



Republic of the Philippines  
Department of Agriculture

## SUGAR REGULATORY ADMINISTRATION

Sugar Center Bldg., North Avenue, Diliman, Quezon City, Philippines 1101  
TIN 000-784-336  
Website: <http://www.sra.gov.ph>  
Email Address: [srahead@sra.gov.ph](mailto:srahead@sra.gov.ph)  
Tel No. (632) 8929-3633, (632) 3455-2135, (632) 3455-3376

### INVITATION FOR NEGOTIATED PROCUREMENT FOR DEMOLITION AND RENOVATION OF SOUTH BUILDING ROOF AND ROOF FRAMING

1. The SUGAR REGULATORY ADMINISTRATION, through the Corporate Operating Budget 2023 intends to procure Demolition and Renovation of South Building Roof and Roof Framing with an Approved Budget for the Contract (ABC) of Two Million Four Hundred Seventy Thousand Pesos (₱2,470,000.00). [Specifications and Drawings attached as **Annexes A and B**, respectively].
2. The Sugar Regulatory Administration Regional Bids and Awards Committee (RBAC) now invites technically, legally and financially capable suppliers for the said project.
3. The procurement procedure for this requirement is Negotiated Procurement for Two-Failed Biddings pursuant to Section 53.1 of 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

The selection of the successful offer shall be based on the best and final offer that will be submitted on the set deadline by the RBAC and which would meet the minimum technical specifications required.

4. The interested bidders may obtain further information from the RBAC Secretariat at the address given below from December 7 –15, 2023, daily, at 8:00AM to 5:00PM.
5. The RBAC will hold a Negotiation Meeting on 14 December 2023, 1:30 p.m., at the Conference Room of the Sugar Regulatory Administration, Araneta St., Singang, Bacolod City. This shall be open to prospective bidders.
6. Three (3) copies of the proposals (one original and one copy) must be submitted to the RBAC which must be duly received by the RBAC Secretariat through manual submission at the office address indicated above on or before 5:00 PM of 15 December 2023. Late submission shall not be accepted.
7. Interested bidders shall submit the following documents in sealed envelopes, labeled as “Negotiated Procurement for Two-Failed Biddings”, with the title of the procurement project, name of the bidder, address, the contact details of the bidder, addressed to the RBAC.

#### A. Eligibility and Technical Documents

- a) Valid PhilGEPS Registration Certificate (Platinum Membership), including the Annex/es;
- b) Statement of Bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid. For this purpose, the definition of similar contracts shall refer to Vertical Infrastructure Projects which shall be completed within the last 5 years prior to the date of submission of the best and final offer.



Management System  
ISO 9001:2015  
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ID: 9105085567



c) Bid Security in any of the following form as prescribed under the 2016 revised IRR of RA 9184:

- i. In case of cash, Manager's Check, Bank Guarantee (2% of the ABC or PhP49,400.00)
- ii. In case if Surety Bond, submit also a certification issued by the Insurance Commission or Original Copy Notarized Bid Securing Declaration (5% of the ABC or PhP123,500.00)
- iii. Bid Securing Declaration.

d) Project Requirements [Organizational chart for the contract to be bid; 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; 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.]

e) Notarized Omnibus Sworn Statement (OSS) supported with Notarized Secretary's Certificate in case of a corporation or cooperative; in case of partnership or single proprietorship, the bidder shall submit Special Power of Attorney executed by the partners or single proprietorship; whichever is applicable.

In case of Joint Venture, Special Power of Attorney shall be submitted by 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.

f) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence or duly notarized statement 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.

g) Special PCAB License in case of Joint Ventures **and** registration for the type and cost of the contract to be bid;

**B. Financial Documents**

h) Bid Form, duly signed.

i) Original of duly signed Bid Prices in the Bill of Quantities (**Annex C**);

j) 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 (**Annex D**); and

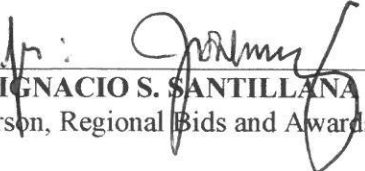
k) Cash Flow by Quarter

8. The Special Conditions of the Contract (**Annex E**) shall form part of the contract.

9. Other conditions of the contract shall be governed by the implementation of the rules and regulations of RA 9184 and other related and applicable laws.

10. The Head of the Procuring Entity reserves the right to reject and all Bids, declare a failure of bidding, or not award the contract in accordance with Section 41 of the 2016 revised Implementing Rules and Regulations.

Issued this 6th day of December 2023.

  
\_\_\_\_\_  
**ATTY. IGNACIO S. SANTILLANA**  
Chairperson, Regional Bids and Awards Committee

**SPECIFICATIONS**

**PROJECT** : **DEMOLITION AND RENOVATION OF SOUTH BUILDING ROOF AND ROOF FRAMING**  
**LOCATION** : **ARANETA ST. SINGCANG BACOLOD CITY, NEGROS OCCIDNETAL**  
**OWNER** : **SUGAR REGULATORY ADMINISTRATION**  
**SUBJECT** : **SCOPE OF WORK**  
**ABC** : **PHP 2,470,000.00**  
**DURATION** : **90 CALENDAR DAYS**

- I. Mobilization and Demobilization.
- II. Pull-out/ Removal of Existing Roof Structure.
- III. Pull-out/ Removal of Existing Roof.
- IV. Fabrication and Installation of Modified Steel Trusses.
- V. Fabrication and Installation of Modified Roof Framing.
- VI. Installation of Roofing with complete accessories and hardware.
- VII. Painting newly Installed Truss and Purlins.
- VIII. Repainting of Existing Framings and Other Structure.



<b>PROJECT</b>	:	<b>DEMOLITION AND RENOVATION OF SOUTH BUILDING ROOF AND ROOF FRAMING</b>
<b>LOCATION</b>	:	<b>ARANETA ST. SINGCANG BACOLOD CITY, NEGROS OCCIDENTAL</b>
<b>OWNER</b>	:	<b>SUGAR REGULATORY ADMINISTRATION</b>
<b>SUBJECT</b>	:	<b>TECHNICAL SPECIFICATION</b>
<b>ABC</b>	:	<b>PHP 2,470,000.00</b>
<b>DURATION</b>	:	<b>90 CALENDAR DAYS</b>

## **TECHNICAL SPECIFICATIONS AND GENERAL REQUIREMENTS**

### **Scope of Work**

This section shall include the mobilization and demobilization of Contractor's plant, equipment, materials and employee to the site; compliance with the contract requirements; this section shall include the furnishing of labor, materials, transportation, tools, supplies, plant, equipment and appurtenances to complete satisfactorily the construction of the proposed subproject.

### **Mobilization and Demobilization**

The Contractor upon receipt of the Notice to Proceed shall immediately mobilize and transport his plant, equipment, materials and employees to the site and demobilize or remove the same at the completion of subproject.

### **Compliance with Contract Requirements**

#### **Control of on Site Construction**

Prior to the start of any definable feature of the work, the Contractor must perform the necessary inspection to include as follows:

1. Review of Contract Documents to make sure that material, equipment and products have been tested, submitted and approved.
2. Physical examination of materials and equipment to assure its conformity to the specifications, plans, shop drawings and other data.
3. As soon as the work has been started the Contractor shall conduct initial inspection to check and review the workmanship in compliance with the contract requirements for a particular item of work.
4. The Contractor shall perform these inspections on a regular basis to assure continuing compliance with the contract requirements until completion of a particular type of work.

### **Preconstruction Meetings**

Prior to the start of construction, Contractor's material men or vendors whose presence is required, must attend preconstruction meetings as directed for the purpose of discussing the execution of work.

### **Progress Meetings**

Progress meetings shall be called upon by the following for the purpose of discussing the implementation of the work.

(1) When called upon by the Engineer or the Procuring Entity or his representative for the purpose of discussing the execution of work, Contractor's material men or vendors whose presence is necessary or requested must attend progress meetings. Each of such meeting shall be held at the time and place designated by the Engineer or his representative.

Decisions and instructions agreed on these meetings shall be binding and conclusive on the contract. Minutes of this meeting shall be recorded and reasonable number of copies shall be furnished to the Contractor for distribution to various materials men and vendors involved.

(2) The Contractor may also call for a progress meeting for the purpose of coordinating, expediting and scheduling the work. In such meeting Contractor's material men or vendors, whose presence is necessary or requested are required to attend.

#### **Progress Reports and Construction Logbook**

The Contractor shall prepare and submit progress reports to the Engineer weekly and every 30 days for each month from the start of the sub-project's mobilization up to its completion, showing the work completed, work remaining to be done, the status of construction equipment, labor, and materials at the site and deliveries. Construction logbook shall be available showing actual works in daily basis including other information such as weather conditions, truck delivery, visitors, etc.

## **I. GENERAL CONDITIONS**

All parts of the construction shall be finished with the first class workmanship to the fullest talent and meaning of the plans and the specifications, of the designing Engineer and the Project Owner. The plans, detailed drawings and the specifications shall be considered as complementing each other so that what is mentioned or shown in one, although not mentioned or shown in the other, shall be considered as appearing in both.

Any defective material or poor workmanship should be replaced by the Contractor without additional cost to the Owner. The Construction shall conform to all requirements of the National Building Code of the Philippines and the rules and regulations enforced in the locality.

## **II. ROOF FRAMING WORKS**

Design conditions

1. All structural steel work shall be in accordance with AISC specifications for the design, fabrication and erection of structural buildings.
2. Materials and parts necessary to complete each item through such work which is not shown or specified shall be included, such as miscellaneous bolts, anchor and support, braces and connection.
3. Shop drawings giving complete information necessary for the fabrication of the component parts and submitted by the Contractor to the owner or by his

The representative for approval before any fabrication is made.

Materials

1. All structural steel shapes and plates shall conform to ASTM A-36.
2. Anchor bolts shall conform to ASTM A-141.
3. Cross bracing with turn buckles shall conform to ASTM A-307.
4. Welding electrodes shall conform to AWS A-5.1 or A-5.5: E 60 electrodes.

## **III. Fabrication**

1. Field fabrication shall be kept to a minimum and fabrication shall be employed to the greatest extent possible with member's shop fabricated as practicable with a minimum requirement for field connection.
2. Welding, shearing, gas cutting, chipping and all other works involved in fabrication of structural steel shall be done with accuracy and of the highest quality of workmanship, within the allowable tolerance prescribed in the AISC specification.
3. Surface to be welded shall be free from loose scale, rust, grease, paint and other foreign materials that will impair the soundness of the weld.

Erection

1. The steel structures shall be erected plumb and true to line and grade. Bracings and support shall be introduced whenever necessary to take care of all loads to which the structure may be subjected. Such bracing shall be left in place as long as may require for safety.
2. Base plates and bearing plates shall be supported on steel wedges until the supported members shall have been aligned and plumb, following which the entire bearing area shall be grouted solid with non-shrink cement grout.

Painting

All steel work after complete erection, shall be field painted with the type and color specified in the section of painting of this specification. Painting shall not be done on any steel surface that is thoroughly clean and dry.

## **IV. ROOFING WORKS**

Use polycarbonate roofing materials with green color.

Pre-painted banded accessories shall be fabricated from cold rolled galvanized iron sheets specially tempered steel for extra strength and durability. It shall conform to the material requirements defined in PNS 67: 1985.

## **IV. PAINTING AND COATINGS**

1. This item shall consist of furnishing all paints, enamels, latex, wood stain, acrylic and other products to be used including tools, labor and equipment and performing all operations for all ceiling treatment requirement as shown on the plans and in accordance with this specification.
2. All paint materials shall meet the requirements of the Standard Specifications of the Standardization Committee on supplies.
3. All paint materials shall be delivered on the job-site in their original containers with labels and seals unbroken.
4. Manufacture or brand of painting materials to be used shall either be Davies, Boysen, Asian Coatings or any equivalent approved by the Designing Engineer or Project In-charge.

Provide labor, materials equipment and related items required to complete the exterior and interior items and surfaces throughout the project including filling, sealing, priming, and finishing.

Electrical work to be painted include the following (but not limited to):

Exposed piping and/or pipe insulation, inside and outside building.

Exposed conduit, boxes, panel fronts.

Ensure surface temperature and the surrounding air temperature is above 50 degrees F. before applying paint materials.

Provide adequate continuous ventilation and sufficient heating facilities to maintain temperatures above 45 degrees F. for 24 hours before, during and 48 hours after application of paint and materials.

Perform preparation, filling, sealing, sanding, and cleaning of surfaces scheduled to be painted in accordance with paint manufacturer's instruction.

Remove hardware and accessories, fittings and fastenings, electrical plates, lighting fixture and similar items. Reinstall removed items after completion of painting.

Do not paint over dirt, dust, stains, rust, scale, oil grease, moisture, scuffed surfaces, or other contamination or conditions detrimental to formation of a durable paint film.

Apply paint in accordance with paint manufacturer's instructions and as herein specified.

Apply each coat of paint at no less than spreading rate indicated in the manufacturer's instructions.

Sand lightly between enamel coats.

Comply cover items/surfaces scheduled to be painted to provide a smooth surface of uniform finish, color, appearance and paint material coverage free from cloudiness, spotting, holidays, laps, brush marks, runs, streaks, sags, ropiness and other surface imperfections.



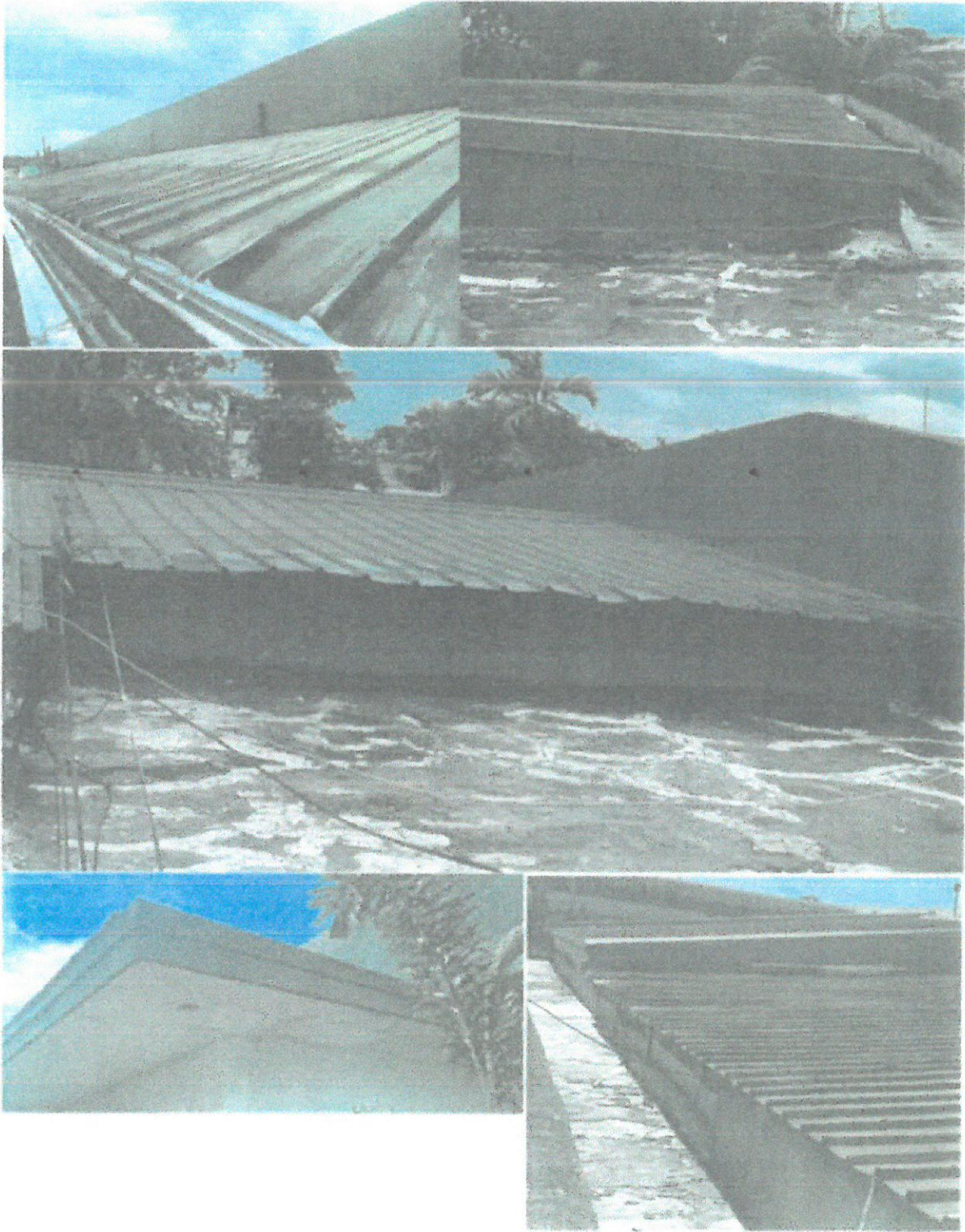
DRAWINGS

SOUTH BUILDING ACTUAL ROOFING



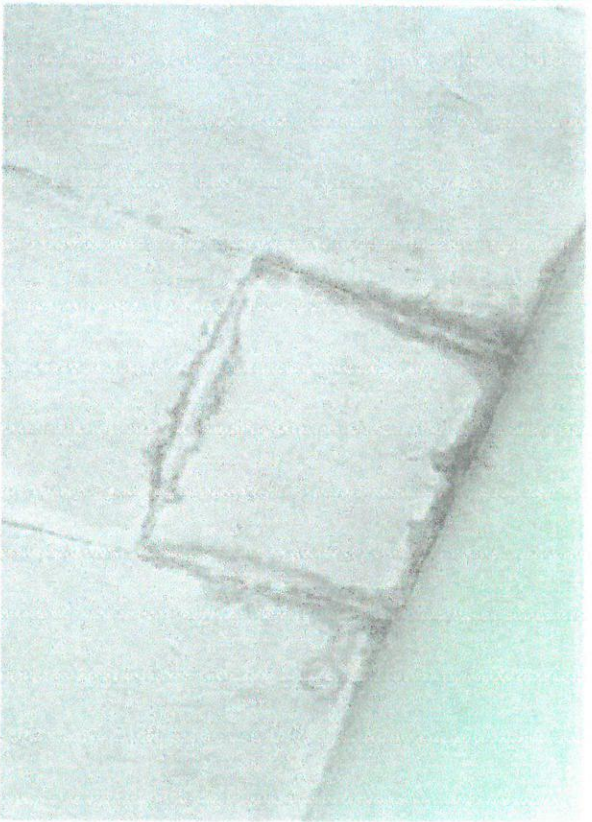
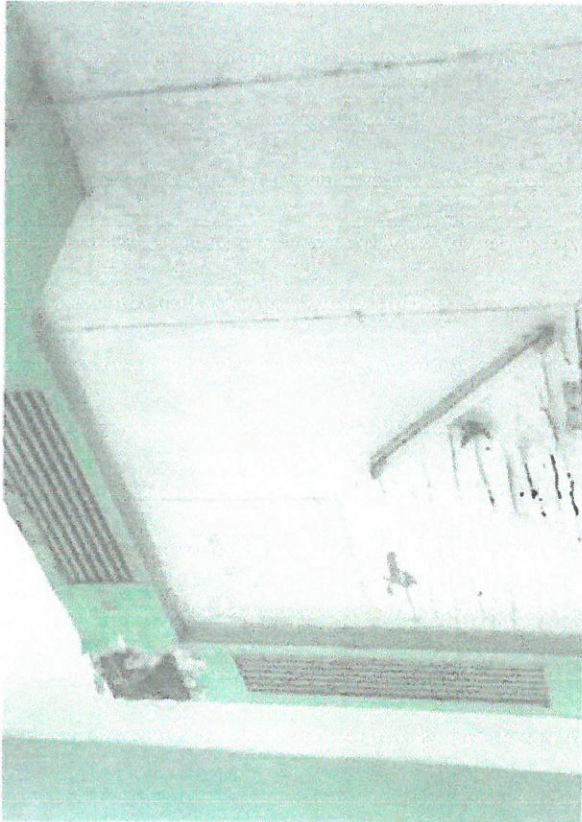
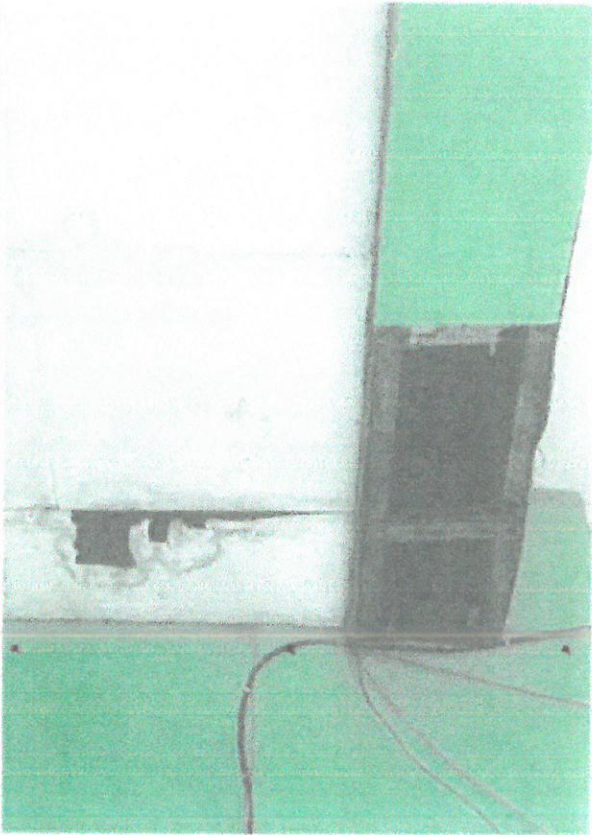


SOUTH BUILDING ACTUAL ROOF





SOUTH BUILDING DAMAGED CEIL



JES *[Signature]* SARTANCO  
 PROJECT ENGINEER

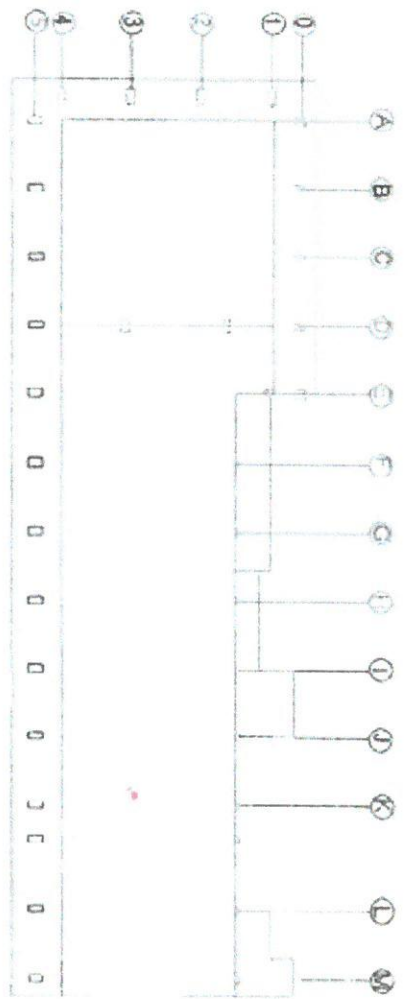
PRODUCTION, WAREHOUSE, STORAGE, OFFICE BUILDING ROOF AND ROOF RAISING  
 ARANETA ST. SINGAPORE BANGALOOD CITY, ALBINO OCCIDENTAL

*[Signature]*  
 N. J. JESSON  
 PROJECT ENGINEER

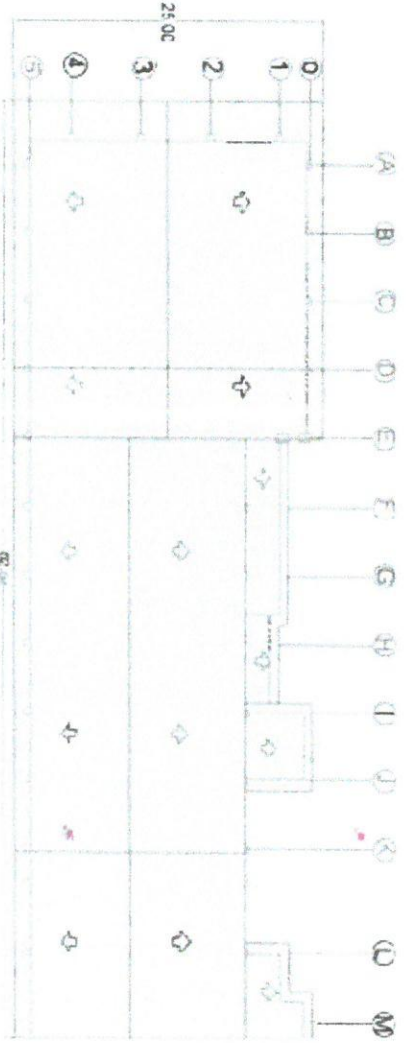
*[Signature]*  
 PABLO S. ALVINA  
 PROJECT ENGINEER

AS SHOWN

SCALE: 1/4" = 1'-0"



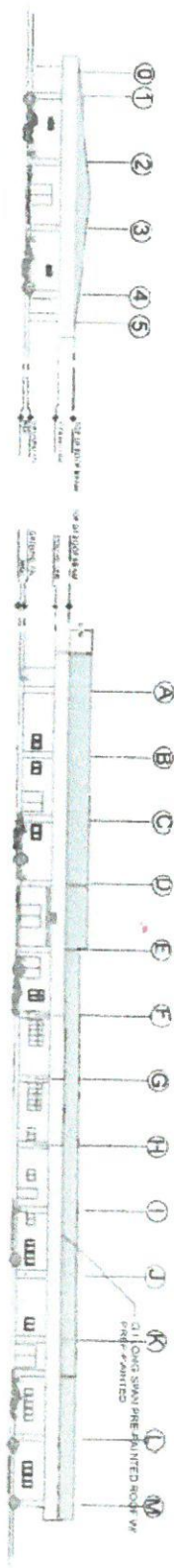
**FLOOR PLAN**  
 SCALE: 1/4" = 1'-0"



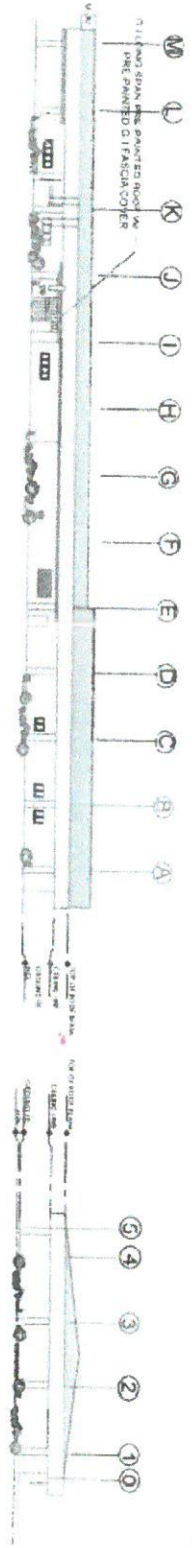
**ROOF PLAN**  
 SCALE: 1/4" = 1'-0"

CERTIFIED MACHINE COPY  
*[Signature]*  
 Aljon A. Villarate  
 Supply Officer III

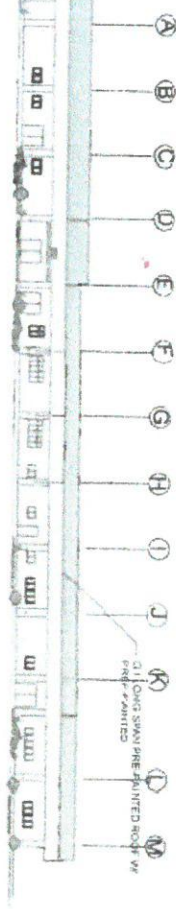




SCALE  
**FRONT VIEW**  
NTS



SCALE  
**LEFT SIDE VIEW**  
NTS

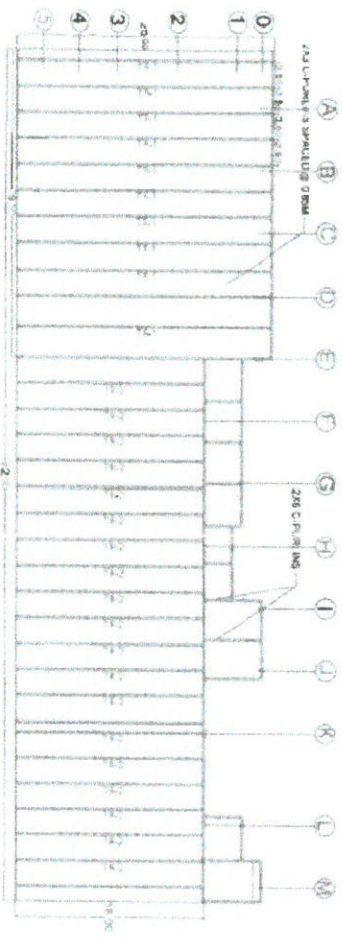


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**RIGHT SIDE VIEW**  
NTS

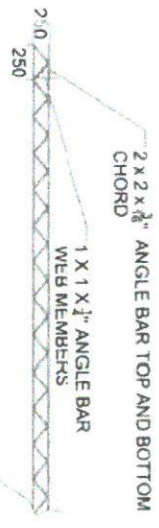
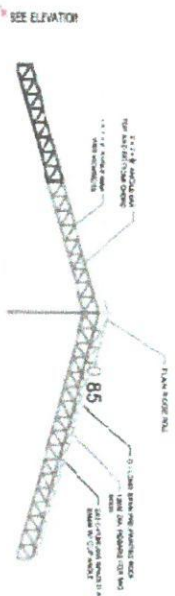
SCALE  
**REAR VIEW**  
NTS

**CERTIFIED MACHINE COPY**  
Aljon A. Villarete  
Supply Officer III

<p>SUGAR REGULATORY ADMINISTRATION</p>	<p>JCSB</p>	<p>DEMOLITION AND RENOVATION OF SOUTH BUILDING ROOF AND ROOF FRAMING</p>	<p>N. WILSON</p>	<p>DR. N. S. AZCONA</p>	<p>"AS SHOWN"</p>	<p>A-02</p>
	<p>DMTANICO</p>	<p>APARTE 1/A, ST. SINDUAGAN, BACOLOD CITY, NEGROS OCCIDENTAL</p>	<p>REVISIONS</p>			



**ROOF FRAMING PLAN**  
SCALE: NIS



**CERTIFIED MACHINE COPY**  
Aljon A. Villarete  
Supply Officer III  
6121129

**BILL OF QUANTITY**

Project Title : DEMOLITION AND RENOVATION OF SOUTH BUILDING ROOF AND ROOF FRAMING  
 ABC : Php 2,470,000.00  
 Location : Sugar Regulatory Administration, Araneta Street, Singcang, Bacolod City  
 Completion Period : 90 Calendar Days

**BILL OF QUANTITY**

Item/Description	Qty.	Unit	Unit Cost	Amount
A. Mobilization and Demobilization	1.00	lot		
B. Demolition Works	1.00	lot		
C. Roofing Works	1.00	lot		
<b>GRAND TOTAL COST OF PROJECT</b>		<b>P</b>		<b>-</b>
<b>SAY, ABC</b>		<b>P</b>		<b>2,470,000.00</b>



ANNEX D

Project Title : RENOVATION OF ACCOUNTING OFFICE  
 ABC : Php 2,470,000.00  
 Location : Sugar Regulatory Administration, Arameta Street, Singaperbangsa, Barcelod City  
 Completion Period : 90 Calendar Days

PROGRAM OF WORKS AND DETAILED ESTIMATES WITH COST BREAKDOWN

Item No.	Work Description	Qty.	Unit	Rate	Direct Cost			Indirect Cost			Total Amount	Unit Cost	
					Materials	Labor	Total Direct Cost	Contractor's Profit	VAT	Total Indirect Cost			
					6	7	8	9	10	11	12	13	14
1	2	3	4	5	6(5X3)	7(40% of 6)	8(6+7)	9(10% of 8)	10(10% of 9)	11(7% of 8)	12(9+10+11)	13(8+12)	14(13/13)
<b>4. ROUBILIZATION AND ROUBILIZATION</b>					<b>1.00 Mt</b>								
<b>Sub-Total</b>					<b>-</b>								
<b>B. DEMOLITION AND RENOVATION WORKS</b>					<b>1.00 Mt</b>								
Full-Underdrain of Existing Road Paving					1.00 Mt								
Full-Underdrain of Existing Road					1.00 Mt								
<b>Sub-Total</b>					<b>-</b>								
<b>E. ROOFING WORKS</b>					<b>1.00 Mt</b>								
5. Roofing Sub-type 3.40m <sup>2</sup> PK, pre-painted					340.00 Mt								
6.0 @ 4m					1280.00 Mt								
7.0 @ 7m					2380.00 Mt								
17.0 @ 3.5m					59.40 Mt								
7.0 @ 2.2m					15.40 Mt								
8.0 @ 3.2m					25.60 Mt								
9.0 @ 3.2m					28.80 Mt								
5. Fascia 16" x 8"					57.60 Mt								
Wall Flashing 12" x 8"					56.00 Mt								
2x3.5cm Studins					379.00 Mt								
2x3.5cm Studins					14.00 Mt								
2x2.5cm 45deg Bar					340.00 Mt								
2x2.5cm 45deg Bar					154.00 Mt								
1x1.14" Angle Bar					200.00 Mt								
Fastener 2.1/2					3.00 Mt								
Metal Fastener 2.1/2					14.00 Mt								
Other Access Items					1.00 Mt								
<b>Sub-Total</b>					<b>-</b>								
<b>TOTAL ESTIMATED PROJECT COST</b>					<b>-</b>								

**SPECIAL CONDITIONS OF THE CONTRACT**

<b>GCC Clause</b>	
2	<i>Not applicable.</i>
4.1	Upon receipt of the Notice to Proceed
6	The site investigation reports are: The Civil Works Pre-Inspection Report and the Ocular Site Inspection conducted by the prospective Contractor
7.2	Fifteen (15) years.
10	Dayworks are applicable at the rate shown in the Contractor's original Bid.
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within seven (7) 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 <u>₱247,000.00</u> .
13	The amount of the advance payment per project is <u>₱370,500.00</u> .
14	<i>Not allowed</i>
15.1	The date by which operating, and maintenance manuals are required is upon issuance of the Certificate of Acceptance.  The date by which "as built" drawings are required is upon issuance of the Certificate of Acceptance.
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 <u>₱247,000.00</u> .

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

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REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

**AFFIDAVIT**

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

1. *[Select one, delete the other:]*

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

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

2. *[Select one, delete the other:]*

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

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

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

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

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

6. *[Select one, delete the rest:]*



*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a partnership or cooperative:]* None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a corporation or joint venture:]* None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*

*[Insert signatory's legal capacity]*

Affiant

***[Jurat]***

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

## STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT

*(within five (5) years from the date of submission and receipt of bids)*

<b>Name of Client</b>	<b>Name of the Contract</b>	<b>Date and Status of the Contract</b>	<b>Kind of Goods</b>	<b>Amount of Contract</b>	<b>Value of Outstanding Contracts</b>	<b>Date of Delivery</b>

*I hereby certify that the above-mentioned are correct.*

\_\_\_\_\_  
*Signature over the printed name of the authorized representative*

\_\_\_\_\_  
*Company name*

\_\_\_\_\_  
*Date*

## **Bid Securing Declaration Form**

*[shall be submitted with the Bid if bidder opts to provide this form of bid security]*

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REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_) S.S.

### **BID SECURING DECLARATION** **Project Identification No.: *[Insert number]***

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
  - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
  - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
  - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

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

*[Insert NAME OF BIDDER OR ITS AUTHORIZED  
REPRESENTATIVE]*

*[Insert signatory's legal capacity]*  
Affiant



**[Jurat]**

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

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

**Bid Form for the Procurement of Goods**

*[shall be submitted with the Bid]*

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**BID FORM**

Date : \_\_\_\_\_

Project Identification No. : \_\_\_\_\_

To: *[name and address of Procuring Entity]*

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;

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

*[Insert this paragraph if Foreign-Assisted Project with the Development Partner:*

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address Amount and Purpose of  
of agent Currency Commission or gratuity

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(if none, state "None") /

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

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

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

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

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

Name: \_\_\_\_\_

Legal capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

Date: \_\_\_\_\_