

PHILIPPINE BIDDING DOCUMENTS

(As Harmonized with Development Partners)

Procurement of INFRASTRUCTURE PROJECTS

Government of the Republic of the Philippines

Project Reference No.

I.B. No. 2022-06

Project Title:

**INSTALLATION OF PARTITION WALLS AND
REPURPOSING, RETROFITTING, REFURBISHING AND
REHABILITATING OF THE OLD LIBRARY BUILDING**

PhP894,086.50

Sixth Edition

July 2020

Preface

These Philippine Bidding Documents (PBDs) for the procurement of Infrastructure Projects (hereinafter referred to also as the “Works”) through Competitive Bidding have been prepared by the Government of the Philippines for use by all branches, agencies, departments, bureaus, offices, or instrumentalities of the government, including government-owned and/or -controlled corporations, government financial institutions, state universities and colleges, local government units, and autonomous regional government. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

The PBDs are intended as a model for admeasurements (unit prices or unit rates in a bill of quantities) types of contract, which are the most common in Works contracting.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract; (ii) the eligibility requirements of Bidders; (iii) the expected contract duration; and (iv) the obligations, duties, and/or functions of the winning Bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Works to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Infrastructure Projects. However, they should be adapted as necessary to the circumstances of the particular Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, BDS, General Conditions of Contract, Special Conditions of Contract, Specifications, Drawings, and Bill of Quantities are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.
- d. The cover should be modified as required to identify the Bidding Documents as to the names of the Project, Contract, and Procuring Entity, in addition to date of issue.

- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.
- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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Glossary of Terms, Abbreviations, and Acronyms

ABC – Approved Budget for the Contract.

ARCC – Allowable Range of Contract Cost.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

CDA – Cooperative Development Authority.

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

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

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

CPI – Consumer Price Index.

DOLE – Department of Labor and Employment.

DTI – Department of Trade and Industry.

Foreign-funded Procurement or Foreign-Assisted Project – Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as

specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

GFI – Government Financial Institution.

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

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

GOP – Government of the Philippines.

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

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PCAB – Philippine Contractors Accreditation Board.

PhilGEPS - Philippine Government Electronic Procurement System.

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

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

UN – United Nations.

Section I. Invitation to Bid



West Visayas State University JANIUAY CAMPUS

(Formerly Janiuay Polytechnic College, Don Tiburcio A. Lutero National Comp. High School, Janiuay Nat'l Comp. High School, Janiuay National Vocational High School, Janiuay High School)

OFFICE OF THE BIDS AND AWARDS COMMITTEE

Janiuay, Iloilo, Philippines

*Trunkline: (063) (033) 330-3485

* Website: www.wvsu.edu.ph *Email Address: supply.jc@wvsu.edu.ph



INVITATION TO BID FOR INSTALLATION OF PARTITION WALLS AND REPURPOSING, RETROFITTING, REFURBISHING AND REHABILITATING OF THE OLD LIBRARY BUILDING IB No. 2022-06


1. The West Visayas State University - Janiuay Campus, through the 2022 Fund 164 intends to apply the sum of Eight Hundred Ninety-Four Thousand Eighty-Six Pesos and Fifty Centavos (PhP894,086.50) Only being the Approved Budget for the Contract (ABC) to payments under the contract for Installation of Partition Walls and Repurposing, Retrofitting, Refurbishing and Rehabilitating of the Old Library Building with I.B. No. 2022-06. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The West Visayas State University – Janiuay Campus now invites bids for the above Procurement Project. Completion of the Works is required Forty-five (45) Calendar Days. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from West Visayas State University – Janiuay Campus and inspect the Bidding Documents at the address given below from 8:00 A.M. – 5:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested bidders on August 18 to September 07, 2022 from given address and website/s below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of PhP1,000.00*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person, by facsimile, or through electronic means*.
6. The West Visayas State University – Janiuay Campus will hold a Pre-Bid Conference¹ on August 26, 2022; 9:00 A.M. through video conferencing or webcasting via google meet/zoom, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through (i) **manual submission at the office address as indicated below**, (ii) **online or electronic submission as indicated below**, or (iii) **both** on or before September 07, 2022; 9:00 A.M. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 16.

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

9. Bid opening shall be on September 07, 2022; 9:00 A.M. at the given address below and/or through *electronic submission using a two-factor security procedure consisting of an archive format compression and password protection with separate password for technical and financial component envelope.* Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. Requiring the Bidders to submit their bids using a two-factor security procedure consisting of an archive format compression and password protection with separate password for technical and financial component envelope and disclose the password for accessing their respective bid submission only during the actual bid opening.
11. The West Visayas State University – Janiuay Campus reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
12. Only one (1) representative per bidder will be allowed to attend the bid opening. Health and safety protocols like wearing of face mask and physical distancing will be strictly observed.
13. For further information, please refer to:

RIZA R. LADON
BAC Secretariat
West Visayas State University – Janiuay Campus
Locsin St., Janiuay, Iloilo
09950589425
14. You may visit the following websites:
For downloading of Bidding Documents: www.wvsu.edu.ph
For online bid submission: supply.jc@wvsu.edu.ph

August 17, 2022


FLORENCIO L. CORDURA, Jr., MAT. Math.
BAC, Chairperson

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, West Visayas State University – Janiuay Campus invites Bids for the Installation of Partition Walls and Repurposing, Retrofitting, Refurbishing and Rehabilitating of the Old Library Building, with Project Identification Number I.B. No. 2022-06.

The Procurement Project (referred to herein as “Project”) is for the construction of Works, as described in Section VI (Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for FY 2022 in the amount of PhP894,086.50.

2.2. The source of funding is:

- a. NGA, the General Appropriations Act or Special Appropriations.

3. Bidding Requirements

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

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

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

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

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

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

- 5.2. The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA's CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.

A contract is considered to be "similar" to the contract to be bid if it has the major categories of work stated in the **BDS**.

- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

6. Origin of Associated Goods

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

7. Subcontracts

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

The Procuring Entity has prescribed that:

- b. Subcontracting is not allowed.

8. Pre-Bid Conference

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

9. Clarification and Amendment of Bidding Documents

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

10. Documents Comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent

office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

- 10.3. A valid PCAB License is required, and in case of joint ventures, a valid special PCAB License, and registration for the type and cost of the contract for this Project. Any additional type of Contractor license or permit shall be indicated in the **BDS**.
- 10.4. A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the **BDS**.
- 10.5. A List of Contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, must meet the minimum requirements for the contract set in the **BDS**.

11. Documents Comprising the Bid: Financial Component

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

12. Alternative Bids

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

13. Bid Prices

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

14. Bid and Payment Currencies

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

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

- a. Philippine Pesos.

15. Bid Security

15.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

15.2. The Bid and bid security shall be valid until **January 04, 2023**. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

16. Sealing and Marking of Bids

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

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

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

17. Deadline for Submission of Bids

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

18. Opening and Preliminary Examination of Bids

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

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

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

19. Detailed Evaluation and Comparison of Bids

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

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

20. Post Qualification

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

21. Signing of the Contract

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

Section III. Bid Data Sheet

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: <i>Demolition of existing worn-out and damaged drywalls, installation of dry wall and partition wall, fabrication and installation of wooden flush door, painting and glass works, cleaning/housekeeping works.</i>															
7.1	<i>Not Applicable.</i>															
10.3	<i>No Additional Requirements.</i>															
10.4	The key personnel must meet the required minimum years of experience set below: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;"><u>Key Personnel</u></th> <th style="text-align: center;"><u>General Experience</u></th> <th style="text-align: center;"><u>Relevant Experience</u></th> </tr> </thead> <tbody> <tr> <td><i>Project Engineer</i></td> <td><i>Building Construction</i></td> <td style="text-align: center;"><i>3 years</i></td> </tr> <tr> <td><i>Site Engineer</i></td> <td><i>Building Construction</i></td> <td style="text-align: center;"><i>3 years</i></td> </tr> <tr> <td><i>Safety Officer</i></td> <td><i>Building Construction</i></td> <td style="text-align: center;"><i>3 years</i></td> </tr> <tr> <td><i>First Aider</i></td> <td><i>Building Construction</i></td> <td style="text-align: center;"><i>3 years</i></td> </tr> </tbody> </table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	<i>Project Engineer</i>	<i>Building Construction</i>	<i>3 years</i>	<i>Site Engineer</i>	<i>Building Construction</i>	<i>3 years</i>	<i>Safety Officer</i>	<i>Building Construction</i>	<i>3 years</i>	<i>First Aider</i>	<i>Building Construction</i>	<i>3 years</i>
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10.5	The minimum major equipment requirements are the following: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;"><u>Equipment</u></th> <th style="text-align: center;"><u>Capacity</u></th> <th style="text-align: center;"><u>Number of Units</u></th> </tr> </thead> <tbody> <tr> <td><i>Power tools</i></td> <td style="text-align: center;"><i>standard</i></td> <td style="text-align: center;"><i>1</i></td> </tr> </tbody> </table>	<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>	<i>Power tools</i>	<i>standard</i>	<i>1</i>									
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12	<i>Not Applicable.</i>															
15.1	The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts: <ul style="list-style-type: none"> a. The amount of not less than <u>PhP17,881.73</u> [two percent (2%) of ABC], if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; b. The amount of not less than <u>PhP44,704.33</u> [five percent (5%) of ABC] if bid security is in Surety Bond. 															
19.2	Partial bids are allowed, as follows: <i>Not Applicable.</i>															
20	<i>No Additional Requirements.</i>															
21	Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the DOLE, and other acceptable tools of project scheduling.															

Section IV. General Conditions of Contract

1. Scope of Contract

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

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

2. Sectional Completion of Works

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

3. Possession of Site

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

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

4. The Contractor's Obligations

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

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

5. Performance Security

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

6. Site Investigation Reports

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

7. Warranty

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

8. Liability of the Contractor

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

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

9. Termination for Other Causes

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

10. Dayworks

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

11. Program of Work

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

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

12. Instructions, Inspections and Audits

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

13. Advance Payment

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

14. Progress Payments

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

15. Operating and Maintenance Manuals

15.1. If required, the Contractor will provide “as built” Drawings and/or operating and maintenance manuals as specified in the **SCC**.

- 15.2. If the Contractor does not provide the Drawings and/or manuals by the dates stated above, or they do not receive the Procuring Entity's Representative's approval, the Procuring Entity's Representative may withhold the amount stated in the **SCC** from payments due to the Contractor.

Section V. Special Conditions of Contract

GCC Clause	
2	<i>Not Applicable.</i>
4.1	<i>Not Applicable.</i>
6	<p>The site investigation reports are:</p> <ul style="list-style-type: none"> • <i>The existing Library needs repair with regards to its roof and ceiling as well as the door knobs and existing doors.</i> • <i>The Library is fit to be repurpose as an office to both student orgs and different school organization. The area and the location both serves as an adequate office for both organization.</i>
7.2	Twenty (20) years.
10	b. No dayworks are applicable to the contract.
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within <i>five (5) calendar days</i> of delivery of the Notice of Award.
11.2	The amount to be withheld for late submission of an updated Program of Work is <i>PhP 5,000.00</i>
13	The amount of the advance payment <i>shall not exceed 15% of the total contract price and schedule of payment.</i>
14	<i>Not Allowed.</i>
15.1	<p>The date by which operating and maintenance manuals are required is <i>upon completion.</i></p> <p>The date by which "as built" drawings are required is <i>upon completion.</i></p>
15.2	The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals by the date required is <i>PhP 50,000.00.</i>

Section VI. Specification



West Visayas State University
JANIUAY CAMPUS
PLANNING AND DEVELOPMENT OFFICE
(Formerly Janiuay Polytechnic College, Don Tiburcio A. Lutero National
Comp. High School, Janiuay Nat'l Comp. High School, Janiuay National
Vocational High School, Janiuay High School)
Janiuay, Iloilo, Philippines
*Trunkline: (063) (033) 330-3485
* Website: www.wvsu.edu.ph *Email Address: fcordura@wvsu.edu.ph



Project Title : Installation of Partition Walls and Repurposing, Retrofitting, Refurbishing
And Rehabilitating of The Old Library Building

Owner : WVSU- Janiuay Campus

Location : Janiuay, Iloilo

BUILDING SPECIFICATION

1. General Requirements

1.1 General

Comply with the National Construction Codes, Acts, Regulations and other Standards referenced in this specification

Compatibility of Materials

Ensure materials which are used are compatible with all other materials which may be affected

Making Good

Repair any damages caused during execution of the works. Leave the works and the site of the work in a neat state on completion of the works.

Manufacturers' or Suppliers' recommendation

Select, if no selection is given, and provide transport, deliver, store, handle protect, install, finish adjust and prepare for use the manufactured items in accordance with the current written recommendations and instructions of the manufacturer or supplier. If materials or products are supplied by the manufacturer in closed or sealed containers or packages, bring the material or products to the place of use or installation in the original containers or packages.

2 MOBILIZATION AND DEMOBILIZATION

2.1 All construction activities on site will be managed by the owner's appointed project engineer. Contractor will be advised by the person holding this position when requesting approval to mobilize to Site. The Contractor's appointed engineer, Health & Safety Officer shall conduct regular inspections and submit reports in response to the Contractor's work practices and safety management systems in conjunction with the Owner.

2.1 Contractor shall provide the needed personnel for the project with the coordination of the owner's security with respect to the entrance of the owner's premises. The contractor must abide to the rules and regulations when it comes to the Health and Safety Protocols implemented by the the owner.



3 SITE CLEARANCE AND DEMOLITION

3.1 REMOVAL OF STRUCTURES

The Contractor shall carefully take down and clear only such buildings, or other structures after consulting the Engineer/Project head. The components shall dismantle, cleaned and stacked in separate heaps. Materials, which in the opinion of the Engineer are not fit for re-use shall be removed from the site to a tip, provided by the contractor. Materials, which are re-usable, shall remain the property of the Employer and shall be preserved and protected by the Contractor until removed by the Employer or until the expiration of the Contract.

4 Drywall

4.1 STEELWORKS

4.1.1 MATERIALS AND COMPONENTS

3.1.2 Steel construction: cold-formed steel

Cold-formed sections from zinc-coated steel or aluminum/zinc alloy coated steel to AS 1397/Z275 or AZ150. Girts and purlins Z450 coating.

4.1.3 Self-drilling screws

Standard: To AS 3566.1. Generally: Corrosion resistance class 2, AS 3566.2. Exterior applications: Corrosion resistance class 4, AS 3566.2.

4.1.4 Galvanizing

Galvanize mild steel components (including fasteners) to AS 1214 or AS/NZS 4680, as appropriate.

4.1.5 Light Steel Framing

3.1.5.1 Steel stud framing system

Generally, 75 x 1mm G450 studs for middle framing and 75 x 1 mm G450 tracks for wall and flooring connections as well as for the door to studs connections externally at 600 mm max crs and 75 x 1mm G450 tracks internally with top and bottom plates, heads, mullions and bracing designed for the specific application.

4.2 Dry Walls

4.2.1 Fibre Cement Board: Supply materials where indicated on Drawings. Fibre cement board shall be stored in elevated and well protected area. Boards with broken edges, lacerations etc will not be permitted to be installed. The Contractor shall replace rejected materials upon written instruction from the owner where practical oral notice to the Contractor notifying such defect shall deem official instructions. All fibre cement board shall be from 4.5 mmx1.2mx2.4m for internal installation and 6mm x1.2mx2.4m for external installation

5. GLASS WORKS

5.1 Glass Panel required to be ¼" thick which is transparent. Fixed with Quarter Round Moulding (1/2"x1/2"x8") in both sides. The mouldings used should be fixed with finishing nails and no more nails adhesive.



West Visayas State University

JANIUAY CAMPUS

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Janiuay, Iloilo, Philippines

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* Website: www.wvsu.edu.ph *Email Address: fcordura@wvsu.edu.ph



6. PAINTING

6.1 Materials and Components

6.1.1 Premium Paints: Use only premium paints from approved manufacturers.

6.1.2 Paint Manufacturer: Hold Point- Prior to placing orders provide a list showing the brand of the paint proposed for use and the trade names of the paint types (Boysen, Davies)

6.1.3 Combinations: Do not combine paints from different manufacturers in a paint system.

6.1.4 Delivery: Hold Point- Provide copies of invoices receipts or delivery dockets showing brands, quality and quantities of paints and colour(s). Deliver paints to the site in the manufacturers' labelled containers.

6.1.5 Order of work: Complete clear plywood finishes before commencing opaque paint finishes in the same area. Make sure that the exposed steel frames are covered with fiber cement boards before applying paint.

6.1.6 Protection: Before painting, clean the area and protect it from contamination by dust entry. Use drop sheets and masking to protect finished surfaces or other surfaces at risk of damage during painting. Remove door furniture, switch plates, light fittings and other fixtures before starting to paint, and refix in position on completion of painting.

6.1.7 Restoration: Clean off marks, paint spots and stains progressively and restore damaged surfaces to their original condition. Touch up damaged decorative paintwork or misses with the paint batch used in the original application.

6.1.8 Paint application: Apply the first coat immediately after substrate preparation and before contamination of the substrate can occur. Ensure each coat of paint or clear finish is uniform in color, gloss, thickness and texture, and free of runs, sags, blisters, or other discontinuities.

6.1.9 Number of coats: Apply additional coats if necessary, at no extra cost to achieve the required total film thickness and satisfactory opacity.

7. DOORS

7.1 Wooden Doors

7.1.1 Doors shall have a minimum of 37mm thickness and width and height as shown on the drawings

7.1.2 Provide 20mm undercut from finish floor

7.2 Painting Priming: Prime all areas subjected to paint removal during the course of fitting hinge housings, locks and the like, prior to hanging. Painting: Within forty-eight hours of hanging and prior to the installation of door handles, weather excluders and the like (latches and locks excepted), undercoat all surfaces, followed by a minimum 1 finishing coat to all surfaces including top and bottom edges. The final coat may be applied at a later stage.

7.3 HARDWARE: Hinges and Knobs are shall be in the best brand approved by the owner and heavy duty. All Hinge doors in the east wing should use Heavy Duty Hinge set with Cylindrical door knob (Stainless Steel). Hinge doors in the west wing will be installed with Single Action spring hinge set.

7.3.1 Hinge Material- Aluminum hinges: provide high tensile aluminum hinge, with fixed stainless-steel pins in nylon bushes, and with nylon washers to each knuckle joint. Doors fitted with closers: Use low friction bearing hinges.



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8. REPAIR AND REFURBISHMENT

8.1 REPAIR OF ROOFING

8.1.1 Protection: Keep the roofing and rainwater system free of debris and loose material during repair, and leave them clean and unobstructed on completion. Repair damage to the roofing and rainwater system.

8.1.2 Metal separation Requirement: Prevent direct contact between incompatible metals, and between green hardwood - Applying an anti-corrosion, low moisture transmission coating to contact surfaces. - Inserting a separation layer.

8.1.3 Material- Formed from G550 steel (or G300 for curving) with an AM 125 Finish conforming to AS 1397. Minimum 0.48 mm BMT. Protection: Protect the roof sheets from damage during handling and storage and prevent damage by moisture in stacked sheets.

8.1.4 Use material with the same finish and from the same manufacturer as the roofing sheets. Thickness: 0.55 mm BMT steel sheet.

8.1.5 Fasteners Self-drilling screws: To AS 3566.1 and AS 3566.2, complete with washers and EDPM black, nonconductive seals. Exposed fasteners: Provide fasteners which are prefinished with an oven baked polymer coating to match the roofing material.

8.1.6 Fixings: Use only approved metal fixings. When replacing sheet roofing use new fasteners – do not re-use old fasteners.

8.1.7 ROOF STRUCTURE ALIGNMENT Check and adjust the alignment of the roof structure before fixing any sheets. Battens: 2 mm maximum mismatch at abutting ends. Roof Plane: 5 mm per meter maximum deviation across the battens from a plane parallel to the specified roof slope.

8.2 REPAIR OF CEILING

8.2.1 When repairing ceilings Lay down a canvas tarp on the floor, and cover any furniture with lightweight plastic drop cloths to avoid ruining them. If the ceiling crack is near a wall, cover the wall with a plastic drop cloth to keep splatters off.

8.2.2 consider sealing the ceiling repair with a flexible material such as a patching compound. Make sure to check if the patching compound needs a second coating to ensure the ceiling is repaired correctly

9. COMPLETION

11.1 Cleaning: Remove rubbish and surplus material from the site and dispose legally. Clean and tidy the work area upon completion of works.

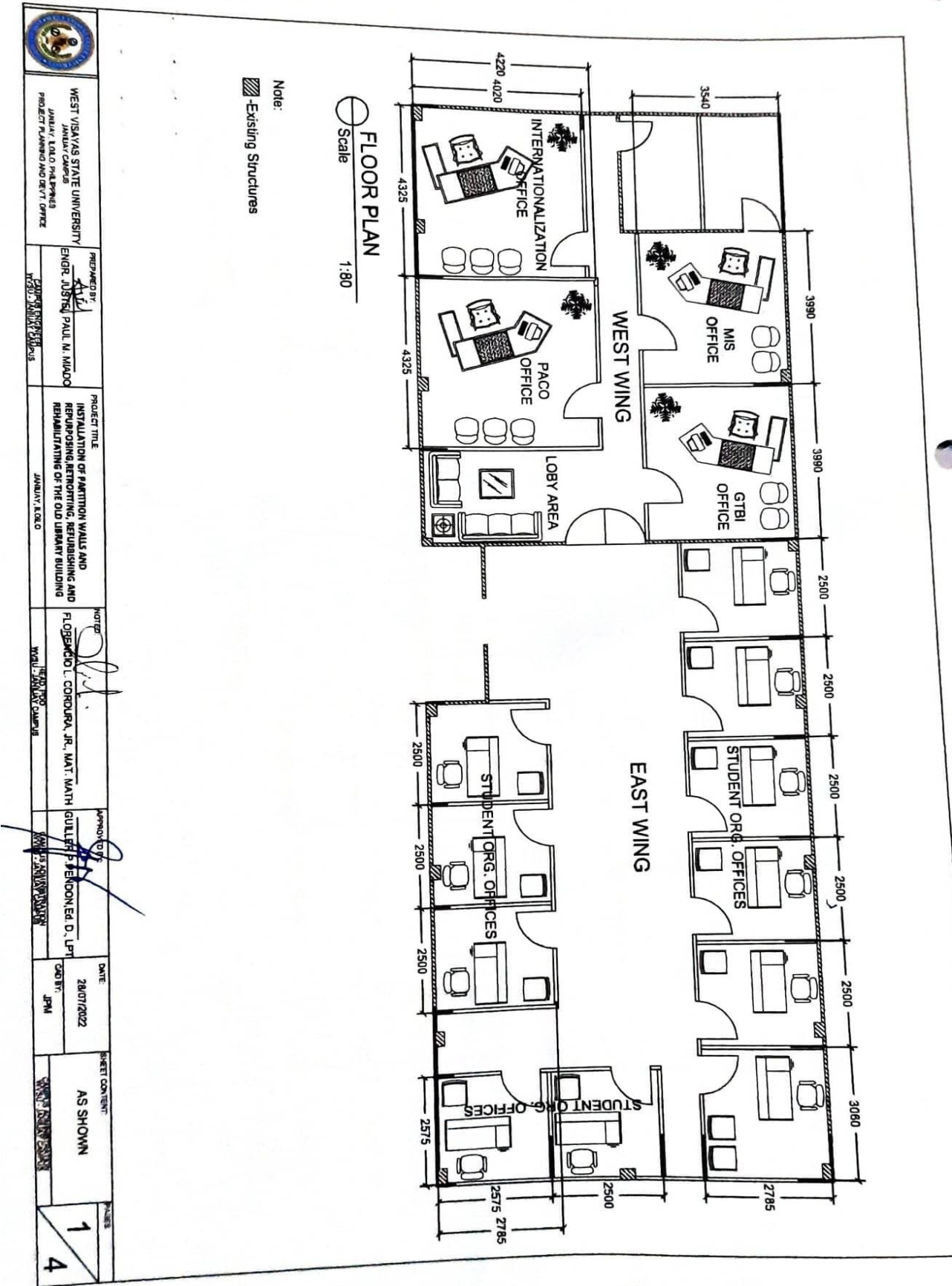
11.2 Operation: Ensure moving parts operate safely and smoothly

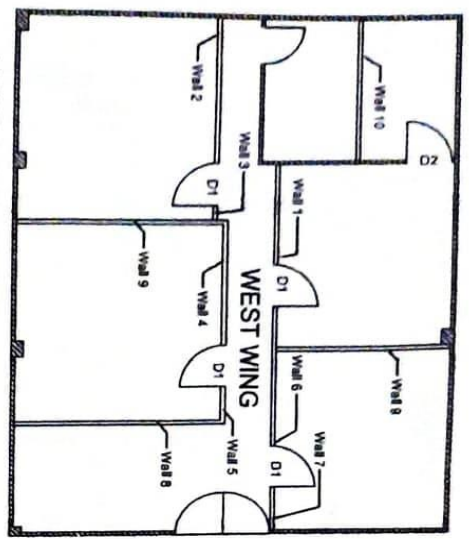
PREPARED BY:

ENGR. JUSTEL PAUL MIADO

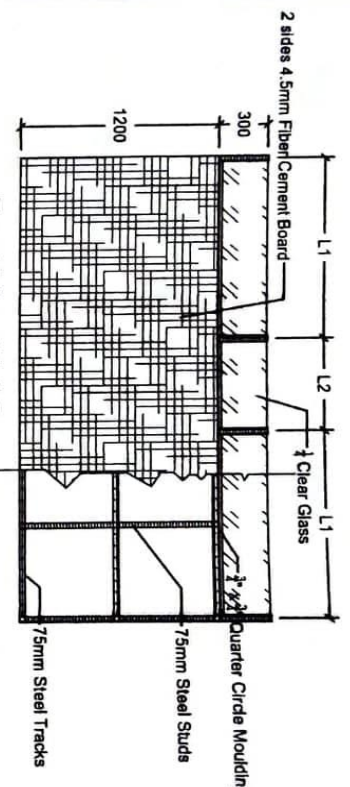
Campus Civil Engineer

Section VII. Drawings

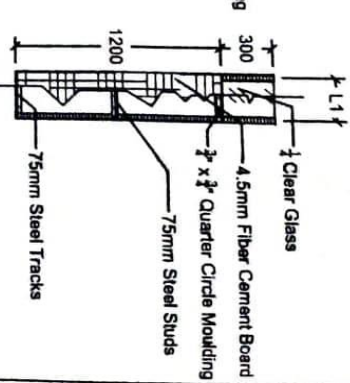




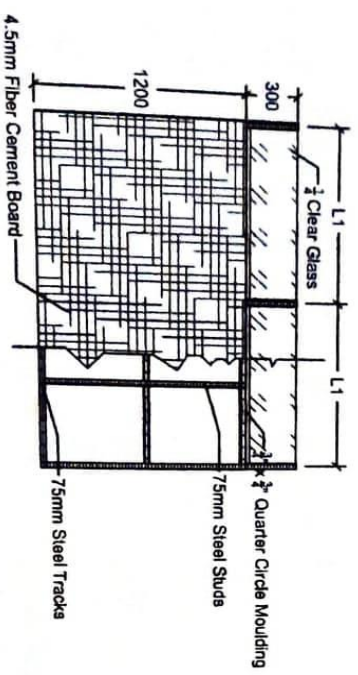
LEFT WING FLOOR PLAN
Scale 1:80



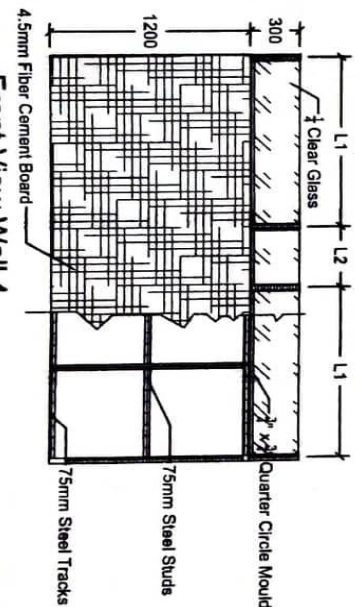
Front View Wall 2
Scale 1:30



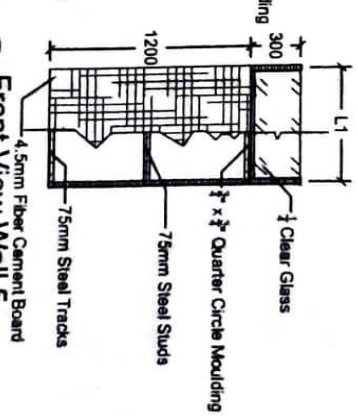
Front View Wall 3
Scale 1:30



Front View Wall 1
Scale 1:30



Front View Wall 4
Scale 1:30



Front View Wall 5
Scale 1:30



WEST VISAYAS STATE UNIVERSITY
JANUARY, ILOILO PHILIPPINES
PROJECT PLANNING AND DEVT. OFFICE

PREPARED BY
ENGR. JUSTEL PAUL M. MIADO

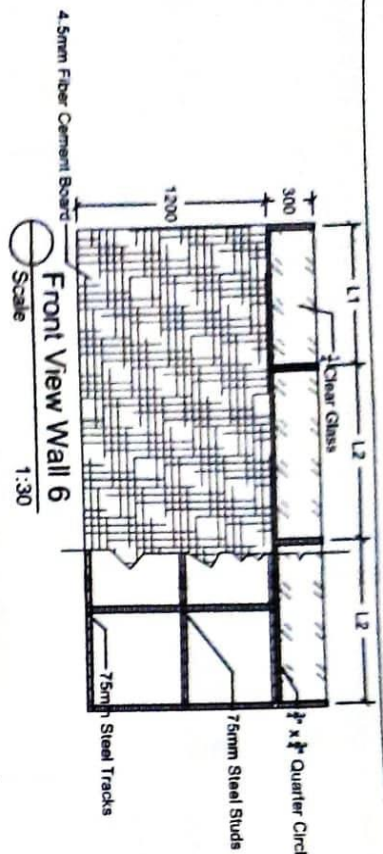
PROJECT TITLE
INSTALLATION OF PARTITION WALLS AND
REUPHOSING, REPAIRING AND
REHAUSING OF THE OLD LIBRARY BUILDING

NOTED BY
FLORENCE L. CONQUORA, JR., MAT. MATH. GUILLERMO P. PENCION, Ed. D., LPT.

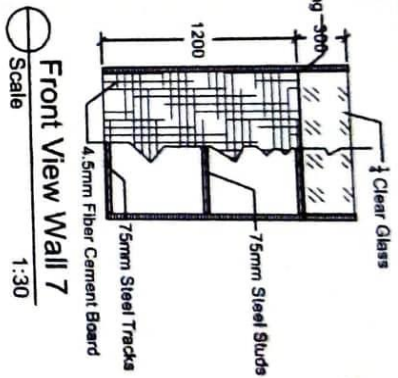
DATE
28/07/2022

SHEET CONTENT
AS SHOWN

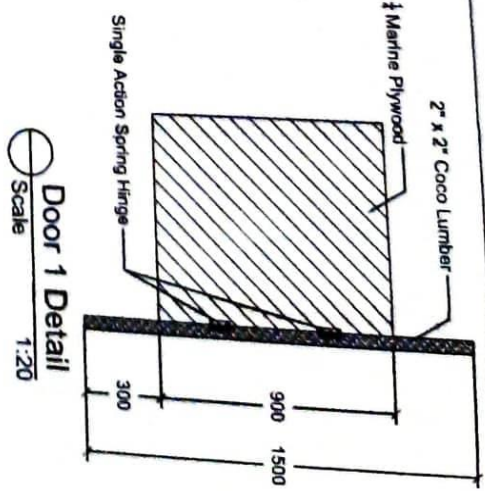
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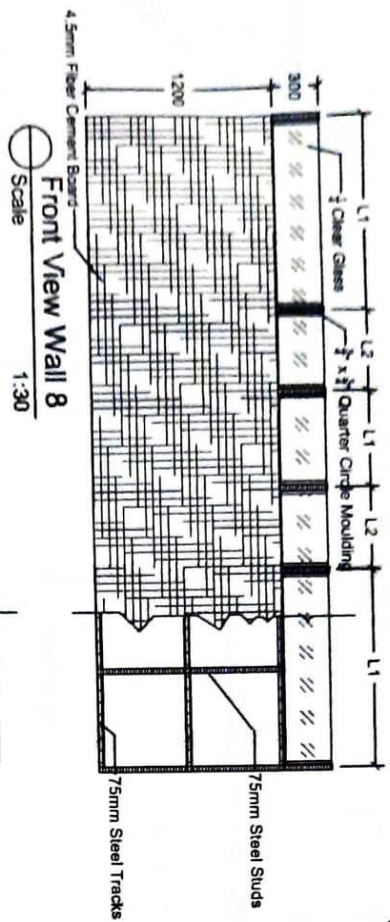
Front View Wall 6
Scale 1:30



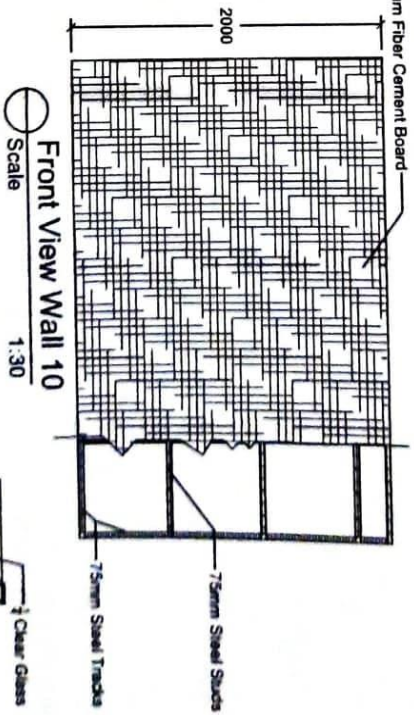
Front View Wall 7
Scale 1:30



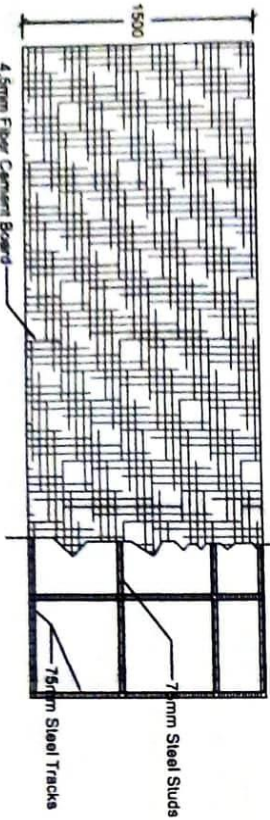
Door 1 Detail
Scale 1:20



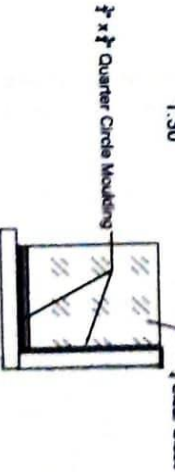
Front View Wall 8
Scale 1:30



Front View Wall 10
Scale 1:30



Front View Wall 9
Scale 1:30



Moulding Detail
Scale 1:10



WEST VISAYAS STATE UNIVERSITY
ARABAL CAMPUS
PROJECT NUMBER AND DATE: 09/27/2022

PROFESSOR
ENGR. JUSTIN CHIL M. MACKA

PROJECT TITLE
REINSTALLATION OF PARTITION WALLS AND
REPAIRING, REPOINTING, REFINISHING AND
REHABILITATING OF THE OLD LIBRARY BUILDING

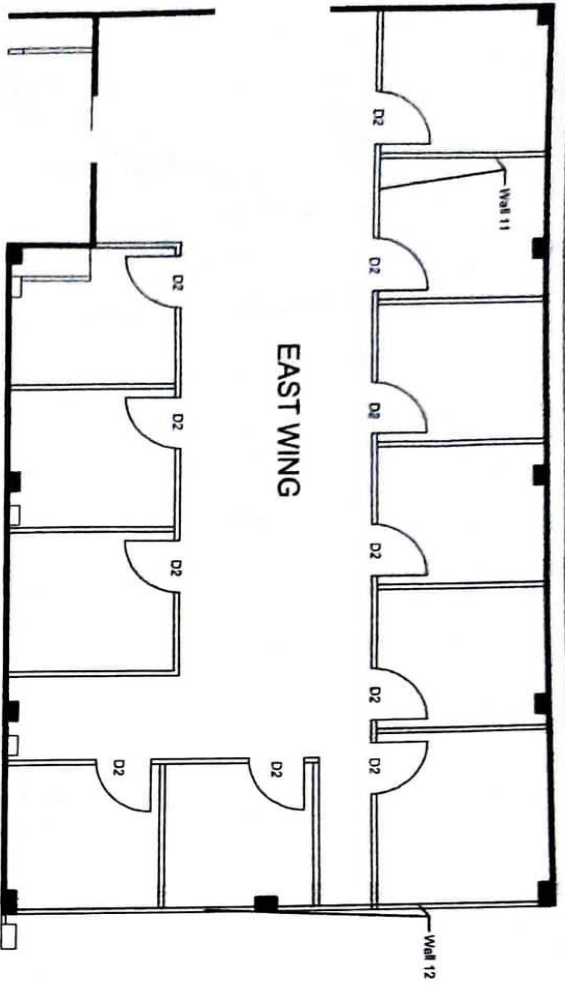
HOSTED BY
FLORENCIO L. COROLINA, JR., MAT. MATH

APPROVED BY
SULLIVAN PANDON, Ed. D., LPT

DATE
28/07/2022

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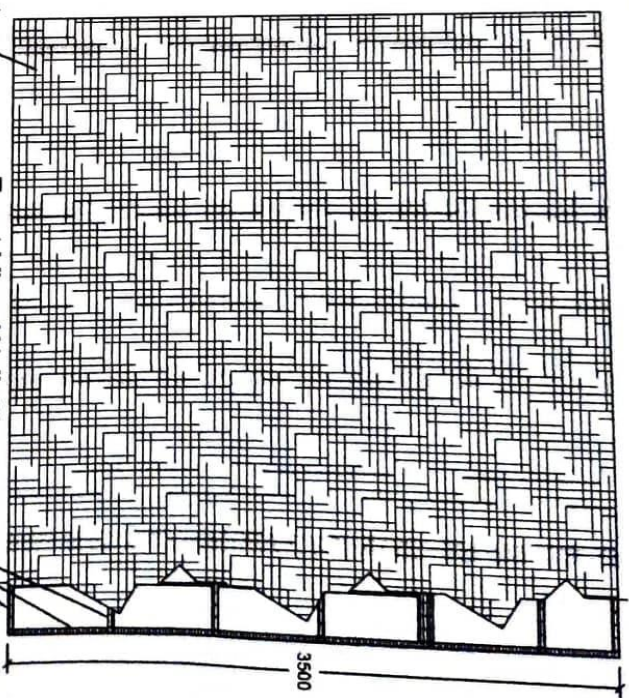
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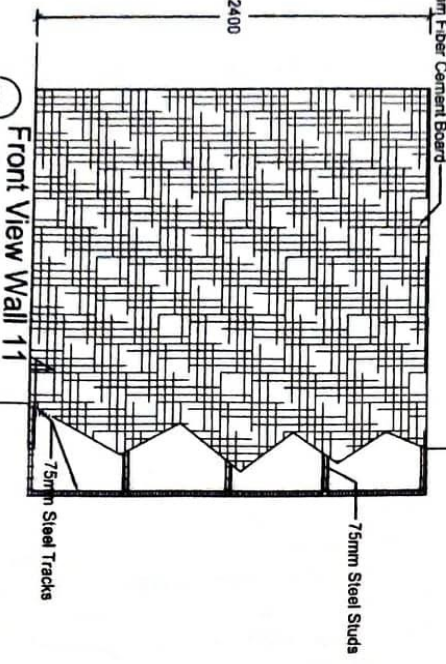
EAST WING

RIGHT WING FLOOR PLAN

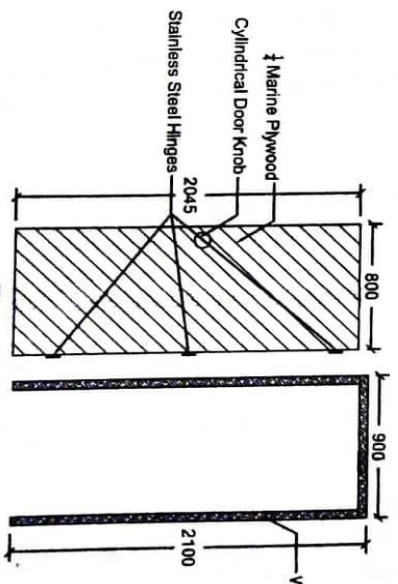
Scale 1:80



Front View Wall 12 Scale 1:30



Front View Wall 11 Scale 1:30



Door 2 Detail Scale 1:30

NOTE:
Wall 12 Exterior Fiber
Cement board is at 6mm
thickness



WEST VISAYAS STATE UNIVERSITY
JANUARY CAMPUS
PROJECT PLANNING AND DESIGN OFFICE

DESIGNED BY
ENGR. JUSTEL PAUL M. MACAO

PROJECT TITLE
INSTALLATION OF PARTITION WALLS AND
REPOSITIONING, RETROFITTING, REPAIRING AND
REHAUSING OF THE OLD LIBRARY BUILDING
JANUARY KIBOD

NOTED BY
FLORENCE E. CONQUINA, JR., M.A.T., MATH
GUILLERMO P. PEDRON, Ed. D., LPT

APPROVED BY
[Signature]

DATE
28/07/2022

SHEET COMMENT
AS SHOWN

PAGES
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Section VIII. Bill of Quantities

Project Title: Installation of Partition Walls and Repurposing, Retrofitting
Refurbishing and Rehabilitating of the Old Library Building

Location: WVSU-Janiuay Campus, Locsin St., Janiuay, Iloilo

ITEM	DESCRIPTION	UNIT	QUANTITY		TOTAL QUANTITY	UNIT COST	AMOUNT
			East Wing	West Wing			
I	GENERAL REQUIREMENTS						
I.A	Mobilization/Demobilization	lot	0.5	0.5	1		
I.B	Demolition	lot	0.5	0.5	1		
II	DRY WALL						
II.A	Steel Tracks	l.m	280.1	114.5	394.6		
II.B	Steel Studs	l.m	377.48	110.46	487.94		
II.C	Dry Wall	sq.m	264.96	80.64	345.6		
III	GLASS WORKS						
III.A	Office Partition	sq.m		5	5		
IV	PAINTING WORKS						
IV.A	Dry wall	sq.m	551.88	138.96	690.84		
V	DOOR						
V.A	Wood Door	lot	0.92	0.08	1		
V.B	Wood Salon Door	lot		1	1		
VI	REPAIR AND REFURBISHMENT						
VI.A	Roof,Ceiling and Door Knob	lot	0.5	0.5	1		

**Please see attached Detailed Unit Price Analysis (DUPA)*

Submitted by:

Name of the Representative of Bidder

Position

Name of Bidder

Date



PROGRAM OF WORKS
PDO No. 2022-03

Name of Project : **INSTALLATION OF PARTITION WALLS AND REPURPOSING, RETROFITTING, REFURBISHING AND REHABILITATING OF THE OLD LIBRARY BUILDING**

Location : WVSU-Janiuay Campus
Locsin Street, Janiuay, Iloilo

Appropriation : ₱894,086.50

Classification : By Contract

Calendar Days : 45

PROJECT DESCRIPTION										
Demolition of existing structures, installation of drywall, installation of glass panel, installation and fabrication of doors, repair of roofs and ceiling										
MINIMUM EQUIPMENT REQUIREMENTS					TECHNICAL PERSONNEL REQUIRED					
DESCRIPTION				No	DESCRIPTION				No	
Reviter				2	Project Engineer				1	
Angle Grinder				1	Site Engineer				1	
Electric Screw Driver				2	Safety Officer				1	
					Medical Personnel				1	
ESTIMATED COST OF PROPOSED WORK										
ITEM	DESCRIPTION	% TOTAL	Unit	QUANTITY		TOTAL QUANTITY	DIRECT COST		TOTAL COST	
				East Wing	West Wing		UNIT COST	TOTAL	UNIT COST	TOTAL
I GENERAL REQUIREMENTS										
I.A	Mobilization/Demobilization	1.08%	lot	0.5	0.5	1				
I.B	Demolition	1.31%	lot	0.5	0.5	1				
II DRY WALL										
II.A	Steel Tracks	11.21%	l.m	280.1	114.5	394.6				
II.B	Steel Studs	15.15%	l.m	377.48	110.46	487.94				
II.C	Dry Wall	21.78%	sq.m	264.96	80.64	345.6				
III GLASS WORKS										
III.A	Office Partition	3.63%	sq.m		5	5				
IV PAINTING WORKS										
IV.A	Dry wall	15.50%	sq.m	551.88	138.96	690.84				
V DOOR										
V.A	Wood Door	16.03%	lot	0.92	0.08	1				
V.B	Wood Salon Door	3.85%	lot		1	1				
VI REPAIR AND REFURBISHMENT										
VIA	Roof,Ceiling and Door Knob	10.46%	lot	0.5	0.5	1				
TOTAL		100.00%								

BREAKDOWN OF EXPENDITURE

1.Labor _____
 2.Rental of Equipment _____
 3.Materials _____
 4.Provisional Sum _____
 5.Direct Cost _____
 6.OCM _____
 7.Profit _____
 8.Vat (5% of 5-7) _____
 9. ROW Acquisition _____

A. Sub Total

B. P.D.E/ Project Supervision/Administrative Cost _____
 0.5% of Total Estimated Cost
C.Price Escalation (12%) _____

TOTAL ESTIMATED COST _____

DETAILED UNIT PRICE ANALYSIS (DUPA)

PROJECT NAME: Installation of Partition Walls and Repurposing, Retrofitting
 Refurbishing and Rehabilitating of the Old Library Building
PART I: GENERAL REQUIREMENTS
ITEM NO.: I.A
DESCRIPTION: MOBILIZATION AND DEMOBILIZATION
UNIT OF MEASUREMENT: LOT
OUTPUT PER DAY:
QUANTITY: 1 LOT

DESIGNATION		NO. OF PERSONS	NO. OF DAYS	DAILY RATE	AMOUNT
A. LABOR					
	a.Site Engineer				
	b.Construction Foreman				
	c. Skilled Worker				
	d. Laborer				
Sub-Total for A				PhP	
	NAME & CAPACITY	NO. OF UNIT/S	NO. OF DAYS	DAILY RATE	AMOUNT
B. EQUIPMENT					
	a. Minor Tools (10% of Labor)				
Sub-Total for B				PhP	
C. TOTAL (A+B)					
D. OUTPUT PER DAY					
	NAME AND SPECIFICATION				
E. MATERIALS		QUANTITY	UNIT	UNIT COST	AMOUNT (PhP)
Sub-Total for E				PhP	
F. DIRECT UNIT COST (C+E)					
G. OVERHEAD, CONTIGENCIES & MISCELLANEOUS (OCM) EXPENSES				0%	
H. CONTRACTORS PROFIT (CP)				0%	
I. VALUE ADDED TAX (VAT)				5%	
J. TOTAL UNIT COST				PhP	

DETAILED UNIT PRICE ANALYSIS (DUPA)

PROJECT NAME: Installation of Partition Walls and Repurposing, Retrofitting
 Refurbishing and Rehabilitating of the Old Library Building
PART I: GENERAL REQUIREMENTS
ITEM NO.: I.B
DESCRIPTION: DEMOLITION
UNIT OF MEASUREMENT: LOT
OUTPUT PER DAY:
QUANTITY: 1 LOT

DESIGNATION		NO. OF PERSONS	NO. OF DAYS	DAILY RATE	AMOUNT
A. LABOR					
	a.Site Engineer				
	b.Construction Foreman				
	c. Skilled Worker				
	d. Laborer				
Sub-Total for A				PhP	
	NAME & CAPACITY	NO. OF UNIT/S	NO. OF DAYS	DAILY RATE	AMOUNT
B. EQUIPMENT					
	a. Minor Tools (10% of Labor)				
Sub-Total for B				PhP	
C. TOTAL (A+B)					
D. OUTPUT PER DAY					
	NAME AND SPECIFICATION				
E. MATERIALS		QUANTITY	UNIT	UNIT COST	AMOUNT (PhP)
Sub-Total for E				PhP	
F. DIRECT UNIT COST (C+E)					
G. OVERHEAD, CONTIGENCIES & MISCELLANEOUS (OCM) EXPENSES					15%
H. CONTRACTORS PROFIT (CP)					10%
I. VALUE ADDED TAX (VAT)					5%
J. TOTAL UNIT COST					PhP

DETAILED UNIT PRICE ANALYSIS (DUPA)

PROJECT NAME: Installation of Partition Walls and Repurposing, Retrofitting
 Refurbishing and Rehabilitating of the Old Library Building
PART II: Drywall
ITEM NO.: II.A
DESCRIPTION: Steel Tracks
UNIT OF MEASUREMENT: LM
OUTPUT PER DAY:
QUANTITY: 394.6 LM

DESIGNATION		NO. OF PERSONS	NO. OF DAYS	DAILY RATE	AMOUNT
A. LABOR					
	a.Site Engineer				
	b.Construction Foreman				
	c. Skilled Worker				
	d. Laborer				
Sub-Total for A				PhP	
	NAME & CAPACITY	NO. OF UNIT/S	NO. OF DAYS	DAILY RATE	AMOUNT
B. EQUIPMENT					
	a. Minor Tools (10% of Labor)				
Sub-Total for B				PhP	
C. TOTAL (A+B)					
D. OUTPUT PER DAY					
	NAME AND SPECIFICATION				
E. MATERIALS		QUANTITY	UNIT	UNIT COST	AMOUNT (PhP)
	Steel Tracks, 76mm x 1mm x 3m, Galvanise				
	Concrete Screw, 2" , Philips Head, 100/box				
	Wood Screw, 2" , Philips Head, 100/box				
	Rawl plug or Tox Plug , 6mm, plastic, 100/box				
	Drill bit, 6mm				
Sub-Total for E				PhP	
G. DIRECT UNIT COST (C+E)					
H. OVERHEAD, CONTIGENCIES & MISCELLANEOUS (OCM) EXPENSES				15%	
I. CONTRACTORS PROFIT (CP)				10%	
J. VALUE ADDED TAX (VAT)				5%	
TOTAL UNIT COST				PhP	

DETAILED UNIT PRICE ANALYSIS (DUPA)

PROJECT NAME: Installation of Partition Walls and Repurposing, Retrofitting
 Refurbishing and Rehabilitating of the Old Library Building
PART II: Drywall
ITEM NO.: II.B
DESCRIPTION: Steel Studs
UNIT OF MEASUREMENT: LM
OUTPUT PER DAY:
QUANTITY: 487.94 LM

DESIGNATION		NO. OF PERSONS	NO. OF DAYS	DAILY RATE	AMOUNT
A. LABOR					
	a.Site Engineer				
	b.Construction Foreman				
	c. Skilled Worker				
	d. Laborer				
Sub-Total for A				PhP	
	NAME & CAPACITY	NO. OF UNIT/S	NO. OF DAYS	DAILY RATE	AMOUNT
B. EQUIPMENT					
	a. Minor Tools (10% of Labor)				
Sub-Total for B				PhP	
C. TOTAL (A+B)					
D. OUTPUT PER DAY					
	NAME AND SPECIFICATION				
E. MATERIALS		QUANTITY	UNIT	UNIT COST	AMOUNT (PhP)
	Steel Studs, 76mm x 1mm x 3m, Galvanise				
	Blind Rivets,3/16" x 5/16",100/ box				
	Drill bit, 6mm				
Sub-Total for E				PhP	
G. DIRECT UNIT COST (C+E)					
H. OVERHEAD, CONTIGENCIES & MISCELLANEOUS (OCM) EXPENSES				15%	
I. CONTRACTORS PROFIT (CP)				10%	
J. VALUE ADDED TAX (VAT)				5%	
TOTAL UNIT COST				PhP	

DETAILED UNIT PRICE ANALYSIS (DUPA)

PROJECT NAME: Installation of Partition Walls and Repurposing, Retrofitting
 Refurbishing and Rehabilitating of the Old Library Building
PART II: Drywall
ITEM NO.: II.C
DESCRIPTION: Drywall
UNIT OF MEASUREMENT: sq. m
OUTPUT PER DAY:
QUANTITY: 345.6 sq.m

DESIGNATION	NO. OF PERSONS	NO. OF DAYS	DAILY RATE	AMOUNT
A. LABOR				
a.Site Engineer				
b.Construction Foreman				
c. Skilled Worker				
d. Laborer				
Sub-Total for A			PhP	
NAME & CAPACITY	NO. OF UNIT/S	NO. OF DAYS	DAILY RATE	AMOUNT
B. EQUIPMENT				
a. Minor Tools (10% of Labor)				
Sub-Total for B			PhP	
C. TOTAL (A+B)				
D. OUTPUT PER DAY				
NAME AND SPECIFICATION				
E. MATERIALS	QUANTITY	UNIT	UNIT COST	AMOUNT (PhP)
Fiber Cement Board, 4.5mm, 8' x 4'				
Fiber Cement Board, 6 mm, 8' x 4'				
Dry Wall Screw, S Type, 1 1/2", 100/box				
Sandpaper, # 80				
Sandpaper, # 120				
Micofiber Cleaning Cloth				
Drill bit, 4mm				
Sub-Total for E			PhP	
G. DIRECT UNIT COST (C+E)				
H. OVERHEAD, CONTIGENCIES & MISCELLANEOUS (OCM) EXPENSES			15%	
I. CONTRACTORS PROFIT (CP)			10%	
J. VALUE ADDED TAX (VAT)			5%	
TOTAL UNIT COST			PhP	

DETAILED UNIT PRICE ANALYSIS (DUPA)

PROJECT NAME: Installation of Partition Walls and Repurposing, Retrofitting
 Refurbishing and Rehabilitating of the Old Library Building
PART III: Glassworks
ITEM NO.: III.A
DESCRIPTION: Office Partitions
UNIT OF MEASUREMENT: sq. m
OUTPUT PER DAY:
QUANTITY: 5 sq. m

	DESIGNATION	NO. OF PERSONS	NO. OF DAYS	DAILY RATE	AMOUNT
A.	LABOR				
	a.Site Engineer				
	b.Construction Foreman				
	c. Skilled Worker				
	d. Laborer				
	Sub-Total for A			PhP	
	NAME & CAPACITY	NO. OF UNIT/S	NO. OF DAYS	DAILY RATE	AMOUNT
B.	EQUIPMENT				
	a. Minor Tools (10% of Labor)				
	Sub-Total for B			PhP	
C.	TOTAL (A+B)				
D.	OUTPUT PER DAY				
	NAME AND SPECIFICATION				
E.	MATERIALS	QUANTITY	UNIT	UNIT COST	AMOUNT (PhP)
	Clear Glass, 6mm or 1/4"				
	Wood Moulding, Quarter Circle, 3/4" x 3/4" x 8'				
	Finishing Nail, 2", kg				
	Finishing Nail, 1", kg				
	No More Nails, 320g				
F.	Sub-Total for E			PhP	
G.	DIRECT UNIT COST (C+E)				
H.	OVERHEAD, CONTIGENCIES & MISCELLANEOUS (OCM) EXPENSES			15%	
I.	CONTRACTORS PROFIT (CP)			10%	
J.	VALUE ADDED TAX (VAT)			5%	
	TOTAL UNIT COST			PhP	

DETAILED UNIT PRICE ANALYSIS (DUPA)

PROJECT NAME: Installation of Partition Walls and Repurposing, Retrofitting
 Refurbishing and Rehabilitating of the Old Library Building

PART IV: Painting works

ITEM NO.: IV.A

DESCRIPTION: Drywall

UNIT OF MEASUREMENT: sq. m

OUTPUT PER DAY:

QUANTITY: 690.84 sq. m

DESIGNATION		NO. OF PERSONS	NO. OF DAYS	DAILY RATE	AMOUNT
A. LABOR					
	a.Site Engineer				
	b.Construction Foreman				
	c. Skilled Worker				
	d. Laborer				
Sub-Total for A				PhP	
	NAME & CAPACITY	NO. OF UNIT/S	NO. OF DAYS	DAILY RATE	AMOUNT
B. EQUIPMENT					
	a. Minor Tools (10% of Labor)				
Sub-Total for B				PhP	
C. TOTAL (A+B)					
D. OUTPUT PER DAY					
	NAME AND SPECIFICATION				
E. MATERIALS		QUANTITY	UNIT	UNIT COST	AMOUNT (PhP)
	Flat Wall Latex				
	Flat Wall Latex				
	Latex Paint, Permacoat (Grey)				
	Latex Paint, Permacoat (Grey)				
	Latex Paint, Permacoat (Blue)				
	Latex Paint, Permacoat (White)				
	Latex Paint, Permacoat (White)				
	Joint Compound, Ready Mix, 5kg				
	Paint Roller, 7"				
	Paint Roller, 4"				
	Paint Brush, 4"				
	Paint Brush, 2"				
Sub-Total for E				PhP	
F. DIRECT UNIT COST (C+E)					
G. OVERHEAD, CONTIGENCIES & MISCELLANEOUS (OCM) EXPENSES				15%	
H. CONTRACTORS PROFIT (CP)				10%	
I. VALUE ADDED TAX (VAT)				5%	
J. TOTAL UNIT COST				PhP	

DETAILED UNIT PRICE ANALYSIS (DUPA)

PROJECT NAME: Installation of Partition Walls and Repurposing, Retrofitting
Refurbishing and Rehabilitating of the Old Library Building

PART V: Door

ITEM NO.: V.A

DESCRIPTION: Wood Door

UNIT OF MEASUREMENT: lot

OUTPUT PER DAY:

QUANTITY: 1 lot

DESIGNATION		NO. OF PERSONS	NO. OF DAYS	DAILY RATE	AMOUNT
A. LABOR					
	a.Site Engineer				
	b.Construction Foreman				
	c. Skilled Worker				
	d. Laborer				
Sub-Total for A				PhP	
	NAME & CAPACITY	NO. OF UNIT/S	NO. OF DAYS	DAILY RATE	AMOUNT
B. EQUIPMENT					
	a. Minor Tools (10% of Labor)				
Sub-Total for B				PhP	
C. TOTAL (A+B)					
D. OUTPUT PER DAY					
	NAME AND SPECIFICATION				
E. MATERIALS		QUANTITY	UNIT	UNIT COST	AMOUNT (PhP)
	1/4 Marine Plywood				
	Finishing Nail, 1"				
	Finishing Nail, 2", kg				
	Finishing Nail, 3", kg				
	1 1/2" x 1 1/2" x 10' Good Lumber				
	2" x 2" x 10' Good Lumber				
	Flat Wall Latex, Gallon				
	Hinges, 3.5" x 3.5" x 2.5mm, S.S 304				
	Cylindrical door knob (Stainless Steel)				
	Door Jamb, Wood, Opening 900mm x 2100mm				
	Latex Paint, Permacoat, Grey				
Sub-Total for E				PhP	
F. DIRECT UNIT COST (C+E)					
G. OVERHEAD, CONTIGENCIES & MISCELLANEOUS (OCM) EXPENSES				15%	
H. CONTRACTORS PROFIT (CP)				10%	
I. VALUE ADDED TAX (VAT)				5%	
J. TOTAL UNIT COST				PhP	

DETAILED UNIT PRICE ANALYSIS (DUPA)

PROJECT NAME: Installation of Partition Walls and Repurposing, Retrofitting
 Refurbishing and Rehabilitating of the Old Library Building
PART V: Door
ITEM NO.: V.B
DESCRIPTION: Wood Saloon Door
UNIT OF MEASUREMENT: lot
OUTPUT PER DAY:
QUANTITY: 1 lot

	DESIGNATION	NO. OF PERSONS	NO. OF DAYS	DAILY RATE	AMOUNT
A.	LABOR				
	a.Site Engineer				
	b.Construction Foreman				
	c. Skilled Worker				
	d. Laborer				
	Sub-Total for A			PhP	
	NAME & CAPACITY	NO. OF UNIT/S	NO. OF DAYS	DAILY RATE	AMOUNT
B.	EQUIPMENT				
	a. Minor Tools (10% of Labor)				
	Sub-Total for B			PhP	
C.	TOTAL (A+B)				
D.	OUTPUT PER DAY				
	NAME AND SPECIFICATION				
E.	MATERIALS	QUANTITY	UNIT	UNIT COST	AMOUNT (PhP)
	1/4 Marine Plywood				
	Finishing Nail, 1"				
	Finishing Nail, 2"				
	Finishing Nail, 3"				
	1 1/2" x 1 1/2" x 10' Good Lumber				
	2" x 2" x 10' Good Lumber				
	Flat Wall Latex				
	Single Action Spring Hinge 4",Stainless,				
	Latex Paint, Permacoat, (Blue)				
F.	Sub-Total for E			PhP	
G.	DIRECT UNIT COST (C+E)				
H.	OVERHEAD, CONTIGENCIES & MISCELLANEOUS (OCM) EXPENSES			15%	
I.	CONTRACTORS PROFIT (CP)			10%	
J.	VALUE ADDED TAX (VAT)			5%	
	TOTAL UNIT COST			PhP	

DETAILED UNIT PRICE ANALYSIS (DUPA)

PROJECT NAME: Installation of Partition Walls and Repurposing, Retrofitting
 Refurbishing and Rehabilitating of the Old Library Building
PART VI: Repair and Refurbishment
ITEM NO.: VI.A
DESCRIPTION: Roofing,Ceiling and Door Knob
UNIT OF MEASUREMENT: lot
OUTPUT PER DAY:
QUANTITY: 1 lot

DESIGNATION		NO. OF PERSONS	NO. OF DAYS	DAILY RATE	AMOUNT
A. LABOR					
	a.Site Engineer				
	b.Construction Foreman				
	c. Skilled Worker				
	d. Laborer				
Sub-Total for A					PhP
	NAME & CAPACITY	NO. OF UNIT/S	NO. OF DAYS	DAILY RATE	AMOUNT
B. EQUIPMENT					
	a. Minor Tools (10% of Labor)				
Sub-Total for B					PhP
C. TOTAL (A+B)					
D. OUTPUT PER DAY					
	NAME AND SPECIFICATION				
E. MATERIALS		QUANTITY	UNIT	UNIT COST	AMOUNT (PhP)
	Finishing Nail, 3", kg				
	Common Nail, 2 1/2", kg				
	Roof Paint, 1 Gallon, (Blue)				
	Corrugated Roofing, ,0.551mm x2.44mm				
	All Around Sealant, Vulcaseal, 1 Litre				
	2" x 2" x 10' Good Lumber				
	1/4 Ordinary Plywood				
	Tekscrew, 12x45mm				
	Wood Screw, 2" , Philips Head, 100/box				
	Cylindrical door knob (Stainless Steel), set				
	HardiFlex Senepa 9.0mm x 2438mm x 254mm				
Sub-Total for E					PhP
F. DIRECT UNIT COST (C+E)					
G. OVERHEAD, CONTIGENCIES & MISCELLANEOUS (OCM) EXPENSES				15%	
H. CONTRACTORS PROFIT (CP)				10%	
I. VALUE ADDED TAX (VAT)				5%	
J. TOTAL UNIT COST					PhP

Section IX. Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
or
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document;
and
- (c) Mayor’s or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
and
- (e) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- (f) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (g) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules;
and
- (h) 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; **and**
- (i) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration; **and**
- (j) Project Requirements, which shall include the following:
 - a. Organizational chart for the contract to be bid;
 - b. List of contractor’s key personnel (*e.g.*, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
 - c. List of contractor’s major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or

- certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- (k) Original duly signed Omnibus Sworn Statement (OSS); **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- (l) The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- (m) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

Class "B" Documents

- (n) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence; **or** duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

II. FINANCIAL COMPONENT ENVELOPE

- (o) Original of duly signed and accomplished Financial Bid Form; **and**

Other documentary requirements under RA No. 9184

- (p) Original of duly signed Bid Prices in the Bill of Quantities; **and**
- (q) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; **and**
- (r) Cash Flow by Quarter.

