



## SUPPLEMENTAL BID BULLETIN NO. 1

10 September 2025

Attention: **All prospective bidders for the project**

**BID REFERENCE NO. I-2025-04: FIT-OUT CONSTRUCTION OF THE GINGOOG BRANCH OF THE DEVELOPMENT BANK OF THE PHILIPPINES** (ABC: PhP 11,684,870.12 inclusive of all applicable taxes)

Please be informed of the following:

1. The deadline of submission and opening of bids is hereby revised as follows:

| ACTIVITY                                                                   | DATE AND TIME                                                         |                                                                       | VENUE                                                   |
|----------------------------------------------------------------------------|-----------------------------------------------------------------------|-----------------------------------------------------------------------|---------------------------------------------------------|
|                                                                            | FROM                                                                  | TO                                                                    |                                                         |
| Deadline of Submission of Eligibility, Technical, and Financial Proposals* | <b>17 September 2025<br/>(Wednesday)<br/>ON OR BEFORE<br/>9:00 AM</b> | <b>24 September 2025<br/>(Wednesday)<br/>ON OR BEFORE<br/>9:00 AM</b> | 6/F BAC Secretariat,<br>DBP Head Office,<br>Makati City |
| Opening of Eligibility, Technical, and Financial Proposals                 | <b>17 September 2025<br/>(Wednesday)<br/>9:30 AM</b>                  | <b>24 September 2025<br/>(Wednesday)<br/>9:30 AM</b>                  | 12/F Suite 5, DBP Head<br>Office, Makati City           |

*\*Late submissions shall not be accepted*2. **Response to the queries of the bidders:**

| QUESTIONS                                                                                                                         | RESPONSE                                                                                                                                                                                                                                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| We would like to ask if detailed unit price analysis or detailed estimated needed to attached to the BILL OF QUANTITIES provided? | <b>Yes, bidders are required to submit the Detailed Unit Price Analysis (DUPA) as a separate supporting document alongside the Bill of Quantities (BOQ).</b>                                                                                                                          |
| Second, as we review the bid documents, can we ask what sized of paper to be printed, it is long or A4 sized?                     | <b>The size of the paper to be used for printing is at your discretion.</b><br><br>Please refer to the <b>FORM 14</b> or <b>Detailed Unit Price Analysis</b> and <b>Revised Checklist of Requirements</b> as attached in this Supplemental Bid Bulletin No. 1 dated 9 September 2025. |

### 3. Revisions made on the Bidding Forms

| FROM    | TO                                  |
|---------|-------------------------------------|
| FORM 14 | FORM 14                             |
| None    | Detailed Unit Price Analysis (DUPA) |

### 4. Revision on the Checklist of Requirements

*(Please see the [Revised Checklist of Requirements](#) as attached in this Supplemental Bid Bulletin No. 1 dated 10 September 2025)*

#### SECOND ENVELOPE FINANCIAL PROPOSAL

| FROM  | TO                                                                                                                                                                                                               |
|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| TAB 4 | TAB 4                                                                                                                                                                                                            |
| None  | Duly accomplished Detailed Unit Price Analysis (DUPA) ( <b>Template per FORM 14</b> ), duly signed by the bidder's authorized representative.<br><br>Note: DUPA must be prepared per pay item listed in the BOQ. |

- Bidders are reminded to use the [FORM 14](#) or [Detailed Unit Price Analysis](#) attached in this Supplemental Bid Bulletin No. 1 dated 10 September 2025 and submit together with ALL other required documents for the submission and opening of eligibility, technical, and financial documents.**
- The Eligibility, Technical Documents and Financial Proposals must be properly tabbed for easy reference and must be submitted in sequence/order per [Revised Checklist of Requirements](#).**
- Please be advised that bids submitted after the deadline shall only be marked for recording purposes, shall not be included in the opening of bids, and shall be returned to the bidder unopened.**
- Please refer to Section III. Bid Data Sheet (BDS) of the Philippine Bidding Documents for the detailed procedure and options for the payment of bidding documents and the submission of bids. As indicated in the Invitation to Bid, bidders must settle the required payment for the bidding documents before the deadline of the submission and receipt of bids.**

**Additionally, bidders are encouraged to submit their bid proposals (either manual or online submission) at least one day prior to the deadline to avoid late submissions. Bidders may attend the bid opening through Zoom Meeting App.**

**For online submission of bids, bidders are reminded to email the BAC Secretariat of their intent to submit electronically at least one day prior to the deadline of bid submission. This is to give ample time for the Secretariat to prepare and generate the link wherein bidders will upload their proposals.**

9. In case you have additional queries and/or clarifications regarding the eligibility, technical, and financial documents, or the Technical Specifications, you may submit them until 14 September 2025 (Sunday). Replies shall be issued through a Supplemental Bid Bulletin.

For the guidance and information of all concerned.

**(SIGNED)**  
***The DBP Bids and Awards Committee***

**FIT-OUT CONSTRUCTION OF THE GINGOOG BRANCH OF THE  
DEVELOPMENT BANK OF THE PHILIPPINES  
Bid Reference No. I-2025-05**

**DETAILED UNIT PRICE ANALYSIS**

Project Name :  
Item No./ Description :  
Output per Hour :  
Quantity :

| Designation                                                 | No. of Person | No. of Hour/s | Hourly Rate    | Amount (PhP) |
|-------------------------------------------------------------|---------------|---------------|----------------|--------------|
| A. Labor                                                    |               |               |                |              |
| Sub-total for A                                             |               |               |                |              |
| Name and Capacity                                           | No. of Equip. | No. of Hours  | Hourly Rate    | Amount       |
| B Equipment                                                 |               |               |                |              |
| Sub-total for B                                             |               |               |                |              |
| C. Total (A+B)                                              |               |               |                |              |
| D. Output per Hour =                                        |               |               |                |              |
| Name and Specifications                                     | Quantity      | Unit          | Unit Cost      | Amount       |
| E. Materials                                                |               |               |                |              |
| Sub-total for E                                             |               |               |                |              |
| F. Direct Cost (C+E)                                        |               |               |                |              |
| G. Overhead, Contingencies and Miscellaneous (OCM) Expenses |               |               | 12% of F       |              |
| H. Contractor's Profit                                      |               |               | 8% of F        |              |
| I. Value Added Tax                                          |               |               | 5% of (F+G+H)  |              |
| J. Total Unit Cost                                          |               |               | (F+G+H+I)/Qty. |              |

Name of Company: \_\_\_\_\_

Name of Representative/s: \_\_\_\_\_

Signature: \_\_\_\_\_

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

**SUPPLEMENTAL BID BULLETIN NO. 1**

**BID REFERENCE NO. I-2025-05: FIT-OUT CONSTRUCTION OF THE GINGOOG BRANCH OF THE DEVELOPMENT BANK OF THE PHILIPPINES**  
(ABC: PhP 11,684,870.12 inclusive of all applicable taxes)

**FIT-OUT CONSTRUCTION OF THE GINGOOG BRANCH OF THE  
DEVELOPMENT BANK OF THE PHILIPPINES  
BID REFERENCE NO. I-2025-05**

TRANSMITTAL FORM

**REVISED CHECKLIST OF REQUIREMENTS FOR BIDDERS**

**Note:** Please fill-out this form and submit directly to the BAC Secretariat outside of the sealed envelopes.

FOR MACHINE STAMP (OFFICIAL TIME) BY THE DBP BAC SECRETARIAT

Received:

Name of Bidder: \_\_\_\_\_

Complete Address: \_\_\_\_\_

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

Landline: \_\_\_\_\_ Email: \_\_\_\_\_

| Item                               | FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS<br>(DULY SEALED AND MARKED)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LEGAL ELIGIBILITY DOCUMENTS</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| TAB 1                              | <p>If the bidder is a joint venture (JV):</p> <p><u>If bidding as a formed JV:</u> Submit the existing valid, duly accomplished, signed and notarized JV Agreement (JVA). The JVA must specifically indicate among others, the following: the partner company that will represent the JV, the shareholdings of each partner company in the JV (to determine which partner company and its nationality has the controlling majority share), and the share of each partner company in the JV.</p> <p>Moreover, please likewise note:</p> <p><u>If the JV is incorporated or registered with the relevant government agency,</u> all documents listed in this checklist must be under the JV's name and shall submit the PhilGEPS Certificate of Registration under Platinum Category also under the JV's name.</p> |
| TAB 2                              | <p>Proof of appointment/authority of bidder's representative:</p> <p>a. Duly notarized Special Power of Attorney (if the bidder is a sole proprietorship and the owner opts to appoint a representative) (<b>Template per FORM 1-A</b>)</p> <p>OR</p> <p>b. Duly notarized Secretary's Certificate (if the bidder is a corporation, partnership or cooperative)</p> <p>b.1 If the bidder is a CORPORATION - <b>Template per FORM 1-B</b></p> <p>b.2 If the bidder is an INCORPORATED JV - <b>Template per FORM 1-C</b></p>                                                                                                                                                                                                                                                                                       |

SUPPLEMENTAL BID BULLETIN NO. 1

BID REFERENCE NO. I-2025-05: **FIT-OUT CONSTRUCTION OF THE GINGOOG BRANCH OF THE DEVELOPMENT BANK OF THE PHILIPPINES**  
(ABC: PhP 11,684,870.12 inclusive of all applicable taxes)

| Item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
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|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <p>In case there are more than one appointed/designated representatives, bidders must tick ONE of the checkboxes provided in the form to identify if acting ANY ONE OF THE SIGNATORIES, ALL OF THE SIGNATORIES, or ANY (NUMBER) OF THE SIGNATORIES.</p> <p><b><u>FAILURE TO TICK A CHECKBOX SHALL MEAN THAT ALL AUTHORIZED REPRESENTATIVES MUST SIGN THE BIDDING FORMS.</u></b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| TAB 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <p>Valid and current Certificate of PhilGEPS Registration (Platinum Membership), in three (3) pages, including Annex “A” or the List of Class “A” Eligibility Documents required to be uploaded and maintained current and updated in PhilGEPS in accordance with section 8.5.2. of the IRR of RA 9184. <b><u>Including the valid/current PCAB License with Classification: “B - General Building”, minimum License Category: “D”, and Size Range: “Small B”.</u></b></p> <p><b><u>Only the current/updated Certificate of PhilGEPS Registration (Platinum Membership) shall be accepted during the opening of bids. Expired Certificate or any of the Eligibility Documents listed in Annex “A” shall be a ground for failure of the bidder.</u></b></p> <p>Note: If the PCAB classification of “General Building” is not reflected/indicated in the Annex “A” of Certificate of PhilGEPS Registration (Platinum Membership), bidders must submit a copy of their PCAB License to prove compliance to the required classification.</p> |
| <p><b><i>The following are the related provisions/requirements based on GPPB Resolution 15-2021 dated 14 October 2021 regarding submission of valid/current PhilGEPS Certificate of Registration (Platinum Membership):</i></b></p> <ul style="list-style-type: none"> <li>- <b><i>LIFT the suspension on the implementation of mandatory submission of the PhilGEPS Certificate of Registration (Platinum Membership) in Competitive Bidding and Limited Source Bidding, thus, fully enforcing Sections 8.5.2 and 54.6 of the 2016 revised IRR of RA No. 9184 starting 01 January 2022;</i></b></li> <li>- <b><i>AMEND Sections 23.1(a)(ii) and 24.1(a)(ii) of the 2016 revised IRR of RA No. 9184 to reflect that the submission of the recently expired Mayor’s Permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit shall be accepted by the PhilGEPS for the purpose of updating the PhilGEPS Certificate of Registration (Platinum Membership) in accordance with Section 8.5.2 of the 2016 revised IRR of RA 9184.</i></b></li> </ul> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| <b>TECHNICAL ELIGIBILITY DOCUMENTS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| TAB 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <p>Statement by the bidder of <b>ALL</b> its <u>ongoing</u> government and/or private contracts (including those awarded but not yet started, if any), whether similar or not similar in nature and complexity to the contract to be bid (include all contracts with the DBP for the said period, if any (<b>Template per FORM 2</b>), <b>duly signed by the bidder’s authorized representative.</b></p> <p><b>Note:</b> For bidders who have no ongoing government and/or private contracts, kindly indicate in their statement “NONE” to comply with the requirement. Bidders will be rated “failed” if no document is submitted or if the document submitted is incomplete or patently insufficient (<i>per GPPB NPM 094-2013 dtd. 2013-12-19</i>).</p> <p><i>Copies of the NOA, contract, NTP, or equivalent document for each ongoing contract listed in the statement shall be required to be submitted as part of post-qualification of the bidder declared as the Lowest or Single Calculated Bid.</i></p>                      |

| Item                            | FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
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| TAB 5                           | <p>Statement of single completed contract <u>of similar nature (government or private contract)</u> within the last five (5) years equivalent to at least fifty percent (50%) of the ABC (<b>Template per FORM 3</b>), <b>duly signed by the bidder's authorized representative.</b></p> <p>Note: Per Section 23.4.2.4 of the 2016 Revised IRR of RA 9184, bidders/contractors under Small B categories without similar experience on the contract may be allowed to bid if the cost of the contract is not more than the Allowable Range of Contract Cost (ARCC) of their registration based on the guidelines as prescribed by PCAB. <b><u>However, bidders with no single completed contract of similar nature must still submit FORM 3 and indicate "NONE" to comply with the requirement.</u></b></p> <p>Similar Contract shall mean <b>"fit-out construction, grounds-up construction, renovation, rehabilitation, or repair of office spaces or buildings"</b>.</p> <p>The identified single largest completed contract must be supported by the following:</p> <ol style="list-style-type: none"> <li>i. <u>Notice of Award (NOA), OR Notice to Proceed (NTP), OR Contract</u></li> <li style="text-align: center;"><b>AND</b></li> <li>ii. Proof of satisfactory completion and acceptance for the Single Largest Completed Contract (should reflect full amount of total contract price of completed project) whichever is applicable: <ol style="list-style-type: none"> <li>a. If the completed contract is a <u>government project</u>: Owner's Certificate of Final Acceptance issued by the project owner other than the contractor <b>OR</b> a final rating of <b><u>at least Satisfactory</u></b> in the Constructors Performance Evaluation System (CPES).</li> <li>b. If the completed contract is a <u>private project</u>: Owner's Certificate of Final Acceptance reflecting a qualitative description of <b><u>at least satisfactory</u></b>.</li> </ol> </li> </ol> |
| FINANCIAL ELIGIBILITY DOCUMENTS |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| TAB 6                           | <p>Completely accomplished computation of Net Financial Contracting Capacity (NFCC) which must be at least equal to the ABC (<b>Template per FORM 4</b>), <b>duly signed by the bidder's authorized representative.</b></p> <ol style="list-style-type: none"> <li>1) The values of the bidder's current assets and current liabilities shall be based on the AFS for <b>CY 2024</b>.</li> <li>2) The value of the NFCC must at least be equal to the ABC of this project.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| TECHNICAL COMPONENT             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| TAB 7                           | <p>Original Bid Security issued in favor of the Development Bank of the Philippines (must be valid within 120 calendar days from the date of bid opening); <u>any one</u> of the following is acceptable:</p> <ol style="list-style-type: none"> <li>a. Cashier's/manager's check issued by a Universal or Commercial Bank (<i>at least 2% of ABC</i>).</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

| Item                                   | FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                        |                                                                                              |                         |                          |               |            |            |                        |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----------------------------------------------------------------------------------------------|-------------------------|--------------------------|---------------|------------|------------|------------------------|
|                                        | <p>b. Bank draft/guarantee or irrevocable letter of credit issued by a Universal bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank if issued by a foreign bank (<i>at least 2% of ABC</i>).</p> <p>c. Surety bond callable upon demand issued by a surety or insurance company (<i>at least 5% of ABC</i>) and <u>a copy of certificate issued by the Insurance Commission certifying that the surety or insurance company is authorized to issue a surety bond.</u></p> <p>d. Duly <u>notarized</u> Bid Securing Declaration (<b>Template per FORM 5</b>) <b>duly signed by the bidder's authorized representative.</b></p> <table><tr><td>Approved Budget for the Contract (ABC)</td><td>Cashier's/ Manager's Check, Bank draft/guarantee or irrevocable letter of credit (2% of ABC)</td><td>Surety bond (5% of ABC)</td><td>Bid Securing Declaration</td></tr><tr><td>11,684,870.12</td><td>233,697.40</td><td>584,243.51</td><td>No required percentage</td></tr></table> <p>The Bid Securing Declaration mentioned above is an undertaking which states,</p> <p>i. Bidder shall enter into contract with the PE and furnish the required performance security within ten (10) calendar days, from receipt of the Notice of Award; and</p> <p>ii. Bidder accepts that:</p> <ol style="list-style-type: none"><li>1. It shall be automatically disqualified from bidding for any procurement contract with any PE for a period of two (2) years upon receipt of the Blacklisting Order; and</li><li>2. It will pay the applicable fine provided under the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the PE for the commission of acts resulting to the enforcement of the Bid Securing Declaration under the pertinent provisions of the IRR of RA No. 9184, and its associated issuances.</li></ol> | Approved Budget for the Contract (ABC) | Cashier's/ Manager's Check, Bank draft/guarantee or irrevocable letter of credit (2% of ABC) | Surety bond (5% of ABC) | Bid Securing Declaration | 11,684,870.12 | 233,697.40 | 584,243.51 | No required percentage |
| Approved Budget for the Contract (ABC) | Cashier's/ Manager's Check, Bank draft/guarantee or irrevocable letter of credit (2% of ABC)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Surety bond (5% of ABC)                | Bid Securing Declaration                                                                     |                         |                          |               |            |            |                        |
| 11,684,870.12                          | 233,697.40                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 584,243.51                             | No required percentage                                                                       |                         |                          |               |            |            |                        |
| TAB 8                                  | Accomplished Omnibus Sworn Statement (with ten [10] statements) ( <b>Template per FORM 6</b> ), <b>duly signed by the bidder's authorized representative and notarized.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |                                                                                              |                         |                          |               |            |            |                        |
| TAB 9                                  | Accomplished Data Privacy Consent Form <b>per FORM 7</b> , <b>duly signed by the bidder's authorized representative.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                        |                                                                                              |                         |                          |               |            |            |                        |
| TAB 10                                 | Accomplished Certificate of Conformance to the Scope of Works and Specifications <b>per FORM 8</b> , <b>duly signed by the bidder's authorized representative.</b><br><br>The complete Scope of Works and specifications are also attached as <b>FORM 8-A</b> for reference.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                        |                                                                                              |                         |                          |               |            |            |                        |
| TAB 11                                 | Organizational chart for the contract to be bid, <b>duly signed by the bidder's authorized representative.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                        |                                                                                              |                         |                          |               |            |            |                        |



| Item                                                   | FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |               |              |                        |                                             |                                               |                                                                        |                                                        |                                             |
|--------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------|------------------------|---------------------------------------------|-----------------------------------------------|------------------------------------------------------------------------|--------------------------------------------------------|---------------------------------------------|
| TAB 12                                                 | <p>List of contractor's personnel (<i>Template per FORM 9</i>) to be assigned to the project if awarded the contract, <b>duly signed by the bidder's authorized representative.</b></p> <p>The list must include the following key personnel with complete qualifications and minimum experience required:</p> <table border="1"> <thead> <tr> <th>Key Personnel</th><th>Requirements</th></tr> </thead> <tbody> <tr> <td>1. Project Coordinator</td><td>Minimum of one (1) year relevant experience</td></tr> <tr> <td>2. Safety Officer (SO2) / Site Safety Officer</td><td>Minimum of one (1) year relevant experience and training certification</td></tr> <tr> <td>3. Quality Assurance / Quality Control (QA/QC) Officer</td><td>Minimum of one (1) year relevant experience</td></tr> </tbody> </table> <p><u>The list must be supported by the Curriculum Vitae (CV) or resumé of each of the key personnel to prove compliance with the required minimum relevant experience. Additionally, the training certification for the Safety Officer must also be submitted.</u></p> | Key Personnel | Requirements | 1. Project Coordinator | Minimum of one (1) year relevant experience | 2. Safety Officer (SO2) / Site Safety Officer | Minimum of one (1) year relevant experience and training certification | 3. Quality Assurance / Quality Control (QA/QC) Officer | Minimum of one (1) year relevant experience |
| Key Personnel                                          | Requirements                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |               |              |                        |                                             |                                               |                                                                        |                                                        |                                             |
| 1. Project Coordinator                                 | Minimum of one (1) year relevant experience                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |               |              |                        |                                             |                                               |                                                                        |                                                        |                                             |
| 2. Safety Officer (SO2) / Site Safety Officer          | Minimum of one (1) year relevant experience and training certification                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |               |              |                        |                                             |                                               |                                                                        |                                                        |                                             |
| 3. Quality Assurance / Quality Control (QA/QC) Officer | Minimum of one (1) year relevant experience                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |               |              |                        |                                             |                                               |                                                                        |                                                        |                                             |
| TAB 13                                                 | <p>List of contractor's major equipment units (<i>Template per FORM 10</i>), pledged for the contract to be bid which are owned, leased, and/or under purchase agreements which must include, but not limited to, the following, <b>duly signed by the bidder's authorized representative:</b></p> <ul style="list-style-type: none"> <li>• Power tools</li> <li>• Dump truck / closed van for hauling</li> <li>• Welding machine</li> <li>• Demolition hammer</li> </ul> <p><u>The above-mentioned equipment must be supported by any of the following documents:</u></p> <ol style="list-style-type: none"> <li>1. <b>Proof of ownership (O.R. and C.R. / Deed of absolute sale);</b></li> <li>2. <b>Certificate of availability of lease equipment; and/or</b></li> <li>3. <b>Lease contract agreement as well as proof of ownership of the lessor</b></li> </ol>                                                                                                                                                                                                                   |               |              |                        |                                             |                                               |                                                                        |                                                        |                                             |

| Item  | SECOND ENVELOPE: FINANCIAL PROPOSAL (DULY SEALED AND MARKED)                                                                                                                                                                                                                                                                   |
|-------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| TAB 1 | <p>Duly accomplished Financial Proposal Form (<i>Template per FORM 11</i>), <b>duly signed by the bidder's authorized representative.</b></p> <p><b>Note: Total bid shall not exceed the ABC of PhP 11,684,870.12.</b></p>                                                                                                     |
| TAB 2 | <p>Detailed Financial Bid/Bill of Quantities <i>per FORM 12</i>, <b>duly signed by the bidder's authorized representative.</b></p> <p>The Bill of Quantities must have the same total per TAB 1 (financial bid) which shall not exceed the ABC of PhP 11,684,870.12.</p> <p>➤ <b><u>For Manual Submission of Bids:</u></b></p> |

| Item  | SECOND ENVELOPE: FINANCIAL PROPOSAL (DULY SEALED AND MARKED)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       | <p>The bidder must submit the Detailed Financial Bid/Bill of Quantities in physical copy (hard copy) which must be signed in each page by the bidder's authorized representative.</p> <p>➤ <b><u>For Online/Electronic Submission of Bids:</u></b></p> <p>The bidder must submit the Detailed Financial Bid/Bill of Quantities in scanned copy (in PDF format) which must be signed in each page by the bidder's authorized representative.</p> <p><b><i>Additional Notes:</i></b></p> <p><b><i>a. The soft copy (in Microsoft Excel format) of the Bill of Quantities <u>shall only be submitted during the Post-Qualification stage</u> by the bidder who will be declared as the Lowest/Single Calculated Bid.</i></b></p> <p><b><i>b. The editable Microsoft Excel file of the Bill of Quantities shall be provided to the bidders upon payment of the Bidding Documents fee.</i></b></p> <p><i>The contract shall be for the whole Works, as described in ITB Clause 1, based on the priced Bill of Quantities submitted by the Bidder.</i></p> <p><i>All duties, taxes, and other levies payable by the Contractor under the Contract, or for any other cause, prior to the deadline for submission of bids, shall be included in the rates, prices, and total bid price submitted by the Bidder.</i></p> |
| TAB 3 | <p>Duly accomplished Cash Flow by Quarter (<b>Template per FORM 13</b>), duly signed by the bidder's authorized representative.</p> <p>The cash flow must be sufficient to fund the whole project until its completion.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| TAB 4 | <p>Duly accomplished Detailed Unit Price Analysis (DUPA) (<b>Template per FORM 14</b>), duly signed by the bidder's authorized representative.</p> <p><b>Note: DUPA must be prepared per pay item listed in the BOQ.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |