

PHILIPPINE BIDDING DOCUMENTS

**Procurement of
INFRASTRUCTURE
PROJECTS**

Government of the Republic of the Philippines

Sixth Edition
July 2020

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**REPAIR AND RENOVATION OF VARIOUS BUILDINGS
(Building D, E, F and Dental Clinic Windows, Science Chemical
Storage, MIS Office and External Affairs)**

(ISAT U MC INFRA-2025-01-09)

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Invitation to Bid for the REPAIR AND RENOVATION OF VARIOUS BUILDINGS (BUILDING D, E, F AND DENTAL CLINIC WINDOWS, SCIENCE CHEMICAL STORAGE, MIS OFFICE AND EXTERNAL AFFAIRS)

1. The **Iloilo Science and Technology University – Miagao Campus**, through FY 2025-**Fund 101** intends to apply the sum of **Php 2,300,000.00** as the Approved Budget of Contract (ABC) to payments under the contract for the **Repair and Renovation of Various Buildings** (Building D, E, F and Dental Clinic Windows, Science Chemical Storage, MIS Office and External Affairs) with Project Reference No. **ISAT U MC-INFRA-2025-01-09**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **ISAT U Miagao Campus** invites bidders for the above procurement project. Delivery of Services is required within **105 Calendar Days**. Bidders should have completed within the **last five (5) 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.
Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
4. Interested bidders may obtain further information from **ISAT U Miagao Campus** and inspect the Bidding Documents at the address given below during **office hours from 7:30 am to 4:00 pm**.
5. A complete set of Bidding Documents may be acquired by interested bidders on **December 13 – 24, 2024**, in the address stated below upon payment of the applicable fee for the Bidding Documents. Pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos (Php 5,000.00) only**. It may also be downloaded free of charge from the website of the Philippine Government Electronics Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than abovementioned deadline.



6. The **ISAT U Miagao Campus** shall allow the **bidder to present** its proof of payment for the pfee by emailing a copy of the official receipt at miagao.bac@isatu.edu.ph or presentation of the official receipt in person.
7. The **ISAT U Miagao Campus** will hold a **Pre-Bid Conference at 3:00 PM, on December 12, 2024** at the **BAC Conference Room of ISAT U Miagao Campus and via videoconferencing application** which shall be open to prospective bidders. All interested bidders are advised to contact the BAC Secretariat through email or landline, in advance or prior to the scheduled procurement activity for the Google application meeting.
8. Bids must be duly received by the BAC Secretariat through manual submission at the address below on or before, **December 26, 2024 at 5:00 PM**. Late bids shall not be accepted. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 15**.
9. Bid opening shall be on **December 27, 2024 at 3:00 PM** at the **BAC Conference Room of ISAT U Miagao Campus and via videoconferencing application**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

We kindly enjoin bidders of the requirement to have at least one (1) representative physically present/virtually during the Bid Opening at the ISAT U Miagao Campus, Igtuba, Miagao Campus. It is important to note that submitted bids without a representative during the Bid Opening will still be evaluated. However, please be aware that if any questions or clarifications arise from the BAC, bidders who did not have a representative present will not permitted to contest or provide further input.
10. The **ISAT U Miagao Campus** 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 of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

MS. WENEFREDA N. NOLADA

BAC Secretariat Section

ISAT U – Miagao Campus

Igtuba, Miagao, Iloilo

Tel No.: 315-8164 loc 121

Email: miagao.bac@isatu.edu.ph

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Website: www.miagao.isatu.edu.ph

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SOLIMAR F. MORADAS, DIT
BAC Chairperson



Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, **Iloilo Science and Technology University - Miagao Campus** wishes to receive Bids for the **Repair and Renovation of Various Buildings** (Building D, E, F and Dental Clinic Windows, Science Chemical Storage, MIS Office and External Affairs) with Project Identification Number **ISAT U MC-INFRA-2025-01-09**.

The Procurement Project referred to herein as the “Project” is composed **one (1) lot**, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for **FY 2025** in the amount of **Two Million Three Hundred Thousand Pesos Only (Php 2,300,000.00)**.

2.2. The source of funding is:

a. NGA, the National Expenditure Program.

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.

ISAT U Miagao Campus required the bidder to use the prescribe form or template of the Program of Works and Bill of Quantities. Likewise, it is required to provide a detailed estimate which includes labor and equipment.

ISAT U Miagao Campus requesting the Bidder to use the **A4** size of bond paper in all 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

The Procuring Entity has prescribed that:

b. Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address stated below as indicated in paragraph 7 of the **IB**.

9. Clarification and Amendment of Bidding Documents

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

10. Documents Comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in *Section IX (Checklist of Technical and Financial Documents)*.
- 10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.
- 10.3. A valid PCAB License is required, and in case of joint ventures, a valid special PCAB License, and registration for the type and cost of the contract for this Project. Any additional type of Contractor license or permit shall be indicated in the **BDS**.
- 10.4. A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the **BDS**.
- 10.5. A List of Contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, must meet the minimum requirements for the contract set in the **BDS**.

11. Documents Comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in *Section IX (Checklist of Technical and Financial Documents)*. If possible, all financial documents or forms should be entered computerized.
- 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 **120 Calendar Days**. 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.

ISAT U Miagao Campus is requesting for additional two (2) hard copies of the Bid which shall be marked as “Copy 1” and “Copy 2”. (Please see attached “Annex A”).

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 8 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 15 shall be submitted for each contract (lot) separately.
- 19.3. In all cases, the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184 must be sufficient for the total of the ABCs for all the lots participated in by the prospective Bidder.

20. Post Qualification

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

21. Signing of the Contract

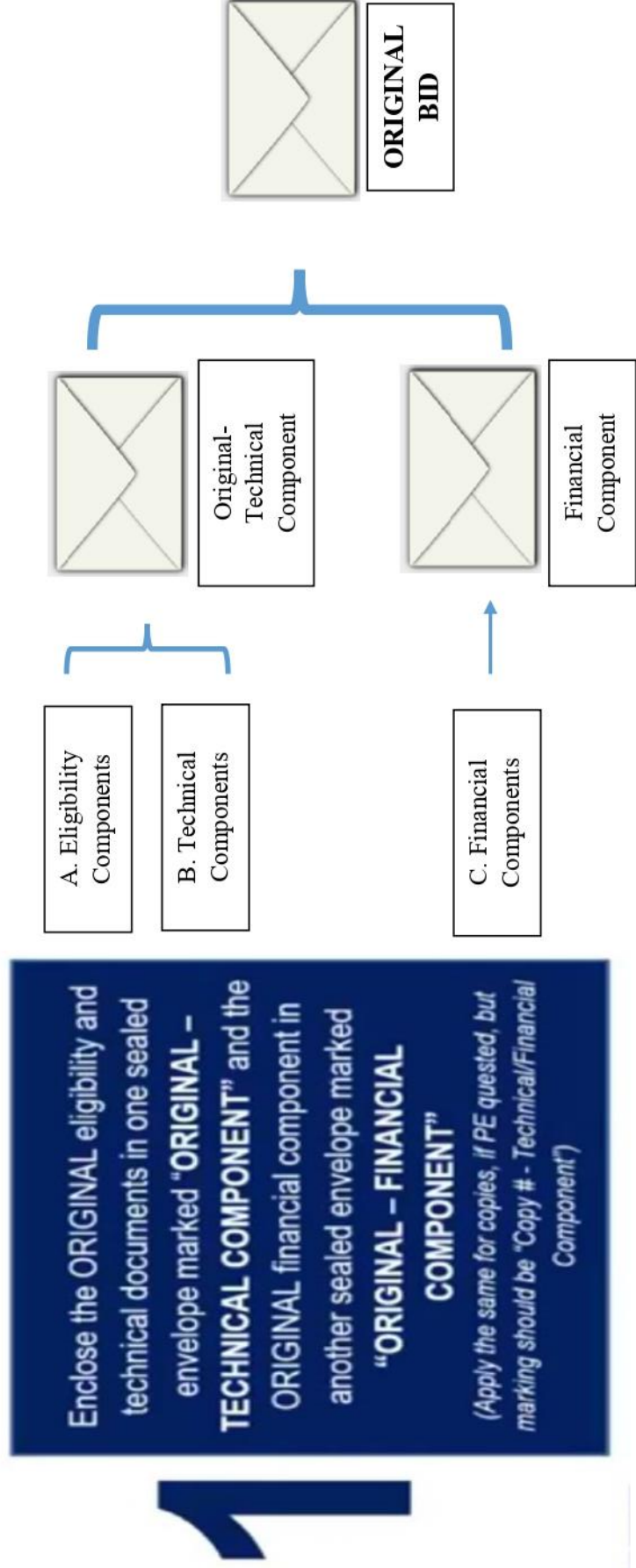
The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.



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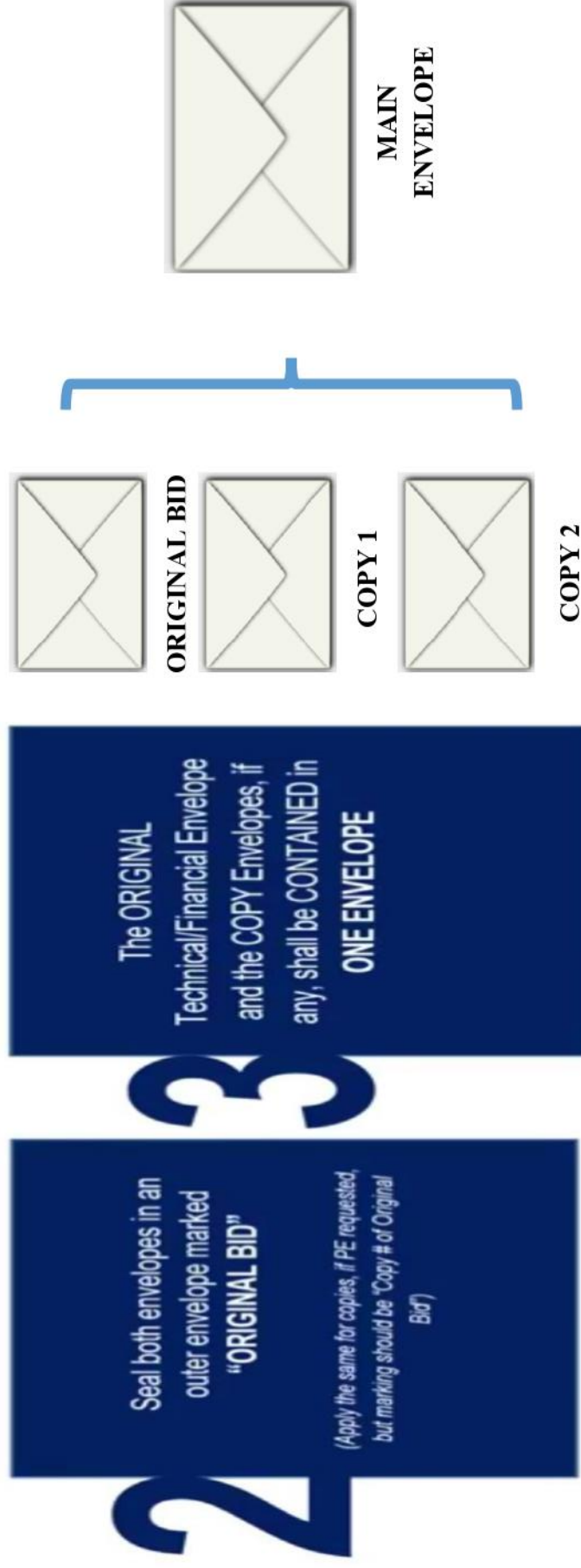
SEALING AND MARKING OF BIDS “Annex A”





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SEALING AND MARKING OF BIDS “Annex A”





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SEALING AND MARKING OF BIDS “Annex A”

Sample:

REPAIR AND RENOVATION OF VARIOUS BUILDINGS
(BUILDING D, E, F AND DENTAL CLINIC WINDOWS, SCIENCE
CHEMICAL STORAGE, MIS OFFICE AND EXTERNAL AFFAIRS)

Project Reference No. ISAT U MC-INFRA-2025-01-09

Company Name

Address

OFFICE OF THE BIDS AND AWARDS COMMITTEE
ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY

Miagao Campus

Section III. 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: Repair and Renovation of Various Buildings (Building D, E, F and Dental Clinic Windows, Science Chemical Storage, MIS Office and External Affairs)															
7.1	Subcontracting is not allowed. No further instructions.															
10.4	<div>The key personnel must meet the required minimum years of experience set below:</div> <table><tr><th><u>Key Personnel</u></th><th><u>General Experience</u></th><th><u>Relevant Experience</u></th></tr><tr><td>Architect</td><td>5 years minimum</td><td>Construction Project</td></tr><tr><td>Project Engineers</td><td>5 years minimum</td><td>Construction Project</td></tr><tr><td>Materials Engineers</td><td>5 years minimum</td><td>Construction Project</td></tr><tr><td>Foreman</td><td>5 years minimum</td><td>Construction Project</td></tr></table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	Architect	5 years minimum	Construction Project	Project Engineers	5 years minimum	Construction Project	Materials Engineers	5 years minimum	Construction Project	Foreman	5 years minimum	Construction Project
<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>														
Architect	5 years minimum	Construction Project														
Project Engineers	5 years minimum	Construction Project														
Materials Engineers	5 years minimum	Construction Project														
Foreman	5 years minimum	Construction Project														
10.5	<div>The minimum major equipment requirements are the following:</div> <div>Project Duration 105 calendar days</div> <div>To Supply necessary materials, provision of labor, equipment and all necessary work for the project as specified with plans and scope of work</div>															
12	No further instructions.															
15.1	<div>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</div> <div>a. The amount of not less than Php 46,000.00, if bid security is in cash, casier’s/manager’s check, bank draft/guarantee or irrevocable letter of credit;</div> <div>b. The amount of not less than Php 115,000.00, if bid security is in Surety Bond.</div>															
17	Online Submission is NOT allowed. No further instructions.															
19.2	Partial bids are NOT allowed. No further instructions.															
20	Not applicable. No further instructions.															
21	Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the DOLE, and other acceptable tools of project scheduling.															

Section IV. General Conditions of Contract

1. Scope of Contract

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

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

2. Sectional Completion of Works

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

3. Possession of Site

3.1. The Procuring Entity shall give possession of all or parts of the Site to the Contractor 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.

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

4. The Contractor's Obligations

The Contractor shall employ the key personnel named in the Schedule of Key Personnel indicating their designation, in accordance with ITB Clause 10.3 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

GCC Clause	
2	Completion of the Works by Section/Sectional completion does not apply.
4.1	Condition does not apply, project site is turned over to contractor in full upon issuance of NTP until completion of the project.
6	Certificate of Site Inspection issued by PDAS Office.
7.2	Condition does not apply, Defects liability period is 1 year after Certificate of Acceptance. (only for new construction)
10	Day works.
11.1	Not applicable, Program of Works and Bill of Quantities are already included in Bid Documents and form part of the contract.
11.2	No further instructions.
13	15% of the total Contract Price, shall be released upon mobilization of manpower and equipment.
14	Materials and equipment delivered on the site but not completely put in place shall be included for payment.
15.1	Not applicable.
15.2	Not applicable.

Section VI. Specifications

I. GENERAL CONDITIONS

A) SCOPE

The work to be done shall be of the highest quality workmanship and unless otherwise specified by the Architect or the Owner, shall be executed in conformity with the approved standard practice of construction.

B) PLANS AND SPECIFICATIONS

The plans and specifications are complimentary and anything mentioned in the specifications and not shown in the drawings or vice versa shall be of like effects as if shown and mentioned on both if no numerical indications appear in the plans. All drawings shall be carefully followed according to scale, but in the presence of numerical notations it shall be followed and not the scale of the drawings. In case of discrepancy in the figures or the drawings, the matter shall be immediately known to the Architect before any adjustment shall be made.

C) CLEARING CORNER STAKES, BASE LINES AND GRADES

The contractor shall clean the building site of a distance of three meters in all directions from the building line unless otherwise specified or shown on plans without extra compensation. Provided however that he shall not be required to clear beyond existing street should the street nearer than three meters to any building line.

II. EARTHWORKS

A) EXCAVATIONS AND BACKFILLING

All necessary excavations for foundations shall be made to the grade indicated in the plans. Footings shall not be placed on fill. After all forms have been removed from the footings and the columns, the backfilling shall be made in layer of not exceeding than twenty centimeters in thickness with each layer thoroughly tamped and wetted.

B) FILLING MATERIALS

1. Common fill - shall be of approved materials, free from roots and stumps. Materials from excavations maybe used if it meets the requirements.
2. Select fill -shall be gravel, crushed gravel, crushed rocks or their combinations, free from undesirable matters.

C) PLACING FILL

The filling shall be laid to grade at twenty centimeters below the elevation of the finished floor line being placed in layers not exceeding twenty centimeters which shall be tamped and wetted.

D) FINISH GRADING

The contractor shall grade the area included within the clearing lines such finish grading shall be as indicate in the plans, and in such a manner that run-off water shall be drained directly toward the drain canal.

E) TOP SOIL

Materials from excavations suitable for topsoil shall be deposited in piles separate from other excavated materials and shall be protected and maintained until needed.

F) BATTERBOARDS

Second class, pest free lumber assembled and rendered secure for proper delineation of building lines and grades. (stock materials from the owner)

III. CONCRETE WORKS

A) MATERIALS

1. Cement - shall meet the requirements for Portland cement in regards to strength, soundness and setting time. Use Union, APO cement, Mindanao cement or approved equal.
2. Reinforcing steel bars- shall be of intermediate grade and billet steel bars as specified. Use steel conforming to ASTM standards, deformed, for concrete and masonry reinforcements. Use GA. 16 g.i. Tie wires at joints or laps or placed reinforcements as indicated in the plans.
3. Fine aggregates- shall consist of clean and hard coarse stone, screaming or other inert materials of similar characteristics. Use 38 mm. (1 1/2") maximum for slabs and 19 mm. (3/4") for columns and beams.
4. Coarse aggregates- shall consist of clean hard and coarse stones or gravel.
5. Water- clean, free from injurious amount of oil, acids, alkali, organic materials and other deleterious substances.
6. Sand- clean washed sand, strong, durable and free from organic materials.
7. Forms- for exposed interior and exterior concrete surfaces shall be of plywood thoroughly cleated and tied together with approved corrosion resistant devices, for hidden concrete surfaces thick plywood shall be used, the inside of forms shall be coated with oil thoroughly wetted with clean water.

B) CONCRETE MIXTURE PROPORTIONS

1. Class A- 1:2:4, 20.7 MPA (3,000 psi) for footings, beams, columns and suspended slabs.
2. Class B- 1:2 1/2:5, 17.2 MPA (2,500 psi), for slabs on fill.
3. Class C- 1:3:6

C) PLACING OF CONCRETE:

Concrete shall be deposited as nearly as practicable on its final position to avoid segregation due to re-handling and flowing. Once concreting has started it shall be carried on its continuous operation until the placing of the section or panel is completed or to cut on its construction joints as determined by the Architect or the Architect or Engineer. The top surface shall be generally level.

IV. MASONRY WORKS

A) MATERIALS

1. Concrete hollow blocks (CHB) - Use 100 mm. (4") thickness as indicated in the plans. Shall be of standard manufacture machine vibrated and shall have fine and even texture and well-define edges.
2. Mortar proportions- consist of one part cement and two parts of sand.

B) INSTALLATION

Concrete hollow blocks shall be wetted thoroughly with water prior to laying. All masonry units shall be laid plumb, leveled and accurately spaced. The blocks should be laid in full-mortar bedding and in such a way that no cracks are formed between the blocks and the mortar at the time the blocks are placed. The blocks should be adjusted to its final position while the mortar is still soft and plastic to insure a good bond.

Provide rebars at every third layer horizontally and 0.80m vertical spacing as shown in the plans.

V. CARPENTRY WORKS

A) MATERIALS

1. Lumber- shall be selected quality available, well-seasoned thoroughly dry and free from loose, unsound knot caps and shakes or other imperfections impairing its strength, durability and appearance. All exposed surfaces shall be planed and smooth. (*stock lumbers by the owner)

2. Plywood
 - a. 6 mm. thick ordinary plywood- for miscellaneous backing, patching, and dividing components and which are concealed or intended to be painted.
 - b. 10 mm. thick ordinary plywood - for ceiling panels and interior partitions.
3. Hardwares and fasteners- use metal nails, screws, plates, straps, miscellaneous fasteners or anchorage concealed or countersunk whenever called for. Also use weld wood or water-resistant glue whenever called for.

B) ROUGH CARPENTRY

All works shall be fitted and accurately get and rigidly secured in place. Cutting and fitting to accommodate other works shall be done as required and in good workmanship.

VI. ROOFING

A) MATERIALS

1. Pre-painted long span Rib type Roofing and Accessories-for main roofing
2. Steel rafters - for roof framing as indicated in the plans

VII. DOORS

1. Panel door - all framing shall be of selected grade hardwood free from imperfections that could impair its strength and appearance. The Architect shall approve main door design.
2. Flush type door - all framing, solid cores, lock blocks, ribs, edging, core veneers and face veneers shall be of selected grade tangle and free from loose and unsound knots or other imperfections that may impair its strength and appearance. Plywood shall be 6 mm. (1/4") thick face veneers of selected grades and color. Use ordinary plywood on both faces for bedroom. One side ordinary and one side marine plywood for exit and toilet and bath doors.

Note: Doors from the old building shall be fixed, repainted and retained for this project.

VIII. WINDOWS

*Windows are as indicated in the schedule of doors and windows.
Use dark gray glass panels on analok aluminum frame.

IX. FINISHING AND PAINTING WORKS

1. Plain cement finish - consisting of one (1) part of cement and two (2) parts of clean, washed sand. Workmanship shall be even, clean, plumb and true to line. For building exterior and portions in the interior as directed by the Architect.
2. Special Finishes
 - * Quality tiles – for areas specified in the plans
3. Painting - All paints and varnish shall be subject to inspection and approval of the Architect. All paints shall be delivered to the site of work in its original containers and sealed. All exposed finish hardwares, lighting fixtures and accessories, glasses and the like shall be adequately protected that these are not stained with paint and other painting materials prior to painting works. All other surfaces, which would, endangered by stains and paint marks should be taped and covered with craft paper or equal
Workmanship in general:
 - a. Mix paint with proper consistency. Apply paints evenly and brush efficiently to minimize brush marks.
 - b. Stir paint thoroughly to keep pigment in even suspension when paint is being applied.

- c. Except as otherwise directed by the Architect, apply paints in three coats (priming, body and finish). Allow each coat to dry thoroughly before the succeeding coat is applied. In general, unless otherwise instructed by the Architect provide not less than 48 hours as the time between the applications of succeeding coats. Let the Architect or his representative inspect and approve each coat before the succeeding coat is applied.
- d. If surfaces are not fully covered or cannot be satisfactorily finished in the number of coats specified, apply subsequent coats to attain the desired evenness of paint without extra cost to the Owner.
- e. Touch up knots, pitch streaks, sappy spots, etc. where finish calls for interior paint or enamel. For exteriors, use an approve sealer.
- f. Sand smooth woodwork to be finished with enamel or varnish. Use fine sand paper between coats of enamel or varnish applied to wood or metal to produce an even smooth surface.
- g. Do not paint exterior while surface is damp or during rainy or damp weather.
- h. Do necessary puttying of nail holes, cracks, etc. after the prime coat has been applied. Bring putty flush with adjoining surface in a neat, workmanlike manner.
- i. Tint undercoats of paint or enamel to same or approximate shade of final coat.
- j. Protect to remove hardwares, hardware accessories, plates, lighting fixtures and other similar items during the painting operation and reinstall them after completion of work. Use **Boysen** paint brand or approved equal.

ELECTRICAL SPECIFICATIONS

E-101

All works shall be done in accordance with the Latest Edition of the Philippine Electrical Code and Subject to the general requirements which shall be included as part of this Specifications and shall Apply to all Electrical Works.

E-102

All Electrical works shall be done in accordance with the Rules and Regulations and Ordinances of the local enforcing authorities and the requirements of the Local Power Company.

E-103

All electrical works shall be guaranteed that all Electrical System are free from any defect according to materials and workmanship for the period specified upon the date of acceptance of the Electrical Works.

E-104

All duplex convenience outlets and lighting pole switches shall be "Flush Type" rated not below 10amperes.

E-105

Mounting heights of Panel boards, switches and outlets shall be suited according to requirements indicated.

E-106

All terminations shall be done on junction boxes with cover of approved type.

E-107

All Air Circuit Breakers shall have proper voltage rating and ampacity rating according to usage and of approved type according to Philippine Standards.

E-108

All fluorescent lamp shall be provided with normal power factor ballast on industrial type frame unless otherwise specified by the Supervising Electrical Engineer in conformity with the latest edition of the Philippine Electrical Code.

E-109

Convenience outlets – white, flush type plates, with amperage as required.

E-110

Switches – white, flush type plates, with amperage as required.

E-111

Wires - Columbia or approved equal.

E-112

Conduits - use flexible conduit pipes. Moldflex or approved equal.

E-113

Provide adequate and effective grounding system.

GENERAL PLUMBING NOTES**A) GENERAL**

1. All plumbing works herein shall be executed according to the requirements of the revised national plumbing code and the rules and regulations of the existing local code and ordinances. Nothing contained on the drawings shall be constituted as to conflict with the national local ordinances or laws governing the implementation of plumbing works.
2. It is not intended that the drawing shall show every pipe fitting valve, and appliances, furnish and install, if necessary all such item whether specifically mentioned or not, or indicated on drawings, to complete system in accordance with the best practice of the plumbing trade.
3. Soil and wastepipes shall be properly aligned and installed at a uniform grade of not less than 2% and anchored at intervals 1.50m, not to exceed 2.00m.
4. All sewer, soil and wastepipe lines shall be PVC pipes, waterlines shall be G.I. pipes scheduled 40, or equivalent.
5. Pipes shall be installed as indicated, any relocation required for proper execution of other trades shall be with prior approval of the Master Plumber.
6. All vent-thru roof pipes shall have a clear roofing elevation of at least 300mm.
7. All plumbing works shall be done under the direct supervision of the Master Plumber.
8. Septic vault should be located at a safety distance from a water source of potable water (i.g.) deep well to prevent contamination and preferably 25m away as per section 13(B) PD 856.
9. Septic vault shall be constructed watertight/waterproof to eliminate seepage.
10. Outflow from the septic vault shall be discharged directly to the street drainage. Drain pipe and catch basin discharging outflow from the septic vault shall also be constructed watertight/waterproof to prevent leakage to percolate to the ground.
11. As stated on PD 1096, otherwise known as the National Building Code of the Philippines, section 902. Water supply system: (a) whenever available, the potable water requirements for a building used for human habitation shall be supplied from existing municipal or city works system.
12. Materials and equipment necessary for work to be done under a permit when placed or stored on public property shall not obstruct, free and convenient approach to and use of catch basins or manhole shall not interfere with any drainage of any street or alley.

B) TRAPS

1. Except for the presence of grease interceptor and other devices where the trap is an integral part of the equipment with a trap every fixture and other equipment requiring connection to the drainage system.
2. Set each trap as close as possible to the fixtures served and render level with respect to their water seal.

C) PIPE INSTALLATIONS

1. Furnish and install necessary pipe sleeves, hangers and supports at proper and appropriate location. Never install pipes through columns, footing, beam or other structural members unless clearly note in the drawing or with written approval of the Master Plumber.
2. Make all pipes sleeves secure in place. Sizes of sleeves to provide approximately 1/4inch clearance around the incoming pipe, use cast iron pipe, wrought iron, or steel pipe for pipe sleeves in general.
3. Support rigidly all piping along surfaces by means of approved support piping to maintain required position and pitching of line to prevent vibration and to secure piping in place arrange so as to provide for expansion and constructions.
4. For piping along concrete surfaces, use cast steel insert of a type which reserves a machine bolt and permit fine adjustments for bolt installed before the concrete is poured.
5. Support exposed vertical runs of pipe with wrought iron clamps or collar spaced not over 3m. Apart. For risers, use heavy duty blacksmith construction friction clamps at their base on floors.

D) PLUMBING FIXTURES

1. Install all plumbing fixtures free and open in a manner to afford access for cleaning furnish with brackets cleats, plates and anchor required supporting the fixtures rigidly in place.

E) TAPPING TO FIXTURE

1. Make connection between fixtures and flanged and soil pipe absolutely gas free and water tight and sealed with an approved setting compound.
2. For pipe terminals intended to be tapped to fixtures, practice care and precision in determining outlet or inlet locations during the pipe installation stage and considering the specific finished space housing such fixtures.
3. For an array of fixtures in one space and where distance between fixture and fixtures to walls are critical ,use guide templates in locating the exact sitting of fixtures that tapping point location supply drain pipes are pinpointed.

F) CLEANING AND PAINTING

1. Rid all exposed metal surfaces of grease, dirt and other foreign materials.
2. Apply one coat of acid resisting paint having a bituminous base, all exterior surfaces of piping to be installed in or through concrete floor, fill and finishes.
3. Clean thoroughly and paint with one coat of red lead and a finish coat of oil enamel paint, all pipe supports and other iron works in concealed space.

G) WATER PIPES, FITTINGS AND CONNECTION

1. Install all piping in strict accordance with the manufacturing instructions and specifications.
2. Make all run of water, piping as indicated in the drawing, cut all pipes accurately to measurements and works into place without wrinkling or forcing, nor causing structural portions of the building to weaken. Never bury any water piping in floors unless especially in the drawings or approved by the Master Plumber.
3. Keep away at a sufficient distance but not less than 1/2 inch (125mm) all service pipes, valves fitting from surface and location which may require finish coats or covering.
4. Extend the piping to all fixtures, outlet and equipment from required gate valves installed in each branch near risers.
5. Where branch serves more than one fixture, increase the size of the branch proportionally.
6. Caps or plug end of pipe and outlet, and leave ready for future connections.

H) OTHERS

1. Pipe shall be installed as indicated. Any relocation required for proper execution of other trade shall be prior for approval of the engineer.
2. All slopes for horizontal branch (sewer) shall maintain 2% minimum unless noted otherwise.
3. All fixtures shall be vented, unless otherwise indicated.
4. The contractor shall determine the actual location depth, and invert elevation of existing pipes and structure to conform to the proposed sanitary utilities.
5. Refer to technical specifications for detailed material and equipment specifications.

SUGGESTED SIZE OF SEPTIC TANKS IN METERS

NUMBER OF PERSON SERVED	INSIDE DIMENSION OF DIGESTION CHAMBER			
	D=DEPTH	W=WIDTH	L=LENGTH	Volume
10	1.20 M.	0.90 M.	1.80 M.	1.944 CU. M.
15	1.20 M.	1.10 M.	2.20 M.	2.904 CU. M.
20	1.20 M.	1.25 M.	2.50 M.	3.750 CU.M.
25	1.20 M.	1.40 M.	2.80 M.	4.704 CU.M.
30	1.30 M.	1.50 M.	3.00 M.	5.85 CU.M.
35	1.30 M.	1.60 M.	3.20 M.	6.65 CU.M.
40	1.40 M.	1.65 M.	3.30 M.	7.623 CU.M.
45	1.40 M.	1.75 M.	3.50 M.	8.57 CU.M.
50	1.50 M.	1.80 M.	3.60 M.	9.72 CU.M.
60	1.50 M.	1.95 M.	3.00 M.	11.4075 CU.M.
70	1.50 M.	2.00 M.	4.00 M.	12.00 CU.M.
80	1.60 M.	2.20 M.	4.40 M.	15.488 CU.M.
90	1.80 M.	2.30 M.	4.60 M.	19.044 CU.M.
100	1.80 M.	2.50 M.	5.00 M.	22.5 CU.M.

I) LOCATION/ FEATURES

1. Septic tanks should be located not less than 15m away from potable water to prevent contamination.
2. Where there is public sewer pipe septic tanks are not allowed.
3. No septic tank shall be installed within or under a house.
4. The inlet and outlet are submerged so as not to disturb the sludge or scum.

5. The bottom of the tank should slope (1:10) minimum towards the manhole in the center to facilitate cleaning.
6. To cover and the manhole are usually extended 15cm. above the surface of soil to overcome surface water infiltration.

TECHNICAL DATA IN DETERMINING VOLUME OF SEPTIC TANK

1. Minimum width = 0.90 m.
2. Minimum width = 1.50 m.
3. Minimum depth = 1.20 m.
4. For residential = allocate 0.14 to 0.17 cubic of liquid per person.
5. To serve 12 persons = not more than 2.0cu.m.
6. For school industrial establishment = volume should not be less than 0.057cu.m. nor more than 0.086cu.m. per person.

Prepared by:

JAN RUSSEL N. NACIONALES

REGISTERED ARCHITECT


REG. PRC NO. : 0056238

TIN NO. : 409-511-058

PTR NO. : 6445111

PLACE ISSUED : MIAGAO, ILOILO


DATE ISSUED : JANUARY 16, 2024

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	PTR NO.:		REG NO.:		LOCATION: ISAT U MIAGAO CAMPUS, ILOILO	ELMER S. SEALONGO	RAMON N. EMMANUEL, JR., Ph. D.	GABRIEL M. SALISTRE, JR., PEE, DIT	AS SHOWN	A = 1
	ISSUED ON:		VALID UNTIL:							
	ISSUED AT:		T.I.N.:		RA 9266 SEC. 3434	HEAD, PDAS UNIT	CAMPUS ADMINISTRATOR	SUCO PRESIDENT	BY NO.:	ARCHITECTURAL

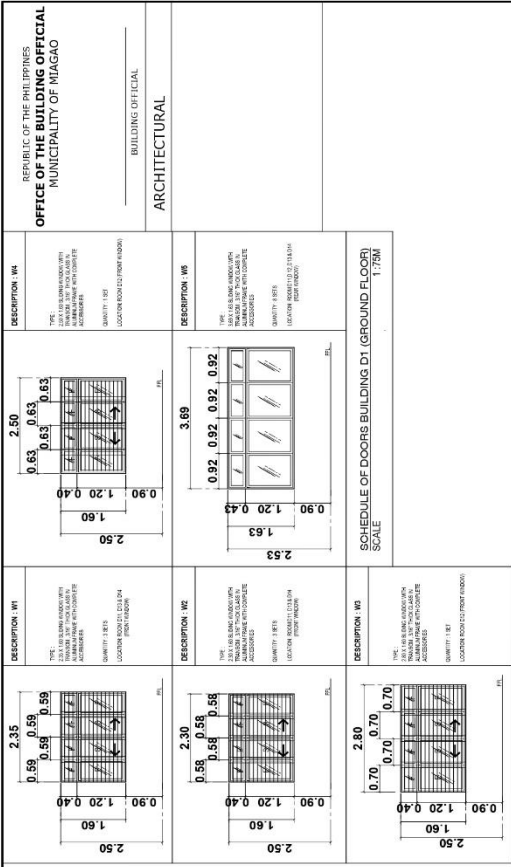
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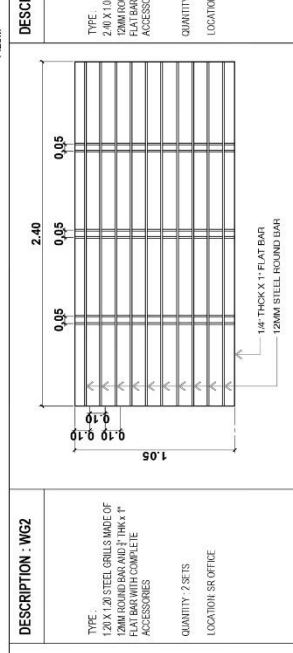
DESCRIPTION	WT	DESCRIPTION	WT
TYPE		TYPE	
1.5" X 7' 0" GLASS WINDOW IN ALUMINUM, 1/2" X 5/8" SQUARE GLASS, 1/2" X 5/8" SQUARE GLASS, 1/2" X 5/8" SQUARE GLASS, 1/2" X 5/8" SQUARE GLASS, 1/2" X 5/8" SQUARE		1.5" X 7' 0" GLASS WINDOW IN ALUMINUM, 1/2" X 5/8" SQUARE GLASS, 1/2" X 5/8" SQUARE GLASS, 1/2" X 5/8" SQUARE GLASS, 1/2" X 5/8" SQUARE GLASS, 1/2" X 5/8" SQUARE	
QUANTITY: 1 SETS		QUANTITY: 1 SETS	
LOCATION: ROBBERTS BL. 2D, 2D JUNIOR HALLWAY		LOCATION: ROBBERTS BL. 2D, 2D JUNIOR HALLWAY	

<p>DESCRIPTION: 1W1</p>	<p>1W1 1.67' H x 0.74' W (40.6 CM H x 18.8 CM W) ALUMINUM FRAME, THERMOPLASTIC GLASS, 1/2" GLASS, 1/2" GLASS, 1/2" GLASS FRAMES, 1/2" GLASS, 1/2" GLASS, 1/2" GLASS</p>	<p>QUANTITY: 1 SET LOCATION: 1ST FLOOR, 1ST FLOOR, 1ST FLOOR</p>
	<p>1.47'</p> <p>0.74'</p> <p>1.08'</p>	<p>SCHEDULE OF WINDOW (IDENTAL CLING) SCALE</p>

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					RECOMMENDING APPROVAL:	APPROVED BY:	SHEET CONTENT:	
					RAMON N. EMMANUEL, JR., Ph. D.	GABRIEL M. SALISTRE, JR., PEE, DIT	AS SHOWN	
					ELMER S. SEALONGO		DRAWN BY:	
							DATE START:	
							DATE FINISH:	
							BR/NO.:	
					CAMPUS ADMINISTRATOR	SUC. PRESIDENT	ARCHITECTURAL	



SCHEDULE OF WINDOW AND DOOR GRILLS FOR MIS OFFICE, DENTAL CLINIC, SR OFFICE & TECHNO FORUM OFFICE
SCALE 1:20M



Architectural drawing of the Glass Division Elevation, showing three parts: Partion 1 Elevation, Partion 2 Elevation, and Partion 3 Elevation.

Partion 1 Elevation: Dimensions include 0.60, 0.39, 1.00, 1.10, and 2.49.

Partion 2 Elevation: Dimensions include 0.80, 1.40, 0.60, 0.70, 0.80, 0.85, and 5.75.

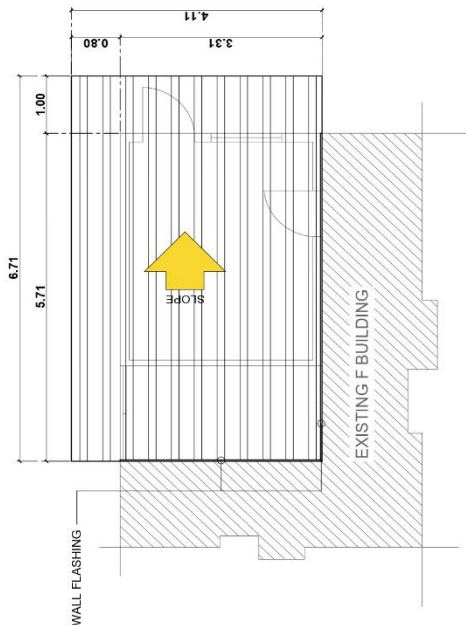
Partion 3 Elevation: Dimensions include 1.31, 0.75, 0.55, and 2.49.

GLASS DIVISION ELEVATION

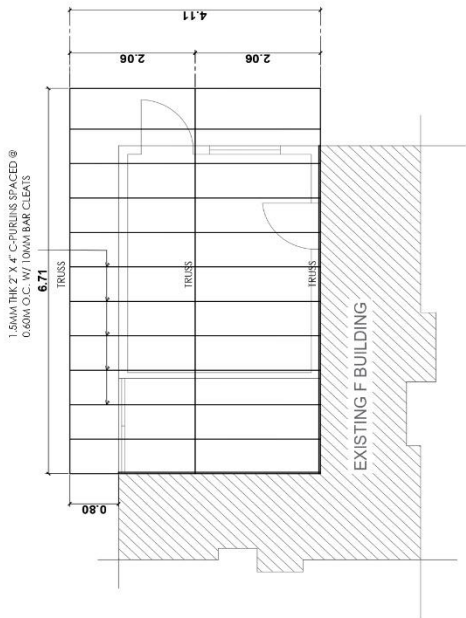
SCALE 1 : 45M

EXTERNAL AFFAIRS OFFICE
SCALE 1:75M

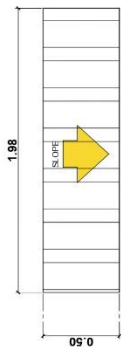
 <p>REPUBLIC OF THE PHILIPPINES ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY MIAGAO CAMPUS MIAGAO, ILOILO</p>	<p>DONE IN THE OFFICE OF:</p>		<p>CERTIFIED BY:</p>	<p>NOTE: These drawings and instructions of service, are the property of the Iloilo Science and Technology University. If the author, it shall be unlawful for any person to reproduce, copy, or in any manner, in whole or in part, without the consent of the authors of the said documents, for the use of documents, for the use of a copy of said document.</p>	<p>PROJECT TITLE: REPAIR AND RENOVATION OF VARIOUS BUILDINGS (Renovation of Building D1, D2, E, F and Dental Office Windows, Repair and Renovation of Science Classroom, Tiling of Nss Office and External Wall on Dental Pavilion)</p>	<p>RECOMMENDING APPROVAL:</p>	<p>APPROVED BY:</p>	<p>SHEET CONTENT:</p>	<p>SHEET NO.:</p>
	<p>PTR NO.:</p>	<p>REG NO.:</p>	<p>ISSUED ON:</p>	<p>VALID UNTIL:</p>	<p>ELMER S. SEALONGO</p>	<p>RAMON N. EMMANUEL, JR., PH. D.</p>	<p>DRAWN BY:</p>	<p>AS SHOWN</p>	<p>A = 5</p>
	<p>ISSUED AT:</p>	<p>T.U.N.:</p>	<p>SA RWM SEC 33-34</p>	<p>ISAT U MIAGAO CAMPUS, ILOILO</p>	<p>HEAD, PDAS UNIT</p>	<p>CAMPUS ADMINISTRATOR</p>	<p>DATE START:</p>	<p>DATE FINISH:</p>	<p>ARCHITECTURAL REV NO.:</p>



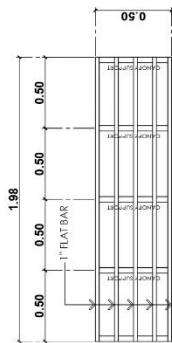
ROOF PLAN
SCALE 1:50M



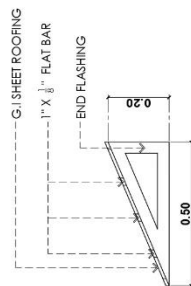
ROOF FRAMING PLAN
SCALE 1:50M



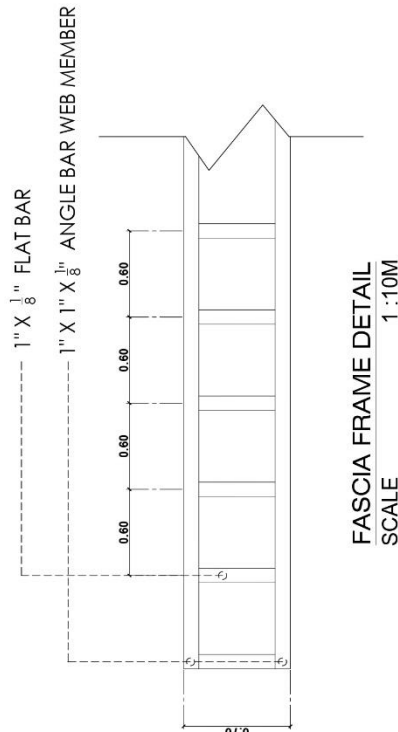
CANOPY PLAN
SCALE 1:20M



CANOPY FRAMING PLAN
SCALE 1:20M

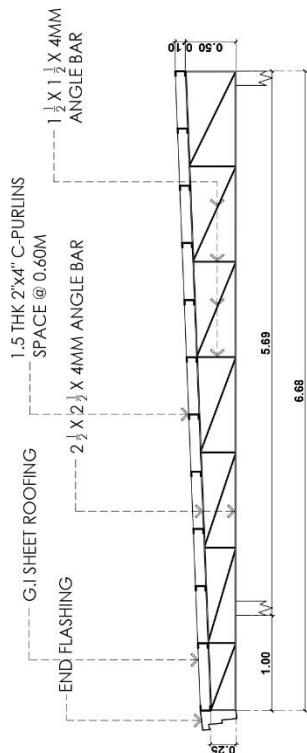


CANOPY SUPPORT DETAIL
SCALE 1:10M



FASCIA FRAME DETAIL

SCALE 1:10M



TRUSS DETAIL

SCALE 1:30M

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		<p>PTR NO.: REG NO.: ISSUED ON: VALID UNTIL: ISSUED AT: T.N.:</p>	<p>DRAWN BY: DATE START: DATE FINISH:</p>							
					LOCATION: ISAT U MIAGAO CAMPUS, ILOILO	ELMER S. SEALONGO	RAMON N. EMMANUEL, JR., PH. D.	GABRIEL M. SALISTRE, JR., PEE, PIT	AS SHOWN	
						HEAD OFS UNIT CALABRIG ADMINISTRATOR				STRUCTURAL



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<https://www.miagao.isatu.edu.ph>

Project Title: REPAIR AND RENOVATION OF VARIOUS BUILDINGS (Building D, E, F and Dental Clinic Windows, Science Chemical Storage, MIS Office and External Affairs)
Owner: ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY - MIAGAO CAMPUS
Location: MIAGAO, ILOILO
Proposed Budget Cost: Php 2,300,000.00
Funding Source: FUND 101
Subject: PROGRAM OF WORKS

Project Description:		Implementation Mode		Lump Sum Contract		
Renovation of Building D1, D2, E, F and Dental Clinic Windows, Repair and Renovation of Science Chemical Storage, Tiling of MIS Office and Installation of External Affairs Glass Partition as per plan and specifications as described in the scope of works:		Project Duration:		105 Calendar Days		
		Equipment Needed:		Listed in the Bid Documents		
		Technical Personnel		Architect, Project Engineer, Foreman		
Item	Scope of Work	% Weight	Quantity	Unit	Unit Price (Direct & Indirect Cost)	Total Amount (PhP)
I	GENERAL REQUIREMENTS					
	Includes TEMPORARY FACILITIES (Electricity/ water Utilities/Bunk House and Site Enclosure), Professional Fees, Processing of Permits, As Built Plans (Professional Fees for seven (7) sets of complete plans (signed & sealed)), Building & Occupancy Permit forms & Construction Specifications (signed & sealed), Completion/ Testing/ Commissioning /Final Inspection and project Acceptance Certification (Signed and Seal), Processing of Building and Occupancy Permit including Fire Safety Evaluation Certification (FSEC) and Fire Safety Inspection Certification (FSIC) (inc penalties), Seven (7) sets of As Built Plans & Project Construction Signages and Occupational Safety & Health Provision.		1	lot		
II	SITE WORK					
	Includes site clearing, grubbing and lay-out as per plan details and specifications.		1	lot		
III	DEMOLITION WORKS					
	Includes Demolition and hauling of all windows OF Building D1, D2, E and F to be replaced and demolition of Science Chemical Storage Roof slab, concrete canopy and part of beam to be repaired as per plan details and specifications.		1	lot		
IV	RENOVATION OF BUILDING D1, D2, E, F AND DENTAL OFFICE WINDOWS					
	Includes fabrication and installation of windows with grills as per plan details and specifications.		1	lot		
V	RENOVATION OF SCIENCE CHEMICAL STORAGE					
	Includes fabrication and installation of steel roof framing, thermal protection, ceiling, masonry works, finishing, painting and replacement of electrical lighting as per plan details and specifications.		1	lot		

Item	Scope of Work	% Weight	Quantity	Unit	Unit Price (Direct & Indirect Cost)	Total Amount (PhP)
VI	TILING OF MIS OFFICE					
	Includes supply and installation of floor tiles as per plan details and specifications.		1	lot		
VII	EXTERNAL AFFAIRS OFFICE GLASS WALL DIVISION					
	Includes supply and installation glass wall partition with double swing door and 2 transaction windows as per plan details and specifications.		1	lot		
TOTAL PROJECT COST (PhP)						
BREAKDOWN OF THE PROJECT COST						
TOTAL DIRECT COST			Total Material Cost			
			Total Labor Cost			
			Direct Cost			
TOTAL INDIRECT COST			Indirect Cost			
				VAT		
TOTAL PROJECT COST (PhP)						

Total Bid Cost in words: _____

Submitted by:

 Contractor/Bidder

 Owner/Representative

 Address

 Date



Republic of the Philippines
Iloilo Science and Technology University
 Miagao Campus
 Miagao, Iloilo
 Trunkline: (+6333) 315-8164 | Telefax: (+6333) 315-9755
<https://www.miagao.isatu.edu.ph>

Project Title: REPAIR AND RENOVATION OF VARIOUS BUILDINGS (Building D, E, F and Dental Clinic Windows, Science Chemical Storage, MIS Office and External Affairs)

Owner : ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY - MIAGAO CAMPUS

Location: MIAGAO, ILOILO

Approved Budget Cost: Php 2,300,000.00

Funding Source: FUND 101

Subject: BILL OF QUANTITIES AND COSTS

Item	Description	Qty	Unit	Unit Price	Total Amount (Php)
I	GENERAL REQUIREMENTS				
1	Electricity/water Utilities/Bunk House and Site Enclosure	1	lot		
2	Professional Fees, Processing of Permits, and As Built Plans				
	Professional Fees for seven (7) sets of complete plans (signed & sealed), Building & Occupancy Permit forms & Construction Specifications (signed & sealed), Completion/ Testing/ Commissioning/Final Inspection and project Acceptance Certification (Signed and Seal)	1	lot		
	Processing of Building Permits and occupancy permit including Fire Safety Evaluation Certification (FSEC) and Fire Safety Inspection Certification (FSIC) (inc penalties), Seven (7) sets of As Built Plans & Project Construction Signages	1	lot		
3	Occupational Safety & Health Provision (Including safety signages)	1	lot		
	Material Cost				
	Labor Cost				
	Direct Cost				
	Indirect Cost				
	VAT				
	Sub Total				
II	SITE WORK				
	Site clearing, Grubbing and Layout	1	lot		
	Labor Cost				
	Direct Cost				
	Indirect Cost				
	VAT				
	Sub Total				
III	DEMOLITION WORKS				
	Demolition and hauling of all windows OF Builfing D1, D2, E and F to be replaced and demolition of Science Chemical Storage Roof slab, concrete canopy and part of beam.	1	lot		
	Labor Cost				
	Direct Cost				
	Indirect Cost				
	VAT				
	Sub Total				

Item	Description	Qty	Unit	Unit Price	Total Amount (Php)
IV	RENOVATION OF BUILDING D1, D2, E, F AND DENTAL OFFICE WINDOWS				
A	WINDOW AND GRILLS				
1	BUILDING D1 WINDOWS				
	Ground Floor				
W1	2.17 x 1.80 sliding window with transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	5	sets		
W2	2.75M x 1.80M sliding window with transom and 0.92M x 0.50M above door transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	5	sets		
W3	3.60 x 1.80 sliding window with transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	10	sets		
	Second Floor				
W1	1.76 x 1.91 sliding window with transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	5	sets		
W2	2.63 x 1.91 sliding window with transom and 0.92M x 0.50M above door transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	5	sets		
				Material Cost	
				Labor Cost	
				Direct Cost	
				Indirect Cost	
				VAT	
				Sub Total	
2	BUILDING D2 WINDOWS				
	Second Floor				
W1	2.35 x 1.60 sliding window with transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	3	sets		
W2	2.30 x 1.60 sliding window with transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	3	sets		
W3	2.80 x 1.60 sliding window with transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	1	set		
W4	2.50 x 1.60 sliding window with transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	1	set		
W5	3.69 x 1.63 sliding window with transom, 3/16" thick glass in aluminum frame with complete accessories	8	sets		
				Material Cost	
				Labor Cost	
				Direct Cost	
				Indirect Cost	
				VAT	
				Sub Total	
3	BUILDING E WINDOWS				
	Ground Floor				
W1	2.21 x 1.90 sliding window with transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	2	sets		
W2	2.80 x 1.90 sliding window with transom and 0.92M x 0.50M above door transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	1	set		
W3	3.65 x 1.90 fixed w/ sliding window with transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	4	sets		

Item	Description	Qty	Unit	Unit Price	Total Amount (Php)
	Second Floor				
W1	3.60 x 1.90 sliding window with transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	1	set		
W2	2.80 x 1.90 sliding window with transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	1	set		
W3	2.80 x 1.90 sliding window with transom and 0.92m x 0.50m above door transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	4	sets		
W4	2.30 x 1.90 sliding window with transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	4	sets		
Material Cost					
Labor Cost					
Direct Cost					
Indirect Cost					
VAT					
Sub Total					
4	BUILDING F WINDOWS				
	Ground Floor				
W1	2.45 x 1.22 sliding window, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	5	sets		
W2	1.40 x 1.22 sliding window, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	5	sets		
W3	3.50 x 0.79 fixed w/ sliding window, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	2	sets		
W4	3.50 x 0.71 fixed w/ sliding window, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	4	sets		
W5	3.50 x 0.68 fixed w/ sliding window, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	4	sets		
	Second Floor				
W1	2.60 x 1.30 sliding window, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	4	sets		
W2	1.44 x 1.30 sliding window, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	4	sets		
W3	3.50 x 1.30 fixed w/ sliding window, 3/16" thick glass in aluminum frame with complete accessories	8	sets		
W4	0.70 x 1.38 fixed window, 3/16" thick glass in aluminum frame with complete accessories	1	set		
Material Cost					
Labor Cost					
Direct Cost					
Indirect Cost					
VAT					
Sub Total					
5	DENTAL OFFICE WINDOWS				
W1	1.47 x 1.08 sliding window with transom, 3/16" thick glass in aluminum frame with complete accessories and painted 12mm round steel grills in 1/4" thck x 1" flat bar frame	1	set		

Item	Description	Qty	Unit	Unit Price	Total Amount (Php)
Material Cost					
Labor Cost					
Direct Cost					
Indirect Cost					
VAT					
Sub Total					
6	GRILLS FOR WINDOWS AND DOOR				
WG1	1.20 x 1.21 painted window steel grills made of 12mm round bar and 1/4" thk x 1" flat bar with complete accessories	3	sets		
WG2	1.20 x 1.20 painted window steel grills made of 12mm round bar and 1/4" thk x 1" flat bar with complete accessories	2	sets		
WG3	2.40 x 1.05 painted window steel grills made of 12mm round bar and 1/4" thk x 1" flat bar with complete accessories	1	set		
DG1	1.99 x 2.10 painted door steel grills made of 2" x 3" steel tubular for support frame, 2" x 2" steel tubular & 12mm round bar and 1/4" thk x 1" flat bar with barrel floor stopper and barrel lock with complete accessories	1	set		
Material Cost					
Labor Cost					
Direct Cost					
Indirect Cost					
VAT					
Sub Total					
7	FINISHING WORKS				
1	Finishing of Building D1, D2, E & F Window openings				
	Repair and repainting of existing walls affected by demolition of windows	1	lot		
Material Cost					
Labor Cost					
Direct Cost					
Indirect Cost					
VAT					
Sub Total					
Material Cost					
Labor Cost					
Direct Cost					
Indirect Cost					
VAT					
Sub Total					
V	RENOVATION OF SCIENCE CHEMICAL STORAGE				
1	ROOF, GI SHEET CANOPY AND FASCIA FRAME				
	4mm thk 2 1/2" x 2 1/2" x 6m Angle Bar	8	lgth		
	4mm thk 1 1/2"x 1 1/2" x 6m Angle Bar	8	lgth		
	1.2mm thk 2" x 4" x 6m C Purlins	12	lgth		
	Welding Rod	4	kgs		
	12mmø x 6.0 Deformed bars (for cleats)	2	lgth		
	1/8" thk 1" x 1" x 6m Angle Bar	5	lgth		
	1" flat Bar 1/8" thick	5	lgth		
	Provision of wall bolt connector for trusses and canopy support	1	lot		
	Hardware Accessories	1	lot		

Item	Description	Qty	Unit	Unit Price	Total Amount (Php)
				Material Cost	
				Labor Cost	
				Direct Cost	
				Indirect Cost	
				VAT	
				Sub Total	
2	MOISTURE AND THERMAL PROTECTION				
	Pre-Painted Metal Roofing Sheet GA 26 Long Span 1m effective coverage	34	lm		
	wall flashing (for chemical storage and canopy)	1	lot		
	0.5mm x 0.3m x 2.4m End Flashing	6	pcs		
	0.5mm thk x 2.4m fascia cover	6	pcs		
	sealant	4	tube		
	Hardware Accessories	1	lot		
				Material Cost	
				Labor Cost	
				Direct Cost	
				Indirect Cost	
				VAT	
				Sub Total	
3	CEILING				
	Ceiling with Manhole Provision				
	Ceiling Board 3.5mm thk x4"x8"	11	shts		
	Ceiling Frame & hanger 20' metal furring double	15	lgths		
	Wall Angle 0.5	10	lgth		
	1" x 1" x 20' furring carrier	8	lgths		
	w clip	75	pcs		
	5/32" x 1/2" Blind Rivets	1	box		
	5/32ø Drill Bit	2	pcs		
	screw	100	pcs		
	1" Concrete Nail	1	kls		
	# 16 G.I. Tie Wire	1	kls		
	Hardware Accessories	1	lot		
				Material Cost	
				Labor Cost	
				Direct Cost	
				Indirect Cost	
				VAT	
				Sub Total	
4	MASONRY WORKS				
	Repair and concreting of existing wall crack and Beam affected by demolition works	1	lot		
	Extend wall below stair window for roofing provision	1	lot		
	Hardware Accessories	1	lot		
				Material Cost	
				Labor Cost	
				Direct Cost	
				Indirect Cost	
				VAT	
				Sub Total	
5	FINISHING WORKS (interior and exterior wall, ceiling, trusses and repainting of existing window, steel door and gate)				
	scrapping of existing paint (Interior and Exterior)	1	lot		

Item	Description	Qty	Unit	Unit Price	Total Amount (Php)
	flat latex	2	pail		
	semi gloss latex (shade varies)	1	pail		
	metal primer	2	gals		
	lacquer thinner	1	gal		
	Quick dry enamel (shade varies)	2	gal		
	patching compound	2	sack		
	4" roller brush	2	pcs		
	9" roller brush	1	pcs		
	4" paint brush	2	pcs		
	2" paint brush	3	pcs		
	#100 water proof sand paper	16	ft		
	Hardware Accessories	1	lot		
Material Cost					
Labor Cost					
Direct Cost					
Indirect Cost					
VAT					
Sub Total					
6	ELECTRICAL				
	Science Chemical Storage				
	20mmø uPVC pipe	5	pcs		
	3.5mm² THHN Wire (Provision for 5 units wall fan included)	20	mtrs		
	one Gang One-Way Switch	2	set		
	15W LED Bulb with receptacle	2	pcs		
	2"x 4" utility box PVC	2	pcs		
	4"x 4" junction box PVC	2	pcs		
	Hardware and Accessories (screws, nails, etc.)	1	lot		
Material Cost					
Labor Cost					
Direct Cost					
Indirect Cost					
VAT					
Sub Total					
Material Cost					
Labor Cost					
Direct Cost					
Indirect Cost					
VAT					
Sub Total					
VI	TILING OF MIS OFFICE				
1	Tiling Works				
	60cm x 60cm polished floor tile (high quality)	85	pcs		
	Cement	5	bags		
	fine sand	0.5	cum		
	Heavy duty Tile Adhesive	6	bags		
	grout	5	kgs		
Material Cost					
Labor Cost					
Direct Cost					
Indirect Cost					
VAT					
Sub Total					

Item	Description		Qty	Unit	Unit Price	Total Amount (Php)
VII		EXTERNAL AFFAIRS OFFICE GLASS WALL DIVISION				
	1	Glass wall division with 1 unit double swing door and 2 units transaction window				
		5.75m x 2.49m, 1.31m x 2.49m & 0.60 x 2.49 glass division with 1.40m x 2.10m glass swing door and 2 units sliding transaction window, 8mm thick glass in aluminum frame with complete accessories	1	lot		
Material Cost						
Labor Cost						
Direct Cost						
Indirect Cost						
VAT						
Sub Total						
TOTAL PROJECT COST						
BREAKDOWN OF THE TOTAL PROJECT COST						
TOTAL DIRECT COST			Total Material Cost			
			Total Labor Cost			
			DIRECT COST			
TOTAL INDIRECT COST			INDIRECT COST			
				VAT		
TOTAL PROJECT COST (PhP)						

Prepared by:

Submitted by:

Contractor/Bidder

Section IX. Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
or
- ☐ (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document;
and
- ☐ (c) Mayor’s or Business Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;
and
- ☐ (d) Tax Clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- ☐ (e) 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**
- ☐ (f) 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**
- ☐ (g) Philippine Contractors Accreditation Board (PCAB License);
or
Special PCAB License in case of Joint Ventures;
and registration for the type and cost of the contract to be bid; **and**
- ☐ (h) 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**
- ☐ (i) 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**
- ☐ (j) 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

- ☐ (k) The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- ☐ (l) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

Class "B" Documents

- ☐ (m) 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

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

Other documentary requirements under RA No. 9184

- ☐ (o) Original of duly signed Bid Prices in the Bill of Quantities; **and**
- ☐ (p) 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**
- ☐ (q) Cash Flow by Quarter.



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Other documents under technical specifications

1. Construction Schedule and S-curve
2. Manpower Utilization Schedule
3. Construction Method
4. Equipment Utilization Schedule
5. Affidavit of Site Inspection
6. Construction Safety and Health Program
7. PERT/CPM or other acceptable tools of project scheduling for infrastructure projects



BIDS AND AWARDS COMMITTEE

Business Name: _____

Business Address: _____

Note: this statement shall be supported with:

- Submitted by: _____
(Printed Name and signature)
- Designation: _____
- Date: _____

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
Miagao Campus
Maigao, Iloilo

BIDS AND AWARDS COMMITTEE

Statement identifying the bidder's Single Largest Completed Contract (SLCC) similar to the Contract to be Bid within the last five (5) years

Business Name: _____
Business Address: _____

Name of Contract	a. Owner's Name b.Address c.Telephone Nos.	Nature of Work	Contractor's Role		a.Amount of Award			a.Date Awarded:		
			Description	%	b.Amount of Completion	c.Duration		b.Contract Effectivity	c.Date Completed	
<u>Government:</u>										
<u>Private:</u>										

Note: this statement shall be supported with:

- 1. Contract
- 2. CPES rating sheets and/or Certificate of Completion
- 3. Certificate of Acceptance

Submitted by: _____
(Printed Name and signature)
Designation: _____
Date: _____

Bid Securing Declaration Form

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

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

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

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

I/We, the undersigned, declare that:

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

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

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

[Insert signatory's legal capacity]
Affiant

[Jurat]

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

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY

Miagao Campus

Miagao, Iloilo

BIDS AND AWARDS COMMITTEE

Contract Reference Number: **ISAT U MC-INFRA-2025-01-09**

Name of the contract: **Repair and Renovation of Various Buildings (Building D, E, F and Dental Clinic Windows, Science Chemical Storage, MIS Office and External Affairs)**

Location of the Contract: **ISATU - Miagao Campus, Miagao, Iloilo**

Contractor's Organizational Chart for the Contract

Submit copy of the Organizational Chart that the contractor intends to use to execute the Contract if awarded to him. Indicate in the chart the names of the Project Manager, Project Engineers, Materials Engineer and Foreman, and other key Engineering Personnel.

Attached the required Organizational Chart for the Contract as stated above.

- 1 This organizational chart should represent the Contractor's Organization "required for the Project, and not the organizational chart of the entire firm.
- 2 The Bidders shall comply with the submitted sample form SF-INFR-46 for each of such key personnel.
- 3 Each such nominated engineer/key personnel shall comply with and submit sample forms SF-INFR-47 and SF-INFR-48.
- 4 All these are required to be in the Technical Envelope of the Bidder.

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
Miagao Campus
Miagao, Iloilo

BIDS AND AWARDS COMMITTEE

Statement of Availability of Personnel and Equipment

Date

DR. RAMON N. EMMANUEL, JR.

Campus Administrator

ISAT U - Miagao Campus, Miagao, Iloilo

Attention: **The Chairperson**

Bids and Awards Committee

Dear Sir/Madame:

In compliance with the requirements of the Iloilo Science and Technology University - Miagao Campus BAC for the bidding for the **Repair and Renovation of Various Buildings** (Building D, E, F and Dental Clinic Windows, Science Chemical Storage, MIS Office and External Affairs), we certify that has in its employ key personnel, such as Project Manager, Project Engineers, Materials Engineer and Foreman, who maybe enaged for the execution of the said contract.

Further, we likewise certify the availability of equipment that _____ (name of bidder) own has under lease, and/or has under purchase agreements, that may be used for the construction contracts.

Very truly yours,

Name Representative of Bidder

Position

Name of the Bidder

Submitted by	• •
Designation	• •
Date	• •
Printed Name & Signature	

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY - MIAGAO CAMPUS

Miagao, Iloilo

BIDS AND AWARDS COMMITTEE

Contract Reference Number: ISAT U **MC-INFRA-2025-01-09**

Name of Contract: **Repair and Renovation of Various Buildings**
(Building D, E, F and Dental Clinic Windows,
Science Chemical Storage, MIS Office
and External Affairs)

Location of the Contract: **ISAT U - Miagao Campus**

KEY PERSONNEL
(FORMAT OF BIO- DATA)

Give the detailed information of the following personnel who are scheduled to be assigned as full-time field staff for the project:

- Authorized Managing Officer / Representative
- Sustained Technical Employee

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

<u>Name and Address of Employer</u>	<u>Length of Service</u>
_____	_____ years(s) from _____ to _____
_____	_____ years(s) from _____ to _____

10 Experience

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

- 1 Name : _____
- 2 Name and Address of Owner : _____
- 3 Name and Address of the Owner's Engineer (consultant) : _____
- 4 Indicate the Features of Project
(Particulars of the project components
and any other particulars interest
connected with the project) _____
- 5 Contract Amount Expressed in
Philippine Currency : _____
- 6 Position : _____
- 7 Structures for which the Employee
was responsible _____
- 8 Assignment Period : from _____ (Months) _____ (years)
to _____ (Months) _____ (years)

Name and signature of employee

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

(Place and Date)

(The Authorized Representative)

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
Miagao Campus
Miagao, Iloilo

BIDS AND AWARD COMMITTEE

Contract Reference Number: ISAT U MC-INFRA-2024-01-09
Name of Contract: Repair and Renovation of Various Buildings (Building D, E, F and Dental Clinic Windows, Science Chemical Storage, MIS Office and External Affairs)
Location of the contract: ISAT U - Miagao Campus, Miagao, Iloilo

List of Equipment, Owned or Leased and/or under Purchase Agreements, Pledged to the proposed Project

Business Name: _____
Business Address: _____

signation	Model/year	Capacity/Performance/Size	Plate No.	Motor No./ Body No.	Location	Condition	Proof of Ownership
A. Owned							
i							
ii							
iii							
iv							
v							
B. Leased							
i							
ii							
iii							
iv							
v							
C. Under the Purchase Agreement							
i							
ii							
iii							
iv							
v							

List of minimum equipment required for the project:

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

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

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

AFFIDAVIT

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

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

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

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

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

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

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

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

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

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

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

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical

Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

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

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

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

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of ____, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]
Affiant

[Jurat]

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

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY

Miagao Campus

Miagao, Iloilo

BIDS AND AWARDS COMMITTEE

Contract Reference Number: ISAT U MC-INFRA-2025-01-09

Project: **Repair and Renovation of Various Buildings** (Building D, E, F and Dental Clinic Windows, Science Chemical Storage, MIS Office and External Affairs)

Location of the Contract: **ISAT U - Miagao Campus, Maigao, Iloilo**

Subject: Financial Document for Eligibility Check

A. The values of the bidder's current assets and current liabilities shall be based on the data submitted to the BIR, through its Electronic Filing and Payment System (EFPS).

B. The computation of the prospective bidder's NFCC must be at least equal to the ABC the project to be bid calculated as follows:

		Year 20__
1	Total Assets	
2	Current Assets	
3	Total Liabilities	
4	Current Liabilities	
5	Net Worth (1 - 3)	
6	Net Working Capital (2 - 4)	

B. The Net Financing Contracting Capacity (NFCC) based on the above data is computed as follows:

$NFCC = [(current\ Asset\ minus\ current\ liabilities)(15)]$ minus value of all outstanding or uncompleted portion of the projects undergoing contracts including awarded contracts yet to be started coinciding with the contract to be bid.

$NFCC = P$ _____

K = 15 for a contract duration of one year or less, 15 for more than one year up to two years and 20 for more than two years.

or

Commitment from a licensed bank to extend to it a credit line if awarded the contract in the amount of at least 10% of the proposed project to be bid.

Name of Bank: _____ Amount: _____

Herewith attached are certified true copies of the financial statements based on the data submitted to the BIR, through its Electronicfiling and Payment System. (EFPS) for the immediately preceding year and the certificate of commitment from a licensed bank to extend a credit line.

Submitted by:

Name of Firm/Contractor

Signature of Authorized Representative

Date: _____

NOTE:

1. If partnership or joint venture, each Partner or Member of firm of Joint Venture shall submit the above requirements.

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
Miagao Campus
Miagao, Iloilo

BIDS AND AWARDS COMMITTEE

JOINT VENTURE AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

That this JOINT VENTURE AGREEMENT is entered into By and Between _____ of legal age,
_____, owner/proprietor of _____ and a resident of _____
(Civil Status)
_____.

- and -

_____, of legal age, _____, owner/proprietor of _____
(Status)
_____ a resident of _____.

THAT both parties agree to join together their manpower, equipment, and what is need to facilitate the Joint Venture to participate in the Eligibility, Bidding and Undertaking of the here-under stated project to be conducted by the Iloilo Science and Technology University - Miagao Campus.

NAME OF PROJECT _____

CONTRACT AMOUNT _____

That both parties agree to be jointly and severally liable for the entire assignment.

That both parties agree that _____ and/or _____ shall be the Official Represenatative of the Joint Venture, and is granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the Joint Venture in the bidding as fully and effectively and the Joint Venture may do and if personally present with full power of substitution and revocation.

THAT this Joint Venture Agreement shall remain in effect only for the above stated Projects unit terminated by both parties.

Done this _____ day of _____, in the year of our Lord.

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
Miagao Campus
Miagao, Iloilo

BIDS AND AWARDS COMMITTEE

AUTHORITY OF SIGNATORY
SPECIAL POWER OF ATTORNEY

I, _____, President of _____ a corporation incorporated under the laws of _____ with its registered Office _____, by virtue of Board Resolution No. _____ dated and lawful _____ has made, constituted and appointed _____ true attorney, for its and its name, place and stead, to do, execute and perform any and all acts necessary and/or represent _____ in the bidding of _____ as fully and effectively as corporation might do if personally present with full power of substitution and revocation and hereby confirming all that said representative shall lawfully do or cause to be done by virtue hereof.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20____ at _____.

Signed in the Presence of:

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
QUEZON CITY) SS.

BEFORE ME, a Notary Public for and in Quezon City, Philippines, this _____ day of _____, 20____, personally appeared:

NAME

CTC NO.

ISSUED AT/ON

known to me and know to be the same person who executed the foregoing instrument consisting of _____ () pages, including the page whereon the acknowledgements is written and acknowledged before me that the same is his free and voluntary act and deed and that of the corporation he represents.

WITNESS MY HAND AND NOTARIAL SEAL, at the place and on the date first above written.

Notary Public:

Until 31 December 20____

PTR No. _____

Issued at _____

Issued On _____

TIN

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
Maigao Campus
Miagao, Iloilo

BIDS AND AWARDS COMMITTEE

**AUTHORITY OF SIGNATORY
SECRETARY'S CERTIFICATE**

(For Corporation)

I, _____ a duly elected and qualified Corporate Secretary of _____
(name of representative) (name of the company)
a corporation duly organized and existing under and by virtue of the law of the _____,
DO HEREBY, that:

I am familiar with the facts herein certified and duly authorized to certify the same:

At the regular meeting of the Board of Directors of the said Corporation duly convened and held on _____
_____ at which meeting a quorum was present and acting throughout, the following resolutions
were approved and the same have not been annulled, revoked and amended in any way whatever and are in full force
and effect on the date hereof:

RESOLVED, that _____ be, as it hereby _____
(Name of the Company)
authorized to participate in the bidding of the project:

by the Iloilo Science and Technology University - Miagao Campus; and that if awarded the Contract shall enter into
a contract with the Iloilo Science and Technology University - Miagao Campus; and in connection therewith hereby
appoints _____ acting as duly authorized and designated representative

of _____ are effectively as the _____
(Name of the authorized representative) (Name of the company) (Name of the company)

might do if personally present with full power of substitution and revocation and hereby satisfying and confirming
all that my said representative shall lawfully do or cause to be done by virtue thereof;

RESOLVED FURTHER THAT, the _____ hereby authorizes its President to:

(1) execute a waiver of jurisdiction whereby the _____ hereby submits
(Name of the Bidder/Company)

itself to the jurisdiction of the Philippine Government and hereby waives its right to question the jurisdiction
of the Philippine Courts; (2) execute a waiver that the _____ shall not
(Name of the Bidder/Company)

seek and obtain writ of injunctions or prohibition or restraining order against the AFP or any other agency
in connection with this Contract to prevent and restrain the bidding procedures related thereto, the negotiating
of and award of a contract to a successful bidder; and the carrying out of the awarded contract.

WITNESS the signature of the undersigned as such officer of the said _____
_____ this day of _____, 20____.

CORPORATE SECRETARY

ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN to before me this _____ day of _____, 20____
affiant exhibited to me his/her Community Tax Certificate No. _____ issued on _____
at _____, Philippines.

WITNESS MY HAND AND NOTARIAL SEAL, at the place and on the date first above written.

Notary Public:

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

Miagao, Iloilo

Name of the Bidder

Miagao, Iloilo

BIDS AND AWARDS COMMITTEE

Contract Reference No.:

ISAT U MC-INFRA-2025-01-09

Name of the Project:

Repair and Renovation of Various Buildings (Building D, E, F and Dental Clinic Windows, Science Chemical Storage, MIS Office and External Affairs)

Location of Contract:

ISAT U - Miagao Campus, Miagao, Iloilo

MANPOWER UTILIZATION SCHEDULE

Category	Month											
	1	2	3	4	5	6	7	8	9	10	11	12
Contractor's Name:	Name of the Procuring Entity:						Contract Name:					

Submitted by:

Name of the Representative of the Bidder	Position
--	----------

Name of the Bidder

Date: _____

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
Miagao Campus
Miagao, Iloilo

BIDS AND AWARDS COMMITTEE

Contract Reference Number: **ISAT U MC-INFRA-2025-01-09**

Name of the Contract: **Repair and Renovation of Various Buildings** (Building D, E, F and Dental
Clinic Windows, Science Chemical Storage, MIS Office and External Affairs)

Location of the Contract: **ISAT U - Miagao Campus, Miagao, Iloilo**

OUTLINE
NARRATIVE DESCRIPTION
OF
CONSTRUCTION METHODS

1.0 INTRODUCTION

Refer to Bidding etc.

2.0 BRIEF DESCRIPTION OF CONTRACT WORKS

State General features of contract works. Use tables as necessary.

3.0 CONSTRUCTION METHODS AND PROCEDURES

3.1 Methodology or General Approach

State general approach in construction in terms of use of equipment-intensive or labor based methods, any special techniques, methods or procedures to ensure completion on time and quality of construction, financing the project, etc.

3.2 Program of Work

CPM, Progress Bar Schedule and Development Schedules submitted

3.3 Financial program

3.4 Cash flow schedules, provision for working capital, schedule of receipts, etc.

Miagao, Iloilo

BIDS AND AWARDS COMMITTEE

Contract Reference No.:

ISAT U MC-INFRA-2025-01-09

Name of the Project:

Repair and Renovation of Various Buildings (Building D, E, F and Dental Clinic Windows, Science Chemical Storage, MIS Office and External Affairs)

Location of Contract:

ISAT U - Miagao Campus, Miagao, Iloilo

EQUIPMENT UTILIZATION SCHEDULE

Category/Equipment	Month											
	1	2	3	4	5	6	7	8	9	10	11	12
Contractor's Name:	Name of the Procuring Entity:						Contract Name:					

Submitted by:

Name of the Representative of the Bidder
Position

Name of the Bidder

Date:

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

BID FORM

Date : _____
Project Identification No. : _____

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

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: *[insert name of contract]*;
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is: *[insert information]*;
- d. The discounts offered and the methodology for their application are: *[insert information]*;
- e. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein and reflected in the detailed estimates,
- f. Our Bid shall be valid within the a period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of *[insert percentage amount]* percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines¹ for this purpose;
- h. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- i. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- k. We likewise certify/confirm that the undersigned, is the duly authorized

¹ currently based on GPPB Resolution No. 09-2020

representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the [Name of Project] of the [Name of the Procuring Entity].

- I. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: _____

Legal Capacity: _____

Signature: _____

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

Date: _____

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
Miagao Campus
Miagao, Iloilo

BIDS AND AWARDS COMMITTEE

Contract Reference Number: ISAT U MC-INFRA-2024-01-09
Name of the Contract: Repair and Renovation of Various Buildings (Building D, E, F and Dental Clinic Windows, Science Chemical Storage, MIS Office and External Affairs)
Location of the contract: ISAT U - Miagao Campus, Miagao, Iloilo

CASH FLOW BY QUARTER OR PAYMENT SCHEDULE

PARTICULAR	% WT.	1ST QUARTER	2ND QUARTER	3RD QUARTER	4TH QUARTER
ACCOMPLISHMENT					
CASH FLOW					
CUMULATIVE ACCOMPLISHMENT					
CUMULATIVE CASH FLOW					

Submitted by:

Name of the Representative of Bidder: _____
Position: _____
Name of Bidder: _____

Date: _____

