PHILIPPINE BIDDING DOCUMENTS

Procurement of INFRASTRUCTURE PROJECTS

Government of the Republic of the Philippines

CONSTRUCTION OF MULTI-PURPOSE DRYING PAVEMENT(MPDP)

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 contracts, 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 note 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.

Republic of the Philippines
Province of Ilocos Norte
CITY GOVERNMENT OF BATAC

Invitation to Bid for *Construction of Multi-Purpose Drying Pavement (MPDP)*

1. The ***City Government of Batac***, through the ***20% Development Fund CY 2020*** intends to apply the sum of **Four Million Pesos (*4,000,000.00)*** being the Approved Budget for the Contract (ABC) to payments under the contract for ***Construction of Multi-Purpose Drying Pavement (MPDP) with Identification Number: CGB-2024–PB-02-07.*** Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The *City Government of Batac* now invites bids for the above Procurement Project. Completion of the Works is required **Fifty-Nine (59) *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 *City Government of Batac* and inspect the Bidding Documents at the address given below from ***8:00am to 5:00pm.***

5. A complete set of Bidding Documents may be acquired by interested bidders on **February 26, 2024 (8:00AM to 5:00 PM) to March 18, 2024 (8:00 AM to 12:00 NN)** from given address and website/s below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of* ***Php 5,000.00***. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means.

6. The *City Government of Batac* will hold a Pre-Bid Conference[1] on **March 06, 2024 at 3:30** in the afternoon at the BAC Office, 3rd Floor City Hall Building, 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 **March 18, 2024** ***at 12:00 NN***. 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 **March 18, 2024** at BAC Office 3rd Floor City Hall Building. Bids will be opened in the presence of the or its authorized representatives (with his/her authorization) who choose to attend the activity.

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[1] May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a pre-bid conference.

10. The *City Government of Batac* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

ENGR. MICHELLE G. MANUEL
BAC Secretariat Head - Infrastructure
BAC Office 3rd Floor, City Hall Building
City Government of Batac
Washington Street, Brgy. #1-S Valdez
City of Batac, Ilocos Norte 2906
Email: ***bacbataccity@gmail.com***
Tel.No.: (077) 670-6433

12. You may visit the following websites:

For downloading of Bidding Documents: *you may visit www.batac.gov.ph*

MR. MARLON F. SORIA
HRMO / BAC Chairman

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, *City Government of Batac* invites Bids for the ***Construction of Multi-Purpose Drying Pavement (MPDP)*** with ***Identification Number: CGB-2024–PB-02-07.***
The Procurement Project ("**Construction of Multi-Purpose Drying Pavement (MPDP)**") 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 in the amount of **Php *4,000,000.00***.

2.2. The source of funding is:

a. *20% Development Fund CY 2020*

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:

a. Subcontracting is not allowed

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the **March 06, 2024 at 3:00** in the afternoon at BAC Office 3rd Floor, City Hall Building, City Government of Batac and/or through videoconferencing/webcasting as indicated in paragraph 6 of the **IB.**

9. Clarification and Amendment of Bidding Documents

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

10. Documents Comprising the Bid: Eligibility and Technical Components

10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.

10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB

Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

10.3. A valid PCAB License is required, and in case of joint ventures, a valid special PCAB License, and registration for the type and cost of the contract for this Project. Any additional type of Contractor license or permit shall be indicated in the **BDS**.

10.4. A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the **BDS**.

10.5. A List of Contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, must meet the minimum requirements for the contract set in the **BDS**.

11. Documents Comprising the Bid: Financial Component

11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.

11.2. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.

11.3. For Foreign-funded procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Alternative Bids

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

13. Bid Prices

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

14. Bid and Payment Currencies

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

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

a. Philippine Pesos.

15. Bid Security

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

15.2. The Bid and bid security shall be valid until *120 days*. 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

<table>
<tr><th>ITB Clause</th><th></th></tr>
<tr><td>5.2</td><td>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:
Concreting of Multi-Purpose Drying Pavement or Concreting of Farm to Market Road</td></tr>
<tr><td>7.1</td><td>Sub-contracting is not allowed.</td></tr>
<tr><td>10.3</td><td>None</td></tr>
<tr><td>10.4</td><td>The key personnel must meet the required minimum years of experience set below:
<table>
<tr><th>Key Personnel</th><th>General Experience</th><th>Relevant Experience</th></tr>
<tr><td>Project Engineer</td><td>General Construction</td><td>5 years</td></tr>
<tr><td>Materials Engineer</td><td>General Construction</td><td>1 year</td></tr>
<tr><td>Construction Foreman</td><td>General Construction</td><td>5 years</td></tr>
<tr><td>Skilled Worker</td><td>General Construction</td><td>5 years</td></tr>
<tr><td>Unskilled Laborer</td><td>General Construction</td><td>3 years</td></tr>
<tr><td>Safety Officer II</td><td>General Construction</td><td>1 year</td></tr>
</table></td></tr>
<tr><td>10.5</td><td>The minimum major equipment requirements are the following:
<table>
<tr><th>Equipment</th><th>Capacity</th><th>Number of Units</th></tr>
<tr><td>Dump truck</td><td>(12 cu.yd.)</td><td>2</td></tr>
<tr><td>Bulldozer</td><td>D6HSeries II PSDS/DD</td><td>1</td></tr>
<tr><td>Payloader</td><td>1.5 cu.m.</td><td>2</td></tr>
<tr><td>Backhoe</td><td>0.80 cu.m.</td><td>1</td></tr>
<tr><td>Bar cutter</td><td></td><td>1</td></tr>
<tr><td>Bar bender</td><td></td><td>1</td></tr>
<tr><td>Cargo Truck</td><td>9-10 mt</td><td>1</td></tr>
<tr><td>One Bagger Mixer</td><td></td><td>1</td></tr>
<tr><td>Concrete Vibrator</td><td></td><td>1</td></tr>
<tr><td>Water Truck/Pump</td><td>16000 L</td><td>1</td></tr>
<tr><td>Backhoe (wheel type)</td><td>0.28 cu.m.</td><td>1</td></tr>
</table></td></tr>
<tr><td>12</td><td>Value Engineering not allowed.</td></tr>
<tr><td>15.1</td><td>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:
a. The amount of not less than 80,000.00, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;

b. The amount of not less than 200,000.00, if bid security is in Surety Bond.</td></tr>
<tr><td>19.2</td><td>Partial bids are allowed not allowed.</td></tr>
<tr><td>20</td><td>None</td></tr>
<tr><td>21</td><td>Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the DOLE, and other acceptable tools of project scheduling.</td></tr>
</table>

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 RA No. 3688 against any subcontractor be they an individual, firm, partnership, corporation, or association supplying the Contractor with labor, materials and/or equipment for the performance of this Contract.

6. Site Investigation Reports

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

7. Warranty

7.1. In case the Contractor fails to undertake the repair works under Section 62.2.2 of the 2016 revised IRR, the Procuring Entity shall forfeit its performance security, subject its property(ies) to attachment or garnishment proceedings, and perpetually disqualify it from participating in any public bidding. All payables of the GOP in his favor shall be offset to recover the costs.

7.2. The warranty against Structural Defects/Failures, except that occasioned-on force majeure, shall cover the period from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity. Specific duration of the warranty is found in the **SCC**.

8. Liability of the Contractor

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

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

9. Termination for Other Causes

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

10. Dayworks

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

11. Program of Work

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

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

12. Instructions, Inspections and Audits

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

13. Advance Payment

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

14. Progress Payments

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

15. Operating and Maintenance Manuals

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

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

Section V. Special Conditions of Contract

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

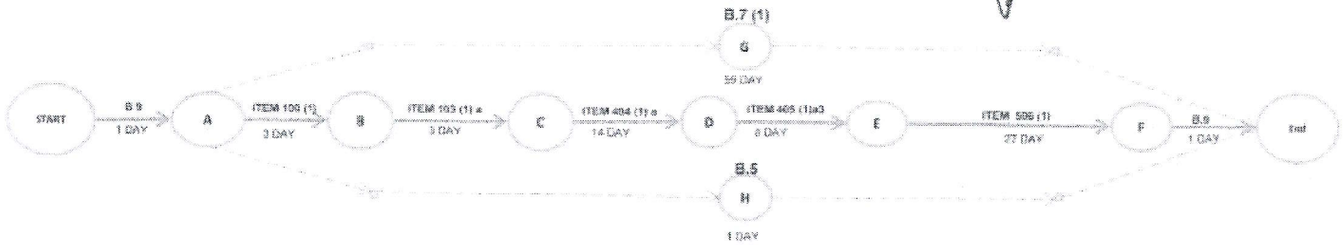
GCC Clause	
2	*The intended completion date is* ***Fifty-nine (59) calendar days from the Effective Date of the Contract.***
4.1	*N/A*
6	N/A
7.2	Five (5) years.
10	Dayworks are applicable at the rate shown in the Contractor's original Bid.
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within ***Seven (7)*** days of delivery of the Notice of Award.
11.2	N/A
13	The amount of the advance payment ***shall not exceed 15% of the total contract price and schedule of payment.***
14	*Not Allowed*
15.1	N/A
15.2	N/A

Section VI. Specifications

PERT- CPM

Construction of Multi-Purpose Drying Pavement (MPDP)

Rural Barangays (Nagbacalan, Mabaleng, Parangopong, Dariwdiw, Magnuang, Tablad, Baoa East)



Item no.	Description		
B.5	Project Billboard / Signboard	1.00	DAY
B.7(1)	Occupational Safety and Health Program	-	DAY
B.9	Mobilization / Demobilization	2.00	DAY
100(1)	CLEARING and GRUBBING	3.00	DAY
103(1)a	STRUCTURE EXCAVATION	4.00	DAY
404(1)a	Reinforcing Steel	14.00	DAY
405(1)a3	Structural Concrete	8.00	DAY
506(1)	STONE MASONRY	27.00	DAY
TOTAL WORKING DAYS		**59.00**	**DAYS**

Prepared by:

FERDINAND B. CASIL JR.
Engineer I

Checked and Verified by:

HILARION G. NALUPTA
City Engineer

Republic of the Philippines
CITY GOVERNMENT OF BATAC
OFFICE OF THE CITY AGRICULTURIST
Washington St. I-5 Valdez, City of Batac
Province of Ilocos Norte

MANPOWER SCHEDULE

Project Construction of Multi-Purpose Drying Pavement (MPDP)
Subject MANPOWER SCHEDULE

Item	WORK DESCRIPTION	AMOUNT	Duration in days	WEIGHT	days 7	14	21	28	35	42	49	56	59
PART B	OTHER GENERAL REQUIREMENTS												
B.1	Project Billboard / Signboard	6,900.00	70	0.17%									
B.2 (a)	Occupational Safety and Health Program	21,847.35	70	0.57%									
B.2	Mobilization / Demobilization	30,451.50	70	0.79%									
PART C	EARTHWORKS												
C.01	CLEARING AND GRUBBING	120,322.00	3.00	3.12%									
C.01 (c)	STRUCTURE EXCAVATION	249,109.38	4.00	6.47%									
PART G	DRAINAGE AND SLOPE PROTECTION STRUCTURES												
G.04 (a)	REINFORCED CONCRETE	791,030.34	4.00	20.54%									
G.04 (b)	REINFORCEMENT STEEL	1,237,907.37	4.00	32.14%									
G.04 (c)	FORM WORKS	562,052.56	7.00	14.59%									
PART H	MISCELLANEOUS STRUCTURES												
G.11 (c)	FREE STANDING SIGNAGE	15.00	70.00	0.00%									
	TOTAL CONTRACT AMOUNT	3,851,000.00	99.00	100.00%									
			MANPOWER SCHEDULE										
			CONSTRUCTION WORKER										
			FOREMAN										
			SKILLED LABOR										
			UNSKILLED LABOR										
			EQUIPMENT OPERATOR										
			WATER TRUCK DRIVER / HELPER										
			EXCAVATOR										
			TOTAL MANPOWER										

Prepared by:

FERDINAND B. CASIL JR.
Engineer I

Checked and Verified by:

HILARION G. NALUPTA
City Engineer

Republic of the Philippines
CITY GOVERNMENT OF BATAC
OFFICE OF THE CITY AGRICULTURIST
Washington St. 1-5 Vaddes, City of Batac
Province of Ilocos Norte

EQUIPMENT SCHEDULE

Project Construction of Multi-Purpose Drying Pavement (MPDP)
Subject EQUIPMENT SCHEDULE

Item	Description of Work	Amount	Quantity	Unit	Days								
					1	2	3	4	5	6	7	8	9
PART B	OTHER GENERAL REQUIREMENTS												
PART C	EARTHWORKS												
PART D	DRAINAGE AND SLOPE PROTECTION STRUCTURES												
PART H	MISCELLANEOUS STRUCTURES												
	EQUIPMENT SCHEDULE												

Republic of the Philippines
CITY GOVERNMENT OF BATAC
OFFICE OF THE CITY AGRICULTURIST
Washington St. 1 5 Wallace, City of Batac
Province of Ilocos Norte

CONSTRUCTION S-CURVE AND CASH FLOW

Project: Construction of Multi-Purpose Drying Pavement (MPDP)
Subject: CONSTRUCTION S-CURVE AND CASH FLOW

NO.	DESCRIPTION	AMOUNT	WEIGHT %	TYPE	2024 7	14	21	28	35	42	49	56	63
PART 1	SCOPE OF WORK REQUIREMENTS												
PART C	SUPERSTRUCTURE												
PART D	DRAINAGE AND SLOPE PROTECTION STRUCTURES												
PART M	MISCELLANEOUS STRUCTURES												
				CASH FLOW									
				CUMULATIVE ACCOMPLISHMENT									
				CUMULATIVE CASH FLOW									

Prepared by:

FERDINAND B. CASILJR.
Engineer I

Checked and Verified by:

MARION G. RAUPTA
City Engineer

GENERAL SPECIFICATION

PROJECT TITLE:	**Construction of Multi-Purpose Drying Pavement (MPDP)**
PROJECT LOCATION:	**Barangays Rural Barangays (Nagbacalan, Mabaleng, Parangopong, Dariwdiw, Magnuang, Tatiing, Baoa East) City of Batac, Ilocos Norte**
SUBJECT:	**GENERAL SPECIFICATIONS AND GUIDELINES**

GENERAL DESCRIPTION

The project aims to construct Multi-Purpose Drying Pavement at Rural Barangays (Nagbacalan, Mabaleng, Parangopong, Dariwdiw, Magnuang, Naguirangan, and Baoa East), City of Batac, Ilocos Norte. The project will be executed through a by contract scheme. All works shall be done in accordance with the approved plans and specifications conforming to the local ordinances.

The contractor shall provide all materials, labor, tools and equipment needed in the project implementation and shall be completed within 59 calendar days upon the receipt of the notice to proceed holding all factors constant.

Pre-Construction Activities

- Site management should have working areas and access routes.
- Temporary fences should be installed during the period of construction.
- Temporary markings shall be installed to serve as basis and favor smooth and easier project implementation.

Sediment Control measures

- Installation/Construction of temporary diverting canal or plume during the construction of the canal to avoid and control the entry of foreign materials to fields.
- Silt traps will also be installed to temporary diversion canal to prevent siltation in the crops.

Pollution Control for Water Waste

During the implementation of the project, the contractor must follow the pollution prevention guidelines in accordance to PD 1067. The following mitigation measures must be done:

- Regular monitoring and visit must be done to ensure that the pollution control guidelines and protocols so to avoid spillage of any construction waste and materials that may enter into the fields
- Excavated materials should be stacked away from the watercourse
- Excavated rock, mineral soil and peat should be in separate piles
- Pouring of mixed cement should not take place during heavy rainfall

Environmental Protection

All trees cut or removed during the project implementation should be replaced. A tree planting shall be done within the premises of the project.

Personal Protective Equipment (PPE)

Hard hats, eye protection, foot protection, protective trousers, gloves and reflective clothing will be worn as a minimum requirement. Hearing protection, masks and wet weather clothing will be available to operators as necessary.

EXCAVATION

This item shall consist of the necessary excavation for foundation and other provided for in the specifications. This item shall include necessary diverting of live streams, bailing, pumping, draining, sheeting, bracing and the necessary construction and the subsequent removal of cribs and the placing of all necessary backfill.

STRUCTURAL CONCRETE

This item shall consist of structural concrete in minor structures, in headwalls for culverts, in retaining walls at the toes of slopes, and at others places called for on the plans, constructed on the prepared foundation bed, in accordance with this specification and in conformity with the lines, grades, sections, and dimensions shown on the plans or as ordered in writing by the engineer.

EMBANKMENT

This item shall consist of the construction of embankment in accordance with this specification and in conformity with the lines, grades and dimensions shown on the plans or established by the Engineer.

BILLBOARD

This special item shall be installed on-site from the start up to the completion of the project.

HEALTH AND SAFETY

This special item shall be present during the duration of the project. The safety officers and all necessary safety equipment shall be present at all times during the project implementation.

MOBILIZATION AND DEMOBILIZATION

All necessary Equipment shall be mobilized in the project site and shall be demobilized upon completion of the project.

METHODOLOGY ON GENERAL APPROACH:

Upon receipt of the Notice to Proceed (NTP) from the implementing agency, equipment, tools materials and manpower are to be mobilized to the project site.

The contractor immediately precedes the construction of the temporary facilities for his manpower, materials, equipment and tools.

The activities should simultaneously follow the scheme on the construction schedule submitted (please refer to the construction schedule).

And works executed which are not found in the Program of Works will be reported immediately to the City Government of Bislig – Project Engineer to decide whether a variation order shall be made.

I. **PROGRAM/PROJECTTITLE: CONSTRUCTION OF MULTI-PURPOSE DRYING PAVEMENT**

II. **PROPONENT/IMPLEMENTING OFFICE:** Office of the City Agriculturist, Office of The City Engineer

III. **PROJECT DESCRIPTION:**

A. Objective:

Development Objective:

The project aims to increase supply of good quality rice through the reduction of post-harvest losses by using the appropriate and efficient drying technology system.

Immediate Objective:

1. To reduce post-harvest losses through the provision of drying facility
2. To improve rice farmers' productivity and increase income

B. ***Coverage/Scope Location:*** Rural Barangays

C. ***Brief Description of the Project***:

The programmed allocation is intended for the construction of Multi-Purpose Drying Pavement (MPDP). The standard size of the proposed MPDP is 420 sq.m., this MPDP shall help reduce post-harvest losses and recover at least 3 -5% that contribute from improper drying of palay.

IV. **JUSTIFICATION/RATIONALE:**

Lack of post-production facilities results to a tremendous loss and wastage in rice production and drying of harvested palay has become a big problem to farmers during harvest season on rainy days for the reason that most of their palay are not completely dried hence prices of palay is very low and worst, rice traders refuses to buy them.

The low price of palay is customarily attributed to low palay drying problems since drying is the most important method in minimizing post-harvest losses, since it directly affects safe storage, transportation, distribution and processing quality. Hence, the provision of drying facilities like the MPDP in every rice farmer association shall help reduce post-production losses thus increase farmers' income, improve quality of grains and increase rice recovery.

V. **IMPLEMENTING SCHEDULE**: January to December, 2020

VI. **PROGRAM INVESTMENT REQUIREMENT:** P4,000,000.00

VII. **PROJECT STATUS:** Continuing

VIII. **EXECUTING AGENCY/MANAGEMENT:**

The Office of the City Agriculturist, Office of the City Engineer, and Office of the City Mayor will implement the project.

Procurement of equipment, supplies, materials and labor will be carried out by the Bids and Awards Committee and shall conform to the provisions of RA 9184. The works to be done will be evaluated and monitored by the Office of the CPDC (CDC Secretariat) and City's Project Monitoring Committee.

Prepared by:

NORALYN I. MANAHAN,C E.
CPDC

Approved:

ENGR. ALBERT D. CHUA
City Mayor

Section VII. Drawings

Section VIII. Bill of Quantities

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE (Pesos)	AMOUNT PESOS
B.5	Project Billboard/ Signboard	Ea.	2.00	In words: Pesos _____ In Figures: Php _____	In Figures: Php
B.7(1)	Occupational Safety and Health	Mo.	1.97	In words: Pesos _____ In Figures: Php	In Figures: Php
B.9	Mobilization / Demobilization	L.S.	1.00	In words: Pesos _____ In Figures: Php	In Figures: Php
100(1)	Clearing and grubbing	ha	0.60	In words: Pesos _____ In Figures: Php	In Figures: Php
103(1)a	Structure Excavation	Cu.m.	1,200.00	In words: Pesos _____ In Figures: Php	In Figures: Php
404(1)a	Reinforcing Steel	Kgs.	9,927.34	In words: Pesos _____ In Figures: Php	In Figures: Php
405(1)a3	Structural Concrete	Cu.m.	297.82	In words: Pesos _____ In Figures: Php	In Figures: Php
506(1)	Stone Masonry	Cu.m.	166.00	In words: Pesos _____ In Figures: Php _____	In Figures: Php

611(2)	Trees Transplanting	Each	1500.00	In words: Pesos In Figures: Php	In Figures: Php

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);
or

☐ (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document;
and

☐ (c) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
and

☐ (e) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

☐ (f) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**

☐ (g) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules;
and

☐ (h) Philippine Contractors Accreditation Board (PCAB) License;
or
Special PCAB License in case of Joint Ventures;
and registration for the type and cost of the contract to be bid; **and**

☐ (i) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration; **and**

(j) Project Requirements, which shall include the following:

☐ a. Organizational chart for the contract to be bid;

☐ b. List of contractor's key personnel (*e.g.*, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;

☐ c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**

☐ (k) Original duly signed Omnibus Sworn Statement (OSS);
and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

☐ (l) The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped

"received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**

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

Class "B" Documents

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

II. FINANCIAL COMPONENT ENVELOPE

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

Other documentary requirements under RA No. 9184

☐ (p) Original of duly signed Bid Prices in the Bill of Quantities; **and**

☐ (q) Duly accomplished Detailed Estimates Form, including a summary shee indicating the unit prices of construction materials, labor rates, and equipmen rentals used in coming up with the Bid; **and**

☐ (r) Cash Flow by Quarter.


Republic of the Philippines
gppb
Government Procurement Policy Board