



## REQUEST FOR OFFER

### NEGOTIATED PROCUREMENT 53.1. TWO FAILED BIDDINGS

#### RENOVATION OF PROCUREMENT SERVICE – DEPARTMENT OF BUDGET AND MANAGEMENT (PS-DBM) SECOND FLOOR OLD BUILDING

**AMP-035-24 (NP 53.1)**

*FUNDING SOURCE: PS REVOLVING FUND*

1. The **Procurement Service – Department of Budget and Management (PS-DBM) Internal Bids and Awards Committee (iBAC)** resolved through BAC Resolution No. **PS-BAC-24-06-05** the use of Negotiated Procurement under Two Failed Biddings for the **“Renovation of Procurement Service - Department of Budget and Management (PS-DBM) Second Floor Old Building”**. Thus, the PS-DBM now invites PhilGEPS registered suppliers to participate in the following procurement project:

<b>Item No.</b>	<b>Qty</b>	<b>Item Description</b>	<b>Approved Budget for the Contract</b>	<b>Delivery Period</b>
1	1 lot	<b>Renovation of Procurement Service - Department of Budget and Management (PS-DBM) Second Floor Old Building</b>	₱ 6,913,417.39	Please refer to “Annex B”

*The ABC is understood to be the ceiling price; offers must not exceed the ABC provided.*

2. The summary of the bidding activities are as follows:

Posting of Invitation to Bid/Request for Quotation	21 November 2024
Negotiation Activity	26 November 2024, 10:00 AM
Posting of Clarifications	27 November 2024
Deadline for Submission of Offer	28 November 2024, 01:00 PM
Opening of Offer	Immediately after the deadline of submission of offers

The Procurement procedure for this requirement is Negotiated Procurement for Two Failed Biddings pursuant to Section 53.1 of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184.

3. Interested participants may obtain further information from PS-DBM and inspect the Bidding Documents through the Internal Bids and Awards Committee (iBAC) Secretariat at the address given below during *Mondays to Thursday except holidays, from 9:00 A.M. to 4:00 P.M.*
4. The complete set of documents may be acquired by interested bidders from the iBAC Secretariat, free of charge, or it may be downloaded from the website of the PS-DBM.
5. The PS-DBM will hold a **Negotiation Activity on 26 November 2024, 10:00 A.M.** at PS Complex, Cristobal Street, Paco, Manila.
6. Offers must be submitted to the IBAC which must be duly received by the IBAC Secretariat, through manual submission, at the office address indicated below **on or before 28 November 2024, 01:00 P.M.** Bidders shall then drop their duly accomplished eligibility requirements, technical and financial proposals in two (2) separate sealed envelopes in the designated bid box located at the 2<sup>nd</sup> floor of the PS-DBM.

***Late submissions shall not be accepted. Unsealed or unmarked bid envelopes shall be rejected.***

7. Opening of offers shall be conducted on **28 November 2024, 01:00 P.M.**, immediately after the deadline of submission at the PS-Conference Room, PS Complex, Cristobal St., Paco, Manila. Bid offers will be opened in the presence of the bidders who chose to attend the opening.
8. The Procurement Service reserves the right to accept or reject any offers, to annul the procurement process, and to reject all offers at any time prior to the contract award, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

***PS Internal Bids and Awards Committee Secretariat***  
*2nd floor, PS Complex*  
*Procurement Service-PhilGEPS*  
*Cristobal St., Paco, Manila*  
***internal-bacsec@ps-philgeps.gov.ph***

**Signature Redacted**

**ENGR. JAIME M. NAVARRETE, JR.**

*Chairperson, Internal Bids and Awards Committee*

**The following documents shall also be submitted during submission of offers:**

<b>No.</b>	<b>Requirement</b>	<b>Instruction</b>
<b>TECHNICAL ENVELOPE</b>		
1	<p><i>PhilGEPS Platinum Certificate of Registration and Membership</i></p> <p><i>(in accordance with Section 8.5.2 of the Revised IRR of R.A. 9184)</i></p>	<p><i>Must be valid and current.</i></p> <p><i>The items under Annex "A" of the Platinum Certificate shall be updated.</i></p>
2	<p><i>Annex "B" Schedule of Requirements</i></p>	<p><i>Must indicate the required information.</i></p> <p><i>Must be duly signed by the authorized representative.</i></p>
3	<p><i>Annex "C" Technical Requirements and Terms of Reference</i></p>	<p><i>Must indicate "COMPLY."</i></p> <p><i>Must indicate the required information.</i></p> <p><i>Must include/submit the references and documents required.</i></p> <p><i>Must be duly signed by the authorized representative</i></p>
4	<p><i>Annex "D" List of Key Personnel with valid PRC Licenses (if the bidder opt to submit expired PRC license together with the proof of renewal during the opening of bids)</i></p>	<p><i>Must meet the required minimum years of experience</i></p> <p><i>Must be duly signed by the authorized representative.</i></p>
5	<p><i>Annex "E" List of equipment, Owned or Lease and/or under purchase agreement, pledged to the proposed contract</i></p>	<p><i>Must indicate the required information</i></p> <p><i>Must be duly signed by the authorized representative.</i></p>
6	<p><i>Annex "F" Statement and Proof of completion of the Single Largest Completed Contract similar to the contract to be bid which shall include the following:</i></p> <p><i>a. Owner's Certificate of final acceptance issued by the</i></p>	<p><i>Must indicate the required information</i></p> <p><i>Must be duly signed by the authorized representative.</i></p> <p><i>The similar contract shall refer to construction/renovation of Commercial/ Office Building</i></p>

	<p><i>project owner; or</i></p> <p><i>b. Contractor's Performance Evaluation System (CPES) rating sheet with at least satisfactory rating or Certificate of Completion and/or Owner's Acceptance (In case of contracts with private sector an equivalent document shall be submitted</i></p>	
7	<p><i>Annex "G" Omnibus Sworn Statement 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.</i></p>	<p><i>Ensure that there are eleven (11) declarations.</i></p> <p><i>Indicate required information.</i></p> <p><i>Attach competent evidence of identification (valid government-issued ID).</i></p> <p><i>Must be duly notarized and signed.</i></p>
8	<p><i>Proposed Work Plan / Gantt Chart</i></p>	<p><i>Must comply with the Terms of Reference</i></p> <p><i>Must be duly signed by the authorized representative.</i></p>
<p>For bidders not directly invited, the following required documents shall also be submitted:</p> <ol style="list-style-type: none"> <li>1. Net Financial Contracting Capacity</li> <li>2. List of all On-Going Private and Government Contracts</li> </ol>		
<p><b>FINANCIAL ENVELOPE</b></p>		
1	<p><i>Annex "A" Price Proposal Form</i></p>	<p><i>Must indicate the unit and total price.</i></p> <p><i>Must indicate the required information.</i></p> <p><i>Must be duly signed by the authorized representative.</i></p>
2	<p><i>Annex "H" Bill of Quantities</i></p>	<p><i>Must indicate the unit and total price.</i></p> <p><i>Must indicate the required information.</i></p> <p><i>Must be duly signed by the authorized representative.</i></p>



**Price Proposal Form**

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

The Chairperson, Internal Bids and Awards Committee  
Procurement Service  
PS Complex, Cristobal Street  
Paco, Manila

Ma'am/Sir:

Having examined the **Request for Offer No. AMP-035-24 (NP 53.1)** the receipt of which is hereby duly acknowledged, the undersigned offers the **RENOVATION OF PROCUREMENT SERVICE-DEPARTMENT OF BUDGET AND MANAGEMENT (PS-DBM) SECOND FLOOR OLD BUILDING.**

In conformity with the said Request for Offer for the sums stated hereunder:

<b>ITEM NO.</b>	<b>QTY</b>	<b>ITEM DESCRIPTION</b>	<b>UNIT PRICE</b>	<b>TOTAL AMOUNT</b>
1	1 lot	<b>Renovation of Procurement Service - Department of Budget and Management (PS-DBM) Second Floor Old Building</b>		
<b>Total Price in Words:</b>				

**We undertake, if our Proposal is accepted, to perform the services/deliver the goods as identified in the Schedule of Requirement and the Technical Requirement.**

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

We understand that you are not bound to accept the lowest or any Proposal you may receive.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name

7

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Authorized Representative  
Name/Signature

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Address

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Official Contact Number



**BILL OF QUANTITIES**

**Renovation of Procurement Service - Department of Budget and Management (PS-DBM) 2nd Floor Old Building**

**SUMMARY OF BID PRICES  
(All Parts of Bill of Quantities or BOQ)**

**Instructions for completing the Summary of Bid Prices:**

1. Part No. -- Enter the "Part No." for each section of the BOQ where unit prices are entered.
2. Part Description -- Enter the "Part Description" corresponding to the "Part No."
3. Total Amount -- Enter the "Total Amount" in Pesos for all pages having the same "Part Description"

<b>Part No.</b>	<b>Part Description</b>	<b>Total Amount</b>
A	GENERAL REQUIREMENTS	
B	DEMOLITION/HAULING WORKS	
C	FINISHING AND OTHER CIVIL WORKS	
D	ELECTRICAL WORKS	
E	MECHANICAL WORKS	
F	PLUMBING AND SANITARY WORKS	
G	ELECTRONIC WORKS	
<b>Total of Amount</b>		
<b>a) Total of All Amounts in Words:</b>		
Pesos _____		
_____		
_____		
and _____ centavos.		

Name \_\_\_\_\_ in the capacity of \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of





**Renovation of Procurement Service - Department of Budget and Management (PS-DBM) 2nd Floor Old Building**

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**BILL OF QUANTITIES**

**Part No.: B**

**Part Description: EARTHWORKS**

<i>(Columns (1), (2), (3) and (4) are to be filled up by the Procuring Entity)</i>				<i>(Columns (5) and (6) are to be filled up by the Bidder)</i>	
Pay Item No.	Description	Unit	Quantity	Unit Price (Pesos)	Amount (Pesos)
(1)	(2)	(3)	(4)	(5)	(6)
B.1	Demolition and Hauling Works	sq. m	755		
<b>Sub-Total for this Page</b>					

**Submitted by:**

*Name of Company*

*Signature Over Printed Name of Authorized Representative*

*Date*

**Renovation of Procurement Service - Department of Budget and Management (PS-DBM) 2nd Floor Old Building**

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**BILL OF QUANTITIES**

**Part No.: C**

**Part Description: FINISHING AND OTHER CIVIL WORKS**

<i>(Columns (1), (2), (3) and (4) are to be filled up by the Procuring Entity)</i>				<i>(Columns (5) and (6) are to be filled up by the Bidder)</i>	
Pay Item No.	Description	Unit	Quantity	Unit Price (Pesos)	Amount (Pesos)
(1)	(2)	(3)	(4)	(5)	(6)
C.1	Aluminum Glass Windows, Awning Type	l.s	1		
C.2	Aluminum Glass Windows, Fixed Type	l.s	1		
C.3	Aluminum Frosted Glass Wall, Fixed Type	l.s	1		
C.4	Frames (Jambs)	l.s	1		
C.5	Doors, Wood Panel	l.s	1		
C.6	Doors, Glass Panel	l.s	1		
C.7	Waterproofing, Cement base	l.s	1		
C.8	Unglazed Tiles	l.s	1		
C.9	Cement Floor Finish, Plain	l.s	1		
C.10	Cement Plaster Finish	l.s	1		
C.11	Painting Works, Masonry/Concrete	l.s	1		
C.12	Painting Works, Dry Walls	l.s	1		
C.13	Painting Works, Exposed Ceilings	l.s	1		
C.14	Other Consumable, Materials, and Fittings	l.s	1		
<b>Sub-Total for this Page</b>					

**Submitted by:**

\_\_\_\_\_  
*Name of Company*

\_\_\_\_\_  
*Signature Over Printed Name of Authorized Representative*

\_\_\_\_\_  
*Date*

**Renovation of Procurement Service - Department of Budget and Management (PS-DBM) 2nd Floor Old Building**

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**BILL OF QUANTITIES**

**Part No.: D**

**Part Description: ELECTRICAL WORKS**

<i>(Columns (1), (2), (3) and (4) are to be filled up by the Procuring Entity)</i>				<i>(Columns (5) and (6) are to be filled up by the Bidder)</i>	
Pay Item No.	Description	Unit	Quantity	Unit Price (Pesos)	Amount (Pesos)
(1)	(2)	(3)	(4)	(5)	(6)
D.1	Conduit, Boxes, and Fittings (conduit works/ conduit rough-in)	l.s	1		
D.2	Wires and Wiring Devices	l.s	1		
D.3	Panelboard with Main & Branch Breakers	l.s	1		
D.4	2 x 22 Watts LED Fixture Troffer Light	assy	34		
D.5	150 x 150 Recessed Downlight Square, 10 watts (LED Warm White)	assy	44		
D.6	200 x 200 Downlight Square, 10 watts (LED Daylight)	assy	10		
D.7	200 x 200 Ceiling Mounted Downlight Square, 10 watts (LED Daylight)	assy	6		
D.8	300 x 300 Downlight Square, 25 watts (LED Daylight)	assy	25		
D.9	Emergency Light	units	15		
D.10	NEMA 3R Enclosure (for Aircon)	units	9		
D.11	Other Consumables	l.s	1		
D.12	Labor	l.s	1		
<b>Sub-Total for this Page</b>					

**Submitted by:**

\_\_\_\_\_  
*Name of Company*

\_\_\_\_\_  
*Signature Over Printed Name of Authorized Representative*

\_\_\_\_\_  
*Date*

**Renovation of Procurement Service - Department of Budget and Management (PS-DBM) 2nd Floor Old Building**

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**BILL OF QUANTITIES**

**Part No.:** E

**Part Description:** MECHANICAL WORKS

<i>(Columns (1), (2), (3) and (4) are to be filled up by the Procuring Entity)</i>				<i>(Columns (5) and (6) are to be filled up by the Bidder)</i>	
Pay Item No.	Description	Unit	Quantity	Unit Price (Pesos)	Amount (Pesos)
(1)	(2)	(3)	(4)	(5)	(6)
E.1	Supply and Installation of Wall Mounted, 3TR, with capacity of not less than 40,000 BTU/h or equivalent, complete with all necessary accessories	unit	6.00		
E.2	Supply and Installation of Window Type, 2.5HP, with capacity of not less than 25,000 BTU/h or equivalent, complete with all necessary accessories	unit	3.00		
E.3	Supply & Installation of Ceiling Cassette Exhaust Fan (EF-1) @ 100CFM, 170RPM, 19 watts, 220V, 1 single phase, 60Hz	unit	6.00		
E.4	Other Consumables, Materials, Fittings, Supports and Hangers	l.s	1.00		
E.5	Labor Cost	l.s	1.00		
<b>Sub-Total for this Page</b>					

**Submitted by:**

\_\_\_\_\_  
*Name of Company*

\_\_\_\_\_  
*Signature Over Printed Name of Authorized Representative*

\_\_\_\_\_  
*Date*

**Renovation of Procurement Service - Department of Budget and Management (PS-DBM) 2nd Floor Old Building**

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**BILL OF QUANTITIES**

**Part No.:** F

**Part Description:** PLUMBING AND SANITARY WORKS

<i>(Columns (1), (2), (3) and (4) are to be filled up by the Procuring Entity)</i>				<i>(Columns (5) and (6) are to be filled up by the Bidder)</i>	
Pay Item No.	Description	Unit	Quantity	Unit Price (Pesos)	Amount (Pesos)
(1)	(2)	(3)	(4)	(5)	(6)
F.1	Plumbing System and Sanitary Works	I.s.	1.00		
<b>Sub-Total for this Page</b>					

**Submitted by:**

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*Name of Company*

*Signature Over Printed Name of Authorized Representative*

*Date*

**Renovation of Procurement Service - Department of Budget and Management (PS-DBM) 2nd Floor Old Building**

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**BILL OF QUANTITIES**

**Part No.:** G

**Part Description:** ELECTRONIC WORKS

<i>(Columns (1), (2), (3) and (4) are to be filled up by the Procuring Entity)</i>				<i>(Columns (5) and (6) are to be filled up by the Bidder)</i>	
Pay Item No.	Description	Unit	Quantity	Unit Price (Pesos)	Amount (Pesos)
(1)	(2)	(3)	(4)	(5)	(6)
G.1	Fire Detection and Alarm System	units	27.00		
<b>Sub-Total for this Page</b>					

**Submitted by:**

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*Name of Company*

*Signature Over Printed Name of Authorized Representative*

*Date*

**SCHEDULE OF REQUIREMENTS**

<b>ITEM NO.</b>	<b>QUANTITY</b>	<b>ITEM DESCRIPTION</b>	<b>AGENCY'S DELIVERY SCHEDULE</b>
1	1 lot	<b>Renovation of Procurement Service - Department of Budget and Management(PS-DBM) Second Floor Old Building</b>	<b>Within One hundred twenty (120) calendar days upon receipt of the Notice to Proceed</b>

**I hereby commit to deliver the required quality and quantities upon receipt of the Notice to Proceed as indicated above.**

\_\_\_\_\_  
**Name of Company**

\_\_\_\_\_  
**Signature Over Printed  
Name of the Authorized  
Representative**

\_\_\_\_\_  
**Date**

**TECHNICAL REQUIREMENT**

**ITEM DESCRIPTION** : **Renovation of Procurement Service - Department of Budget and Management (PS-DBM) Second Floor Old Building**

**ITEM NO.** : **1**

**QUANTITY** : **1 lot**

AGENCY SPECIFICATIONS	BIDDER'S STATEMENT OF COMPLIANCE
<p><b>Renovation of Procurement Service - Department of Budget and Management (PS-DBM) Second Floor Old Building</b></p> <p>- <i>Conforms to the attached Terms of Reference</i></p>	<p><i>Bidders must state here either "Comply" or "Not Comply"</i></p>

*\*[Bidders must state here either "**Comply**" or "**Not Comply**" against the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply", or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]*

**I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.**

<p>_____</p> <p><b>Name of Company</b></p>	<p>_____</p> <p><b>Signature Over Printed Name of Authorized Representative</b></p>	<p>_____</p> <p><b>Date</b></p>
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## TERMS OF REFERENCE

### Renovation of Second Floor - Old Building of the PS-DBM

#### 1. OBJECTIVE

To rehabilitate the second floor of the old building to be used as an additional office space.

#### 2. PROJECT DURATION

2.1. The project duration covering the Project: Renovation of the 2nd Floor of the PS-DBM Old Building shall be for a period of **one hundred twenty (120) calendar days** from the issuance of the Notice to Proceed (NTP).

2.2. The CONTRACTOR's proposed **Work Plan** shown in Gantt Chart, which is a mandatory part of the Technical Proposal, should provide a more detailed schedule of activities. Unless approved in writing by the PS-DBM on the written request of the CONTRACTOR, the coverage – *from mobilization to demobilization* - should not extend beyond the derivable dates, as indicated below:

<b>Work Clusters</b>	<b>Accomplishments at Nth Cal-days from Contractor's Date of Receipt of the NTP</b>
1. NTP	
Contractor's Actual Accomplishment (Construction Phase) to be verified correct by the End User and Inspection Division.	<ul style="list-style-type: none"><li>• Completion of 20% on or before the 30th day</li><li>• Completion of 50% on or before the 60th day</li><li>• Completion of 75% on or before the 90th day</li><li>• Completion of 95% on or before the 115th day</li></ul>
Submission of As Built Plan, Punch-listing, Rectification of Punch-list Items, Cleaning, Restoration of all affected facilities/ areas/ landscape, and other related fixtures due to Construction	<ul style="list-style-type: none"><li>• 100% on or before the 120th day including Project Turn-over.</li></ul>

2.3 Exact dates of delivery and/or completion should be reckoned from the date of the CONTRACTOR's receipt of the NTP.

Liquidated damages shall be imposed for the inability of the CONTRACTOR to comply with the Approved Schedule, unless a written request for time extension due to force majeure has been approved in writing by the HOPE.

### **3. QUALIFICATIONS OF THE CONTRACTOR**

3.1 The CONTRACTOR must be competent and experienced in the field of Construction with a minimum of five (5) years prior experience on similar projects and should have a valid and current Philippine Contractors Accreditation Board (PCAB) License, with a Category of at least "C" or "D" with size range - Small B, and a classification of General Building (GB-1).

3.2 At the commencement of contract implementation, the CONTRACTOR shall secure and maintain, at its own expense, all necessary registrations, licenses, bonds, insurances, and/or permits as required by laws, rules, and regulations. The CONTRACTOR shall likewise comply with all pertinent laws, rules, and regulations, such as but not limited to, Environmental, Health and Safety regulations.

### **4. GENERAL REQUIREMENTS**

During contract implementation, the CONTRACTOR shall deliver the obligations arising from this contract with the following conditions:

4.1 All workers shall follow the standard health and safety protocols on site. ALL workers are required to present their proof of vaccination to the GSD prior to deployment.

4.2 Provide technical supervision, skilled manpower, tools, equipment and all materials needed to complete the project.

4.3 Provide coordination and collaborative works with the GSD to complete respective works in accordance with the approved drawings, specifications, and methodology.

4.4 Submit the required work schedule, delivery schedule, table of organization, manpower schedule, samples product data, safety plan, methodology and other requirements, as part of the Program of Works.

4.5 Provide safety requirements (safety shoes, vest, hard hat, safety harness, lifeline), fire extinguishers, and all other fire protection provisions in the working areas.

4.6 Confinement of all works within the areas designated by the GSD while strictly following the Local and National Building Code, national laws for public safety, Workmen's Compensation Act 1906, and proper working conditions.



4.7 Compliance to safety provisions for warehousing/storage of materials and equipment.

4.8 Submission of Medical Requirements of CONTRACTOR's workers as part of its preliminary requirements.

4.9 The key personnel must meet the required minimum years of experience set below:

<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>
Project Engineer (PRC Licensed Civil Engineer)	5 years	5 years
Electrical Engineer (PRC Licensed)	5 years	5 years
Safety Officer (with a Certificate of Training issued by or in coordination with BWC or DOLE)	3 years	3 years
General Foreman	5 years	5 years

*The full time Project Engineer may also assume the designation/role/function of the Safety Officer provided that this person meets the required qualifications.*

4.10 The minimum major equipment requirements are the following:

<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>
Bar Cutter		1
Welding Machine		1
Dump Truck	12 cu. yd.	1
Cutting Outlet		1
Portable Breaker		1
Heavy Duty Vacuum	3-6.5Hp	1

4.11 Hauling and disposal of garbage inside the building perimeter.

4.12 Protect and maintain in the required acceptable conditions all repainting works and accessories during construction until hand over.

4.13 Ensure that the performance, appearance and proper functioning of the works are not affected by any movements, settlement or deflection in the building structure. Also, the CONTRACTOR shall take into account the construction accuracy of works by others to which the repainting works are attached.

4.14 Submission of Reports: Weekly and Monthly Progress Reports, and Daily Construction Logbook (Material Delivery Log, Contractor's Manpower Report, Contractor's Equipment Report, Weather Chart), and other request forms intended for the quality management of the project.

4.15 Estimated coverage of the construction are as follows:

Description	Specifications
General Requirements	Mobilization/Demobilization, Permits and Fees, Scaffolds and Support, and Construction Safety and Health
Dry walls	Installation of ficem board, and all other materials, accessories and incidentals necessary to complete the work
Office floor finish	Installation of concrete polishing solution for all the open-office spaces.
Tile works	Installation of homogeneous floor and wall tiles and non-skid unpolished floor tiles including all other materials, accessories and incidentals necessary to complete the work.
Painting Works	Interior reinforced concrete walls, Dry wall partitions and ceilings coated with high performance, low VOC, odorless, ultra premium water-based acrylic coating that gives a cleanable matte finish to walls and ceilings with teflon surface protector and microban antibacterial protection and all other materials, accessories and incidentals necessary to complete the work.
Doors and Windows	Installation of doors and windows including all other materials, accessories and incidentals necessary to complete the work.
Glass Door and Wall Partition	Inclusive of door locks, door closer, door handle and hinges. Installation of 12mm thick tempered glass with frosted sticker and powder coated aluminum frame.
Plumbing works	Pipings, fittings and all other materials, accessories, incidentals and testing & commissioning necessary to complete the work.
Electrical Works	Including wirings, pipings, circuit breakers, lighting fixtures, electrical fixtures and all

	other materials, accessories, incidentals and testing & commissioning necessary to complete the work.
Waterproofing System	Supply and Application of two component cementitious waterproofing system with 2mm micro cracking resistance, non-toxic, flexible and watertight characteristics and all other materials, accessories, incidentals and testing necessary to complete the work.

## 5. SCOPE OF WORK

5.1 The CONTRACTOR shall undertake the work implementation of the “Renovation of the 2nd Floor of the PS-DBM Old Building,” all in accordance with the specifications and subject to the terms and conditions of the contract.

### 5.1.1 Mobilization:

5.1.1.1 The CONTRACTOR shall provide and place temporary barricades, railings, fencing, safety signage/warning signs and lights for the duration of the project.

5.1.1.2 The CONTRACTOR shall provide protective gears for the workers.

5.1.1.3 The CONTRACTOR shall provide suitable portable toilet facilities at approved locations with proper enclosures for the use of workmen, and shall maintain the same in sanitary operable conditions, all in conformity with the local regulations.

5.1.1.4 The CONTRACTOR shall provide such other temporary buildings, as maybe required, for safe storage of tools and materials. Such structures shall be located only on areas approved by the GSD.

5.1.1.5 PS-DBM shall provide for a temporary power facility required for the entire construction phase, **at a meter-rate**, to be billed at the end of the contract period and deductible to the total contract amount. The CONTRACTOR shall provide sub-meter, conduits, wires, connections and accessories and labor.

5.1.1.6 PS-DBM shall provide a temporary water facility that will be used during the entire construction stage, **at a meter-rate**, to be billed at the end of the contract period and deductible to the total contract amount. The CONTRACTOR shall provide sub-meter, conduits, wires, connections and accessories and labor.

5.1.1.7 The CONTRACTOR shall install, operate, and maintain an

adequate number of temporary hoists, scaffolds, runways, ladders, safety nets and the like as required for the proper execution of the work. Safety precautions shall at all times be observed.

5.1.1.8 All temporary services and facilities installed by the CONTRACTOR shall be removed by the CONTRACTOR upon completion of this contract or as directed by the PS-DBM. The CONTRACTOR shall restore any damage or alteration caused by such removal and during the project implementation.

5.1.1.9 Haul and dispose of debris properly.

### *5.1.2 Painting:*

5.1.2.1 Mix paint with proper consistency. Stir paint thoroughly to keep pigment in even suspension when paint is being applied.

5.1.2.2 Unless otherwise indicated, apply paint in three coats (priming, body and finish) and allow each coat to dry thoroughly before applying the next coat (at least 48 hours between application of coats). A PS-DBM representative will conduct inspection on each coat before proceeding to work.

5.1.2.3 If at three coats the surface has not been satisfactorily finished, the CONTRACTOR shall apply an additional number of coats to obtain desired evenness, at no cost to the PS-DBM.

5.1.2.4 Touch up knots, pitch streaks, etc. Use approved sealer for exterior surfaces.

5.1.2.5 Sand smooth surfaces to be finished with enamel or varnish. Use fine sandpaper between coats to produce an even, smooth surface.

5.1.2.6 Do not paint exterior surfaces while still damp or during rainy or damp weather.

### *5.1.3 Paint Schedule:*

5.1.3.1 Always start at the top of the surface and work downwards.

5.1.3.2 Finish surfaces in accordance with the manufacturer's recommendation.

5.1.3.3 Do not remix paints of different types.

## 5.2 Punch List, Cleaning, Clearing and Turn-Over:

5.2.1 Correct all noted punch lists, defects and/or needed replacements



identified and observed.

5.2.2 Restore to its original condition any facilities and fixtures that has been damaged due to repainting works and accidents arising during implementation, if any.

5.2.3 Cleaning and clearing of the area, and hauling and disposal of debris properly before turn- over.

5.2.4 Demobilize and turn-over the entire project for acceptance of **GSD**.

## **6. RESPONSIBILITIES OF THE CONTRACTOR**

6.1 The principal features of the work do not in any way limit the responsibilities of the CONTRACTOR to the general description of his/her scope of work.

6.2 The CONTRACTOR shall be responsible for the proper execution and coordination of its work. The Contractor shall schedule and program all necessary work activities according to the specified completion period.

6.3 The CONTRACTOR shall observe the required standards of safety and procedures and ensure that its contract and workers are properly insured against all risks. The Contractor shall observe the PS-DBM's house regulations to be issued together with the Work Permit.

6.4 The CONTRACTOR shall be responsible for securing PS-DBM issued work permits and compliance with other PS-DBM rules and regulations related to the construction works. All workers/engineers working on site are required to wear company uniforms indicating their company name.

6.5 The CONTRACTOR is not allowed to construct quarters for workers within the PS-DBM premises and shall prohibit its workers from sleeping within the premises. CONTRACTOR's workers are limited to the designated working area only. Loitering around and inside the PS-DBM premises is not allowed.

6.6 The CONTRACTOR shall be responsible for clearing and cleaning of the designated project site of unused materials, other debris and in disposing the same outside of the PS-DBM premises. A daily inspection of the work area shall be conducted by the CONTRACTOR and GSD to ensure that the working area and storage area assigned to the CONTRACTOR is clean and in order at all times.

6.7 The CONTRACTOR shall protect adjacent areas against any damage during work execution. Any damage caused by the Contractor's workers, materials, equipment, and tools shall be repaired by the CONTRACTOR at no additional cost to the PS-DBM.

6.8 Permits, Laws, Ordinances and Standards – the installation provided for and specified herein shall comply with laws and regulations of the local government

unit and any government agency having jurisdiction. All necessary permits and other requirements shall be secured by and for the account of the CONTRACTOR. Said requirements shall be turned-over to PS-DBM upon project completion.

6.9 All other works not specifically mentioned but are necessary to complete the project, in accordance with the plans and specifications and other related documents, shall be provided by the CONTRACTOR at no additional cost to the PS-DBM.

6.10 The Contractor's All-Risk Insurance (CARI) shall be submitted to GSD within ten (10) calendar days from receipt of the Notice of Award (NOA).

6.11 The CONTRACTOR shall submit to GSD, the proposed delivery of materials, tools and equipment, and manpower schedules for proper monitoring within five (5) calendar days after the pre-construction/kick-off meeting.

6.12 Prior to issuance of the Certificate of Completion (COC), documents in the enumeration below shall be submitted to the GSD. The GSD reserves the right not to issue a Certificate of Satisfactory Performance on the basis of the non-submission of any of the items below:

6.12.1 Final Project Report including photo documentations **before, during and, after implementation**. Each photo-documentation shall have the date and time stamps in jpeg format..

6.12.2 Warranty Certificate of **at least one (1) year** against poor workmanship and defects traceable to materials.

6.12.3 As Built Plan

6.13 The CONTRACTOR is required to have a suitable Construction Safety and Health Program, which must be in accordance with Occupational Safety and Health (OSH) Standard, rules and issuances by the DOLE. The program shall state the following:

6.13.1 Composition of Construction Safety and Health Committee.

6.13.2 Specific safety policies which the CONTRACTOR shall observe at the area of construction which shall include Fall Protection, Chemical Hazards, and Materials Handling and Storage.

6.13.3 Penalties and sanctions for violations of the program.

6.13.4 The manner of disposing of waste arising from the construction.

6.13.5 The safety program shall also include the appointment of a full-time safety officer-in-charge of the implementation of the said program



## 7. PAYMENTS

7.1 Payments to the CONTRACTOR in amounts corresponding to the progress of actual accomplishment not exceeding a total of 100% of the contract price shall be made only for the actual accomplishment milestones, specifically 20%, 50%, 75%, and 100%, certified by the GSD and Inspection Division as performed by the CONTRACTOR in accordance with the plans, specifications and program of works/construction schedule.

7.2 Payments in accordance with the above paragraph shall be considered full compensation for furnishing materials, labor, tools and equipment, and for performing all work contemplated and embraced under the contract.

7.3 Payment shall be made upon complete submission of all documents required by PS-DBM as indicated in this Technical Specifications and other contract documents.

7.4 It is the responsibility of the CONTRACTOR to ensure that their performance bond is updated and valid until the PS-DBM issues the final Certificate of Acceptance. The CONTRACTOR shall submit the endorsement or amendments to PS-DBM on extension or revisions to its validity, as maybe necessary, not later than **seven (7) days** before the expiration of the originally submitted Performance Bond. No payment shall be made unless the performance bond is updated.

7.5 Advance payment for mobilization not exceeding fifteen percent (15%) of the total contract price may be given to the CONTRACTOR upon submission to and approval by the Authorized Signatory of PS-DBM. This advance payment shall be repaid by deducting from the progress payments a percentage equal to the percentage of the total contract price used for advance payment.

## 8. LIQUIDATED DAMAGES

8.1 Failure to comply with the terms and conditions of the contract will result in the payment of corresponding penalties/liquidated damages in the amount to **one-tenth (1/10) of one percent (1%)** of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches 10% of the amount of the contract, PS-DBM may rescind the contract, without prejudice to other courses of action and remedies open to it.

## 9. OTHER REQUIREMENTS

### 9.1 Performance Security

The winning bidder is required, within ten (10) calendar days from receipt of the Notice of Award, to submit its Performance Security in any of the following acceptable forms under Section 39 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

## **9.2 Warranty Security**

- a. In case the Contractor fails to undertake the repair works under Section 62.2.2 of the 2016 revised IRR, the PS-DBM 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.
- b. 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. Duration of the warranty: five (5) years

### **Project Site**

**Procurement Service - Department of Budget and Management**

**RR Road Cristobal St. Paco, Manila**

**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;

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.: \_\_\_\_\_

It is understood that notices/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 2016 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.

\_\_\_\_\_  
Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this \_\_\_ day of [month] [year] at [place of execution], Philippines. Affiant/s known to me, and known to be the same person/s in the exhibited **[insert type of government identification card used\*]**, with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_ day of [month] [year].

NAME OF NOTARY PUBLIC  
Serial No. of Commission \_\_\_\_\_  
Notary Public for \_\_\_\_\_ until \_\_\_\_\_  
Roll of Attorney's No. \_\_\_\_\_  
PTR No. \_\_\_\_\_ [date issued], [place issued]  
IBP No. \_\_\_\_\_ [date issued], [place issued]

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

*\*The identification card shall be at least one of those acceptable proofs of identity as identified under the provisions of the 2004 Rules on Notarial Practice.*

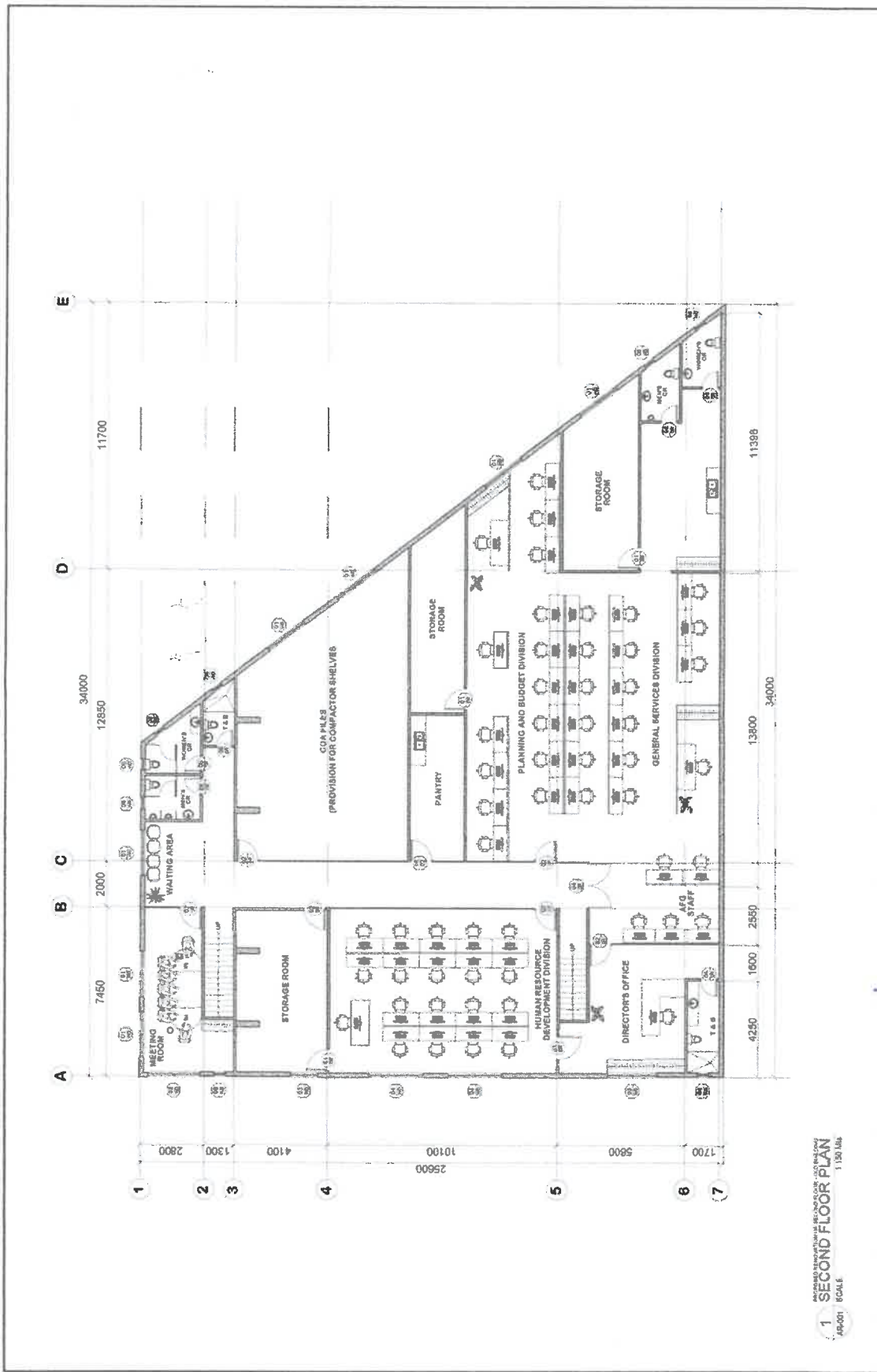
*"Sec. 12. Competent Evidence of Identity – The phrase "competent evidence of identity" refers to the identification of an individual based on:*

*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;*

*The Board Resolution or Secretary's Certificate referring to the said Board Resolution designating the bidder's authorized representative and signatory need not specifically indicate the particular project where such authority is given provided that the said authority covers activities by PS.*

# DRAWINGS



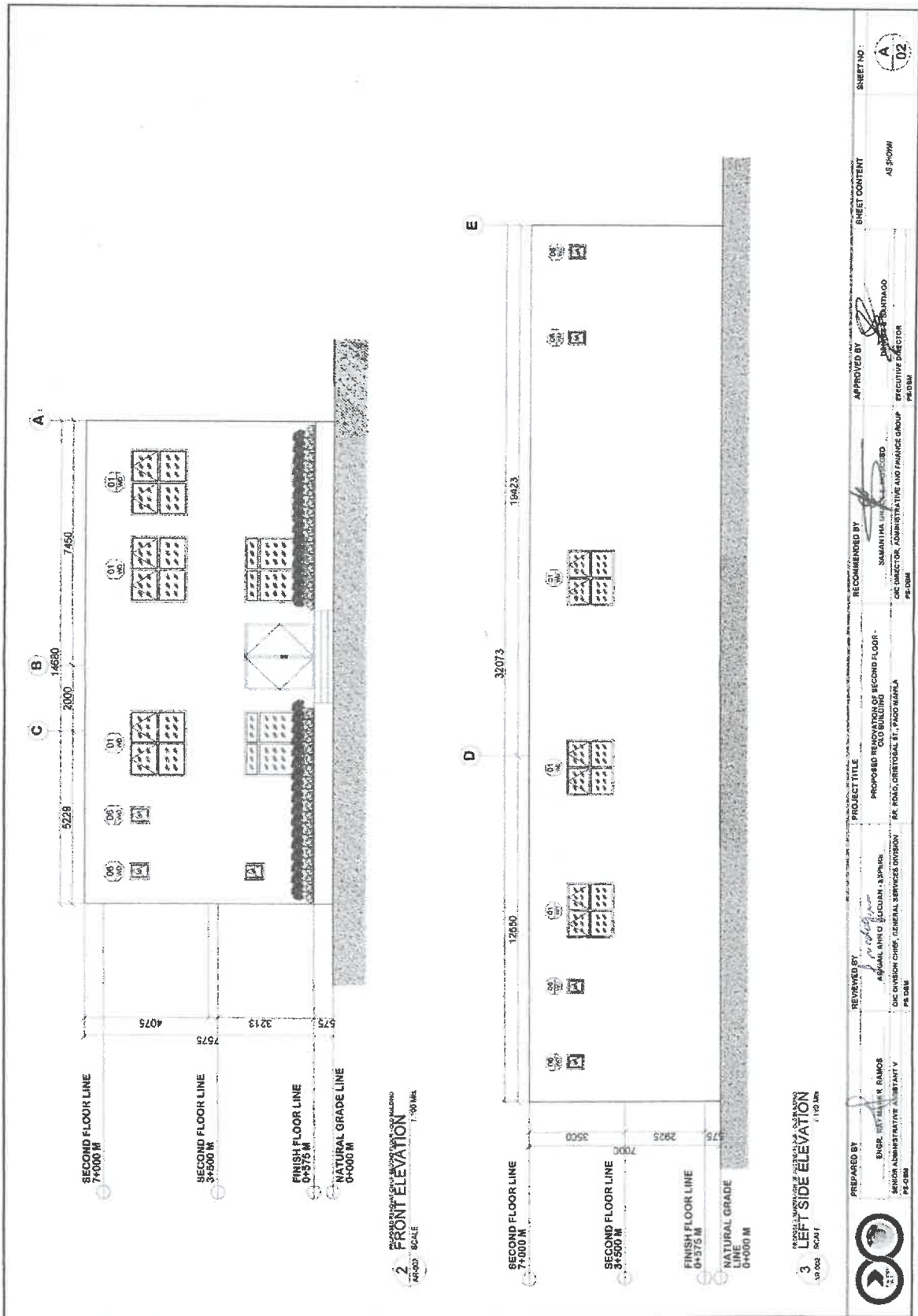


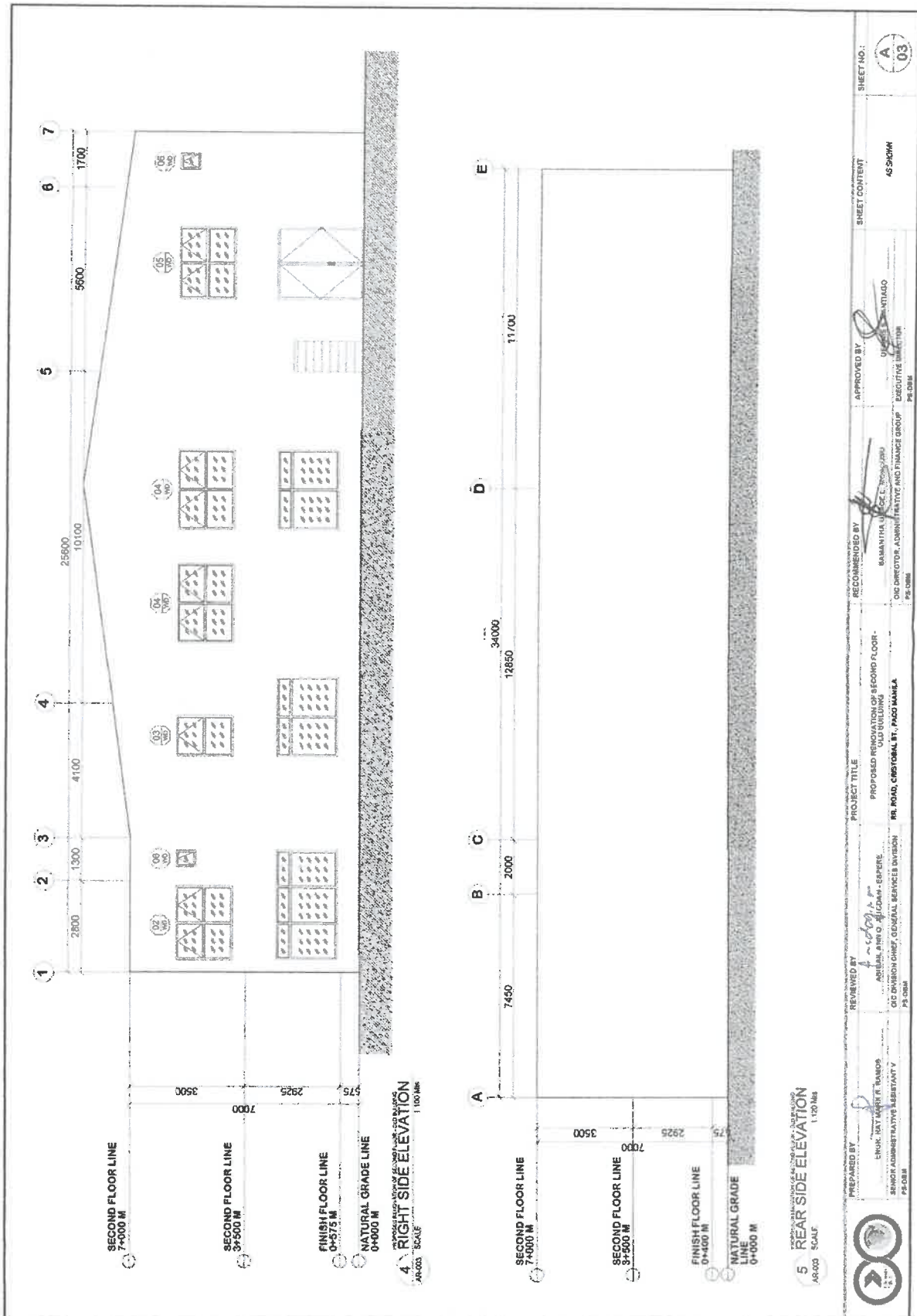
1 SECOND FLOOR PLAN  
SCALE: 1/100

	<b>REVIEWED BY</b> ARSHAD SENIOR ADMINISTRATIVE ASSISTANT V PS-DBM	<b>RECOMMENDED BY</b> MAMANTHA UDAYKUMAR DDC DIRECTOR, ADMINISTRATIVE AND FINANCE GROUP PS-DBM	<b>APPROVED BY</b> EXECUTIVE DIRECTOR PS-DBM	<b>SHEET CONTENT</b> AS SHOWN	<b>SHEET NO.</b> A 01
<b>PROJECT TITLE</b> PROPOSED RENOVATION OF SECOND FLOOR - OLD BUILDING RR. ROAD, CHARTOVAL ST., FACD MANLA					



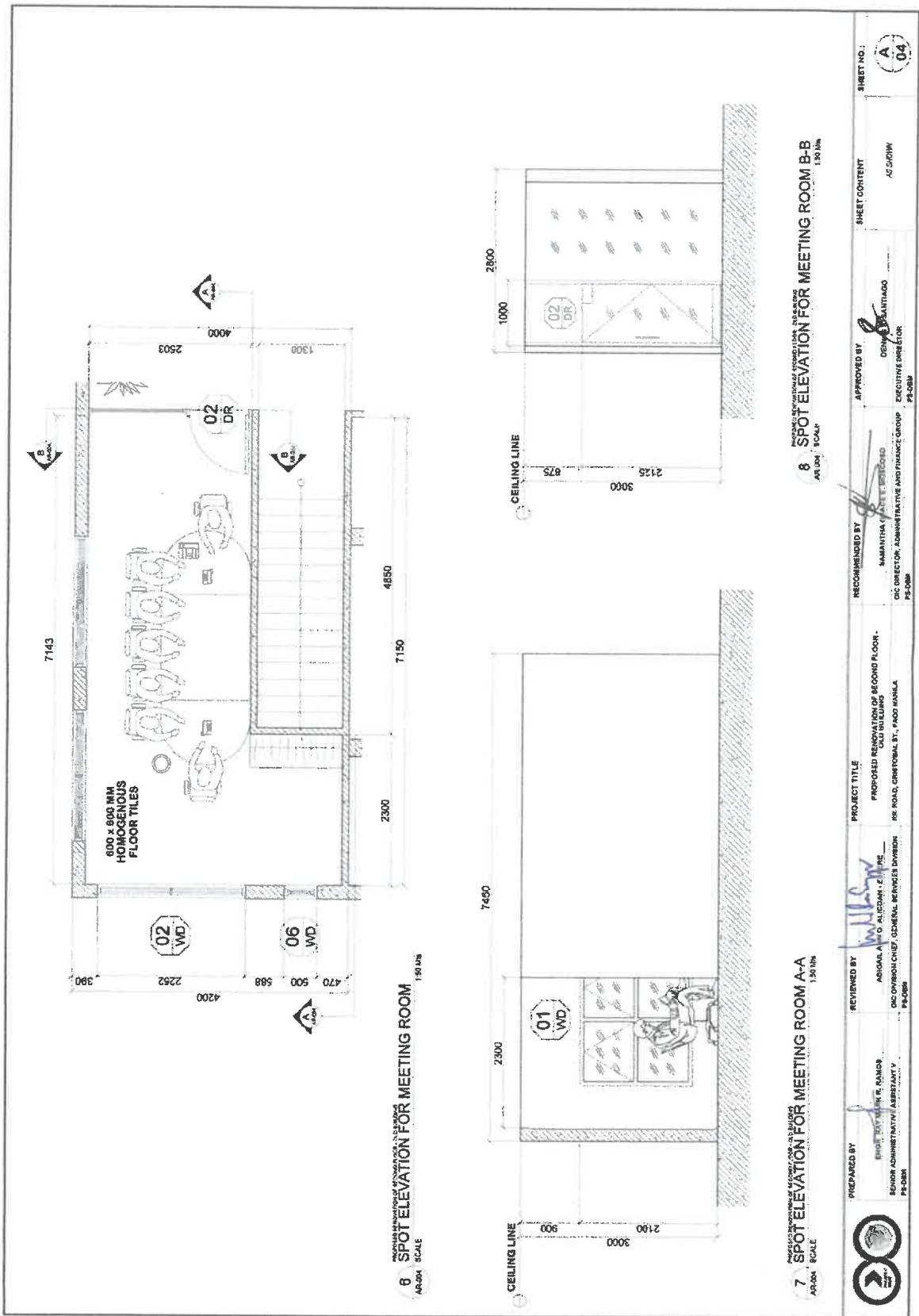




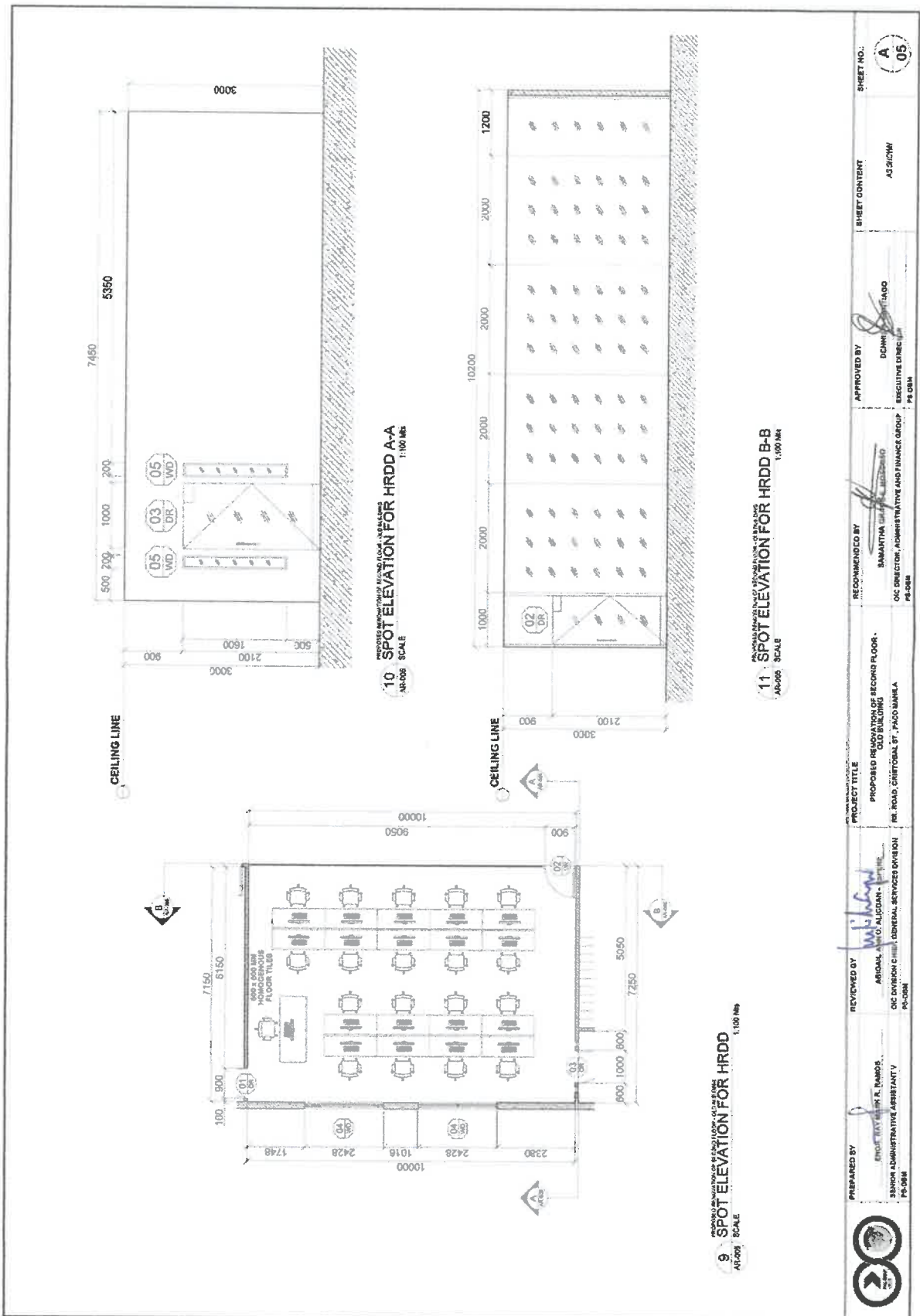


 PREPARED BY ENR. SATYAKR. RANOP ARCHITECTURAL ASSISTANT PS-08M	REVIEWED BY  ANIL K. RAO, ARCHT. ARCHT. & INTERIOR DESIGNER PS-08M	RECOMMENDED BY  SAMANTHA SURESH ARCHT. & INTERIOR DESIGNER PS-08M	APPROVED BY  J. S. SINGH EXECUTIVE DIRECTOR PS-08M	SHEET NO.: <b>A</b> <b>03</b>
PROJECT TITLE PROPOSED RENOVATION OF SECOND FLOOR - ANIL K. RAO ARCHT. & INTERIOR DESIGNER 00 PERSON CHIEF GENERAL SERVICES DIVISION PS-08M			SHEET CONTENT AS SHOWN	
PS-08M, ADMINISTRATIVE AND FINANCE GROUP PS-08M				

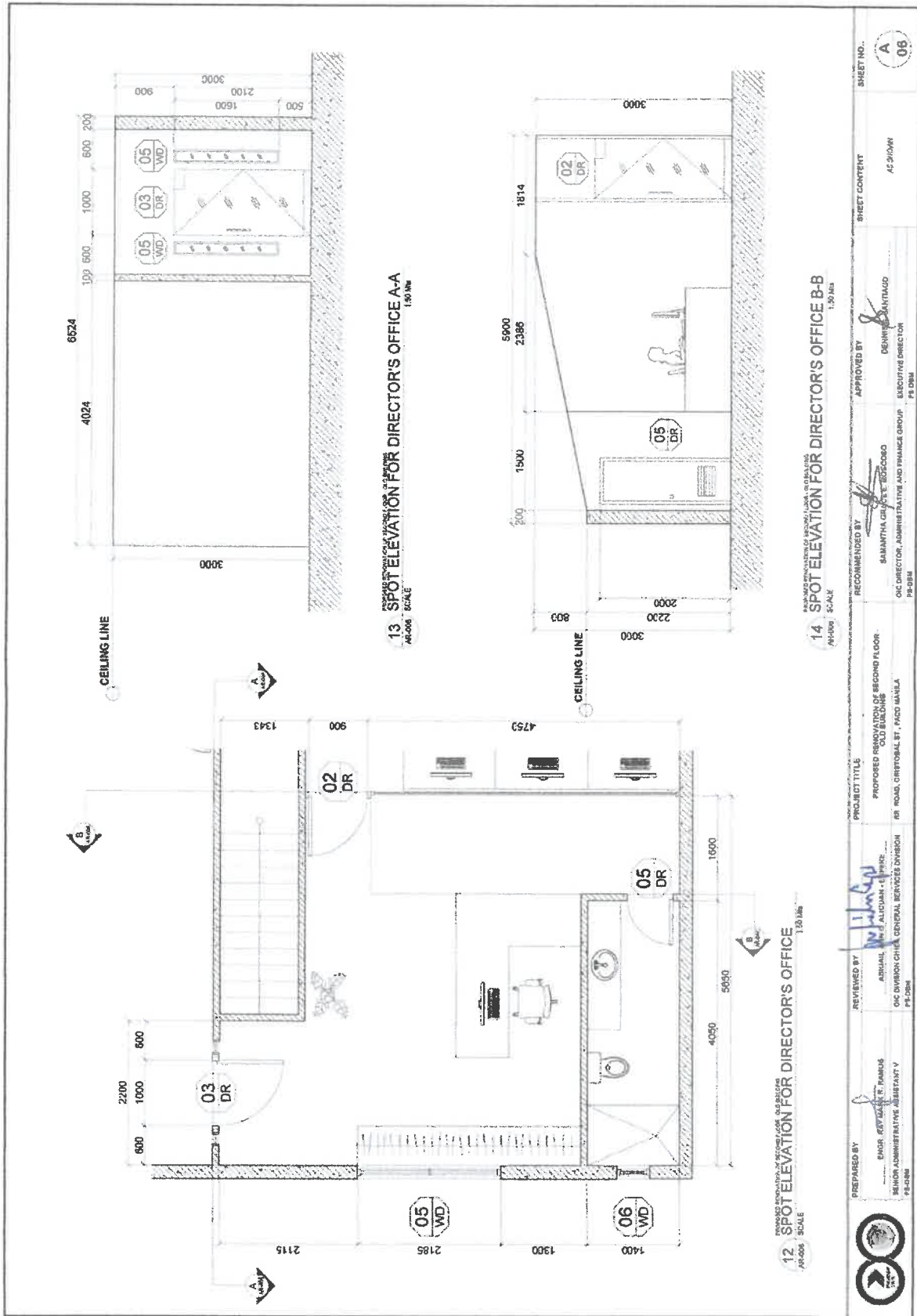




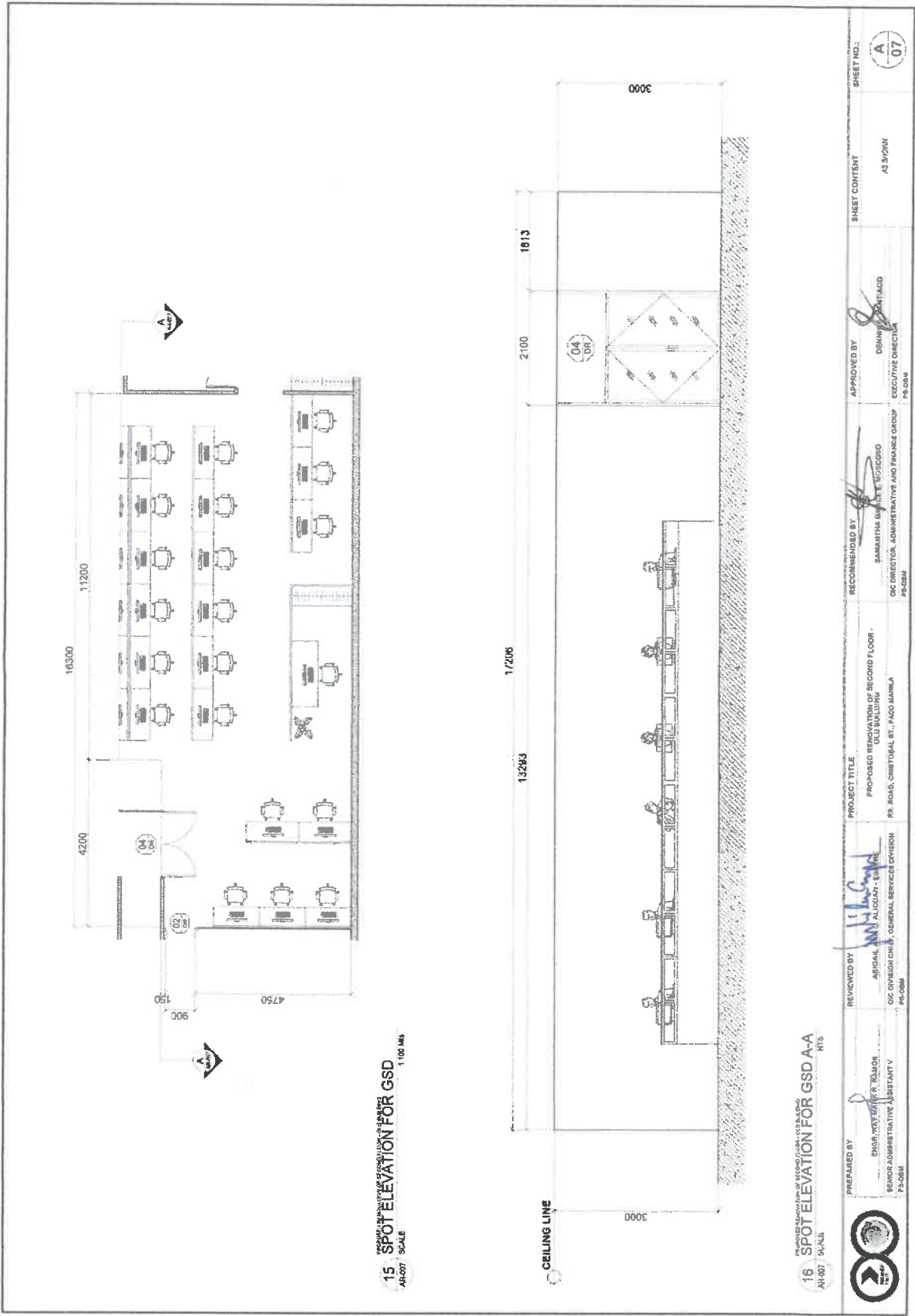
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	PREPARED BY  ENGR. MYLENE E. RAMOS SENIOR ADMINISTRATIVE ASSISTANT V PS-028	REVIEWED BY  ADIGAL A. O. ALCEDAN, JR. DIVISION CHIEF GENERAL SERVICES DIVISION PS-028	RECOMMENDED BY  MARAMITHA C. LANTE E. ENCISO OIC DIRECTOR, ADMINISTRATIVE AND FINANCE GROUP PS-028	SHEET CONTENT AC-310/W	



*M*



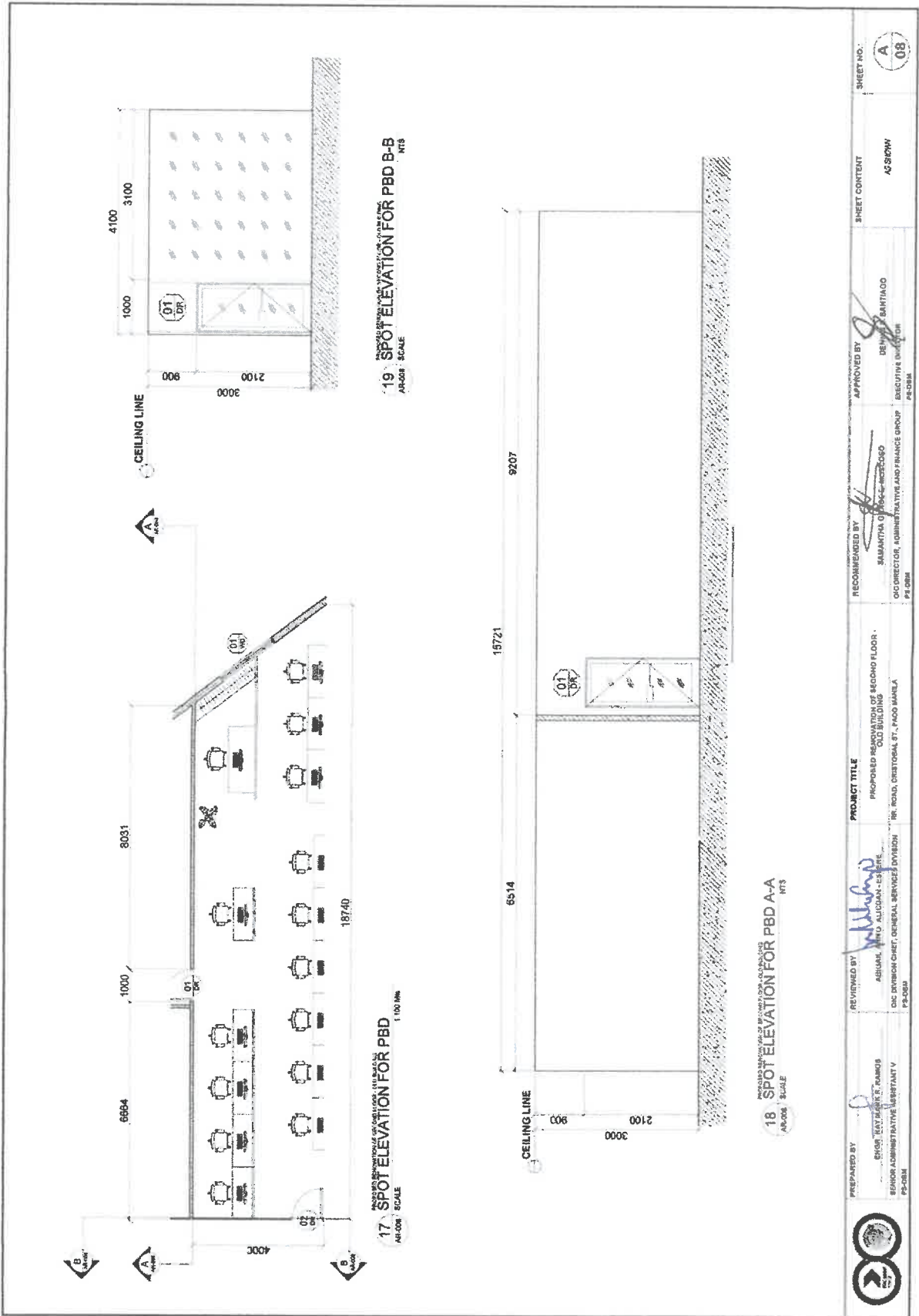




15 SPOT ELEVATION FOR GSD  
AR-007 SCALE 1/100 IAS

16 SPOT ELEVATION FOR GSD A-A  
AR-007 SCALE N/S

	PREPARED BY ENRIQUE RIVERA SENIOR ADMINISTRATIVE ASSISTANT V PS-001	REVIEWED BY AGRIPIÑO ALGODAN OIC DIVISION CHIEF, GENERAL SERVICES DIVISION PS-001	RECOMMENDED BY ZAMARRILLA OIC DIRECTOR, ADMINISTRATIVE AND FINANCE GROUP PS-001	APPROVED BY DENNIS MONTALADO EXECUTIVE DIRECTOR PS-001	SHEET CONTENT AS SHOWN	SHEET NO. A 07
	PROJECT TITLE PROPOSED RENOVATION OF SECOND FLOOR ULU BUILDING RR. ROAD, CRETOSAL ST., PAO MANA					



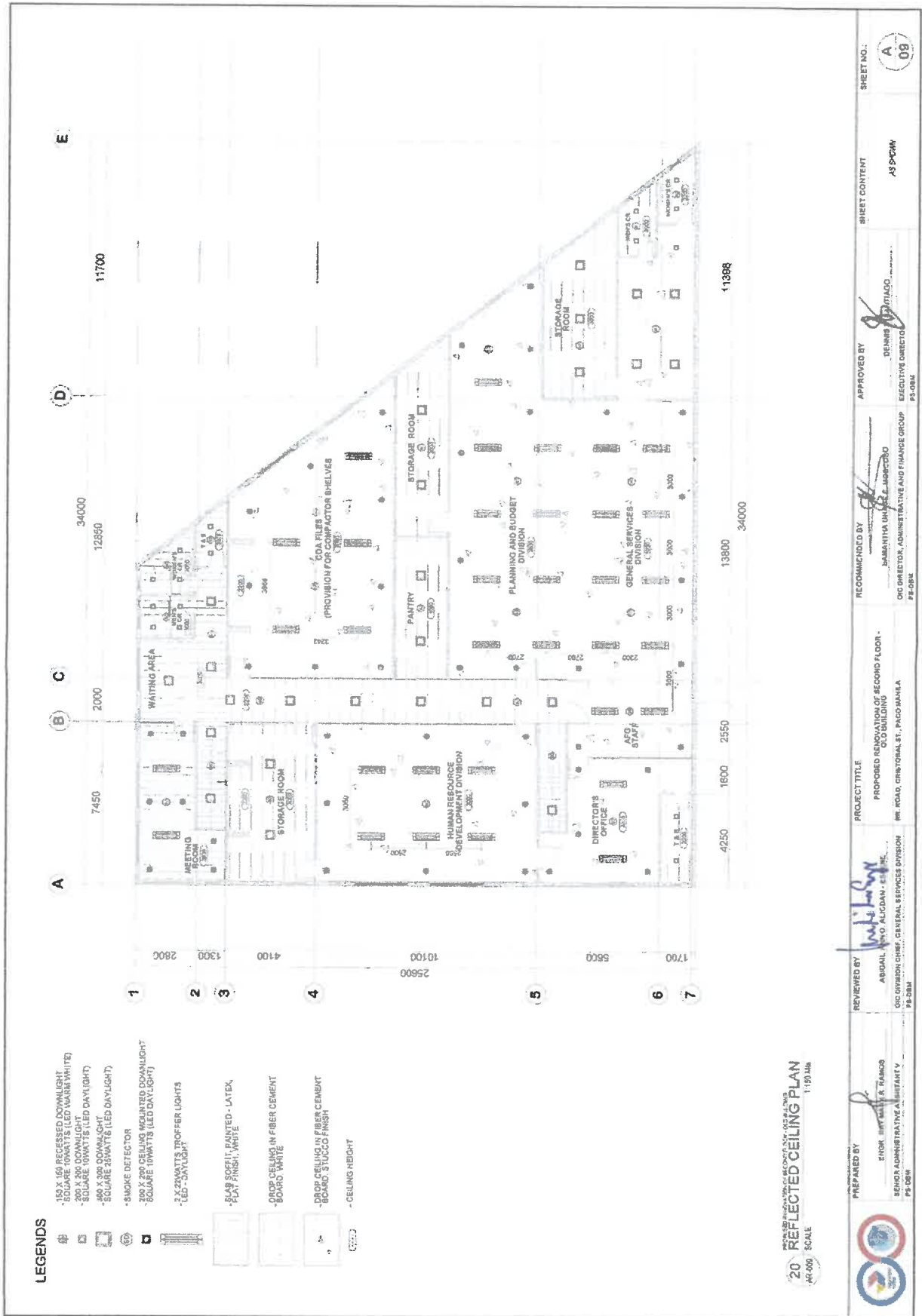
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18 SPOT ELEVATION FOR PBD A-A  
 ARCHITECT: SCALE

19 SPOT ELEVATION FOR PBD B-B  
 ARCHITECT: SCALE

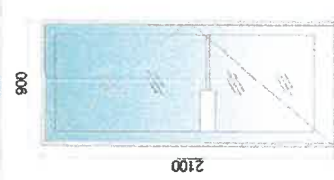
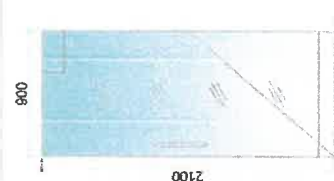
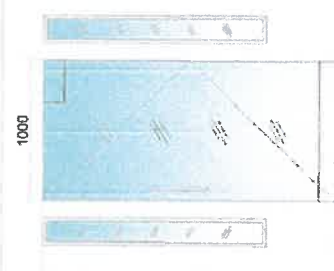
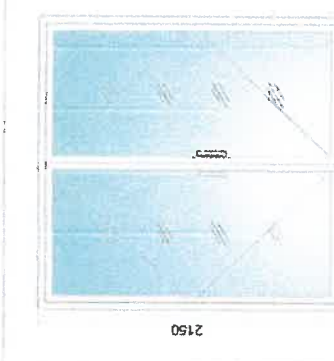
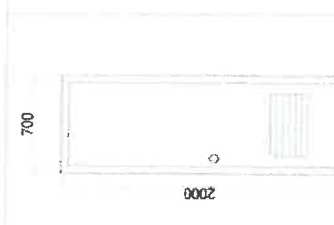
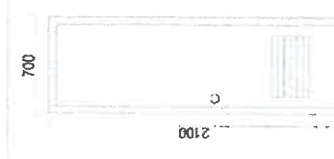

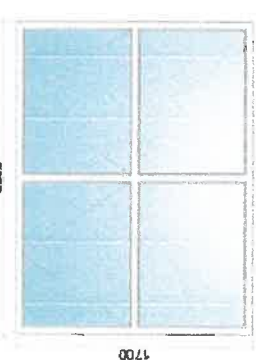







	PREPARED BY ENGR. LEY B. S. RAMOS SENIOR ADMINISTRATIVE ASSISTANT V PS-03M	REVIEWED BY  ASILWAN M. ALIDJAN-ESPINO CHIEF DIVISION CHIEF, GENERAL SERVICES DIVISION PS-03M	PROJECT TITLE PROPOSED REPAIRS OF SECOND FLOOR - OLD BUILDING 1111, ROAD, CRISTOPAL ST., PAGO PAGO	RECOMMENDED BY  SAMANTHA O. GARCIA CHIEF DIRECTOR, ADMINISTRATIVE AND FINANCE GROUP PS-03M	APPROVED BY  DENNIS BARRIAO EXECUTIVE DIRECTOR PS-03M	SHEET CONTENT AS SHOWN	SHEET NO. A 08
	DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS OFFICE OF THE DIRECTOR GENERAL OF PUBLIC WORKS AND HIGHWAYS						




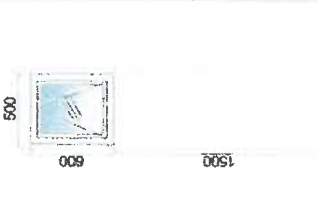


*[Handwritten signature]*



DOORS AND WINDOWS SCHEDULE					
 <p>900 2100</p>	 <p>900 2100</p>	 <p>1000 2100</p>	 <p>2150 2100</p>	 <p>700 2000</p>	 <p>700 2100</p>
<b>DR - 01</b>	<b>DR - 02</b>	<b>DR - 03</b>	<b>DR - 04</b>	<b>DR - 05</b>	<b>DR - 06</b>
Storage Room (2)	Meeting Room (1) BTO Region (1), Parity (1), PBD (1), HRDD (1), COA (1), Director's Office (1)	Director's Office (1)	GSD (1)	Director's Office (1)	Men's Toilet (2), Women's Toilet (2) Common Toilet and Bathroom (1)
Glass Door 12mm thk Clear Tempered with Frame	Glass Door with 12mm thk Clear Tempered	Glass Door with 12mm thk Clear Tempered	Glass Door with 12mm thk Clear Tempered	Wooden Flush Door with Louver	Wooden Flush Door with Louver
0.90m x 2.10m	0.90m x 2.10m	1.00m x 2.10m	4.20m x 2.30m	0.70m x 2.00m	0.70m x 2.10m
 <p>1700 2000</p>	 <p>1700 2252</p>	 <p>1700 1232</p>	 <p>1700 2415</p>		
<b>WD - 01</b>	<b>WD - 02</b>	<b>WD - 03</b>	<b>WD - 04</b>		
Meeting Room (2), Waiting Room (1), PBD (1), COA (2)	Meeting Room (1)	Storage Room (1)	Two Units of Fixed Window		
Two Units of Fixed Window	One Unit of Awning Window & One Unit of Fixed Window	Four Units of Fixed Window	Two Units of Fixed Window		
2.5m x 1.70m, +0.400m above FFL	1.25m x 1.70m, +0.400m above FFL	2.5m x 1.70m, +0.400m above FFL	1.25m x 1.70m, +0.400m above FFL		
					
PREPARED BY ENR. JETZEL R. RAMOS SENIOR ADMINISTRATIVE ASSISTANT PS-03M	REVIEWED BY ABRILYN O. ALICAPAN-ET-AL ONE DIVISION CHIEF GENERAL SERVICE DIVISION PS-03M	PROJECT TITLE PROPOSED RENOVATION OF SECOND FLOOR - CUS BUILDING HR ROAD, CHRISTOBAL ST., PALO MARLA	RECOMMENDED BY SAMANTHA GRACE E. BORTOLAO ONE DIRECTOR, ADMINISTRATIVE AND FINANCE GROUP PS-03M	APPROVED BY DENNIS M. NIAGAO EXECUTIVE DIRECTOR PS-03M	SHEET NO.: A 10

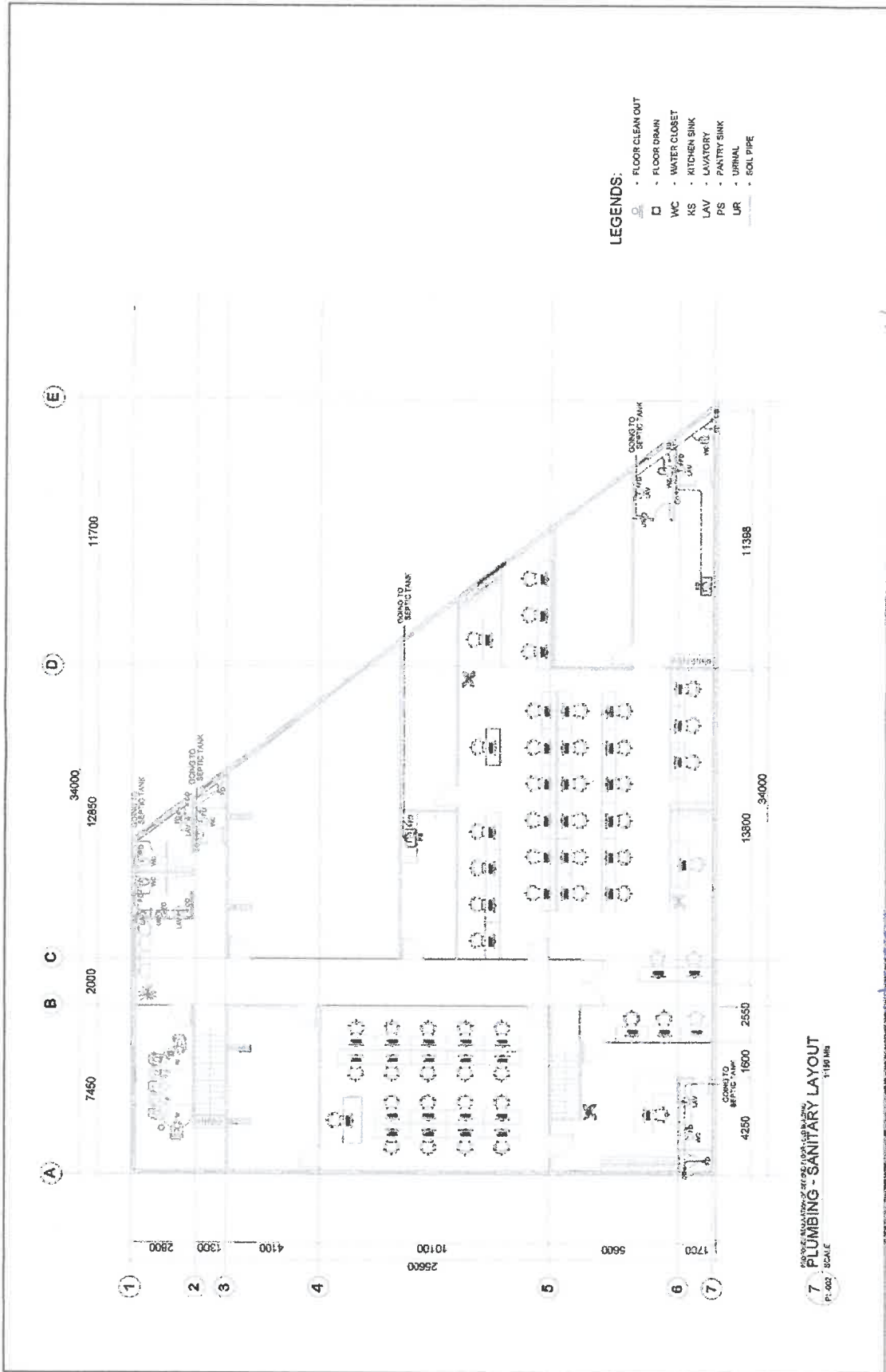
# DOORS AND WINDOWS SCHEDULE

	<p style="text-align: center;"><b>WD - 05</b></p> <p style="text-align: center;">Pantry (1)</p> <p>Two Units of Fixed Window                  1.25m x 1.70m,                  +0.450m above FFL</p>
	<p style="text-align: center;"><b>WD - 06</b></p> <p>Machine Room (1), Mech. Trench (2), Women's Toilet (2), Corridor, Toilet and Bathroom (1), Director's Office (1)</p> <p>One Unit of Sliding Window                  1.30m x 0.50m,                  +1.600m above FFL</p>

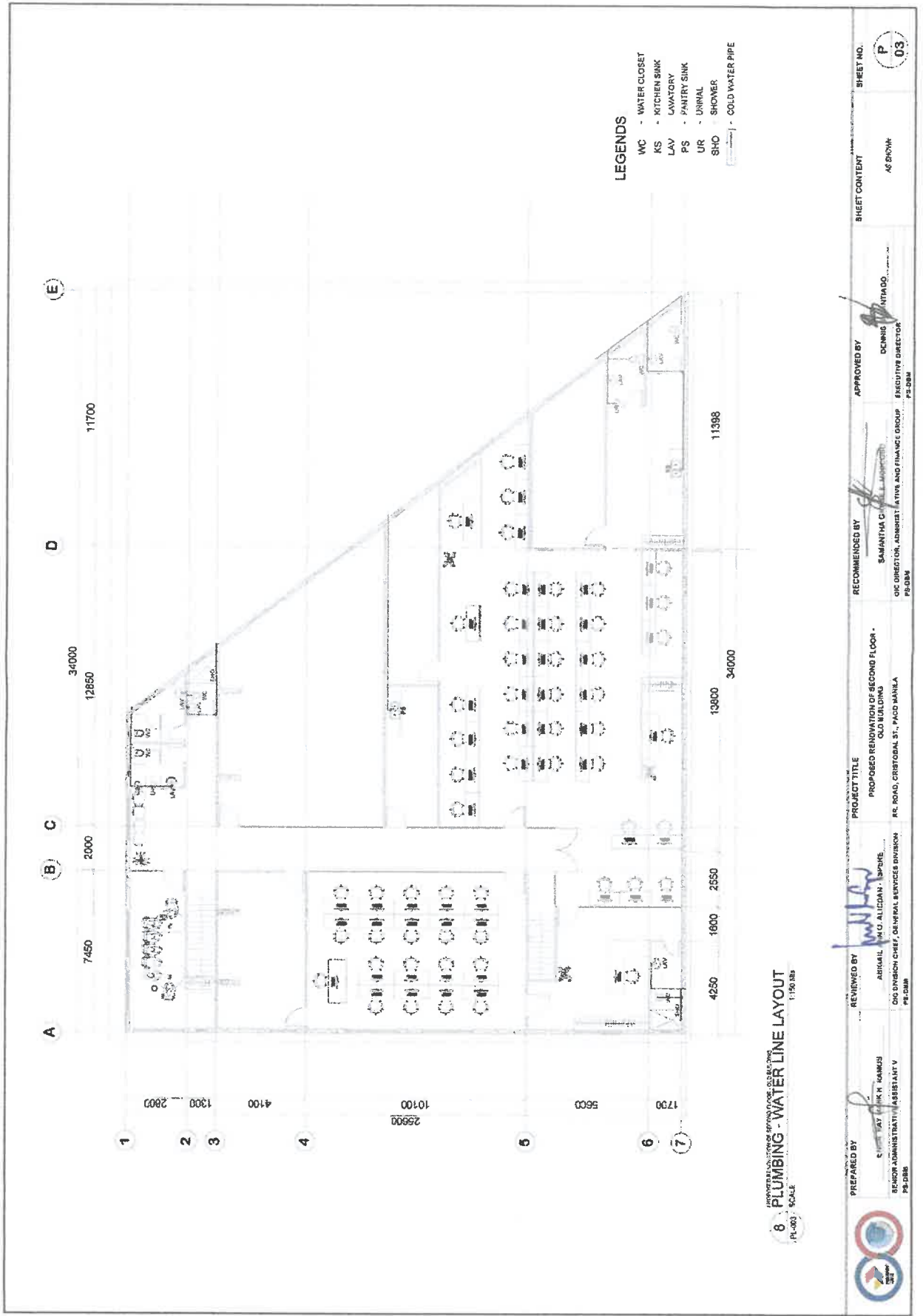
 PREPARED BY ENGR. RAY M. K. RAMOS SENIOR ADMINISTRATIVE ASSISTANT V PS-03M	REVIEWED BY  ASGALD O. ALICDAN-ESPERE OIC DIVISION CHIEF, GENERAL SERVICES DIVISION PS-03M	RECOMMENDED BY  SAMANTHA URSULA ESPEROSO OIC DIRECTOR, ADMINISTRATIVE AND FINANCE GROUP - EXECUTIVE DIRECTOR PS-03M	APPROVED BY  CRISTINA M. VILLALBA OIC DIRECTOR, ADMINISTRATIVE AND FINANCE GROUP - EXECUTIVE DIRECTOR PS-03M	SHEET CONTENT AS SHOWN	SHEET NO. A 11
PROJECT TITLE PROPOSED RENOVATION OF SECOND FLOOR - OLD BUILDING RR. ROAD, CHRISTOPAL ST., PAGO MANILA					







*Handwritten mark*



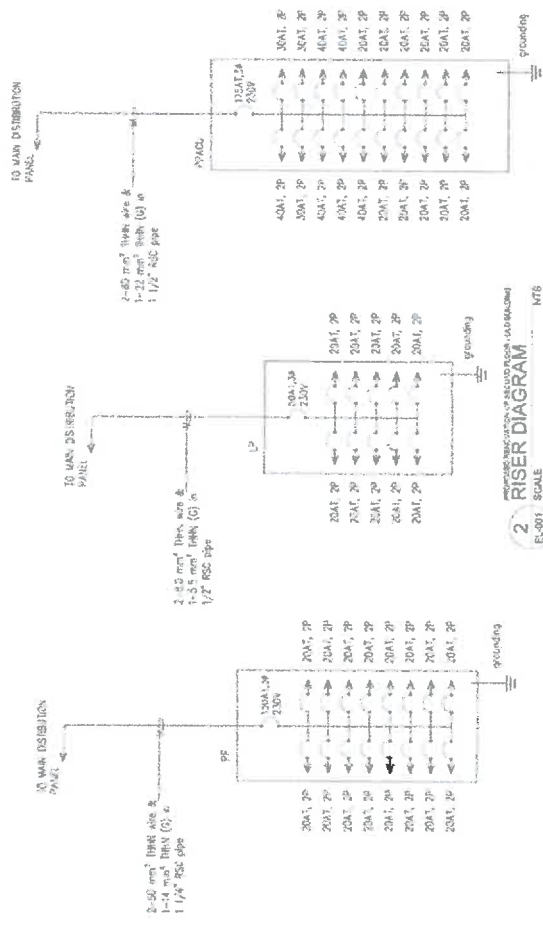


**GENERAL NOTES:**

- ALL ELECTRICAL WORKS SHALL COMPLY IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE PHILIPPINE ELECTRICAL CODE (PEC) OF THE LATEST EDITION OF THE PHILIPPINE ELECTRICAL CODE (PEC). THE RULES AND REGULATIONS OF THE LOCAL ENFORCING AUTHORITY AND THE REQUIREMENTS OF THE LOCAL POWER COMPANY.
- WIRING SHALL BE AS FOLLOWS:
  - FEEDERLINE AND DISBURSERS
  - BRANCH CIRCUIT, ADJUNCTORY
- THE ELECTRICAL POWER IS 3-PHASE, 3-WIRE + GROUND, 230V AC, 60Hz.
- TYPE, THICKNESS AND THERMOPLASTIC INSULATED MINIMUM SIZE OF WIRE FOR POWER AND LIGHTING CIRCUIT HOMERUN SHALL BE 3.5SQ.MM AND INSULATED FOR 600V, SMALLEST RACEWAY SHALL BE 15MM DIA. TRADE NOMINAL SIZE SHALL BE 16.5MM DIA. GALVANIZED GAUGE NO. 16 DEEP.
- TYPE AND SIZE OF CONDUIT SHALL BE AS FOLLOWS:
  - ALL MATERIALS TO BE USED SHALL BE BRAND NEW AND APPROVED TYPE FOR THE PARTICULAR LOCATION AND PURPOSE OF USAGE.
  - EQUIPMENT GROUNDING SYSTEM SHALL BE PROVIDED TO THE EQUIPMENT ENCLOSURE AND TO THE ELECTRICAL PANELS PRIOR TO THE INSTALLATION OF ELECTRICAL LIGHTING FOR THIS BUILDING, AN INSULATION TEST IS TO BE CONDUCTED AND PASSED BY THE AWARDED BIDDER/CONTRACTOR WITNESSED BY THE CLIENT REPRESENTATIVE.
  - A CERTIFICATION MUST BE SUBMITTED BY THE CONTRACTOR AMONG THE SUPPORTING DOCUMENTS IN THE CONTRACTORS CLAIM FOR PAYMENT TO ENSURE THAT THE ELECTRICAL INSTALLATION ARE SAFE AND TESTED PRIOR TO PAYMENT.
  - CONDUIT SHALL BE INSTALLED ABOVE THE FLOOR.
  - CONDUIT SHALL BE INSTALLED ABOVE THE FLOOR.
  - CONDUIT SHALL BE INSTALLED ABOVE THE FLOOR.
  - SPECIAL PURPOSE OUTLET AS PER REQUIRED BY EQUIPMENT.
  - PANEL BOARD 1.4M ABOVE THE FLOOR.

**LEGEND:**

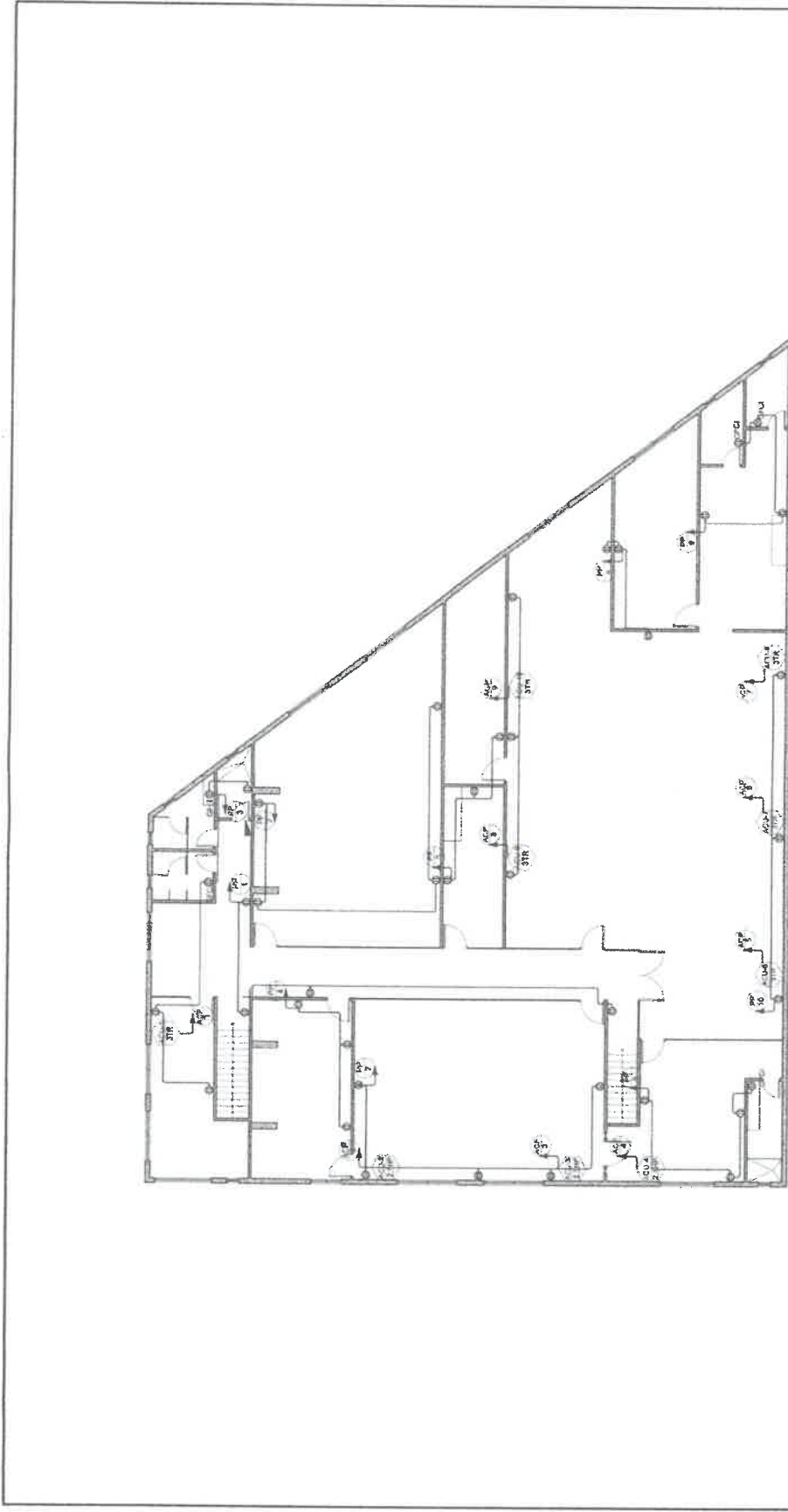
SYMBOL	DESCRIPTION
	2-WIRE WITH GROUND
	3-WIRE WITH GROUND
	1-PHASE 2-WIRE
	1-PHASE 3-WIRE
	3-PHASE 4-WIRE
	3-PHASE 3-WIRE
	3-PHASE 2-WIRE
	3-PHASE 1-WIRE
	3-PHASE 0-WIRE
	3-PHASE 1-WIRE WITH GROUND
	3-PHASE 2-WIRE WITH GROUND
	3-PHASE 3-WIRE WITH GROUND
	3-PHASE 4-WIRE WITH GROUND
	3-PHASE 5-WIRE WITH GROUND
	3-PHASE 6-WIRE WITH GROUND
	3-PHASE 7-WIRE WITH GROUND
	3-PHASE 8-WIRE WITH GROUND
	3-PHASE 9-WIRE WITH GROUND
	3-PHASE 10-WIRE WITH GROUND
	3-PHASE 11-WIRE WITH GROUND
	3-PHASE 12-WIRE WITH GROUND
	3-PHASE 13-WIRE WITH GROUND
	3-PHASE 14-WIRE WITH GROUND
	3-PHASE 15-WIRE WITH GROUND
	3-PHASE 16-WIRE WITH GROUND
	3-PHASE 17-WIRE WITH GROUND
	3-PHASE 18-WIRE WITH GROUND
	3-PHASE 19-WIRE WITH GROUND
	3-PHASE 20-WIRE WITH GROUND
	3-PHASE 21-WIRE WITH GROUND
	3-PHASE 22-WIRE WITH GROUND
	3-PHASE 23-WIRE WITH GROUND
	3-PHASE 24-WIRE WITH GROUND
	3-PHASE 25-WIRE WITH GROUND
	3-PHASE 26-WIRE WITH GROUND
	3-PHASE 27-WIRE WITH GROUND
	3-PHASE 28-WIRE WITH GROUND
	3-PHASE 29-WIRE WITH GROUND
	3-PHASE 30-WIRE WITH GROUND
	3-PHASE 31-WIRE WITH GROUND
	3-PHASE 32-WIRE WITH GROUND
	3-PHASE 33-WIRE WITH GROUND
	3-PHASE 34-WIRE WITH GROUND
	3-PHASE 35-WIRE WITH GROUND
	3-PHASE 36-WIRE WITH GROUND
	3-PHASE 37-WIRE WITH GROUND
	3-PHASE 38-WIRE WITH GROUND
	3-PHASE 39-WIRE WITH GROUND
	3-PHASE 40-WIRE WITH GROUND
	3-PHASE 41-WIRE WITH GROUND
	3-PHASE 42-WIRE WITH GROUND
	3-PHASE 43-WIRE WITH GROUND
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	3-PHASE 67-WIRE WITH GROUND
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	3-PHASE 74-WIRE WITH GROUND
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	3-PHASE 76-WIRE WITH GROUND
	3-PHASE 77-WIRE WITH GROUND
	3-PHASE 78-WIRE WITH GROUND
	3-PHASE 79-WIRE WITH GROUND
	3-PHASE 80-WIRE WITH GROUND
	3-PHASE 81-WIRE WITH GROUND
	3-PHASE 82-WIRE WITH GROUND
	3-PHASE 83-WIRE WITH GROUND
	3-PHASE 84-WIRE WITH GROUND
	3-PHASE 85-WIRE WITH GROUND
	3-PHASE 86-WIRE WITH GROUND
	3-PHASE 87-WIRE WITH GROUND
	3-PHASE 88-WIRE WITH GROUND
	3-PHASE 89-WIRE WITH GROUND
	3-PHASE 90-WIRE WITH GROUND
	3-PHASE 91-WIRE WITH GROUND
	3-PHASE 92-WIRE WITH GROUND
	3-PHASE 93-WIRE WITH GROUND
	3-PHASE 94-WIRE WITH GROUND
	3-PHASE 95-WIRE WITH GROUND
	3-PHASE 96-WIRE WITH GROUND
	3-PHASE 97-WIRE WITH GROUND
	3-PHASE 98-WIRE WITH GROUND
	3-PHASE 99-WIRE WITH GROUND
	3-PHASE 100-WIRE WITH GROUND



**1 SCHEDULE OF LOADS**  
E-001, 30A-E

General load = 230VA x 3 = 690VA  
Total Amps = 690VA / 120V = 5.75 Amps  
Total Amps = 5.75 Amps x 1.25 = 7.19 Amps  
Breaker Ampacity = 20A x 1.25 = 25A  
Breaker Ampacity = 30A x 1.25 = 37.5A

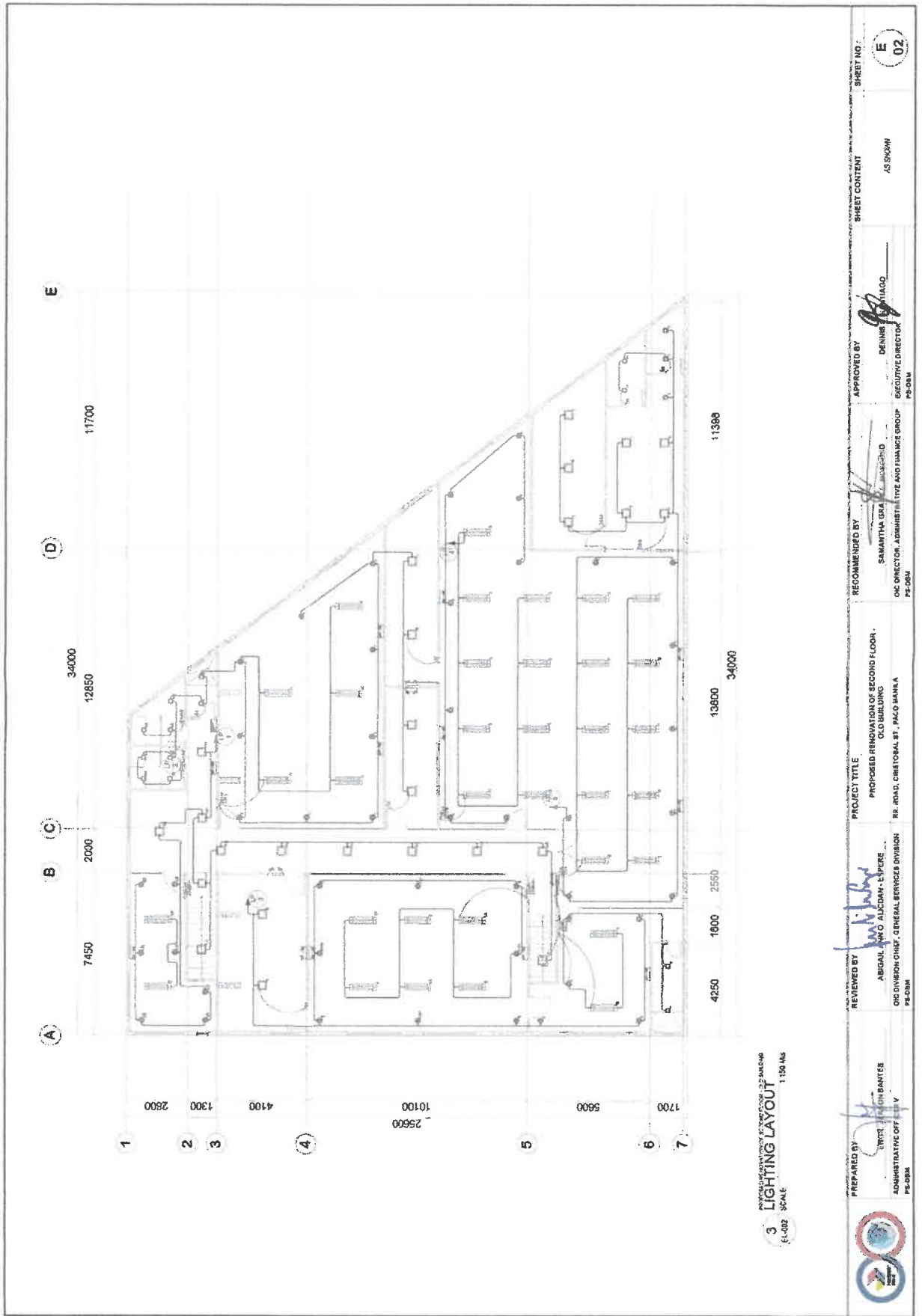
CAT	DESCRIPTION	AB	BC	CA	CA	WIRE	GROUND	PIPE SIZE
1	100 - 100W	70	70	70	70	10	10	1/2" IMT
2	100 - 100W	70	70	70	70	10	10	1/2" IMT
3	100 - 100W	70	70	70	70	10	10	1/2" IMT
4	100 - 100W	70	70	70	70	10	10	1/2" IMT
5	100 - 100W	70	70	70	70	10	10	1/2" IMT
6	100 - 100W	70	70	70	70	10	10	1/2" IMT
7	100 - 100W	70	70	70	70	10	10	1/2" IMT
8	100 - 100W	70	70	70	70	10	10	1/2" IMT
9	100 - 100W	70	70	70	70	10	10	1/2" IMT
10	100 - 100W	70	70	70	70	10	10	1/2" IMT
11	100 - 100W	70	70	70	70	10	10	1/2" IMT
12	100 - 100W	70	70	70	70	10	10	1/2" IMT
13	100 - 100W	70	70	70	70	10	10	1/2" IMT
14	100 - 100W	70	70	70	70	10	10	1/2" IMT
15	100 - 100W	70	70	70	70	10	10	1/2" IMT
16	100 - 100W	70	70	70	70	10	10	1/2" IMT
17	100 - 100W	70	70	70	70	10	10	1/2" IMT
18	100 - 100W	70	70	70	70	10	10	1/2" IMT
19	100 - 100W	70	70	70	70	10	10	1/2" IMT
20	100 - 100W	70	70	70	70	10	10	1/2" IMT
21	100 - 100W	70	70	70	70	10	10	1/2" IMT
22	100 - 100W	70	70	70	70	10	10	1/2" IMT
23	100 - 100W	70	70	70	70	10	10	1/2" IMT
24	100 - 100W	70	70	70	70	10	10	1/2" IMT
25	100 - 100W	70	70	70	70	10	10	1/2" IMT
26	100 - 100W	70	70	70	70	10	10	1/2" IMT
27	100 - 100W	70	70	70	70	10	10	1/2" IMT
28	100 - 100W	70	70	70	70	10	10	1/2" IMT
29	100 - 100W	70	70	70	70	10	10	1/2" IMT
30	100 - 100W	70	70	70	70	10	10	1/2" IMT
31	100 - 100W	70	70	70	70	10	10	1/2" IMT
32	100 - 100W	70	70	70	70	10	10	1/2" IMT
33	100 - 100W	70	70	70	70	10	10	1/2" IMT
34	100 - 100W	70	70	70	70	10	10	1/2" IMT
35	100 - 100W	70	70	70	70	10	10	1/2" IMT
36	100 - 100W	70	70	70	70	10	10	1/2" IMT
37	100 - 100W	70	70	70	70	10	10	1/2" IMT
38	100 - 100W	70	70	70	70	10	10	1/2" IMT
39	100 - 100W	70	70	70	70	10	10	1/2" IMT
40	100 - 100W	70	70	70	70	10	10	1/2" IMT
41	100 - 100W	70	70	70	70	10	10	1/2" IMT
42	100 - 100W	70	70	70	70	10	10	1/2" IMT
43	100 - 100W	70	70	70	70	10	10	1/2" IMT
44	100 - 100W	70	70	70	70	10	10	1/2" IMT
45	100 - 100W	70	70	70	70	10	10	1/2" IMT
46	100 - 100W	70	70	70	70	10	10	1/2" IMT
47	100 - 100W	70	70	70	70	10	10	1/2" IMT
48	100 - 100W	70	70	70	70	10	10	1/2" IMT
49	100 - 100W	70	70	70	70	10	10	1/2" IMT
50	100 - 100W	70	70	70	70	10	10	1/2" IMT
51	100 - 100W	70	70	70	70	10	10	1/2" IMT
52	100 - 100W	70	70	70	70	10	10	1/2" IMT
53	100 - 100W	70	70	70	70	10	10	1/2" IMT
54	100 - 100W	70	70	70	70	10	10	1/2" IMT
55	100 - 100W	70	70	70	70	10	10	1/2" IMT
56	100 - 100W	70	70	70	70	10	10	1/2" IMT
57	100 - 100W	70	70	70	70	10	10	1/2" IMT
58	100 - 100W	70	70	70	70	10	10	1/2" IMT
59	100 - 100W	70	70	70	70	10	10	1/2" IMT
60	100 - 100W	70	70	70	70	10	10	1/2" IMT
61	100 - 100W	70	70	70	70	10	10	1/2" IMT
62	100 - 100W	70	70	70	70	10	10	1/2" IMT
63	100 - 100W	70	70	70	70	10	10	1/2" IMT
64	100 - 100W	70	70	70	70	10	10	1/2" IMT
65	100 - 100W	70	70	70	70	10	10	1/2" IMT
66	100 - 100W	70	70	70	70	10	10	1/2" IMT
67	100 - 100W	70	70	70	70	10	10	1/2" IMT
68	100 - 100W	70	70	70	70	10	10	1/2" IMT



2 POWER LAYOUT  
 SCALE 1:100

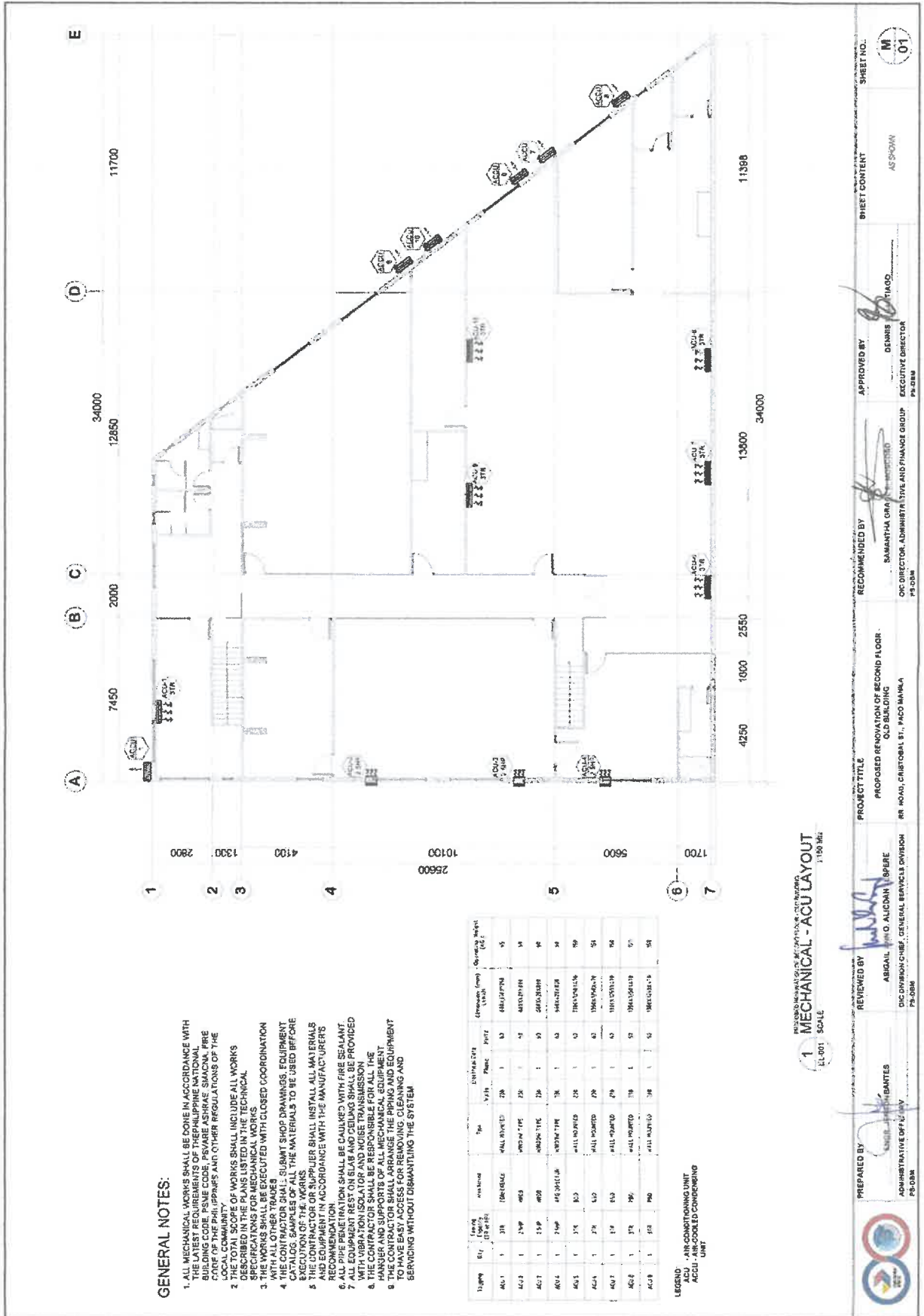
	<p>PREPARED BY        ENGR. JUAN BARRANTES        ADMINISTRATIVE OFFICER        P8-D2M</p>	<p>REVIEWED BY        ASISCAH AND ALCODAN, ENGRS.        OIC DIVISION CHIEF GENERAL SERVICES DIVISION        P8-D2M</p>	<p>PROJECT TITLE        PROPOSED RENOVATION OF SECOND FLOOR -        OLD BUILDING        91 ROAD, CRESTOBAL ST., PAGO MAJULA</p>	<p>RECOMMENDED BY        SIMANTHA DE LEELE-RODRIGO        OIC DIRECTOR, ADMINISTRATIVE AND FINANCE GROUP        P8-D2M</p>	<p>APPROVED BY          DENNIS SANTIAGO        EXECUTIVE DIRECTOR        P8-D2M</p>	<p>SHEET CONTENT        AS SHOWN</p> <p>SHEET NO.        E        02</p>
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*Handwritten mark*



*[Handwritten mark]*





*[Handwritten signature]*



## 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 the Firm : \_\_\_\_\_ year(s) from \_\_\_\_ (months) \_\_\_\_ (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).*

RP

**ANNEX "D"**

**LIST OF CONSTRUCTION KEY PERSONNEL PROPOSED TO BE ASSIGNED TO THE CONTRACT**  
**Renovation of Procurement Service - Department of Budget and Management (PS-DBM) 2nd Floor Old Building**

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

	Project Engineer	Electrical Engineer	Safety Officer	General Foreman
1. Name				
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. Renovation of Office Building, Project Manager, 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 : \_\_\_\_\_  
Designation : \_\_\_\_\_  
Date : \_\_\_\_\_

(Printed Name & Signature of Authorized Representative)

**ANNEX "E"**

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

Renovation of Procurement Service - Department of Budget and Management (PS-DBM) Second Floor Old Building

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 : \_\_\_\_\_



**ANNEX F"**

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

[Date]

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

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

In compliance with the eligibility requirements for the bidding of the Renovation of Procurement Service - Department of Budget and Management (PS-DBM) Second Floor Old Building, 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]