

# **PHILIPPINE BIDDING DOCUMENTS**

(As Harmonized with Development Partners)

# **Procurement of INFRASTRUCTURE PROJECTS**

Government of the Republic of the Philippines

*For Project 2023-18i: Improvement/Repair of  
RET Comfort Rooms for Bayombong Campus*

**Sixth Edition  
July 2020**

# Preface

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

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

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

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

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

- a. All the documents listed in the Table of Contents are normally required for the procurement of Infrastructure Projects. However, they should be adapted as necessary to the circumstances of the particular Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, BDS, General Conditions of Contract, Special Conditions of Contract, Specifications, Drawings, and Bill of Quantities are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.
- d. The cover should be modified as required to identify the Bidding Documents as to the names of the Project, Contract, and Procuring Entity, in addition to date of issue.
- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.
- f. For guidelines on the use of Bidding Forms and the procurement of ForeignAssisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

# TABLE OF CONTENTS

<b>Glossary of Terms, Abbreviations, and Acronyms .....</b>	<b>5</b>
<b>Section I. Invitation to Bid .....</b>	<b>7</b>
<b>Section II. Instructions to Bidders .....</b>	<b>10</b>
1. Scope of Bid .....	11
2. Funding Information.....	11
3. Bidding Requirements .....	11
4. Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices.....	11
5. Eligible Bidders.....	12
6. Origin of Associated Goods.....	12
7. Subcontracts.....	12
8. Pre-Bid Conference .....	13
9. Clarification and Amendment of Bidding Documents .....	13
10. Documents Comprising the Bid: Eligibility and Technical Components .....	13
11. Documents Comprising the Bid: Financial Component .....	14
12. Alternative Bids.....	14
13. Bid Prices .....	14
14. Bid and Payment Currencies.....	14
15. Bid Security.....	15
16. Sealing and Marking of Bids .....	15
17. Deadline for Submission of Bids .....	15
18. Opening and Preliminary Examination of Bids .....	15
19. Detailed Evaluation and Comparison of Bids.....	15
20. Post Qualification.....	16
21. Signing of the Contract.....	16
<b>Section III. Bid Data Sheet.....</b>	<b>17</b>
<b>Section IV. General Conditions of Contract .....</b>	<b>19</b>
1. Scope of Contract .....	20
2. Sectional Completion of Works .....	20
3. Possession of Site .....	20
4. The Contractor's Obligations.....	20
5. Performance Security .....	21
6. Site Investigation Reports.....	21
7. Warranty .....	21
8. Liability of the Contractor .....	21
9. Termination for Other Causes.....	21
10. Dayworks .....	22
11. Program of Work.....	22
12. Instructions, Inspections and Audits.....	22
13. Advance Payment.....	22
14. Progress Payments.....	22
15. Operating and Maintenance Manuals.....	23
<b>Section V. Special Conditions of Contract .....</b>	<b>24</b>
<b>Section VI. Specifications .....</b>	<b>27</b>
<b>Section VII. Drawings.....</b>	<b>29</b>
<b>Section VIII. Bill of Quantities.....</b>	<b>30</b>

**Section IX. Checklist of Technical and Financial Documents ..... 57**

# *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.



Republic of the Philippines  
**NUEVA VIZCAYA STATE UNIVERSITY**  
Bayombong, Nueva Vizcaya

**INVITATION TO BID**

***For Project 2023-18i: Improvement/Repair of R.E.T. Comfort  
Rooms for Bayombong Campus***

1. The *Nueva Vizcaya State University*, through the *Special Trust Fund (STF164)* intends to apply the sum of *Php977,500.00* being the Approved Budget for the Contract (ABC) to payments under the contract for 2023-18i: Improvement/Repair of R.E.T. Comfort Rooms for Bayombong Campus. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Nueva Vizcaya State University* now invites bids for the above Procurement Project. Completion of the Works is required *96 calendar days*. Bidders should have completed within two (02) years from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from *Nueva Vizcaya State University* and inspect the Bidding Documents at the address given below from *Mondays to Fridays, 8:00AM to 5:00PM*.
5. A complete set of Bidding Documents may be acquired by interested bidders starting on August 8, 2023 from given address and website/s below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Php1,000.00*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *through in person or electronic means*.

**NVSU LANDBANK ACCOUNT No.: 0432-1028-82**

6. The *NVSU* will hold a Pre-Bid Conference<sup>1</sup> on *August 16, 2023 @ 9:00am at the Board Room, 3/F New Administration Building, NVSU Bayombong, Campus* and through videoconferencing/webcasting *via Zoom (Meeting ID: 943 7773 4740; Password: nvsu@2023)*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below on or before August 29, 2023 at 8:59am. 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 *August 29, 2023 at 9:00am at the given address and via Zoom (Meeting ID: 961 0253 3924; Password: nvsu@2023)*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

10. The *Nueva Vizcaya State University* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

11. For further information, please refer to:

**MS. MARITNESS N. MORTERA**  
**MS. JOVELYN M. GUILLERMO**  
**MS. DIANNE MARGARETH B. TITO**  
**MS. ICY B. PASI-GARCIA**  
**MS. GLAIZA C. SIERRA**  
**MS. LEAH MARRIZE F. BANTA**  
**MR. PEEJAY EDVIE V. BARAL**  
**MR. NORBERT R. CALSE**  
**MS. JULIET S. SANCHEZ**

UBAC Secretariat

3<sup>rd</sup> floor UBAC Office, New Administration Building NVSU Bayombong Campus, Bayombong,  
Nueva Vizcaya Tel. No. 078-321-2112-115 (trunkline)

Email address: [nvsubacinfra@gmail.com](mailto:nvsubacinfra@gmail.com)

12. You may visit the website:

For downloading of Bidding Documents: [www.nvsu.edu.ph](http://www.nvsu.edu.ph) on August 8, 2023.

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**JONAR I. YAGO**  
UBAC Chairperson, Infrastructure

## ***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, *Nueva Vizcaya State University* Invites Bids for the *Improvement/Repair of R.E.T. Comfort Rooms for Bayombong Campus* with Project Identification Number *Project 2023-18i*.

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

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

## **2. Funding Information**

2.1. The GOP through the source of funding as indicated below for *FY2023 through the Special Trust Fund (STF-164)* in the amount of *Php977,500.00*.

2.2. The source of funding is:

- a. NGA, the General Appropriations Act or Special Appropriations.

## **3. Bidding Requirements**

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

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

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

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

The Procuring Entity, as well as the Bidders and Contractors, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and

obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

## 5. Eligible Bidders

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

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

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

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

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

## 6. Origin of Associated Goods

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

## 7. Subcontracts

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

The Procuring Entity has prescribed that:

- a. Subcontracting is allowed. The portions of Project and the maximum percentage allowed to be subcontracted are indicated in the **BDS**, which shall not exceed fifty percent (50%) of the contracted Works.

7.1. 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. 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:*

- a. Philippine Pesos.

## **15. Bid Security**

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

15.2. The Bid and bid security shall be valid until *December 27, 2023 or 120 days from bid opening*. 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													
5.2	For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be: Improvement/Repair of R.E.T. Comfort Rooms for Bayombong Campus.												
7.1	<i>[Specify the portions of Works and the maximum percentage allowed to be subcontracted, which shall not be significant or material components of the Project as determined by the Procuring Entity.]</i>												
10.3	<i>[Specify if another Contractor license or permit is required.]</i>												
10.4	The key personnel must meet the required minimum years of experience set below: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Key Personnel</u></th> <th style="text-align: center;"><u>General Experience</u></th> <th style="text-align: center;"><u>Relevant Experience</u></th> </tr> </thead> <tbody> <tr> <td>Civil Engineer</td> <td style="text-align: center;">5</td> <td style="text-align: center;">3</td> </tr> <tr> <td>Safety Officer</td> <td style="text-align: center;">3</td> <td style="text-align: center;">1</td> </tr> <tr> <td>Foreman</td> <td style="text-align: center;">5</td> <td style="text-align: center;">3</td> </tr> </tbody> </table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	Civil Engineer	5	3	Safety Officer	3	1	Foreman	5	3
<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>											
Civil Engineer	5	3											
Safety Officer	3	1											
Foreman	5	3											
10.5	The minimum major equipment requirements are the following: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Equipment</u></th> <th style="text-align: center;"><u>Capacity</u></th> <th style="text-align: center;"><u>Number of Units</u></th> </tr> </thead> <tbody> <tr> <td>Portable Jack Hammer</td> <td></td> <td></td> </tr> <tr> <td>Welding Machine, Inverter Type</td> <td></td> <td></td> </tr> </tbody> </table>	<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>	Portable Jack Hammer			Welding Machine, Inverter Type					
<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>											
Portable Jack Hammer													
Welding Machine, Inverter Type													
12	<i>[Insert Value Engineering clause if allowed.]</i> Not applicable.												
15.1	The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts: <ul style="list-style-type: none"> <li>a. The amount of not less than Nineteen Thousand Five Hundred Fifty pesos only (<u>Php19,550.00</u>) if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</li> <li>b. The amount of not less than Forty-Eight Thousand Eight Hundred Seventy-Five pesos only (<u>Php48,875.00</u>) if bid security is in Surety Bond.</li> </ul>												
19.2	Partial bids are allowed, as follows: <i>[Insert grouping of lots by specifying the items and the quantity for every identified lot.] Not Applicable</i>												
20	<i>[List licenses and permits relevant to the Project and the corresponding law requiring it, e.g. Environmental Compliance Certificate, Certification that the project site is not within a geohazard zone, etc.]</i>												

## ***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	<i>[If different dates are specified for completion of the Works by section, i.e. “sectional completion,” these dates should be listed here.]</i>
4.1	<i>[Specify the schedule of delivery of the possession of the site to the Contractor, whether full or in part.] 7 days after receipt of Notice to Proceed.</i>
6	The site investigation reports are: <i>[list here the required site investigation reports.]</i> Not Applicable
7.2	<i>[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:]</i> Fifteen (15) years.
10	a. Dayworks are applicable at the rate shown in the Contractor’s original Bid.
11.1	The Contractor shall submit the Program of Work to the Procuring Entity’s Representative within <i>seven (7)</i> days of delivery of the Notice of Award.
11.2	The amount to be withheld for late submission of an updated Program of Work is <i>[insert amount]</i> . Not Applicable.
13	The amount of the advance payment is <i>Php146,625.00</i> or 15% advance payment.
14	<i>[If allowed by the Procuring Entity, state:]</i> Materials and equipment delivered on the site but not completely put in place shall be included for payment. Not Applicable.
15.1	The date by which operating and maintenance manuals are required is <i>[date]</i> . Not Applicable. The date by which “as built” drawings are required is <i>[date]</i> . Upon final billing.

15.2	The amount to be withheld for failing to produce “as built” drawings and/or operating and maintenance manuals by the date required is <i>[amount in local currency]</i> . Not Applicable.
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## ***Section VI. Specifications***

### **Notes on Specifications**

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

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

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

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

#### **Sample Clause: Equivalency of Standards and Codes**

Wherever reference is made in the Contract to specific standards and codes to be met by the goods and materials to be furnished, and work performed or tested, the provisions of the latest current edition or revision of the relevant standards and codes in effect shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national, or relate to a particular country or region, other authoritative standards that ensure a substantially equal or higher quality than the standards and codes specified will be accepted subject to the Procuring Entity's Representative's prior review and written consent.

Differences between the standards specified and the proposed alternative standards shall be fully described in writing by the Contractor and submitted to the Procuring Entity's Representative at least twenty-eight (28) days prior to the date when the Contractor desires the Procuring Entity's Representative's consent. In the event the Procuring Entity's Representative determines that such proposed deviations do not ensure substantially equal or higher quality, the Contractor shall comply with the standards specified in the documents.

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

## ***Section VII. Drawings***

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

# *Section VIII. Bill of Quantities*

## **Notes on the Bill of Quantities**

### **Objectives**

The objectives of the Bill of Quantities are:

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

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

### **Daywork Schedule**

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

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

### **Provisional Sums**

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

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

### **Signature Box**

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

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

## CONTRACTOR'S HEADER

Proposed Project: Improvement/Repair of R.E.T. Comfort Rooms for Bayombong Campus  
 Location: NVSU, Bayombong, Nueva Vizcaya  
 ABC: 977,500.00

### BILL OF QUANTITIES

COST	DESCRIPTION OF WORK	UNIT	QUANTIT	UNIT	AMOUNT
B.5	Project Billboard	each	1.0		
B.7(1)	Occupational Safety and Health Program	LS	1.0		
101(1)	Removal of Actual Structure/Obstruction	LS	1.0		
900(1)a1	Structural Cocnrete	cu.	1.5		
1001(8)	Sewer Line Works	LS	1.0		
1002(4)	Plumbing Fixtures	LS	1.0		
1002(24)	Cold Water Lines	LS	1.0		
1003(1)a1	Ceiling, 4.5mm-Metal Frame (Fiber Cement Board)	sq.m	40.0		
1003(4)	Carpentry and Joinery Works-Cabinets	sq.m	7.6		
1003(22)	Modular Partition	sq.m	12.2		
1008(1)	Aluminum Glass Windows	sq.	2.0		
1010(2)a	Door (Flush, Steel)	set	4.0		
1018(1)	Unglazed Tiles	sq.m	33.9		
1018(3)	Granite Tiles	sq.m	2.4		
1018(6)	Textured Glazed Tiles	sq.m	61.4		
1027(1)	Cement Plaster Finish	sq.m	34.0		
1032(1)a	Painting Works (Masonry/Concrete)	sq.m	69.7		
1032(1)c	Painting Works (Steel)	sq.m	81.8		
1046(2)a1	CHB-Nonload Bearing (Including Reinforcement Steel)	sq.	35.6		
1047(10)	Metal Structures and Accessories	LS	1.0		
1051(5)	Metal Railing	ln.	54.0		
1702(1)a	Structure Excavation (Common Soil)	cu.	2.4		
1100(10)	Conduit Boxes & Fittings (Conduit Work/Conduit Rough-	LS	1.0		
1101(33)	Wires & Wiring Devices	LS	1.0		
1102(1)	Panel board with Main and Branch Breakers	LS	1.0		
1103(1)	Lighting Fixtures and Lamps	LS	1.0		
<b>TOTAL ESTIMATED PROJECT COST :</b>					

Prepared by:

\_\_\_\_\_  
Civil Engineer

PRC No.: \_\_\_\_\_  
 Valid Until: \_\_\_\_\_  
 PTR No.: \_\_\_\_\_  
 Issued on: \_\_\_\_\_  
 Issued At: \_\_\_\_\_  
 TIN No.: \_\_\_\_\_

Submitted by:

\_\_\_\_\_  
Contractor's Representative

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



**DETAILED UNIT PRICE ANALYSIS**

JOB: **REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

PAY ITEM: **Project Billboard**

COST ID : **B.5**

**PRODUCTION RATE:** LS

QUANTITY: **1.00 each**

**NUMBER OF HOURS:** hr.

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
Framing and Installation of printed tarpaulin project billboard with complete content. (see sample.) including consumables <i>Note:</i>  Project billboard shall be wood framed and be posted on visible area. Provide 1/4" thick Marine Plywood as back support. Billboard shall be tarpaulin printed complete w/ informations re project (Refer to PPSDS Infra). This item shall be provided prior to the start of construction activities.	LS	1.00		
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Laborer	1			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
SUB TOTAL (C) =				
D. DIRECT COST (A + B + C)				
E. INDIRECT COST				
1. OCM 2. Contractor's Profit 3. VAT				
SUB TOTAL (E) =				
ITEM COST (D + E)				
UNIT COST				

JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS

PAY ITEM: Occupational Safety and Health Program

COST ID : B.7(1)

PRODUCTION RATE:

QUANTITY: 1.00 LS

NUMBER OF HOURS:

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
<b>PPE's</b>				
Safety Helmets (Rental Basis)	M	384.00		
Safety Vest, Approve color Safety Gloves	D	384.00		
Safety Shoes (Rental Basis)	M	192.00		
Eye Googles	D	192.00		
<b>Safety Signage &amp; Barricades</b>	M			
Safety First (4'x4')	D	1.00		
Warning Signs (2'x3') Caution Tape, 1000ft	M	2.00		
	D	1.00		
	set			
	sets			
	roll			
<i>Note:</i>				
1. All workers shall be provided with PPE's once they are on work.				
2. Strict implementaion of this item shall be observed from the start upto the end of the project.				
3. Laborer's without PPE's at site shall be not allowed to work.				
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Part Time Safety Officer	1			
<i>Note:</i> 1. Training Certificates of the safety officer shall be included in the Bid Docs. 2. Schedule of site visitation shall be submitted at the PPSDS-Infra. Office. Minimum of four hours per week.				
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
SUB TOTAL (C) =				
D. DIRECT COST (A + B + C)				
E. INDIRECT COST				
1. OCM				
2. Contractor's Profit				
3. VAT				
SUB TOTAL (E) =				
ITEM COST (D + E)				
UNIT COST				

JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS

PAY ITEM: Removal of Actual Structure/Obstruction

COST ID : 101(1)

PRODUCTION RATE:

LS

QUANTITY: 1.00 LS

NUMBER OF HOURS:

hr.

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
<b>SCOPE OF WORK:</b>				
<ol style="list-style-type: none"> <li>1. Removal of existing entrance doors, cubicle doors, water closets, urinals, faucets, etc.</li> <li>2. Chipping/removal of existing floor tiles, wall tiles, lavatory table tiles, etc.</li> <li>3. Demolition of existing masonry cubicles and masonry wall for the new door location. See plan.</li> <li>4. Demolition of part of the partition wall between male and female CR.</li> <li>5. Chipping of the part of the flooring for the excavation of wall footing.</li> <li>6. Disposal of debris and safe keeping of plumbing fixtures.</li> <li>7. Cleaning the working area in preparation for new tile setting.</li> <li>8. Cutting of SOG for the new pipe line route</li> <li>9. Removal of existing ceiling</li> </ol>				
<b>NOTE:</b>				
<ol style="list-style-type: none"> <li>1. Inform the end user before commencing any work on site.</li> <li>2. Secure the area using luna or any means of enclosure.</li> <li>3. Avoid spread of dust within the area.</li> <li>4. Removal of fixtures shall be done carefully to avoid damage.</li> <li>5. Coordinate proper disposal area of debris.</li> <li>6. Turnover to the supply office salvage materials.</li> <li>7. Plug immediately existing sewer line after the removal of fixtures using concrete paste.</li> <li>8. Stock pile shall be located at the road entrance of supply.</li> </ol>				
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
Skilled Labor (For removal of plumbing fixtures & partitions) Laborer	2 6			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Portable Jack Hammer	1			
Minor Tools				
SUB TOTAL (C) =				
D. DIRECT COST (A + B + C)				
E. INDIRECT COST				
<ol style="list-style-type: none"> <li>1. OCM</li> <li>2. Contractor's Profit</li> <li>3. VAT</li> </ol>				
SUB TOTAL (E) =				
ITEM COST (D + E)				
UNIT COST				

**JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

**PAY ITEM: Structural Concrete** (Class "A" Mixture)

**COST ID : 900(1)a1**

**PRODUCTION**

0.36 cu.m./hr.

**QUANTITY: 1.50 cu.m**

**RATE: NUMBER**

4.20 hr.

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
Portland Cement, 40kg/bag	bag	13		
Screened & Washed Sand S-1	cu m	1		
Screened & Washed Gravel G-1	cu m	2		
1/2"x4'x8' Phenolic Board	pcs	2		
Good Lumber, 2" x 2" x 8'	bd.ft.	26.67		
Consumables (Assorted CWN, Tie Wires, etc.)				
<b>Scope of Work:</b>				
1. Concreting of the PWD ramp, landing slab and PWD slab on chipped flooring. 2. Concreting of the countertop slab to be installed with granite. 3. Restoration of SOG demolish for the location of sewer pipe. 4. Stiffener of new installed door				
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
Skilled Laborer	1			
Unskilled Laborer	2			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor Tools				
SUB TOTAL (C) =				
<b>D. DIRECT COST (A + B + C)</b>				
<b>E. INDIRECT COST</b>				
1. OCM 2. Contractor's Profit 3. VAT				
SUB TOTAL (E) =				
ITEM COST (D + E)				
UNIT COST				

**JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

**PAY ITEM: Sewer Line Works**

**COST ID : 1001(8)**

**PRODUCTION 1.00 LS**

**QUANTITY: 1.00 LS**

**NUMBER OF HOURS: 24.00 hr.**

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
4" uPVC Pipe S-1000	pc	7		
3" uPVC Pipe S-1000	pc	4		
2" uPVC Pipe S-1000	pc	31		
4" uPVC Wye S-1000	pc	8		
4" uPVC 45 Degrees Elbow, S-1000	pc	4		
4" x 2" uPVC Tee Reducer S-1000	pc	4		
4" Clean Out w/ Plug and Sealing Ring	pc	4		
3" uPVC Wye	pc	1		
3" x 2" uPVC Wye Reducer	pc	1		
3" x 2" uPVC Eccentric Reducer	pc	1		
2" uPVC Wye S-1000	pc	21		
2" uPVC 90 Degrees Elbow S-1000	pc	10		
2" uPVC 45 Degrees Elbow s-1000	pc	6		
2" uPVC Sanitary Tee S-1000	pc	7		
2" Clean Out w/ Plug	pc	7		
P-Trap, 2" Ø	pc	7		
Solvent Cement, 100cc/can	can	7		
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
Skilled Laborer	1			
Unskilled Laborer	1			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor Tools	LS			
SUB TOTAL (C) =				
<b>D. DIRECT COST (A + B + C)</b>				
<b>E. INDIRECT COST</b>				
1. OCM				
2. Contractor's Profit				
3. VAT				
SUB TOTAL (E) =				
ITEM COST (D + E)				
UNIT COST				

**DETAILED UNIT PRICE ANALYSIS**

**JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

**PAY ITEM: Plumbing Fixtures**

**COST ID : 1002(4)**

**QUANTITY: 1.00 LS**

**PRODUCTION RATE: NUMBER** hr.

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
Urinal with Flush Valve, Complete Set (Push Button Type)	set	3		
Automatic Hand Dryer w/ Sensor, Heavy Duty for bathroom	set	3		
490mm x 390mm Vessel Lavatory, Countertop, complete with complete gooseneck faucet, p-trap, etc. (manually operated)	set	6		
	set	5		
	set	5		
HCG Smart AW Water Closet, Single Flush, Round	set	2		
Front Stainless 302 Hand Bidet Set	set	12		
Heavy Duty Stainless Steel Tap	pc	7		
Faucets Flexible Hose, 1/2" Ø	pc	5		
Stainless Angle Valve, 1/2"	pc	5		
Ø Stainless Three Way	set	5		
Angle Valve	sq.in.	1440		
4" X 4" Stainless Floor Drain w/ Strainer Tank Fittings(for Water Closet)				
Wall Mirror with decorative wood frame, 24" x 60" Consumables (Sealant, Screws,				
<ol style="list-style-type: none"> <li>1. All plumbing fixtures shall be brand new of approved type and design. Please provide sample for selection purposes.</li> <li>2. Hand Dryers will be placed in each comfort room to be located by the university architect &amp; electrical engineer.</li> <li>3. All plumbing fixtures shall be installed by skilled laborer with supervision of Civil Engineer/Architect.</li> <li>4. All fixtures shall include "Heavy Duty" accessories and fittings and shall be installed in good workmanship.</li> <li>5. Plumbing fixtures shall be subject for leak test.</li> </ol>				
<b>SUB TOTAL (A) =</b>				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
Skilled Laborer	1			
Unskilled	2			
<b>SUB TOTAL (B) =</b>				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor Tools				
<b>SUB TOTAL (C) =</b>				
<b>D. DIRECT COST (A + B + C)</b>				
<b>E. INDIRECT COST</b>				
	1. OCM			
	2. Contractor's Profit			
	3. VAT			
<b>SUB TOTAL (E) =</b>				
<b>ITEM COST (D + E)</b>				
<b>UNIT COST</b>				

JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS

PAY ITEM: Cold Water Lines

COST ID : 1002(24)

QUANTITY: 1.00 LS		PRODUCTION RATE: NUMBER hr.		
A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
1" Diam. PPR-Pipe, PN20	pc			
1/2" Diam. PPR-Pipe, PN20	pc			
1/2" Diam. PPR Coupling	pc			
1/2" Diam. PPR Tee	pc			
1/2" Diam. PPR Elbow	pc			
1/2" Diam. PPR Elbow Threaded	pc			
1/2" PPR Gate Valve	set			
PPR Tee Reducer, 40mmx32	pc			
PPR Tee Reducer, 32mmx20	pc			
PPR Threaded Tee, 20 mm Ø	pc			
PPR Tee, 20mm Ø	pc			
PPP Elbow, 20mm Ø	pc			
PPR Tee Cap, 20mm Ø	pc			
Consumables (Teflon Tape and other fittings not specified)				
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
Skilled Laborer	1			
Unskilled Laborer	1			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor Tools				
SUB TOTAL (C) =				
D. DIRECT COST (A + B + C)				
E. INDIRECT COST				
1. OCM				
2. Contractor's Profit				
3. VAT				
SUB TOTAL (E) =				
ITEM COST (D + E)				
UNIT COST				

**JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

**PAY ITEM: Ceiling, 4.5mm-Metal Frame (Fiber Cement Board)**

**COST ID : 1003(1)a1**

**PRODUCTION**

sq.m./hr

**QUANTITY: 40.00 sq.m.**

**RATE: NUMBER**

hr.

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
4.5mm Cement Fiber Board	pc	9		
1.2mm x 50mm x 75mm C-	pc	4		
purlins	pc	45		
Double Metal Furring, 0.4mmx19mmx50mm,	box	26		
5m Primary Channel, 1.0mm x 12mmx	set	25		
38mm, 5m Wall Angle, 0.5mm x 25mm x	sq.m	2		
25mm, 3m	box	3		
1/8" Blind Rivets,		12.4175		
500pcs/box W-Clip,		3		
50pcs/set				
PVC Wood Texture Plain Ceiling Panels,				
Texture 1 Screw with Tox, 6mm, 50pc/box				
<b>Scope:</b> installation of new ceiling frames and ceiling				
1. ceiling frame metal furring shall be of spacing 400mm x 400mm both ways				
2. ceiling hanger primary channel shall be of spacing specified on the details.				
<b>SUB TOTAL (A) =</b>				
B. LABOR COST	No. of Personnel	Total Hours	Hourly	Total Cost
Leadman	1			
Unskilled Laborer	2			
Skilled Laborer	4			
Unskilled Laborer				
<b>SUB TOTAL (B) =</b>				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor Tools				
<b>SUB TOTAL (C) =</b>				
<b>D. DIRECT COST (A + B + C)</b>				
<b>E. INDIRECT COST</b>				
1. OCM				
2. Contractor's Profit				
3. VAT				
<b>SUB TOTAL (E) =</b>				
<b>ITEM COST (D + E)</b>				
<b>UNIT COST</b>				



**JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

**PAY ITEM: Carpentry and Joinery Works-Cabinets**

**COST ID : 1003(4)**

**QUANTITY: 7.62 sq.m.**

**PRODUCTION**

sq.m./hr

**RATE: NUMBER**

hr.

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
Laminated Marine Plywood, 18mm thick (Approved design Color)	pc	3		
Tanguile or Equivalent, 2" X 2" X 8'	Bd.Ft.	16		
Magnetic Catches	pc	8		
Hydraulic Soft Close Concealed Cabinet Hinges	pc	16		
Alloy Embedded Cabinet Puller	pc	8		
14" Stainless Steel Folding Shelf Bracket Triangle Wall Mount	set	4		
Stainless Steel Right Angle Bracket,	pc	12		
Consumables (Stickwell Glue, Screws, wood paints, etc.)				
<p><b>Scope:</b> 1. Replacement of the undercounter cabinet at the kitchen.                      2. Fabrication/installation of new three compartment 0.5m x 2m wall hang cabinet.</p>				
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
Skilled Laborer	2			
Unskilled Laborer	1			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor Tools				
SUB TOTAL (C) =				
<b>D. DIRECT COST (A + B + C)</b>				
<b>E. INDIRECT COST</b>				
1. OCM				
2. Contractor's Profit				
3. VAT				
SUB TOTAL (E) =				
ITEM COST (D + E)				
UNIT COST				

**JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

**PAY ITEM: Modular Partition**

**COST ID : 1003(22)**

**QUANTITY: 12.24 sq.m.**

**PRODUCTION**

sq.m./hr

**RATE: NUMBER**

hr.

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost														
2 set - Modular Partition (male CR & female CR), 2.145W x 1.80H m, Furnishing & Installation of Modular Toilet Partition with two (2) Door(0.07m W): 18mm thick Phenolic Compact Board (Anti-Bacterial) Toilet Partition and Doors complete with stainless chrome accessories, hinges bracket, head rail, adjustable footleg, h profile, u profile, rising hinge, HD screws, Knob handle, indicator lockset, concealed hinges, latches & stainless C-puller.	sq.m.	7.81																
2 sets - Modular Partition (male CR & female CR), 1.031W x 1.80H m, Furnishing & Installation of Toilet Divider Modular Partition: 18mm thk Phenolic Compact Board (Anti-Bacterial) Toilet Partition complete with stainless chrome accessories, hinges bracket, etc.	sq.m.	3.71																
2 sets - Modular Partition (Urinal Partition at male CR), 0.60W x 1.20H m, Furnishing & Installation of Modular Urinal Partition: 18mm thk Phenolic Compact Board (Anti-Bacterial) Urinal Partition complete with stainless chrome accessories, hinges bracket, etc.	sq.m.	0.72																
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">PARTITION</th> <th style="text-align: right;">AREA</th> </tr> </thead> <tbody> <tr> <td>Male CR toilet partition w/ Door</td> <td style="text-align: right;"><b>3.9039</b> sq.m</td> </tr> <tr> <td>Female CR toilet partition w/ Door</td> <td style="text-align: right;"><b>3.9039</b> sq.m</td> </tr> <tr> <td>Male CR toilet divider partition</td> <td style="text-align: right;"><b>1.8558</b></td> </tr> <tr> <td>sq.m Female CR toilet divider partition</td> <td style="text-align: right;"><b>1.8558</b> sq.m</td> </tr> <tr> <td>Urinal Partition, two sets</td> <td style="text-align: right;"><b>0.72</b> sq.m</td> </tr> <tr> <td>Total Area =</td> <td style="text-align: right;"><b>12.239</b> sq.m</td> </tr> </tbody> </table>					PARTITION	AREA	Male CR toilet partition w/ Door	<b>3.9039</b> sq.m	Female CR toilet partition w/ Door	<b>3.9039</b> sq.m	Male CR toilet divider partition	<b>1.8558</b>	sq.m Female CR toilet divider partition	<b>1.8558</b> sq.m	Urinal Partition, two sets	<b>0.72</b> sq.m	Total Area =	<b>12.239</b> sq.m
PARTITION	AREA																	
Male CR toilet partition w/ Door	<b>3.9039</b> sq.m																	
Female CR toilet partition w/ Door	<b>3.9039</b> sq.m																	
Male CR toilet divider partition	<b>1.8558</b>																	
sq.m Female CR toilet divider partition	<b>1.8558</b> sq.m																	
Urinal Partition, two sets	<b>0.72</b> sq.m																	
Total Area =	<b>12.239</b> sq.m																	
SUB TOTAL (A) =																		
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost														
Note : The labor cost was included in the material's unit cost																		
SUB TOTAL (B) =																		
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost														
Note : The equipment cost was included in the material's unit cost																		
SUB TOTAL (C) =																		
D. DIRECT COST (A + B + C)																		
E. INDIRECT COST																		
1. OCM 2. Contractor's Profit 3. VAT																		
SUB TOTAL (E) =																		
ITEM COST (D + E)																		
UNIT COST																		

**JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

**PAY ITEM: Aluminum Glass Windows**

**COST ID : 1008(1)**

**PRODUCTION**

sq.m./hr

**QUANTITY: 2.03 sq.m**

**RATE: NUMBER**

hr.

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost																
Powder Coated Aluminum Framed Glass Window with Fabricated Metal Grills and Mosquito Screen-Sliding	sq.m	1.68																		
Powder Coated Aluminum Framed Glass Window with Fabricated Metal Grills and Mosquito Screen-Awning	sq.m	0.35																		
<p>Scope: Replacement of windows</p> <table border="0" style="width: 100%;"> <thead> <tr> <th></th> <th style="text-align: center;">L(m)</th> <th style="text-align: center;">H(m)</th> <th style="text-align: center;">Area</th> </tr> </thead> <tbody> <tr> <td>(Sq.m) Sliding Window (3 set)</td> <td style="text-align: center;">0.80</td> <td style="text-align: center;">0.70</td> <td style="text-align: center;">1.68</td> </tr> <tr> <td>Awning Window</td> <td style="text-align: center;">0.50</td> <td style="text-align: center;">0.70</td> <td style="text-align: center;">0.35</td> </tr> <tr> <td style="text-align: right;">Total Area =</td> <td></td> <td></td> <td style="text-align: center;">2.03</td> </tr> </tbody> </table>		L(m)	H(m)	Area	(Sq.m) Sliding Window (3 set)	0.80	0.70	1.68	Awning Window	0.50	0.70	0.35	Total Area =			2.03				
	L(m)	H(m)	Area																	
(Sq.m) Sliding Window (3 set)	0.80	0.70	1.68																	
Awning Window	0.50	0.70	0.35																	
Total Area =			2.03																	
SUB TOTAL (A) =																				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost																
Note : The labor cost was included in the material's unit cost																				
SUB TOTAL (B) =																				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost																
Note : The equipment cost was included in the material's unit cost																				
SUB TOTAL (C) =																				
D. DIRECT COST (A + B + C)																				
E. INDIRECT COST																				
1. OCM 2. Contractor's Profit 3. VAT																				
SUB TOTAL (E) =																				
ITEM COST (D + E) UNIT COST																				

JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS

PAY ITEM: Door (Flush, Steel)

COST ID : 1010(2)a

PRODUCTION RATE: sq.m./hr

QUANTITY: 4.00 set 8.17 Sq.m.

NUMBER OF HOURS: hr.

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
Door-1 (Male & Female CR entrance),0.90m x 2.10m, Commercial Steel Stamping Flush Swing Door with steel door jamb, 1.0m x 2.15m, door knobs, keys, hinges and complete accessories, see plan for details	set	2.00		
Door-2 (PWD CR entrance),1.2m x 2.10m, Commercial Steel Stamping Flush Swing Door with steel door jamb, 1.0m x 2.15m, knobs, keys, hinges and complete accessories, see plan for details	set	1.00		
Door-3 (Stock Room),0.80m x 2.10m, Commercial Steel Stamping Flush Swing Door with steel door jamb, 1.0m x 2.15m, door knobs, keys, hinges and complete accessories, see plan for details	set	1.00		
Scope: 1. Replacement of door and door jamb at the kitchen room. 2. Replacement of door jamb at the kitchen exit door.				
<b>NOTE:</b> All hardware to be use shall be heavy duty or subject for approval.				
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
Skilled Labor	2			
Laborer	1			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor Tools				
SUB TOTAL (C) =				
D. DIRECT COST (A + B + C)				
E. INDIRECT COST				
1. OCM				
2. Contractor's Profit				
3. VAT				
SUB TOTAL (E) =				
ITEM COST (D + E)				
UNIT COST				

## DETAILED UNIT PRICE

JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS

PAY ITEM: Unglazed Tiles

COST ID : 1018(1)

PRODUCTION RATE: sq.m./hr

QUANTITY: 33.99 sq.m.

NUMBER OF HOURS: hr.

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
60cm x 60cm Ceramic Tiles, Classic Tiles	pc	98.00		
Design Portland Cement, 40kg/bag	bag	8.00		
Screened & Washed Fined	cu m	8.00		
Sand Tile Grout, 2kg/bag	bag	3.00		
Tile Adhesive 25kg/bag	bag	5.00		
<p><b>Scope:</b></p> <p>1. Tiling of CR Flooring.</p> <p><b>Note:</b></p> <p>1. Please present sample of the ceramic tiles designs before installation.</p> <p>2. The tiles design to be installed shall be first approved by the end-user before installation.</p>				
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
Skilled Laborer	1			
Unskilled Laborer	1			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor Tools	1	LS.		
SUB TOTAL (C) =				
D. DIRECT COST (A + B + C)				
E. INDIRECT COST				
<p>1. OCM</p> <p>2. Contractor's Profit</p> <p>3. VAT</p>				
SUB TOTAL (E) =				
ITEM COST (D + E)				
UNIT COST				

**JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

PAY ITEM: 1018(3)

COST ID : Granite Tiles

**PRODUCTION**

sq.m./hr

QUANTITY: 2.40 sq.m.

**RATE: NUMBER**

hr.

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
0.6m x 1.98m Granite Tiles	sq.m	2.40		
Portland Cement, 40kg/bag	bag	2.00		
Tile Grout, 2kg/bag	bag	1.00		
Tile Adhesive 25kg/bag	bag	1.00		
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
Skilled Laborer	1			
Unskilled Laborer	1			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor Tools	1	LS.		
SUB TOTAL (C) =				
D. DIRECT COST (A + B + C)				
E. INDIRECT COST				
1. OCM				
2. Contractor's Profit				
3. VAT				
SUB TOTAL (E) =				
ITEM COST (D + E)				
UNIT COST				

## DETAILED UNIT PRICE

JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS

PAY ITEM: Textured Glazed Tiles

COST ID : 1018(6)

PRODUCTION

sq.m./hr

QUANTITY: **61.46 sq.m.**

RATE: NUMBER

hr.

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
30cm x 60cm Ceramic Tiles, Wood Texture	pc	345.00		
Design Portland Cement, 40kg/bag	bag	14.00		
Screened & Washed Fined	cu m	2.00		
Sand Tile Grout, 2kg/bag	bag	6.00		
Tile Adhesive 25kg/bag	bag	11.00		
<p><b>Scope:</b></p> <p>1. Tiling of CR walls, (see plan for the details).</p> <p><b>Note:</b></p> <p>1. Please present sample of the ceramic tiles designs before installation.</p> <p>2. The tiles design to be installed shall be first approved by the end-user before installation.</p>				
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
Skilled Laborer	1			
Unskilled Laborer	1			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor Tools	1	LS.		
SUB TOTAL (C) =				
D. DIRECT COST (A + B + C)				
E. INDIRECT COST				
<p>1. OCM</p> <p>2. Contractor's Profit</p> <p>3. VAT</p>				
SUB TOTAL (E) =				
ITEM COST (D + E)				
UNIT COST				

**JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

**PAY ITEM: Cement Plaster Finish**

**COST ID : 1027(1)**

**PRODUCTION RATE:** sq.m./hr

**QUANTITY:** 34.09 sq.m

**NUMBER OF HOURS:** hr

A. MATERIAL COST		Unit	Quantity	Unit Price	Total Cost
Portland Cement, 40kg/bag		bag	8.00		
Screened & Washed Fined Sand		cu m	1.00		
<p><b>Scope:</b></p> <ol style="list-style-type: none"> <li>Plastering of the side of the ramp.</li> <li>Plastering of the chipped part of walls for electrical conduits installation.</li> <li>Plastering of the counter top CHB partition and CHB partition.</li> </ol>					
SUB TOTAL (A) =					
B. LABOR COST		No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman		1			
Skilled Laborer		1			
Unskilled Laborer		2			
SUB TOTAL (B) =					
C. EQUIPMENT COST		No. of Equipme	Total Hours	Hourly Rate	Total Cost
Minor Tools		1	LS		
SUB TOTAL (C) =					
D. DIRECT COST (A + B + C)					
E. INDIRECT COST					
<ol style="list-style-type: none"> <li>OCM</li> <li>Contractor's Profit</li> <li>VAT</li> </ol>					
SUB TOTAL (E) =					
ITEM COST (D + E)					
UNIT COST					



## DETAILED UNIT PRICE

**JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

**PAY ITEM: Painting Works (Masonry/Concrete)**

**COST ID : 1032(1)a**

**PRODUCTION RATE:** sq.m./hr

**QUANTITY:** 69.75 sq.m

**NUMBER OF HOURS:** hr

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
Concrete Epoxy	lit.	7.00		
Boysen-Flat latex Permacoat White (primer)	gal.	3.00		
Boysen-Semi Gloss Latex White (Two Coatings) Masonry Putty	gal.	5.00		
Tinting Color-Latex, Assorted	lit.	4.00		
Consumables(tapes, paint brushes, sanding paper, etc.)	LS	1.00		
<p>note: 1. Paint color for tinting shall be approved color of the end user. Scope:</p> <p>1. Painting of interior walls that are are not covered by glazed tiles and ceiling</p> <p>2. Apply concrete epoxy on the all concrete surface with visible cracks including walls that are installed with electrical conduits</p>				
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
Man	2			
Skilled Laborer	2			
Unskilled Laborer				
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor Tools	1	LS		
SUB TOTAL (C) =				
<b>D. DIRECT COST (A + B + C)</b>				
<b>E. INDIRECT COST</b>				
<p>1. OCM</p> <p>2. Contractor's Profit</p> <p>3. VAT</p>				
SUB TOTAL (E) =				
<b>ITEM COST (D + E)</b>				
<b>UNIT COST</b>				

**JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

**PAY ITEM: Painting Works (Steel)**

**COST ID : 1032(1)c**

**PRODUCTION RATE:** sq.m./hr

**QUANTITY:** 81.80 sq.m

**NUMBER OF HOURS:** hr

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
Metal Epoxy Primer (gray) QDE Paint, Green Paint Thinner Consumables(tape, news papers, sanding paper, etc.)  Note: Epoxy primer paint and the QDE green paint shall be of two coatings.  Scope: Painting of all steel surface of the railings. Painting of all tubular railing design.	gal.	5.00		
	gal.	4.00		
	lit.	5.00		
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
n	1			
Skilled	1			
Laborer				
Unskilled Laborer				
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor Tools				
SUB TOTAL (C) =				
D. DIRECT COST (A + B + C)				
E. INDIRECT COST  1. OCM 2. Contractor's Profit 3. VAT				
SUB TOTAL (E) =				
ITEM COST (D + E) UNIT COST				

## DETAILED UNIT PRICE

JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS

PAY ITEM: CHB-Nonload Bearing (Including Reinforcement Steel)

COST ID : 1046(2)a1

QUANTITY: 35.64 sq.m

PRODUCTION

sq.m./hr

RATE: NUMBER

hr.

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
4" CHB, Machine Made Concrete Hollow Blocks	pcs	464.00		
Portland Cement, 40kg/bag	bag	19.00		
Screened & Washed Sand S-1	cu m	2.00		
10mm Diameter RSB, G40	kg	129.36		
Tie Wire #16	kg	3.00		
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
Skilled Laborer	2			
Unskilled Laborer	3			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly Rate	Total Cost
Minor Tools	LS	1	1.00	
SUB TOTAL (C) =				
D. DIRECT COST (A + B + C)				
E. INDIRECT COST				
1. OCM				
2. Contractor's Profit				
3. VAT				
SUB TOTAL (E) =				
ITEM COST (D + E)				
UNIT COST				

JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS

PAY ITEM: Metal Structures and Accessories

COST ID : 1047(10)

PRODUCTION

ln.m/hr

QUANTITY: 1.00 LS

RATE: NUMBER

hr

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
1.2mm x 50mm x 150mm Tubular	pc	8.00		
1.2mm x 50mm x 100mm Tubular	pc	3.00		
1.2mm x 50mm x 75mm Tubular	pc	2.00		
1.2mm x 50mm x 50mm Tubular	pc	2.00		
1.2mm x 25mm x 50mm Tubular	pc	2.00		
Welding Rod 2.5kg/box	kg	2.00		
Consumables(nut and bolts, drill bits etc.)	ls	1.00		
Scope: Fabrication and installation of the decorative PWD CR cover.				
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
Skilled Laborer	2			
Unskilled Laborer	2			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly Rate	Total Cost
Welding Machine, Inverter Type	1			
Minor Tools	1	LS		
SUB TOTAL (C) =				
D. DIRECT COST (A + B + C)				
E. INDIRECT COST				
1. OCM				
2. Contractor's Profit				
3. VAT				
SUB TOTAL (E) =				
ITEM COST (D + E)				
UNIT COST				

**DETAILED UNIT PRICE**

**JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

**PAY ITEM: Metal Railing**

**COST ID : 1051(5)**

**QUANTITY: 54.00 In.m**

**PRODUCTION**

In.m/hr

**RATE: NUMBER**

hr

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
1 1/4" G.I. Pipe,	pc	9.00		
Schedule-40 Welding	kg	2.00		
Rod 2.5kg/box	set	2.00		
1 1/4" Stainless Steel Grab Bar and Accessories	set	1.00		
1 1/4" Stainless Steel Folded Handicap Grab Bar and Accessories Consumables(nut and bolts, drill bits etc.)	ls	1.00		
<p>Note: 1. The handicap grab bar to be installed shall be folded and adjustable.                      2. The G.I. Pipe railings shall be properly welded/anchored at the CHB RSB's.                      3. Please refer to the railings plan and details before fabrication and installation.</p> <p>Scope:                      1. Fabrication and Installation of PWD CR ramp railings. See plans and details.                      2. Fabrication and installation of PWD CR grab bars and handicap grab bar.</p>				
<b>SUB TOTAL (A) =</b>				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman	1			
Unskilled Laborer	2			
Skilled Laborer	2			
<b>SUB TOTAL (B) =</b>				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly Rate	Total Cost
Welding Machine, Inverter Type	1			
Minor Tools	1	LS		
<b>SUB TOTAL (C) =</b>				
<b>D. DIRECT COST (A + B + C)</b>				
<b>E. INDIRECT COST</b>				
1. OCM				
2. Contractor's Profit				
3. VAT				
<b>SUB TOTAL (E) =</b>				
<b>ITEM COST (D + E)</b>				
<b>UNIT COST</b>				

JOB: REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS

PAY ITEM: Structure Excavation (Common Soil)

COST ID : 1702(1)a

PRODUCTION RATE: 0.75 cu.m./hr.

QUANTITY: 2.45 cu.m

NUMBER OF HOURS: 3.26 hr

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
<p>CHB total length = 62.7m</p> <p>L (m)      W (m)      H (m)      Volume (Cu.m.)</p> <p>15.29      0.4      0.4      2.4464</p> <p>Length</p> <p>Along PWD CR Wall      8.09 m</p> <p>Along PWD CR ramp      7.2</p> <p>m Total Length =</p> <p style="color: red;">9      15.2</p>				
SUB TOTAL (A) =				-
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
<p>Leadman</p> <p>Unskilled Laborer</p>	<p>1</p> <p>3</p>			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
<p>Minor Tools</p>	<p>1</p>	<p>LS</p>		
SUB TOTAL (C) =				
D. DIRECT COST (A + B + C)				
E. INDIRECT COST				
<p>1. OCM</p> <p>2. Contractor's Profit</p> <p>3. VAT</p>				
SUB TOTAL (E) =				
<p>ITEM COST (D + E)</p> <p>UNIT COST</p>				

## DETAILED UNIT PRICE

JOB: **REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

PAY ITEM: **Conduit Boxes & Fittings (Conduit Work/Conduit Rough-in)**

COST ID : **1100(10)**

PRODUCTION RATE:

QUANTITY: **1.00 LS**

NUMBER OF HOURS: **hr**

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
20mmØ uPVC THICKWALL	pcs	55.00		
32mmØ uPVC THICKWALL	pcs	2.00		
20mmØ uPVC Long	pc	50.00		
Elbow 32mmØ uPVC	pc	2.00		
Long Elbow	pc	4.00		
20mmØ uPCV Male Thread Adaptor w/ Locknut	pc	2.00		
25mmØ uPCV Male Thread Adaptor w/ Locknut	pc	10.00		
20mmØ uPVC Connector	pc	5.00		
32mmØ uPVC Connector	pc	35.00		
Junction Box WITH	pc	18.00		
COVER 2 x 4 Utility Box	can	1.00		
400 ml.PVC Solvent	kg	1.00		
Tie Wire #16	can	2.00		
Butane gas (270 ml)	pc	1.00		
Blow torch (for butane gas)				
 <i>note:</i>				
<p>1. Prior to the installation of electrical works secure a signed and sealed electrical plan by a Professional electrical Engineer.</p> <p>2. Includes Chipping of Concrete and Plastering (Conduits way to switches, power outlets and relocation of panel board)</p> <p>3. Includes Installation of Service equipment disconnect and Conduits, conductors and service entrance cap, Junction boxes, utility boxes, etc.</p> <p>4. Skillful installation of conduits, bending (blow torch, etc.) of PVC.</p> <p>5. Please refer to PPSDS Office for details and concerns.</p>				
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman (REE/RME)	1			
Electrician	2			
(Skilled)	2			
Note: The labor for chipping the part of walls to be installed with switches and transferred outlets are included in this item.				
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor tools	1	ls		

SUB TOTAL (C) =	
D. DIRECT COST (A + B + C)	
E. INDIRECT COST	
1. OCM	
2. Contractor's Profit	
3. VAT	
SUB TOTAL (E) =	
ITEM COST (D + E)	
UNIT COST	

**DETAILED UNIT PRICE ANALYSIS**

JOB: **REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

PAY ITEM: **Wires & Wiring Devices**

COST ID : **1101(33)**

QUANTITY: **1.00 LS**

**PRODUCTION RATE:**

**NUMBER OF HOURS:** hr

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
3.5mm <sup>2</sup> THHN Cu. Wire	ln m	300.00		
2.0mm <sup>2</sup> THWN Cu. Wire	ln m	300.00		
5.5mm <sup>2</sup> THWN Cu. Wire	ln m	30.00		
3.5mm <sup>2</sup> THWN Cu. Wire	ln m	15.00		
1-gang, switch wide series	set	4.00		
2-gang, switch wide series	set	6.00		
3-gang, switch wide series	set	2.00		
2 Gang Universal Outlet with safety shutter and ground	pcs	3.00		
GFCI Protected Duplex safety outlet, 15 ampere, with ground	set	2.00		
Single-Gang Vertical Weatherproof Receptacle Cover, in use cover	set	2.00		
12" x 12" Exhaust Fan, Ceiling Mounted	set	3.00		
Rubber Tape	roll	1.00		
Electric Tape (Big)	roll	10.00		
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman (REE/RME)	1			
Electrician (Skilled)	1			
Laborers	1			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor tools	1	ls		



SUB TOTAL (C) =	
D. DIRECT COST (A + B + C)	
E. INDIRECT COST	
1. OCM	
2. Contractor's Profit	
3. VAT	
SUB TOTAL (E) =	
ITEM COST (D + E)	
UNIT COST	

**DETAILED UNIT PRICE ANALYSIS**

JOB: **REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

PAY ITEM: **Panel board with Main and Branch Breakers**

COST ID : **1102(1)**

PRODUCTION RATE:

QUANTITY: **1.00 LS**

NUMBER OF HOURS: hr

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
6 branches Panel Board, 2P, Center Main, BOLT-ON MAIN AND BRANCHES, w/copper hot and ground busbars	set	1.00		
15AT Circuit Breaker, 2 Pole	pc	6.00		
20AT Circuit Breaker, 2 Pole	pc	2.00		
<b>Scope of Works:</b>				
1. Dismounting of Old Panel Board.				
2. Flush mounting of Panel board with respect to its new location (refer to the sign and Seal Electrical Plan of a PEE.				
3. Salvage Materials to be turn-over to PPSDS Office.				
4. Skillful and neat installation and terminations.				
SUB TOTAL (A) =				-
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Main:				
Leadman (REE/RME)	1			
Electrician (Skilled)	1			
Laborers	1			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor tools	1	ls		

SUB TOTAL (C) =	
D. DIRECT COST (A + B + C)	
E. INDIRECT COST	
1. OCM	
2. Contractor's Profit	
3. VAT	
SUB TOTAL (E) =	
ITEM COST (D + E)	
UNIT COST	

**DETAILED UNIT PRICE ANALYSIS**

JOB: **REPAIR/IMPROVEMENT OF R.E.T. COMFORT ROOMS**

PAY ITEM: **Lighting Fixtures and Lamps**

COST ID : **1103(1)**

QUANTITY: **1.00 LS**

**PRODUCTION RATE:**

**NUMBER OF HOURS:** hr

A. MATERIAL COST	Unit	Quantity	Unit Price	Total Cost
pin light, 5Watts, LED, panel, downlight, recessed, daylight, square	pcs	28.00		
pin light, 10Watts, LED, panel, downlight, recessed, daylight, round	pcs	7.00		
Twinhead Emergency Lamp, LED lamp, automatic, with built in charger and battery and overcharge protection, battery type : 6V-4.5Ah, charging time : 20-24hr, usage : 17-32Hr	set	3.00		
<b>Scope of Works:</b>				
1. Dismounting of old lightings and lighting fixtures.				
2. Installation of new lightings and lighting fixtures.				
3. Installation of cove lightings (Pls. refer to PPSDS Engineer and Architect				
4. Skillful and neat installation of lightings and lighting fixtures				
5. Flush mounting of Lightings and lighting fixtures (unless stated).				
SUB TOTAL (A) =				
B. LABOR COST	No. of Personnel	Total Hours	Hourly Rate	Total Cost
Leadman (REE/RME)	1			
Electrician (Skilled)	1			
Laborers	1			
SUB TOTAL (B) =				
C. EQUIPMENT COST	No. of Equipme	Total Hours	Hourly	Total Cost
Minor tools	1	ls		

SUB TOTAL (C) =	
D. DIRECT COST (A + B + C)	
E. INDIRECT COST	
	1. OCM
	2. Contractor's Profit
	3. VAT
SUB TOTAL (E) =	
ITEM COST (D + E)	
UNIT COST	

## ***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.

