



PAMBANSANG MUSEO NG PILIPINAS
NATIONAL MUSEUM OF THE PHILIPPINES

PHILIPPINE BIDDING DOCUMENTS

Repainting of Exterior Walls of National Museum of Anthropology (NMA) Building – F.Y. 2024

(PhilGEPS No. 10444624)

Government of the Republic of the Philippines

**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

Notes on the Invitation to Bid

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria.

The IB should be incorporated into the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.



PAMBANSANG MUSEO NG PILIPINAS
NATIONAL MUSEUM OF THE PHILIPPINES

Invitation to Bid for Repainting of Exterior Walls of National Museum of Anthropology (NMA) Building – F.Y. 2024

1. The ***National Museum of the Philippines***, through the ***National Expenditure Program for F.Y. 2024*** intends to apply the sum of **Five Million Six Hundred Thousand Pesos (PHP 5,600,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for ***Repainting of Exterior Walls of National Museum of Anthropology (NMA) Building – F.Y. 2024*** with identification number ***NMPBAC -PB-2023-12-01***. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The ***National Museum of the Philippines*** now invites bids for the above Procurement Project. Completion of the Works is required within **one hundred eighty (180) 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 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 ***National Museum of the Philippines*** and inspect the Bidding Documents at the address given below from **Mondays to Fridays, from 9:30 a.m. to 3:30 p.m.**
5. A complete set of Bidding Documents may be acquired by interested bidders on **December 23, 2023** from given address and website/s below and upon payment of the applicable non-refundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Ten Thousand Pesos (PHP 10,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person or through electronic means.
6. The ***National Museum of the Philippines*** will hold a Pre-Bid Conference on **January 4, 2024, 9:30 A.M.** at 2nd Floor North Annex Building BAC Office, National Museum of the Philippines Fine Arts Building (Motorpool), Padre Burgos Street, Manila, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address as indicated below on or before **January 19, 2023, at 9:30 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**.

9. Bid opening shall be on **January 19, 2023, at 9:30 A.M.** at the given address below Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. Schedule of Activities

Date	Procurement Activity
December 23, 2023	Posting / Advertisement
January 4, 2024	Pre-Bidding Conference
January 8, 2024	Deadline for Submission of Bidder's Written Queries
January 11, 2024	Issuance of Bid/Supplemental Bulletin
January 19, 2024	Submission and Opening of Bids
January 22, 2024	Bid Evaluation
January 23, 2024	Post-Qualification Evaluation
January 24, 2024	Issuance of Notice of Award

11. The **National Museum of the Philippines** 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. For further information, please refer to:

Mr. Edwin J. Dela Rosa

Head, BAC Secretariat

2nd Floor, BAC Room, North Annex of the

National Museum of Fine Arts Building (Motorpool)

Padre Burgos Street, Manila 1000

Website: www.nationalmuseum.gov.ph

Tel. No. 8298-1100 Local: 1014

Email Address: nationalmuseumbac@yahoo.com

bac@nationalmuseum.gov.ph

(SGD)

ATTY. MA. ROSENNE M. FLORES-AVILA

Chairperson, Bids and Awards Committee

Section II. Instructions to Bidders

Notes on the Instructions to Bidders

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

1. Scope of Bid

The Procuring Entity, ***National Museum of the Philippines*** invites Bids for the ***Repainting of Exterior Walls of National Museum of Anthropology (NMA) Building – F.Y. 2024***, with Project Identification Number ***NMPBAC-PB-2023-12-01***.

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 **National Expenditure Program for F.Y. 2024** in the amount of **Five Million Six Hundred Thousand Pesos (PHP 5,600,000.00)**.

2.2. The source of funding is **NGA, the National Expenditure Program**.

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 **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 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 special PCAB License in case of Joint Ventures, 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 **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 *[indicate date]*. 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 15 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

Notes on the Bid Data Sheet (BDS)

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

Bid Data Sheet

ITB Clause	
5.2	<p>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:</p> <p>The Contractor must have completed declared or presumed heritage projects of government-recognized importance, whether as National Cultural Treasure (NCT), Important Cultural Property (ICP), or National Historical Landmark (NHL).</p>
10.3	<i>The Contractor must have a PCAB License for Painting Work (SP-PN) Category C.</i>
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <p><u>Key Personnel</u> <u>General Experience</u> <u>Relevant Experience</u></p> <p>Note: Kindly refer to the Technical Specifications</p>
10.5	<p>The minimum major equipment requirements are the following:</p> <p><u>Equipment</u> <u>Capacity</u> <u>Number of Units</u></p> <p>Note: Kindly refer to the Technical Specifications</p>
12	Not Applicable
15.1	<p>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</p> <p>a. The amount of not less than One Hundred Twelve Thousand Pesos (PHP112,000.00) or two percent (2%) of ABC, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</p> <p>b. The amount of not less than Two Hundred Eighty Thousand Pesos (PHP280,000.00) or five percent (5%) of ABC if bid security is in Surety Bond.</p>
19.2	Partial bids are not allowed. The project was for one (1) lot and not divided to sub-lots.
21	<p>Additional contract documents relevant to the Project that may be required by existing laws and/or the National Museum of the Philippines (NMP), such as</p> <ol style="list-style-type: none"> 1. Construction schedule and S-curve, 2. Manpower schedule, 3. Construction methods, 4. Equipment utilization schedule, 5. Construction safety and health program approved by the DOLE, and 6. PERT/CPM

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Contractor, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special 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

3.1 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.

3.2 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 R.A. 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

Notes on the Special Conditions of Contract

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Works procured. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

Special Conditions of Contract

GCC Clause	
2	No Sectional Completion
3.1	The schedule of delivery of the possession of the site to the Contractor, in part, is Seven (7) Calendar Days after receipt of NTP by the Contractor.
6	No Site Investigation Reports
7.2	In case of permanent structures, such as buildings of types 4 and 5 as classified under the National Building Code of the Philippines and other structures made of steel, iron, or concrete which comply with relevant structural codes (e.g., DPWH Standard Specifications), such as, but not limited to, steel/concrete bridges, flyovers, aircraft movement areas, ports, dams, tunnels, filtration and treatment plants, sewerage systems, power plants, transmission and communication towers, railway system, and other similar permanent structures: Fifteen (15) years.
10	Day works are applicable at the rate shown in the Contractor's original Bid.
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within ten (10) Calendar 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 1% of the total contract price.
13	The amount of the advance payment is fifteen percent (15%) of the total contract price , to be made in lump sum.
14	Materials and equipment delivered on the site but not completely put in place shall not be included for payment.
15.1	The operating and maintenance manuals will not be required since no equipment will be installed. The "as built" drawings will not be required since all structural parts of the building will not be altered.
15.2	No amount to be withheld.

Section VI. Specifications

Notes on Specifications

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying or conditioning their Bids. In the context of international competitive bidding, the specifications must be drafted to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of economy, efficiency, and fairness in procurement be realized, responsiveness of Bids be ensured, and the subsequent task of bid evaluation facilitated. The specifications should require that all goods and materials to be incorporated in the Works be new, unused, of the most recent or current models, and incorporate all recent improvements in design and materials unless provided otherwise in the Contract.

Samples of specifications from previous similar projects are useful in this respect. The use of metric units is mandatory. Most specifications are normally written specially by the Procuring Entity or its representative to suit the Works at hand. There is no standard set of Specifications for universal application in all sectors in all regions, but there are established principles and practices, which are reflected in these PBDs.

There are considerable advantages in standardizing General Specifications for repetitive Works in recognized public sectors, such as highways, ports, railways, urban housing, irrigation, and water supply, in the same country or region where similar conditions prevail. The General Specifications should cover all classes of workmanship, materials, and equipment commonly involved in construction, although not necessarily to be used in a particular Works Contract. Deletions or addenda should then adapt the General Specifications to the particular Works.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for goods, materials, and workmanship, recognized international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that goods, materials, and workmanship that meet other authoritative standards, and which ensure substantially equal or higher quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the SCC.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Contract to specific standards and codes to be met by the goods and materials to be furnished, and work performed or tested, the provisions of the latest current edition or revision of the relevant standards and codes in effect shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national, or relate to a particular country or region, other authoritative standards that ensure a substantially equal or higher quality than the standards and codes specified will be accepted subject to the Procuring Entity's Representative's prior review and written consent. Differences between the standards specified and the proposed alternative standards shall be fully described in writing by the Contractor and submitted to the Procuring Entity's Representative at least twenty-eight (28) days prior to the date when the Contractor desires the Procuring Entity's Representative's consent. In the event the Procuring Entity's Representative determines that such proposed deviations do not ensure substantially equal or higher quality, the Contractor shall comply with the standards specified in the documents.

These notes are intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They should not be included in the final Bidding Documents.



PAMBANSANG MUSEO NG PILIPINAS
NATIONAL MUSEUM OF THE PHILIPPINES

PROJECT PROFILE

TITLE: Repainting of Exterior Walls of NMA Building

LOCATION: Padre Burgos Drive Rizal Park, Ermita, Manila

IMPLEMENTING UNIT: Facilities Management Division (FMD)

DESCRIPTION:

The National Museum of Anthropology building is staging the Philippine ethnographic and terrestrial and underwater archaeological collections narrating the story of the Philippines from the past. The building also serves as a storage, event place and offices.

The architecture of NMA building is one of its defining character which provides a grand backdrop to the rich collection of cultural and historical artifacts representative of the unique cultural heritage of the Filipino people. At present, its exterior has loose and peeling paint and signs of corrosion on metal frames and grills. Therefore, this inviting masterpiece of architecture needs to be well maintained to continue to provide an impressive museum experience.

OBJECTIVE: To maintain satisfactory and safe physical environment for the public and the National Museum employees.

- ☒ **SCOPE OF WORK** (for Infrastructure Projects)
☐ **TECHNICAL SPECIFICATIONS** (for Goods/Services Projects)
☐ **TERMS OF REFERENCE** (for Consulting Services Projects)

Item No.	Description	Qty	Unit
I. GENERAL REQUIREMENTS			
1	Mobilization and demobilization	1.00	lot
2	Temfacil (Staff house rental, storage, utilities consumption)	1.00	lot
3	Safety and security (including bluesack, PPEs, signages, etc)	180.00	CD
4	Project Signage (8' x 8')	1.00	set
5	General clearing and hauling out of debris	1.00	lot
6	Technical and Professional Fees	1.00	lot
7	Scaffoldings and equipments (rental)	1.00	lot
II. REPAINTING OF EXTERIOR WALLS			
A	South Wing (Façade) Exterior Perimeter Walls	2,360.00	sq.m
B	North-East Wing Exterior Perimeter Walls	950.00	sq.m
C	East Wing Exterior Perimeter Walls, Pump room and Guard House	1,900.00	sq.m
D	West Wing Exterior Perimeter Walls	1,755.00	sq.m
E	North Wing Exterior Perimeter Walls	2,015.00	sq.m
F	South Wing Exterior Courtyard Walls	490.00	sq.m
G	North-East and East Wing Exterior Courtyard Walls	900.00	sq.m
H	West Wing Exterior Courtyard Walls	580.00	sq.m
I	North Wing Exterior Courtyard Walls	720.00	sq.m
III. REPAINTING OF WINDOW FRAMES AND METAL GRILLS			
1	Surface Preparation including removal of all loose paint and application of epoxy primer		

	a	South Wing Exterior Window Frames and Metal Grills	130.01	sq.m
	b	North-East and East Wing Exterior Window Frames and Metal Grills	220.3	sq.m
	c	West Wing Exterior Window Frames and Metal Grills	173.85	sq.m
	d	North Wing Exterior Window Frames and Metal Grills	203.7	sq.m
	e	South Wing Exterior Courtyard Window Frames	39.3	sq.m
	f	North-East and East Wing Exterior Courtyard Window Frames	89	sq.m
	g	West Wing Exterior Courtyard Window Frames	45.6	sq.m
	h	North Wing Exterior Courtyard Window Frames	76.1	sq.m
2		Application of water-based acrylic epoxy paint (2 coats)		
	a	South Wing Exterior Window Frames and Metal Grills	130.01	sq.m
	b	North-East and East Wing Exterior Window Frames and Metal Grills	220.3	sq.m
	c	West Wing Exterior Window Frames and Metal Grills	173.85	sq.m
	d	North Wing Exterior Window Frames and Metal Grills	203.7	sq.m
	e	South Wing Exterior Courtyard Window Frames	39.3	sq.m
	f	North-East and East Wing Exterior Courtyard Window Frames	89	sq.m
	g	West Wing Exterior Courtyard Window Frames	45.6	sq.m
	h	North Wing Exterior Courtyard Window Frames	76.1	sq.m
RESPONSIBILITIES:				
<ol style="list-style-type: none"> 1. The Contractor shall ensure that personnel to be assigned at the NMP Buildings are well screened, technically and professionally trained, courteous, cooperative, efficient, reliable, trustworthy, well-groomed, physically and mentally fit. No personnel shall be assigned who has not been approved by the FMD. 2. The Contractor and its personnel shall agree to abide by the safety and security requirements of the NMP. They must comply with the NMP's House Rules and Regulations, directives, instructions and other existing rules and regulations while inside the premises. 3. The Contractor's personnel shall subject themselves to security checks, but not limited to examination of the person and/or his/her personal belongings. 4. The Contractor shall ensure that its personnel wear their proper company working uniform equipped with appropriate Personal Protective Equipment (PPE) and identification cards during the course of the contract inside the NMP's premises. Loitering inside the NMP's premises is not allowed. 5. The Contractor shall provide/equip all its personnel with the tools during the course of the contract without any additional cost to the NMP. 6. The Contractor shall see to it that the area is clean and in its original condition after the course of the contract. Any damage/s caused by the Contractor's personnel shall be restored by the Contractor at no additional cost to the NMP. 7. All other items of work not specifically mentioned but are necessary to complete the works shall be provided by the Contractor at no additional cost to the NMP. 8. The Contractor be accountable for accidents that might occur during the execution of the project and install warning signs and barriers in accordance with the Department of Labor and Employment (DOLE) guidelines and construction safety procedures in the bidding documents for the safety of the general public and the avoidance of any accidents. 				
SUBMITTALS: Photo Documentation				
SOURCE OF FUND: Budget is available and should be chargeable against General Fund under MOOE Repairs and Maintenance - Buildings Fiscal Year 2024.				
APPROVED BUDGET FOR CONTRACT: Five Million Six Hundred Thousand Pesos (Php 5,600,000.00), Inclusive of all applicable taxes.				
COMPLETION TIME: The contract shall be effective for One Hundred Eighty (180) Calendar Days reckoned from the date stated in the Notice to Proceed (NTP).				
TERMS OF PAYMENT:				
<ol style="list-style-type: none"> 1. 15% advance payment for mobilization expenses 2. 85% progress billing 				

WARRANTY: The Contractor shall provide **One (1) year** warranty reckoned from the date of completion and acceptance. Form of warranty shall be as specified in Section 62.2.3.3 of the IRR of R.A. 9184, the Government Procurement Reform Act and its Implementing Rules and Regulations.

CONTRACTOR'S ELIGIBILITY: The National Museum of the Philippines requires the services of a building contractor with legal, technical and financial capability to implement the above-mentioned project. The contractor must have completed declared or presumed heritage building projects of government-recognized importance, whether as National Cultural Treasure (NCT), Important Cultural Property (ICP), or National Historical Landmark (NHL).

The bidder must have completed an SLCC that is similar to the contract to be bid, and whose value, adjusted to the current prices using the PSA consumer price indices, must be at least fifty percent (50%) of the ABC. However, the contractor's under Small A and Small B must have similar experience on the contract to be bid since the project concerns refurbishment of an important cultural property/built heritage.

The Contractor shall have PCAB License for Painting Work (SP-PN) Category C.

LIQUIDATED DAMAGES:

When the contractor fails to satisfactorily deliver goods under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the contractor shall be liable for damages for the delay and shall pay the procuring entity liquidated damages, not by way of penalty, an amount equal to 1/10 of 1% of the cost of the delayed contract scheduled for every day of delay until such goods are finally delivered and accepted by the procuring entity concerned. In no case shall the sum of the liquidated damages exceed 10% of the total contract price, in which the procuring entity concerned may rescind the contract and impose appropriate sanctions over and above the liquidated damages.

PRE-TERMINATION CLAUSE:

The contract is effective on the date indicated in the NTP and shall remain in full force for **One Hundred Eighty (180) Calendar Days** or until terminated by either party (NMP or Contractor) upon prior written notice by either party. Termination process shall follow the prescribed procedure under IRR-A R.A. 9184.

The NMP reserves the right to pre-terminate the contract by serving written notice on the Contractor. If the Contractor does not appeal or seek reconsideration of the decision to pre-terminate within Fifteen (15) calendar days from receipt of the notice, the contract is deemed terminated. The grounds for the termination of the contract by the NMP include but not limited to the following:

1. Violation(s) of any of the terms and conditions of the Contract; and
2. Any other act or omission by the Contractor which is detrimental or prejudicial to the interest of the NMP, its employee(s), or the public.

Prepared by:


JENNYVIE D. TAYO
Engineer II - FMD

Date:

Checked & Reviewed by:


Ar. NELSON L. AQUINO
Architect IV / OIC, FMD

Date:

Recommending Approval:


Atty. MA. ROSENNE M. FLORES-AVILA
Deputy Director-General for Administration

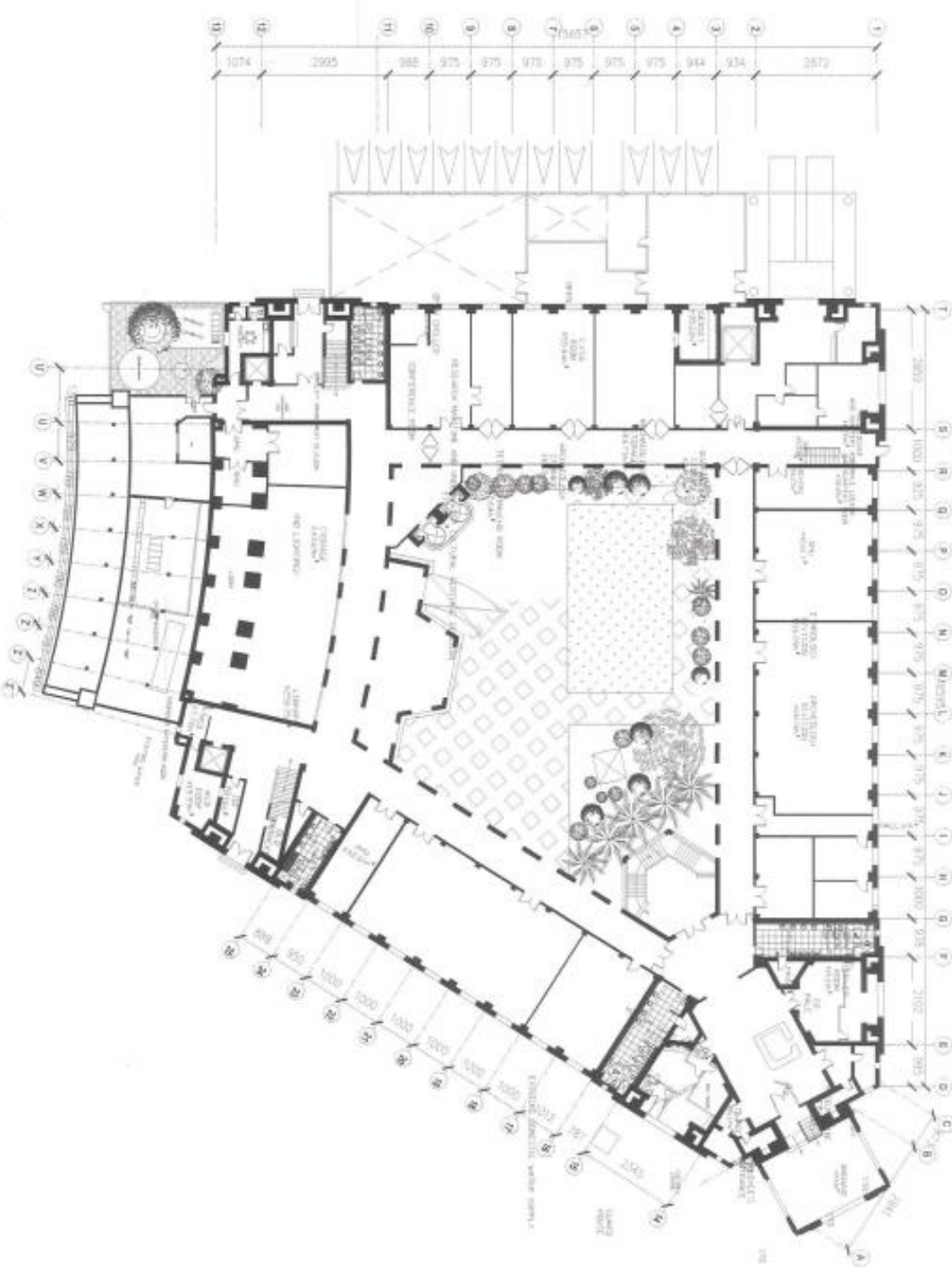
Date:

Approved by:


JEREMY BARNS, CESO III
Director-General

Date:

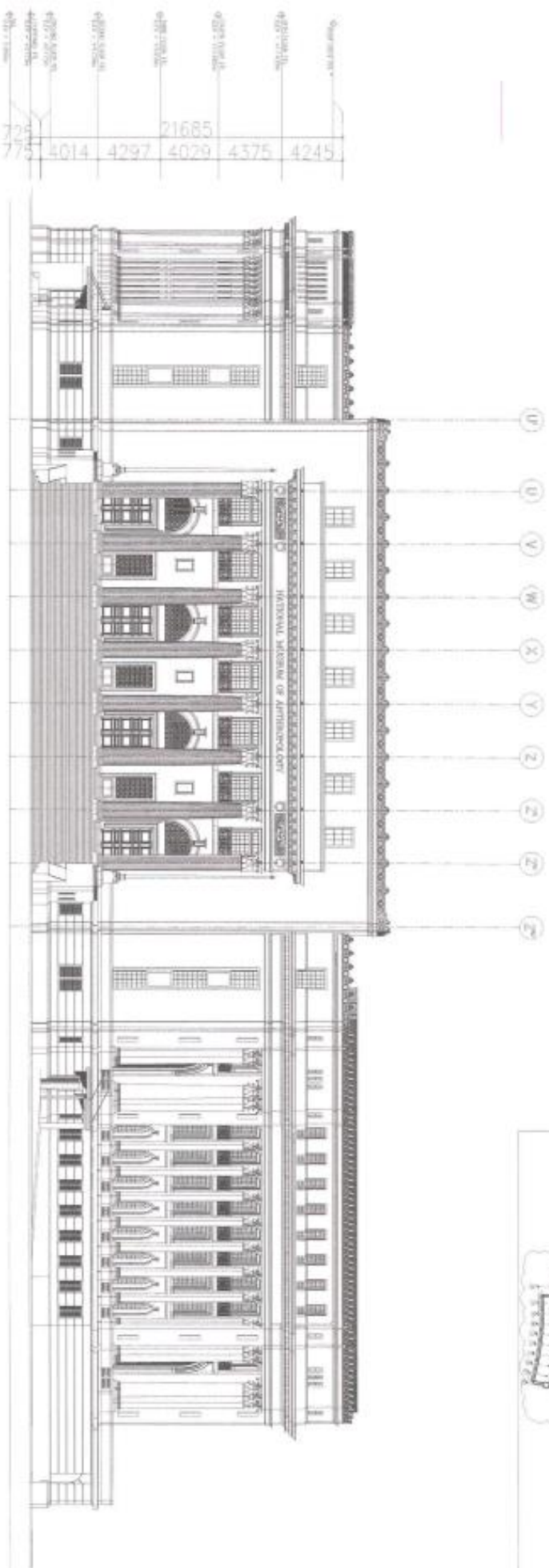
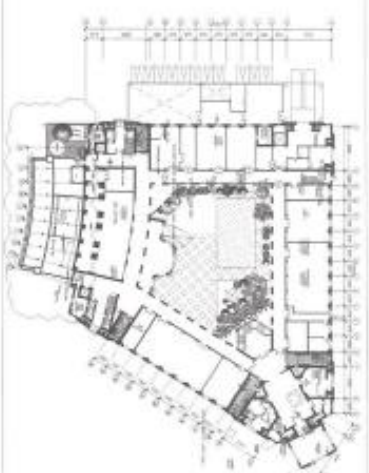
Section VII. Drawings



1 NATIONAL MUSEUM OF ANTHROPOLOGY A GROUND FLOOR PLAN

 <p>NATIONAL MUSEUM OF THE PHILIPPINES FACILITIES MANAGEMENT DIVISION P. SERVICE CENTER, BANGAL, 1009</p>	PROJECT TITLE	PREPARED BY	REVIEWED AND CHECKED BY	RECOMMENDING APPROVAL	APPROVED BY	REVISIONS	SHEET CONTENT	SHEET NO.
	<p>REPAINTING OF EXTERIOR WALLS OF NMA BUILDING</p>	<p>ENGINEER JENNIFER L. TAYO</p>	<p>ARCHITECT JENNIFER L. TAYO</p>	<p>ATTY. MA. ROSENE M. FLORES - AVILA DEPUTY DIRECTOR-GENERAL FOR ADMINISTRATION</p>	<p>JEREMY BARRAS, CERO III DIRECTOR-GENERAL</p>	<p>REVISIONS CHECKED BY DATE</p>	<p>GROUND FLOOR PLAN</p>	<p>1</p>

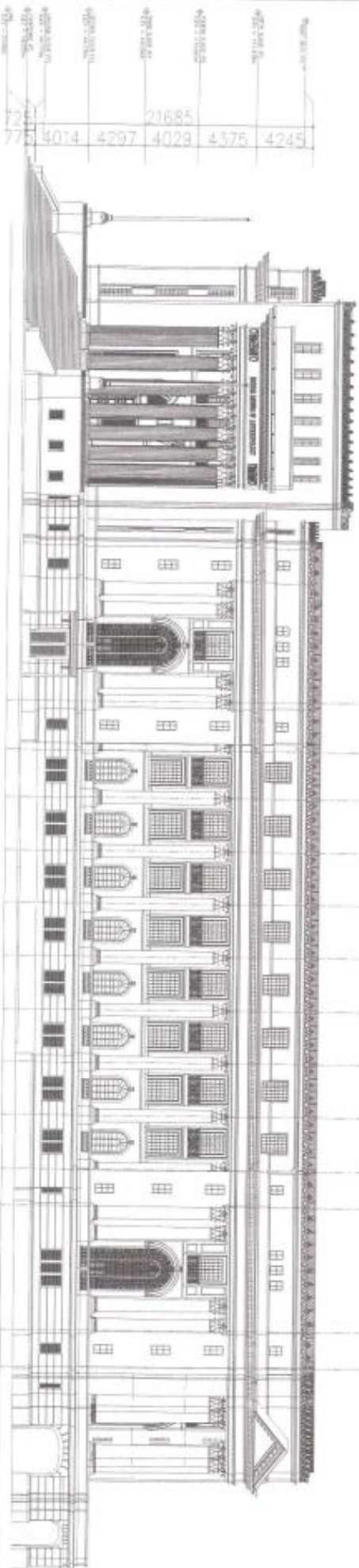
GROUND FLOOR KEY PLAN



2 NATIONAL MUSEUM OF ANTHROPOLOGY A SOUTH WING ELEVATION PLAN

 NATIONAL MUSEUM OF THE PHILIPPINES FACILITIES MANAGEMENT DIVISION P. SERAPIO DRIVE, MANILA 1008		PROJECT TITLE REPAINTING OF EXTERIOR WALLS OF NMA BUILDING		PREPARED BY  ENGR. JEMMY N. DELA TORRE ARCHITECT		REFERRED AND CHECKED BY  ATTY. MA. ROSEANNE M. FLORES - ANILA SENIOR EXECUTIVE ASSISTANT FOR ADMINISTRATION		APPROVED BY  PRESBITERO B. B. B. B. DIRECTOR GENERAL		REVIEWED BY  DRA. E. E. E. E. ARCHITECT		SHEET NO. 2 A	
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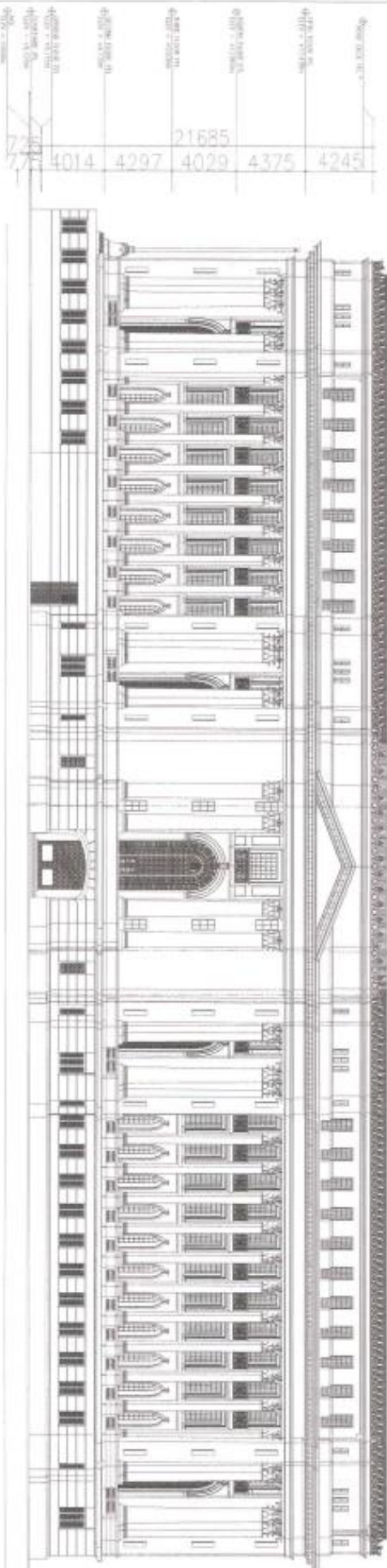
GROUND FLOOR KEY PLAN



3 NATIONAL MUSEUM OF ANTHROPOLOGY
A EAST WING ELEVATION PLAN

 <p>NATIONAL MUSEUM OF THE PHILIPPINES FACILITIES MANAGEMENT DIVISION F. RAMOS DRIVE, MANILA 1008</p>	PROJECT TITLE		PREPARED BY	REVIEWED AND CHECKED BY	RECOMMENDING APPROVAL	APPROVED BY	REMARKS	PROJECT CONTENT	SHEET NO.
	REPAINTING OF EXTERIOR WALLS OF NMA BUILDING		ENGR. JENNIFER TAYO	MR. NELSON JOJANO	ATTY. MA. ROSEMARIE M. FLORES - ANILA	KENNETH BARRIS, CEBU III		PROJECT CONTENT EAST WING ELEVATION PLAN	3
DATE	PROJECT NO.	PROJECT LOCATION (NAME, BARANGAY, CITY, PROVINCE, COUNTRY)							

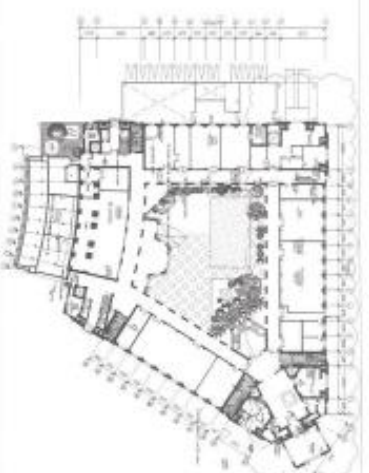
This architectural floor plan depicts a large, irregular building complex, likely the 19th-century structure at the University of Vienna mentioned in the text. The plan shows a central courtyard area, possibly a library or study hall, surrounded by various rooms, corridors, and service areas. The drawing is detailed, showing architectural features like windows, doors, and furniture. The overall layout is complex, reflecting the historical nature of the building.



4 NATIONAL MUSEUM OF ANTHROPOLOGY
A NORTH-EAST WING ELEVATION PLAN

 NATIONAL MUSEUM OF THE PHILIPPINES FACILITIES MANAGEMENT DIVISION P. RAMOS DRIVE, MANILA, 1008	PROJECT TITLE REPAINTING OF EXTERIOR WALLS OF NMA BUILDING	PREPARED BY  ENGR. JENNY MAE D. MAYO PROJECT NO. 10	REVIEWED AND CHECKED BY  MR. ROMEO SOLANO PROJECT NO. 10	RECOMMENDING APPROVAL  ATTY. IM ROSENDO M. FLORES - ANLA SENIOR DIRECTOR GENERAL FOR ADMINISTRATION	APPROVED BY  JENERAY BARING, CESO III DIRECTOR GENERAL	REVISIONS DESIGN BY: MMD CHECKED BY: _____ DATE: _____	SHEET CONTENT NORTH PLANT AND ELEVATION PLAN	SHEET NO. 4	A
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GROUND FLOOR KEY PLAN



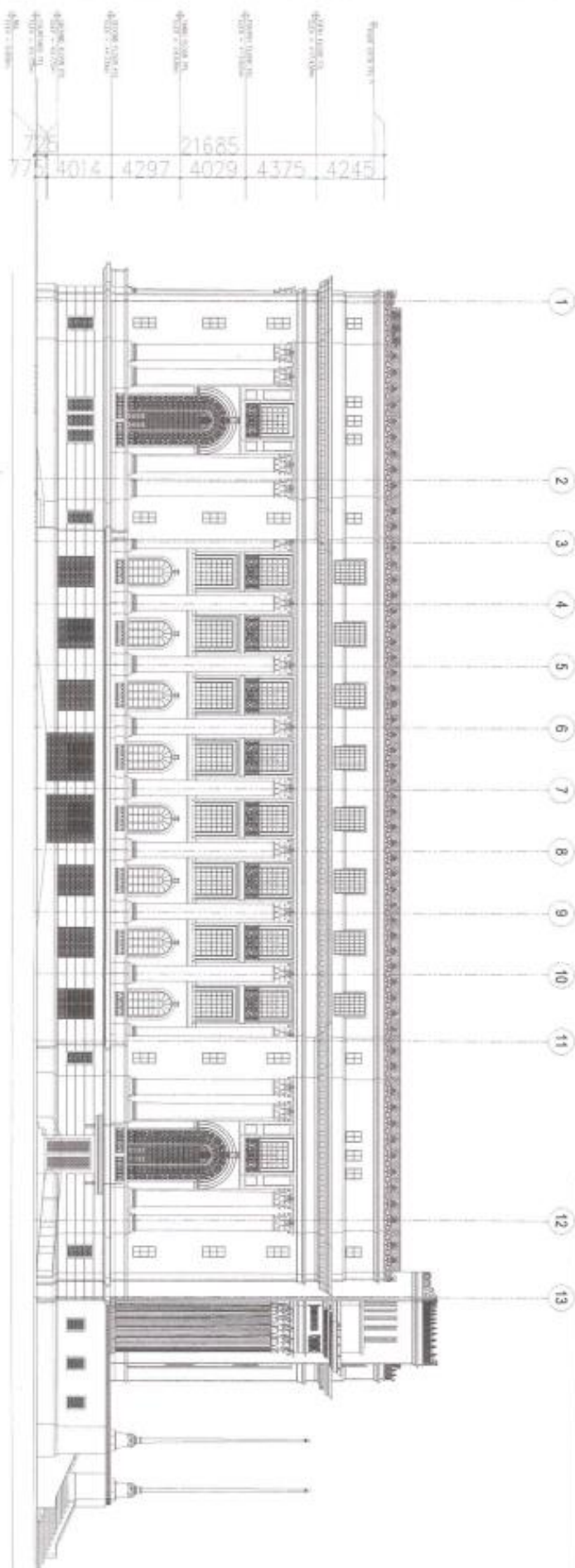
4245	4375	4029	4297	4014	77	72
4245	4375	4029	4297	4014	77	72



5 NATIONAL MUSEUM OF ANTHROPOLOGY
A NORTH WING ELEVATION PLAN

 <p>NATIONAL MUSEUM OF THE PHILIPPINES FACILITIES MANAGEMENT DIVISION F. WINGOOD DRIVE, MANILA, 1009</p>		<p>PROJECT TITLE</p> <p>REPAINTING OF EXTERIOR WALLS OF NMA BUILDING</p>		<p>PREPARED BY:</p> <p>ENGR. JERRY B. DELA CRUZ</p>		<p>REVIEWED AND CHECKED:</p> <p>APRIL 15, 2014</p>		<p>RECOMMENDING APPROVAL:</p> <p>ATTY. RA. ROBERTO M. FLORES - ANA DEPUTY DIRECTOR GENERAL FOR ACQUISITION</p>		<p>APPROVED BY:</p> <p>JERRY B. DELA CRUZ DIRECTOR GENERAL</p>		<p>REVISIONS</p> <p>DATE</p>		<p>SHEET NO.</p> <p>5</p>		<p>SHEET NO.</p> <p>A</p>	
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The floor plan of the Westview Hotel is a complex, irregularly shaped building. It features a large central hall with a checkered floor pattern. To the left of the hall is a long, narrow wing containing several small, rectangular rooms. To the right of the hall is another wing with larger rooms, some of which have private entrances. The building has a curved exterior wall on the right side, with a series of small, arched windows. The plan also shows various corridors, stairwells, and service areas. The overall layout suggests a multi-story building designed for both guest accommodation and social gathering.



6 NATIONAL MUSEUM OF ANTHROPOLOGY A WEST WING ELEVATION PLAN

3

**NATIONAL MUSEUM OF
THE PHILIPPINES
FACILITIES MANAGEMENT DIVISION**

DATE	PROJECT NO
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PROJECT LOCATION PHONE NUMBER DATE: 07/07/2014

PRODUCT TITLE

POSTMANNO 117

INTERVIEW AND OBSERVATION

RECOMMENDATIONS APPROVAL

APPROXIMATELY 87%

NEW YORK, N.Y. (AP) —

TABLE OF CONTENTS

CONCLUSIONS

REPAINTING OF EXTERIOR WALLS OF NMA BUILDING

ENGR. JENNIFER Q. TAYO

AR. JENSEN L. JORDAN

ATTY. WA. ROSEANNE M. FLORES - AMILA
DEPUTY DIRECTOR OF GENERAL AND ADMINISTRATIVE

JEREMY BARNES, CEO II
 DIRECTOR-GENERAL

DATE	ISSUED BY	RECEIVED BY
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A

Section VIII. Bill of Quantities

Notes on the Bill of Quantities

Objectives

The objectives of the Bill of Quantities are:

- a. to provide sufficient information on the quantities of Works to be performed to enable Bids to be prepared efficiently and accurately; and
- b. when a Contract has been entered into, to provide a priced Bill of Quantities for use in the periodic valuation of Works executed.

In order to attain these objectives, Works should be itemized in the Bill of Quantities in sufficient detail to distinguish between the different classes of Works, or between Works of the same nature carried out in different locations or in other circumstances which may give rise to different considerations of cost. Consistent with these requirements, the layout and content of the Bill of Quantities should be as simple and brief as possible.

Daywork Schedule

A Daywork Schedule should be included only if the probability of unforeseen work, outside the items included in the Bill of Quantities, is high. To facilitate checking by the Entity of the realism of rates quoted by the Bidders, the Daywork Schedule should normally comprise the following:

- a. A list of the various classes of labor, materials, and Constructional Plant for which basic daywork rates or prices are to be inserted by the Bidder, together with a statement of the conditions under which the Contractor will be paid for work executed on a daywork basis.
- b. Nominal quantities for each item of Daywork, to be priced by each Bidder at Daywork rates as Bid. The rate to be entered by the Bidder against each basic Daywork item should include the Contractor's profit, overheads, supervision, and other charges.

Provisional Sums

A general provision for physical contingencies (quantity overruns) may be made by including a provisional sum in the Summary Bill of Quantities. Similarly, a contingency allowance for possible price increases should be provided as a provisional sum in the Summary Bill of Quantities. The inclusion of such provisional sums often facilitates

budgetary approval by avoiding the need to request periodic supplementary approvals as the future need arises. Where such provisional sums or contingency allowances are used, the SCC should state the manner in which they will be used, and under whose authority (usually the Procuring Entity's Representative's).

The estimated cost of specialized work to be carried out, or of special goods to be supplied, by other contractors should be indicated in the relevant part of the Bill of Quantities as a particular provisional sum with an appropriate brief description. A separate procurement procedure is normally carried out by the Procuring Entity to select such specialized contractors. To provide an element of competition among the Bidders in respect of any facilities, amenities, attendance, etc., to be provided by the successful Bidder as prime Contractor for the use and convenience of the specialist contractors, each related provisional sum should be followed by an item in the Bill of Quantities inviting the Bidder to quote a sum for such amenities, facilities, attendance, etc.

Signature Box

A signature box shall be added at the bottom of each page of the Bill of Quantities where the authorized representative of the Bidder shall affix his signature. Failure of the authorized representative to sign each and every page of the Bill of Quantities shall be a cause for rejection of his bid.

These Notes for Preparing a Bill of Quantities are intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They should not be included in the final documents.



PAMBANSANG MUSEO NG PILIPINAS
NATIONAL MUSEUM OF THE PHILIPPINES
Facilities Management Division

Project : REPAINTING OF EXTERIOR WALLS OF MMA BUILDING
Location : Padre Burgos Ave., Ermita, Manila
Duration : 180 CD

Project No.
Date

APPROVED BUDGET FOR THE CONTRACT

Item No.	Description	Qty	Unit	Estimated Direct Cost (EDC)				Indirect Cost (IC)			TOTAL COST		Unit Cost
				MATERIAL		LABOR		TOTAL EDC	OCMP 20%	Sub-Total	VAT 5%	EDC + IC	
				Unit	Total	Unit	Total						
1. GENERAL REQUIREMENTS													
1	Mobilization and demobilization	1.00	lot										
2	Toolbox (Staff house rental, storage, utilities consumption)	1.00	lot										
3	Safety and security (including bluesack, PPEs, signages, etc)	180.00	CD										
4	Project Signage (8' x 8')	1.00	set										
5	General clearing and hauling out of debris	1.00	lot										
6	Technical and Professional Fees	1.00	lot										
7	Scaffoldings and equipments (rental)	1.00	lot										

II. REPAINTING OF EXTERIOR WALLS

A South Wing (Facade) Exterior Perimeter Walls													
1	Surface Preparation	2,360.00	sq.m										
1.1	Removal of loose, scaling, flaking and peeling paint, dust and dirt, oil, grease and other possible contaminants	1.00	lot										
1.1.1	Bois	20.00	kls										
1.1.2	Detergent	20.00	kls										
1.1.3	Paint scraper with handle 4"	8.00	pcs										
1.1.4	Cleaning brush	6.00	pcs										
1.2	Removal of vegetations	1.00	lot										
1.2.1	Bolo knife	1.00	pc										
1.2.2	Glyphosate herbicide	4.00	lit										
1.3	Repair of wall cracks (est. 5% of total wall area)	120.00	sq.m										
1.3.1	Cutting disc 4"	3.00	pcs										
1.3.2	Non-sag marine epoxy	3.00	gal/set										
1.3.3	Concrete grinding disc 4"	2.00	pcs										
2	Putty application on walls, entablature, columnade, cornices etc.	2,360.00	sq.m										
2.1	Acrytex Cast (16 lit)	20.00	tin										
2.2	Acrytex Reducer (16 lit)	4.00	tin										
2.3	Putty knife (2 pcs/set)	5.00	sets										
2.4	Sanding paper #100	1.00	roll										
3	Repainting of exterior walls to match existing paint including entablature, columnade, cornices etc. (2 coats)	2,360.00	sq.m										
3.1	Elastomeric paint	50.00	tin										
3.2	Roller 7" (fabric)	10.00	pcs										

Item No.	Description	Qty	Unit	Estimated Direct Cost (EDC)				Indirect Cost (IC)			TOTAL COST	Unit Cost	
				MATERIAL		LABOR		TOTAL EDC	OCMP 20%	Sub-Total			VAT 5%
				Unit	Total	Unit	Total						
	7.3.1 Cutting disc 4"	3.00	pc										
	7.3.2 Non-sag marine epoxy	2.00	gal/set										
	7.3.3 Concrete grinding disc 4"	2.00	pc										
8	Putty application on walls, entablature, cornices etc.	1,900.00	sq.m										
	8.1 Acrytex Cast (16 lit)	18.00	tin										
	8.2 Acrytex Reducer (16 lit)	4.00	tin										
	8.3 Putty knife (2 pcs/set)	3.00	set										
	8.4 Sanding paper #100	1.00	roll										
9	Repainting of exterior walls to match existing paint including entablature,	1,900.00	sq.m										
	9.1 Elastomeric paint	40.00	tin										
	9.2 Roller 7" (fabric)	10.00	pcs										
	9.3 Baby Roller (fabric)	10.00	pcs										
	9.4 Masking tape 1"	20.00	rolls										
	9.5 Paint brush 2"	10.00	pcs										
	9.6 Paint brush 4"	10.00	pcs										
Subtotal C													-00.00
D	West Wing Exterior Perimeter Walls												
10	Surface Preparation	1,755.00	sq.m										
	10.1 Removal of loose, scaling, flaking and peeling paint, dust and dirt, oil, grease and other possible contaminants	1.00	lot										
	10.1.1 Rags	20.00	kis										
	10.1.2 Detergent	20.00	kis										
	10.1.3 Paint scraper with handle 4"	5.00	pcs										
	10.1.4 Cleaning brush	2.00	pcs										
	10.2 Removal of vegetation	1.00	lot										
	10.2.1 Bollo knife	1.00	pc										
	10.2.2 Glyphosate herbicide	4.00	lit										
	10.3 Repair of wall cracks (est. 5% of total wall area)	90.00	sq.m										
	10.3.1 Cutting disc 4"	3.00	pc										
	10.3.2 Non-sag marine epoxy	2.00	gal/set										
	10.3.3 Concrete grinding disc 4"	2.00	pc										
11	Putty application on walls, entablature, cornices etc.	1,755.00	sq.m										
	11.1 Acrytex Cast (16 lit)	18.00	tin										
	11.2 Acrytex Reducer (16 lit)	4.00	tin										
	11.3 Putty knife (2 pcs/set)	3.00	set										
	11.4 Sanding paper #100	1.00	roll										
12	Repainting of exterior walls to match existing paint including entablature,	1,755.00	sq.m										
	12.1 Elastomeric paint	36.00	tin										
	12.2 Roller 7" (fabric)	10.00	pcs										
	12.3 Baby Roller (fabric)	10.00	pcs										
	12.4 Masking tape 1"	20.00	rolls										
	12.5 Paint brush 2"	10.00	pcs										
	12.6 Paint brush 4"	10.00	pcs										
Subtotal D													-00.00
E	North Wing Exterior Perimeter Walls												
13	Surface Preparation	2,015.00	sq.m										

Item No.	Description	Qty	Unit	Estimated Direct Cost (EDC)				Indirect Cost (IC)			TOTAL COST	Unit Cost	
				MATERIAL		LABOR		TOTAL EDC	OCMP 20%	Sub-Total			VAT 5%
				Unit	Total	Unit	Total						
18	Repainting of exterior walls to match existing paint including entablature, cornices etc. (2 coats)	480.00	sq.m										
	18.1 Elastomeric paint	10.00	tin										
	18.2 Roller 7" (fabric)	2.00	pcs										
	18.3 Baby Roller (fabric)	2.00	pcs										
	18.4 Masking tape 1"	8.00	rolls										
	18.5 Paint brush 2"	3.00	pcs										
	18.6 Paint brush 4"	3.00	pcs										
Subtotal F -00.00													
G	North-East and East Wing Exterior Courtyard Walls												
19	Surface Preparation	900.00	sq.m										
	19.1 Removal of loose, scaling, flaking and peeling paint, dust and dirt, oil, grease and other possible contaminants	1.00	lot										
	19.1.1 Rags	10.00	kls										
	19.1.2 Detergent	10.00	kls										
	19.1.3 Paint scraper with handle 4"	2.00	pcs										
	19.1.4 Cleaning brush	2.00	pcs										
	19.2 Repair of wall cracks (est. 5% of total wall area)	36.00	sq.m										
	19.2.1 Cutting disc 4"	1.00	pc										
	19.2.2 Non-sag marine epoxy	0.50	gal/set										
	19.2.3 Concrete grinding disc 4"	1.00	pc										
20	Putty application on walls, entablature, cornices etc.	900.00	sq.m										
	20.1 Acrytex Cast (16 lit)	9.00	tin										
	20.2 Acrytex Reducer (16 lit)	2.00	tin										
	20.3 Putty knife (2 pcs/set)	2.00	sets										
	20.4 Sanding paper #100	0.50	roll										
21	Repainting of exterior walls to match existing paint including entablature,	900.00	sq.m										
	21.1 Elastomeric paint	18.00	tin										
	21.2 Roller 7" (fabric)	2.00	pcs										
	21.3 Baby Roller (fabric)	2.00	pcs										
	21.4 Masking tape 1"	10.00	rolls										
	21.5 Paint brush 2"	3.00	pcs										
	21.6 Paint brush 4"	3.00	pcs										
Subtotal G -00.00													
H	West Wing Exterior Courtyard Walls												
22	Surface Preparation	580.00	sq.m										
	22.1 Removal of loose, scaling, flaking and peeling paint, dust and dirt, oil, grease and other possible contaminants	1.00	lot										
	22.1.1 Rags	10.00	kls										
	22.1.2 Detergent	10.00	kls										
	22.1.3 Paint scraper with handle 4"	2.00	pcs										
	22.1.4 Cleaning brush	2.00	pcs										
	22.2 Repair of wall cracks (est. 5% of total wall area)	30.00	sq.m										
	22.2.1 Cutting disc 4"	1.00	pc										
	22.2.2 Non-sag marine epoxy	0.50	gal/set										
	22.2.3 Concrete grinding disc 4"	1.00	pc										

Item No.	Description	Qty	Unit	Estimated Direct Cost (EDC)				Indirect Cost (IC)			TOTAL COST	Unit Cost	
				MATERIAL		LABOR		TOTAL EDC	OCMP 20%	Sub-Total			VAT 5%
				Unit	Total	Unit	Total						
23	Putty application on walls, entablature, cornices etc.	580.00	sq.m										
	23.1 Acrytex Cast (16 lit)	6.00	tin										
	23.2 Acrytex Reducer (16 lit)	1.00	tin										
	23.3 Putty knife (2 pcs/set)	2.00	sets										
	23.4 Sanding paper #100	0.50	roll										
24	Repainting of exterior walls to match existing paint including entablature,	580.00	sq.m										
	24.1 Elastomeric paint	12.00	tin										
	24.2 Roller 7" (fabric)	2.00	pcs										
	24.3 Baby Roller (fabric)	2.00	pcs										
	24.4 Masking tape 1"	8.00	rolls										
	24.5 Paint brush 2"	3.00	pcs										
	24.6 Paint brush 4"	3.00	pcs										
Subtotal H -00.00													
I	North Wing Exterior Courtyard Walls												
25	Surface Preparation	720.00	sq.m										
	25.1 Removal of loose, scaling, flaking and peeling paint, dust and dirt, oil, grease and other possible contaminants	1.00	lot										
	25.1.1 Rags	10.00	lbs										
	25.1.2 Detergent	10.00	lbs										
	25.1.3 Paint scraper with handle 4"	2.00	pcs										
	25.1.4 Cleaning brush	2.00	pcs										
	25.2 Repair of wall cracks (est. 5% of total wall area)	36.00	sq.m										
	25.2.1 Cutting disc 4"	1.00	pc										
	25.2.2 Non-sag marine epoxy	0.50	gal/set										
	25.2.3 Concrete grinding disc 4"	1.00	pc										
26	Putty application on walls, entablature, cornices etc.	720.00	sq.m										
	26.1 Acrytex Cast (16 lit)	7.00	tin										
	26.2 Acrytex Reducer (16 lit)	2.00	tin										
	26.3 Putty knife (2 pcs/set)	3.00	sets										
	26.4 Sanding paper #100	0.50	roll										
27	Repainting of exterior walls to match existing paint including entablature,	720.00	sq.m										
	27.1 Elastomeric paint	15.00	tin										
	27.2 Roller 7" (fabric)	4.00	pcs										
	27.3 Baby Roller (fabric)	4.00	pcs										
	27.4 Masking tape 1"	10.00	rolls										
	27.5 Paint brush 2"	6.00	pcs										
	27.6 Paint brush 4"	6.00	pcs										
Subtotal I -00.00													
Subtotal II -00.00													
III. REPAINTING OF WINDOW FRAMES AND METAL GRILLS													
1	Surface Preparation including removal of all loose paint and application of epoxy primer	977.86	sq.m										
	1.1 Steel Brush	10.00	pcs										
	1.2 Rags	15.00	lbs										
	1.3 Epoxy Primer with catalyst (Black)	60.00	gal/set										

Item No.	Description	Qty	Unit	Estimated Direct Cost (EDC)				Indirect Cost (IC)			TOTAL COST		Unit Cost
				MATERIAL		LABOR		TOTAL EDC	OCMP 20%	Sub-Total	VAT 5%		
				Unit	Total	Unit	Total						
1.4	Epoxy Reducer	60.00	gals										
1.5	Paint brush 2"	20.00	pcs										
1.6	Paint brush 1"	20.00	pcs										
1.7	Masking tape 1"	50.00	rolls										
1.8	Sanding paper #80	2.00	rolls										
A South Wing Exterior Window Frames and Metal Grills													
	a. Metal grills 3.0mx1.8m (4 sets)	130.01	sq.m										
	b. Metal grills 1.2mx5.4m (2 sets)	21.6	sq.m										
	c. Metal grills 1.0mx2.8m (7 sets)	12.96	sq.m										
	d. Metal grills 1.5mx2.5m (3 sets)	19.6	sq.m										
	e. Metal grills 1.5mx2.5m (3 sets)	11.25	sq.m										
	f. Metal grills 0.8mx1.5m (4 sets)	4.8	sq.m										
	g. Metal grills 0.6mx1.5m (2 sets)	1.8	sq.m										
	h. Metal grills 0.6mx1.0m (6 sets)	3.6	sq.m										
	h. Window frames (Approx. average surface area - 41 sets)	54.4	sq.m										
B North-East and East Wing Exterior Window Frames and Metal Grills													
	a. Metal grills 3.0mx7.0m (3 sets)	220.30	sq.m										
		63	sq.m										
	b. Metal grills 1.0mx2.8m (11 sets)	30.8	sq.m										
	c. Metal grills 0.8mx1.5m (19 sets)	22.8	sq.m										
	d. Metal grills 0.6mx1.5m (6 sets)	5.4	sq.m										
	e. Window frames (Approx. average surface area - 96 sets)	98.3	sq.m										
C West Wing Exterior Window Frames and Metal Grills													
	a. Metal grills 3.0mx7.0m (2 sets)	173.85	sq.m										
		42	sq.m										
	b. Metal grills 1.0mx2.8m (10 sets)	28	sq.m										
	c. Metal grills 0.8mx1.5m (13 sets)	15.6	sq.m										
	d. Metal grills 0.6mx1.5m (4 sets)	3.6	sq.m										
	e. Window frames (Approx. average surface area - 73 sets)	84.65	sq.m										
D North Wing Exterior Window Frames and Metal Grills													
	a. Metal grills 3.0mx7.0m (2 sets)	203.70	sq.m										
		42	sq.m										
	b. Metal grills 1.0mx2.8m (10 sets)	28	sq.m										
	c. Metal grills 0.8mx1.5m (13 sets)	15.6	sq.m										
	d. Metal grills 0.6mx1.5m (4 sets)	3.6	sq.m										
	e. Window frames (Approx. average surface area - 100 sets)	114.5	sq.m										
E South Wing Exterior Courtyard Window Frames													
	a. Window frames (Approx. average surface area - 16 sets)	39.30	sq.m										
		39.3	sq.m										
F North-East and East Wing Exterior Courtyard Window Frames													
	a. Window frames (Approx. average surface area - 54 sets)	89.00	sq.m										
		89	sq.m										
G West Wing Exterior Courtyard Window Frames													
	a. Window frames (Approx. average surface area - 24 sets)	45.60	sq.m										
		45.6	sq.m										
H North Wing Exterior Courtyard Window Frames													
	a. Window frames (Approx. average surface area - 40 sets)	76.10	sq.m										
		76.1	sq.m										
2	Application of water-based acrylic epoxy paint (2 coats)	977.86	sq.m										
2.1	Acqua Epoxy with curing agent	100.00	gal/set										
2.2	Paint brush 2"	20.00	pcs										
2.3	Paint brush 1"	20.00	pcs										
2.5	Paint Thinner	5.00	gal										
A South Wing Exterior Window Frames and Metal Grills				130.01	sq.m								

Item No.	Description	Qty	Unit	Estimated Direct Cost (EDC)				Indirect Cost (IC)			TOTAL COST	Unit Cost	
				MATERIAL		LABOR		TOTAL EDC	OCMP 20%	Sub-Total			VAT 5%
				Unit	Total	Unit	Total						
	a. Metal grills 3.0mx1.8m (4 sets)	21.6	sq.m										
	b. Metal grills 1.2mx5.4m (2 sets)	12.96	sq.m										
	c. Metal grills 1.0mx2.8m (7 sets)	19.6	sq.m										
	d. Metal grills 1.5mx2.5m (3 sets)	11.25	sq.m										
	e. Metal grills 0.8mx1.5m (4 sets)	4.8	sq.m										
	f. Metal grills 0.6mx1.5m (2 sets)	1.8	sq.m										
	g. Metal grills 0.6mx1.0m (6 sets)	3.6	sq.m										
	h. Window frames (Approx. average surface area - 41 sets)	54.4	sq.m										
		220.30	sq.m										
	B North-East and East Wing Exterior Window Frames and Metal Grills												
	a. Metal grills 3.0mx7.0m (3 sets)	63	sq.m										
	b. Metal grills 1.0mx2.8m (11 sets)	30.8	sq.m										
	c. Metal grills 0.8mx1.5m (19 sets)	22.8	sq.m										
	d. Metal grills 0.6mx1.5m (6 sets)	5.4	sq.m										
	e. Window frames (Approx. average surface area - 96 sets)	98.3	sq.m										
		173.85	sq.m										
	C West Wing Exterior Window Frames and Metal Grills												
	a. Metal grills 3.0mx7.0m (2 sets)	42	sq.m										
	b. Metal grills 1.0mx2.8m (10 sets)	28	sq.m										
	c. Metal grills 0.8mx1.5m (13 sets)	15.6	sq.m										
	d. Metal grills 0.6mx1.5m (4 sets)	3.6	sq.m										
	e. Window frames (Approx. average surface area - 73 sets)	84.65	sq.m										
		203.70	sq.m										
	D North Wing Exterior Window Frames and Metal Grills												
	a. Metal grills 3.0mx7.0m (2 sets)	42	sq.m										
	b. Metal grills 1.0mx2.8m (10 sets)	28	sq.m										
	c. Metal grills 0.8mx1.5m (13 sets)	15.6	sq.m										
	d. Metal grills 0.6mx1.5m (4 sets)	3.6	sq.m										
	e. Window frames (Approx. average surface area - 100 sets)	114.5	sq.m										
		39.30	sq.m										
	E South Wing Exterior Courtyard Window Frames												
	a. Window frames (Approx. average surface area - 16 sets)	39.3	sq.m										
	F North-East and East Wing Exterior Courtyard Window Frames												
	a. Window frames (Approx. average surface area - 54 sets)	89.00	sq.m										
		89	sq.m										
	G West Wing Exterior Courtyard Window Frames												
		45.60	sq.m										
	a. Window frames (Approx. average surface area - 24 sets)	45.6	sq.m										
	H North Wing Exterior Courtyard Window Frames												
		76.10	sq.m										
	a. Window frames (Approx. average surface area - 40 sets)	76.1	sq.m										
												Subtotal III	-00.00
												PROPOSED TOTAL PROJECT COST (Php)	
												-00.0	

Prepared by:

Section IX. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

The prescribed documents in the checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary “pass/fail” criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

Technical Documents

- ☐ (b) 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**
- ☐ (c) 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**
- ☐ (d) Special PCAB License in case of Joint Ventures **and** registration for the type and cost of the contract to be bid; **and**
- ☐ (e) 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**
- ☐ (f) 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**
- ☐ (g) 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

- ☐ (h) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

Class "B" Documents

- ☐ (i) 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

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

Other documentary requirements under RA No. 9184

- ☐ (k) Original of duly signed Bid Prices in the Bill of Quantities; **and**
- ☐ (l) 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**
- ☐ (m) Cash Flow by Quarter.

Note: Please submit the following requirements in separate envelope:

1. *E-copy of all eligibility, Technical and Financial components save in any storage device;*
2. *Bid Bulletin, if any;*
3. *Photocopy of the Official Receipt of the Bidding Documents;*
4. *SEC or DTI Certificate (Certified True Copy);*
5. *Mayor's/Business Permit (Certified True Copy);*
6. *Tax Clearance Certificate (Certified True Copy);*
7. *PCAB License (Certified True Copy);*
8. *Income Tax Return Latest (Certified True Copy);*
9. *Audited Financial Statement (Certified True Copy), and;*
10. *BIR/TIN Certificate (Certified True Copy).*

ANNEX “A”

Packaging and Labeling Instructions

PACKAGING AND LABELLING INTRUCTIONS

1. Two Envelope System

The ORIGINAL - TECHNICAL COMPONENTS requirements stated below shall be enclosed into a folder, same as with the ORIGINAL - FINANCIAL COMPONENTS requirements which will also be done in a separate folder. These two (2) folders shall be placed into separate envelope forming the **Two-Envelope System**.

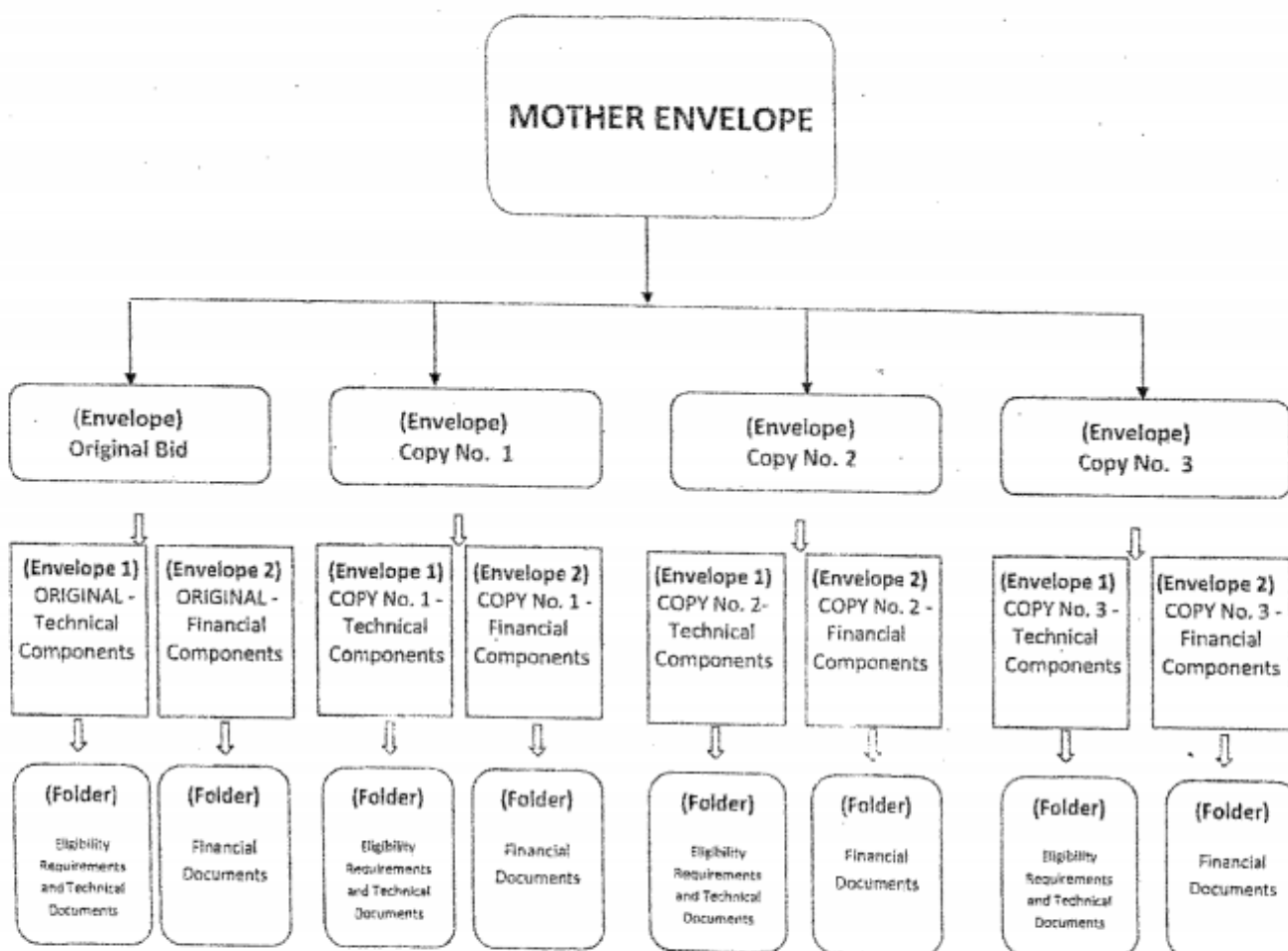
Envelope 1: Technical Components (see attached listing)

Envelope 2: Financial Components (see attached listing)

2. The First Envelope, ORIGINAL - TECHNICAL COMPONENTS and the Second Envelope, ORIGINAL - FINANCIAL COMPONENTS should be sealed in an outer envelope marked as ORIGINAL BID. Each copy of the first and second envelopes shall be similarly sealed duly marking the inner envelopes as "COPY NO. ____ - TECHNICAL COMPONENT" and "COPY NO. ____ – FINANCIAL COMPONENT" and the outer envelope as "COPY NO. ____", respectively. The First and Second envelope should be produced into three (3) copies marked as Copy No. 1, Copy No. 2 and Copy No. 3.
3. All four (4) envelopes, Original, Copy No. 1, Copy No. 2 and Copy No. 3, shall be enclosed in a single envelope referred to as the **Mother Envelope**.
4. All documents must be marked with **Ear tabs**. There must be a Table of Contents indicating all the documents to be submitted per folder.
5. All envelopes should properly be **sealed, signed and labelled**. The folders should also be labelled properly.
6. All copies must be **Certified True Copy** and signed.

TO:	ATTY. MA. ROSENNE M. FLORES-AVILA Chairperson Bids and Awards Committee National Museum of the Philippines Padre Burgos Avenue, ermita Manila
FROM:	Name of Company Address & Telephone Number
Reference No.	
	Project Title Location
Do not Open Before: date and time of the Submission and Opening of Bids	

PACKAGING AND LABELING INSTRUCTIONS (DIAGRAM)



ANNEX “B”

Bidding Forms

Contract Agreement Form for the Procurement of Infrastructure Projects (Revised)

[not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]

CONTRACT AGREEMENT

THIS AGREEMENT, made this *[insert date]* day of *[insert month]*, *[insert year]* between *[name and address of PROCURING ENTITY]* (hereinafter called the “Entity”) and *[name and address of Contractor]* (hereinafter called the “Contractor”).

WHEREAS, the Entity is desirous that the Contractor execute *[name and identification number of contract]* (hereinafter called “the Works”) and the Entity has accepted the Bid for *[contract price in words and figures in specified currency]* by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - a. Philippine Bidding Documents (PBDs);
 - i. Drawings/Plans;
 - ii. Specifications;
 - iii. Bill of Quantities;
 - iv. General and Special Conditions of Contract;
 - v. Supplemental or Bid Bulletins, if any;
 - b. Winning bidder’s bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder’s bidding envelopes, as annexes, and all other documents submitted (*e.g.*, Bidder’s response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity’s bid evaluation;

- c. Performance Security;

- d. Notice of Award of Contract and the Bidder's conforme thereto; and
 - e. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**
3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.
 4. The *[Name of the procuring entity]* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

<i>[Insert Name and Signature]</i>	<i>[Insert Name and Signature]</i>
<i>[Insert Signatory's Legal Capacity]</i>	<i>[Insert Signatory's Legal Capacity]</i>
<i>for:</i>	<i>for:</i>
<i>[Insert Procuring Entity]</i>	<i>[Insert Name of Supplier]</i>

Acknowledgment

[Format shall be based on the latest Rules on Notarial Practice]

Omnibus Sworn Statement (Revised)
[shall be submitted with the Bid]

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, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

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 responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing 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.

10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

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

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Performance Securing Declaration (Revised)

[if used as an alternative performance security but it is not required to be submitted with the Bid, as it shall be submitted within ten (10) days after receiving the Notice of Award]

REPUBLIC OF THE PHILIPPINES)

CITY OF _____) S.S.

PERFORMANCE SECURING DECLARATION

Invitation to Bid: [Insert Reference Number indicated in the Bidding Documents]

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacturer/contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.
2. I/We accept that: I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year for the first offense, or two (2) years **for the second offense**, upon receipt of your Blacklisting Order if I/We have violated my/our obligations under the Contract;
3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:
 - a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
 - i. Procuring Entity has no claims filed against the contract awardee;
 - ii. It has no claims for labor and materials filed against the contractor; and
 - iii. Other terms of the contract; or
 - b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 revised IRR of RA No. 9184 as required by the end-user.

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 OR ITS
AUTHORIZED REPRESENTATIVE]*

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Bid Form for the Procurement of Infrastructure Projects

[shall be submitted with the Bid]

BID FORM

Date : _____

Project Identification No. : _____

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

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: *[insert name of contract]*;
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is: *[insert information]*;
- d. The discounts offered and the methodology for their application are: *[insert information]*;
- e. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein and reflected in the detailed estimates,
- f. Our Bid shall be valid within the period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of *[insert percentage amount]* percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines¹ for this purpose;

¹ currently based on GPPB Resolution No. 09-2020

- h. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- i. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- k. We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the [Name of Project] of the [Name of the Procuring Entity].
- l. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____