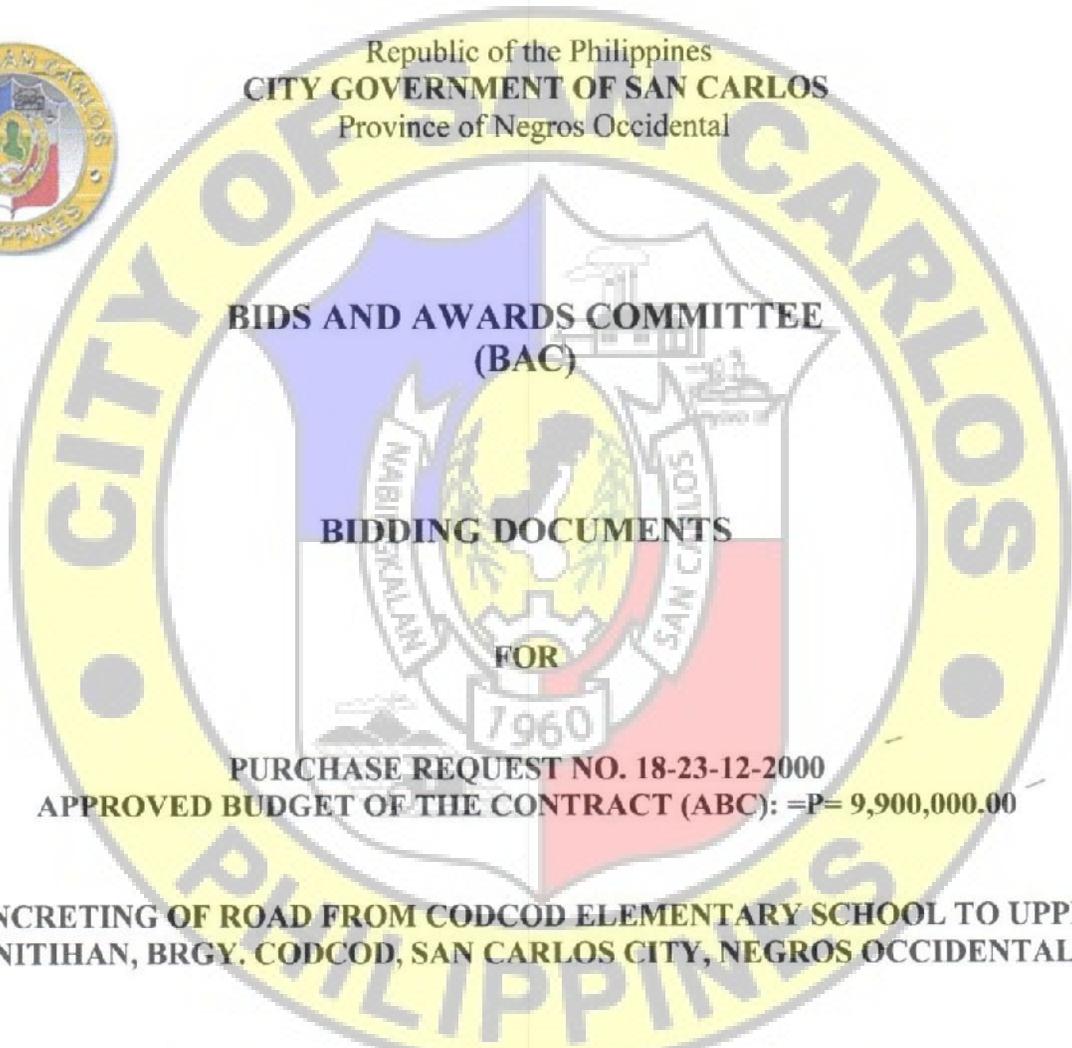




Republic of the Philippines  
**CITY GOVERNMENT OF SAN CARLOS**  
Province of Negros Occidental



**BIDS AND AWARDS COMMITTEE  
(BAC)**

**BIDDING DOCUMENTS**

**FOR**

**PURCHASE REQUEST NO. 18-23-12-2000**  
**APPROVED BUDGET OF THE CONTRACT (ABC): =P= 9,900,000.00**

**CONCRETING OF ROAD FROM CODCOD ELEMENTARY SCHOOL TO UPPER  
INITIHAN, BRGY. CODCOD, SAN CARLOS CITY, NEGROS OCCIDENTAL**

**(First Envelope: Eligibility and Technical Components)**

SUBMITTED BY : \_\_\_\_\_  
ADDRESS : \_\_\_\_\_  
CONTACT NO. : \_\_\_\_\_  
EMAIL AD : \_\_\_\_\_

\_\_\_\_\_  
DATE OF SUBMISSION



## INSTRUCTIONS TO BIDDERS

1. Please submit sets of documents completely in two separate envelopes:  
The *First Envelope (Original, Copy 1 and Copy 2) containing Eligibility & Technical Documents*  
The *Second Envelope (Original, Copy 1 and Copy 2) containing Financial Documents.*
2. Check that all annexes are in accordance with the prescribed format and submit in chronological order. Non-compliance is a ground for disqualification.
3. Submit your complete bid documents on or before the time of the opening of bids mentioned below.
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### SCHEDULES

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2F City Hall Building

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Nonrefundable fee of Bidding Documents @ =P= 10,000.00

Bid and Awards Committee  
City of San Carlos

Republic of the Philippines  
**CITY GOVERNMENT OF SAN CARLOS**  
Province of Negros Occidental

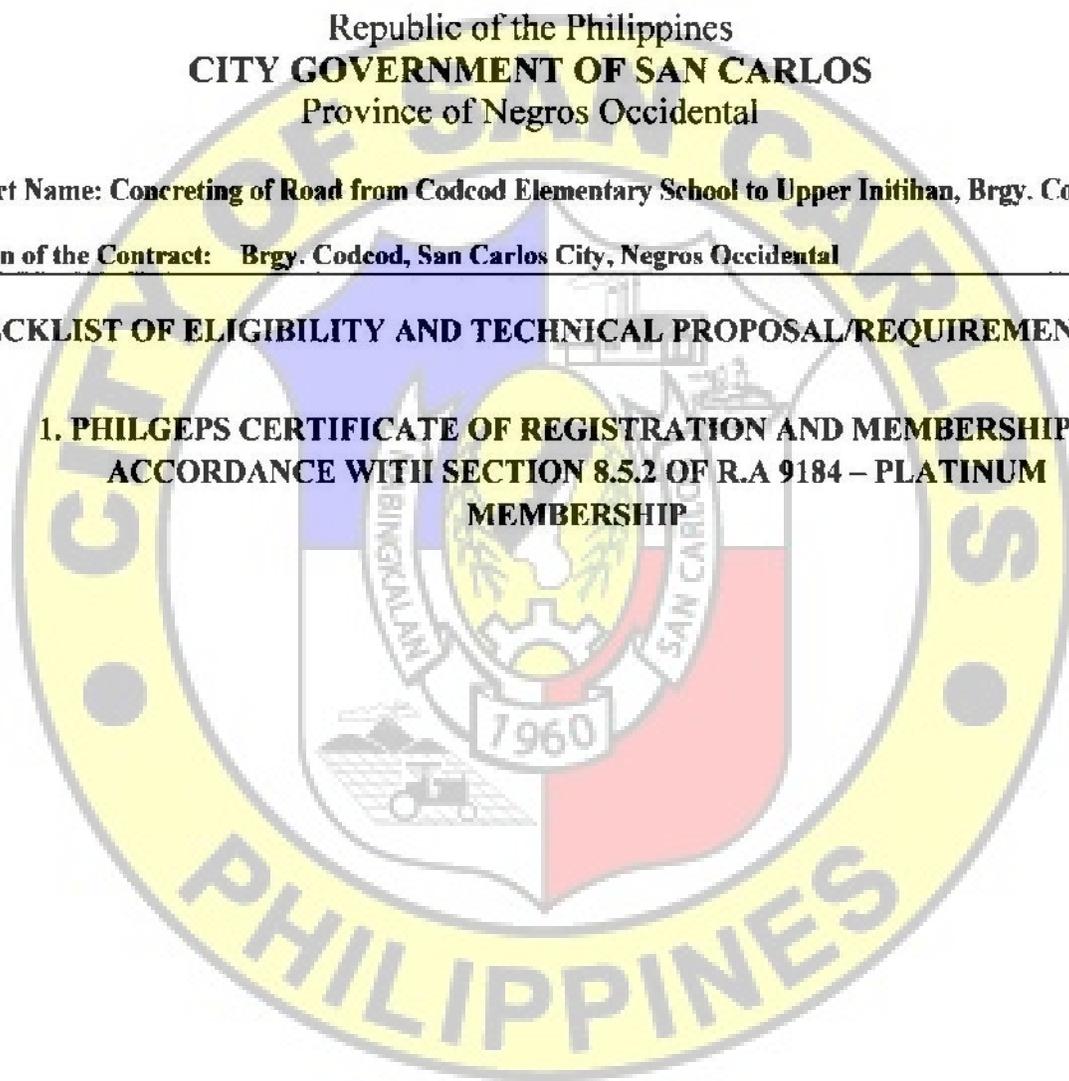
**Contract Name: Concreting of Road from Codcod Elementary School to Upper Initihan, Brgy. Codcod**

**Location of the Contract: Brgy. Codcod, San Carlos City, Negros Occidental**

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**CHECKLIST OF ELIGIBILITY AND TECHNICAL PROPOSAL/REQUIREMENTS**

- 1. PHILGEPS CERTIFICATE OF REGISTRATION AND MEMBERSHIP IN ACCORDANCE WITH SECTION 8.5.2 OF R.A 9184 – PLATINUM MEMBERSHIP**



Republic of the Philippines  
**CITY GOVERNMENT OF SAN CARLOS**  
Province of Negros Occidental

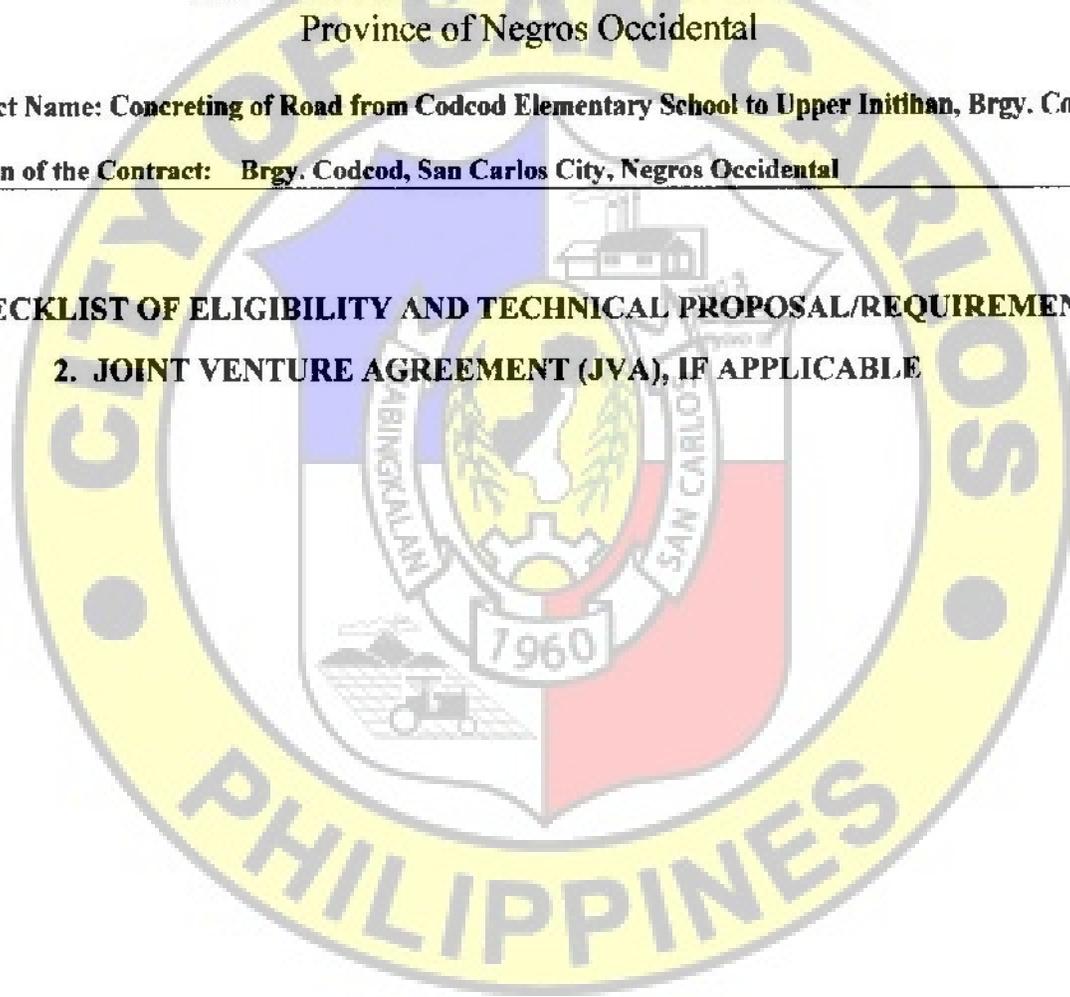
**Contract Name: Concreting of Road from Codcod Elementary School to Upper Inithan, Brgy. Codcod**

**Location of the Contract: Brgy. Codcod, San Carlos City, Negros Occidental**

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**CHECKLIST OF ELIGIBILITY AND TECHNICAL PROPOSAL/REQUIREMENTS**

**2. JOINT VENTURE AGREEMENT (JVA), IF APPLICABLE**



Republic of the Philippines  
**CITY GOVERNMENT OF SAN CARLOS**  
Province of Negros Occidental

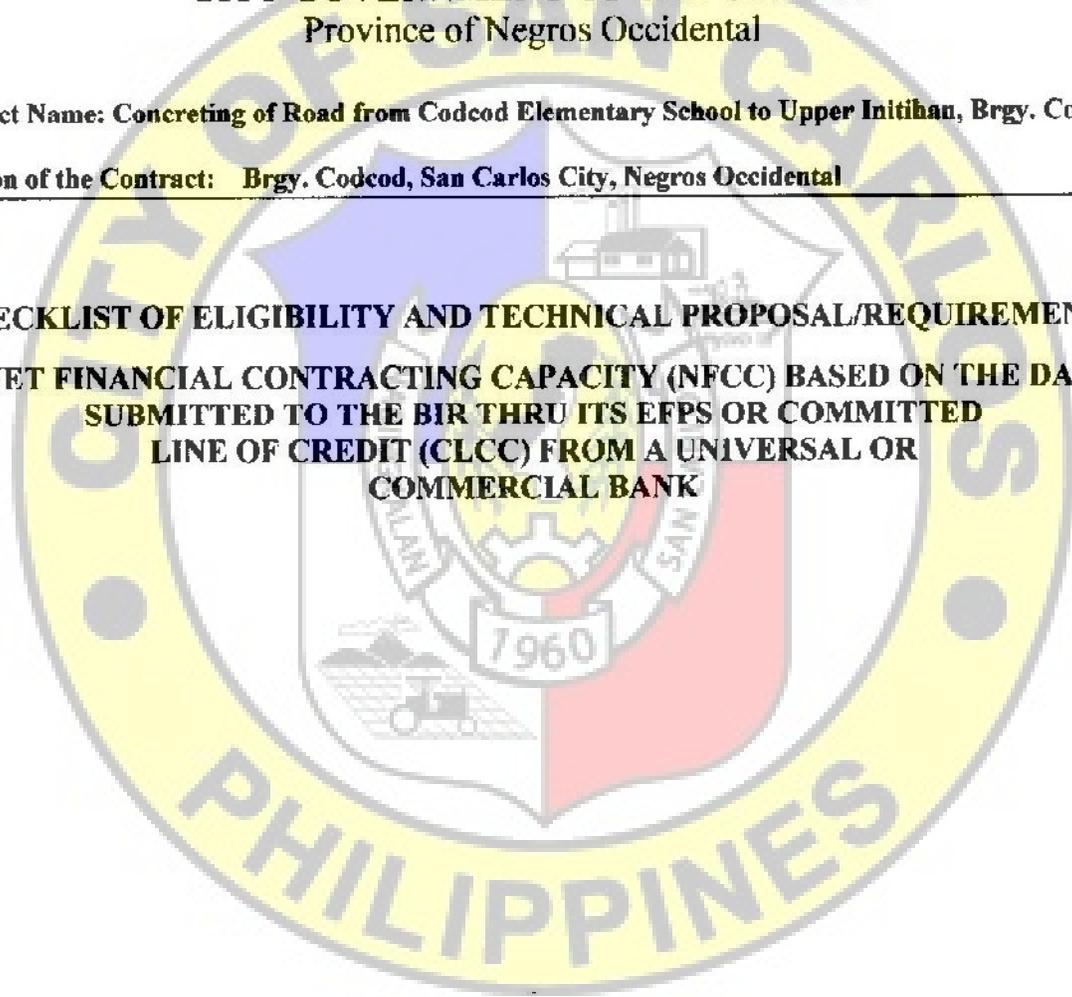
**Contract Name: Concreting of Road from Codcod Elementary School to Upper Initihan, Brgy. Codeod**

**Location of the Contract: Brgy. Codcod, San Carlos City, Negros Occidental**

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**CHECKLIST OF ELIGIBILITY AND TECHNICAL PROPOSAL/REQUIREMENTS**

**3. NET FINANCIAL CONTRACTING CAPACITY (NFCC) BASED ON THE DATA  
SUBMITTED TO THE BIR THRU ITS EFPS OR COMMITTED  
LINE OF CREDIT (CLCC) FROM A UNIVERSAL OR  
COMMERCIAL BANK**



Republic of the Philippines  
**CITY GOVERNMENT OF SAN CARLOS**  
Province of Negros Occidental

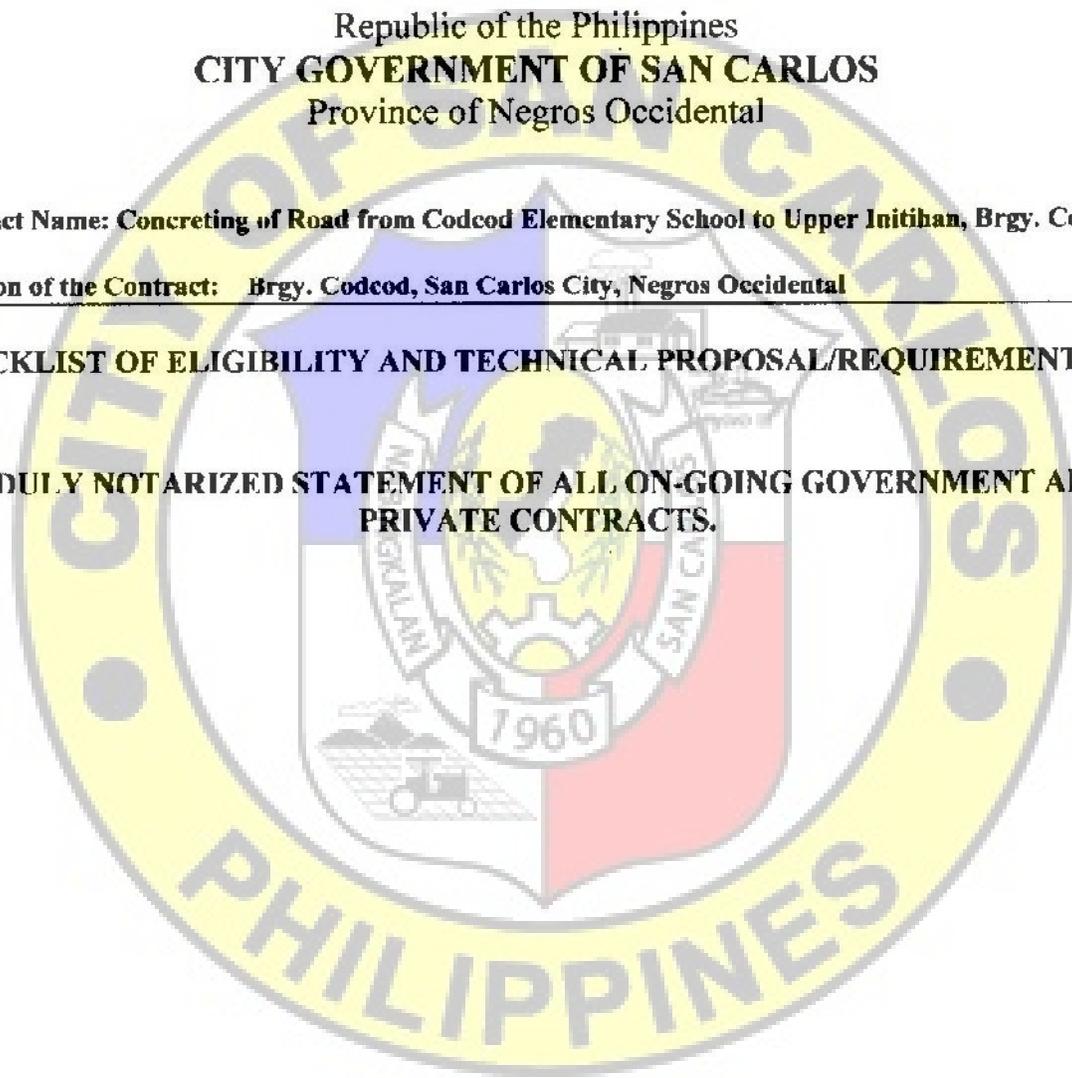
**Contract Name: Concreting of Road from Codcod Elementary School to Upper Initihan, Brgy. Codcod**

**Location of the Contract: Brgy. Codcod, San Carlos City, Negros Occidental**

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**CHECKLIST OF ELIGIBILITY AND TECHNICAL PROPOSAL/REQUIREMENTS**

**4. DULY NOTARIZED STATEMENT OF ALL ON-GOING GOVERNMENT AND PRIVATE CONTRACTS.**



Republic of the Philippines  
**CITY GOVERNMENT OF SAN CARLOS**  
Province of Negros Occidental

**Contract Name: Concreting of Road from Codcod Elementary School to Upper Initihan, Brgy. Codcod**

**Location of the Contract: Brgy. Codcod, San Carlos City, Negros Occidental**

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**CHECKLIST OF ELIGIBILITY AND TECHNICAL PROPOSAL/REQUIREMENTS**

**5. DULY NOTARIZED STATEMENT OF :**

- A. AT LEAST THREE (3) COMPLETED SIMILAR CONTRACTS (GOVERNMENT OR PRIVATE) FOR THE LAST FIVE (5) YEARS.**
- B. SINGLE LARGEST COMPLETED CONTRACT (SLCC) – 50% OF THE ABC**

Republic of the Philippines  
**CITY GOVERNMENT OF SAN CARLOS**  
Province of Negros Occidental

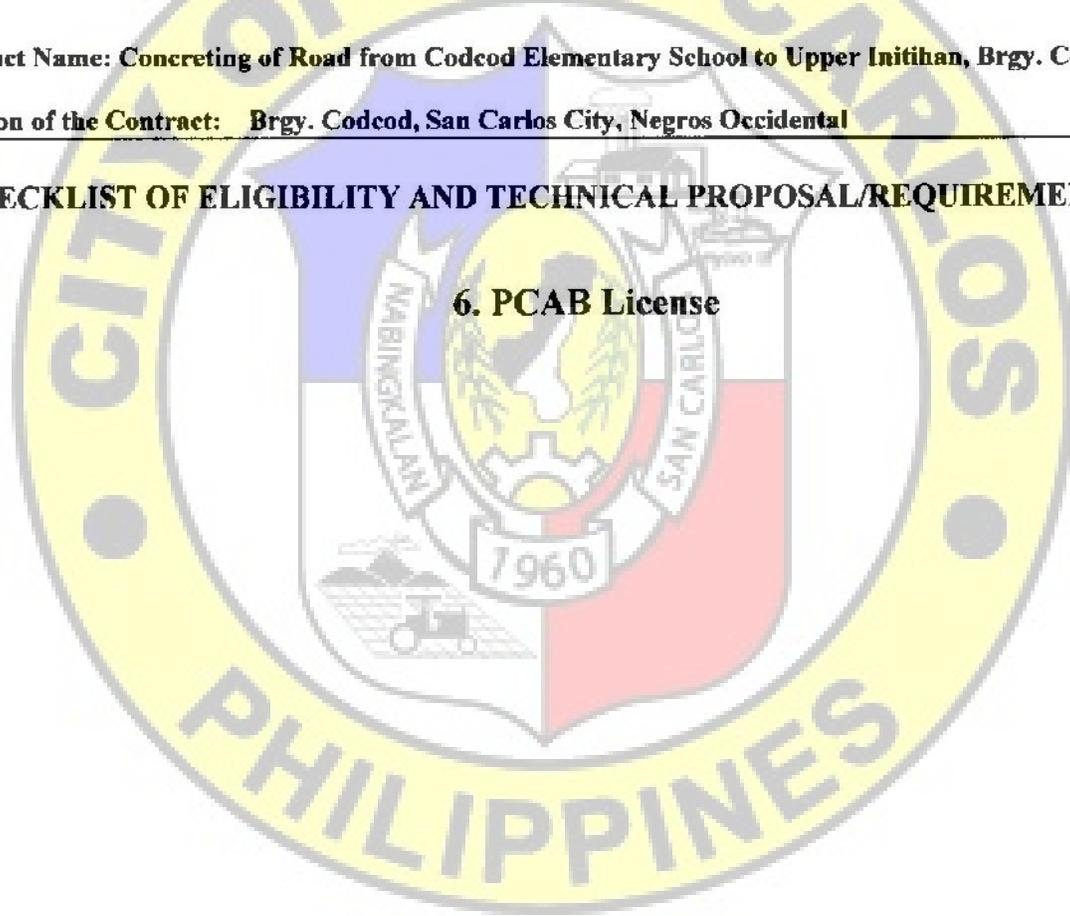
**Contract Name: Concreting of Road from Codecod Elementary School to Upper Initihan, Brgy. Codecod**

**Location of the Contract: Brgy. Codecod, San Carlos City, Negros Occidental**

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**CHECKLIST OF ELIGIBILITY AND TECHNICAL PROPOSAL/REQUIREMENTS**

**6. PCAB License**



Republic of the Philippines  
**CITY GOVERNMENT OF SAN CARLOS**  
Province of Negros Occidental

**Contract Name: Concreting of Road from Codcod Elementary School to Upper Initihan, Brgy. Codcod**

**Location of the Contract: Brgy. Codcod, San Carlos City, Negros Occidental**

**CHECKLIST OF ELIGIBILITY AND TECHNICAL PROPOSAL/REQUIREMENTS**

**7. PROJECT REQUIREMENTS**

- a) Organizational Chart for the contract to be bid;
- b) List of Contractor's Personnel (viz, 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 Equipment units which are owned, leased and/or under purchase agreements, supported by verification of availability of equipment from the equipment lessor/vendor for the duration of the project (viz, Project Manager, Project Engineers, Materials Engineers and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
- d) Duly Notarized Affidavit of Site Inspection (Please see attached Form)

Name of the Procuring Entity \_\_\_\_\_

Contract Reference Number \_\_\_\_\_  
Name of the Contract \_\_\_\_\_  
Location of the Contract \_\_\_\_\_

Standard Form Number: SF-INFR-51  
Revised on: August 11, 2004

**AFFIDAVIT OF SITE INSPECTION**

I, \_\_\_\_\_ (Representative of the Bidder) \_\_\_\_\_, of legal age, \_\_\_\_\_ civil status \_\_\_\_\_, Filipino and residing at \_\_\_\_\_ (Address of the Representative) \_\_\_\_\_, under oath, hereby depose and say:

1. That I am the \_\_\_\_\_ (Position in the Bidder) \_\_\_\_\_ of the \_\_\_\_\_ (Name of the Bidder) \_\_\_\_\_, with office at \_\_\_\_\_ (Address of the Bidder) \_\_\_\_\_;
2. That I have inspected the site for \_\_\_\_\_ (Name of the Contract) \_\_\_\_\_, located at \_\_\_\_\_ (Location of the Contract) \_\_\_\_\_;
3. That I am making this statement as part of the requirement for the Technical Proposal of the \_\_\_\_\_ (Name of the Bidder) \_\_\_\_\_ for \_\_\_\_\_ (Name of the Contract) \_\_\_\_\_.

IN FAITH WHEREOF, I hereby affix my signature this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
AFFIANT

SUBSCRIBED AND SWORN TO before me this \_\_\_\_\_, day of \_\_\_\_\_, 20\_\_\_\_, affiant Exhibiting to me his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
(Notary Public)

Until \_\_\_\_\_  
PTR No. \_\_\_\_\_  
Date \_\_\_\_\_  
Place \_\_\_\_\_  
TIN \_\_\_\_\_

Document No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_

Republic of the Philippines  
**CITY GOVERNMENT OF SAN CARLOS**  
Province of Negros Occidental

**Contract Name: Concreting of Road from Codcod Elementary School to Upper Initihan, Brgy. Codcod**

**Location of the Contract: Brgy. Codcod, San Carlos City, Negros Occidental**

**CHECKLIST OF ELIGIBILITY AND TECHNICAL PROPOSAL/REQUIREMENTS**

**8. BID SECURITY IN ANY OF THE FOLLOWING FORMS:**

- a) Cash or cashier's / Manager's Check issued by a Universal or Commercial Bank in favor of City Treasurer of San Carlos City (Two percent (2%) of the ABC)
- b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank (Two percent (2%) of the ABC)
- c) Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security (Five percent (5%) of the ABC)
- d) Any combination of the foregoing (Proportionate to share form with respect to total amount of security)
- e) Bid Securing Declaration

REPUBLIC OF THE PHILIPPINES)  
CITY OF SAN CARLOS, NEGROS OCCIDENTAL) S.S.

**BID SECURING DECLARATION**

**Project Identification No. / Purchase Request (PR) No. : 18-23-12-2000**

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]*

Republic of the Philippines  
**CITY GOVERNMENT OF SAN CARLOS**  
Province of Negros Occidental

**Contract Name: Concreting of Road from Codcod Elementary School to Upper Initihan, Brgy. Codcod**

**Location of the Contract: Brgy. Codcod, San Carlos City, Negros Occidental**

**CHECKLIST OF ELIGIBILITY AND TECHNICAL PROPOSAL/REQUIREMENTS**

**9. OMNIBUS SWORN STATEMENT IN ACCORDANCE WITH SEC. 25.3**

**Purchase Request (PR) No. 18-23-12-2000**

REPUBLIC OF THE PHILIPPINES)

CITY OF SAN CARLOS, NEGROS OCCIDENTAL) 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:

- [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];
- [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)];
- [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:
- 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;
- [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
- [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 HIS AUTHORIZED REPRESENTATIVE]*

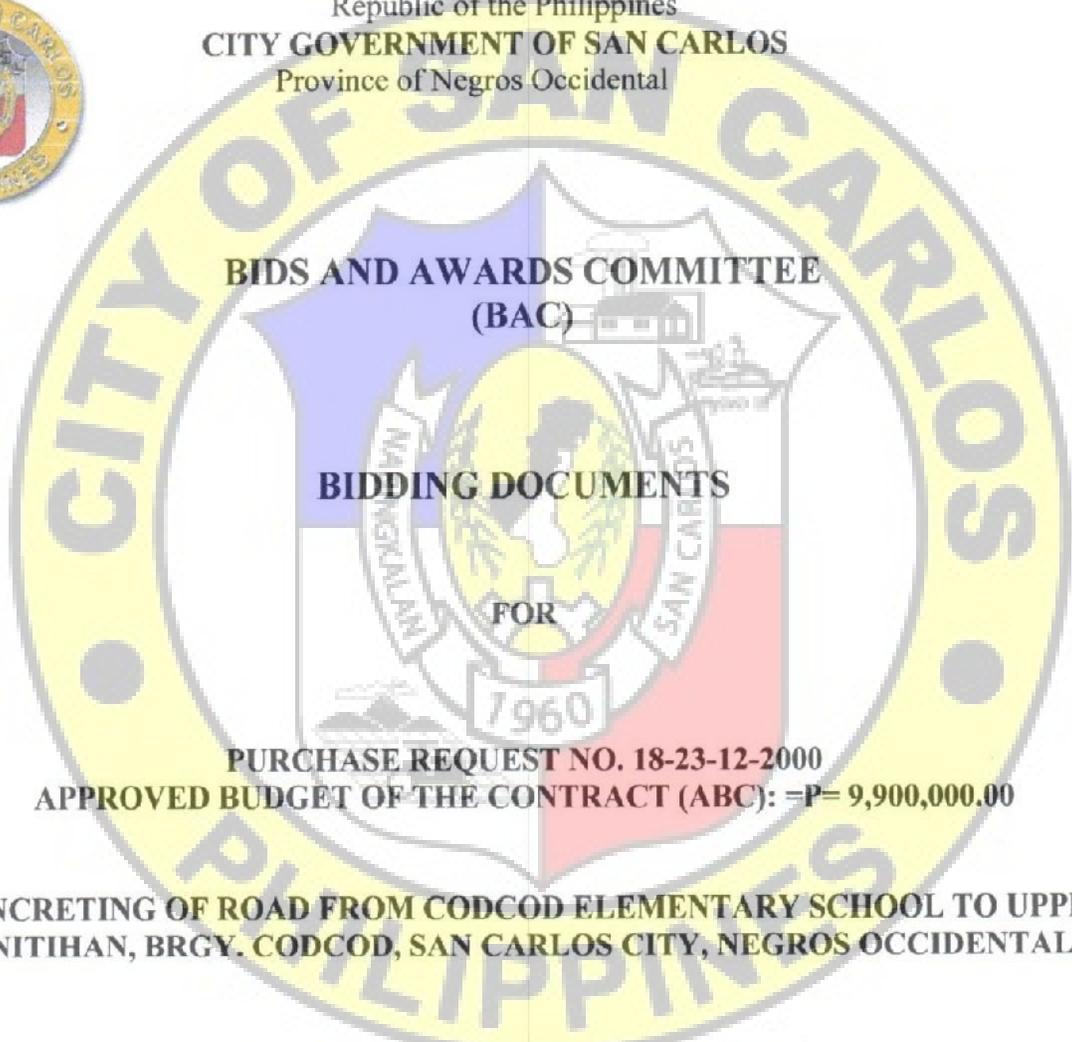
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Republic of the Philippines  
**CITY GOVERNMENT OF SAN CARLOS**  
 Province of Negros Occidental



**BIDS AND AWARDS COMMITTEE  
 (BAC)**

**BIDDING DOCUMENTS**

FOR

**PURCHASE REQUEST NO. 18-23-12-2000**

**APPROVED BUDGET OF THE CONTRACT (ABC): =P= 9,900,000.00**

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 INITIHAN, BRGY. CODCOD, SAN CARLOS CITY, NEGROS OCCIDENTAL**

**(Second Envelope: Financial Components)**

SUBMITTED BY : \_\_\_\_\_  
 ADDRESS : \_\_\_\_\_  
 CONTACT NO. : \_\_\_\_\_  
 EMAIL AD : \_\_\_\_\_

\_\_\_\_\_  
 DATE OF SUBMISSION

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Bid and Awards Committee  
City of San Carlos



Republic of the Philippines  
City Government of San Carlos  
Province of Negros Occidental

Contract Name: **Concreting of Road from Codcod Elementary School to Upper Initihan, Brgy. Codcod**

Location of the Contract: **Brgy. Codcod, San Carlos City, Negros Occidental**

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**1. DULY SIGNED FORM OF BID**

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

Project Identification/Purchase Request No. : 18-23-12-2000  
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 the 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 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 allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines 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 Evaluated Bid or any other Bid that you may receive.
- k. We likewise certify/confirm that the undersigned is duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the [Name of Project] of the [Name of the Procuring Entity].

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

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

In the Capacity of: \_\_\_\_\_

Signed: \_\_\_\_\_

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

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

**Republic of the Philippines  
City Government of San Carlos  
Province of Negros Occidental**

**Contract Name: Concreting of Road from Codeod Elementary School to Upper Inithan, Brgy. Codeod**

**Location of the Contract: Brgy. Codeod, San Carlos City, Negros Occidental**

**2. DULY SIGNED BID PRICE IN THE BILL OF QUANTITIES (BOQ)**

(Columns (1), (2) and (3) are to be filled up by the Procuring Entity)			(Columns (4) and (5) are to be filled up by the Bidder)		
	Description	Unit	Quantity	Unit Price (Pesos)	Amount (Pesos)
	(1)	(2)	(3)	(4)	(5)
1	Mobilization	L.S	1	In words: Pesos _____ In figures: PHP _____	In words: Pesos _____ In figures: PHP _____
2	Support Facilities	L.S	1	In words: Pesos _____ In figures: PHP _____	In words: Pesos _____ In figures: PHP _____
3	Sub-Base Preparation	m <sup>2</sup>	3,150	In words: Pesos _____ In figures: PHP _____	In words: Pesos _____ In figures: PHP _____
4	Aggregate Base Course	cu. m.	945	In words: Pesos _____ In figures: PHP _____	In words: Pesos _____ In figures: PHP _____
5	PCCP	cu. m.	725	In words: Pesos _____ In figures: PHP _____	In words: Pesos _____ In figures: PHP _____
6	Shouldering	cu. m.	378	In words: Pesos _____ In figures: PHP _____	In words: Pesos _____ In figures: PHP _____
7	Engineering/Admin. Overhead	LS		In words: Pesos _____ In figures: PHP _____	In words: Pesos _____ In figures: PHP _____
<b>TOTAL BID COSTS</b>				In Words: PHP _____ In Figures: PHP _____	

Submitted by:

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

Name of the Representative of the Bidder

Position \_\_\_\_\_

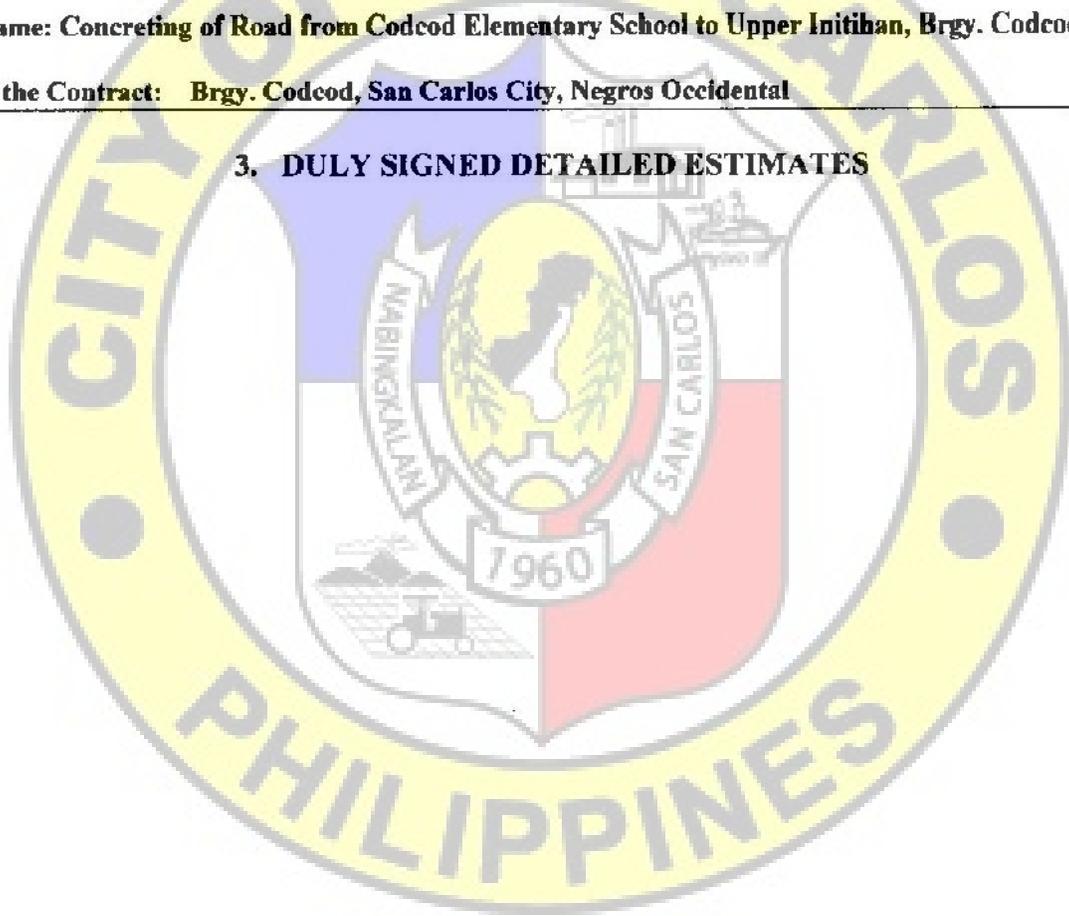
Republic of the Philippines  
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**Contract Name: Concreting of Road from Codcod Elementary School to Upper Initihan, Brgy. Codcod**

**Location of the Contract: Brgy. Codcod, San Carlos City, Negros Occidental**

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**3. DULY SIGNED DETAILED ESTIMATES**



Republic of the Philippines  
**City Government of San Carlos**  
Province of Negros Occidental

**Contract Name: Concreting of Road from Codcod Elementary School to Upper Initihan, Brgy. Codcod**

**Location of the Contract: Brgy. Codcod, San Carlos City, Negros Occidental**

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**4. DULY SIGNED CASH FLOW BY QUARTER AND PAYMENT SCHEDULE**

