Materials/Items of Work	Required Tests	Minimum Incremental Frequency of Tests
4 Coarse Aggregates	Same Test as for SC (C)	Same frequency as SC (C)
5 Fine Aggregates	Same Test as for SC (B)	Same frequency as SC (B)
B Steel Pipe Piles	Fabrication Report, Mill Certificate and Quality Test for Chemical and Mechanical properties	One per fabrication
1 Steel	Chemical Composition (refer below)	
	- Under 14" (355 60mm) Outside Diameter	2 from 200 pipe of fraction thereof
	- 14" to 36" (355 6 to 914mm) Outside Dia	2 from 100 pipe or fraction thereof
	- Over 36" (914mm) Outside Diameter	2 from 3000ft (914m) or fraction thereof
	Mechanical/Tensile	One (1) tension test shall be made on one length or fraction thereof of each size, or one piece of skelp representing each lot of 200 lengths or fraction thereof of each size
2 Polyurethane Coating	Mill Certificate and Quality Test	One per fabrication
3 Concrete	Same test as for SC (F)	Same frequency as SC (F)
4 Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)
5 Coarse Aggregate	Same test as for SC (C)	Same frequency as SC (C)
6 Steel Bars	Same Test as SC (E)	Same frequency as SC (E)
7 Water	Same Test as SC (D)	Same frequency as SC (D)
Rubber Dock Fenders (RDF)	Physical Test	All units
	Performance Test for Energy Absorption and Reaction Force	All units
Accessories		
Washer and Fixing Bolt, Anchor Bolt	Physical Test	All units
	Quality Test for Chemical Composition and Mechanical Properties	One per fabrication

Materials/Items of Work	***Required Tests***	***Minimum Incremental Frequency of Tests***
Mooring Bollard (MB) and Accessories (Hexagon Nuts, Plain Washer, Anchor Ring and Anchor Bolt)	Physical Test Quality Test for Chemical Composition and Mechanical Properties	All Units One per fabrication
II. Construction of Back-Up Area, Causeway and Pavement Sheet Piling (SP) A Concrete Sheet Piles		
1 Concrete	Same test as for SC (F)	Same frequency as SC (F)
2 Steel Bars	Same test as for SC (E)	Same frequency as SC (E)
3 High Tension Strands	Same test as for P (A 3)	Same frequency as P (A 3)
4 Fine Aggregates	Same test as for SC (B)	Same frequency as SC (B)
5 Coase Aggregates	Same Test as for SC (C)	Same frequency as SC (C)
B Steel Pipe Piles		
1 Steel	Same test as for P (B1)	Same frequency as P (B1)
2 Concrete	Same test as for SC (F)	Same frequency as SC (F)
3 Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)
4 Steel Bars	Same test as for SC (E)	Same frequency as SC (E)

Materials/Items of Work	***Required Tests***	***Minimum Incremental Frequency of Tests***
Rocks	Test for Apparent Specific Gravity and Abrasion	For every 1,500 cubic meter or fraction thereof
Geotextile Filter	Physical and Mechanical Test	One per batch
	Mill Certificate	One per batch
Sand and Gravel Fill	Quality Test for Organic Impurities and Grading	For every 1,500 cubic meter or fraction thereof
Selected Fill	Quality Test for Grading, Plasticity and Laboratory Compaction Test	For every 1,500 cubic meter or fraction thereof
	Laboratory California Bearing Ratio (CBR)	For every 2,500 cubic meter or fraction thereof
	Field Density Test	For every layer of 150mm of compacted depth at least one group of three In-situ density test for every 500 sq m or fraction thereof
Aggregate Base Course	Quality Test for Grading and Plasticity	For every 300 cubic meter or fraction thereof
	Quality Test for Grading, Plasticity, Abrasion and Laboratory Compaction Test	For every 1,500 cubic meter or fraction thereof
	Laboratory California Bearing Ratio (CBR)	Same frequency as Selected Fill
	Field Density Test	Same frequency as Selected Fill
Portland Cement Concrete Pavement (PCCP)		
A Portland Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)
C Coarse Aggregate	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Steel Bars (Dowels)	Same test as for SC (E)	Same frequency as SC (E)
F Joint Filler	Quality Test	One (1) per shipment

PPA MEMORANDUM CIRCULAR
No 02
Series of 2016
Attachment

Materials/Items of Work	Required Tests	Minimum Incremental Frequency of Tests
G Admixture and Concrete Curing Material	Same test as for SC (G)	Same frequency as SC (G)
H Concrete	Same test as for SC (F)	Same frequency as SC (F)
	Flexural Test	3 beam samples for every 330 sq m or fraction thereof
I Completed Pavement	Core Test	1 set (3 specimen) for every 2,500 sq m and fraction thereof
Interlocking Concrete Blocks		
A Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)
C Coarse Aggregate	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Admixture & Concrete Curing Materials	Same test as for SC (G)	Same frequency as SC (G)
F Completed Blocks	Physical Test and Compressive Strength	6 blocks per day of fabrication
Cement Treated Base Course (CTB)		
A Portland Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine & Coarse Aggregates	Quality Test for Grading, Abrasion and Soundness	For every 1,500 cubic meter or fraction thereof
C Water	Same test as for SC (D)	Same frequency as SC (D)
D Completed CTB	Field Density Test	For every layer of 150mm of compacted depth at least one group of three In-situ density test every 500 sq m or fraction thereof
Retaining Wall/Coping Wall/RC Curb/RC Ditch/Shear Key/Concrete Blocks\Lean Concrete		
A Portland Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)

Materials/Items of Work	***Required Tests***	***Minimum Incremental Frequency of Tests***
C Coarse Aggregates	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Steel Bars	Same test as for SC (E)	Same frequency as SC (E)
F Admixture and Concrete Curing	Same test as for SC (G)	Same frequency as SC (G)
G Concrete	Same test as for SC (F)	Same frequency as SC (F)
Tie Rod		
A Steel	Same test as for SC (E)	One per batch
B Assembly	Performance Test (Tension)	One per batch
Tie Bars and Dowels	Same test as for SC (E)	For every 10,000 kg or fraction thereof per Tie bars and Dowels
Pipe Culverts and Storm Drains		
A Pipes	Test for Strength, Absorption and Physical	For every 50 pieces
B Mortar or Joint	Same Test as for SC (A,B and D) Alternative Test Same test as for SC (F) and Inspection Report	For every 25 pieces
Concrete Hollow Blocks		
A Portland Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregates	Same test as for SC (B)	Same frequency as SC (B)
C Water	Same test as for SC (D)	Same frequency as SC (C)
D Concrete	Same test as for SC (F)	Same frequency as SC (F)
E Completed CHB	Quality Test	One for every 500 pieces or fraction thereof
Construction Joints (CJ)		
A Angle Bars	Test for Physical and Mechanical Properties	One per batch
B Steel Bars	Same test as for SC (E)	One per batch
C Zinc (Hot Dip Galvanizing) Coatings	Physical Test for Appearance, Stripping, Weighing, Adherence and Adhesion	All units
	Coating Thickness Magnetic Thickness Measurement	1 set (3 specimen) for every 100,000 sq mm or fraction thereof

PPA MEMORANDUM CIRCULAR
No 02
Series of 2016
Attachment

Materials/Items of Work	Required Tests	Minimum Incremental Frequency of Tests
Sacked Concrete		
A Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregates	Same test as for SC (B)	Same frequency as SC (B)
C Coarse Aggregates	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Concrete	Same test as for SC (F)	Same frequency as SC (F)
F Sack (jute)	Physical Test	One for every 50 pieces
Rubble Concrete		
A Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregates	Same test as for SC (B)	Same frequency as SC (B)
C Coarse Aggregates	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Concrete	Same test as for SC (F)	Same frequency as SC (F)
F Rocks	Same test as for ROCKS	Same frequency as ROCKS
Earthworks		
A Sub-grade preparation	Grading Test Plasticity Test (LL,PL,PI) Laboratory Compaction Test	For every 1,500 cubic meter or fraction thereof
	Density Test	For every layer of 150mm of compacted depth at least one group of three in-situ density test every 500 sq m or fraction thereof
B Structure Excavation	If excavated materials shall be used as Backfill Grading Test Plasticity Test (LL,PL,PI) Laboratory Compaction Test	For every 1,500 cubic meter or fraction thereof
	Density Test	For every layer of 150mm of compacted depth at least one group of three in-situ density test every 500 sq m or fraction thereof

Materials/Items of Work	***Required Tests***	***Minimum Incremental Frequency of Tests***
III Port Operations Building/Passenger Terminal Building/Transit Shed/Warehouse		
STRUCTURAL WORKS	Refer to Structural Concrete (SC) and Piling Works (P)	
ARCHITECTURAL WORKS		
Ceramic – Filled Liquid Membrane / Water Proofing, Hydrophobic Poreblocking Ingredients with Superplasticizer	Physical Property, Mechanical and Chemical Property, Leak Test / Flood Test	One per shipment
Paint	Quality Test	One 4-L can for every 100 cans or fraction thereof
Ceramic Tile	Inspection and Evaluation Report from the Engineer	One per shipment
Stainless Steel	Inspection and Evaluation Report from the Engineer	One per shipment
Roofing Materials	Inspection and Evaluation Report from the Engineer	One per shipment
Ceiling Materials	Inspection and Evaluation Report from the Engineer	One per shipment
ELECTRICAL AND MECHANICAL WORKS		
Wires / Cables	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per shipment
Electrical Devices	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per shipment
Fire Alarm System	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
Wiring Devices	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per shipment

Materials/Items of Work	Required Tests	Minimum Incremental Frequency of Tests
Protective Devices	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per shipment
Telephone System	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
CCTV System	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
CATV System	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
Background Music and Paging System	Inspection and Evaluation Report from the Engineer, Testing and Commissioning	One per item
Air Conditioning Units & Ventilation	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
Conduit Pipes	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
Lighting Fixtures	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
PLUMBING WORKS		
Pipes	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item

PPA MEMORANDUM CIRCULAR
No 02
Series of 2016
Attachment

Materials/Items of Work	Required Tests	Minimum Incremental Frequency of Tests
Fixtures	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
Pipe Culverts	Compression Strength Inspection and Evaluation Report from the Engineer	For every size not more than 25 pipes cast in the field
IV Miscellaneous Materials Fencing A Barbed Wire, Cyclone Wire Mesh, Chain Link B Concrete Post	Physical Test (Dimensions and Coatings) Refer to Superstructure (SC)	One per Batch Refer to Superstructure (SC)
Lamp Post A Structural Steel B Zinc (Hot Dip Galvanizing) Coatings	Physical Test (Dimensions) Same test as for SC (E) Same test as for CJ (C)	All units One per batch
Drainage Steel Grating	Same test as for SC (E) Inspection Report	One (1) batch
Metal Pipe (Cast Iron Galvanized, etc)	Physical Test (Dimensions and Coatings)	1 per delivery
Welding Works	Destructive and Non Destructive Test	One (1) per lot

NOTES
1. **Testing of RDF shall be performed only by an independent Testing Laboratory duly accredited by BRS, DOST and PPA**
2. **Testing of other materials shall be performed only by an independent Testing Laboratory duly accredited by BRS and PPA.**
3. **All other issuances which are otherwise inconsistent herewith are hereby revoked or otherwise amended.**

Approved

RAUL T. SANTOS
Officer-In-Charge,
Office of the General Manager

SECTION IX

CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages)

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.

SECTION X

BIDDING FORM

Bid Form for the Procurement of Infrastructure Projects

[shall be submitted with the Bid]

BID FORM

Date : _____
Project Identification No. : _____

To: **Philippine Ports Authority**
PPA Building, Bonifacio Drive,
South Harbor, Port Area, Manila

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin 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: **Aparri Port Widening and Upgrading Project, Port of Aparri, Aparri, Cagayan**;

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: _____;

d. The discounts offered and the methodology for their application are: _____;

e. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein and reflected in the detailed estimates,

f. Our Bid shall be valid within the period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;

g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of _____ 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 guidelines[1] 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

[1] currently based on GPPB Resolution No. 09-2020

in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and

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

k. We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the **Aparri Port Widening and Upgrading Project, Port of Aparri, Aparri, Cagayan** of the **Philippine Ports Authority**.

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: _____

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

I hereby declare that all ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid are listed below:

Name of outstanding Contracts 1]	Owner's Name and Address	Scope of Work 2]	Contractor's Role and Percentage of Participation 3]	Total Contract Amount or Value 4]	Date of Contract and NOA 5]	Value of Outstanding Works 6]	Accomplishment (in percentage, %) 7]		Contract Duration 8]	
							Planned	Actual	Start of Project	Estimated Completion Date
A) Government Contracts i. On-going ii. Awarded but not yet started B) Private Contracts i. On-going ii. Awarded but not yet started										

NOTE:

1] As appearing in the contract executed by the parties.
2] With special reference to the Scope of Works of the Project as described/enumerated in the Contract.
3] Indicate the percentage of participation and whether as Sole Contractor, Sub-Contractor or Member in a Joint Venture / Consortium.
4] Indicate the FOREX used if Contract Value is expressed in a currency other than the Philippine Peso.
5] As appearing in the Contract and Notice of Award (NOA).
6] Amount or 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.
7] Percentage of Accomplishment as of the preceding month which should not be earlier than two (2) months from the date of bid submission.
8] As appearing in the Notice to Proceed and Contract.

This Statement shall be supported by:

a) Notice of Award
b) Notice to Proceed and Contract

Name of Firm	Name of Bidder/Authorized Representative (Signatory's Legal Capacity)	Date

Revised: September 2021

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

Name of the completed Contract 1]	Owner's Name and Address	Scope of Work 2]	Contractor's Role and Percentage of Participation 3]	Total Contract Value At 4]			Date of Award 5]	Contract Duration 6]	
				Award	Completion	Escalated Value to Present Prices		Start	Completed

NOTE :

1] As appearing in the contract executed by the parties.
2] With special reference to the Scope of Works of the Project as described/enumerated in the Contract.
3] Indicate the percentage of participation and whether as Sole Contractor, Sub-Contractor or Member in a Joint Venture / Consortium.
4] Indicate the FOREX used if Contract Value is expressed in a currency other than the Philippine Peso. Attached the computation for the escalated contract value.
5] As appearing in the Notice of Award.
6] As appearing in the Notice to proceed and Certificate of Completion.

A. The bidder must have an experience of having completed a SLCC that is similar to the contract to be bid equivalent to at least fifty percent (50%) of the ABC, adjusted if necessary, by the Bidder to current prices using the PSA consumer price indices. A contract is considered to be "similar" to the contract to be bid if it has the same Major Categories of Work as stated in the Bid Data Sheet (BDS).

B. This Statement shall be supported by:
   a. Notice of Award, Notice to Proceed and Contract.
   b. Project Owner's Certificate of Final Acceptance issued by the owner and/ or Constructors Performance Evaluation System (CPES) Final Rating, which must be at least Satisfactory. The said Certificate of Acceptance shall contain the following: 1) Name of project owner that issued the certificate, 2) Name of Contractor/ Constructor, 3) Name of Contract, and 4) Contract Duration.
   c. Recapitulation or Final Bill of Quantities.

Name of Firm	Name of Bidder/Authorized Representative (Signatory's Legal Capacity)	Date

Revised: September 2021

STATEMENT OF THE BIDDER'S EXPERIENCE ON MAJOR CATEGORIES OF WORK OF THE SLCC INCLUDING OTHER COMPLETED CONTRACTS SIMILAR TO THE CONTRACT TO BE BID

Major Categories of Work 1]	Unit of Measure 1]	Quantity 1]	SLCC similar to the contract to be bid 2]	Other completed contracts similar to the contract to be bid 2]		Unit of Measure 2]	Quantity 2]
			Name of the contract	Name of the contract	Name of the contract	Name of the contract	
1. Pile driving works (off-shore)	l.m.	5,875					
2. Reinforced Concrete Works	cu.m.	794					
3. Rockworks (50-100 kg/pc)	cu.m.	3,503					
4. Placing of fill materials	cu.m.	13,013					

NOTE:
1] As stated in the Bid Data Sheet.
2] As appearing in the Recapitulation and/ or Final Bill of Quantities.
This statement shall be supported by:

a. Notice of Award, Notice to Proceed and Contract.
b. Project Owner's Certificate of Final Acceptance issued by the owner and/ or Constructors Performance Evaluation System (CPES) Final Rating, of at least satisfactory. The said Certificate of Acceptance shall contain the following: 1) Name of project owner that issued the certificate, 2) Name of Contractor/Constructor, 3) Name of Contract, and 4) Contract Duration.
c. Recapitulation and/ or Final Bill of Quantities.

Name of Firm	Name of Bidder/Authorized Representative Signatory's Legal Capacity	Date

Revised: September 2021

FINANCIAL DATA

A. The prospective bidder's audited Financial Statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "RECEIVED" by the Bureau of Internal Revenue (BIR), or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.

	Year
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 computation of the bidders Net Financial Contracting Capacity (NFCC) must be at least equal to the ABC to be bid, 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 = _____

Attached herewith are certified true copies of the audited financial statements stamped received by the BIR or BIR authorized collecting agent for the latest/immediately preceding calendar year.

_____
Name of Firm/Applicant

_____
Authorized Signing Official

Date:_____

NOTES:

If Partnership or Joint Venture, each Partner or Member Firm of Joint venture shall submit separate financial statements.

STATEMENT OF THE BIDDER'S KEY PERSONNEL PLEDGED FOR THE CONTRACT TO BE BID

I hereby declare that the following key personnel are qualified and available for the duration of the contract to be bid:

Position of Key Personnel 1]	Name	No. of Key Personnel	Similar Experience in the Position (Years) 2]	Total Experience in the Position (Years)	Attachment(s)	Annex(es)
Project Manager					PRC License (CE Preferred) Complete Qualification and Experience Data Certificate of Commitment	Annex "_"
Project Engineer					PRC License (CE Preferred) Complete Qualification and Experience Data Certificate of Commitment	Annex "_"
Materials Engineer II					PRC License (CE Preferred) Submit Valid and Renewed DPWH Certificate of Accreditation Submit Accreditation Identification Card as Materials Engineer Complete Qualification and Experience Data Certificate of Commitment	Annex "_"
Construction Safety and Health Officer					Certificate of Safety and Health Construction Related Course issued by DOLE Accredited Trainings Complete Qualification and Experience Data Certificate of Commitment	Annex "_"
Foreman					Complete Qualification and Experience Data Certificate of Commitment	Annex "_"
Other Position(s)					Complete Qualification and Experience Data Certificate of Commitment	Annex "_"

NOTE: 1] As stated in the Bid Data Sheet
2] The number of years of experience of the key personnel shall be as indicated in the qualification and experience data or curriculum vitae.

Minimum qualification requirements: The key personnel must have a work experience that is similar in nature and complexity to the contract to be bid.
Project Manager - Five (5) years
Project Engineer - Three (3) years
Materials Engineer II – for projects costing more than 100M
Foreman - Five (5) years
Construction Safety and Health Officer – One (1) year

Name of Firm	Name of Bidder/Authorized Representative (Signatory's Legal Capacity)	Date

Revised: September 2021

STATEMENT OF THE BIDDER'S EQUIPMENT PLEDGED FOR THE CONTRACT TO BE BID

I hereby declare that the following equipment are in good operating condition and available for the duration of the contract to be bid:

DESCRIPTION (Type, Model, Make)	No. of Unit(s)	Capacity/ Output 1]	Owned, Leased, and/or under purchased agreement 2]	Proof of Ownership/ Leased/ Under Purchase Agreement (Mark as Annex "A.....Z") 3]	OTHER INFORMATION (As Applicable)				
					Manufacturer	Engine Serial No.	Chassis No./ Name of Vessel	Location	Status

NOTE:

1] The unit of capacity of the pledged equipment shall be as indicated in the Proof of Ownership, i.e. GW (for crane barge), DWT (for deck barge and hopper barge), Ton (for crane, road roller and drop hammer), kg.-m/blow (for diesel hammer), cu.m. (for dump truck), hp (for tugboat, road grader, bulldozer and concrete vibrator), cfm (for compressor), gal (for water truck with pump), amp (for welding machine), bagger (for concrete mixer). If the capacity of the pledged equipment is not indicated in the Proof of Ownership/Lease Contract/Purchased Agreement, submit other proof of capacity such as specifications, brochures or other verifiable printouts indicating the model name, model number and other details of the equipment.

2] Indicate if the pledged equipment are owned, leased or under purchase agreement.

3] If the pledged equipment is owned, it should be in the name of the bidder. Submit proof of ownership, i.e. deed of sale, sales invoice, official receipt; For owned Water Truck, Dump Truck, Cargo Truck and Transit Mixer submit LTO Certificate of Registration and valid Official Receipt; For owned barge/tugboat, submit Marina Certificate of Ownership and valid Cargo Ship Safety Certificate.

If the pledged equipment is leased/under purchase agreement, submit the following:

For equipment under lease agreement:

a. certification of availability of equipment from the equipment lessor for the duration of the project
b. duly Notarized copy of lease contract
c. For Water Truck, Dump Truck, Cargo Truck and Transit Mixer submit LTO Certificate of Registration and valid Official Receipt

For equipment under purchase agreement:

a. certification of availability of equipment from the equipment vendor
b. duly Notarized copy of purchase agreement
c. For Water Truck, Dump Truck and Transit Mixer submit LTO Certificate of Registration and valid Official Receipt or copy of conduction sticker, whichever is applicable.

If the pledged barge/tugboat is leased/under purchase agreement, submit certification of availability of barge/tugboat from the equipment lessor/vendor for the duration of the project, and duly Notarized copy of lease contract/purchased agreement together with a copy of the Marina Certificate of Ownership and valid Cargo Ship Safety Certificate.

The Minimum Major Equipment Requirements are listed in Section 8, Annex 3.

Name of Firm	Name of Bidder/Authorized Representative (Signatory's Legal Capacity)	Date

Revised: August 2024

Omnibus Sworn Statement for Sole Proprietorship

[shall be submitted with the Bid]

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

AFFIDAVIT

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

1. I am the sole proprietor or authorized representative of _____ with office address at _____;

2. As the owner and sole proprietor, or authorized representative of _____, 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 **Aparri Port Widening and Upgrading Project, Port of Aparri, Aparri, Cagayan** as shown in the attached duly notarized Special Power of Attorney;

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. 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;

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.

_____
Name of Bidder/ Authorized Representative
(Signatory's Legal Capacity)
AFFIANT

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

Omnibus Sworn Statement for Partnership or Cooperative

[shall be submitted with the Bid]

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

AFFIDAVIT

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

1. I am the duly authorized and designated representative of _____ with office address at _____;

2. 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 **Aparri Port Widening and Upgrading Project, Port of Aparri, Aparri, Cagayan** of the **Philippine Ports Authority**, 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. 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;

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.

_____
Name of Bidder/ Authorized Representative
(Signatory's Legal Capacity)
AFFIANT

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

Omnibus Sworn Statement for Corporation or Joint Venture

[shall be submitted with the Bid]

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

AFFIDAVIT

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

1. I am the duly authorized and designated representative of _____ with office address at _____;

2. 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 **Aparri Port Widening and Upgrading Project, Port of Aparri, Aparri, Cagayan**, 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. 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.

_____
Name of Bidder/ Authorized Representative
(Signatory's Legal Capacity)
AFFIANT

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

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.: _____

To: **Philippine Ports Authority**
PPA Building, Bonifacio Drive,
South Harbor, Port Area, Manila

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]*.

_____
Name of Bidder/ Authorized Representative
(Signatory's Legal Capacity)
AFFIANT

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

CONSTRUCTION METHODOLOGY

Name of Project : _____

Project Description : _____

Location : _____

MINIMUM SCOPE OF CONSTRUCTION METHODOLOGY

A. REMOVAL AND EXCAVATION WORKS

1. Removal and disposal of existing pavement
2. Excavation of seabed
3. Excavation of existing fill

B. WIDENING AND UPGRADING OF WHARF

1. Supply & driving of Z-type Steel sheet pile including cutting of excess materials
2. Supply & installation of dowel bars for Steel sheet piles
3. Handling, pitching & driving of Steel Sheet piles
4. Supply & installation of steel waling and splice plate
5. Supply & placing of 3,500 psi concrete
6. Supply & installation of reinforcing steel bars
7. Supply & placing of gravel bedding
8. Supply & placing of 50 to 100 kg. rocks
9. Supply & installation of Tie-rod
10. Supply & installation of geotextile fabric
11. Supply & placing of fill materials
12. Supply & placing of aggregate base course
13. Construction of PCC pavement
14. Electrical system
15. Drainage system
16. Supply & installation of rubber dock fenders
17. Supply & installation of mooring bollards

NOTES:

The narrative construction method will guide and familiarize the contractor and the PPA on how the project shall be carried out in accordance with the highest standard of workmanship.

The construction method shall be consistent with the Bar Chart / S-Curve Schedule, Equipment Schedule and Manpower Schedule.

_____
Name of Bidder/Authorized Representative
(Signatory's Legal Capacity)

Revised: September 2021

MANPOWER SCHEDULE

Name of Project : _____

Project Description : _____

Location : _____

MANPOWER (Minimum)	CONTRACT DURATION (_____ Calendar Days)																					
	MONTHLY																					
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
Project Manager																						
Project Engineer																						
Materials Engineer II																						
Construction Safety and Health Officer																						
Foreman																						
Specify other applicable positions, ie.:																						
Carpenter																						
Steelman																						
Mason																						
Electrician																						
Rigger																						
Others																						

_____
Name of Bidder/Authorized Representative
(Signatory's Legal Capacity)

Revised: September 2021

EQUIPMENT UTILIZATION SCHEDULE

Name of Project : ____________________

Project Description : ____________________

Location : ____________________

EQUIPMENT (Minimum)	**No. of Units**	**CONTRACT DURATION (_____ Calendar Days)**																					
		M O N T H L Y																					
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22

____
Name of Bidder/Authorized Representative
(Signatory's Legal Capacity)

Revised: September 2021

CASHFLOW BY QUARTER AND PAYMENT SCHEDULE

Name of Project: : _____

Project Description : _____

Location : _____

Project Duration (days or months)	Payment Schedule (Monthly, in Pesos)	Cash flow (Quarterly, in Pesos)
TOTAL		

NOTES

- The cash flow by quarter and payment schedule should be consistent with the Bar Chart and S-curb.
- Payment schedule shall not be more than once a month.

_____
Name of Bidder/Authorized Representative
(Signatory's Legal Capacity)

Revised: September 2021

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

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

CONTRACT AGREEMENT

THIS AGREEMENT, made this _____ day of _____, _____ between **Philippine Ports Authority** with principal office at PPA Building, Bonifacio Drive, South Harbor, Port Area, Manila (hereinafter called the "Entity") and **[name and address of Contractor]** (hereinafter called the "Contractor").

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

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

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

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

   a. Philippine Bidding Documents (PBDs);
      i. Drawings/Plans;
      ii. Specifications;
      iii. Bill of Quantities;
      iv. General and Special Conditions of Contract;
      v. Supplemental or Bid Bulletins, if any;

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

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

   c. Performance Security;

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

e. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**

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

4. The **Philippine Ports Authority** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

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

JAY DANIEL R. SANTIAGO General Manager	**Name of Bidder/ Authorized Representative** (Signatory's Legal Capacity)
for:	for:
Philippine Ports Authority	**Contractor**

Acknowledgment

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