

# **PHILIPPINE BIDDING DOCUMENTS**

## **Site Development of the 65-Hectare Relocation Site in New Clark City for the Bases Conversion and Development Authority**

**Public Bidding No. 21-051-7**

Government of the Republic of the Philippines

**Sixth Edition  
July 2020**

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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** – BangkoSentral ng Pilipinas.

**CDA** – Cooperative Development Authority.

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

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

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

**CPI** – Consumer Price Index.

**DOLE** – Department of Labor and Employment.

**DTI** – Department of Trade and Industry.

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

**GFI** – Government Financial Institution.

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

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

**GOP** – Government of the Philippines.

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

**LGUs** – Local Government Units.

**NFCC** – Net Financial Contracting Capacity.

**NGA** – National Government Agency.

**PCAB** – Philippine Contractors Accreditation Board.

**PhilGEPS** - Philippine Government Electronic Procurement System.

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

**PSA** – Philippine Statistics Authority.

**SEC** – Securities and Exchange Commission.

**SLCC** – Single Largest Completed Contract.

**UN** – United Nations.

***Section I. Invitation to Bid***

## **Invitation to Bid for *Site Development of the 65 Hectare Relocation Site in New Clark City***

1. The *Bases Conversion and Development Authority* through the *General Appropriations Act FY 2020 (validity extended pursuant to RA 11520)* intends to apply the sum of *Six Hundred Sixty Nine Million Six Hundred One Thousand Three Hundred Sixty Nine and 24/100 Pesos (Php 669,601,369.24) inclusive of all applicable taxes and fees* being the Approved Budget for the Contract (ABC) to payments under the contract for *Sie Development of the 65 Hectare Relocation Site in New Clark City under Public Bidding No. 21-051-7*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Bases Conversion and Development Authority*, through *Procurement Service*, now invites bids for the above Procurement Project. Completion of the Works is required *within three hundred (300) 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 *Procurement Service* and inspect the Bidding Documents at the address given below from *8:00am to 4:00pm, weekdays except holidays*.

*Bids and Awards Committee VII*  
*Procurement Service*  
*R.R. Road, Cristobal St., Paco, Manila*

5. A complete set of Bidding Documents may be acquired by interested bidders on *May 6, 2021* from 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 Php 67,000.00*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person*.
6. The *Bases Conversion and Development Authority*, through *Procurement Service* will hold a Pre-Bid Conference on *10:00AM, May 14, 2021* at *2<sup>nd</sup> Floor Conference Room, PS Compound, R.R. Road, Cristobal St., Paco, Manila* and/or through videoconferencing/webcasting via *Google Meet* which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address as indicated below on or before **10:00AM, June 11, 2021**. Late bids shall not be accepted.

Bids and Awards Committee VII  
 Procurement Service  
 R.R. Road, Cristobal St., Paco, Manila

8. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 15.
9. Bid opening shall be on **June 11, 2021** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

Bids and Awards Committee VII  
 Procurement Service  
 R.R. Road, Cristobal St., Paco, Manila

10. The schedule of the procurement activities shall be as follow:

Procurement Activity	Date and Time	Venue/Remarks
Advertisement/Availability of Bid Documents	May 6, 2021	Procurement Service (PS), <a href="http://www.ps-philgeps.gov.ph">www.ps-philgeps.gov.ph</a>
Pre-bid Conference	May 14, 2021; 10:00AM	2 <sup>nd</sup> Floor Conference Rooms, Procurement Service, Paco, Manila
Site Inspection	May 18, 2021; 10:00AM	New Clark City, Tarlac
Last day for submission of written clarifications	June 1, 2021	Bids and Awards Committee VII Secretariat <a href="mailto:pd4@philgeps.gov.ph">pd4@philgeps.gov.ph</a>
Last day for issuance of bid bulletins	June 4, 2021	BCDA & PS Office <a href="http://www.ps-philgeps.gov.ph">www.ps-philgeps.gov.ph</a>
Deadline for submission of bids	June 11, 2021; 10:00AM	Bids and Awards Committee VII Bid Box, 2 <sup>nd</sup> Floor Conference Rooms, Procurement Service, Paco, Manila
Opening of Bids	Immediately after the deadline for submission of bids	2 <sup>nd</sup> Floor Conference Rooms, Procurement Service, Paco, Manila

11. The *Bases Conversion and Development Authority*, through *Procurement Service* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

12. For further information, please refer to:

*Ms. Ma. Jennifer R. Jimenez  
Bids and Awards Committee VII Secretariat  
Procurement Service  
R.R. Road, Cristobal St., Paco, Manila  
pd4@ps-philgeps.gov.ph  
8 290 6300 or 8 290 6400  
www.ps-philgeps.gov.ph*

13. You may visit the following websites:

For downloading of Bidding Documents: *www.ps-philgeps.gov.ph*

**(SGD)**  
**MR. ULYSSES E. MORA**  
*Chairperson, Bids and Awards Committee VII*

## *Section II. Instructions to Bidders*

## **1. Scope of Bid**

The Procuring Entity, *Bases Conversion and Development Authority*, through *Procurement Service*, invites Bids for the Site Development of the 65-Hectare Relocation Site in New Clark City with Public Bidding No. 21-051-7

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 2020 (*validity extended pursuant to RA 11520*) in the amount of *Php 669,601,369.24 inclusive of all applicable taxes and fees*.

2.2. The source of funding is:

- a. NGA, the National Expenditure Program.

## **3. Bidding Requirements**

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

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

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

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

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

## 5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA's CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.  
  
A contract is considered to be "similar" to the contract to be bid if it has the major categories of work stated in the **BDS**.
- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

## 6. Origin of Associated Goods

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

## 7. Subcontracts

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

The Procuring Entity has prescribed that:

- a. Subcontracting is allowed. The portions of Project and the maximum percentage allowed to be subcontracted are indicated in the **BDS**, which shall not exceed fifty percent (50%) of the contracted Works **subject to prior written approval of Procuring Entity**.
- 7.2. The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criteria stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.
- 7.3. The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised

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

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

## **8. Pre-Bid Conference**

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

## **9. Clarification and Amendment of Bidding Documents**

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

## **10. Documents Comprising the Bid: Eligibility and Technical Components**

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

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

## **11. Documents Comprising the Bid: Financial Component**

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

## **12. Alternative Bids**

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

## **13. Bid Prices**

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

## **14. Bid and Payment Currencies**

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

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

- a. Philippine Pesos.

## **15. Bid Security**

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

## **16. Sealing and Marking of Bids**

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

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

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

## **17. Deadline for Submission of Bids**

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

## **18. Opening and Preliminary Examination of Bids**

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

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

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

## **19. Detailed Evaluation and Comparison of Bids**

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184.

- 19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 16 shall be submitted for each contract (lot) separately.
- 19.3. In all cases, the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184 must be sufficient for the total of the ABCs for all the lots participated in by the prospective Bidder.

## **20. Post Qualification**

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

## **21. Signing of the Contract**

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

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

# Bid Data Sheet

ITB Clause																						
5.2	<p>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:</p> <p><i>Construction of Site Development Works. The works shall consist of Construction of site developments work including earthworks, subbase, base and surface course, drainage and slope protection, landscape works, sewerage system, plumbing works, water pumping system, fire protection sprinkler system, electrical distribution works, duct bank, roughing-in for roads, perimeter light and main telephone cabinet.</i></p> <p><i>Scope of works in the submitted SLCC which are not listed above shall not be considered in the calculation of the SLCC requirement.</i></p>																					
7.1	The Bidder may subcontract a maximum of fifty percent (50%) of the Works subject to prior written approval of Procuring Entity.																					
10.3	Prospective bidders must have at least a license category “AAA” and a license classification “Large B” from the Philippine Contractors Accreditation Board (PCAB) for General Engineering (GE-1). The PCAB license must be valid and effective at the time of submission of the bid.																					
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">No.</th> <th style="text-align: center;">Key Personnel</th> <th style="text-align: center;">Minimum Required</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Project Manager (Must be a Licensed Civil Engineer with 10 year minimum experience as Project Manager for <b>road and site development projects</b>)</td> <td style="text-align: center;">1</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Project Engineer (Must be a Licensed Civil Engineer with 5 year minimum experience as Project Engineer for <b>road and site development projects</b>)</td> <td style="text-align: center;">1</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Structural Engineer (Must be a Licensed Civil Engineer with 5 year minimum experience as Structural Engineer)</td> <td style="text-align: center;">1</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Drainage Engineer (Must be a Licensed Civil Engineer with 5 year minimum experience as Drainage Engineer position)</td> <td style="text-align: center;">1</td> </tr> <tr> <td style="text-align: center;">5</td> <td>Highway Engineer (Must be a Licensed Civil Engineer with 5 year minimum experience as Highway Engineer position)</td> <td style="text-align: center;">1</td> </tr> <tr> <td style="text-align: center;">6</td> <td>Geodetic Engineer (Must be a Licensed</td> <td style="text-align: center;">1</td> </tr> </tbody> </table>	No.	Key Personnel	Minimum Required	1	Project Manager (Must be a Licensed Civil Engineer with 10 year minimum experience as Project Manager for <b>road and site development projects</b> )	1	2	Project Engineer (Must be a Licensed Civil Engineer with 5 year minimum experience as Project Engineer for <b>road and site development projects</b> )	1	3	Structural Engineer (Must be a Licensed Civil Engineer with 5 year minimum experience as Structural Engineer)	1	4	Drainage Engineer (Must be a Licensed Civil Engineer with 5 year minimum experience as Drainage Engineer position)	1	5	Highway Engineer (Must be a Licensed Civil Engineer with 5 year minimum experience as Highway Engineer position)	1	6	Geodetic Engineer (Must be a Licensed	1
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2	Project Engineer (Must be a Licensed Civil Engineer with 5 year minimum experience as Project Engineer for <b>road and site development projects</b> )	1																				
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4	Drainage Engineer (Must be a Licensed Civil Engineer with 5 year minimum experience as Drainage Engineer position)	1																				
5	Highway Engineer (Must be a Licensed Civil Engineer with 5 year minimum experience as Highway Engineer position)	1																				
6	Geodetic Engineer (Must be a Licensed	1																				

- |    |   |   |
|----|---|---|
|    | Geodetic Engineer with 5 year minimum experience as Geodetic Engineer position)   |   |
| 7  | Materials Engineer II (Must be a DPWH Accredited Materials Engineer II with 5 year minimum experience as Material Engineer)                               | 1 |
| 8  | Mechanical Engineer (Must be a Registered Mechanical Engineer with 5 year minimum experience as Mechanical Engineer)                                      | 1 |
| 9  | Electrical Engineer (Must be a Registered Electrical Engineer with 5 year minimum experience as Electrical Engineer)                                      |   |
| 10 | Quantity Engineer (Must be a Licensed Civil Engineer with 5 year minimum experience as Quantity Engineer for road and site development projects.)         | 2 |
| 11 | Landscape Architect (Must be a Licensed Landscape Architect with 5 year minimum experience as Landscape Architect for road and site development projects) | 1 |
| 12 | Site Engineer (Must be a Licensed Civil Engineer with 5 year minimum experience as Site Engineer for road and site development projects)                  | 3 |

The bidder is not allowed to combine work experiences of two or more personnel in order to meet the required minimum years of experience.

The bidder is not allowed to nominate a person more than once.

The licenses of the nominated key personnel must be valid during the submission of bids.

The list must be supported by the following documents:

1. Individual resumes to show proof of the following:
  - (i) that the proposed personnel meets the required relevant experience
  - (ii) list of projects handled with the corresponding position and its inclusive years of experience (e.g. Construction of Roads and/or Site Development Project Manager, 2012-2017)

	<p>2. Photocopy of PRC Licenses/DOLE-OHSC/DPWH Accreditation Expired PRC License may be accepted provided that the proof for the renewal of application is attached. Valid and renewed PRC license of all key personnel assigned must be submitted during Post-Qualification.</p>																																																
10.5	<p>The minimum major equipment requirements are the following:</p> <table border="1" data-bbox="395 443 1292 1220"> <thead> <tr> <th>No</th> <th>Type of Equipment</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Backhoe Hydraulic Excavator, W.M. 0.92 cu.m., 130hp</td> <td>4</td> </tr> <tr> <td>2</td> <td>Cargo Truck, 11-12 tonner, 290hp</td> <td>4</td> </tr> <tr> <td>3</td> <td>Concrete Finisher/Paver, 120hp</td> <td>1</td> </tr> <tr> <td>4</td> <td>Concrete Pump/Trailer/Truck Mounter (Cont.) 8 round, 3-5 cu.m/hr</td> <td>2</td> </tr> <tr> <td>5</td> <td>Crawler Tractor with Dozer, 105 hp</td> <td>1</td> </tr> <tr> <td>6</td> <td>Dump Truck, 9-11.50 cu.yd., 380hp</td> <td>10</td> </tr> <tr> <td>7</td> <td>Motorize Grader, 125 hp.</td> <td>2</td> </tr> <tr> <td>8</td> <td>Service Truck</td> <td>3</td> </tr> <tr> <td>9</td> <td>Transit Mixer, 6.5-7.5 cu.yd</td> <td>10</td> </tr> <tr> <td>10</td> <td>Trailer Dolly, Lowe Bed, 15 tonnes</td> <td>1</td> </tr> <tr> <td>11</td> <td>Truck Mounted Crane, Hydraulic Telescopic Boom, 51-60 tonnes</td> <td>3</td> </tr> <tr> <td>12</td> <td>Vibratory Roller (Tandem Smooth Drum) 10 tonnes, 99 hp.</td> <td>2</td> </tr> <tr> <td>13</td> <td>Water Truck with Water Pump, 16000 liters, 360 hp</td> <td>2</td> </tr> <tr> <td>14</td> <td>Wheel Loader, 2.29 cu.m, 150hp</td> <td>4</td> </tr> <tr> <td>15</td> <td>Concrete Batching Plant, 80cu.m/hour</td> <td>1</td> </tr> </tbody> </table> <p>Acceptable proof of ownership/leased/under purchase agreement:</p> <ol style="list-style-type: none"> <li>1. If owned, supported by proof of ownership such as but not limited to: <ol style="list-style-type: none"> <li>a. Official Receipt</li> <li>b. Deed of Sale</li> <li>c. OR/CR</li> <li>d. Sales invoice showing payment of VAT</li> <li>e. Proforma invoice supported by a Sales Invoice</li> <li>f. Letter of Credit from bank with attached Purchase Order supported by a Sales Invoice</li> <li>g. Acknowledgement Receipt from Supplier</li> <li>h. Commercial Receipt/Commercial Invoice</li> <li>i. Original Invoice with attached Packing List</li> <li>j. Bill of Lading</li> <li>k. Collection Receipt</li> <li>l. Delivery Receipt</li> </ol> <p>and Certificate of Availability of Key Personnel and Equipment to certify its availability for the duration of the project.</p> </li> <li>2. If lease, Lease Agreement between lessor and lessee, Proof of Ownership of the Lessor to be included in the Technical Proposal and Certificate of Availability of the Equipment from the Lessor for the</li> </ol>	No	Type of Equipment	Quantity	1	Backhoe Hydraulic Excavator, W.M. 0.92 cu.m., 130hp	4	2	Cargo Truck, 11-12 tonner, 290hp	4	3	Concrete Finisher/Paver, 120hp	1	4	Concrete Pump/Trailer/Truck Mounter (Cont.) 8 round, 3-5 cu.m/hr	2	5	Crawler Tractor with Dozer, 105 hp	1	6	Dump Truck, 9-11.50 cu.yd., 380hp	10	7	Motorize Grader, 125 hp.	2	8	Service Truck	3	9	Transit Mixer, 6.5-7.5 cu.yd	10	10	Trailer Dolly, Lowe Bed, 15 tonnes	1	11	Truck Mounted Crane, Hydraulic Telescopic Boom, 51-60 tonnes	3	12	Vibratory Roller (Tandem Smooth Drum) 10 tonnes, 99 hp.	2	13	Water Truck with Water Pump, 16000 liters, 360 hp	2	14	Wheel Loader, 2.29 cu.m, 150hp	4	15	Concrete Batching Plant, 80cu.m/hour	1
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	<p>duration of the project</p> <p>3. If under Purchase Agreement, Purchase Agreement between the bidder and the owner and Certificate of Availability of the Equipment from the vendor for the duration of the project</p>
11.1	<p>In addition to the Bid Form and Bill of Quantities, the following shall be included in the Financial Component:</p> <p>1. Detailed estimates , including a summary sheet (Dayworks Form) indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid considering 12% VAT; and</p> <p>2. Cash flow by quarter or payment schedule.</p> <p>Notes:</p> <p>1. Bidders with incomplete submission and/or omissions shall be disqualified.</p> <p>2. In filling out the bid form, bidders shall provide a discount offer in the form of amount, in figures and in words, including its application and methodology. In case of no discount offered, bidders shall write “None.”</p> <p>3. For the bill of quantities, in case of any discrepancy/ies between the editable (Excel) version and PDF version, the latter shall govern. The BAC and Procuring Entity are not responsible for any omissions made by the bidder in accomplishing this form.</p>
12	<i>No further instruction.</i>
15.1	<p>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</p> <p>a. The amount of not less than Php 13,392,027.38 (<i>two percent (2%) of ABC</i>), if bid security is in cash, cashier’s/manager’s check, bank draft/guarantee or irrevocable letter of credit;</p> <p>b. The amount of not less than Php 33,480,068.46 (<i>five percent (5%) of ABC</i>) if bid security is in Surety Bond.</p>
16	Each Bidder shall submit one (1) original hardcopy and two (2) hardcopies of its bid.
19.2	Partial bid is not allowed. The infrastructure project is packaged in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.
20	<p>For purposes of Post-qualification the following document(s) shall be required to be submitted within five (5) calendar days from receipt of notice from the BAC:</p> <p>1. Income Tax Returns for year 2020 (BIR Form 1701 or 1702);</p> <p>2. Latest Value Added Tax Returns (Forms 2550M and 2550Q) or Percentage Tax Returns (Form 2551M) for the last six (6) months</p>

	<p>(November 2020 - April 2021) before the deadline of the submission of bids. The income tax and business tax returns stated above should have been filed through the Electronic Filing and Payment System (eFPS).</p> <ol style="list-style-type: none"> <li>3. Proof of Ongoing and Awarded Contracts but not yet started contracts as identified in the Statement of All Ongoing Government &amp; Private Contracts, which shall include the following: <ol style="list-style-type: none"> <li>a. Notice to Proceed or equivalent; and</li> <li>b. Certificate of accomplishments signed by the Owner or Owner's Project Engineer or in case the project was just awarded or still in the mobilization stage, a certification in lieu of the certificate of accomplishment signed by the Owner or Owner's Project Engineer should be submitted.</li> </ol> </li> <li>4. Valid and updated PhilGEPS Certificate of Registration (Platinum Membership), if the bidder opted to submit the eligibility documents in lieu of the submission of the PhilGEPS Certificate of Registration (Platinum Membership) during opening of bids.</li> <li>5. Valid PRC licenses of key personnel assigned (if the bidder opt to submit expired PRC license together with the proof of renewal during the opening of bids.)</li> <li>6. One (1) softcopy of its original bid in PDF format, in case of discrepancies and technical issues in the submitted drive, it shall not be a ground for disqualification and the original hardcopy shall prevail in terms of its contents.</li> <li>7. Detailed Bill of Quantities of Single Largest Completed Contract <b>showing breakdown of cost for categories of works listed under BDS 5.2.</b></li> </ol> <p>N.B. Documents submitted during post-qualification as part of post-qualification documents must be certified by the authorized representative to be true copy/ies from the original.</p>
21	<p>List of additional contract documents relevant to the Project:</p> <ol style="list-style-type: none"> <li>1. Construction Schedule and S-Curve;</li> <li>2. Manpower Schedule;</li> <li>3. Construction Methods;</li> <li>4. Equipment Utilization Schedule; and</li> <li>5. Construction Safety and Health Program approved by the Department of Labor and Employment (DOLE).</li> </ol>

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

## 1. Scope of Contract

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

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

## 2. Sectional Completion of Works

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

## 3. Possession of Site

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

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

## 4. The Contractor's Obligations

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

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

## **5. Performance Security**

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

## **6. Site Investigation Reports**

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

## **7. Warranty**

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

## **8. Liability of the Contractor**

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

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

## **9. Termination for Other Causes**

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

## **10. Dayworks**

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

## **11. Program of Work**

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

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

## **12. Instructions, Inspections and Audits**

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

## **13. Advance Payment**

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

## **14. Progress Payments**

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

## **15. Operating and Maintenance Manuals**

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

## ***Section V. Special Conditions of Contract***

# Special Conditions of Contract

GCC Clause													
1	<i>The Works shall consist of Construction of site developments work including earthworks, subbase, base and surface course, drainage and slope protection, landscape works, sewerage system, plumbing works, water pumping system, fire protection sprinkler system, electrical distribution works, duct bank, roughing-in for roads, perimeter light and main telephone cabinet.</i>												
2	<i>Sectional completion is not applicable.</i>  <i>The intended completion of the project is within 300 calendar days upon receipt of the Notice to Proceed.</i>												
4.1	<i>The Procuring Entity shall give possession of all parts of the Site to the Contractor upon receipt of the Notice to Proceed.</i>												
6	The site investigation reports are: <i>none</i> .												
7.2	Fifteen (15) years.												
10	Dayworks are applicable at the rate shown in the Contractor's original Bid.												
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within <i>ten (10) calendar</i> days of delivery of the Notice of Award.  The Program of Work shall be updated and shall be submitted to Procuring Entity's assigned Project Manager for approval:  <ol style="list-style-type: none"> <li>1. On the first working day of the week following a Weekly Accomplishment Report indicating the slippage; and</li> <li>2. Together with the request for Variation Orders, either in the form of a change order or extra work order, that shall cover any increase or decrease in the original quantities of the Contract.</li> </ol>												
11.2	<b>The amount to be withheld for late submission of an updated Program of Work is at least equal to one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion for every day of delay.</b>												
13	The amount of the advance payment is <i>fifteen percent (15%) of the contract price</i> .												
14	<i>The terms of payment shall be as follows:</i> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: center;">Payment/Progress Billing</th> <th style="text-align: center;">Description</th> <th style="text-align: center;">Weight</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Advance Payment</td> <td style="text-align: center;">15% of the contract cost</td> <td style="text-align: center;">-</td> </tr> <tr> <td style="text-align: center;">Accomplishment of 20%</td> <td style="text-align: center;">Contractor may bill 20% of the contract cost</td> <td style="text-align: center;">20%</td> </tr> <tr> <td style="text-align: center;">Accomplishment of</td> <td style="text-align: center;">Contractor may bill</td> <td style="text-align: center;">20%</td> </tr> </tbody> </table>	Payment/Progress Billing	Description	Weight	Advance Payment	15% of the contract cost	-	Accomplishment of 20%	Contractor may bill 20% of the contract cost	20%	Accomplishment of	Contractor may bill	20%
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	40%	20% of the contract cost	
	Accomplishment of 50%	Contractor may bill 10% of the contract cost	10%
	Accomplishment of 60%	Contractor may bill 10% of the contract cost	10%
	Accomplishment of 70%	Contractor may bill 10% of the contract cost	10%
	Accomplishment of 80%	Contractor may bill 10% of the contract cost	10%
	Accomplishment of 90%	Contractor may bill 10% of the contract cost	10%
	Accomplishment of 100%	Contractor may bill 10% of the contract cost	10%
	<b>TOTAL</b>		<b>100%</b>
15.1	The As-Built Drawings shall be required before the issuance of a Certificate of Completion.		
15.2	The final payment shall be withheld for failing to submit the complete set of As-Built Drawings.		

## *Section VI. Specifications*

## *Section VII. Drawings*

***Section VIII. Bill of Quantities***

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

# Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE	
Class "A" Documents	
<u>Legal Documents</u>	
<input type="checkbox"/>	(a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages); <b>or</b>
<input type="checkbox"/>	(b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document; <b>and</b>
<input type="checkbox"/>	(c) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas; <b>and</b>
<input type="checkbox"/>	(e) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
<u>Technical Documents</u>	
<input type="checkbox"/>	(f) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; <b>and</b>
<input type="checkbox"/>	(g) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules; <b>and</b>
<input type="checkbox"/>	(h) Philippine Contractors Accreditation Board (PCAB) License; <b>or</b> Special PCAB License in case of Joint Ventures; <b>and</b> registration for the type and cost of the contract to be bid; <b>and</b>
<input type="checkbox"/>	(i) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; <b>or</b> Original copy of Notarized Bid Securing Declaration; <b>and</b>
	(j) Project Requirements, which shall include the following:
<input type="checkbox"/>	a. Organizational chart for the contract to be bid;
<input type="checkbox"/>	b. List of contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
<input type="checkbox"/>	c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; <b>and</b>

<input type="checkbox"/>	(k) Original duly signed Omnibus Sworn Statement (OSS); <b>and</b> 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.
<b><i>Financial Documents</i></b>	
<input type="checkbox"/>	(l) The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; <b>and</b>
<input type="checkbox"/>	(m) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).
<b><i>Class "B" Documents</i></b>	
<input type="checkbox"/>	(n) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence; <b>or</b> 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.
<b>II. FINANCIAL COMPONENT ENVELOPE</b>	
<input type="checkbox"/>	(o) Original of duly signed and accomplished Financial Bid Form; <b>and</b>
<b><i>Other documentary requirements under RA No. 9184</i></b>	
<input type="checkbox"/>	(p) Original of duly signed Bid Prices in the Bill of Quantities; <b>and</b>
<input type="checkbox"/>	(q) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; <b>and</b>
<input type="checkbox"/>	(r) Cash Flow by Quarter.

# Bid Form for the Procurement of Infrastructure Projects

[shall be submitted with the Bid]

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## BID FORM

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

Project Identification No. : 21-051-7

**To: Bases Conversion and Development Authority  
2/F Bonifacio Technology Center,  
31st Street corner 2 nd Avenue  
Bonifacio Global City, Taguig City**

**Thru: Mr. Ulysses E. Mora  
Chairperson, Bids and Awards Committee VII  
Procurement Service - DBM  
PS Complex, Cristobal St.,  
Paco, Manila**

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:

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: Site Development of the 65 Hectare Relocation Site in New Clark City;
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is: [insert amount in figures] and [insert amount in words] ;
- d. The discounts offered and the methodology for their application are: [insert amount in figures] and [insert amount in words];
- e. The total bid price includes the cost of all taxes, such as, but not limited to: (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,
- f. Our Bid shall be valid within the a period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. 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 the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB

guidelines<sup>1</sup> for this purpose;

- h. 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;
- i. 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
- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- k. 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 **Site Development of the 65 Hectare Relocation Site in New Clark City of the Bases Conversion and Development Authority.**
- l. 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: \_\_\_\_\_

\_\_\_\_\_

<sup>1</sup> 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]*

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REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_) S.S.

### **BID SECURING DECLARATION** **Project Identification No.: PB No. 21-051-7**

To: Bases Conversion and Development Authority  
2/F Bonifacio Technology Center,  
31st Street corner 2 nd Avenue  
Bonifacio Global City, Taguig City

Thru: Mr. Ulysses E. Mora  
Chairperson, Bids and Awards Committee VII  
Procurement Service – DBM  
PS Complex, Cristobal Street  
Paco, Manila

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 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]*

## STATEMENT OF AVAILABILITY OF KEY PERSONNEL AND EQUIPMENT

*[Date of Issuance]*

To: Bases Conversion and Development Authority  
2/F Bonifacio Technology Center,  
31st Street corner 2 nd Avenue  
Bonifacio Global City, Taguig City

Thru: Mr. Ulysses E. Mora  
Chairperson, Bids and Awards Committee VII  
Procurement Service – DBM  
PS Complex, Cristobal Street  
Paco, Manila

Dear \_\_\_\_\_:

In compliance with the requirements of the PS-DBM Bids and Awards Committee VII for the bidding of the Site Development of the 65 Hectare Relocation Site in New Clark City under **PB 21-051-7** (“the Project”), we certify that **[Name of the Bidder]** has in its employ key personnel, such as Project Manager, Project Engineer, Structural Engineer, Drainage Engineer, Highway Engineer, Geodetic Engineer, Materials Engineer II, Mechanical Engineer, Electrical Engineer, Quantity Engineer, Landscape Architect and Site Engineer, who will be engaged for the construction of the said Project. Further, we likewise certify the availability of equipment that **[Name of the Bidder]** owns, has under lease, and/or has under purchase agreement that may be used for the Project.

Very truly yours,

*[Name of Authorized Representative]*

*[Position]*

*[Name of Bidder]*

# LIST OF CONSTRUCTION KEY PERSONNEL PROPOSED TO BE ASSIGNED TO THE CONTRACT

Site Development of the 65 Hectare Relocation Site in New Clark City under Public Bidding No. 21-051-7

Business Name : \_\_\_\_\_  
 Business Address : \_\_\_\_\_

	Project Manager	Project Engineer	Structural Engineer	Drainage Engineer	Highway Engineer	Geodetic Engineer	Materials Engineer II	Mechanical Engineer	Electrical Engineer	Quantity Engineer	Landscape Architect	Site Engineer
1.												
2. Address												
3. Date of Birth												
4. Employed Since (Current Co.)												
5. Previous Employment												
6. Education												
7. PRC License/ Accreditation from DOLE-OHSC (for the Health and Safety Officer)/ DPWH Accreditation												
8. Years of Experience in Proposed Position												

Note: This List must be supported by individual resumes the following documents:

1. Individual resumes to show proof of the following:
  - a. that the proposed personnel meets the required relative experience
  - b. list of projects handled with the corresponding position and its inclusive years of experience (e.g. Construction of Roads and/or site development projects, 2012 - 2017)
2. Photocopy of PRC Licenses/DOLE-OHSC/DPWH Accreditation.  
*Expired PRC License may be accepted provided that proof for the renewal of application is attached. Valid and renewed PRC license of all key personnel assigned must be submitted during Post-Qualification.*

Submitted by : \_\_\_\_\_  
 (Printed Name & Signature of Authorized Representative)

Designation : \_\_\_\_\_  
 Date : \_\_\_\_\_

## LIST OF EQUIPMENT, OWNED OR LEASED AND/OR UNDER PURCHASE AGREEMENT, PLEGGED TO THE PROPOSED CONTRACT

Site Development of the 65 Hectare Relocation in New Clark City under Public Bidding No. 21-051-7

Business Name : \_\_\_\_\_

Business Address : \_\_\_\_\_

Description	Model/ Year	Capacity/Performance/Size	Plate No.	Motor No./ Body No.	Location	Condition	Proof of Ownership/ Lessor/Vendor
<b>A. Owned</b>							
i.							
ii.							
iii.							
<b>B. Leased</b>							
i.							
ii.							
iii.							
<b>C. Under Purchase Agreement</b>							
i.							
ii.							
iii.							

**Note: This List must be supported by proof of ownership, lease and/or purchase agreement. For lease and purchase agreement, such proof must include a certification of availability of equipment from the lessor/vendor for the duration of the project.**

Submitted by : \_\_\_\_\_

*(Printed Name & Signature of Authorized Representative)*

Designation : \_\_\_\_\_

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

**STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT(SLCC)**

[Date]

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dear \_\_\_\_\_,

In compliance with the eligibility requirements for the bidding of the Site Development of the 65 Hectare Relocation Site in New Clark City, this is to certify that [name and complete address of Bidder] has the following completed government and private contracts:

Tab No.	Name of Contract	Date of Contract	Contract Duration	Owner's Name and Address	Nature of Work	Contractor's Role (whether sole contractor, subcontractor or partner in a JV)	Total Contract Value at Award (in PhP)	Date of Completion	Total Contract Value at Completion, if applicable (in PhP)	Percentages of Planned & Actual Accomplishments, if applicable	Value of Outstanding Works, if applicable (in PhP)

Yours sincerely,

[Signature over printed name of Authorized Representative]

[Title]

[Name of Firm]

**STATEMENT OF ALL ON-GOING GOVERNMENT AND PRIVATE CONTRACTS,  
INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED, IF ANY**

[Date]

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Dear \_\_\_\_\_,

In compliance with the eligibility requirements for the bidding of the Site Development of the 65 Hectare Relocation in New Clark City, this is to certify that **[name and complete address of Bidder]** has the following on-going government and private contracts. [Including contracts awarded but not yet started]:

Tab No.	Name of Contract	Date of Contract	Contract Duration	Owner's Name and Address	Nature of Work	Contractor's Role (whether sole contractor, subcontractor or partner in a JV)	Total Contract Value at Award (in PhP)	[Estimated] Date of Completion	Total Contract Value at Completion, if applicable (in PhP)	Percentages of Planned & Actual Accomplishments, if applicable	Value of Outstanding Works, if applicable (in PhP)

Yours sincerely,

[Signature over printed name of Authorized Representative]

[Title]

[Name of Firm]

# JOINT VENTURE AGREEMENT

## KNOW ALL MEN BY THESE PRESENTS:

This **JOINT VENTURE AGREEMENT** (hereinafter referred to as the "Agreement"), entered into this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ at \_\_\_\_\_ City, Philippines by and among:

\_\_\_\_\_. a domestic corporation duly organized, registered and existing under and by virtue of the laws of the Republic of the Philippines, with office address at \_\_\_\_\_, represented by its \_\_\_\_\_, \_\_\_\_\_, hereinafter referred to as "\_\_\_\_\_";  
- and -

\_\_\_\_\_. a domestic corporation duly organized, registered and existing under and by virtue of the laws of the Republic of the Philippines, with office address at \_\_\_\_\_, represented by its \_\_\_\_\_, \_\_\_\_\_, hereinafter referred to as "\_\_\_\_\_";  
- and -

\_\_\_\_\_ a foreign corporation organized and existing under and by virtue of the laws of \_\_\_\_\_, represented by its \_\_\_\_\_, \_\_\_\_\_, hereinafter referred to as "\_\_\_\_\_";

(Henceforth collectively referred to as the "**Parties**")

## WITNESSETH: That

**WHEREAS**, the Procurement Service (PS) has recently published an Invitation to Apply for Eligibility and to Bid for the Supply and Delivery of \_\_\_\_\_ for the \_\_\_\_\_;

**WHEREAS**, the parties have agreed to pool their resources together to form the "\_\_\_\_\_ Joint Venture", hereinafter referred to as the Joint Venture, under the laws of the Philippines, for the purpose of participating in the abovementioned procurement of PS-DBM;

NOW, THEREFORE, for and in consideration of the foregoing premises and the covenants hereto set forth, the Parties have agreed as follows:

**ARTICLE I  
ORGANIZATION OF THE JOINT VENTURE**

SECTION 1. Formation – The Parties do hereby agree and bind themselves to establish, form and organize a Joint Venture pursuant to the laws of the Republic of the Philippines, in order for the JV to carry on the purposes and objectives for which it is created;

SECTION 2. Name – The name and style under which the JV shall be conducted is “ \_\_\_\_\_ ”;

SECTION 3. Principal Place of Business – The JV shall maintain its principal place of \_\_\_\_\_ business \_\_\_\_\_ at \_\_\_\_\_ ;

SECTION 4. Preparation and Documentation – The Parties shall secure and/or execute such certifications, documents, deeds and instruments as may be required by the laws of the Republic of the Philippines for the realization of the JV and in compliance with the Project. Further, they shall do all other acts and things requisite for the continuation of the JV pursuant to applicable laws;

SECTION 5. The Joint Venture shall be represented by the \_\_\_\_\_ in all biddings, related procurement transactions and other official dealings that it shall enter into with the PS-DBM and third parties, such transactions to include, among others, the submission of eligibility documents, bids, registration documents obtaining bonds, performing the principal contract in the event that the contract is awarded in favor of the Joint Venture, receipt of payment for goods delivered, and similar and related activities.

SECTION 6. The period of the Joint Venture shall begin upon execution of this Agreement and shall continue until the complete performance of its contractual obligations to PS-DBM, as described in Article II hereof, or upon its termination for material breach of any term or condition of this Agreement, by service of a written statement in English on the other Party, not less than 90 days prior to the intended date termination

**ARTICLE II  
PURPOSE**

SECTION 1. The primary purpose of the Joint Venture is to participate in the public bidding to be conducted by the DBM-PS Bids and Awards Committee for the supply and delivery of \_\_\_\_\_ for the \_\_\_\_\_ .

SECTION 2. If the above-described contract/s is/are awarded to the Joint Venture, the Joint Venture shall undertake the performance thereof to PS-DBM, and such other incidental activities necessary for the completion of its contractual obligations.

**ARTICLE III  
SOLIDARY LIABILITY OF THE PARTIES**

SECTION 1. In the performance of the contract/s that may be awarded to the Joint Venture by the PS-DBM, and all other related activities/obligations, as described in Article II hereof, the Parties bind themselves jointly and solidarily, in the concept of solidarily debtors, subject to the right of reimbursement, as provided in the relevant provisions of the Civil Code of the Philippines.

**ARTICLE IV  
CONTRIBUTION AND OTHER ARRANGEMENTS**

SECTION 1. Contribution – The Parties shall contribute the amount of \_\_\_\_\_ (Php ) to support the financial requirements of the Joint Venture, in the following proportion:

A.	-	P	.00
B.	-	<u>P</u>	<u>.00</u>
TOTAL		P	.00

Additional contributions to the Joint Venture shall be made as may be required for contract implementation. In addition, \_\_\_\_\_ shall contribute any labor and contract management requirements.

SECTION 2. Profit Sharing – The share of the Parties to the JV from any profit derived or obtained from the implementation and execution of the Project shall be distributed pro rata to each, in accordance with the contribution and resources each has provided to the JV;

SECTION 3. Liquidation and Distributions – Any sum remaining after deducting from the total of all moneys or benefits received for the performance of the contract, all costs incurred by the JV after award of the contract for the Project pursuant to the accounting practices established for the JV, shall be distributed in accordance with the relative balances in the accounts of each Party pursuant to Sec.1 of this Article upon completion, final accounting, termination and liquidation of the JV. In the event of liquidation and termination of JV, and after taking into account the shares of the Parties in all income, gain, deductions, expenses, and losses, should the account of a Party contain a negative balance, such Party shall contribute cash to the JV sufficient to restore the said balance to zero;

SECTION 4. Sharing of Burden of a Net Loss – In case a net loss is incurred, additional contributions shall be made by the Parties in accordance with their respective shares.

**ARTICLE V  
MISCELLANEOUS PROVISIONS**

SECTION 1. The provisions of the Instructions to Bidders, Supplemental Bid Bulletin, and other bidding documents issued by the PS-DBM in relation to the contract described in Article II hereof, shall be deemed incorporated in this Agreement and made an integral part thereof.

SECTION 2. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors and assigns.

SECTION 3. The Parties herein are duly represented by their authorized officers.

SECTION 4. Governing Law - This Agreement shall be governed by and construed according to the laws of the Republic of the Philippines. Venue of any court action arising from this Agreement shall be exclusively laid before the proper court of the \_\_\_\_\_, Philippines.

IN WITNESS WHEREOF, the parties have set their hands and affixed their signatures on the date and place first above-stated.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Signed in the Presence of:

\_\_\_\_\_  
\_\_\_\_\_

**ACKNOWLEDGMENT**

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_) S.S.  
PROVINCE OF (in the case of Municipality)

BEFORE ME, a Notary Public for and in the City/Municipality of \_\_\_\_(indicate also the Province in the case of Municipality\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_(month & year)\_\_\_\_ personally appeared the following:

NameID Name, Number and Validity Date

Known to me and to me known to be the same persons who executed the foregoing instrument and they acknowledge to me that the same is their free and voluntary act and deed and that of the corporation(s) they represent.

This instrument refers to a Joint Venture Agreement consisting of \_\_\_\_\_ pages, including the page on which this Acknowledgement is written, and signed by the parties and their instrumental witnesses.

WITNESS MY HAND AND NOTARIAL SEAL on the place and on the date first above written.

\_\_\_\_\_  
(Notary Public)

Until \_\_\_\_\_  
PTR No. \_\_\_\_\_  
Date \_\_\_\_\_  
Place \_\_\_\_\_  
TIN \_\_\_\_\_  
IBP \_\_\_\_\_

Doc. No. ;  
Page No. ;  
Book No. ;  
Series of 20\_\_.

**Note:** *The competent evidence of identity for Notary shall comply with Sec. 12 (a), Rule II of the 2004 Rules on Notarial Practice. "Sec. 12. Competent Evidence of Identity – The phrase "competent evidence of identity" refers to the identification of \_\_\_\_\_ an individual based on at least one current identification document issued by an official agency bearing the photograph and signature of the individual, such as but not limited to, passport, driver's \_\_\_\_\_ license, Professional Regulations Commission ID, National \_\_\_\_\_ Bureau of Investigation clearance, police clearance, postal ID, voter's ID, Barangay certification, Government Service and \_\_\_\_\_ Insurance System (GSIS) e-card, Social Security System (SSS) card, Philhealth card, senior citizen card, Overseas Workers Welfare Administration (OWWA) ID, OFW ID, seaman's book, alien certificate of registration/immigrant certificate of registration, government office ID, certification from the National Council for the Welfare of Disabled Persons (NCWDP), Department of Social Welfare and Development (DSWD) certification;*

## SUPPLIER'S LETTERHEAD

### (PROFORMA LETTER FOR WITHDRAWAL OF DOCUMENTS)

\_\_\_\_\_  
Date

**Chairperson  
Procurement Service  
Bids and Awards Committee VII  
Paco, Manila**

Dear Sir:

This has reference to Public Bidding No. 21-051-7 for \_\_\_\_\_ (Name of Project)  
. \_\_\_\_\_ (Name of Company) \_\_\_\_\_ respectfully requests for the following:

- ( ) Withdraw of Bid Submissions
- ( ) Refund of Bid Security  
(Attached is a photocopy of the Procurement Service Official Receipt)
- ( ) Cancellation of Credit Line Certificate

It is understood that \_\_\_\_\_ waives its right to file any motion for reconsideration and/or protest in connection with the above-cited Public Bidding Project.

Thank you.

Very truly yours,

\_\_\_\_\_  
**Authorized Signatory for the Company**

## Form of Performance Security (Bank Guarantee)

---

To : **BASES CONVERSION AND DEVELOPMENT AUTHORITY**

WHEREAS, \_\_\_\_\_ (Name and Address of Supplier) (hereinafter called "the Supplier") has undertaken, in pursuance of Purchase Order No. \_\_\_\_\_ dated \_\_\_\_\_ to execute (Name of Contract and Brief Description) (hereinafter called "the Contract");

AND WHEREAS, it has been stipulated by you in the said Contract that the Supplier shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract;

AND WHEREAS, we have agreed to give the Supplier such a Bank Guarantee;

NOW THEREFORE, we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Supplier, up to a total of [Amount of Guarantee] proportions of currencies in which the Contract Price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of [Amount of Guarantee] as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract to be performed thereunder or of any of the Contract documents which may be made between you and the Supplier shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the date of issue of the Final Acceptance [Inspection, & Certification of Acceptance Report (I.C.A.R.)].

SIGNATURE AND SEAL OF THE  
GUARANTOR  
NAME OF BANK  
ADDRESS  
DATE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Omnibus Sworn Statement (Revised)

*[shall be submitted with the Bid]*

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REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

### AFFIDAVIT

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.
  
11. [Name of Bidder] hereby assigns the following contact number/s and e-mail address/es as the official telephone/fax number and contact reference of the company where the PS BAC and PS notices may be transmitted.  
 Telephone No/s. : \_\_\_\_\_  
 Fax No/s. : \_\_\_\_\_

E-mail Add/s. : \_\_\_\_\_

Mobile No/s. : \_\_\_\_\_

It is understood that notice/s transmitted in any of the above-stated telephone/fax numbers and/or e-mail address/es are deemed received as of its transmittal and the reckoning period for the reglementary periods stated in the bidding documents and the revised Implementing Rules and Regulations of Republic Act No. 9184 shall commence from receipt thereof.

**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]*

## **Contract Agreement Form for the Procurement of Infrastructure Projects (Revised)**

*[not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the  
Notice of Award]*

---

### **CONTRACT AGREEMENT**

THIS AGREEMENT, made this *[insert date]* day of *[insert month]*, *[insert year]* between *[name and address of PROCURING ENTITY]* (hereinafter called the “Entity”) and *[name and address of Contractor]* (hereinafter called the “Contractor”).

WHEREAS, the Entity is desirous that the Contractor execute *[name and identification number of contract]* (hereinafter called “the Works”) and the Entity has accepted the Bid for *[contract price in words and figures in specified currency]* by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as part of this Agreement, *viz.*:

**a.** Philippine Bidding Documents (PBDs);

- i. Drawings/Plans;
- ii. Specifications;
- iii. Bill of Quantities;
- iv. General and Special Conditions of Contract;
- v. Supplemental or Bid Bulletins, if any;

**b.** Winning bidder’s bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder’s bidding envelopes, as annexes, and all other documents submitted (*e.g.*, Bidder’s response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity’s bid evaluation;

**c.** Performance Security;

**d.** Notice of Award of Contract and the Bidder’s conforme thereto; and

**e.** Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.

3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.
4. The *[Name of the procuring entity]* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

*[Insert Name and Signature]*  
*[Insert Signatory's Legal Capacity]*

*for:*  
*[Insert Procuring Entity]*

*[Insert Name and Signature]*  
*[Insert Signatory's Legal Capacity]*

*for:*  
*[Insert Name of Supplier]*

#### **Acknowledgment**

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

## Performance Securing Declaration (Revised)

*[if used as an alternative performance security but it is not required to be submitted with the Bid, as it shall be submitted within ten (10) days after receiving the Notice of Award]*

---

REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_ ) S.S.

### PERFORMANCE SECURING DECLARATION

Invitation to Bid: [Insert Reference Number indicated in the Bidding Documents]

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacturer/contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.
2. I/We accept that: I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year for the first offense, or two (2) years **for the second offense**, upon receipt of your Blacklisting Order if I/We have violated my/our obligations under the Contract;
3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:
  - a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
    - i. Procuring Entity has no claims filed against the contract awardee;
    - ii. It has no claims for labor and materials filed against the contractor; and
    - iii. Other terms of the contract; or
  - b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 revised IRR of RA No. 9184 as required by the end-user.

**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]*

Name of the Procuring Entity : Bases Conversion and Development Authority  
 Project Reference Number : PB No. 21-051-7  
 Name of the Project : Site Development of the 65 Hectare Relocation Site in New Clark City

**KEY PERSONNEL  
(FORMAT OF BIO-DATA)**

Give the detailed information of the following personnel who are scheduled to be assigned as full-time field staff for the project. Fill up a form for each person.

1  
 . Name : \_\_\_\_\_

2  
 . Nationality : \_\_\_\_\_

3  
 . Education and Degrees : \_\_\_\_\_

4  
 . Proposed Position : \_\_\_\_\_

5 Length of Service with : \_\_\_\_\_year(s) from \_\_\_\_ (months)  
 . the Firm \_\_\_\_\_(years) To \_\_\_\_ (months)  
 \_\_\_\_\_(years)

6 Years of Related : \_\_\_\_\_  
 . Experience for the proposed position \_\_\_\_\_

7 List of Projects Handled : *(Use additional sheet/s if necessary)*

.  
 Name of Project : \_\_\_\_\_  
 Name of Owner : \_\_\_\_\_  
 Type of Project : \_\_\_\_\_  
 Position : \_\_\_\_\_  
 Period of : \_\_\_\_\_  
 Assignment \_\_\_\_\_

In the event that \_\_\_\_ (Name of the Bidder) is awarded the contract for \_\_\_\_ (Name of the Project) I, firmly commit to assume the post of \_\_\_\_ Designation .

\_\_\_\_\_  
 Signature of Key Personnel

*One of the requirements from the bidder to be included in its Technical Envelope is a list of contractor's key personnel (viz., Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data (including the key personnel's signed written commitment to work for the project once awarded the contract).*

