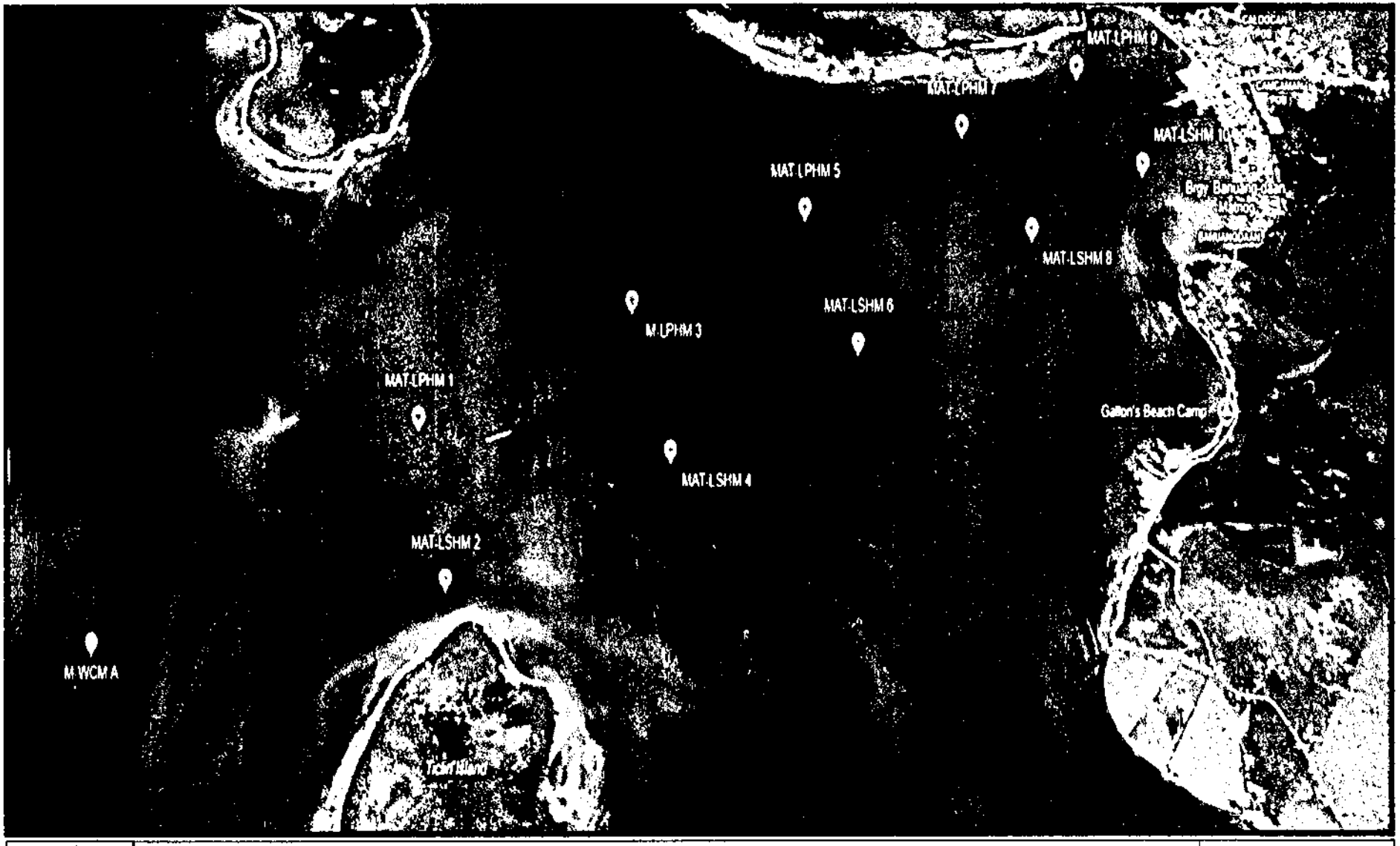
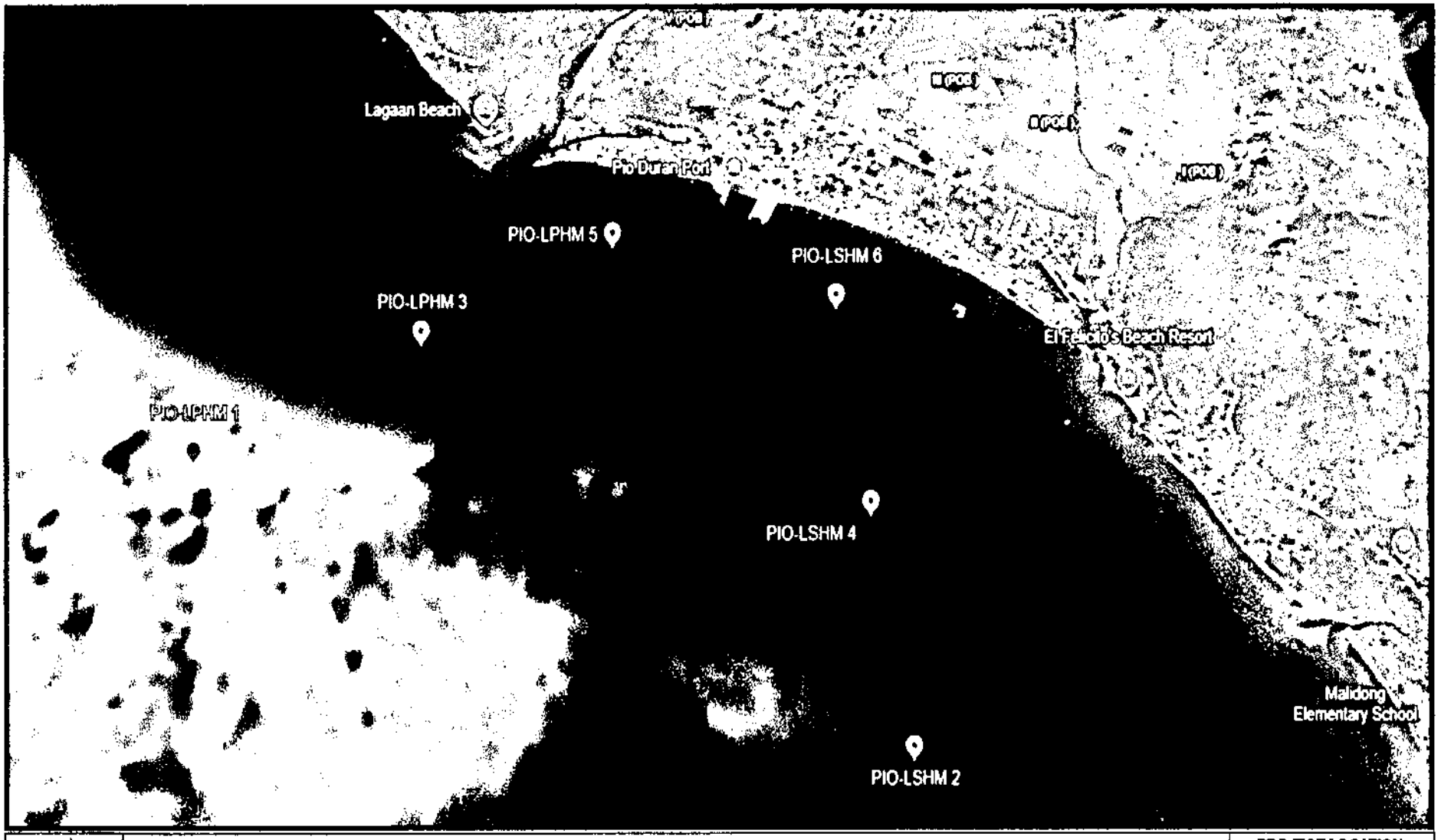



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|---|---|---|
| PHILIPPINE PORTS AUTHORITY | PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/ INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON | PROJECT LOCATION: MATNOG PORT |

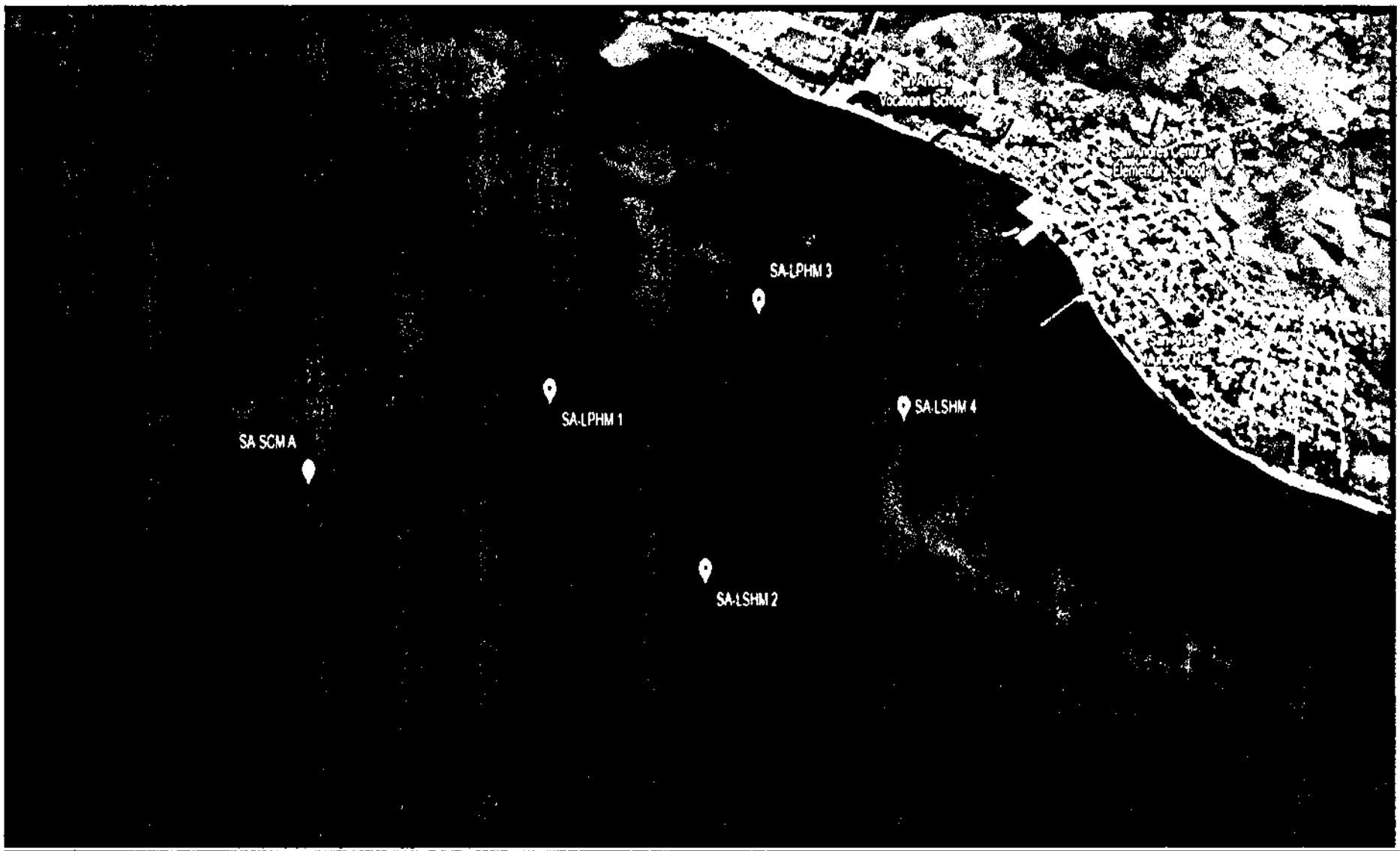



PHILIPPINE PORTS AUTHORITY

**PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/ INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

**PROJECT LOCATION:**

**PIO DURAN PORT**

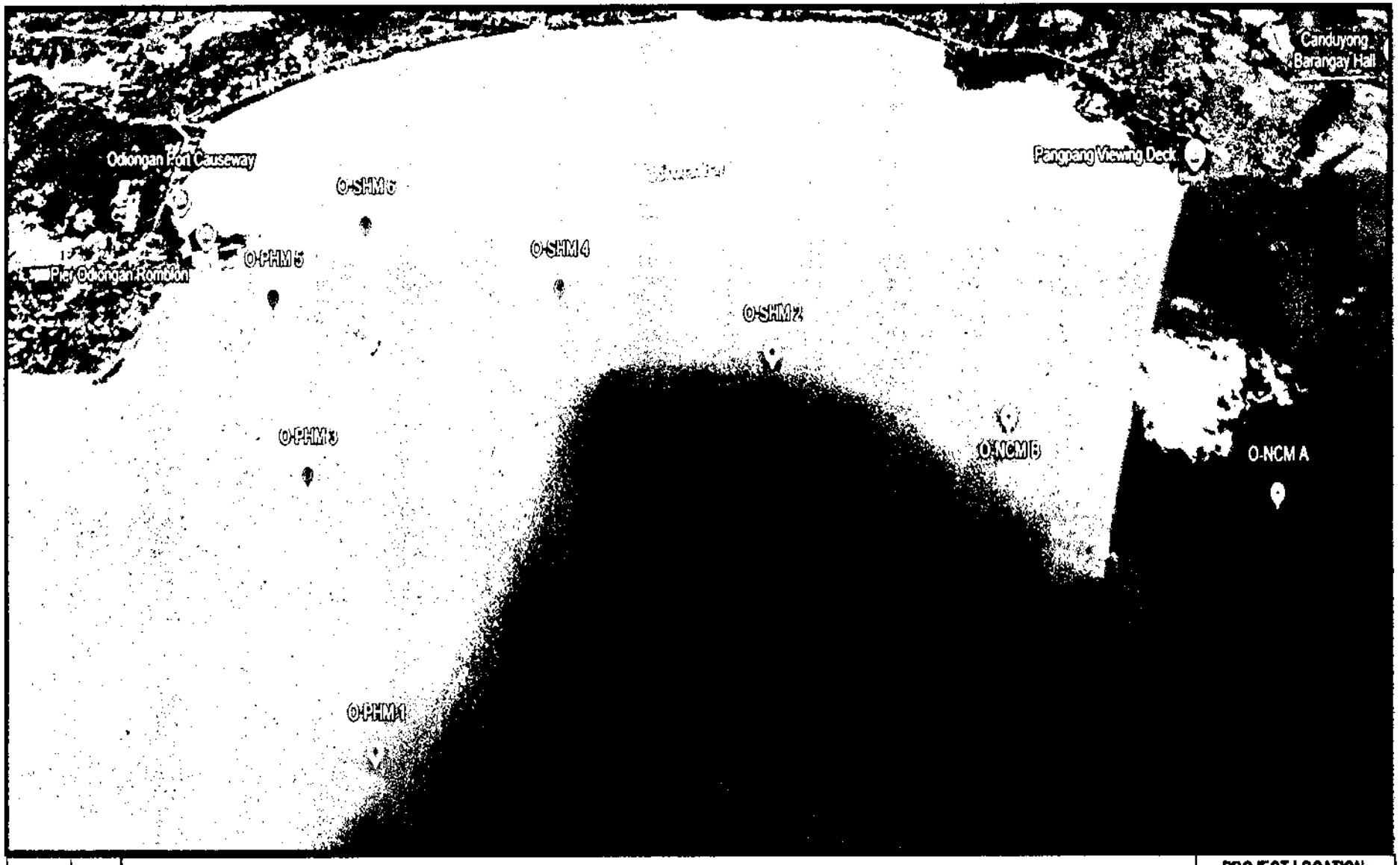



PHILIPPINE PORTS AUTHORITY

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**PROJECT LOCATION:**

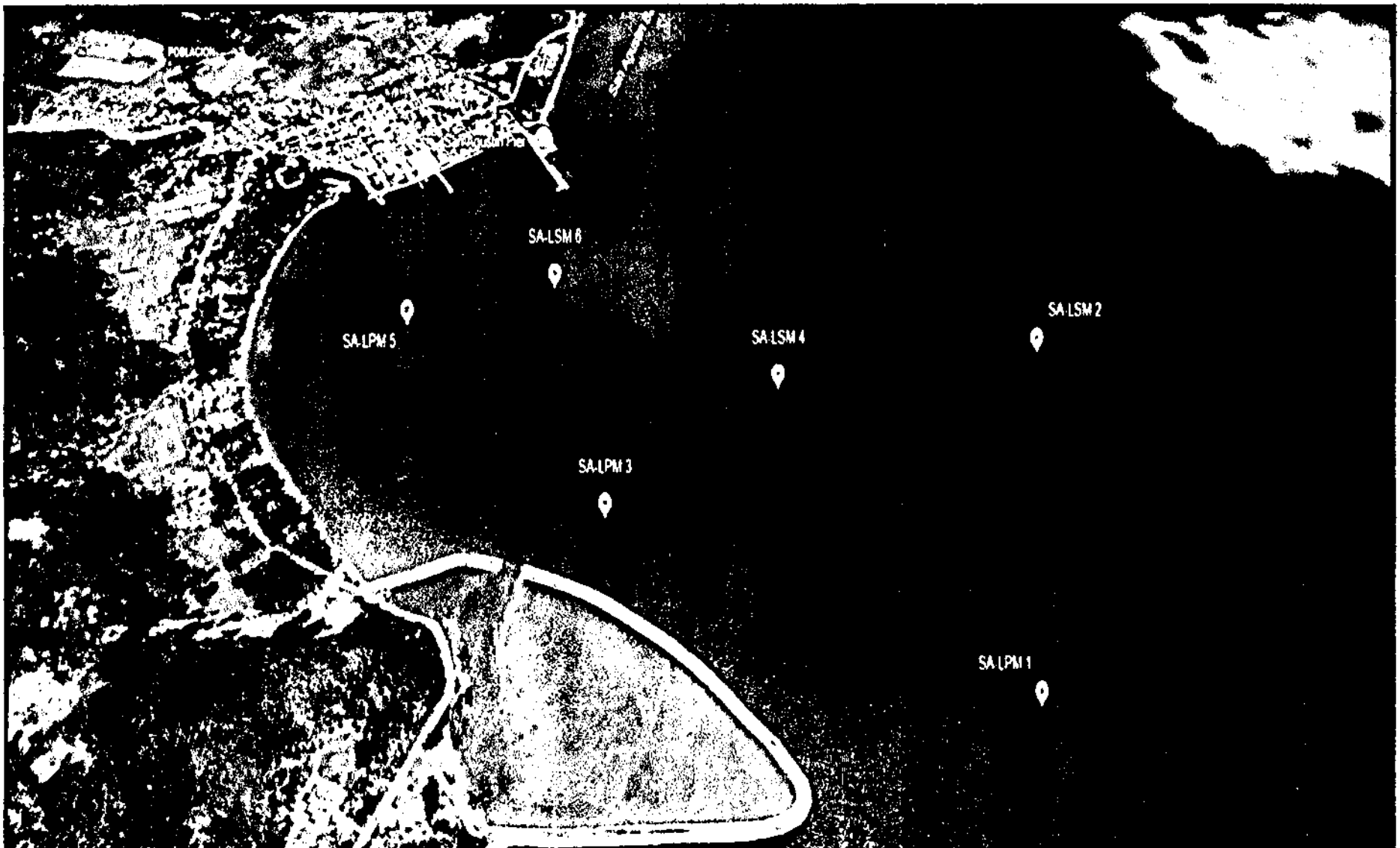
**SAN ANDRES PORT**




PHILIPPINE PORTS AUTHORITY

**PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/ INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

| PROJECT LOCATION: |
| --- |
| ODIONGAN PORT |

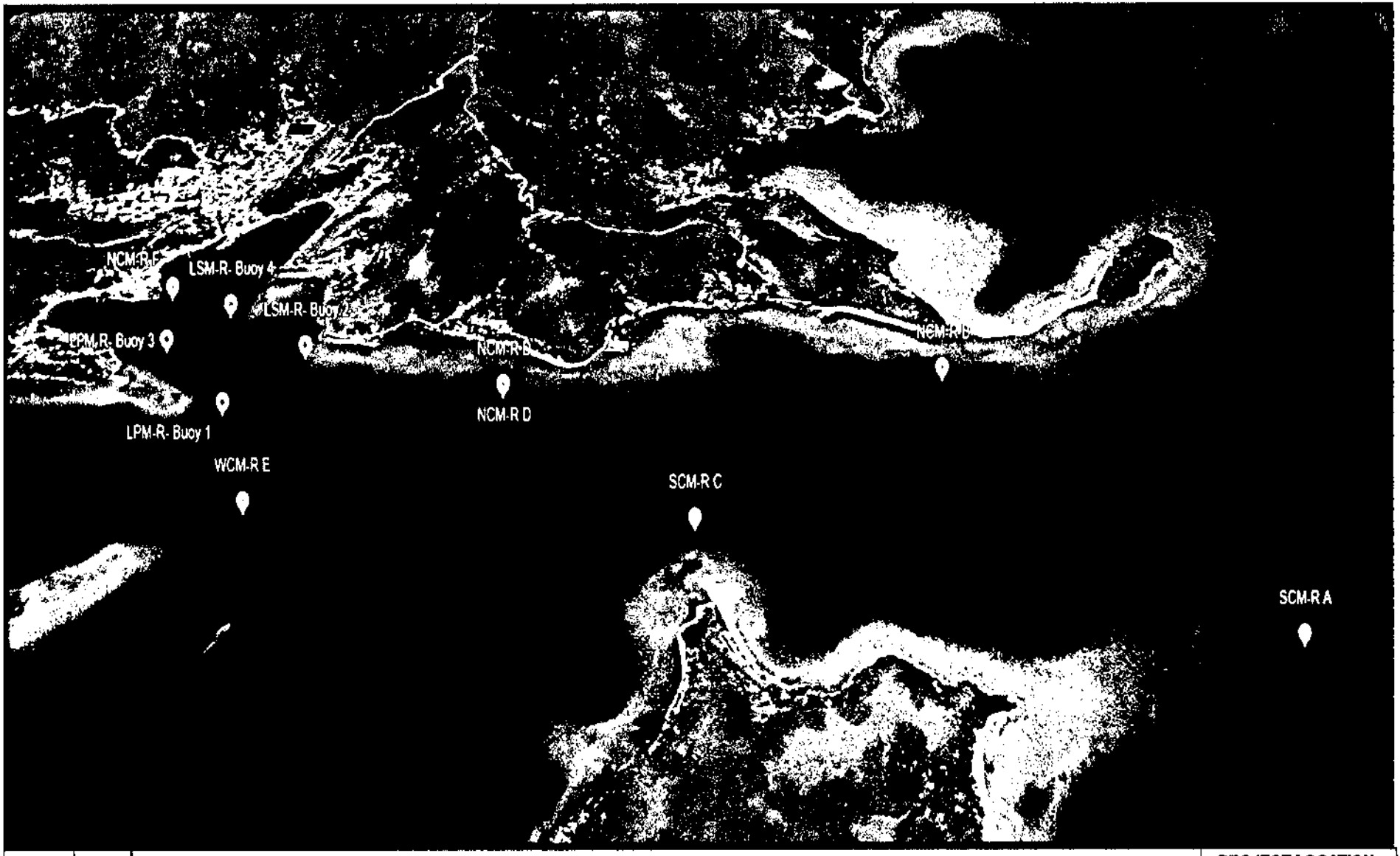



PHILIPPINE PORTS AUTHORITY

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PROJECT LOCATION:

SAN AGUSTIN PORT

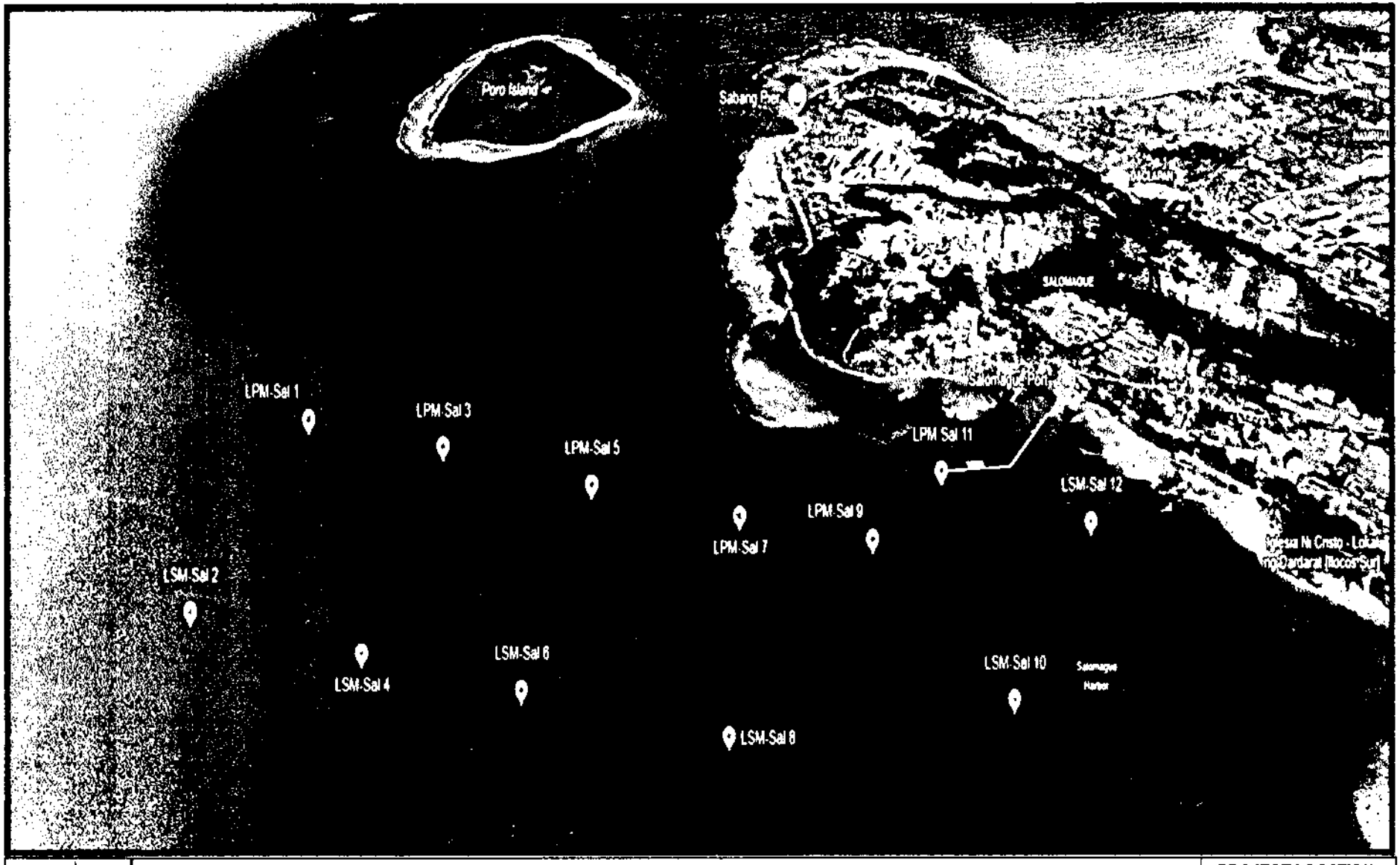



PHILIPPINE PORTS AUTHORITY

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**PROJECT LOCATION:**

**ROMBLON PORT**

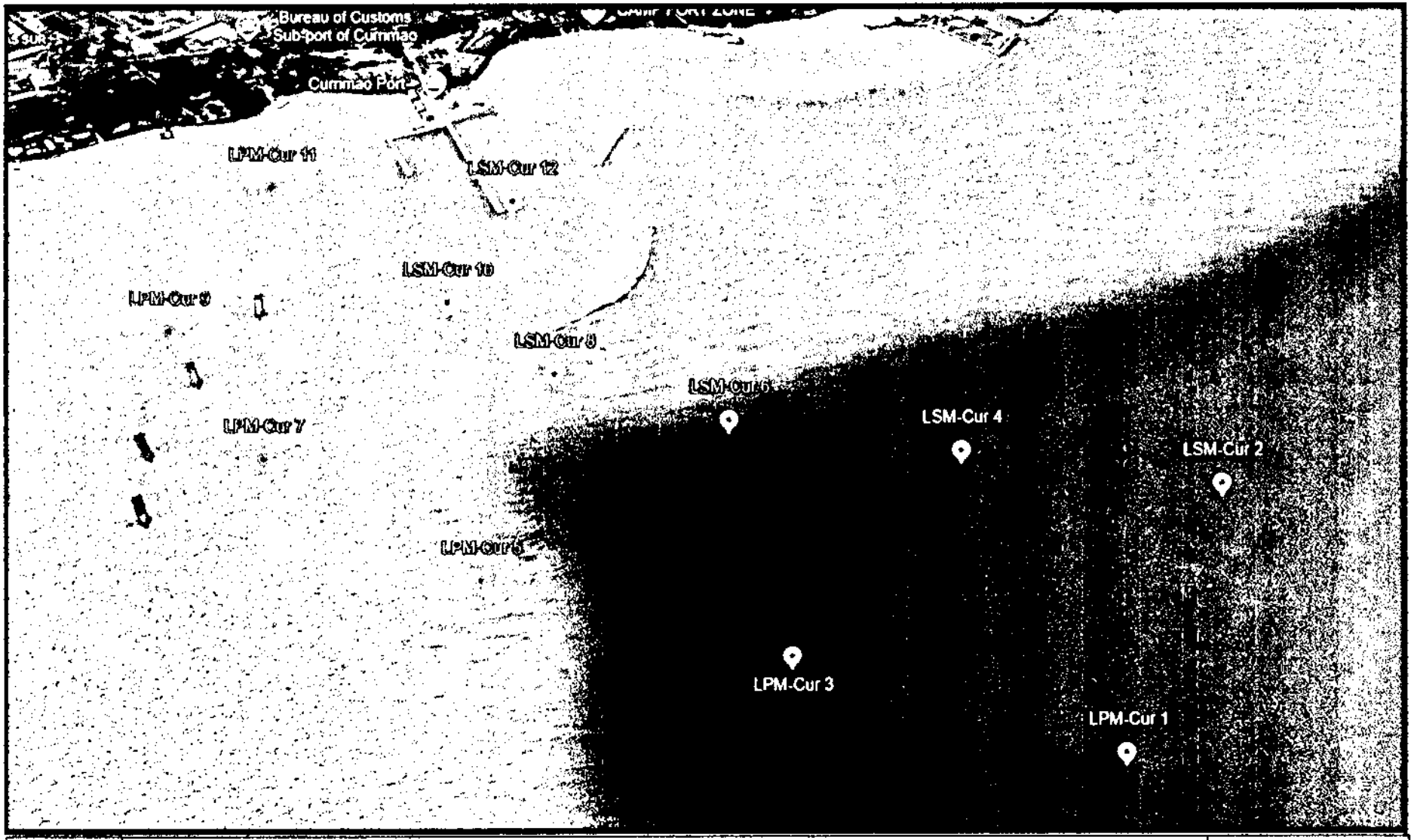



PHILIPPINE PORTS AUTHORITY

**PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/ INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

**PROJECT LOCATION:**

**SALOMAGUE PORT**




| | | |
|---|---|---|
| PHILIPPINE PORTS AUTHORITY | PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/ INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON | PROJECT LOCATION: CURRIMAO PORT |

# SECTION VIII

# BILL OF QUANTITIES
# and
# ATTACHMENTS

## BILL OF QUANTITIES

**PROPOSED REPAIR/REHABILITATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

| NO. (1) | DESCRIPTION OF WORK (2) | UNIT (3) | QTY. (4) | UNIT PRICE (Pesos) (5) | AMOUNT (Pesos) (4) x (5) |
|---|---|---|---|---|---|
| **BILL NO. 1** | **GENERAL EXPENSES** | | | | |
| 1.01 | Mobilization/Demobilization and Cleaning/Clearing | l.s. | 1.00 | | |
| 1.02 | Provide Environmental Safety and Health Program in the execution of the project | mo. | 10.80 | | |
| 1.03 | Provide the Upkeep and Maintenance of Temporary Facility | mo. | 10.80 | | |
| **TOTAL FOR BILL NO. 1 - GENERAL EXPENSES** | | | | | |



Signature

Bidder's Authorized Representative

## BILL OF QUANTITIES

**PROPOSED REPAIR/REHABILITATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

| NO. (1) | DESCRIPTION OF WORK (2) | UNIT (3) | QTY. (4) | UNIT PRICE (Pesos) (5) | AMOUNT (Pesos) (4) x (5) |
|---|---|---|---|---|---|
| **BILL NO. 2** | **RETRIEVAL AT SITE OF MARINE BUOYS AND MOORING SYSTEMS** | | | | |
| 2.01 | Retrieval of navigational buoys, transport to staging area. | sets | 166.00 | | |
| 2.02 | Scrape off barnacle, air blast, clean and repaint buoy body at sta | sets | 177.00 | | |
| **TOTAL FOR BILL NO. 2** | | | | | |



Signature

Bidder's Authorized Representative

## BILL OF QUANTITIES

**PROPOSED REPAIR/REHABILITATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

| NO. (1) | DESCRIPTION OF WORK (2) | UNIT (3) | QTY. (4) | UNIT PRICE (Pesos) (5) | AMOUNT (Pesos) (4) x (5) |
|---|---|---|---|---|---|
| **BILL NO. 3** | **REPAIR/ REHABILITATION AND INSTALLATION OF AIDS TO MARINE NAVIGATION AND MOORING SYSTEM** | | | | |
| 3.01 | Construction/Fabrication and delivery at site of the mooring sinker assembly | sets | 64.00 | | |
| 3.02 | Supply, delivery and installation at site of the mooring chains | lot | 1.00 | | |
| 3.03 | Replacement of defective parts/ components for Aids to Navigation | lot | 1.00 | | |
| 3.04 | Offshore installation of mooring system at designated site, including the buoys | sets | 194.00 | | |
| **TOTAL FOR BILL NO. 3** | | | | | |



Signature

Bidder's Authorized Representative

## BILL OF QUANTITIES

**PROPOSED REPAIR/REHABILITATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

| NO. (1) | DESCRIPTION OF WORK (2) | UNIT (3) | QTY. (4) | UNIT PRICE (Pesos) (5) | AMOUNT (Pesos) (4) x (5) |
|---|---|---|---|---|---|
| **BILL NO. 4** | **SUPPLY, CONSTRUCT AND DELIVERY AT STAGING AREA OF SOLAR-POWERED LIGHTED BUOY ASSEMBLY** | | | | |
| 4.01 | Supply, Construct and Delivery at staging area of Polyethylene Buoys | sets | 17.00 | | |
| 4.02 | Supply, test, deliver and install at site Marine Lanterns Assembly | sets | 71.00 | | |
| **TOTAL FOR BILL NO. 4** | | | | | |



Signature

Bidder's Authorized Representative

## BILL OF QUANTITIES

**PROPOSED REPAIR/REHABILITATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

| NO. (1) | DESCRIPTION OF WORK (2) | UNIT (3) | QTY. (4) | UNIT PRICE (Pesos) (5) | AMOUNT (Pesos) (4) x (5) |
|---|---|---|---|---|---|
| **BILL NO. 5** | **OFFSHORE COMMISSIONING, TESTING AND OBSERVATION OF AIDS TO MARINE NAVIGATION** | | | | |
| 5.01 | Offshore Commissioning, Testing and Observation of Buoys and Navigational Marine Lanterns | sets | 71.00 | | |
| **TOTAL FOR BILL NO. 5** | | | | | |



Signature

Bidder's Authorized Representative

## *BASIS OF PAYMENT FOR WORK ITEMS INCLUDED IN THE PROPOSAL*

PROJECT NAME: **PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO, BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

LOCATION : **PALAWAN, BICOL, SOUTHERN TAGALOG & NORTHERN LUZON**

The work items included in the proposal and the basis of payments are as follows:

### *BILL NO. 1 - GENERAL EXPENSES*

**Item 1.01 Mobilization/Demobilization and Cleaning/Clearing.**

The quantity to be paid for shall be the actual number of minimum equipment requirement enumerated in the bid documents mobilized, demobilized and cleaning of the site and accepted by the Engineer. The contract lump sum price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to mobilize and demobilize all the minimum equipment requirement enumerated in the bid documents including cleaning of the site. Fifty percent (50%) of the total amount shall be payable after the mobilization activity while the remaining (50%) payable after demobilization and cleaning.

**Item 1.02 Provide Environmental Safety and Health Program in the execution of the project.**

The quantity to be paid for shall be the actual rental for temporary site office and residence for the engineer and staff and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary for the provision of temporary site office and residence for the engineer and staff.

**Item 1.03 Provide the Upkeep and Maintenance of Temporary Facility**

The quantity to be paid for shall be the actual services rendered in maintaining the site office and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the maintenance of the temporary site office and residence as well as other expenses such as provision for electric power, telephone bill, potable water supply, janitorial and security services.

### *BILL NO. 2* – RETRIEVAL AT SITE OF MARINE BUOYS AND MOORING SYSTEMS

**Item 2.01 Retrieval of navigational buoys, transport to staging area.**
**Item 2.02 Scrape off barnacle, air blast, clean and repaint buoy body at staging area**

The quantity to be paid for shall be the actual number of set/s retrieved, repaired and rehabilitated on site. However, 10% of the cost for the item/s delivered by the Contractor shall be temporarily withheld by PPA and shall only become demandable/payable upon installation and commissioning of the buoys. Payment shall include freight and delivery cost; brokerage fees, if any; the cost of equipment, materials and labor in handling the items and all related works.

## *BILL NO. 3* - REPAIR/ REHABILITATION AND INSTALLATION OF AIDS TO MARINE NAVIGATION AND MOORING SYSTEM

**Item 3.01 Construction/Fabrication and delivery at site of the mooring sinker assembly**
**Item 3.02 Supply, delivery and installation at site of the mooring chains**
**Item 3.03 Replacement of defective parts/ components for Aids to Navigation**
**Item 3.04 Offshore installation of mooring system at designated site, including the buoys**

The quantity to be paid for shall be the actual number of set/s constructed, supplied, delivered and repaired/rehabilitated on site. However, 10% of the cost for the item/s delivered by the Contractor shall be temporarily withheld by PPA and shall only become demandable/payable upon installation and commissioning of the buoys. Payment shall include freight and delivery cost; brokerage fees, if any; the cost of equipment, materials and labor in handling the items and all related works.

## *BILL NO. 4* - SUPPLY, CONSTRUCT AND DELIVERY AT STAGING AREA OF SOLAR-POWERED LIGHTED BUOY ASSEMBLY

**Item 4.01 Supply, Construct and Delivery at staging area of Polyethylene Buoys**
**Item 4.02 Supply, test, deliver and install at site Marine Lanterns Assembly**

The quantity to be paid for shall be the actual number of set/s supplied and delivered on site. However, 10% of the cost for the item/s delivered by the Contractor shall be temporarily withheld by PPA and shall only become demandable/payable upon installation and commissioning of the buoys. Payment shall include freight and delivery cost; brokerage fees, if any; the cost of equipment, materials and labor in handling the items and all related works.

## *BILL NO. 5* - OFFSHORE COMMISSIONING, TESTING AND OBSERVATION OF AIDS TO MARINE NAVIGATION

**Item 5.01 Offshore Commissioning, Testing and Observation of Buoys and Navigational Marine Lanterns**

The quantity to be paid for shall be the actual number of navigational aids delivered, installed and tested at the site. Payment shall be in accordance with the actual work accomplished include the cost of equipment, materials and labor in handling the items and all related works.

## FACILITIES TO BE PROVIDED FOR THE ENGINEER & HIS STAFF

PROJECT NAME: **PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

LOCATION : **PALAWAN, BICOL, SOUTHERN TAGALOG & NORTHERN LUZON**

### A. SITE OFFICE

The Contractor shall rent/lease a fully furnished and air-conditioned temporary site office for use of the Engineer and his staff with a floor area of at least **30 sq.m.** It shall be provided or connected with electricity, portable water supply and drainage/sewerage system. The said site office shall have tiled bathroom/toilet complete with fixtures and partitions for at least two (2) rooms. The field office shall be located within or near the project site as approved by the Project Manager/Engineer.

# EQUIPMENT REQUIREMENT

PROJECT NAME: **PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

LOCATION : **PALAWAN, BICOL, SOUTHERN TAGALOG & NORTHERN LUZON**

Proposed Project Description :

**REPAIR/ REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/ INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/ MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO- PALAWAN, PMO- MINDORO, PMO- BICOL, PMO- BATANGAS AND PMO- NORTHERN LUZON**

| | | | |
|---|---|---|---|
| I. | One (1) | unit | **Crane Barge,** Non-propelled (319 GWT) with 60T mechanically operated crane (Owned) |
| | One (1) | unit | **Tugboat, 500hp** (Owned or Leased) |
| | | | Or |
| | One (1) | unit | **Crane Barge,** Self-Propelled (319 GWT) with 60T mechanically operated crane (Owned) |
| II. | One (1) | unit | **Concrete Mixer, One Bagger** (Owned) |
| III. | One (1) | unit | **Concrete Vibrator, 3.5hp** (Owned or Leased) |
| IV. | One (1) | unit | **Bar Bender, 25mm Dia. Min** (Owned) |
| V. | One (1) | unit | **Bar Cutter, 25mm Dia. Min.** (Owned) |
| VI. | One (1) | unit | **Water Truck (1000 Gallons)** (Owned or Leased) |
| VII. | One (1) | unit | **Welding Machine**, 400 Amp (Owned or Leased) |

# CONSTRUCTION SAFETY AND HEALTH REQUIREMENT

The Contractor shall implement the construction safety and health program in accordance with the applicable provisions of the Occupational Safety and Health Standards (OSHS) of the Department of Labor and Employment (DOLE) including stringent covid-19 protocols per PPA Engineering Circular No. 01-2020 and Construction Guidelines for Project Implementation during the period of public health emergency approved by PDCB and CIAP.

The Contractor, subject to the approval of the Engineer shall provide and maintain throughout the duration of the contract a medical room with at least 15 square meters together with all necessary supplies to be sited in the Contractor's main area.

The Contractor shall provide the following minimum requirements:

**L A B O R**

| | | |
|---|---|---|
| 1 | no. | Safety Engineer / Officer |
| 1 | no. | Nurse / Health Officer |

**EQUIPMENT / MATERIALS**

Personnel Protective Equipment

| | | |
|---|---|---|
| 10 | pcs. | Hard Hats |
| 10 | pcs. | Gloves |
| 10 | pcs. | Goggles |
| 10 | pcs. | Safety Shoes |

Safety Devices

| | | |
|---|---|---|
| 2 | lot | Buoys/Markers |
| 2 | lot | Warning signs |
| 1 | units | Fire extinguisher (10kg.) |

| | | |
|---|---|---|
| Medical and First Aid System | - | For ten-and-eight-tenths (10.80) mos. |
| Temporary Shelter for Workers | - | 1 lot |

NOTE:

The Contractor shall provide the above-cited minimum construction safety and health requirements or as required by the Engineer.

MAY 1 5 2020




**ENGINEERING CIRCULAR NO. 01 2020**

FOR : **THE MANAGER, PCMD**
**ALL PORT MANAGERS**
**CONCERNED CONTRACTORS**

FROM : **THE ASSISTANT GENERAL MANAGER,**
**ENGINEERING OFFICE**

SUBJECT : **SAFETY GUIDELINES FOR THE IMPLEMENTATION OF ALL PPA (CAPEX & RM) AND DOTr TOURISM AND SOCIAL REFORM PROJECTS DURING THE COVID-19 PUBLIC HEALTH CRISIS**

Pursuant to the Proclamation No. 929, series of 2020 issued by President Rodrigo Roa Duterte, declaring a State of Calamity throughout the Philippines due to the Coronavirus Disease 2019 (COVID-19) and in view of the extended implementation of Enhanced Community Quarantine (ECQ) and General Community Quarantine (GCQ) in the identified areas, the following guidelines, in addition to the existing safety standards approved by the DOLE and also to the PPA Memorandum Circular No. 18-2020, are hereby directed to be implemented in all on-going PPA infrastructure projects including the DOTr Tourism and Social Reform projects:

1. Only persons from Twenty-One (21) to Fifty-Nine (59) years of age, without pre-existing health conditions, such as, but not limited to immunodeficiency, comorbidities or other health risk and who did not come in contact with someone with COVID-19 shall be allowed to be included in the workforce for areas under ECQ and GCQ.

2. The Contractor shall provide for their personnel/workers the necessary welfare facilities and amenities, such as employees' quarters for board and lodging for the project area covered by the ECQ and GCQ, otherwise, prior to deployment, prescribed procedures shall be conducted at every instance of re-entry.

3. Adequate food, potable drinking water, disinfectants shall be made available by the Contractors for their in-house personnel/worker during the period of ECQ/GCQ.

4. Compliance to social distancing, proper hygiene and mandatory wearing of face masks and other protective personal equipment shall be ensured for all on-going projects as precautionary measures to avoid and contain the spread of COVID-19 in the work place.

A. Bonifacio Drive, South Harbor, Port Area, Manila 1016 Philippines
P.O. Box 439 Manila, Philippines
Tel. No. (+632) 954-6800 Fax No. (+632) 527-4855
website: www.ppa.com.ph

5. Field Offices, employees' quarters, bunkhouses and other common areas shall be maintained to ensure cleanliness and daily disinfection of said areas must be conducted accordingly.

6. Contractors shall provide disinfection facilities such as handwashing station, foot bath and others to be placed at various locations of all on-going projects.

7. Contractors shall ensure that their projects are in compliance with the DOLE D.O. No. 13 series of 1998. Personnel and workers shall be provided with the supply of vitamins particularly Vitamin C and other over the counter medicines, quarantine facilities and oxygen tanks for emergency purposes.

8. Safety Officer of the Contractor shall regularly conduct briefing on the information regarding COVID-19 construction protocols on top of other safety requirements.

9. As preventive measure, daily monitoring of the pre and post work health conditions of workers shall be undertaken by the Contractor's health/safety officer particularly the temperature, blood pressure and exposure monitoring. Personnel with symptoms relative to COVID-19 shall be immediately isolated and quarantined for fourteen (14) days and if necessary, brought to the DOH COVID-19 treatment facility under strict confidentiality/privacy.

10. Daily health monitoring report shall be prepared by the Safety Officer and to be submitted to the assigned PPA Project Engineer/Port Engineer.

11. Proper protocols in accordance with the DTI and DOLE Interim Guidelines and the Local Government Unit policy on work place prevention and control of COVID-19 shall likewise be strictly observed.

12. Daily work activities shall be under strict monitoring by the Safety Officer to ensure compliance with safety standards and quarantine protocols.

13. Sharing of construction and office equipment is discouraged. However, if it cannot be avoided, disinfection of equipment in between transfer shall be conducted.

14. All materials and equipment brought inside the project site shall be disinfected, as much as possible.

15. Non-essential personnel, visitors and general public shall be restricted to enter the project site. All personnel entering the construction site premises on a temporary basis (e.g. Delivery truck drivers, Inspectors, etc) shall be properly logged and checked for symptoms. Gatherings, liquors, and/or merry-making are strictly prohibited in the project site.

16. PPA Port/Resident Engineer shall ensure strict compliance to DOLE D.O. No. 13, series of 1998 and implementation of the mentioned COVID -19 precautionary measures in the work place.

17. Clustered and staggered deployment of employees within the construction site shall be observed to minimize personnel contact.

18. Contractors shall submit to the implementing unit the inventory of work activities including the proposed sequencing of activities to be followed and undertaken to comply to the required social distancing. Break times shall be conducted in a staggered manner.

For strict compliance.

**CONSTANTE T. FARIÑAS, JR.**

C - HOMS
(1) Pls. furnish a.s.t/copies of these Guidelines to each OM for their info, reference and guidance
(2) OAGMS file/ref

June 29, 2020

**MEMORANDUM**

**FOR** : **The Assistant General Manager for Engineering**
Office of the Assistant General Manager for Engineering

**F R O M** : **The Manager**
Internal Audit Department (IAD)

**SUBJECT** : **Construction Guidelines for Project Implementation during the period of Public Health Emergency**

Last June 16, 2020, we received thru email the letter from the Construction Industry Authority of the Philippines (CIAP) to the General Manager dated June 15 2020 (copy attached) regarding the above subject. CIAP is requesting PPA to assist them in disseminating the above Construction Guidelines to our stakeholders including contractors and implementing units.

Relative to this IAD being the implementing unit for Constructors Performance Evaluation System (CPES) and relative to its implementation, may we seek assistance from your good office in disseminating the attached guidelines to the PPA Engineering Units and PPA constructors

Thank you for your kind consideration

**VENICIUS V. VILLASEÑOR**

Cc: The General Manager

Attachment/s As stated

PHIL. PORTS AUTHORITY
ENGINEERING OFFICE
PROJ. DEV'T DEPARTMENT
RECEIVED
BY TIME
CODE NO.

guidelines. These were developed considering SME contractors which employ the biggest chunk of the industry's labor workforce and large contractors involved in both public and private infrastructure projects as well as vertical construction. The guidelines will give pointers in managing their human resources at this critical time but will likewise give important directions to contractors in managing their business not just for survival but to be able to contribute to the country's economic recovery program.

The TWG is presenting options or courses of actions which contractors may consider depending on applicability to the project's unique characteristics while maintaining minimum requirements based on guidelines by government authorities such as the IATF Omnibus Guidelines for the Implementation of Community Quarantine in the Philippines, Department of Trade and Industry (DTI) and Department of Labor and Employment (DOLE) Interim Guidelines on Workplace Prevention and Control of COVID-19, and DOH Department Memorandum No. 2020-220, Interim Guidelines on the Return-to-Work.

These guidelines are subject to periodic review to better respond to developments and ensure workers health and protection as well as compliance with government regulations.

**Purpose**

The guidelines will set key principles and minimum requirements that define responsible, healthy and safe operations for construction related operations under COVID-19 and ensure the survival of business as well as the protection of workers.

**Scope / Coverage**

The guidelines will include prevention, detection, and rapid response measures designed to achieve the principles above while maintaining business continuity across the construction industry.

**Policy Content / Guidelines**

**Materials**

I. *Deliveries*
   1. All equipment and material deliveries must be carefully planned and monitored.
   2. Transition and delivery zones are identified and limited to select personnel, i.e., receivers and deliverers.
      2.1. Transition personnel are regularly monitored, always provided required Personal Protective Equipment (PPEs) and may be included for optional testing.
      2.2. Social distancing and other protocols by the Department of Health (DOH) should be followed.
   3. As much as possible, cargo is unloaded only by the receivers, while the deliverers do not leave their vehicles. If the receivers are not enough to unload the cargo, the deliverers must unload while the receiver has to wait at a secured distance until completed.

4. All cargo should undergo proper disinfection procedures before use. Likewise, involved staff should also be properly disinfected before entering the jobsite.
   4.1. Materials, which are exposed to the sun, such as concrete and gravel, need not be disinfected.

**Manpower**

*I. Awareness and Communication*

1. Active communication between the workers, safety officers *(as specified under Section 14 of R.A. 11058 and its Implementing Rules and Regulations (IRR) as specified in DOLE D.O. 198 S. 2018)*, site supervisors, and management is advised in planning and implementing the protocols.
   1.1. All languages and dialects should be accounted for to ensure proper communication.
2. Infographics (may adopt DOH's), signages, and posters on health and safety measures (see Annex A) must be posted at entry points and strategic areas:
   2.1. Daily updates on the latest developments.
   2.2. Self-screening measures.
   2.3. COVID-19 Hotline.
3. As much as possible, all workers should exercise the practices for reducing the risk of transmission, and proper hygiene as identified by the DOH:
   3.1. Social distancing (at least one (1) meter distance from next person).
   3.2. Proper handwashing using anti-bacterial soap (or use alcohol-based hand sanitizer when unavailable).
   3.3. Avoid contact with own eyes, nose, and mouth.
   3.4. Prohibit spitting.
   3.5. Covering of mouth with tissue or arm (if tissue is unavailable) when sneezing or coughing.
   3.6. Use and remove PPE with care.
   3.7. Do not share personal belongings such as phones, pens, PPEs.
   3.8. Avoid physical greetings (e.g. handshakes, hugs).
4. All workers' status on-site and off-site, are properly noted at all times by the safety officers.
   4.1. Fit to work
   4.2. Sick
   4.3. High temperature
   4.4. Other conditions
5. An acceptable level of health evaluation is properly communicated between new hires and management.
6. All workers would need to provide their location or place of residence prior to working. This is to help create a proper algorithm for contact tracing.
   6.1. Additionally, workers coming from COVID-19 hotspots would need to be identified.
7. Quarantined workers should also be kept track of under strict confidentiality and privacy.

*II. Cleaning for Return to Work*

1. Stringent qualification criteria for employees/workers:

*III. Monitoring*

1. Health Checks
   1.1. Regular monitoring of personnel's health, especially for COVID-19 symptoms (e.g., mandatory regular no contact temperature check).
   1.2. Day to day monitoring of personnel's health.
2. Workers Hygiene
   2.1. Constant reminder on proper coughing etiquette.
3. Limit number of Work Personnel
   3.1. Limited mobilization of personnel and minimized skeletal staff.

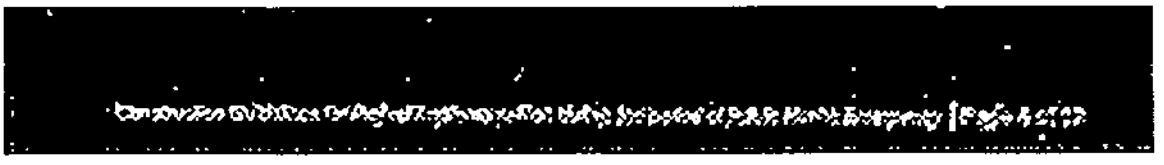
*IV. Proper Work Attire*

1. All workers must wear the prescribed clothing of the DOLE-OSHC.
   1.1. Shirt with sleeves
   1.2 Pants
   1.3. Closed-toe boots
   1.4. Hard hat
   1.5. High visibility vest
   1.6. Other necessary Personal Protective Equipment (i.e. face masks, gloves, goggles, face shields, etc.) shall be prescribed based on specific characteristics of project.
2. As per the DOH, all workers are expected to wear proper face masks.

✓ *Social Distancing and Precautionary Measures*

1. Social distancing should be observed at the construction site and in the office:
   1.1. All workers should respect social distancing guidelines, as much as possible.
2. Provision for transport compliant with social distancing requirements.
3. Provision of On-Near-Site accommodations/barracks, where available.
   3.1 Enough space should be provided for every employee/worker staying in the barracks to ensure that social distancing (at least 50% reduction in density of people) are adequately implemented. This can be achieved either by providing additional space/facilities or by having occupants work (and sleep) in shifts.
   3.2. Segregate employees/workers who are coming back to work from those who originally stayed in the barracks during the ECQ period.
   3.3. Barracks should have at least one (1) meter of physical distance from each occupant and/or provision of a physical barrier in between occupants.
   3.4. Should be well ventilated / windows opened to allow fresh air circulation.
4. Provision of dedicated point-to-point shuttle service (residence-workplace-residence and compliant with social distancing).
5. Observe social distancing (e.g., no sharing of workspaces, staggered lunch breaks, use of large conference rooms only) and hygiene measures (e.g., provide hand washing and disinfection stations, mandatory use of face masks) in workplaces, shuttles and accommodations.
   5.1. Split/alternating shifts are encouraged to avoid extensive intermingling.
   5.2. Breaks should be staggered to limit the number of people in proximity with each other.





5.3. Individuals are expected to clean up their own areas after eating with proper disinfectants.
5.4. Limit the number of people operating or occupying freight elevators.
5.5. Designate smoking area:
  5.5.1. Smokers/vapers must use designated area or do so off-site and butts are to be placed in the designated receptacle. Hands must be washed before and after smoking.
  5.5.2. Stand so that smoke or vapor produced is not going into another person's breathing zone.
5.6. Site meetings:
  5.6.1. Only absolutely necessary meeting participants should attend.
  5.6.2. Attendees should be one (1) meter apart from each other.
  5.6.3. Rooms should be well ventilated / windows opened to allow fresh air circulation.
  5.6.4. Hold meetings in open areas where possible.
  5.6.5. Conduct toolbox meetings in wide open spaces to enable workers to keep the required physical distance of at least one (1) meter. (see Annex H).
  5.6.6. Meetings are to be held through teleconferencing or videoconferencing, where possible.

VI. *Site Operations / Construction Work Site*
1. Access and Movement to/from Construction Site
  1.1. If possible, establish one-way staircases and walkways to minimize workers' contact.
  1.2. Management can look up possible decontamination chambers (e.g. swimming pool grade-chlorine).
  1.3. All people entering and exiting the workplace should be registered, for easier contact tracing in the event of an outbreak.
  1.4. All non-essential workers are prohibited from entering the jobsite.
2. Limiting and Removing internal touch points areas.
3. Compartmentalization
  3.1. If possible, divide the construction site into zones or other methods to keep workers physically separated. This will promote social distancing and will make containment of possible outbreak easier.
    3.1.1. Limit on the number of people per zone is advised.
    3.1.2. Management can consider reducing workforce in the jobsite.
4. Construction Site Cleaning
  4.1. Regular disinfection of workplaces, shuttles, and accommodations.
  4.2. All offices and jobsites should disinfect the following at least twice per day:
    4.2.1. Door handles
    4.2.2. Railings
    4.2.3. Ladders
    4.2.4. Switches
    4.2.5. Controls
    4.2.6. Shared equipment
    4.2.7. Common and eating areas
    4.2.8. Personal workstations

4.3. Hands and common tools/equipment are cleaned or disinfected after each task.
4.4. Awareness on location of commonly used items
5. All offices and jobsites should implement additional cleaning measures of common areas as recommended by the DOH.
6. Management can look up possible decontamination chambers (e.g. chlorine, iodine, betadine, potassium persulfate).
6.1. Demisting only decontaminates the surface, thus the need for PPEs.
6.2. Suggested additional sanitary measures to be implemented/installed on site but are not limited to the following:
6.2.1. Water stations
6.2.2. Proper handwashing areas and hand washing protocol.
6.2.3. Alcohol-based hand sanitizer shall be provided in all department areas, entrances, canteens, beside hand punch machines and other facilities.
6.2.4. Disinfectant wiping products.
6.2.5. Footwear disinfection treatment units (foot baths) before entering site premises or facilities (staff houses, barracks, canteens/mess halls, site offices and others).
7. Limit and remove internal touch point areas (e.g. coffee machines, water fountains, common pens). If possible, also remove doors/ door handles for jobsites.
8. A proper waste and disposal area must be provided, as well as proper disposal of contaminated products.

*VII. Additional Guidelines for Vertical and Horizontal Projects*

1. If possible, all construction workers are to be housed in either on-site barracks, or off-site barracks. This would make monitoring of workers' activities easier
1.1. All workers must use the same vehicles they came into work in if returning to the off-site barracks.
1.2. All vehicles would need to be disinfected, before being ready for use the next day.
2. Management can also look into using the floors of buildings, as barracks, with proper permission of the owners.

**Machinery**

1. All equipment deliveries must be carefully planned, monitored and managed to avoid the risk of COVID-19 transmission.
2. All delivered equipment must be cleaned and disinfected before use.
3. Assign regular worker to use the equipment, if possible. If sharing cannot be prevented, take precautions and follow the cleaning guide before and after each use.
4. Clean equipment before and after each day's work with a disinfectant, concentrating on points of contact such as handles.
5. If equipment needs to be transferred to other construction sites, the following action must be taken into considerations:
5.1. Plan, monitor and manage the transfer of equipment.
5.2. Equipment should be disinfected before transporting.

5.3. Transporting driver must be recorded including the assistant.
5.4. At the delivery site, equipment should be properly endorsed.
5.5. Once the equipment is received at the project site, number 2, 3 and 4 must be done.

**Money**

*Contracting parties need to discuss, before resumption or start of work, contract provisions on: Payments, Variations and Timelines considering the effects of current government health and safety standards that have to be complied with to prevent the spread of the coronavirus pandemic and ensure workers' protection from the contagious disease. Contractors' concern on cash flow, price escalation, time extensions and productivity will need to be established and agreed with project owners* Contractors need to devise project implementation plan aligned with government approved health and safety protocols.

Contractors need to familiarize themselves with Republic Act (R.A.) 11469 or Bayanihan to Heal As One Act; R.A. 11058 and its IRR as specified in DOLE D.O. 198 S. 2018, and DOLE's D.O. 13 and ensure contracts are aligned with these landmark regulations. For projects with signed contracts before the onset of the coronavirus pandemic, contractors need to check on DOLE's guidelines on drafting new contracts so provisions on employment details, i.e. accommodations, meals, etc. can be included as these are expected to be heavily affected by new guidelines on health and safety. Company code of disciplines may likewise need to be reviewed and re-written to consider pandemic guidelines and ensure employees/workers' full support and cooperation.

Pursuant to Section 21 of DOLE D.O. 198, s. 2018, "*The total cost of implementing a OSH program shall be an integral part of the operations cost. It shall be a separate pay item in construction and in all contracting or subcontracting arrangements* " to cover the cost inflected during this Public Health Emergency. These costs include, but are not limited, to testing kits; personal protective equipment; workers' barracks; quarantine facilities; isolation rooms; disinfectants; sanitation equipment and facilities; and other expenses relative to compliance with safety and health standards during construction.

Contractors should conduct periodic audits (frequency to be determined based on a project scale and scope) to verify that the appropriate measures have been implemented and are maintained.

The site supervisors and safety officers are expected to conduct daily audits, and safety reports to management in order to make sure that the appropriate measures are implemented and followed.

Construction companies should expect to deal with heightened safety and health guidelines until such time that the pandemic has fully been eradicated, and:

1. Analyze contract requirements;
2. Comply with contractual notice requirements;
3. Adapt and Adjust schedule;
4. Coordinate and Cooperate with all participants; and

5. Document everything.

*Risk Assessment and Response*

1. All contractors would need to guarantee the minimum level of standards to protect the health of the workers engaged in the construction sites.
2. Before any activity is resumed, all hazards, due to the halting of work, must be reviewed and controlled.
   2.1. Workers involved should have proper understanding of the operations and environment condition checking
3. An integrated continuity plan should also be provided in the event of a partial or complete shutdown of jobsite or if jobsite operations are severely limited.
4. All contractors should complete an integrated continuity plan to respond to partial or complete shutdown of construction sites or in the case of a severe limitation of site operations.

The COVID-19 pandemic affects working hours and earnings in all businesses, globally. However, the construction industry is unique with respect to the COVID-19 because construction contracts typically contain provisions about time for performance and fees for failing to perform on time. There is no question that all participants in the construction industry have experienced, and will continue to experience, impacts on their operations because of COVID-19 and experts say the fallout is one more factor poised to affect construction firms. These impacts include, among others, schedule delays, workforce disruptions, equipment and supply chain disruptions, reduced productivity due to on site health and safety measures (e.g., social distancing, staggering of work, enhanced sanitary measures, etc.), permit delays or restrictions on new permits, and financing restrictions or cash flow shortages.

Therefore, it is critical that construction companies be proactive rather than reactive in dealing with the COVID-19 and it is highly recommended that they take the following steps with respect to the coronavirus:

1. Define – identify the company's main vulnerabilities (convene a meeting with senior management and decision-makers to identify potential impacts on the company).
2. Assess – understand if and how the company is prepared to deal with the company's main vulnerabilities (review any existing plans and procedures to ensure they are current and begin preparing business continuity and crisis management plans and procedures aimed at minimizing potential impacts on the company).
3. Implement and Manage – ensure the company's plans and procedures work (work with senior management and decision-makers to establish and embed response and recovery arrangements and confirm senior management and decision-makers understand their roles and support how the plans and procedures will be used).
4. Communicate and Remain Vigilant – ensure the company's teams are informed (assign clear responsibilities for internal and external communications).

This pandemic was not foreseeable and unfortunately, its duration and fallout remain uncertain. What is certain is that the world is transitioning. Being prepared for this will be essential to managing the outcome and minimizing negative impacts.

## Monitoring

DTI-CIAP is revitalizing its Joint Administrative Order No. 01, S. 2011 with DOLE, DPWH, DILG and the Professional Regulation Commission (PRC) to strengthen coordination and enhance the implementation of the Construction Guidelines on Project Implementation for the period of Public Health Emergency, DOLE D.O. 13 and R.A. 11058 and its IRR as specified in DOLE D.O. 198 S. 2018, and specifically, enforce strict monitoring of construction activities.

The DOLE shall refer to the Philippine Contractors Accreditation Board (PCAB) its findings, after due process, on any act or omission committed by construction contractors in violation of labor standards, safety rules and regulations and other pertinent policies.

## Effectivity

These guidelines shall take effect after approval by the CIAP Board and posting in the official gazette (www.officialgazette.gov.ph) and CIAP website (www.ciap.dti.gov.ph).

## References

1. *WHO – Getting your workplace ready for COVID-19, 19 March 2020*
2. *Philippines – Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines as of 15 May 2020*
3. *Philippines – COVID-19 Protocols for Construction Sites Workers Safety and Security Version 3 by Philippine Constructors Association (PCA) as of 25 April 2020*
4. *Australia – Building and Construction Industry: Minimizing the Risk and exposure to COVID-19 as of 9 April 2020*
5. *Canada – COVID-19 – Standardized Protocols for all Canadian Construction Sites Version 4*
6. *New Zealand COVID-19: V&H Construction Protocols Version 2*
7. *New Zealand – COVID-19 Health and Safety Protocols for New Zealand Residential Construction Sites Version 3, 22 April 2020*
8. *DOH – Administrative Order No. 2020-015, "Guidelines on the Risk-Based Public Health Standards for COVID-19 Mitigation"*
9. *DOH Department Memorandum No. 2020-151, Interim Guidelines on Expanded Testing for COVID-19, reiterated under DOH D.M. No. 2020-174*
10. *DOH D.M. No. 2020-0220, s. 2020, Interim Guidelines on the Return-to-Work as of 11 May 2020*
11. *DPWH D.O. 39, S. 2020, Revised Construction Safety Guidelines for the Implementation of Infrastructure Projects during the COVID-19 Public Health Crisis, repealing D.O. No. 35, S. 2020*
12. *DTI - DOLE Interim Guidelines on Workplace Prevention and Control of COVID-19*
13. *DTI and DOLE Webinar on 8 May 2020*
14. *DOLE Labor Advisory No. 18, S. 2020, Guidelines on the Cost of COVID-19 Prevention and Control Measures, 16 May 2020*
15. *DOLE Department Order 13: Guidelines Governing Occupational Safety and Health in the Construction Industry*
16. *R.A 11058, "An Act Strengthening Compliance with Occupational Safety and Health Standards and Providing Penalties for Violations thereof" and its Implementing Rules and Regulations as specified in DOLE D.O. 198 S. 2018*
17. *DOLE-DPWH-DTI-DILG-PRC Joint Administrative Order No. 1, Series of 2011*

18 *EEI Guidelines on the COVID-19 Prevention and Control at the Workplace (Alert level code RED sub-level 2)*
19 *DMCI Work Resumption Protocols as of 22 April 2020*

**Acknowledgment**

The Construction Guidelines for Project Implementation during the period of Public Health Emergency would not have been possible without the patience, diligence and selfless dedication of the following members of the Technical Working Group (TWG) who religiously participated in the deliberations and drafting work:

**Philippine Domestic Construction Board (PDCB)**
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**Philippine Constructors Association (PCA), Inc.**
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**Government**
Assistant Secretary Mariano R. Alquiza – DOLE
Assistant Secretary Antonio Molano Jr. – DPWH

The Technical Working Group (TWG) was ably assisted by the following staff of the Philippine Domestic Construction Board:

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Dana Lorraine C. Faurillo
Rose Ann A. Bolitres

15 June 2020

Atty. JAY DANIEL R. SANTIAGO
General Manager
Philippines Ports Authority (PPA)
Bonifacio Drive, South Harbor
Port Area, Manila

Subject: **Construction Guidelines for Project Implementation during the period of Public Health Emergency**

Dear Atty. Santiago:

Greetings!

In line with the President's declaration of Public Health Emergency in the country to address COVID-19, the **Philippine Domestic Construction Board (PDCB)**, an implementing board of the **Construction Industry Authority of the Philippines (CIAP)**, mandated to formulate policies, plans, programs, and strategies for the development of the Philippine construction industry organized a **Technical Working Group (TWG)** composed of representatives from contractors of varying sizes and sectors coming from Luzon, Visayas and Mindanao to *formulate protocols for the industry* for resumption of construction work in areas under quarantine.

As a result, we have developed the **"Construction Guidelines for Project Implementation during the period of Public Health Emergency"** to serve as reference for *contractors and implementing agencies*, to ensure viability of projects and protection from and spread of the coronavirus. The Guidelines were approved by the PDCB and CIAP Board on May 18 and June 2020, respectively.

These guidelines set key principles and minimum requirements that define responsible, healthy and safe operations for construction-related operations under COVID-19 and ensure the survival of business as well as the protection of workers. These guidelines include prevention, detection, and rapid response measures designed to achieve the principles above while maintaining business continuity across the construction industry.

These also present options or courses of actions which contractors may consider depending on applicability to the project's unique characteristics while maintaining minimum requirements based on guidelines by government authorities such as the IATF Omnibus Guidelines for the Implementation of Community Quarantine in the Philipoines, Department of Trade and Industry (DTI) and Department of Labor and Employment (DOLE) Interim Guidelines on Workplace Prevention and Control of COVID-19, and DOH Department Memorandum No. 2020-220, Interim Guidelines on the Return-to-Work.

In this regard, may we respectfully furnish you with the copy of the approved **Construction Guidelines** (*copy attached*), for your reference. Further, may we also

request your kind assistance in disseminating these Construction Guidelines among your stakeholders, including contractors and implementing agencies.

You may also visit CIAP's website at www.ciap.dti.gov.ph for the latest updates and version of these Construction Guidelines.

For questions and clarifications, kindly email PDCB Secretariat at pdcb@dti.gov.ph. Thank you for your usual support.

Sincerely,

DORIS U. GACHO
*Executive Director, PDCB*

# 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); **or**

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

(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: **PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON;**

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 allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines[1] for this purpose;

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

h) We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;

i) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and

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

k) We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the **PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON** 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: _____

# Bid Form for the Procurement of Infrastructure Projects

***[shall be submitted with the Bid]***

## BID FORM

Date : _____

Project Identification No. : _____

| BILL NO. | DESCRIPTION | TOTAL AMOUNT |
|---|---|---|
| 1 | GENERAL EXPENSES<br>1.1) MOBILIZATION AND DEMOBILIZATION<br>1.2) PROVIDE ENVIRONMENTAL SAFETY AND HEALTH PROGRAM<br>1.3) PROVIDE AND MAINTAIN SITE OFFICE | ₱ |
| 2 | **RETRIEVAL AT SITE OF MARINE BUOYS AND MOORING SYSTEMS** | ₱ |
| 3 | **REPAIR/ REHABILITATION AND INSTALLATION OF AIDS TO MARINE NAVIGATION AND MOORING SYSTEM** | ₱ |
| 4 | **SUPPLY, CONSTRUCT AND DELIVERY AT STAGING AREA OF SOLAR- POWERED LIGHTED BUOY ASSEMBLY** | ₱ |
| 5 | **OFFSHORE COMMISSIONING, TESTING AND OBSERVATION OF AIDS TO MARINE NAVIGATION** | ₱ |
| | **TOTAL AMOUNT OF BID** (INCLUDING VAT) | ₱ |

## 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<br>i. On-going<br>ii. Awarded but not yet started | | | | | | | | | | |
| B) Private Contracts<br>i. On-going<br>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<br>1] | Owner's Name and Address | Scope of Work<br>2] | Contractor's Role and Percentage of Participation<br>3] | Total Contract Value At 4] | | | Date of Award<br>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<br>(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<br>1] | Unit of Measure<br>1] | Quantity<br>1] | SLCC similar to the contract to be bid<br>2] | Other completed contracts similar to the contract to be bid<br>2] | | | Unit of Measure<br>2] | Quantity<br>2] |
|---|---|---|---|---|---|---|---|---|
| | | | Name of the contract | Name of the contract | Name of the contract | Name of the contract | | |
| Experienced & Accredited in Ports, Harbors, & Offshore Engineering Projects, particularly related to: | | | | | | | | |
| 1) REPAIR/ REHABILITATION AND INSTALLATION OF AIDS TO MARINE NAVIGATION AND MOORING SYSTEMS | SETS | **89** | | | | | | |
| 2) SUPPLY, CONSTRUCT AND DELIVERY AT STAGING AREA OF SOLAR-POWERED LIGHTED BUOY ASSEMBLY | SETS | **9** | | | | | | |

**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:_____

*NOTE:*
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)<br>Complete Qualification and Experience Data<br>Certificate of Commitment | Annex "_" |
| Project Engineer | | | | | PRC License (CE Preferred)<br>Complete Qualification and Experience Data<br>Certificate of Commitment | Annex "_" |
| Construction Safety and Health Officer | | | | | Certificate of Safety and Health Construction Related Course issued by DOLE Accredited Trainings<br>Complete Qualification and Experience Data<br>Certificate of Commitment | Annex "_" |
| Foreman | | | | | Complete Qualification and Experience Data<br>Certificate of Commitment | Annex "_" |
| Other Position(s) | | | | | Complete Qualification and Experience Data<br>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
Construction Safety and Health Officer - Three (1) year
Foreman - Five (5) years

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]***

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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 _____;

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 **PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON** of the **Philippine Ports Authority**, as shown in the attached duly notarized Special Power of Attorney;

2. [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 **PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON;**

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]***

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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 **PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**, 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 **PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**;

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 **PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**, 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 **PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON;**

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]*

# WORK/CONSTRUCTION METHODOLOGY

Name of Project :

**PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

Proposed Project Description :

**REPAIR/ REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/ INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/ MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO- PALAWAN, PMO- MINDORO, PMO- BICOL, PMO- BATANGAS AND PMO- NORTHERN LUZON**

Location: **PALAWAN, BICOL, SOUTHERN TAGALOG & NORTHERN LUZON**

## MINIMUM SCOPE OF WORK METHODOLOGY:

Upon receipt of Notice to Proceed (NTP), procurement for the mooring chains and marine lantern, and polyethylene buoys if preferred, shall be made.

Thereafter, shall mobilized sufficient labors, supplies, materials, plants and equipment for the construction of mooring system and solar-powered lighted buoys. The construction works shall be at such hours as may be necessary, subject to existing laws, to ensure the prosecution of work in accordance with the approved schedule (PERT/CPM).

After the completing the construction of the entire Navigational Aids system, it shall be delivered near the project site and it shall be loaded to a crane barge one (1) set at a time and shall be installed at the designated offshore site.

1. RETRIEVAL AT SITE OF MARINE BUOYS AND MOORING SYSTEMS

2. REPAIR/ REHABILITATION AND INSTALLATION OF AIDS TO MARINE NAVIGATION AND MOORING SYSTEMS

3. SUPPLY, CONSTRUCT AND DELIVERY AT STAGING AREA OF SOLAR-POWERED LIGHTED BUOY ASSEMBLY

4. OFFSHORE COMMISSIONING, TESTING AND OBSERVATION OF AIDS TO MARINE NAVIGATION

**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.

_____
Signature
(Authorized Signing Official)

## MANPOWER SCHEDULE

Name of Project :

**PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

Proposed Project Description :

**REPAIR/ REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY- SEVEN (177) EXISTING SETS AND SUPPLY/ INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/ MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO- PALAWAN, PMO- MINDORO, PMO- BICOL, PMO- BATANGAS AND PMO- NORTHERN LUZON**

Location:

**PALAWAN, BICOL, SOUTHERN TAGALOG & NORTHERN LUZON**

| MANPOWER (Minimum) | Contract Duration | | | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | 323 Calendar days | | | | | | | | | | | | | | | | | | | | | |
| | 15 | 30 | 45 | 60 | 75 | 90 | 105 | 120 | 135 | 150 | 165 | 180 | 195 | 210 | 225 | 240 | 255 | 270 | 285 | 300 | 315 | 323 |
| Project Manager | | | | | | | | | | | | | | | | | | | | | | |
| Project Engineer | | | | | | | | | | | | | | | | | | | | | | |
| Safety Officer | | | | | | | | | | | | | | | | | | | | | | |
| Foreman | | | | | | | | | | | | | | | | | | | | | | |
| Specify other applicable positions, ie.: | | | | | | | | | | | | | | | | | | | | | | |
| 1) | | | | | | | | | | | | | | | | | | | | | | |
| 2) | | | | | | | | | | | | | | | | | | | | | | |
| 3) Others | | | | | | | | | | | | | | | | | | | | | | |

Signature
(Authorized Signing Official)

# EQUIPMENT UTILIZATION SCHEDULE

Name of Project :

**PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

Proposed Project Description :

**REPAIR/ REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/ INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/ MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO- PALAWAN, PMO- MINDORO, PMO- BICOL, PMO- BATANGAS AND PMO- NORTHERN LUZON**

Location:

**PALAWAN, BICOL, SOUTHERN TAGALOG & NORTHERN LUZON**

| Equipment (Minimum) | Number of Units | Contract Duration | | | | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | 323 Calendar days | | | | | | | | | | | | | | | | | | | | | | |
| | | 15 | 30 | 45 | 60 | 75 | 90 | 105 | 120 | 135 | 150 | 165 | 180 | 195 | 210 | 225 | 240 | 255 | 270 | 285 | 300 | 315 | 323 |
| 1) | | | | | | | | | | | | | | | | | | | | | | | |
| 2) | | | | | | | | | | | | | | | | | | | | | | | |
| 3) | | | | | | | | | | | | | | | | | | | | | | | |
| 4) | | | | | | | | | | | | | | | | | | | | | | | |
| 5) | | | | | | | | | | | | | | | | | | | | | | | |
| 6) | | | | | | | | | | | | | | | | | | | | | | | |
| 7) | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | |

Signature
(Authorized Signing Official)

# CASHFLOW BY QUARTER AND PAYMENT SCHEDULE

Name of Project :

**PROPOSED REPAIR/REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO-PALAWAN, PMO-MINDORO, PMO-BICOL, PMO-BATANGAS AND PMO-NORTHERN LUZON**

Proposed Project Description :

**REPAIR/ REHABILITATION AND RE-INSTALLATION OF ONE HUNDRED SEVENTY-SEVEN (177) EXISTING SETS AND SUPPLY/ INSTALLATION OF SEVENTEEN (17) NEW SETS AS REPLACEMENT FOR TOTALLY WRECKED/ MISSING AIDS TO MARINE NAVIGATIONAL BUOYS AT PORTS UNDER THE JURISDICTION OF PMO- PALAWAN, PMO- MINDORO, PMO- BICOL, PMO- BATANGAS AND PMO- NORTHERN LUZON**

Location:

**PALAWAN, BICOL, SOUTHERN TAGALOG & NORTHERN LUZON**

| 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.

_____
Signature
(Authorized Signing Official)

# SECTION XI

# CONTRACT FORM

# 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 meaning 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**<br>General Manager | **Name of Bidder/ Authorized Representative**<br>(Signatory's Legal Capacity) |
| for: | for: |
| **Philippine Ports Authority** | **Contractor** |

**Acknowledgment**

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