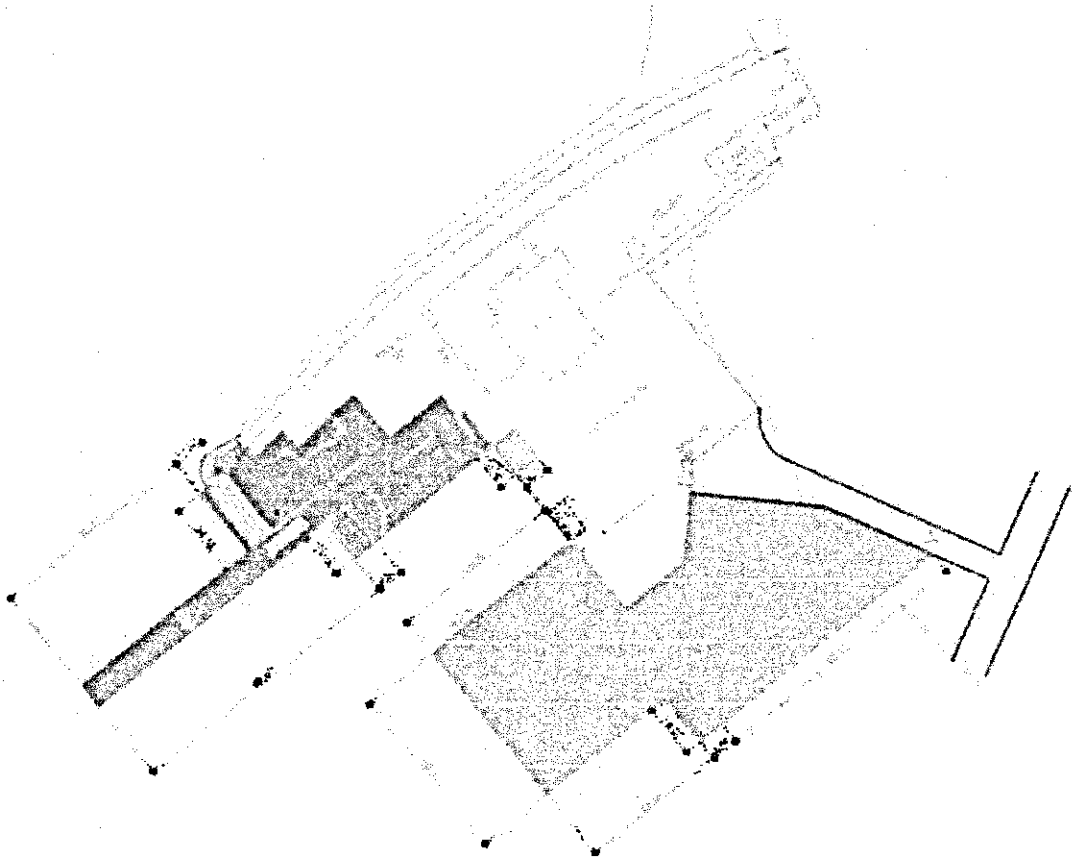
PORT OF TABLAS



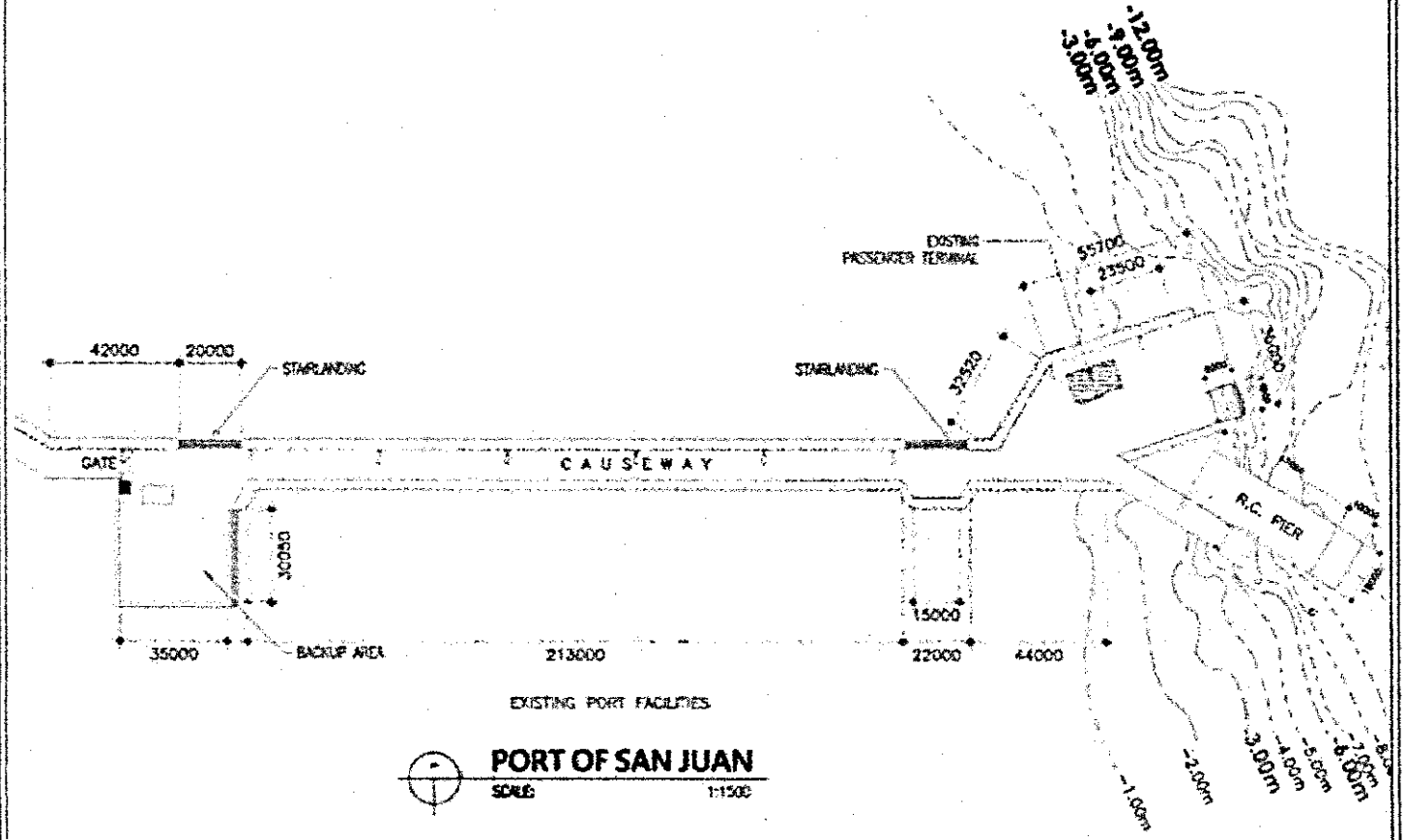
PORT OF TABLAS, ROMBLON
SCALE N.T.S.

NOTE:
THIS DRAWING IS FOR ILLUSTRATION PURPOSES ONLY AND SHOULD NOT BE CONSTRUED AS ITS FINAL AND/OR ACTUAL CONFIGURATION.

CFAMAI FILE NO. 21-G145-105

SCALE : N.T.S.	TITLE :	PORT LAYOUT	PREPARED BY:
REGISTERED OWNER:		PHILIPPINE PORTS AUTHORITY	CAL-FIL APPRAISAL AND MANAGEMENT, INC. Unit 1001 Building 2B, Palmdale Heights, 8505 Sandoval Avenue Pinagbuhatan, Pasig City 1602 elephone No. (+63 2) 8571-1033; Mobile Nos. (0917) 802-1028, (0917) 855-2805 E-mail Address: calfilappraisal@yahoo.com
LOCATION :		BARANGAY POCTOY, ODIONGAN ROMBLON	

PORT OF SAN JUAN



EXISTING PORT FACILITIES

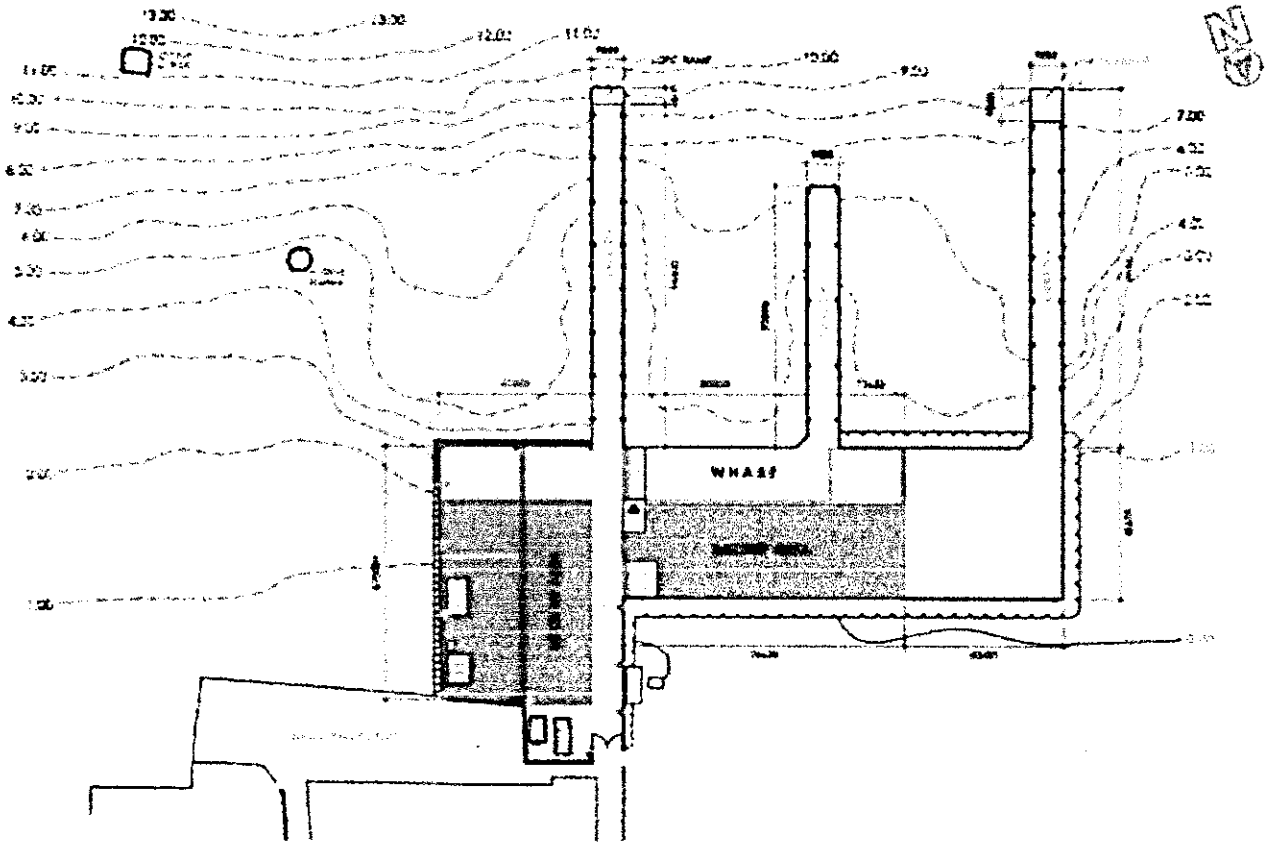
PORT OF SAN JUAN
SCALE: 1:1500

NOTE:
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CFAMAI FILE NO. 21-G145-105

SCALE : N.T.S.	TITLE :	PORT LAYOUT	PREPARED BY:
REGISTERED OWNER:		PHILIPPINE PORTS AUTHORITY	CAL-FIL APPRAISAL AND MANAGEMENT, INC. Unit 1001 Building 2B, Palmdale Heights, 8505 Sandoval Avenue Pinagbuhatan, Pasig City 1602 Telephone No. (+63 2) 8571-1039; Mobile Nos. (0917) 802-1828, (0917) 655-2805 E-mail Address: calfilappraisal@yahoo.com
LOCATION :		BARANGAY SUBUKIN, SAN JUAN, BATANGAS	

PORT OF BAUAN



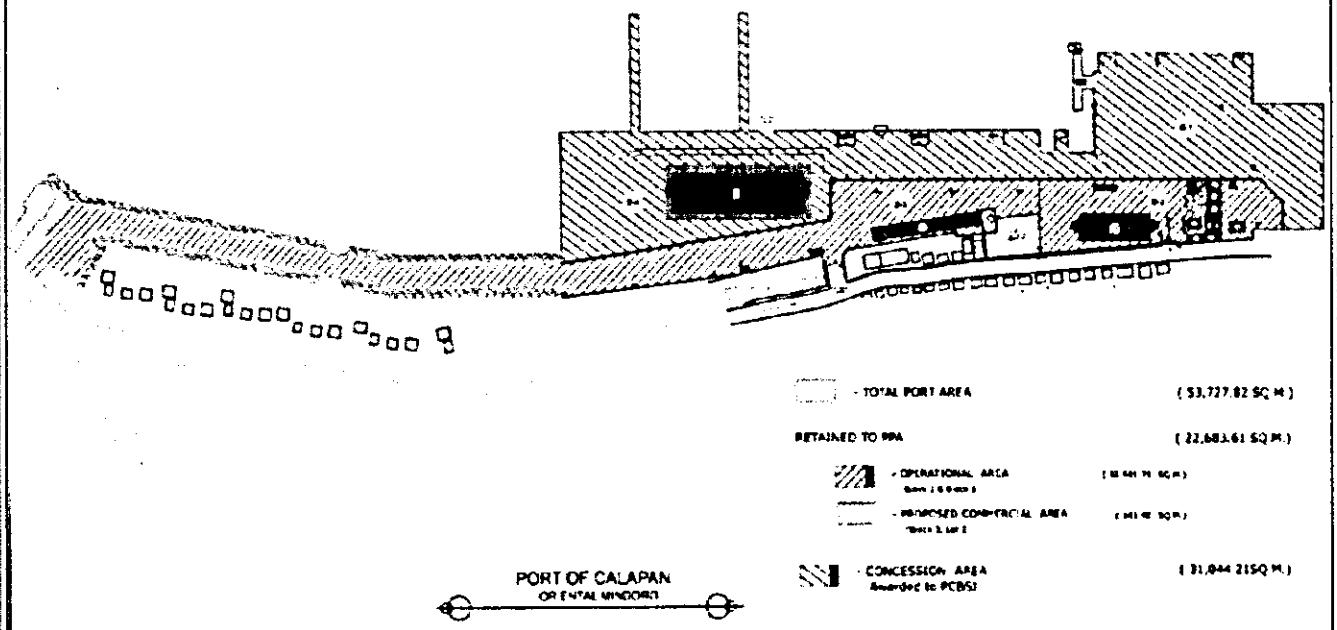
PORT OF BAUAN

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CFAMAI FILE NO. 21-G145-105

SCALE : N.T.S.	TITLE :	PORT LAYOUT	PREPARED BY:
REGISTERED OWNER:		PHILIPPINE PORTS AUTHORITY	CAL-FIL APPRAISAL AND MANAGEMENT, INC. Unit 1001 Building 2B, Palmdale Heights, 8505 Sandoval Avenue Pinagbuhatan, Pasig City 1602 elephone No. (+63 2) 8571-1039; Mobile Nos. (0917) 802-1029, (0917) 855-2805 E-mail Address: calfilappraisal@yahoo.com
LOCATION :		BARANGAY APLAYA, BAUAN, BATANGAS	

PORT OF CALAPAN CITY - BASEPORT

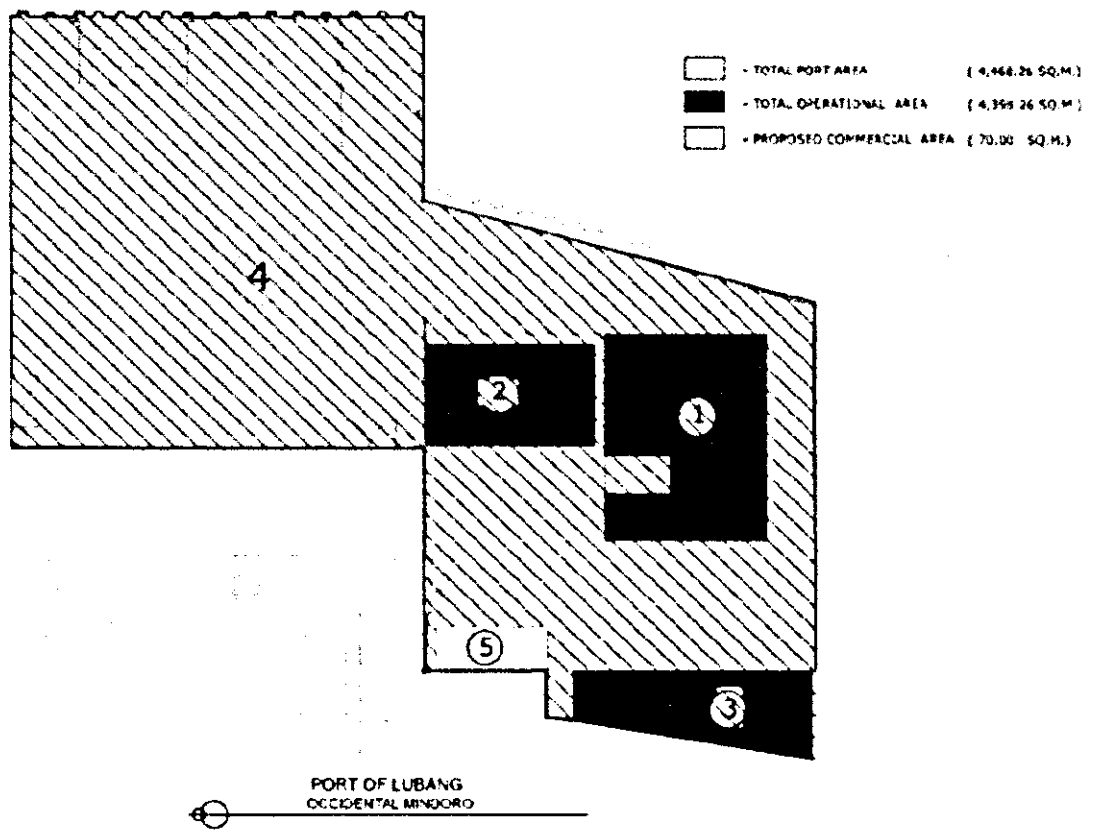


NOTE:
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CFAMAI FILE NO. 21-G145-113

SCALE : N.T.S.	TITLE :	PORT LAYOUT	PREPARED BY:
REGISTERED OWNER:		PHILIPPINE PORTS AUTHORITY	CAL-FIL APPRAISAL AND MANAGEMENT, INC. Unit 1001 Building 2B, Palmdale Heights, 8505 Sandoval Avenue Pinagbuhatan, Pasig City 1602 Telephone No. (+63 2) 857 1039, Mobile Nos. (0917) 802-1028, (0917) 855-2805 E-mail Address: calfilappraisal@yahoo.com
LOCATION :		BARANGAY SAN ANTONIO, CALAPAN CITY ORIENTAL MINDORO	

PORT OF LUBANG

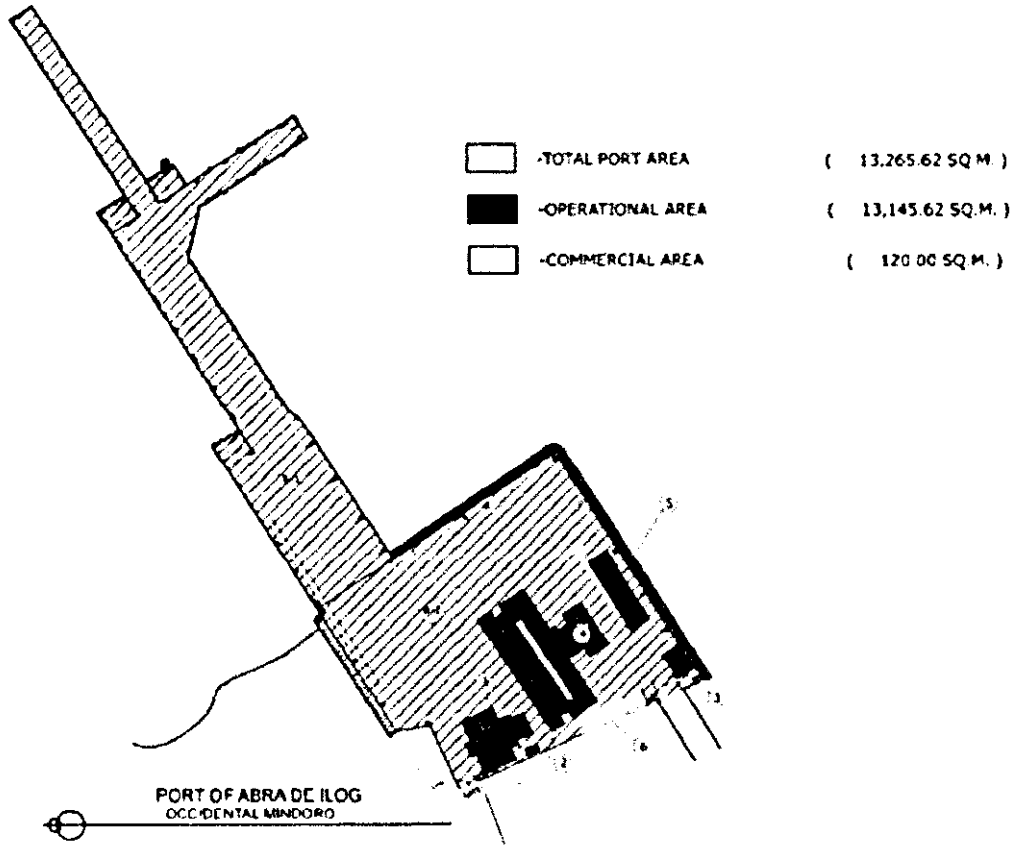


NOTE:
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CFAMAI FILE NO. 21-G145-113

SCALE : N.T.S.	TITLE :	PORT LAYOUT	PREPARED BY:
REGISTERED OWNER:		PHILIPPINE PORTS AUTHORITY	CAL-FIL APPRAISAL AND MANAGEMENT, INC. Unit 1001 Building 2B, Palmdale Heights, 8505 Sandoval Avenue Pinagbuhatan, Pasig City 1602 Telephone No. (+63 2) 857 1-1032, Mobile Nos. (0917) 832-1028, (0917) 855-2805 E-mail Address: calfilappraise@yahoo.com
LOCATION :		BARANGAY TILIK, LUBANG OCCIDENTAL MINDORO	

PORT OF ABRA DE ILOG

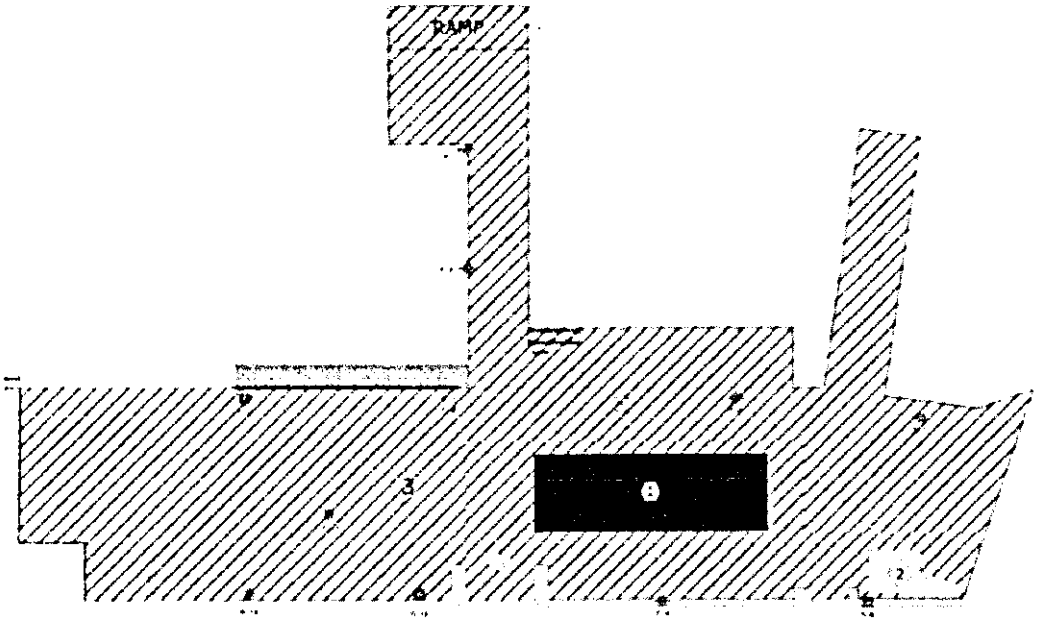


NOTE:
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ACTUAL CONFIGURATION.

CFAMAI FILE NO. 21-G145-113

SCALE : N.T.S.	TITLE :	PORT LAYOUT	PREPARED BY:
REGISTERED OWNER:		PHILIPPINE PORTS AUTHORITY	CAL-FIL APPRAISAL AND MANAGEMENT, INC. Unit 1001 Building 2B, Palmdale Heights, 8505 Sandoval Avenue Pinagbuhatan, Pasig City 1602 Telephone No. (+63 2) 857 1-1039, Mobile Nos. (0917) 802-1028, (0917) 855-2805 E-mail Address: calfilappraisal@yahoo.com
LOCATION :		BARANGAY LUMANGBAYAN, ABRA DE ILOG OCCIDENTAL MINDORO	

PORT OF SAN JOSE (OLD)



PORT OF SAN JOSE
OCCIDENTAL MINDORO

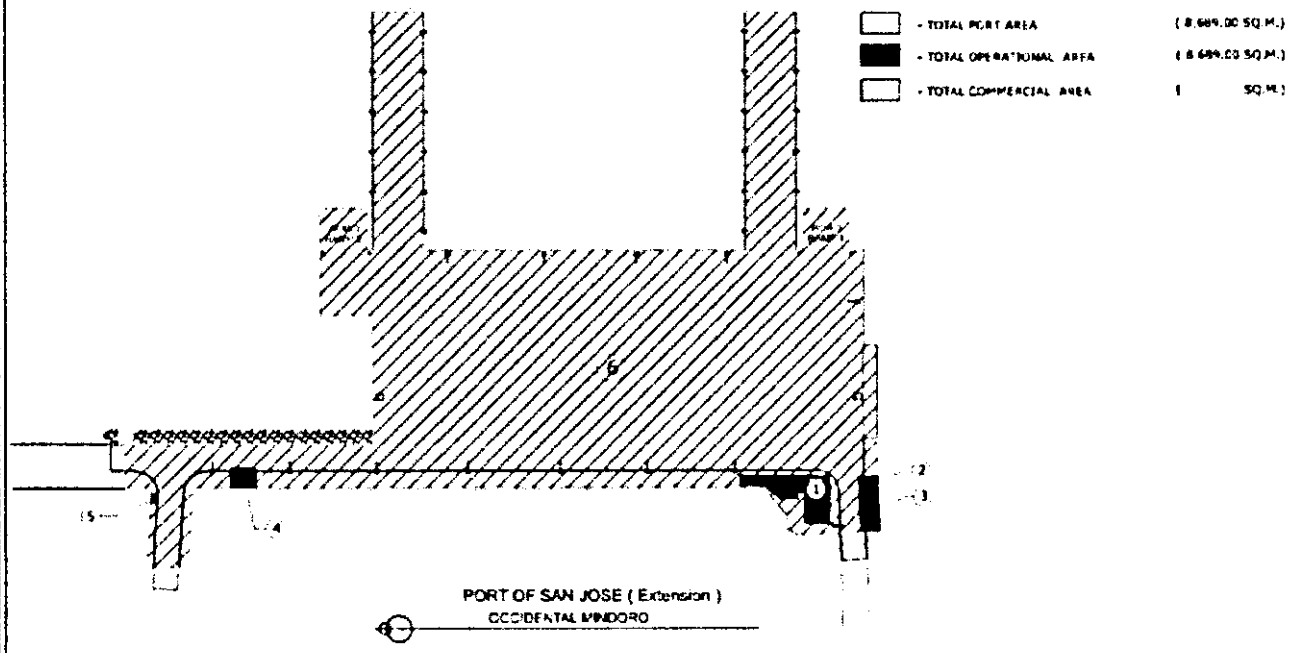
- TOTAL PORT AREA (13,824.39 SQ.M.)
- TOTAL OPERATIONAL AREA (13,648.73 SQ.M.)
- TOTAL COMMERCIAL AREA (175.66 SQ.M.)

NOTE:
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CFAMAI FILE NO. 21-G145-113

SCALE : N.T.S.	TITLE :	PORT LAYOUT	PREPARED BY:
REGISTERED OWNER:		PHILIPPINE PORTS AUTHORITY	CAL-FIL APPRAISAL AND MANAGEMENT, INC. Unit 1001 Building 2B, Palmdale Heights, 8505 Sandoval Avenue Pinagbuhatan, Pasig City 1602 Telephone No. (+63 2) 857 1-1039; Mobile Nos. (0917) 802-1028, (0917) 865-2805 E-mail Address: calfilappraisal@yahoo.com
LOCATION :		BARANGAY CAMINAWIT, SAN JOSE OCCIDENTAL MINDORO	

PORT OF SAN JOSE (NEW / EXTENSION)

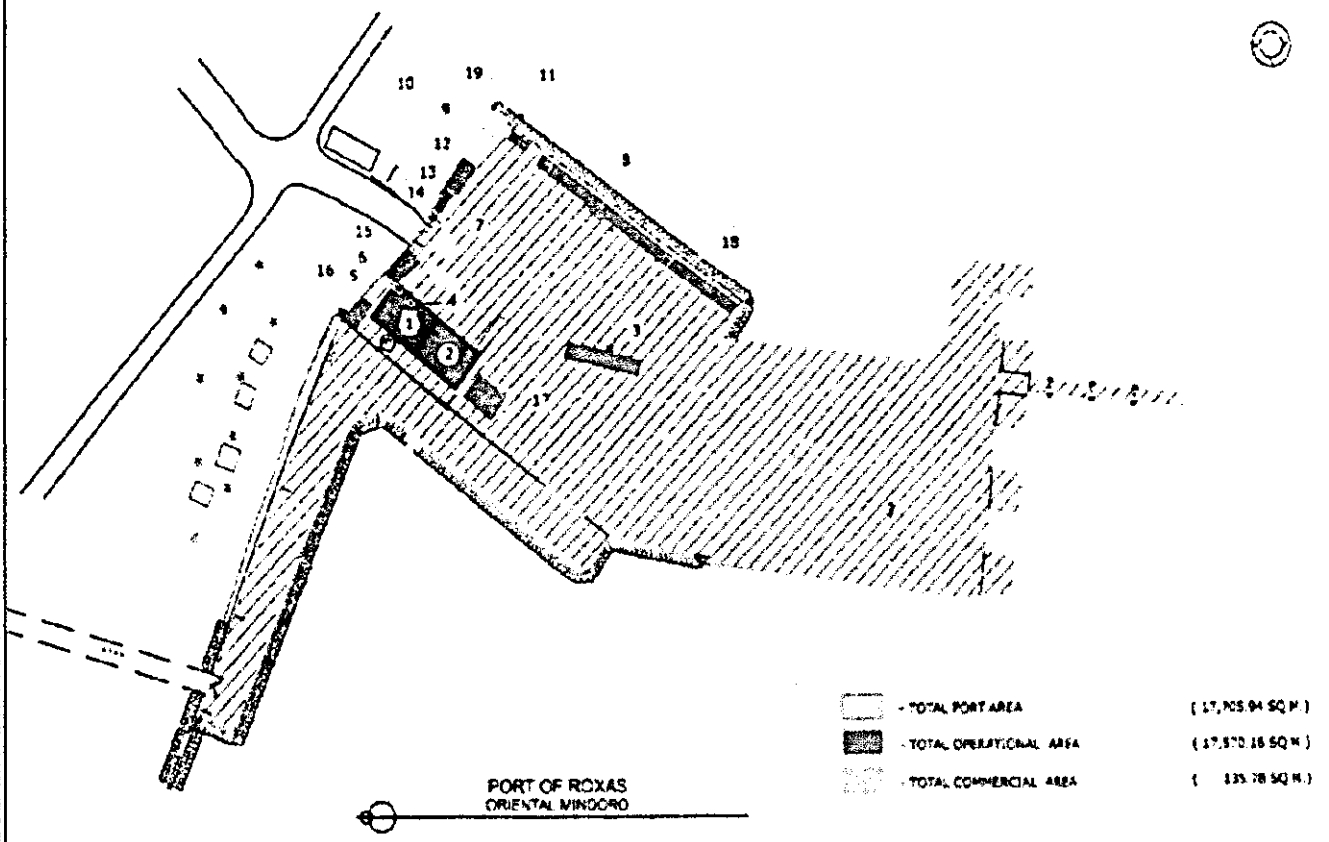


NOTE:
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CFAMAI FILE NO. 21-G145-113

SCALE : N.T.S.	TITLE :	PORT LAYOUT	PREPARED BY:
REGISTERED OWNER:		PHILIPPINE PORTS AUTHORITY	CAL-FIL APPRAISAL AND MANAGEMENT, INC. Unit 1001 Building 2B, Palmdale Heights, 8505 Sandoval Avenue Pinagbuhatan, Pasig City 1602 Telephone No. (+63 2) 8571-1039; Mobile Nos. (0917) 802-1028, (0917) 655-2805 E-mail Address: calfiappraisal@yahoo.com
LOCATION :		BARANGAY CAMINAWIT, SAN JOSE OCCIDENTAL MINDORO	

PORT OF ROXAS CITY

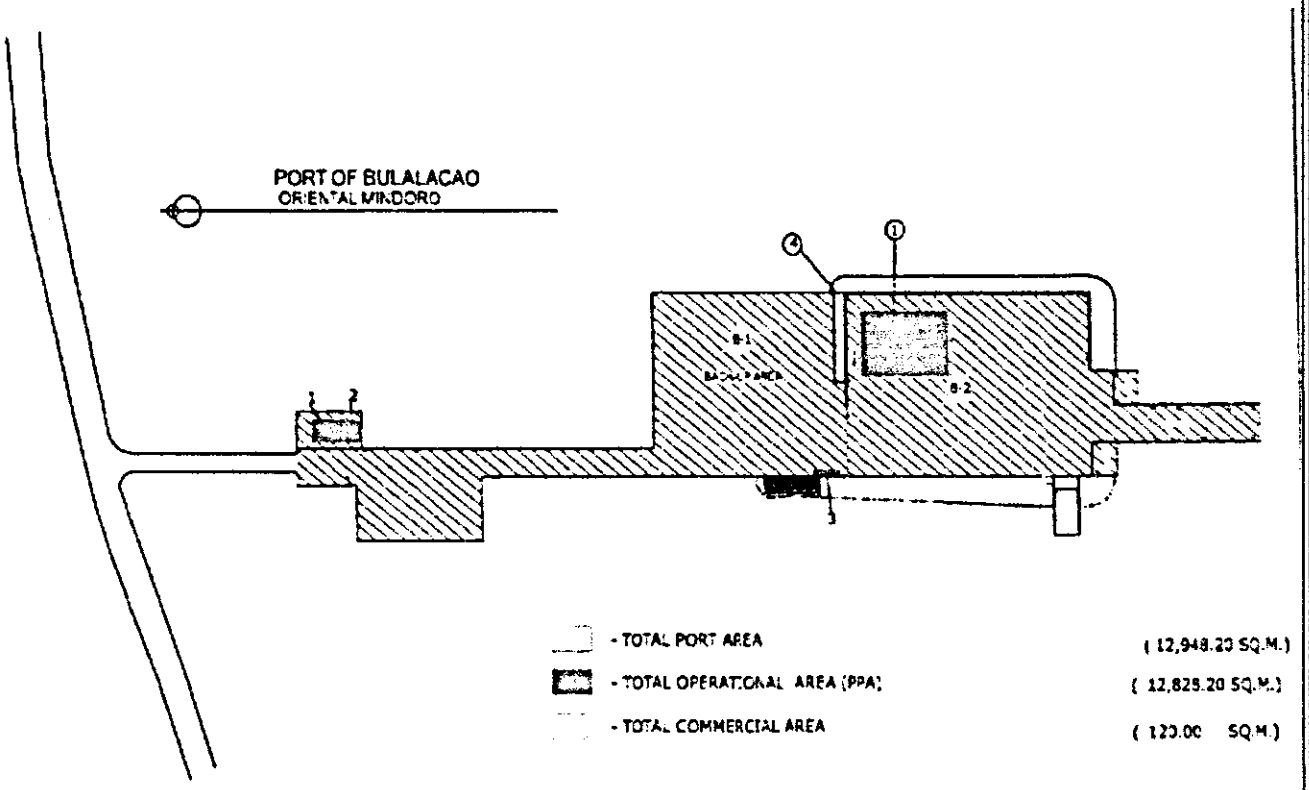


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CFAMAI FILE NO. 21-G145-113

SCALE : N.T.S.	TITLE :	PORT LAYOUT	PREPARED BY:
REGISTERED OWNER:		PHILIPPINE PORTS AUTHORITY	CAL-FIL APPRAISAL AND MANAGEMENT, INC. Unit 1001 Building 2B, Palmdale Heights, 8505 Sandoval Avenue Pinagbuhatan, Pasig City 1602 Telephone No. (+63 2) 857 1-1039 Mobile Nos. (0917) 802-1028, (0917) 855-2805 E-mail Address: calfilappraisal@yahoo.com
LOCATION :		BARANGAY DANGAY, ROXAS, ORIENTAL MINDORO	

PORT OF BULALACAO

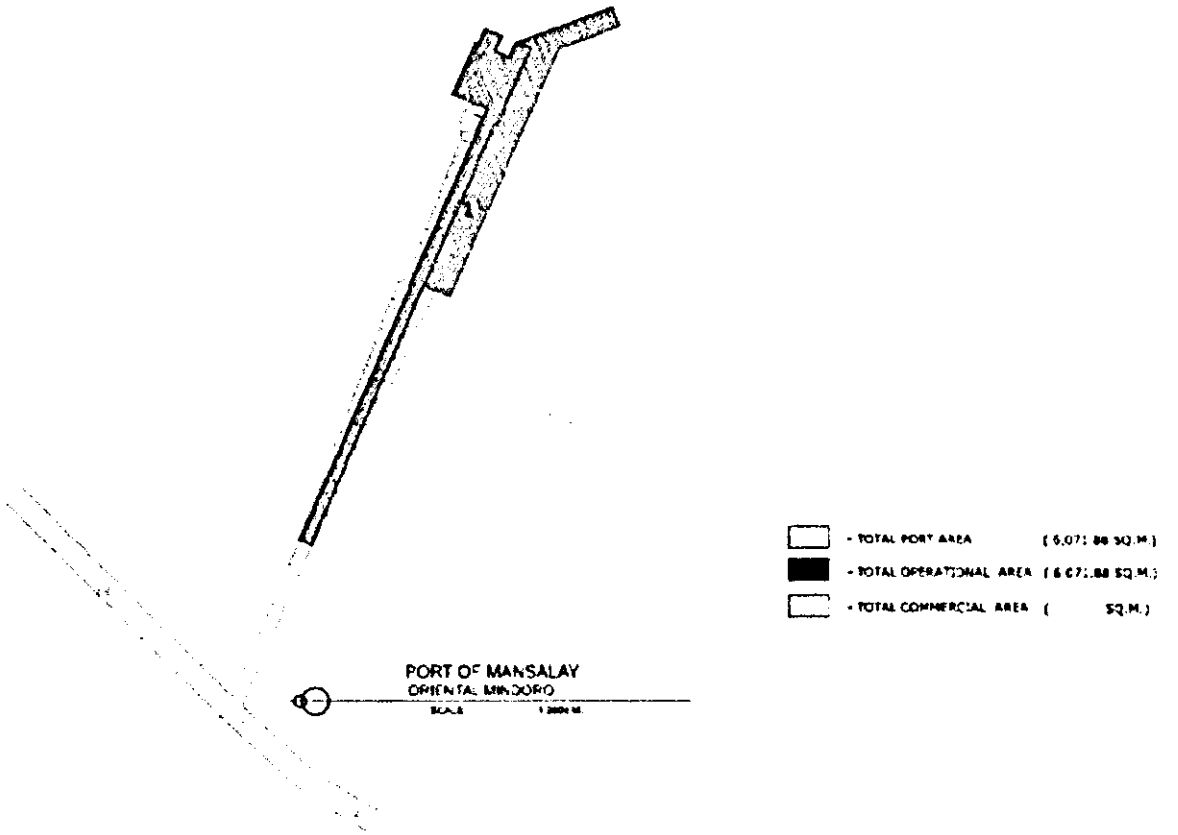


NOTE:
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CFAMAI FILE NO. 21-G145-113

SCALE : N.T.S.	TITLE :	PORT LAYOUT	PREPARED BY:
REGISTERED OWNER:		PHILIPPINE PORTS AUTHORITY	CAL-FIL APPRAISAL AND MANAGEMENT, INC. Unit 1001 Building 2B, Palmdale Heights, 8505 Sandoval Avenue Pinagbuhatan, Pasig City 1602 Telephone No. (+63 2) 8571-1039; Mobile Nos. (0917) 802-1028, (0917) 655-2805 E-mail Address. calfilappraisal@yahoo.com
LOCATION :		POBLACION, BULALACAO, ORIENTAL MINDORO	

PORT OF MANSALAY

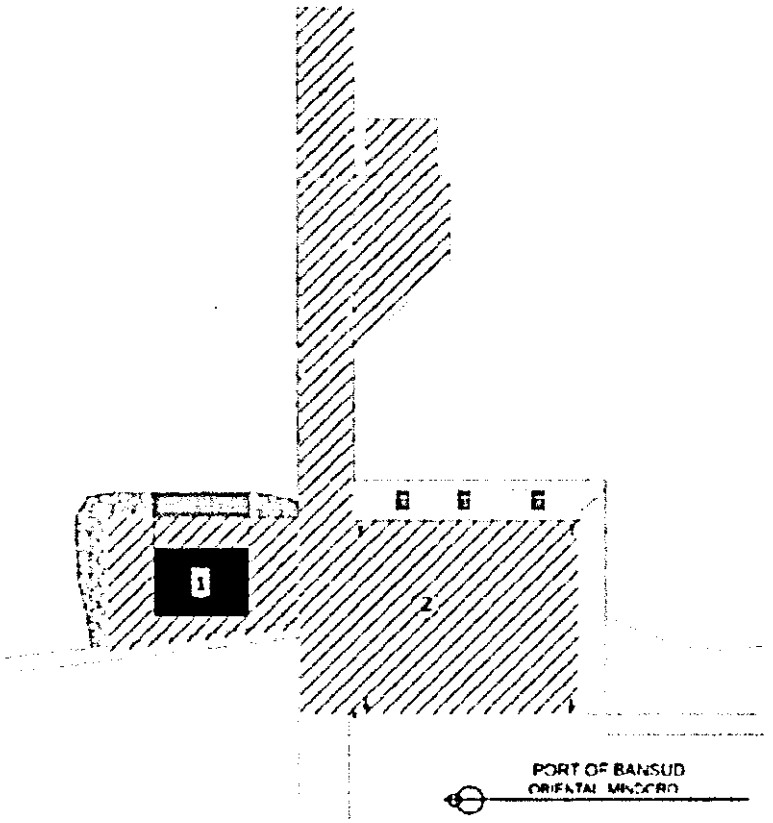


NOTE:
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CFAMAI FILE NO. 21-G145-113

SCALE : N.T.S.	TITLE :	PORT LAYOUT	PREPARED BY:
REGISTERED OWNER:		PHILIPPINE PORTS AUTHORITY	CAL-FIL APPRAISAL AND MANAGEMENT, INC. Unit 1001 Building 2B, Palmdale Heights, 8505 Sandoval Avenue Pinagbuhatan, Pasig City 1602 Telephone No. (+63 2) 857-1039, Mobile Nos. (0917) 802-1028, (0917) 855-2835 E-mail Address: calfilappraisal@yahoo.com
LOCATION :		POBLACION, MANSALAY ORIENTAL MINDORO	

PORT OF BANSUD



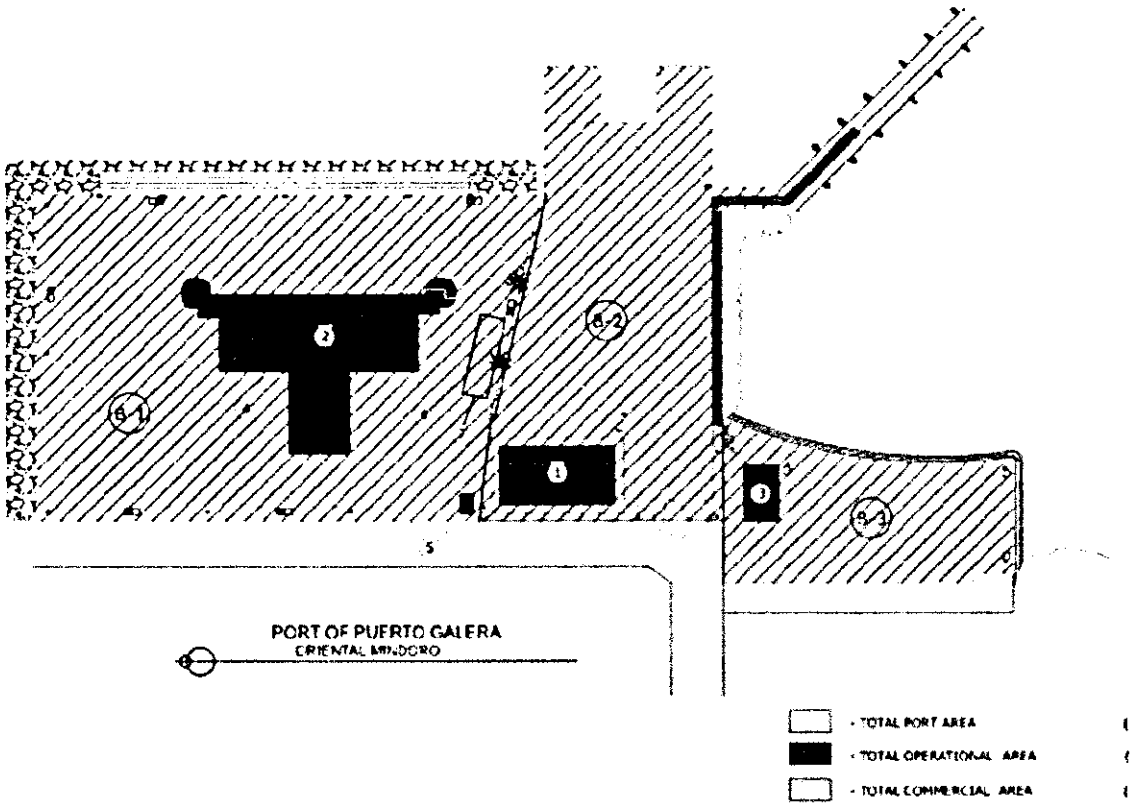
- TOTAL PORT AREA (2,511.50 SQ.M)
- TOTAL OPERATIONAL AREA (2,511.50 SQ.M)
- TOTAL COMMERCIAL AREA (SQ.M)

NOTE:
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CFAMAI FILE NO. 21-G145-113

SCALE : N.T.S.	TITLE :	PORT LAYOUT	PREPARED BY:
REGISTERED OWNER:		PHILIPPINE PORTS AUTHORITY	CAL-FIL APPRAISAL AND MANAGEMENT, INC. Unit 1001 Building 2B, Palmdale Heights, 6505 Sandoval Avenue Pinagbuhatan, Pasig City 1602 Telephone No. (+63 2) 8571-1039; Mobile Nos. (0917) 802-1028, (0917) 855-2805 E-mail Address: calfilappraisal@yahoo.com
LOCATION :		BARANGAY PROPER BANSUD BANSUD, ORIENTAL MINDORO	

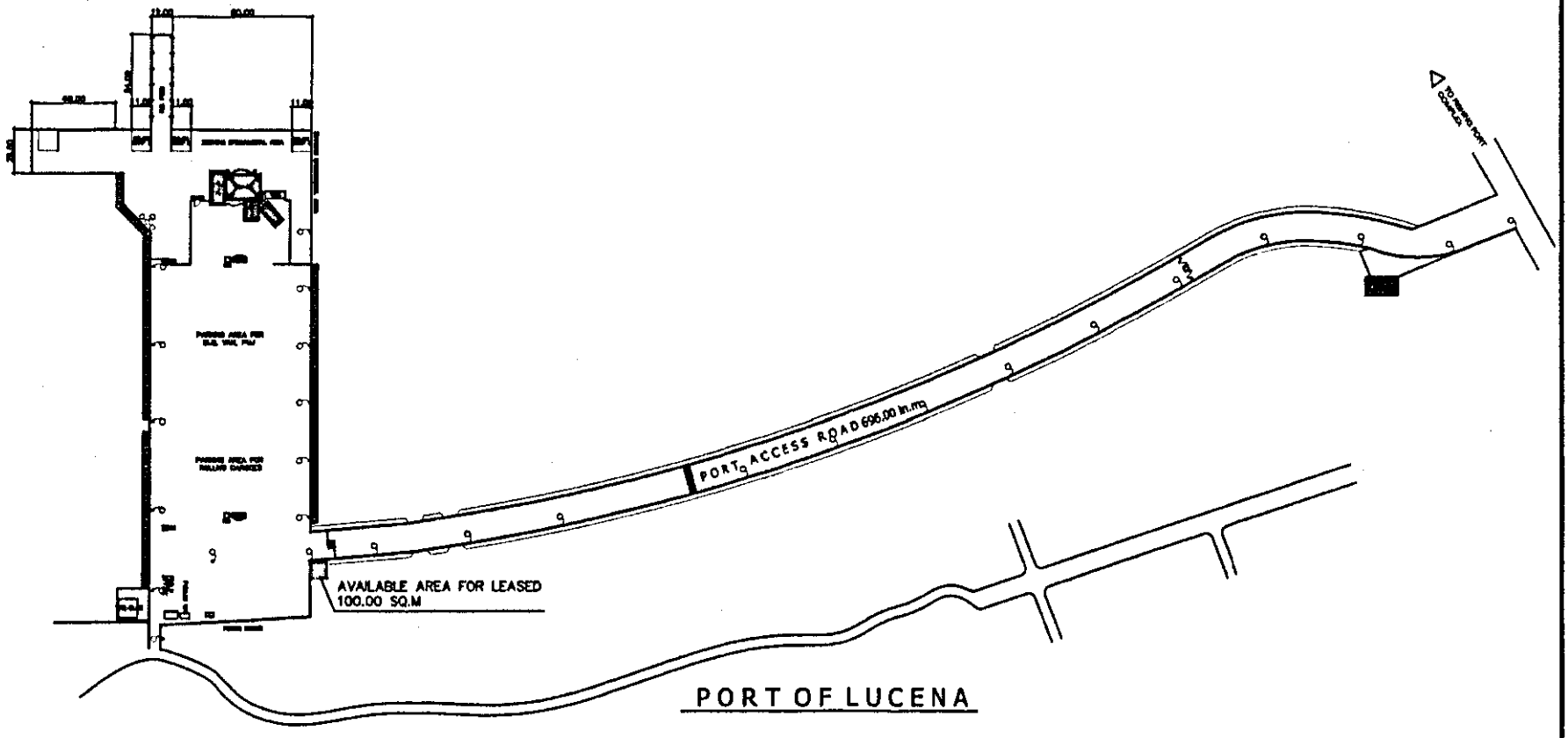
PORT OF PUERTO GALERA



NOTE:
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ACTUAL CONFIGURATION.

CFAMAI FILE NO. 21-G145-113

SCALE : N.T.S.	TITLE :	PORT LAYOUT	PREPARED BY:
REGISTERED OWNER:		PHILIPPINE PORTS AUTHORITY	CAL-FIL APPRAISAL AND MANAGEMENT, INC. Unit 1001 Building 2B, Palmdale Heights, 8505 Sandoval Avenue Pinagbuhatan, Pasig City 1602 Telephone No. (+63 2) 8571-1039, Mobile Nos. (0917) 802-1028, (0917) 655-2805 E-mail Address: calfilappraisal@yahoo.com
LOCATION :		BARANGAY BALATERO, PUERTO GALERA ORIENTAL MINDORO	



NOTE:
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Royal Asia Appraisal Corporation
3rd Floor 1517 Quezon Ave., West Triangle, Quezon City
Trunk Lines: 374-4311 to 15 Fax No.: (632) 371-9960
E-mail: raac@royalasiaappraisal.com.ph
SEC Accreditation No. 019 (valid until 02/20/2022)

RAAC File No.: **16-010233-0031** SCALE: NTS

CLIENT: PHILIPPINE PORTS AUTHORITY

BARANGAY TALAO-TALAO, LUCENA CITY

PORT PLAN

WLC

3rd Floor 1517 Quezon Ave., West Triangle, Quezon City
Trunk lines: 374-4311 to 15 Fax No.: (632) 371-9960
E-mail: raacdb@yahoo.com.ph
SEC Accreditation No. 01-9 (Valid until 03/30/2022)

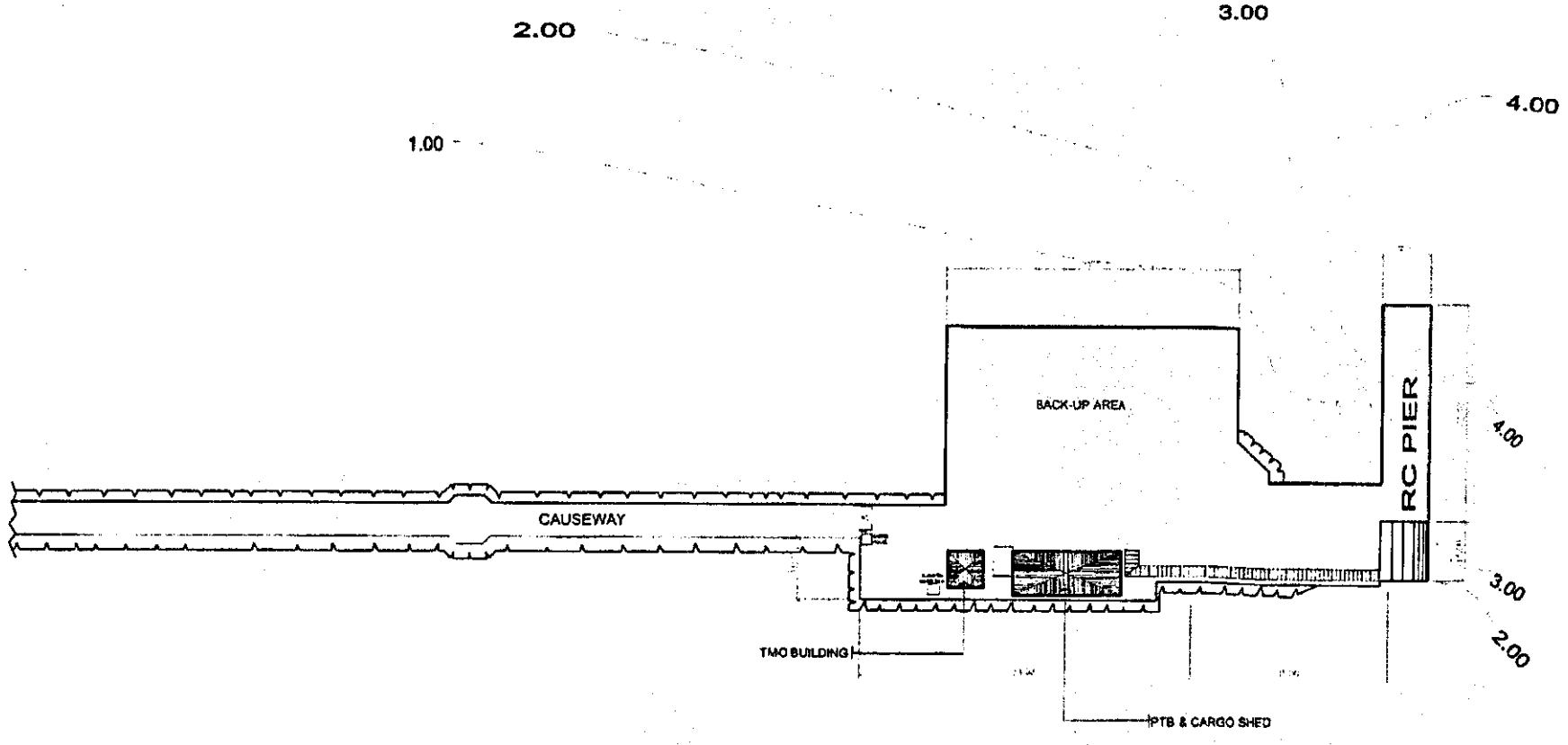
RAAC File No.: 18-C10233-0031 SCALE NTS

CLIENT: PHILIPPINE PORTS AUTHORITY

BUYABOD, STA. CRUZ, MARINDUQUE

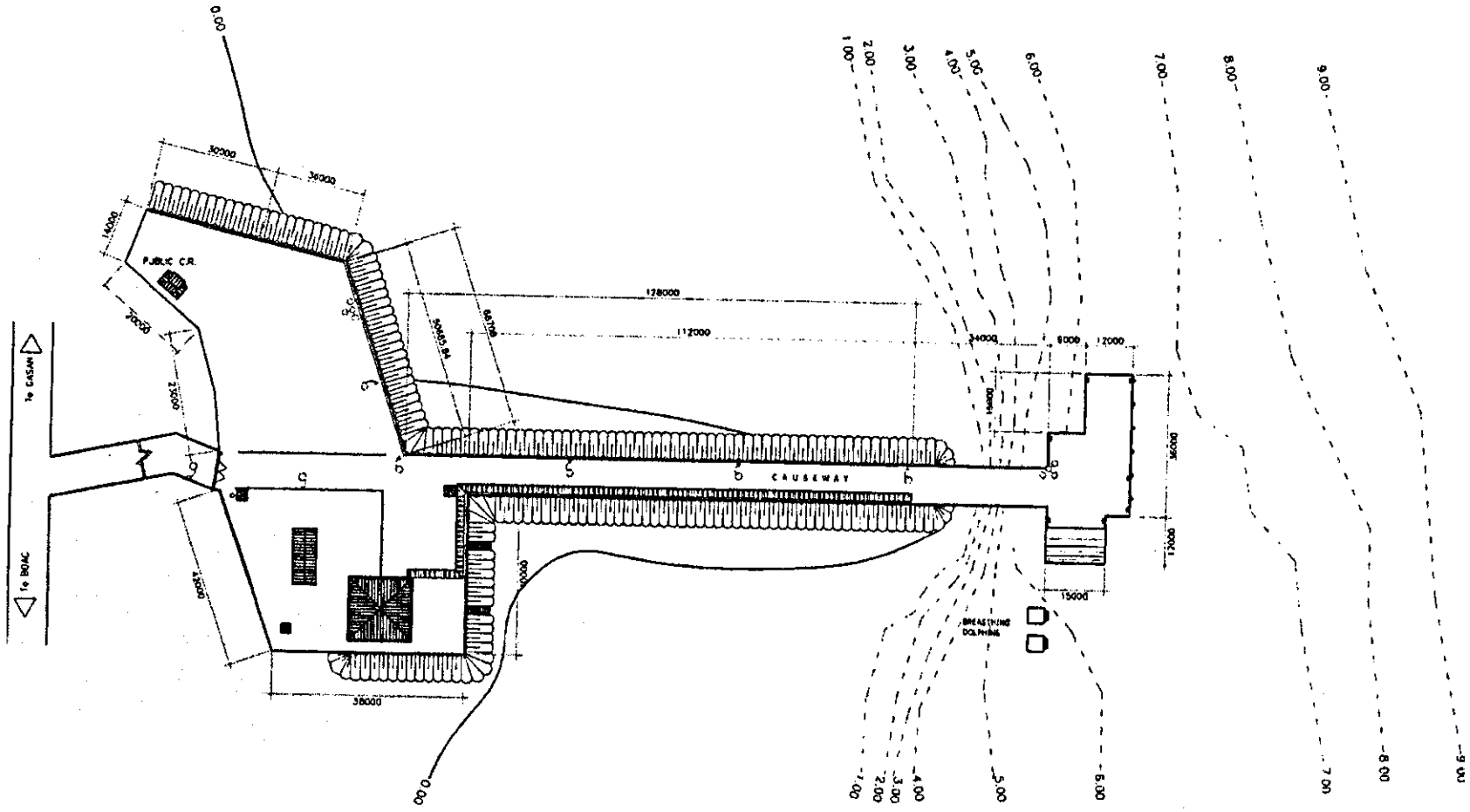
PORT PLAN WIL

QMF 07.02



PORT OF STA. CRUZ

NOTE:
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PORT OF CAWIT

NOTE:
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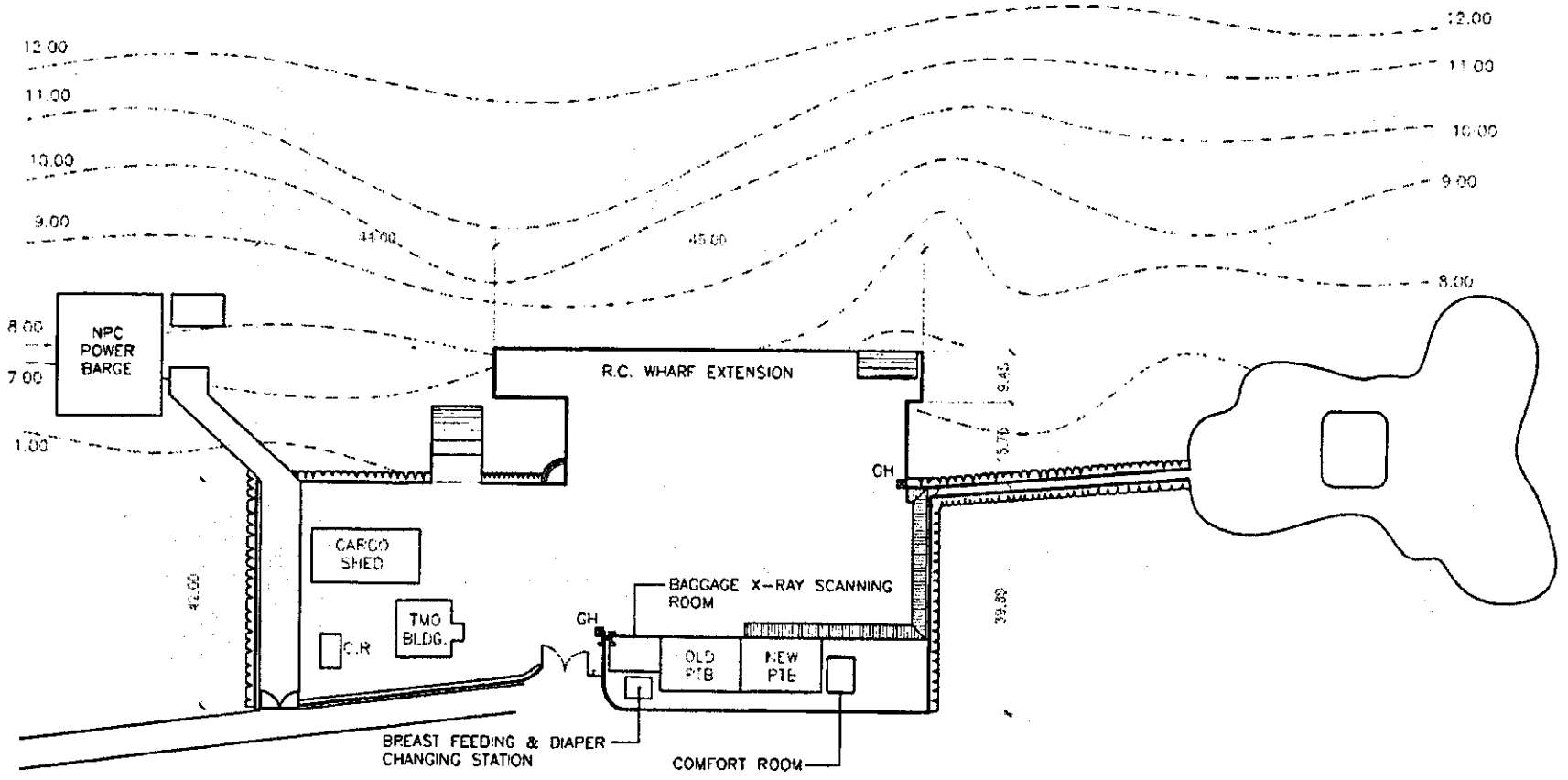
Royal Asia Appraisal Corporation
3rd Floor 1817 Quezon Ave., West Triangle, Quezon City
Trunk Lines: 374-4311 to 15 Fax No.: (632) 371-7960
E-mail: raac@royalasiaappraisal.com.ph
SEC Accreditation No. 019 (Valid until 03/20/2022)

RAAC File No.: 18-010233-0031 SCALE: NTS

CLIENT: PHILIPPINE PORTS AUTHORITY

CAWIT, BOAC, MARINDUQUE

PORT PLAN WLC



PORT OF BALANACAN

Royal Asia Appraisal Corporation

3rd Floor 1517 Quezon Ave., West Triangle, Quezon City
Trunk Lines: 374-4311 to 15 Fax No. : (632) 371-9940
Email: raac@royalasiaappraisal.com.ph
SEC Accreditation No. 019 (Valid Until 03/30/2022)

RAAC File No.: **16-C10333-003I** SCALE: NTS

CLIENT: PHILIPPINE PORTS AUTHORITY

BALANACAN, MOGPOG, MARINDUQUE

PORT PLAN

WIC

NOTE:
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ANNEX "B"

DISTRIBUTION OF SECURITY GUARDS

Eight (8) hours of duty Daily including Sundays or rest days, Special Days, and Holidays

LOCATION	GUARDS
PMO BATANGAS	
Baseport	76
Port of Nasugbu	09
Port of Calatagan	06
Port of San Juan	06
TMO Bauan	12
Port of Mabini	06
TMO Romblon	12
Port of Ambulong	06
TMO Tablas	31
Total	**164**
PMO MARINDUQUE/QUEZON	
Baseport (Lucena)	48
TMO Balanacan	19
TMO Cawit	06
TMO Sta. Cruz	06
Total	**79**
PMO MINDORO	
Baseport (Calapan)	48
Port of Pola	03
TMO San Jose	15
TMO Roxas	18
Port of Mansalay	06
Port of Bansud	03
TMO Tilik/Lubang	09
TMO Balatero(Puerto G)	13
TMO Bulalacao	11
TMO Abra de Ilog	15
Total	**141**

ANNEX "B"

PMO BICOL	
Baseport (Legaspi)	22
Port of Castilla	04
TMO Matnog	20
TMO Tabaco	16
Port of Bacacay	03
TMO Virac (Catanduanes)	06
Port of San Andres	08
TMO Bulan	08
TMO Pasacao (Camarines)	11
Port of Jose Panganiban	03
Port of Balogo	07
TMO Pioduran	08
Total	**116**
PMO MASBATE	
Baseport Masbate	29
Port of Cawayan	03
Port of Cataingan	03
Port Aroroy	04
Port of Mandaon	03
Port of Esperanza	03
TMO Burias	
Port of San Pascual	05
Port of Claveria	04
Total	**54**
PMO PALAWAN	
Baseport (Puerto Prin.)	27
Port of Panaca, Narra	09
TMO Brooke's Point	08
Port of Balabac	06
Port of Baltaraza	06
TMO El Nido	11
TMO Cuyo	11
TMO Coron	20
Port of Borac	03
TMO Culion	06
Port of Taytay	08
Port of San Fernando	05
Total	**120**
GRAND TOTAL	**674**

ANNEX "B"

Name of Agency: _____

Signature

_____ _____

Name of Authorized Representative Date

ANNEX "C"

LETTERHEAD OF COMPANY/CLIENT

CERTIFICATE OF SATISFACTORY PERFORMANCE

This is to certify that _____,
(Name of External Security Agency Provider)
with a business address at _____,
(Address of External Security Agency Provider)
is the current security services provider of _____
(Company/Client)
contract period from _____ up/to _____.
(Date: dd/mm/yr) *(Date: dd/mm/yr)*

This further certifies that we find their services to be **Very Satisfactory** or **Satisfactory** accepted by the _____ Administration.
(Company/Client)

This certification is issued upon the request of _____
(Name of Authorized Signatory)
_____ for any official and legal purpose, it may serve.
(Position and Name of Agency)

Certification was issued on the _____ day of _____ 2024, in _____ Philippines.

Signature:
Name of Client Administrator:
Position:
Company Address:
Telephone No.:
Email Address:

ANNEX C1

CERTIFICATE OF SITE INSPECTION

This is to certify that _____, _____ has
(Name of Inspector) *(name of prospective bidder)*
conducted an ocular site inspection of the offices and premises of
_____ on _____ in connection with the
(PMO/TMO) *(Date Inspection)*
preparation of required documents for bidding security services at Philippine Ports Authority, Port Security Cluster – Southern Luzon

Signed this ____ day of _____ 2024 at _____

_____
Printed Name & Signature of
Authorized Signatory

_____
Contact No.

_____
Position

_____
Date

Notes:

Attached is the list of Authorized Signatories for the above Certification.

In the absence of regular PPA personnel in the port to be inspected, the Terminal Manager of the TMO which supervises the unmanned port shall sign the Certificate of Site Inspection provided that the inspector of the prospective bidder shall provide evidence that site inspection was conducted through pictures of the port, and logging in to the security guard on Duty Log Book.

LIST OF AUTHORIZED SIGNATORIES

RESPONSIBILITY CENTER		SIGNATORY
A.) **PMO BATANGAS**	-	
Port of Nasugbu	-	Manager Port Police Department / Officer-In-Charge
Port of Calatagan	-	
Port of San Juan	-	
TMO Bauan	-	Terminal Manager/ Officer-In-Charge/Officer on duty
TMO Tablas	-	
TMO Romblon	-	
B.) **PMO MARINDUQUE/QUEZON**	-	Manager Port Police Division / Officer In Charge
TMO Balanacan	-	Terminal Manager / Officer-in-Charge/Officer on duty
TMO Sta. Cruz	-	
TMO Cawit	-	
C.) **PMO BICOL**	-	Manger Port Police Division / Officer-In-Charge/Officer on duty
Port of Castilla		
TMO Bulan	-	Terminal Manager Officer-In-Charge/Officer on duty
TMO Matnog	-	
TMO Camarines (Pasacao)	-	
Port of Jose Panganiban		
Port of Balogo		
TMO Pioduran	-	
TMO Tabaco	-	
Port of Bacacay		
TMO Catanduanes	-	
Port of San Andres		
D.) **PMO MASBATE**	-	Manager Port Police Division / Officer-In-Charge
Port of Cawayan	-	
Port of Catangian	-	
Port of Aroroy	-	
Port of Mandaon	-	
Port of Esperanza	-	
TMO – Burias		Terminal Manager/ Officer-In-Charge/Officer on duty
Port of San Pascual	-	
Port of Claveria	-	

E.) **PMO MINDORO** - Manager Port Police Division
Port of Pola Officer-In-Charge

TMO – San Jose -
TMO – Roxas - Terminal Manager /
Port of Mansalay Office-In-Charge/Officer on duty
Port of Bansud
TMO – Virac (Catanduanes) -
Port of San Adres
TMO – Bulan -
TMO - Camarines (Pasacao) -
Port of Jose Panganiban
Port of Balogo
TMO – Pioduran -

F.) **PMO PALAWAN** - Manager Port Police Division
Port of Panaca, Narra Officer-In-Charge

TMO Brooke's Point - Terminal Manager/
Port of Balabac Officer-In-Charge/Officer on duty
Port of Baltaraza
TMO El Nido -
TMO Cuyo -
TMO Coron -
Port of Borac
TMO Culion -
Port of Taytay
Port of San Fernando

ANNEX "D"

QUALIFICATIONS STANDARD OF SECURITY GUARDS

1. Must be a Filipino citizen, at least twenty-one (21) years old but preferably not more than fifty (50) years of age upon deployment to PPA;

2. Must be duly licensed as a security guard;

3. Must have appropriate training/seminars regarding security work;

4. Must be physically and mentally fit, able-bodied, not less than 5 feet and 4 inches in height for male and 5'2" for female;

5. Must be at least a high school graduate;

6. Must have at least one (1) year experience in security work;

7. Must be of good moral character, and reputation and has no criminal and derogatory police record;

8. Must possess a neuro-psychiatric clearance issued by a competent person or institution;

9. Must not be a dishonorably discharged member of the Philippine National Police or any of the branches of the Armed Forces of the Philippines, and other similar agencies;

10. Must possess all other qualifications required of a security guard under R.A. No. 11917, otherwise known as the Private Security Services Industry Act.

_____
Signature

_____
Name of Authorized Representative

Date: _____

Philippine Ports Authority
PORT POLICE DIVISION

ANNEX "E"

PMO ADDRESS _____
Contact No.: _____

PPA-HIRED SECURITY AGENCY/GUARDS PERFORMANCE RATING

AGENCY : _____
PMO/RC : _____ **DATE OF INSPECTION :** _____

FACTORS	Max. PTS.	STANDARDS	PTS. PER STANDARD		PTS. EARNED
1. QUALITY OF SERVICE DELIVERED (27 points)					
1.1 Response to operational and administrative problems of posted security guards	5	a) Within 24 hours after notice	5	[ ]	
		b) Within 25-48 hours after notice	4	[ ]	
		c) Within 49-72 hours after notice	3	[ ]	
		d) Within 73-96 hours after notice	2	[ ]	
		e) Within 97-hours and above after notice	0	[ ]	
1.2 Operational supervision over posted security guards	5	a) Security guards perform very effectively without being closely monitored; performance of 76-100% of total number of SGs are above par; inherent duties and functions are 100% properly implemented	5	[ ]	
		b) SGs perform effectively without being closely monitored; performance of 51-75% of total No. of SGs are above par; inferent duties and function are 75% properly implemented	3	[ ]	
		c) SGs perform less effevtively; 50% of total number of SGs perform below par	0	[ ]	
1.3 Proper wearing of prescribed uniform	8	a) Proper and prescribe b) Unauthorized uniform, any part of the uniform or accoutrement	8	[ ]	

FACTORS	Max. PTS.	STANDARDS	PTS. PER STANDARD		PTS. EARNED
Note : One (1) point demerit shall be made for any of the following violation on wearing of unifrom:					
		1) Dirty uniform (shirt or pants) 2) Unshined/Unpolished shoes, buckle, badge and/or other paraphernalia 3) Sporting long hair 4) Sporting moustache and/or beard 5) Incomplete uniform (no namepatch/ nameplate, no headgear, no sock, no agency patch, etc.) 6) Unauthorized shoes, sock, pistol belt, headgear, etc.			

Computation of Rating:

Score = Maximum point multiplied by total number of security guards inspected minus total demerits divided by total number of guards deployed in the PMO / RC.

Example: Out of thirty (30) SGs in PMO-X, twenty (20) security guards were inspected. After inspection, a total 50-point demerits were imposed upon the SGs inspected.

Given:

Maximum Point = 8 points

Total No. of SG Inspected = 20 SGs

Total No. of SGs in PMO _____ = 30 SGs

Total Point Demerits = 50 points

Solution:

$$\text{Rating} = \frac{(8 \times 20) - 50}{30} \quad \frac{110}{30} = 4 \text{ points}$$

1.4 Punctuality	4	a) 100% of security guards are punctual	4	[ ]	
		b) SGs committed a total of 5-10 tardiness during the month	2	[ ]	
		c) SGs committed more than 10 tardiness during the month	0	[ ]	
NOTE: One (1) point demerit shall be deducted for every unjustifiable tardiness committed by any of the security guards during the rating period. The same formula above shall be applied in computing the rating for this factor.					
1.5 Knowledge of Work	5	a) Competent	5	[ ]	
		b) Incompetent	0	[ ]	

FACTORS	Max. PTS.	STANDARDS	PTS. PER STANDARD		PTS. EARNED
2. TIME MANAGEMENT (8 points)					
2.1 Attendance to scheduled inspection, formation and/ or briefing	4	a) 100% of security guards are present during the inspections formations and/or briefings	4	[ ]	
		b) 1-3 SGs failed to attend the inspection, formation, and/or breifing	3	[ ]	
		c) 4-5 SGs failed to attend the inspection, formation, and/or briefing	2	[ ]	
		d) More than 6 SGs failed to attend the inspection,formulation and/or breifing	0	[ ]	
2.2 Attendance Security Guard	4	a) Security guards attained 100% attendance during the month	4	[ ]	
		b) SGs committed a total 1-5 unjustified absences during the month	3	[ ]	
		c) SGs committed a total 6-10 unjustified absences during the month	2	[ ]	
		d) SGs committed total 11-15 unjustified absences during the month	1	[ ]	
		e) SGs committed 16 or more unjustified absences during the month	0	[ ]	
NOTE: One (1) point demerit shall be deducted for every unauthorized/unjustifible absence of any of the security guards during the rating period. The same formula above shall be applied computing the rating of this factor:					
3. MANAGEMENT AND SUITABILITY OF PERSONNEL (12 points)					
3.1 PNP-SOSIA License (Agency)	3	a) Valid	3	[ ]	
		b) Invalid / Expired	0	[ ]	
3.2 PNP-SOSIA License (Security Guards)	3	a) All security guards have valid license	3	[ ]	
		b) Some or all security guards have invalid/expired/delinquent license	0	[ ]	

FACTORS	Max. PTS.	STANDARDS	PTS. PER STANDARD		PTS. EARNED
3.3 Firearms License	3	a) All firearms are covered with valid license	3	[ ]	
		b) All or some firearms have expired/invalid/delinquent license or unlicensed	0	[ ]	
3.4 Communications permit	3	a) All units are covered with valid permits	3	[ ]	
		b) All or some units are covered with invalid/expired/delinquent permit or have no permit	0	[ ]	
4. CONTRACT ADMINISTRATION MANAGEMENT (53 points)					
4.1 Payment of salaries and wages in accordance with law	5	a) 100% compliance	5	[ ]	
		b) Below 100% Compliance	0	[ ]	
4.2 Promptness in payment of salaries to security guards	5	a) Always on time	5	[ ]	
		b) One week delayed	4	[ ]	
		c) Two weeks delayed	3	[ ]	
		d) Three weeks delayed	2	[ ]	
		e) Four weeks & above delayed	0	[ ]	
4.3 Other benefit / assistance extended to security guards pursuant to law, rules, or agreement (e.g. SSS, Pag-ibig, PhilHealth)	8	a) Insurance	2	[ ]	
		b) Uniform allowance	2	[ ]	
		c) 13th month pay	2	[ ]	
		d) Night differential	2	[ ]	
		e) Others _____		[ ]	
		f) Did not provide any	0	[ ]	
4.4 Compliance with committed security gears and equipment	20	a) 96-100% compliance	20	[ ]	
		b) 91-95% compliance	16	[ ]	
		c) 86-90% compliance	12	[ ]	
		d) 81-85% compliance	8	[ ]	
		e) 76-80% compliance	4	[ ]	
		f) 75-% and below compliance	0	[ ]	

NOTE: Please refer to guidelines for procedure in computation of this factor

FACTORS	Max. PTS.	STANDARDS	PTS. PER STANDARD		PTS. EARNED
4.5 Quality and serviceability of firearms (FAs)	4	a) All Firearms are of good quality and serviceable (100%)	4	[ ]	
		b) Most Firearms are of good quality and serviceable (90-99%)	2	[ ]	
		c) 80 to 50 % of FAs are defective and/or unserviceable	1	[ ]	
		d) Firearms are locally-made (paltik); more than 90% of firearms are defected and/or unserviceable; firearms are rusty	0	[ ]	
4.6 Quality and serviceability of transport equipment	4	a) 100% serviceable	4	[ ]	
		b) Less than 100% serviceable	0	[ ]	
4.7 Quality and serviceability of communications equipment	4	a) All units are operational and serviceable	4	[ ]	
		b) 10-20% of communications equipment are defective and/or unserviceable	1	[ ]	
		c) more than 20% are defective and/or unserviceable	0	[ ]	
4.8 Quality and serviceability of other support equipment	3	a) Other secuity gears and support equipment are in good condition; serviceable and operational	3	[ ]	
		b) Some security gears and support equipment are unserviceable/unoperational	0	[ ]	

FACTORS	Max. PTS.	STANDARDS	PTS. PER STANDARD		PTS. EARNED
GRAND TOTAL	**100**	**GRAND TOTAL**			**0**

Rating Equivalent:	95-100	= Excellent	76-82	= Fair
	89-94	= Very Satisfactory	75 and below	= Poor
	83-88	= Satisfactory		

Discussed with:

_____

Security Officer (Agency)

Rated by:

Port Police Officer
Section Chief, Operations Division

Noted by:

Manager
Port Police Department

FIREARMS, COMMUNICATIONS AND TRANSPORTATION MINIMUM REQUIREMENTS

The Winning Bidder shall deliver to the various offices of the **PPA Port Security Cluster – Southern Luzon** the following required equipment including other equipment as committed in their bids:

a. Firearm/ammunition Requirement

PMOs	9mm Pistol	Ammo *(14 rds. per pistol)*	12GA	Ammo *(12 rds. per Shotgun)*
PMO Batangas	33	462	17	204
PMO Marinduque/Quezon	18	252	9	108
PMO Mindoro	36	504	12	144
PMO Bicol	41	574	13	156
PMO Masbate	15	210	10	120
PMO Palawan	27	378	10	120
TOTAL	**170**	**2380**	**71**	**852**

b. Transportation Equipment (In good running condition not older than the 2020 model.

PMOs	4 Wheel Vehicle (AUV no less than 2.0L with fuel allocation 180 Ltrs. Per Month)	Motorcycle (No less than 150cc with fuel allocation 60 Ltrs. Per Month)	Bicycle (Mt. Bike)
PMO Batangas	1 unit	3 units	9 units
PMO Marinduque/Quezon	1 unit	2 units	4 units
PMO Mindoro	1 unit	3 units	6 units
PMO Bicol	1 unit	2 units	3 units
PMO Masbate	1 unit	1 unit	3 units
PMO Palawan	1 unit	2 unit	3 units
TOTAL	**6 units**	**13 units**	**28 units**

c. Other Security Equipment Requirements

PMOs	Reserved Battery Pack	Handheld Radio with Charger	Radio Base *(with antenna)*	Radio Repeater	Cell phone *(Android w/500 load/month)*	Computer set with Printer
PMO Batangas	35	47	1	2	7	2
PMO Marinduque/Quezon	18	24	2	1	2	1
PMO Mindoro	18	42	3	1	3	1
PMO Bicol	27	36	3	1	4	1
PMO Masbate	15	20	1	1	2	1
PMO Palawan	23	31	2	1	2	1
TOTAL	**136**	**200**	**12**	**7**	**20**	**7**

PMOs	Ostrich Mirror	Halogen Searchlight	Mega Phone	Raincoat and Boots	Emergency Light	Metal Detector
PMO Batangas	12	15	15	86	15	14
PMO Marinduque/Quezon	5	8	5	30	8	6
PMO Mindoro	24	13	9	71	13	16
PMO Bicol	10	18	14	58	18	15
PMO Masbate	6	10	6	27	10	10
PMO Palawan	8	15	7	44	15	11
TOTAL	**65**	**79**	**56**	**316**	**79**	**72**

d. Security Guard Paraphernalia

Paraphernalia	Batangas	Marquez	Mindoro	Bicol	Masbate	Palawan	TOTAL
Headgear	164	79	141	116	54	120	**674**
Whistle with lanyard	164	79	141	116	54	120	**674**
Nightstick/Baton	164	79	141	116	54	120	**674**
LED Flashlight	164	79	141	116	54	120	**674**
Tear gas canister	164	79	141	116	54	120	**674**
First aid kit	164	79	141	116	54	120	**674**
Service Shoes (Black)	164	79	141	116	54	120	**674**
Traffic Vest	164	79	141	116	54	120	**674**
Handcuff	164	79	141	116	54	120	**674**

_____
Signature

_____
Name of Authorized Representative

Date: _____

ANNEX "G"

SUMMARY OF FINANCIAL OFFER

Eight (8) hours of duty Daily including Sundays or rest days, Special Days, and Holidays

LOCATION	GUARDS	AMOUNT/ GUARD/MONTH	TOTAL MONTHLY CONTRACT RATE
PMO BATANGAS			
Baseport	76		
Port of Nasugbu	09		
Port of Calatagan	06		
Port of San Juan	06		
TMO Bauan	12		
Port of Mabini	06		
TMO Romblon	12		
Port of Ambulong	06		
TMO Tablas	31		
Total	**164**		
PMO MARINDUQUE/QUEZON			
Baseport (Lucena)	48		
TMO Balanacan	19		
TMO Cawit	06		
TMO Sta. Cruz	06		
Total	**79**		
PMO MINDORO			
Baseport (Calapan)	48		
Port of Pola	03		
TMO San Jose	15		
TMO Roxas	18		
Port of Mansalay	06		
Port of Bansud	03		
TMO Tilik/Lubang	09		
TMO Balatero(Puerto G)	13		
TMO Bulalacao	11		
TMO Abra de Ilog	15		
Total	**141**		

PMO BICOL			
Baseport (Legaspi)	22		
Port of Castilla	04		
TMO Matnog	20		
TMO Tabaco	16		
Port of Bacacay	03		
TMO Virac (Catanduanes)	06		
Port of San Andres	08		
TMO Bulan	08		
TMO Pasacao (Camarines)	11		
Port of Jose Panganiban	03		
Port of Balogo	07		
TMO Pioduran	08		
Total	**116**		
PMO MASBATE			
Baseport Masbate	29		
Port of Cawayan	03		
Port of Cataingan	03		
Port of Aroroy	04		
Port of Mandaon	03		
Port of Esperanza	03		
TMO Burias			
Port of San Pascual	05		
Port of Claveria	04		
Total	**54**		
PMO PALAWAN			
Baseport (Puerto Prin.)	27		
Port of Panaca, Narra	09		
TMO Brooke's Point	08		
Port of Balabac	06		
Port of Baltaraza	06		
TMO El Nido	11		
TMO Cuyo	11		
TMO Coron	20		
Port of Borac	03		
TMO Culion	06		
Port of Taytay	08		
Port of San Fernando	05		
Total	**120**		
GRAND TOTAL	**674**		

X12 Months

TOTAL PHP. _____

TOTAL PROPOSED CONTRACT RATE FOR 12 MONTHS _____

Name of Agency: _____

Signature

_____ _____

Name of Authorized Representative Date

ANNEX "G"

FINANCIAL OFFER

Batangas, Bauan, Nasugbu, San Juan, Mabini and Lucena

(PADPAO RATE FOR Region IV-A (CALABARZON) Wage Order No. **RB IVA-20**
Growth Corridor Area – First-Class Municipalities
Eight (8) Hour's duty, daily including Sundays or rest days, Special Days and Holidays

Days worked per week		*7 days*
No. of days/year		*396.00*
AMOUNT PAYABLE TO GUARDS		
Applicable Daily Rate (ADR)	Php.	479.00
Average Monthly Basic Pay (AMBP) *(ADR X No. Of days/yr. / 12)*		15,807.00
Night Premium Pay *(AMBP x 10% x 1 / 3 (x1 /2)*		526.90
13th Month Pay *(ADR x 366 / 12 /12)*		1,217.46
5 Days Service Incentive Leave (SIL) *(ADR X 5/12)*		199.58
Uniform Allowance *(R.A. 5487)*		100.00
Total (Directly to Guard)	**Php.**	**17,850.94**
EMPLOYER'S CONTRIBUTION TO GOVERNMENT IN FAVOR TO GUARD		
Retirement Benefit (R.A 7641)*(ADR X 22.5/12)*	Php.	898.13
SSS Premium (January 2023)		1,567.50
Philhealth Contribution (January 2024)		395.18
State Insurance Fund		30.00
PAG-IBIG Contribution *(R.A 7742)*		200.00
Total (Guard and Gov't)	**Php.**	**3,090.81**
A. TOTAL AMOUNT PAYABLE TO GUARD & GOVERNMENT	**Php.**	**20,941.75**
B. AGENCY FEE/Administrative Overhead *(20 to 24 percent)*		
C. VALUE ADDED TAX *(Agency fee x 12% VAT-RMC-038-2007)*		
TOTAL CONTRACT RATE/GUARD/MONTH		

Php. _____

TOTAL AMOUNT IN WORDS:

_____

Name of Agency: _____

Signature

_____ _____

Name of Authorized Representative Date

ANNEX "G"

FINANCIAL OFFER

Calatagan and Ambulong

(PADPAO RATE FOR Region IV-A (CALABARZON) Wage Order No. **RB IVA-20**
Emerging Growth Area – Second- & Third-Class Municipalities

Eight (8) Hour's duty, daily including Sundays or rest days, Special Days and Holidays

Days worked per week		*7 days*
No. of days/year		*396.00*
AMOUNT PAYABLE TO GUARDS		
Applicable Daily Rate (ADR)	Php.	425.00
Average Monthly Basic Pay (AMBP) *(ADR X No. Of days/yr. / 12)*		14,025.00
Night Premium Pay *(AMBP x 10% x 1 / 3 (x1 /2)*		467.50
13th Month Pay *(ADR x 366 / 12 /12)*		1,080.21
5 Days Service Incentive Leave (SIL) *(ADR X 5/12)*		177.08
Uniform Allowance *(R.A. 5487)*		100.00
Total (Directly to Guard)	**Php.**	**15,849.79**
EMPLOYER'S CONTRIBUTION TO GOVERNMENT IN FAVOR TO GUARD		
Retirement Benefit (R.A 7641)*(ADR X 22.5/12)*	Php.	796.88
SSS Premium (January 2023)		1,425.00
Philhealth Conrtibution (January 2024)		350.63
State Insurance Fund		30.00
PAG-IBIG Contribution *(R.A 7742)*		200.00
Total (Guard and Gov't)	**Php.**	**2,802.51**
A. TOTAL AMOUNT PAYABLE TO GUARD & GOVERNMENT	**Php.**	**18,652.30**
B. AGENCY FEE/Administrative Overhead (20 to 24 percent)		
C. VALUE ADDED TAX *(Agency fee x 12% VAT-RMC-038-2007)*		
TOTAL CONTRACT RATE/GUARD/MONTH		

Php. _____

TOTAL AMOUNT IN WORDS:

_____

Name of Agency: _____

Signature

_____ _____

Name of Authorized Representative Date

ANNEX "G"

FINANCIAL OFFER

Calapan, San Jose, Roxas Lubang, Puerto Galera, Bulalacao, Abra de Ilog, Mansalay Pola, Bansud, Marinduque, Romblon, Tablas, Palawan, Panaca Narra, El Nido, Cuyo, Coron, Borac, Brookes Point, Bataraza, Balabac, Culion, Taytay, and San Fernando

(PADPAO RATE FOR Region IV-B MIMAROPA – WAGE ORDER NO. **RBIV-B-11**)
Eight (8) Hour's duty, daily including Sundays or rest days Special Days, and Holidays

Days worked per week		*7 days*
No. of days/year		*396.00*
AMOUNT PAYABLE TO GUARDS		
Applicable Daily Rate (ADR)	Php.	395.00
Average Monthly Basic Pay (AMBP) *(ADR X No. Of days/yr. / 12)*		13,035.00
Night Premium Pay *(AMBP x 10% x 1 / 3 (x1 /2)*		434.50
13th Month Pay *(ADR x 366 / 12 /12)*		1,003.96
5 Days Service Incentive Leave (SIL) *(ADR X 5/12)*		164.58
Uniform Allowance *(R.A. 5487)*		100.00
Total (Directly to Guard)	**Php.**	**14,738.04**
EMPLOYER'S CONTRIBUTION TO GOVERNMENT IN FAVOR TO GUARD		
Retirement Benefit (R.A 7641)*(ADR X 22.5/12)*	Php.	740.63
SSS Premium (January 2023)		1,282.50
Philhealth Contribution (January 2024)		325.88
State Insurance Fund		10.00
PAG-IBIG Contribution *(R.A 7742)*		200.00
Total (Guard and Gov't)	**Php.**	**2,559.01**
A. TOTAL AMOUNT PAYABLE TO GUARD & GOVERNMENT	**Php.**	**17,297.05**
B. AGENCY FEE/Administrative Overhead *(20 to 40 percent)*		_____
C. VALUE ADDED TAX *(Agency fee x 12% VAT-RMC-038-2007)*		_____
TOTAL CONTRACT RATE/GUARD/MONTH		_____

Php. _____

TOTAL AMOUNT IN WORDS:

_____

Name of Agency: _____

Signature

_____ _____

Name of Authorized Representative Date

ANNEX "G"

FINANCIAL OFFER

Legaspi, Tabaco, Matnog, Virac, Bulan Pasacao, Jose Panganiban, San Andres, Pioduran, Castilla, Bacacay, Balogo, Masbate, Cawayan, Claveria, Cataingan, Aroroy, San Pascual, Mandaon, and Esperanza

(PADPAO RATE FOR Region V – Bicol Region Wage Order **No. RBV -21**)

Eight (8) Hour's duty, daily including Sundays or rest days, Special Days and Holidays

Days worked per week		*7 days*
No. of days/year		*396.00*
AMOUNT PAYABLE TO GUARDS		
Applicable Daily Rate (ADR)	Php.	395.00
Average Monthly Basic Pay (AMBP) *(ADR X No. Of days/yr. / 12)*		13,035.00
Night Premium Pay *(AMBP x 10% x 1 / 3 (x1 /2)*		434.50
13th Month Pay *(ADR x 366 / 12 /12)*		1,003.96
5 Days Service Incentive Leave (SIL) *(ADR X 5/12)*		164.58
Uniform Allowance *(R.A. 5487)*		100.00
Total (Directly to Guard)	**Php.**	**14,738.04**
EMPLOYER'S CONTRIBUTION TO GOVERNMENT IN FAVOR TO GUARD		
Retirement Benefit (R.A 7641)*(ADR X 22.5/12)*	Php.	740.63
SSS Premium (January 2023)		1,282.50
Philhealth Contribution (January 2024)		325.88
State Insurance Fund		10.00
PAG-IBIG Contribution *(R.A 7742)*		200.00
Total (Guard and Gov't)	**Php.**	**2,559.01**
A. TOTAL AMOUNT PAYABLE TO GUARD & GOVERNMENT	**Php.**	**17,297.05**
B. AGENCY FEE/Administrative Overhead *(20 to 24 percent)*		_____
C. VALUE ADDED TAX *(Agency fee x 12% VAT-RMC-038-2007)*		_____
TOTAL CONTRACT RATE/GUARD/MONTH		_____

Php. _____

TOTAL AMOUNT IN WORDS:

_____

Name of Agency: _____

Signature

_____ _____

Name of Authorized Representative Date

ANNEX "G"

COMMITMENT TO PAY WAGES AND SALARIES IN ACCORDANCE WITH PADPAO SCHEDULE

_____
Date

Mr./Ms. _____
Chairperson, PPA Head Office Bids and Awards
Committee for the Procurement of Goods and
Consultancy Services
Philippine Ports Authority
PPA Corporate Bldg., Bonifacio Drive,
South Harbor Port Area, Manila

Sir/Mam:

This is about your Invitation to Bid for the **Procurement of Security Services for the Port Security Cluster – Southern Luzon, Port Management Offices (PMOs) Batangas, Marinduque/Quezon, Mindoro, Bicol, Masbate, Palawan and Terminal Management Offices (TMOs)/Ports** Under Their Respected Jurisdiction **(BAC - PGCS -** _____**)** published in PhilGeps website dated _____.

In compliance with one of the requirements for eligibility and to bid, I *(Name and Position of Authorized Representative)* of *(Name of Agency)*, do at this moment commit to paying the salaries and wages of security guards in accordance with the prescribed PADPAO rates should the proposed contract be awarded to us.

IN WITNESS WHEREOF, I hereby affix my signature this _____ day of _____, 2024 at _____, Philippines

_____
Affiant

SIGNED IN THE PRESENCE OF:

_____ _____

SUBSCRIBED AND SWORN to before me this _____ day of _____, 2024, affiant exhibited to me his/her Community Tax Certificate No. _____, issued on _____ at _____, Philippines.

NOTARYPUBLIC

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of 2024

Section VIII. Checklist of Technical and Financial Documents

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) 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 for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**

☐ (d) 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**

☐ (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**

☐ (f) 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

☐ (g) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC);
or
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

☐ (h) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;
or

duly notarized statements from all the potential joint venture partners stating the following:

a. that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful; and

b. failure to enter into JVA in the event of a contract award shall be a ground for bid disqualification and subsequent forfeiture of the bid security.

Other documentary requirements under RA No. 9184 (as applicable)

☐ (i) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.

☐ (j) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

II. FINANCIAL COMPONENT ENVELOPE

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

☐ (b) Original of duly signed and accomplished Price Schedule(s).

- Summary of Financial Offer/Financial Offer and Commitment to Pay Wages and Salaries in Accordance with PADPAO Schedule (Annex "G" of the TOR).

Bid Form for the Procurement of Goods
[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, offer to [supply/deliver/perform] [description of the Goods] in conformity with the said PBDs for the sum of [total Bid amount in words and figures] or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. 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 or in the Price Schedules,

If our Bid is accepted, we undertake:

a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);

b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;

c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

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

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

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of [name of the bidder] as evidenced by the attached [state the written authority].

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

Name: _____
Legal capacity: _____
Signature: _____

Price Schedule for Goods Offered from Abroad
[shall be submitted with the Bid if bidder is offering goods from Abroad]

For Goods Offered from Abroad

Name of Bidder _____ Project ID No._____ Page ___ of ___

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

Name: _____

Legal Capacity: _____

Signature: _____

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

Price Schedule for Goods Offered from Within the Philippines
[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No._____ Page ___of___

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

Name: _____

Legal Capacity: _____

Signature: _____

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

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.: [Insert number]

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]

Contract Agreement Form for the Procurement of Goods (Revised)
[Not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]

CONTRACT AGREEMENT

THIS AGREEMENT made the _____ day of _____ 20_____ between [name of PROCURING ENTITY] of the Philippines (hereinafter called "the Entity") of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly [brief description of goods and services] and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of [contract price in words and figures in specified currency] (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:

    i. Philippine Bidding Documents (PBDs);
        i. Schedule of Requirements;
        ii. Technical Specifications;
        iii. General and Special Conditions of Contract; and
        iv. Supplemental or Bid Bulletins, if any

    ii. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

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

    iii. Performance Security;

    iv. Notice of Award of Contract; and the Bidder's conforme thereto; and

    v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such

as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.

3. In consideration for the sum of [total contract price in words and figures] or such other sums as may be ascertained, [Named of the bidder] agrees to [state the object of the contract] in accordance with his/her/its Bid.

4. The [Name of the procuring entity] agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

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

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

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

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

AFFIDAVIT

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

1. [Select one, delete the other:]

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

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

2. [Select one, delete the other:]

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

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

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. [Select one, delete the rest:]

   [If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, 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]

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

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

PERFORMANCE SECURING DECLARATION

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

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacturer/contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.

2. I/We accept that: I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year for the first offense, or two (2) years for the second offense, upon receipt of your Blacklisting Order if I/We have violated my/our obligations under the Contract;

3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:

    a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
        i. Procuring Entity has no claims filed against the contract awardee;
        ii. It has no claims for labor and materials filed against the contractor; and
        iii. Other terms of the contract; or

    b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 revised IRR of RA No. 9184 as required by the end-user.

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

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]
[Insert signatory's legal capacity]
Affiant

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

NET FINANCIAL CONTRACTING CAPACITY (NFFC) COMPUTATION

A. The values of the bidder's current assets and current liabilities shall be based on the data submitted to the BIR, through its Electronic Filing and Payment System (EFPS).

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

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

NFCC = [(Current asset 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 = Php _____

K = 15

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 Supplier/Distributor/Manufacturer

_____
Signature of Authorized Representative

STATEMENT OF THE BIDDER'S ONGOING GOVERNMENT AND PRIVATE CONTRACTS, INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED

This is to certify that _____ has the following ongoing government and private contracts, including contracts awarded but not yet started:

NAME OF THE CONTRACT	DATE OF THE CONTRACT	CONTRACT DURATION	OWNER'S NAME & ADDRESS	KINDS OF GOODS/SERVICES DELIVERED	AMOUNT OF CONTRACT	VALUE OF OUTSTANDING CONTRACT	DATE OF DELIVERY

*PROOF OF CONTRACT TO BE PRESENTED AT POST-QUALIFICATION.

_____ _____

Name and Signature of Authorized Representative Date

STATEMENT OF THE BIDDER'S SINGLE LARGEST COMPLETED CONTRACT (SLCC) SIMILAR TO THE CONTRACT TO BE BID

This is to certify that _____ has completed the following:

NAME OF THE CONTRACT	DATE OF THE CONTRACT	CONTRACT DURATION	OWNER'S NAME & ADDRESS	KINDS OF GOODS	AMOUNT OF COMPLETED CONTRACT/S	DATE OF DELIVERY	END USER'S ACCEPTANCE OR OFFICIAL RECEIPT(S) OR SALES INVOICE ISSUED FOR THE CONTRACT*

*TO BE ATTACHED TO THE STATEMENT

_____ _____

Name and Signature of Authorized Representative Date