



**CIVIL AVIATION AUTHORITY OF THE PHILIPPINES
ILOILO INTERNATIONAL AIRPORT**

PHILIPPINE BIDDING DOCUMENTS

**RENOVATION AND UPGRADING OF
COMFORT ROOMS AT PTB OF ILOILO
INTERNATIONAL AIRPORT**

Government of the Republic of the Philippines

**Sixth Edition
September 14, 2023**

TABLE OF CONTENTS

Glossary of Terms, Abbreviations, and Acronyms	4
Section I. Invitation to Bid.....	7
Section II. Instructions to Bidders	10
1. Scope of Bid.....	11
2. Funding Information	11
3. Bidding Requirements.....	11
4. Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices	11
5. Eligible Bidders.....	12
6. Origin of Associated Goods	12
7. Subcontracts	12
8. Pre-Bid Conference.....	12
9. Clarification and Amendment of Bidding Documents.....	12
10. Documents Comprising the Bid: Eligibility and Technical Components.....	12
11. Documents Comprising the Bid: Financial Component	13
12. Alternative Bids	13
13. Bid Prices	14
14. Bid and Payment Currencies.....	14
15. Bid Security.....	14
16. Sealing and Marking of Bids.....	14
17. Deadline for Submission of Bids	14
18. Opening and Preliminary Examination of Bids	14
19. Detailed Evaluation and Comparison of Bids.....	15
20. Post Qualification.....	15
21. Signing of the Contract	15
Section III. Bid Data Sheet	16
Section IV. General Conditions of Contract.....	31
1. Scope of Contract.....	32
2. Sectional Completion of Works	32
3. Possession of Site	32
4. The Contractor's Obligations.....	32
5. Performance Security	33
6. Site Investigation Reports	33

7.	Warranty.....	33
8.	Liability of the Contractor.....	33
9.	Termination for Other Causes.....	33
10.	Dayworks	34
11.	Program of Work.....	34
12.	Instructions, Inspections and Audits	34
13.	Advance Payment.....	34
14.	Progress Payments	34
15.	Operating and Maintenance Manuals.....	35
	Section V. Special Conditions of Contract.....	36
	Section VI. Specifications	38
	Section VII. Drawings.....	39
	Section VIII. Bill of Quantities	50
	Section IX. Checklist of Technical and Financial Documents	64

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

CIVIL AVIATION AUTHORITY OF THE PHILIPPINES
ILOILO INTERNATIONAL AIRPORT

INVITATION TO BID FOR

**RENOVATION AND UPGRADING OF COMFORT ROOMS AT PTB OF ILOILO
INTERNATIONAL AIRPORT**

1. The *Civil Aviation Authority of the Philippines Iloilo International Airport*, through the *CAAP Corporate Operating Budget CY 2023* intends to apply the sum of **Two Million Nine Hundred Ten Thousand One Hundred Forty Six Pesos & 25/100 (₱ 2,910,146.25)** being the Approved Budget for the Contract (ABC) to payments under the contract for *CILO 2023-016 RENOVATION AND UPGRADING OF COMFORT ROOMS AT PTB OF ILOILO INTERNATIONAL AIRPORT*, Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Civil Aviation Authority of the Philippines Iloilo International Airport* now invites bids for the above Procurement Project. Completion of the Works is required is within *Sixty (60) Calendar days upon effectivity of the Notice to Proceed*. 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 non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the 2016 revised IRR of RA No. 9184.

4. Interested bidders may obtain further information from *Civil Aviation Authority of the Philippines Iloilo International Airport* and inspect the Bidding Documents at the address given below from **8:00 AM to 5:00 PM, Monday to Friday**.
5. A complete set of Bidding Documents may be acquired by interested bidders on **September 14, 2023 from 8:00 am to 5:00 pm until October 4, 2023 @ 09:00 AM** from given address **upon payment of the applicable fee for the Bidding Documents and the Letter of Intent, pursuant to the latest Guidelines issued by the GPPB**, in the amount of **Five Thousand Six Hundred Pesos (P 5,600.00) inclusive of VAT**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees **submission of machine copy or thru electronic means**.
6. The *Civil Aviation Authority of the Philippines Iloilo International Airport* will hold a Pre-Bid Conference for the project **RENOVATION AND UPGRADING OF**

COMFORT ROOMS AT PTB OF ILOILO INTERNATIONAL AIRPORT on September 22, 2023 at 9:00 AM at the Admin Conference Room, Admin Building, CAAP Iloilo International Airport.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on or before ***October 4, 2023 @ 09:00 AM. 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.
9. Bid opening shall be on ***October 4, 2023 @ 09:00 AM*** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The ***Civil Aviation Authority of the Philippines Iloilo International Airport*** 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.
11. For further information, please refer to:

ROBERTO B. MONTELIJAO JR.

BAC Chairperson

Civil Aviation Authority of the Philippines

Iloilo International Airport

Cabatuan, Iloilo

caapiloilobac@ymail.com

(033)-3211950; (033)-3299500 loc. 3266

September 14, 2023

(SGD.) ROBERTO B. MONTELIJAO JR.

BAC Chairperson

Civil Aviation Authority of the Philippines

Iloilo International Airport

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, *Civil Aviation Authority of the Philippines Iloilo International Airport* invites Bids for the **RENOVATION AND UPGRADING OF COMFORT ROOMS AT PTB OF ILOILO INTERNATIONAL AIRPORT**, with Project Identification Number **CILO 2023-016**.

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 **CY 2023** in the amount of **Two Million Nine Hundred Ten Thousand One Hundred Forty Six Pesos & 25/100 (₱ 2,910,146.25)**.

2.2. The source of funding is GOCC and GFIs, the proposed Corporate Operating Budget.

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 Procuring Entity has prescribed that Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for Project ***RENOVATION AND UPGRADING OF COMFORT ROOMS AT PTB OF ILOILO INTERNATIONAL AIRPORT on September 22, 2023 at 9:00 AM Admin Conference Room, Admin Building, CAAP Iloilo International Airport*** 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 tradable 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: 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 ***ONE HUNDRED TWENTY (120) Calendar days after opening of bids***. 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

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: Renovation and Upgrading of Comfort Rooms															
7.1	<i>Sub-contracting is not allowed.</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: left;"><u>Key Personnel</u></th> <th style="text-align: left;"><u>General Experience</u></th> <th style="text-align: left;"><u>Relevant Experience</u></th> </tr> </thead> <tbody> <tr> <td>Foreman</td> <td>With 2 year minimum experience as Foreman</td> <td>Renovation and Upgrading</td> </tr> <tr> <td>Tile Setter/ Mason</td> <td>With 2 year minimum experience as Tile Setter/ Mason</td> <td>Renovation and Upgrading</td> </tr> <tr> <td>WPC Installer/ Carpenter</td> <td>With 2 year minimum experience as WPC Installer/Carpenter</td> <td>Renovation and Upgrading</td> </tr> <tr> <td>Laborer</td> <td>With 2 year minimum experience as Laborer</td> <td>Renovation and Upgrading</td> </tr> </tbody> </table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	Foreman	With 2 year minimum experience as Foreman	Renovation and Upgrading	Tile Setter/ Mason	With 2 year minimum experience as Tile Setter/ Mason	Renovation and Upgrading	WPC Installer/ Carpenter	With 2 year minimum experience as WPC Installer/Carpenter	Renovation and Upgrading	Laborer	With 2 year minimum experience as Laborer	Renovation and Upgrading
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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: left;"><u>Equipment</u></th> <th style="text-align: left;"><u>Capacity</u></th> <th style="text-align: left;"><u>Number of Units</u></th> </tr> </thead> <tbody> <tr> <td>Delivery Truck</td> <td>Minimum GVW of 7,000 kgs</td> <td>One (1)</td> </tr> <tr> <td>Demolition Hammer /Concrete Breaker/ Jack Hammer</td> <td>Minimum 1500 watts</td> <td>One (1)</td> </tr> </tbody> </table>	<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>	Delivery Truck	Minimum GVW of 7,000 kgs	One (1)	Demolition Hammer /Concrete Breaker/ Jack Hammer	Minimum 1500 watts	One (1)						
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Delivery Truck	Minimum GVW of 7,000 kgs	One (1)														
Demolition Hammer /Concrete Breaker/ Jack Hammer	Minimum 1500 watts	One (1)														
12	<i>Alternative Bids shall not be accepted</i>															
15.1	The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts: a. The amount of not less than <u>P 58,202.93</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>P 145,507.31</u> [five percent (5%) of ABC] if bid security is in Surety Bond.															
19.2	Partial bids are not allowed.															

19.3	Unit of Issue	Item Description	Quantity	
	lot	Mobilization/Demobilization	1	
	m ²	Demolition Works	454.8	
		Scope of Works		
		Removal of counter sink		
		Chipping of floor tiles		
		Chipping of wall tiles		
	m ²	Ceiling Works	142.56	
	m ²	Installation of Wall Tiles and Composite Panel	296.40	
	m ²	Installation of Floor Tiles, and Counter Sink	142.56	
	lots	Installation of Electrical, Plumbing and Other Fixtures	3	
		Scope of work		
		Rewiring of light fixtures		
		Installation of power supply for handriers and urinal sensors		
	Materials for Ceiling Works:			

	Fiber Cement Board 6mm		
	Laminated Plywood 3mm		
	Metal Furring		
	Concrete Putty		
	Blind Revits 1/8 x 1/2		
	Water Base Odorless Paint		
	Adhesive Contact Cement		
	Roller 6"		
	Roller Tray		
	Baby roller		
	Materials for Wall Tiles and Composite Panel:		
	Wood Plastic Composite 24mm x 160mm x 290cm		
	Subway Tiles (A=25.5m ²) 10cm x 30cm, Bevelled, 33 pcs/box		
	Homogenous (A=85.9m ²) wall tiles 400mm x 400mm		
	WPC Clip		
	WPC Edge		
	Tile Adhesive		
	Liquid Nail		

	Cement		
	Tile grout (White)		
	Tile sealer		
	Tex w/ screw		
	Materials for Floor Tiles and Counter Sink:		
	Polished Granite Counter Top (A=8.6m ²) 60 x 240cm		
	Non-slip Homogenous floor tiles (A=42.6m ²) 400mm x 400mm, (4 pcs/box)		
	Tile Adhesive		
	Drop-in Lavatory Sink		
	Cement		
	Wash sand		
	Crack stone 1/2 or 3/4		
	RSB 10mm		
	Tie wire #16		
	Ord. Plywood 1/2		
	Lumber 2 x 2 x 10		
	Blue Sheet (For Board up)		
	CWN (Assorted)		

	Tile grout (White)		
	Tile sealer		
	Materials for Electrical, Plumbing and Other Fixtures		
	Downlight Bulb Housing Round Surface		
	THHN Stranded wire 2.0mm ² 150m/roll		
	Electrical Tape (Big)		
	Flexible metal conduit 1/2"Ø		
	Flexible connector (Metal) 1/2"Ø		
	Junction Box (Metal)		
	Cable tie 4"		
	Sensor Type Faucet (American Standard or approve equivalent)		
	Urinal Parts (TOTO) UFS800CC		
	Urinal Sensor (HH54002)		
	Urinal Controller (HH54006Z)		
	Urinal Valve (HH55002N)		
	Tissue Holder		
	Hand Dryer (Brand: KDK or approved equivalent)		
	Phenolic Urinal Partition, 400 x1200 x 12mm, customized design with mounting bracket		

	Vanity Mirror with LED light 50 X 70		

TERMS OF REFERENCE

RENOVATION AND UPGRADING OF COMFORT ROOMS AT ILOILO INTERNATIONAL AIRPORT

I. GENERAL CONDITIONS:

1. Administrative Requirements:

The Contractor shall comply with the following:

- 1.1 Visit and inspect the site to apprise oneself of the actual condition that will affect the implementation of the project to be done. The Contractor shall secure a Certificate of Site Inspection from the Civil Aviation Authority of the Philippines (CAAP).
- 1.2 Comply with the security, safety, **Iloilo International Airport** house rules, and plans for maintaining site cleanup.
- 1.3 Investigation and submission of report/s to **Iloilo International Airport** for any accident or untoward incident that may occur at the site for the duration of the project.
- 1.4 Assume all responsibility for injuries to persons and damages to **Iloilo International Airport** and other property caused by the execution of the works and shall be liable for any claims against **Iloilo International Airport** on account of such injury

and/or damage.

2. Prohibitions:

2.1 Drinking of liquor, smoking and gambling in the building and the Contractor's storage area.

2.2 Cooking of any kind of food and eating in the project/work area.

2.3 Loitering in areas other than the project site.

3. Safety and Sanitation Requirements:

3.1 Workers engaged in the project shall wear appropriate personal protective equipment.

3.2 Employees of the Contractor shall wear uniform/T-shirts marked with the Contractor's company name and shall wear valid company I.D. while inside the **Iloilo International Airport** premises.

3.3 All areas affected by implementation of the project shall be thoroughly cleaned to the full satisfaction of the **Iloilo International Airport**.

4. Requirements for Storage of Equipment:

4.1 All equipment shall be stacked in a stable and self-supporting manner. All sharp objects shall be removed to avoid injury to workers and **Iloilo International Airport** personnel.

4.2 Passageways and all access ways shall be kept free from equipment and material obstructions at all

times.

II. SCOPE OF WORK:

The Contractor shall provide all labor, materials, equipment, tools, technical supervision and expertise for the Renovation and Upgrading Comfort Rooms at **Iloilo International Airport, Cabatuan, Iloilo.**

1. Demolition Works

- 1.1 Dismantling of all toilet fixtures and accessories such as water closet, urinals and auto faucets.
- 1.2 Chipping/Removal of floor and wall tiles and lavatory counters of comfort rooms at pre-departure and baggage claim only.
- 1.3 All the dismantled fixtures and its accessories shall be stored in the designated area assigned by the authorized representative of **Iloilo International Airport.**
- 1.4 The Contractor shall provide the necessary protection to toilet fixtures and other equipment/facility within the work area during the dismantling, demolition and installation to avoid damages.
- 1.5 The contractor can close and work simultaneously on toilets at pre-departure area and baggage claim. But in Pre-departure, the contractor must complete first the sets of toilets at the right side before they can start working at the left side.

2. Tile Works

2.1 Chipping/remove existing wall and floor tiles but not damaging the water proofing of the floor and embedded pipes on walls.

2.2 Clean the area before the installation of new tiles.

2.3 Install the new floor and wall tiles and composite panels.

2.4 Installation of new lavatory counters

2.5 All tile works must be done by a professional tile setter or with remarkable experience in tile installations.

2.6 The contractor must submit a request for inspection to the Engineering Unit for the following work activities

- a. Materials Delivery Inspection
- b. Preparation of the area prior to tile installation.
- c. Tile setting prior to grouting.
- d. Form works for lavatory counter installation prior to concreting
- e. Lavatory granite counter installation
- f. Preliminary Inspection (95% completed)/ Punch listing in preparation for the final inspection.

2.7 Work activities that were not inspected and without the approval of project in-charge might be rejected.

3. Ceiling Works

3.1 Installation of drop ceiling as specified in layout.

3.2 Installation of laminated plywood on drop ceilings.

3.3 Repainting of existing ceilings

3.4 The contractor must submit a request for inspection to the Engineering Unit for the following work activities

- a. Materials Delivery Inspection
- b. Drop ceiling framing installation prior to installation of ceiling boards.
- c. Ceiling board installation prior to the installation of laminated plywood.
- d. Ceiling preparation prior to painting works.
- e. Preliminary Inspection (95% completed)/ Punch listing in preparation for the final inspection.

3.5 Work activities that were not inspected and without the approval of project in-charge might be rejected.

4. Electrical and Plumbing Works

4.1 Installation of additional downlight at drop ceilings which will be connected to the existing lighting circuit.

4.2 Installation electrical connection of auto faucets and urinals.

4.3 Installation of electrical connections of hand driers and mirrors.

4.4 The contractor must submit a request for inspection to the Engineering Unit for the following work activities

- a. Materials Delivery Inspection
- b. Electrical stub outs prior to tile setting
- c. Megger testing of newly installed electrical wirings
- d. Preliminary Inspection (95% completed)/ Punch listing in preparation for the final inspection.

4.5 Work activities that were not inspected and without the approval of project in-charge might be rejected.

5. Installation of Toilet Fixtures

5.1 Installation of new lavatory, hand driers and auto faucets.

5.2 Reinstallation of water closets and its accessories.

5.3 Reinstallation of urinals and its accessories.

5.4 The contractor must submit a request for inspection to the Engineering Unit for the following work activities

- a. Materials Delivery Inspection
- b. Toilet fixtures installation
- c. Preliminary Inspection (95% completed)/ Punch listing in preparation for the final inspection.

5.5 Work activities that were not inspected and without the approval of project in-charge might be rejected.

III. TECHNICAL SPECIFICATIONS

Downlight

1. Must be 12 watts or higher
2. Must be heavy duty with not less than 50,000 hrs life expectancy
3. Must be LED, 100-230VAC, Daylight
4. Must be round

Wall and Floor Tiles and Counter Top

1. Non-slip homogenous floor tiles 400mm x 400mm size
2. Homogenous wall tiles 400mm x 400mm size
3. Subway tiles white prism 125mm x 250mm
4. Wood plastic composite panel 24mm x 160mm x 2900mm
5. Polished granite counter top

Auto Faucet

1. Made from A-Grade durable brass
2. Infrared sensor
3. 220V AC
4. Chrome Finish
5. 7.5L/min flow rate

Hand Dryer

1. Must be 220VAC
2. Drain Pan Type
3. Powerful air velocity of 110m/s Anti-bacteria material adopted
4. Automatic operation
5. Super-allergenic filter
6. With Heater ON and OFF switch
7. Wall Mount

IV. APPLICABLE STANDARDS

1. Occupational Health and Safety
2. ASTM's
3. EMS

V. TERMS AND CONDITIONS

1. The Contractor shall, within seven (7) calendar days after issuance of Notice to Proceed conduct a pre-construction meeting that will be attended by project in-charge, end user and contractor's representative.
2. The project shall be completed within sixty (60) calendar days from the effectivity date indicated in the Notice to Proceed.
3. The Contractor represents and warrants that it has the capacity to perform its obligations and undertakings according to the terms and conditions of this project, and hereby agrees and warrants that it shall faithfully observe and comply therewith.
4. All works must be done without disruption on the working conditions of the airport.
5. The Contractor's Warranty shall be for a period of one (1) year after acceptance of the project. The warranty shall include the cost of parts and labor. During the warranty period, the Contractor must rectify any defects within three (3) days from time received of request from CAAP.
6. Payment will be made as follows:
 - a. 50% progress payment will be made after issuance by the CAAP of Certificate of 50% accomplishment and submission of all documents.
 - b. Full payment will be made after issuance by the CAAP of Certificate of Acceptance and submission

	<p>of all documents.</p> <p>c. All payments shall be subject to applicable taxes.</p> <p>7. The execution of all works shall be subject to the inspection and acceptance by the CAAP authorized representatives.</p>
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

Special Conditions of Contract

GCC Clause	
2	NO different dates are specified for completion of the Works by section (“sectional completion”), these dates should be listed here
4.1	The Procuring Entity shall give possession of all parts of the Site to the Contractor upon receipt of the Notice to Proceed.
6	The site investigation reports are the Site Inspector to be signed by the Airport Area Manager/Officer-in-Charge
7.2	<i>[In case of semi-permanent structures, such as buildings of types 1, 2, and 3 as classified under the National Building Code of the Philippines, concrete/asphalt roads, concrete river control, drainage, irrigation lined canals, river landing, deep wells, rock causeway, pedestrian overpass, and other similar semi-permanent structures:]</i> Five (5) years.
10	No dayworks are applicable to the contract.
11.1	The Contractor shall submit the Program of Work to the Procuring Entity’s Representative within Sixty (60) days of delivery of the Notice of Award.
11.2	The amount to be withheld for late submission of an updated Program of Work is the same as indicated in the bill of quantities for said item of work.
13	Advance payment is not allowed .
14	Materials and equipment delivered on the site but not completely put in place shall be included for payment.
15.1	The date by which “as built” drawings are required is fifteen (15) calendar days prior to the completion of the project.
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 the same as indicated in the bill of quantities for said item of work.

Section VI. Specifications

Item	Qty	Unit	Description
1.0	1	lot	Mobilization/Demobilization
2.0	454.8	m ²	Demolition Works
			Scope of Works
			Removal of counter sink
			Chipping of floor tiles
			Chipping of wall tiles
3.0	142.56	m ²	Ceiling Works
4.0	296.40	m ²	Installation of Wall Tiles and Composite Panel
5.0	142.56	m ²	Installation of Floor Tiles, and Counter Sink
6.0	3	lots	Installation of Electrical, Plumbing and Other Fixtures
			Scope of work
			Rewiring of light fixtures
			Installation of power supply for handriers and urinal sensors
			Materials for Ceiling Works:
			Fiber Cement Board 6mm
			Laminated Plywood 3mm
			Metal Furring
			Concrete Putty

			Blind Revits 1/8 x 1/2
			Water Base Odorless Paint
			Adhesive Contact Cement
			Roller 6"
			Roller Tray
			Baby roller
			Materials for Wall Tiles and Composite Panel:
			Wood Plastic Composite 24mm x 160mm x 290cm
			Subway Tiles (A=25.5m ²) 10cm x 30cm, Bevelled, 33 pcs/box
			Homogenous (A=85.9m ²) wall tiles 400mm x 400mm
			WPC Clip
			WPC Edge
			Tile Adhesive
			Liquid Nail
			Cement
			Tile grout (White)
			Tile sealer
			Tex w/ screw
			Materials for Floor Tiles and Counter Sink:
			Polished Granite Counter Top (A=8.6m ²) 60 x 240cm

			Non-slip Homogenous floor tiles (A=42.6m ²) 400mm x 400mm, (4 pcs/box)
			Tile Adhesive
			Drop-in Lavatory Sink
			Cement
			Wash sand
			Crack stone 1/2 or 3/4
			RSB 10mm
			Tie wire #16
			Ord. Plywood 1/2
			Lumber 2 x 2 x 10
			Blue Sheet (For Board up)
			CWN (Assorted)
			Tile grout (White)
			Tile sealer
			Materials for Electrical, Plumbing and Other Fixtures:
			Downlight Bulb Housing Round Surface
			THHN Stranded wire 2.0mm ² 150m/roll
			Electrical Tape (Big)
			Flexible metal conduit 1/2"∅
			Flexible connector (Metal) 1/2"∅

			Junction Box (Metal)
			Cable tie 4"
			Sensor Type Faucet (American Standard or approve equivalent)
			Urinal Parts (TOTO) UFS800CC
			Urinal Sensor (HH54002)
			Urinal Controller (HH54006Z)
			Urinal Valve (HH55002N)
			Tissue Holder
			Hand Dryer (Brand: KDK or approved equivalent)
			Phenolic Urinal Partition, 400 x1200 x 12mm, customized design with mounting bracket
			Vanity Mirror with LED light 50 X 70

TERMS OF REFERENCE

RENOVATION AND UPGRADING OF COMFORT ROOMS AT ILOILO INTERNATIONAL AIRPORT

VI. GENERAL CONDITIONS:

5. Administrative Requirements:

The Contractor shall comply with the following:

- 5.1 Visit and inspect the site to apprise oneself of the actual condition that will affect the implementation of the project to be done. The Contractor shall secure a Certificate of Site Inspection from the Civil Aviation Authority of the Philippines (CAAP).
- 5.2 Comply with the security, safety, **Iloilo International Airport** house rules, and plans for maintaining site cleanup.
- 5.3 Investigation and submission of report/s to **Iloilo International Airport** for any accident or untoward incident that may occur at the site for the duration of the project.
- 5.4 Assume all responsibility for injuries to persons and damages to **Iloilo International Airport** and other property caused by the execution of the works and shall be liable for any claims against **Iloilo International Airport** on account of such injury and/or damage.

6. Prohibitions:

- 6.1 Drinking of liquor, smoking and gambling in the building and the Contractor's storage area.
- 6.2 Cooking of any kind of food and eating in the project/work area.
- 6.3 Loitering in areas other than the project site.

7. Safety and Sanitation Requirements:

- 7.1 Workers engaged in the project shall wear appropriate personal protective equipment.
- 7.2 Employees of the Contractor shall wear uniform/T-shirts marked with the Contractor's company name and shall wear valid company I.D. while inside the **Iloilo International Airport** premises.
- 7.3 All areas affected by implementation of the project shall be thoroughly cleaned to the full satisfaction of the **Iloilo International Airport**.

8. Requirements for Storage of Equipment:

- 8.1 All equipment shall be stacked in a stable and self-supporting manner. All sharp objects shall be removed to avoid injury to workers and **Iloilo International Airport** personnel.
- 8.2 Passageways and all access ways shall be kept free from equipment and material obstructions at all times.

VII. SCOPE OF WORK:

The Contractor shall provide all labor, materials, equipment, tools, technical supervision and expertise for the Renovation and Upgrading Comfort Rooms at **Iloilo International Airport, Cabatuan, Iloilo.**

6. Demolition Works

- 6.1 Dismantling of all toilet fixtures and accessories such as water closet, urinals and auto faucets.
- 6.2 Chipping/Removal of floor and wall tiles and lavatory counters of comfort rooms at pre-departure and baggage claim only.
- 6.3 All the dismantled fixtures and its accessories shall be stored in the designated area assigned by the authorized representative of **Iloilo International Airport.**
- 6.4 The Contractor shall provide the necessary protection to toilet fixtures and other equipment/facility within the work area during the dismantling, demolition and installation to avoid damages.
- 6.5 The contractor can close and work simultaneously on toilets at pre-departure area and baggage claim. But in Pre-departure, the contractor must complete first the sets of toilets at the right side before they can start working at the left side.

7. Tile Works

- 7.1 Chipping/remove existing wall and floor tiles but not damaging the water proofing of the floor and embedded pipes on walls.
- 7.2 Clean the area before the installation of new tiles.
- 7.3 Install the new floor and wall tiles and composite panels.
- 7.4 Installation of new lavatory counters

- 7.5 All tile works must be done by a professional tile setter or with remarkable experience in tile installations.
- 7.6 The contractor must submit a request for inspection to the Engineering Unit for the following work activities
- g. Materials Delivery Inspection
 - h. Preparation of the area prior to tile installation.
 - i. Tile setting prior to grouting.
 - j. Form works for lavatory counter installation prior to concreting
 - k. Lavatory granite counter installation
 - l. Preliminary Inspection (95% completed)/ Punch listing in preparation for the final inspection.
- 7.7 Work activities that were not inspected and without the approval of project in-charge might be rejected.

8. Ceiling Works

- 8.1 Installation of drop ceiling as specified in layout.
- 8.2 Installation of laminated plywood on drop ceilings.
- 8.3 Repainting of existing ceilings
- 8.4 The contractor must submit a request for inspection to the Engineering Unit for the following work activities
- f. Materials Delivery Inspection
 - g. Drop ceiling framing installation prior to installation of ceiling boards.
 - h. Ceiling board installation prior to the installation of laminated plywood.
 - i. Ceiling preparation prior to painting works.
 - j. Preliminary Inspection (95% completed)/ Punch listing in preparation for the final inspection.
- 8.5 Work activities that were not inspected and without the approval of project in-charge might be rejected.

9. Electrical and Plumbing Works

- 9.1 Installation of additional downlight at drop ceilings which will be connected to the existing lighting circuit.
- 9.2 Installation electrical connection of auto faucets and urinals.
- 9.3 Installation of electrical connections of hand driers and mirrors.

9.4 The contractor must submit a request for inspection to the Engineering Unit for the following work activities

- e. Materials Delivery Inspection
- f. Electrical stub outs prior to tile setting
- g. Megger testing of newly installed electrical wirings
- h. Preliminary Inspection (95% completed)/ Punch listing in preparation for the final inspection.

9.5 Work activities that were not inspected and without the approval of project in-charge might be rejected.

10. Installation of Toilet Fixtures

10.1 Installation of new lavatory, hand driers and auto faucets.

10.2 Reinstallation of water closets and its accessories.

10.3 Reinstallation of urinals and its accessories.

10.4 The contractor must submit a request for inspection to the Engineering Unit for the following work activities

- d. Materials Delivery Inspection
- e. Toilet fixtures installation
- f. Preliminary Inspection (95% completed)/ Punch listing in preparation for the final inspection.

10.5 Work activities that were not inspected and without the approval of project in-charge might be rejected.

VIII. TECHNICAL SPECIFICATIONS

Downlight

- 5. Must be 12 watts or higher
- 6. Must be heavy duty with not less than 50,000 hrs life expectancy
- 7. Must be LED, 100-230VAC, Daylight
- 8. Must be round

Wall and Floor Tiles and Counter Top

- 6. Non-slip homogenous floor tiles 400mm x 400mm size
- 7. Homogenous wall tiles 400mm x 400mm size
- 8. Subway tiles white prism 125mm x 250mm
- 9. Wood plastic composite panel 24mm x 160mm x 2900mm
- 10. Polished granite counter top

Auto Faucet

6. Made from A-Grade durable brass
7. Infrared sensor
8. 220V AC
9. Chrome Finish
10. 7.5L/min flow rate

Hand Dryer

8. Must be 220VAC
9. Drain Pan Type
10. Powerful air velocity of 110m/s Anti-bacteria material adopted
11. Automatic operation
12. Super-allergenic filter
13. With Heater ON and OFF switch
14. Wall Mount

IX. APPLICABLE STANDARDS

4. Occupational Health and Safety
5. ASTM's
6. EMS

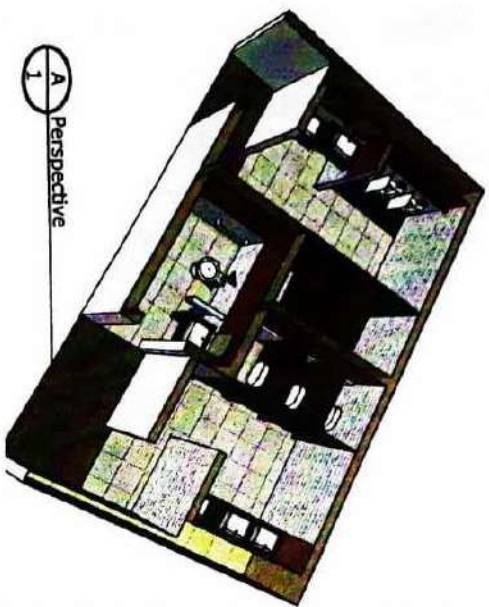
X. TERMS AND CONDITIONS

8. The Contractor shall, within seven (7) calendar days after issuance of Notice to Proceed conduct a pre-construction meeting that will be attended by project in-charge, end user and contractor's representative.
9. The project shall be completed within sixty (60) calendar days from the effectivity date indicated in the Notice to Proceed.
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11. All works must be done without disruption on the working conditions of the airport.
12. The Contractor's Warranty shall be for a period of one (1) year after acceptance of the project. The warranty shall include the cost of parts and labor. During the warranty period, the Contractor must rectify any defects within three (3) days from time received of request from CAAP.
13. Payment will be made as follows:
 - d. 50% progress payment will be made after issuance by the CAAP of

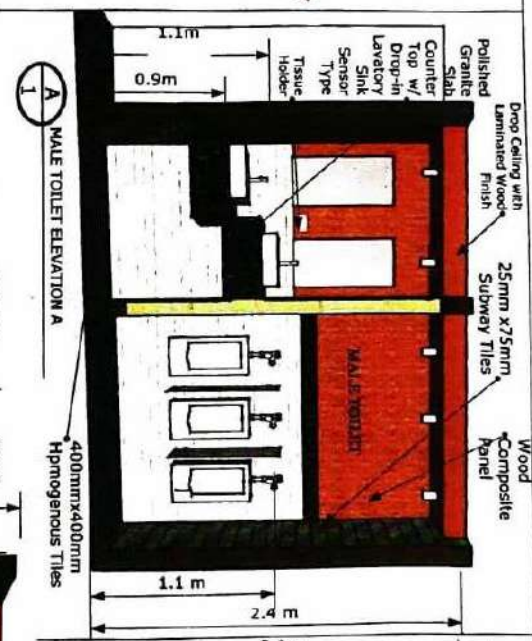
Certificate of 50% accomplishment and submission of all documents.

- e. Full payment will be made after issuance by the CAAP of Certificate of Acceptance and submission of all documents.
 - f. All payments shall be subject to applicable taxes.
14. The execution of all works shall be subject to the inspection and acceptance by the CAAP authorized representatives.

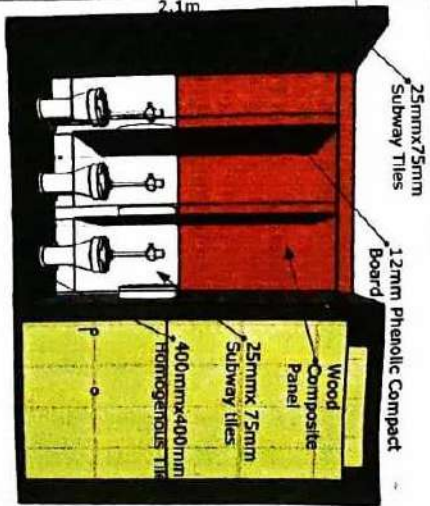
Section VII. Drawings



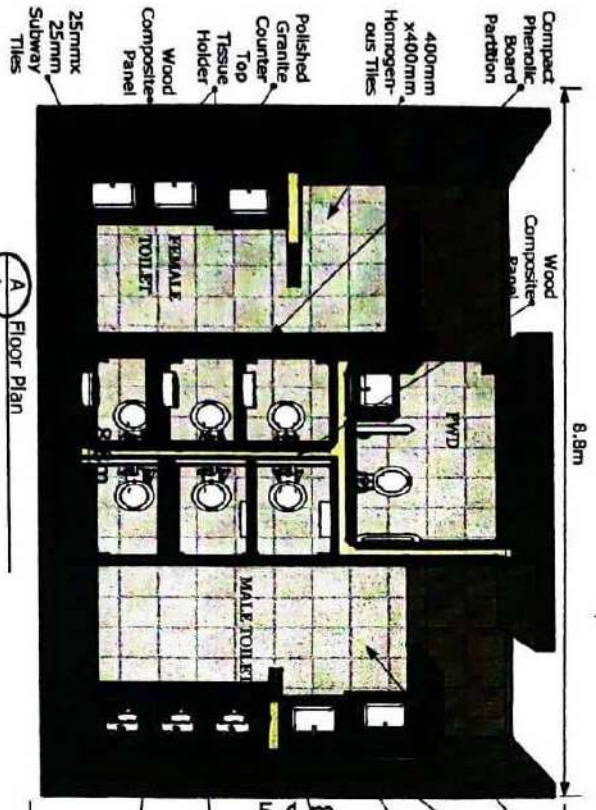
A-1 Perspective



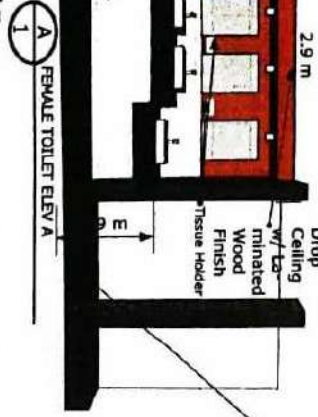
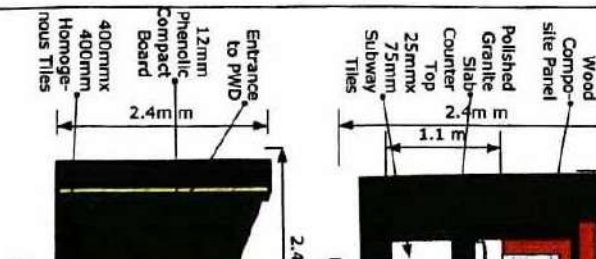
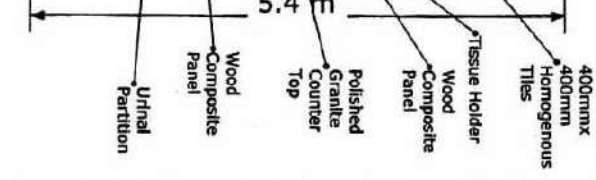
A-1 MALE TOILET ELEVATION A



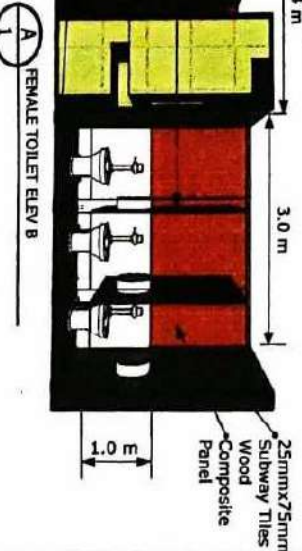
A-1 MALE TOILET ELEVATION B



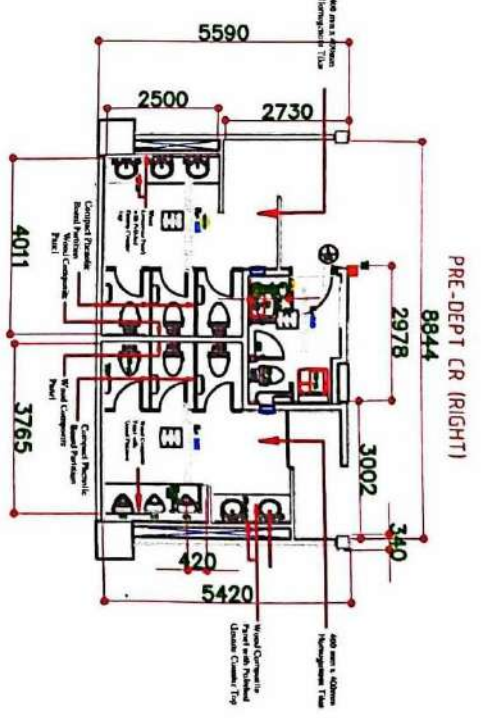
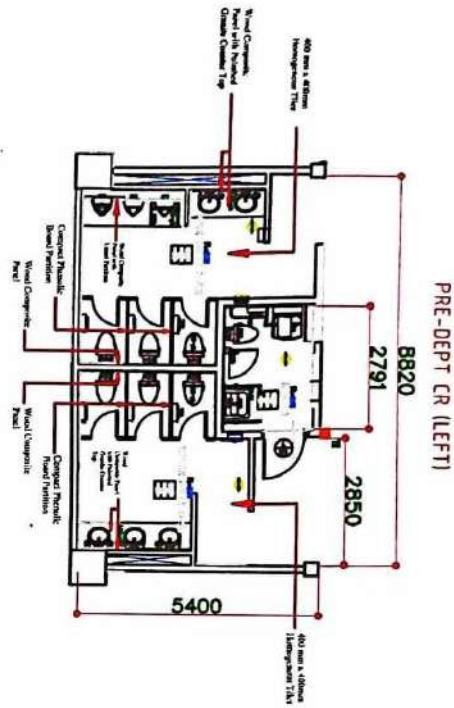
A-1 Floor Plan



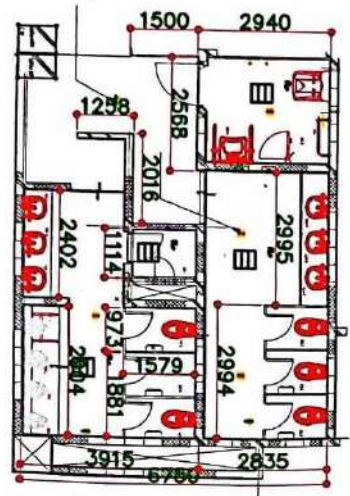
A-1 FEMALE TOILET ELEV A



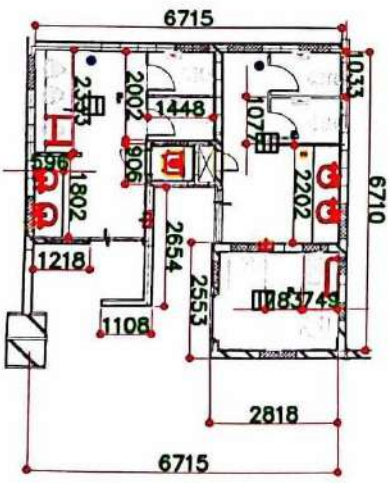
A-1 FEMALE TOILET ELEV B

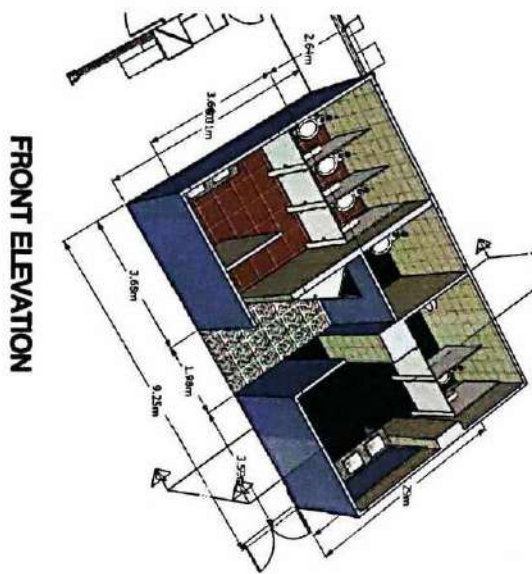
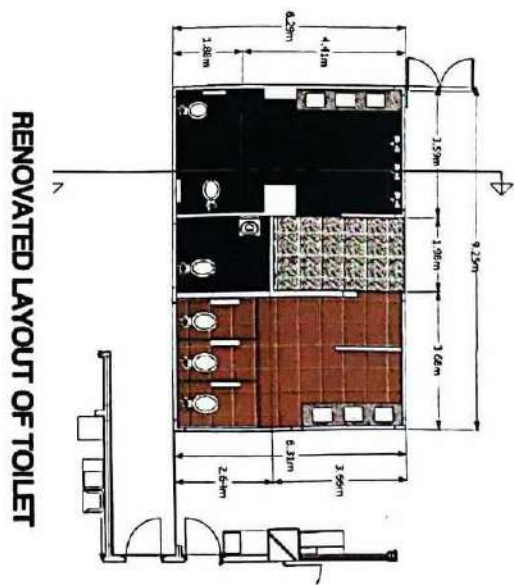
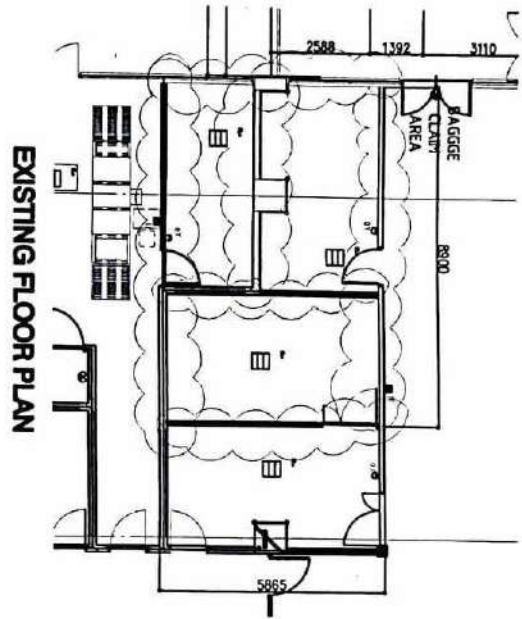


ARRIVAL



CHECK IN





Section VIII. Bill of Quantities

**CIVIL AVIATION AUTHORITY OF THE PHILIPPINES
ILOILO INTERNATIONAL AIRPORT**

Project : **RENOVATION AND UPGRADING OF COMFORT ROOMS AT PTB OF ILOILO INTERNATIONAL AIRPORT**

Location: ILOILO INTERNATIONAL AIRPORT

Subject : DETAILED ESTIMATES

ITEMIZED BILL OF QUANTITIES

Item	Qty	Unit	Description	Unit Price	Amount
1.0	1	lot	Mobilization/Demobilization		
2.0	454. 8	m ²	Demolition Works		
			Scope of Works		
			Removal of counter sink		
			Chipping of floor tiles		
			Chipping of wall tiles		
3.0	142. 56	m ²	Ceiling Works		
4.0	296. 40	m ²	Installation of Wall Tiles and Composite Panel		
5.0	142. 56	m ²	Installation of Floor Tiles, and Counter Sink		
6.0	3	lots	Installation of Electrical, Plumbing and Other Fixtures		
			Scope of work		
			Rewiring of light fixtures		
			Installation of power supply for handriers and urinal sensors		

			Materials for Ceiling Works:		
			Fiber Cement Board 6mm		
			Laminated Plywood 3mm		
			Metal Furring		
			Concrete Putty		
			Blind Revits 1/8 x 1/2		
			Water Base Odorless Paint		
			Adhesive Contact Cement		
			Roller 6"		
			Roller Tray		
			Baby roller		
			Materials for Wall Tiles and Composite Panel:		
			Wood Plastic Composite 24mm x 160mm x 290cm		
			Subway Tiles (A=25.5m ²) 10cm x 30cm, Bevelled, 33 pcs/box		
			Homogenous (A=85.9m ²) wall tiles 400mm x 400mm		
			WPC Clip		
			WPC Edge		
			Tile Adhesive		
			Liquid Nail		
			Cement		

			Tile grout (White)		
			Tile sealer		
			Tex w/ screw		
			Materials for Floor Tiles and Counter Sink:		
			Polished Granite Counter Top (A=8.6m ²) 60 x 240cm		
			Non-slip Homogenous floor tiles (A=42.6m ²) 400mm x 400mm, (4 pcs/box)		
			Tile Adhesive		
			Drop-in Lavatory Sink		
			Cement		
			Wash sand		
			Crack stone 1/2 or 3/4		
			RSB 10mm		
			Tie wire #16		
			Ord. Plywood 1/2		
			Lumber 2 x 2 x 10		
			Blue Sheet (For Board up)		
			CWN (Assorted)		
			Tile grout (White)		
			Tile sealer		

			Materials for Electrical, Plumbing and Other Fixtures:		
			Downlight Bulb Housing Round Surface		
			THHN Stranded wire 2.0mm ² 150m/roll		
			Electrical Tape (Big)		
			Flexible metal conduit 1/2"Ø		
			Flexible connector (Metal) 1/2"Ø		
			Junction Box (Metal)		
			Cable tie 4"		
			Sensor Type Faucet (American Standard or approve equivalent)		
			Urinal Parts (TOTO) UFS800CC		
			Urinal Sensor (HH54002)		
			Urinal Controller (HH54006Z)		
			Urinal Valve (HH55002N)		
			Tissue Holder		
			Hand Dryer (Brand: KDK or approved equivalent)		
			Phenolic Urinal Partition, 400 x1200 x 12mm, customized design with mounting bracket		
			Vanity Mirror with LED light 50 X 70		

TERMS OF REFERENCE

RENOVATION AND UPGRADING OF COMFORT ROOMS AT ILOILO INTERNATIONAL AIRPORT

XI. GENERAL CONDITIONS:

9. Administrative Requirements:

The Contractor shall comply with the following:

- 9.1 Visit and inspect the site to apprise oneself of the actual condition that will affect the implementation of the project to be done. The Contractor shall secure a Certificate of Site Inspection from the Civil Aviation Authority of the Philippines (CAAP).
- 9.2 Comply with the security, safety, **Iloilo International Airport** house rules, and plans for maintaining site cleanup.
- 9.3 Investigation and submission of report/s to **Iloilo International Airport** for any accident or untoward incident that may occur at the site for the duration of the project.
- 9.4 Assume all responsibility for injuries to persons and damages to **Iloilo International Airport** and other property caused by the execution of the works and shall be liable for any claims against **Iloilo International Airport** on account of such injury and/or damage.

10. Prohibitions:

- 10.1 Drinking of liquor, smoking and gambling in the building and the Contractor's storage area.
- 10.2 Cooking of any kind of food and eating in the project/work area.
- 10.3 Loitering in areas other than the project site.

11. Safety and Sanitation Requirements:

- 11.1 Workers engaged in the project shall wear appropriate personal protective equipment.
- 11.2 Employees of the Contractor shall wear uniform/T-shirts marked with the Contractor's company name and shall wear valid company I.D. while inside the **Iloilo International Airport** premises.
- 11.3 All areas affected by implementation of the project shall be thoroughly cleaned to the full satisfaction of the **Iloilo International Airport**.

12. Requirements for Storage of Equipment:

- 12.1 All equipment shall be stacked in a stable and self-supporting manner. All sharp objects shall be removed to avoid injury to workers and **Iloilo International Airport** personnel.
- 12.2 Passageways and all access ways shall be kept free from equipment and material obstructions at all times.

XII. SCOPE OF WORK:

The Contractor shall provide all labor, materials, equipment, tools, technical supervision and expertise for the Renovation and Upgrading Comfort Rooms at **Iloilo International Airport, Cabatuan, Iloilo**.

11. Demolition Works

- 11.1 Dismantling of all toilet fixtures and accessories such as water closet, urinals and auto faucets.
- 11.2 Chipping/Removal of floor and wall tiles and lavatory counters of comfort rooms at pre-departure and baggage claim only.
- 11.3 All the dismantled fixtures and its accessories shall be stored in the designated area assigned by the authorized representative of **Iloilo International Airport**.
- 11.4 The Contractor shall provide the necessary protection to toilet fixtures and other equipment/facility within the work area during the dismantling, demolition and installation to avoid damages.
- 11.5 The contractor can close and work simultaneously on toilets at pre-departure area and baggage claim. But in Pre-departure, the contractor must complete first the sets of toilets at the right side before they can start working at the left side.

12. Tile Works

- 12.1 Chipping/remove existing wall and floor tiles but not damaging the water proofing of the floor and embedded pipes on walls.
- 12.2 Clean the area before the installation of new tiles.
- 12.3 Install the new floor and wall tiles and composite panels.
- 12.4 Installation of new lavatory counters

12.5 All tile works must be done by a professional tile setter or with remarkable experience in tile installations.

12.6 The contractor must submit a request for inspection to the Engineering Unit for the following work activities

- m. Materials Delivery Inspection
- n. Preparation of the area prior to tile installation.
- o. Tile setting prior to grouting.
- p. Form works for lavatory counter installation prior to concreting
- q. Lavatory granite counter installation
- r. Preliminary Inspection (95% completed)/ Punch listing in preparation for the final inspection.

12.7 Work activities that were not inspected and without the approval of project in-charge might be rejected.

13. Ceiling Works

13.1 Installation of drop ceiling as specified in layout.

13.2 Installation of laminated plywood on drop ceilings.

13.3 Repainting of existing ceilings

13.4 The contractor must submit a request for inspection to the Engineering Unit for the following work activities

- k. Materials Delivery Inspection
- l. Drop ceiling framing installation prior to installation of ceiling boards.
- m. Ceiling board installation prior to the installation of laminated plywood.
- n. Ceiling preparation prior to painting works.
- o. Preliminary Inspection (95% completed)/ Punch listing in preparation for the final inspection.

13.5 Work activities that were not inspected and without the approval of project in-charge might be rejected.

14. Electrical and Plumbing Works

14.1 Installation of additional downlight at drop ceilings which will be connected to the existing lighting circuit.

14.2 Installation electrical connection of auto faucets and urinals.

14.3 Installation of electrical connections of hand driers and mirrors.

14.4 The contractor must submit a request for inspection to the Engineering Unit for the following work activities

- i. Materials Delivery Inspection
- j. Electrical stub outs prior to tile setting
- k. Megger testing of newly installed electrical wirings
- l. Preliminary Inspection (95% completed)/ Punch listing in preparation for the final inspection.

14.5 Work activities that were not inspected and without the approval of project in-charge might be rejected.

15. Installation of Toilet Fixtures

15.1 Installation of new lavatory, hand driers and auto faucets.

15.2 Reinstallation of water closets and its accessories.

15.3 Reinstallation of urinals and its accessories.

15.4 The contractor must submit a request for inspection to the Engineering Unit for the following work activities

- g. Materials Delivery Inspection
- h. Toilet fixtures installation
- i. Preliminary Inspection (95% completed)/ Punch listing in preparation for the final inspection.

15.5 Work activities that were not inspected and without the approval of project in-charge might be rejected.

XIII. TECHNICAL SPECIFICATIONS

Downlight

- 9. Must be 12 watts or higher
- 10. Must be heavy duty with not less than 50,000 hrs life expectancy
- 11. Must be LED, 100-230VAC, Daylight
- 12. Must be round

Wall and Floor Tiles and Counter Top

- 11. Non-slip homogenous floor tiles 400mm x 400mm size
- 12. Homogenous wall tiles 400mm x 400mm size
- 13. Subway tiles white prism 125mm x 250mm
- 14. Wood plastic composite panel 24mm x 160mm x 2900mm
- 15. Polished granite counter top

Auto Faucet

11. Made from A-Grade durable brass
12. Infrared sensor
13. 220V AC
14. Chrome Finish
15. 7.5L/min flow rate

Hand Dryer

15. Must be 220VAC
16. Drain Pan Type
17. Powerful air velocity of 110m/s Anti-bacteria material adopted
18. Automatic operation
19. Super-allergenic filter
20. With Heater ON and OFF switch
21. Wall Mount

XIV. APPLICABLE STANDARDS

7. Occupational Health and Safety
8. ASTM's
9. EMS

XV. TERMS AND CONDITIONS

15. The Contractor shall, within seven (7) calendar days after issuance of Notice to Proceed conduct a pre-construction meeting that will be attended by project in-charge, end user and contractor's representative.
16. The project shall be completed within sixty (60) calendar days from the effectivity date indicated in the Notice to Proceed.
17. The Contractor represents and warrants that it has the capacity to perform its obligations and undertakings according to the terms and conditions of this project, and hereby agrees and warrants that it shall faithfully observe and comply therewith.
18. All works must be done without disruption on the working conditions of the airport.
19. The Contractor's Warranty shall be for a period of one (1) year after acceptance of the project. The warranty shall include the cost of parts and labor. During the warranty period, the Contractor must rectify any defects within three (3) days from time received of request from CAAP.
20. Payment will be made as follows:
 - g. 50% progress payment will be made after issuance by the CAAP of

Certificate of 50% accomplishment and submission of all documents.

h. Full payment will be made after issuance by the CAAP of Certificate of Acceptance and submission of all documents.

i. All payments shall be subject to applicable taxes.

21. The execution of all works shall be subject to the inspection and acceptance by the CAAP authorized representatives.

Prepared by: _____

Designation : _____

Date: _____

Section IX. Checklist of Technical and Financial Documents

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, duly stamped "received" by the BIR or e-submitted thru BIR AFS eSubmission 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.

Note: The Technical Specification Envelope and the Financial Envelope shall be placed inside a sealed expanded envelope, duly marked, sealed and signed

STATEMENT OF ALL ONGOING CONTRACTS
(Including contracts awarded but not yet started, if any)

NAME OF CLIENT	NAME OF CONTRACT	DATE AND STATUS OF THE CONTRACT	KINDS OF GOODS	AMOUNT OF CONTRACT	VALUE OF OUTSATNDING CONTRACTS	DATE OF DELIVERY

 Name & Signature of Authorized Representative

 Position Title

 Date

Instructions:

1. State of all on-going contracts including those awarded but not yet started which may be similar to the project called for biddings as of the day before the deadline of submission of bids.
2. If there is NO on-going contract awarded but not yet started as of the abovementioned period, state NONE of NOT APPLICABLE.
3. The total amount of the on-going but not yet started contracts should be consistent with those used in the Financial Contracting Capacity (NFCC)

STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT

(within five (5) years from the date of submission and receipt of bids)

NAME OF CLIENT	NAME OF CONTRACT	DATE OF THE CONTRACT	KINDS OF GOODS	VALUE OF CONTRACTS	DATE OF COMPLETION	OFFICIAL RECEIPT NO. & DATE OF OR AND END USER'S ACCEPTANCE DATE

CERTIFIED CORRECT:

Name & Signature of Authorized Representative

Position Title

Date

Instructions:

1. Name of Contract column indicates the Nature/Scope of the Contract for the CAAP Iloilo International Airport to determine the relevance of the entry with the Procurement at hand.
2. Any of the following documents **MUST BE SUBMITTED** corresponding to the listed contracts per submitted Annex II:
 - a. Copy of End-User's Acceptance;
 - b. Official Receipts; or
 - c. Sales Invoice

SCHEDULE OF REQUIREMENTS

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

DESCRIPTION	QUANTITY	DELIVERY SCHEDULE
<i>RENOVATION AND UPGRADING OF COMFORT ROOMS AT PTB OF ILOILO INTERNATIONAL AIRPORT</i>	One (1) Lot	Completion Schedule Sixty (60) Calendar days upon effectivity of the Notice to Proceed

I hereby certify to comply and deliver all the above requirements.

Name of Company	Signature over Printed Name of Representative	Date
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TECHNICAL SPECIFICATIONS

<i>Minimum Specifications</i>	<i>Bidder's Statement of Compliance</i>

I hereby certify to comply with all the above Technical Specifications.

Name of Company

Signature over Printed Name
of Representative

Date

Omnibus Sworn Statement

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

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached duly notarized *Special Power of Attorney*;

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

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

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

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

7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:
- a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

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

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

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ [date issued], [place issued]

IBP No. _____ [date issued], [place issued]

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

BID SECURING DECLARATION FORM

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

X-----X

BID SECURING DECLARATION

Invitation to Bid: *[Insert Reference number]*

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

I/We¹, the undersigned, declare that:

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

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

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

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

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

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

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ [date issued], [place issued]

IBP No. _____ [date issued], [place issued]

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

Bid Form

Date: _____
Invitation to Bid² N°: _____

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

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in **BDS** provision for **ITB** Clause **Error! Reference source not found.** and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:³

Name and address of agent	Amount Currency	and	Purpose Commission or gratuity	of
_____	_____		_____	
_____	_____		_____	
_____	_____		_____	

(if none, state "None")

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

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

² If ADB, JICA and WB funded projects, use IFB.

³ Applicable only if the Funding Source is the ADB, JICA or WB.

We certify/confirm that we comply with the eligibility requirements as per **ITB Clause Error! Reference source not found.** of the Bidding Documents.

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the Name of Project of the Name of the Procuring Entity]* *[for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for Name of Project of the Name of the Procuring Entity].*

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Dated this _____ day of _____ 20_____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

**For Goods Offered From Abroad
(Price Schedule)**

Name of Bidder _____.
 Invitation to Bid⁴ Number _____.
 Page _____ of _____.

1	2		3	4	5	6	7	8	9	10
Item	Description	Unit	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Total CIF or CIP price per item (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)	Brand (if any)

_____ *[signature]*

_____ *[in the capacity of]*

Duly authorized to sign Bid for and on behalf of _____

⁴ If ADB, JICA and WB funded projects, use IFB.

**For Goods Offered From Within the Philippines
(Price Schedule)**

Name of Bidder _____.

Invitation to Bid⁵ Number _____.

Page _____ of _____.

1	2	3	4	5	6	7	8	9	10	11	
Item	Description	Unit	Country of origin	Quantity	Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)	Brand (if any)

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

⁵ If ADB, JICA and WB funded projects, use IFB.

