



Republic of the Philippines
Department of Education



PROCUREMENT MANAGEMENT SERVICE

OD ☎ 633.7232 PPMD ☎ 636.6543 CMD ☎ 635.3762

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*Document Template No. BACSD-2019-
(revised 040519; prepared by conicolas)*

Bids and Awards Committee I

Minutes of Pre-Bid Conference

Project No. : **2020c-BLSS2(001)-BI-CB-015**
Project : **Procurement of Repair, Rehabilitation & Restoration
Of Scoda Hall, Recto Hall & Bachelor's Hall in Baguio
Teacher's Camp**
ABC : **PhP 24,999,744.67**
End-User : **Administrative Service – Education Facilities Division**
Date & Time : **November 3, 2020; 11:00 A.M.**
Venue : **Through videoconferencing using Microsoft Teams**

Present:

Bids and Awards Committee (BAC) I: Dir. Rhoan G.L. Orebia, BAC Vice-Chairperson; Dir. Samuel R. Soliven, Regular Member; and Ar. Felix F. Villanueva, Jr., Provisional Member

Procurement Management Service: Mr. James Ronald G. Ybiernas, SAO; Ms. Christa O. Nicolas, STA II; Ms. Ruby Anna G. Balaoro, TA II; Mr. Homer A. Silva, AS II and Mr. Rally M. Jandoc, AS I (BAC Secretariat Division)

Technical Working Group: Engr. Aldrin C. Tagao, STA II; Engr. Crisan P. Coronel, Engr. II; Engr. Darra Monique D. Nuqui, STA III; and Ar. Jet Raymond G. Alabaso, STA III (AS-EFD)

End-User Representative(s): Engr. Luis G. Purisima (AS-EFD)

Observer(s): Mr. Reynaldo Famorcan and Mr. Leonardo Bautista (COA)

Prospective Bidder(s): (1) Ms. Joan Marie P. Socong (PDJ Integrated Construction); and (2) Ms. Grace M. Villanueva (Bancal Construction and Supply).

I. CALL TO ORDER

Dir. Rhoan G.L. Orebia, BAC I Vice Chairperson, presided and called the pre-bid conference to order at 11:05 A.M. The BAC Secretariat documented the minutes of meeting.

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II. CERTIFICATION OF QUORUM

The BAC I Vice Chairperson certified that the quorum of the BAC was present to transact business. She acknowledged the presence of the BAC members, Technical Working Group, BAC Secretariat, End-User Representative, observers and prospective bidders.

III. HIGHLIGHTS OF DISCUSSION

The BAC I Vice-Chairperson welcomed everyone to the online pre-bid conference via MS Teams.

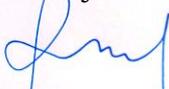
The BAC I Vice-Chairperson gave a brief description of the project and asked the BAC Secretariat to facilitate the roll call of attendance. The BAC Secretariat acknowledged the presence of the BAC I, Technical Working Group (TWG), observers (COA) and asked the prospective bidders to introduce themselves and the company they represent. The BAC I Vice-Chairperson asked the BAC Secretariat to proceed with the powerpoint presentation.

Ms. Christa O. Nicolas, BAC Secretariat, led the opening prayer and presented the powerpoint. In the presentation, she mentioned the project information, approved budget for the contract, instructions to bidders, salient features of the bidding documents such as its technical and financial documents to be submitted by the bidders, post-qualification documents, sealing and marking of the bids, bid data sheet (similar contract, the minimum personnel, their minimum work-experience, and their number of year of experience required for the project and the minimum major equipment requirements for the project), special conditions of contract, and technical specifications and bill of quantities.

The BAC I Vice-Chairperson opened the floor for queries after the presentation. There being none, she announced that the prospective bidders may still write for clarification, which may be sent via the BAC Secretariat e-mail address on or before November 7, 2020, 5:00 P.M. Furthermore, the BAC I Vice-Chairperson stated the BAC I will issue a Bid Bulletin if there will be changes based on the decision of the BAC I with TWG and end-user. However, should there be none, the status quo or the existing details in the Bidding Documents shall remain the same.

Having no other matters to discuss, the pre-bid conference was adjourned at 12:05 P.M.

Prepared by:



RALLY M. JANDOC
Administrative Support I
BAC Secretariat Division

Reviewed by:



CHRISTA O. NICOLAS
Senior Technical Assistant II
BAC Secretariat Division

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Minutes of Pre-Bid Conference

Project No. : **2020c-BLSS2(001)-BI-CB-015**
Project : **Procurement of Repair, Rehabilitation & Restoration of Scoda Hall, Recto Hall & Bachelor’s Hall in Baguio Teacher’s Camp**
ABC : **PhP 24,999,744.67**
End-User : **Administrative Service – Education Facilities Division**
Date & Time : **November 3, 2020; 11:00 A.M.**
Venue : **Through videoconferencing using Microsoft Teams**

**Concurred by:
BIDS AND AWARDS COMMITTEE I**



RHOAN G.L. OREBIAS
Director IV and Vice Chairperson



SAMUEL R. SOLIVEN
Director III and Regular Member



FELIX F. VILLANUEVA, JR.
Provisional Member



REPUBLIKA NG PILIPINAS
 REPUBLIC OF THE PHILIPPINES
 KAGAWARAN NG EDUKASYON
 DEPARTMENT OF EDUCATION

DepEd

Form No. BACSO19,
 V030120

PROCUREMENT MANAGEMENT SERVICE

Room N-511, 5th Floor, Main Building, DepEd Complex, Morales Avenue, Pasig City, Philippines

Website: <http://www.deped.gov.ph>; email: dpmdcentral.baccocorstaff@deped.gov.ph

Telephone: 8633.93.43 / 8635.65.42

Bids and Awards Committee I

ATTENDANCE SHEET

Pre-Procurement Conference

◆ Pre-Bid Conference

◇ Bid Opening

◇ Other BAC Meeting

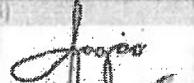
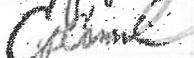
Project(s) : **Repair, Rehabilitation & Restoration of Escoda Hall, Roco Hall & Bachelors Hall in BTC**

Date : **Nov. 3, 2020**

Time: **11:00AM**

Venue : **Videconferencing through MS Teams**

Name / Position	Signature	Name / Position	Signature	Name / Position	Signature
BAC Officials		BAC Secretariat Division			
Chairperson		James Ronald G. Tbjernas, SAC	<i>Tbjernas</i>	Paula Janine L. Manuel, TA II	
Useo. Alain Del B. Pascua		Jessa B. Eucla, AO II		Raymark B. Nagallo, TA II	
Vice Chairperson		Marilon A. Casabay, AO II		Marianne M. Parcon, TA II	
Dir. Rhean G.L. Orabia Legal Service	<i>R. Orabia</i>	Raquel S. Familiar, AS III		Viktor Nigel F. Robles, TA I	
Regular Member		Marigle de Jack B. Salayon, AA III		Jaycee B. Quilatan, AS II	
Dir. Samuel R. Soliven Bureau of Curriculum Development	<i>S. Soliven</i>	Ivy E. Acoba, STA II		Jean B. Sabino, AS II	
Provisional Member		Lady Love S. Arenas, STA II		Homer A. Silva, AS II	<i>H. Silva</i>
Ms. Maritess L. Ablay CAO, Asset Management Division		Christa O. Nicolas, STA II	<i>C. Nicolas</i>	Danilo P. Catagna, AS I	
Ms. Sonia R. de Leon CAO, Cash Division		Lauro L. Roberto, Jr., STA II		Mally M. Jandoc, AS I	<i>M. Jandoc</i>
Supt. Diosdado S. Medina Camp Superintendent, BTC		Lee Jeffrey Roodell C. Oliva, STA I		Adrian Paul D. Esplana, Driver II	
Dir. Ella Cecilia G. Nalponguit Bureau of Learner Support Services		Maria Ruella D. Perocho, STA I		Roderic C. Balla, Messenger	
Engr. Annabelle R. Pangan Chief, EFD		Jay Valerie A. Baladiang, TA II		Arben Allan A. Gomez, Messenger	
Arch. Felix F. Villanteva, Jr. Architect II, EFD	<i>F. Villanteva</i>	Ruby Anna G. Balacora, TA II	<i>R. Balacora</i>		

Name / Office	Signature	Name / Office	Signature
II. Office of the Asst. Sec. for Procurement and Administration			
III. Procurement Management Service			
IV. Technical Working Group (TWG)			
Engr. Aldrin C. Tagao			
Engr. Crisan P. Coronel			
Engr. Darrá Monique D. Nuqui			
Det Raymond Alabaso			
V. Eng User Representative			
Luis G Purisma, Jr.			
VI. Observer(s)			
Leo Bautista			
Rynello B. Tamora			

Welcome to the Pre-Bid Conference!



**Repair, Rehabilitation and Restoration
of Scola Hall, Recto Hall and
Bachelor's Hall in Baguio Teacher's
Camp**

**November 3, 2020, 11:00 A.M.
Videoconferencing thru MS Teams**

Video Conferencing House Rules



Prospective bidders may send their clarifications via the chat room in this platform

A maximum of two (2) bidder's representatives shall be allowed to participate

Bidder-representatives may join the meeting at least 20 minutes before the scheduled time. The attendance sheets are uploaded at the chat room and have to be signed by those present

All participants must turn on their video for the teleconference - during the introduction of attendees and when speaking

All participants must maintain their microphones on "MUTE", and turn it "ON" only when speaking

Only the BAC Secretariat is allowed and authorized to record the proceedings

DEPARTMENT OF EDUCATION

Opening Prayer

Loving heavenly Father,

We come to You this hour asking for Your blessing and help as we are gathered together.

We pray for guidance in the matters at hand and ask that You would clearly show us how to conduct our work with a spirit of joy and enthusiasm.

Give us the desire to find ways to excel in our work. Help us to work together and encourage each other to excellence.

We ask that we would challenge each other to reach higher and farther, to be the best we can be.

We ask this in the name of the Lord Jesus Christ.

Amen

DEPARTMENT OF EDUCATION

Bids and Awards Committee I

- **Usec. Alain Del B. Pascua**
Chairperson
- **Dir. Rhoan G.L. Orebia**
Vice-Chairperson
- **Dir. Samuel R. Soliven**
Regular Member
- **Engr. Annabelle R. Pangan**
- **Ar. Felix F. Villanueva, Jr.**
Provisional Members

DEPARTMENT OF EDUCATION

4

Observers

(invited through letters dated October 27, 2020)

- **Commission on Audit (COA)**

- **NAMFREL**

- **Transparency International Phils.**
 - **ANSA-EAP Foundation, Inc.**

- **Phil. Chamber of Commerce & Industry**

- **National Contractors Association of the Philippines, Inc.**

- **Philippine Constructors Association, Inc.**
Civil Society Organizations

Project Information

End-User / PMO: **AS- Education Facilities Division**

Source of Funds: **GASS 2019 Continuing Funds**

**Date of Advertisement and Posting of
Invitation to Bid:**

October 27, 2020

(PhilGEPS, DepEd Website and DepEd Bulletin Board)

Approved Budget for the Contract (ABC)

Lot No.	Description	Approved Budget for the Contract (ABC) in Php
1	Scoda Hall	7,999,987.93
2	Recto Hall	9,999,883.21
3	Bachelor's Hall	6,999,7444.67
	Total	24,999,744.67

DEPARTMENT OF EDUCATION

Project Information

Start of Issuance of Bidding Documents:

October 27, 2020

Cost of Bidding Documents:

Php 10,000.00 per lot

Bidding Documents may be downloaded at the following websites:

<https://notices.philgeps.gov.ph>

<https://www.deped.gov.ph>

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8

Project Information

No. of Prospective Bidders that purchased the Bidding Documents

As of **November 3, 9:00 A.M.:**

1 (Lot No.1) Prospective bidder

The pre-bid conference is open to all interested parties who have or have not bought the Bidding Documents.

Instruction to Bidders

- **For those who are interested to purchase the Bidding Documents, two (2) options are made available, to wit:**

1) A complete set of Bidding Documents may be acquired by interested Bidders from the DepEd Procurement Management Service, Room M-511, 5th Floor, Mabini Building, DepEd Central Office Complex, Meralco Avenue, Pasig City, upon accomplishing a bidder's information sheet and payment of a non-refundable fee for the Bidding Documents to the DepEd Cashier.

Payment in checks should be made payable to **DECS OSEC Trust.**

Instruction to Bidders

2. Interested Bidders may signify their intent to purchase the Bidding Documents through email at depedcentral.bacsecretariat@deped.gov.ph by accomplishing a bidder's information sheet (Annex A of BDs). Upon receipt of the bidder's information sheet, the BAC Secretariat Division will send through email the details of the DECS OSEC Trust Fund Account for payment. Upon payment, bidders may send through email the proof of payment before the deadline for submission of bids. Upon receipt of proof of payment, the BAC Secretariat will send the electronic copy of the Bidding Documents.

Instruction to Bidders

Consistent with Section 22.5.3 of the Revised IRR of RA 9184, posting on the PhilGEPS (www.philgeps.gov.ph) and the procuring entity's website (www.deped.gov.ph) of any supplemental / bid bulletin shall be considered sufficient notice to all bidders or parties concerned.

"It shall therefore be the responsibility of all Bidders who secure the Bidding Documents to: a) inquire and secure Supplemental/Bid Bulletins that may be issued by the BAC; b) know the latest website of PhilGEPS and the procuring entity; c) check from time to time the PhilGEPS and Procuring Entity's websites, and at any conspicuous place within the premises of the Procuring Entity for possible posting of any supplemental/bid bulletin; and d) inform the BAC in writing, through its Secretariat, of any changes in its address or contract numbers.

Instruction to Bidders

Duly signed written communication such as notices or requests shall, likewise, be deemed to have been given or made and considered official communication when received by the concerned party, either in person or through an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, electronic mail or facsimile to such Party at the address or contact numbers specified in the Bidder's Information Sheet, which shall be effective when delivered and duly received or on the notice's effective date, whichever is later."

Pre-bid Conference

Purpose of Pre-bid Conference

1. To clarify and address bidder's questions on the different aspects of the procurement at hand;
2. For bidders to fully understand the requirements.

**Note that any statement issued shall not modify the terms, unless in writing and issued through Supplemental Bulletin.*

Bidding Documents

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Who may participate?

Filipino Entities

Single / Sole Proprietorships

Partnerships

Corporations

Cooperatives

Joint Ventures

Government Corporate Entities

Foreign Entities

Direct Participation

Joint Venture (25%)

DEPARTMENT OF EDUCATION

Technical Component Envelope



1. Class “A” Documents

Legal Eligibility Documents

Technical Eligibility Documents

Financial Eligibility Documents

2. Class “B” Documents

**Joint Venture Agreement or Notarized
statements from potential partners**

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Legal Eligibility Documents

PhilGEPS Certificate of Registration and Membership

2016 Revised IRR of RA 9184, all bidders shall upload and maintain in PhilGEPS a current and updated file of the following Class “A” eligibility documents under Sections 23.1(a) and 24.1(a) of the same IRR.

Deferment of Mandatory Submission of PhilGEPS Certificate of Registration and Membership (CIRCULAR 07-2017, 31 July 2017)

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During bid opening bidders may submit:

1. Class “A” Eligibility Documents required to be uploaded and maintained current and updated in the PhilGEPS pursuant to Section 8.5.2 of the same IRR;
2. PhilGEPS Certificate of Platinum Registration and Membership in lieu of their uploaded file of Class “A” Documents; or
3. a combination thereof.

Note: Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-qualification requirement

Legal Eligibility Documents

Business Registration Certificate



Legal Eligibility Documents

Mayor's / Business Permit


 REPUBLIC OF THE PHILIPPINES
 CITY OF MANILA
 OFFICE OF THE MAYOR
BUREAU OF PERMITS
This certifies that

S.I.N: 117-00-2013-000000
 I.M:
 S.E.S:
 Ref: 10/10/2013
 Form No: 2013-4110

NAME: EDUARDO A. SANTOS
 BUSINESS NAME: ONE TRAVEL AND TOURS
 ADDRESS: 804 4th FLOOR BLDG 398 ESCOLTA ST. BAY 291, ZONE 07 BANGKO, MANILA
 TELEPHONE NO: _____ NO. OF EMPLOYEES: 02 NATIONALITY: FLP/IND

Has been granted PERMIT to operate the following businesses pursuant to the REVENUE CODE of the City of Manila and after payment of taxes, fees and other regulatory charges and subject to the completion of such other pertinent laws, ordinances and related administrative requirements.

KIND OF BUSINESS	PERMIT FEES	REMARKS
0101 TRAVEL AGENCY		NO COMMITTEE ON TOURISM
0101 TRAVEL AGENCY	1,000.00	10/20/13
0101 TRAVEL AGENCY	100.00	TAXES CLEARANCE 2013
0101 TRAVEL AGENCY	10.00	REG. CHARGES
0101 TRAVEL AGENCY		SUBJECT TO THE PRESENTATION
0101 TRAVEL AGENCY		OF THIS CLEARANCE AND THE
0101 TRAVEL AGENCY		DATE OF REGISTRATION WITH SO
0101 TRAVEL AGENCY		DATE FROM THE DATE PERIOD
0101 TRAVEL AGENCY		CONSIDERED THE PERMIT SHALL
0101 TRAVEL AGENCY		BE CONSIDERED NULL AND VOID.
TOTAL	1,810.00	

FAILURE TO COMPLY WITH THE TERMS & CONDITIONS WRITTEN AT THE BACK HEREOF SHALL CAUSE THE
 IMMEDIATE REVOCATION OF THIS PERMIT.

SUBJECT TO INSPECTION

PROCESSED BY: OLIVERA R. RETES
 CHIEF: 01/05/13
 DATE: 01/05/13

BY AUTHORITY OF THE MAYOR
ATTY. RAFAEL M. CARRASCO
 SECRETARY TO THE MAYOR

S.N: BP. 0022197

DEPARTMENT OF EDUCATION

Legal Eligibility Documents

Tax Clearance Certificate


 REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF FINANCE
 BUREAU OF INTERNAL REVENUE
 ACCOUNTS RECEIVABLE MONITORING DIVISION
 National Office, Quezon City


 BIR Form No. 2048

TAX CLEARANCE
 *** For Bidding Purposes ***

(Required Under Executive Order No. 398, as implemented by Revenue Regulations No. 3-2005, as amended)

*** HOSPITAL LINK CO. ***
 Name of Taxpayer

ALL SOYS INN BLDG. GEN. ECHAVEZ ST., LOREGA, SAN MIGUEL, CEBU CITY
 Address

200-318-3241-000
 Taxpayer Identification Number

This is to certify that the above mentioned taxpayer has no listed tax liability based on the
 Tax Delinquency Verification/Certification issued by Revenue Region No. 13 as of
 December 31, 2016.

Tax liabilities incurred after the aforesaid date or outside the jurisdiction of this Office are
 not covered by this clearance.

Issued this day, Friday, 18 December 2016


JHANNA P. TIN TRIENTE
 Chief, Accounts Receivable Monitoring Division

TCC NO. 80-AEMD-13-16-80098-8016

NOT VALID
 WITHOUT
 THIS


NOTE: THIS CERTIFICATE SHALL BE VALID AND EFFECTIVE FROM DATE OF ISSUANCE UNTIL DECEMBER 31, 2017 ONLY ON UNITS REGISTERED,
 REGISTERED OR REGISTERED TO BE REGISTERED. THIS SHALL BE VALID PROVIDED THAT THE TAXPAYER HAS NO LISTED TAX DELIQUENCIES FOR THE YEAR
 AND ON REGISTERED, UNREGISTERED OR REGISTERED TO BE REGISTERED. ANY FAILURE MADE ON THIS TCC SHALL RENDER
 IT NULL AND VOID.

DEPARTMENT OF EDUCATION

Technical Eligibility Documents

Statement of ongoing and awarded but not yet started contracts

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

Note: (In case of no ongoing contract, the bidder shall submit this duly signed form and indicate "No ongoing contracts" under the Column for Name of Contract (first column from left)

Submitted by: _____
(Printed Name and Signature)
Designation: _____
Date: _____

Technical Eligibility Documents

Statement of Single Largest Completed Contract

Name of Contract	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Amount at Award b. Amount at Completion c. Duration	a. Date Awarded b. Contract Effectivity c. Date Completed d. Contract Performance Certified by the End-user
			Description	%		
Government						
Private						

Note: The bidder shall be able to support this statement with:
Duly signed Contracts/Purchase Orders (POs)/ Agreements/ Memoranda of Agreement (MOA)/Notices of Award (NOA)/Job Orders or Notices to Proceed (NTP) with the corresponding Certificates of Completion of Delivery (CCDs)/ Certificates of Final Acceptance (CFAs)/duly signed Delivery Receipts (DRs), or duly accomplished Inspection and Acceptance Reports (IARs)

Submitted by: _____
(Printed Name and Signature)
Designation: _____
Date: _____

Sec. III. Bid Data Sheet, ITB Clause 5.2

For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be: **Repair, Rehabilitation and/or Restoration of Buildings.**

Technical Eligibility Documents

Philippine Contractors Accreditation Board (PCAB License

Or

Special PCAB License in case of Joint Ventures

and

Registration for the type and cost of the contract to be bid

Technical Eligibility Documents

1. Bid Security or Notarized Bid Securing Declaration
2. Original duly signed Omnibus Sworn Statement
3. Original duly signed Affidavit of Disclosure of No Relations

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Technical Eligibility Documents

Bid Security

Forms of Bid Security	Amount (not less than the required percentage of the ABC)
a) Cashier's/Manager's Check	Two percent (2%)
b) Bank draft/guarantee or irrevocable letter of credit	
c) Surety bond	Five percent (5%)

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Technical Eligibility Documents

Bid Security : Bid Securing Declaration

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ___ day of (month) (year) at (place of execution).

REPUBLIC OF PHILIPPINES
CITY OF _____
BID-SECURING
Invitation to Bid

To: (Insert name of Bidder)

I/We, the undersigned, being duly sworn, depose and say that I/We are the undersigned Bidder.

1. I/We are the undersigned Bidder.

2. I/We are duly qualified to execute the contract under the Bid.

3. I/We are the undersigned Bidder.

SUBSCRIBED AND SWORN to before me this ___ day of (month) (year) at (place of execution), Philippines. Affiant is personally known to me and was 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 is established 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 _____ unit _____
Roll of Attorneys No. _____
PTR No. _____ (date issued) (place issued)
IBP No. _____ (date issued) (place issued)

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

GFPR Resolution No. 01-2012, dated 27 January 2012 page 8 of 8

DEPARTMENT OF EDUCATION

Technical Eligibility Documents

Omnibus Sworn Statement

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 in the City/Municipality of _____ (indicate also the Province in the case of the Municipality) this ___ day of (month) (year) at _____ by _____ (name of affiant) who has satisfactorily proven to me his identity through his _____ (ID name and number) valid until (expiry date) that he is the same person who personally signed before me the foregoing Affidavit and acknowledged that he executed the same.

(Notary Public)

Unit _____
PTR No. _____
Date _____
Place _____
TIN _____
IBP _____
Doc. No. _____
Page No. _____
Book No. _____
Series of 20 _____

Note:
"Sec. 12, Competent Evidence of Identity - The phrase "competent evidence of identity" refers to the identification of an individual based on:
At least one current identification document issued by an official agency bearing the photograph and signature of the individual, such as but not limited to, passport, driver's license, Professional Regulations Commission ID, National Bureau of Investigation clearance, police clearance, postal ID, voter's ID, Barangay certification, Government Service and Insurance System (GSIS) e-card, Social Security System (SSS) card, Philhealth card, senior citizen card, Overseas Workers Welfare Administration (OWWA) ID, CPW ID, seaman's book, alien certificate of registration/immigrant certificate of registration, government office ID, certification from the National Council for the Welfare of Disabled Persons (NCWDP), Department of Social Welfare and Development (DSWD) certification.
The Board Resolution or Secretary's Certificate referring to the said Board Resolution designating the bidder's authorized representative and signatory need not specifically indicate the particular project where such authority is given provided that the said authority covers activities by PS.

DEPARTMENT OF EDUCATION

Technical Eligibility Documents

Affidavit of Disclosure of No Relations

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

AFFIDAVIT OF DISCLOSURE

(FOR AN AFFIDAVIT TO BE FILED WITH THE BIDDING BOARD OF THE BUREAU OF TRAINING, AND THE BUREAU OF PROFESSIONAL CONTRACTORS, BY CORPUS CIVIL DEGREE)

1. Name of Affiant, of legal age, (Child of Affiant), after having been duly sworn in a due:

1. **Select one, delete the other**
If a sole proprietorship, I am the Owner of Bidder with office address _____
If a partnership, corporation, company and designated representative of: _____

2. **Select one, delete the other**
If a sole proprietorship, The name of the Purchasing Entity (PE/PP/PP/PP), Technical Working Group, Project Management Office or the company or entity, as it appears with which I am associated with under and Sections 47.2 of the IRR of RUPAD _____

If a partnership, Name of the office in the Board of the Purchasing Entity (BAC), Technical Work Board or Project Management Office, by whom I am associated with under and Sections 47.2 of the IRR of RUPAD _____

If a cooperative, Name of the office, members of Board of Bidder in all members of the Bids and Award (B/A) and the BAC documents, and the BAC documents, and the project, the project, the bid and degree and how we can work or is not violating Rule XV, Section 47.2 of the IRR of RUPAD _____

3. If a representative, Name of the officer, director (owner of Bidder) is related to the Head of the B of the Bids and Award Committee (BAC), the BAC documents, the Head of Project Management and the proper consultants, by whom I am associated with under and Sections 47.2 of the IRR of RUPAD _____

4. If a joint venture, The bidder has complied with all of Rule XV, Section 47.2 of the IRR of RUPAD _____

5. If a sole proprietorship, I have the full power and authority to sign this affidavit on behalf of the Bidder, as shown in the attached duly authenticated Special Power of Attorney (SPA) or Attorney (SPA) attached to the Omnibus Bidding Documents _____

6. If a partnership, corporation, company or joint venture to sign this affidavit on behalf of the Bidder, as shown in the attached duly authenticated Special Power of Attorney (SPA) or Attorney (SPA) attached to the Omnibus Bidding Documents _____

IN WITNESS WHEREOF, I have hereunto set my hand and seal this _____ day of _____, 2020.

Bidder's Representative/Affiant

SUBSCRIBED AND SWORN to before me this _____ day of _____, 2020 at _____, Philippines. AFFIANTE is here personally known to me and was duly identified to be the natural legitimate child of identity as defined in the 2008 Rules on Notarial Practice (A.M. No. 02-8-13-SC, Affiant's exhibited to me his/her former type of government identification card used), with his/her photograph and signature appearing thereon, with an _____ issued on _____ at _____.

Witness my hand and seal this _____ day of _____, 2020.

NAME OF NOTARY PUBLIC
Serial No. of Commission _____
Notary Public for _____
Date of Expiration No. _____
PTR No. _____ (date issued) (date renewed)
SSP No. _____ (date issued) (date renewed)

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

DEPARTMENT OF EDUCATION

Technical Eligibility Documents

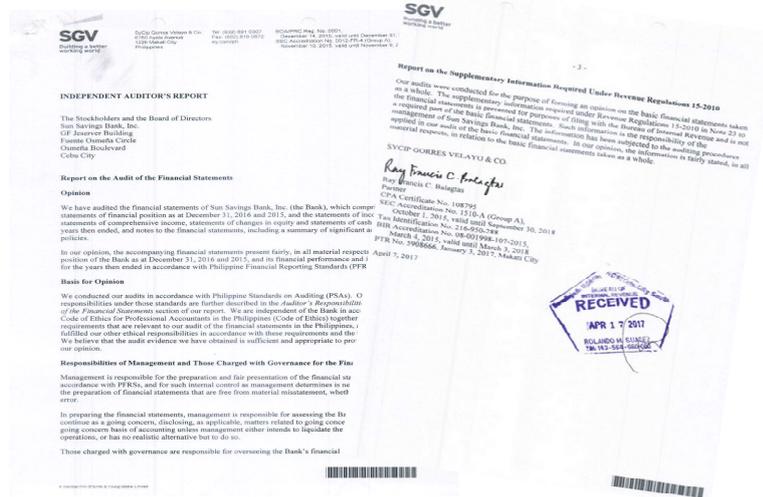
Project Requirements:

- Organizational chart for the contract to be bid**
- List of contractor's key personnel**
- List of contractor's major equipment units, which are owned, leased, and/or under purchase agreement, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project**

DEPARTMENT OF EDUCATION

Financial Eligibility Documents

Audited Financial Statements



DEPARTMENT OF EDUCATION

Financial Eligibility Documents

Computation of Net Financial Contracting Capacity

The first lot in the order shall follow the following formula:

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

For subsequent lots, the formula shall be as follows:

$$NFCC = [(Current\ assets\ minus\ current\ liabilities)\ (15)]\ minus\ the\ [value\ of\ all\ outstanding\ or\ uncompleted\ portions\ of\ the\ projects\ under\ ongoing\ contracts,\ including\ awarded\ contracts\ yet\ to\ be\ started\ +\ value\ of\ the\ prior\ lot\ or\ lots\ bid\ for]$$

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Class “B” Documents

Joint Venture Agreement

OR

Duly notarized statements from all the potential joint venture partners



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Financial Component Envelope



Original of duly signed and accomplished Financial Bid Form

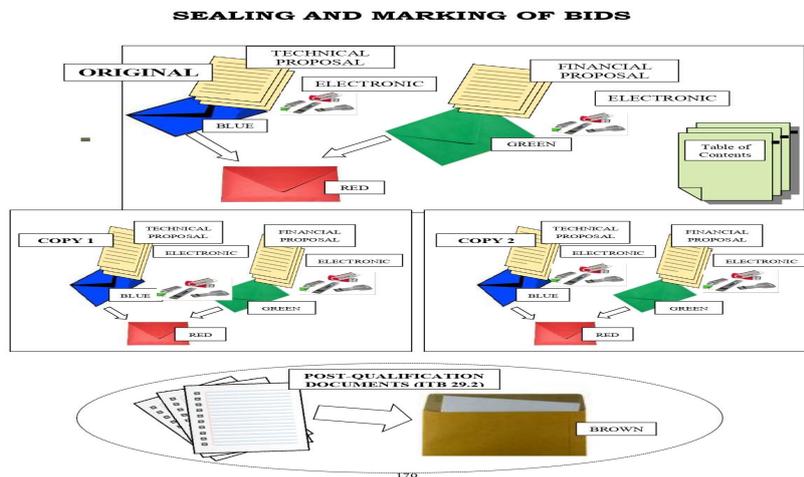
Original of duly signed Bid Prices in the Bill of Quantities

Duly accomplished Detailed Estimates Form

Cash Flow by Quarter

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Sealing and Marking of Bids



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For the purpose of constituting a quorum, both the physical and virtual presence of the BAC and TWG members shall be considered pursuant to GPPB Resolution No. 09-2020.

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No Contact Rule

Section 32.1 of the IRR of RA 9184

“Members of the BAC, including its staff and personnel, as well as its Secretariat and TWG, are prohibited from making or accepting any communication with any bidder regarding the evaluation of their bids until the issuance of the Notice of Award. However, the BAC, through its Secretariat, may ask in writing the bidder for a clarification of its bid. All responses to requests for clarification shall be in writing.”

DEPARTMENT OF EDUCATION

Sec. III. Bid Data Sheet (ITB Clause 2)

Completion of Works is within the following days upon receipt of the Notice To Proceed:

- **Scoda Hall- *One Hundred Ninety-Five (195) calendar days;***
- **Recto Hall- *One Hundred Ninety-Five (195) calendar days;* and**
- **Bachelors Hall- *One Hundred Sixty-Five (165) calendar days.***

DEPARTMENT OF EDUCATION

40

Sec. III. Bid Data Sheet (ITB Clause 10.4)

The minimum key personnel, their minimum work-experience, and their number of years of experience required for this project are the following:

Scoda Hall

Personnel	Min. No.	Job Description	Work Experience
Site/Construction Supervisor (Architect, Engineer)	1	Full time from initiation of site mobilization activities up to final acceptance of the works	Duly licensed to practice their respective professions, with at least three (3) years-experience in their fields of specialization
Skilled Workers (Painter, Mason, Carpenter, Steelman, Tinsmith, Tile Setter)	20	Full time	Tile Setters, Masons (Finishing), Carpenters (rough and Finishing), Building Painters (Finishing),
Safety Officer	2	Full time	The contractor shall put up and continuously maintain adequate safety measures that shall prevent undue loss, damages and injury on workers or loss of properties.
General Foreman	1	Full time	with at least 3 years of experience in Construction
Electrician	1	As-needed in the Site	Duly Licensed Master Electrician with at least 3 years of experience
Plumber	1	As-needed in the Site	Duly Licensed Master Plumber with at least 3 years of experience
Welder	1	As-needed in the Site	Skilled in any types of welding and with at least three (3) years-experience
Laborers	22	Full time	Of Legal Age, at least 18 years old.

DEPARTMENT OF EDUCATION

41

Sec. III. Bid Data Sheet (ITB Clause 10.4)

Recto Hall

Personnel	Min. No.	Job Description	Work Experience
Site/Construction Supervisor (Architect, Engineer)	1	Full time from initiation of site mobilization activities up to final acceptance of the works	Duly licensed to practice their respective professions, with at least three (3) years-experience in their fields of specialization
Skilled Workers (Painter, Mason, Carpenter, Steelman, Tinsmith, Tile Setter)	20	Full time	Tile Setters, Masons (Finishing), Carpenters (rough and Finishing), Building Painters (Finishing),
Safety Officer	2	Full time	The contractor shall put up and continuously maintain adequate safety measures that shall prevent undue loss, damages and injury on workers or loss of properties.
General Foreman	1	Full time	with at least 3 years of experience in Construction
Electrician	1	As-needed in the Site	Duly Licensed Master Electrician with at least 3 years of experience
Plumber	1	As-needed in the Site	Duly Licensed Master Plumber with at least 3 years of experience
Welder	1	As-needed in the Site	Skilled in any types of welding and with at least three (3) years-experience
Laborers	22	Full time	Of Legal Age, at least 18 years old.

DEPARTMENT OF EDUCATION

42

Sec. III. Bid Data Sheet (ITB Clause 10.4)

Bachelors Hall

Personnel	Min. No.	Job Description	Work Experience
Site/Construction Supervisor (Architect, Engineer)	1	Full time from initiation of site mobilization activities up to final acceptance of the works	Duly licensed to practice their respective professions, with at least three (3) years-experience in their fields of specialization
Skilled Workers (Painter, Mason, Carpenter, Steelman, Tinsmith, Tile Setter)	20	Full time	Tile Setters, Masons (Finishing), Carpenters (rough and Finishing), Building Painters (Finishing).
Safety Officer	2	Full time	The contractor shall put up and continuously maintain adequate safety measures that shall prevent undue loss, damages and injury on workers or loss of properties.
General Foreman	1	Full time	with at least 3 years of experience in Construction
Electrician	1	As-needed in the Site	Duly Licensed Master Electrician with at least 3 years of experience
Plumber	1	As-needed in the Site	Duly Licensed Master Plumber with at least 3 years of experience
Welder	1	As-needed in the Site	Skilled in any types of welding and with at least three (3) years-experience
Laborers	22	Full time	Of Legal Age, at least 18 years old.

Sec. III. Bid Data Sheet (ITB Clause 10.5)

The minimum major equipment requirements for this project are the following:

Scoda Hall

EQUIPMENT	CAPACITY	NUMBER OF UNITS
One-bagger cement mixer	One Bagger	1 unit
Welding Machine	500 amps	1 unit
Fusion Machine	For ½" to 1-1/2" dia. Pipes	1 unit
Scaffoldings	G.I. Pipe sch.20 (H-Frames & Brackets)	16 sets
Power Tools	Drill	2 units
	Grinder (for 4" to 8" dia. Disc)	2 units
	Cut-off Machine (for 10" to 14" dia. Disc)	1 unit
	Router	2 units
	Planer	1 unit
	Sanding Machine (optional)	1 unit
	Compressor/Spray Gun (optional)	1 unit

Sec. III. Bid Data Sheet (ITB Clause 10.5)

Recto Hall

EQUIPMENT	CAPACITY	NUMBER OF UNITS
One-bagger cement mixer	One Bagger	1 unit
Welding Machine	500 amps	1 unit
Fusion Machine	For ½" to 1-1/2" dia. Pipes	1 unit
Scaffoldings	G.I. Pipe sch.20 (H-Frames & Brackets)	16 sets
Power Tools	Drill	2 units
	Grinder (for 4" to 8" dia. Disc)	2 units
	Cut-off Machine (for 10" to 14" dia. Disc)	1 unit
	Router	2 units
	Planer	1 unit
	Sanding Machine (optional)	1 unit
	Compressor/Spray Gun (optional)	1 unit

Sec. III. Bid Data Sheet (ITB Clause 10.5)

Bachelor's Hall

EQUIPMENT	CAPACITY	NUMBER OF UNITS
One-bagger cement mixer	One Bagger	1 unit
Welding Machine	500 amps	1 unit
Fusion Machine	For ½" to 1-1/2" dia. Pipes	1 unit
Scaffoldings	G.I. Pipe sch.20 (H-Frames & Brackets)	16 sets
Power Tools	Drill	2 units
	Grinder (for 4" to 8" dia. Disc)	2 units
	Cut-off Machine (for 10" to 14" dia. Disc)	1 unit
	Router	2 units
	Planer	1 unit
	Sanding Machine (optional)	1 unit
	Compressor/Spray Gun (optional)	1 unit

Sec. III. Bid Data Sheet

ITB Clause 20

Post-Qualification

To facilitate post-qualification, the bidder **at its option** may submit in advance, i.e. on the deadline for submission and receipt of bids, the documents required in Section II. ITB 28.2, in a separate sealed envelope as follows:

1. Latest income and business tax returns: Printed copies of the **Electronically** filed **Income Tax / Business Tax** Returns with copies of their respective **Payment Confirmation Forms** for the immediately preceding calendar / tax year from the authorized agent bank;

Only tax returns filed and taxes paid through the BIR Electronic Filing and Payment System (EFPS) shall be accepted.

2. In case of foreign bidders, a Certificate of Authentication from the Department of Foreign Affairs shall be required for each document submitted, i.e. the Class "A" documents or its equivalent that are written in foreign language, translated to English, and duly authenticated by the appropriate Philippine foreign service establishment/post or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines.

3. PhilGEPS Certificate of Membership (Platinum), in case bidder opts to submit Class "A" Legal Documents during submission and opening of bids.

Sec. III. Bid Data Sheet

Cont.

The envelope shall be placed in a brown envelope and marked:

ITB 28.2 Documents

Name of Project: ___

Bid Opening Date: _

Name of Bidder: ___

Failure to submit above requirements within the required timeframe or a finding against the veracity of any such documents or other documents submitted for the project shall be a ground for disqualification of the bidder for the award and the enforcement of the bid securing declaration.

Section V. Special Conditions of Contract

- **GCC Clause 13**

An Advance Payment not exceeding **fifteen percent (15%)** of the Contract Price, to be made in lump sum or, at the most, two (2) installments, shall be paid upon the Contractor's written request, and only upon the submission to and acceptance by the Procuring Entity 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 the Procuring Entity.

The advance payment shall be repaid by the Contractor by deducting fifteen percent (15%) from his periodic progress payment a percentage equal to the percentage of the total contract price used for the advance payment.

Section V. Special Conditions of Contract

GCC Clause 14

Progress Payments

Request for Progress Payment for Work Accomplished:

Schedule of Payment	
First Payment	Upon 20% work accomplished
Second Payment	Upon 50% work accomplished
Third Payment	Upon 75% work accomplished
Fourth Payment	Upon 100% work accomplished

The aforementioned work accomplished shall be certified by the Procuring Entity's Representative.

Materials and equipment delivered on the site but not completely put in place shall not be included for payment.

Specifications, Drawings and Bill of Quantities

Section VII. Specifications- pp.
36-85

Section VII. Drawings- Annex C

Section VIII. Bill of Quantities-
pp 87-132

Deadline for Submission and Opening of Bids

November 18, 2020

11:00 A.M.

Bulwagan ng Karunungan

Ground Floor, Rizal Bldg.

Deadline for Letters of Clarification:

November 7, 2020

Pre-Bid Conference

**FLOOR NOW OPEN
FOR QUERIES**