



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

**BIDS AND AWARDS COMMITTEE
(BAC)**

BIDDING DOCUMENTS

FOR

Purchase Request No. 18-25-04-0743

Approved Budget of the Contract (ABC): ₱ 3,970,000.00

**CONSTRUCTION OF TWO TENNIS COURT AT PARK MARINA, BRGY. III,
SAN CARLOS CITY, NEGROS OCCIDENTAL**

With Terms of Reference (TOR) and Project Plan

(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 it in chronological order.
3. Submit your completed bid documents on or before the time of the opening of bids mentioned below.
4. Electronic submission and receipt of bids is not available pending compliance with GPPB Resolutions.

Compliance of the above is for mutual advantage, i.e. to facilitate a complete and thorough evaluation of your bid documents.

SCHEDULES

Schedule/Place of Pre-bid Conference

May 8, 2025 @ 8:30 A.M
BAC Secretarial Office
2F City Hall Building

Schedule/Place of Bid Opening

May 20, 2025 @ 1:30 P.M
BAC Secretarial Office
2F City Hall Building

Nonrefundable fee of Bidding Documents @ Php 5,000.00

**Bid and Awards Committee
City of San Carlos**

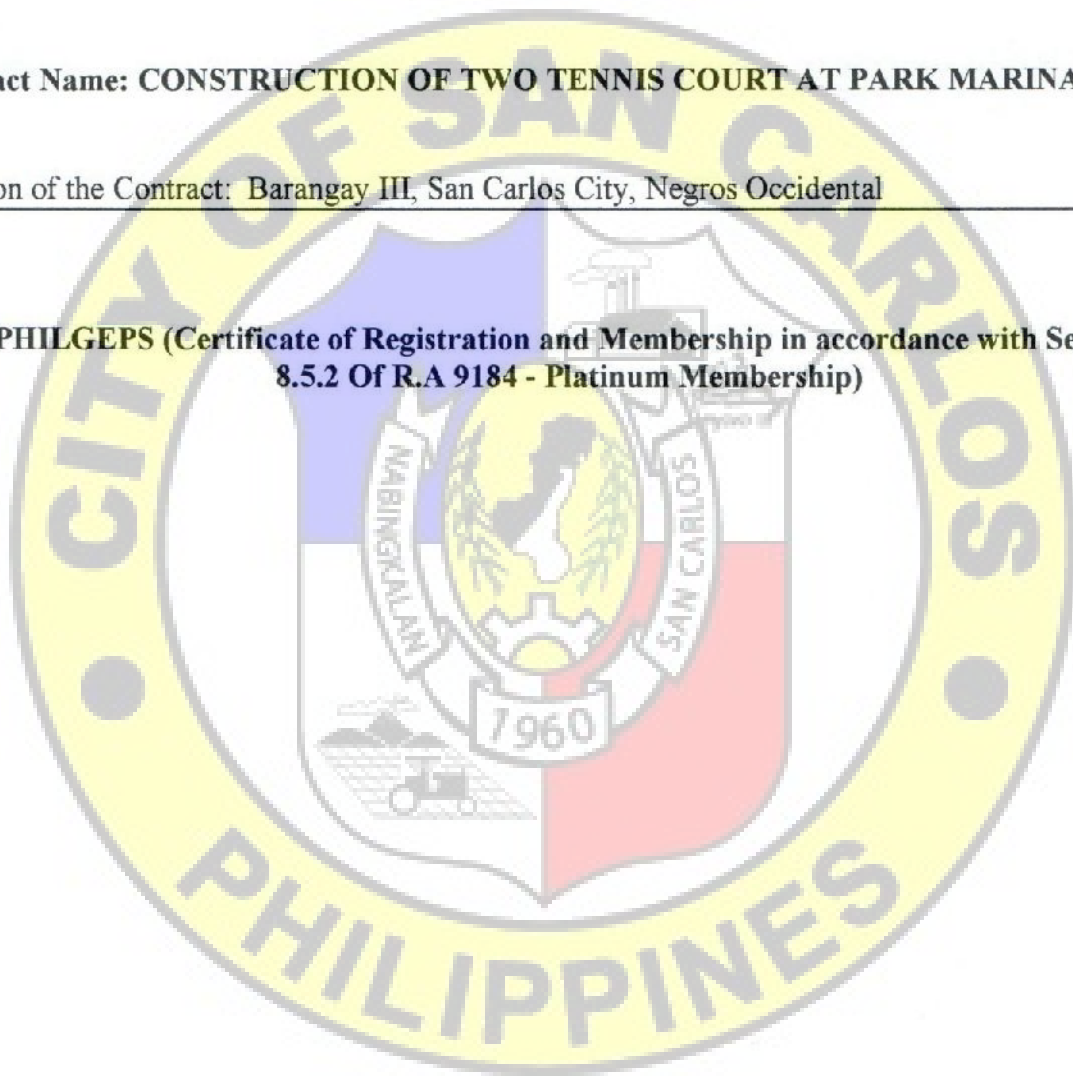
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**Republic of the Philippines
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Contract Name: CONSTRUCTION OF TWO TENNIS COURT AT PARK MARINA

Location of the Contract: Barangay III, San Carlos City, Negros Occidental

- 1. PHILGEPS (Certificate of Registration and Membership in accordance with Section 8.5.2 Of R.A 9184 - Platinum Membership)**

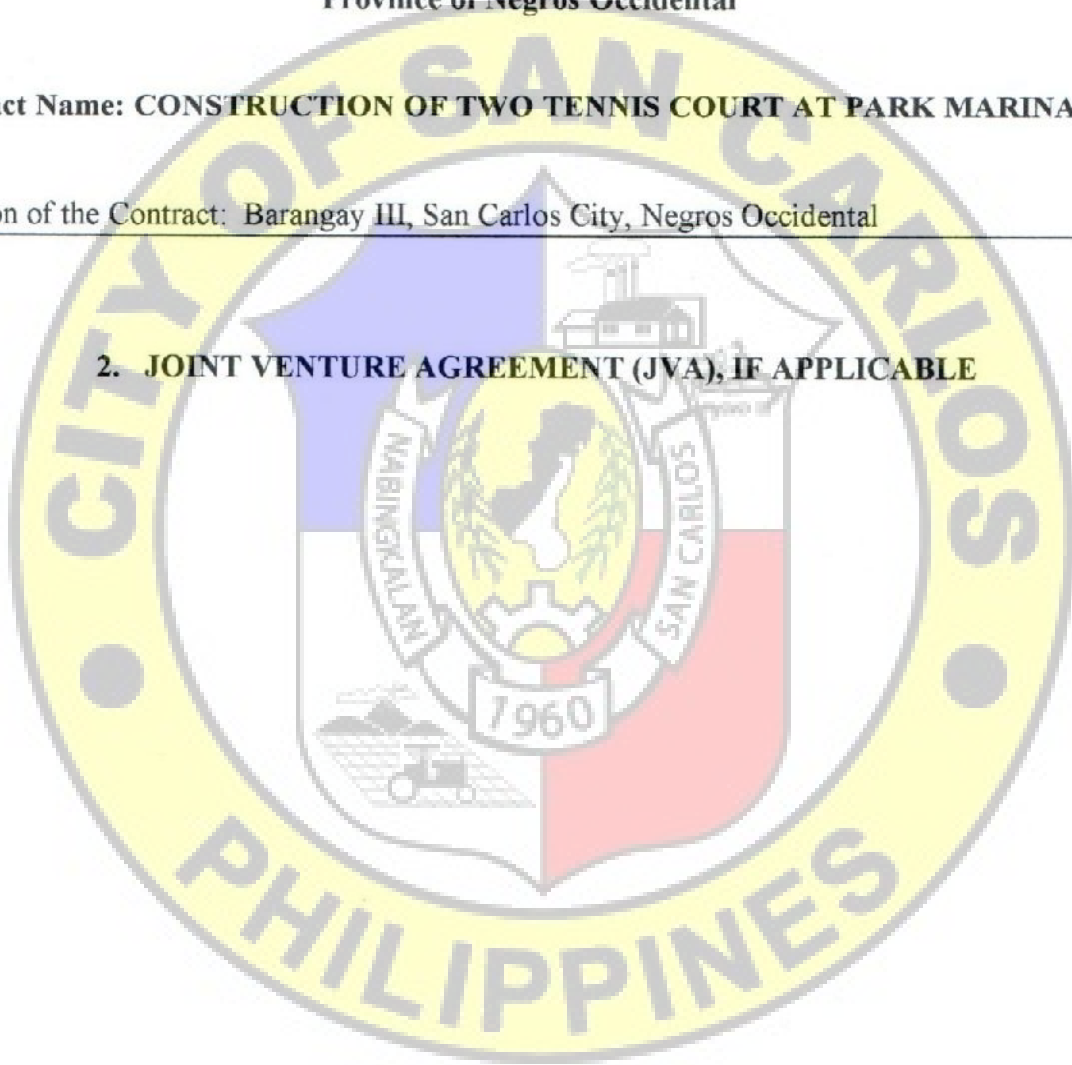


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2. JOINT VENTURE AGREEMENT (JVA), IF APPLICABLE

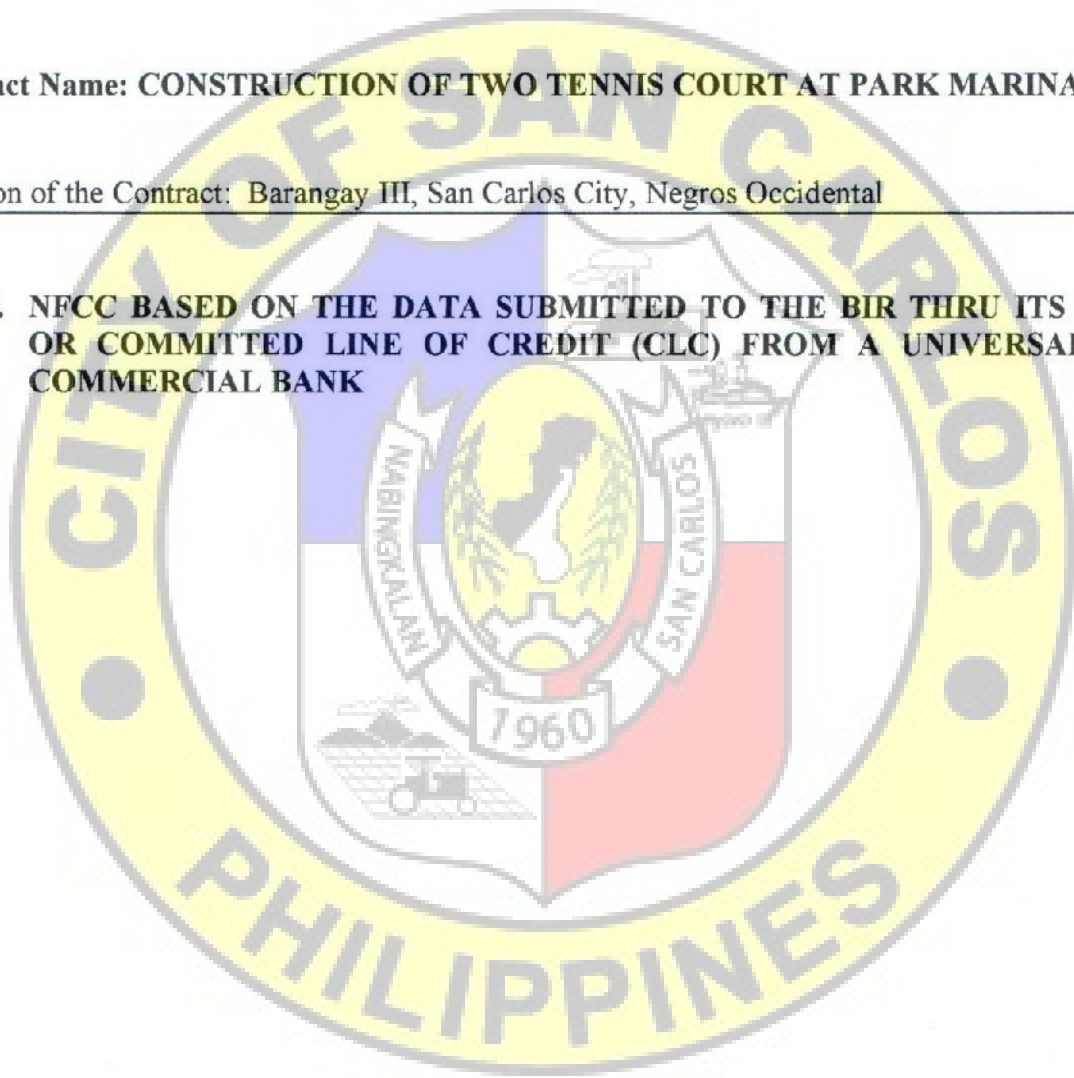


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- 3. NFCC BASED ON THE DATA SUBMITTED TO THE BIR THRU ITS EFPS
OR COMMITTED LINE OF CREDIT (CLC) FROM A UNIVERSAL OR
COMMERCIAL BANK**

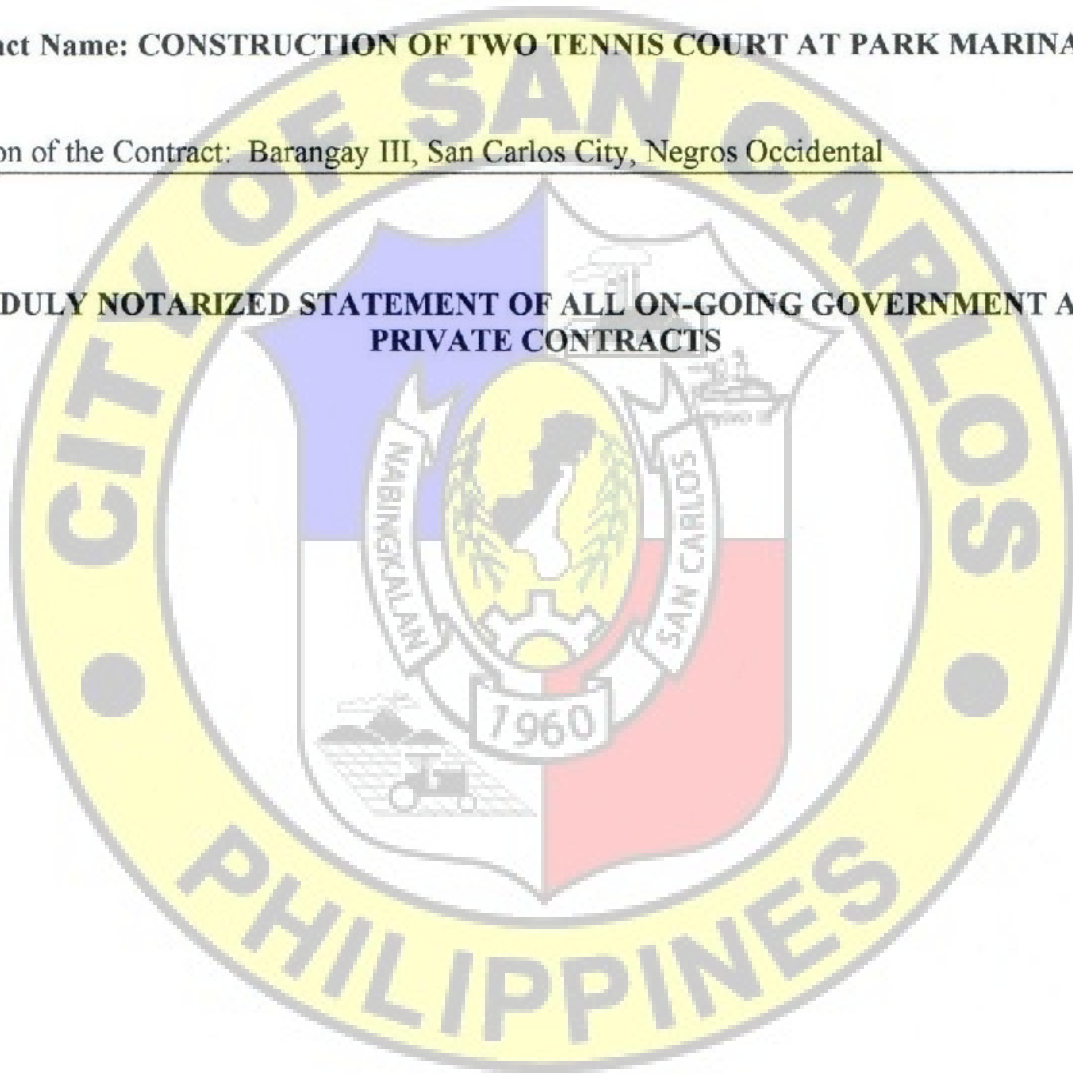


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**4. DULY NOTARIZED STATEMENT OF ALL ON-GOING GOVERNMENT AND
PRIVATE CONTRACTS**



**Republic of the Philippines
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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) at least 50% of the total ABC.**



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SAN CARLOS CITY, NEGROS OCCIDENTAL**

With Terms of Reference (TOR) and Project Plan

(Second Envelope: Financial Component)

SUBMITTED BY :
ADDRESS :
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Contract Name: CONSTRUCTION OF TWO TENNIS COURT AT PARK MARINA

Location of the Contract: Barangay III, San Carlos City, Negros Occidental

CHECKLIST OF FINANCIAL PROPOSALS/REQUIREMENTS

1. Duly Signed Form of Bid
2. Duly Signed Bid Price in the Bill of Quantities (BOQ) containing the total bid amount
3. Duly Signed Detailed Estimates
4. Duly Signed Cash flow by quarter and payment schedule

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1. DULY SIGNED BID FORM

Date : _____

Project Identification / Purchase Request No. : 18-25-04-0743

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

Name: _____

Legal Capacity: _____

Signature: _____

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

Date: _____

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2. DULY SIGNED BID PRICE IN THE BILL OF QUANTITIES					
(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	QTY	UNIT PRICE (PESOS)	AMOUNT (PESOS)
	(1)	(2)	(3)	(4)	(5)
I	Construction	LS	1.0	In words: Pesos	In words: Pesos
				In figures: PHP	In figures: PHP
II	Mobilization / Demolition	LS	1.0	In words: Pesos	In words: Pesos
				In figures: PHP	In figures: PHP
III	Earthworks	LS	1.0	In words: Pesos	In words: Pesos
				In figures: PHP	In figures: PHP
IV	Aggregate Base Course	cu.m	450	In words: Pesos	In words: Pesos
				In figures: PHP	In figures: PHP
V	PCCP	cu.m	750	In words: Pesos	In words: Pesos
				In figures: PHP	In figures: PHP
TOTAL BID COST					In words: Pesos
					In figures: PHP

Submitted by:

Name of the Representative of the Bidder
Position
Name of the Bidder Company

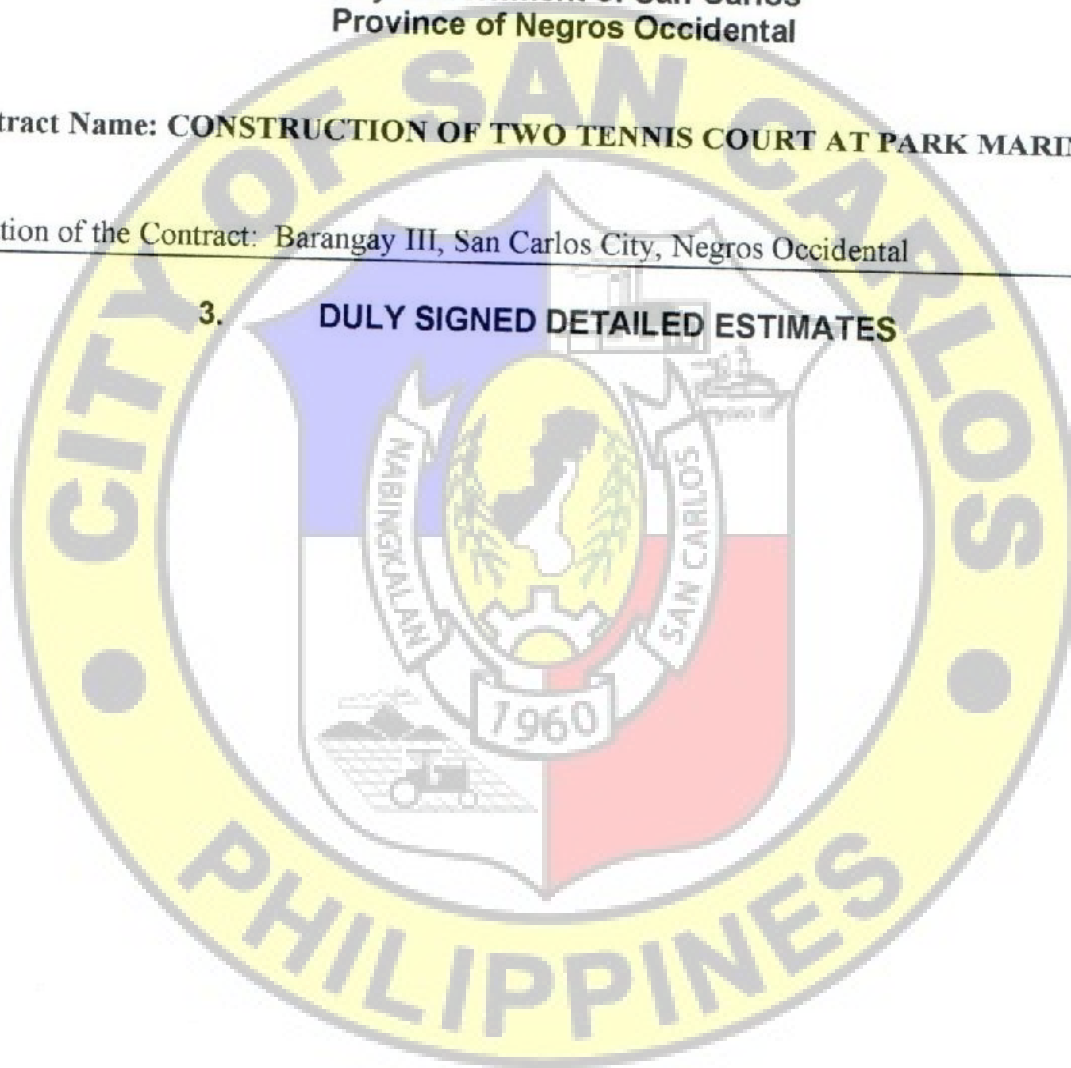
Date:

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3. DULY SIGNED DETAILED ESTIMATES

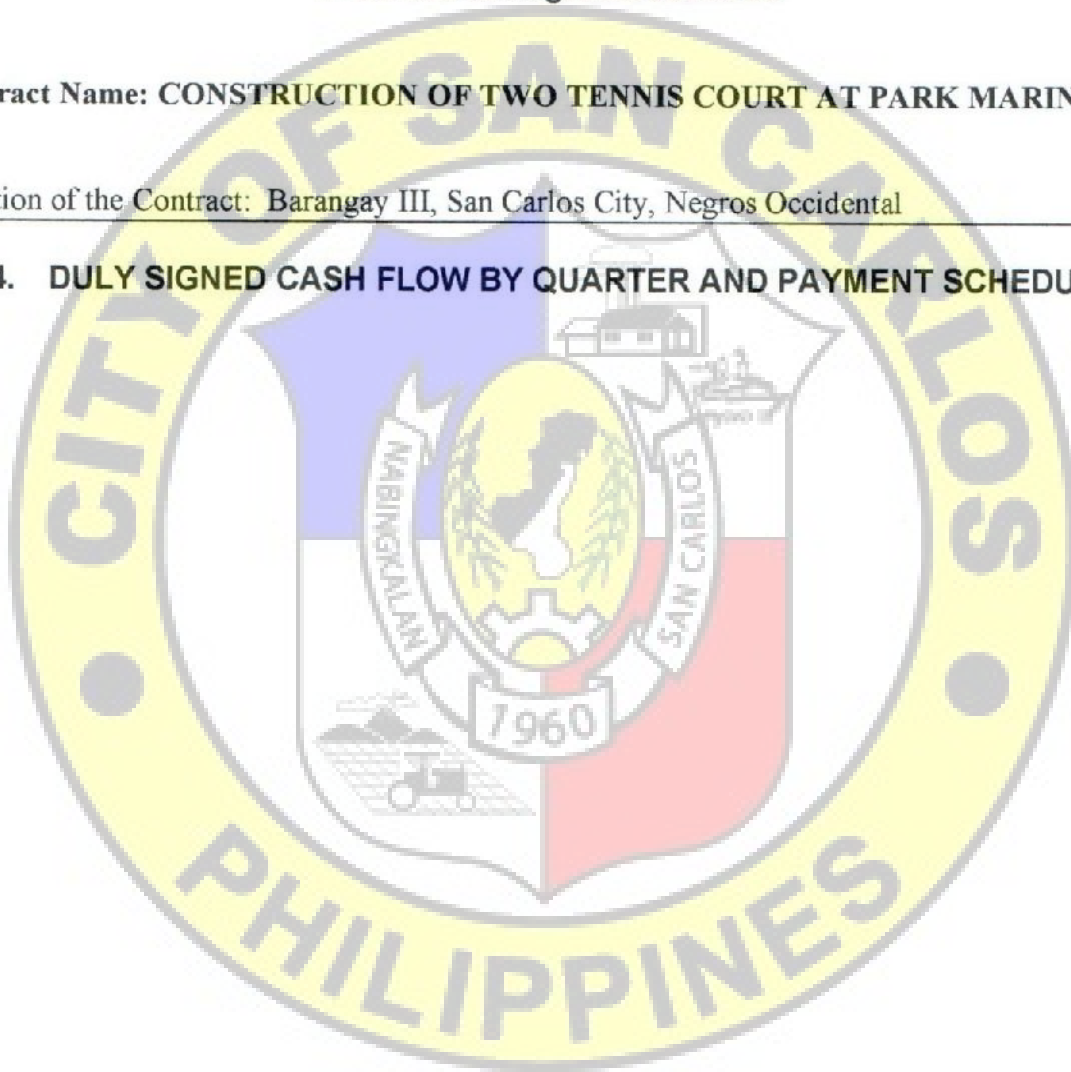


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4. DULY SIGNED CASH FLOW BY QUARTER AND PAYMENT SCHEDULE





2 PERSPECTIVE
SCALE NTS



1 VICINITY MAP
SCALE NTS

PREPARED IN THE OFFICE OF THE:	PROJECT TITLE	PREPARED BY:	SIGNED AND SEALED:	RECOMMENDING APPROVAL:	APPROVED BY:	DRAFTED BY:	SHEET NO.:
G. E. D. CITY ENGINEERING DEPARTMENT	CONSTRUCTION OF TWO TENNIS COURTS AT PARK MARINA	ENGR. MICHELLE KIMBERLY P. LIBUTAN	ENGR. MEL V. BRIONES	ENGR. REXTER E. NEMENZO	HON. RENATO Y. GUSTILO		1
ADDRESS: SAN CARLOS CITY, NEGROS OCCIDENTAL	LOCATION: SAN CARLOS CITY	ENGINEER I	ENGINEER III	COORD. / CITY ENGINEER	CITY MAYOR		

APPROVAL PAGE

**CONSTRUCTION OF TWO TENNIS COURT AT PARK MARINA
(P 4,000,000.00)**

TERMS OF REFERENCE

City of San Carlos
Province of Negros Occidental

Prepared by:

MICHELLE KIMBERLY P. LIBUTAN

Engineer I

Reviewed by:

REXTER E. NEMENZO

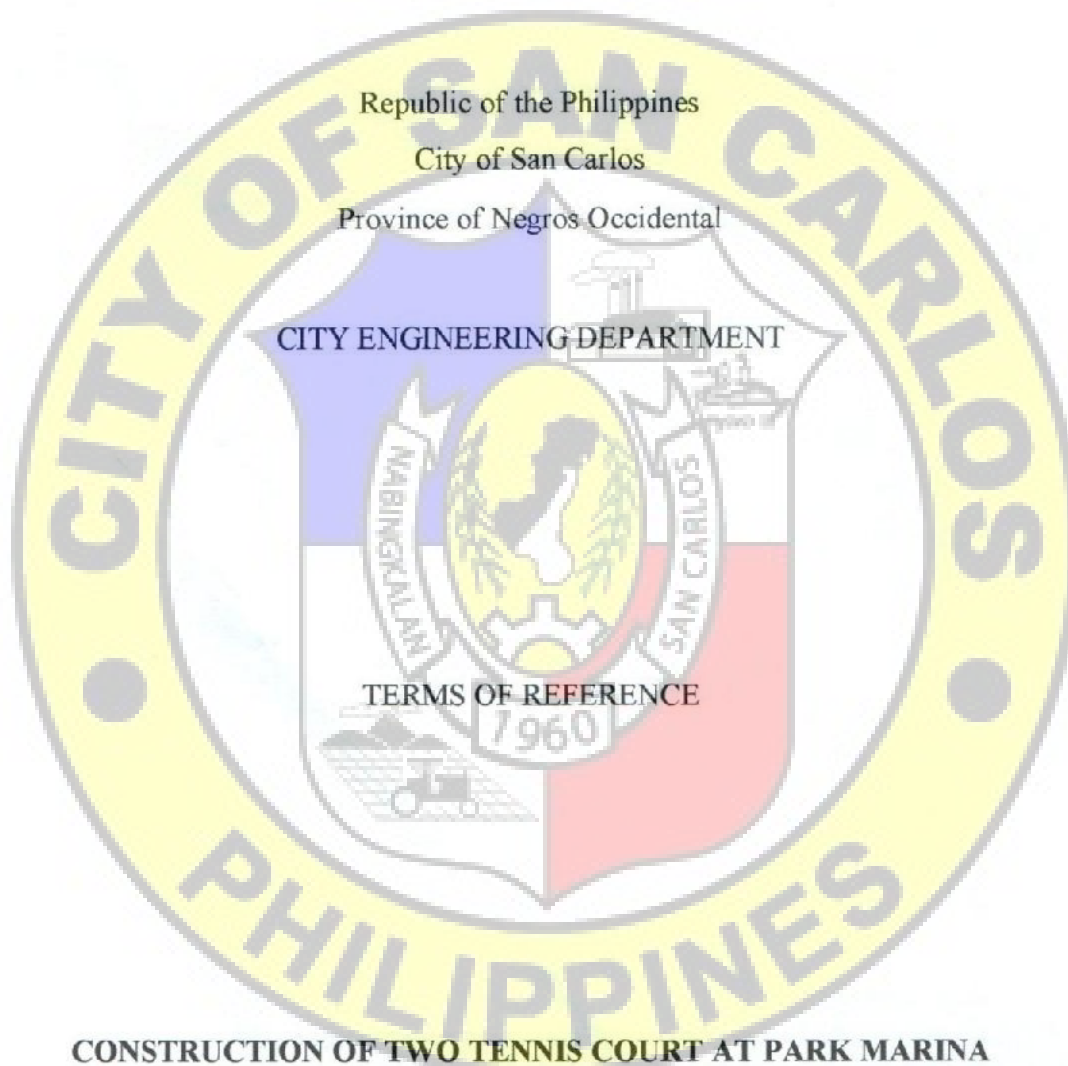
CGDHI (City Engineer)

Approved by:

RENATO V. GUSTILO

City Mayor

[Handwritten signature]



CONSTRUCTION OF TWO TENNIS COURT AT PARK MARINA
(P 3,970,000.00)





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A. Background

San Carlos City is known to be one of most active in sports in the region, including Tennis. As more local and visiting players and enthusiasts increase, the city has noticed that the current facilities are unable to keep up. Therefore, the city proposes to increase the number of tennis courts.

B. General Objective

The City Government, through the City Engineering Department proposed two new tennis courts to be able to accommodate the increase of the number of players in the city. It will also enable the city to host more and bigger tournaments improving the city's sports tourism

C. The Bidder / Contractor

The Bidder/Contractor must have at least 3 years of experience and completed at least 5 projects on that time span.

D. The Requirements

1. GENERAL REQUIREMENTS

- The project is a construction of two tennis court.
- All plans and specifications shall be provided by the end-user.
- The work to be executed in this project shall include Mobilization, Base preparation, concrete and masonry works, Steel works, painting works, demobilization.
- The contractor shall make sure that the existing adjacent structures shall be protected from damage during construction.
- All workmanship and materials used in the project shall be quality standard and in accordance with the technical specifications, plans, and other requirements.
- All workmanship, materials and fixtures shall be subjected for inspection by the Engineer/Project in charged that may check and ask for samples of materials to be used for the said project.
- Construction safety and health protocols should be observed at all times by the contractor during the duration of the project.
- Clean up of the construction site after the project shall be responsibility of the contractor.



2. MATERIAL SPECIFICATIONS

I. Base Preparation

Description 1,332 sqm
A. Materials

90 cu.m Item 200 (dakal-dakal)

II. Concrete and Masonry Works

Description 150cu.m
A. Materials

150	cu.m.	Readymix Concrete 3000psi
160	bags	28days
30	cu.m.	Portland Cement
80	cu.m.	Washed Sand
890	lgths	Crushed Gravel 3/4
65	lgths	DRSB 10mm
750	lgths	DRSB12mm
35	shts	Rough Lumber 2"x2"x10ft
		Ordinary Plywood 1/2"
175	kgs	GI tie
60	kgs	Wire
10	kgs	CW Nails Assorted
1	lot	Concrete Nails Assorted
1	lot	Consumables
		Tools and Equipments

III. Steel Works

Description 1 lot
A. Materials

12	lgths.	Angle bar 1 1/2" x 1 1/2" x 3/16
10	lgths.	C-purlins 2" x 3" x 6m x 1.2mm
5	lgths.	Tubular Steel 2" x 4" x 1.5mm
2	lgths.	Tubular Steel 2" x 6" x 1.5mm
4	lgths.	3" G.I Pipe Schedule 40
6	lgths.	4" G.I Pipe Schedule 40
1	sht.	Steel plate 10mm Thick
80	kg.	G.I Tie wire #16
50	kg.	welding rod #6011 1/8"
1	lot	Consumables
1	lot	Tools and Equipments

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IV. Painting Works

Description	1843sq.m
A. Materials	
65 gal.	Epoxy Enamel (Blue)
10 gal.	Epoxy Enamel (White)
75 gal.	Roof paint (Green)
90 gal.	Cementitious waterproofing paint
15 gal.	Paint thinner
5 gal.	Red Oxide Primer
20 pcs.	paint roller no.7
20 pcs.	paint brush no. 2
50 sq.ft	sand paper no.100
35 rolls	masking tape 2"
35 rolls	masking tape 1"
1 lot	Consumables

E. Delivery/Completion

Delivery/completion shall be within 100 working days.

F. Man Power Requirement

Manpower for the project shall be at least of the following;

- One Civil Engineer
- Skilled Laborers
- Manual Laborers

G. Warranty

Warranty shall be for a period of one year from the turn-over of the completed project.

H. Payment Scheme

The city has allocated a budget of four million pesos (3,970,000.00Php) for the project. The winning bidder shall be paid in accordance with **R.A. 9184** and other relevant laws.

