



NATIONAL DEVELOPMENT COMPANY



BIDDING DOCUMENTS FOR THE PUBLIC BIDDING OF

DESIGN AND BUILD OF AUTOMATIC FIRE SPRINKLER SYSTEM (AFSS) AND FIRE DETECTION AND ALARM SYSTEM (FDAS) AT THE INDUSTRY & INVESTMENTS (I&I) BUILDING

PROJECT REFERENCE NO:

MR21-12-135

APPROVED BUDGET:

₱25,000,000.00

NDC Building, 116 Tordesillas Street
Salcedo Village, Makati City



ISO 9001 Certified

Preface

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

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

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

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

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

- a. All the documents listed in the Table of Contents are normally required for the procurement of Infrastructure Projects. However, they should be adapted as necessary to the circumstances of the particular Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, BDS, General Conditions of Contract, Special Conditions of Contract, Specifications, Drawings, and Bill of Quantities are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.

- d. The cover should be modified as required to identify the Bidding Documents as to the names of the Project, Contract, and Procuring Entity, in addition to date of issue.
- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.
- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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Glossary of Terms, Abbreviations, and Acronyms

ABC – Approved Budget for the Contract.

ARCC – Allowable Range of Contract Cost.

BAC – Bids and Awards Committee.

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

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

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

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

CDA – Cooperative Development Authority.

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

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

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

CPI – Consumer Price Index.

DOLE – Department of Labor and Employment.

DTI – Department of Trade and Industry.

Foreign-funded Procurement or Foreign-Assisted Project – Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

GFI – Government Financial Institution.

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

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

GOP – Government of the Philippines.

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

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PCAB – Philippine Contractors Accreditation Board.

PhilGEPS - Philippine Government Electronic Procurement System.

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

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

UN – United Nations.

Section I. Invitation to Bid

Notes on the Invitation to Bid

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

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

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria.

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

**INVITATION TO BID FOR THE PROCUREMENT FOR THE DESIGN
AND BUILD OF AUTOMATIC FIRE SPRINKLER SYSTEM (AFSS)
AND FIRE DETECTION AND ALARM SYSTEM (FDAS) AT THE
INDUSTRY AND INVESTMENTS (I&I) BUILDING**

1. The National Development Company (NDC), through the Board Approved NDC Corporate Operating Budget (COB) For the Year 2022 intends to apply the sum of **Twenty-Five Million Pesos (Php 25,000,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for the Procurement for the Design and Build of Automatic of Fire Sprinkler System (AFSS) and Fire Detection and Alarm System (FDAS) at the Industry & Investments (I&) Building, Project Reference Number MR21-12-135. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The NDC now invites bids for the above Procurement Project. Completion of the Works is required within eight (8) months from the receipt of NTP. Bidders should have completed within the last five (5) years prior to the date of submission and receipt of bids, a contract similar to the Project the amount of which is at least 50% of the ABC. 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 NDC Bids and Awards Committee (BAC) Secretariat and inspect the Bidding Documents at the 7th Floor, NDC Building, 116 Tordesillas St., Salcedo Village, Makati City between 9:00 am to 4:00 pm from May 20 – June 20, 2022 and 9:00 to 12:00 noon of June 21, 2022.
5. A complete set of Bidding Documents may be acquired by interested bidders on May 20 – June 21, 2022 from given address and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Twenty-Five Thousand Pesos (Php 25,000.00) to the NDC Cashier located at the 7th floor, NDC Building. website/s below The Procuring Entity shall allow the bidder to present its proof of payment for the fees. The method of payment will be cash.
6. The NDC will hold a Pre-Bid Conference¹ on June 9, 2022, 2:00pm at the ABB Hall, NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City and/or through video conferencing or webcasting via zoom application which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the 7th Floor NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City, prior to

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a pre-bid conference.

dropping their bids, on or before 1:00 pm on June 21, 2022 (7th Floor, NDC Clock).
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 June 21, 2022 at 2:00 pm at ABB Hall, NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City and/or through zoom. Bids will be opened in the presence of the bidders' representatives via zoom. Zoom link will be sent to bidders' representative prior to the opening of bid. Late bids shall not be accepted. After the Bid Opening, a detailed evaluation of the financial component of the eligible bid/s shall be conducted to determine the Single or Lowest Calculated Bid (SCB or LCB). Only the bidder with the SCB or LCB shall be notified to submit post-qualification documents within five (5) calendar days from receipt of the notice from the NDC BAC.
10. *All prospective bidders shall also submit scanned copy (in usb), in pdf format and password protected all the copies of their submitted documents (Eligibility, Technical and Financial) for file sharing to BAC members online. Submitted scanned copies of the documents must be identical to the submitted hard copies. Discrepancy to the submitted pdf copies and hard copies might lead to disqualification. Password will be disclosed by the bidder during the eligibility check and opening of bids.*
11. The NDC 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.
12. For further information, please refer to:

Johnierey A. Cueto

National Development Company

7th Floor NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City

Tel Nos.: (02) 8840-4838 to 47 loc 232

Email Address: jacueto@ndc.gov.ph or ndcbacsecretariat@gmail.com

Fax No.: (02) 8840-4862

NDC website: www.ndc.gov.ph

13. You may visit the following websites:

For downloading of Bidding Documents: <https://www.ndc.gov.ph>

May 20, 2022

(SIGNED)

AGM SATURNINO H. MEJIA

BAC Chairperson

Section II. Instructions to Bidders

Notes on the Instructions to Bidders

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

1. Scope of Bid

The Procuring Entity, NDC invites Bids for the Procurement for the Design and Build of Automatic Fire Sprinkler System (AFSS) and Fire Detection and Alarm System (FDAS) at the Industry & Investments (I&I) Building, Project Reference Number MR21-12-135.

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 2022 in the amount of Twenty-Five Million Pesos (₱25,000,000.00).

2.2. The source of funding is: GOCC and GFIs, the Board Approved Corporate Operating Budget.

3. Bidding Requirements

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

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

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

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

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

5. Eligible Bidders

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

A contract is considered to be "similar" to the contract to be bid if it has the major categories of work stated in the **BDS**.
- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

6. Origin of Associated Goods

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

7. Subcontracts

- 7.1. The Procuring Entity has prescribed that: **Subcontracting is not allowed.**
- 7.1. *[If Procuring Entity has determined that subcontracting is allowed during the bidding , state:]* The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criterial stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.
- 7.2. *[If subcontracting is allowed during the contract implementation stage, state:]* The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.
- 7.3. Subcontracting of any portion of the Project does not relieve the Contractor of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Contractor's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

8. Pre-Bid Conference

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

9. Clarification and Amendment of Bidding Documents

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

10. Documents Comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.
- 10.3. In 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 1 of the **IB** shall not be accepted.
- 11.3. For Foreign-funded procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Alternative Bids

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

13. Bid Prices

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

14. Bid and Payment Currencies

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

15. Bid Security

- 15.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 15.2. The Bid and bid security shall be valid until *[indicate date]*. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

16. Sealing and Marking of Bids

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

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

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

17. Deadline for Submission of Bids

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

18. Opening and Preliminary Examination of Bids

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

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

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

19. Detailed Evaluation and Comparison of Bids

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

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

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

20. Post Qualification

Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall

submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS), and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

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

Section III. Bid Data Sheet

Notes on the Bid Data Sheet (BDS)

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

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

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

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

Bid Data Sheet

ITB Clause	
1.0	The Procuring Entity, National Development Company wishes to receive Bids for the Procurement for the Design and Build of Automatic Fire Sprinkler System (AFSS) and Fire Detection and Alarm System (FDAS) at the Industry and Investments (I&I) Building with MR No. 21-12-135.
2.1	<p>The Funding Source is:</p> <p>The Government of the Philippines (GOP) through the Board Approved NDC Corporate Operating Budget for the Year 2022 in the amount of Twenty-Five Million Pesos (₱25,000,000.00).</p>
4.0	No further instructions.
5.1	No further instructions.
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:</p> <ul style="list-style-type: none"> a. Design and Build of Automatic Fire Sprinkler System (AFSS) and Fire Detection and Alarm System (FDAS) b. Completed within the past five (5) years prior to the deadline for the submission and receipt of bids.
6.0	No further instructions.
7.1	Subcontracting is not allowed.
8.0	<p>The Procuring Entity will hold a pre-bid conference for this Project on June 9, 2022, 2:00 pm at the ABB Hall, NDC Building, 116 Tordesillas St., Salcedo Village, Makati City, and/or through videoconferencing/webcasting.</p> <p>The schedule for the conduct of ocular inspection by the bidders shall be on May 23 – June 10, 2022. Contact Engr. John Albert E. Engaño at 8840-4838 local 265 for scheduling of site visit.</p>
9.0	<p>The Procuring Entity's address is:</p> <p>NDC Building, 116 Tordesillas St. Salcedo Village, Makati City</p> <p>The name of the contact person is: MR. JOHNIEREY A. CUETO Head, BAC Secretariat National Development Company Tel. Nos.: (02) 8840-4838 to 47 local 232 Fax No.: (02) 8840-4862 E-mail Address: jacueto@ndc.gov.ph NDC website: www.ndc.gov.ph</p>
10.3	Bidders must have a Philippine Contractors Accreditation Board (PCAB) License at least Category B with Specialty in Fire Protection Work.
10.4	The key personnel must meet the required minimum years of experience set below:

	Key Personnel	General Experience	Relevant Experience						
	Design Stage								
	Professional Mechanical Engineer – for Fire Pro (1)	10 years’ experience	Specialized in Fire Pro design.						
	Mechanical Engineer (1)	5 years’ experience	Fire pro design and construction.						
	Professional Electronics and Communication Engineer – for FDAS (1)	10 years’ experience	PECE specialized in FDAS design.						
	Electrical Engineer (1)	5 years’ experience	FDAS design and construction						
	Construction Stage								
	Project in Charge Fire Pro & FDAS (1)	At least 6 years’ experience	Licensed Mechanical Engineer or equivalent as project in charge of fire pro installations and FDAS installations.						
	Project Engineer for Fire Pro (1)	At least 3 years’ experience	Licensed Mechanical engineer as project engineer of fire pro installations.						
	Project Engineer for FDAS (1)	At least 3 years’ experience	Licensed Electrical Engineer/Licensed Electronics and Communication Engineer with at least 3 years’ experience as project engineer of FDAS installations.						
	Cad Operator (1)	At least 2 years’ experience	cad operator/draftsman.						
	Safety Officer (1)	Bachelor of Science degree with hours of trainings as safety practitioner with at least 3 years’ experience	Safety officer in a mid-rise project. Familiar in preparation of Work Hazard Analysis.						
	Technicians (2)	At least 5 years’ experience	Fire pro and FDAS installation and maintenance. Holder of certificate of competency/national certificate related to the requirement.						
	Relevant experience refers to experience in fire protection work.								
The Bidder shall submit the corresponding biodata of the above key personnel that includes description of his/her relevant experience. The biodata shall include a statement of availability of the key personnel for the duration of the project, signed by the named key personnel. The key personnel can be a current or on-call employee, or a consultant of the company.									
10.5	The minimum major equipment requirements are the following: <table><tr><td><u>Equipment / Capacity</u></td><td><u>Number of Units</u></td></tr><tr><td><u>Fire Protection Works</u></td><td></td></tr><tr><td>1. Threading Machine (1 to 2 inches)</td><td>– 2 units</td></tr></table>			<u>Equipment / Capacity</u>	<u>Number of Units</u>	<u>Fire Protection Works</u>		1. Threading Machine (1 to 2 inches)	– 2 units
<u>Equipment / Capacity</u>	<u>Number of Units</u>								
<u>Fire Protection Works</u>									
1. Threading Machine (1 to 2 inches)	– 2 units								

	<ol style="list-style-type: none"> 2. Pipe Grooving Machine – 1 unit 3. Welding Machine (300A) – 2 units 4. Pipe Wrench - 6 pcs 5. Calibrated Torque Wrench - 1 set 6. Socket Wrench - 1 set 7. Adjustable Wrench - 2 pcs 8. Electric Test Pump - 1 unit 9. Manual Test Pump - 1 unit 10. Sprinkler Wrench - 2 pcs 11. Cut Off Saw - 1 unit 12. Electric Drill - 2 units 13. A-Ladder (6 ft) - 2 units 14. Telescopic Ladder - 1 unit 15. Oxygen & Acetylene Tank (with cutting outfit) - 1 set 16. Bench Vise - 2 set 17. Bench Drill - 1 set 18. Multi Tester - 1 set <p><u>Fire Detection and Alarm System</u></p> <ol style="list-style-type: none"> 1. Pipe Cutter -2 pcs 2. Pipe Bender - 2 pcs 3. Heat Gun - 2 pcs 4. Pliers - 6 pcs 5. Screw Drivers - 6 pcs 6. Multi Tester - 2 units 7. Decibel Meter - 1 unit 8. A-Ladder - 2 units 9. Electric Drill - 2 units
11.1	<p>Include detailed computation of bid using the format in Section VIII (Checklist of Technical and Financial Documents) for the Procurement for the Design and Build of Automatic Fire Sprinkler (AFSS) and Fire Detection and Alarm System (FDAS) at the Industry and Investments (I&I) Building.</p> <p>Bidders must also provide a soft copy of the Detailed Financial Bid in Microsoft Excel format showing the formula used in the computation of the costs. <u>USB/Flash drive</u> containing the soft copy of the detailed financial bid should be enclosed in the Financial Component Envelope.</p>
12.0	Alternative Bids shall not be accepted.
13.0	No further instructions.
14.0	No further instructions.

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> <p>a. The amount of not less than <u>P500,000.00</u> <i>[Insert two percent (2%) of ABC]</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</p> <p>b. The amount of not less than <u>P1,250,000.00</u> <i>[Insert five percent (5%) of ABC]</i> if bid security is in Surety Bond.</p>
15.2	The bid and bid security shall be valid until October 17, 2022.
16.0	<p>Each bidder shall submit one (1) Original or Certified True Copy and two (2) copies of the first and second components of its bid.</p> <p>The original copy of the documents which cannot be submitted should be stamped and signed as "Certified True Copy of the Original" by the duly authorized representative of the bidder.</p>
17.0	<p>The address for submission of bids is: The Bids and Awards Committee 7th Floor, NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City.</p> <p>The deadline for submission of bids is <u>1:00 pm on June 21, 2022</u> (7th Floor NDC Clock).</p>
18.1	<p>The place of bid opening is ABB Hall, NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City.</p> <p>The date and time of bid opening is <u>2:00 pm on June 21, 2022</u>.</p> <p>Bids will be opened in the presence of the bidders' representatives via zoom. Zoom link will be sent to bidders' representative prior to the opening of bid. Late bids shall not be accepted. After the Bid Opening, a detailed evaluation of the financial component of the eligible bid/s shall be conducted to determine the Single or Lowest Calculated Bid (SCB or LCB). Only the bidder with the SCB or LCB shall be notified to submit post-qualification documents within five (5) calendar days from receipt of the notice from the NDC BAC.</p>
19.2	Partial bids are not allowed.
19.3	<p>The Bidder must submit a computation of its Net Financial Contracting Capacity (NFCC), which must be at least equal to the ABC to be bid, calculated as follows:</p> <p style="text-align: center;">NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid.</p> <p>The values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to the BIR.</p>

	<p>For purposes of computing the foreign bidders' NFCC, the value of the current assets and current liabilities shall be based on their Audited Financial Statements prepared in accordance with international financial reporting standards.</p> <p>If the prospective bidder opts to submit a committed Line of Credit from Universal or Commercial Bank, it must be at least equal to ten percent (10%) of the ABC to be bid. If issued by a foreign universal or commercial bank, it shall be confirmed or authenticated by a local universal or commercial bank.</p>
20.0	<ol style="list-style-type: none"> 1. Within a <u>non-extendible period of five (5) calendar days</u> from receipt by the Bidder of the notice from the BAC that it submitted the LCB, the Bidder shall submit the following documentary requirements: <ol style="list-style-type: none"> a. Documents listed in "Annex A" of the Certificate of PhilGEPS registration; b. Latest Income Tax and VAT returns within the last six months from the date of bid including proof of payments made through the BIR Electronic Filing and Payments System (eFPS). c. Philippine Contractors Accreditation Board (PCAB) License at least Category B with Specialty in Fire Protection Work. 2. Within a <u>non-extendible period of seven (7) calendar days</u> from receipt by the Bidder of the notice from the BAC that it submitted the LCB, the Bidder shall submit Certified True Copy signed by the BIR-Officer with Documentary Stamps of the documentary requirements mentioned in ITB Clause Item 20.1.b. above. <p>Failure to submit any of the above-mentioned post-qualification requirements on time, or a finding against the veracity thereof, shall disqualify the bidder for award. Provided in the event that a finding against the veracity of any of the documents submitted is made, it shall cause the forfeiture of the bid security in accordance with Section 69 of the IRR of RA 9184.</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, construction methods, equipment utilization schedule, construction safety and health program approved by the DOLE, and other acceptable tools of project scheduling.</p> <p>The contractor shall submit within ten (10) calendar days from receipt of Notice of Award a construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the Department of Labor and Employment, and PERT/CPM.</p>

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

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

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

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

1. Scope of Contract

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

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

2. Sectional Completion of Works

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

3. Possession of Site

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

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

4. The Contractor's Obligations

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

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

5. Performance Security

- 5.1. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR.
- 5.2. The Contractor, by entering into the Contract with the Procuring Entity, acknowledges the right of the Procuring Entity to institute action pursuant to RA No. 3688 against any subcontractor be they an individual, firm, partnership, corporation, or association supplying the Contractor with labor, materials and/or equipment for the performance of this Contract.

6. Site Investigation Reports

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

7. Warranty

- 7.1. In case the Contractor fails to undertake the repair works under Section 62.2.2 of the 2016 revised IRR, the Procuring Entity shall forfeit its performance security, subject its property(ies) to attachment or garnishment proceedings, and perpetually disqualify it from participating in any public bidding. All payables of the GOP in his favor shall be offset to recover the costs.
- 7.2. The warranty against Structural Defects/Failures, except that occasioned-on force majeure, shall cover the period from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity. Specific duration of the warranty is found in the **SCC**.

8. Liability of the Contractor

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

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

9. Termination for Other Causes

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

10. Dayworks

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

11. Program of Work

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

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

12. Instructions, Inspections and Audits

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

13. Advance Payment

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

14. Progress Payments

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

15. Operating and Maintenance Manuals

- 15.1. If required, the Contractor will provide “as built” Drawings and/or operating and maintenance manuals as specified in the **SCC**.
- 15.2. If the Contractor does not provide the Drawings and/or manuals by the dates stated above, or they do not receive the Procuring Entity’s Representative’s approval, the Procuring Entity’s Representative may withhold the amount stated in the **SCC** from payments due to the Contractor.

Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

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

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

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

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

Special Conditions of Contract

GCC Clause	
2	The Intended Completion Date is eight (8) months from receipt of Notice to Proceed.
4.1	The turnover of the site shall be simultaneous to the receipt by the Contractor of the Notice to Proceed.
6	Conduct of site investigation/inspection and submission of the existing layout of the Industry & Investments (I&I) Building as part of the design preparation.
7.2	<p>In case of permanent structures, such as buildings of types 4 and 5 as classified under the National Building Code of the Philippines and other structures made of steel, iron, or concrete which comply with relevant structural codes (e.g., DPWH Standard Specifications), such as, but not limited to, steel/concrete bridges, flyovers, aircraft movement areas, ports, dams, tunnels, filtration and treatment plants, sewerage systems, power plants, transmission and communication towers, railway system, and other similar permanent structures: Fifteen (15) years.</p> <p>In case of semi-permanent structures, such as buildings of types 1, 2, and 3 as classified under the National Building Code of the Philippines, concrete/asphalt roads, concrete river control, drainage, irrigation lined canals, river landing, deep wells, rock causeway, pedestrian overpass, and other similar semi-permanent structures: Five (5) years.</p> <p>Contractor shall issue a Certificate of Warranty valid for five (5) years on parts and services from the issuance of Certificate of Final Acceptance from NDC. This includes the retention money equivalent to 10% of the total contract price.</p> <p>The period for correction of defects in the warranty period is within 24 hours upon receipt of notice from NDC and to be completed within reasonable period to be agreed upon by both parties.</p>
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 10 calendar days of delivery of the Notice of Award.
11.2	<p>The period between Program of Work updates is thirty (30) calendar days.</p> <p>The amount to be withheld for late submission of an updated Program of Work is ten percent (10%) of the Monthly Progress Billing.</p>
13	The amount of the advance payment is 15% of the contract price payable upon submission of a written request and upon acceptance by NDC of an irrevocable standby letter of credit of equivalent value from a commercial

	bank, a bank guaranty or a surety bond callable upon demand. This will be deducted from the progress payment by an amount equal to the percentage of the total contract price for the advance payment.
14	Materials and equipment delivered on the site but not completely put in place shall be included for payment.
15.1	“As-Built” drawings and operating and maintenance manuals shall be submitted within thirty (30) days after completion of the Works. Contractor to submit at least six (6) copies of the final “As-Built” drawings and manuals in A0 size.
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 10% of Final Progress Billing.

Section VI. Specifications

Notes on Specifications

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

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

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

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

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Contract to specific standards and codes to be met by the goods and materials to be furnished, and work performed or tested, the provisions of the latest current edition or revision of the relevant standards and codes in effect shall apply,

unless otherwise expressly stated in the Contract. Where such standards and codes are national, or relate to a particular country or region, other authoritative standards that ensure a substantially equal or higher quality than the standards and codes specified will be accepted subject to the Procuring Entity's Representative's prior review and written consent. Differences between the standards specified and the proposed alternative standards shall be fully described in writing by the Contractor and submitted to the Procuring Entity's Representative at least twenty-eight (28) days prior to the date when the Contractor desires the Procuring Entity's Representative's consent. In the event the Procuring Entity's Representative determines that such proposed deviations do not ensure substantially equal or higher quality, the Contractor shall comply with the standards specified in the documents.

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

TERMS OF REFERENCE

PROCUREMENT FOR THE DESIGN AND BUILD OF AUTOMATIC FIRE SPRINKLER SYSTEM (AFSS) and FIRE DETECTION AND ALARM SYSTEM (FDAS) AT THE INDUSTRY AND INVESTMENTS (I&I) BUILDING

I. OBJECTIVE:

- To provide a design of Automatic Fire Sprinkler System that complies with the local standards and international codes.
- To provide a design of Fire Detection and Alarm System that complies with the local standards and international codes.
- To secure Fire Safety Inspection Certificate (FSIC)

II. SCOPE OF WORKS:

A. DESIGN STAGE (P 1,000, 000.00)

- Conduct site inspection of the existing I&I Building as part of the design preparation.
- Prepare schematic design of Automatic Fire Sprinkler System (AFSS) and Fire Detection and Alarm System (FDAS) for initial review of NDC representative.
- Provide a hydraulic calculation indicating sizing of pipe lines and pump capacity certified by a Professional Mechanical Engineer (PME).
- Submission of complete set of For Construction Drawings for AFSS signed and sealed by a PME.
- Submission of complete set of For Construction Drawings for FDAS signed and sealed by a Professional Electronics Engineer.
- Preparation of FCD for permit purposes.

B. CONSTRUCTION STAGE (P 24,000,000.00)

- Supply and install Automatic Fire Sprinkler System (AFSS) as per For Construction Drawings.
- Supply and install Fire Detection and Alarm System (FDAS) as per For Construction Drawings.
- Supply and installation of accessories and equipment: Fire and jockey pump, controllers, fire hose cabinets, and valves.
- Electrical works such as conduiting and wiring for fire pro and FDAS devices and equipment up to the designated tapping point.
- Supply and installation of FDAS equipment, devices and accessories.
- Provision of temporary and permanent access e.g., manholes or openings at ceilings, walls and slabs needed during construction.

- Restoration/making good of any temporary access/manholes at ceilings, walls and slabs being done during construction.
- Provision of fire sealants with pipe sleeves for any penetrations at walls and slabs.
- Performs construction test or pre functionality test requires by the local and international codes.
- Conducts testing and commissioning of AFSS and FDAS prior to turn over to NDC.
- Interfacing works of FDAS to AFSS.
- Submission of As Built drawings of AFSS and FDAS (Sets and size as per NDC's requirements).
- Provides detailed schedule of works and methodology.
- Submission of Operation and Maintenance Manuals of AFSS and FDAS.
- Conduct system testing as required by the local authority LGU/BFP
- Application of Building Permits and fees included
- Certification prior to installation, Fire Safety Evaluation Certificate (FSEC)
- Application of Fire Safety Inspection Certificate
- To provide five (5)-years warranty on design, workmanship and materials.
- To provide quarterly maintenance for five (5) – years during the 5-year warranty period.

III. TABLE OF ORGANIZATION

The contractor is required to put up an organization to cater the following duties and responsibilities during design and construction stage, credentials must be submitted to NDC for review and reference.

IV. DESIGN STAGE MANPOWER

1. Professional Mechanical Engineer – for Fire Pro (1)
2. Mechanical Engineer (1)
3. Professional Electronics and Communication Engineer – for FDAS (1)
4. Electrical Engineer (1)
5. Cad Operator/Draftsman (1)

V. CONSTRUCTION STAGE MANPOWER

1. Project in Charge (1)
2. Project Engineer for Fire Pro (1)
3. Project Engineer for FDAS (1)
4. Cad Operator (1)
5. Safety Officer (1)
6. Technicians: (1) for Fire Pro, (1) for FDAS

VI. QUALIFICATION REQUIREMENT

- The Contractor/Bidder must have completed at least two (2) Fire protection and FDAS design and build projects; or at least two (2) Fire protection and FDAS build project.
- Submit company profile indicating the above requirements.
- Contractor must be certified by the BFP as Fire Safety Practitioner
- PCAB registered at least Category B with Specialty in Fire Protection Works
- Adherence of preliminary design plans to the required performance specifications and parameters and degree of details.
- To submit concept of approach and methodology for detailed engineering, design and construction with emphasis on the clarity, feasibility, innovativeness and comprehensive of the plan approach, and the quality of interpretation of project problems, risks, and suggested solutions;
- Work plan (should be consistent with the duration of the Project)

Key personnel to handle this project in full time and must have the following minimum qualifications:

Key Personnel	Minimum Qualification & Duties
Design Stage	
1. Professional Mechanical Engineer – for Fire Pro (1)	10 years' experience as PME specialized in Fire Pro design. Review, checking & certification of the design & hydraulic calculations for fire pro.
2. Mechanical Engineer (1)	Licensed Mechanical Engineer with 5 years' experience in fire pro design and construction. Perform tabulation of nodes of the design of sprinklers. Prepare lay-out and hydraulic calculations. Provide details and sequence of operation.
3. Professional Electronics and Communication Engineer – for FDAS (1)	10 years' experience as PECE specialized in FDAS design. Review, checking & certification of the design of FDAS.
4. Electrical Engineer (1)	License Electrical engineer with 5 years' experience in FDAS design and construction. Prepare lay-out of wirings, devices and equipment.

	Provide details and sequence of operation.
5. Cad Operator/Draftsman (1)	<p>At least 2 years' experience as cad operator/draftsman.</p> <p>Plotting of lay-out and details at Auto Cad software.</p>
Construction Stage	
1. Project in Charge Fire Pro & FDAS (1)	<p>Licensed Mechanical Engineer or equivalent with at least 6 years' experience as project in charge of fire pro installations and FDAS installations.</p> <p>Manage the installation of fire pro and FDAS to ensure works are within the quality, specs and on track based on the schedule.</p> <p>Provide weekly progress report to NDC/NDC representative.</p>
2. Project Engineer for Fire Pro (1)	<p>Licensed Mechanical engineer with at least 3 years' experience as project engineer of fire pro installations.</p> <p>Handles material, equipment monitoring, delivery and manpower deployment.</p> <p>Responsible in inspection of works to ensure quality and on track installation.</p> <p>Conduct pre functional and functional test of the system installed.</p> <p>Provides and process documents of every installation and testing.</p> <p>Prepare methodology of installation and testing.</p> <p>Assist NDC representative during inspection.</p>
3. Project Engineer for FDAS (1)	<p>Licensed Electrical Engineer/Licensed Electronics and Communication Engineer with at least 3 years' experience as project engineer of FDAS installations.</p> <p>Handles material, equipment monitoring, delivery and manpower deployment.</p> <p>Responsible in inspection of works to ensure quality and on track installation.</p>

	<p>Conduct pre functional and functional test of the system installed.</p> <p>Provides and process documents of every installation and testing.</p> <p>Prepare methodology of installation and testing.</p> <p>Assist NDC representative during inspection</p>
4. Cad Operator (1)	<p>At least 2 years-experience as cad operator/draftsman.</p> <p>Provide shop drawings as needed.</p> <p>Prepares as built during progress of installation.</p> <p>Conduct site inspection in line with as built preparation.</p>
5. Safety Officer (1)	<p>Bachelor of Science degree with hours of trainings as safety practitioner with at least 3 years' experience as safety officer in a mid-rise project. Familiar in preparation of Work Hazard Analysis.</p> <p>Prepares work permits, hot work permits and work hazard analysis.</p> <p>Coordinate with the building admin regarding schedule of works.</p> <p>Ensure safety and health protocols on site before, during and after installation works.</p>
6. Technicians (2)	<p>At least 5 years' experience in fire pro and FDAS installation and maintenance.</p> <p>Holder of certificate of competency/national certificate related to the requirement.</p> <p>Provide technical assistance in electrical & electronics part of the installation.</p> <p>Programming of FDAS system based on design and sequence of operation.</p>

VII. ARRANGEMENTS TO BE PROVIDED BY NDC

The NDC will provide the Consultants with the following:

1. Make available to the Contractor existing reports, as-built plans of NDC Building and other data/information as maybe allowed under Philippine Laws;
2. Furnish all available data, maps and information required for the execution of the services as maybe allowed under Philippine Laws.
3. Office and warehouse space within the building during the construction supervision phase.

VIII. DURATION OF WORKS

Eight (8) months from the receipt of the Notice to Proceed, exclusive of the time for securing/application of necessary/required permits, and the like.

A. Design of Automatic Fire Sprinkler System (AFSS)/Fire pro and Fire Detection and Alarm System – two (2) months

B. Installation of AFSS/Fire pro and FDAS – six (6) months

Period	Task	Deliverables
A. Design of Automatic Fire Sprinkler System and Fire Detection Alarm System (2 months duration)	<ul style="list-style-type: none">• Conduct site inspection to check actual condition of the existing building• Validate As-built plans available relevant to the design of fire pro and FDAS.• Prepare hydraulic calculations required in sizing of the system and equipment.• Prepare detailed lay-out of piping system and devices.• Generate For Construction Drawings of fire pro and FDAS certified by PME and PECE	<p>Week 1 to check site condition.</p> <p>Week 2 review of as built plans all trades.</p> <p>Week 3 Submit schematic design</p> <p>Week 4 Submit hydraulic calculation</p> <p>Week 5 – 7 Preparation of design and reviews.</p> <p>Week 8 Submit For Construction Drawings (FCD) to NDC.</p>

<p>B. Installation of fire pro and FDAS system.</p> <p>(6 months duration)</p>	<ul style="list-style-type: none"> • Application of permits as required by LGU and concerned agencies prior to installation works. • Prepare detailed construction schedule with manpower and equipment loading. • Mobilization and coordination prior to installation works • Prepare methodology of works. • Installation works fire pro and FDAS. • Conduct pre functional tests. • Testing and commissioning of fire pro and FDAS system including interfacing and tests required by the local authority. • Conducts trainings and orientation of the system to the end-user. • Submission of as-builts and Operation and Maintenance Manuals • Application of FSIC 	<p>Legworks of permits needed prior to installation.</p> <p>Week 1-2 Submit schedule of works and look ahead with the corresponding manpower and equipment loading per floor and per area.</p> <p>Mobilization and delivery of materials.</p> <p>Submission of methodology of installations and testing.</p> <p>Week 3 onwards</p> <p>Considerations:</p> <p>Work schedules for weekdays is after office hours</p> <p>For weekends: the whole day</p> <p>Week 24</p> <p>Duration for the application of FSIC is excluded in the 6months duration.</p>
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IX. OTHERS / ATTACHMENTS

1. Estimated Cost Breakdown;
2. Timeline for the Design and Build Package;
3. Design and Installation Guidelines for Fire Protection Package (Annex “A”);
4. Design and Installation Guidelines for Fire Detection Alarm System (Annex “B”); and
5. As-Built Floor Plan Lay-out

ANNEX - A

FIRE PROTECTION SYSTEM DESIGN GUIDELINES

GENERAL- The contractor for this design and build scheme shall submit complete plans reviewed and certified by a Professional Mechanical Engineer (PME) thru signed and seal that satisfy the requirements of the local and international codes and also the Bureau of Fire Protection in accordance with the existing codes and standards. Design shall be based on the requirements of the following references:

Fire Code of the Philippines latest edition

NFPA -13: Standard for the Installation of Sprinklers latest edition

NFPA- 14: Standard for the Installation of Stand Pipes and Hose System

NFPA- 20: Standard for the Installation of Stationary Pumps for Fire Protection

SITE INSPECTION – The contractor shall conduct site visit to check and inspect the existing structure prior to the preparation of the design proposal. They may opt to secure an architectural as built plan as reference for the design of sprinkler system.

SUBMITTALS - The contractor is required to submit Schematic Design for initial review of the owner/representative of NDC and Construction Drawings on the latter part for final review and approval. Hydraulic calculations and pump sizing certified by a Professional Mechanical Engineer (PME) shall be submitted during the schematic design.

DESIGN REQUIREMENT

- Determination of the classification of occupancies (Ref. NFPA-13, Chapter 5).
- Maximum spacing of sprinklers shall be **4.6 meters** for all type of construction and system. (Ref. NFPA-13) for pendent and upright sprinklers for Light & Ordinary Hazard.
- Protection area per sprinkler shall be from **12 sqm to 21 sqm** for Light Hazard (see NFPA-13 for construction & system type). For Ordinary Hazard **12 sqm** per sprinkler for all type of construction and system.
- Minimum residual pressure is **65 psi** at remotest area sprinkler system and fire hose system.
- Fire hose system minimum flow rate at hydraulically most remote area is **250 gpm**.
- Pendent sprinklers shall be provided on areas with ceilings, upright sprinklers for areas without ceilings (e.g. parking, AHU room, pump room) while sidewall sprinklers are required at fire exits.
- For electrical and IT rooms do not provide sprinklers instead provide portable fire extinguisher or depends on the local authority/BFP's requirements.

- Minimum size of fire hose valve at fire exits shall be **65mm** diameter with cap and chain.
- Locate fire department connections at ground floor level wherein it is visible and accessible for the fire marshal's truck during its rescue operation.
- Fire pump controller shall be wye delta closed transition 400v, 3 phase NEMA 4 while jockey pump is 230v 3 phase with NEMA 4 enclosure as well.
- Fire extinguisher shall be provided for every enclosed area. Refer also to the requirements of BFP.
- Size of sprinkler riser shall be in accordance with the following:

Hazard	Maximum Area per one Riser in sqm
Light	4831
Ordinary	4831

- Pipe sizing shall be based on the following:

Light Hazard

Pipe Size (mm)	No. of Sprinklers
25mm	2
32mm	3
40mm	5
50mm	10
65mm	30
75mm	60
85mm	100

Ordinary Hazard

Pipe Size (mm)	No. of Sprinklers
25mm	2
32mm	3
40mm	5
50mm	10
65mm	20
75mm	40
85mm	65
100mm	100
125mm	160
150mm	275

DESIGN LAYOUT

1. **PUMP SYSTEM** – Fire Pump shall be horizontal split case electric driven UL listed/FM approved with metal base mounted on concrete pad. Jockey pump shall be vertical in line coupled with electric motor, base mounted on concrete pad.

Pump system must have complete accessories: Alarm check valve, OS&Y, flexible connector, check valve, pressure relief valve, waste cone, pressure relief valve, flow meter, pressure gauges with complete hangers and supports.

Suction pipe shall be provided with anti-vortex plate for Fire and jockey pump.

Connections of pipes and accessories at pump room shall be flange type ANSI 150.

Fire and jockey pump controller shall be wall mounted and sensing line going to pump header must be stainless steel or copper pipe (threaded connection).

2. **PIPING WORKS** – Risers for the sprinkler system and wet stand pipes shall be located at fire exits including its auxiliary drains and inspector test connection. Tapping of auxiliary drain to the nearest catch basin shall be indicated on plans.

Cross main per floor shall be located at hallways supported by sway braces and clevis hangers. Sprinkler branches penetrating each enclosure area must be supported properly with hangers. All piping works shall be painted with primer and final coat with international red. Sleeves for all piping works penetrating walls and slabs shall be provided with the corresponding fire sealant.

Pipe tagging for risers, cross main and feed main shall be provided prior to ceiling enclosure.

Connections of sprinkler risers, wet stand pipes shall be welded flange type or mechanical grooved coupling (UL/FM approved).

Piping material shall be Black Iron pipes Schedule 40 ASTM A53 while fittings are malleable iron for threaded.

Cross main connections above ceiling are strictly **mechanical grooved coupling** only to avoid the hazard of welding works on areas with existing equipment and facilities.

Connection of branch lines from cross main shall be mechanical grooved coupling (UL listed/FM approved). For branches 65mm, connections shall be mechanical grooved coupling while 50mm below is threaded.

3. RISERS and STAND PIPES – Riser's material shall be Black Iron Schedule 40 (ASTM A53) connections are mechanical grove coupling or approved equal. Wet stand pipes minimum fire hose valves are 65mm with cap and chain.

4. ACCESSORIES – Floor control valve shall be OS&Y (UL/FM approved) rated at least 200 psi. with tamper switch interfaced with Fire Detection Alarm System (FDAS) provided per floor.

Flow switch (UL/FM approved) shall be provided at feed main area per floor wired and interfaced also with FDAS.

Assembly for auxiliary drains per floor must be provided with sight glass and isolation valves.

Pressure gauges with ball valve for each feed main must be provided for monitoring the pressure readings per floor.

5. FIRE HOSE CABINETS – Locate each fire hose cabinet per floor at fire exit. It must be provided with angle valve and nozzle with at least 100 ft (single jacket) in length. Casing should be aluminum painted with international red.

6. ROOF MANIFOLD/FIRE DEPT. CONNECTION

Material shall be brass (UL Listed/FM approved) coupled with cap and chain.

Location of fire department connection shall be at ground level accessible to the fireman's truck in case of fire.

Fire Protection Works Package

GENERAL

The works shall include but not limited to all materials, labor, tools, plant, equipment and other facilities including the management, coordination and supervision of these services, needed to complete and render good services for use of the Fire Protection System of the **I&I Building** in accordance with the plans, specifications, codes, standards, pertinent governing rules and regulations and contract documents. Also, together with all temporary works, the securing of all necessary permits and approvals including application of notices, all liaison and coordination with the Statutory Authorities necessary to complete the Fire Protection Work package that satisfies the owner requirement and design intent.

The works shall include the furnishing, installation and termination of the following items:

- 1. AUTOMATIC FIRE SPRINKLER SYSTEM.** Supply and installation of complete Automatic Fire Sprinkler System, Fire Extinguishing System in accordance of plan, specification, codes, standards, governing rules and regulations. These includes supply and installation of sprinkler heads, pipes and fittings, risers, feed main, cross main, branch line, droppings, all necessary valves and accessories, riser nipples, cross-tee, elbow, trims, hangers and supports, fire hose cabinets with complete accessories as per BFP standards, fire department connection, testing hose header, wall hydrants, roof manifolds, fire extinguishers, pipe sleeves including rebar and any stirrups as required by structural, block-out including rebar supports, fire stopping materials/fire sealant, sway brace, seismic bracing, painting, coupling, flow switch, floor control valves, sight glass, gauges, pumps and motors including controllers with ATS(Controllers is BAS - Building Automation System ready provided with dry contact), sensing line, tagging ITC, auxiliary drain, stub-out, flanges, mechanical grooved coupling (fix/rigid, flexible), remote annunciator panel, conduits (IMC, PVC, metal or liquid tight flexible conduit), wires/cables (Fire rated and non-fire rated) and all necessary equipment, pipes and fittings, materials, accessories, controllers, special fittings that make the system complete and operational that will satisfy the owner. This includes all necessary permits to be secured as required by the Local government or governing laws.
- 2. PUMPS and MOTORS.** Supply and installation of pumps and motors, pipes and fittings, valves, hangers and supports, controllers with Automatic Transfer Switch (ATS), conduits (IMC, PVC, metal or liquid tight flexible conduit), wires and cables, vibration isolators, pads (steel/concrete), flexible connectors, couplings, gauges and all necessary pipes and fittings, equipment, materials, special fittings and accessories to make the system complete and operational that will satisfy the Local and International Code and BFP requirements.

- 3. TAPPING AND TERMINATION WORKS.** All tapping works to the existing stub-out or interfacing to other trades or system shall be done by the contractor.
- A. PUMPS AND MOTORS.** The contractor shall be responsible to tap/terminate the power supply of the installed pumps and motors from the load side of the controller to the motor itself and responsible to provide the required conduit, wires and cables, flexible conduit (metal/liquid tight) and all materials, pipes and fittings, special fittings to make the system complete and operational that will satisfy the owner.
 - B. CONTROLLERS.** The contractor shall be responsible to supply and install the controller with necessary conduits, wires and cables, flexible conduit (metal/liquid tight), tagging and all necessary materials, fittings that will make the system complete and operational that will satisfy the owner. Electrical contractor to terminate power supply/line side of the controller from the Meter Center or Electrical room. Controller is provided with dry contact for auxiliary/FDAS interface.
 - C.** The Contractor shall be responsible to tap or connect the supply pipe or suction of pump to the existing water supply.
 - D.** The Contractor shall be responsible to tap or connect all necessary connections to any interfacing to other trades as it requires to make the system complete and operational.
- 4. PRE-CONSTRUCTION TESTING.** The Contractor shall be responsible to conduct a pre-construction testing to make sure that the installed pipes, fitting, accessories and necessary connections are in good condition and no leaks prior to embedding and before make necessary connection to the system. The contractor is required to submit methodology on how it will handle or conduct the pre-construction testing.

- 5. TESTING AND COMMISSIONING.** The contractor shall be responsible for the testing and commissioning of the system installed to make sure that the system is complete, working or operational as per plan, codes, standards, governing rules and regulations. The contractor is required to provide THIRD PARTY Testing and Commissioning group to validate the system. This includes the preparation, submission, incorporation, compilation of all documents, manuals, warranties, technical brochures and all items required for testing and commissioning test package. Contractor also to provide the necessary testing tools, equipment and preparation during the course of the testing and commissioning process.

6. MANAGEMENT OF WORKS

- A.** The Contractor shall be responsible to conduct all necessary excavation, compaction, backfilling, stub-out, block-out, pipe sleeves, coring (including coring machine or core drill), chipping and restoration works. This includes the signage or caution tape for embedded services
- B.** The contractor shall be responsible to conduct a disinfection and flushing of the system.
- C.** The contractor shall conduct a complete testing of any pipes, valves, fittings, materials and accessories prior to any closure or tapping of the system to make sure that no leakage and violations of codes and standards.
- D.** The contractor shall be responsible for the installation of electrical driven fire pump, jockey pump with its corresponding controller with ATS, valves and accessories monitoring devices, sensors, gauges, equipment pad, pipes and fittings and all other accessories requires to complete the system.
- E.** The contractor shall be responsible for testing and cleaning of all piping works for the Fire Protection System before any enclosure to made but not limited to the cleaning of Fire Reserve Tank.
- F.** The contractor shall be responsible to provide all painting works, tagging and labeling for the installed pipes and equipment, controllers and accessories that requires for Fire Protection System.
- G.** The contractor shall be responsible to supply and install an approved fire rated sealant or fire stopping material for pipe sleeves, block-outs, stub-outs and any opening at pipe chase, floor, walls or any partition with a penetration of any services on the fire rated area.

H. The contractor shall be responsible to provide a non-fire rated sealant on area which is categorize as non-fire rated walls.

I. The contractor shall be required to provide a qualified staff for Project Manager, Engineers (Engineering and Operation), Supervisors or PIC (Project In-Charge), Quality Assurance/Quality Control Engineer, Safety Engineer including Project Nurse (if required), CAD Operator, Leadmen, Foremen, warehousemen, including the skilled workers or laborers which is daily duty on site to conduct an inspection or installation to make sure that all works is in accordance of the specification, codes and standards and as per approved drawing or latest approved drawings if there are variations.

J. The contractor shall be required to provide a one is to one Licensed CAD Software for each CAD Operator.

K. The contractor shall be required to submit resume of the assigned Project Managers, Engineers (Engineering and Operation), Supervisor or Project In-charge, QA/QC Engineer, Safety Engineer, CAD Operator, for owner references and approvals.

L. The contractor shall be responsible to handover the Automatic Fire Sprinkler System of Fire Protection System with a good quality, complete and operational system, at timely manner and with the satisfaction of the owner.

M. The contractor must be categorized as specialty contractor to study, check, and review if the design system is workable, operable, functional, as per specification and with accordance of code, standards and governing rules and regulation by the local government. The contractor is required to report any discrepancy, make clarification if there's any conflict to the design or anything that is vague to the contractor, they must raise the issue.

N. The contractor is required to handover a spare materials as per specification quantity or required by the owner.

- O.** The contractor must provide his/her best engineers to conduct Plan review as required to study, check and review the design drawings and ensure the system is complete, workable, operable, with accordance of specification, codes, standards, governing rules and regulations and free with any conflicts to other trades prior and during implementation or execution on actual site condition.
- 7. PROTECTIONS.** The contractor shall be responsible to provide a proper and acceptable protection to any supply material, equipment and accessories to be installed and any installed equipment, materials, accessories or devices, and controls requires for the system. This includes the protection for any owner supply materials, equipment, accessories or any item that requires for the system and make the system complete and operational.
- 8. RESTORATION.** The contractor shall be responsible in providing restoration works for temporary access manholes, hand holes at ceiling and dry walls, and masonry walls needed during the progress of the installation of fire protection system.
- 8. CLEANING.** The contractor shall be responsible in cleaning of all installed materials, equipment device and control prior to hand-over or closure. This includes cleaning of the area of responsibility during installation and construction period as required for safety policy of the project.
- 9. HOISTING AND CRANEAGE.** The contractor shall be responsible to provide tools and equipment, for unloading, hoisting, hauling, and lifting of supplied materials and equipment from delivery truck up to the project site storage area and hauling of materials and equipment from storage to the area of installation works. This also includes the supply and erection of scaffolding used during the construction or installation period. Lifting equipment during the installation process such as monorail (tower crane), hoisting machine or temporary (false) elevator car (alimak) shall be provided by the General Contractor. Also, the contractor shall be responsible on unloading, hauling of any owner supplied materials, accessories, equipment or any items that used for the system for unloading point to storage area and storage area to designated area of installation. This includes the equipment during hoisting and craneage of the supplied materials.
- 10. SUBMITTALS.** The contractor shall be required to prepare and submit shop drawings, Individual Service Drawings, Combined and Coordinated Services Drawings (Floor and Wall CSD), detailed drawings, product sample and technical data for approval by the owner authorized representative and consultants. No material, equipment and work shall be purchased or proceed without proper approval from the owner authorized representative and consultants.

The General Contractor will incorporate the Individual Services Drawing submitted by the sub- contractors in order to provide the Combined/Coordinated Services Drawing to be submitted to the owner representative and consultants for approvals.

- 11. AS-BUILT PLANS.** The contractor shall be required to prepare and submit as-built plans prior to billing, testing and commissioning and handover. The contractor shall be required to submit one (1) set in mylar copy, five (5) sets in blue print and one (1) Auto Cad file in compact disc. As-Built plans shall be signed and sealed by the Professional Mechanical Engineer (PME)
- 12. MANUALS.** The contractor shall be required to submit five (5) copies of an indexed service manual which shall include installation procedure, operating instructions, service and maintenance procedure, control and wiring diagrams and parts list.
- 13. UTILITY CONSUMPTION.** The contractor shall be responsible to any cost of electric and water consumption for their temporary facilities and installation during the period in which the project is in temporary connection. The General Contractor shall provide the connection from the main meter and the Sub-contractors are required to have a sub-meter use for their temporary offices and fabrication area. The sub-contractor is required to have their own supply and installation of materials, equipment, pipes, wires and conduits or any accessories including sub-meter for the monitoring of consumption. During the connection of permanent power and water supply the contractor shall shoulder the cost of corresponding utility consumption including the power and water consumption during the testing and commissioning period. This includes the application of telephone lines and telephone bill.
- 14. COORDINATION WORKS.** The contractor is responsible to have a full coordination with all trades and contractors including Gencon, including with the owner or owner representatives, consultants and designers before installation works will proceed or any works to be commenced or implemented. Also, the contractor is required to coordinate to other trades and contractors prior to any submission of drawings for approval such as Shop Drawings or Detailed Drawings, Combined and Coordinated Services Drawing. The contractor is required to coordinate to other concern to avoid any conflict, misleading, miscommunication, misinformation, disagreement, divergence, argument, variance, dispute or any items that makes controversy to any concern parties.

- 15. TEMPORARY WORKS.** The contractor shall be required to provide Offices, Workshops, Storage, Toilets, Lightings, Power, water, telephone, fire protection, ventilation and air conditioning, temporary plant, equipment, scaffoldings, lifting machines, hauling equipment, temporary hoardings, walkways, signboard, roads and pavements, disposal of rubbish and other deleterious materials/drainage, streams and waterways.
- 16. SECURITY AND SAFETY.** The contractor is required to provide their own safety officer to secure their offices, storage area, and any supplied and installed item for the project. The owner is not liable to any loss of items, equipment and materials or any pilferage. Also, the contractor is required to have their own safety officers on site to ensure the safety of their workers, laborers, staffs and attend a regular meeting for safety concerns. The contractor is required to provide a safety practitioners accredited as per required by the governing law. All labors, employee and staff are required to attend safety orientation meeting and must passed the test before he/she is allowed to work at site.
- 17. UNIFORMS AND IDENTIFICATIONS.** The contractor shall be responsible to provide proper identification and uniforms for the workers and staff.
- 18. ORGANIZATIONAL CHART.** The contractor is required to submit organizational chart of staff.
- 19. WARRANTY.** The contractor shall provide installation and equipment warranty and a free monthly service for all equipment for the period of **twenty-four (24)** months from the date of acceptance of the owner.
- 20. PERMITS.** The contractor is required to secure Fire Safety Inspection Certificate (FSIC). Permits prior to construction shall be secured by Fire protection Contractor. All Local Government Taxes shall be at cost of Fire Protection contractor. Any payment in securing permits or required certificates by the local government is by the contractor.
- 21. TRAINING AND SEMINARS.** The contractor shall be required to conduct trainings and seminars prior to handover of Automatic Fire Sprinkler Systems installed. This includes the trainings and seminars for the materials, equipment, controls or any item installed that requires information to owners for them to understand or educates the property management for the whole system. The contractor is required to provide a video coverage during training and seminars.

22. CALIBRATION CERTIFICATIONS. The contractor shall be required a calibrated equipment prior to installation and shall submit the calibration certificate to the owner. This includes a calibrated equipment to be used during pre-construction testing and commissioning period.

23. TOOLS AND EQUIPMENTS. The contractor shall be responsible to any tools, materials and equipment required for the installation of Fire Protection System. This includes the tools and equipment required for hauling and installation of supplied or owner supplied materials, equipment, accessories or any item required for the works packaged.

24. All other works required in completing the Fire Protection System.

FIRE DETECTION ALARM SYSTEM DESIGN GUIDELINES

GENERAL- The contractor for this design and build scheme shall submit complete plans reviewed and certified by a Professional Electronics & Communication Engineer (PECE) thru signed and seal that satisfy the requirements of the local and international codes and also the Bureau of Fire Protection in accordance with the existing codes and standards. Design shall be based on the requirements of the following references:

Fire Code of the Philippines latest edition

NFPA 72: National Fire Alarm & Signaling Code

Complete Fully Addressable Fire Detection and Alarm System (FDAS) including conduit extensions (flexible conduits from the embedded boxes and the like), fittings, boxes, supports, and accessories, wires and cables, terminal blocks, Fire Alarm Control Panel (FACP), Network Display Unit (NDU), Data Gathering Panel (DGP), Annunciator Panel, UPS, Amplifiers, smoke detectors with sounder base inside offices, smoke detectors at common area, life safety speakers, heat detectors, manual pull station, fire alarm speakers and strobe lights, relays, auxiliary contacts, individual relay module for supervisory switch and flow switch of fire protection system, addressable modules, monitoring and control interface modules and devices for local motor controllers, elevators, fire protection system, pressurization and ventilation, security and access control, parking system as detailed on the plans and specifications.

DGP/Annunciators shall be connected and properly interface with the Network Display Unit (NDU) and FACP.

Wiring Class shall be Class A. FDAS shall be interface with Fire Protection System, Elevator Homing System, Elevator Pressurization Fan, Ventilation, Smoke Extraction and Pressurization System, Security.

FDAS workstation complete with printer, console table, furniture and chairs must be included.

- 1. SMOKE DETECTORS** – Shall be located on the ceiling or if on a sidewall, between the ceiling and 12 in.(300mm) down from the ceiling to the top of the detector.
There shall be detectors within a distance one half the nominal spacing measured at right angles from all walls or partitions extending upward to within the top 15percent of the ceiling height.
- 2. HEAT DETECTORS** – The use of heat detector with a listed spacing of 9.1m x 9.1m should be considered. On smooth ceilings a spacing of not more than 18.3m between projected beams and not more than one-half spacing between a projected beam and a sidewall (wall parallel to the beam travel) should be used as a guide. Where ceiling heights exceed 4.9m ceiling height is the dominant factor in the detection system response.

- 3. MANUAL PULL STATION** - The operated part of a manually actuated alarm initiating device shall not be less than 42in (1.07m) and not more than 48 in (1.22m) from the finished floor. Manual fire alarm boxes shall be located within 5 ft (1.5m) of each exit doorway on each floor. Additional manual fire alarm boxes shall be provided so that travel distance to the nearest manual fire alarm box will not exceed 200 ft (61m) measured horizontally on the same floor.
- 4. SPEAKER + STROBE LIGHT** – Wall mounted appliances shall be mounted such that the entire lens is not less than 80 in (2.03m) and not greater than 96 in (2.44m) above the finished floor. Where low ceiling heights do not permit wall mounted at a minimum of 80 in (2.03m) wall mounted visible appliance shall be mounted 6 in (150 mm) of the ceiling.
- 5. FIREMAN’S TELEPHONE JACK** – Fire department telephone jacks shall be installed integral with manual pull stations or within 150mm of the pull stations.
- 6. FIRE ALARM ANNUNCIATOR PANEL** – Shall be mounted not less than 1.02m from the finished floor to the bottom of the box.

Supply, Delivery and Installation of Auxiliary System

(Fire Detection and Alarm Systems)

DESCRIPTION OF WORK

GENERAL

Works included under this Contract Package, consists of furnishing at Contractor's expense all labor, materials, tools, equipment, plant, and other facilities including the management and supervision for the performance of these services, needed to complete and render ready for use the Fire Detection and Alarm System of the **I&I Building** in accordance with the plans, specifications, governing codes and regulations, and other related contract documents.

The works shall include the furnishing, mounting, fixing, installation and/or termination, testing and turn-over of the following items:

- 1. FDAS - Complete Fully Addressable Fire Detection and Alarm System (FDAS)** including conduit extensions (flexible conduits from the embedded boxes and the like), fittings, boxes, supports, and accessories, wires and cables, terminal blocks, Fire Alarm Control Panel (FACP), Network Display Unit (NDU), Data Gathering Panel (DGP), Annunciator Panel, UPS, Amplifiers, smoke detectors with sounder base inside offices, smoke detectors at common area, life safety speakers, heat detectors, manual pull station, fire alarm speakers and strobe lights, relays, auxiliary contacts, individual relay module for supervisory switch and flow switch of fire protection system, addressable modules, monitoring and control interface modules and devices for local motor controllers, elevators, fire protection system, pressurization and ventilation, security and access control, parking system as detailed on the plans and specifications. DGP/Annunciators shall be connected and properly interface with the Network Display Unit (NDU) and FACP. Wiring Class shall be Class A. FDAS shall be interface with Fire Protection System, Elevator Homing System, Elevator Pressurization Fan, Ventilation, Smoke Extraction and Pressurization System, Security and Access Control System and Parking System. FDAS workstation (one set per Tower) complete with printer, console table, furniture and chairs must be included.
- 2. KNOCK-OUTS -** Holing and or knock-out works including those materials or equipment supplied by the Owner or other Contractors necessary to complete the installation.
- 3. TERMINATION -** All termination for the entire Auxiliary System including necessary tools, materials and equipment not limited to terminal lugs, backboards, panels, terminal blocks, bolts, nuts, washers, insulating tapes, terminating kits, crimpers, consumables, etc.
- 4. INTERFACE TO OTHER SYSTEM -** Wires and conduits interface for FDAS interface to Fire Protection System, Smoke Ventilation and Pressurization System, Security and Access Control, and Elevator System including auxiliary contacts and relay.
- 5. MARKING -** Marking on ceiling and walls in way of the installation of FDAS panels, gutters, cabinets, boxes, devices and equipment including those devices and equipment under the auxiliary system shall be done by the FDAS Systems Contractor.

6. **TEMPORARY ACCESS MANHOLE**– Contractor shall be responsible in providing access on ceilings and dry walls intended for installation purposes but shall be rectified after completion of works.
7. **SUPPORTS** - All supports, brackets, braces, channels and fastening materials for auxiliary systems devices and equipment including Owner Furnished Materials/Equipment (OFM) as indicated on plans and specifications, and or required to complete the installation.
8. **PAINTING AND LABELING** - Painting, tagging and labeling for the supplied and/or installed materials and equipment. Tagging and labeling materials shall be of high quality which is visible and readable. Submit tagging and labeling materials such as stickers and cable markers for approval.
9. **FIRE STOP/SEAL** - Fire stopped/sealing materials with acceptable fire safe insulation on all chases, sleeves, block-outs, openings and penetrations in fire rated walls and floors, for electrical closets, telephone, auxiliary and related system. Upon completion of the application of sealant, the Fire Stop supplier and/or authorized distributor shall inspect the installation and provide Quality Control Stickers certifying its conformance to UL Standards and approved method of application.
10. **RESTORATION** – FDAS contractor shall be responsible in restoration of block-outs, holes, and damages incurred during installation of the system.
11. **CONTINUING RIGHTS** - The FDAS Systems Contractor shall assume full responsibility of the existing works as turned over by the Electrical Contractor. The FDAS Systems Contractor shall conduct actual site inspection to verify and confirm the remaining item/balance of works. In case that the existing conduit works are incomplete and not ready for cabling, the Electrical Contractor shall rectify and complete the conduit works.
12. **TESTING AND COMMISSIONING** - The FDAS Systems Contractor shall conduct complete and comprehensive testing and commissioning for the entire Electrical and Auxiliary System including all related Life Safety and Support Systems. Manpower, tools, equipment, lighting, electric and water consumption, and other consumables during testing and commissioning shall be *shouldered* by the Auxiliary Systems Contractor. The contractor also required to provide necessary tools, equipment (with updated calibration certificate) required during the test. The FDAS Systems Contractor shall prepare, submit and secure approval of test procedures and forms (Test Packs) prior to each test. Test results shall be duly signed and sealed by a duly license Professional Electronics and Communications Engineer (PECE).
13. **TRAINING** - The FDAS Systems Contractor shall train the Owner's personnel for a certain amount of time until the FDAS Systems Contractor and the Owner agreed on the fitness of the Owner's personnel to handle the operation and maintenance of the system and equipment. Training shall be done on classroom and actual field demonstration. Training shall be documented and recorded on HD video.
14. **STORAGE, SAFE KEEPING AND SECURITY** - Warehousing, storage, safekeeping and security of delivered and/or installed materials shall be the responsibility of the FDAS Systems Contractor. Acceptable cover protection for the supplied and/or installed materials and equipment.

- 15. CLEANING** - The FDAS Systems Contractor is responsible for cleaning the installed materials and equipment prior to turn-over.
- 16. HOISTING AND CRANEAGE** - The FDAS Systems Contractor will be responsible for hoisting, lifting and craneage of all materials and equipment to its final location (including those items supplied by others but are to be installed by the FDAS Systems Contractor). Special lifting equipment during the installation process such as monorail, hoist or temporary (false) elevator car shall be provided by the FDAS Systems Contractor.
- 17. TRANSPORTATION WITHIN JOBSITE** - The unloading of all materials and equipment (including those items supplied by others but are to be installed by the FDAS Systems Contractor) from the delivery truck and the transportation to the specific location shall be the responsibility of the FDAS Systems Contractor.
- 18. AS-BUILT PLANS** - Preparation and submission of as-built plans. As-built plans shall be submitted as follows: One (1) set in mylar copy, five (5) sets in blue print, one (1) Auto Cad file in compact disc, and one (1) Auto Cad file in flash drive. As-built plans shall be signed and sealed by a duly license Professional Electronics and Communications Engineer (PECE). As-built plans shall be submitted by the FDAS Systems Contractor on every progress billing. An updated copy of As-built plans shall be presented to the Owner once the 50% accomplishment mark is achieved.
- 19. SUBMITTALS AND SHOP DRAWINGS** - The FDAS Systems Contractor shall prepare and submit shop drawings, samples, product data and other submittals on time. The final samples, product data and other submittals shall be verified and approved by the Owner and Engineer in charge of the project prior to placement of order and installation.
- 20. OPERATIONS AND MAINTENANCE MANUALS (O&M)** - The FDAS Systems Contractor shall submit five (5) copies of an indexed operations and maintenance (O&M) manual which shall include installation procedures, operating instructions, service and maintenance procedures, preventive maintenance schedule, control and wiring diagrams and spare parts list. O&M Manual shall also include the following: a) availability of spare parts (lead time of delivery if: on-stock or ex-stock shipment by sea or air); b) life expectancy of equipment under normal use and condition; c) estimated cost of parts and retrofit to include labor and materials.
- 21. SITE MANAGEMENT** - The contractor shall be required to provide a qualified staff for Project Manager, Engineers (Engineering and Operation), Supervisors or PIC (Project In-Charge), Quality Assurance/Quality Control Engineer, Safety Engineer including Project Nurse (if required), CAD Operator, Leadmen, Foremen, warehousemen, including the skilled workers or laborers which is daily duty on site to conduct an inspection or installation to make sure that all works is in accordance of the specification, codes and standards and as per approved drawing or latest approved drawings if there are variations
- 22. SPARES** - All spare materials, devices and equipment as detailed on the plans, specifications and related contract documents.
- 23. WARRANTY** - The FDAS Systems Contractor shall provide equipment and installation warranty and free monthly service for all equipment and installation for the period of **twenty-four (24) months** starting from the date of final acceptance of the Owner.

24. TEMPORARY FACILITIES/UTILITIES - This includes the following:

- Field Offices
- Warehouse(s)
- Barracks
- Temporary Utilities: Power, water, telephone, and other communication facilities
- Fire Protection, safety, security, and sanitation measures and facilities

25. The FDAS Systems Contractor - shall provide the necessary cables, fusible disconnect switches and meters from the tapping points provided by the General Contractor during the execution of works. The FDAS Systems Contractor shall pay for the cost of electric and water consumption.

26. The FDAS Systems Contractor - shall strictly comply with the requirements of safety, security and sanitation measures. The FDAS Systems Contractor must provide proper Identification Cards, uniforms, safety shoes, hard hats, goggles, safety gears, tools and other safety paraphernalia. The FDAS Systems Contractor shall be responsible for the safety and security of their materials, equipment, tools and facilities.

27. Coordination - coordination with the Owner, Construction Manager, Project Consultants, General Contractor and other Specialty Contractors for the interfacing of works, construction schedule and activities, individual services drawings (ISD), combined services drawings (CSD), design issues and other related matters.

28. Tool and Materials - Tools, materials, H-Frame, scaffolds, equipment, consumables, supervision, labor and services deemed necessary to complete the works as per industry practice, but are not specifically shown and mentioned in the Specifications, Plans and other related Contract Documents, shall be supplied and installed by the Electrical Contractor without extra cost to the Owner. Such tools, equipment and material shall be of the highest quality available. Supervision, labor and services shall be of the high quality of workmanship acceptable to the Owner.

29. Schedules - Prepare and submit all necessary schedules on a weekly and monthly basis of the Project such as Procurement and Delivery Schedule, Manpower and Equipment Schedule, Schedule of Accomplishment on a periodic and cumulative basis, and Monthly Cash Flow. Schedules shall be compared on plan (projected) against actual. In case of delay, the FDAS Systems Contractor shall submit corresponding Recovery Schedule subject for approval.

30. Organization Chart - Prepare, submit and update Organization Chart for personnel assigned in the project. Management and staff shall be screened and approved by the General Contractor and the Owner.

31. Inspection - Inspect and ascertain the quality and quantity of materials prior to delivery at site. Any defects, damage and/or deficiencies on the materials shall be borne and replaced by the FDAS Systems Contractor at no cost to the Owner.

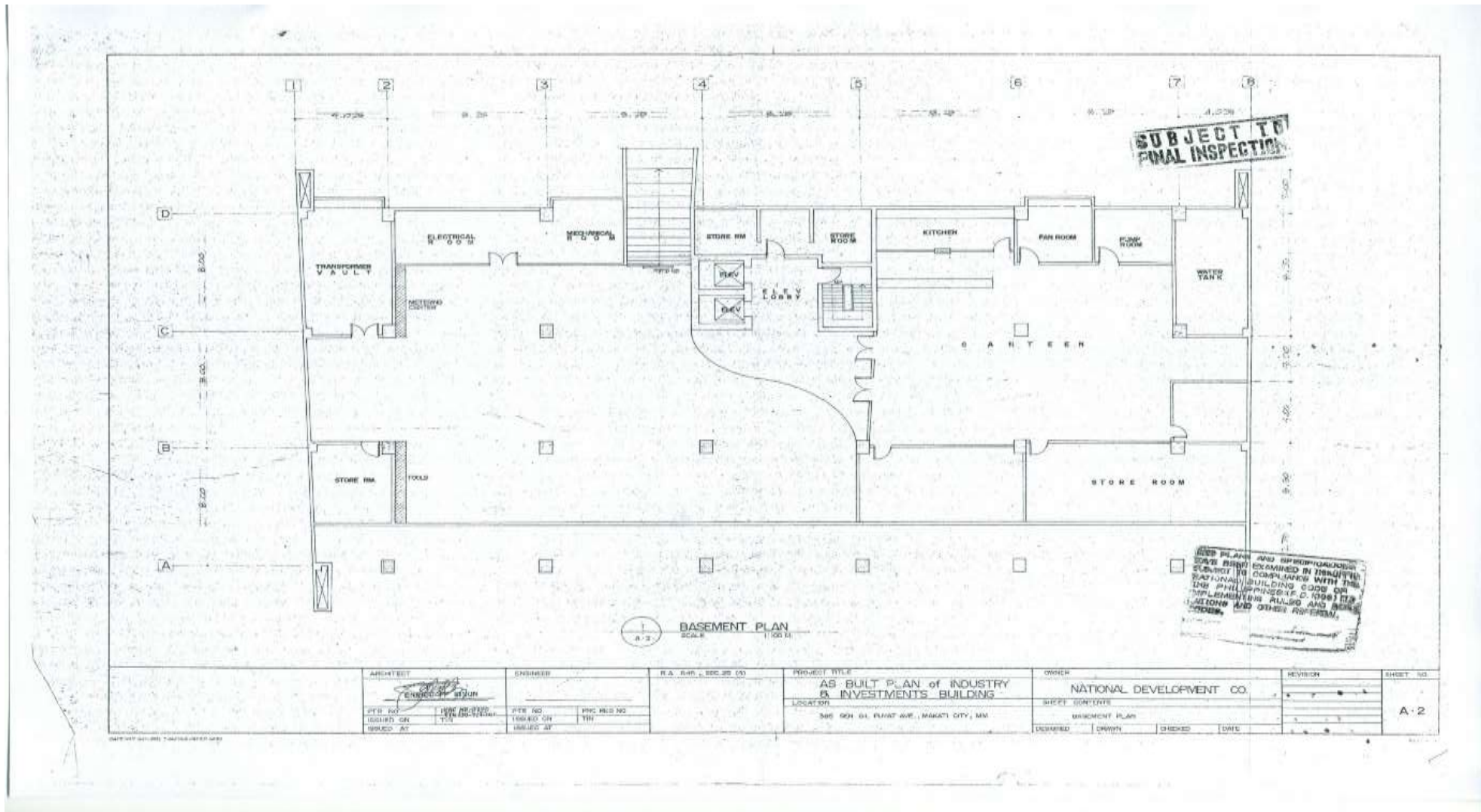
32. Warranty - Furnish the Owner Warranty Certificates.

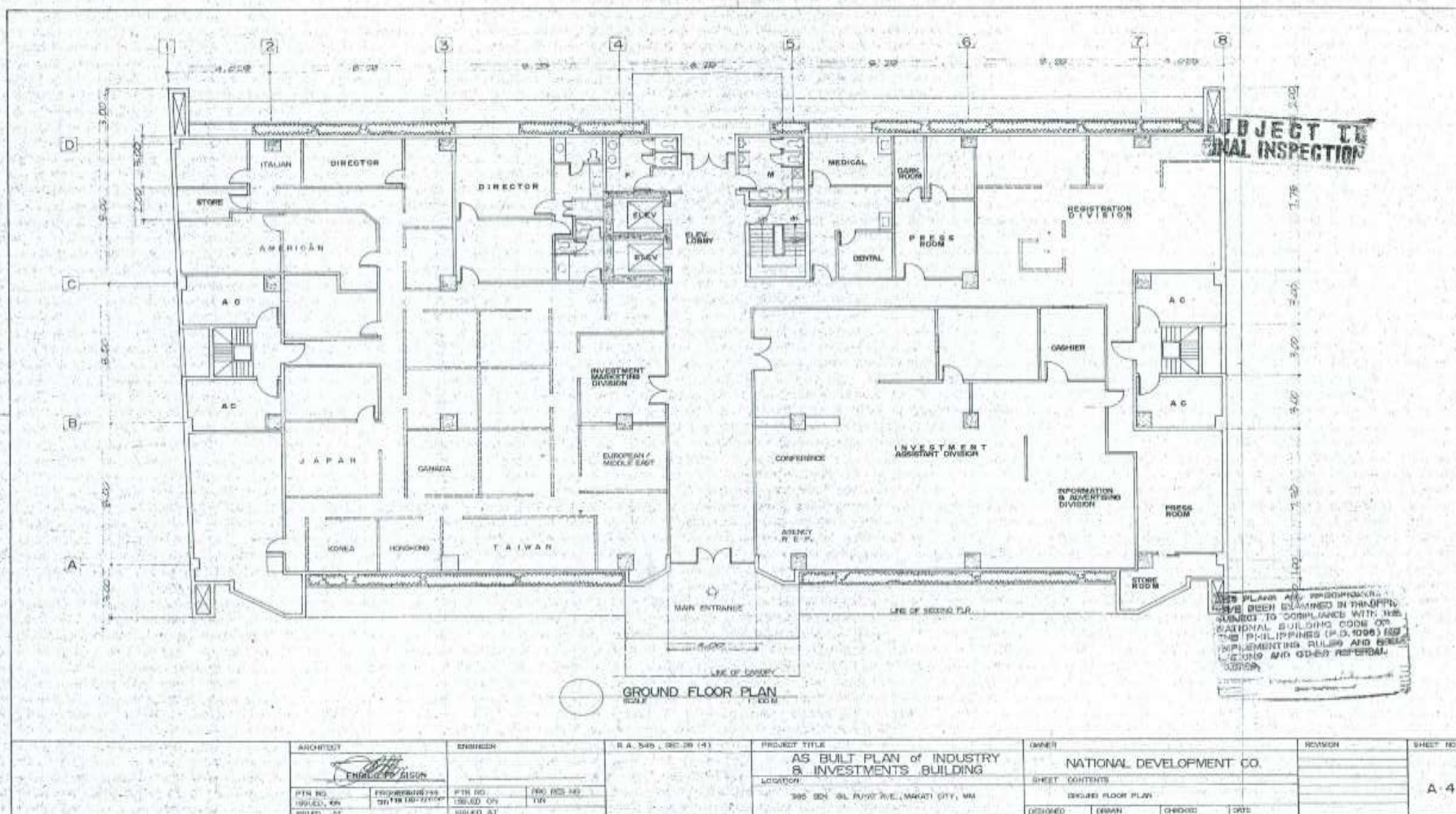
33. Applicable Provisions - All applicable provisions on the different divisions and sections of the technical specifications shall apply in this description of works.

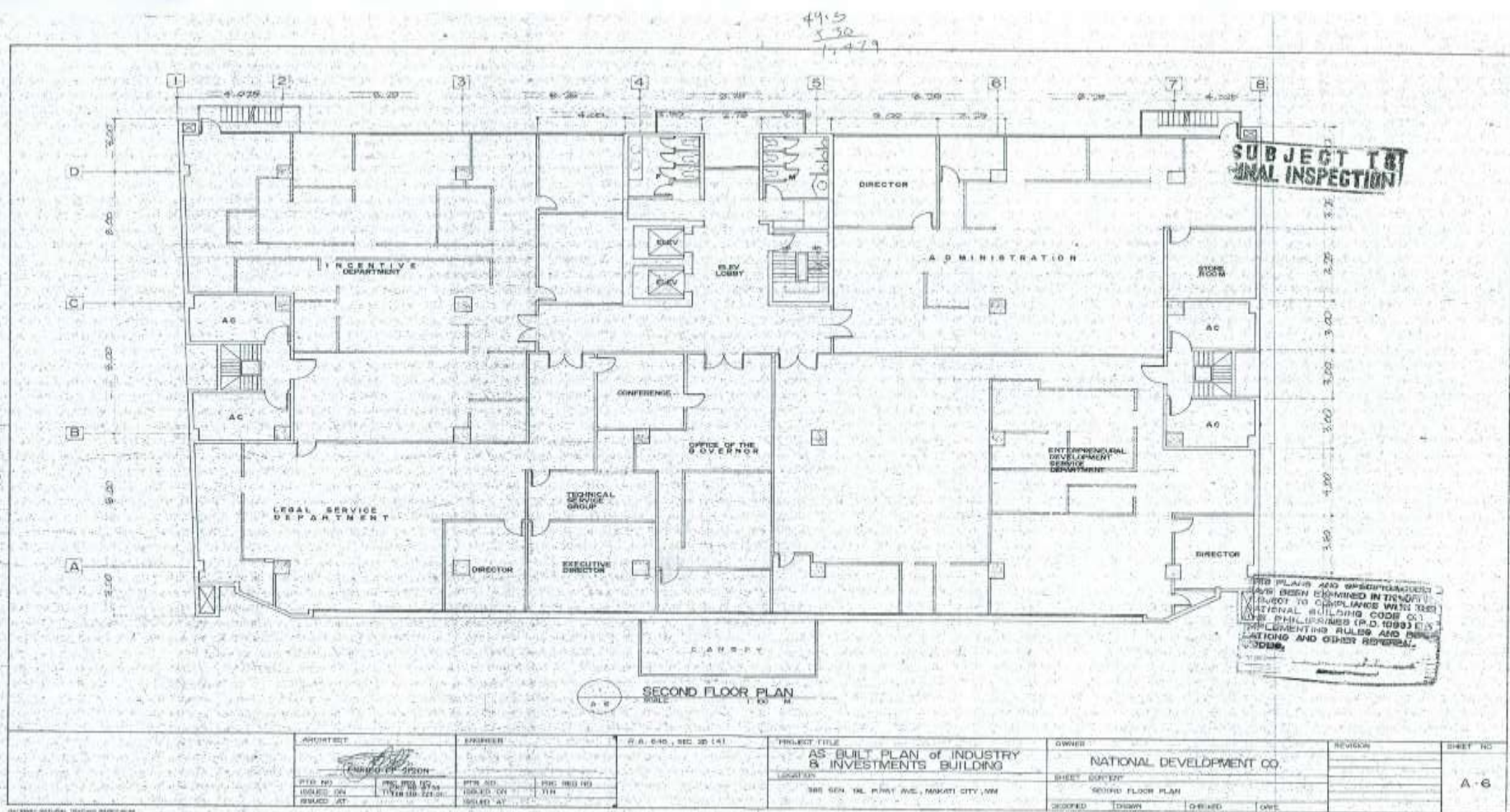
34. Incidental items - All other items incidental to and/or required for the proper completion of the system.

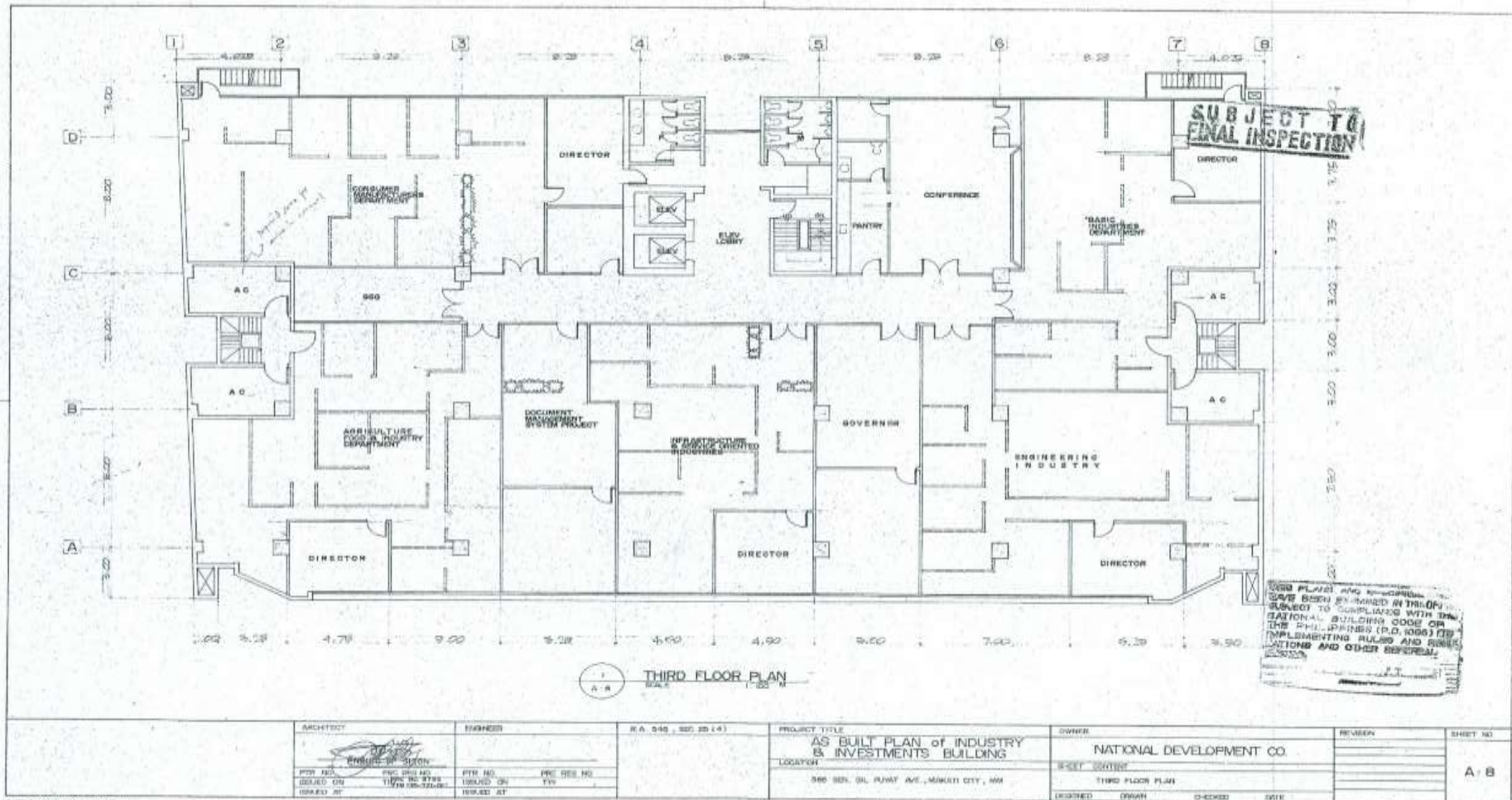
Section VII. Drawings

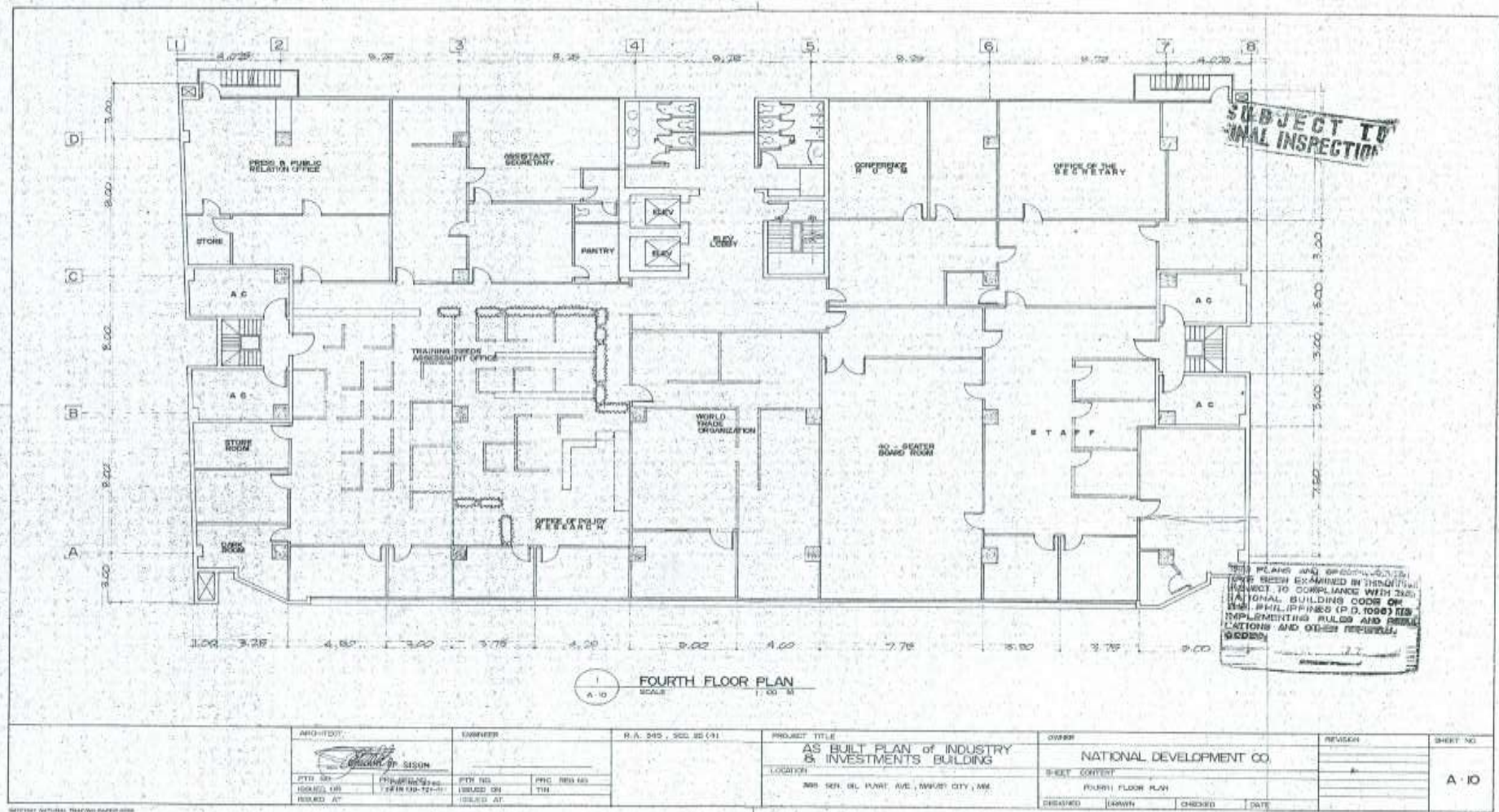
- As Built Plan of Industry & Investment Building (I&I)

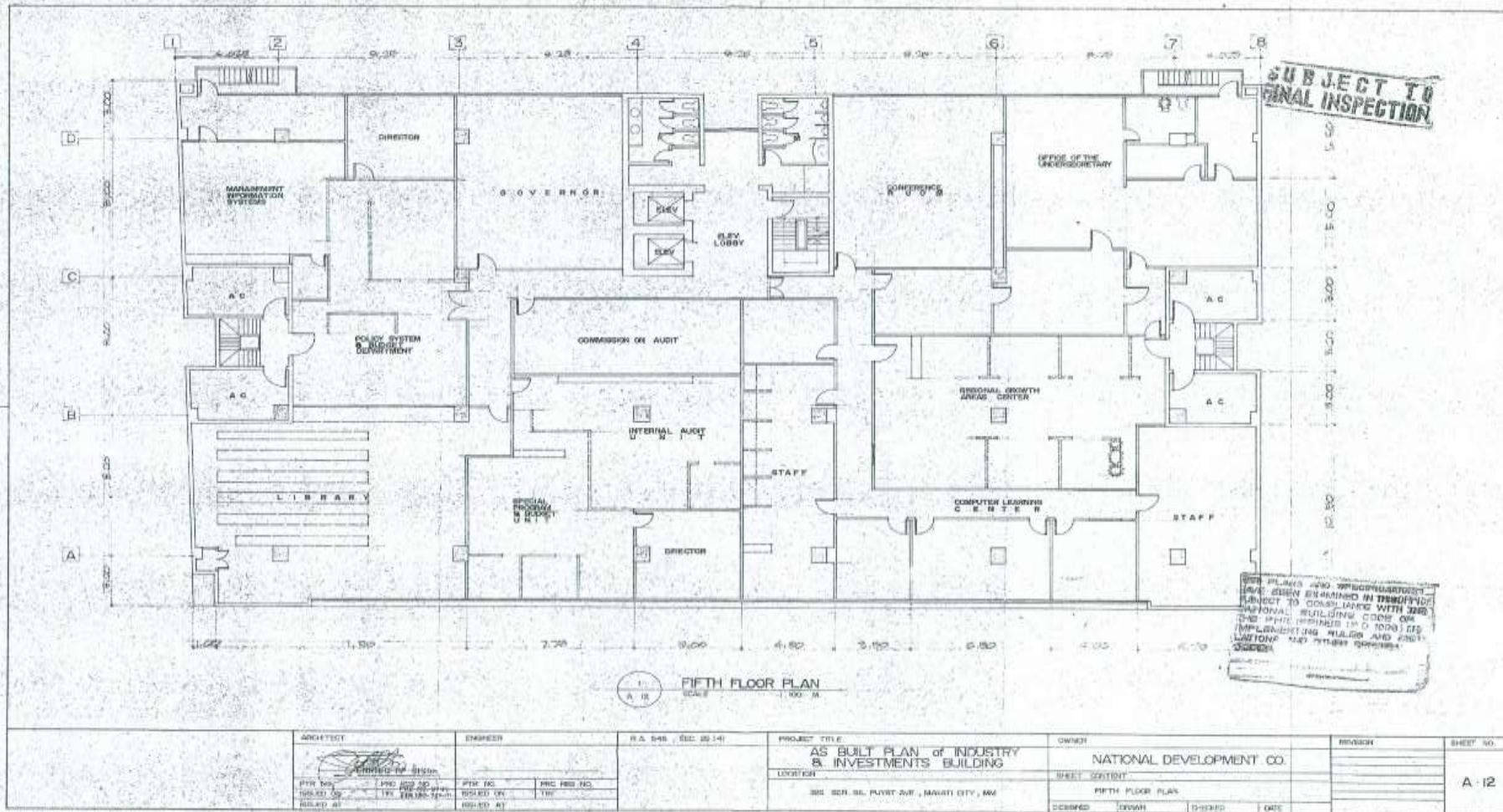


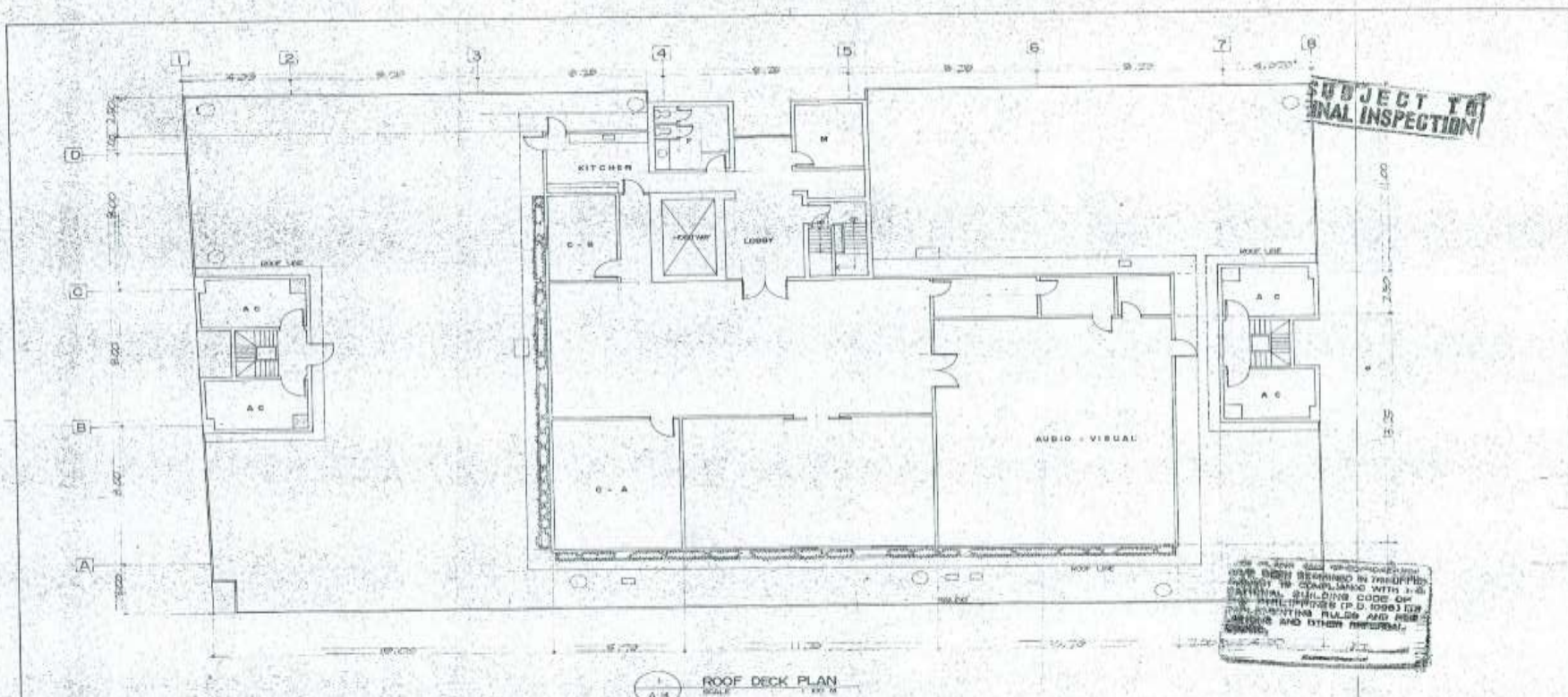





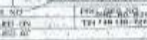









1
A-14
ROOF DECK PLAN
SCALE 1/8" = 1'-0"

ARCHITECT  ENGINEER  DATE: 10/10/88 DRAWN BY: [blank] CHECKED BY: [blank]	ENGINEER  DATE: 10/10/88 DRAWN BY: [blank] CHECKED BY: [blank]	R.A. 949, SEC. 30 (4) PROJECT TITLE AS BUILT PLAN of INDUSTRY & INVESTMENTS BUILDING LOCATION 305 GEN. NG. RUAWAY AVE., MAKATI CITY, MW	OWNER NATIONAL DEVELOPMENT CO. SHEET CONTENT ROOF DECK PLAN DESIGNED: [blank] DRAWN: [blank] CHECKED: [blank] DATE: [blank]	REVISION 1. [blank] 2. [blank] 3. [blank]	SHEET NO. A-14
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Section VIII. Bill of Quantities

Notes on the Bill of Quantities

Objectives

The objectives of the Bill of Quantities are:

- a. to provide sufficient information on the quantities of Works to be performed to enable Bids to be prepared efficiently and accurately; and
- b. when a Contract has been entered into, to provide a priced Bill of Quantities for use in the periodic valuation of Works executed.

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

Daywork Schedule

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

- a. A list of the various classes of labor, materials, and Constructional Plant for which basic daywork rates or prices are to be inserted by the Bidder, together with a statement of the conditions under which the Contractor will be paid for work executed on a daywork basis.
- b. Nominal quantities for each item of Daywork, to be priced by each Bidder at Daywork rates as Bid. The rate to be entered by the Bidder against each basic Daywork item should include the Contractor's profit, overheads, supervision, and other charges.

Provisional Sums

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

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

Signature Box

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

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

National Development Corporation
Industry & Investment Building
Fire Protection Estimated Cost

Item	Description	Qty	Unit	Unit Rate	Amount in Php
1.0	Design of Fire Pro System				
	Site Inspection	1	lot		
	Schematic Design	1	lot		
	Hydraulic Calculation	1	lot		
	For Construction Drawing	1	lot		
	Professional Fee (PME)	1	lot		
	Sub Total				
2.0	Preliminaries				
	Mobilization/demobilization	1	lot		
	As-built & Manual	1	lot		
	Equipment	1	lot		
	Safety	1	lot		
	Permits & FSIC	1	lot		
	Restoration Works for Wall, Slab, Ceilings (Masonry, Plastering, Sealants, Painting, Carpentry	1	lot		
	Testing & Commissioning	1	lot		
	Warranty for 5 years (Includes quarterly preventive maintenance of the system: cleaning, retightening & performance test of the equipment)	1	lot		
3.0	Piping Works				
	B.I Pipes Sch. 40 (ASTM-A53)				
	150mm dia.	30	lm		
	100mm dia.	365	lm		
	50mm dia.	486	lm		
	40mm dia.	486	lm		
	32mm dia.	486	lm		
	25mm dia.	2812	lm		
	Fittings	1	lot		
	Hangers & Supports	1	lot		
	Consumables	1	lot		
4.0	Accessories				
	Sprinkler Heads (Quick response, 135° F to 165 ° F, chrome finish)	720	pcs		
	Floor Control Valves (Class 125, UL Listed)	7	pcs		

5.0	Flow Switch (UL Listed, Nema 4)	7	pcs		
	Tamper Switch (UL Listed, 24vdc, 0 to 49 degC)	7	pcs		
	Pressure Gauges (UL Listed, 4")	8	pcs		
	Sight Glass (25mm UL Listed, Brass)	7	pcs		
	Ball valve (Brass body, Class 125)	8	pcs		
	Fire Hose Valves (UL Listed, Brass Body)	6	pcs		
	Fire Dept. Connections (UL Listed, Brass Body)	1	set		
	Roof Manifold (UL Listed, Brass Body)	1	set		
	Fire Hose Cabinet (Aluminum Frame, Ga. 18)	7	set		
	Pump System				
	Fire Pump (500 gpm, Horizontal Split Case, UL/FM Approved)	1	set		
	Jockey Pump (40 gpm, Vertical In Line)	1	set		
	OS & Y (UL Listed, Class 125)	5	pcs		
	Check Valves (UL Listed, Class 125)	2	pcs		
6.0	Alarm Check Valve (UL Listed, Class 125)	1	pcs		
	Pressure Gauges (UL Listed, 4")	6	pcs		
	Alarm Gong (UL/FM approved, 300 psi)	1	set		
	Electrical Works (Control panel to pump, panel to power provision)	1	lot		
	Fire Extinguisher (HCFC)	1	lot		

Total

National Development Corporation
Industry & Investment Building
FDAS Estimated Cost

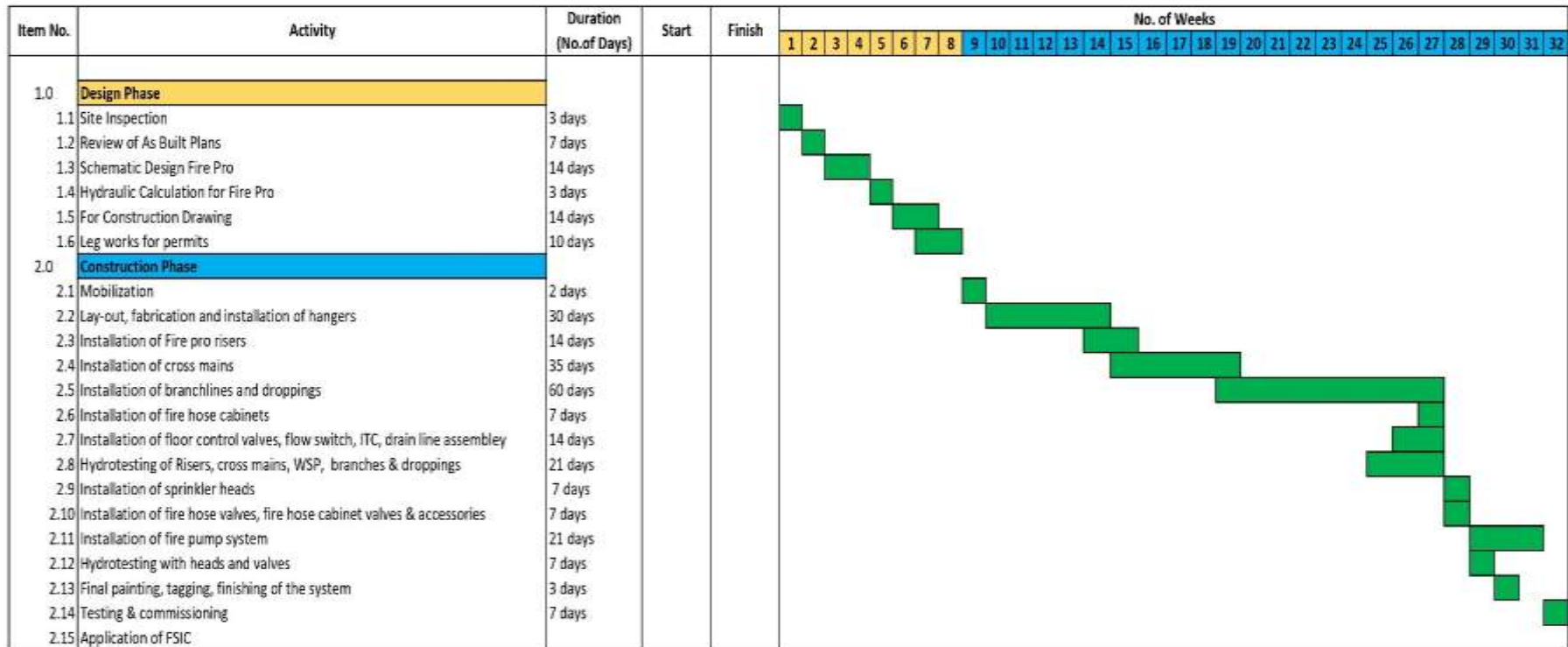
Item	Description	Qty	Unit	Unit Rate	Amount in Php
1.0	Design of FDAS				
	Site Inspection	1	lot		
	Schematic Design	1	lot		
	For Construction Drawing	1	lot		
	Professional Fee (PECE)	1	lot		
	Sub Total				
2.0	Preliminaries				
	Mobilization/demobilization	1	lot		
	As-built & Manual	1	lot		
	Equipment	1	lot		
	Safety	1	lot		
	Permits & FSIC	1	lot		
	Restoration Works for Wall, Slab, Ceilings (Masonry, Plastering, Sealants, Painting, Carpentry)	1	lot		
	Testing & Commissioning	1	lot		
	Warranty for 5 years (Includes quarterly preventive maintenance of the system: draining, flushing, repainting, cleaning, retightening & performance test of the equipment)	1	lot		
3.0	Devices				
	Smoke Detectors (UL Listed, with alarm lamp, screw type terminal mounted with hexagon box)	390	pcs		
	Interface Modules (For flow switch & supervisory switch)	14	pcs		
	Manual Pull Station (UL Listed, Semi flushed, with key switch)	7	pcs		
	Speaker with Strobe (UL/FM Listed, 24v, wall mounted)	7	pcs		
	Fireman's Interphone Jack (Stainless cover)	7	pcs		
	Annunciator Panel (UL Listed 24v, compatible with FACP)	7	pcs		
	Fire Alarm Control Panel (FACP) with Zone Alarm Indications, Fault conditions, On/Off, Trouble Signals, RMU Status, Battery Monitor, Printer/Log)	1	set		

4.0	UPS with Battery Charger (24v, 48 hours supervisory)	1	set		
	Conduiting & Wiring				
	PVC Conduits Sch.40	1	lot		
	Cables (3.5mm ² AWG for 230v, 1.25mm ² AWG for 24v)	1	lot		

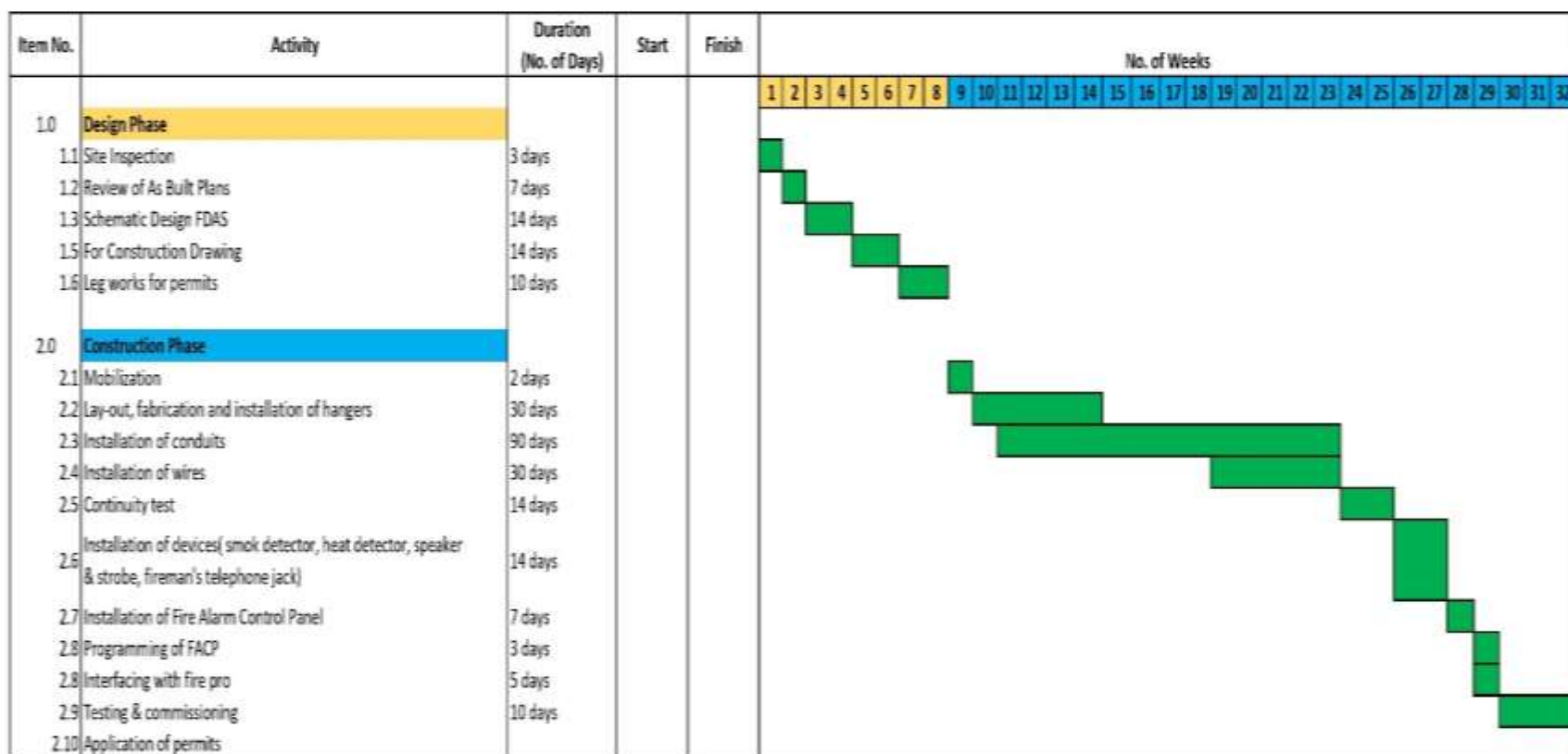
Total

Grand Total

NATIONAL DEVELOPMENT CORPORATION
INDUSTRY AND INVESTMENT (I & I) BUILDING
FIRE PROTECTION OF WORKS DESIGN & BUILD TIMELINE



NATIONAL DEVELOPMENT CORPORATION
INDUSTRY AND INVESTMENT (I & I) BUILDING
FDAS DESIGN & BUILD TIMELINE



Section IX. Bidding Forms

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Bid Form for the Procurement of Infrastructure Projects *[shall be submitted with the Bid]*

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, declare that:

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: *[insert name of contract]*;
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is: *[insert information]*;
- d. The discounts offered and the methodology for their application are: *[insert information]*;
- e. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein and reflected in the detailed estimates,
- f. Our Bid shall be valid within the a period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of *[insert percentage amount]* percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines² for this purpose;
- h. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- i. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.

² currently based on GPPB Resolution No. 09-2020

- k. We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the [Name of Project] of the [Name of the Procuring Entity].
- l. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____

Detailed Financial Bid Form

Project: Design and Build Automatic Fire Sprinkler System (AFSS) and fire Detection and Alarm

System (FDAS) at the I & B Building

Location: Industry & Investment Building

Project Reference No.: MR21-12-135

Item	Description	Qty	Unit	Unit Rate	Amount in Php
1.0	Design of Fire Pro System				
	Site Inspection	1	lot		
	Schematic Design	1	lot		
	Hydraulic Calculation	1	lot		
	For Construction Drawing	1	lot		
	Professional Fee (PME)	1	lot		
	Sub Total				
2.0	Preliminaries				
	Mobilization/demobilization	1	lot		
	As-built & Manual	1	lot		
	Equipment	1	lot		
	Safety	1	lot		
	Permits & FSIC	1	lot		
	Restoration Works for Wall, Slab, Ceilings (Masonry, Plastering, Sealants, Painting, Carpentry)	1	lot		
	Testing & Commissioning	1	lot		
	Warranty for 5 years (Includes quarterly preventive maintenance of the system: cleaning, retightening & performance test of the equipment)	1	lot		
3.0	Piping Works				
	B.I Pipes Sch. 40 (ASTM-A53)				
	150mm dia.	30	lm		
	100mm dia.	365	lm		
	50mm dia.	486	lm		
	40mm dia.	486	lm		
	32mm dia.	486	lm		
	25mm dia.	2812	lm		
	Fittings	1	lot		
	Hangers & Supports	1	lot		
	Consumables	1	lot		
4.0	Accessories				

	Sprinkler Heads (Quick response, 135° F to 165 ° F, chrome finish)	720	pcs		
	Floor Control Valves (Class 125, UL Listed)	7	pcs		
	Flow Switch (UL Listed, Nema 4)	7	pcs		
	Tamper Switch (UL Listed, 24vdc, 0 to 49 degC)	7	pcs		
	Pressure Gauges (UL Listed, 4")	8	pcs		
	Sight Glass (25mm UL Listed, Brass)	7	pcs		
	Ball valve (Brass body, Class 125)	8	pcs		
	Fire Hose Valves (UL Listed, Brass Body)	6	pcs		
	Fire Dept. Connections (UL Listed, Brass Body)	1	set		
	Roof Manifold (UL Listed, Brass Body)	1	set		
	Fire Hose Cabinet (Aluminum Frame, Ga. 18)	7	set		
5.0	Pump System				
	Fire Pump (500 gpm, Horizontal Split Case, UL/FM Approved)	1	set		
	Jockey Pump (40 gpm, Vertical In Line)	1	set		
	OS & Y (UL Listed, Class 125)	5	pcs		
	Check Valves (UL Listed, Class 125)	2	pcs		
	Alarm Check Valve (UL Listed, Class 125)	1	pcs		
	Pressure Gauges (UL Listed, 4")	6	pcs		
	Alarm Gong (UL/FM approved, 300 psi)	1	set		
	Electrical Works (Control panel to pump, panel to power provision)	1	lot		
6.0	Fire Extinguisher (HCFC)	1	lot		
	Total				
FDAS Estimated Cost					
Item	Description	Qty	Unit	Unit Rate	
1.0	Design of FDAS				
	Site Inspection	1	lot		
	Schematic Design	1	lot		
	For Construction Drawing	1	lot		

	Professional Fee (PECE)	1	lot		
	Sub Total				
2.0	Preliminaries				
	Mobilization/demobilization	1	lot		
	As-built & Manual	1	lot		
	Equipment	1	lot		
	Safety	1	lot		
	Permits & FSIC	1	lot		
	Restoration Works for Wall, Slab, Ceilings (Masonry, Plastering, Sealants, Painting, Carpentry)	1	lot		
	Testing & Commissioning	1	lot		
	Warranty for 5 years (Includes quarterly preventive maintenance of the system: draining, flushing, repainting, cleaning, retightening & performance test of the equipment)	1	lot		
3.0	Devices				
	Smoke Detectors (UL Listed, with alarm lamp, screw type terminal mounted with hexagon box)	390	pcs		
	Interface Modules (For flow switch & supervisory switch)	14	pcs		
	Manual Pull Station (UL Listed, Semi flushed, with key switch)	7	pcs		
	Speaker with Strobe (UL/FM Listed, 24v, wall mounted)	7	pcs		
	Fireman's Interphone Jack (Stainless cover)	7	pcs		
	Annunciator Panel (UL Listed 24v, compatible with FACP)	7	pcs		
	Fire Alarm Control Panel (FACP) with Zone Alarm Indications, Fault conditions, On/Off, Trouble Signals, RMU Status, Battery Monitor, Printer/Log)	1	set		
	UPS with Battery Charger (24v, 48 hours supervisory)	1	set		

4.0	Conduiting & Wiring				
	PVC Conduits Sch.40	1	lot		
	Cables (3.5mm ² AWG for 230v, 1.25mm ² AWG for 24v)	1	lot		
	Total				
	Grand Total				

*Note: All amounts shall be VAT inclusive.

Submitted by : _____ Date: _____
(Printed Name & Signature)

Designation : _____

UNIT PRICE ANALYSIS

Item No.	Unit:
Description of Work:	Quantity:

A. MATERIALS						
No.	Description	Qty	Unit	Unit Price		Amount (PhP)
SUB TOTAL - A						
B. LABOR						
No.	Description	Qty	Unit	No. of Days	Unit Price	Amount
SUB TOTAL - B						
C. EQUIPMENT						
No.	Description	Qty	Unit	No. of Hours	Unit Price	Amount
SUB TOTAL - C						
D. TOTAL DIRECT COST (A+B+C)						
E. OVERHEAD, CONTINGENCIES AND MISCELLANEOUS (OCM)						
F. CONTRACTOR'S PROFIT (CP)						
G. VALUE ADDED TAX (VAT)						
TOTAL UNIT COST						

Submitted by:

(Printed Name & Signature)

(Date)

Project :

Location :

Form of Contract Agreement

DESIGN AND BUILD OF AUTOMATIC FIRE SPRINKLER SYSTEM (AFSS) AND FIRE DETECTION AND ALARM SYSTEM (FDAS) AT THE INDUSTRY AND INVESTMENTS (I & I) BUILDING

SO THE PUBLIC MAY KNOW:

This Agreement is entered into this ____ day of _____ by and between:

NATIONAL DEVELOPMENT COMPANY, a government-owned and controlled corporation duly organized and existing pursuant to P. D. 1648, as amended, with principal office at the NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City, represented herein by its General Manager, **MA. LOURDES F. REBUENO**, herein after referred to as “NDC”;

– and –

_____, with postal address at _____, herein after referred to as the “**CONTRACTOR**”.

ANTECEDENTS:

NDC needs the services of a contractor for the Procurement for the **Design and Build of Automatic Fire Sprinkler System (AFSS) and Fire Detection and Alarm System (FDAS) at the Industry and Investments (I & I) Building** (hereinafter called “the Works”);

In compliance with the Revised Implementing Rules and Regulations of Republic Act 9184, NDC published an Invitation to Bid for the public bidding for the Design and Build of Automatic Fire Sprinkler System (AFSS) and Fire Detection and Alarm System (FDAS) at the Industry and Investments (I & I) Building, Project Reference No. MR21-12-153, in the Philippine Government Electronic Procurement System (PhilGEPS), NDC website, and at conspicuous place at the premise of the NDC Building from _____ to _____, 2022 for the procurement of the Works;

In response to the said advertisements, [*number of bidders*] bidders purchased Bidding Documents and submitted applications for eligibility and bids on _____, 2022;

Among the [*number of bidders*] only [*number of bidders*] bidders passed the eligibility check and preliminary examination of bids held on _____, 2022;

The **CONTRACTOR** was found to be the bidder with the Lowest Calculated Bid after detailed evaluation of bids conducted by the NDC BAC-Technical Working Group (TWG) on - _____ to _____ 2022;

After due evaluation and post qualification by the Bids and Awards Committee (BAC), the CONTRACTOR was declared as the Bidder with the Lowest Calculated Bid Responsive Bid, thus NDC accepted the CONTRACTOR's bid of _____ (P _____), inclusive of VAT, to execute and complete the Works and remedy any defects therein in conformity with the provisions of this Contract in all respects.

The following documents are attached and made integral parts of this Contract, to wit:

- a. Invitation to Bid; (Annex “__”);
- b. Instruction to Bidders (Annex “__”);
- c. Bid Data Sheet (Annex “__”);
- d. Addenda and or/Supplemental/Bid Bulletins, if any;
- e. General Conditions of Contract (Annex “__”);
- f. Special Conditions of Contract (Annex “__”);
- g. Specifications; (Annex “__”);
- h. Drawings/Plans; (Annex “__”);
- i. Bill of Quantities (Annex “__”);
- j. Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted, including corrections to bid, if any, resulting from the Procuring Entity's bid evaluation; (Annex “__”);
- k. Eligibility requirements, documents and/or statements; (Annex “__”);
- l. Performance Security; (Annex “__”);
- m. Notice of Award of Contract and the Bidder's conforme thereto; (Annex “__”);
- n. Other contract documents that may be required by existing laws and/or the NDC.

ACCORDINGLY, for and in consideration of the foregoing premises and the provisions of the other documents attached herein as Annex “__” to “__”, the parties hereby agree as follows:

ARTICLE I

Consideration

1. NDC shall pay the CONTRACTOR the total amount of _____ **PESOS & __/100 (P_____)**, inclusive of VAT and other applicable taxes, as they become payable under the provisions of this Contract at the times and in the manner prescribed in Annex “__”, General Conditions of Contract and Annex “__”, Special Conditions of Contract.
2. In consideration of the payments to be made by NDC to the CONTRACTOR as hereinafter mentioned, the CONTRACTOR hereby covenants with NDC to execute and complete the Works and remedy any defects therein in conformity with the provisions of this Contract in all respects.
3. Variation Orders shall be governed by Section 43 of the General Conditions of Contract, attached hereto as Annex “__”.

ARTICLE II

Term of Contract

This contract shall be effective for a period of **Eight (8) months** commencing upon receipt of Notice to Proceed (NTP), unless sooner terminated in accordance with the provisions herein stipulated or other causes provided for by applicable laws.

ARTICLE III

Scope of Work

The Services to be provided shall be as specified in the Bill of Quantities herein attached as Annex “__”.

ARTICLE IV

Termination

Termination of Contract shall be governed by Sections 16-19 and other applicable Sections of the General Conditions of Contract (Annex “__”).

ARTICLE V

Special Provisions

1. No employer-employee relationship shall exist between NDC and the CONTRACTOR's personnel. NDC shall be free from any claims by the CONTRACTOR's personnel as regards their employment, the same being the responsibility of the CONTRACTOR as employer. In case of suit where NDC is impleaded as indirect employer, the CONTRACTOR shall defend and protect NDC's interest with counsel of NDC's choice. Any and all legal fees and expenses including any judgment that may be rendered against NDC as a consequence of such claims shall be for the account of the CONTRACTOR.
2. Subcontracting shall be governed by Section 8 and other applicable Sections of the General Conditions of Contract (Annex “__”).

IN WITNESS WHEREOF, the parties have hereunto affixed their signature this ____th day of _____ 2022 at Makati City.

NATIONAL DEVELOPMENT COMPANY

By:

By:

MA. LOURDES F. REBUENO

General Manager

Proprietor or Authorized Representative

Signed in the Presence of:

Funds Available

Budget Officer

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

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

CONTRACT AGREEMENT

THIS AGREEMENT, made this *[insert date]* day of *[insert month]*, *[insert year]* between *[name and address of PROCURING ENTITY]* (hereinafter called the "Entity") and *[name and address of Contractor]* (hereinafter called the "Contractor").

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

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - a. Philippine Bidding Documents (PBDs);
 - i. Drawings/Plans;
 - ii. Specifications;
 - iii. Bill of Quantities;
 - iv. General and Special Conditions of Contract;
 - v. Supplemental or Bid Bulletins, if any;
 - b. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

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

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

3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.
4. The *[Name of the procuring entity]* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

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

[Insert Name and Signature]

[Insert Name and Signature]

[Insert Signatory's Legal Capacity]

[Insert Signatory's Legal Capacity]

for:

for:

[Insert Procuring Entity]

[Insert Name of Supplier]

Acknowledgment

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

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

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]

Bid Securing Declaration Form

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

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

BID SECURING DECLARATION **Project Identification No.: *[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]

Statement of All Ongoing Government and Private Contracts Including Contracts Awarded But Not Yet Started, If Any, Whether Similar or Not in Nature and Complexity to the Contract to be Bid

Business Name : _____

Business Address : _____

Name of the Contract and Project Location	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Amount of Contract and Value of Outstanding Contract	a. Date of Contract b. Duration of the Contract c. Estimated Date of Completion	Bidder's Role		% of Accomplishment (based on latest % accomplishment report with a cut-off date of not earlier than April 2022)	
					Description	%	Planned	Actual
Ongoing								
Contracts Awarded But Not Yet Started								

Note: Bidder shall attach any of the following latest accomplishment report with a cut-off date of not earlier than April 2022, showing the percentages of planned and actual accomplishments:

- a. Statement of Work Accomplished showing the percentages of planned and actual accomplishments, or
- b. Updated Schedule Bar Chart with S-Curve, or
- c. Any similar report showing the percentages of planned and actual accomplishments of the project.

Said reports must be duly signed by the project owner or its representative. The absence of such document is a ground for disqualification of the Bidder.

Submitted by : _____
(Printed Name & Signature)

Designation : _____

Date : _____

Statement of Single Largest Completed Contract (SLCC)

(Similar to the contract to be bid, within the last five (5) years from the date of submission and receipt of bids, the value of which must be at least fifty percent (50%) of the ABC)

Business Name : _____

Business Address : _____

Name of the Contract	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Amount of Contract	a. Date of Contract b. Duration of the Contract c. Date Completed	Bidder's Role		Total Contract Value at Completion
					Description	%	

Note: Attach a certified true copy of the: 1) Notice of Award and/or Notice to Proceed; and 2) Certificate of Final Acceptance/Certificate of Satisfactory Completion. All the SLCC required documents should be issued by the client for the specified SLCC.

Submitted by : _____

(Printed Name & Signature)

Designation : _____

Date : _____

**List of Contractor's Equipment Pledged to the Contract,
Supported by Certifications of Availability**

Business Name : _____

Business Address : _____

Description	No. of Units	Model/Year Manufactured	Capacity/ Performance/ Size	Plate No.	Motor No./ Body No.	Specific Location	Condition	Proof of Ownership / Lessor or Vendor
A. Owned ¹								
B. Leased ²								
C. Under Purchase Agreements ³								

¹Attached are copies of sales invoices, or Registration Certificates from LTO (as applicable).

²Attached are the certificates from the lessors that the equipment units under B (Lease) shall be available for this contract.

³Attached are the certifications from the vendor that the equipment units under C (Purchase Agreements) shall be available for this contract.

Section IX. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

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

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

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

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) 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 Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
- ☐ c. List of contractor’s major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- ☐ (g) Original duly signed Omnibus Sworn Statement (OSS); **and** if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

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

Class “B” Documents

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

or

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

II. FINANCIAL COMPONENT ENVELOPE

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

Other documentary requirements under RA No. 9184

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

