

PHILIPPINE BIDDING DOCUMENTS

CONSTRUCTION OF LEGISLATIVE BUILDING

Government of the Republic of the Philippines

Date of Public Bidding: January 30, 2025

**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.

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 Romblon
MUNICIPALITY OF SANTA FE
-000-

THE BIDS AND AWARDS COMMITTEE

**Invitation to Bid for the
CONSTRUCTION OF LEGISLATIVE BUILDING**

1. The *Municipal Government of Santa Fe, Romblon*, through the *General Fund 2021, 2022, 2023 & 2024* intends to apply the sum of *Five Million Forty Five Thousand Three Hundred Seventy Five Pesos & 94/100 (Php5,045,375.94)* being the Approved Budget for the Contract (ABC) to payments under the contract for the *Construction of Legislative Building (ITB No. 2025-001)*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Municipal Government of Santa Fe, Romblon* now invites bids for the above Procurement Project. Completion of the Works is required *One Hundred Sixty (160) calendar days after the receipt of the Notice to Proceed*. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from the *Municipal Government of Santa Fe, Romblon* and inspect the Bidding Documents at the address given below from during working days from 8:00 A.M. to 5:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested bidders on *January 9, 2025 to January 30, 2025* 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 *Ten Thousand Pesos (Php10,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *to be presented in person or through electronic means*.
6. The *Municipal Government of Santa Fe, Romblon* will hold a Pre-Bid Conference¹ on *January 17, 2025 at 1:30 in the afternoon* at the *Municipal Hall, Poblacion, Santa Fe, Romblon* 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 30, 2025 at 1:30 in the afternoon*. Late bids shall not be accepted.

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.

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 30, 2025 at 1:30 in the afternoon* at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The *Municipal Government of Santa Fe, Romblon* 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. REYNALD T. SOLANOY
Municipal Assessor
Municipality of Santa Fe
Province of Romblon
Telephone No. 0917-154-2647
Email Address: stafebac2023@gmail.com

12. You may visit our website:

For downloading of Bidding Documents: ***<http://www.staferomblon.gov.ph>***

Date of Issue: January 9, 2025


REYNALD T. SOLANOY
BAC Chairperson

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, *Municipal Government of Santa Fe, Romblon* invites Bids for the *Construction of Legislative Building*, with Project Identification Number *ITB No. 2025-001*.

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 *General Fund 2020, 2021, 2022, 2023 & 2024* in the amount of *Five Million Forty Five Thousand Three Hundred Seventy Five Pesos & 94/100 (Php5,045,375.94)*.

2.2. The source of funding is:

a. LGUs Annual Budget, as approved by the Sanggunian.

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.

- 7.1. *[If Procuring Entity has determined that subcontracting is allowed during the bidding, state:]* The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criteria stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.

- 7.2. *[If subcontracting is allowed during the contract implementation stage, state:]* The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.

- 7.3. Subcontracting of any portion of the Project does not relieve the Contractor of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Contractor's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

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 *{[insert if applicable]}* 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 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:*

- 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 within 120 calendar days from the date of the opening of bids. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

16. Sealing and Marking of Bids

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

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

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

17. Deadline for Submission of Bids

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

18. Opening and Preliminary Examination of Bids

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

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

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

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 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	For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work to the project to be bid: <i>Construction of Building/s.</i>																					
7.1	N/A																					
10.3	N/A																					
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Key Personnel</u></th> <th style="text-align: center;"><u>General Experience</u></th> <th style="text-align: center;"><u>Relevant Experience</u></th> </tr> </thead> <tbody> <tr> <td>1. Project Engineer</td> <td style="text-align: center;">5</td> <td style="text-align: center;">3</td> </tr> <tr> <td>2. Project Manager</td> <td style="text-align: center;">5</td> <td style="text-align: center;">3</td> </tr> <tr> <td>3. Materials Engineer</td> <td style="text-align: center;">3</td> <td style="text-align: center;">3</td> </tr> <tr> <td>3. Safety Officer</td> <td style="text-align: center;">3</td> <td style="text-align: center;">3</td> </tr> <tr> <td>4. First Aider</td> <td style="text-align: center;">3</td> <td style="text-align: center;">3</td> </tr> <tr> <td>5. Foreman</td> <td style="text-align: center;">3</td> <td style="text-align: center;">3</td> </tr> </tbody> </table> <p>The Key Personnel should meet the number of years' work experience as stated above and may be assigned to a maximum of two (2) positions only. But Safety Officer and First Aider should be different individual.</p> <p>Note: This list must be supported by Curriculum Vitae and Affidavit of Commitments to Work on the Contract of all personnel.</p>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	1. Project Engineer	5	3	2. Project Manager	5	3	3. Materials Engineer	3	3	3. Safety Officer	3	3	4. First Aider	3	3	5. Foreman	3	3
<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>																				
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10.5	<p>The minimum major equipment requirements are the following:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Equipment</u></th> <th style="text-align: center;"><u>Capacity</u></th> <th style="text-align: center;"><u>Number of Units</u></th> </tr> </thead> <tbody> <tr> <td>1. Concrete Vibrator</td> <td></td> <td style="text-align: center;">2</td> </tr> <tr> <td>2. Concrete Cutter</td> <td></td> <td style="text-align: center;">1</td> </tr> <tr> <td>3. Bar Cutter</td> <td></td> <td style="text-align: center;">1</td> </tr> <tr> <td>4. Bar Bender</td> <td></td> <td style="text-align: center;">1</td> </tr> <tr> <td>5. Concrete Mixer</td> <td style="text-align: center;">1-Bagger</td> <td style="text-align: center;">1</td> </tr> <tr> <td>6. Plate Compactor</td> <td></td> <td style="text-align: center;">1</td> </tr> </tbody> </table> <p>Note: This list must be supported by proof of ownership, lease and/or purchase agreement. For lease and purchase agreement, such proof must include a certification of availability of equipment from the lessor/vendor of the duration of the project.</p>	<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>	1. Concrete Vibrator		2	2. Concrete Cutter		1	3. Bar Cutter		1	4. Bar Bender		1	5. Concrete Mixer	1-Bagger	1	6. Plate Compactor		1
<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>																				
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4. Bar Bender		1																				
5. Concrete Mixer	1-Bagger	1																				
6. Plate Compactor		1																				
12	N/A																					
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 <i>One Hundred Thousand Nine Hundred Seven Pesos & 52/100 (Php100,907.52)</i>, if bid security is in cash,</p>																					

	<p>cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</p> <p>b. The amount of not less than <i>Two Hundred Fifty Two Thousand Two Hundred Sixty Eight Pesos & 80/100 (Php252,268.80)</i></p>
19.2	Partial bids are not allowed
20	<p>Additional Requirements to be submitted by the bidder with the Lowest Calculated Bid within 5 calendar days from receipt of the notice from the BAC:</p> <ol style="list-style-type: none"> 1. Certificate of Registration issued by the BIR (BIR Form No. 2303) 2. Latest Income and Business Tax Return filed and paid through the BIR Electronic Filing and Payment System (eFPS)
21	<p>Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity:</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 6. PERT-CPM or other acceptable tools of project scheduling 7. Certificate or Affidavit of Site Inspection 8. Contractor's All Risk Insurance (CARI) 9. Authority of the Signing Official

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	N/A
4.1	<i>After the receipt of Notice to Proceed</i>
6	The site investigation reports are: <i>Certificate or Affidavit of Site Inspection</i>
7.2	<p><i>[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.</i></p> <p><i>[In case of semi-permanent structures, such as buildings of types 1, 2, and 3 as classified under the National Building Code of the Philippines, concrete/asphalt roads, concrete river control, drainage, irrigation lined canals, river landing, deep wells, rock causeway, pedestrian overpass, and other similar semi-permanent structures:] Five (5) years.</i></p> <p><i>[In case of other structures, such as bailey and wooden bridges, shallow wells, spring developments, and other similar structures:] Two (2) years.</i></p>
10	No dayworks are applicable to the contract.
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within _____ 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 _____.
13	The amount of the advance payment is <i>15% of the total contract price.</i>
14	Materials and equipment delivered on the site but not completely put in place shall be included for payment.
15.1	The date by which operating and maintenance manuals are required is _____.
	The date by which "as built" drawings are required is _____.
15.2	The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals by the date required is _____.

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.

PROJECT TITLE : PROPOSED CONSTRUCTION OF LEGISLATIVE BUILDING

LOCATION : BRGY. POBLACION, SANTA FE, ROMBLON



TECHNICAL SPECIFICATIONS

I. MATERIALS SPECIFICATION

- A. All structural steel shall conform to ASTM A36 Steel.
- B. Painting of new structural surfaces
 - a. One coat rust converter
 - b. Two coats of Epoxy Red Oxide Primer
 - c. Any paint shall be used; one galloon shall cover 250 sq.ft.
- C. Concrete shall be of class "A" (1:2:4 mix); shall attain a minimum compressive strength of 3,000 psi in 28 days.
- D. Plastering mortar (10mm thk. Minimum) shall be of 01 part cement to 02parts screened sand work to finish.
- E. Reinforcing bars shall be specified in the approved drawings.

II. SITE PREPARATION AND CONCRETE WORKS

A. Site Preparation

Project Engineering will establish the desired elevations and will monitor the building foundation layout.

B. Excavation

The proposed site shall be excavated according to the outline of the structures footing as shown on the plans or as established by Project Engineer; shall be of sufficient sizes to permit the placing and subsequent removal of side forms where necessary. Excavations shall be protected that these do not endanger life or property.

C. Concrete Works and Concrete

Concreting involves primarily the pouring of the reinforced concrete footings and pedestal. Portland cement shall be used. Concrete proportions shall be of class "A" (1:2:4 mix). Concrete shall attain a minimum compressive strength of 3,000 psi in 28 days. Washed sand shall be used; shall have the approval of Project Engineering as to quality.

Gravel shall be of acceptable quality, ¾" diameter minimum. Project Engineer reserves the right to reject materials not suited for the construction. Disapproved materials shall immediately be hauled away from the construction site at the expense of the contractor. Structural footings shall be reinforced and constructed as per approved drawings and specifications.

D. REINFORCING BARS

Deformed reinforcing bars shall be used for footings and pedestals. Sizes shall be as designed as shown on the approved plans. Reinforcing bars shall be kept clean and free from rust, straight and free from distortion, place and held in position as indicated.

E. FORMS

Forms shall be approved type; shall be straight and free from warp and bends. Forms shall be constructed of sufficient strength to withstand pouring forces and vibrations. Wooden and/or steel forms shall be used and shall be set exactly to the required alignment and grade as shown on the approved plans or as determined by Engineer at the construction site. Forms shall be removed in such a manner as to ensure the complete safety of the structure.

F. CURING AND PROTECTION OF CONCRETE

As soon as the concrete has sufficiently set, to prevent the marring of the surface, the pavement shall be cured by either:

- a. Covering with wet burlap or canvass, which shall be kept wet for a period of five (5) days with clean water.
- b. Covering with a layer of sand, which shall be kept wet for a period of 5 days.

III. STRUCTURAL STEEL AND METAL WORKS

A. STRUCTURAL STEEL

Description

The work under this section shall consist of furnishing all labor, tools, materials, construction plant, and other items necessary to provide structural steel as covered herein and set forth on the drawing.

Compliance with Quality Requirements The contractor is required to furnish a mill certificate from the steel manufacturer certifying that these materials meet the requirement specified herein. The contractor is also required to submit sample of materials for approval before fabrication as follows:

- a. For all steel pipes 30 centimeters long
- b. Steel Plates 50mm x 50mm square
- c. Deformed bars 1.00 meter long
- d. Channel Section 30 centimeters long
- e. Welding electrode 01-pc per box

Materials

Materials shall conform to the respective requirements specified herein as shown:

- a. Structural steel shall conform to ASTM A-36
- b. High strength bolts, including nuts and washers shall be ASTM 325
- c. Welding Electrodes and rods shall conform to AWS A5.1

Storage and Protection

Materials shall be delivered, stored, handled and installed in manner to protect these from damage during the entire construction period. Fabrications

- a. Fabrication and assembly shall be done in the shop to the greatest extent possible. All materials shall be cleaned and straight. If straightening or flattening is necessary, it shall be done by a process and in a manner that will not damage the materials.
- b. Shearing, flame cutting shall be done carefully and accurately. Flame-cut edges of members shall have all nicks removed. Holes shall not be enlarged by flame-cut. Gas cutting shall be done by the use of a mechanically guided torch.

- c. Welding on structural steel works shall be done in accordance with the standards of American Welding Society AWD Code D.1. Welding works shall only be performed by certified welders.
- d. Bolted connections: Holes for bolts shall be 1.5mm larger than the nominal diameter of the bolt. Holes shall be cleaned cut without torn or rugged edged. Bolt holes shall be at right angles to the member. Bolted parts shall fit solidly together when assembled and shall not be separated by gaskets or any other interposed compressible materials. Contact surfaces within frictions type joints shall be from oil or paint.
- e. Match markings. Members and component parts of structure shall be matched marked to ensure accurate assembly and erection.
- f. All structural steel work shall be painted, 01 coat rust converter and 02 coats epoxy primer.
- g. All welded portions shall be inspected and approved by the Project Engineer.

Erection

- a. Erection shall be in accordance with the applicable specifications and standards of the AISC Steel Manual.
- b. Anchorage: Anchor bolts and other connections between the structural steel and foundations shall be provided and shall be properly located and built into the connecting work.
- c. Structural Steel Paintings: All exposed surface of steel works shall be painted. Surfaces where the coat has been damaged shall be retouched using the same system as the original painting.

IV. CARPENTRY AND JOINERY WORKS

Unless otherwise specified, the Contractor shall furnish all materials, tools, equipment and labor required for the completion and satisfactory performance of work in strict compliance with this specifications and plans/drawings. Lumber shall be of approved quality of the respective kinds required for the various parts of the work, well-seasoned, thoroughly dry and free from large, loose or unsound knots, cracks and other imperfections thereby impairing its strength, durability and appearance Framing lumber shall be of rough dimensions. All exposed woodwork shall be smoothly dressed and well sandpapered. All joints and connections shall be glued and nailed. Rough lumber for framing and siding boards shall air dried or sun dried. Dressed lumber for exterior and interior finishing, for doors and windows, cabinets and flooring boards shall be kiln dried. Plywood shall conform to the requirements of the Philippine Trade Standards 631-02.

V. PAINTING

All types of paint material, varnish and other related product shall be subject to random tests as to material composition by the Owner. Paint to be used shall be as specified by the Owner. Tinting colors shall be first grade quality. Use same brand of paint and tinting color to effect good paint body. Prior to application of paint, for new interior and exterior walls, apply surface to be painted with concrete neutralizer diluted with water. Glazing putty shall be alkyd type product for filling minor surface unevenness.

VI. PLUMBING WORKS

This work shall consist of furnishing all labor, tools, equipment and materials necessary to complete installation, testing and operation of the plumbing system in accordance with the specifications and all applicable drawings.

VII. ELECTRICAL WORKS:

All electrical installations indicated on the Plan shall conform with the Latest edition of the Phil. Electrical Code, rules and regulations of Local and National Authority concerned in the enforcement of the Electrical

Laws, Municipal Ordinances and Government agencies having jurisdiction over the Project. All electrical materials and equipment be used in this project shall be new And approved type for both location and purpose they intended. All electrical installations shall be done under the direct supervision of a Duly licensed Electrical Engineer or Master Electrician.

VIII. MECHANICAL WORKS:

All mechanical installations indicated on the Plan shall conform with the Latest edition of the Phil. Mechanical Code, rules and regulations of Local and National Authority concerned in the enforcement of the Laws, Municipal Ordinances and Government agencies having jurisdiction over the Project. All mechanical installations shall be done under the direct supervision of a Duly licensed Mechanical Engineer.

IX. CLEARING OF THE CONSTRUCTION SITE:

Excavation void and construction gaps around the structure shall be filled and compacted. The area shall be left cleared and cleaned every end of the day and after the completion of the contractual work. All construction debris and waste materials and any materials not suited for the construction shall be hauled to the designated area. Dumping of waste and debris inside the zone is strictly prohibited.

X. OTHER REQUIREMENTS:

The contractor will be required to field out one full time Civil Engineer to supervise this particular project and to look after the safety of the workplace and the workers.

Prepared by:



ENGR. DESON F. GALIN, CE
Engineering Assistant II

Section VII. Drawings

[Insert here a list of Drawings. The actual Drawings, including site plans, should be attached to this section, or annexed in a separate folder.]



REPUBLIC OF THE PHILIPPINES
PROVINCE OF ROMBLON
MUNICIPALITY OF SANTA FE

CONSTRUCTION OF LEGISLATIVE BUILDING

LOCATION: POBLACION, SANTA FE, ROMBLON



REPUBLIC OF THE PHILIPPINES
PROVINCE OF ROMBLON
MUNICIPALITY OF SANTA FE

REPUBLIC OF THE PHILIPPINES
MUNICIPALITY OF SANTA FE
OFFICE OF THE MUNICIPAL ENGINEER
DESIGN & PLANNING

PREPARED BY:
ENGR. DEBSON F. GALIN
ENGINEERING ASSISTANT I

ENGINEERED BY:
ENGR. RAYMOND M. MAYOR
MUNICIPAL ENGINEER

APPROVED BY:
ELSIE D. VISCA
MUNICIPAL MAJOR

PROJECT TITLE/LOCATION:
CONSTRUCTION OF LEGISLATIVE BUILDING
(LOCATION: SANTA FE, ROMBLON)

SHEET NO.
0 / 24





PERSPECTIVE




REPUBLIC OF THE PHILIPPINES
 PROVINCE OF ROMBLON
 MUNICIPALITY OF SANTA FE

REPUBLIC OF THE PHILIPPINES
 MUNICIPALITY OF SANTA FE
 OFFICE OF THE MUNICIPAL ENGINEER
 DESIGN & PLANNING

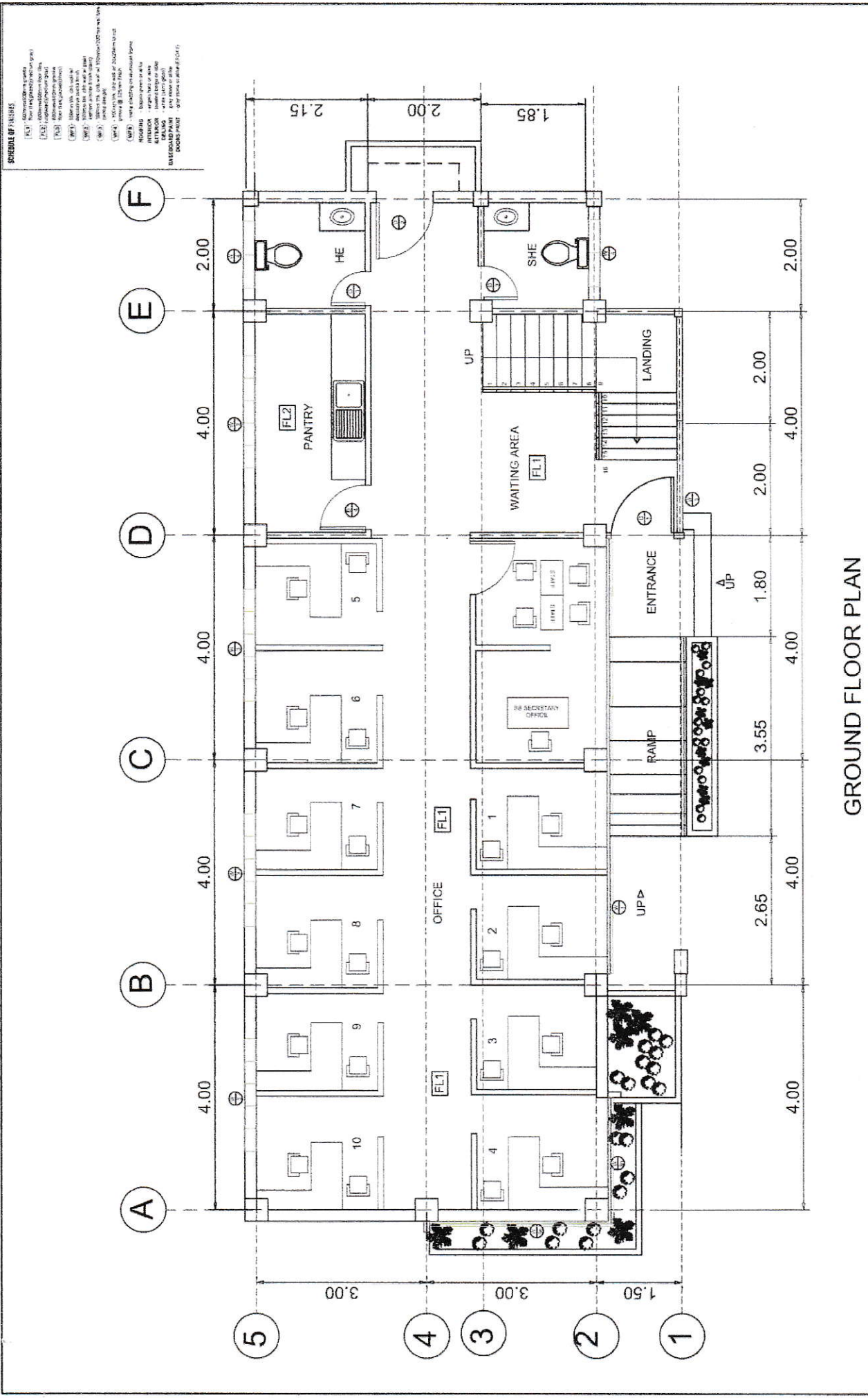
PREPARED BY:

 ENGR. DERSON F. GALIN
 ENGINEERING ASSISTANT I

CHECKED/REVIEWED

 ENGR. RAYMOND M. MAYOR
 SENIOR ENGINEER

APPROVED BY:

 ELSIE D. VISCA
 MUNICIPAL BOYER

PROJECT TITLE/LOCATION
CONSTRUCTION OF LEGISLATIVE BUILDING
 LOCATION: SANTA FE, ROMBLON

SHEET NO.
1 / **24**

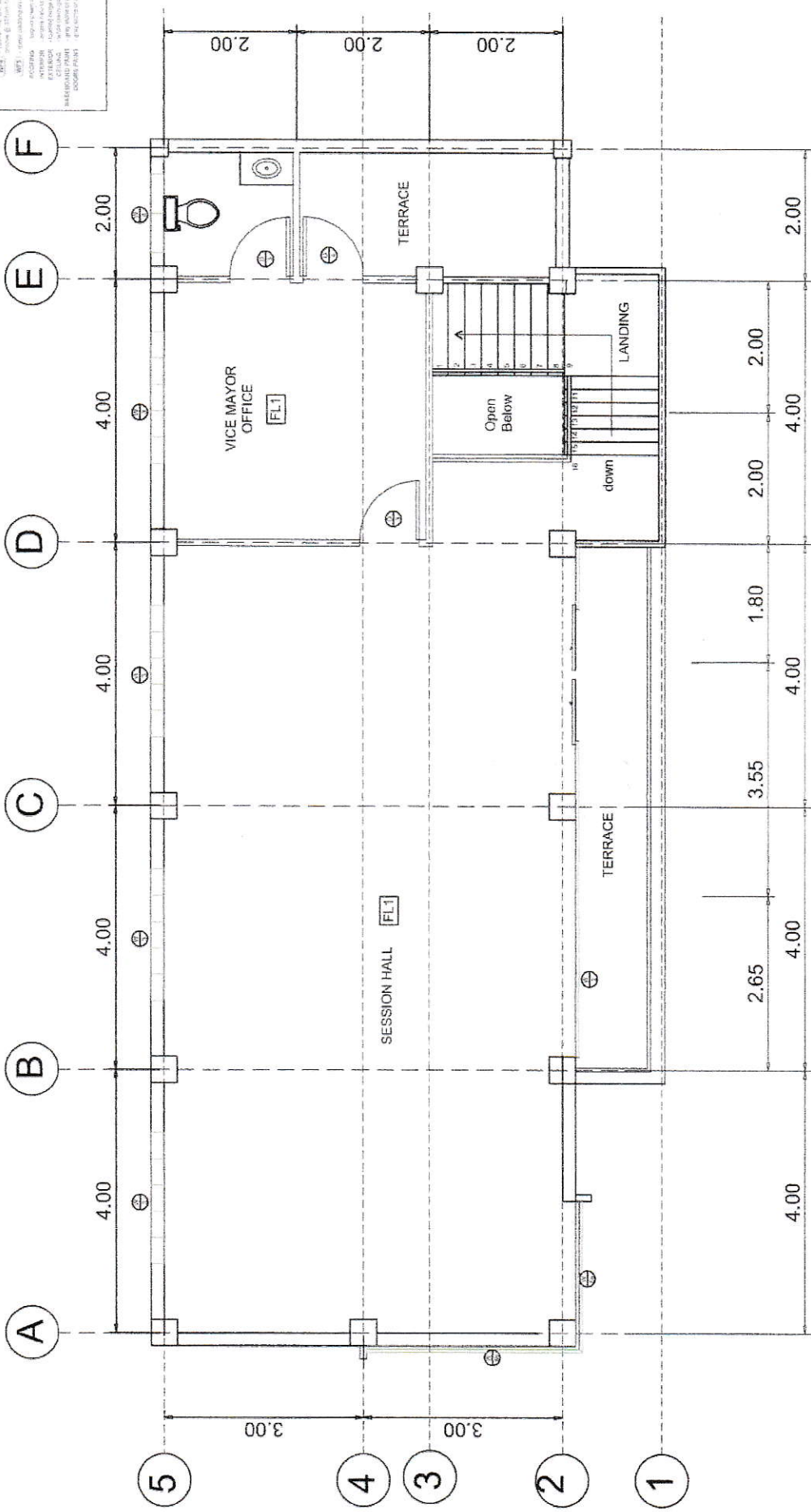


GROUND FLOOR PLAN

<p>OFFICE OF THE MUNICIPAL ENGINEER SANTA FE, NEGROS OCCIDENTAL</p>	<p>DESIGNED BY: ENGR. RAYMOND M. MAYOR SANTA FE, NEGROS OCCIDENTAL</p>	<p>PROJECT TITLE/LOCATION: CONSTRUCTION OF LEGISLATIVE BUILDING LOCATION: SANTA FE, NEGROS OCCIDENTAL</p>	<p>SHEET NO.: 224</p>
	<p>PROPOSED BY: ENGR. DESOLF. GALIN ENGINEERING ASSISTANT 3</p>	<p>APPROVED BY: ENGR. RAYMOND M. MAYOR MAYOR</p>	<p>DATE: 2024</p>

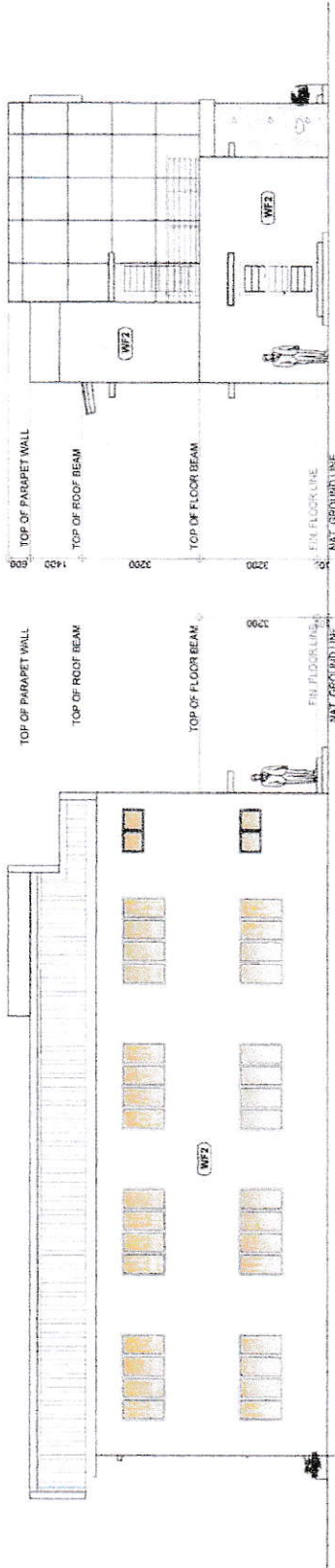
SCHEDULE OF FINISHES

FL1	ACRYLIC/PAINT
FL2	WOOD/PAINT
FL3	WOOD/PAINT
FL4	WOOD/PAINT
FL5	WOOD/PAINT
FL6	WOOD/PAINT
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FL100	WOOD/PAINT



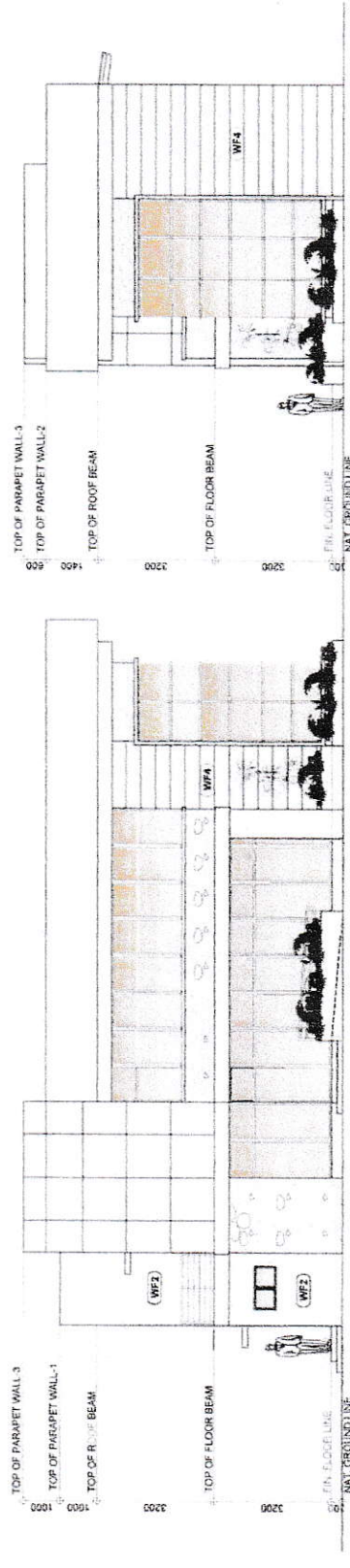
SECOND FLOOR PLAN

<p>REPUBLIC OF THE PHILIPPINES PROVINCE OF ROMBLON MUNICIPALITY OF SANTA FE</p>	<p>REPUBLIC OF THE PHILIPPINES MUNICIPALITY OF STA. FE OFFICE OF THE MUNICIPAL ENGINEER DESIGN & PLANNING</p>	<p>PREPARED BY:</p> <p><i>Engr. Deson F. Galin</i> ENGR. DESON F. GALIN ENGINEERING ASSISTANT II</p>	<p>APPROVED BY:</p> <p><i>Engr. Raymond V. Mayor</i> ENGR. RAYMOND V. MAYOR SENIOR ENGINEER</p>	<p>PROJECT: TELESTATION</p> <p>CONSTRUCTION OF LEGISLATIVE BUILDING</p> <p>LOCATION: SANTAFE, ROMBLON</p>	<p>SHEET NO.</p> <p>3 / 24</p>
		<p>REPUBLIC OF THE PHILIPPINES MUNICIPALITY OF SANTA FE</p>			



REAR ELEVATION

LEFT SIDE ELEVATION



FRONT ELEVATION

RIGHT SIDE ELEVATION



REPUBLIC OF THE PHILIPPINES
 PROVINCE OF ROMBLON
 MUNICIPALITY OF SANTA FE

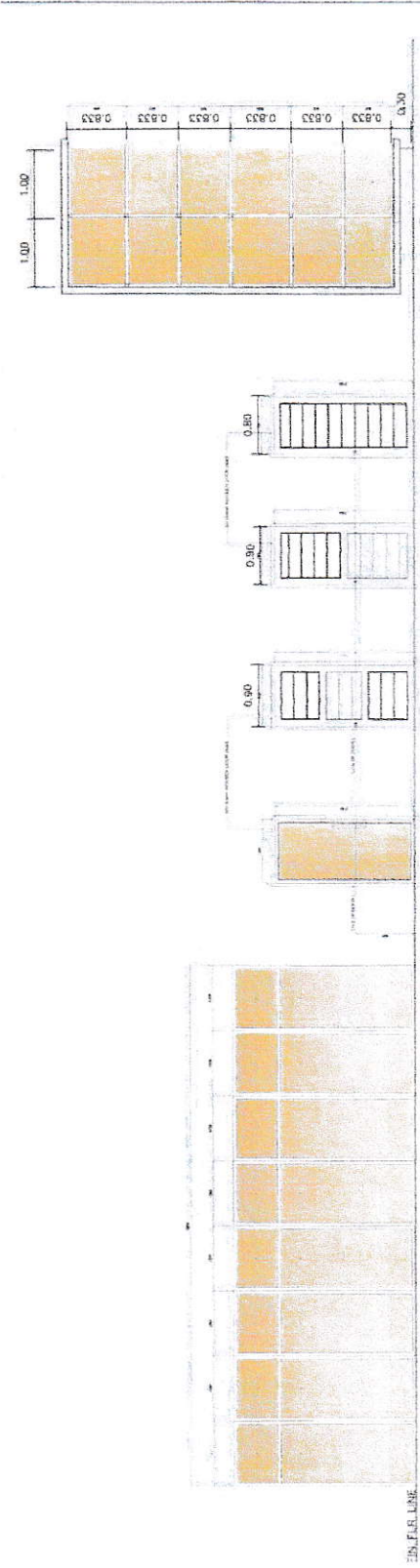
REPUBLIC OF THE PHILIPPINES
 MUNICIPALITY OF SANTA FE
 OFFICE OF THE MUNICIPAL ENGINEER
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PREPARED BY:
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DESIGNED BY:
 ENGR. RAYMOND A. MAYOR
 SENIOR ENGINEER

APPROVED BY:
 EUSEBIO VISCA
 MUNICIPAL ENGINEER

PROJECT TITLE/LOCATION:
 CONSTRUCTION OF LEGISLATIVE BUILDING
 LOCATION: SANTA FE, ROMBLON



ED, F.A.R. LINE

ENGR. RAYMOND M. MAYOR
 MUNICIPAL ENGINEER
 REGISTERED PROFESSIONAL ENGINEER
 REGISTERED NO. 11188

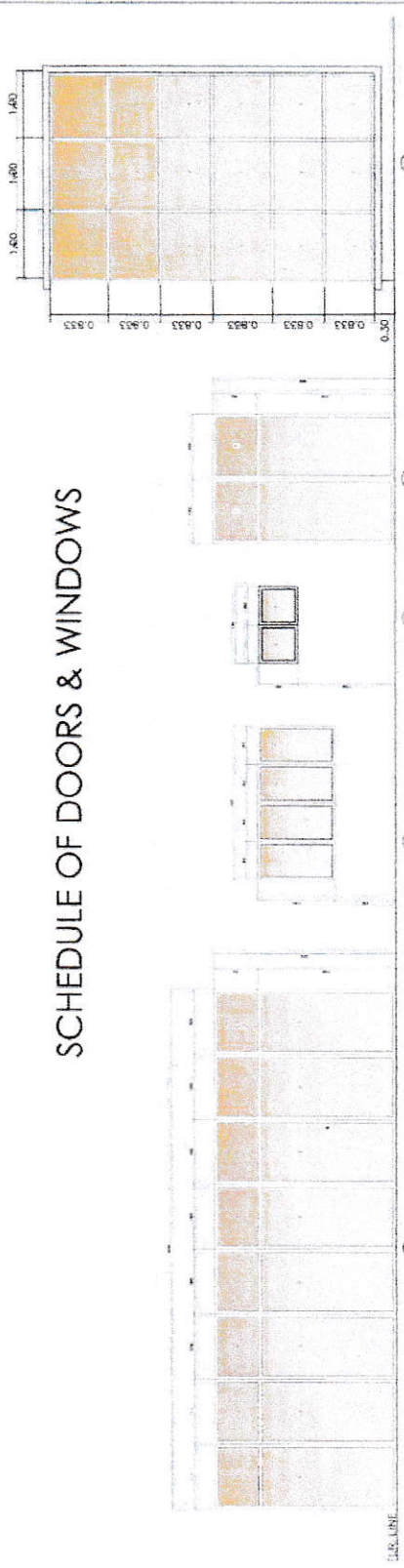
ENGR. DESON F. GALIN
 ENGINEERING ASSISTANT II

ENGR. RAYMOND M. MAYOR
 MUNICIPAL ENGINEER
 REGISTERED PROFESSIONAL ENGINEER
 REGISTERED NO. 11188

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 REGISTERED NO. 11188

ENGR. RAYMOND M. MAYOR
 MUNICIPAL ENGINEER
 REGISTERED PROFESSIONAL ENGINEER
 REGISTERED NO. 11188

SCHEDULE OF DOORS & WINDOWS



ED, F.A.R. LINE

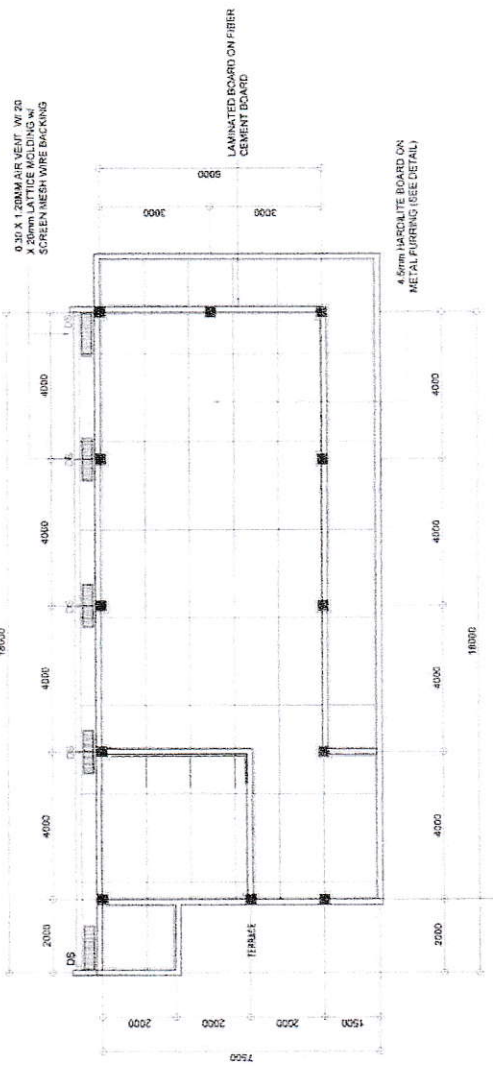
ENGR. RAYMOND M. MAYOR
 MUNICIPAL ENGINEER
 REGISTERED PROFESSIONAL ENGINEER
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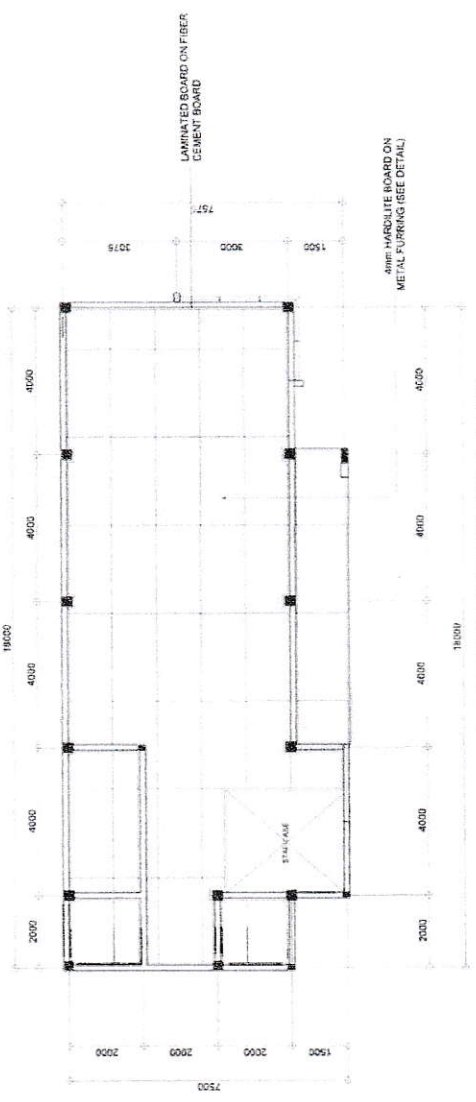
ENGR. RAYMOND M. MAYOR
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 REGISTERED PROFESSIONAL ENGINEER
 REGISTERED NO. 11188

ENGR. RAYMOND M. MAYOR
 MUNICIPAL ENGINEER
 REGISTERED PROFESSIONAL ENGINEER
 REGISTERED NO. 11188

	REPUBLIC OF THE PHILIPPINES PROVINCE OF ROMBLON MUNICIPALITY OF SANTA FE	ENGR. DESON F. GALIN ENGINEERING ASSISTANT II	ENGR. RAYMOND M. MAYOR MUNICIPAL ENGINEER	ELISE D. VISCA MUNICIPAL ENGINEER	CONSTRUCTION OF LEGISLATIVE BUILDING LOCATION: SANTA FE, ROMBLON	SHEET NO. 5 24
	PREPARED BY:	CHECKED BY:	APPROVED BY:	PROJECT TITLE:	SHEET NO.	



SECOND FLOOR REFLECTED CEILING PLAN



GROUND FLOOR REFLECTED CEILING PLAN

PROJECT TITLE/LOCATION
CONSTRUCTION OF LEGISLATIVE BUILDING
 LOCATION: SANTA FE, BOMBON

APPROVED BY:

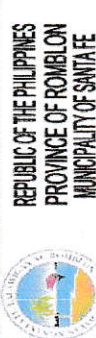
ENGR. RAYMOND M. MAYOR
 SENIOR CIVIL ENGINEER

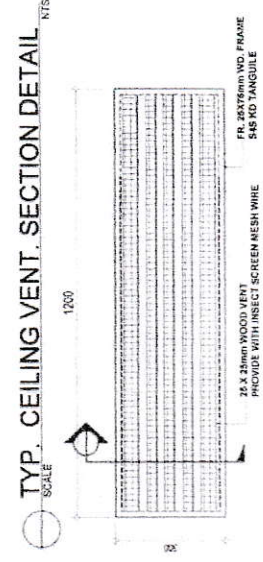
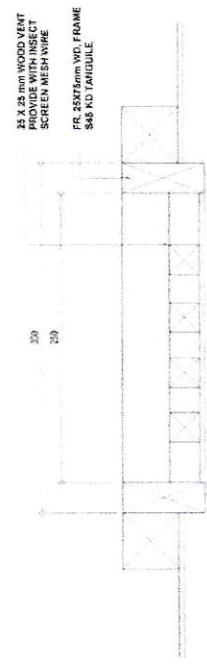
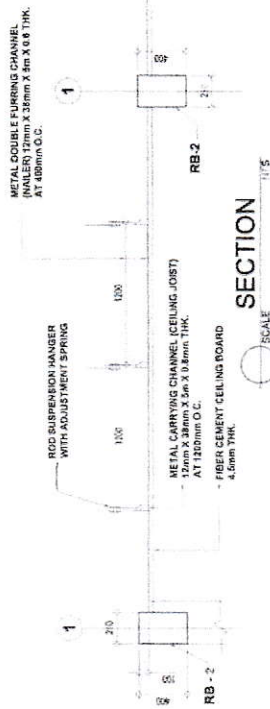
DESIGNED/REVISED:

ENGR. DESON F. GALIN
 ENGINEERING ASSISTANT I

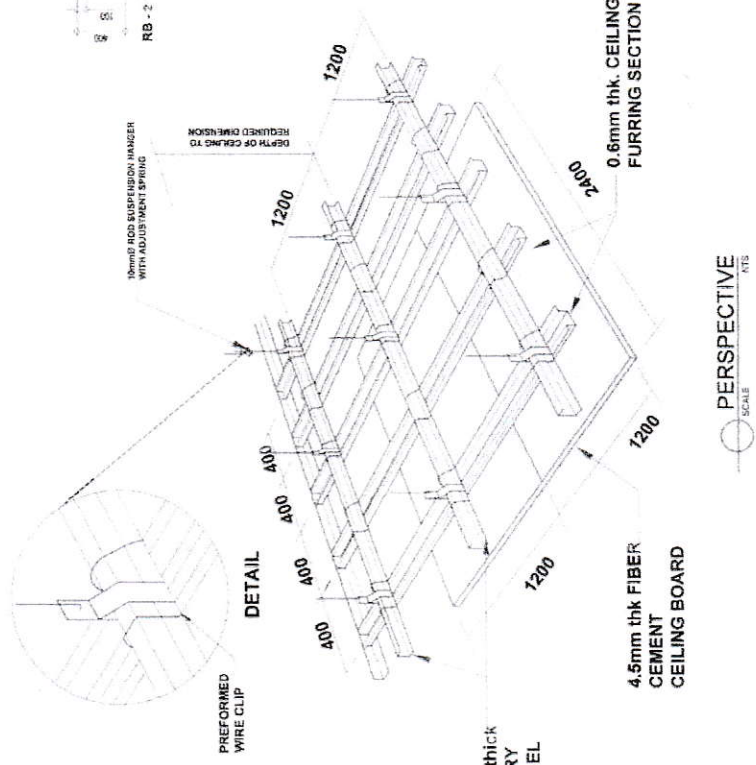
PREPARED BY:
REPUBLIC OF THE PHILIPPINES
MUNICIPALITY OF SANTA FE
OFFICE OF THE MUNICIPAL ENGINEER
DESIGN & PLANNING

REPUBLIC OF THE PHILIPPINES
 PROVINCE OF BOMBON
 MUNICIPALITY OF SANTA FE





TYP. CEILING VENT. DETAIL
SCALE 1/15



PERSPECTIVE
SCALE 1/15



REPUBLIC OF THE PHILIPPINES
PROVINCE OF ROMBLON
MUNICIPALITY OF SANTA FE

OFFICE OF THE MUNICIPAL ENGINEER
DESIGN & PLANNING

ENGR. DESOY F. GALIN
ENGINEERING ASSISTANT II

ENGR. RAYMOND D. AMAYOR
MUNICIPAL ENGINEER

ENGR. ELISE D. VISCA
ENGINEERING ASSISTANT

PROJECT: HIL EDUCATION
CONSTRUCTION OF LEGISLATIVE BUILDING
LOCATION: SANTA FE, ROMBLON

GENERAL NOTES

GENERAL

1. IN THE INTERPRETATION OF THESE DRAWINGS INDICATED DIMENSIONS SHALL GOVERN ALL DIMENSIONS UNLESS OTHERWISE SPECIFIED FOR OTHER PURPOSES.
2. UNLESS OTHERWISE SPECIFIED ON PLANS, ALL DIMENSIONS ARE IN METERS.

DESIGN CRITERIA

1. DESIGN SPECIFICATION
ALL DESIGN SHALL CONFORM TO NATIONAL STRUCTURAL CODE OF THE PHILIPPINES (NSCP) FOR ALL BUILDINGS, TOWERS AND OTHER VERTICAL STRUCTURES, 4TH EDITION 1992, WHICH INCLUDES SEISMIC DESIGN.
2. LOADING

- a. DEAD LOAD
 1. CONCRETE = 24.0 kN/m³
 2. STEEL = 78.5 kN/m³
 3. CHB = 2.73 kN/m³
 4. STEEL DECK = 0.09 kN/m²
- b. LIVE LOAD
- c. WIND LOAD

$P = C_e C_d C_s Q$

where
 P = ACTUAL WIND PRESSURE
 C_e = EXPOSURE COEFF. = 0.87
 C_d = PRESSURE COEFF. = 0.30 INWARD
 C_s = WIND SPEED
- d. SEISMIC LOAD
 $V = C_a C_w W$

- where:
 V = TOTAL BASE SHEAR
 Z = SEISMIC ZONE FACTOR = 0.40
 C_a = SEISMIC COEFF. = 0.25
 C_w = WIND IMPORTANCE COEFF. = 1.25
 W = TOTAL DEAD WEIGHT OF BLDG
 S = SOIL COEFF. 1.0
 T = FUNDAMENTAL PERIOD OF VIBRATION

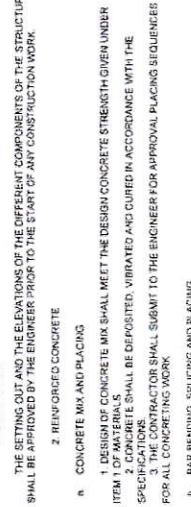
- MATERIALS
 1. UNLESS INDICATED OTHERWISE ON PLANS, THE CONCRETE CLASS AND STRENGTH SHALL BE AS FOLLOWS

STRUCTURAL MEMBER	CLASS	28-DAY CYLINDER STRENGTH
FOOTING AND TIE BEAMS	A	30.70
SLAB ON FILL AND PARTITIONS		17.38
WALLS AND PARTITIONS		5000

2. REINFORCING STEEL
 REINFORCING STEEL SHALL CONFORM TO ASTM A618 (ASTM A618, GRADE 60), DEFORMED WITH MINIMUM YIELD STRENGTH (F_y) OF 276 MPa (40,000 PSI) FOR BARS 16mm dia. OR SMALLER GRADE 60 WITH MINIMUM YIELD STRENGTH (F_y) OF 417 MPa (60,000 PSI) FOR LARGER THAN 16mm dia.
 (b) REINFORCING STEEL SHALL BE FREE OF MILL SCALE, OILS OR ANY SUBSTANCES WHICH WILL WEAKEN THE BOND WITH CONCRETE
3. STRUCTURAL STEEL BOLTS AND WELDS

MATERIAL	SPECIFICATION
ROBTS WELDS	ASTM A307 ASTM A572-50 ASTM A572-50 ASTM A572-50

- CONSTRUCTION SPECIFICATION: 1962 DPM STANDARD SPECIFICATION FOR PUBLIC WORKS STRUCTURES (VOL. II AND VOL. III)
1. SETTING OUT
 THIS SETTING OUT AND THE ELEVATIONS OF THE OFFERSHAW COMPONENTS OF THE STRUCTURE SHALL BE APPROVED BY THE ENGINEER PRIOR TO THE START OF ANY CONSTRUCTION WORK.
 2. REINFORCED CONCRETE
 - a. CONCRETE MIX AND PLACING
 1. DESIGN OF CONCRETE MIX SHALL MEET THE DESIGN CONCRETE STRENGTH GIVEN UNDER ITEM 1 OF MATERIALS.
 2. MATERIALS SHALL BE DEPOSITED, VIBRATED AND CURED IN ACCORDANCE WITH THE SPECIFICATIONS.
 3. THE CONTRACTOR SHALL SUBMIT TO THE ENGINEER FOR APPROVAL PLACING SEQUENCES FOR ALL CONCRETING WORK.
 - b. BAR BENDING, SPLICING AND PLACING
 1. THE CONTRACTOR SHALL SUBMIT TO THE ENGINEER FOR APPROVAL OF SHOP DRAWINGS INDICATING THE BENDING, CUTTING, SPLICING AND INSTALLATION OF ALL REINFORCEMENT BARS.
 2. ALL BARS SHALL BE FULLY EMBEDDED IN CONCRETE SHALL NOT BE FIELD BENT UNLESS PERMITTED BY THE ENGINEER.
 3. BAY SPLICING NOT INDICATED ON DRAWINGS SHALL BE SUBJECT TO THE APPROVAL OF THE ENGINEER.
 4. BARS SHALL BE SPLICED IN ACCORDANCE WITH THE FOLLOWING:
 - (a) SPLICING SHALL BE DEVELOPED IN TENSION AT LEAST 12% OF THE SPECIFIED YIELD STRENGTH OF BARS.
 - (b) UNLESS OTHERWISE SHOWN ON DRAWINGS, THE CLEAR DISTANCE BETWEEN PARALLEL BARS IN A LAYER SHALL NOT BE LESS THAN 1.5 TIMES THE NOMINAL DIAMETER OF THE BARS NOR SHALL BE LESS THAN 25mm NOR ONE BAR DIAMETER, THE BAR IN THE UPPER LAYER SHALL BE PLACED DIRECTLY ABOVE THOSE IN THE BOTTOM LAYER.
 - (c) CHAINED SPLICES
 - c. HOOKS AND BENDS
 DIMENSIONS OF 90 deg and 180 deg HOOKS



3. STRUCTURAL STEEL
 - a. IN ACTUAL FABRICATION OF STEEL TRUSSES, MEMBERS MEETING AT A POINT SHALL HAVE THEIR GRAVITY AXIS INTERSECT AS NEARLY AS PRACTICABLE AT A COMMON POINT.
 - b. THE CONTRACTOR SHALL PROVIDE TEMPORARY ERECTION BRACING AND SHORING, AND IN THE SHOP DRAWINGS SHALL SHOW THE LOCATION AND DIMENSIONS OF ALL SUCH BRACING. THE CONTRACTOR SHALL PREPARE AND SUBMIT SHOP DRAWINGS FOR ALL STRUCTURAL STEEL WORKS. THESE SHOP DRAWINGS SHALL BE APPROVED BY THE CHIEF, RPAU 11, BEFORE FABRICATION COMMENCES.
 - c. PRE-CAST PRE-STRESSED MEMBERS (COLUMNS, BEAMS AND SLABS)
 1. THE CONTRACTOR SHALL SUBMIT DESIGN COMPUTATIONS AND SHOP DRAWINGS FOR ALL PRE-CAST MEMBERS TO THE ENGINEER FOR APPROVAL. ALL SUCH MEMBERS SHALL BE FABRICATED AND SHIPPED TO THE PROJECT SITE BEFORE ANY FABRICATION, ERECTION AND SHORING COMMENCES. THESE SHOP DRAWINGS SHALL BE APPROVED BY THE CHIEF, RPAU 11.

4. FALSEWORK
 1. ALL FALSEWORK SHALL BE DESIGNED BY THE CONTRACTOR SUBJECT TO THE APPROVAL OF THE ENGINEER. THE FALSEWORK SHALL BE REMOVED ONLY AS DIRECTED BY THE ENGINEER.
 2. FORMWORKS SHALL BE CONSTRUCTED SUCH THAT IT WILL NOT YIELD UNDER THE LOADS THAT WILL BE APPLIED TO IT.



5. CONSTRUCTION JOINT
 1. THE POSITION AND FORM OF ANY CONSTRUCTION JOINTS SHALL BE AS SHOWN ON DRAWINGS OR AS AGREED WITH THE ENGINEER.
 2. THE FIRST AND SECOND POUR OF CONCRETE SHALL BE WITH AN AMPLITUDE OF 600mm MAXIMUM.

CONCRETE COVER TO REINFORCEMENT SHALL BE 75mm UNLESS SHOWN OTHERWISE ON DRAWINGS



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 MUNICIPALITY OF SANTA FE

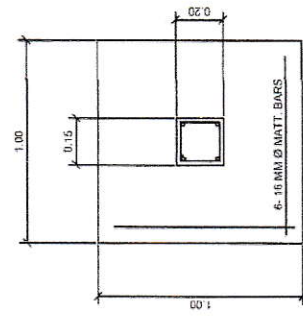
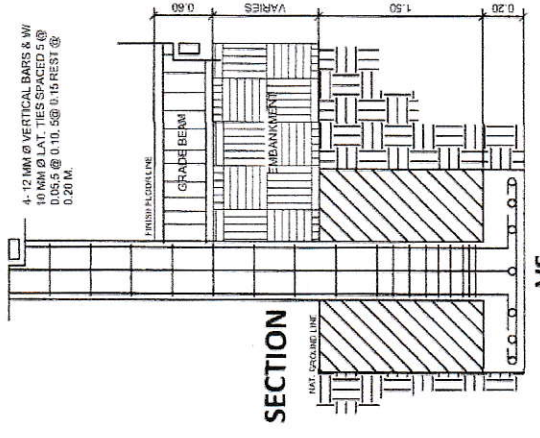
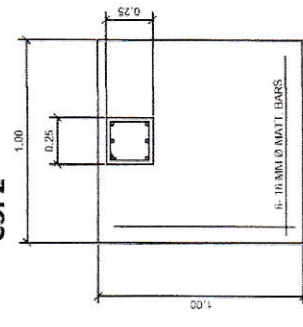
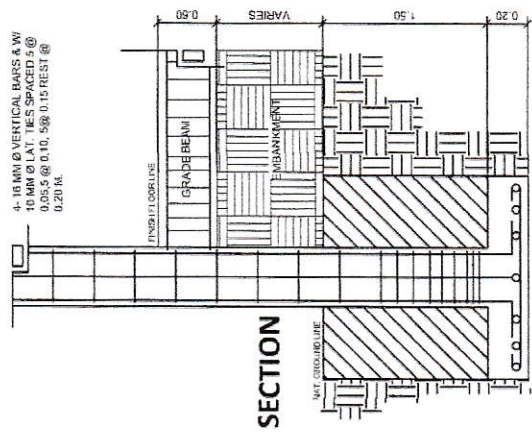
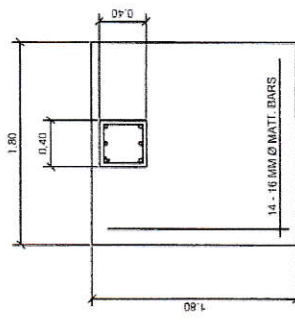
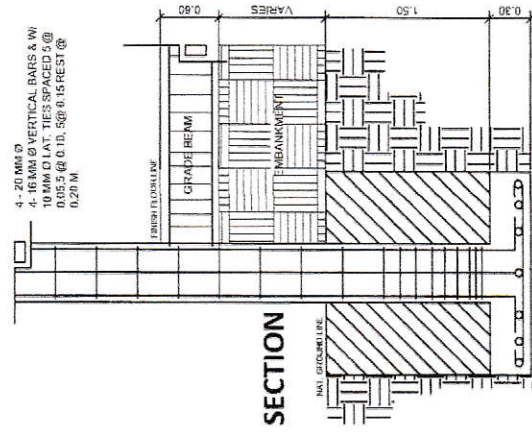
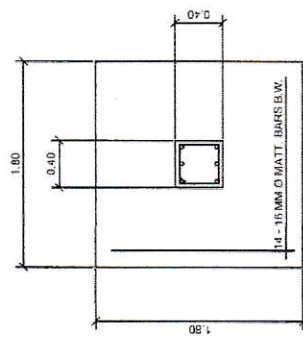
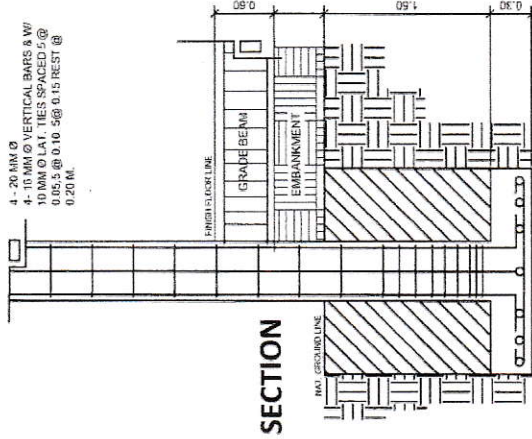
OFFICE OF THE MUNICIPAL ENGINEER
 DESIGN & PLANNING

ENGR. DESOY F. GALIN
 ENGINEER REG. NO. 12345

ENGR. RAYMOND M. MAYOR
 MUNICIPAL ENGINEER

ENGR. ELSIE D. VISCA
 MUNICIPAL ENGINEER

PROJECT TITLE/LOCATION
CONSTRUCTION OF LEGISLATIVE BUILDING
 LOCATION: SANTA FE, ROMBLON



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MUNICIPALITY OF SANTA FE

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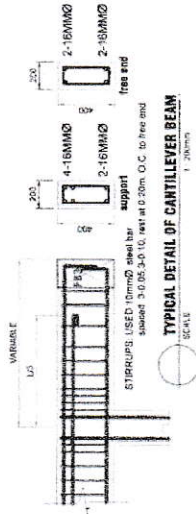
PREPARED BY:
Edson F. Galin
ENGR. EDSON F. GALIN
ENTRUSTED ASSISTANT I

CHECKED BY:
Engr. Raymond M. Mayor
ENGR. RAYMOND M. MAYOR
MUNICIPAL ENGINEER

APPROVED BY:
Elsie D. Visca
ELSIE D. VISCA
MUNICIPAL MAJOR

PROJECT TITLE/LOCATION:
CONSTRUCTION OF LEGISLATIVE BUILDING
LOCATION: SANTA FE, ROMBLON

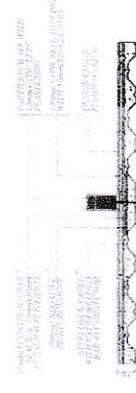
SHEET NO.
10 / 24



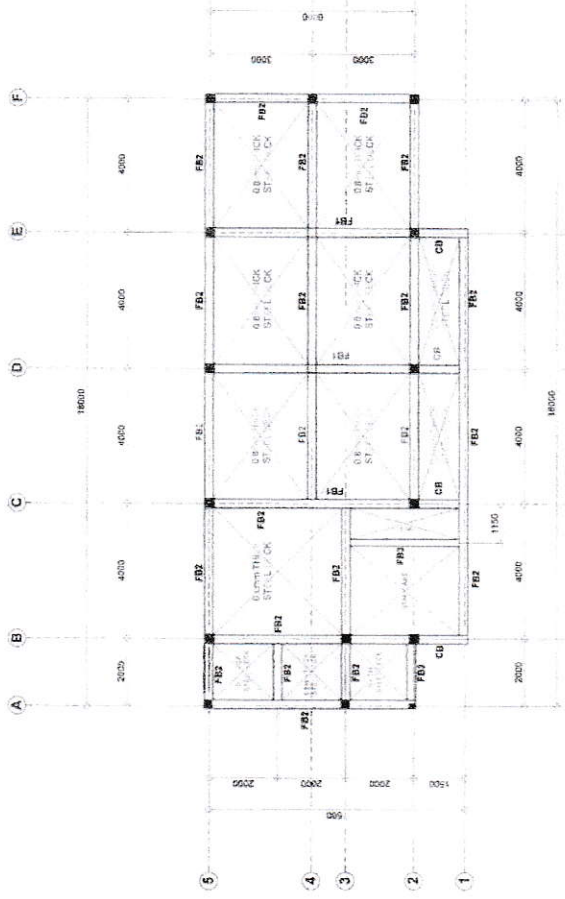
TYPICAL DETAIL OF CANTILEVER BEAM
SCALE 1:20MMTS



STEELDECK TO BEAM CONNECTION A
SCALE 1:15MMTS



STEELDECK TO STEELDECK CONNECTION DETAIL
SCALE 1:15MMTS



SECOND FLOOR FRAMING PLAN



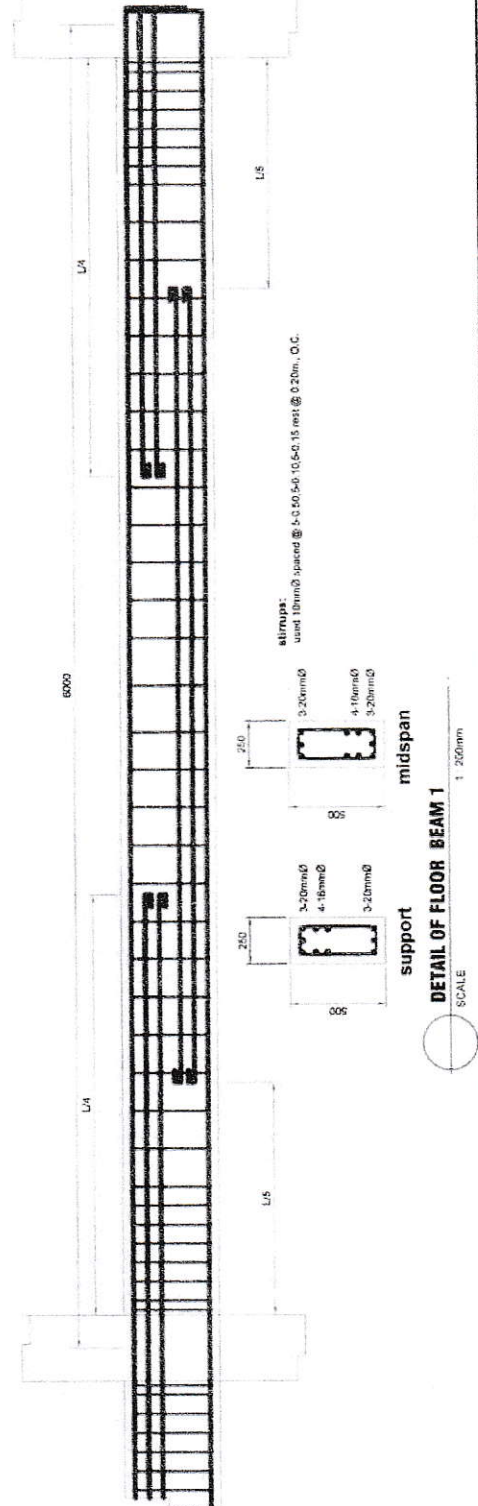
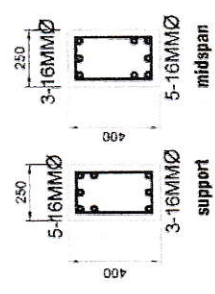
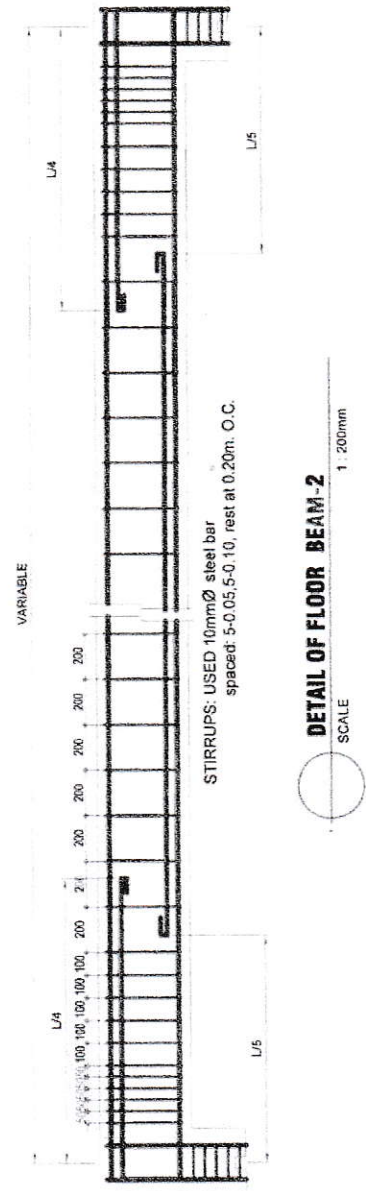
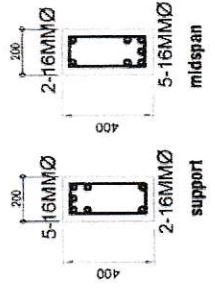
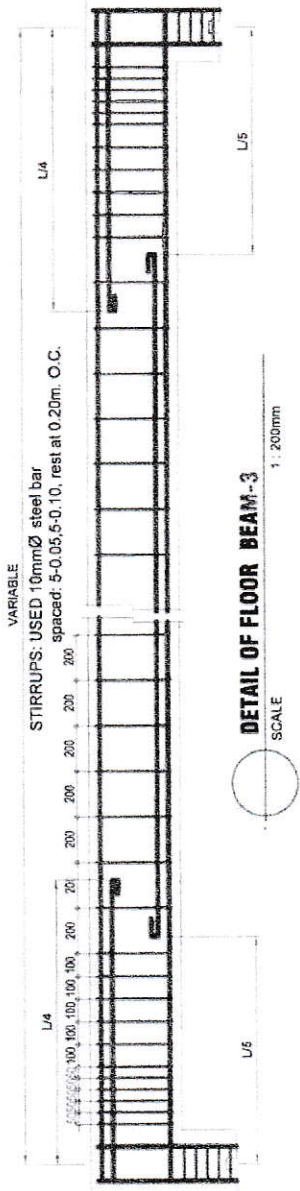
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PROVINCE OF ROMBLON
MUNICIPALITY OF SANTA FE

REPUBLIC OF THE PHILIPPINES
MUNICIPALITY OF STA. FE
OFFICE OF THE MUNICIPAL ENGINEER
DESIGN & PLANNING

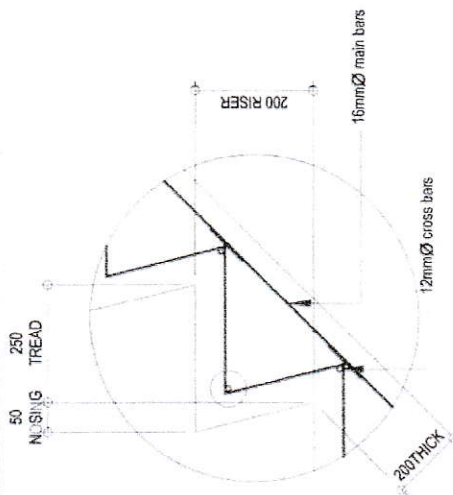
PREPARED BY:
Edwin F. Galin
ENGR. EDWIN F. GALIN
ENGINEERING ASSISTANT I

APPROVED BY:
Elodie D. Visca
ENGR. ELODIE D. VISCA
MUNICIPAL ENGINEER

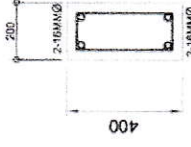
PROJECT TELELOCATION
CONSTRUCTION OF LEGISLATIVE BUILDING
LOCATION: SANTA FE, ROMBLON



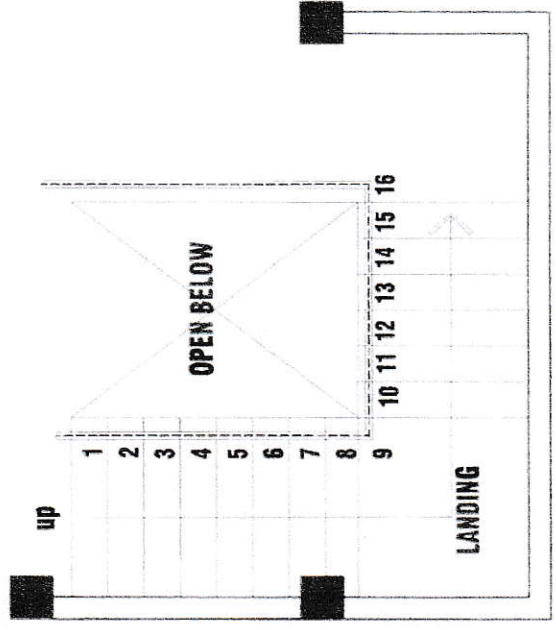
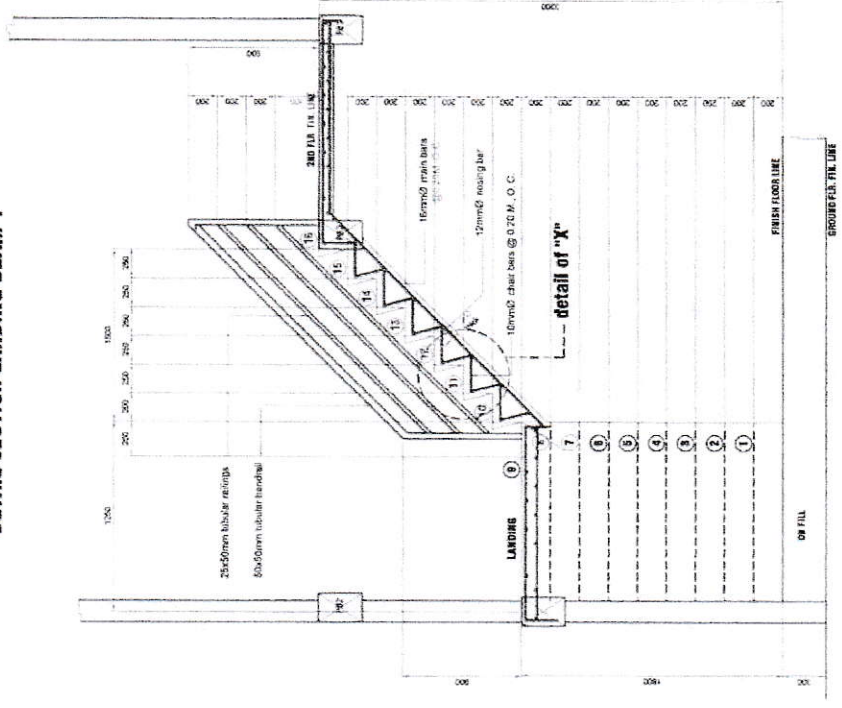
<p>REPUBLIC OF THE PHILIPPINES PROVINCE OF ROMBLON MUNICIPALITY OF SANTA FE</p>	<p>REPUBLIC OF THE PHILIPPINES MUNICIPALITY OF SANTA FE OFFICE OF THE MUNICIPAL ENGINEER DESIGN & PLANNING</p>	<p>PREPARED BY: <i>[Signature]</i> ENGR. DESSON F. GALIN ENGINEERING ARCHITECTURE</p>	<p>APPROVED BY: <i>[Signature]</i> ENGR. RAYMOND P. MAYOR MUNICIPAL ENGINEER</p>	<p>PROJECT TITLE/LOCATION: CONSTRUCTION OF LEGISLATIVE BUILDING LOCALIDAD SANTA FE, ROMBLON</p>	<p>SHEET NO. 12 / 24</p>
	<p>REPUBLIC OF THE PHILIPPINES PROVINCE OF ROMBLON MUNICIPALITY OF SANTA FE</p>	<p>PREPARED BY: <i>[Signature]</i> ENGR. RAYMOND P. MAYOR MUNICIPAL ENGINEER</p>	<p>APPROVED BY: <i>[Signature]</i> ENGR. RAYMOND P. MAYOR MUNICIPAL ENGINEER</p>	<p>PROJECT TITLE/LOCATION: CONSTRUCTION OF LEGISLATIVE BUILDING LOCALIDAD SANTA FE, ROMBLON</p>	<p>SHEET NO. 12 / 24</p>



detail of "X"



DETAIL SECTION LANDING BEAM 1
STIRRUPS USED 10mm \varnothing steel bar spaced 4-0.05-0.10, rest at 0.20m O.C.

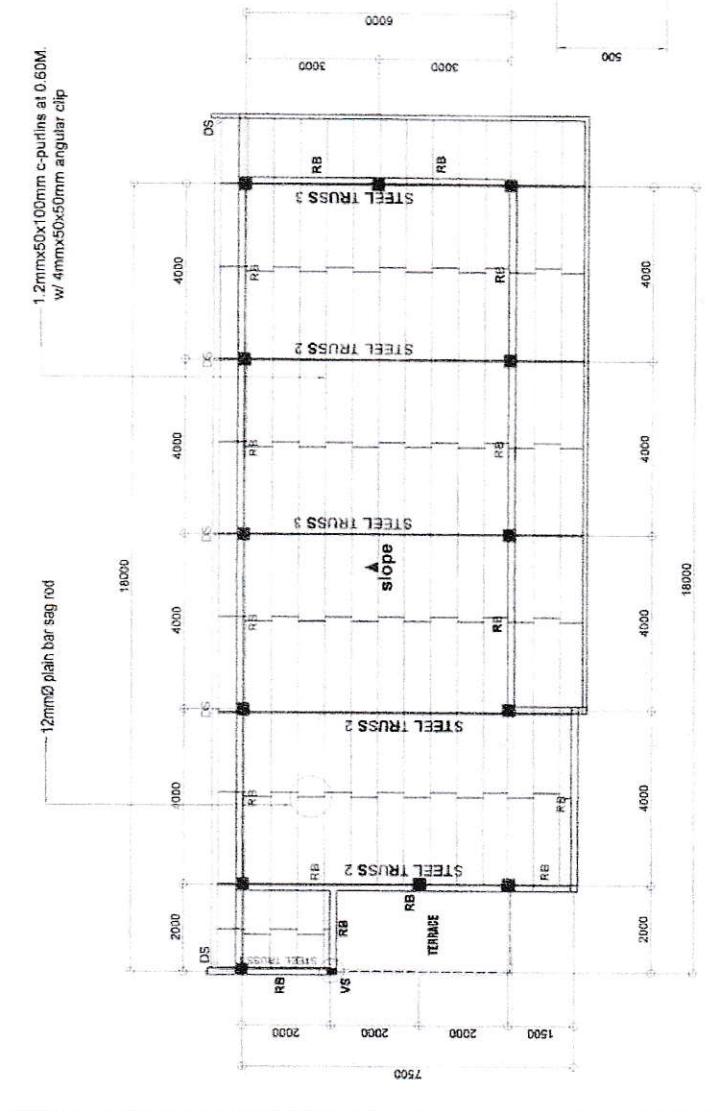
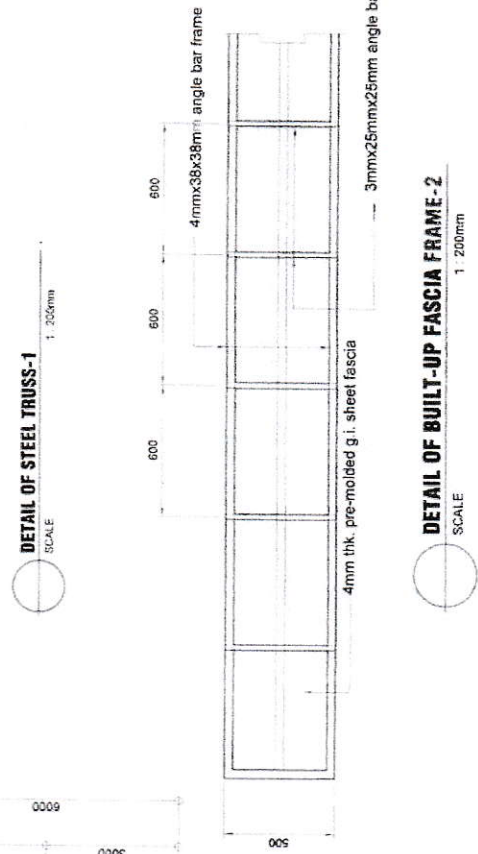
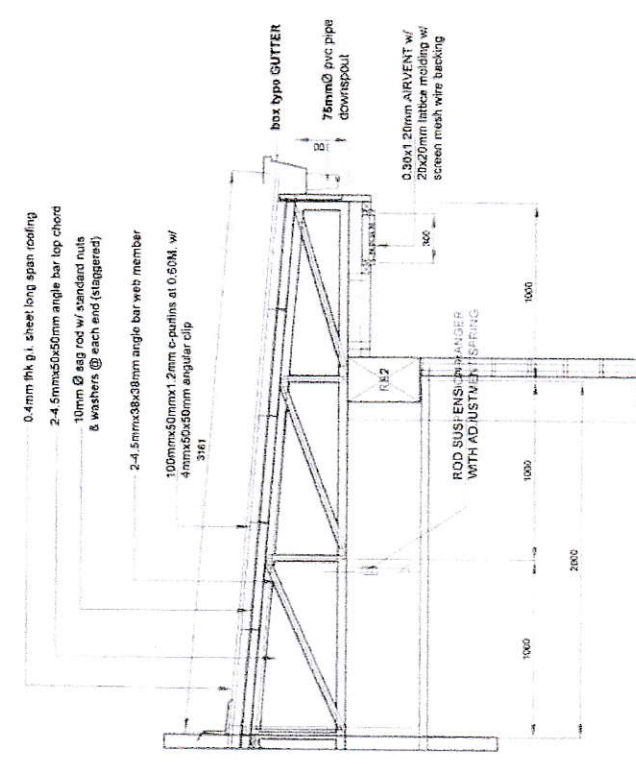
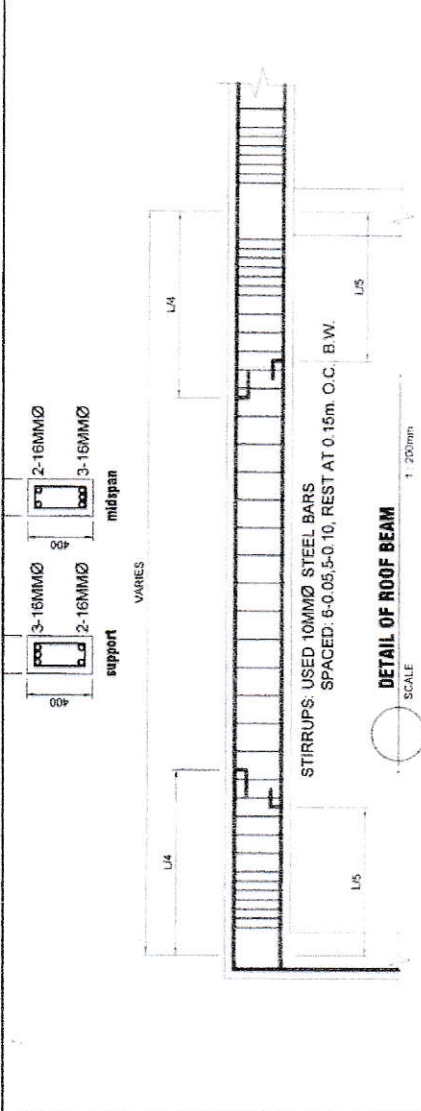


PLAN

SECTION

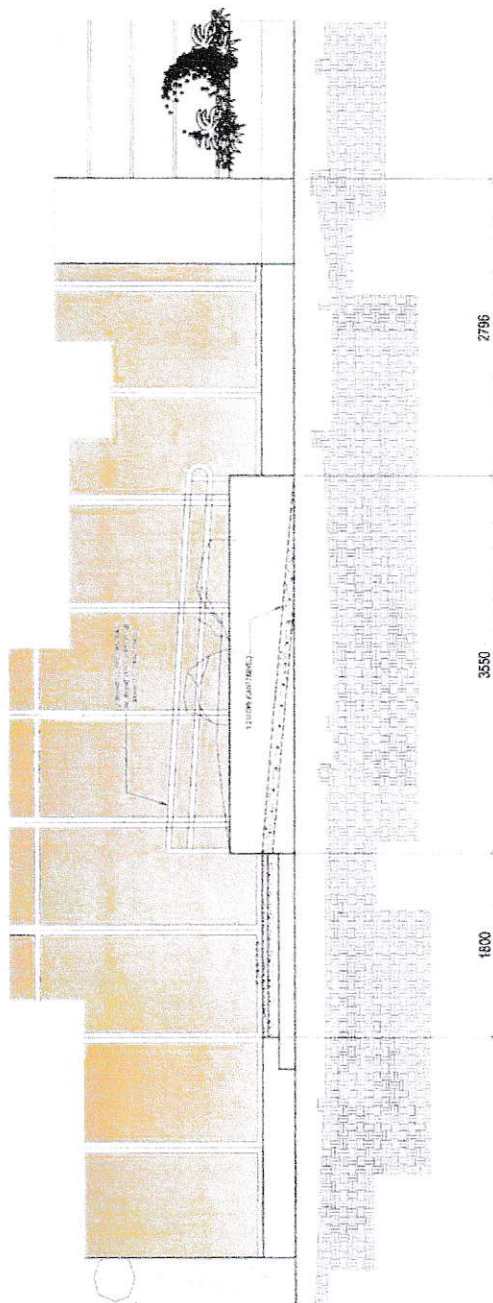
DETAIL OF STAIR

<p>REPUBLIC OF THE PHILIPPINES PROVINCE OF ROMBLON MUNICIPALITY OF SANTA FE</p>	<p>OFFICE OF THE MUNICIPAL ENGINEER DESIGN & PLANNING</p>	<p>PREPARED BY <i>[Signature]</i> ENGR. DESSON F. GALIN ENGINEERING ASSISTANT II</p>	<p>CHECKED BY <i>[Signature]</i> ENGR. RAYMOND IMAYOR MUNICIPAL ENGINEER</p>	<p>APPROVED BY <i>[Signature]</i> ELSIE D. VISCA PRINCIPAL MAYOR</p>	<p>PROJECT TITLE/LOCATION CONSTRUCTION OF LEGISLATIVE BUILDING LOCATION: SANTA FE, ROMBLON</p>	<p>SHEET NO. 13 24</p>
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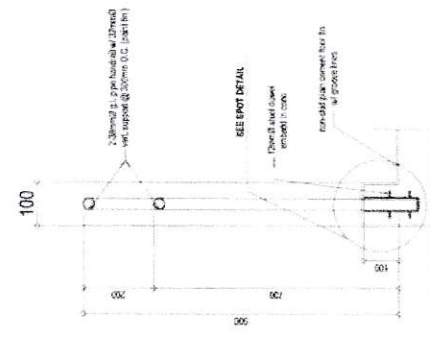


ROOF FRAMING PLAN

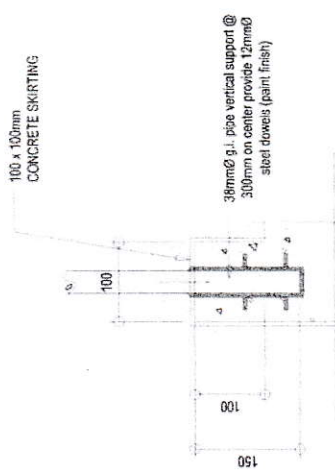
	REPUBLIC OF THE PHILIPPINES PROVINCE OF ROMBLON MUNICIPALITY OF SANTA FE	OFFICE OF THE MUNICIPAL ENGINEER DESIGN & PLANNING	PREPARED BY: ENGR. DE SON F. GALIN MUNICIPAL ENGINEER	CHECKED/REVIEWED: ENGR. RAYMOND M. MAYOR MUNICIPAL ENGINEER	APPROVED BY: ELSIE D. VISCA MUNICIPAL MAYOR	PROJECT TITLE/LOCATION: CONSTRUCTION OF LEGISLATIVE BUILDING LOCATION: SANTA FE, ROMBLON	SHEET NO. 14 / 24
	SCALE: 1:200mm			DETAIL OF BUILT-UP FASCIA FRAME - 2		DETAIL OF STEEL TRUSS - 1	DETAIL OF ROOF BEAM



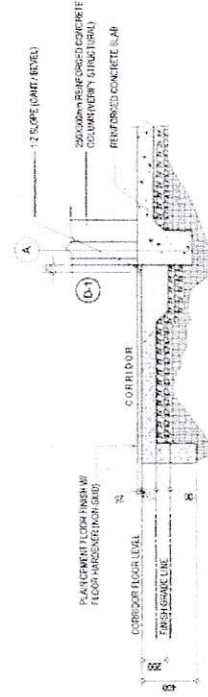
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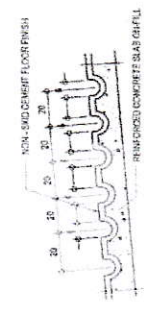
DETAIL SECTION RAILINGS
SCALE 1:5M



SPOT DETAIL
SCALE 1:5 M.



DETAIL SECTION OF CORRIDOR
SCALE NTS



SPOT DETAIL RAMP FLOORING
SCALE NTS



REPUBLIC OF THE PHILIPPINES
PROVINCE OF ROMBLON
MUNICIPALITY OF SANTA FE

REPUBLIC OF THE PHILIPPINES
MUNICIPALITY OF SANTA FE
OFFICE OF THE MUNICIPAL ENGINEER
DESIGN & PLANNING

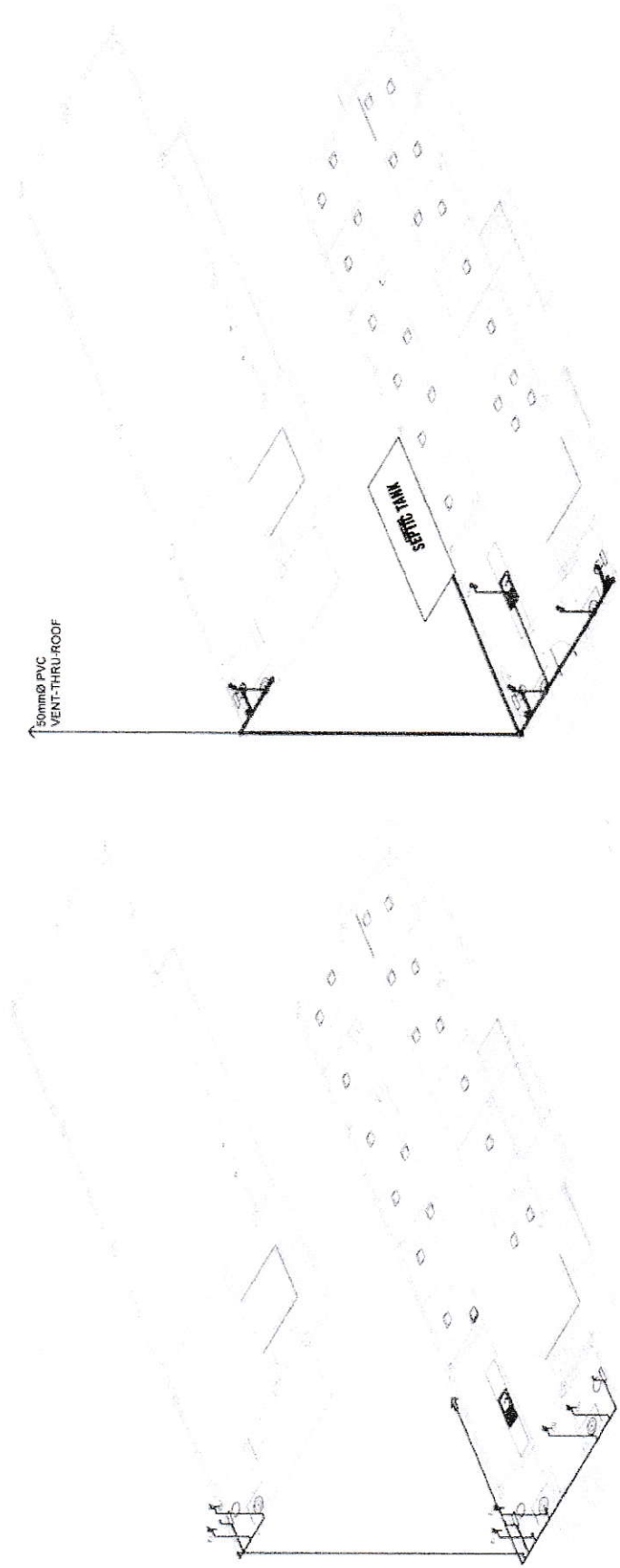
PREPARED BY:
ENGR. DESON F. GALIN
SCHEMATIC ASSISTANT I

DESIGNED BY:
ENGR. RAYMOND M. MAYOR
MUNICIPAL ENGINEER

APPROVAL BY:
ENGR. ELSIE D. VISCA
MUNICIPAL ENGINEER

PROJECT TITLE/LOCATION
CONSTRUCTION OF LEGISLATIVE BUILDING
LOCATION: SANTA FE, ROMBLON

SHEET NO.
17 / **24**



ISOMETRIC PLUMBING LAY-OUT
SCALE _____ NOTS _____



REPUBLIC OF THE PHILIPPINES
PROVINCE OF ROMBLON
MUNICIPALITY OF SANTA FE

REPUBLIC OF THE PHILIPPINES
MUNICIPALITY OF STA. FE
OFFICE OF THE MUNICIPAL ENGINEER
DESIGN & PLANNING

PREPARED BY:
Edson F. Galin
ENGR. EDSON F. GALIN
PROFESSIONAL REGISTERED P.E.

DESIGNED BY:
Engr. Raymond J. Mayor
ENGR. RAYMOND J. MAYOR
MUNICIPAL ENGINEER

APPROVED BY:
Elsie D. Visca
ELSIE D. VISCA
MUNICIPAL MAYOR

PROJECT TITLE/LOCATION:
CONSTRUCTION OF LEGISLATIVE BUILDING
LOCATION: SANTA FE, ROMBLON

LEGEND:

DS	down spout
DC	digestive chamber
FAU	faucet
SD	shower drain
LAV	lavatory
LC	leaching chamber
MH	man hole
PVC	polyvinyl chloride
SHO	shower
ST	septic tank
SV	shower valve
VSTR	vent stack thru roof
WC	water closet
_____	waste pipe line
-----	water supply pipe line

SPECIFICATIONS:

1. Waste pipe shall be 100mmØ pvc pipe for main pipe and 50mmØpvc pipe for lavatory, floor drain and vent thru roof.
2. Water supply lines shall be pvc blue pipe and provide individual shut-off valve for every branch fixture.
3. Vent stack thru roof shall be extended at 0.30M. above the roof line.
4. The slope of house and sewer line drain shall be 2% to the direction of flow.
5. Plumbing works shall be done under the direct supervision of a duly licensed Master Plumber.
6. All other requirements should follow the provisions of the National Plumbing Code of the Philippines and R.A. 1378.
7. Septic Tank shall be constructed watertight/waterproof to eliminate seepage.
8. Overflow from septic tank shall be discharge directly to street drainage. Drain pipe and catch basins discharging outflow from the septic tank shall be also constructed watertight/waterproof to prevent leakage to percolate to the ground.



REPUBLIC OF THE PHILIPPINES
PROVINCE OF ROMBLON
MUNICIPALITY OF SANTA FE

OFFICE OF THE MUNICIPAL ENGINEER
DESIGN & PLANNING

PREPARED BY:
ENGR. DESOLFO F. GALIN
ENGINEERING ASSISTANT I

DESIGNED BY:
ENGR. RAYMOND A. MAYOR
MUNICIPAL ENGINEER

APPROVED BY:
Elsie D. Visca
ELSIE D. VISCA
MUNICIPAL MAJOR

PROJECT TITLE/LOCATION
CONSTRUCTION OF LEGISLATIVE BUILDING
LOCATION: SANTA FE, ROMBLON

SERVICE ENTRANCE

M ELECTRIC SERVICE METER

SCHEDULE OF LOADS AND COMPUTATIONS:

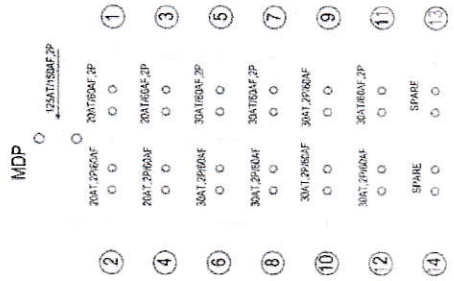
DISTRIBUTION PANELBOARD "DP"

Ckt. No	LOAD DESCRIPTION	VA PER Ckt	FLA	VOLTS	BRANCH Ckt BREAKER			SIZE OF HOMERUN (WIRES IN CONDUIT)
					AF	P	AT	
1	LIGHTING OUTLETS	1029	5.22	230	00	2	20	2 - 3.5mm ² THHN • IN 20mm Ø C
2	LIGHTING OUTLETS	1333	6.65				20	2 - 3.5mm ² THHN • IN 20mm Ø C
3	LIGHTING OUTLETS	1200	5.22				20	2 - 3.5mm ² THHN • IN 20mm Ø C
4	LIGHTING OUTLETS	190	3.91				20	2 - 3.5mm ² THHN • IN 20mm Ø C
5	CONVERGENCE OUTLETS	1620	7.04				30	2 - 5.0mm ² THHN • 3.5 mm ² THHN IN 20mm Ø C
6	CONVENIENCE OUTLETS	1200	5.46				30	2 - 5.0mm ² THHN • 3.5 mm ² THHN IN 20mm Ø C
7	CONVENIENCE OUTLETS	1200	5.46				30	2 - 5.0mm ² THHN • 3.5 mm ² THHN IN 20mm Ø C
8	AIR CONDITIONING UNIT	2640	11.48				30	2 - 5.0mm ² THHN • 3.5 mm ² THHN IN 20mm Ø C
9	AIR CONDITIONING UNIT	2560	11.48				30	2 - 5.0mm ² THHN • 3.5 mm ² THHN IN 20mm Ø C
10	AIR CONDITIONING UNIT	2560	11.48				30	2 - 5.0mm ² THHN • 3.5 mm ² THHN IN 20mm Ø C
11	AIR CONDITIONING UNIT	2640	11.48				30	2 - 5.0mm ² THHN • 3.5 mm ² THHN IN 20mm Ø C
12	AIR CONDITIONING UNIT	2600	11.48				30	2 - 5.0mm ² THHN • 3.5 mm ² THHN IN 20mm Ø C
13	SPARE	500	2.17				20	
14	SPARE	500	2.17				20	
	TOTAL	27040	93.74					

SIZE OF SUB-MAN FEEDER FOR DP:
 USE: 125A/150V/2P-2,50/25AAC
 CAPACITY = 103.1A @ 95.74
 USE: 2 - 38.0mm² THW & 1-22.0mm² TW(G) IN 40mm DIA RIGID RED
 ORANGE PVC

SIZE OF SUB-TESTER PROTECTION FOR DP:
 USE: 125A/150V/2P-2,50/25AAC
 BOLT ON TYPE

USE: 2-38.0mm² THW & 1-22.0mm² TW(G) IN 40mm DIA. RIGID STEEL CONDUIT PIPE



SINGLE LINE DIAGRAM
 SCALE 1:100 M

PROJECT: TELECOM
 CONSTRUCTION OF LEGISLATIVE BUILDING
 LOCATION: SANTA FE, ROMBLON

APPROVED BY:
 ELISIE D. VISCA
 MUNICIPAL ENGINEER

ENGR. RAYMOND M. MAYOR
 MUNICIPAL ENGINEER

ENGR. DESOL F. GALIN
 ENGINEERING ASSISTANT III

REPUBLIC OF THE PHILIPPINES
 PROVINCE OF ROMBLON
 MUNICIPALITY OF SANTA FE
 OFFICE OF THE MUNICIPAL ENGINEER III
 DESIGN & PLANNING



GENERAL NOTES:

- ALL ELECTRICAL WORKS SHALL BE DONE IN ACCORDANCE WITH THE PROVISION OF THE LATEST EDITION OF THE PHILIPPINE ELECTRICAL CODE, EXISTING APPLICABLE ORDINANCES, RULES AND REGULATIONS OF THE LOCAL GOVERNMENT AND WITH THE REQUIREMENTS OF THE LOCAL POWER COMPANY.
- THE TYPE OF SERVICE POWER SUPPLY TO BE USED SHALL BE SINGLE-PHASE, 2-WIRE, 230V, 60 HERTZ, A.C.
- THE CONTRACTOR SHALL VERIFY AND ORIENT THE ACTUAL LOCATION OF SERVICE ENTRANCE FOR CONNECTION TO THE POWER COMPANY SERVICE POINT.
- UNLESS OTHERWISE SPECIFIED, THE MINIMUM SIZES OF WIRE AND GALVANIZED RIGID STEEL CONDUIT TO BE USED SHALL BE 3.5mm² THHN AND 15mm NOMINAL DIAMETER, RESPECTIVELY. LIKEWISE ALL ELECTRICAL WIRES SHALL BE COLOR-CODED.
- ALL LIGHTING CIRCUIT HOMERUNS AND CONVENIENCE OUTLETS SHALL BE WIRED WITH NOT LESS THAN 3.5 mm² IN SIZE.
- WHEREVER REQUIRED AND NECESSARY, PULL OR JUNCTION BOXES SHALL BE INSTALLED AT CONVENIENT AND INCONSPICUOUS LOCATION, ALTHOUGH SUCH BOXES ARE NOT SHOWN ON THE PLAN NOR MENTIONED IN THE SPECIFICATIONS.
- ALL NON-CURRENT CARRYING METAL PARTS OF ELECTRICAL EQUIPMENT SHALL BE PROPERLY GROUNDED IN ACCORDANCE WITH THE PROVISIONS OF THE LATEST EDITION OF THE PHILIPPINE ELECTRICAL CODE.
- ALL MATERIALS TO BE USED SHALL BE BRAND NEW AND OF THE APPROVED TYPE FOR LOCATION AND PURPOSE.
- STANDARD TYPE OF ACCESSORIES, SPlicing DEVICES, TERMINATIONS AND OTHER APPURTENANCES FOR THE ENTIRE ELECTRICAL INSTALLATION SHALL BE USED.
- ALL WALL OUTLETS SHALL BE INSTALLED AT THE FOLLOWING HEIGHTS ABOVE THE FINISHED FLOOR LEVEL UNLESS NOTED IN THE PLAN.
 - WALL SWITCHES @ 1300mm
 - WALL CONVENIENCE OUTLETS @ 300 mm
- ALL ELECTRICAL WORKS SHALL BE DONE UNDER THE DIRECT AND IMMEDIATE SUPERVISION OF A DULY REGISTERED ELECTRICAL ENGINEER.

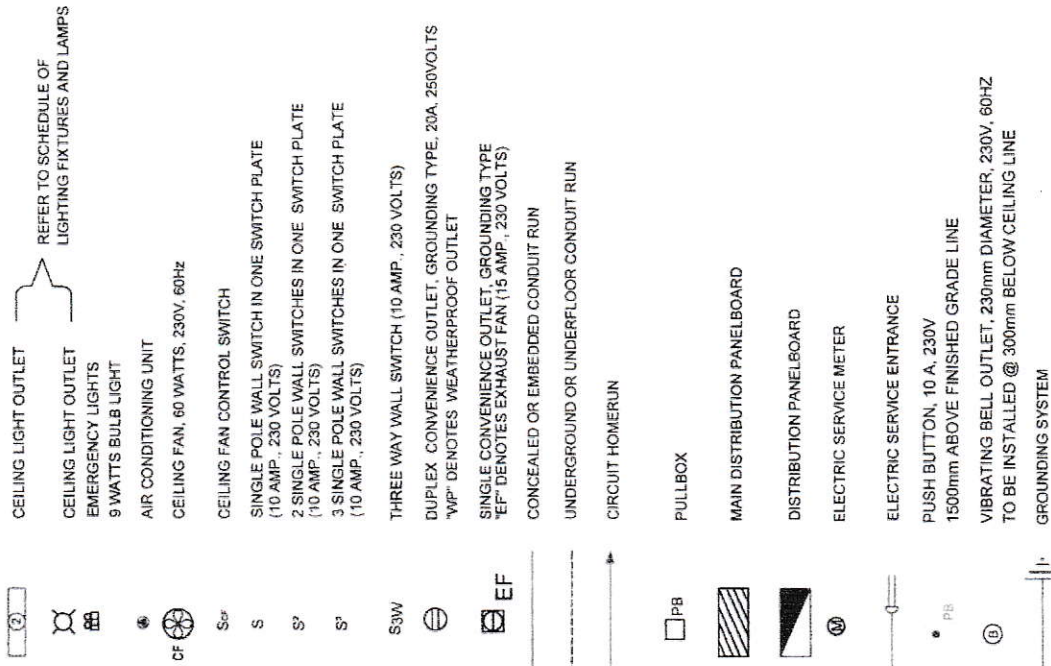
SCHEDULE OF LIGHTING FIXTURES AND LAMPS

SYMBOLS	DESCRIPTION	INSTALLATION/ MOUNTING
	1 X 30 WATTS 320MMX60MMX1250MM FLOURESCENT LAMP, SURFACE MOUNTED LOUVER, MIRROR BRIGHT ALUMINUM REFLECTOR (EGGCRATE), LED TYPE	SURFACED CEILING MOUNTED
	2 X 30 WATTS 320MMX60MMX1250MM FLOURESCENT LAMP, SURFACE MOUNTED LOUVER, MIRROR BRIGHT ALUMINUM REFLECTOR (EGGCRATE), LED TYPE	SURFACED CEILING MOUNTED
	ONE (1)-18W, 230V, 60HZ AC COMPACT FLOURESCENT LIGHTING FIXTURE WITH MEDIUM BASE KEY-LESS TYPE PORCELAIN RECEPTACLE	SURFACED CEILING MOUNTED
NOTE:	ALL FLOURESCENT LIGHTING FIXTURES SHALL BE EQUIPPED WITH A HIGH POWER FACTOR, PRE-HEAT WITH STARTER AND THERMALLY PROTECTED BALLAST, COMPLETE WITH ALL NECESSARY ACCESSORIES, WIRED AND READY FOR USE.	

2 X 30 WATTS 320MMX60MMX1250MM FLOURESCENT LAMP, SURFACE MOUNTED LOUVER, MIRROR BRIGHT ALUMINUM REFLECTOR (EGGCRATE), LED TYPE



ELECTRICAL SYMBOLS AND LEGENDS:



	OFFICE OF THE MUNICIPAL ENGINEER DIVISION OF PLANNING	DESIGNED BY: ENGR. RAYMOND M. MAYOR MUNICIPAL ENGINEER	APPROVED BY: ELSIE D. VISCA MUNICIPAL ENGINEER	PROJECT TITLE/LOCATION: CONSTRUCTION OF LEGISLATIVE BUILDING (LEGISLADOR SANTA FE ROMBLON)	SHEET NO. 24 / 24
	REPUBLIC OF THE PHILIPPINES MUNICIPALITY OF SMTA FE OFFICE OF THE MUNICIPAL ENGINEER	REPUBLIC OF THE PHILIPPINES PROVINCE OF ROMBLON MUNICIPALITY OF SMTA FE			

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.

BILL OF QUANTITIES

Project Name : **CONSTRUCTION OF LEGISLATIVE BUILDING**

Location : **Poblacion, Santa Fe, Romblon**

<i>Item No.</i>	<i>Description</i>	<i>Quantity</i>	<i>Unit</i>	<i>Unit Cost</i>	<i>Total Cost</i>
B.3	Permits and Clearances	1	l.s		
B.5	Project Billboard/Sign Board	1	ea		
B.7(2)	Occupational Safety and Health Program	1	l.s		
800(1)	Clearing and Grubbing	135	sq.m.		
803(1)a	Structure Excavation (Common Soil, Manual Excavation)	88.04	m ³		
804(1)a	Embankment from Structure Excavation	59.03	m ³		
804(1)b	Embankment from Borrow	40	m ³		
900(1)c1	Structural Concrete	98.12	m ³		
902(1)a	Reinforcing Steel (Deformed) Grade 40	7,530.19	kg		
1033(1)	Metal Deck Panel	108.34	ln.m		
903(2)	Formworks and Falseworks	215.56	m ²		
1001(5)b	Catch Basin (CHB)	1	ea		
1001(8)	Sewer Line Works	1	l.s		
1001(9)	Storm Drainage and Downspout	1	l.s		
1001(11)	Septic Vault (Concrete/CHB)	1	l.s		
1002(4)	Plumbing Fixtures	1	l.s		
1002(24)	Cold Water Lines	1	l.s		
1003(1)a1	4.5mm Fiber Cement Board on Metal Frame Ceiling	229	m ²		
1003(11)a1	Fascia Board (Fiber Cement Board)	36	m		
1007(1)b	Aluminum Framed Glass Door (Swing Type & Sliding Type)	6.3	m ²		
1008(1)a	Aluminum Glass Window (Sliding Type)	20.08	m ²		
1008(1)d	Aluminum Glass Window (Fixed Type)	65.6	m ²		
1010(2)b	Doors (Wood Panel) including all accessories	12.18	m ²		
1013(2)a2	Fabricated Metal Roofing Accessory (Flashings) Gauge 26	18	lm		
1013(2)b1	Fabricated Metal Roofing Accessory (Gutters) Gauge 24	19.6	lm		

<i>Item No.</i>	<i>Description</i>	<i>Quantity</i>	<i>Unit</i>	<i>Unit Cost</i>	<i>Total Cost</i>
1014(1)b2	Prepainted Metal Sheets (Rib Type, Long Span, 5mm thk. and GI Fascia)	159.6	m ²		
1018(1)	Glazed Tiles and Trims	191.23	m ²		
1018(2)	Unglazed Tiles	68.54	m ²		
1027(1)	Cement Plaster Finish	483.68	m ²		
1032(1)a	Painting Works (Masonry/Concrete)	776.26	m ²		
1032(1)b	Painting Works (Wood)	16.94	m ²		
1046(2)a1	100mm CHB Non-Load Bearing (including Reinforcing Steels)	321.57	m ²		
1047(8)a	Structural Steel, Trusses and Fascia Frame	1,286.75	kg		
1047(8)b	Structural Steel, Purlins	347.05	kg		
1047(5)b	Metal Structure Accessories, Sagrods	20.93	kg		
1051(6)	Railing (Tubular Railings and Accessories for Stairs, Ramp and Corridors)	1	l.s		
1100(10)	Conduit, Boxes & Fittings (Conduit Works/Conduit Rough-in)	1	l.s		
1101(33)	Wires and Wiring Devices	1	l.s		
1102(1)	Panelboard with Main & Branch Breakers	1	l.s		
1103(1)	Lighting Fixtures and Lamps	1	l.s		
Total Project Cost					P

Submitted by:

Name and Signature of Bidder's Authorized Representative

Date

Position: _____

Name of Bidder: _____

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.

Statement of all 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

Business Name: _____
 Business Address: _____

Name and Location of Contract	Date of Contract	Contract Duration	Owner's Name and Address	Nature of Work	Contractor's Role (Sole Contractor, Subcontractor and Percentage of Participation)		a. Total Contract Value at Award		Date of Completion or Estimated Completion Time	% of Accomplishment		Value of Outstanding Works	
					Description	%				Planned	Actual	%	Php
<u>GOVERNMENT:</u>													
<u>PRIVATE:</u>													

* Each item in the statement shall be supported by: Contract Agreement, Notices of Award and/or Notices to Proceed

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

Statement of Single Largest Completed Contract which is Similar in Nature
(indicate only one)

Business Name: _____
 Business Address: _____

Name and Location of Contract	Date of Contract	Contract Duration	Owner's Name and Address	Nature of Work	Contractor's Role (Sole Contractor, Subcontractor and Percentage of Participation)		a. Total Contract Value at Award b. Total Contract Value at Completion	Date of Completion or Estimated Completion Time	% of Accomplishment	
					Description	%			Planned	Actual
GOVERNMENT:										
PRIVATE:										

Note: This statement shall be supported with:

1. Contract Agreement
2. Notice of Award and/or Notice to Proceed
3. Owner's Certificate of Acceptance and/or Contractors Performance Evaluation System (CPES) rating sheet

Bid Securing Declaration Form

[shall be submitted with the Bid if bidder opts to provide this form of bid security]

REPUBLIC OF THE PHILIPPINES)

CITY OF _____) S.S.

BID SECURING DECLARATION

Project Identification No.: ITB No. 2025-001

CONSTRUCTION OF LEGISLATIVE BUILDING

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
 - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

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

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

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

CONTRACTOR'S ORGANIZATIONAL CHART FOR THE CONTRACT

Submit a copy of the Organizational Chart that the Contractor intends to use to execute the Contract if awarded to it. Indicate in the chart the names of the Project Manager, Project Engineer, Materials Engineer, Safety Officer, Foreman, First Aider and other Key Personnel.

Attach the Organizational Chart for the Contract

Name and Signature of Bidder's Representative:

Date:

Position:

Name of Bidder:

**LIST OF CONTRACTOR'S KEY PERSONNEL TO BE ASSIGNED TO THE
CONTRACT, WITH THEIR QUALIFICATION DATA**

[Date of Issuance]

The Chairman

Bids and Awards Committee

Municipality of Santa Fe

Province of Romblon

Dear Sir/Madame:

Supplementing our Organizational Chart for the above-stated Contract, we submit, and certify as true and correct, the following information:

1. We have engaged the services of the following key personnel to perform the duties of the positions indicated in the above-stated Contract if it is awarded to us:

Proposed Position (<i>as applicable</i>)	Name	Years of Experience	
		General Experience	Relevant Experience
Project Manager			
Project Engineer			
Materials Engineer			
Foreman			
Safety Officer			
First Aider			
<i>Others (specify)</i>			

2. We submit the enclosed Curriculum Vitae and Affidavits of Commitment to Work on the Contract of these key personnel.
3. We ensure that the above-mentioned personnel shall employ their best care, skill and ability in performing the duties of their respective position in accordance with the provisions of the Contract, including the Conditions of Contract, Specifications, and Drawings, and that they shall be personally present in the jobsite during the period of their assignment in the Contract.
4. In the event that we choose to replace any of the abovementioned key personnel, we shall submit to you in writing at least fourteen (14) days before making the replacement, for your approval, the name and biodata of the proposed replacement whose qualifications shall be equal to or better than that of the person to be replaced.

5. We understand that any violation of the above-stated conditions shall be a sufficient ground for us to be disqualified from this Contract and future biddings of the of the LGU - Santa Fe, Romblon.

Very truly yours,

Note: This list must be supported by Curriculum Vitae and Affidavit of Commitments to Work on the Contract of all personnel.

CURRICULUM VITAE

Proposed Position : _____

Name of Firm : _____

Name of Staff : _____

Profession : _____

Date of Birth : _____

Years with Firm/Entity: _____ Nationality: _____

Membership in Professional Societies: _____

Detailed Tasks Assigned: _____

Key Qualifications:

[Give an outline of staff member's experience and training most pertinent to tasks on project. Describe degree of responsibility held by staff member on relevant previous projects and give dates and locations.]

Education:

[Summarize college/university and other specialized education of staff members, giving names of schools, dates attended, and degrees obtained.]

Employment Record:

[Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions, held, and locations of projects. Give client reference.]

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience.

_____ Date: _____

[Signature of staff member over printed name]

**KEY PERSONNEL'S AFFIDAVIT OF COMMITMENT TO WORK
ON THE CONTRACT**

[Date of Issuance]

The Chairman

Bids and Awards Committee

Municipality of Santa Fe

Province of Romblon

Dear Sir/Madame:

1. I, confirm (Name of Professional/Individual) have committed my services for the position of (Key Personnel Position) for the Contract if it is awarded to the Bidder.

2. I, therefore, commit to assume the said position for the Contract once it is awarded to the Bidder, and I shall employ the best care, skill and ability to perform the duties of such position in accordance with the Conditions of Contract, Specifications, Drawings and other provisions of the Contract Agreement. I am aware that I have to stay in the jobsite for the duration of my assignment.

3. I do not allow the use of my name to enable the Bidder to qualify for the Contract without my commitment to assume the said position, since I understand that to do so shall be a sufficient ground for my disqualification from this Contract and future biddings of the Municipal Government of Santa Fe.

4. I submit and certify as true and correct, the following information:

a. Name : _____

b. Date of Birth : _____

c. Nationality : _____

d. Profession : _____

e. PRC License No. and Date of Validity: _____

f. Employment Record and Work Experience Relevant to the Project: (Please fill in the table below; use additional sheet(s) if necessary):

i. Project Name & Location ii. Project Owner's Name & Address iii. Employer's Name & Address iv. Position	i. Project Description ii. Total Project Cost	i. Part of Project Handled ii. Cost of Part	i. Start Date of the Project ii. Completion Date of the Project iii. Total Period of Engagement to the Project
Completed Projects:			
On-going Projects:			

Name and Signature of Professional/Individual Committing to the Contract

Date

SUBSCRIBED AND SWORN to before me this _____ day of _____ at _____, Philippines. Affiant/sis/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her _____ with his photograph and signature appearing thereon with no. _____.

Witnessed my hand and seal this _____ day of _____.

NAME OF NOTARY PUBLIC

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

LIST OF EQUIPMENT, OWNED OR LEASED AND/OR UNDER PURCHASE AGREEMENT, PLEDGED TO THE PROPOSED CONTRACT

Business Name: _____

Business Address: _____

Description	Model/Year	Capacity/Performance/Size	Plate No.	Motor No./Body No.	Location	Condition	Proof of Ownership /Lessor/Vendor
A. Owned							
B. Leased							
C. Under Purchase Agreement							

Note: This List must be supported by proof of ownership, lease and/or purchase agreement. For lease and purchase agreement, such proof must include a certification of availability of equipment from the lessor/vendor for the duration of the project.

Submitted by: _____

(Printed Name & Signature of Authorized Representative)

Designation: _____

Date: _____

STATEMENT OF AVAILABILITY OF KEY PERSONNEL AND EQUIPMENT

[Date of Issuance]

The Chairman

Bids and Awards Committee

Municipality of Santa Fe

Province of Romblon

Dear _____:

In compliance with the requirement of the Municipal Government of Santa Fe, Romblon Bids and Awards Committee for the bidding of the *[Name of Project]* (“the Project”), we certify that *[Name of the Bidder]* has in its employ key personnel, such as ***Project Manager, Project Engineer, Materials Engineer, Foreman, Safety Officer and First Aider*** who will be engaged for the construction of the said Project.

Further, we likewise certify the availability of equipment that *[Name of the Bidder]* owns, has under lease, and/or has under purchase agreement that may be used for the Project.

Very truly yours,

[Name of Authorized Representative]

[Position]

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, Procurement Agent if engaged, 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, Procurement Agent if engaged, 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, Procurement Agent if engaged, 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]

FINANCIAL DOCUMENTS FOR ELIGIBILITY CHECK

A. Summary of the Applicant Firm’s/Contractor’s assets and liabilities on the basis of the attached income tax return and audited financial statement, stamped “RECEIVED” by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

		Year 20_____
1	Total Assets	
2	Current Assets	
3	Total Liabilities	
4	Current Liabilities	
5	Total Net Worth (1-3)	
6	Current Net Worth or Net Working Capital (2-4)	

B. The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

NFCC = [(Current Assets minus Current Liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.

NFCC = P _____

NFCC must be at least equal to the ABC

The value of bidder’s current assets and current liabilities shall be based on the latest Audited Financial Statement submitted to the BIR.

Herewith attached are certified true copies of the income tax return and audited financial statement: stamped “RECEIVED” by the BIR or BIR authorized collecting agent for the immediately preceding year.

Submitted by:

Name of Firm/Contractor

Signature of Authorized Representative

Date: _____

NOTE:

1. If Partnership or Joint Venture, each Partner or Member Firm of Joint Venture shall submit the above requirements.

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 a 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;
- 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

¹ currently based on GPPB Resolution No. 09-2020

- 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: _____

DETAILED ESTIMATES FORM

Project : **CONSTRUCTION OF LEGISLATIVE BUILDING**
 Location : Poblacion, Santa Fe, Romblon
 Owner :
 Date :
 Bidder :

Item of Work
 Item Number :
 Unit of Measurement :
 Quantity :

Description	Quantity	Unit	Unit Cost	Amount
A. Materials				
Sub-Total for A				P
Designation	No. of Person	No. of Days	Daily Rate	Amount
B. Labor				
Sub-Total for B				P
Description	Quantity	No. of Days	Rate	Amount
C. Equipment				
Sub-Total for C				P
D. Direct Cost (A+B+C)				
E. Overhead, Contingencies and Miscellaneous (OCM)				
F. Contractor's Profit (CP)				
G. Value Added Tax (VAT)				
H. Total Cost				
I. Unit Cost				

Republic of the Philippines



Government Procurement Policy Board