

# BIDS AND AWARDS COMMITTEE

## Section I. Invitation to Bid

### SUPPLY OF LABOR AND MATERIALS FOR THE CONSTRUCTION OF ELEVATOR SHAFT OF PASSENGER AND FREIGHT ELEVATORS

The Philippine International Convention Center, through the 2020 Approved Budget intends to apply the sum of Fifty-Three Million Three Hundred Ninety-Four Thousand Pesos (₱53,394,000.00), VAT Inclusive, being the total Approved Budget for the Contract (ABC) of the aforesaid requirement. Bids received in excess of the ABC shall be automatically rejected at bid opening.

The PICC now invites bids for procurement of the abovementioned requirement. Completion of the Works is within three hundred sixty (360) calendar days. Bidders should have completed, a contract similar to the project within the last five (5) years and have key personnel and equipment for the prosecution of the contract. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instruction to Bidders.

Bidding will be conducted through open competitive bidding procedures, using non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act."

Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least seventy-five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.

Interested bidders may obtain further information from PICC-BAC and inspect the Bidding Documents at the address given below from 9:00 am to 3:00 pm.

A complete set of Bid Documents may be acquired by interested bidders from September 3, 2020 to 11:00 a.m. of September 28, 2020, at the address stated below upon payment of the applicable fee, pursuant to the latest Guidelines issued by the GPPB, in the amount of TWENTY-EIGHT THOUSAND SEVEN HUNDRED FIFTY PESOS (₱28,750.00). It may also be downloaded free of charge, from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and at the PICC website, <https://www.picc.gov.ph>, provided that participating Bidders shall pay the applicable fee for the Bidding Documents, not later than the submission of their bids.

The PICC-BAC will hold a Pre-Bid Conference on September 14, 2020 at 11:00 a.m., at the PICC BAC Conference Room, Ground Floor, Delegation Building, which shall be open to prospective bidders. Bids must be duly received by the BAC Secretariat at the address specified below on or before 11:00 am. of September 28, 2020. Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 18.

Bid opening shall be conducted on September 28, 2020, at 11:00 a.m. at the PICC BAC Conference Room, Ground Floor, Delegation Building, PICC. Bids will be opened in the presence of the bidders' representatives who choose to attend. Late bids shall not be accepted.

In case the Pre-bid Conference, the deadline for the submission of Bid Documents and the opening of bids fall on a non-working day, legal holiday or special non-working holiday, the activity involved shall be moved to 2:00 p.m. of the next working day.

The PICC reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

BIDS AND AWARDS COMMITTEE (BAC)  
PHILIPPINE INTERNATIONAL CONVENTION CENTER  
PICC Complex, 1307 Pasay City  
7894758, 7894759 and 7894760  
Telefax No. 7894761

  
**MELPIN A. GONZAGA**  
Chairman

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

**Section III - Bid Data Sheet**

| ITB Clause   |   |
|--------------|---|
| 1.1          | <p>The Procuring Entity is <b><i>PHILIPPINE INTERNATIONAL CONVENTION CENTER.</i></b></p> <p>The name of the Contract is <b><i>SUPPLY OF LABOR AND MATERIALS FOR THE CONSTRUCTION ELEVATOR SHAFT OF PASSENGER AND FREIGHT ELEVATORS.</i></b></p>   |
| 2            | <p>The Funding Source is: <i>PICC Approved Budget for CY 2020</i></p> <p>The name of the Project is <b><i>SUPPLY OF LABOR AND MATERIALS FOR THE CONSTRUCTION ELEVATOR SHAFT OF PASSENGER AND FREIGHT ELEVATORS.</i></b></p>   |
| 3.1          | No further instructions.  |
| 5.1          | Must have a PCAB license – with a classification in General Building with a Size and Range of Small B and license category of C.  |
| 5.2          | Bidding is restricted to eligible bidders as defined in ITB Clause 5.1.   |
| 5.4(a)       | No further instructions.  |
| 5.4(b)       | For this purpose, similar contracts shall refer to installation of passenger and freight elevators, within the last five (5) years from the deadline of submission and opening of bids  |
| 8.1          | Subcontracting is not allowed.  |
| 8.2          | Not applicable.   |
| 9.1          | The Procuring Entity will hold a pre-bid conference for this Project on September 14, 2020, 11:00 a.m. at <i>2<sup>nd</sup> floor Banquet Hall I, Secretariat Bldg., PICC.</i>  |
| 10.1         | <p>The Procuring Entity’s address is:</p> <p style="text-align: center;"><i>Philippine International Convention Center<br/>PICC Complex, 1307 Pasay City</i></p> <p><i>For this purpose, the contact person is:</i></p> <p style="text-align: center;"><b><i>Engr. Edison I. Aurelio</i></b><br/><b><i>OIC-BSD-TSD</i></b><br/><b><i>Tel.NO. 789-4789 loc. 7044</i></b></p> |
| 10.4         | No further instructions.  |
| 12.1(a)(i)   | Valid and current PhilGEPS Registration – Platinum membership   |
| 12.1(a) (ii) | <p>1. Duly signed Statement of all Ongoing Government &amp; Private Construction Contracts including contracts awarded but not yet started</p> <p>2. Duly signed statement of the Single Largest Completed Contract (SLCC)</p>  |

| 12.1(a)(iii)   | <p>Valid PCAB license and registration for the type and cost of the contract for this project. For JV, provide a JV license issued by PCAB.</p> <p>The PCAB Registration for this project is with Principal Classification in General Building with a Size and Range of Small B and license category of C.</p>   |   |               |                    |                     |  |  |   |  |   |   |                                   |  |  |   |  |  |  |   |   |   |   |   |                              |   |  |
|--|--|---|---------------|--------------------|---------------------|--|--|---|--|---|---|-----------------------------------|--|--|---|--|--|--|---|---|---|---|---|------------------------------|---|--|
| 12.1(b)(ii.2)  | <p>The minimum work experience requirements for key personnel are the following:</p> <table border="1" data-bbox="397 480 1446 2232"> <thead> <tr> <th data-bbox="397 480 743 530">Key Personnel</th> <th data-bbox="743 480 1114 530">General Experience</th> <th data-bbox="1114 480 1446 530">Relevant Experience</th> </tr> </thead> <tbody> <tr> <td data-bbox="397 530 743 767"> <p><b>Project Manager</b><br/>Must be a licensed Civil Engineer or Architect</p> </td> <td data-bbox="743 530 1114 767"> <p>With at least 10-years' experience in vertical construction of commercial, institutional and industrial building.</p> </td> <td data-bbox="1114 530 1446 767"> <p>Must have managed / supervised a completed project involving works as described above costing at least 50% of the ABC.</p> </td> </tr> <tr> <td data-bbox="397 767 743 1004"> <p><b>Project Engineer</b><br/>Must be a licensed Civil Engineer</p> </td> <td data-bbox="743 767 1114 1004"> <p>With at least 5-years' experience in vertical construction of commercial, institutional and industrial building.</p> </td> <td data-bbox="1114 767 1446 1004"> <p>Must have managed / supervised a completed project involving works as described above costing at least 50% of the ABC.</p> </td> </tr> <tr> <td data-bbox="397 1004 743 1228"> <p><b>Mechanical Engineer</b></p> </td> <td data-bbox="743 1004 1114 1228"> <p>With at least 5-years' experience in the installation of elevators.</p> </td> <td data-bbox="1114 1004 1446 1228"> <p>Must have managed /supervised a completed project involving works as described above costing at least 50% of the ABC.</p> </td> </tr> <tr> <td data-bbox="397 1228 743 1452"> <p><b>Draftsman/Autocad Operator</b><br/>Must be at least graduate of drafting technology or Autocadd drafting course</p> </td> <td data-bbox="743 1228 1114 1452"> <p>With at least 1-year experience as Draftsman. Knows how to prepare detailed drawings.</p> </td> <td data-bbox="1114 1228 1446 1452"></td> </tr> <tr> <td data-bbox="397 1452 743 1801"> <p><b>Project Foreman</b><br/>Must be a licensed Civil Engineering /Architecture undergraduate or Vocational graduate of CE Technology or Construction Supervision</p> </td> <td data-bbox="743 1452 1114 1801"> <p>With at least 5-years' experience in vertical construction of commercial, institutional and industrial building.</p> </td> <td data-bbox="1114 1452 1446 1801"> <p>Must have managed / supervised a completed project involving works as described above costing at least 50% of the ABC.</p> </td> </tr> <tr> <td data-bbox="397 1801 743 2050"> <p><b>Project Leadman</b><br/>Engineering /Architecture undergraduate or Vocational graduate of CE Technology or Structural Erection.</p> </td> <td data-bbox="743 1801 1114 2050"> <p>With at least 5-years' experience in vertical construction of commercial, institutional and industrial building.</p> </td> <td data-bbox="1114 1801 1446 2050"> <p>Must have managed / supervised a completed project involving works as described above costing at least 50% of the ABC.</p> </td> </tr> <tr> <td data-bbox="397 2050 743 2232"> <p><b>Safety Officer</b></p> </td> <td colspan="2" data-bbox="743 2050 1446 2232"> <p>Must have at least two (2) – years work experience as Safety Officer and completed at least forty (40) hours training of Construction Occupational Safety and Health (COSH) by DOLE or any DOLE-accredited training centers.</p> </td> </tr> </tbody> </table> |   | Key Personnel | General Experience | Relevant Experience | <p><b>Project Manager</b><br/>Must be a licensed Civil Engineer or Architect</p> | <p>With at least 10-years' experience in vertical construction of commercial, institutional and industrial building.</p> | <p>Must have managed / supervised a completed project involving works as described above costing at least 50% of the ABC.</p> | <p><b>Project Engineer</b><br/>Must be a licensed Civil Engineer</p> | <p>With at least 5-years' experience in vertical construction of commercial, institutional and industrial building.</p> | <p>Must have managed / supervised a completed project involving works as described above costing at least 50% of the ABC.</p> | <p><b>Mechanical Engineer</b></p> | <p>With at least 5-years' experience in the installation of elevators.</p> | <p>Must have managed /supervised a completed project involving works as described above costing at least 50% of the ABC.</p> | <p><b>Draftsman/Autocad Operator</b><br/>Must be at least graduate of drafting technology or Autocadd drafting course</p> | <p>With at least 1-year experience as Draftsman. Knows how to prepare detailed drawings.</p> |  | <p><b>Project Foreman</b><br/>Must be a licensed Civil Engineering /Architecture undergraduate or Vocational graduate of CE Technology or Construction Supervision</p> | <p>With at least 5-years' experience in vertical construction of commercial, institutional and industrial building.</p> | <p>Must have managed / supervised a completed project involving works as described above costing at least 50% of the ABC.</p> | <p><b>Project Leadman</b><br/>Engineering /Architecture undergraduate or Vocational graduate of CE Technology or Structural Erection.</p> | <p>With at least 5-years' experience in vertical construction of commercial, institutional and industrial building.</p> | <p>Must have managed / supervised a completed project involving works as described above costing at least 50% of the ABC.</p> | <p><b>Safety Officer</b></p> | <p>Must have at least two (2) – years work experience as Safety Officer and completed at least forty (40) hours training of Construction Occupational Safety and Health (COSH) by DOLE or any DOLE-accredited training centers.</p> |  |
| Key Personnel  | General Experience   | Relevant Experience   |               |                    |                     |  |  |   |  |   |   |                                   |  |  |   |  |  |  |   |   |   |   |   |                              |   |  |
| <p><b>Project Manager</b><br/>Must be a licensed Civil Engineer or Architect</p>   | <p>With at least 10-years' experience in vertical construction of commercial, institutional and industrial building.</p>   | <p>Must have managed / supervised a completed project involving works as described above costing at least 50% of the ABC.</p> |               |                    |                     |  |  |   |  |   |   |                                   |  |  |   |  |  |  |   |   |   |   |   |                              |   |  |
| <p><b>Project Engineer</b><br/>Must be a licensed Civil Engineer</p>   | <p>With at least 5-years' experience in vertical construction of commercial, institutional and industrial building.</p>  | <p>Must have managed / supervised a completed project involving works as described above costing at least 50% of the ABC.</p> |               |                    |                     |  |  |   |  |   |   |                                   |  |  |   |  |  |  |   |   |   |   |   |                              |   |  |
| <p><b>Mechanical Engineer</b></p>  | <p>With at least 5-years' experience in the installation of elevators.</p>   | <p>Must have managed /supervised a completed project involving works as described above costing at least 50% of the ABC.</p>  |               |                    |                     |  |  |   |  |   |   |                                   |  |  |   |  |  |  |   |   |   |   |   |                              |   |  |
| <p><b>Draftsman/Autocad Operator</b><br/>Must be at least graduate of drafting technology or Autocadd drafting course</p>  | <p>With at least 1-year experience as Draftsman. Knows how to prepare detailed drawings.</p>   |   |               |                    |                     |  |  |   |  |   |   |                                   |  |  |   |  |  |  |   |   |   |   |   |                              |   |  |
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| <p><b>Project Leadman</b><br/>Engineering /Architecture undergraduate or Vocational graduate of CE Technology or Structural Erection.</p>                              | <p>With at least 5-years' experience in vertical construction of commercial, institutional and industrial building.</p>  | <p>Must have managed / supervised a completed project involving works as described above costing at least 50% of the ABC.</p> |               |                    |                     |  |  |   |  |   |   |                                   |  |  |   |  |  |  |   |   |   |   |   |                              |   |  |
| <p><b>Safety Officer</b></p>   | <p>Must have at least two (2) – years work experience as Safety Officer and completed at least forty (40) hours training of Construction Occupational Safety and Health (COSH) by DOLE or any DOLE-accredited training centers.</p>  |   |               |                    |                     |  |  |   |  |   |   |                                   |  |  |   |  |  |  |   |   |   |   |   |                              |   |  |

| 12.1(b)(iii.3) | <p>The minimum major equipment requirements are the following:</p> <table border="1" data-bbox="399 276 1365 1148"> <thead> <tr> <th data-bbox="399 276 532 351">Item No.</th> <th data-bbox="532 276 818 351">Number of Units</th> <th data-bbox="818 276 1365 351">Description of Equipment</th> </tr> </thead> <tbody> <tr> <td data-bbox="399 351 532 388">1.</td> <td data-bbox="532 351 818 388">1 - unit</td> <td data-bbox="818 351 1365 388">1-bagger mixer</td> </tr> <tr> <td data-bbox="399 388 532 426">2.</td> <td data-bbox="532 388 818 426">2 - units</td> <td data-bbox="818 388 1365 426">heavy duty concrete cutter</td> </tr> <tr> <td data-bbox="399 426 532 463">3.</td> <td data-bbox="532 426 818 463">2 – units each</td> <td data-bbox="818 426 1365 463">1” and 2” diameter concrete vibrator</td> </tr> <tr> <td data-bbox="399 463 532 538">4.</td> <td data-bbox="532 463 818 538">2 – units</td> <td data-bbox="818 463 1365 538">1” and 2” diameter concrete poker vibrator</td> </tr> <tr> <td data-bbox="399 538 532 575">5.</td> <td data-bbox="532 538 818 575">2 – units</td> <td data-bbox="818 538 1365 575">bar cutter can cut 25mm diameter rebars</td> </tr> <tr> <td data-bbox="399 575 532 613">6.</td> <td data-bbox="532 575 818 613">2 – units</td> <td data-bbox="818 575 1365 613">Welding Machine (for steel), heavy duty</td> </tr> <tr> <td data-bbox="399 613 532 687">7.</td> <td data-bbox="532 613 818 687">2 – units</td> <td data-bbox="818 613 1365 687">Welding Machine (for aluminum), heavy duty</td> </tr> <tr> <td data-bbox="399 687 532 725">8.</td> <td data-bbox="532 687 818 725">2 – units</td> <td data-bbox="818 687 1365 725">Oxy-acetylene</td> </tr> <tr> <td data-bbox="399 725 532 762">9.</td> <td data-bbox="532 725 818 762">2 – units</td> <td data-bbox="818 725 1365 762">Acetylene tanks</td> </tr> <tr> <td data-bbox="399 762 532 799">10.</td> <td data-bbox="532 762 818 799">2 – units</td> <td data-bbox="818 762 1365 799">Oxygen tanks</td> </tr> <tr> <td data-bbox="399 799 532 837">11.</td> <td data-bbox="532 799 818 837">2 – units</td> <td data-bbox="818 799 1365 837">Blow torch</td> </tr> <tr> <td data-bbox="399 837 532 874">12.</td> <td data-bbox="532 837 818 874">2 – units</td> <td data-bbox="818 837 1365 874">Hydraulic Hammer</td> </tr> <tr> <td data-bbox="399 874 532 912">13.</td> <td data-bbox="532 874 818 912">4 – units</td> <td data-bbox="818 874 1365 912">Demolition Hammer</td> </tr> <tr> <td data-bbox="399 912 532 949">14.</td> <td data-bbox="532 912 818 949">2 – units</td> <td data-bbox="818 912 1365 949">Air Compressor</td> </tr> <tr> <td data-bbox="399 949 532 986">15.</td> <td data-bbox="532 949 818 986">2 – units</td> <td data-bbox="818 949 1365 986">Submersible Pump</td> </tr> <tr> <td data-bbox="399 986 532 1024">16.</td> <td data-bbox="532 986 818 1024">4 – units</td> <td data-bbox="818 986 1365 1024">Electric drill</td> </tr> <tr> <td data-bbox="399 1024 532 1061">17.</td> <td data-bbox="532 1024 818 1061">1 – unit</td> <td data-bbox="818 1024 1365 1061">Elf truck</td> </tr> <tr> <td data-bbox="399 1061 532 1098">18.</td> <td data-bbox="532 1061 818 1098">1 – unit</td> <td data-bbox="818 1061 1365 1098">Mobile crane</td> </tr> <tr> <td data-bbox="399 1098 532 1148">19.</td> <td data-bbox="532 1098 818 1148">Enough for 4-floors</td> <td data-bbox="818 1098 1365 1148">Scaffolding</td> </tr> </tbody> </table> | Item No.                                   | Number of Units | Description of Equipment | 1. | 1 - unit | 1-bagger mixer | 2. | 2 - units | heavy duty concrete cutter | 3. | 2 – units each | 1” and 2” diameter concrete vibrator | 4. | 2 – units | 1” and 2” diameter concrete poker vibrator | 5. | 2 – units | bar cutter can cut 25mm diameter rebars | 6. | 2 – units | Welding Machine (for steel), heavy duty | 7. | 2 – units | Welding Machine (for aluminum), heavy duty | 8. | 2 – units | Oxy-acetylene | 9. | 2 – units | Acetylene tanks | 10. | 2 – units | Oxygen tanks | 11. | 2 – units | Blow torch | 12. | 2 – units | Hydraulic Hammer | 13. | 4 – units | Demolition Hammer | 14. | 2 – units | Air Compressor | 15. | 2 – units | Submersible Pump | 16. | 4 – units | Electric drill | 17. | 1 – unit | Elf truck | 18. | 1 – unit | Mobile crane | 19. | Enough for 4-floors | Scaffolding |
|----------------|--|--|-----------------|--------------------------|----|----------|----------------|----|-----------|----------------------------|----|----------------|--------------------------------------|----|-----------|--|----|-----------|---|----|-----------|---|----|-----------|--|----|-----------|---------------|----|-----------|-----------------|-----|-----------|--------------|-----|-----------|------------|-----|-----------|------------------|-----|-----------|-------------------|-----|-----------|----------------|-----|-----------|------------------|-----|-----------|----------------|-----|----------|-----------|-----|----------|--------------|-----|---------------------|-------------|
| Item No.       | Number of Units  | Description of Equipment                   |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 1.             | 1 - unit   | 1-bagger mixer                             |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 2.             | 2 - units  | heavy duty concrete cutter                 |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 3.             | 2 – units each   | 1” and 2” diameter concrete vibrator       |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 4.             | 2 – units  | 1” and 2” diameter concrete poker vibrator |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 5.             | 2 – units  | bar cutter can cut 25mm diameter rebars    |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 6.             | 2 – units  | Welding Machine (for steel), heavy duty    |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 7.             | 2 – units  | Welding Machine (for aluminum), heavy duty |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 8.             | 2 – units  | Oxy-acetylene                              |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 9.             | 2 – units  | Acetylene tanks                            |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 10.            | 2 – units  | Oxygen tanks                               |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 11.            | 2 – units  | Blow torch                                 |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 12.            | 2 – units  | Hydraulic Hammer                           |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 13.            | 4 – units  | Demolition Hammer                          |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 14.            | 2 – units  | Air Compressor                             |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 15.            | 2 – units  | Submersible Pump                           |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 16.            | 4 – units  | Electric drill                             |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 17.            | 1 – unit   | Elf truck                                  |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 18.            | 1 – unit   | Mobile crane                               |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 19.            | Enough for 4-floors  | Scaffolding                                |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 13.1           | No additional Requirements   |  |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 13.1(b)        | The Financial Component shall be submitted together with the Bill of Quantities per locations;   |  |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 13.2(b)        | The ABC is <b>Fifty-Three Million Three Hundred Ninety-Four Thousand Pesos (P53,394,000.00), VAT Inclusive.</b> Any bid with a financial component exceeding this amount shall not be accepted.  |  |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 14.2           | No further instructions.   |  |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 15.4           | No further instruction.  |  |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 16.1           | The bid prices shall be quoted in Philippine Pesos.  |  |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 16.3           | No further instructions.   |  |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 17.1           | Bids will be valid until One Hundred Twenty (120) calendar days from the date of opening of bids.  |  |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |
| 18.1           | <p>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</p> <ol style="list-style-type: none"> <li data-bbox="399 2021 1453 2095">1. The amount of not less than ₱1,067,880.00 if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</li> <li data-bbox="399 2120 1453 2158">2. The amount of not less than ₱2,669,700.00, if bid security is in Surety Bond.</li> </ol>  |  |                 |                          |    |          |                |    |           |                            |    |                |                                      |    |           |  |    |           |   |    |           |   |    |           |  |    |           |               |    |           |                 |     |           |              |     |           |            |     |           |                  |     |           |                   |     |           |                |     |           |                  |     |           |                |     |          |           |     |          |              |     |                     |             |

|         |   |
|---------|---|
| 18.2    | The bid security shall be valid until <i>One Hundred Twenty (120) calendar days from the date of submission and opening of bids.</i>  |
| 20.3    | Each Bidder shall submit One (1) original and two (2) copies of the first and second components of its bid. (See Annex "F")   |
| 21      | The address for submission of bids:<br><br><p style="text-align: center;">PHILIPPINE INTERNATIONAL CONVENTION CENTER<br/>         PICC-BAC SECRETARIAT OFFICE<br/>         Ground Floor, Delegation Building</p> The deadline for submission of bids is <i>September 28, 2020 at 11:00 a.m.</i>   |
| 24.1    | The place of bid opening:<br><br><p style="text-align: center;">PICC-BAC CONFERENCE ROOM<br/>         Banquet Hall 1, Second Floor, Secretariat Building</p> The date and time of bid opening is <i>September 28, 2020 at 11:00 a.m.</i>  |
| 24.2    | No further instructions.  |
| 24.3    | No further instructions.  |
| 27.3    | Partial bid is not allowed. The infrastructure project is packaged in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.   |
| 27.4    | No further instructions.  |
| 28.2    | Post-Qualification Documents:<br><br>Within a non-extendible period of five (5) calendar days from receipt of the notice from the BAC that it submitted the Lowest Calculated Bid, The Bidder shall submit the following;<br><br><ol style="list-style-type: none"> <li>1. 2019 Income and Business Tax returns filed and paid through Electronic Filing and Payment System (eFPS).</li> <li>2. Sections III and V of the Bid Documents, signed on each and every page by the bidder's authorized representative;</li> <li>3. Company profile with organizational chart and sketch of office location;</li> <li>4. Resume of the Project Engineer who will be assigned to the project.</li> <li>5. List of authorized representatives who will represent, execute, attend and transact pertaining to the project in behalf/in the absence of the Contractor (Owner);</li> <li>6. Certification from PICC Building Services Division that the participating bidder has conducted inspection of the subject requirements; and</li> <li>7. Certificate of Satisfactory Completion and Acceptance of previous PICC projects undertaken within the last five (5) years, if any.</li> </ol> |
| 31.4(f) | The following documents shall be submitted, together with the Performance Bond, within ten (10) calendar days after the receipt of the Notice of Award. Such documents shall form part of the contract;   |

|      |  |
|------|--|
|      | <ol style="list-style-type: none"><li>1. Construction Schedule and S-curve;</li><li>2. Construction Method;</li><li>3. Construction Safety and Health Program; and</li><li>4. PERT/CPM.</li></ol>  |
| 32.2 | <p>The performance security shall be in the following amount:</p> <ol style="list-style-type: none"><li>1. The amount of (10% of the total contract amount), if performance security is in cash, cashier's/manager's check or bank draft/guarantee issued by a Universal or Commercial Bank;</li><li>2. The amount of (30% of the total contract amount), if performance security is in Surety Bond duly certified by the Insurance Commission as authorized to issue such security.</li></ol> |



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

**Section V- Special Conditions of Contract**

| GCC Clause |  |
|------------|--|
| 1.17       | <p>The schedule of Completion is within <b>THREE HUNDRED SIXTY (360) CALENDAR DAYS</b> reckoned seven (7) calendar days after the receipt of the Notice to Proceed.</p> <p>NOTE: Delays due to work stoppage ordered by PICC shall not be counted against the set completion date.</p> |
| 1.22       | <p>The <b>Procuring Entity</b> is:</p> <p style="text-align: center;">PHILIPPINE INTERNATIONAL CONVENTION CENTER<br/>PICC Complex, 1307 Pasay City</p>   |
| 1.23       | <p>The <b>Procuring Entity's Representative</b> is:</p> <p style="text-align: center;"><b>ENGR. EDISON I. AURELIO</b><br/>OIC - BSD-TSD</p>  |
| 1.24       | <p>The <b>Site</b> is located at various areas of PICC, PICC Complex, Pasay City</p>   |
| 1.28       | <p>The <b>Start Date</b> is the 7<sup>th</sup> calendar day after the date of receipt of the Notice to Proceed.</p>  |
| 1.31       | <p>The <b>Works</b> consist of furnishing of all labor, materials, equipment and other incidental necessary or convenient to the complete execution for the Construction of Elevator Shaft of Passenger and Freight Elevators.</p>   |
| 5.1        | <p>The PICC shall give possession of all parts of the Site to the Contractor beginning on the date of effectivity of contract until the date of its termination and/or project completion.</p>   |
| 6.5        | <p>The Contractor shall employ the following <b>Key Personnel</b>:</p> <p><i>[List key personnel by name and designation]</i></p> <p><b>NOTE: The names of the Key Personnel and their designation shall be filled out by winning contractor prior to contract signing.</b></p>        |
| 7.4(c)     | <p>No further instructions.</p>  |
| 7.7        | <p>No further instructions.</p>  |
| 8.1        | <p>Subcontracting is not allowed.</p>  |
| 10         | <p><i>NONE</i></p>   |
| 12.2       | <p>The defects and liability period shall be one (1) year from contract completion up to final acceptance.</p>   |
| 12.3       | <p>No further instructions.</p>  |
| 12.5       | <p>Warranty:</p>   |

|  | The warranty shall be ONE (1) year guarantee reckoned from the date of final turn-over and acceptance.   |                  |   |  |                   |   |                   |   |                      |
|--|--|------------------|---|--|-------------------|---|-------------------|---|----------------------|
| 12.6   | <p>The Contractor shall be required to put up a warranty security in the form of cash, bank guarantee, letter of credit, GSIS or surety bond callable on demand, in accordance with the following schedule:</p> <table border="1"> <thead> <tr> <th>Form of Warranty</th> <th>Amount of Warranty Security<br/>Not less than the Percentage (%) of Total Contract Price</th> </tr> </thead> <tbody> <tr> <td>(a) Cash or letter of credit issued by Universal or Commercial bank: provided, however, that the letter of credit shall be confirmed or authenticated by a Universal or Commercial bank, if issued by a foreign bank</td> <td>Five Percent (5%)</td> </tr> <tr> <td>(b) Bank guarantee confirmed by Universal or Commercial bank: provided, however, that the letter of credit shall be confirmed or authenticated by a Universal or Commercial bank, if issued by a foreign bank</td> <td>Ten Percent (10%)</td> </tr> <tr> <td>(c) Surety bond callable upon demand issued by GSIS or any surety or insurance company duly certified by the Insurance Commission</td> <td>Thirty Percent (30%)</td> </tr> </tbody> </table> <p>The warranty security shall be effective for one (1) year from the date of issuance of the Certificate of Final Acceptance.</p> | Form of Warranty | Amount of Warranty Security<br>Not less than the Percentage (%) of Total Contract Price | (a) Cash or letter of credit issued by Universal or Commercial bank: provided, however, that the letter of credit shall be confirmed or authenticated by a Universal or Commercial bank, if issued by a foreign bank | Five Percent (5%) | (b) Bank guarantee confirmed by Universal or Commercial bank: provided, however, that the letter of credit shall be confirmed or authenticated by a Universal or Commercial bank, if issued by a foreign bank | Ten Percent (10%) | (c) Surety bond callable upon demand issued by GSIS or any surety or insurance company duly certified by the Insurance Commission | Thirty Percent (30%) |
| Form of Warranty   | Amount of Warranty Security<br>Not less than the Percentage (%) of Total Contract Price  |                  |   |  |                   |   |                   |   |                      |
| (a) Cash or letter of credit issued by Universal or Commercial bank: provided, however, that the letter of credit shall be confirmed or authenticated by a Universal or Commercial bank, if issued by a foreign bank | Five Percent (5%)  |                  |   |  |                   |   |                   |   |                      |
| (b) Bank guarantee confirmed by Universal or Commercial bank: provided, however, that the letter of credit shall be confirmed or authenticated by a Universal or Commercial bank, if issued by a foreign bank        | Ten Percent (10%)  |                  |   |  |                   |   |                   |   |                      |
| (c) Surety bond callable upon demand issued by GSIS or any surety or insurance company duly certified by the Insurance Commission  | Thirty Percent (30%)   |                  |   |  |                   |   |                   |   |                      |
| 13   | No additional provision.   |                  |   |  |                   |   |                   |   |                      |
| 18.3(h)(i)   | No further instructions.   |                  |   |  |                   |   |                   |   |                      |
| 21.2   | The Arbiter is:<br><br>Construction Industry Arbitration Commission  |                  |   |  |                   |   |                   |   |                      |
| 29.1   | No day works are applicable to the contract.   |                  |   |  |                   |   |                   |   |                      |
| 34.3   | The Funding Source is the <i>2020 Approved PICC Budget</i> .   |                  |   |  |                   |   |                   |   |                      |
| 39.1   | The amount of the advance payment is fifteen percent (15%) of the Contract Price in lump sum. Advance payment shall be released, within fifteen (15) calendar days, only upon submission to and acceptance of a surety bond callable upon demand, issued by a surety or insurance  |                  |   |  |                   |   |                   |   |                      |

|      |   |
|------|---|
|      | company duly licensed by the Insurance Commission and confirmed by PICC.  |
| 40.1 | <p><b>Payment</b></p> <p><b>Advance Payment:</b></p> <ol style="list-style-type: none"><li>1. Advance payment of fifteen percent (15%) of the total contract price shall be released upon submission and acceptance of an irrevocable standby letter of credit of equivalent value from a commercial bank, a bank guarantee or a surety bond callable upon demand, issued by a surety or insurance company, duly licensed by the Insurance Commission and confirmed by PICC.</li><li>2. The advance payment shall be repaid by the contractor by deducting fifteen percent (15%) from his periodic progress payments a percentage equal to the percentage of the total contract price used for the advance payment.</li></ol> <p><b>Progress Payments:</b></p> <ol style="list-style-type: none"><li>1. The CONTRACTOR must submit a statement of work accomplished (SWA) or progress billing and corresponding request for progress payments for work accomplished. The SWA should show the amounts which the contractor considers itself to be entitled to up to the end of the month, to cover (a) the cumulative value of the works it executed to date, based on the items in the Bill of Quantities and (b) adjustments for approved variation orders executed.</li><li>2. The PICC representative shall check the contractor's monthly SWA and certify the amount to be paid to the contractor as progress payments. Materials and equipment delivered on the site but not completely put in place shall not be included for payment.</li><li>3. The CONTRACTOR must also submit the following to process the progress payments:<ul style="list-style-type: none"><li>• Photographs of work accomplished.</li><li>• Key plan highlighting work accomplished.</li><li>• Invoice</li></ul></li><li>4. The PICC shall deduct the following from the certified gross amounts to be paid to the contractor's progress payments.<ul style="list-style-type: none"><li>• Cumulative value of the works previously certified and paid for.</li><li>• Portion of the advance payment to be recouped for the month.</li><li>• Retention money</li><li>• Amount to cover the third party liabilities</li><li>• Amount to cover the uncorrected discovered defects in the works.</li></ul></li><li>5. Final payment shall be made after full accomplishment of the project. Payment shall be processed upon submission of the following:</li></ol> |

|      |  |
|------|--|
|      | <ul style="list-style-type: none"><li>• As-Built Plan in a soft and hard copy. The hard copy shall be in A3 bond size, three (3) copies signed by the CONTRACTOR and PICC authorized representative.</li><li>• Invoice</li></ul> <p>6. PICC shall pay the CONTRACTOR the amounts certified by PICC's Representative within twenty-eight (28) calendar days from the date request for payment was received. No payment interest shall be made for the delayed payments and adjustments.</p> |
| 51.1 | Approved "as built" drawings shall be attached to the final billing. The as-built plans/drawings shall be floor plans, longitudinal and cross-section evaluation and electrical plans, in A3 size.   |

# **Section VI. Specifications**

**PROJECT: SUPPLY OF LABOR AND MATERIALS FOR THE CONSTRUCTION OF  
ELEVATOR SHAFT OF PASSENGER AND FREIGHT ELEVATORS**

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**I. GENERAL SCOPE OF WORKS**

The project is mainly for the provision of an access lift for the upper floors of Reception and Plenary Halls. Also inclusive in the scope is the construction of bridgeway connecting the lift and the upper floor of the said building and provision of access from the upper bridgeway to the lifts. The works shall be supply of all materials, labor, tools, equipment and other services incidental necessary for the construction of elevator shaft of passenger and freight elevators at the lower bridge way.

The following features of the work shall be performed, but not limited to the following:

**1.0 General Requirements and Preliminaries**

1.1 Mobilization

Manpower, tools, equipment and temfacil.

1.2 Health and Safety requirements

- a. Personal Protective Equipment (PPE) for workers. The Contractor shall comply with the requirements under DPWH DO13 – Guidelines Governing Occupational Safety and Health in the Construction Industry.
- b. Installation of safety signage, 22” x 32”.
- c. Provide board-up, (painted Corrugated GI Sheet and PE) to cover the construction area.
- d. Provide portable fire extinguishers (at least 2 units) and other fire extinguishing materials.
- e. Provide portalet for the whole duration of the project sufficient for the number of workers.
- f. The Contractor shall submit an Occupational Safety and Health Program prepared by a Safety Officer, to include the Contractor’s Accident Prevention Plan covering its Administrative Section, Accident reporting, prohibitions, sanitation, medical and first aid requirements, Personal Protection Apparel and Safety Equipment (protective headgear, safety shoes, high visibility vest, gloves and other PPEs), material handling, storage and disposal, housekeeping, waste material disposal, fire prevention, fire protection, machinery and mechanized equipment, platforms and scaffolds.

1.4 Demobilization

Manpower, tools, equipment, temfacil, including hauling-out of construction debris and cleaning.

**2.0 Specific Scope of Work:**

The scope of work shall include but is not limited to the following:

2.1 Site Development Works

Site Development Works shall include site clearing, site grading, earthworks, necessary safety signage including identification and directional markers to give notice to the public, temporary closure of the site using GI Sheets and opaque PE sheets, white color, and other necessary site development works.

**2.2 Building Works (Architectural and Structural Works): (Please refer to plan)**

1. Site clearing.
2. Structural building foundations, Jet Grouting Piles and other works necessary for the completion of the building foundation works.
3. Structural building members, columns, beams, shear walls, slab and other structural element of the building.
4. Concreting works.
5. Concrete Hollow Blocks / Masonry wall construction fully grouted, complete with reinforcements and cement mortar and plastered.
6. Structural steel work.
7. Miscellaneous metal fabrications.
8. Rough and finish carpentry works and architectural woodworks to include doors, ceiling and other wood works.
9. Waterproofing works.
10. Aluminum/steel and glazing works.
11. Under slab, walls and ceiling works.
12. All doors and windows as indicated in the plan.
13. Architectural finishes.

**2.3 Mechanical Works: (please refer to plan)**

1. Supply and installation of passenger and freight elevators.

| <b>Specifications</b> | <b>Passenger Elevator</b>  | <b>Freight Elevator</b>        |
|-----------------------|--|--------------------------------|
| Type/ Model           | Passenger/ Scenic  | Service/ Freight               |
| Number Set            | One (1) Set  | One (1) Set                    |
| Shaft Size            | (W)1650 x (D)2450  | (W)2370 x (D)3650<br>(Maximum) |
| Capacity              | 630Kgs (8 Persons)   | 750kgs (Maximum)               |
| Speed                 | 60 Meters/ Minute  | 60 Meters/ Minute              |
| Control               | Variable voltage variable frequency (VVVF)   |                                |
| Operation             | One car-selective collective, fully automatic  |                                |
| Number of Stops       | Four (4)   |                                |
| Number of Openings    | Four (4) Front<br>One (1) Rear   |                                |
| Motor                 | Permanent Magnet (PM) Motor (inverter-type)  |                                |
| Traction Machine      | Gearless   |                                |
| Door Operation        | One (1) Door Two (2) Gates Two (2) panels side opening with safety door edges, 1-beam safety rays. |                                |
| <b>Car Design</b>     |  |                                |



|   |   |  |
|---|---|--|
| Ceiling   | Terrace design with illusion of increased ceiling height in painted sheet (automotive lacquer) with central indirect lighting and downlights, emergency exit hatch and one (1) set electric blower located in the covered portion on one (1) side of the walls. | Fluorescent lighting through two (2) sets of embedded milky white resin covers with electric blower in slit vents in the center in the center in painted steel sheet (automotive lacquer) ceiling panel. |
| Walls   | Stainless Steel Sheet (Hairline finish)   | Painted steel sheet (automotive lacquer).  |
| Doors   |   |  |
| Transom Panel                                     |   |  |
| Front Return Panel                                |   |  |
| Kickplate   |   |  |
| Floor   | 2mm thick vinyl tiles   | Steel checkered plate in black epoxy paint.  |
| Handrail  | Flat type handrail at three sides of the car (Hairline finish)  | N.A.   |
| Windows   | Transparent flat glass at the rear portion of the car   | N.A.   |
| Glass frame                                       | Aluminum  | N.A.   |
| Control (Operation push buttons inside car) Panel | Wall/ floor - mounted   |  |
| Emergency light in car                            | With battery and charger  |  |
| <b>Hoist Entrance</b>                             | <i>Façade design and finishing see Architectural details</i>  |  |
| Size of opening                                   | (W)900mm x (H)2100mm  | (W)12000mm x (H)2200mm   |
| Doors   | Stainless Steel Sheet (Hairline finish)   |  |
| Electric Power Supply                             | 440VAC, 3 Phase, 60 Hertz with UPS provision.   |  |
| Electric Lighting Supply                          | .230VAC, 1 Phase, 60 Hertz  |  |
| Kilowatt Rating                                   | 3.71Kw  | 5kw  |

2. Supply and installation of Air Conditioning System.
3. Other ventilation works.
4. Testing and commissioning

2.4 Electrical Works: (please refer to plan)

Wiring system receptacles, switches, conduits, panel boards, junction/outlet boxes, circuit breakers, lightings and other electrical works necessary to complete the project.

2.5 Miscellaneous Items:

All other items not specified herein but are necessary to complete the work.

## **II. GENERAL CONDITIONS:**

### **A. Interpretation**

1. The Contract Documents, Specifications and Drawings are mutually complimentary. What is noted in one although not shown in other shall be considered contained in all, in case of conflict. The Specifications shall prevail over the Drawings. The documents forming the Contract shall be interpreted in the following order of priority:
  - a. Contract/Construction Agreement
  - b. Letter of Acceptance
  - c. Contractor's Bid
  - d. Special Conditions of the Contract
  - e. Specifications
  - f. Drawings
  - g. Bill of Quantities
  - h. Any other document listed in the Special Conditions of the Contract as forming part of the Contract.
2. The CONTRACTOR shall examine all the issued documents relating to the work and must have verified all the existing conditions at the site. No consideration will be given for any alleged misunderstanding or misinterpretation of the specifications and materials to be used or work to be done

### **B. Inspection and tapping/use of utilities:**

1. The BIDDER shall perform ocular inspection of the site where the work will be performed; that he has informed himself fully as to the conditions which might affect the nature, extent and cost of the work required; that PICC shall in no way be responsible for any additional costs or expenses which may develop on account of failure of the BIDDER to make accurate cost estimates and future factors attendant to the execution and construction of the aforesaid project.
2. Tapping of equipment and other related works shall be properly coordinated with PICC Representative for provision of electrical power. For this purpose, the CONTRACTOR shall provide a sub-meter for power consumptions and shall be billed accordingly to the total kilowatt utilized.
3. The PICC shall allow the CONTRACTOR to tap from the existing water connections to be used in the construction of elevator shaft of passenger and freight elevators at the lower bridgeway. For this purpose, the CONTRACTOR shall provide a sub-meter, with the supervision of PICC in the installation works. The sub-meter will determine the total water consumed and shall be billed accordingly.

### **C. Contractor's Obligation:**

1. The CONTRACTOR shall perform all works necessary to fully accomplished the project.
2. A joint inspection must be conducted by the Contractor and PICC Representative, on the specific works to be done on the construction elevator shaft of passenger and freight elevators.
3. The CONTRACTOR is required to inspect and examine the site and the surroundings of the proposed project to arrive at a reasonable estimate of the labor, materials, equipment, facilities and services necessary to carry out the works

4. The CONTRACTOR shall submit sample of materials and MSDS of materials, as required, for approval before delivery/works can be started / installed.
5. The CONTRACTOR shall commence execution of the works on the Start Date and shall carry out the works in accordance with the program of work submitted by the CONTRACTOR, as updated with the approval of PICC Representative and complete them by the intended completion date.
6. The CONTRACTOR shall provide all supervision, labor, materials, plant and Contractor's equipment, which may be required.
7. The CONTRACTOR shall be liable to all fire and accident claims and other related claims arising from the injuries and damages, which occurred in the vicinity.
8. The CONTRACTOR shall free the PICC and its personnel from and against all liability for damages arising from injuries or liabilities to persons or damages to property by any act of omissions of the contractor including any and all expenses which may be incurred by PICC and its personnel in the defense of any claim, action or suit.
9. Any work that may affect the operation, security and image of the Center shall be coordinated properly with PICC Representative and shall be done in accordance with the Center's approved schedule.
10. Cost of rework and restoration or replacement of all damaged properties due to CONTRACTOR'S poor workmanship or negligence shall be borne by the Contractor.
11. The CONTRACTOR must submit list of personnel assigned to the project including their NBI and Barangay clearances before commencing the above scope of works.
12. The CONTRACTOR's personnel/workers must wear at all times their company uniform, company ID while working inside the Center.

**D. Prohibitions:**

1. Smoking shall not be allowed inside the PICC Complex.
2. Drinking liquor of any kind shall not be allowed.
3. Gambling of any type is strictly prohibited.
4. Carrying of firearms, knives, blades and other such instruments is strictly prohibited.
5. Workers are not allowed to stay-in / sleep inside the PICC Complex.
6. No welding works or any similar activities shall be done without approved Hot Work Permit. The Hot Work Permit shall be prepared and signed by the Safety Officer of the Contractor and approved by the authorized representative of PICC.

**E. Workmanship**

The work throughout shall be executed in the best and most thorough manner to the satisfaction of PICC and its engineers and supervisors who will jointly interpret the meaning of the scope of work and its conditions and shall have the power to reject any work, method of accomplishing every part of work and material used which in their judgment are not in full accordance therewith and are disadvantageous to PICC.

**F. Liquidated Damages**

In case of delay in the completion period inclusive of duly granted time extensions, if any, the Contractor shall be liable for damages and shall pay the PICC for liquidated damages in an amount equivalent to at least one tenth (1/10) of one percent (1%) of the cost of the unperformed services for every day of delay.

The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the Contract, the procuring entity shall rescind the award without prejudice to other courses of action and remedies open to it.

**G. Warranty**

The warranty shall be ONE (1) year guarantee reckoned from the date of final turn-over and acceptance.

## **Section VII. Drawings**

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

PROJECT: SUPPLY OF LABOR AND MATERIALS FOR THE CONSTRUCTION OF ELEVATOR SHAFT OF PASSENGER AND FREIGHT ELEVATORS  
 LOCATION: LOWER BRIDGEWAY, PHILIPPINE INTERNATIONAL CONVENTION CENTER, PASAY CITY

| ITEM NO.  | DESCRIPTION   | QTY.  | UNIT | UNIT DIRECT COST (P) | ESTIMATED DIRECT COST | MARK-UPS  |            | TOTAL MARK-UP |           | TOTAL INDIRECT COST (P) | TOTAL COST (P) | UNIT COST (P) |        |
|---|---|-------|------|----------------------|-----------------------|-----------|------------|---------------|-----------|-------------------------|----------------|---------------|--------|
|   |   |       |      |                      |                       | O.C.M (%) | PROFIT (%) | %             | VALUE (P) |                         |                |               |        |
| (1)   | (2)   | (3)   | (4)  | (5)                  | (6)                   | (7)       | (8)        | (9)           | (10)      | (11)                    | (12)           | (13)          | (14)   |
|   |   |       |      |                      | (5+10)                |           | (5 x 9)    |               |           | (10 + 11)               | (5 + 12)       |               | (13/3) |
| <b>PART A - GENERAL REQUIREMENTS</b>  |   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| <b>A.1 General Requirements</b>   |   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| A.1.1   | Mobilization / Demobilization   | 1.00  | lot  |                      |                       |           |            |               |           |                         |                |               |        |
| A.1.2   | Health and Safety   | 1.00  | lot  |                      |                       |           |            |               |           |                         |                |               |        |
| A.1.3   | Temporary Facilities  | 1.00  | lot  |                      |                       |           |            |               |           |                         |                |               |        |
| A.1.4   | Static Load Test  | 1.00  | unit |                      |                       |           |            |               |           |                         |                |               |        |
| A.1.5   | Material Testing  | 1.00  | lot  |                      |                       |           |            |               |           |                         |                |               |        |
| <b>TOTAL PART A</b>   |   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| <b>PART B - ARCHITECTURAL WORKS</b>   |   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| <b>B.1 001 MASONRY WORKS</b>  |   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| B.1   | Concrete hollow blocks ; Jackbuilt or equivalent; in cement and sand mortar (1:3), in place   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
|   | CHB Walls ; at ground and second floor to under slab; including wall footings, lintel beams and stiffener columns, as shown on the drawings, described in the specification and as otherwise required |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| B.1.1   | 100mm thk   | 69.17 | sqm  |                      |                       |           |            |               |           |                         |                |               |        |
| <b>B.2 002 FLOOR FINISHES AND OTHERS</b>  |   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| <b>TILE AND GRANITE FINISHES, all in accordance with the Architect's specifications</b>   |   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| <b>300 X 300 Floor Vinyl Tiles</b>  |   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| B.2.1   | To all areas:   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| B.2.1.1   | Covered Walkway ( Third Floor)  | 81.73 | sqm  |                      |                       |           |            |               |           |                         |                |               |        |
| B.2.1.2   | Add'l Slab ( Second Floor)  | 50.82 | sqm  |                      |                       |           |            |               |           |                         |                |               |        |
| B.2.1.3   | Elevator Lobby ( Ground Floor)  | 15.65 | sqm  |                      |                       |           |            |               |           |                         |                |               |        |
| B.2.1.4   | Stair   | 4.49  | sqm  |                      |                       |           |            |               |           |                         |                |               |        |
| <b>B.3 003 CEILING FINISHES AND OTHERS</b>  |   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| <b>Including finishes and necessary accessories to complete the item; all in accordance with the Architect's specifications</b> |   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| <b>Marine Plywood on Standard Ceiling Frame</b>   |   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| B.3.1   | To all areas: Bridgeway and Fire Exit (CF - 1)  |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| B.3.1.1   | Elevator Lobby ( Ground Floor)  | 15.65 | sqm  |                      |                       |           |            |               |           |                         |                |               |        |
| B.3.1.2   | Covered Walkway ( Third Floor)  | 83.33 | sqm  |                      |                       |           |            |               |           |                         |                |               |        |
| <b>B.4 004 WALL FINISHES AND OTHERS</b>   |   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| <b>Pebble Washout Stone Cladding (WF-1)</b>   |   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| B.4.1   | To all areas: Covered Hallway ( Second Floor)   |       |      |                      |                       |           |            |               |           |                         |                |               |        |
| B.4.1.1   | Covered Hallway ( Second Floor)   | 66.54 | sqm  |                      |                       |           |            |               |           |                         |                |               |        |
| B.4.1.2   | Covered Walkway ( Third Floor)  | 26.62 | sqm  |                      |                       |           |            |               |           |                         |                |               |        |
| B.4.1.3   | Column  | 32.37 | sqm  |                      |                       |           |            |               |           |                         |                |               |        |
| B.4.1.4   | Freight Elevator  | 74.75 | sqm  |                      |                       |           |            |               |           |                         |                |               |        |







|                                  |   |  |           |        |  |  |  |  |  |  |
|----------------------------------|---|--|-----------|--------|--|--|--|--|--|--|
| D.11                             | Steel Decking   |  | 205.565   | sq. m. |  |  |  |  |  |  |
| D.12                             | Steel Decking   |  | 1,836.000 | pcs    |  |  |  |  |  |  |
| D.13                             | Demolition of affected areas  |  | 109.200   | sq. m. |  |  |  |  |  |  |
|                                  | TOTAL PART D  |  |           |        |  |  |  |  |  |  |
| <b>PART E - ELECTRICAL WORKS</b> |   |  |           |        |  |  |  |  |  |  |
| <b>ELECTRICAL SYSTEM</b>         |   |  |           |        |  |  |  |  |  |  |
| E.1                              | Roughing-in (supply and installation in place including all necessary elbows, fittings, boxes, pullboxes, supports and other accessories) |  |           |        |  |  |  |  |  |  |
|                                  | Conduits  |  |           |        |  |  |  |  |  |  |
| E.1.2                            | IMC, 15mmØ  |  | 177       | lm     |  |  |  |  |  |  |
| E.1.3                            | IMC, 32mmØ  |  | 100       | lm     |  |  |  |  |  |  |
| E.2                              | Wires & Cables (supply and installation in place including connectors, tapes, etc.)   |  |           |        |  |  |  |  |  |  |
| E.2.1                            | THHN, 3.5mm <sup>2</sup>  |  | 531       | lm     |  |  |  |  |  |  |
| E.2.2                            | THHN, 8mm <sup>2</sup>  |  | 100       | lm     |  |  |  |  |  |  |
| E.2.3                            | THHN, 30mm <sup>2</sup>   |  | 300       | lm     |  |  |  |  |  |  |
| E.3                              | Lighting Fixtures (supply and installation in place including supports, boxes, flexible metal conduits, tapes, etc.)                      |  |           |        |  |  |  |  |  |  |
| E.3.1                            | Pinlight, 6"Ø, surface mtd, 12w LED   |  | 37        | set    |  |  |  |  |  |  |
| E.3.2                            | 1.2m LED tube light, surface mtd, 16w LED   |  | 3         | set    |  |  |  |  |  |  |
| E.3.3                            | Emergency Light   |  | 4         | set    |  |  |  |  |  |  |
| E.4                              | Wiring Devices (supply and installation in place including utility boxes, plate covers, screws, connectors, tapes, etc.)                  |  |           |        |  |  |  |  |  |  |
| E.4.1                            | Switch, single gang   |  | 2         | set    |  |  |  |  |  |  |
| E.4.2                            | Switch, two gang  |  | 2         | set    |  |  |  |  |  |  |
| E.4.3                            | Three-way switch, two-gang  |  | 4         | set    |  |  |  |  |  |  |
| E.4.4                            | Convenience outlet, duplex  |  | 1         | set    |  |  |  |  |  |  |
| E.5                              | Panelboard & circuit breakers (supply and installation in place including supports, boxes, tapes, etc.)                                   |  |           |        |  |  |  |  |  |  |
| E.5.1                            | Panel LP  |  | 1         | set    |  |  |  |  |  |  |
| E.5.2                            | ECB, 50AT, 3P, Nema1  |  | 2         | set    |  |  |  |  |  |  |
|                                  | TOTAL PART E  |  |           |        |  |  |  |  |  |  |
| <b>PART F - MECHANICAL WORKS</b> |   |  |           |        |  |  |  |  |  |  |
| F.1                              | <b>VRV/VRF SYSTEM</b>   |  |           |        |  |  |  |  |  |  |
| F.1.1                            | 2.5 TR CEILING CASSETTE   |  | 4.00      | pcs.   |  |  |  |  |  |  |
| F.1.2                            | 10.0 TR ACCU (OUTDOOR UNIT)   |  | 1.00      | pc     |  |  |  |  |  |  |
| F.2                              | <b>PIPING SYSTEM</b>  |  |           |        |  |  |  |  |  |  |
| F.2.1                            | Refrigerant Pipe with 1" thick insulation   |  |           |        |  |  |  |  |  |  |
| F.2.2                            | 13 mm dia. Copper pipe  |  | 50.00     | lm.    |  |  |  |  |  |  |
| F.2.3                            | 30 mm dia. Copper pipe  |  | 50.00     | lm.    |  |  |  |  |  |  |

| F.3 ELECTRICAL COMPONENTS     |  |  |      |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|-------------------------------|--|--|------|------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| F.3.1                         | FCU Circuit Breaker                    |  | 4.00 | pcs. |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| F.3.2                         | Wiring from Power Supply to FCU & ACCU |  | 1.00 | lot  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL PART F                  |  |  |      |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL (A + B + C + D + E + F) |  |  |      |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| TOTAL CONSTRUCTION COST       |  |  |      |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <b>Prepared by:</b>           |  |  |      |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <hr/>                         |  |  |      |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Printed Name over Signature   |  |  |      |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <hr/>                         |  |  |      |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Designation                   |  |  |      |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <hr/>                         |  |  |      |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Date                          |  |  |      |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| <hr/>                         |  |  |      |      |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

## **Section IX. Bidding Forms**

## Bid Form

---

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

To: PHILIPPINE INTERNATIONAL CONVENTION CENTER

Address: PICC Complex 1307 Pasay City

We, the undersigned, declare that:

We have examined and have no reservation to the Bidding Documents, including Addenda, for the Contract **SUPPLY OF LABOR AND MATERIALS FOR THE CONSTRUCTION OF ELEVATOR SHAFT OF PASSENGER AND FREIGHT ELEVATORS.**

(a) We offer to execute the Works for this Contract in accordance with the Bid and Bid Data Sheet, General and Special Conditions of Contract accompanying this Bid;

**The total price of our Bid is:**

**Amount in Words:** \_\_\_\_\_

**(P \_\_\_\_\_), VAT Inclusive.**

- (b) Our Bid shall be valid for a period of *120 calendar days* from the date fixed for the Bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (c) If our Bid is accepted, we commit to obtain a Performance Security in the amount of *[insert percentage amount]* percent of the Contract Price for the due performance of the Contract;
- (d) Our firm, or suppliers for any part of the Contract, have nationalities from the following eligible countries: *[insert information]*;
- (e) We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- (f) Our firm, its affiliates or subsidiaries, or suppliers for any part of the Contract, has not been declared ineligible by the Funding Source;
- (g) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
- (h) We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- (i) We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the Supply of Labor and Materials for the Construction of Elevator Shaft of Passenger and Freight Elevators of the Philippine International Convention Center.

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

(k) Attached to the Bid is the Bill of Quantities.

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

In the capacity of: \_\_\_\_\_

Signed: \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of: \_\_\_\_\_

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

**PHILIPPINE INTERNATIONAL CONVENTION CENTER  
BIDS AND AWARDS COMMITTEE**

**Supply of Labor and Materials for the Construction of Elevator Shaft of  
Passenger and Freight Elevators**

**CHECKLIST OF REQUIREMENTS**

Bidders shall submit their bids through their duly authorized representative using the forms specified in the Bidding Documents in **two (2) separate sealed bid envelopes**, and which shall be submitted simultaneously. The first envelope shall contain the technical component of the bid including the eligibility requirements and the second shall contain the financial component of the bid.

**I. FIRST ENVELOPE: ELIGIBILITY AND TECHNICAL COMPONENTS:**

**A. ELIGIBILITY DOCUMENTS:**

1. Certified photocopy of the valid and current PhilGEPS Certificate of Registration – Platinum Membership. The certificate shall be submitted together with Annex "A".

If any document mentioned in Annex "A" has expired, the new document should be submitted.

2. Statement of all on-going government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (**ANNEX "A"**);
3. Statement of the Single Largest Completed Contract (SLCC) similar to the contract to be bid, entered into within the last five (5) years from the date of submission and opening of bids, and whose value must be at least fifty percent (50%) of the ABC. (**ANNEX "B"**) Attach the following:
  - a. Certified photocopy of the SLCC; and
  - b. Certificate of Final Acceptance issued by the Owner or the Constructors Performance Evaluation System (CPES) Final Rating, showing at least a "Satisfactory" rating.
4. Net Financial Contracting Capacity (NFCC): (**ANNEX "C"**)

Computation of NFCC must be at least equal to the ABC to be bid, calculated as follows;

NFCC = [(Current assets minus current liabilities)(15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.

or a committed Line of Credit from Universal or Commercial Bank, in lieu of its NFCC Computation. The committed Line of Credit must be at least equal to ten percent (10%) of the ABC to be bid.

5. PCAB license – with a classification in General Building with a Size and Range of Small B and license category of C.

**B. TECHNICAL COMPONENT:**

1. Bid Security:
  - Notarized Bid Securing Declaration (**ANNEX "D"**); or
  - Cash or Manager's Check / Cashier's check issued by a Universal or Commercial Bank in the amount of not less than 2% of the ABC; or
  - Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank in the amount of not less than 2% of the ABC; or
  - Surety Bond, callable upon demand, issued by a private insurance company with attached Certification issued by the Office of the Insurance Commission that said insurance company is authorized to issue such surety, in the amount of not less than 5% of the ABC.
2. Sections VI – Technical Specifications of the Bidding Documents, fully accomplished;
3. Notarized Omnibus Sworn Statement (**ANNEX "E"**) with attached;
  - a. For Corporations, the duly notarized Secretary's Certificate; or
  - b. For Sole Proprietorship, the notarized Special Power of Attorney.

**II. SECOND ENVELOPE: FINANCIAL COMPONENT OF THE BID (BID PROPOSAL FORMS)**

1. Financial Bid Form (**Section IX of the Bidding Documents**) with the Bill of Quantities (**Section VIII of the Bidding Documents**).
- 

**Note:**

To facilitate the evaluation of the bids, bidders are advised to follow the arrangement in the above-mentioned checklist when placed in an Envelope, with documents tabbed and labeled accordingly. See also Annex "F" for guidance.



**ANNEX "A"**

**LIST OF ALL ON-GOING GOVERNMENT & PRIVATE CONTRACTS INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED:**

Business Name:

Business Address:

| Name of Project /<br>Project Cost | a. Owner's Name<br>b. Address<br>c. Telephone Nos. | Nature of Work | Bidder's Role |   | a. Date Awarded<br>b. Date Started<br>c. Date Completion | % of Accomplishment |        | Value of Outstanding<br>Works / Undelivered<br>Portion |
|-----------------------------------|--|----------------|---------------|---|--|---------------------|--------|--|
|                                   |  |                | Description   | % |  | Planned             | Actual |  |
| <b>Government:</b>                |  |                |               |   |  |                     |        |  |
|                                   |  |                |               |   |  |                     |        |  |
|                                   |  |                |               |   |  |                     |        |  |
|                                   |  |                |               |   |  |                     |        |  |
|                                   |  |                |               |   |  |                     |        |  |
|                                   |  |                |               |   |  |                     |        |  |
|                                   |  |                |               |   |  |                     |        |  |
| <b>Private:</b>                   |  |                |               |   |  |                     |        |  |
|                                   |  |                |               |   |  |                     |        |  |
|                                   |  |                |               |   |  |                     |        |  |
|                                   |  |                |               |   |  |                     |        |  |
|                                   |  |                |               |   |  |                     |        |  |

Submitted by:

(Printed Name & Signature)

Designation:

Date:

**SINGLE LARGEST COMPLETED CONTRACT**

WHICH IS SIMILAR TO THE CONTRACT TO BE BID

**Business Name:**

**Business Address:**

| Name of Contract | a. Owner' Name<br>b. Address<br>c. Telephone Nos. | Nature of Item/Service | a. Amount of Award<br>b. Amount at Completion<br>c. Duration | a. Date Awarded<br>b. Contract Effectivity<br>c. Date Completed |
|------------------|---|------------------------|--|---|
|                  |   |                        |  |   |

**Note:** This statement shall be supported with:

1. Contract
2. Certificate of Final Acceptance issued by the owner or the Constructors Performance Evaluation System (CPES)  
Final rating showing at least a "Satisfactory" rating.

*Note: The Single Largest Completed Contract shall be completed within the last five (5) years from the date of submission and receipt of bids, that is similar to the contract to be bid, the amount of which shall be at least fifty percent (50%) of the ABC.*

**Submitted by:**

(Printed Name & Signature)

**Designation:**

**Date:**

PHILIPPINE INTERNATIONAL CONVENTION CENTER

Name of the Project: **SUPPLY OF LABOR AND MATERIALS FOR THE CONSTRUCTION OF ADDITIONAL SPACES AT THE VARIOUS AREAS OF PICC**

**FINANCIAL DOCUMENTS FOR ELIGIBILITY CHECK**

A. Summary of the Applicant Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the attached Income Tax Return and Audited Financial Statement, stamped "RECEIVED" by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

|    |  | Year 20 |
|----|--|---------|
| 1. | Total Assets   |         |
| 2. | Current Assets   |         |
| 3. | Total Liabilities  |         |
| 4. | Current Liabilities  |         |
| 5. | Net Worth (1-3)  |         |
| 6. | Net Working Capital (2-4)  |         |
| 7. | Value of all outstanding or uncompleted portions of the project under ongoing contracts, including awarded contracts yet to be started coinciding with contract to be bid. |         |

B. The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

NFCC = [(Current assets minus current liabilities) (15)] minus value of all outstanding or uncompleted portions of the project under ongoing contracts, including awarded contracts yet to be started coinciding with contract to be bid.

NFCC = P \_\_\_\_\_

The values of the bidder's current assets and current liabilities shall be based on the data submitted to the BIR.

or

A committed Line of Credit, in an amount to at least ten percent (10%) of the ABC, issued by a Universal of Commercial Bank.

Submitted by:

\_\_\_\_\_  
Name of Supplier / Distributor / Manufacturer

\_\_\_\_\_  
Signature of Authorized Representative

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

Note:

1. If Partnership or Joint Venture, each Partner or Member Firm of Joint Venture shall submit the above requirements.

**BID SECURING DECLARATION FORM**

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

x-----x

**BID SECURING DECLARATION**  
**Invitation to Bid: [Insert Reference number]**

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

I/We<sup>1</sup>, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
  - (a) Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
  - (b) I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;
  - (c) I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

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

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<sup>1</sup> Select one and delete the other. Adopt the same instruction for similar terms throughout the document.

*[Insert NAME OF BIDDER'S AUTHORIZED  
REPRESENTATIVE]  
[Insert Signatory's Legal Capacity]  
Affiant*

**SUBSCRIBED AND SWORN** to before me this \_\_\_ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ and his/her Community Tax Certificate 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 Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ *[date issued]*, *[place issued]*

IBP No. \_\_\_\_\_ *[date issued]*, *[place issued]*

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## Omnibus Sworn Statement

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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;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *Select one, delete the rest:*

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

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

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

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

8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:

- a) Carefully examine all of the Bidding Documents;
- b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
- c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
- d) Inquire or secure 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.

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 is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ and his/her Community Tax Certificate 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 Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ [date issued], [place issued]

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