 3688 against any subcontractor be they an individual, firm, partnership, corporation, or association supplying the Contractor with labor, materials and/or equipment for the performance of this Contract.

6. Site Investigation Reports

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

7. Warranty

7.1. In case the Contractor fails to undertake the repair works under Section 62.2.2 of the 2016 revised IRR, the Procuring Entity shall forfeit its performance security, subject its property(ies) to attachment or garnishment proceedings, and perpetually disqualify it from participating in any public bidding. All payables of the GOP in his favor shall be offset to recover the costs.

7.2. The warranty against Structural Defects/Failures, except that occasioned-on force majeure, shall cover the period from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity. Specific duration of the warranty is found in the **SCC**.

8. Liability of the Contractor

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

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

9. Termination for Other Causes

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

10. Dayworks

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

11. Program of Work

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

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

12. Instructions, Inspections and Audits

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

13. Advance Payment

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

14. Progress Payments

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

15. Operating and Maintenance Manuals

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

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

Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

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

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

a. Information that complements provisions of the GCC must be incorporated.

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

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

Special Conditions of Contract

GCC Clause	
2	*No further instructions*
4.1	*The Benguet State University shall give possession of all parts of the Site to the Contractor upon receipt of the Notice to Proceed.*
6	*No further instructions*
7.2	*In case of permanent structures, such as buildings of types 4 and 5 as classified under the National Building Code of the Philippines and other structures made of steel, iron, or concrete which comply with relevant structural codes (e.g., DPWH Standard Specifications), such as, but not limited to, steel/concrete bridges, flyovers, aircraft movement areas, ports, dams, tunnels, filtration and treatment plants, sewerage systems, power plants, transmission and communication towers, railway system, and other similar permanent structures:* Fifteen (15) years.
10	Dayworks are applicable at the rate shown in the Contractor's original Bid.
11.1	The Contractor shall submit the updated Program of Work to the Procuring Entity's Representative within ***ten (10) days*** upon receipt of the Notice of Award.
11.2	The amount to be withheld for late submission of an updated Program of Work is *1% of the ABC.*
13	The amount of the advance payment is equivalent to fifteen percent (15%) *of the total contract price to be paid in a lump sum by BSU.*
14	Materials and equipment delivered on the site but not completely put in place shall not be included for payment.
15.1	The date by which operating and maintenance manuals are required is within seven (7) calendar days upon completion of the project. The date by which "as built" drawings are required is within seven (7) after the completion.
15.2	The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals by the date required is *1% of the ABC.*

Section VI. Specifications

Notes on Specifications

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

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

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

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

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Contract to specific standards and codes to be met by the goods and materials to be furnished, and work performed or tested, the provisions of the latest current edition or revision of the relevant standards and codes in effect shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national, or relate to a particular country or region, other authoritative standards that ensure a substantially equal or higher quality than the standards and codes specified will be accepted subject to the Procuring Entity's Representative's prior review and written consent. Differences between the standards specified and the proposed alternative standards shall be fully described in writing by the Contractor and submitted to the Procuring Entity's Representative at least twenty-eight (28) days prior to the date when the Contractor desires the Procuring Entity's Representative's consent. In the event the Procuring Entity's Representative determines that such proposed deviations do not ensure substantially equal or higher quality, the Contractor shall comply with the standards specified in the documents.

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

TECHNICAL SPECIFICATIONS

Name of Project: **REPAIR AND UPGRADING OF DETERIORATED FLOOR FINISH OF NPRCRTC BUILDING**
Location: **BSU LA TRINIDAD CAMPUS, KM. 6, LA TRINIDAD, BENGUET**

GENERAL PROVISIONS AND REQUIREMENTS

SECTION 1 – SPECIFIC

1. SCOPE OF WORK

a. The work covered under this contract shall include the construction of the building including supervision, labor and the supply of materials, equipment and services necessary to properly conduct and produce the desired work product. Included herein are mobilization, civil works, concrete and masonry works, carpentry, tinsmith, doors and windows, electrical works, plumbing works and painting works. General cleaning/demobilization of all temporary works and structures for an efficient, smooth and up to date completion of the contract.

2. CONTRACT DRAWINGS

a. Details and extent of work are shown on the drawings accompanying these specifications.
b. Sketches and other details not shown in plans shall be furnished by the Benguet State University architect or engineer during the pace of construction.

3. PARTS OF THE SPECIFICATIONS

a. This specification shall include the following parts whose applicable provisions are binding in the contract:

Section I	-	Specific
Section II	-	General Conditions
Section III	-	Mobilization
Section IV	-	Tile Works
Section XI	-	General Cleaning and Demobilization

b. Works performed under any of the following parts of the Specifications shall not be paid separately, but the cost thereof shall be considered as having been included in the lump sum contract price.

c. These specifications are intended to supplement the provisions of PD 1096 otherwise known as the National Building Code of the Philippines and its IRR in order to provide the proper design and construction. In case of discrepancies between plans and specifications, these specifications shall prevail. It is the duty of the Contractor to examine both carefully, compare and verify dimensions and data furnished by BSU in case of discrepancies between figures and drawings, the matter should be brought immediately to the BSU architect or engineer before any adjustments shall be made by the Contractor.

SECTION II – GENERAL CONDITIONS

1. WORKMANSHIP

a. All operations required under any and all parts of the Specifications shall be undertaken in a neat, workmanlike manner. Only skilled personnel

with sufficient experience in similar operations shall be allowed to undertake the same.

b.

2. CLEARING, GRUBBING, GRADING AND FILLING

a. The contractor shall clear, grub, and grade the location of the proposed repair of academic laboratories four (4) meters in all directions outside the building line without extra compensation. Provided, however, that he shall not be required to clear beyond existing street lines, should the said street line be nearer than those of the four (4) meters to any building line.

3. EXCAVATION AND BACKFILL

a. The contractor shall make the necessary excavation of whatever materials maybe encountered, for all foundations to the extent required and the grade indicated on the drawings, without extra compensation.

4. ELECTRICITY AND WATER SUPPLY

a. The contractor shall provide at his own expense electricity and ample supply of fresh water, sufficient for all construction purposes.

5. INSPECTION OF THE SITE

a. The tender may deem to have been based on data, regarding physical conditions of the site. The contractor acknowledges and warrants that he has inspected and examined the site and the surroundings and has satisfied himself by submission of his bid as to the nature of the work and materials necessary for the completion of the project, the means of access to the site, the accommodation he may require, and that he has obtained for himself, all the necessary information as to risks, contingencies and other circumstances which may have influenced or affected his bid. NO increase in cost or extension of time will be considered for the failure to inspect and examine the site condition.

6. CHANGES

a. The BSU architect or engineer reserves the right to make slight changes in details of work or materials as he may deem advisable. These changes may include revision or modifications of shapes or dimensions of elements that may involve additional expenses to the contractor shall be covered by appropriate adjustment of the contract price.

7. CONFLICT BETWEEN PLANS, SPECIFICATIONS AND BILL OF MATERIALS & ESTIMATES

a. Should there be any conflict between indications on drawings, provisions in specifications, bill of materials and estimates shall be referred to the BSU architect or engineer for his/her decisions on the matter and whose opinion shall be final.

b. Any omission in the specifications of work or works to be undertaken but necessary for the completion of work, shall be undertaken by the contractor as if indicated on the drawings, without extra compensation. Such works shall be done in the usual manner as required as to quality of both materials and workmanship.

8. REJECTIONS

a. Materials or workmanship not in reasonable conformance with the provisions of these specifications shall be rejected at any time during the progress of the work. The contractor shall receive copies of reports of rejection of materials and workmanship made by the authorized technical representative of BSU. Any part of the work that he has been done and is not of the quality required by reasonable interpretation of the plans and specifications shall be torn down or removed immediately and rebuilt or otherwise remedy such work in accordance with the requirements of the plans and specifications.

9. VARIATION ORDER / CHANGE ORDER / EXTRA WORK ORDER

a. Any changes or deviations made on plans, specifications, bill of materials and estimates should be referred and reported to the BSU architect or engineer for proper documentation prior to implementation.

b. All IRR of RA 9184 regarding Variation Order, Change Order or Extra Work Order should be strictly followed.

10. ESTABLISHED GRADE LINE AND PREPARATION OF SITE

a. The contractor shall inspect and examine the individual site conditions. No increase in cost or extension of time will be considered for failure to examine site condition.

b. Care shall be taken to protect and maintain adjacent properties, trees, materials and such other facilities such as conduits, drains sewers, pipes and other wires that are to remain in the property. Restore without cost to BSU all properties may be affected during the performance of work.

c. All unusable materials and debris resulting from the performance of work shall be removed from the premises and salvageable material shall be hauled and stacked neatly by the contractor to BSU storehouse.

d. Remove all earth and sub-grade materials unsuitable for the preparation of the sub-grade for the items of construction. Clear and remove shrubs, stumps, roots and other vegetation from the site.

SECTION III – MOBILIZATION

1. SCOPE

a. The work shall include mobilization of equipment, manpower, hauling of materials, and necessary tools needed for the proper and smooth completion of the project.

SECTION IV-TILE WORKS

1. Description

This Item shall consist of furnishing all porcelain tiles and cementitious materials, tools and equipment including labor required in undertaking the proper installation of walls and floor tiles as shown on the Plans and in accordance with this Specification.

2 Material Requirements

Porcelain tiles and trims shall be made of very fine clay, or a mixture of clay and other materials which is called the body of the tile. Tile bodies

are classified by ASTM C 242 as to their degree of water absorption. Porcelain tiles and trims are manufactured either by dust-pressed process in which the clays are ground to dust mixed with a minimum of water shaped in steel dies and then fired or by plastic process in which the clays are made plastic by mixing with water, shaped by extrusion or in molds and then fired.

2. a. Unglazed Tiles

Unglazed tiles shall be hard dense tile of homogeneous composition.
Its color and characteristics are determined by the materials used in the body, the method of manufacture and the thermal treatment. It is used primarily for floors and walls.

3. b. Trims

Trims are manufactured to match wall tile color, texture and to coordinate with it in dimension. These are shaped in various ceramic trim units such as caps, bases, coves, bullnoses, corners, angles, etc. that are necessary for edging or making a transition between intersecting planes.

2.c. Cement

Cement shall be Portland conforming to the specification requirements.

2.d. Sand

Sand shall be well graded fine aggregate clean river sand, free from soluble salts and organic impurities.

2.e. Lime

Lime shall be hydrated lime with free un hydrated oxide and magnesium oxide content not to exceed 8 percent by weight.

3. **Construction Requirements**

Tile work shall not be started until roughing-ins for plumbing, electrical and other trades have been completed and tested. The work of all other trades shall be protected from damage.

3.a. Surface Preparation

a) Mortar mix for scratch coat and setting bed shall consist of one part Portland cement 1/4 part lime and 3 parts sand by volume. Surface to receive tile must be level, true to elevation, dry, free from dirt, oil and other ointments. Allow at least seven days curing of scratch coat and setting bed. Installation work shall not be allowed to proceed until unsatisfactory conditions are corrected.

3.b) Bond coat shall be tile adhesive

3.b1. Thoroughly dampen surfaces of masonry or concrete walls before scratch coat is applied.

3.b2. On masonry or concrete surface first apply a thin coat with pressure, then bring it out sufficiently to compensate for the major irregularities of the surface to a thickness not less than 10 mm. at any point.

3.b3. Evenly rate scratch coat to provide good mechanical key before the mortar mix has fully hardened.

3.b4 Installation Procedure

Ceramic tiles shall be soaked in clean water prior to installation for a minimum of one hour.

3.c.Cleaning

a) Clean ceramic tile surfaces thoroughly as possible upon completion of setting.
b) Polish surface of tile with soft cloth.

3.d. Protection from Construction Dirt

a) Apply a protective coat of neutral cleanser solution diluted with water in the proportion of 1:4 or 1-liter cleanser concentrate to 1-gallon water.

b) In addition, cover tile flooring with heavy-duty no staining construction paper, taped in place.

c) Just before final acceptance of the work remove paper and rinse protective coat of neutral cleaner from tile surface. Do not let protective paper get torn 'or removed.

4. Method of Measurement

All works performed under this Item shall be measured in square meters for areas actually laid with ceramic tiles and accepted to the satisfaction of the Engineer.

SECTION XI – GENERAL CLEANING AND DEMOBILIZATION

1. SCOPE OF WORK

a. Upon the completion, the contractor shall remove from the building all the materials and debris created by him, and leave his part of the work in a clean and finished condition acceptable to the owner. Washing and polishing of window glass and all other glazing works shall be done by him.

SPECIAL PROVISIONS

1. START AND COMPLETION OF WORK

The contractor shall start the work within five (5) calendar days after specified date in the notice to proceed given to by BSU and he shall complete the work within the agreed number of calendar days.

All salvage materials shall be turned over to the BSU main campus storehouse.

2. CONSTRUCTION MEN IDENTIFICATION

The contractor shall provide all his men working in the project with identification cards at the project site that BSU required.

3. ACCIDENT

The contractor shall provide, at the site, such medical facilities which are necessary to supply the first aid of anyone who may be injured in connection with the work. The contractor must promptly report in writing to BSU all accidents whatsoever arising out of or in connection with the performance of the work, whether on, or adjacent to the site, which cause death, personal injury, on property damages giving full details and statement of witnesses.

4. COST AND FIGURE DISCREPANCIES

In case of discrepancies between costs and total bid cost, the latter shall govern. In case of error between price in words and figures occurs, the price in figures shall be considered as the bid.

5. PROTECTION

The contractor shall protect the work of all other trades against damage or injury by his employee, or by his material, tools or utensils used in connection with this contract. Any damage done by him or his employees shall be repaired at his own expense, without any additional compensation beyond the contract price.

The contractor shall be held responsible for the repairs to have own or other made necessary by the defective workmanship or careless of other crafts.
Any damage to any part or part of the structure of the structure of the building caused by the contractor shall be repaired at his own expense.

6. WARRANTY AND GUARANTEES

The contractor shall guarantee all works specified are free from the defective workmanship and materials, and will remain so far for a period of 1 year from the date of acceptance of the work. Any defects, appearing within the aforesaid period, shall be remedied by the contractor at his own expense.

7. WORKMANSHIP

The work throughout shall be executed in the best and most thorough manner under the redirection of and to the satisfaction of the BSU Engineer and Architect and shall have the power to reject any works and materials which, in his judgment, are not in full accordance therewith.

8. MANNER OF PAYMENT

The contractor shall be paid through progress billing and shall submit a request for the payment corresponding to the percentage of work accomplished with statement of work accomplishment and the project photos before and after each activity as attachment. Such request shall be verified by the monitoring and inspection committee or its duly appointed representative. Benguet State University shall have the right to deduct from the contractor’s progress billing such amount as may be necessary to cover the third party’s liabilities, as well as the uncorrected defects in the projects.
The payment shall be subjected to retention of ten percent (10%) referred to as the “retention money” in accordance with pertinent provisions of RA 9184.

Section VII. Drawings

IB 2025-11A– REPAIR AND UPGRADING OF DETERIORATED FLOOR FINISH OF NPRCRTC BUILDING

Please see attached plans and design

Section VIII. Bill of Quantities

Notes on the Bill of Quantities

Objectives

The objectives of the Bill of Quantities are:

a. to provide sufficient information on the quantities of Works to be performed to enable Bids to be prepared efficiently and accurately; and

b. when a Contract has been entered into, to provide a priced Bill of Quantities for use in the periodic valuation of Works executed.

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

Daywork Schedule

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

a. A list of the various classes of labor, materials, and Constructional Plant for which basic daywork rates or prices are to be inserted by the Bidder, together with a statement of the conditions under which the Contractor will be paid for work executed on a daywork basis.

b. Nominal quantities for each item of Daywork, to be priced by each Bidder at Daywork rates as Bid. The rate to be entered by the Bidder against each basic Daywork item should include the Contractor's profit, overheads, supervision, and other charges.

Provisional Sums

A general provision for physical contingencies (quantity overruns) may be made by including a provisional sum in the Summary Bill of Quantities. Similarly, a contingency allowance for possible price increases should be provided as a provisional sum in the Summary Bill of Quantities. The inclusion of such provisional sums often facilitates budgetary approval by avoiding the need to request periodic supplementary approvals as

the future need arises. Where such provisional sums or contingency allowances are used, the SCC should state the manner in which they will be used, and under whose authority (usually the Procuring Entity's Representative's).

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

Signature Box

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

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

Please see attached Bill of Quantities and Detailed Estimates

Section IX. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

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

a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or

b. The mandatory provisions of Required Forms shall be considered as per GPPB Circular No. 4-2020; or

c. any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

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

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

a. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **in accordance with Section 8.5.2 of the IRR**;

Technical Documents

b. Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, (***strictly follow the form in Section X***); **and**:

c. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules. 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 CPES, or a similar performance and monitoring system. In case of contracts with the private sector, an equivalent document shall be submitted (***strictly follow the form in Section X***)

1. For owner's Certificate of Acceptance, which shall contain the following:
   i. Name of project owner that issued the certificate;
   ii. Name of Contractor/ constructor
   iii. Name of Contract; and
   iv. Contract Duration
2. For CPES and similar performance and monitoring system, a final rating of at least Satisfactory.

and

d. Valid PCAB License, or

e. Special PCAB License in case of Joint Ventures **and** registration for the type and cost of the contract to be bid; **and**

f. 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 ***(strictly follow form in Section X);*** **and**

g. Project Requirements, which shall include the following:

1. Organizational chart for the contract to be bid;

2. List of contractor's key personnel, to be assigned to the contract to be bid, with their complete qualification and experience data;

Key Personnel	No. of Personnel	General Experience	Relevant Experience
Site Engineer/ Site Architect	*1*	*At least 3 years*	*At least 3 years*
Safety Officer – Part time, with COSH training from accredited provider by DOLE	*1*	*At least 3 years*	*At least 3 years*
Construction Foreman	*1*	*At least 3 years*	*At least 3 years*

3. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, and certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**

h. 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

i. The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) (*See sample form in Section X*), which shall contain the following mandatory provisions:
   1. Name of the Project to be bid;
   2. ABC to be bid;
   3. Amount or value of bidder's current assets based on Audited Financial Statements (AFS);
   4. Amount or value of bidder's current liabilities based on AFS; and
   5. Amount or value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started. Coinciding with the contract to be bid

Class "B" Documents

j. 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

k. Original of duly signed and accomplished Financial Bid Form; **and**

Other documentary requirements under RA No. 9184

l. Original of duly signed Bid Prices in the Bill of Quantities (must have signature box in each and every page); **and**

m. 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 (must have signature box in every page); **and**

n. Cash Flow by Quarter; and

o. Soft Copy (in Flash drive) of bill of quantities and detailed estimates to be included in the "original copy" of the bid.

Notes:

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

a. *This checklist is only a guide to the prospective bidder/s. Each prospective bidder shall take responsibility to ensure the completeness of its submission after taking the steps to carefully examine all of the Bidding Documents and its amendments.*
b. *All photocopied documents shall be marked "certified true copy of the original document" with corresponding signature over printed name of the bidder or its duly authorized representative and indicating the position in the company.*
c. *Bidder shall follow the sequence of items in the checklist of documents for submission and use tabs to facilitate the inspection process.*
d. *Incomplete required documents and expired licenses/ permit shall be a ground for disqualification*
e. *The documents that will be submitted by the bidder shall be used for procurement purposes only.*

Section X. Bidding Forms

1. Bid Form
2. Bid Securing Declaration Form
3. Net Financial Contracting Capacity (NFCC) Form
4. Statement of Single Largest Completed Contract (SLCC) Form
5. Statement of All Ongoing Government & Private Contracts Form
6. Omnibus Sworn Statement (Revised)
7. Certificate of Site Inspection

BID FORM

Date: _____

Project Identification No.: _____

To: [name and address of Procuring Entity]

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: [insert name of contract];

We offer to execute the Works for this Contract in accordance with the PBDs;

The total price of our Bid in words and figures, excluding any discounts offered below is: [insert information];

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

The total bid price includes the cost of all taxes, such as, but not limited to: [specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties], which are itemized herein and reflected in the detailed estimates,

Our Bid shall be valid within a period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;

If our Bid is accepted, we commit to obtain a Performance Security in the amount of [insert percentage amount] percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines2 for this purpose;

We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;

We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and

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

We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the [Name of Project] of the [Name of the Procuring Entity].

We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: _____

Legal Capacity: _____

Signature: _____

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

Date: _____

[2] currently based on GPPB Resolution No. 09-2020

Bid Securing Declaration Form

[shall be submitted with the Bid if bidder opts to provide this form of bid security]

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

BID SECURING DECLARATION

Project Identification No.: *[Insert number]*

To: *[Insert name and address of the Procuring Entity]*

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.

2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f),of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.

3. I/We shall enter into contract with the PE and furnish the required performance security within ten (10) calendar days, from receipt of the Notice of Award.
4. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
   a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
   b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
   c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

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

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE] *[Insert signatory's legal capacity] Affiant*

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Project Identification No. _____
Project Title: _____
ABC of the Project/Lot/Item to be Bid: _____

CERTIFICATE OF NET FINANCIAL CONTRACTING CAPACITY (NFCC)
(Please show computation)

This is to certify that our Net Financial Contracting Capacity (NFCC) in Philippine Pesos _____ (₱ _____) is at least equal to the total ceiling price of the goods/services/works we are bidding. The amount is computed as follows:

NFCC = (CA-CL) (15) – C

Where:

CA = Current Assets

CL = Current Liabilities

C = value of all outstanding or uncompleted portions of contracts/projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract of the bid.

Issued this _____ day of _____, 20___.

(Company Authorized Representative)
NAME:
DESIGNATION:

Note: Kindly attach supporting documents

Procuring Entity: Benguet State University
Name of Project:
Location of the Project:

Statement of Single Largest Completed Contract (SLCC) which is Similar in Nature

Business Name: _____
Business Address: _____

Name of Contract	Date of Contract	a. Owner's Name b. Address c. Telephone Nos. d. Contact Person e. Email Address	a. Date Awarded b. Contract Effectivity	Contract Amount	Contract Duration	1. Date of Completion f. Amount of Completed contract	Date of Final Acceptance	Description/s of the similar project/s
GOVERNMENT								
PRIVATE								

Note: Kindly attach documents to support the above statements (Notice of Award, Notice to Proceed, Contract, Certificate of Completion, Certificate of Final Acceptance, CPES)

Submitted by : _____
Print Name and Signature
Designation : _____

Date : _____

Procuring Entity: *Benguet State University*
Name of Project:
Location of the Project:

Statement of All Ongoing Government & Private Contracts Including Contracts Awarded but Not Yet Started

Business Name:
Business Address:

Name of Contract/Location (A)	Date of Contract (B)	Project Duration (C)	a. Owner's Name b. Address c. Telephone Nos. d. Contact Person e. Email Address (D)	Nature of Work (E)	a. Date of Award b. Date Started c. Date of Completion (F)	Contract Amount (G)	% of Accomplishment		Value of Outstanding Contract (J) (G-I)
							Planned (H)	Actual (I)	
GOVERNMENT									
PRIVATE									

Note: Kindly attach documents to support the above statements (Notice of Award, Contract, Notice to Proceed and other documents). All spaces should be filled out with correct information.

Submitted by : _____
Print Name and Signature
Designation : _____

Date : _____

Omnibus Sworn Statement

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

A F F I D A V I T

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

1. ***Select one, delete the other:***

   If a sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

   If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. ***Select one, delete the other:***

   [If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

   [If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)];

3. *[Name of Bidder]* is not "blacklisted" *or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board,* ***by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;***

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

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

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

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

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

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

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

8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:

   a) Carefully examining all of the Bidding Documents;

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

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

   d) Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.

9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. ***In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute***

criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

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

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity] Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Republic of the Philippines
gppb
Government Procurement Policy Board

COMPANY LETTER HEAD

BILL OF QUANTITIES

PROJECT TITLE:	**REPAIR AND UPGRADING OF DETERIORATED FLOOR FINISH (NPRCRTC)**
PROJECT LOCATION :	**Km. 6, La Trinidad, Benguet**
TOTAL PROJECT COST :	
PROJECT DURATION:	**C.D. 50** INCLUSIVE OF: **3** UNWORKABLE DAYS
IMPLEMENTATION MODE:	

PROJECT DESCRIPTION	EQUIPMENT NEEDED		EQUIPMENT NEEDED	
	NO.	DESCRIPTION	NO.	DESCRIPTION
This project involves the tiling of the 1st and second floor of the NPRCRTC building having an area of 1,329.30 sq.m.	1	Various Power tools		
	1	Various Minor tools		
	2	5-10kg Chipping gun		
			TECHNICAL PERSONNEL	
			NO.	DESCRIPTION
			1	Site Engineer/ Site Architect
			1	Safety Officer (Part-time)
			1	Construction Foreman

ITEM NO.	DESCRIPTION	% WEIGHT	QUANTITY	UNIT	UNIT COST	TOTAL COST
I.	**GENERAL REQUIREMENTS and SITE WORKS**					
a.	Mobilization/Demobilization		1	lot		-
b.	Safety and Health		1	lot		-
c.	Project Billboard		1	lot		-
d.	Clearing and Cleaning		11,329.30	m²		-
II.	**ARCHITECTURAL FINISHING**					
a.	Tileworks (Unglazed Tiles)		1,329.30	m²		-
	AMOUNT OF BID COST IN FIGURES:					

	BREAKDOWN OF BID COST		TOTAL COST
A.	**DIRECT COST**		
	EQUIPMENT LABOR MATERIALS		
B.	**INDIRECT COST**		
	OCM CONTRACTOR'S PROFIT TAXES		
C.	**PROJECT COST(TOTAL A+B)**		
AMOUNT OF BID COST IN FIGURES:			

TOTAL BID AMOUNT IN WORDS:

I hereby submit the foregoing bid and that I understood the terms and conditions of the contract.

Name of Bidder/ Contractor:_____
(Signature over printed name)

Position:_____

Name of Company:_____

Date:_____

COMPANY LETTER HEAD

Project **REPAIR AND UPGRADING OF DETERIORATED FLOOR FINISH (NPRCRTC)**
Owner Benguet State University
Location Km. 6, La Trinidad, Benguet
Enduser
Date June 7,2024
Project Description - Repair and upgrading of deteriorated floor finish at the first and second floor of the NPRCRTC building having a total area of 1,329.30 sq.m.
Project Duration: 50 CD

DETAILED ESTIMATES

I. GENERAL REQUIREMENTS and SITE WORKS

a. Mobilization/Demobilization — 1 lot

1 *labor*	*no.*		*daily rate*		*amount*	
2 *equipment (rental based on ACEL rates)*	*unit*		*daily rental*	*no of days*	*amount*	-
	output rate				***days to complete***	
	unit				-	
3 *material & description*	*quantity*		*unit cost*		*amount*	
4 *Total Direct Cost (1 + 2 + 3)*				-		
5 *OCM (OVERHEAD, CONTINGENCIES & MISCELLANEOUS EXPENSES)*			*of item 4*			
6 *Contractor's Profit*			*of item 4*			
7 *Tax*			*of item 4 + 5 + 6*	-		
8 ***Total Unit Cost*** *(4 + 5 + 6 +7)*			***Php***	**-**		*cost per item*

b. Safety and Health — **1** **lot**

1 *labor*	*no.*		*daily rate*	*no of days*	*amount*	-
	production rate		- -		***days to complete***	
Safety Officer	1		/day		-	
2 *equipment (rental based on ACEL rates)*	*unit*		*daily rental*	*no of days*	*amount*	-
	output rate		- -		***days to complete***	
minor tools (10% of Labor Cost)					-	
3 *material & description*	*quantity*		*unit cost*		*amount*	-
assorted warning and safety signages	1	lot	/lot		-	
canvass (for jobsite perimeter enclosure/fencing)	1	roll	/roll		-	
vest	30	pcs.	/pc.		-	
safety shoe/ boots	30	pcs.	/pc.		-	
safety gloves	30	pcs.	/pc.		-	
skull guard/ hard hat	30	pcs.	/pc.		-	
first aid kit	1	unit	/unit		-	
Safety Net (1/8"x 2.7m x 90m)	4	roll	/roll		-	
fire extinguisher, 5lbs. (refill)	1	unit	/unit		-	
4 *Total Direct Cost (1 + 2 + 3)*				-		
5 *OCM (OVERHEAD, CONTINGENCIES & MISCELLANEOUS EXPENSES)*			*of item 4*	-		
6 *Contractor's Profit*			*of item 4*	-		
7 *Tax*			*of item 4 + 5 + 6*	-		
8 ***Total Unit Cost*** *(4 + 5 + 6 +7)*			***Php***	**-**		*cost per item*

c. Project Billboard — 1 lot

1 *labor*	*no.*		*daily rate*	*no of days*	*amount*	-
	production rate		- -	-	***days to complete***	
unskilled			/day		-	
2 *equipment (rental based on ACEL rates)*	*unit*		*daily rental*	*no of days*	*amount*	-
	output rate		- -	-	***days to complete***	

Name of Bidder/ Contractor:_____
(Signature over printed name)
Position:_____

Name of Company:_____
Date:_____

3 material & description	quantity		unit cost		amount	-
Printed Tarpulin (8ft x 8ft)	5.76	sq.m.	/sq.m.		-	
Ordinary Plywood	2	pcs	/pc		-	
Good lumber	40.5	bd.ft.	/bd.ft		-	
Assorted CWN	1	kg	/kg		-	
4 Total Direct Cost (1 + 2 + 3)				-		
5 OCM (OVERHEAD, CONTINGENCIES & MISCELLANEOUS EXPENSES)			of item 4	-		
6 Contractor's Profit			of item 4	-		
7 Tax			of item 4 + 5 + 6	-		
8 **Total Unit Cost** (4 + 5 + 6 +7)			**Php**	-		cost per item
d. Clearing and Cleaning	**1,329.30**	**m²**				
1 labor	no.		daily rate	no of days	amount	-
***Removal of existing vinyl	**production rate**		**m²/manhour**		**days to complete**	-
leadman	1		/day		-	
skilled labor	2		/day		-	
unskilled labor	4		/day		-	
***Chipping of existing topping	**production rate**		**m²/manhour**		**days to complete**	-
leadman	1		/day		-	
skilled labor	2		/day		-	
unskilled labor	4		/day		-	
***Cleaning/ clearing (hauling of debris)	**production rate**		**m²/manhour**		**days to complete**	-
leadman	1		/day		-	
unskilled labor	4		/day		-	
2 equipment (rental based on ACEL rates)	unit		daily rental	no of days	amount	-
	output rate		**m²/manhour**		**days to complete**	
Cargo/Service Truck (2-5MT)	1	unit			-	
5-10 kgs. Chipping gun	2	units			-	
minor tools (10% of Labor Cost)					-	
3 material & description	quantity		unit cost		amount	
4 Total Direct Cost (1 + 2 + 3)				-		
5 OCM (OVERHEAD, CONTINGENCIES & MISCELLANEOUS EXPENSES)			of item 4	-		
6 Contractor's Profit			of item 4	-		
7 Tax			of item 4 + 5 + 6	-		
8 **Total Unit Cost** (4 + 5 + 6 +7)			**Php**	-		cost per item
II. ARCHITECTURAL FINISHING						
a. Tileworks (Unglazed Tiles)	**1,329.30**	**m²**				
1 labor	no.		daily rate	no of days	amount	-
***Setting of tiles	**production rate**		**m²/manhour**		**days to complete**	-
leadman	1		/day		-	
skilled labor	3		/day		-	
unskilled labor	6		/day		-	
2 equipment (rental based on ACEL rates)	unit		daily rental	no of days	amount	-
	output rate		**m²/manhour**		**days to complete**	
minor tools (10% of Labor Cost)			/day		-	
3 material & description	quantity		unit cost		amount	-
0.60mx 0.60m unglazed tiles, Porcelain Tiles	3705	pcs	/pc		-	
Cement	432	bags	/bag		-	
Sand	34.8762	m³	/m³		-	
Tile grout	165	bags	/bag		-	
Tile Adhesive (25kg), duty extra strong	190	bags	/bag		-	
Consumables 3% of Material Cost					-	
4 Total Direct Cost (1 + 2 + 3)				-		
5 OCM (OVERHEAD, CONTINGENCIES & MISCELLANEOUS EXPENSES)			of item 4	-		
6 Contractor's Profit			of item 4	-		
7 Tax			of item 4 + 5 + 6	-		
8 **Total Unit Cost** (4 + 5 + 6 +7)			**Php**	-		cost per item
				TOTAL AMOUNT		-

-

Name of Bidder/ Contractor:_____
(Signature over printed name)
Position:_____

Name of Company:_____
Date:_____

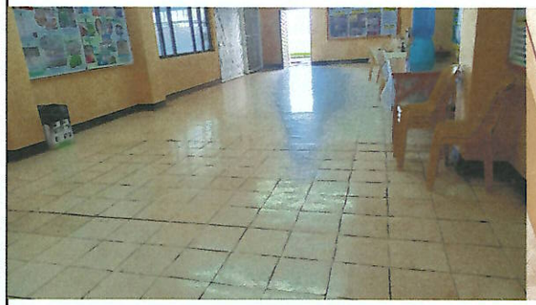
Document Code	QF-PMU-01	Revision Number	00
Effectivity Date	2024	Page __ of __	

1 / A1 VICINITY MAP
NOT TO SCALE

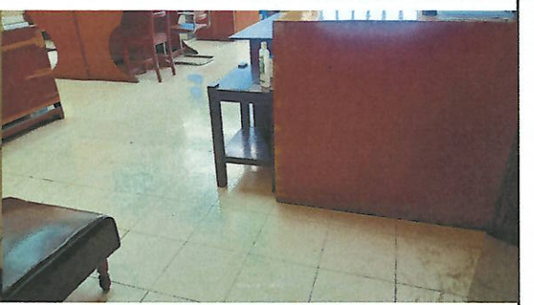
2 / A1 SITE PHOTO
NOT TO SCALE

ARCH. HAZELINE N. TIBANGAY, UAP PRC REG. NO. 028540 - NOV.18, 2027 PTR NO. 8852926 ISSUED ON: JAN.31,2024 ISSUED AT:LA TRINIDAD ARCHITECT	ENGINEER	DRAFTED BY: EDNA M. SUMINSIN /JULY 2024	OWNER/ PROJECT TITLE/ LOCATION REPAIR AND UPGRADING OF DETERIORATED FLOOR FINISH KM. 6, LA TRINIDAD, BENGUET	CONFORME: TERESITA D. MASANGCAY END-USER	ROSCINTO IAN CANICOSA LUMBRES VP-RESEARCH AND EXTENSION/END-USER	RECOMMENDING APPROVAL: ALLAN CASALDO SACPA VP-ADMINISTRATION AND FINANCE	APPROVED: KENNETH ALIP LARUAN PRESIDENT	SHEET CONTENT: AS SHOWN	SHEET A-1 A1 | 4

SITE PHOTOS (FIRST FLOOR)



SITE PHOTOS (SECOND FLOOR)



Document Code	QF-PMU-01	Revision Number	00
Effectivity Date	2024	Page __ of __	

ARCH. HAZELINE N. TIBANGAY, UAP
PRC REG. NO. 028540 - NOV.18, 2027
PTR NO. 8852926 ISSUED ON: JAN.31,2024
ISSUED AT:LA TRINIDAD
ARCHITECT

ENGINEER

DRAFTED BY:
EDNA M. SUMINSIN /JULY 2024

OWNER/ PROJECT TITLE/ LOCATION

REPAIR AND UPGRADING OF DETERIORATED FLOOR FINISH

KM. 6, LA TRINIDAD, BENGUET

CONFORME:

TERESITA D. MASANGCAY	ROSCINTO IAN CANICOSA LUMBRES	ALLAN CASALDO SACPA	KENNETH ALIP LARUAN
END-USER	VP-RESEARCH AND EXTENSION/END-USER	VP-ADMINISTRATION AND FINANCE	PRESIDENT

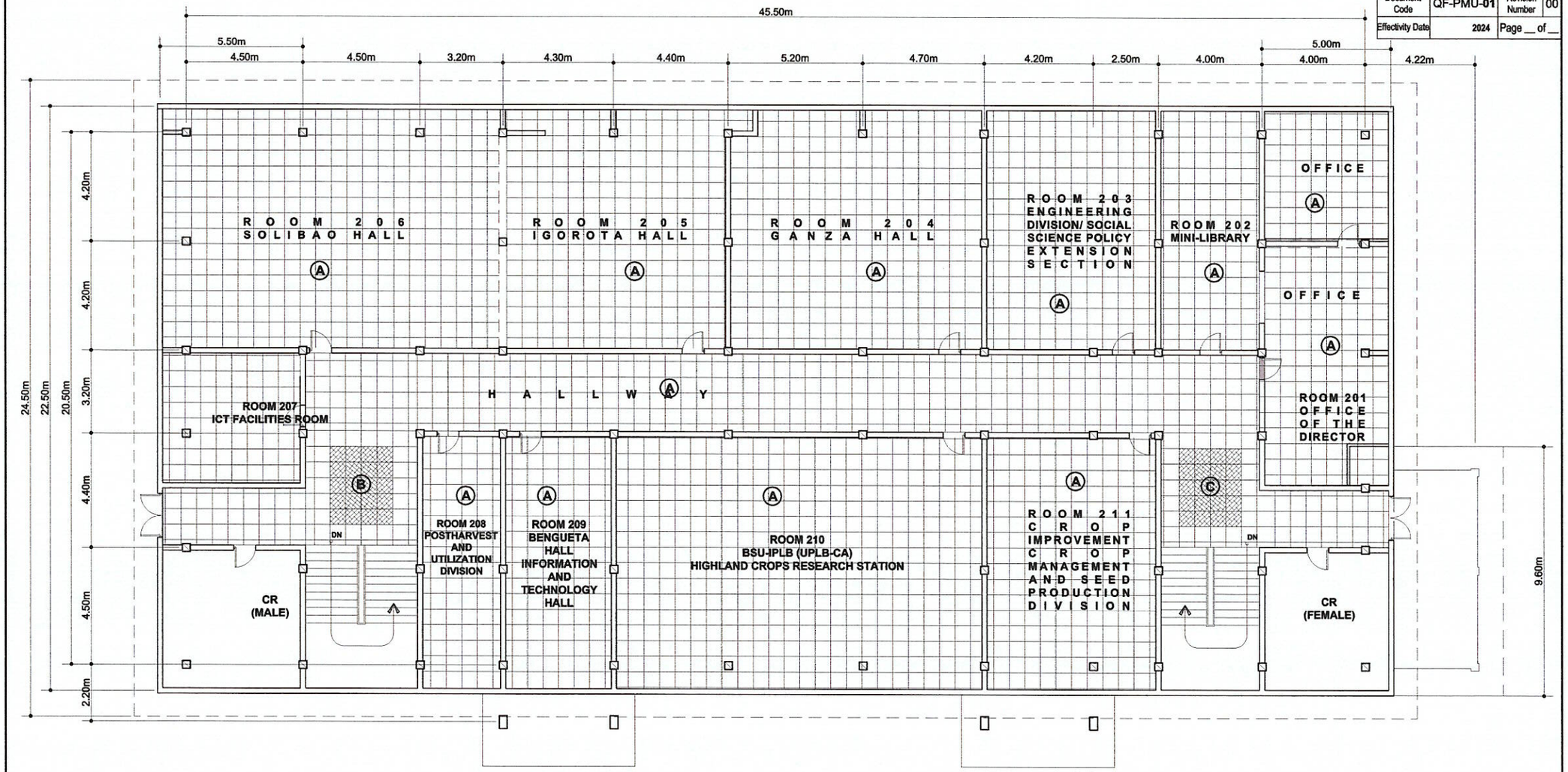
RECOMMENDING APPROVAL:

APPROVED:

SHEET CONTENT: AS SHOWN

SHEET: A-2 (A2 | 4)

Document Code	QF-PMU-01	Revision Number	00
Effectivity Date	2024	Page __ of __	

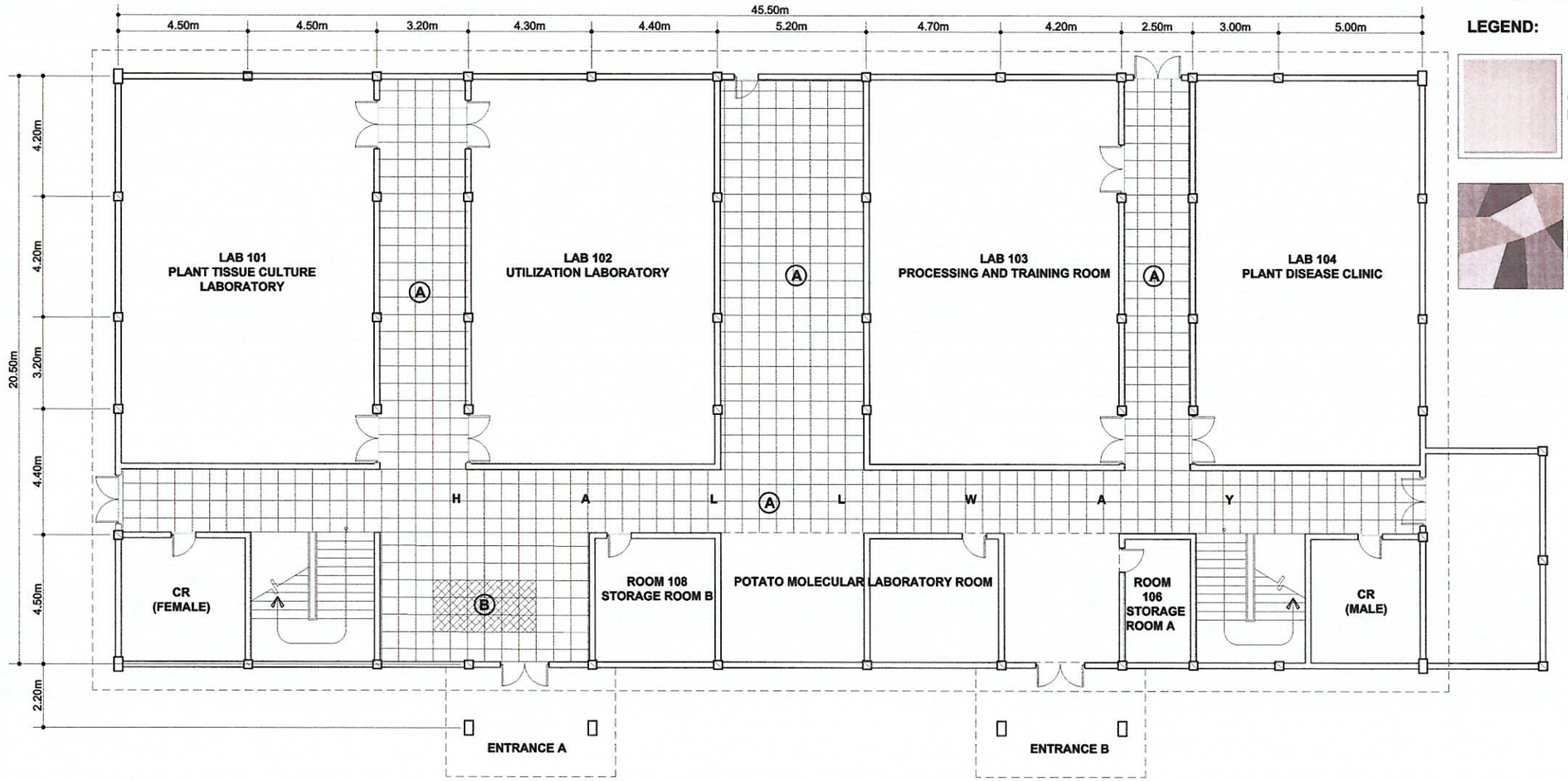


1 / A2 **SECOND FLOOR TILE LAYOUT**

SCALE 1:200 MTS

			OWNER/ PROJECT TITLE/ LOCATION	CONFORME:		RECOMMENDING APPROVAL:	APPROVED:	SHEET CONTENT:	SHEET
ARCH. HAZELINE N. TIBANGAY, UAP PRC REG. NO. 028540 - NOV.18, 2024 PTR NO._____ - LA TRINIDAD - _____		DRAFTED BY: EDNA M. SUMINSIN /JULY 2024	REPAIR AND UPGRADING OF DETERIORATED FLOOR FINISH (NPRCRTC)	TERESITA D. MASANGCAY	ROSCINTO IAN CANICOSA LUMBRES	RICHARD HANGDAAN KINNUD	KENNETH ALIP LARUAN	REVISION NO. 1	A-4 / A4 / 4
ARCHITECT	ENGINEER			END-USER	VP-RESEARCH AND EXTENSION/END-USER	VP-ADMINISTRATION AND FINANCE	PRESIDENT		

Document Code	QF-PMU-01	Revision Number	00
Effectivity Date	2024	Page __ of __	



LEGEND:

Ⓐ **OFF-WHITE SHADE PORCELAIN TILE**

Ⓑ **PATTERNED PORCELAIN TILE**

1/A1 FIRST FLOOR TILE LAYOUT

SCALE 1:200 MTS

ARCH. HAZELINE N. TIBANGAY, UAP PRC REG. NO. 028540 - NOV.18, 2024 PTR NO._____ - LA TRINIDAD -_____ ARCHITECT	ENGINEER	DRAFTED BY: EDNA M. SUMINSIN / JULY 2024	OWNER/ PROJECT TITLE/ LOCATION REPAIR AND UPGRADING OF DETERIORATED FLOOR FINISH (NPRCRTC)	CONFORME: TERESITA D. MASANGCAY END-USER	ROSCINTO IAN CANICOSA LUMBRES VP-RESEARCH AND EXTENSION/END-USER
RECOMMENDING APPROVAL: RICHARD HANGDAAN KINNUD VP-ADMINISTRATION AND FINANCE	APPROVED: KENNETH ALIP LARUAN PRESIDENT	SHEET CONTENT: REVISION NO. 1	SHEET A-3 A3 | 4		