PHILIPPINE PORTS AUTHORITY

PORT MANAGEMENT OFFICE OF BATANGAS

PHILIPPINE BIDDING DOCUMENTS

Repair of Rock Bulkhead Incl. Concrete Pavement

Port of Nasugbu, Nasugbu, Batangas

Project Identification Number: **PMOB – R & M 2021 - 02**

Sixth Edition
July 2020

Preface

These Philippine Bidding Documents (PBDs) for the procurement of Infrastructure Projects (hereinafter referred to also as the "Works") through Competitive Bidding have been prepared by the Government of the Philippines for use by all branches, agencies, departments, bureaus, offices, or instrumentalities of the government, including government-owned and/or -controlled corporations, government financial institutions, state universities and colleges, local government units, and autonomous regional government. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

The PBDs are intended as a model for admeasurements (unit prices or unit rates in a bill of quantities) types of contract, which are the most common in Works contracting.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract; (ii) the eligibility requirements of Bidders; (iii) the expected contract duration; and (iv) the obligations, duties, and/or functions of the winning Bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Works to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

a. All the documents listed in the Table of Contents are normally required for the procurement of Infrastructure Projects. However, they should be adapted as necessary to the circumstances of the particular Project.

b. Specific details, such as the "*name of the Procuring Entity*" and "*address for bid submission*," should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.

c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, BDS, General Conditions of Contract, Special Conditions of Contract, Specifications, Drawings, and Bill of Quantities are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.

d. The cover should be modified as required to identify the Bidding Documents as to the names of the Project, Contract, and Procuring Entity, in addition to date of issue.

e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms

shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.

f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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Glossary of
Terms, Abbreviations, and Acronyms

ABC – Approved Budget for the Contract.

ARCC – Allowable Range of Contract Cost.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender.* (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

CDA – Cooperative Development Authority.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

Contractor – is a natural or juridical entity whose proposal was accepted by the Procuring Entity and to whom the Contract to execute the Work was awarded. Contractor as used in these Bidding Documents may likewise refer to a supplier, distributor, manufacturer, or consultant.

CPI – Consumer Price Index.

DOLE – Department of Labor and Employment.

DTI – Department of Trade and Industry.

Foreign-funded Procurement or Foreign-Assisted Project – Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as

specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term "related" or "analogous services" shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PCAB – Philippine Contractors Accreditation Board.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

UN – United Nations.

Section I. Invitation to Bid

Notes on the Invitation to Bid

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;

b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;

c. The deadline for the submission and receipt of bids; and

d. Any important bid evaluation criteria.

The IB should be incorporated into the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.

PHILIPPINE PORTS AUTHORITY

INVITATION TO BID

The Philippine Ports Authority - Port Management Office of Batangas, through its Bids and Awards Committee for Engineering Projects, invites contractors registered with and classified by the Philippine Contractors Accreditation Board (PCAB) to bid for the hereunder contract:

Name of Contract	:	Repair of Rock Bulkhead Incl. Concrete Pavement
Location	:	Port of Nasugbu, Nasugbu Batangas
Contract Identification/ Reference Number	:	PMOB – R & M 2021 – 02
Brief Description	:	The project involves demolition & disposal of existing pavement and reinforced concrete stairlanding it includes supply & place of filling materials (430 cu.m.), core rocks 5-50 kgs. (880.00 cu.m.), steel reinforcement (8880.00 kgs.), Portland cement concrete for stairlanding (307 cu.m.), Portland cement concrete pavement (PCCP 2.40 cu.m.) and mooring post (6 sets).

Required Equipment :

One (1) unit	-	Truck Mounted Crane, 25T (Owned/Leased)
One (1) unit	-	Clamshell, 3 cu.m. cap.(Owned/Leased)
One (1) unit	-	Backhoe with Breaker, 0.50 cu. m./110 HP (Owned/Leased)
One (1) unit	-	Stake Truck, (Owned/Leased)
One (1) unit	-	Jackhammer with Compressor, 350 cfm(Owned/Leased)
One (1) unit	-	Water Trailer, 1,000 lit.cap. (Owned/Leased)
One (1) unit	-	Plate Compactor ((Owned/Leased)
One (1) unit	-	Concrete Cutter, 5 HP (Owned/Leased)
Two (2) units	-	Concrete Mixer, 1 Bagger (Owned)
Two (2) units	-	Concrete Vibrator, 3.5 HP (Owned)
One (1) unit	-	Bar Cutter, 32 mmø max. (Owned)
One (1) unit	-	Bar Bender, 32 mmø max. (Owned)

Approved Budget for the Contract (ABC)	:	**P 8,807,126.62**
Source of Fund	:	PPA Corporate Fund (R & M 2021)
Contract Duration	:	**120** Calendar Days
Required PCAB Registrations:		**Small "B" – for Ports, Harbor and Offshore Engineering**

Only those contractors with PCAB Registration of at least "Small 'B' for Ports, Harbor and Offshore Engineering" will be issued Bidding Documents, and upon payment of non-refundable cost of the documents in the amount of PHP 11,200.00 inclusive of VAT. It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that bidders shall pay the applicable fee for the

PORT MANAGEMENT OFFICE - BATANGAS
Administration Building, Port Access Road,
Calicanto, Batangas City 4200 Philippines
Tel. No.: (043) 722 2429 / (043) 723 0164 Fax No.: (043) 723 0164
Email: ppa_batangas@yahoo.com

Bidding Documents not later than the submission of their bids. Interested contractors are required to present a certified copy of their PCAB registration when purchasing the Bidding Documents.

Prospective bidders should possess a valid PCAB license and registration particulars applicable to the type and cost of the contract to be bid, have key personnel and equipment available for the prosecution of the contract as listed above, and must have completed at least one (1) contract that is similar to the contract to be bid, and with the same major categories of work as the contract to be bid, and whose value is at least 50% of the approved budget for the contract to be bid, updated to current prices using the NSO consumer price indices. Prospective bidders must likewise meet the other eligibility, technical/project and financial requirements and other requirements stated in the Eligibility Statement Forms and the Bidding Documents.

Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criteria as specified in the IRR of RA 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least 75% interest or outstanding capital stock belonging to citizens of the Philippines.

The schedule of procurement activities is as follows:

Procurement Activities	Schedule		
	Time	Date	Venue
Period of availability/issuance of Bidding Documents	8:00 A.M. – 5:00 P.M.	August 27- – Sept. 22, 2021	PMO-Batangas, 5th Floor, ESD Office, PPA Admin. Bldg., Port Access Road, Calicanto, Batangas City
Pre-Bid Conference	10:30 A.M.	September 7, 2021	PMO-Batangas, 5th Floor, ESD Conference Room, PPA Admin. Bldg., Port Access Road, Calicanto, Batangas City
Deadline of submission and receipt of Bids	9:00 A.M	September 22, 2021	PMO-Batangas, 5th Floor, ESD Office, PPA Admin. Bldg., Port Access Road, Calicanto, Batangas City
Opening and Examination of Bids	2:30 .P.M,	September 22, 2021	PMO-Batangas, 5th Floor, ESD Conference Room, PPA Admin. Bldg., Port Access Road, Calicanto, Batangas City

Bidders must submit their eligibility statements and bids on the date, time and place specified in the above schedule. Late bids will not be accepted. All bids must be accompanied by a bid securing declaration or a bid security in the form of cash, cashier's check, or manager's check in the amount equivalent to two percent (2%) or Surety Bond equivalent to five percent (5%) of the approved budget for the contract (ABC). Bids received in excess of the ABC shall be automatically rejected at bid opening.

The Philippine Ports Authority – Port Management Office of Batangas reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders. The Philippine Ports Authority- Port Management Office of Batangas assumes no responsibility whatsoever to compensate or indemnify the bidders of any expenses incurred in the preparation of their bids.

For further information, please call or contact Engr. Crisanto L. Rabina at telephone no. (043) 723-8706 or visit them at the Philippine Ports Authority - Port Management Office of Batangas 5th Floor, New Admin. Building, Port Access Road, Calicanto, Batangas City.

Approved by:

ATTY. JEFREN P. PANGANIBAN
BAC Chairperson

Noted:

JOSELITO O. SINOCRUZ, PhD
Port Manager

Section II. Instructions to Bidders

Notes on the Instructions to Bidders

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

1. Scope of Bid

The Procuring Entity, **Philippine Ports Authority - Port Management Office of Batangas** invites Bids for the **Repair of Rock Bulkhead Incl. Concrete Pavement, Port of Nasugbu, Nasugbu, Batangas,** with Project Identification Number ***PMOB-R & M 2021-02.***

[Note: The Project Identification Number is assigned by the Procuring Entity based on its own coding scheme and is not the same as the PhilGEPS reference number, which is generated after the posting of the bid opportunity on the PhilGEPS website.]

The Procurement Project (referred to herein as "Project") is for the construction of Works, as described in Section VI (Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for ***CY 2021*** in the amount of ***Php8,807,126.62.***

2.2. The source of funding is:

GOCC and GFIs, the Corporate Operating Budget.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manual and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or invitation to bid by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have inspected the site, determined the general characteristics of the contracted Works and the conditions for this Project, such as the location and the nature of the work; (b) climatic conditions; (c) transportation facilities; (c) nature and condition of the terrain, geological conditions at the site communication facilities, requirements, location and availability of construction aggregates and other materials, labor, water, electric power and access roads; and (d) other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices

The Procuring Entity, as well as the Bidders and Contractors, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex "I" of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

5.2. The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA's CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.

A contract is considered to be "similar" to the contract to be bid if it has the major categories of work stated in the **BDS**.

5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.

5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

6. Origin of Associated Goods

There is no restriction on the origin of Goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN.

7. Subcontracts

7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than fifty percent (50%) of the Project.

The Procuring Entity has prescribed that:

Subcontracting is not allowed.

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

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

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

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address as indicated in paragraph 6 of the **IB.**

9. Clarification and Amendment of Bidding Documents

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

10. Documents Comprising the Bid: Eligibility and Technical Components

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

10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

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

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

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

11. Documents Comprising the Bid: Financial Component

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

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

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

12. Alternative Bids

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

13. Bid Prices

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

14. Bid and Payment Currencies

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

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

Philippine Pesos.

15. Bid Security

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

15.2. The Bid and bid security shall be valid until **One Hundred Twenty (120) c.d. from the date of opening of bids**. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

16. Sealing and Marking of Bids

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

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

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

17. Deadline for Submission of Bids

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

18. Opening and Preliminary Examination of Bids

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

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

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

19. Detailed Evaluation and Comparison of Bids

19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184.

19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 16 shall be submitted for each contract (lot) separately.

19.3. In all cases, the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184 must be sufficient for the total of the ABCs for all the lots participated in by the prospective Bidder.

20. Post Qualification

Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS), and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

Section III. Bid Data Sheet

Notes on the Bid Data Sheet (BDS)

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

a. Information that specifies and complements provisions of the ITB must be incorporated.

b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

Bid Data Sheet

<table>
<tr><th>ITB Clause</th><th></th></tr>
<tr><td>5.2</td><td>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:
[provide description/clarification of what are major categories of work].

1. Repair of Bulkhead
1.1 Supply & Place of Class II Core Rocks – 440 cu. m.
1.2 Concrete Works for Stair landing – 154 cu. m.
2. Repair of Mooring Post
2.1 Supply & Installation of Mooring Post and Accessories – 3 set</td></tr>
<tr><td>7.1</td><td>Subcontract is not allowed</td></tr>
<tr><td>10.3</td><td>[Specify if another Contractor license or permit is required.]

A prospective bidder should possess a Valid PCAB License and PCAB Registration of at least Small “B” for Ports, Harbor and Offshore Eng.g</td></tr>
<tr><td>10.4</td><td>The key personnel must meet the required minimum years of experience set below:

<table>
<tr><th>Key Personnel</th><th>General Experience</th><th>Relevant Experience</th></tr>
<tr><td>Project Manager</td><td>2 years</td><td>Ports, Harbor and Offshore Eng.g</td></tr>
<tr><td>Project Engineer</td><td>2 years</td><td>-do-</td></tr>
<tr><td>Materials Engineer</td><td>2 years</td><td>-do-</td></tr>
<tr><td>Safety Officer/PCO</td><td>2 years</td><td>-do-</td></tr>
<tr><td>Foreman</td><td>2 years</td><td>-do-</td></tr>
</table>
</td></tr>
<tr><td>10.5</td><td>The minimum major equipment requirements are the following:

Equipment Capacity Number of Units

List of equipment indicated on Invitation to Bid</td></tr>
<tr><td>12</td><td>Value Engineering clause: Not Allowed</td></tr>
<tr><td>15.1</td><td>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:
a. The amount of not less than Php 176,142.53, if bid security is in cash, cashier’s/manager’s check, bank draft/guarantee or irrevocable letter of credit;
b. The amount of not less than Php 440,356.33 if bid security is in Surety Bond.</td></tr>
<tr><td>16</td><td>Each Bidder shall submit One (1) original and Four (4) copies of their Technical and Financial Bid, properly book-bound with hard/soft cover. Screw-bound, ring-bound and combo-bound documents are not acceptable. Failure to comply with these requirements shall be a ground for disqualification.</td></tr>
<tr><td>19.2</td><td>Partial bids are not allowed</td></tr>
<tr><td>20</td><td>Other appropriate licenses and permits required: None</td></tr>
<tr><td>21</td><td>Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the DOLE, and other acceptable tools of project scheduling.</td></tr>
</table>

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Contractor, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract.

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

2. Sectional Completion of Works

If sectional completion is specified in the **Special Conditions of Contract (SCC)**, references in the Conditions of Contract to the Works, the Completion Date, and the Intended Completion Date shall apply to any Section of the Works (other than references to the Completion Date and Intended Completion Date for the whole of the Works).

3. Possession of Site

4.1. The Procuring Entity shall give possession of all or parts of the Site to the Contractor based on the schedule of delivery indicated in the **SCC,** which corresponds to the execution of the Works. If the Contractor suffers delay or incurs cost from failure on the part of the Procuring Entity to give possession in accordance with the terms of this clause, the Procuring Entity's Representative shall give the Contractor a Contract Time Extension and certify such sum as fair to cover the cost incurred, which sum shall be paid by Procuring Entity.

4.2. If possession of a portion is not given by the above date, the Procuring Entity will be deemed to have delayed the start of the relevant activities. The resulting adjustments in contract time to address such delay may be addressed through contract extension provided under Annex "E" of the 2016 revised IRR of RA No. 9184.

4. The Contractor's Obligations

The Contractor shall employ the key personnel named in the Schedule of Key Personnel indicating their designation, in accordance with **ITB** Clause 10.3 and specified in the **BDS**, to carry out the supervision of the Works.

The Procuring Entity will approve any proposed replacement of key personnel only if their relevant qualifications and abilities are equal to or better than those of the personnel listed in the Schedule.

5. Performance Security

5.1. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR.

5.2. The Contractor, by entering into the Contract with the Procuring Entity, acknowledges the right of the Procuring Entity to institute action pursuant to RA No. 3688 against any subcontractor be they an individual, firm, partnership, corporation, or association supplying the Contractor with labor, materials and/or equipment for the performance of this Contract.

6. Site Investigation Reports

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

7. Warranty

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

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

8. Liability of the Contractor

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

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

9. Termination for Other Causes

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

10. Dayworks

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

11. Program of Work

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

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

12. Instructions, Inspections and Audits

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

13. Advance Payment

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

14. Progress Payments

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

15. Operating and Maintenance Manuals

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

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

Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Works procured. In preparing this Section, the following aspects should be checked:

a. Information that complements provisions of the GCC must be incorporated.

b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

Special Conditions of Contract

GCC Clause	
2	Sectional Completion: **None**
4.1	*[Specify the schedule of delivery of the possession of the site to the Contractor, whether full or in part.]*
6	The site investigation reports are: **None**
7.2	*[Select one, delete the other.]* *[In case of other structures, such as bailey and wooden bridges, shallow wells, spring developments, and other similar structures:]* **Two (2) years.**
10	**No dayworks are applicable to the contract.**
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within **Fifteen (15)** days of delivery of the Notice of Award.
11.2	The amount to be withheld for late submission of an updated Program of Work is _____.
13	No advance payments or mobilization fees shall, as a rule, be extended or paid to the winning bidder per DOTr memorandum dated July 10, 2018.
14	No further instruction
15.1	The date by which operating and maintenance manuals are required is _____ The date by which "as built" drawings are required upon submission of Final Billing.
15.2	The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals by the date required is _____.

Section VI. Specifications

Notes on Specifications

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying or conditioning their Bids. In the context of international competitive bidding, the specifications must be drafted to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of economy, efficiency, and fairness in procurement be realized, responsiveness of Bids be ensured, and the subsequent task of bid evaluation facilitated. The specifications should require that all goods and materials to be incorporated in the Works be new, unused, of the most recent or current models, and incorporate all recent improvements in design and materials unless provided otherwise in the Contract.

Samples of specifications from previous similar projects are useful in this respect. The use of metric units is mandatory. Most specifications are normally written specially by the Procuring Entity or its representative to suit the Works at hand. There is no standard set of Specifications for universal application in all sectors in all regions, but there are established principles and practices, which are reflected in these PBDs.

There are considerable advantages in standardizing General Specifications for repetitive Works in recognized public sectors, such as highways, ports, railways, urban housing, irrigation, and water supply, in the same country or region where similar conditions prevail. The General Specifications should cover all classes of workmanship, materials, and equipment commonly involved in construction, although not necessarily to be used in a particular Works Contract. Deletions or addenda should then adapt the General Specifications to the particular Works.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for goods, materials, and workmanship, recognized international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that goods, materials, and workmanship that meet other authoritative standards, and which ensure substantially equal or higher quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the SCC.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Contract to specific standards and codes to be met by the goods and materials to be furnished, and work performed or tested, the provisions of the latest current edition or revision of the relevant standards and codes in effect shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national, or relate to a particular country or region, other authoritative standards that ensure a substantially equal or higher quality than the standards and codes specified will be accepted subject to the Procuring Entity's Representative's prior review and written consent. Differences between the standards specified and the proposed alternative standards shall be fully described in writing by the Contractor and submitted to the Procuring Entity's Representative at least twenty-eight (28) days prior to the date when the Contractor desires the Procuring Entity's Representative's consent. In the event the Procuring Entity's Representative determines that such proposed deviations do not ensure substantially equal or higher quality, the Contractor shall comply with the standards

specified in the documents.

These notes are intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They should not be included in the final Bidding Documents.

Section VII. Drawings

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

Section VIII. Bill of Quantities

Notes on the Bill of Quantities

Objectives

The objectives of the Bill of Quantities are:

a. to provide sufficient information on the quantities of Works to be performed to enable Bids to be prepared efficiently and accurately; and

b. when a Contract has been entered into, to provide a priced Bill of Quantities for use in the periodic valuation of Works executed.

In order to attain these objectives, Works should be itemized in the Bill of Quantities in sufficient detail to distinguish between the different classes of Works, or between Works of the same nature carried out in different locations or in other circumstances which may give rise to different considerations of cost. Consistent with these requirements, the layout and content of the Bill of Quantities should be as simple and brief as possible.

Daywork Schedule

A Daywork Schedule should be included only if the probability of unforeseen work, outside the items included in the Bill of Quantities, is high. To facilitate checking by the Entity of the realism of rates quoted by the Bidders, the Daywork Schedule should normally comprise the following:

a. A list of the various classes of labor, materials, and Constructional Plant for which basic daywork rates or prices are to be inserted by the Bidder, together with a statement of the conditions under which the Contractor will be paid for work executed on a daywork basis.

b. Nominal quantities for each item of Daywork, to be priced by each Bidder at Daywork rates as Bid. The rate to be entered by the Bidder against each basic Daywork item should include the Contractor's profit, overheads, supervision, and other charges.

Provisional Sums

A general provision for physical contingencies (quantity overruns) may be made by including a provisional sum in the Summary Bill of Quantities. Similarly, a contingency allowance for possible price increases should be provided as a provisional sum in the Summary Bill of Quantities. The inclusion of such provisional sums often facilitates budgetary approval by avoiding the need to request periodic supplementary approvals as the future need arises. Where such provisional sums or contingency allowances are used, the SCC should state the manner in which they will be used, and under whose authority (usually the Procuring Entity's Representative's).

The estimated cost of specialized work to be carried out, or of special goods to be supplied, by other contractors should be indicated in the relevant part of the Bill of Quantities as a particular provisional sum with an appropriate brief description. A separate procurement procedure is normally carried out by the Procuring Entity to select such specialized contractors. To provide an element of competition among the Bidders in respect of any facilities, amenities, attendance, etc., to be provided by the successful Bidder as prime

Contractor for the use and convenience of the specialist contractors, each related provisional sum should be followed by an item in the Bill of Quantities inviting the Bidder to quote a sum for such amenities, facilities, attendance, etc.

Signature Box

A signature box shall be added at the bottom of each page of the Bill of Quantities where the authorized representative of the Bidder shall affix his signature. Failure of the authorized representative to sign each and every page of the Bill of Quantities shall be a cause for rejection of his bid.

These Notes for Preparing a Bill of Quantities are intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They should not be included in the final documents.

Section IX. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

The prescribed documents in the checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or

b. any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary "pass/fail" criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

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

or

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

and

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

and

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

Technical Documents

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

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

☐ (h) Philippine Contractors Accreditation Board (PCAB) License;

or

Special PCAB License in case of Joint Ventures;

and registration for the type and cost of the contract to be bid; **and**

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

or

Original copy of Notarized Bid Securing Declaration; **and**

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

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

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

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

☐ (k) Original duly signed Omnibus Sworn Statement (OSS);

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

Financial Documents

☐ (l) The prospective bidder's audited financial statements, showing, among

others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**

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

Class "B" Documents

☐ (n) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence;

or

duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

II. FINANCIAL COMPONENT ENVELOPE

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

Other documentary requirements under RA No. 9184

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

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

☐ (r) Cash Flow by Quarter.


Republic of the Philippines
gpdb
Government Procurement Policy Board

(SAMPLE COVER)

ORIGINAL / COPY NO. _____

Philippine Ports Authority
PORT MANAGEMENT OFFICE - BATANGAS
PPA Administration Building, Port Access Road, Calicanto, Batangas City

TECHNICAL BID

For

_____

(Name of Contract to be Bid)

Submitted by

_____

(Name and Address of Bidder)

PART A

ELIGIBILITY REQUIREMENTS

Philippine Ports Authority
PORT MANAGEMENT OFFICE - BATANGAS
PPA Administration Building, Port Access Road, Calicanto, Batangas City

ELIGIBILITY STATEMENTS

NAME OF CONTRACT TO BE BID

NAME AND ADDRESS OF PROSPECTIVE BIDDER

(Revised September 2009)

Philippine Ports Authority
PORT MANAGEMENT OFFICE OF BATANGAS
BIDS AND AWARDS COMMITTEE (BAC) FOR ENGINEERING PROJECTS

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   - 3.2 Additional Information to be Furnished by Cooperative (**Form IV**)
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6. Tax Clearance Certificate
7. PhilGEPS Certificate of Registration

Philippine Ports Authority
PORT MANAGEMENT OFFICE OF BATANGAS
BIDS AND AWARDS COMMITTEE (BAC) FOR ENGINEERING PROJECTS

ELIGIBILITY REQUIREMENTS

This Eligibility Requirements shall contain the following forms with their respective supporting documents:

1. Form I – Letter of Application

2. Form II – General Information

3. Form III – Additional Information to be Furnished by Single/Sole Proprietorship

   3.1 Valid PCAB License
   3.2 DTI Certificate of Registration of Business Name
   3.3 Current Mayor's Permit
   3.4 BIR Certificate of Registration

4. Form IV – Additional Information to be Furnished by Cooperative

   4.1 Valid PCAB License
   4.2 CDA Registration Certificate
   4.3 Articles of Cooperation & By-Laws
   4.4 Current Mayor's Permit
   4.5 BIR Certificate of Registration

5. Form V – Additional Information to be Furnished by Partnership

   5.1 Valid PCAB License
   5.2 SEC Registration Certificate
   5.3 Articles of Partnership & By-Laws
   5.4 Current Mayor's Permit
   5.5 BIR Certificate of Registration

6. Form VI – Additional Information to be Furnished by Corporation

   6.1 Valid PCAB License
   6.2 SEC Registration Certificate
   6.3 Articles of Incorporation & By-Laws
   6.4 Current Mayor's Permit
   6.5 BIR Certificate of Registration

7. Form VII – Additional Information to be Furnished by Joint Venture

   7.1 Authority of each JV Member Firm to enter into Joint Venture Agreement
   7.2 Joint Venture Agreement
   7.3 Valid PCAB License
   7.4 DTI Certificate of Registration of Business Name
   7.5 Current Mayor's Permit
   7.6 BIR Certificate of Registration

8. Form VIII – Experience Record of Prospective Bidder

9. Form IX – Breakdown of Major Categories of Work of the Prospective Bidder' Largest Single Completed Contract Similar in Nature and Complexity to the Contract to be Bid

   9.1 Certificates of Project Completion & Owner's Acceptance and/or Constructors

Performance Evaluation System (CPES) ratings, if applicable.

9.2 Bill of Quantities (BOQ) and Statement of Work Accomplishment (SWA)

[If applicant is a sub-contractor, he must attach certified true copies of the Sub-Contract Agreement, the Certificates of Completion & Acceptance and the Bill of Quantities (BOQ) of the completed work/s being sub-contracted issued by the Principal Contractor, and Certificate of Project Acceptance of the entire completed project issued by the Project Owner.]

10. Form X – Record of On-Going Projects of Prospective Bidder

10.1 Notice of Award and/or Notice to Proceed

11. Form XI – Financial Documents of Prospective Bidder

11.1 Audited Financial Statements (Auditor's Report/Certification, Balance Sheet and Income Statement)

11.2 NFCC Computation

12. Tax Clearance Certificate

13. PhilGEPS Certificate of Registration

[Refer to the footnotes on each Form for the detailed particulars of the Eligibility Requirements]

FORM I

LETTER TO APPLY FOR ELIGIBILITY

The Chairperson, Bids and Awards Committee
for Engineering Projects
Port Management Office - Batangas
Philippine Ports Authority
PPA Administration Building, Port Access Road,
Calicanto, Batangas City

Sir:

1. We hereby apply for eligibility with the Philippine Ports Authority – Port Management Office - Batangas for the hereunder project as per advertised Invitation To Bid:

_____

(Name of Contract to be Bid)

2. We hereby submit this application letter with all the documents, requirements and information required for the eligibility examination/evaluation of contractors for the contract to be bid and with full knowledge and understanding of all the instructions contained in this Eligibility Statement Form.

3. We declare that the statements made and the documents and requirements and information provided in the duly accomplished application are complete, true and correct in every detail, and in accordance with RA 9184 and its IRR, as amended.

Very truly yours,

_____
Name of Prospective Bidder-Firm

_____
Signature over Printed Name of Authorized Signing Official

Date : _____

FORM II

GENERAL INFORMATION

1. Name of Prospective Bidder-Firm _____

   _____

2. Registered Business Name: _____

3. Type of Firm:

   (__) Single Proprietorship

   (__) Cooperative

   (__) Partnership

   (__) Corporation

   (__) Joint Venture

4. Business Address/Tel. and Fax Numbers/E-mail Address

	Main Office	Branch Office (if any)
Address	_____	_____
	_____	_____
	_____	_____
Tel No. :	_____	_____
Fax No. :	_____	_____
E-mail :	_____	_____

5. If Contractor is:

   a) Single/Sole Proprietorship, accomplish ***Form III***
   b) Cooperative, accomplish ***Form IV***
   c) Partnership, accomplish ***Form V***
   d) Corporation, accomplish ***Form VI***

6. For Joint Venture, also accomplish ***Form VII***

_____

Signature over Printed Name of Authorized Signing Official

Date : _____

FORM III

ADDITIONAL INFORMATION TO BE FURNISHED BY SINGLE/SOLE PROPRIETORSHIP

1. Name of Entity/Firm _____

2. Name of Owner/Proprietor _____

3. DTI Registration No. _____ Validity Period _____

4. Business Address/Tel. and Fax Numbers/E-mail Address:

	Main Office	Branch Office (if any)
Address	_____	_____
	_____	_____
	_____	_____
Tel No. :	_____	_____
Fax No. :	_____	_____
E-mail :	_____	_____

5. Main Lines of Business
General Construction:

5.1	Building and Industrial Plant	Since _____
5.2	Road, Highway Pavement, Railway, Airport, Horizontal Structures and Bridges	Since _____
5.3	Port, Harbor & Offshore Engineering	Since _____
5.4	Others (Specify) _____	Since _____

_____
Name of Prospective Bidder-Firm

_____
Signature over Printed Name of Authorized Signing Official

Date _____

NOTE: Attach clear and certified true copies of the following documents immediately after this Form (Refer to Item V of the Instructions for Eligibility Requirements):

1. ***Valid PCAB License***
2. ***DTI Certificate of Registration of Business Name***
3. ***Current Mayor's Permit***
4. ***BIR Certificate of Registration***

FORM IV

ADDITIONAL INFORMATION TO BE FURNISHED BY COOPERATIVE

Name of Cooperative _____

CDA Registration No. _____ Date of Registration _____

	Name & Address of Board of Directors	Age	Position	Value of Contribution
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
			Total	_____

Who is actively managing the affairs of the cooperative?

NAME _____
DESIGNATION _____
ADDRESS _____

_____
Name of Prospective Bidder-Firm

_____
Signature over Printed Name of Authorized Signing Official

Date : _____

NOTE: Attach clear and certified true copies of the following documents immediately after this Form (Refer to Item V of the Instructions for Eligibility Requirements):

1. ***Valid PCAB License***
2. ***CDA Registration Certificate***
3. ***Articles of Cooperation & By-Laws***
4. ***Current Mayor's Permit***
5. ***BIR Certificate of Registration***

FORM V

ADDITIONAL INFORMATION TO BE FURNISHED BY PARTNERSHIP

Name of Partnership _____

SEC Registration No. _____ Date of Registration _____

State Whether the Partnership is General or Limited: _____

	Name & Address of Partners/Members	Age	Occupation	Value of Contribution
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
			Total	_____

Who is actively managing the affairs of the partnership?

NAME _____
DESIGNATION _____
ADDRESS _____

_____
Name of Prospective Bidder-Firm

_____
Signature over Printed Name of Authorized Signing Official

Date : _____

NOTE: **Attach clear and certified true copies of the following documents immediately after this Form (Refer to Item V of the Instructions for Eligibility Requirements):**

1. ***Valid PCAB License***
2. ***SEC Registration Certificate***
3. ***Articles of Partnership & By-Laws***
4. ***Current Mayor's Permit***
5. ***BIR Certificate of Registration***

FORM VI

ADDITIONAL INFORMATION TO BE FURNISHED BY CORPORATION

Name of Corporation _____

SEC Registration No. _____ Date of Registration _____

List below all stockholders and/or those financially interested in your organization owning 5% or more interests or shares.

	NAME	TYPE OF INTEREST OR NO. OF SHARES OWNED	%	AMOUNT
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				

OFFICIALS OF THE CORPORATION AND MEMBERS OF THE BOARD

	NAME	DESIGNATION
1.		
2.		
3.		
4.		
5.		
6.		
7.		

Who is actively managing the affairs of the Corporation?

NAME _____
DESIGNATION _____
ADDRESS _____

_____
Name of Prospective Bidder-Firm

_____
Signature over Printed Name of Authorized Signing Official

Date : _____

NOTE: Attach clear and certified true copies of the following documents immediately after this Form (Refer to Item V of the Instructions for Eligibility Requirements):

1. ***Valid PCAB License***
2. ***Current Mayor's Permit***
3. ***Authority of Authorized Signing Official (Secretary's Certificate/Board Resolution)***
4. ***SEC Registration Certificate***
5. ***Articles of Incorporation & By-Laws***
6. ***BIR Certificate of Registration***

FORM VII

ADDITIONAL INFORMATION TO BE FURNISHED BY JOINT VENTURE

Name of Joint Venture _____

_____

NAME (Member Firms of Joint Venture)	TYPE (Single Prop./Partnership/ Cooperative/ Corporation)	NAME OF AUTHORIZED SIGNING OFFICIAL OF THE MEMBER-FIRM
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Name of Authorized Signing Official of the Joint Venture _____

The Joint Venture Agreement shall state, among others, the extent of exposure and division of work of the member firms for this particular project.

		Major Division of Work (% Contribution)
1.	Lead Firm _____	_____
2.	Minor Firm _____	_____
3.	Others _____	_____
	_____	_____

Key Personnel Deployment (Identify from what member-firm the personnel came from):

	Name	Member-Firm the Personnel Came From
Project Manager	_____	_____
Project Engineer	_____	_____
Materials Engineer	_____	_____
Foreman	_____	_____
Others	_____	_____

_____

Name of Prospective Bidder-Joint Venture

_____

Signature over Printed Name of Authorized Signing Official

Date : _____

NOTE: **Attach clear and certified true copies of the following documents immediately after this Form (Refer to Item V of the Instructions for Eligibility Requirements):**

1. ***Authority of each JV member-firm to enter into Joint Venture Agreement and authority of the signing official of each member-firm of the JV;***
2. ***Joint Venture Agreement, indicating the authorized signing official of the JV, among others.***

For Joint Venture (JV), each JV member shall fill-out the applicable Form corresponding to each member's business type (Form III - Single Proprietorship, Form IV – Cooperative, Form V – Partnership or Form VI – Corporation) and attach the required supporting documents thereto (reproduce the Form if necessary)

FORM VIII

EXPERIENCE RECORD OF PROSPECTIVE BIDDER

I hereby certify that below is the list of the government and/or private construction contract/s that is/are similar to the contract to be bid and with the same major categories of work as the contract to be bid, completed within the period of 5 years from the date of of submission and receipt of the bids and whose value, adjusted to current prices using the NSO consumer price indices, is at least 50% of the approved budget for the contract to be bid. Please refer to Form IX for the breakdown of the major categories of work of my completed similar contract/s.

Name of Contract to be Bid : _____

Name of the Contract or Title of the Project [a] [1]	Owner's Name and Address [2]	Nature/Scope of Work [b] [3]	Contractor's Role (in percentage) [c] [4]	Total Contract Value (in Pesos)		Date of Award [e] [7]	Contract Duration [e]	
				at Project Completion [5]	at Adjusted Value to Present Prices [d] [6]		Start [8]	Completed [9]

(Prospective bidders must use and accomplish this form to list down his completed similar contract/s. For Joint Venture, each member-firm of the Joint Venture must separately accomplish this form and must be signed by the authorized signing official of the member-firm. If space is not enough, reproduce/xerox this form. This form must be filled up in conjunction with Form IX.)

_____ _____ _____

Name of Prospective Bidder-Firm | Signature over Printed Name of Authorized Signing Official | Date

LEGEND:

a] As appearing or defined in the contract entered/executed by the parties

b] With special reference to the Scope of Works as described/enumerated in the advertised Invitation To Apply for Eligibility And To Bid.

c] Indicate whether as Sole Contractor, Sub-Contractor or Member in a Joint Venture

d] Indicate the FOREX used if Contract Value is expressed in a currency other than the Philippine Peso. Specify the Escalation Factor" used to escalate the Contract Value from completion date to the date of beginning/start of the advertisement of the Invitation to Apply for Eligibility And To Bid of the project under consideration.

e] State Month and Year

NOTE:

1. ***For further clarification on the prospective bidder's required experience and supporting documents, refer to the footnotes of Form IX.***
2. ***For contractors under Small "A" and Small "B" categories, similar experience is not required provided they meet the requirements of Section 23.4.2.4 of the IRR, as revised, of RA 9184.***
3. ***A contract shall be considered "similar" to the contract to be bid if it has the same major categories of work. Refer to Form IX for the major categories of work of the contract to be bid.***

FORM IX

BREAKDOWN OF MAJOR CATEGORIES OF WORK OF PROSPECTIVE BIDDER'S COMPLETED CONTRACT/S SIMILAR TO THE CONTRACT TO BE BID

I hereby certify that below is the breakdown of the major categories of work of the completed contract/s similar to the contract to be bid.

Name of Contract to be Bid : ***Repair of Rock Bulkhead Incl. Concrete Pavement, Port of Nasugbu, Nasugbu, Batangas***

Name of Largest Single Completed Similar Contract/s with the same Major Categories of Work as the Contract to be Bid (***To be filled-up by Prospective Bidder***) : _____

Contract to be Bid				**Similar Completed Contract/s of the Prospective Bidder (*To be Filled-up by the Propsective Bidder*)**			
Major Categories of Work (Experience required) [1]	Percentage Weight [2]	Unit of Measure [3]	Required Quantity (50% of BOQ) [4]	Similar Major Categories of Work [5]	Name of Contract/s (from which the Major Similar Categories of Work came from) [6] *	Unit of Measure [7]	Quantity [8]
1. Repair of Bulkhead							
Supply & Place of Class II Core Rocks	35.57%	cu. m.	440.00				
Concrete Works for Stairlanding	34.67%	cu. m.	154.00				
2. Repair of Mooring Post							
Supply& Installation of Mooring Post and Accessorie	6.05%	set	3.00				

[Prospective bidders must meet the required quantities (Column 4) of the major categories of work (Column 1) of the matrix above. Refer to footnotes below. If space is not enough, reproduce/xerox this form.]

Name of Propsective Bidder-Firm

Signature over Printed Name of Authorized Signing Official

Date

NOTE:

1) ***Prospective bidders must have completed at least a single similar contract with the same major categories of work as the contract to be bid enumerated in Column 1 of the matrix above, the quantities of which must meet the required quantities indicated in Column 4 of the matrix above. The value of this single completed similar contract, updated to current prices using the NSO consumer price indices, must be at least 50% of the ABC to be bid and completed within a period of 5 years from the date of submission and receipt of the Bids. Failure to meet these requirements is ground for ineligibility.***

2) ****Attach, immediately after this Form, certified true copies of the Certificates of Project Completion & Owner's Acceptance (or CPES ratings, if applicable), the Bill of Quantities (BOQ) and Statement of Work Accomplishment (SWA), Variation Order and change order if any of the similar completed contract/s where the major categories of work came from. Failure to attach any of these documents is ground for ineligibilty. (Refer to Item V of the Instructions for Eligibility Requirements). If prospective bidder is sub-contractor, he must attach, immediately after this page, certified true copies of the Sub-Contract Agreement, the Certificates of Project Completion & Acceptance and the Bill of Quantities (BOQ) of the completed work(s) being sub-contracted (with the same major categories of work as the contract to be bid) issued by the Principal Contractor, and the Certificate of Project Acceptance issued by the Project Owner. Failure to attach any of these documents is ground for ineligibility. (Refer to Item V of the Instructions for Eligibility Requirements).***

FORM X

RECORD OF ON-GOING PROJECTS OF PROSPECTIVE BIDDER

I hereby certify that below is the list of all on-going government and private construction contracts/projects, including contracts awarded but not yet started.

Name of the Contract or Title of the Project [a] [1]	Owner's Name and Address [2]	Nature/Scope of Work [b] [3]	Contractor's Role (in percentage) [c] [4]	Total Contract Value at Award [5]	Date of Award [6]	% of Accomplishment [d]		Value of Outstanding Works [9]	Estimated Date of Completion [10]
						Planned [7]	Actual [8]		
a) Government Contracts/Projects									
b) Private Contracts/Projects									
						TOTAL COST			

(Prospective bidders must use and accomplish this form to list down all their on-going government and private construction contracts, including constracts awarded but not yet started. For Joint Venture applicant, each member-firm of the Joint Venture must separately accomplish this form and must be signed by the authorized signing official of the member-firm. If space is not enough, reproduce/xerox this form.)

Name of Prospective Bidder-Firm	Signature over Printed Name of Authorized Signing Official	Date

LEGEND:

a] As appearing or defined in the contract entered/executed by the parties

b] With special reference to the Scope of Works as described/enumerated in the advertised Invitation To Apply for Eligibility And To Bid.

c] Indicate whether as Sole Contractor, Sub-Contractor or Partner in a Joint Venture

d] Physical accomplishment as of the end of the month previous to the month of advertisement of the Invitation to Apply For Eligibility And To Bid of the project under consideration.

NOTE: Attach clear and certified true copies of the following document/s immediately after this Form (Refer to Item V of the Instructions for Eligibility Requirements):

1. ***Notice of Award and/or Notice to Proceed of the above-listed projects.***

FORM XI

FINANCIAL DATA AND REQUIREMENTS

Summary of the Prospective Bidder's assets and liabilities on the basis of the attached latest Audited Financial Statements, stamped "RECEIVED" by the Bureau of Internal Revenue or BIR authorized institutions. ***(Data appearing on Column 2 of the matrix below must correspond to the data in the Audited Financial Statements. Erroneous entries or any inconsistencies thereof shall be ground for ineligibility.)***

[1]	[2]
	Year :
1. Total Assets	
2. Current Assets	
3. Total Liabilities	
4. Current Liabilities	
5. Net Worth (1-3)	
6. Net Working Capital (2-4)	

The Bidder must submit a computation of its Net Financial Contracting Capacity (NFCC), which must be at least equal to the ABC to be bid, calculated 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.

The values of the bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements (AFS) submitted to the BIR.

Attach the NFCC computation immediately after this Form. (Erroneuos computation of NFCC shall be ground for ineligibility.)

_____

Name of Prospective Bidder-Firm

_____

Signature over Printed Name of Authorized Signing Official

Date : _____

NOTE : Attach clear and certified true copies of the following documents immediately after this Form (Refer to Item VI of the Instructions for Eligibility Requirements):

1. ***Audited Financial Statements (Auditor's Report/Certification, Balance Sheet, and Income Statement, and showing, among others, the total and current assets and liabilities) - stamped received by the BIR or the BIR authorized institutions, for the preceding calendar year which should not be earlier than two years from the date of bid submission.***
2. ***NFCC computation. Erroneous computation of NFCC is ground for ineligibility.***
3. ***If prospective bidder is a Joint Venture, each member-firm of the Joint Venture shall submit separate financial requirements/documents enumerated above.***

NFCC COMPUTATION

NFCC = [(Current assets minus current liabilities) (K)] 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.

where: K = _____

Current Assets = _____

Current Liabilities = _____

Value of all outstanding or uncompleted portion of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid = _____

[Show detailed computation of NFCC by substituting the values in the formula]

NFCC = _____

_____

Name of Prospective Bidder-Firm

_____

Signature Over Printed Name of Authorized Signing Official

Date : _____

[Note: Erroneous computation of NFCC is ground for ineligibility.]

PART B

TECHNICAL/PROJECT REQUIREMENTS

Philippine Ports Authority
PORT MANAGEMENT OFFICE - BATANGAS
PPA Administration Building, Port Access Road, Calicanto, Batangas City

TECHNICAL/PROJECT REQUIREMENTS

For

_____

(Name of Contract to be Bid)

Submitted by

_____

(Name and Address of Bidder)

TECHNICAL/PROJECT REQUIREMENTS

FOR _____

_____

_____

_____

(Name of Contract to be Bid)

TABLE OF CONTENTS

Page No.

1. Bid Security
2. Organizational Chart for the Contract to be Bid
3. List of Contractor's Key Personnel with their Complete Qualification, Experience Data, Certificate of Accreditation, PRC ID's, etc.
4. List of Contractor's Equipment Units Supported by Certificate of Availability of Equipment
5. Duly Signed Construction Schedule and S-Curve
6. Duly Signed Manpower Schedule
7. Duly Signed Construction Methods in Narrative Form
8. Duly Signed Equipment Utilization Schedule
9. Duly Signed Safety and Health Program
10. Affidavit of Site Inspection
11. Certificate of Site Inspection Issued by the Division Manager/Supervisor of the Port Where the Project is Located
12. Omnibus Sworn Statement of the Prospective Bidder
13. Certification under oath certifying that they have no pending case(s) against the Government

KEY PERSONNEL TO BE ASSIGNED TO THE CONTRACT TO BE BID

Following are the key personnel that I will assign to the project if awarded the contract. Attached are their qualification and experience data and certified true copies of their PRC IDs, certificates of accreditation, etc.

Name of Contract to be Bid: _____

	Project Manager [1]	Project Engineer [2]	Materials Engineer [3]	Foreman [4]	Other Positions (as deemed necessary by the Bidder) [5]
1. NAME					
2. ADDRESS					
3. DATE OF BIRTH					
4. CITIZENSHIP					
5. CIVIL STATUS					
6. EDUCATION					
ELEMENTARY Name and Location of School Year Graduated					
HIGH SCHOOL Name and Location of School Year Graduated					
COLLEGE Name and Location of School Year Graduated					
POST-GRADUATE Name and Location of School Year Graduated					
7. PRC LICENSE No.					
8. TIN (Tax Identification No.)					
9. SSS No.					

_____ _____

Name of Bidder-Firm Signature over Printed Name of Authorized Signing Official

Note: ***Attach complete qualification and experience data of all Key Personnel including certified copies of their certificates of accreditation, PRC ID's, etc. Failure to attach the said documents is ground for disqualification of the bidder's bid.***

BIODATA OF _____

(Name / Position of Key Personnel)

[Give detailed information of the Key Personnel who are assigned as full-time Project Manager, Project Engineer, Materials Engineer and Foreman for the project to be bid. Each Key Personnel must fill-up this form.]

1. Name : _____
2. Date of Birth : _____
3. Nationality : _____
4. Education and Degrees : _____
5. Specialty : _____
6. Registration : _____
7. Length of Service with the Firm : _____ Years, from _____ (month) _____ (year) to _____ (month) _____ (year)
8. Total Years of Experience including previous employment: _____
9. If Item 7 is less than ten (10) years, give name and length of service with previous employers for a ten (10)-year period (attached additional sheet/s), if necessary:

Name and Address of Employer	Length of Service
_____	_____ year(s), from _____ to _____
_____	_____ year(s), from _____ to _____
_____	_____ year(s), from _____ to _____
_____	_____ year(s), from _____ to _____
_____	_____ year(s), from _____ to _____
_____	_____ year(s), from _____ to _____
_____	_____ year(s), from _____ to _____

10. Experience: (see next page)

BIODATA OF _____ *(Continuation)*

10. Experience : (This should cover the past five (5) years of experience. Attached as many pages as necessary to show involvement of personnel in projects using the format below.)

Name of Company/Firm	Name/Location of Project and Name/Address of Project	Indicate the features of project (particulars of the project components and any other particular interest connected with the project)	Contract Amount (in Philippine Currency)	Position	Structures for which the employee/ personnel was responsible	Assignment Period	
						From	To

_____
(Name and Signature of Employee/Personnel)

It is hereby certified that the above personnel can be assigned to this project, if the contract is awarded to our company.

_____
(Place and Date)

_____
(Signature Over Printed Name of Authorized Signatory of the Bidder-Firm)

EQUIPMENT PLEDGED TO THE CONTRACT TO BE BID

Following are the required equipment units, as advertised, that are available to be used in the project if awarded the contract. Attached are the certificates of availability of these equipment units.

Name of Contract to be Bid : _____

DESCRIPTION (Type, Model, Make) [1]	No. of Each [2]	YEAR OF MANUFACTURE [3]	OWNED/LEASED/ UNDER PURCHASE AGREEMENT [4]	CAPACITY PERFORMANCE [5]	MOTOR NO./ BODY NO. [6]	CONDITION [7]	PRESENT LOCATION [8]

(If space is not enough, reproduce/xerox this Form.)

_____ _____

Name of Bidder-Firm Signature over Printed Name of Authorized Signing Official

Note: Attach notarized Certificate of Availability of Equipments Units from :

a) Bidder - for equipment units owned by the bidder;

b) Lessor - for equipment units under lease;

c) Vendor - for equipment units under purchase agreement.

Failure to attach the aforementioned notarized certificate(s) is ground for disqualification of the bidder's bid.

(For equipment units owned by the Bidder)

CERTIFICATION OF AVAILABILITY OF EQUIPMENT

This is to certify that I have the following owned equipment units which shall be used. exclusively for the duration of the project _____

(name of contract to be bid)

_____

if awarded the contract, to wit:

No. of Units	*Name/Description of Equipment*	*Performance Capacity*

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____ 2021 at _____, Philippines.

_____

(Signature over printed name of Bidder)

_____

(Position/Designation in the Company)

_____

(Name of Company of Bidder)

Affiant

A C K N O W L E D G E M E N T

SUBSCRIBED AND SWORN to before me this ____ day of _____, 2021, affiant exhibiting to me his/her Community Tax Certificate No. _____issued on _____ at _____, Philippines.

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

NOTARY PUBLIC

(For equipment units under Lease)

CERTIFICATION OF AVAILABILITY OF EQUIPMENT

This is to certify that I have the following owned equipment units which are available for lease to

_____
(name of bidder)

and which shall be exclusively used for the duration of the project _____
(name of

_____, to wit:
contract to be bid)

No. of Units	*Name/Description of Equipment*	*Performance Capacity*	*Rental/Day*

The undersigned shall execute with _____
(name of bidder)

the corresponding contract of lease for the above-mentioned equipment upon award of the contract to the latter.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____ 2021 at _____, Philippines.

_____
(Signature over printed name of Lessor)

_____
(Position/Designation in the Company)

_____
(Name of Lessor's Company)

Affiant

CONFORME:

_____
(Signature over printed name of Bidder)

_____
(Position/Designation in the Company)

_____
(Name of Company of Bidder)

ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN to before me this ____ day of _____, 2021, affiant exhibiting to me his/her Community Tax Certificate No. _____issued on _____ at _____, Philippines.

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

NOTARY PUBLIC

(For equipment units under Purchase Agreement)

CERTIFICATION OF AVAILABILITY OF EQUIPMENT

This is to certify that I have the following owned equipment units which are available for sale to/purchase by _____
(name of bidder)
and which shall be exclusively used for the duration of the projec_____
(name of
_____, to wit:
contract to be bid)

No. of Units	*Name/Description of Equipment*	*Performance Capacity*	*Amount*

The undersigned shall execute with _____
(name of bidder)
the corresponding purchase agreement/deed for sale for the above-mentioned equipment upon award of the contract to the latter.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____ 2021 at _____, Philippines.

_____
(Signature over printed name of Vendor)

_____
(Position/Designation in the Company)

_____
(Name of Vendor's Company)

Affiant

CONFORME:

_____
(Signature over printed name of Bidder)

_____
(Position/Designation in the Company)

_____
(Name of Company of Bidder)

A C K N O W L E D G E M E N T

SUBSCRIBED AND SWORN to before me this _____ day of _____, 2021, affiant exhibiting to me his/her Community Tax Certificate No. _____issued on _____ at _____, Philippines.

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

NOTARY PUBLIC

CONTRACT OF LEASE OF EQUIPMENT

KNOW ALL MEN BY THESE PRESENTS:

This contract made and entered into this _____ in _____ by and between:

_____, a company duly organized and existing under and by the virtue of Laws of the Republic of the Philippines, with Postal address at _____; represented in this Act by its President/General Manager, _____ hereinafter referred to as the **LESSOR.**

- A N D -

_____, a company duly organized and existing under and by the virtue of Laws of the Republic of the Philippines, with Postal address at _____; represented in this Act by its President /General Manager, _____ hereinafter referred to as the **LESSEE.**

WITHNESSETH

Whereas, the Lessor represents that it is the Owner/Legal possessor of below described construction equipment hereinafter referred to as the **EQUIPMENT.**

Whereas, the **LESSEE** being engaged in the construction activities, is in need of the **EQUIPMENT** and has satisfied himself that the same is suitable for the proposed project: _____;

Whereas, on offer and acceptance made by one to the other, the parties hereby agree to execute the Contract of Lease of Equipment under the terms and conditions set forth;

Whereas, the Contract of Lease of Equipment shall be executed after the award of the above-mentioned project to the **LESSEE** and the contract shall be in effect until such time that the contractor is authorized by the Philippine Ports Authority to pull out the said equipment.

Now, therefore, for and in consideration of the foregoing premises, the **LESSOR** hereby leases and the **LESSEE** accepts the lease of the following **EQUIPMENT**, to wit :

DESCRIPTION	PERFORMANCE CAPACITY	RATE PER HOUR (Php) or RATE PER DAY

TERMS AND CONDITIONS:

1. In case wherein the equipment is utilized below two (2) hours (or days), a minimum of one (1) hour (or day) per day shall be charged to the LESSEE.

2. Lease contract shall commence when the equipment leaves the LESSOR'S yard and shall terminate upon the return of the equipment by the LESSEE to the LESSOR'S yard.

3. LESSEE shall pick-up the equipment and its operators at LESSOR'S yard. Upon termination of works, the lessee shall demobilize all units within one week. LESSEE shall pay for each unit an equivalent of one (1) hour (or day) rental for every day of delayed demobilization.

4. Fuel, oil and lubricants to be supplied by the **LESSEE** but for the account of the **LESSOR.**

5. The equipment and accessories contracted shall be under the supervision and responsibility for the safekeeping and scope of work of the equipment and accessories or as required by the **LESSOR.**

6. Equipment operator(s), mechanics and servicemen shall be provided by and for the account of the **LESSOR.**

7. **MOBILIZATION,** provided for **LESSEE'S** account, per equipment hour (or day) basis.

8. **DEMOBILIZATION,** for **LESSEE'S** account, per equipment hour (or day) basis.

IN WITNESS THEREFORE, both parties agreed and hereto have subscribed their names:

LESSOR: **LESSEE:**

by: _____ by: _____
_____ _____
_____ _____

WITNESSED BY:

_____ _____

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

A C K N O W L E D G E M E N T

BEFORE ME, A NOTARY PUBLIC, personally appeared the following persons:

	NAME	RES. CERT. #	DATE	PLACE
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____

are known to me to be the same persons who executed and signed the foregoing **CONTRACT OF LEASE OF EQUIPMENT,** acknowledged to me that the same are their true and voluntary act and deed of the company they each represent.

WITNESS MY HAND AND NOTARIAL SEAL on this _____ at _____, Philippines.

Doc. No._____
Page No._____
Book No._____
Series of_____

NOTARY PUBLIC

(SAMPLE COVER)

ORIGINAL / COPY NO. _____

Philippine Ports Authority
PORT MANAGEMENT OFFICE - BATANGAS
PPA Administration Building, Port Access Road, Calicanto, Batangas City

FINANCIAL BID

For

_____

(Name of Contract to be Bid)

Submitted by

_____

(Name and Address of Bidder)

FINANCIAL BID

FOR : _____

(Name of Contract to be Bid)

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1. Bid Proposal

2. Bid Prices in Bill of Quantities

3. Detailed Estimates

4. Summary Sheet Indicating the Unit Prices of Construction Materials, Labor Rates, and Equipment Rental Rates Used in Coming up with the Bid

5. Cash Flow by Quarter and Payment Schedule

Date: _____

The Port Manager
Philippine Ports Authority
Port Management Office
Calicanto, Batangas City

Attention: **BIDS AND AWARDS COMMITTEE**

Gentlemen:

In accordance with your advertisement inviting proposals for the **Repair of Rock Bulkhead incl. Concrete Pavement, Port of Nasugbu, Batangas** and subject to all the conditions hereof, We/I propose to accomplish all necessary works and furnish all necessary plant/equipment, tools, appliances, consumable stores, fuel, labor and materials, to complete the works at our/my own expense at the following prices in Philippine Currency:

ITEM NO.	DESCRIPTION	TOTAL AMOUNT
I	GENERAL EXPENSES	
II	DEMOLITION & EXCAVATION WORKS	
III	REPAIR OF BULKHEAD	
IV	REPAIR OF CONCRETE PAVEMENT	
V	REPAIR OF MOORING POST	
TOTAL ESTIMATED AMOUNT (including VAT)		
AMOUNT IN WORDS		

Note: Total amount in accordance with prices quoted in the Bill of Quantities

1. Quantities are approximate only and are to be used for comparison of bid Actual quantities will be as needed in the field and as ordered by the Engineer.
2. Contractor's bid prices shall be inclusive of required taxes.
3. All pages of the proposal should be signed by the bidder.
4. Erasures or corrections in the proposal should be initialed by the bidder's authorized signatory.

We/I make this proposal with adequate knowledge of the kind, quantity and quality of the materials, services and scope of the work required. If our proposal is accepted we/I will, after receiving the Notice of Award, enter into the contract with the PPA within thirty (30) calendar days from the receipt of such Notice with good and sufficient Performance Bond for the faithful performance thereof.

We/I shall complete the works in accordance with the Drawings and the Bid Documents within _____ ( ) calendar days beginning on the date specified in the Notice to Proceed.

We/I understand that the Authority may order additions to or deletions from the scope of work as specified if necessary.

We/I acknowledge the following addenda/notice:

_____
_____
_____

Enclosed is our Bid Securing Declaration/Bid Bond in the amount of _____ _____ Pesos (P_____), which is to be retained if this proposal is considered for award to guarantee our acceptance of the contract and our delivery of the Performance Bond as required.

Enclosed herewith are also detailed estimates and computations of the cost of all items of the work enumerated above.

All provisions contained in the contract affected by the acceptance of this Proposal shall extend to and be binding upon the successors of the parties hereto.

Very truly yours,

_____
Authorized Signatory

For:

_____

Business Name of Bidder:_____
Address of Bidder:_____
Full Name of Person Signing:_____
Position/Title:_____

Standard Form Number : SF - INFR - 16
Revised on : August 11, 2004

BILL OF QUANTITIES

REPAIR OF ROCK BULKHEAD INCL. CONCRETE PAVEMENT
PORT OF NASUGBU, BATANGAS

ITEM NO. I - GENERAL EXPENSES

Item No.	Description	Unit	Quantity	Unit Price (Pesos)	Amount
1.01	Mobilization and Demobilization	l.s.	1.00		
1.02	Provide environmental safety and health program in the execution of the project	mos.	4.00		
				Total For Item No. I P	

Subitted by :

_____ _____
(Name & Signature of Representative of the Bidder) Date

_____
(Position)

_____
Name of the Bidder

Standard Form Number : SF - INFR - 16
Revised on : August 11, 2004

BILL OF QUANTITIES

REPAIR OF ROCK BULKHEAD INCL. CONCRETE PAVEMENT
PORT OF NASUGBU, BATANGAS

ITEM NO. II - DEMOLITION & EXCAVATION WORKS

Item No.	Description	Unit	Quantity	Unit Price (Pesos)	Amount
2.01	Demolition & Excavation Works	lot	1.00		
				Total For Item No. II P	

Subitted by :

_____ _____
(Name & Signature of Representative of the Bidder) Date

_____
(Position)

_____
Name of the Bidder

Standard Form Number : SF - INFR - 16
Revised on : August 11, 2004

BILL OF QUANTITIES

REPAIR OF ROCK BULKHEAD INCL. CONCRETE PAVEMENT
PORT OF NASUGBU, BATANGAS

ITEM NO. III - REPAIR OF BULKHEAD

Item No.	Description	Unit	Quantity	Unit Price (Pesos)	Amount
3.01	Supply & Place of Filling Materials	cu.m.	430.00		
3.02	Supply & Place Class II Core Rocks	cu.m.	880.00		
3.03	Supply & Place Steel Reinforcement	kgs	8880.00		
3.04	Concrete Topping/Stair Landing	cu.m.	307.00		
				Total For Item No. III P	

Subitted by :

_____ _____
(Name & Signature of Representative of the Bidder) Date

_____
(Position)

_____
Name of the Bidder

Standard Form Number : SF - INFR - 16
Revised on : August 11, 2004

BILL OF QUANTITIES

REPAIR OF ROCK BULKHEAD INCL. CONCRETE PAVEMENT
PORT OF NASUGBU, BATANGAS

ITEM NO. IV - REPAIR OF CONCRETE PAVEMENT

Item No.	Description	Unit	Quantity	Unit Price (Pesos)	Amount
4.01	Base Preparation	cu.m.	19.40		
4.02	Concrete Works	cu.m.	2.40		
				Total For Item No. IV P	

Subitted by :

_____ _____
(Name & Signature of Representative of the Bidder) Date

_____
(Position)

_____
Name of the Bidder

Standard Form Number : SF - INFR - 16
Revised on : August 11, 2004

BILL OF QUANTITIES

REPAIR OF ROCK BULKHEAD INCL. CONCRETE PAVEMENT
PORT OF NASUGBU, BATANGAS

ITEM NO. V - REPAIR OF MOORING POST

Item No.	Description	Unit	Quantity	Unit Price (Pesos)	Amount
5.01	Supply & Installation of Mooring Post and Accessories	sets	6.00		
				Total For Item No. V P	

Subitted by :

_____ _____
(Name & Signature of Representative of the Bidder) Date

_____
(Position)

_____
Name of the Bidder

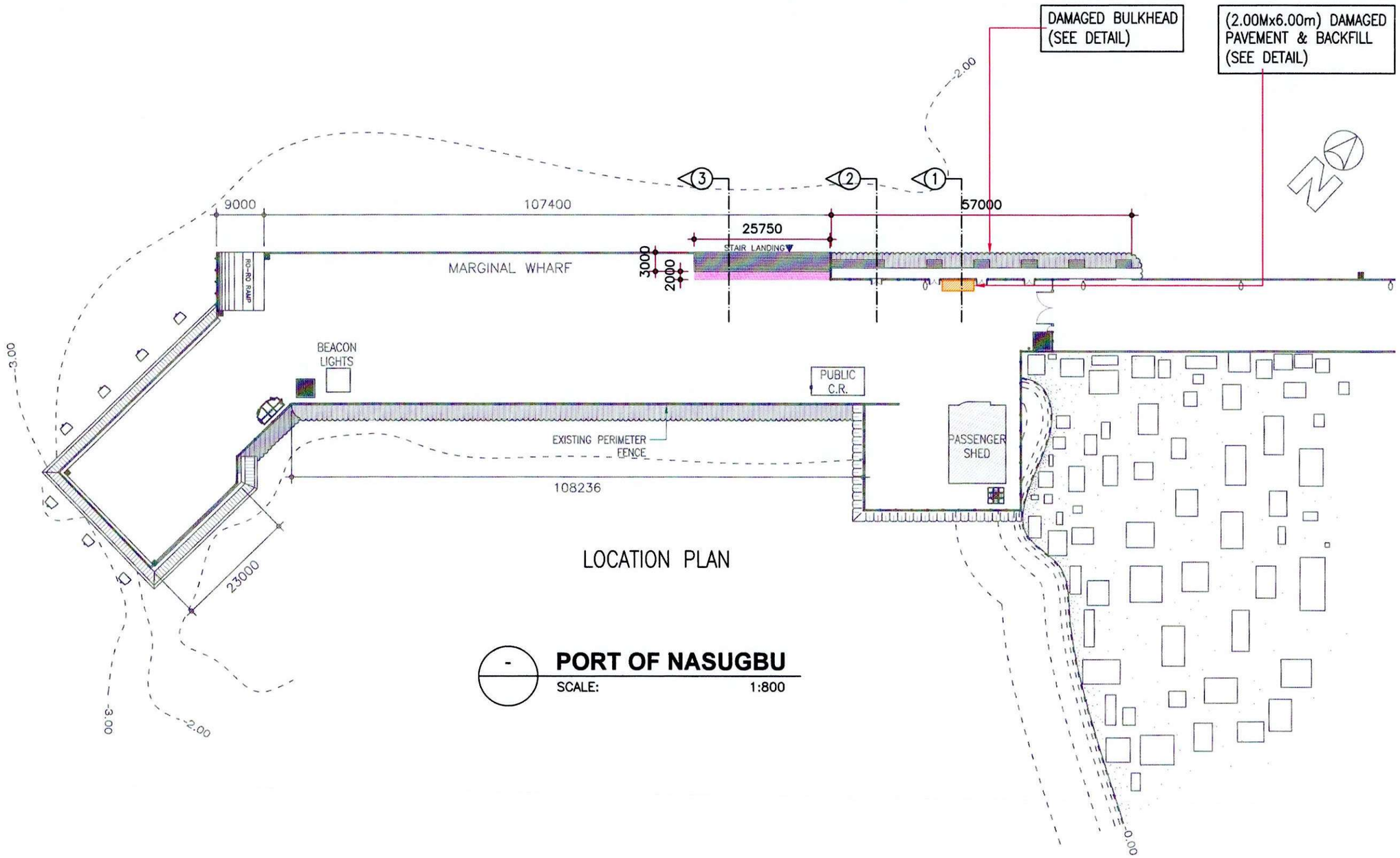
PHILIPPINE PORTS AUTHORITY

PMO - BATANGAS

CONSTRUCTION DRAWING

REPAIR OF ROCK BULKHEAD INCLUDING CONCRETE PAVEMENT

PORT OF NASUGBU, BATANGAS

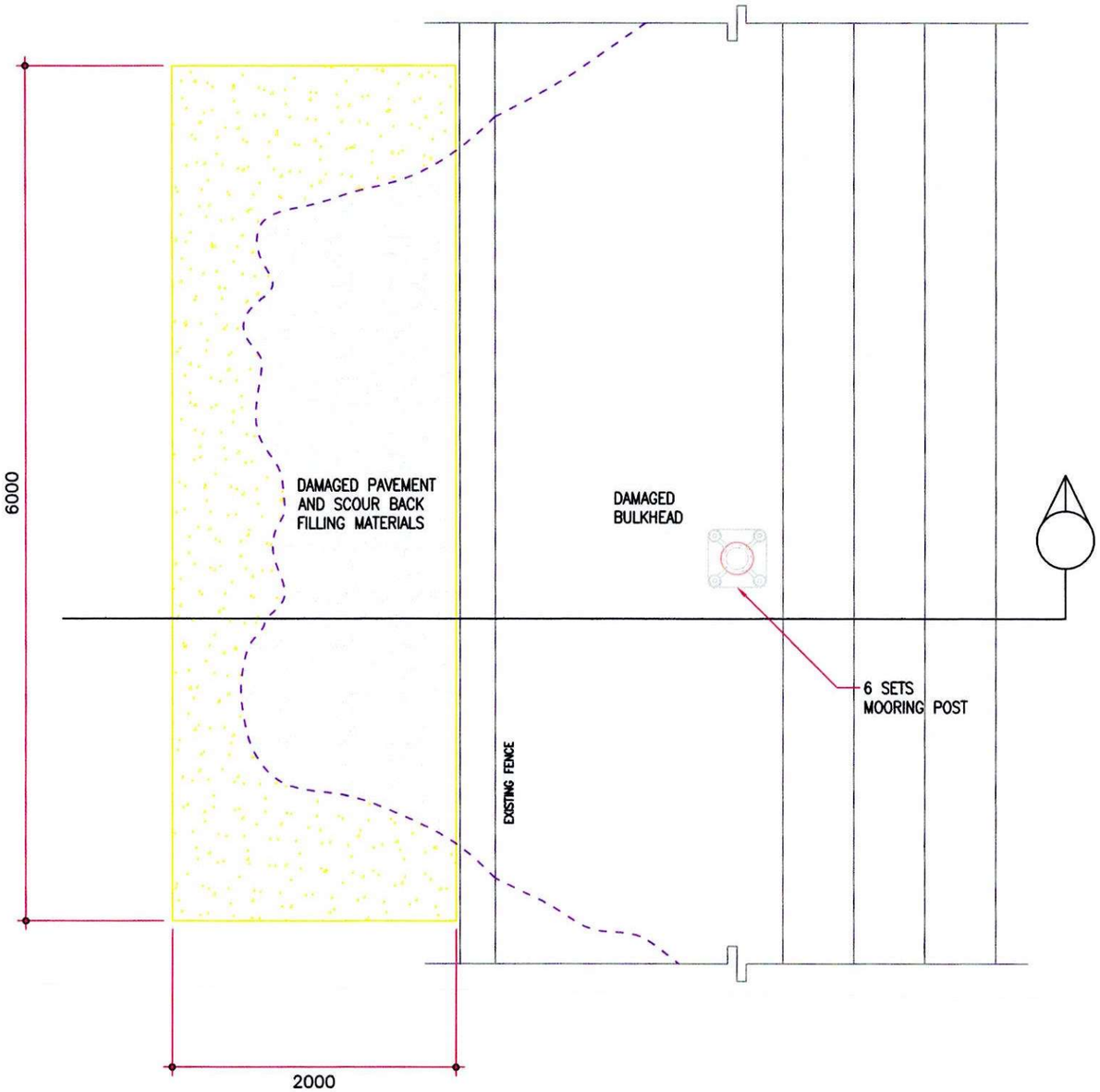


LOCATION PLAN

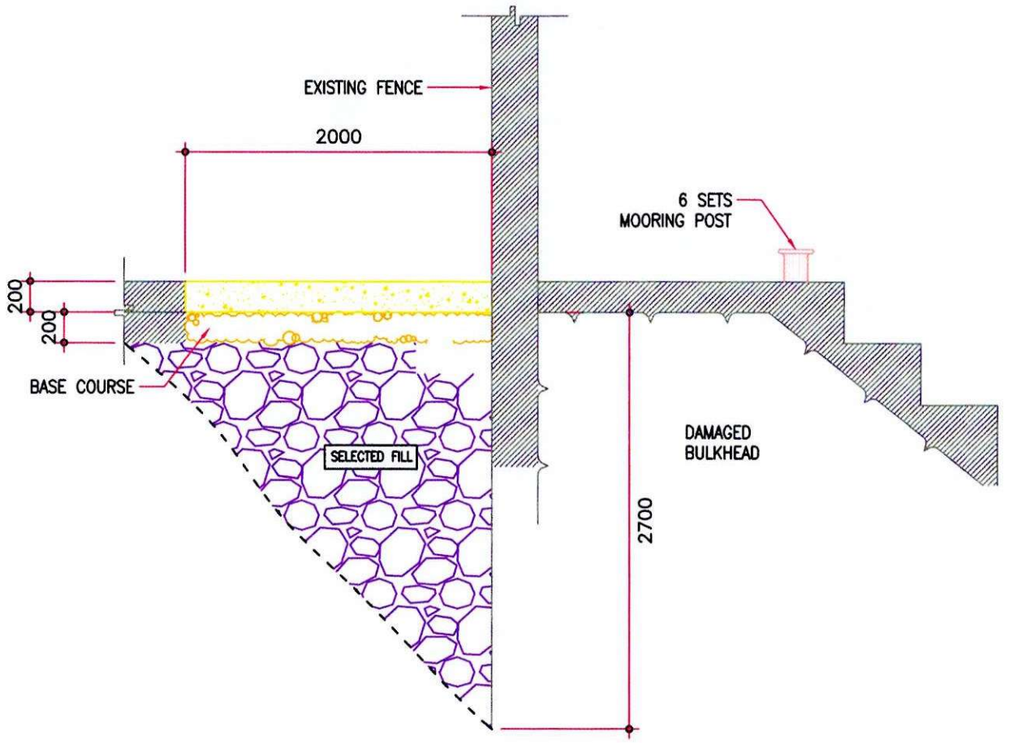
PORT OF NASUGBU

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PHILIPPINE PORTS AUTHORITY PMO - BATANGAS	PROJECT TITLE : **REPAIR OF ROCK BULKHEAD INCLUDING CONCRETE PAVEMENT** LOCATION : PORT OF NASUGBU, BATANGAS	CAD BY : (SIGNED) **D. A. ALEGRE** ENGINEERING ASSISTANT	PREPARED BY : (SIGNED) **A. A. LACSAMANA** ACTG. SENIOR ENGINEER	REVIEWED BY : (SIGNED) **C. B. GUCE** ESD MANAGER	APPROVED : (SIGNED) **JOSELITO O. SINOCRUZ PhD** PORT MANAGER	SHEET CONTENTS : AS-SHOWN	SHEET NO : **01** **05** DATE: 08 - 2021



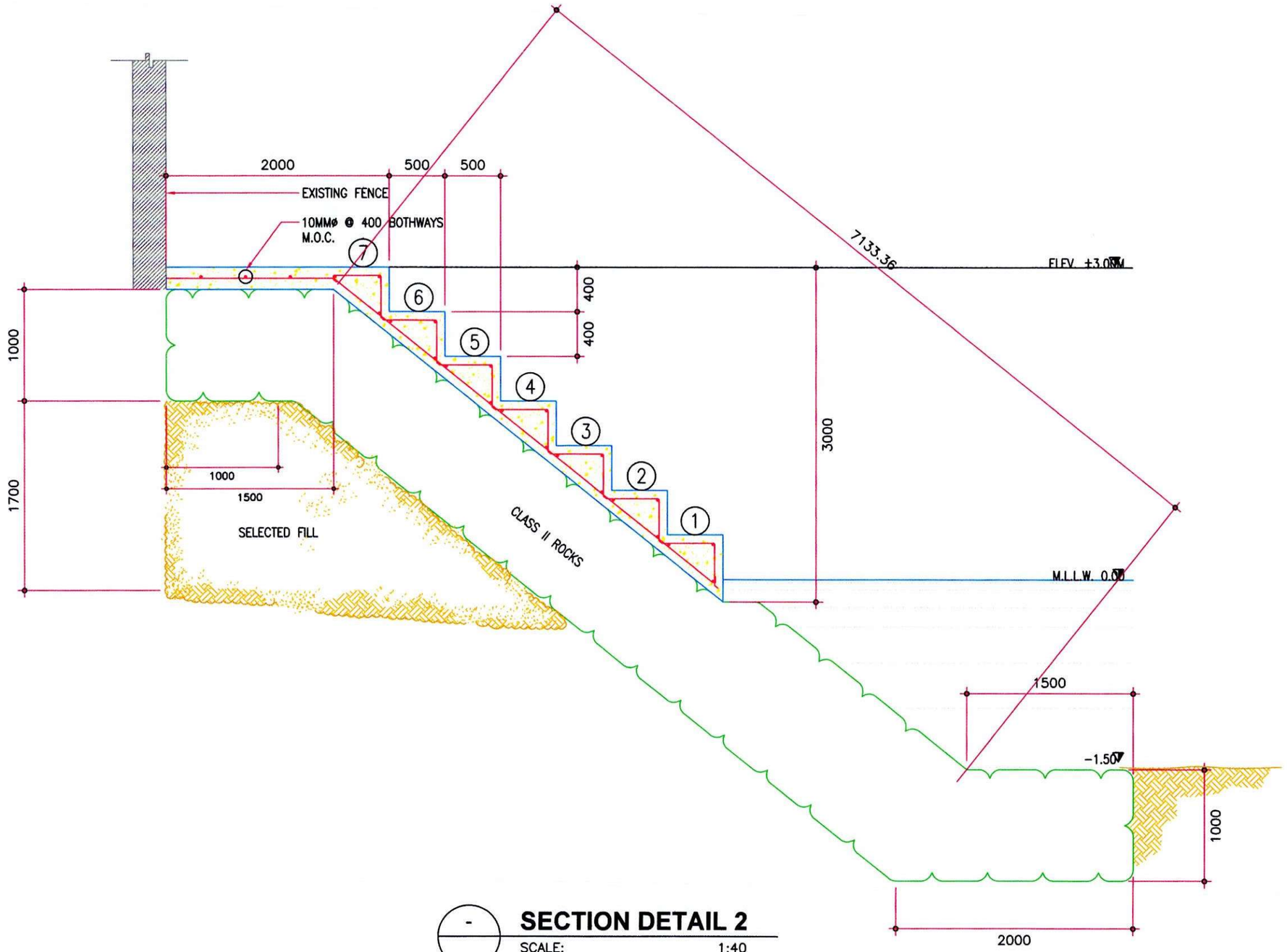
- **PLAN**
SCALE: 1:40



- **SECTION DETAIL 1**
SCALE: 1:40

PHILIPPINE PORTS AUTHORITY
PMO - BATANGAS

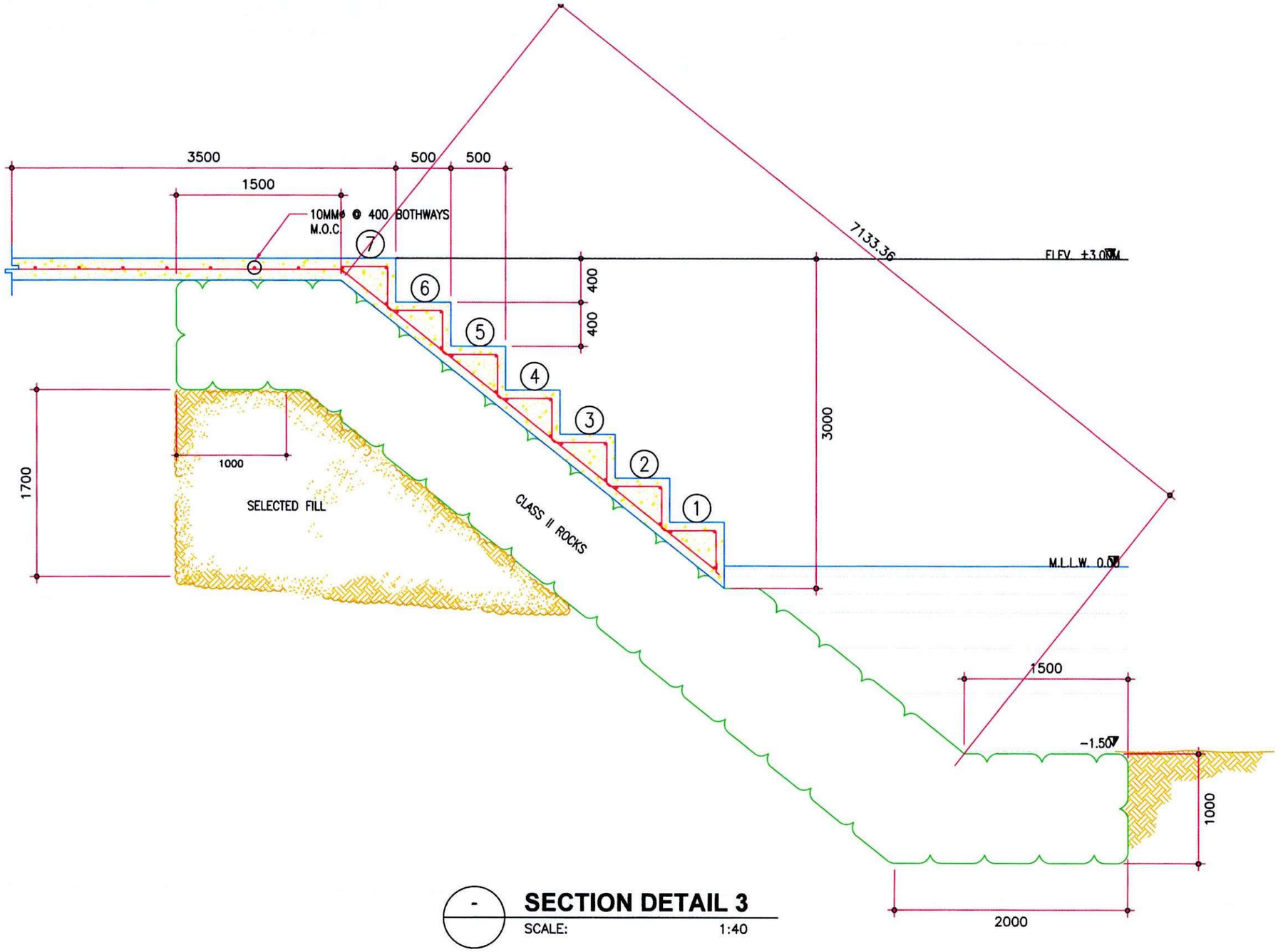
PROJECT TITLE :	CAD BY :	PREPARED BY :	REVIEWED BY :	APPROVED :	SHEET CONTENTS :	SHEET NO :
REPAIR OF ROCK BULKHEAD INCLUDING CONCRETE PAVEMENT	(SIGNED)	(SIGNED)	(SIGNED)	(SIGNED)	AS-SHOWN	02 / 05
LOCATION : PORT OF NASUGBU, BATANGAS	**D. A. ALEGRE** ENGINEERING ASSISTANT	**A. A. LACSAMANA** ACTG. SENIOR ENGINEER	**C. B. GUCE** ESD MANAGER	**JOSELITO O. SINOCRUZ PhD** PORT MANAGER		DATE: 08 - 2021



SECTION DETAIL 2

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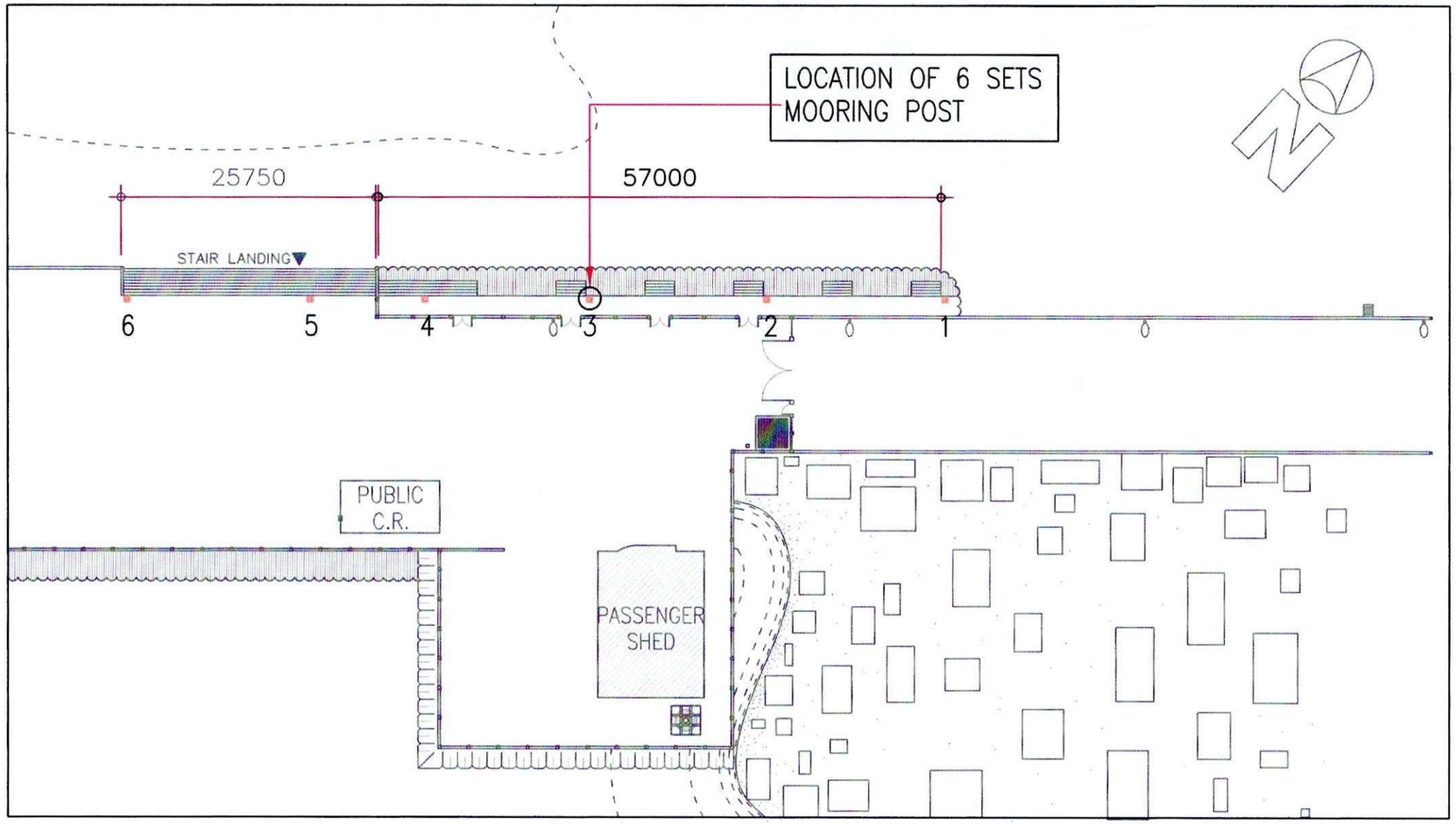
PHILIPPINE PORTS AUTHORITY PMO - BATANGAS	PROJECT TITLE : **REPAIR OF ROCK BULKHEAD INCLUDING CONCRETE PAVEMENT** LOCATION : PORT OF NASUGBU, BATANGAS	CAD BY : (SIGNED) **D. A. ALEGRE** ENGINEERING ASSISTANT	PREPARED BY : (SIGNED) **A. A. LACSAMANA** ACTG. SENIOR ENGINEER	REVIEWED BY : (SIGNED) **C. B. GUCE** ESD MANAGER	APPROVED : (SIGNED) **JOSELITO O. SINOCRUZ PhD** PORT MANAGER	SHEET CONTENTS : AS-SHOWN	SHEET NO : **03** **05** DATE: 08 - 2021

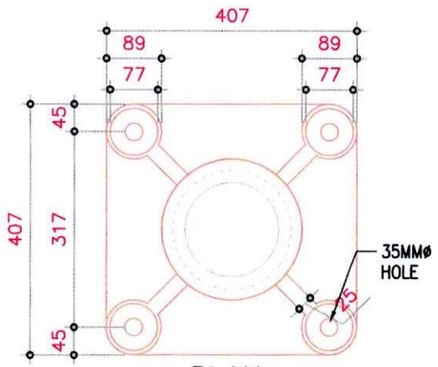


- SECTION DETAIL 3

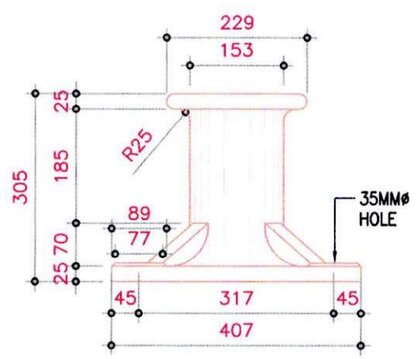
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PHILIPPINE PORTS AUTHORITY PMO - BATANGAS	PROJECT TITLE : **REPAIR OF ROCK BULKHEAD INCLUDING CONCRETE PAVEMENT** LOCATION : PORT OF NASUGBU, BATANGAS	CAD BY : (SIGNED) **D. A. ALEGRE** ENGINEERING ASSISTANT	PREPARED BY : (SIGNED) **A. A. LACSAMANA** ACTG. SENIOR ENGINEER	REVIEWED BY : (SIGNED) **C. B. GUCE** ESD MANAGER	APPROVED : (SIGNED) **JOSELITO O. SINOCRUZ PhD** PORT MANAGER	SHEET CONTENTS : AS-SHOWN	SHEET NO : **04** **05** DATE: 08 - 2021





PLAN



ELEVATION

DET. OF C.I. MOORING POST

SCALE: 1:10

PHILIPPINE PORTS AUTHORITY PMO - BATANGAS	PROJECT TITLE : **REPAIR OF ROCK BULKHEAD INCLUDING CONCRETE PAVEMENT** LOCATION : PORT OF NASUGBU, BATANGAS	CAD BY : (SIGNED) **D. A. ALEGRE** ENGINEERING ASSISTANT	PREPARED BY : (SIGNED) **A. A. LACSAMANA** ACTG. SENIOR ENGINEER	REVIEWED BY : (SIGNED) **C. B. GUCE** ESD MANAGER	APPROVED : (SIGNED) **JOSELITO O. SINOCRUZ PhD** PORT MANAGER	SHEET CONTENTS : AS-SHOWN	SHEET NO : 05 / 05 DATE: 08 - 2021