

PHILIPPINE BIDDING DOCUMENTS

(As Harmonized with Development Partners)

Procurement of INFRASTRUCTURE PROJECTS

Government of the Republic of the Philippines

**CITY GOVERNMENT OF MEYCAUAYAN,
BULACAN**

**Name of Project/Contract: CONSTRUCTION OF
GOVERNMENT CENTER WITH SITE DEVELOPMENT
UNDER DESIGN AND BUILD SCHEME**

**Project/Contract Reference Number:
IN2023-017**

**Sixth Edition
July 2020**

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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



Republic of the Philippines
City Government of Meycauayan
Province of Bulacan
Bids and Awards Committee

Invitation to Bid
for
**CONSTRUCTION OF GOVERNMENT CENTER WITH SITE DEVELOPMENT
UNDER DESIGN AND BUILD SCHEME AT MCARTHUR HIGHWAY, BRGY.
SALUYSOY, CITY OF MEYCAUAYAN, BULACAN**

1. The **City Government of Meycauayan, Bulacan**, through a Loan from the Land Bank of the Philippines intends to apply the sum of **Six Hundred Million Pesos (Php 600,000,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for “Construction of Government Center with Site Development under Design and Build Scheme located at McArthur Highway, Brgy. Saluysoy, City of Meycauayan, Bulacan”, with the Project Identification Number: IN2023-017. Bids received in excess of the ABC shall be automatically shall be rejected at bid opening.
2. The **City Government of Meycauayan, Bulacan**, now invites bids for the above Procurement Project. Completion of the Works is required **Seven Hundred Twenty (720) calendar days**. Bidders should have completed a contract similar to the Building Construction with Design and Build Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from the BAC Secretariat of the City Government of Meycauayan, Bulacan and inspect the Bidding Documents at the address given below from 8:00 A.M. to 5:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested bidders on **July 19, 2023 to September 05, 2023**, from the given address and website/s below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Seventy-Five Thousand (Php 75,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person.
6. The **City Government of Meycauayan, Bulacan** will hold a **Pre-Bid Conference** on **10:00 A.M., August 24, 2023**, at BAC Office, 4th Floor, City Hall Building, City of Meycauayan, Bulacan, which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address as indicated below, on or before 10:00 A.M., September 5, 2023. Late bids shall not be accepted.
8. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 16.
9. **Bid opening shall be on 10:00 A.M., September 5, 2023**, at the BAC Office, 4th Floor, City Hall Building, City of Meycauayan, Bulacan. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **City Government of Meycauayan, Bulacan** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 Revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

EDNA GONZALES

Administrative Assistant III

Mc-Arthur Highway, Saluysoy

Meycauayan City, Bulacan

Philippines 3020

e-mail address: cityofmeycauayanbac@gmail.com

Telephone No.: 63-44-9198020 Ext. 1015

12. You may visit the following websites:

For downloading of Bidding Documents: *PhilGeps Website and meycauayan.gov.ph*

July 19, 2023

(sgd.)

PIA S. RAMIREZ-DELOS SANTOS

BAC Chairperson

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, City Government of Meycauayan, Bulacan invites Bids for the **Construction of Government Center with Site Development under Design and Build Scheme located at McArthur Highway, Brgy. Saluysoy, Meycauayan City, Bulacan**, with Project Identification Number: IN2023-017.

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 a Loan from the Land Bank of the Philippines in the amount of Six Hundred Million Pesos (₱ 600,000,000.00).

2.2. The source of funding is:

- a. Loan from the Land Bank of the Philippines

3. Bidder’s 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.

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 8 of the ITB.

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 ITB, 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 including the design

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 ITB, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

- 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. In case of joint ventures, a special PCAB License, and registration for the type and cost of the contract for this Project, shall be required. 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 I of the **1B** shall not be accepted.

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

12. Alternative Bids

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

13. Bid Prices

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

14. Bid and Payment Currencies

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

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

- a. Philippine Pesos.

15. Bid Security

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

15.2. The Bid and bid security shall be valid until 120 calendar days after the opening of bids. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

16. Sealing and Marking of Bids

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

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

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

17. Deadline for Submission of Bids

The Bidders shall submit on the specified date and time and either at its physical address as indicated in paragraph 7 of the **ITB**.

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 **ITB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case video conferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

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

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

19. Detailed Evaluation and Comparison of Bids

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

19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 15 shall be submitted for each contract (lot) separately.

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

20. Post Qualification

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

21. Signing of 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

ITB Clause																																								
5.2	<p>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be: Structural Works, Architectural Works, MEPF Works, and Site Development</p> <p>For this purpose, similar contracts shall refer to Design and Build of a Building Construction.</p>																																							
7.1	<i>Not Applicable</i>																																							
10.3	<i>None</i>																																							
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <table border="1" data-bbox="347 808 1441 1361"> <thead> <tr> <th data-bbox="355 824 667 864"><u>Key Personnel</u></th> <th data-bbox="667 824 1137 864"><u>General Experience</u></th> <th data-bbox="1137 824 1441 864"><u>Relevant Experience</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="355 898 667 931">Project Manager</td> <td data-bbox="667 898 1137 931">Building Construction</td> <td data-bbox="1137 898 1441 931">20 years</td> </tr> <tr> <td data-bbox="355 931 667 965">Project Engineer</td> <td data-bbox="667 931 1137 965">Building Construction</td> <td data-bbox="1137 931 1441 965">15 years</td> </tr> <tr> <td data-bbox="355 965 667 999">Structural Engineer</td> <td data-bbox="667 965 1137 999">Building Construction</td> <td data-bbox="1137 965 1441 999">20 years</td> </tr> <tr> <td data-bbox="355 999 667 1032">Architect</td> <td data-bbox="667 999 1137 1032">Building Construction</td> <td data-bbox="1137 999 1441 1032">10 years</td> </tr> <tr> <td data-bbox="355 1032 667 1066">Quality Control and</td> <td data-bbox="667 1032 1137 1066"></td> <td data-bbox="1137 1032 1441 1066"></td> </tr> <tr> <td data-bbox="355 1066 667 1099">Materials Engineer II</td> <td data-bbox="667 1066 1137 1099">Building Construction</td> <td data-bbox="1137 1066 1441 1099">5 years</td> </tr> <tr> <td data-bbox="355 1099 667 1133">Sanitary Engr.</td> <td data-bbox="667 1099 1137 1133">Building Construction</td> <td data-bbox="1137 1099 1441 1133">5 years</td> </tr> <tr> <td data-bbox="355 1133 667 1167">Prof. Electrical Engr.</td> <td data-bbox="667 1133 1137 1167">Building Construction</td> <td data-bbox="1137 1133 1441 1167">10 years</td> </tr> <tr> <td data-bbox="355 1167 667 1200">Prof. Mechanical Engr.</td> <td data-bbox="667 1167 1137 1200">Building Construction</td> <td data-bbox="1137 1167 1441 1200">5 years</td> </tr> <tr> <td data-bbox="355 1200 667 1234">Health and Safety</td> <td data-bbox="667 1200 1137 1234"></td> <td data-bbox="1137 1200 1441 1234"></td> </tr> <tr> <td data-bbox="355 1234 667 1267">Officer</td> <td data-bbox="667 1234 1137 1267">Building Construction</td> <td data-bbox="1137 1234 1441 1267">5 years</td> </tr> <tr> <td data-bbox="355 1267 667 1301">General Foreman</td> <td data-bbox="667 1267 1137 1301">Building Construction</td> <td data-bbox="1137 1267 1441 1301">5 years</td> </tr> </tbody> </table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	Project Manager	Building Construction	20 years	Project Engineer	Building Construction	15 years	Structural Engineer	Building Construction	20 years	Architect	Building Construction	10 years	Quality Control and			Materials Engineer II	Building Construction	5 years	Sanitary Engr.	Building Construction	5 years	Prof. Electrical Engr.	Building Construction	10 years	Prof. Mechanical Engr.	Building Construction	5 years	Health and Safety			Officer	Building Construction	5 years	General Foreman	Building Construction	5 years
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10.5	<p>The minimum major equipment requirements are the following:</p> <table border="1" data-bbox="347 1458 1441 1921"> <thead> <tr> <th data-bbox="355 1458 667 1498"><u>Equipment</u></th> <th data-bbox="667 1458 1098 1498"><u>Capacity</u></th> <th data-bbox="1098 1458 1441 1498"><u>Number of Units</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="355 1529 667 1563">Mobile Crane</td> <td data-bbox="667 1529 1098 1563"></td> <td data-bbox="1098 1529 1441 1563">1</td> </tr> <tr> <td data-bbox="355 1563 667 1597">Dump Trucks</td> <td data-bbox="667 1563 1098 1597"></td> <td data-bbox="1098 1563 1441 1597">3</td> </tr> <tr> <td data-bbox="355 1597 667 1630">Boom Truck</td> <td data-bbox="667 1597 1098 1630"></td> <td data-bbox="1098 1597 1441 1630">1</td> </tr> <tr> <td data-bbox="355 1630 667 1664">Backhoe</td> <td data-bbox="667 1630 1098 1664"></td> <td data-bbox="1098 1630 1441 1664">1</td> </tr> <tr> <td data-bbox="355 1664 667 1697">Road Grader</td> <td data-bbox="667 1664 1098 1697"></td> <td data-bbox="1098 1664 1441 1697">1</td> </tr> <tr> <td data-bbox="355 1697 667 1731">Road Roller</td> <td data-bbox="667 1697 1098 1731"></td> <td data-bbox="1098 1697 1441 1731">1</td> </tr> <tr> <td data-bbox="355 1731 667 1765">Water Truck</td> <td data-bbox="667 1731 1098 1765"></td> <td data-bbox="1098 1731 1441 1765">1</td> </tr> <tr> <td data-bbox="355 1765 667 1798">Welding Machine</td> <td data-bbox="667 1765 1098 1798"></td> <td data-bbox="1098 1765 1441 1798">3</td> </tr> <tr> <td data-bbox="355 1798 667 1832">Concrete Vibrator</td> <td data-bbox="667 1798 1098 1832"></td> <td data-bbox="1098 1798 1441 1832">2</td> </tr> <tr> <td data-bbox="355 1832 667 1865">Plate Compactor</td> <td data-bbox="667 1832 1098 1865"></td> <td data-bbox="1098 1832 1441 1865">1</td> </tr> </tbody> </table>	<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>	Mobile Crane		1	Dump Trucks		3	Boom Truck		1	Backhoe		1	Road Grader		1	Road Roller		1	Water Truck		1	Welding Machine		3	Concrete Vibrator		2	Plate Compactor		1						
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Plate Compactor		1																																						
12	<i>None</i>																																							

15.1	<p>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</p> <ul style="list-style-type: none"> a. The amount of not less than two percent (2%) of <i>ABC</i>, 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 five percent (5%) of <i>ABC</i> if bid security is in Surety Bond.
19.2	<p>Partial bids are allowed, as follows:</p> <p>Not Applicable</p>
20	<p>Building Permit with Environmental Compliance Certificate</p>
21	<p>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, Equipment Utilization Schedule, Construction Safety and Health Program approved by the DOLE, PERT CPM and other acceptable tools of project scheduling.</p> <p>The eligibility requirements for Design and Build Infrastructure Projects shall comply with the applicable provisions of Section 23-24 of 2016 Revised IRR of R.A. 9184.</p> <p>A modified set of requirements integrating eligibility documents and criteria for infrastructure projects and consulting services shall be adopted, as follows pursuant to Section 9 of Annex "G" of the 2016 Revised IRR of R.A. 9184.</p> <ul style="list-style-type: none"> i. Class "A" Documents (Legal, Technical and Financial Documents) and Class B Documents <p>The prospective bidder shall submit all the required Class "A" and Class "B" documents for infrastructure projects and the following:</p> <ul style="list-style-type: none"> a) relevant statements of all on-going, completed, awarded but not yet started design/design and build related contracts, curriculum vitae of key staff, partners or principal officers; and b) valid licenses issued by the Professional Regulatory Commission (PRC) for design professionals in accordance with the provisions under Section 24. I(a)(iv) of this IRR. <ul style="list-style-type: none"> ii. Eligibility Criteria <ul style="list-style-type: none"> a) The eligibility of design and build contractors shall be based on the legal, technical and financial requirements abovementioned. In the technical requirements, the design and build contractor (as solo or in joint venture/consortia) should be able to comply with the experience requirement under the IRR of R.A. 9184, where one of the parties (in a joint

venture/consortia) should have at least one similar project, both in design and construction, with at least 50% of the cost of the ABC.

- b) If the bidder has no experience in design and build projects on its own it may enter into subcontracting, partnerships, or joint venture with design or engineering firms for the design portion of the contract.
- c) The relevant provisions under Section 23.5.214 of the Revised IRR of R.A.9184 on eligibility requirements shall be observed, with the following exceptions:

Joint ventures/consortia among Filipino contractors and consultants or among Filipino contractors and foreign consultants shall be allowed subject to pertinent laws and the relevant provisions of the IRR of R.A. 9184. The joint venture/consortia shall be jointly and severally responsible for the obligations and the civil liabilities arising from the design and build contract: Provided, however, That Filipino ownership or interest thereof shall be at least seventy five percent (75%): Provided further, That joint ventures/consortia in which Filipino ownership or interest is less than seventy-five percent (75%) may be eligible where the structures to be built require the application of techniques and/or technologies which are not adequately possessed by Filipinos and that Filipino ownership or interest shall not be less than twenty-five percent (25%): Provided, finally, that when the design regulated by law, all those who will actually perform the services shall be Filipino citizens and services in which the joint venture wishes to engage involve the practice of professions registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions and where foreign designers are required, the foreign designer must be authorized by the appropriate Philippine Government professional regulatory body to engage in the practice of those professions and allied professions.

In the submission of bids, the first envelope (Technical Proposal) shall contain all the required documents for infrastructure projects under Section 25.2(b) of the IRR of R.A 9184 and the following additional documents pursuant to Section 10 of Annex "G" of the 2016 Revised IRR of R.A. 9184

- i. Preliminary Conceptual Design Plans in accordance with the degree of details specified by the procuring entity;
- ii. Design and construction methods;
- iii. List of design and construction personnel, to be assigned to the contact to be bid, with their complete qualification and experience data; and
- iv. Value engineering analysis of design and construction method.

Section IV. General Conditions of Contract

1. Scope of Contract

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

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

2. Sectional Completion of Works

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

3. Possession of Site

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

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

4. The Contractor’s Obligations

The Contractor shall employ the key personnel named in the Schedule of Key Personnel indicating their designation, in accordance with **ITB** Clause 10.4 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 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 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 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 rated 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

GCC Clause	
2	None
4.1	Upon the Start of the project delivery of the possession of the site to the Contractor
6	The site investigation report are: None
7.5	Five (5) 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 Ten (10) 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 Php 200,000.00
13	The amount of the advance payment is shall not exceed fifteen percent 15% of the total contract price.
14	Materials and equipment delivered on the site but not completely put in place shall not be included for payment.
15.1	<p>The date by which operating and maintenance manuals are required is before completion of project.</p> <p>The date by which "as built" drawings are required is before completion of the project.</p>
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 Php 200,000.00.

Section VI. Terms of Reference

TERMS OF REFERENCE

'CONSTRUCTION OF GOVERNMENT CENTER WITH SITE DEVELOPMENT UNDER DESIGN AND BUILD SCHEME AT MCARTHUR HIGHWAY, BRGY. SALUYSOY, CITY OF MEYCAUAYAN, BULACAN

I. BACKGROUND

The City Government of Meycauayan, Bulacan had set its utmost goal of providing a comfortably house for local counterparts of national government agencies in the City of Meycauayan for a modern community development and near to the New City Hall;

A study was undertaken to determine the viability of Construction of Government Center with Site Development by way of securing an Ordinance to the Sangguniang Panlungsod of Meycauayan City, Bulacan authorizing the borrowing of the City Government of Meycauayan, Bulacan, in the amount of Six Hundred Million Pesos (Php 600,000,000.00) to fund the Construction of Government Center with Site Development located at McArthur Highway, Saluysoy, City of Meycauayan, Bulacan.

Included in the study is the physical design parameter of the “Construction of Government Center with Site Development under Design and Build Scheme at McArthur Highway, Brgy. Saluysoy, City of Meycauayan, Bulacan” including the provisions for vehicles parking building;

Based on the study it was found that the project was viable and consequently, the Sangguniang Panlungsod of Meycauayan City, Bulacan passed an Ordinance appropriating the amount of Six Hundred Million Pesos (Php 600,000,000.00) for the Construction of Government Center with Site Development located at McArthur Highway, Saluysoy, City of Meycauayan, Bulacan.

Due to urgency and time constraints to put up the Proposed Construction of Government Center with Site Development, as per the aforementioned reasons, it was decided that the Detailed Architectural and Engineering Designs of the structure (based on the basic needs and design concepts of the City) shall be included in the overall bidding process on the ground that City Government does not have professional structural engineers, professional electrical and other technical professional personnel who can prepare the detailed architectural and engineering design and related technical documents in accordance with 2016 Revised Implementing Rules and Regulations of R.A. 9184 known as “ Government Procurement Reforms Act”

Design and Build Projects. This refers to infrastructure projects where the Municipal Government of Balaoan awards a single contract for the architectural/engineering design and construction to a single firm, partnership, corporation, joint venture or consortium in accordance with the Annex “G” of the 2016 Revised Implementing Rules and Regulations of R.A. 9184 known as “Government Procurement Reforms Acts”

It is within the foregoing perspectives that this TERMS OF REFERENCE (TOR) for the Construction of Government Center with Site Development under Design and Build Scheme issued to qualified bidders for a Competitive Public Bidding;

The proposed Construction of Government Center with Site Development under Design and Build Scheme will be constructed on a 8,000 sq.m lot beside the New Meycauayan City Hall Building. This project is envisioned to complement the services offered by the City Government to its constituents by bringing the other government agencies closer to the New Meycauayan City Hall.

The Complex consists of two(2) major structures - The Government Center Building and the Parking Building.

1. Government Center Building shall have 4 floors and a total floor area of 6,696 sq.m more or less and designed with finishes similar to the New Meycauayan City Hall Building.

1.a. Ground Floor- with an area of 1,728 sq.m is reserved for commercial spaces, lobbies, kiosks, information desk, hallways, common toilet, and stairways.

1.b. 2nd Floor – with an area of 1,512 sq.m are rentable spaces, bridgeways, and hallways, common toilet, stairways and shall have an open below to the ground floor.

1.c. The 3rd & 4th Floor – with a total area of 3,456 sq.m (1,728sq.m per floor) are reserved for government offices/offices, common toilet, & stairway. To better serve the City's constituents.

2. The Parking Building is designed as Four (4) -Storey structure although initially Two (2) - Storey shall be constructed with a total floor area of 3,113.04sq.m. (1556.52 sq.m per floor). Each floor can accommodate 45 parking slots or a total of 90 car parking slots.

3. Site Development shall consist of Driveway, sidewalk, additional car parking, greenery, sewage treatment facility, garbage room, powerhouse and Genset. Estimated total area to be developed is 4,400 sq.m.

II. LEGAL BASIS

1. The Construction of Government Center with Site Development under Design and Build Scheme at McArthur Highway Brgy. Saluysoy, City of Meycauayan, Bulacan was included approved in City Development Plans of the City and also in the Annual Investment Program for the City and duly approved by the Sanggunian Panlungsod of Meycauayan, Bulacan;

2. The Project is included in the Supplemental Project Procurement Management Plans (PPMP) and in the Supplemental Annual Procurement Plan (APP) in the City Government of Meycauayan, Bulacan;

3. The City Mayor of Meycauayan, Bulacan approved the BAC Resolution No. 2023-07-09 dated July 17, 2023 stating the mode of procurement, the Design and Build Scheme under Annex “G” of the 2016 Revised IRR of R.A. 9184 for the procurement and implementation of the above-mentioned project.
4. A Competitive Public Bidding for the Construction of Government Center with Site Development under Design and Build Scheme at McArthur Highway, Brgy. Saluysoy, City of Meycauayan, Bulacan included the preparation of the entire Detailed Architectural and Engineering Designs (Design and Build Scheme) in accordance with RA 9184 as amended, otherwise known as “Government Procurement Reform Act”, has been adopted considering the urgency of its implementation, economy terms of time and expenses in bidding process, and as a way of overcoming the limited expert manpower services and technical resources of Municipality;
5. The Proposed Construction of Government Center with Site Development under Design and Build Scheme at McArthur Highway, Brgy. Saluysoy shall be funded through a Loan from the Land Bank of the Philippines in the amount of Php 600,000,000.00.

III. GENERAL SCOPE OF WORKS

Performance Specifications and Parameters. The required performance specifications and criteria and its means of measurement based on the operating outputs and in accordance with appropriate design and construction standards, legal and technical obligations and any other relevant government commitments as require by existing laws and regulations. It shall not be drawn up to favor a particular solution, design and construction method.

1. The project covers the Construction of Government Center with Site Development under Design and Build Scheme at McArthur Highway, Brgy. Saluysoy, City of Meycauayan, Bulacan a Concrete Building with Architectural Works/Finishes, Elevator and MEPF works.
2. Construction of the buildings and other structures, the design and specifications shall conform to the standard set by:
 - National Building Code of the Philippines
 - National Structural Code of the Philippines
 - Electrical Engineering Law (RA 7920)
 - Mechanical Engineering Law (RA 5336)
 - Plumbing Code (RA 1378,1993-1994 Revisions)
 - Fire Code (RA 9514)
 - Engineering Standards and other laws and regulations covering environmental concerns and local ordinances and regulations.
3. The bidder shall have utilized Specialized Technical Staffs for the Pre-Detailed Design and Detailed Design portion of the contract or enters into partnerships or joint venture supported by a Memorandum of Agreement (MOA) with design, engineering or architectural firm with minimum number of professionals as shown below:
 - a. Project Manager
 - i. Licensed Civil Engineer or Architect for at least twenty (20) years

- ii. Preferably at least fifteen (15) years' experience in building construction and overall project management
- b. Project Engineer
 - i. Licensed Civil Engineer at least fifteen (15) years
 - ii. Preferably at least fifteen (10) years' experience in building construction
- c. Structural Engineer
 - i. Licensed Structural /Civil Engineer at least twenty (20) years
 - ii. With experience in design of vertical medium-rise structures within the last fifteen (15) years
 - iii. Must be a member of Association of Structural Engineers of the Philippines, Inc. (ASEP)
- d. Architect
 - i. Licensed Architect at least ten (10) years
 - ii. With experience in the design of vertical medium-rise structures within the last ten (10) years
- e. Sanitary Engineer
 - i. Licensed Sanitary Engineer at least five (5) years
 - ii. With experience in the design of vertical medium-rise structures within the last five (5) years
- f. Professional Electrical Engineer
 - i. Licensed Professional Electrical Engineer at least ten (10) years
 - ii. With experience in the design of vertical medium-rise structures within the last ten (10) years
- g. Professional Mechanical Engineer
 - i. Licensed Professional Mechanical Engineer at least five (5) years
 - ii. With experience in the design of vertical medium-rise structures within the last five (5) years
- h. Quality Control and Materials Engineer II
 - i. Licensed Civil Engineer and Materials Engineer II
 - ii. At least five (5) years' experience in quality control
 - iii. Certified Materials Engineer II in DPWH
- i. General Foreman
 - i. College Graduate
 - ii. Preferably at least five (5) years' experience in building construction
 - iii. Proficient as a leader for a building construction project.

The Bidder is required to prioritize the hiring of locally-based architects, engineers, and draftsmen especially if such have had experience and training in building projects and design.

- 4. Technical Reports on structural, electrical, and sanitary engineering including actual test or site investigations shall be required.

5. A complete set of architectural, engineering drawings, structural plans and other working plans shall be drawn in appropriate scales indicating all necessary details in order that the structures can be set out and constructed in accordance with guidelines and standards of the National Building Code of the Philippines shall be furnished by the bidder.
6. The bidder shall include in his proposal the cost of the proposed the Construction of Government Center with Site Development under Design and Build Scheme at McArthur Highway Brgy. Saluysoy, City of Meycauayan, Bulacan including the Detailed Architectural and Engineering Designs and other related research, surveys, and technical studies and test or site investigation required, to come out with the design.
7. The Lowest Calculated Responsive Bidder shall enter into a contract with the City Government that shall be in the nature of Design and Build Scheme of the project.
8. The winning bidder shall be then proceed with the Construction of Government Center with Site Development under Design and Build Scheme at McArthur Highway Brgy. Saluysoy, City of Meycauayan, Bulacan under the terms and conditions set forth herein.
9. Upon Project Completion and Final Acceptance in accordance with the terms and conditions set forth herein, the Contractor shall turnover the completed project to the City Government for proper disposition.

IV. DETAILED SCOPE OF WORKS

1. PRE-PLANNING PHASE

Preliminary Investigations. These shall include, among others, information on soil, geotechnical, hydrologic, hydraulic, seismic, traffic, and environmental conditions that shall be used to define project design criteria, to set the basis for any changed conditions and establish preliminary project cost estimates.

The bidder, by submitting his bid, represents that:

- a. He has thoroughly read/examined carefully understands fully all the bid documents and his bid will be in accordance therewith.
- b. His bid is based upon the conditions and requirements of the bid documents without exception.
- c. He has visited and inspected the Site of Works and its surroundings and satisfied himself as to all matters pertaining to the project, including the location and the nature of the work: climatic conditions; the nature and condition of the terrain: geological conditions at the site; transportation and communication facilities; the requirement and the availability of materials, labor, water, electric power and roads; the locations and extent of aggregate sources, and other factors that may affect the cost, duration and execution of the work; that he has determined the general characteristics of the project and the conditions indicated above.
- d. He has acquainted and familiarized himself with all conditions, local or otherwise, affecting the carrying out of the contract work and has arrived at an estimate of the facilities available and the facilities needed for the project.

- e. He is aware that City Government of Meycauayan, Bulacan shall not assume any responsibility regarding erroneous interpretations out of any data furnished by the City Government.
- f. He has familiarized himself with all laws, decrees, and regulations of the City Government and the local government where the project is located which affect or apply to the operations and activities of the contractor.
- g. He is aware that the construction period shall be 720 calendar days reckoned from the receipt of the NOTICE TO PROCEED.

2. PLANNING/ ENGINEERING DESIGN PHASE

I. Survey and Site Investigation

a. Preliminary Survey and Mapping. These shall determine boundaries and provide stationing along control lines to establish feature and design criteria location, and identify existing and future right-of-way limits and construction easements associated with the City Government of Meycauayan, Bulacan conceptual design.

b. The bidder is expected to conduct actual site survey of the project area identify preliminarily, metes and bounds of the proposed buildings. In the process, he shall be able to familiarize himself with site and nearby occupancy. It is also expected that the bidder shall familiarize himself with existing relevant materials and literature available in the City Government of Meycauayan, Bulacan, to enable him to come up with an intelligent proposal.

c. In the conduct of structural surveys, the following parameters need to be considered;

c.1. Man-made structure

SUBMITTAL/S: Structure Map drawn on a convenient size and scale, in the three (3) copies

II. The bidder is also expected to conduct studies and research work as follows:

i. Soil and Foundation Investigation Report required for planning and engineering design.

If needed for the planning, analysis and design of the project the bidder is expected to conduct site investigation sufficient to determine the bearing capacity and other data of the soil foundation which is necessary for the overall structural analysis and design of the building, in order to ensure the safety of the structure.

ii. Determine existing and proposed infrastructure, facilities, utilities, etc., which may have bearing on the planning and design exercises;

SUBMITTAL/S: Three (3) copies of the Soil and Foundation Investigation Report

iii. Utility Locations. The procuring entity shall provide information on the existing utilities in and around the project's area.

The bidders shall identify/locate the existing utilities at the site, namely:

- (1) Electrical Power Supply (underground and overhead)
- (2) Water Supply
- (3) Sewer and Storm Drainage
- (4) Telephone Lines (underground and overhead)

SUBMITTAL/S: Three (3) copies - of existing utilities and the relocation plan shall be reflected in a Utility Map. The utility maps shall indicate which lines will be affected by the new construction and the extend that they will have to be relocated.

III. Proposed Site Development Plan

3.1. Maximize the output of the planning exercise to have a building footprint that has more useable areas within the design standards. Parking areas within the immediate vicinity of the building shall have to be considered as well as the smooth flow of vehicular traffic. Areas for appropriate landscaping adjacent to the structure shall be factored in.

3.2. The structure will be positioned in accordance with the conceptual location and site development plan.

3.3. The site development plan shall take into consideration but shall not be limited to the following planning parameters;

- (1) Adequate areas for support facilities such as bunkhouses for workers, temporary latrines, materials warehousing, equipment/motor pools, etc. shall be provided and shall be rationalized in terms of relative location and area.
- (2) Power supply requirements shall be supplied by the local power utility through the initiative of the contractor.
- (3) Water supply shall be supplied by the local source.
- (4) The local telephone company shall supply communication facilities.

SUBMITTAL/S: Site development plan in three (3) copies duly signed and sealed by a licensed Architect.

IV. Proposed Construction of Government Center with Site Development under Design and Build Scheme at McArthur Highway Brgy. Saluysoy, City of Meycauayan, Bulacan.

The Government Center Building/Main Building shall be a total area of 6,696 sq.m. (Ground to Fourth Floor).

Ground Floor shall consist of commercial spaces, lobbies, kiosks, information desk, hallways, common toilet and stairways.

2nd Floor shall consist of rentable spaces, bridgeways and hallways, common toilet, stairways and shall have an open below to the ground floor.

3rd & 4th Floor shall consist of reserved for government spaces/offices, common toilet, & stairway. To better serve the City's constituents.

The Parking Building is designed as Four (4) -Storey structure although initially Two (2) - Storey shall be constructed with a total floor area of 3,113.04sq.m. (1556.52 sq.m per floor). Each floor can accommodate 45 parking slots or a total of 90 car parking slots.

The main building, parking building and site development will contain the following minimum space utilization requirements:

Minimum Space Utilization Requirements	Minimum Required Area, m²
MAIN BUILDING	
Ground Floor	
Commercial Spaces	690 m ²
Lobbies, Kiosks, Information Desk, Hallways and Others	900 m ²
Common Toilet	30 m ²
Stairways	30 m ²
Second Floor	
Rentable Spaces	650 m ²
Open Below	400 m ²
Bridgeways and Hallways	310 m ²
Common Toilet	30 m ²
Stairways	30 m ²
Third and Fourth Floor	
Government Spaces/Offices	1000 m ²
Common Toilet	35 m ²
Stairway	80 m ²
PARKING BUILDING	
Ground Floor	
Parking Slots (45 slots)	500 m ²
Driveway	880 m ²
Stairway with Toilet	23 m ²

Second Floor	
Parking Slots (45 slots)	500 m ²
Driveway	880 m ²
Stairway	10 m ²

The building shall be designed with the minimum range of elevations as follows:

Section	Minimum Range Elevations
MAIN BUILDING	
Ground Finish Floor Line to 2 nd Finish Floor Line Elevation	4.5m to 5.15meters
2 nd Flr. Finish Floor Line to 3rd Finish Floor Line Elevation	3.00 m to 4.20meters
3rd Flr. Finish Floor Line to 4th Finish Floor Line Elevation	3.00 m to 4.20meters
4th Flr. Finish Floor Line to Roof Beam Line Elevation	3.00 m to 4.20meters
Ground Finish Floor Line to Feature Roof Apex	20.25 meters
PARKING BUILDING	
Ground Floor to Second Floor	2.80 m to 3.20 meters

Minimum Specifications and Finishes

A.) Government Center Building/Main Building

1. Concreting Works

- Concrete Foundations
- Concrete Footing Tie Beams
- Concrete Slabs
- Concrete Columns

2. Steel Trusses

3. Architectural Finishes

- Masonry Works (CHB 4” Interior and CHB 6” Exterior)
- Painting Works
- Tubular Frames
- Tile Works (Homogenous Tiles, Wood Tiles, Flame Granite)
- Ceiling Works (Acoustic Board, and Gypsum Boards)

2. Parking Building

1. Concreting Works

- Slab On Fill
- Concrete slab on metal decking

2. Steel Columns, Steel Beams

3. Electrical Works, Convenience Outlets, & lighting fixtures

4. Plumbing Works, Fixtures and Accessories
5. Fire Protection Works and Accessories
6. Mechanical Works and Accessories

SUBMITTAL/S: Floor Plans in the Three (3) copies all documents duly signed and sealed by a licensed Architect.

2. Architectural Design

- (1) The architecture must be modern.
- (2) The building should be designed for natural ventilation system and Split Type Air-Conditioning System
- (3) The roof must be insulated
- (4) The bidder shall prepare the Architectural, Electrical, Sanitary, Mechanical, Electronics Plans and in accordance with the requirements of the National Building Code of the Philippines.

SUBMITTAL/S: One (1) colored perspective and two (2) black and white print, drawn at a paper size in a convenient scale.

3. Structural Design

- (1) The bidders shall prepare the necessary structural analysis/ calculation and design of the structural members (foundations, columns, girders, beams, shear walls) in accordance with the National Building Code of the Philippines with its referral codes such as the National Structural Code of the Philippines, etc. The design for the structure shall take into account, among other things, seismic requirements of the area to determine the optimum safety of the whole structure and to minimize possible earthquake damage. The design must consider the occurrence of flooding in the site and the typhoon strength for Central Luzon (Region III).
- (2) On the basis of the Data obtained from the detailed site investigations, topographical /engineering, foundation investigation, material testing, survey of existing site conditions, the seismic requirements of the area and other investigations required to obtain the data necessary to ensure the safety of the structure.

SUBMITTAL/S: Three (3) copies of the structural analysis/calculations and design signed by the structural engineer.

4. Engineering Drawings

- (1) General
 - i. The detailed design shall conform to the general standards adopted by the National Building Code and other pertinent laws of building construction.
 - ii. All design assumption shall be based on the results of the required technical studies, detailed analysis, and design computations.

- iii. The technical drawings and specifications shall clearly indicate all the details required to ascertain the care and thoroughness devoted in the preparation of the drawings.

(2) Drainage and Sewerage

- i. Drainage and sewerage must have a design that can accommodate the maximum flood water within the area of the City Government Center.
- ii. The drainage layout shall show all the required information such as direction of flow, manhole to manhole distance and sizes of lines, invert elevation of manholes/canals, location of outfalls, etc.
- iii. Design shall be supported with design computation.

SUBMITTAL/S: Drainage layout plans in the three (3) copies and three (3) copies of design computations, duly signed and sealed by a Sanitary Engineer.

(1) Water Supply and Distribution System

- i. The bidders shall carry out a detailed design for the water supply, drainage and sewer system of the building(s). The design should be on the basis of the results of the hydrological study and, the drainage survey taking into consideration the general and particular problems such as the source and the volume of water supply, water consumption, piping network, drainage discharge area, and conveyance and treatment of sewer flow, in accordance with the applicable laws, rules and regulations governing health safety and sanitation.
- ii. Water supply source will be sourced from the Deepwell or Water District.
- iii. Water outlets should be provided on convenient locations for cleaning /flushing.

SUBMITTAL/S: Water Supply Plan in three (3) copies duly signed and sealed by a Sanitary Engineer.

(2) Electrical Engineering Drawings

- i. The bidders shall prepare a design for the electrical and power supply system of the building in accordance with the Electrical Code of the Philippines and the National Building Code of the Philippines.
- ii. The bidder shall prepare a design for the electrical and power supply system considering ease of maintenance.
- iii. Electrical supply will be sourced from the local electrical utility and a standby generator set.

(3) Ancillary Works

The bidders shall provide the ancillary works such as street, parking, and property boundary lights, pavement markings, traffic signs landscaping etc.

SUBMITTAL/Electrical Layout Plan showing system of wiring, source, distribution, rise diagram, panel boxes and switches, and all other pertinent materials required, in three (3) sets of plans and three (3) copies-of electrical design analysis duly signed and sealed by a Professional Electrical Engineer.

(4) Fire Protection Drawings

i. The bidders shall prepare a design for the fire protection system and in accordance with the Fire Protection Code.

SUBMITTAL/Fire Protection Layout Plan showing Automatic Fire Sprinkler Layout Plans, equipment schedule and all other pertinent materials required, in three (3) sets of plans duly signed and sealed by a Professional Mechanical Engineer.

(5) Mechanical Engineering Drawings

i. The bidders shall prepare a design for mechanical and in accordance with Mechanical Code.

SUBMITTAL/Mechanical Layout Plan showing Air condition Floor Layout plans , Air Exhaust Layout duly signed and sealed by a Professional Mechanical Engineer.

OTHER SUBMITTAL/S: Three (3) copies – Technical Specifications in all work items involved (structural, plumbing, electrical, fire protection and mechanical)

III. PROJECT COST ESTIMATES INCLUDES THE QUANTITIES AND COST CALCULATIONS

The bidders shall submit the quantities and cost of the different types of works to be carried out in accordance with DPWH Department Order No. 197 series of 2016 dated October 7, 2016. In particular, the quantities and cost of each work item shall be calculated and a bill of quantities shall be prepared.

The bidders shall draw up a unit price analysis for each of the main pay work items.

The unit price of each of the main work pay items shall include:

I. Cost of the Preliminary and Detailed Architectural and Engineering

Design- at least 3% of the Project Cost in accordance NEDA Guidelines.

II. Construction Cost of the Project;

A. The **Direct Cost** are the following:

A.1. **Cost of Materials** to be used in doing the work item called for, which shall include the following:

- A.1.1 Cost of source, including processing, crushing, stockpiling, loading, royalties, local taxes, construction and/or maintenance of haul roads, etc.
- A.1.2 Expenses for hauling to project site.
- A.1.3 Handling expenses
- A.1.4 Storage
- A.1.5 Allowance for waste and/or losses, not to exceed 5% materials requirement.

A.2. Cost of Labor:

- A.2.1 Salaries and wages as authorized by the Department of Labor and Employment
- A.2.2 Fringe benefits, such as vacation and sick leaves, benefits under the workmen's Compensation Act GSIS and SSS contribution, allowances, 13th month pay, bonuses, etc.

A.3. Equipment Expenses:

- A.3.1 Rental of equipment which shall be based on the prevailing "Associated Construction Equipment Lessors, Inc." (ACEL) rental rates approved for use by the DPWH (Presently it is the 2014 ACEL Rates). Rental rates of equipment not indicated in the ACEL booklet shall be taken from the rental rates prepared by the Bureau of Equipment. For simplicity in computation, the operated rental rates are preferred over the bare rental rates as the former includes operator's wages, fringe benefits, fuel, oil, lubricants and equipment maintenance. The make, model and capacity of the equipment should be indicated in the detailed unit cost analysis.
- A.3.2 Mobilization and demobilization, shall be treated as a separate pay item. It shall be computed based on the equipment requirements of the project stipulated in the proposal and contract booklet. In no case shall mobilization and demobilization exceed 1% of the Estimated Direct Cost (EDC) of the civil works items.

B. The Indirect Cost are the following:

- B.1. **Overhead Expenses-** ranges from 7-11% of the EDC, which includes the following:
 - B.1.1 Engineering and Administrative Supervision
 - B.1.2 Transportation Allowances

B.1.3 Office Expenses, e.g., for office equipment and supplies, power and water consumption, communication and maintenance.

B.1.4 Premium on Contractor's All Risk Insurance (CARI)

B.1.5 Financing Cost

a. Premium on Bid Security

b. Premium on Performance Security

c. Premium on Surety for Advance Payment

d. Premium on Warranty Bond (one(1) year)

B.2. **Contingencies**- ranges from 0.5-3% of the EDC. These include expenses for meetings, coordination with other stakeholders, billboards (excluding Project Billboard which is a pay item under the General requirements), stages during ground breaking & inauguration ceremonies and other unforeseen event.

B.3. **Miscellaneous Expenses**- ranges from 0.5-1% of the EDC. These include laboratory tests for quality control and plan preparation.

B.4. **Contractor's Profit Margin**- shall be 8% of EDC: for projects above Php 5Million and 10% for projects Php 5Million and below.

B.5. **VAT Component**- shall be 5% of the sum of the EDC, OCM and Profit.

B.6. The following items shall not be subjected to OCM and Profit Mark-Up:

B.6.1 Mobilization and demobilization

B.6.2 Provision of Service Vehicle

B.7. The following non-civil works items shall not be subjected to OCM mark-up:

B.7.1 Field/ Laboratory Office & Living Quarters (Rental Basis)

B.7.2 Furnishing of Furniture, Laboratory Equipment, Survey Equipment and Consumables

B.7.3 Assistance to the Engineers

B.7.4 Photographs

B.7.5 Health and Safety

B.7.6 Traffic Management

B.7.7 Environmental Compliance

B.7.8 Communication Equipment, etc.

NOTE: For the percentage to be used for Nos. B.1, B.2 and B.3, see OCM (overhead, Contingencies and Miscellaneous) column in the tabulation below.

ESTIMATED DIRECT COST (EDC)	INDIRECT COST % FOR OCM AND PROFIT		TOTAL INDIRECT COST % FOR OCM AND PROFIT
	OCM (% OF EDC)	PROFIT (% OF EDC)	
Up to Php 5 Million	15	10	25
Above Php 5M up to Php 50M	12	8	20
Above Php 50M up to Php 150M	10	8	18
Above Php 150M	8	8	16

IV. CONTRACT DOCUMENTATION PHASE

The Contract documentation phase shall be governed by the R.A. 9184 “Government Procurement Reforms Act and its Revised Implementing Rules and Regulations and Provisions in the Bid Documents.

V. CONSTRUCTION PHASE

1. Permits and Clearances

The bidders shall pay the corresponding fees for all necessary approvals, permits and certificates such as the following:

- a. Building Permit
- b. Certificate of Completion of the Building
- c. Occupancy Permit
- d. Other permits as may be required for the construction

2. Temporary Structure & Facilities

The contractor shall provide and maintain the following:

- a. Temporary office and/or quarters for the contractor’s project team personnel with water, light, telephone and toilet facilities.

b. Temporary bunkhouse/quarters for the contractor's workforce complete with toilet and bath facilities.

3. Mobilization

The contractor shall mobilize all the required project team personnel, equipment, tools and manpower with the required skills and insufficient number as may be necessary for his efficient undertaking of the project.

4. Construction Proper

The contractor shall prosecute all the works under the contract in strict accord with standard engineering methodology and procedures and shall be responsible for maintaining cleanliness and orderliness in the project area throughout the duration of the contract.

5. Electrification

The contractor shall pay to the local power utility the cost of providing the additional electrical distribution facilities for the project.

6. Material Testing

All material testing shall be conducted by the accredited testing laboratories.

7. As-built plans

The contractor shall cause the preparation and submission of as-built plans duly signed and sealed by all concerned parties involved in the construction in the same sheet size and scale as the original drawings in two (2) white print copy and one (1) reproducible copy.

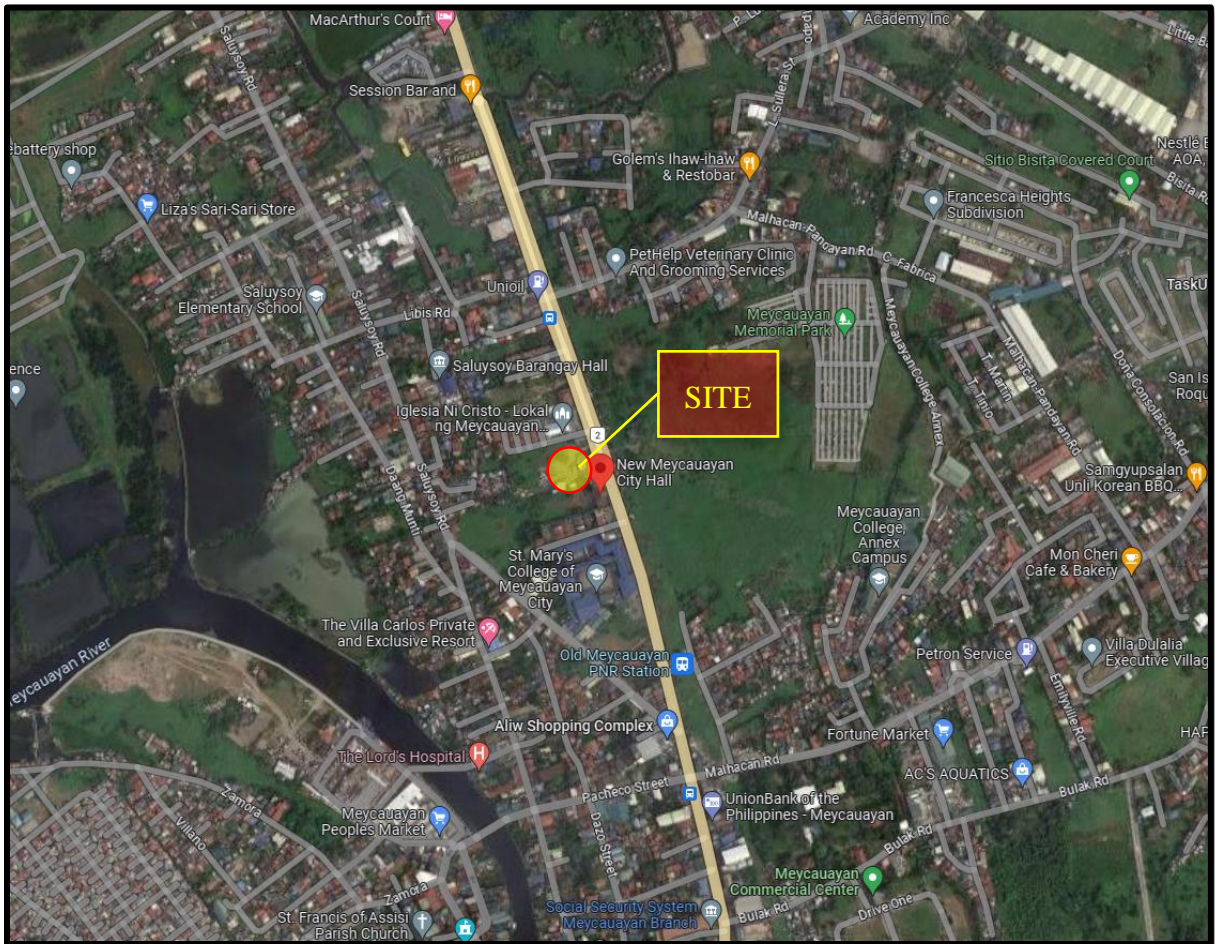
VI. BIDDING MECHANICS AND IMPLEMENTATION PHASE:

Bidding Mechanics and the Implementation Phase shall be governed by the R.A. 9184 the "Government Procurement Reforms Acts" and its Revised Implementing Rules and Regulations as well as Bid Documents.

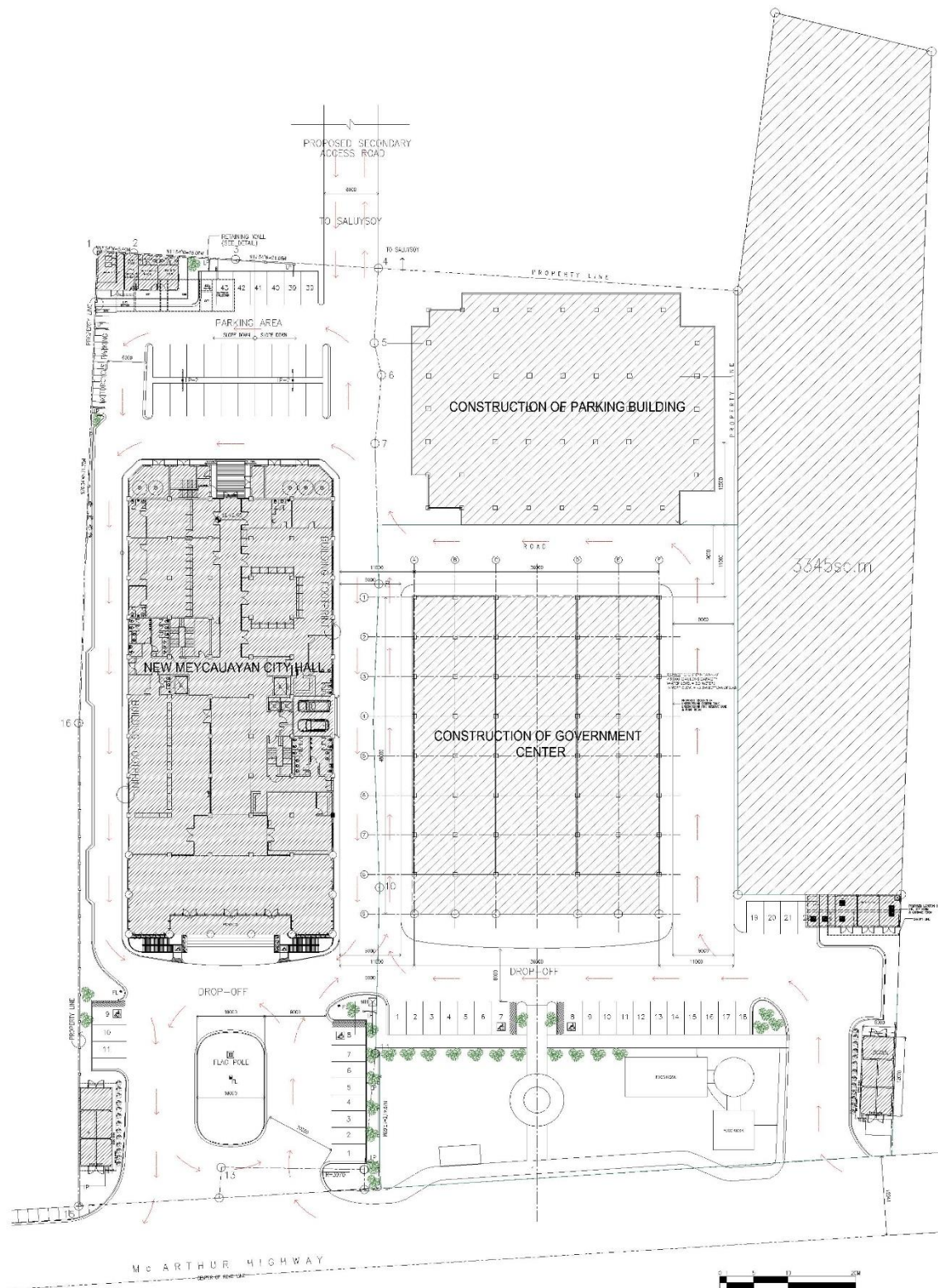
Section VII. Drawings



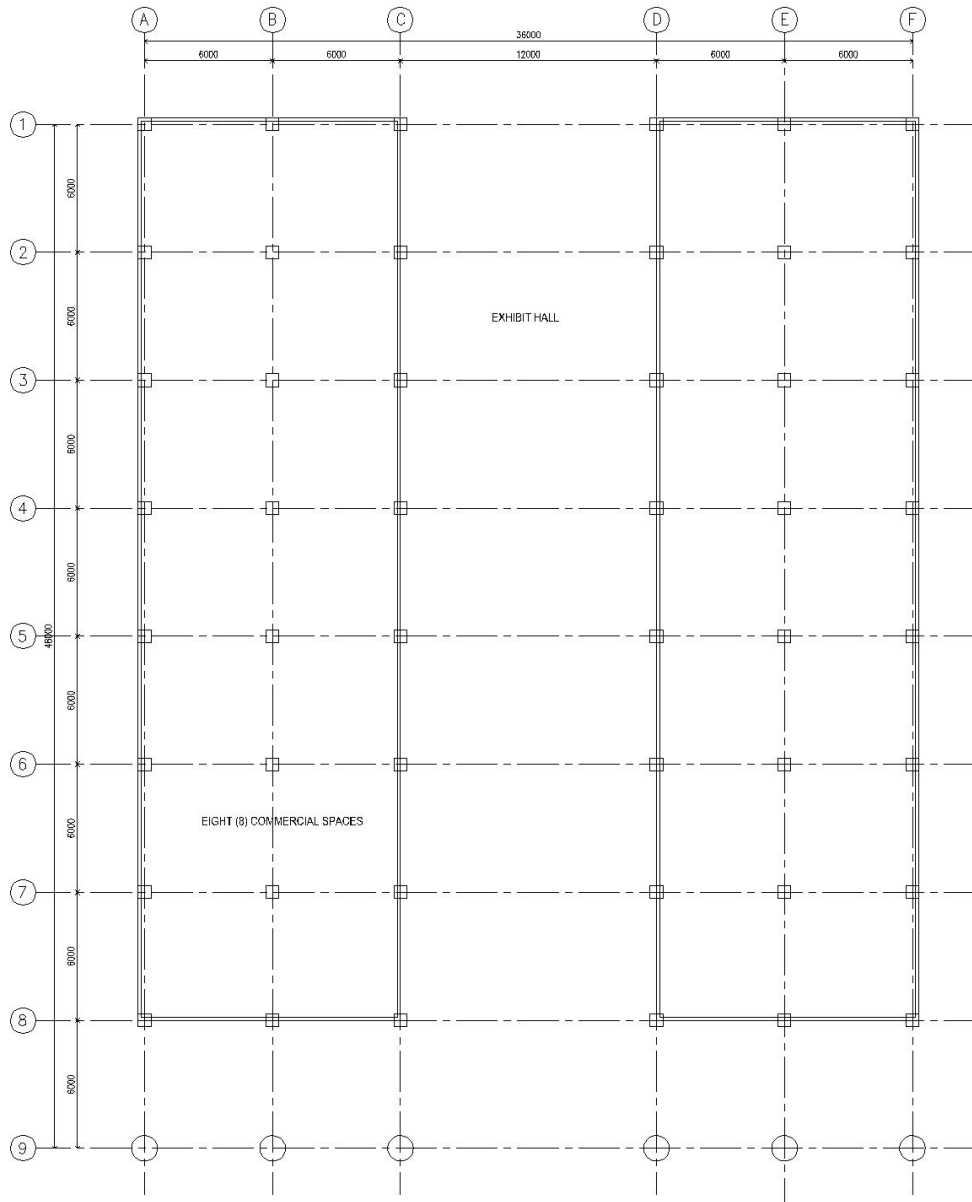
CONCEPTUAL PERSPECTIVE PLAN



VICINITY MAP

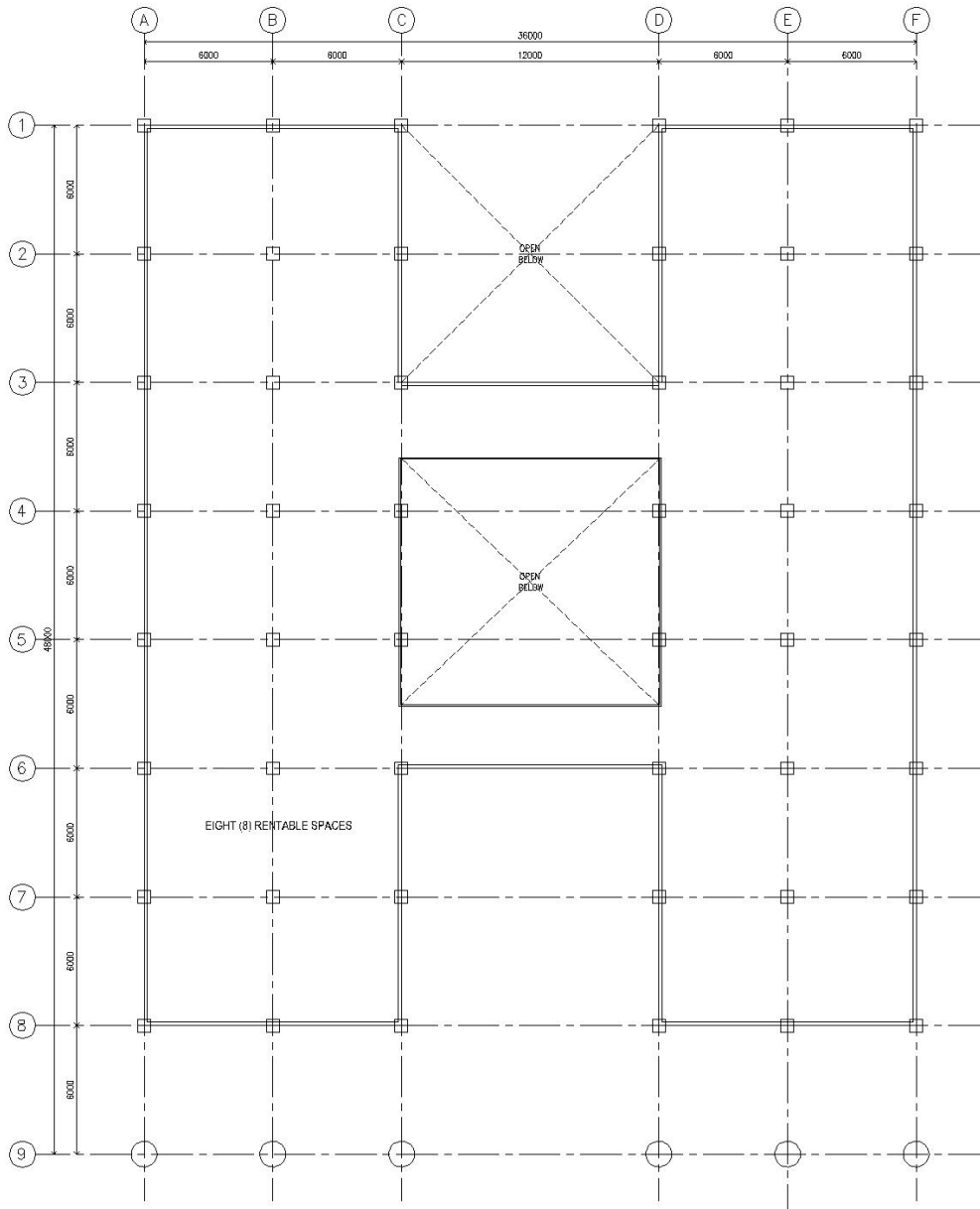


CONCEPTUAL SITE DEVELOPMENT PLAN



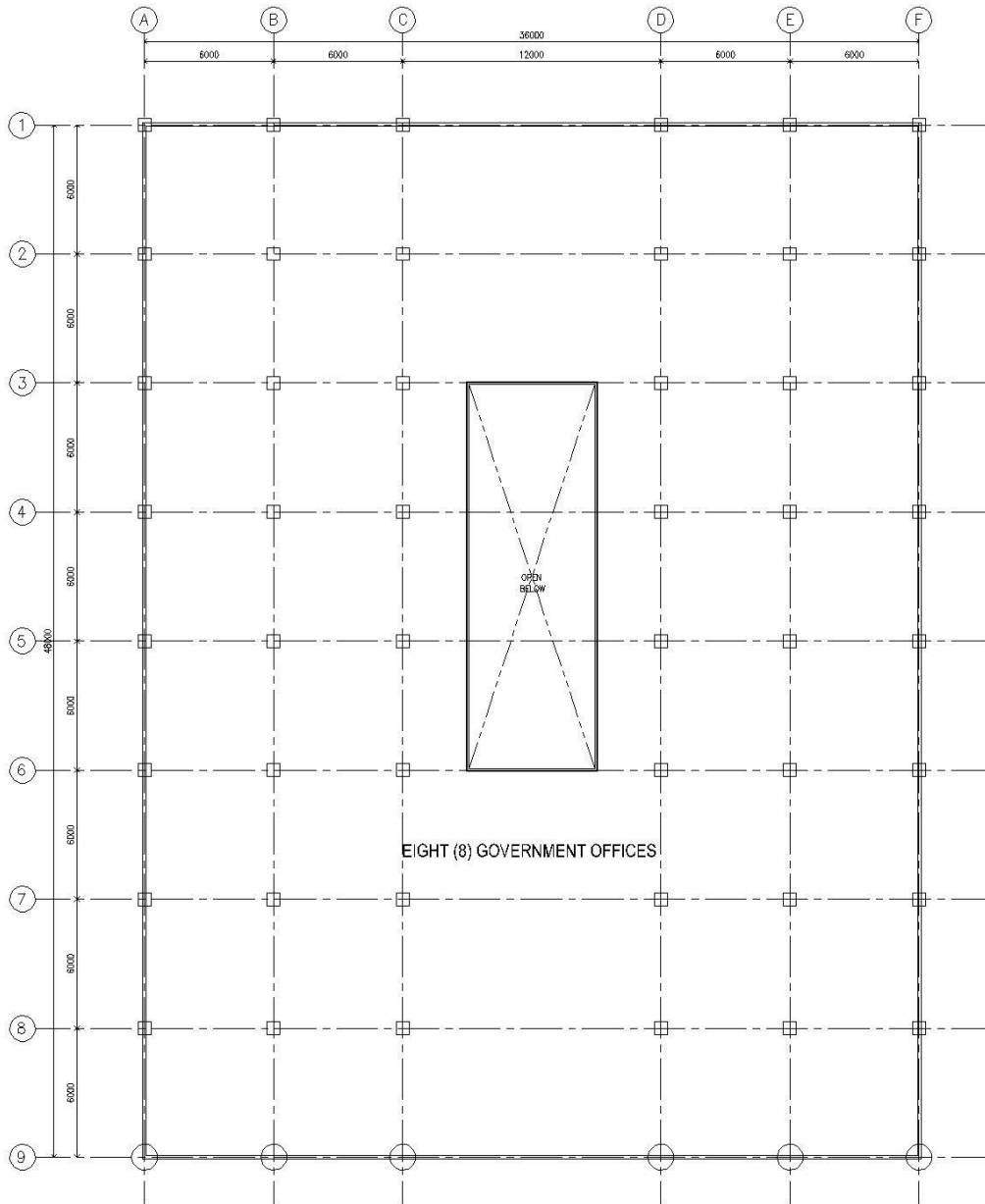

 GROUND FLOOR PLAN
 SCALE: NTS

GOVERNMENT CENTER
CONCEPTUAL GROUND FLOOR PLAN



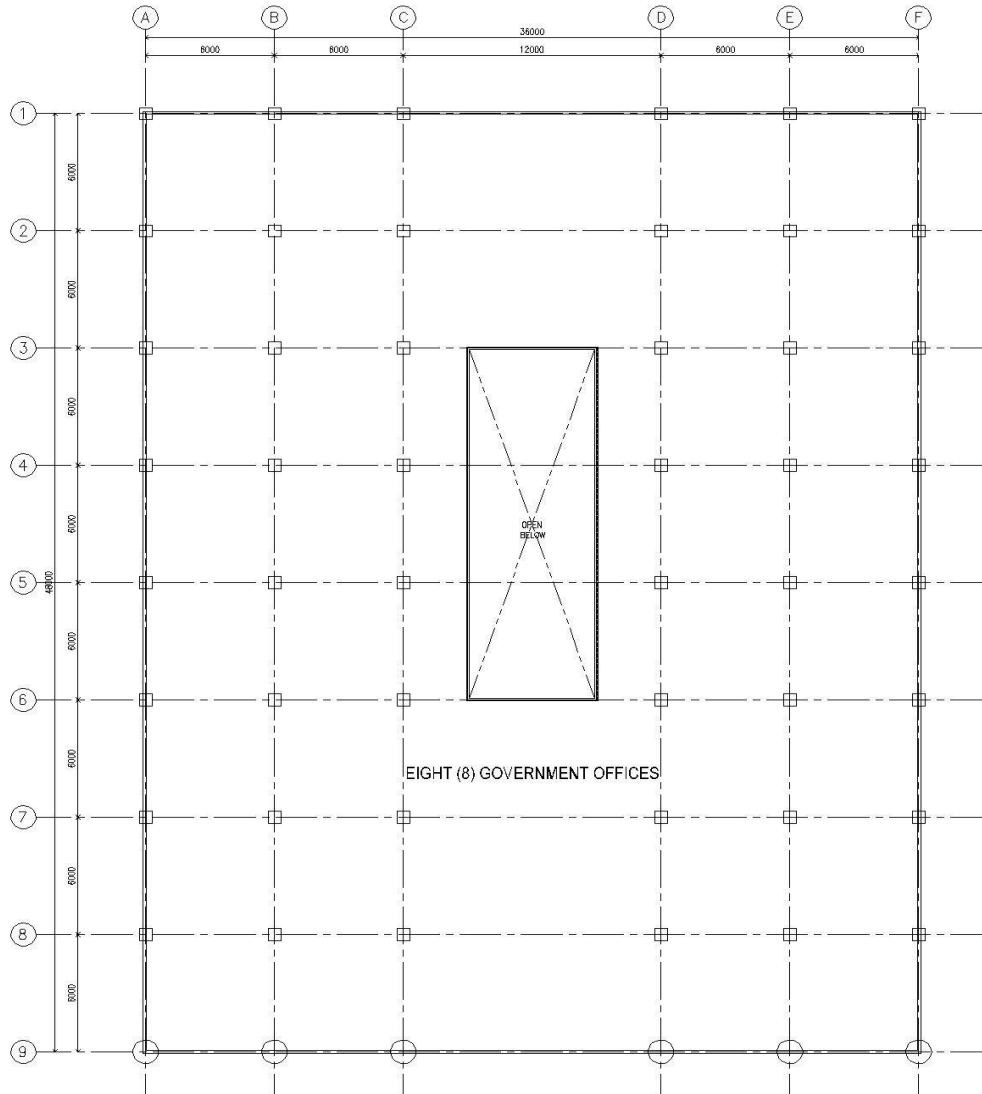

 SECOND FLOOR PLAN
 SCALE: 1/8" = 1'-0"

GOVERNMENT CENTER
CONCEPTUAL SECOND FLOOR PLAN



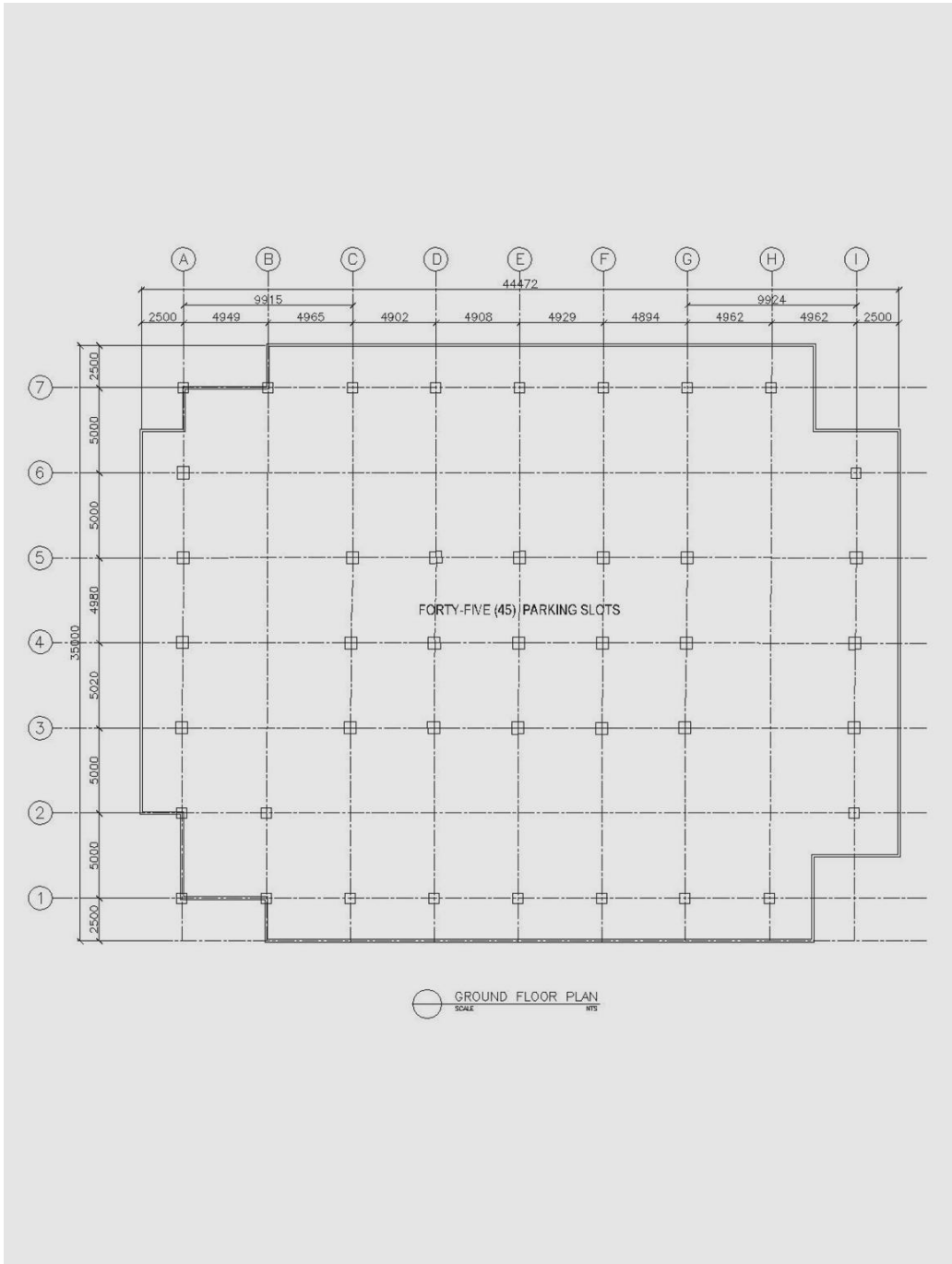

 THIRD FLOOR PLAN
 SCALE: NTS

GOVERNMENT CENTER
CONCEPTUAL THIRD FLOOR PLAN



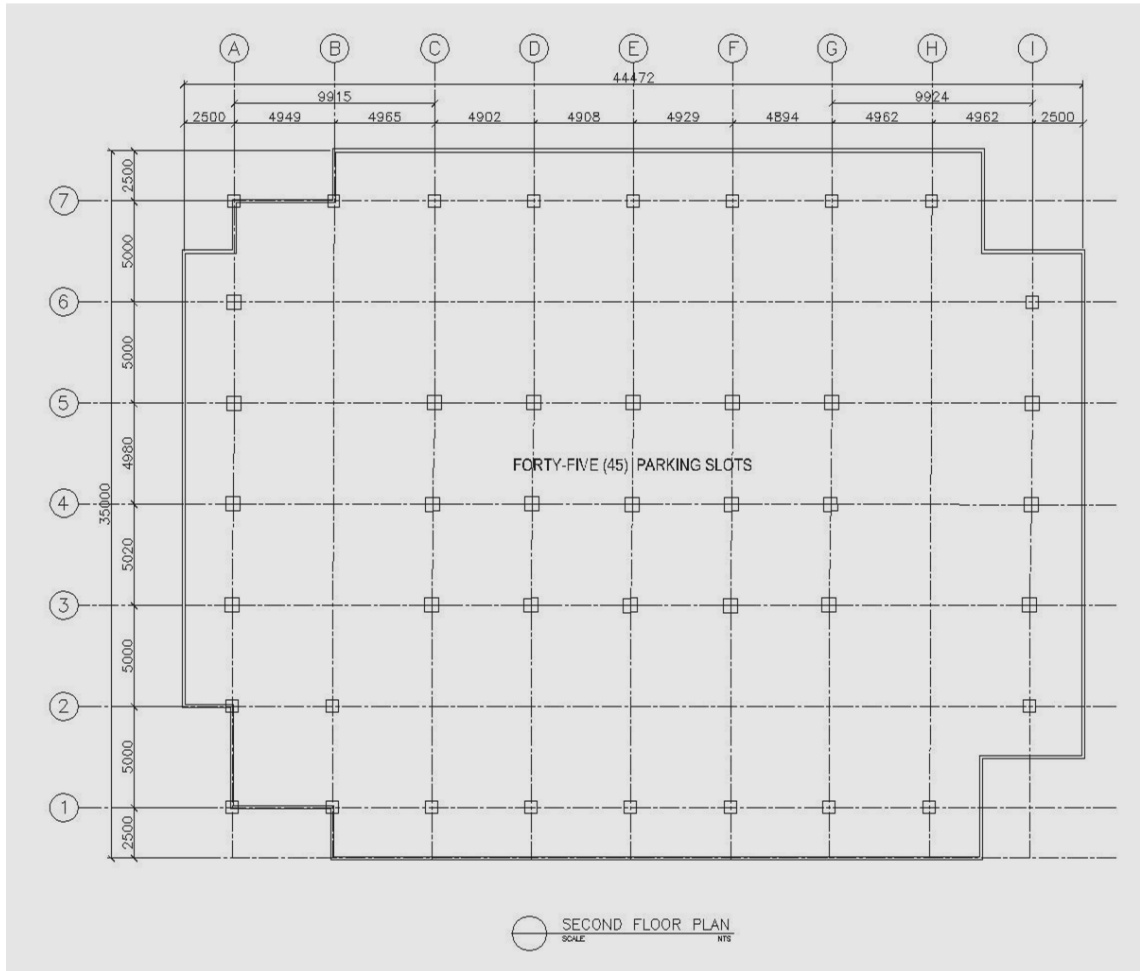
FOURTH FLOOR PLAN
SCALE: 1/8" = 1'-0"

GOVERNMENT CENTER
CONCEPTUAL FOURTH FLOOR PLAN



PARKING BUILDING

CONCEPTUAL GROUND FLOOR PLAN



PARKING BUILDING
CONCEPTUAL SECOND FLOOR PLAN

Section VIII. Bill of Quantities



Republic of the Philippines
City Government of Meycauayan
 Province of Bulacan
Bids and Awards Committee

Construction of Government Center with Site Development under Design and Build Scheme at McArthur Highway, Brgy. Saluysoy, City of Meycauayan, Bulacan.				Bill of Quantities	
Item No.	Description	Unit	Quantity	Unit Price (Pesos)	Amount (Pesos)
(1)	(2)	(3)	(4)	(5)	(6)
I	GENERAL REQUIREMENTS	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____ _____	In words: Pesos _____ _____ In figures: Php _____ _____
II	SITWORKS	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____ _____	In words: Pesos _____ _____ In figures: Php _____ _____
III	GOVERNMENT CENTER BUILDING a. Earthworks	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____ _____	In words: Pesos _____ _____ In figures: Php _____ _____
III	GOVERNMENT CENTER BUILDING b. Structural Works	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____ _____	In words: Pesos _____ _____ In figures: Php _____ _____
III	GOVERNMENT CENTER BUILDING c. Architectural Works	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____ _____	In words: Pesos _____ _____ In figures: Php _____ _____

III	GOVERNMENT CENTER BUILDING d. Elevator	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____	In words: Pesos _____ _____ In figures: Php _____
III	GOVERNMENT CENTER BUILDING e. Plumbing design and construction	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____	In words: Pesos _____ _____ In figures: Php _____
III	GOVERNMENT CENTER BUILDING f. Fire Protection Works	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____	In words: Pesos _____ _____ In figures: Php _____
III	GOVERNMENT CENTER BUILDING g. Electrical Works	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____	In words: Pesos _____ _____ In figures: Php _____
III	GOVERNMENT CENTER BUILDING h. Mechanical Works	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____	In words: Pesos _____ _____ In figures: Php _____
III	GOVERNMENT CENTER BUILDING i. Construction of Sewage Treatment	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____	In words: Pesos _____ _____ In figures: Php _____
III	GOVERNMENT CENTER BUILDING j. Supply & Installation of Generator Set	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____	In words: Pesos _____ _____ In figures: Php _____

III	GOVERNMENT CENTER BUILDING k. Construction of Garbage Room, Security Room, & Maintenance Room	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____	In words: Pesos _____ _____ In figures: Php _____
IV	PARKING BUILDING (GROUND & 2ND FLOOR) a. Earthworks	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____	In words: Pesos _____ _____ In figures: Php _____
IV	PARKING BUILDING (GROUND & 2ND FLOOR) b. Structural Works	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____	In words: Pesos _____ _____ In figures: Php _____
IV	PARKING BUILDING (GROUND & 2ND FLOOR) c. Architectural Works	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____	In words: Pesos _____ _____ In figures: Php _____
IV	PARKING BUILDING (GROUND & 2ND FLOOR) d. Electrical Works	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____	In words: Pesos _____ _____ In figures: Php _____
IV	PARKING BUILDING (GROUND & 2ND FLOOR) e. Plumbing Works	L.S.	1.00	In words: Pesos _____ _____ In figures: Php _____	In words: Pesos _____ _____ In figures: Php _____
TOTAL BID PRICE: TOTAL AMOUNT IN WORDS: _____					IN FIGURES:Php _____
Submitted by: _____ _____					
Date: _____					

Section IX. Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

Technical Documents

- (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules; **and**
- (d) Special PCAB License in case of Joint Ventures; **and** registration for the type and cost of the contract to be bid; **and**
- (e) Original Copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
Or
Original copy of Notarized Bid Securing Declaration; **and**
- (f) Project Requirements, which shall include the following:
 - a. Organizational chart for the contract to be bid;
 - b. List of contractor's key personnel (e.g. Project Manager, Project Engineers, Materials Engineers and Foreman), to be assigned to the contract to be bid, with their complete qualification and experience data;
 - c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- (g) Original duly signed Omnibus Sworn Statement (OSS); **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative, or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- (h) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

Class “B” Documents

- (i) If applicable, duly signed joint venture agreement (JVA) in accordance with R.A. 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

- (k) Original of signed and accomplished Financial Bid Form; **and**
- (l) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; **and**
- (m) Cash Flow by Quarter