



**PEOPLE'S TELEVISION**  
**PARA SA BAYAN**

People's Television Network, Inc.  
Broadcast Complex, Visayas Avenue, Diliman, Quezon City 1100  
Telephone No. 455-1326/455-4386/www.ptv.ph

***Design and Build of People's Television Network, Inc.  
Marawi Regional Center – A Two (2) Storey  
Studio/Transmitter Building with Roof deck and 80-  
Feet Bipod Antenna Tower***

**ITB No. 2020-0003**

**2020**

## **TABLE OF CONTENTS**

<b>SECTION I. INVITATION TO BID .....</b>	<b>3</b>
<b>SECTION II. INSTRUCTIONS TO BIDDERS .....</b>	<b>6</b>
<b>SECTION III. BID DATA SHEET .....</b>	<b>36</b>
<b>SECTION IV. GENERAL CONDITIONS OF CONTRACT .....</b>	<b>45</b>
<b>SECTION V. SPECIAL CONDITIONS OF CONTRACT.....</b>	<b>78</b>
<b>SECTION VI. SPECIFICATIONS .....</b>	<b>82</b>
<b>SECTION VII. DRAWINGS.....</b>	<b>123</b>
<b>SECTION VIII. BILL OF QUANTITIES.....</b>	<b>132</b>
<b>SECTION IX. BIDDING FORMS.....</b>	<b>135</b>

## ***Section I. Invitation to Bid***

**Design and Build of People's Television Network, Inc. Marawi Regional Center – A Two (2) Storey Studio/Transmitter Building with Roofdeck and 80-Foot Bipod Antenna Tower**

**ITB No. 2020-0003**


1. The *People's Television Network, Inc.*, through the *NDRRMC Fund 2018* intends to apply the sum of *Twenty-Nine Million Five Hundred Thousand Pesos (Php29,500,000.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for *Design and Build of People's Television Network, Inc. Marawi Regional Center – A Two (2) Storey Studio/Transmitter Building with Roofdeck and 80-Foot Bipod Antenna Tower*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *People's Television Network, Inc.* now invites bids for *Design and Build of People's Television Network, Inc. Marawi Regional Center – A Two (2) Storey Studio/Transmitter Building with Roofdeck and 80-Foot Bipod Antenna Tower*. Completion of the Works is required *Two Hundred Forty (240) calendar days*. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instruction 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 9184 (RA 9184), otherwise known as the “Government Procurement Reform Act.”  
  
Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least seventy five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.
4. Interested bidders may obtain further information from *People's Television Network, Inc.* and inspect the Bidding Documents at the address given below from **9:00 AM to 5:00 PM**.
5. A complete set of Bidding Documents may be acquired by interested bidders on **31 January 2020 to March 12, 2020, 10:00 AM** from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of *Five Thousand Pesos (Php 5,000.00)*.

It may also be downloaded free of charge from the website of the Philippine Government Electronic 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 the submission of their bids.

6. The *People's Television Network, Inc.* will hold a Pre-Bid Conference on **7 February 2020, 10:00 AM** at *Bids and Awards Committee (BAC) Secretariat/Project Management Office (PMO), 3rd Floor, PTNI Broadcast Complex, Visayas Avenue, Diliman, Quezon City* which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before **12 March 2020, 10:00 AM**. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 18.  
  
Bid opening shall be on **12 March 2020, 10:00 AM** at *Bids and Awards Committee (BAC) Secretariat/Project Management Office (PMO), 3rd Floor, PTNI Broadcast Complex, Visayas Avenue, Diliman, Quezon City*. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.
8. The *People's Television Network, Inc.* 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

**Bids and Awards Committee Secretariat**

People's Television Network, Inc.  
Broadcast Complex, Visayas Avenue,  
Diliman, Quezon City  
(02) 3453-7439  
ptnibac2015@gmail.com  
<http://ptni.gov.ph/procurement/>



**MARIA ANGELA C. GATAN**  
Chairperson, Bids and Awards Committee

## ***Section II. Instructions to Bidders***

## TABLE OF CONTENTS

<b>A. GENERAL .....</b>	<b>9</b>
1. Scope of Bid .....	9
2. Source of Funds .....	9
3. Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices .....	9
4. Conflict of Interest .....	11
5. Eligible Bidders.....	12
6. Bidder's Responsibilities .....	13
7. Origin of GOODS and Services .....	16
8. Subcontracts .....	16
<b>B. CONTENTS OF BIDDING DOCUMENTS .....</b>	<b>16</b>
9. Pre-Bid Conference .....	16
10. Clarification and Amendment of Bidding Documents.....	17
<b>C. PREPARATION OF BIDS .....</b>	<b>17</b>
11. Language of Bids .....	17
12. Documents Comprising the Bid: Eligibility and Technical Components .....	18
13. Documents Comprising the Bid: Financial Component .....	20
14. Alternative Bids .....	21
15. Bid Prices .....	21
16. Bid Currencies.....	22
17. Bid Validity .....	22
18. Bid Security.....	22
19. Format and Signing of Bids .....	25
20. Sealing and Marking of Bids.....	25
<b>D. SUBMISSION AND OPENING OF BIDS.....</b>	<b>26</b>
21. Deadline for Submission of Bids .....	26
22. Late Bids .....	26
23. Modification and Withdrawal of Bids .....	26
24. Opening and Preliminary Examination of Bids .....	27
<b>E. EVALUATION AND COMPARISON OF BIDS.....</b>	<b>29</b>
25. Process to be Confidential.....	29
26. Clarification of Bids .....	29
27. Detailed Evaluation and Comparison of Bids .....	29
28. Post Qualification.....	30

29.	Reservation Clause.....	31
<b>F.</b>	<b>AWARD OF CONTRACT .....</b>	<b>32</b>
30.	Contract Award .....	32
31.	Signing of the Contract .....	33
32.	Performance Security .....	34
33.	Notice to Proceed .....	35
34.	Protest Mechanism.....	36



## **General**

### **1. Scope of Bid**

- 1.1. The Procuring Entity named in the **BDS**, invites bids for the construction of Works, as described in Section VI. Specifications.
- 1.2. The name, identification, and number of lots specific to this bidding are provided in the **BDS**. The contracting strategy and basis of evaluation of lots is described in **ITB** Clause 27.
- 1.3. The successful Bidder will be expected to complete the Works by the intended completion date specified in **SCC** Clause 1.17.

### **2. Source of Funds**

The Procuring Entity has a budget or received funds from the Funding Source named in the **BDS**, and in the amount indicated in the **BDS**. It intends to apply part of the funds received for the Project, as defined in the **BDS**, to cover eligible payments under the Contract for the Works.

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

- 3.1. Unless otherwise specified in the **BDS**, the Procuring Entity, as well as bidders and contractors, shall observe the highest standard of ethics during the procurement and execution of the contract. In pursuance of this policy, the Funding Source:
  - (a) defines, for purposes of this provision, the terms set forth below as follows:
    - (i) "corrupt practice" means behavior on the part of officials in the public or private sectors by which they improperly and unlawfully enrich themselves, others, or induce others to do so, by misusing the position in which they are placed, and includes the offering, giving, receiving, or soliciting of anything of value to influence the action of any such official in the procurement process or in contract execution; entering, on behalf of the Procuring Entity, into any contract or transaction manifestly and grossly disadvantageous to the same, whether or not the public officer profited or will profit thereby, and similar acts as provided in Republic Act 3019;
    - (ii) "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring Entity, and includes collusive practices among Bidders (prior to or after Bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the Procuring Entity of the benefits of free and open competition;

- (iii) “collusive practices” means a scheme or arrangement between two or more Bidders, with or without the knowledge of the Procuring Entity, designed to establish bid prices at artificial, non-competitive levels; and
    - (iv) “coercive practices” means harming or threatening to harm, directly or indirectly, persons, or their property to influence their participation in a procurement process, or affect the execution of a contract;
    - (v) “obstructive practice” is
      - (aa) deliberately destroying, falsifying, altering or concealing of evidence material to an administrative proceedings or investigation or making false statements to investigators in order to materially impede an administrative proceedings or investigation of the Procuring Entity or any foreign government/foreign or international financing institution into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the administrative proceedings or investigation or from pursuing such proceedings or investigation; or
      - (bb) acts intended to materially impede the exercise of the inspection and audit rights of the Procuring Entity or any foreign government/foreign or international financing institution herein.
  - (b) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the Contract; and
  - (c) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded Contract funded by the Funding Source if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing or, or in executing, a Contract funded by the Funding Source.
- 3.2. Further, the Procuring Entity will seek to impose the maximum civil, administrative, and/or criminal penalties available under the applicable laws on individuals and organizations deemed to be involved in any of the practices mentioned in **ITB** Clause 3.1(a).
- 3.3. Furthermore, the Funding Source and the Procuring Entity reserve the right to inspect and audit records and accounts of a contractor in the bidding for and performance of a contract themselves or through independent auditors as reflected in the **GCC** Clause 34.

## **4. Conflict of Interest**

4.1. All Bidders found to have conflicting interests shall be disqualified to participate in the procurement at hand, without prejudice to the imposition of appropriate administrative, civil, and criminal sanctions. A Bidder may be considered to have conflicting interests with another Bidder in any of the events described in paragraphs (a) through (c) and a general conflict of interest in any of the circumstances set out in paragraphs (d) through (g) below:

- (a) A Bidder has controlling shareholders in common with another Bidder;
- (b) A Bidder receives or has received any direct or indirect subsidy from any other Bidder;
- (c) A Bidder has the same legal representative as that of another Bidder for purposes of this Bid;
- (d) A Bidder has a relationship, directly or through third parties, that puts them in a position to have access to information about or influence on the bid of another Bidder or influence the decisions of the Procuring Entity regarding this bidding process;
- (e) A Bidder submits more than one bid in this bidding process. However, this does not limit the participation of subcontractors in more than one bid;
- (f) A Bidder who participated as a consultant in the preparation of the design or technical specifications of the goods and related services that are the subject of the bid; or
- (g) A Bidder who lends, or temporarily seconds, its personnel to firms or organizations which are engaged in consulting services for the preparation related to procurement for or implementation of the project, if the personnel would be involved in any capacity on the same project.

4.2. In accordance with Section 47 of the IRR of RA 9184, all Bidding Documents shall be accompanied by a sworn affidavit of the Bidder that it is not related to the Head of the Procuring Entity (HoPE), members of the Bids and Awards Committee (BAC), members of the Technical Working Group (TWG), members of the BAC Secretariat, the head of the Project Management Office (PMO) or the end-user unit, and the project consultants, by consanguinity or affinity up to the third civil degree. On the part of the Bidder, this Clause shall apply to the following persons:

- (a) If the Bidder is an individual or a sole proprietorship, to the Bidder himself;
- (b) If the Bidder is a partnership, to all its officers and members;

- (c) If the Bidder is a corporation, to all its officers, directors, and controlling stockholders;
- (d) If the Bidder is a cooperative, to all its officers, directors, and controlling shareholders or members; and
- (e) If the Bidder is a joint venture (JV), the provisions of items (a), (b), (c) or (d) of this Clause shall correspondingly apply to each of the members of the said JV, as may be appropriate.

Relationship of the nature described above or failure to comply with this Clause will result in the automatic disqualification of a Bidder.

## 5. Eligible Bidders

5.1. Unless otherwise indicated in the **BDS**, the following persons shall be eligible to participate in this Bidding:

- (a) Duly licensed Filipino citizens/sole proprietorships;
- (b) Partnerships duly organized under the laws of the Philippines and of which at least seventy five percent (75%) of the interest belongs to citizens of the Philippines;
- (c) Corporations duly organized under the laws of the Philippines, and of which at least seventy five percent (75%) of the outstanding capital stock belongs to citizens of the Philippines;
- (d) Cooperatives duly organized under the laws of the Philippines.
- (e) Persons/entities forming themselves into a JV, i.e., a group of two (2) or more persons/entities that intend to be jointly and severally responsible or liable for a particular contract: Provided, however, that, in accordance with Letter of Instructions No. 630, Filipino ownership or interest of the joint venture concerned shall be at least seventy five percent (75%): Provided, further, that joint ventures in which Filipino ownership or interest is less than seventy five percent (75%) may be eligible where the structures to be built require the application of techniques and/or technologies which are not adequately possessed by a person/entity meeting the seventy five percent (75%) Filipino ownership requirement: Provided, finally, that in the latter case, Filipino ownership or interest shall not be less than twenty five percent (25%). For this purpose, Filipino ownership or interest shall be based on the contributions of each of the members of the joint venture as specified in their JVA.

5.2. The Procuring Entity may also invite foreign bidders when provided for under any Treaty or International or Executive Agreement as specified in the **BDS**.

5.3. Government owned or controlled corporations (GOCCs) may be eligible to participate only if they can establish that they (a) are legally and financially

autonomous, (b) operate under commercial law, and (c) are not attached agencies of the Procuring Entity.

- 5.4. (a) 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 Philippine Statistics Authority (PSA) consumer price index. However, contractors under Small A and Small B categories without similar experience on the contract to be bid may be allowed to bid if the cost of such contract is not more than the Allowable Range of Contract Cost (ARCC) of their registration based on the guidelines as prescribed by the PCAB.

(b) 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 **BDS**.

For this purpose, contracts similar to the Project shall be those described in the **BDS**.

- 5.5. The Bidder must submit a computation of its Net Financial Contracting Capacity (NFCC), which must be at least equal to the ABC to be bid, calculated as follows:

NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract for this Project.

The values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements (AFS) submitted to the BIR.

For purposes of computing the foreign bidders' NFCC, the value of the current assets and current liabilities shall be based on their audited financial statements prepared in accordance with international financial reporting standards.

## **6. Bidder's Responsibilities**

- 6.1. The Bidder or its duly authorized representative shall submit a sworn statement in the form prescribed in Section IX. Bidding Forms as required in **ITB** Clause 12.1(b)(iii).

- 6.2. The Bidder is responsible for the following:

- (a) Having taken steps to carefully examine all of the Bidding Documents;
- (b) Having acknowledged all conditions, local or otherwise, affecting the implementation of the contract;

- (c) Having made an estimate of the facilities available and needed for the contract to be bid, if any;
- (d) Having complied with its responsibility to inquire or secure Supplemental/Bid Bulletin/s as provided under **ITB** Clause 10.4.
- (e) Ensuring that it is not “blacklisted” or barred from bidding by the GoP or any of its agencies, offices, corporations, or LGUs, including foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the GPPB;
- (f) Ensuring that 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;
- (g) Authorizing the HoPE or its duly authorized representative/s to verify all the documents submitted;
- (h) Ensuring that the signatory 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, accompanied by the duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary’s Certificate, whichever is applicable;
- (i) Complying with the disclosure provision under Section 47 of RA 9184 and its IRR in relation to other provisions of RA 3019;
- (j) Complying with existing labor laws and standards, in the case of procurement of services. Moreover, bidder undertakes to:
  - (i) Ensure the entitlement of workers to wages, hours of work, safety and health and other prevailing conditions of work as established by national laws, rules and regulations; or collective bargaining agreement; or arbitration award, if and when applicable.

In case there is a finding by the Procuring Entity or the DOLE of underpayment or non-payment of workers’ wage and wage-related benefits, bidder agrees that the performance security or portion of the contract amount shall be withheld in favor of the complaining workers pursuant to appropriate provisions of Republic Act No. 9184 without prejudice to the institution of appropriate actions under the Labor Code, as amended, and other social legislations.

- (ii) Comply with occupational safety and health standards and to correct deficiencies, if any.

In case of imminent danger, injury or death of the worker, bidder undertakes to suspend contract implementation pending clearance to proceed from the DOLE Regional Office and to comply with Work Stoppage Order; and

- (iii) Inform the workers of their conditions of work, labor clauses under the contract specifying wages, hours of work and other benefits under prevailing national laws, rules and regulations; or collective bargaining agreement; or arbitration award, if and when applicable, through posting in two (2) conspicuous places in the establishment's premises; and
- (k) Ensuring that it 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;

Failure to observe any of the above responsibilities shall be at the risk of the Bidder concerned.

- 6.3. The Bidder, by the act of submitting its bid, shall be deemed to have inspected the site, determined the general characteristics of the contract works and the conditions for this Project and examine all instructions, forms, terms, and project requirements in the Bidding Documents.
- 6.4. It shall be the sole responsibility of the prospective bidder to determine and to satisfy itself by such means as it considers necessary or desirable as to all matters pertaining to this Project, including: (a) the location and the nature of the contract, project, or 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.
- 6.5. The Procuring Entity shall not assume any responsibility regarding erroneous interpretations or conclusions by the prospective or eligible bidder out of the data furnished by the procuring entity. However, the Procuring Entity shall ensure that all information in the Bidding Documents, including supplemental/bid bulletins issued are correct and consistent.
- 6.6. Before submitting their bids, the Bidders are deemed to have become familiar with all existing laws, decrees, ordinances, acts and regulations of the Philippines which may affect the contract in any way.
- 6.7. The Bidder shall bear all costs associated with the preparation and submission of his bid, and the Procuring Entity will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- 6.8. The Bidder should note that the Procuring Entity will accept bids only from those that have paid the applicable fee for the Bidding Documents at the office indicated in the Invitation to Bid.

## 7. Origin of Goods and Services

There is no restriction on the origin of Goods, or Contracting of Works or Services other than those prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations.

## 8. Subcontracts

- 8.1. Unless otherwise specified in the **BDS**, the Bidder may subcontract portions of the Works to an extent as may be approved by the Procuring Entity and stated in the **BDS**. However, subcontracting of any portion shall not relieve the Bidder from any liability or obligation that may arise from the contract for this Project.
- 8.2. Subcontractors must submit the documentary requirements under **ITB** Clause 12 and comply with the eligibility criteria specified in the **BDS**. In the event that any subcontractor is found by the Procuring Entity to be ineligible, the subcontracting of such portion of the Works shall be disallowed.
- 8.3. The Bidder may identify the subcontractor to whom a portion of the Works will be subcontracted at any stage of the bidding process or during contract implementation. If the Bidder opts to disclose the name of the subcontractor during bid submission, the Bidder shall include the required documents as part of the technical component of its bid.

## Contents of Bidding Documents

## 9. Pre-Bid Conference

- 9.1. (a) If so specified in the **BDS**, a pre-bid conference shall be held at the venue and on the date indicated therein, to clarify and address the Bidders' questions on the technical and financial components of this Project.  
  
(b) The pre-bid conference shall be held at least twelve (12) calendar days before the deadline for the submission of and receipt of bids, but not earlier than seven (7) calendar days from the posting of the Invitation to Bid/Bidding Documents in the PhilGEPS website. If the Procuring Entity determines that, by reason of the method, nature, or complexity of the contract to be bid, or when international participation will be more advantageous to the GoP, a longer period for the preparation of bids is necessary, the pre-bid conference shall be held at least thirty (30) calendar days before the deadline for the submission and receipt of bids, as specified in the **BDS**.
- 9.2. Bidders are encouraged to attend the pre-bid conference to ensure that they fully understand the Procuring Entity's requirements. Non-attendance of the Bidder will in no way prejudice its bid; however, the Bidder is expected to know the changes and/or amendments to the Bidding Documents as recorded in the minutes of the pre-bid conference and the Supplemental/Bid Bulletin. The minutes of the pre-bid conference shall be recorded and prepared not later than five (5) calendar days after the pre-bid conference. The minutes shall be



made available to prospective bidders not later than five (5) days upon written request.

- 9.3. Decisions of the BAC amending any provision of the bidding documents shall be issued in writing through a Supplemental/Bid Bulletin at least seven (7) calendar days before the deadline for the submission and receipt of bids.

## **10. Clarification and Amendment of Bidding Documents**

- 10.1. Prospective bidders may request for clarification(s) on and/or interpretation of any part of the Bidding Documents. Such a request must be in writing and submitted to the Procuring Entity at the address indicated in the **BDS** at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.
- 10.2. The BAC shall respond to the said request by issuing a Supplemental/Bid Bulletin, to be made available to all those who have properly secured the Bidding Documents, at least seven (7) calendar days before the deadline for the submission and receipt of Bids.
- 10.3. Supplemental/Bid Bulletins may also be issued upon the Procuring Entity's initiative for purposes of clarifying or modifying any provision of the Bidding Documents not later than seven (7) calendar days before the deadline for the submission and receipt of Bids. Any modification to the Bidding Documents shall be identified as an amendment.
- 10.4. Any Supplemental/Bid Bulletin issued by the BAC shall also be posted in the PhilGEPS and the website of the Procuring Entity concerned, if available, and at any conspicuous place in the premises of the Procuring Entity concerned. It shall be the responsibility of all Bidders who have properly secured the Bidding Documents to inquire and secure Supplemental/Bid Bulletins that may be issued by the BAC. However, Bidders who have submitted bids before the issuance of the Supplemental/Bid Bulletin must be informed and allowed to modify or withdraw their bids in accordance with **ITB** Clause 23.

## **Preparation of Bids**

### **11. Language of Bids**

The eligibility requirements or statements, the bids, and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder's country; and 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. The English translation shall govern, for purposes of interpretation of the bid.

## 12. Documents Comprising the Bid: Eligibility and Technical Components

12.1. Unless otherwise indicated in the **BDS**, the first envelope shall contain the following eligibility and technical documents:

(a) Eligibility Documents –

Class “A” Documents

- (i) PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or Post, which shall submit their eligibility documents under Section 23.1 of the IRR, provided, that the winning bidder shall register with the PhilGEPS in accordance with Section 37.1.4 of the IRR;
- (ii) Statement 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

Statement of the Bidder’s SLCC similar to the contract to be bid, in accordance with ITB Clause 5.4.

The two statements required shall indicate for each contract the following:

- (ii.1) name of the contract;
- (ii.2) date of the contract;
- (ii.3) contract duration;
- (ii.4) owner’s name and address;
- (ii.5) nature of work;
- (ii.6) contractor’s role (whether sole contractor, subcontractor, or partner in a JV) and percentage of participation;
- (ii.7) total contract value at award;
- (ii.8) date of completion or estimated completion time;
- (ii.9) total contract value at completion, if applicable;
- (ii.10) percentages of planned and actual accomplishments, if applicable; and

(ii.11) value of outstanding works, if applicable.

The statement of the Bidder's SLCC shall be supported by the Notice of Award and/or Notice to Proceed, Project Owner's Certificate of Final Acceptance issued by the Owner other than the Contractor or the Constructors Performance Evaluation System (CPES) Final Rating, which must be at least satisfactory. In case of contracts with the private sector, an equivalent document shall be submitted;

- (iii) Unless otherwise provided in the **BDS**, a valid special PCAB License in case of joint ventures, and registration for the type and cost of the contract for this Project; and
- (iv) NFCC computation in accordance with ITB Clause 5.5.

Class "B" Documents

- (v) If applicable, Joint Venture Agreement (JVA) in accordance with RA 4566.
- (b) Technical Documents –
- (i) Bid security in accordance with **ITB** Clause 18. If the Bidder opts to submit the bid security in the form of:
    - (i.1) a bank draft/guarantee or an irrevocable letter of credit issued by a foreign bank, it shall be accompanied by a confirmation from a Universal or Commercial Bank; or
    - (i.2) a surety bond accompanied by a certification coming from the Insurance Commission that the surety or insurance company is authorized to issue such instruments.
  - (ii) Project Requirements, which shall include the following:
    - (ii.1) Organizational chart for the contract to be bid;
    - (ii.2) List of contractor's 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. These personnel must meet the required minimum years of experience set in the **BDS**; and
    - (ii.3) 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, which must meet the minimum requirements for the contract set in the **BDS**; and

- (iii) Sworn statement in accordance with Section 25.3 of the IRR of RA 9184 and using the form prescribed in Section IX. Bidding Forms.

### **13. Documents Comprising the Bid: Financial Component**

13.1. Unless otherwise stated in the **BDS**, the financial component of the bid shall contain the following:

- (a) Financial Bid Form, which includes bid prices and the bill of quantities, in accordance with **ITB** Clauses 15.1 and 15.3; and
- (b) Any other document related to the financial component of the bid as stated in the **BDS**.

13.2. (a) Unless otherwise stated in the **BDS**, all Bids that exceed the ABC shall not be accepted.

- (b) Unless otherwise indicated in the **BDS**, for foreign-funded procurement, a ceiling may be applied to bid prices provided the following conditions are met:

- (i) Bidding Documents are obtainable free of charge on a freely accessible website. If payment of Bidding Documents is required by the procuring entity, payment could be made upon the submission of bids.
- (ii) The procuring entity has procedures in place to ensure that the ABC is based on recent estimates made by the engineer or the responsible unit of the procuring entity and that the estimates are based on adequate detailed engineering (in the case of infrastructure projects) and reflect the quality, supervision and risk and inflationary factors, as well as prevailing market prices, associated with the types of works or goods to be procured.
- (iii) The procuring entity has trained cost estimators on estimating prices and analyzing bid variances. In the case of infrastructure projects, the procuring entity must also have trained quantity surveyors.
- (iv) The procuring entity has established a system to monitor and report bid prices relative to ABC and engineer's/procuring entity's estimate.
- (v) The procuring entity has established a monitoring and evaluation system for contract implementation to provide a feedback on actual total costs of goods and works.

## **14. Alternative Bids**

- 14.1. Alternative Bids shall be rejected. For this purpose, alternative bid is an offer made by a Bidder in addition or as a substitute to its original bid which may be included as part of its original bid or submitted separately therewith for purposes of bidding. A bid with options is considered an alternative bid regardless of whether said bid proposal is contained in a single envelope or submitted in two (2) or more separate bid envelopes.
- 14.2. 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.
- 14.3. Each Bidder shall submit only one Bid, either individually or as a partner in a JV. A Bidder who submits or participates in more than one bid (other than as a subcontractor if a subcontractor is permitted to participate in more than one bid) will cause all the proposals with the Bidder's participation to be disqualified. This shall be without prejudice to any applicable criminal, civil and administrative penalties that may be imposed upon the persons and entities concerned.

## **15. Bid Prices**

- 15.1. The contract shall be for the whole Works, as described in **ITB** Clause 1.1, based on the priced Bill of Quantities submitted by the Bidder.
- 15.2. The Bidder shall fill in rates and prices for all items of the Works described in the Bill of Quantities. Bids not addressing or providing all of the required items in the Bidding Documents including, where applicable, Bill of Quantities, shall be considered non-responsive and, thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a zero (0) or a dash (-) for the said item would mean that it is being offered for free to the Government, except those required by law or regulations to be provided for.
- 15.3. All duties, taxes, and other levies payable by the Contractor under the Contract, or for any other cause, prior to the deadline for submission of bids, shall be included in the rates, prices, and total bid price submitted by the Bidder.
- 15.4. All bid prices for the given scope of work in the contract as awarded shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances as specified in GCC Clause 48. Upon the recommendation of the Procuring Entity, price escalation may be allowed in extraordinary circumstances as may be determined by the National Economic and Development Authority in accordance with the Civil Code of the Philippines, and upon approval by the GPPB. Furthermore, in cases where the cost of the awarded contract is affected by any applicable new laws, ordinances, regulations, or other acts of

the GoP, promulgated after the date of bid opening, a contract price adjustment shall be made or appropriate relief shall be applied on a no loss-no gain basis.

## 16. Bid Currencies

- 16.1. All bid prices shall be quoted in Philippine Pesos unless otherwise provided in the **BDS**. However, for purposes of bid evaluation, bids denominated in foreign currencies shall be converted to Philippine currency based on the exchange rate prevailing on the day of the Bid Opening.
- 16.2. If so allowed in accordance with **ITB** Clause 16.1, the Procuring Entity for purposes of bid evaluation and comparing the bid prices will convert the amounts in various currencies in which the bid price is expressed to Philippine Pesos at the exchange rate as published in the *Bangko Sentral ng Pilipinas* (BSP) reference rate bulletin on the day of the bid opening.
- 16.3. Unless otherwise specified in the **BDS**, payment of the contract price shall be made in Philippine Pesos.

## 17. Bid Validity

- 17.1. Bids shall remain valid for the period specified in the **BDS** which shall not exceed one hundred twenty (120) calendar days from the date of the opening of bids.
- 17.2. In exceptional circumstances, prior to the expiration of the bid validity period, the Procuring Entity may request Bidders to extend the period of validity of their bids. The request and the responses shall be made in writing. The bid security described in **ITB** Clause 18 should also be extended corresponding to the extension of the bid validity period at the least. A Bidder may refuse the request without forfeiting its bid security, but his bid shall no longer be considered for further evaluation and award. A Bidder granting the request shall not be required or permitted to modify its bid.

## 18. Bid Security

- 18.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in an amount stated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the following schedule:

Form of Bid Security	Amount of Bid Security (Not less than the Percentage of the ABC)
(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.  <i>For biddings conducted by LGUs, the cashier's/manager's check may be issued by other</i>	Two percent (2%)

<i>banks certified by the BSP as authorized to issue such financial instrument.</i>	
<p>(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.</p> <p><i>For biddings conducted by LGUs, the Bank Draft/Guarantee, or irrevocable letter of credit may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</i></p>	
<p>(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; and/or</p>	Five percent (5%)

The Bid Securing Declaration mentioned above is an undertaking which states, among others, that the Bidder shall enter into contract with the procuring entity and furnish the performance security required under ITB Clause 32.2, within ten (10) calendar days from receipt of the Notice of Award, and commits to pay the corresponding amount as fine, and be suspended for a period of time from being qualified to participate in any government procurement activity in the event it violates any of the conditions stated therein as provided in the guidelines issued by the GPPB.

- 18.2. The bid security should be valid for the period specified in the **BDS**. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.
- 18.3. No bid securities shall be returned to Bidders after the opening of bids and before contract signing, except to those that failed or declared as post-disqualified, upon submission of a written waiver of their right to file a request for reconsideration and/or protest, or lapse of the reglementary period without having filed a request for reconsideration or protest. Without prejudice on its forfeiture, Bid Securities shall be returned only after the Bidder with the Lowest Calculated Responsive Bid (LCRB) has signed the contract and furnished the Performance Security, but in no case later than the expiration of the Bid Security validity period indicated in **ITB** Clause 18.2.

18.4. Upon signing and execution of the contract, pursuant to **ITB** Clause 31, and the posting of the performance security, pursuant to **ITB** Clause 32, the successful Bidder's Bid Security will be discharged, but in no case later than the Bid Security validity period as indicated in **ITB** Clause 18.2.

18.5. The bid security may be forfeited:

(a) if a Bidder:

- (i) withdraws its bid during the period of bid validity specified in **ITB** Clause 17;
- (ii) does not accept the correction of errors pursuant to **ITB** Clause 27.3(b);
- (iii) has a finding against the veracity of the required documents submitted in accordance with **ITB** Clause 28.2;
- (iv) submission of eligibility requirements containing false information or falsified documents;
- (v) submission of bids that contain false information or falsified documents, or the concealment of such information in the bids in order to influence the outcome of eligibility screening or any other stage of the public bidding;
- (vi) allowing the use of one's name, or using the name of another for purposes of public bidding;
- (vii) withdrawal of a bid, or refusal to accept an award, or enter into contract with the Government without justifiable cause, after the Bidder had been adjudged as having submitted the LCRB;
- (viii) refusal or failure to post the required performance security within the prescribed time;
- (ix) refusal to clarify or validate in writing its bid during post-qualification within a period of seven (7) calendar days from receipt of the request for clarification;
- (x) any documented attempt by a Bidder to unduly influence the outcome of the bidding in his favor;
- (xi) failure of the potential joint venture partners to enter into the joint venture after the bid is declared successful; or
- (xii) all other acts that tend to defeat the purpose of the competitive bidding, such as habitually withdrawing from bidding, submitting late Bids or patently insufficient bid, for at least three (3) times within a year, except for valid reasons.

(b) if the successful Bidder:



- (i) fails to sign the contract in accordance with **ITB** Clause 31;
- (ii) fails to furnish performance security in accordance with **ITB** Clause 32.

## **19. Format and Signing of Bids**

- 19.1 Bidders shall submit their bids through their duly authorized representative using the appropriate forms provided in Section IX. Bidding Forms on or before the deadline specified in the **ITB** Clause 21 in two (2) separate sealed bid envelopes, and which shall be submitted simultaneously. The first shall contain the technical component of the bid, including the eligibility requirements under **ITB** Clause 12.1, and the second shall contain the financial component of the bid. This shall also be observed for each lot in the case of lot procurement.
- 19.2 Forms as mentioned in **ITB** Clause 19.1 must be completed without any alterations to their format, and no substitute form shall be accepted. All blank spaces shall be filled in with the information requested.
- 19.3 The Bidder shall prepare and submit an original of the first and second envelopes as described in **ITB** Clauses 12 and 13. In addition, the Bidder shall submit copies of the first and second envelopes. In the event of any discrepancy between the original and the copies, the original shall prevail.
- 19.4 Each and every page of the Bid Form, including the Bill of Quantities, under Section IX hereof, shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the bid.
- 19.5 Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the Bidder.

## **20. Sealing and Marking of Bids**

- 20.1. Bidders shall enclose their original eligibility and technical documents described in **ITB** Clause 12, in one sealed envelope marked “ORIGINAL - TECHNICAL COMPONENT,” and the original of their financial component in another sealed envelope marked “ORIGINAL - FINANCIAL COMPONENT,” sealing them all in an outer envelope marked “ORIGINAL BID.”
- 20.2. Each copy of the first and second envelopes shall be similarly sealed duly marking the inner envelopes as “COPY NO. \_\_\_\_ - TECHNICAL COMPONENT” and “COPY NO. \_\_\_\_ – FINANCIAL COMPONENT” and the outer envelope as “COPY NO. \_\_\_\_,” respectively. These envelopes containing the original and the copies shall then be enclosed in one single envelope.
- 20.3. The original and the number of copies of the bid as indicated in the **BDS** shall be typed or written in ink and shall be signed by the Bidder or its duly authorized representative/s.

20.4. All envelopes shall:

- (a) contain the name of the contract to be bid in capital letters;
- (b) bear the name and address of the Bidder in capital letters;
- (c) be addressed to the Procuring Entity's BAC in accordance with **ITB** Clause 20.1;
- (d) bear the specific identification of this bidding process indicated in the **ITB** Clause 1.2; and
- (e) bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of bids, in accordance with **ITB** Clause 21.

20.5. Bid envelopes that are not properly sealed and marked, as required in the bidding documents, shall not be rejected, but the Bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. The BAC or the Procuring Entity shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked bid, or for its premature opening.

### **Submission and Opening of Bids**

#### **21. Deadline for Submission of Bids**

Bids must be received by the Procuring Entity's BAC at the address and on or before the date and time indicated in the **BDS**.

#### **22. Late Bids**

Any bid submitted after the deadline for submission and receipt of bids prescribed by the Procuring Entity, pursuant to **ITB** Clause 21, shall be declared "Late" and shall not be accepted by the Procuring Entity. The BAC shall record in the minutes of Bid Submission and Opening, the Bidder's name, its representative and the time the late bid was submitted.

#### **23. Modification and Withdrawal of Bids**

23.1. The Bidder may modify its bid after it has been submitted; provided that the modification is received by the Procuring Entity prior to the deadline prescribed for submission and receipt of bids. The Bidder shall not be allowed to retrieve its original bid, but shall be allowed to submit another bid equally sealed and properly identified in accordance with Clause 20, linked to its original bid marked as "TECHNICAL MODIFICATION" or "FINANCIAL MODIFICATION" and stamped "received" by the BAC. Bid modifications received after the applicable deadline shall not be considered and shall be returned to the Bidder unopened.

23.2. A Bidder may, through a Letter of Withdrawal, withdraw its bid after it has been submitted, for valid and justifiable reason; provided that the Letter of

Withdrawal is received by the Procuring Entity prior to the deadline prescribed for submission and receipt of bids. The Letter of Withdrawal must be executed by the authorized representative of the Bidder identified in the Omnibus Sworn Statement, a copy of which should be attached to the letter.

- 23.3. Bids requested to be withdrawn in accordance with **ITB** Clause 23.1 shall be returned unopened to the Bidders. A Bidder, who has acquired the bidding documents may also express its intention not to participate in the bidding through a letter which should reach and be stamped by the BAC before the deadline for submission and receipt of bids. A Bidder that withdraws its bid shall not be permitted to submit another bid, directly or indirectly, for the same contract.
- 23.4. No bid may be modified after the deadline for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Financial Bid Form. Withdrawal of a bid during this interval shall result in the forfeiture of the Bidder's bid security, pursuant to **ITB** Clause 18.5, and the imposition of administrative, civil, and criminal sanctions as prescribed by RA 9184 and its IRR.

## **24. Opening and Preliminary Examination of Bids**

- 24.1. The BAC shall open the Bids in public, immediately after the deadline for the submission and receipt of bids in public, as specified in the **BDS**. In case the Bids cannot be opened as scheduled due to justifiable reasons, the BAC shall take custody of the Bids submitted and reschedule the opening of Bids on the next working day or at the soonest possible time through the issuance of a Notice of Postponement to be posted in the PhilGEPS website and the website of the Procuring Entity concerned.
- 24.2. Unless otherwise specified in the BDS, the BAC shall open the first bid envelopes and determine each Bidder's compliance with the documents prescribed in ITB Clause 12, using a non-discretionary "pass/fail" criterion. If a Bidder submits the required document, it shall be rated "passed" for that particular requirement. In this regard, bids that fail to include any requirement or are incomplete or patently insufficient shall be considered as "failed". Otherwise, the BAC shall rate the said first bid envelope as "passed".
- 24.3. Unless otherwise specified in the **BDS**, immediately after determining compliance with the requirements in the first envelope, the BAC shall forthwith open the second bid envelope of each remaining eligible Bidder whose first bid envelope was rated "passed." The second envelope of each complying Bidder shall be opened within the same day. In case one or more of the requirements in the second envelope of a particular bid is missing, incomplete or patently insufficient, and/or if the submitted total bid price exceeds the ABC unless otherwise provided in **ITB** Clause 13.2, the BAC shall rate the bid concerned as "failed." Only bids that are determined to contain all the bid requirements for both components shall be rated "passed" and shall immediately be considered for evaluation and comparison.

- 24.4. Letters of Withdrawal shall be read out and recorded during bid opening, and the envelope containing the corresponding withdrawn bid shall be returned to the Bidder unopened.
- 24.5. All members of the BAC who are present during bid opening shall initial every page of the original copies of all bids received and opened.
- 24.6. In the case of an eligible foreign bidder as described in **ITB** Clause 5, the following Class “A” Documents may be substituted with the appropriate equivalent documents, if any, issued by the country of the foreign bidder concerned, which shall likewise be uploaded and maintained in the PhilGEPS in accordance with Section 8.5.2 of the IRR.:
- a) Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives;
  - b) Mayor’s/Business permit issued by the local government where the principal place of business of the Bidder is located; and
  - c) Audited Financial Statements showing, among others, the prospective Bidder’s total and current assets and liabilities stamped “received” by the Bureau of Internal Revenue or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two years from the date of bid submission.
- 24.7. Each partner of a joint venture agreement shall likewise submit the document required in **ITB** Clause 12.1(a)(i). Submission of documents required under **ITB** Clauses 12.1(a)(ii) to 12.1(a)(iv) by any of the joint venture partners constitutes compliance.
- 24.8. The Procuring Entity shall prepare the minutes of the proceedings of the bid opening that shall include, as a minimum: (a) names of Bidders, their bid price (per lot, if applicable, and/or including discount, if any), bid security, findings of preliminary examination, and whether there is a withdrawal or modification; and (b) attendance sheet. The BAC members shall sign the abstract of bids as read.
- 24.8. The Bidders or their duly authorized representatives may attend the opening of bids. The BAC shall ensure the integrity, security, and confidentiality of all submitted bids. The Abstract of Bids as read and the minutes of the Bid Opening shall be made available to the public upon written request and payment of a specified fee to recover cost of materials.
- 24.9 To ensure transparency and accurate representation of the bid submission, the BAC Secretariat shall notify in writing all Bidders whose bids it has received through its PhilGEPS-registered physical address or official e-mail address. The notice shall be issued within seven (7) calendar days from the date of the bid opening.

## Evaluation and Comparison of Bids

### 25. Process to be Confidential

- 25.1. Members of the BAC, including its staff and personnel, as well as its Secretariat and TWG, are prohibited from making or accepting any kind of communication with any Bidder regarding the evaluation of their bids until the issuance of the Notice of Award, unless otherwise allowed in the case of **ITB** Clause 26.
- 25.2. Any effort by a Bidder to influence the Procuring Entity in the Procuring Entity's decision in respect of bid evaluation, bid comparison or contract award will result in the rejection of the Bidder's bid.

### 26. Clarification of Bids

To assist in the evaluation, comparison and post-qualification of the bids, the Procuring Entity may ask in writing any Bidder for a clarification of its bid. All responses to requests for clarification shall be in writing. Any clarification submitted by a Bidder in respect to its bid and that is not in response to a request by the Procuring Entity shall not be considered

### 27. Detailed Evaluation and Comparison of Bids

- 27.1. The Procuring Entity will undertake the detailed evaluation and comparison of Bids which have passed the opening and preliminary examination of Bids, pursuant to **ITB** Clause 24, in order to determine the Lowest Calculated Bid.
- 27.2. The Lowest Calculated Bid shall be determined in two steps:
  - (a) The detailed evaluation of the financial component of the bids, to establish the correct calculated prices of the bids; and
  - (b) The ranking of the total bid prices as so calculated from the lowest to highest. The bid with the lowest price shall be identified as the Lowest Calculated Bid.
- 27.3. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all bids rated "passed," using non-discretionary "pass/fail" criterion. The BAC shall consider the following in the evaluation of bids:
  - (a) Completeness of the bid. Unless the **BDS** allows partial bids, bids not addressing or providing all of the required items in the Schedule of Requirements including, where applicable, bill of quantities, shall be considered non-responsive and, thus, automatically disqualified. In this regard, where a required item is provided, but no price is indicated, the same shall be considered as non-responsive, but specifying a zero (0) or a dash (-) for the said item would mean that it is being offered for free to the Procuring Entity, except those required by law or regulations to be provided for; and

- (b) Arithmetical corrections. Consider computational errors and omissions to enable proper comparison of all eligible bids. It may also consider bid modifications. Any adjustment shall be calculated in monetary terms to determine the calculated prices.
- 27.4. Based on the detailed evaluation of bids, those that comply with the above-mentioned requirements shall be ranked in the ascending order of their total calculated bid prices, as evaluated and corrected for computational errors, discounts and other modifications, to identify the Lowest Calculated Bid. Total calculated bid prices, as evaluated and corrected for computational errors, discounts and other modifications, which exceed the ABC shall not be considered, unless otherwise indicated in the **BDS**.
- 27.5. The Procuring Entity's evaluation of bids shall be based on the bid price quoted in the Bid Form, which includes the Bill of Quantities.
- 27.6. Bids shall be evaluated on an equal footing to ensure fair competition. For this purpose, all Bidders shall be required to include in their bids the cost of all taxes, such as, but not limited to, value added tax (VAT), income tax, local taxes, and other fiscal levies and duties which shall be itemized in the bid form and reflected in the detailed estimates. Such bids, including said taxes, shall be the basis for bid evaluation and comparison.
- 27.7. If so indicated pursuant to **ITB** Clause 1.2. Bids are being invited for individual lots or for any combination thereof, provided that all Bids and combinations of Bids 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 prices quoted shall correspond to all of the requirements specified for each lot. Bid Security as required by **ITB** Clause 18 shall be submitted for each contract (lot) separately. The basis for evaluation of lots is specified in **BDS** Clause 27.3.

## **28. Post Qualification**

- 28.1. The BAC shall determine to its satisfaction whether the Bidder that is evaluated as having submitted the Lowest Calculated Bid complies with and is responsive to all the requirements and conditions specified in **ITB** Clauses 5, 12, and 13.
- 28.2. 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**.

Failure to submit any of the post-qualification requirements on time, or a finding against the veracity thereof, shall disqualify the Bidder for award. Provided in the event that a finding against the veracity of any of the documents submitted is made, it shall cause the forfeiture of the bid security in accordance with Section 69 of the IRR of RA 9184.

- 28.3. The determination shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted pursuant to **ITB** Clauses 12 and 13, as well as other information as the Procuring Entity deems necessary and appropriate, using a non-discretionary "pass/fail" criterion, which shall be completed within a period of twelve (12) calendar days.
- 28.4. If the BAC determines that the Bidder with the Lowest Calculated Bid passes all the criteria for post-qualification, it shall declare the said bid as the LCRB, and recommend to the HoPE the award of contract to the said Bidder at its submitted price or its calculated bid price, whichever is lower, subject to **ITB** Clause 30.3.
- 28.5. A negative determination shall result in rejection of the Bidder's bid, in which event the Procuring Entity shall proceed to the next Lowest Calculated Bid, with a fresh period to make a similar determination of that Bidder's capabilities to perform satisfactorily. If the second Bidder, however, fails the post qualification, the procedure for post qualification shall be repeated for the Bidder with the next Lowest Calculated Bid, and so on until the LCRB is determined for recommendation of contract award.
- 28.6. Within a period not exceeding fifteen (15) calendar days from the determination by the BAC of the LCRB and the recommendation to award the contract, the HoPE or his duly authorized representative shall approve or disapprove the said recommendation.
- 28.7. In the event of disapproval, which shall be based on valid, reasonable, and justifiable grounds as provided for under Section 41 of the IRR of RA 9184, the HoPE shall notify the BAC and the Bidder in writing of such decision and the grounds for it. When applicable, the BAC shall conduct a post-qualification of the Bidder with the next Lowest Calculated Bid. A request for reconsideration may be filed by the Bidder with the HoPE in accordance with Section 37.1.3 of the IRR of RA 9184.

## **29. Reservation Clause**

- 29.1. Notwithstanding the eligibility or post-qualification of a Bidder, the Procuring Entity concerned reserves the right to review its qualifications at any stage of the procurement process if it has reasonable grounds to believe that a misrepresentation has been made by the said Bidder, or that there has been a change in the Bidder's capability to undertake the project from the time it submitted its eligibility requirements. Should such review uncover any misrepresentation made in the eligibility and bidding requirements, statements or documents, or any changes in the situation of the Bidder which will affect its capability to undertake the project so that it fails the preset eligibility or bid evaluation criteria, the Procuring Entity shall consider the said Bidder as ineligible and shall disqualify it from submitting a bid or from obtaining an award or contract.
- 29.2. Based on the following grounds, the Procuring Entity reserves the right to reject any and all Bids, declare a Failure of Bidding at any time prior to the contract award, or not to award the contract, without thereby incurring any

liability, and make no assurance that a contract shall be entered into as a result of the bidding:

- (a) If there is *prima facie* evidence of collusion between appropriate public officers or employees of the Procuring Entity, or between the BAC and any of the Bidders, or if the collusion is between or among the Bidders themselves, or between a Bidder and a third party, including any act which restricts, suppresses or nullifies or tends to restrict, suppress or nullify competition;
- (b) If the Procuring Entity's BAC is found to have failed in following the prescribed bidding procedures; or
- (c) For any justifiable and reasonable ground where the award of the contract will not redound to the benefit of the GOP as follows:
  - (i) If the physical and economic conditions have significantly changed so as to render the project no longer economically, financially or technically feasible as determined by the HoPE;
  - (ii) If the project is no longer necessary as determined by the HoPE; and
  - (iii) If the source of funds for the project has been withheld or reduced through no fault of the Procuring Entity.

29.3. In addition, the Procuring Entity may likewise declare a failure of bidding when:

- (a) No bids are received;
- (b) All prospective Bidders are declared ineligible;
- (c) All bids fail to comply with all the bid requirements, fail post-qualification; or
- (d) The Bidder with the LCRB refuses, without justifiable cause, to accept the award of contract, and no award is made in accordance with Section 40 of the IRR of RA 9184.

### **Award of Contract**

## **30. Contract Award**

- 30.1. Subject to **ITB** Clause 28, the HoPE or its duly authorized representative shall award the contract to the Bidder whose bid has been determined to be the LCRB.
- 30.2. Prior to the expiration of the period of bid validity, the Procuring Entity shall notify the successful Bidder in writing that its bid has been accepted, through a Notice of Award duly received by the Bidder or its representative personally or by registered mail or electronically, receipt of which must be confirmed in



writing within two (2) days by the Bidder with the LCRB and submitted personally or sent by registered mail or electronically to the Procuring Entity.

30.3. Notwithstanding the issuance of the Notice of Award, award of contract shall be subject to the following conditions:

- (a) Submission of the following documents within ten (10) calendar days from receipt of the Notice of Award:
  - (i) In the case of procurement by a Philippine Foreign Service Office or Post, the PhilGEPS Registration Number of the winning foreign Bidder; or
  - (ii) Valid PCAB license and registration for the type and cost of the contract to be bid for foreign bidders when the Treaty or International or Executive Agreement expressly allows submission of the PCAB license and registration for the type and cost of the contract to be bid as a pre-condition to the Award;
- (b) Posting of the performance security in accordance with **ITB** Clause 32;
- (c) Signing of the contract as provided in **ITB** Clause 31; and
- (d) Approval by higher authority, if required, as provided in Section 37.3 of the IRR of RA 9184.

### **31. Signing of the Contract**

31.1. At the same time as the Procuring Entity notifies the successful Bidder that its bid has been accepted, the Procuring Entity shall send the Contract Form to the Bidder, which Contract has been provided in the Bidding Documents, incorporating therein all agreements between the parties.

31.2. Within ten (10) calendar days from receipt of the Notice of Award, the successful Bidder shall post the required performance security, sign and date the contract and return it to the Procuring Entity.

31.3. The Procuring Entity shall enter into contract with the successful Bidder within the same ten (10) calendar day period provided that all the documentary requirements are complied with.

31.4. The following documents shall form part of the contract:

- (a) Contract Agreement;
- (b) Bidding Documents;
- (c) Winning Bidder's bid, including the Technical and Financial Proposals, and all other documents/statements submitted (*e.g.*, Bidder's response to request for clarifications on the bid), including

corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;

- (d) Performance Security;
- (e) Notice of Award of Contract; and
- (f) Other contract documents that may be required by existing laws and/or specified in the **BDS**.

## 32. Performance Security

- 32.1. To guarantee the faithful performance by the winning Bidder of its obligations under the contract, it shall post a performance security within a maximum period of ten (10) calendar days from the receipt of the Notice of Award from the Procuring Entity and in no case later than the signing of the contract.
- 32.2. The Performance Security shall be denominated in Philippine Pesos and posted in favor of the Procuring Entity in an amount not less than the percentage of the total contract price in accordance with the following schedule:

Form of Performance Security	Amount of Performance Security (Not less than the Percentage of the Total Contract Price)
<p>(a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.</p> <p><i>For biddings conducted by the LGUs, the Cashier's/Manager's Check may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</i></p>	Ten percent (10%)
<p>(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.</p> <p><i>For biddings conducted by the LGUs, Bank Draft/Guarantee, or Irrevocable Letter of Credit may be issued by other banks certified by the BSP as authorized to issue such</i></p>	

<i>financial instrument.</i>	
(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.	Thirty percent (30%)

32.3. Failure of the successful Bidder to comply with the above-mentioned requirement shall constitute sufficient ground for the annulment of the award and forfeiture of the bid security, in which event the Procuring Entity shall have a fresh period to initiate and complete the post qualification of the second Lowest Calculated Bid. The procedure shall be repeated until LCRB is identified and selected for recommendation of contract award. However if no Bidder passed post-qualification, the BAC shall declare the bidding a failure and conduct a re-bidding with re-advertisement, if necessary.

### **33. Notice to Proceed**

Within seven (7) calendar days from the date of approval of the Contract by the appropriate government approving authority, the Procuring Entity shall issue the Notice to Proceed (NTP) together with a copy or copies of the approved contract to the successful Bidder. All notices called for by the terms of the contract shall be effective only at the time of receipt thereof by the successful Bidder.

### **34. Protest Mechanism**

Decision of the procuring entity at any stage of the procurement process may be questioned in accordance with Sections 55 of the IRR of RA 9184.

## ***Section III. Bid Data Sheet***

# Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is <b><i>People’s Television Network, Inc.</i></b></p> <p>The name of the Contract is <b><i>Design and Build of People’s Television Network, Inc. Marawi Regional Center – A Two (2) Storey Studio/Transmitter Building with Roofdeck and 80-Foot Bipod Antenna Tower</i></b></p> <p>The identification number of the Contract is <b><i>ITB No. 2020-0003</i></b></p>
2	<p>The Funding Source is:</p> <p>The Government of the Philippines (GoP) through <b><i>NDRRMC Fund</i></b> in the amount of <b><i>Twenty-Nine Million Five Hundred Thousand Pesos (Php29,500,000.00)</i></b></p> <p>The name of the Project is <b><i>Design and Build of People’s Television Network, Inc. Marawi Regional Center – A Two (2) Storey Studio/Transmitter Building with Roof deck and 80-Foot Bipod Antenna Tower</i></b></p>
3.1	No further instructions.
5.1	No further instructions.
5.2	Bidding is restricted to eligible bidders as defined in ITB Clause 5.1.
5.4(a)	No further instructions.
5.4(b)	<p>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 Approved Budget for the Contract (ABC).</p> <p>For this purpose, similar contracts shall refer to contracts which have the same major categories of work. Projects referred to as similar shall refer to the <b><i>Design and Build of a 2-Storey with Roof deck Commercial Building and Broadcast Antenna Tower.</i></b></p>
8.1	“Subcontracting is not allowed.”
8.2	“Not applicable.”
9.1	The Procuring Entity will hold a pre-bid conference for this Project on <b><i>7 February 2020, 10:00 AM</i></b> at <b><i>Bids and Awards Committee (BAC) Secretariat/Project Management Office (PMO), 3rd Floor, PTNI Broadcast Complex, Visayas Avenue, Diliman, Quezon City</i></b>
10.1	The Procuring Entity’s address is:

	<b>MARIA ANGELA C. GATAN</b> <b>Bids and Awards Committee Chairperson</b> People's Television Network, Inc. (PTNI) Broadcast Complex, Visayas Avenue, Diliman, Quezon City										
10.4	No further instructions.										
12.1	<ul style="list-style-type: none"> <li>• <b>PhilGEPS Platinum Certificate of Registration</b></li> <li>• <b>Duly Notarized Secretary's Certificate or Special Power of Attorney attesting the Authority of the Signatory as the Duly Authorized and Designated Representative of the Corporation, Partnership or joint Venture</b></li> </ul> <p><i>Note: In case of <b>Joint Venture</b>, each partner of the joint venture shall submit their respective PhilGEPS Certificates of Registration or its substitute documents as provided above.</i></p> <p><i>(The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance: Provided, That the partner responsible to submit the NFCC shall likewise submit the Statement of all its Ongoing contracts and Audited Financial Statements.)</i></p>										
12.1(a)(iii)	<b>PCAB Principal Classification:</b>  Classification: <b>General Building</b> Category (Minimum Requirement): <b>AAA</b> Project Kind and Respective Size Range: <b>Large B for Buildings</b>  <b>In case of JV, it must be the Special PCAB license for JV bidders.</b>										
12.1(b)(ii.2)	The minimum work experience requirements for key personnel are the following:  <b><u>DESIGN PHASE</u></b> <table border="1"> <thead> <tr> <th></th><th><b>Required Professional</b></th><th><b>Minimum Qualification</b></th><th><b>Responsibility</b></th></tr> </thead> <tbody> <tr> <td>1.</td><td>Structural Engineer</td><td>Must be duly licensed Structural Engineer with at least 10 years experience in structural design and has undertaken projects with project cost of at least 50% of the ABC; with substantial knowledge in structural and earthquake design of building and broadcast tower</td><td> <ul style="list-style-type: none"> <li>▪ Responsible for the conduct of structural design and evaluation of the structural elements of the building during the detailed engineering stage.</li> </ul> </td></tr> </tbody> </table>				<b>Required Professional</b>	<b>Minimum Qualification</b>	<b>Responsibility</b>	1.	Structural Engineer	Must be duly licensed Structural Engineer with at least 10 years experience in structural design and has undertaken projects with project cost of at least 50% of the ABC; with substantial knowledge in structural and earthquake design of building and broadcast tower	<ul style="list-style-type: none"> <li>▪ Responsible for the conduct of structural design and evaluation of the structural elements of the building during the detailed engineering stage.</li> </ul>
	<b>Required Professional</b>	<b>Minimum Qualification</b>	<b>Responsibility</b>								
1.	Structural Engineer	Must be duly licensed Structural Engineer with at least 10 years experience in structural design and has undertaken projects with project cost of at least 50% of the ABC; with substantial knowledge in structural and earthquake design of building and broadcast tower	<ul style="list-style-type: none"> <li>▪ Responsible for the conduct of structural design and evaluation of the structural elements of the building during the detailed engineering stage.</li> </ul>								

			structures.	
	2.	Design Architect	Must be duly licensed and an active member of Integrated and Accredited Professional Organization of Architects (IAPOA) with at least 10 years experience in the architectural design of commercial, academic or institutional facilities and corporate buildings, site planning and landscaping.	<ul style="list-style-type: none"> <li>Responsible for the conduct of architectural designs and details of the project components and other aesthetic aspects during the detailed engineering stage.</li> </ul>
	3.	Professional Electrical Engineer	Must be duly licensed with at least 10 years experience in building electrical design, lighting, power distribution, switches and panels and preferably knowledgeable in efficient lighting technologies and energy management.	<ul style="list-style-type: none"> <li>Responsible for the conduct of all electrical design and details during detailed engineering stage.</li> </ul>
	4.	Professional Mechanical Engineer	Must be duly licensed with at least 5 years experience in mechanical design and installations of HVAC and fire protection and suppression systems and preferably knowledgeable in emergent, alternative energy-efficient HVAC technologies.	<ul style="list-style-type: none"> <li>Responsible for the conduct of all mechanical design and details during detailed engineering stage</li> </ul>
	5.	Professional Electronics Engineer	Must be duly licensed with at least 5 years experience in building electronics design, as well as fire detection and alarm systems in buildings.	<ul style="list-style-type: none"> <li>Responsible for the design and layout of data and communication facilities during the detailed engineering stage.</li> </ul>
	6.	Sanitary Engineer/ Registered Master Plumber	Must be duly licensed with at least 10 years experience in the design of building water supply and distribution systems, plumbing and sanitary systems and preferably knowledgeable in and emergent, alternative effluent collection and	<ul style="list-style-type: none"> <li>Responsible for the conduct of all sanitary design and details of the building during detailed engineering stage.</li> </ul>

		treatment systems.	
7.	Geotechnical Engineer	Must be duly licensed Civil Engineer with a post graduate degree in Geotechnical Engineering or PICE Specialization with at least 5 years experience in geotechnical evaluation.	<ul style="list-style-type: none"> <li>Responsible for the conduct of all geotechnical investigation and analyses of soil investigation reports during detailed engineering stage.</li> </ul>
8.	Cost/ Quantity/ Specifications Engineer	Must be duly licensed Civil Engineer with at least 5 years experience in the preparation of technical specifications and detailed analysis of all applicable unit prices.	<ul style="list-style-type: none"> <li>Responsible for the preparation of detailed cost estimation for items of work, materials specifications and updating of the detailed bill of quantities based on detailed engineering plans.</li> </ul>

### **CONSTRUCTION PHASE**

#### **Key Personnel**

#### **General Experience**

#### **Relevant Experience**

1.	Construction In-Charge	Must be a licensed Civil Engineer or Architect with at least 10 years professional experience with relevant experience in similar and comparable projects;	<ul style="list-style-type: none"> <li>Responsible for all aspects of the project implementation.</li> <li>Responsible for construction management and supervision of phases of work.</li> </ul>
2.	Supervising Architect (Architecture In-Charge of Construction)	Must be duly licensed and an active member of Integrated and Accredited Professional Organization of Architects (IAPOA) with at least 10 years experience in similar and comparable projects and shall preferably be knowledgeable in the application of rapid construction technologies.	<ul style="list-style-type: none"> <li>Responsible for the supervision of the architectural works during construction phase.</li> </ul>
3.	Professional Electrical Engineer	Must be duly licensed with at least 5 years experience in building electrical design and installations, lighting, power distribution, switches and panels;	<ul style="list-style-type: none"> <li>Responsible for the supervision of all electrical works during construction.</li> </ul>



			preferably knowledgeable in efficient lighting technologies and energy management;	
	4.	Professional Mechanical Engineer	Must be duly licensed with at least 5 years experience in mechanical design and installations of HVAC and fire protection systems and preferably knowledgeable in emergent, alternative energy-efficient HVAC technologies.	<ul style="list-style-type: none"> <li>▪ Responsible for the supervision of the mechanical works during construction.</li> </ul>
	5.	Professional Electronics Engineer	Must be duly licensed with at least 5 years experience in building electronics design and installation as well as fire detection and alarm systems in buildings.	<ul style="list-style-type: none"> <li>▪ Responsible for the supervision of all electronics work during construction.</li> </ul>
	6.	Sanitary Engineer/ Registered Master Plumber	Must be duly licensed with at least 10 years experience in the design of building water supply and distribution systems, plumbing and sanitary systems and preferably knowledgeable in and emergent, alternative effluent collection and treatment systems.	<ul style="list-style-type: none"> <li>▪ Responsible for the supervision of all plumbing and sanitary works during construction.</li> </ul>
	7.	Geodetic Engineer	Must be duly licensed Geodetic Engineer with at least 5 years experience in geodetic survey of building construction of similar nature.	<ul style="list-style-type: none"> <li>▪ Responsible for all locations and surveys to ensure correct horizontal and vertical controls to be used as basis in the detailed engineering stage and actual stake-out;</li> <li>▪ Responsible for the monitoring and supervision of the survey works during the construction phase.</li> </ul>
	8.	Cost/ Quantity/ Specifications Engineer	Must be duly licensed Civil Engineer with at least 5 years experience in the preparation of technical specifications and detailed analysis of all applicable unit prices.	<ul style="list-style-type: none"> <li>▪ Responsible for the qualification of the actual construction progress and related variation order;</li> <li>▪ Responsible in quantity surveys and cost estimation for items of work for buildings and facilities of similar nature.</li> </ul>

	9.	Materials Engineer	Must be duly licensed Civil Engineer with Level 1 or 2 DPWH Accreditation for Materials Engineer and at least 5 years experience in supervising materials investigations and quality control; must have a duly recognized experience in similar and comparable projects.	▪ Responsible for organizing and supervising the sampling and testing of materials proposed for use in the project components, so as to ensure adequate quality control of the works being constructed.																														
12.1(b)(iii.3)	<b>The minimum major equipment requirements are the following:</b> <table><tr><td><b><u>Equipment</u></b></td><td><b><u>Capacity</u></b></td><td><b><u>Number of Units</u></b></td></tr><tr><td>Bagger Mixer</td><td></td><td>3</td></tr><tr><td>Concrete Vibrator</td><td></td><td>2</td></tr><tr><td>Welding Machine</td><td></td><td>2</td></tr><tr><td colspan="3"><b><u>Minor Tools</u></b></td></tr><tr><td>Electric Grinder</td><td></td><td>3</td></tr><tr><td>Electric Drill</td><td></td><td>3</td></tr><tr><td>Chipping Gun</td><td></td><td>3</td></tr><tr><td>Heat Gun</td><td></td><td>3</td></tr><tr><td>Other tools</td><td></td><td></td></tr></table>				<b><u>Equipment</u></b>	<b><u>Capacity</u></b>	<b><u>Number of Units</u></b>	Bagger Mixer		3	Concrete Vibrator		2	Welding Machine		2	<b><u>Minor Tools</u></b>			Electric Grinder		3	Electric Drill		3	Chipping Gun		3	Heat Gun		3	Other tools		
<b><u>Equipment</u></b>	<b><u>Capacity</u></b>	<b><u>Number of Units</u></b>																																
Bagger Mixer		3																																
Concrete Vibrator		2																																
Welding Machine		2																																
<b><u>Minor Tools</u></b>																																		
Electric Grinder		3																																
Electric Drill		3																																
Chipping Gun		3																																
Heat Gun		3																																
Other tools																																		
13.1	“No additional Requirements”																																	
13.1(b)	This shall include all of the following documents: <div><div>1) Bid prices in the <b>Bill of Quantities</b>;</div><div>2) <b>Cash flow</b> by quarter or payment schedule.</div><div>3) <b>Detailed unit price analysis (DUPA)</b> summary sheet indicating the unit prices of construction materials, labor rates and equipment rentals.</div></div>																																	
13.2	The ABC is <b>Twenty-Nine Million Five Hundred Thousand Pesos (Php 29,500,000.00)</b> . Any bid with a financial component exceeding this amount shall not be accepted.																																	
14.2	No further instructions.																																	
15.4	No further instruction.																																	

16.1	<b>The bid prices shall be quoted in Philippine Pesos.</b>
16.3	No further instructions.
17.1	Bids will be valid until <b><i>One Hundred Twenty (120) calendar days.</i></b>
18.1	<p>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</p> <ol style="list-style-type: none"> <li>1. The amount of not less than <b><i>2% of ABC</i></b>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</li> <li>2. The amount of not less than <b><i>5% of ABC</i></b> if bid security is in Surety Bond.</li> </ol>
18.2	The bid security shall be valid until <b><i>One Hundred Twenty (120) calendar days.</i></b>
20.3	Each Bidder shall submit <b><i>one (1) set of original documents</i></b> and <b><i>two (2) sets of copies of the first and second components of its bid</i></b> , <b>Tabbed</b> accordingly.
21	<p>The address for submission of bids is <b><i>Bids and Awards Committee (BAC) Secretariat/Project Management Office (PMO), 3rd Floor, PTNI Broadcast Complex, Visayas Avenue, Diliman, Quezon City</i></b></p> <p>The deadline for submission of bids is <b><i>12 March 2020, 10:00 AM</i></b></p>
24.1	<p>The place of bid opening is <b><i>Bids and Awards Committee (BAC) Secretariat/Project Management Office (PMO), 3rd Floor, PTNI Broadcast Complex, Visayas Avenue, Diliman, Quezon City</i></b></p> <p>The date and time of bid opening is <b><i>12 March 2020, 10:00 AM</i></b></p>
24.2	No further instructions.
24.3	No further instructions.
27.3	Partial bid is not allowed. The infrastructure project is packaged in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.
27.4	No further instructions.
28.2	<i>List licenses and permits relevant to the Project and the corresponding law requiring it or state "None."</i>

31.4(f)	<p>The following documents shall be submitted by the winning bidder within <b>ten (10) calendar days</b> from the receipt of the Notice of Award:</p> <ol style="list-style-type: none"> <li>1) Five(5) - copies of the Duly signed <b>Bar Chart/Construction Schedule, Cash Flow and S-curve</b></li> <li>2) Five(5) - copies of the Duly signed <b>PERT/CPM</b></li> <li>3) Five(5) - copies of duly signed <b>List of Manpower with Manpower Deployment Schedule</b></li> <li>4) Five(5) - copies of duly signed <b>List of Equipment with Equipment Utilization Schedule</b></li> <li>5) One(1) - copy of duly signed <b>Construction Methodology</b> in narrative form</li> <li>6) <b>Construction Safety and Health Program</b> approved by the Department of Labor and Employment</li> <li>7) <b>Contractor's All Risk Insurance Policy</b></li> </ol> <p>Items 1 to 4 of the foregoing documents are subject to approval of the Procuring Entity or his duly authorized representative.</p>
32.2	<p>The performance security shall be in the following amount:</p> <ol style="list-style-type: none"> <li>1. The amount of <i>[5% of ABC]</i>, if performance security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</li> <li>2. The amount of <i>[30% of ABC]</i> if performance security is in Surety Bond. It shall be supported with a <b>Certification from the Insurance Commission</b> accompanying the Surety Bond authorizing the insurance company to issue surety bonds callable on demand, <b>specific to the contract to be bid</b>.</li> </ol> <p>The <b>Performance Security</b> shall include the defects liability period of one (1) year from the date of completion of the contract works which shall be due for release by the <b>People's Television Network, Inc.</b> to the Contractor only after the issuance of the <b>Certificate of Final Acceptance</b>.</p> <p>If the contract is awarded, the bidder shall post a Performance Security in any of the acceptable forms with bond expiration <b>inclusive of the one year defects liability period</b>.</p> <p>In case the original contract time is extended due to approved time extensions/work variation, the Contractor shall post additional <b>Performance Security</b> corresponding to the revised contract duration or the applicable period that requires additional time coverage of the bond.</p>

## ***Section IV. General Conditions of Contract***

## TABLE OF CONTENTS

<b>1. DEFINITIONS .....</b>	<b>48</b>
<b>2. INTERPRETATION .....</b>	<b>50</b>
<b>3. GOVERNING LANGUAGE AND LAW .....</b>	<b>51</b>
<b>4. COMMUNICATIONS .....</b>	<b>51</b>
<b>5. POSSESSION OF SITE.....</b>	<b>51</b>
<b>6. THE CONTRACTOR’S OBLIGATIONS .....</b>	<b>51</b>
<b>7. PERFORMANCE SECURITY.....</b>	<b>52</b>
<b>8. SUBCONTRACTING .....</b>	<b>53</b>
<b>9. LIQUIDATED DAMAGES .....</b>	<b>54</b>
<b>10. SITE INVESTIGATION REPORTS.....</b>	<b>54</b>
<b>11. THE PROCURING ENTITY, LICENSES AND PERMITS.....</b>	<b>54</b>
<b>12. CONTRACTOR’S RISK AND WARRANTY SECURITY .....</b>	<b>54</b>
<b>13. LIABILITY OF THE CONTRACTOR .....</b>	<b>57</b>
<b>14. PROCURING ENTITY’S RISK.....</b>	<b>57</b>
<b>15. INSURANCE .....</b>	<b>57</b>
<b>16. TERMINATION FOR DEFAULT OF CONTRACTOR .....</b>	<b>58</b>
<b>17. TERMINATION FOR DEFAULT OF PROCURING ENTITY .....</b>	<b>59</b>
<b>18. TERMINATION FOR OTHER CAUSES .....</b>	<b>59</b>
<b>19. PROCEDURES FOR TERMINATION OF CONTRACTS.....</b>	<b>61</b>
<b>20. FORCE MAJEURE, RELEASE FROM PERFORMANCE .....</b>	<b>63</b>
<b>21. RESOLUTION OF DISPUTES .....</b>	<b>64</b>
<b>22. SUSPENSION OF LOAN, CREDIT, GRANT, OR APPROPRIATION .....</b>	<b>65</b>
<b>23. PROCURING ENTITY’S REPRESENTATIVE’S DECISIONS.....</b>	<b>65</b>
<b>24. APPROVAL OF DRAWINGS AND TEMPORARY WORKS BY THE PROCURING ENTITY’S REPRESENTATIVE.....</b>	<b>65</b>
<b>25. ACCELERATION AND DELAYS ORDERED BY THE PROCURING ENTITY’S REPRESENTATIVE .....</b>	<b>65</b>
<b>26. EXTENSION OF THE INTENDED COMPLETION DATE .....</b>	<b>66</b>
<b>27. RIGHT TO VARY.....</b>	<b>66</b>
<b>28. CONTRACTORS RIGHT TO CLAIM.....</b>	<b>66</b>

<b>29. DAYWORKS .....</b>	<b>66</b>
<b>30. EARLY WARNING .....</b>	<b>67</b>
<b>31. PROGRAM OF WORK .....</b>	<b>67</b>
<b>32. MANAGEMENT CONFERENCES.....</b>	<b>68</b>
<b>33. BILL OF QUANTITIES .....</b>	<b>68</b>
<b>34. INSTRUCTIONS, INSPECTIONS AND AUDITS.....</b>	<b>68</b>
<b>35. IDENTIFYING DEFECTS.....</b>	<b>69</b>
<b>36. COST OF REPAIRS .....</b>	<b>69</b>
<b>37. CORRECTION OF DEFECTS .....</b>	<b>69</b>
<b>38. UNCORRECTED DEFECTS .....</b>	<b>69</b>
<b>39. ADVANCE PAYMENT.....</b>	<b>70</b>
<b>40. PROGRESS PAYMENTS .....</b>	<b>70</b>
<b>41. PAYMENT CERTIFICATES .....</b>	<b>71</b>
<b>42. RETENTION .....</b>	<b>71</b>
<b>43. VARIATION ORDERS.....</b>	<b>72</b>
<b>44. CONTRACT COMPLETION.....</b>	<b>73</b>
<b>45. SUSPENSION OF WORK .....</b>	<b>74</b>
<b>46. PAYMENT ON TERMINATION.....</b>	<b>74</b>
<b>47. EXTENSION OF CONTRACT TIME.....</b>	<b>75</b>
<b>48. PRICE ADJUSTMENT .....</b>	<b>76</b>
<b>49. COMPLETION .....</b>	<b>76</b>
<b>50. TAKING OVER.....</b>	<b>76</b>
<b>51. OPERATING AND MAINTENANCE MANUALS.....</b>	<b>76</b>

## 1. Definitions

For purposes of this Clause, boldface type is used to identify defined terms.

- 1.1. The **Arbiter** is the person appointed jointly by the Procuring Entity and the Contractor to resolve disputes in the first instance, as provided for in **GCC** Clause 21.
- 1.2. **Bill of Quantities** refers to a list of the specific items of the Work and their corresponding unit prices, lump sums, and/or provisional sums.
- 1.3. The **Completion Date** is the date of completion of the Works as certified by the Procuring Entity's Representative, in accordance with **GCC** Clause 49.
- 1.4. The **Contract** is the contract between the Procuring Entity and the Contractor to execute, complete, and maintain the Works.
- 1.5. The **Contract Effectivity Date** is the date of signing of the Contract. However, the contractor shall commence execution of the Works on the Start Date as defined in **GCC** Clause 1.28.
- 1.6. The **Contract Price** is the price stated in the Notice of Award and thereafter to be paid by the Procuring Entity to the Contractor for the execution of the Works in accordance with this Contract
- 1.7. **Contract Time Extension** is the allowable period for the Contractor to complete the Works in addition to the original Completion Date stated in this Contract.
- 1.8. The **Contractor** is the juridical entity whose proposal has been accepted by the Procuring Entity and to whom the Contract to execute the Work was awarded.
- 1.9. The **Contractor's Bid** is the signed offer or proposal submitted by the Contractor to the Procuring Entity in response to the Bidding Documents.
- 1.10. **Days** are calendar days; months are calendar months.
- 1.11. **Dayworks** are varied work inputs subject to payment on a time basis for the Contractor's employees and Equipment, in addition to payments for associated Materials and Plant.
- 1.12. A **Defect** is any part of the Works not completed in accordance with the Contract.
- 1.13. The **Defects Liability Certificate** is the certificate issued by Procuring Entity's Representative upon correction of defects by the Contractor.
- 1.14. The **Defects Liability Period** is the one year period between contract completion and final acceptance within which the Contractor assumes the responsibility to undertake the repair of any damage to the Works at his own expense.



- 1.15 **Drawings** are graphical presentations of the Works. They include all supplementary details, shop drawings, calculations, and other information provided or approved for the execution of this Contract.
- 1.16 **Equipment** refers to all facilities, supplies, appliances, materials or things required for the execution and completion of the Work provided by the Contractor and which shall not form or are not intended to form part of the Permanent Works.
- 1.17 The **Intended Completion Date** refers to the date specified in the SCC when the Contractor is expected to have completed the Works. The Intended Completion Date may be revised only by the Procuring Entity's Representative by issuing an extension of time or an acceleration order.
- 1.18 **Materials** are all supplies, including consumables, used by the Contractor for incorporation in the Works.
- 1.19 The **Notice to Proceed** is a written notice issued by the Procuring Entity or the Procuring Entity's Representative to the Contractor requiring the latter to begin the commencement of the work not later than a specified or determinable date.
- 1.20 **Permanent Works** are all permanent structures and all other project features and facilities required to be constructed and completed in accordance with this Contract which shall be delivered to the Procuring Entity and which shall remain at the Site after the removal of all Temporary Works.
- 1.21 **Plant** refers to the machinery, apparatus, and the like intended to form an integral part of the Permanent Works.
- 1.22 The **Procuring Entity** is the party who employs the Contractor to carry out the Works stated in the SCC.
- 1.23 The **Procuring Entity's Representative** refers to the Head of the Procuring Entity or his duly authorized representative, identified in the SCC, who shall be responsible for supervising the execution of the Works and administering this Contract.
- 1.24 The **Site** is the place provided by the Procuring Entity where the Works shall be executed and any other place or places which may be designated in the SCC, or notified to the Contractor by the Procuring Entity's Representative as forming part of the Site.
- 1.25 **Site Investigation Reports** are those that were included in the Bidding Documents and are factual and interpretative reports about the surface and subsurface conditions at the Site.
- 1.26 **Slippage** is a delay in work execution occurring when actual accomplishment falls below the target as measured by the difference between the scheduled and actual accomplishment of the Work by the Contractor as established from the work schedule. This is actually described as a percentage of the whole Works.

- 1.27 **Specifications** means the description of Works to be done and the qualities of materials to be used, the equipment to be installed and the mode of construction.
- 1.28 The **Start Date**, as specified in the **SCC**, is the date when the Contractor is obliged to commence execution of the Works. It does not necessarily coincide with any of the Site Possession Dates.
- 1.29 A **Subcontractor** is any person or organization to whom a part of the Works has been subcontracted by the Contractor, as allowed by the Procuring Entity, but not any assignee of such person.
- 1.30 **Temporary Works** are works designed, constructed, installed, and removed by the Contractor that are needed for construction or installation of the Permanent Works.
- 1.31 **Work(s)** refer to the Permanent Works and Temporary Works to be executed by the Contractor in accordance with this Contract, including (i) the furnishing of all labor, materials, equipment and others incidental, necessary or convenient to the complete execution of the Works; (ii) the passing of any tests before acceptance by the Procuring Entity's Representative; (iii) and the carrying out of all duties and obligations of the Contractor imposed by this Contract as described in the **SCC**.

## 2. Interpretation

- 2.1. In interpreting the Conditions of Contract, singular also means plural, male also means female or neuter, and the other way around. Headings have no significance. Words have their normal meaning under the language of this Contract unless specifically defined. The Procuring Entity's Representative will provide instructions clarifying queries about the Conditions of Contract.
- 2.2. If sectional completion is specified in the **SCC**, references in the Conditions of Contract to the Works, the Completion Date, and the Intended Completion Date apply to any Section of the Works (other than references to the Completion Date and Intended Completion Date for the whole of the Works).
- 2.3. The documents forming this Contract shall be interpreted in the following order of priority:
- a) Contract Agreement;
  - b) Bid Data Sheet;
  - c) Instructions to Bidders;
  - d) Addenda to the Bidding Documents;
  - e) Special Conditions of Contract;
  - f) General Conditions of Contract;

- g) Specifications;
- h) Bill of Quantities; and
- i) Drawings.

### **3. Governing Language and Law**

- 3.1. This Contract has been executed in the English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract. All correspondence and other documents pertaining to this Contract which are exchanged by the parties shall be written in English.
- 3.2. This Contract shall be interpreted in accordance with the laws of the Republic of the Philippines.

### **4. Communications**

Communications between parties that are referred to in the Conditions shall be effective only when in writing. A notice shall be effective only when it is received by the concerned party.

### **5. Possession of Site**

- 5.1. On the date specified in the **SCC**, the Procuring Entity shall grant the Contractor possession of so much of the Site as may be required to enable it to proceed with 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.
- 5.2. If possession of a portion is not given by the date stated in the SCC Clause 5.1, 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 shall be in accordance with **GCC** Clause 47.
- 5.3. The Contractor shall bear all costs and charges for special or temporary right-of-way required by it in connection with access to the Site. The Contractor shall also provide at his own cost any additional facilities outside the Site required by it for purposes of the Works.
- 5.4. The Contractor shall allow the Procuring Entity's Representative and any person authorized by the Procuring Entity's Representative access to the Site and to any place where work in connection with this Contract is being carried out or is intended to be carried out.

### **6. The Contractor's Obligations**

- 6.1. The Contractor shall carry out the Works properly and in accordance with this Contract. The Contractor shall provide all supervision, labor, Materials, Plant and Contractor's Equipment, which may be required. All Materials and Plant on Site shall be deemed to be the property of the Procuring Entity.
- 6.2. The Contractor shall commence execution of the Works on the Start Date and shall carry out the Works in accordance with the Program of Work submitted by the Contractor, as updated with the approval of the Procuring Entity's Representative, and complete them by the Intended Completion Date.
- 6.3. The Contractor shall be responsible for the safety of all activities on the Site.
- 6.4. The Contractor shall carry out all instructions of the Procuring Entity's Representative that comply with the applicable laws where the Site is located.
- 6.5. The Contractor shall employ the key personnel named in the Schedule of Key Personnel, as referred to in the SCC, 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.
- 6.6. If the Procuring Entity's Representative asks the Contractor to remove a member of the Contractor's staff or work force, for justifiable cause, the Contractor shall ensure that the person leaves the Site within seven (7) days and has no further connection with the Work in this Contract.
- 6.7. During Contract implementation, the Contractor and his subcontractors shall abide at all times by all labor laws, including child labor related enactments, and other relevant rules.
- 6.8. The Contractor shall submit to the Procuring Entity for consent the name and particulars of the person authorized to receive instructions on behalf of the Contractor.
- 6.9. The Contractor shall cooperate and share the Site with other contractors, public authorities, utilities, and the Procuring Entity between the dates given in the schedule of other contractors particularly when they shall require access to the Site. The Contractor shall also provide facilities and services for them during this period. The Procuring Entity may modify the schedule of other contractors, and shall notify the Contractor of any such modification thereto.
- 6.10. Should anything of historical or other interest or of significant value be unexpectedly discovered on the Site, it shall be the property of the Procuring Entity. The Contractor shall notify the Procuring Entity's Representative of such discoveries and carry out the Procuring Entity's Representative's instructions in dealing with them.

## **7. Performance Security**

- 7.1. 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 Contractor shall furnish the performance security in any of the forms prescribed in **ITB** Clause 32.2.

- 7.2. The performance security posted in favor of the Procuring Entity shall be forfeited in the event it is established that the Contractor is in default in any of its obligations under the Contract.
- 7.3. The performance security shall remain valid until issuance by the Procuring Entity of the Certificate of Final Acceptance.
- 7.4. The performance security may be released by the Procuring Entity and returned to the Contractor after the issuance of the Certificate of Final Acceptance subject to the following conditions:
  - (a) There are no pending claims against the Contractor or the surety company filed by the Procuring Entity;
  - (b) The Contractor has no pending claims for labor and materials filed against it; and
  - (c) Other terms specified in the **SCC**.
- 7.5. The Contractor shall post an additional performance security following the amount and form specified in **ITB** Clause 32.2 to cover any cumulative increase of more than ten percent (10%) over the original value of the contract as a result of amendments to order or change orders, extra work orders and supplemental agreements, as the case may be. The Contractor shall cause the extension of the validity of the performance security to cover approved contract time extensions.
- 7.6. In case of a reduction in the contract value or for partially completed Works under the contract which are usable and accepted by the Procuring Entity the use of which, in the judgment of the implementing agency or the Procuring Entity, will not affect the structural integrity of the entire project, the Procuring Entity shall allow a proportional reduction in the original performance security, provided that any such reduction is more than ten percent (10%) and that the aggregate of such reductions is not more than fifty percent (50%) of the original performance security.
- 7.7. Unless otherwise indicated in the **SCC**, the Contractor, by entering into the Contract with the Procuring Entity, acknowledges the right of the Procuring Entity to institute action pursuant to Act 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.

## **8. Subcontracting**

- 8.1. Unless otherwise indicated in the **SCC**, the Contractor cannot subcontract Works more than the percentage specified in **BDS** Clause 8.1.

- 8.2. Subcontracting of any portion of the Works does not relieve the Contractor of any liability or obligation under this Contract. The Contractor will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants or workmen as fully as if these were the Contractor's own acts, defaults, or negligence, or those of its agents, servants or workmen.
- 8.3. If subcontracting is allowed. The contractor may identify its subcontractor during contract implementation stage. Subcontractors disclosed and identified during the bidding may be changed during the implementation of this Contract. In either case, subcontractors must submit the documentary requirements under ITB Clause 12 and comply with the eligibility criteria specified in the **BDS**. In the event that any subcontractor is found by any Procuring Entity to be eligible, the subcontracting of such portion of the Works shall be disallowed.

## **9. Liquidated Damages**

- 9.1. The Contractor shall pay liquidated damages to the Procuring Entity for each day that the Completion Date is later than the Intended Completion Date. The applicable liquidated damages is at least one-tenth (1/10) of a percent of the cost of the unperformed portion for every day of delay. The total amount of liquidated damages shall not exceed ten percent (10%) of the amount of the contract. The Procuring Entity may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor's liabilities. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of this Contract, the Procuring Entity may rescind or terminate this Contract, without prejudice to other courses of action and remedies available under the circumstances.
- 9.2. If the Intended Completion Date is extended after liquidated damages have been paid, the Engineer of the Procuring Entity shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment certificate.

## **10. 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.

## **11. The Procuring Entity, Licenses and Permits**

The Procuring Entity shall, if requested by the Contractor, assist him in applying for permits, licenses or approvals, which are required for the Works.

## **12. Contractor's Risk and Warranty Security**

- 12.1. The Contractor shall assume full responsibility for the Works from the time project construction commenced up to final acceptance by the Procuring Entity and shall be held responsible for any damage or destruction of the Works except those occasioned by *force majeure*. The Contractor shall be fully responsible for the safety, protection, security, and convenience of his

personnel, third parties, and the public at large, as well as the Works, Equipment, installation, and the like to be affected by his construction work.

- 12.2. The defects liability period for infrastructure projects shall be one year from contract completion up to final acceptance by the Procuring Entity. During this period, the Contractor shall undertake the repair works, at his own expense, of any damage to the Works on account of the use of materials of inferior quality within ninety (90) days from the time the HoPE has issued an order to undertake repair. In case of failure or refusal to comply with this mandate, the Procuring Entity shall undertake such repair works and shall be entitled to full reimbursement of expenses incurred therein upon demand.
- 12.3. Unless otherwise indicated in the **SCC**, in case the Contractor fails to comply with the preceding paragraph, 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.
- 12.4. After final acceptance of the Works by the Procuring Entity, the Contractor shall be held responsible for “Structural Defects,” *i.e.*, major faults/flaws/deficiencies in one or more key structural elements of the project which may lead to structural failure of the completed elements or structure, or “Structural Failures,” *i.e.*, where one or more key structural elements in an infrastructure facility fails or collapses, thereby rendering the facility or part thereof incapable of withstanding the design loads, and/or endangering the safety of the users or the general public:
  - (a) Contractor – Where Structural Defects/Failures arise due to faults attributable to improper construction, use of inferior quality/substandard materials, and any violation of the contract plans and specifications, the contractor shall be held liable;
  - (b) Consultants – Where Structural Defects/Failures arise due to faulty and/or inadequate design and specifications as well as construction supervision, then the consultant who prepared the design or undertook construction supervision for the project shall be held liable;
  - (c) Procuring Entity’s Representatives/Project Manager/Construction Managers and Supervisors – The project owner’s representative(s), project manager, construction manager, and supervisor(s) shall be held liable in cases where the Structural Defects/Failures are due to his/their willful intervention in altering the designs and other specifications; negligence or omission in not approving or acting on proposed changes to noted defects or deficiencies in the design and/or specifications; and the use of substandard construction materials in the project;
  - (d) Third Parties - Third Parties shall be held liable in cases where Structural Defects/Failures are caused by work undertaken by them such as leaking pipes, diggings or excavations, underground cables and electrical wires, underground tunnel, mining shaft and the like, in

which case the applicable warranty to such structure should be levied to third parties for their construction or restoration works.

- (e) Users - In cases where Structural Defects/Failures are due to abuse/misuse by the end user of the constructed facility and/or non-compliance by a user with the technical design limits and/or intended purpose of the same, then the user concerned shall be held liable.

12.5. The warranty against Structural Defects/Failures, except those occasioned on force majeure, shall cover the period specified in the **SCC** reckoned from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity.

12.6. The Contractor shall be required to put up a warranty security in the form of cash, bank guarantee, letter of credit, GSIS or surety bond callable on demand, in accordance with the following schedule:

Form of Warranty	Amount of Warranty Security Not less than the Percentage (%) of Total Contract Price
(a) Cash or letter of credit issued by Universal or Commercial bank: provided, however, that the letter of credit shall be confirmed or authenticated by a Universal or Commercial bank, if issued by a foreign bank	Five Percent (5%)
(b) Bank guarantee confirmed by Universal or Commercial bank: provided, however, that the letter of credit shall be confirmed or authenticated by a Universal or Commercial bank, if issued by a foreign bank	Ten Percent (10%)
(c) Surety bond callable upon demand issued by GSIS or any surety or insurance company duly certified by the Insurance Commission	Thirty Percent (30%)

12.7. The warranty security shall be stated in Philippine Pesos and shall remain effective for one year from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity, and returned only after the lapse of said one year period.

12.8. In case of structural defects/failure occurring during the applicable warranty period provided in **GCC** Clause 12.5, the Procuring Entity shall undertake the necessary restoration or reconstruction works and shall be entitled to full reimbursement by the parties found to be liable for expenses incurred therein upon demand, without prejudice to the filing of appropriate administrative, civil, and/or criminal charges against the responsible persons as well as the forfeiture of the warranty security posted in favor of the Procuring Entity.



### **13. 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.

### **14. Procuring Entity's Risk**

14.1. From the Start Date until the Certificate of Final Acceptance has been issued, the following are risks of the Procuring Entity:

- (a) The risk of personal injury, death, or loss of or damage to property (excluding the Works, Plant, Materials, and Equipment), which are due to:
  - (i) any type of use or occupation of the Site authorized by the Procuring Entity after the official acceptance of the works; or
  - (ii) negligence, breach of statutory duty, or interference with any legal right by the Procuring Entity or by any person employed by or contracted to him except the Contractor.
- (b) The risk of damage to the Works, Plant, Materials, and Equipment to the extent that it is due to a fault of the Procuring Entity or in the Procuring Entity's design, or due to war or radioactive contamination directly affecting the country where the Works are to be executed.

### **15. Insurance**

15.1. The Contractor shall, under his name and at his own expense, obtain and maintain, for the duration of this Contract, the following insurance coverage:

- (a) Contractor's All Risk Insurance;
- (b) Transportation to the project Site of Equipment, Machinery, and Supplies owned by the Contractor;
- (c) Personal injury or death of Contractor's employees; and
- (d) Comprehensive insurance for third party liability to Contractor's direct or indirect act or omission causing damage to third persons.

15.2. The Contractor shall provide evidence to the Procuring Entity's Representative that the insurances required under this Contract have been effected and shall, within a reasonable time, provide copies of the insurance policies to the Procuring Entity's Representative. Such evidence and such policies shall be provided to the Procuring Entity's through the Procuring Entity's Representative.

15.3. The Contractor shall notify the insurers of changes in the nature, extent, or program for the execution of the Works and ensure the adequacy of the insurances at all times in accordance with the terms of this Contract and shall

produce to the Procuring Entity's Representative the insurance policies in force including the receipts for payment of the current premiums.

The above insurance policies shall be obtained from any reputable insurance company approved by the Procuring Entity's Representative.

- 15.4. If the Contractor fails to obtain and keep in force the insurances referred to herein or any other insurance which he may be required to obtain under the terms of this Contract, the Procuring Entity may obtain and keep in force any such insurances and pay such premiums as may be necessary for the purpose. From time to time, the Procuring Entity may deduct the amount it shall pay for said premiums including twenty five percent (25%) therein from any monies due, or which may become due, to the Contractor, without prejudice to the Procuring Entity exercising its right to impose other sanctions against the Contractor pursuant to the provisions of this Contract.
- 15.5. In the event the Contractor fails to observe the above safeguards, the Procuring Entity may, at the Contractor's expense, take whatever measure is deemed necessary for its protection and that of the Contractor's personnel and third parties, and/or order the interruption of dangerous Works. In addition, the Procuring Entity may refuse to make the payments under GCC Clause 40 until the Contractor complies with this Clause.
- 15.6. The Contractor shall immediately replace the insurance policy obtained as required in this Contract, without need of the Procuring Entity's demand, with a new policy issued by a new insurance company acceptable to the Procuring Entity for any of the following grounds:
  - (a) The issuer of the insurance policy to be replaced has:
    - (i) become bankrupt;
    - (ii) been placed under receivership or under a management committee;
    - (iii) been sued for suspension of payment; or
    - (iv) been suspended by the Insurance Commission and its license to engage in business or its authority to issue insurance policies cancelled; or
    - (v) Where reasonable grounds exist that the insurer may not be able, fully and promptly, to fulfill its obligation under the insurance policy.

## **16. Termination for Default of Contractor**

- 16.1. The Procuring Entity shall terminate this Contract for default when any of the following conditions attend its implementation:
  - (i) Due to the Contractor's fault and while the project is on-going, it has incurred negative slippage of fifteen percent (15%) or more in

accordance with Presidential Decree 1870, regardless of whether or not previous warnings and notices have been issued for the Contractor to improve his performance;

- (ii) Due to its own fault and after this Contract time has expired, the Contractor incurs delay in the completion of the Work after this Contract has expired; or
- (iii) The Contractor:
  - (i) abandons the contract Works, refuses or fails to comply with a valid instruction of the Procuring Entity or fails to proceed expeditiously and without delay despite a written notice by the Procuring Entity;
  - (ii) does not actually have on the project Site the minimum essential equipment listed on the bid necessary to prosecute the Works in accordance with the approved Program of Work and equipment deployment schedule as required for the project;
  - (iii) does not execute the Works in accordance with this Contract or persistently or flagrantly neglects to carry out its obligations under this Contract;
  - (iv) neglects or refuses to remove materials or to perform a new Work that has been rejected as defective or unsuitable; or
  - (v) sub-lets any part of this Contract without approval by the Procuring Entity.

16.2. All materials on the Site, Plant, Works, including Equipment purchased and funded under the Contract shall be deemed to be the property of the Procuring Entity if this Contract is rescinded because of the Contractor's default.

## **17. Termination for Default of Procuring Entity**

The Contractor may terminate this Contract with the Procuring Entity if the works are completely stopped for a continuous period of at least sixty (60) calendar days through no fault of its own, due to any of the following reasons:

- (a) Failure of the Procuring Entity to deliver, within a reasonable time, supplies, materials, right-of-way, or other items it is obligated to furnish under the terms of this Contract; or
- (b) The prosecution of the Work is disrupted by the adverse peace and order situation, as certified by the Armed Forces of the Philippines Provincial Commander and approved by the Secretary of National Defense.

## **18. Termination for Other Causes**

18.1. The Procuring Entity may terminate this Contract, in whole or in part, at any time for its convenience. The HoPE may terminate this Contract for the

convenience of the Procuring Entity if he has determined the existence of conditions that make Project Implementation economically, financially or technically impractical and/or unnecessary, such as, but not limited to, fortuitous event(s) or changes in law and National Government policies.

18.2. The Procuring Entity or the Contractor may terminate this Contract if the other party causes a fundamental breach of this Contract.

18.3. Fundamental breaches of Contract shall include, but shall not be limited to, the following:

- (a) The Contractor stops work for twenty eight (28) days when no stoppage of work is shown on the current Program of Work and the stoppage has not been authorized by the Procuring Entity's Representative;
- (b) The Procuring Entity's Representative instructs the Contractor to delay the progress of the Works, and the instruction is not withdrawn within twenty eight (28) days;
- (c) The Procuring Entity shall terminate this Contract if the Contractor is declared bankrupt or insolvent as determined with finality by a court of competent jurisdiction. In this event, termination will be without compensation to the Contractor, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Entity and/or the Contractor. In the case of the Contractor's insolvency, any Contractor's Equipment which the Procuring Entity instructs in the notice is to be used until the completion of the Works;
- (d) A payment certified by the Procuring Entity's Representative is not paid by the Procuring Entity to the Contractor within eighty four (84) days from the date of the Procuring Entity's Representative's certificate;
- (e) The Procuring Entity's Representative gives Notice that failure to correct a particular Defect is a fundamental breach of Contract and the Contractor fails to correct it within a reasonable period of time determined by the Procuring Entity's Representative;
- (f) The Contractor does not maintain a Security, which is required;
- (g) The Contractor has delayed the completion of the Works by the number of days for which the maximum amount of liquidated damages can be paid, as defined in the **GCC** Clause 9; and
- (h) 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, the following:

- (i) corrupt, fraudulent, collusive, coercive, and obstructive practices as defined in **ITB** Clause 3.1(a), unless otherwise specified in the SCC;
  - (ii) drawing up or using forged documents;
  - (iii) using adulterated materials, means or methods, or engaging in production contrary to rules of science or the trade; and
  - (iv) any other act analogous to the foregoing.
- 18.4. The Funding Source or the Procuring Entity, as appropriate, will seek to impose the maximum civil, administrative and/or criminal penalties available under the applicable law on individuals and organizations deemed to be involved with corrupt, fraudulent, or coercive practices.
- 18.5. When persons from either party to this Contract gives notice of a fundamental breach to the Procuring Entity's Representative in order to terminate the existing contract for a cause other than those listed under **GCC** Clause 18.3, the Procuring Entity's Representative shall decide whether the breach is fundamental or not.
- 18.6. If this Contract is terminated, the Contractor shall stop work immediately, make the Site safe and secure, and leave the Site as soon as reasonably possible.

## **19. Procedures for Termination of Contracts**

- 19.1. The following provisions shall govern the procedures for the termination of this Contract:
- (a) Upon receipt of a written report of acts or causes which may constitute ground(s) for termination as aforementioned, or upon its own initiative, the Procuring Entity shall, within a period of seven (7) calendar days, verify the existence of such ground(s) and cause the execution of a Verified Report, with all relevant evidence attached;
  - (b) Upon recommendation by the Procuring Entity, the HoPE shall terminate this Contract only by a written notice to the Contractor conveying the termination of this Contract. The notice shall state:
    - (i) that this Contract is being terminated for any of the ground(s) afore-mentioned, and a statement of the acts that constitute the ground(s) constituting the same;
    - (ii) the extent of termination, whether in whole or in part;
    - (iii) an instruction to the Contractor to show cause as to why this Contract should not be terminated; and
    - (iv) special instructions of the Procuring Entity, if any.

The Notice to Terminate shall be accompanied by a copy of the Verified Report;

- (c) Within a period of seven (7) calendar days from receipt of the Notice of Termination, the Contractor shall submit to the HoPE a verified position paper stating why the contract should not be terminated. If the Contractor fails to show cause after the lapse of the seven (7) day period, either by inaction or by default, the HoPE shall issue an order terminating the contract;
- (d) The Procuring Entity may, at anytime before receipt of the Contractor's verified position paper described in item (c) above withdraw the Notice to Terminate if it is determined that certain items or works subject of the notice had been completed, delivered, or performed before the Contractor's receipt of the notice;
- (e) Within a non-extendible period of ten (10) calendar days from receipt of the verified position paper, the HoPE shall decide whether or not to terminate this Contract. It shall serve a written notice to the Contractor of its decision and, unless otherwise provided in the said notice, this Contract is deemed terminated from receipt of the Contractor of the notice of decision. The termination shall only be based on the ground(s) stated in the Notice to Terminate; and
- (f) The HoPE may create a Contract Termination Review Committee (CTRC) to assist him in the discharge of this function. All decisions recommended by the CTRC shall be subject to the approval of the HoPE.

19.2. Pursuant to Section 69(f) of RA 9184 and without prejudice to the imposition of additional administrative sanctions as the internal rules of the agency may provide and/or further criminal prosecution as provided by applicable laws, the procuring entity shall impose on contractors after the termination of the contract the penalty of suspension for one (1) year for the first offense, suspension for two (2) years for the second offense from participating in the public bidding process, for violations committed during the contract implementation stage, which include but not limited to the following:

- (a) Failure of the contractor, due solely to his fault or negligence, to mobilize and start work or performance within the specified period in the Notice to Proceed ("NTP");
- (b) Failure by the contractor to fully and faithfully comply with its contractual obligations without valid cause, or failure by the contractor to comply with any written lawful instruction of the procuring entity or its representative(s) pursuant to the implementation of the contract. For the procurement of infrastructure projects or consultancy contracts, lawful instructions include but are not limited to the following:
  - (i) Employment of competent technical personnel, competent engineers and/or work supervisors;

- (ii) Provision of warning signs and barricades in accordance with approved plans and specifications and contract provisions;
  - (iii) Stockpiling in proper places of all materials and removal from the project site of waste and excess materials, including broken pavement and excavated debris in accordance with approved plans and specifications and contract provisions;
  - (iv) Deployment of committed equipment, facilities, support staff and manpower; and
  - (v) Renewal of the effectivity dates of the performance security after its expiration during the course of contract implementation.
- (c) Assignment and subcontracting of the contract or any part thereof or substitution of key personnel named in the proposal without prior written approval by the procuring entity.
- (d) Poor performance by the contractor or unsatisfactory quality and/or progress of work arising from his fault or negligence as reflected in the Constructor's Performance Evaluation System ("CPES") rating sheet. In the absence of the CPES rating sheet, the existing performance monitoring system of the procuring entity shall be applied. Any of the following acts by the Contractor shall be construed as poor performance:
- (i) Negative slippage of 15% and above within the critical path of the project due entirely to the fault or negligence of the contractor; and
  - (ii) Quality of materials and workmanship not complying with the approved specifications arising from the contractor's fault or negligence.
- (e) Willful or deliberate abandonment or non-performance of the project or contract by the contractor resulting to substantial breach thereof without lawful and/or just cause.

In addition to the penalty of suspension, the performance security posted by the contractor shall also be forfeited.

## **20. Force Majeure, Release From Performance**

- 20.1. For purposes of this Contract the terms "*force majeure*" and "fortuitous event" may be used interchangeably. In this regard, a fortuitous event or *force majeure* shall be interpreted to mean an event which the Contractor could not have foreseen, or which though foreseen, was inevitable. It shall not include ordinary unfavorable weather conditions; and any other cause the effects of which could have been avoided with the exercise of reasonable diligence by the Contractor.

- 20.2. If this Contract is discontinued by an outbreak of war or by any other event entirely outside the control of either the Procuring Entity or the Contractor, the Procuring Entity's Representative shall certify that this Contract has been discontinued. The Contractor shall make the Site safe and stop work as quickly as possible after receiving this certificate and shall be paid for all works carried out before receiving it and for any Work carried out afterwards to which a commitment was made.
- 20.3. If the event continues for a period of eighty four (84) days, either party may then give notice of termination, which shall take effect twenty eight (28) days after the giving of the notice.
- 20.4. After termination, the Contractor shall be entitled to payment of the unpaid balance of the value of the Works executed and of the materials and Plant reasonably delivered to the Site, adjusted by the following:
- (a) any sum to which the Contractor is entitled under **GCC** Clause 28;
  - (b) the cost of his suspension and demobilization;
  - (c) any sum to which the Procuring Entity is entitled.
- 20.5. The net balance due shall be paid or repaid within a reasonable time period from the time of the notice of termination.

## **21. Resolution of Disputes**

- 21.1. If any dispute or difference of any kind whatsoever shall arise between the parties in connection with the implementation of the contract covered by the Act and this IRR, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- 21.2. If the Contractor believes that a decision taken by the Procuring Entity's Representative was either outside the authority given to the Procuring Entity's Representative by this Contract or that the decision was wrongly taken, the decision shall be referred to the Arbiter indicated in the **SCC** within fourteen (14) days of the notification of the Procuring Entity's Representative's decision.
- 21.3. Any and all disputes arising from the implementation of this Contract covered by the R.A. 9184 and its IRR shall be submitted to arbitration in the Philippines according to the provisions of Republic Act No. 876, otherwise known as the "Arbitration Law" and Republic Act 9285, otherwise known as the "Alternative Dispute Resolution Act of 2004": *Provided, however*, That, disputes that are within the competence of the Construction Industry Arbitration Commission to resolve shall be referred thereto. The process of arbitration shall be incorporated as a provision in this Contract that will be executed pursuant to the provisions of the Act and its IRR: *Provided, further*, That, by mutual agreement, the parties may agree in writing to resort to other alternative modes of dispute resolution.



## **22. Suspension of Loan, Credit, Grant, or Appropriation**

In the event that the Funding Source suspends the Loan, Credit, Grant, or Appropriation to the Procuring Entity, from which part of the payments to the Contractor are being made:

- (a) The Procuring Entity is obligated to notify the Contractor of such suspension within seven (7) days of having received the suspension notice.
- (b) If the Contractor has not received sums due it for work already done within forty five (45) days from the time the Contractor's claim for payment has been certified by the Procuring Entity's Representative, the Contractor may immediately issue a suspension of work notice in accordance with GCC Clause 45.2.

## **23. Procuring Entity's Representative's Decisions**

- 23.1. Except where otherwise specifically stated, the Procuring Entity's Representative will decide contractual matters between the Procuring Entity and the Contractor in the role representing the Procuring Entity.
- 23.2. The Procuring Entity's Representative may delegate any of his duties and responsibilities to other people, except to the Arbiter, after notifying the Contractor, and may cancel any delegation after notifying the Contractor.

## **24. Approval of Drawings and Temporary Works by the Procuring Entity's Representative**

- 24.1. All Drawings prepared by the Contractor for the execution of the Temporary Works, are subject to prior approval by the Procuring Entity's Representative before its use.
- 24.2. The Contractor shall be responsible for design of Temporary Works.
- 24.3. The Procuring Entity's Representative's approval shall not alter the Contractor's responsibility for design of the Temporary Works.
- 24.4. The Contractor shall obtain approval of third parties to the design of the Temporary Works, when required by the Procuring Entity.

## **25. Acceleration and Delays Ordered by the Procuring Entity's Representative**

- 25.1. When the Procuring Entity wants the Contractor to finish before the Intended Completion Date, the Procuring Entity's Representative will obtain priced proposals for achieving the necessary acceleration from the Contractor. If the Procuring Entity accepts these proposals, the Intended Completion Date will be adjusted accordingly and confirmed by both the Procuring Entity and the Contractor.

- 25.2. If the Contractor's Financial Proposals for an acceleration are accepted by the Procuring Entity, they are incorporated in the Contract Price and treated as a Variation.

## **26. Extension of the Intended Completion Date**

- 26.1. The Procuring Entity's Representative shall extend the Intended Completion Date if a Variation is issued which makes it impossible for the Intended Completion Date to be achieved by the Contractor without taking steps to accelerate the remaining work, which would cause the Contractor to incur additional costs. No payment shall be made for any event which may warrant the extension of the Intended Completion Date.
- 26.2. The Procuring Entity's Representative shall decide whether and by how much to extend the Intended Completion Date within twenty one (21) days of the Contractor asking the Procuring Entity's Representative for a decision thereto after fully submitting all supporting information. If the Contractor has failed to give early warning of a delay or has failed to cooperate in dealing with a delay, the delay by this failure shall not be considered in assessing the new Intended Completion Date.

## **27. Right to Vary**

- 27.1. The Procuring Entity's Representative with the prior approval of the Procuring Entity may instruct Variations, up to a maximum cumulative amount of ten percent (10%) of the original contract cost.
- 27.2. Variations shall be valued as follows:
- (a) At a lump sum price agreed between the parties;
  - (b) where appropriate, at rates in this Contract;
  - (c) in the absence of appropriate rates, the rates in this Contract shall be used as the basis for valuation; or failing which
  - (d) at appropriate new rates, equal to or lower than current industry rates and to be agreed upon by both parties and approved by the HoPE.

## **28. Contractor's Right to Claim**

If the Contractor incurs cost as a result of any of the events under **GCC** Clause 13, the Contractor shall be entitled to the amount of such cost. If as a result of any of the said events, it is necessary to change the Works, this shall be dealt with as a Variation.

## **29. Dayworks**

- 29.1. Subject to **GCC** Clause 43 on Variation Order, 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.

- 29.2. All work to be paid for as Dayworks shall be recorded by the Contractor on forms approved by the Procuring Entity's Representative. Each completed form shall be verified and signed by the Procuring Entity's Representative within two days of the work being done.
- 29.3. The Contractor shall be paid for Dayworks subject to obtaining signed Dayworks forms.

### **30. Early Warning**

- 30.1. The Contractor shall warn the Procuring Entity's Representative at the earliest opportunity of specific likely future events or circumstances that may adversely affect the quality of the work, increase the Contract Price, or delay the execution of the Works. The Procuring Entity's Representative may require the Contractor to provide an estimate of the expected effect of the future event or circumstance on the Contract Price and Completion Date. The estimate shall be provided by the Contractor as soon as reasonably possible.
- 30.2. The Contractor shall cooperate with the Procuring Entity's Representative in making and considering proposals for how the effect of such an event or circumstance can be avoided or reduced by anyone involved in the work and in carrying out any resulting instruction of the Procuring Entity's Representative.

### **31. Program of Work**

- 31.1. Within the time stated in the **SCC**, the Contractor shall submit to the Procuring Entity's Representative for approval a Program of Work showing the general methods, arrangements, order, and timing for all the activities in the Works.
- 31.2. An update of the Program of Work shall show the actual progress achieved on each activity and the effect of the progress achieved on the timing of the remaining work, including any changes to the sequence of the activities.
- 31.3. 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.
- 31.4. The Procuring Entity's Representative's approval of the Program of Work shall not alter the Contractor's obligations. The Contractor may revise the Program of Work and submit it to the Procuring Entity's Representative again at any time. A revised Program of Work shall show the effect of any approved Variations.

- 31.5. When the Program of Work is updated, the Contractor shall provide the Procuring Entity's Representative with an updated cash flow forecast. The cash flow forecast shall include different currencies, as defined in the Contract, converted as necessary using the Contract exchange rates.
- 31.6. All Variations shall be included in updated Program of Work produced by the Contractor.

## **32. Management Conferences**

- 32.1. Either the Procuring Entity's Representative or the Contractor may require the other to attend a Management Conference. The Management Conference shall review the plans for remaining work and deal with matters raised in accordance with the early warning procedure.
- 32.2. The Procuring Entity's Representative shall record the business of Management Conferences and provide copies of the record to those attending the Conference and to the Procuring Entity. The responsibility of the parties for actions to be taken shall be decided by the Procuring Entity's Representative either at the Management Conference or after the Management Conference and stated in writing to all who attended the Conference.

## **33. Bill of Quantities**

- 33.1. The Bill of Quantities shall contain items of work for the construction, installation, testing, and commissioning of work to be done by the Contractor.
- 33.2. The Bill of Quantities is used to calculate the Contract Price. The Contractor is paid for the quantity of the work done at the rate in the Bill of Quantities for each item.
- 33.3. If the final quantity of any work done differs from the quantity in the Bill of Quantities for the particular item and is not more than twenty five percent (25%) of the original quantity, provided the aggregate changes for all items do not exceed ten percent (10%) of the Contract price, the Procuring Entity's Representative shall make the necessary adjustments to allow for the changes subject to applicable laws, rules, and regulations.
- 33.4. If requested by the Procuring Entity's Representative, the Contractor shall provide the Procuring Entity's Representative with a detailed cost breakdown of any rate in the Bill of Quantities.

## **34. Instructions, Inspections and Audits**

- 34.1. The Procuring Entity's personnel shall at all reasonable times during construction of the Work be entitled to examine, inspect, measure and test the materials and workmanship, and to check the progress of the construction.
- 34.2. If the Procuring Entity's Representative instructs the Contractor to carry out a test not specified in the Specification to check whether any work has a defect

and the test shows that it does, the Contractor shall pay for the test and any samples. If there is no defect, the test shall be a Compensation Event.

- 34.3. The Contractor shall permit the Funding Source named in the **SCC** to inspect the Contractor's accounts and records relating to the performance of the Contractor and to have them audited by auditors appointed by the Funding Source, if so required by the Funding Source.

### **35. Identifying Defects**

The Procuring Entity's Representative shall check the Contractor's work and notify the Contractor of any defects that are found. Such checking shall not affect the Contractor's responsibilities. The Procuring Entity's Representative may instruct the Contractor to search uncover defects and test any work that the Procuring Entity's Representative considers below standards and defective.

### **36. Cost of Repairs**

Loss or damage to the Works or Materials to be incorporated in the Works between the Start Date and the end of the Defects Liability Periods shall be remedied by the Contractor at the Contractor's cost if the loss or damage arises from the Contractor's acts or omissions.

### **37. Correction of Defects**

- 37.1. The Procuring Entity's Representative shall give notice to the Contractor of any defects before the end of the Defects Liability Period, which is One (1) year from project completion up to final acceptance by the Procuring Entity's Representative.
- 37.2. Every time notice of a defect is given, the Contractor shall correct the notified defect within the length of time specified in the Procuring Entity's Representative's notice.
- 37.3. The Contractor shall correct the defects which he notices himself before the end of the Defects Liability Period.
- 37.4. The Procuring Entity shall certify that all defects have been corrected. If the Procuring Entity considers that correction of a defect is not essential, he can request the Contractor to submit a quotation for the corresponding reduction in the Contract Price. If the Procuring Entity accepts the quotation, the corresponding change in the SCC is a Variation.

### **38. Uncorrected Defects**

- 38.1. The Procuring Entity shall give the Contractor at least fourteen (14) days notice of his intention to use a third party to correct a Defect. If the Contractor does not correct the Defect himself within the period, the Procuring Entity may have the Defect corrected by the third party. The cost of the correction will be deducted from the Contract Price.

- 38.2. The use of a third party to correct defects that are uncorrected by the Contractor will in no way relieve the Contractor of its liabilities and warranties under the Contract.

### **39. Advance Payment**

- 39.1. 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.
- 39.2. The advance payment shall be made only upon the submission to and acceptance by the Procuring Entity of an irrevocable standby letter of credit of equivalent value from a commercial bank, a bank guarantee or a surety bond callable upon demand, issued by a surety or insurance company duly licensed by the Insurance Commission and confirmed by the Procuring Entity.
- 39.3. The advance payment shall be repaid by the Contractor by an amount equal to the percentage of the total contract price used for the advance payment.
- 39.4. The contractor may reduce his standby letter of credit or guarantee instrument by the amounts refunded by the Monthly Certificates in the advance payment.
- 39.5. The Procuring Entity will provide an Advance Payment on the Contract Price as stipulated in the Conditions of Contract, subject to the maximum amount stated in **SCC** Clause 39.1.

### **40. Progress Payments**

- 40.1. The Contractor may submit a request for payment for Work accomplished. Such request 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.
- 40.2. The Procuring Entity shall deduct the following from the certified gross amounts to be paid to the contractor as progress payment:
- (a) Cumulative value of the work previously certified and paid for.
  - (b) Portion of the advance payment to be recouped for the month.
  - (c) Retention money in accordance with the condition of contract.
  - (d) Amount to cover third party liabilities.
  - (e) Amount to cover uncorrected discovered defects in the works.
- 40.3. Payments shall be adjusted by deducting therefrom the amounts for advance payments and retention. The Procuring Entity shall pay the Contractor the amounts certified by the Procuring Entity's Representative within twenty eight

(28) days from the date each certificate was issued. No payment of interest for delayed payments and adjustments shall be made by the Procuring Entity.

- 40.4. The first progress payment may be paid by the Procuring Entity to the Contractor provided that at least twenty percent (20%) of the work has been accomplished as certified by the Procuring Entity's Representative.
- 40.5. Items of the Works for which a price of "0" (zero) has been entered will not be paid for by the Procuring Entity and shall be deemed covered by other rates and prices in the Contract.

#### **41. Payment Certificates**

- 41.1. The Contractor shall submit to the Procuring Entity's Representative monthly statements of the estimated value of the work executed less the cumulative amount certified previously.
- 41.2. The Procuring Entity's Representative shall check the Contractor's monthly statement and certify the amount to be paid to the Contractor.
- 41.3. The value of Work executed shall:
  - (a) be determined by the Procuring Entity's Representative;
  - (b) comprise the value of the quantities of the items in the Bill of Quantities completed; and
  - (c) include the valuations of approved variations.
- 41.4. The Procuring Entity's Representative may exclude any item certified in a previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later information.

#### **42. Retention**

- 42.1. The Procuring Entity shall retain from each payment due to the Contractor an amount equal to a percentage thereof using the rate as specified in GCC Sub-Clause 42.2.
- 42.2. Progress payments are subject to retention of ten percent (10%), referred to as the "retention money." Such retention shall be based on the total amount due to the Contractor prior to any deduction and shall be retained from every progress payment until fifty percent (50%) of the value of Works, as determined by the Procuring Entity, are completed. If, after fifty percent (50%) completion, the Work is satisfactorily done and on schedule, no additional retention shall be made; otherwise, the ten percent (10%) retention shall again be imposed using the rate specified therefor.
- 42.3. The total "retention money" shall be due for release upon final acceptance of the Works. The Contractor may, however, request the substitution of the retention money for each progress billing with irrevocable standby letters of credit from a commercial bank, bank guarantees or surety bonds callable on

demand, of amounts equivalent to the retention money substituted for and acceptable to the Procuring Entity, provided that the project is on schedule and is satisfactorily undertaken. Otherwise, the ten (10%) percent retention shall be made. Said irrevocable standby letters of credit, bank guarantees and/or surety bonds, to be posted in favor of the Government shall be valid for a duration to be determined by the concerned implementing office/agency or Procuring Entity and will answer for the purpose for which the ten (10%) percent retention is intended, *i.e.*, to cover uncorrected discovered defects and third party liabilities.

- 42.4. On completion of the whole Works, the Contractor may substitute retention money with an “on demand” Bank guarantee in a form acceptable to the Procuring Entity.

### **43. Variation Orders**

- 43.1. Variation Orders may be issued by the Procuring Entity to cover any increase/decrease in quantities, including the introduction of new work items that are not included in the original contract or reclassification of work items that are either due to change of plans, design or alignment to suit actual field conditions resulting in disparity between the preconstruction plans used for purposes of bidding and the “as staked plans” or construction drawings prepared after a joint survey by the Contractor and the Procuring Entity after award of the contract, provided that the cumulative amount of the Variation Order does not exceed ten percent (10%) of the original project cost. The addition/deletion of Works should be within the general scope of the project as bid and awarded. The scope of works shall not be reduced so as to accommodate a positive Variation Order. A Variation Order may either be in the form of a Change Order or Extra Work Order.
- 43.2. A Change Order may be issued by the Procuring Entity to cover any increase/decrease in quantities of original Work items in the contract.
- 43.3. An Extra Work Order may be issued by the Procuring Entity to cover the introduction of new work necessary for the completion, improvement or protection of the project which were not included as items of Work in the original contract, such as, where there are subsurface or latent physical conditions at the site differing materially from those indicated in the contract, or where there are duly unknown physical conditions at the site of an unusual nature differing materially from those ordinarily encountered and generally recognized as inherent in the Work or character provided for in the contract.
- 43.4. Any cumulative Variation Order beyond ten percent (10%) shall be subject of another contract to be bid out if the works are separable from the original contract. In exceptional cases where it is urgently necessary to complete the original scope of work, the HoPE may authorize a positive Variation Order go beyond ten percent (10%) but not more than twenty percent (20%) of the original contract price, subject to the guidelines to be determined by the GPPB: *Provided, however*, That appropriate sanctions shall be imposed on the designer, consultant or official responsible for the original detailed



engineering design which failed to consider the Variation Order beyond ten percent (10%).

43.5. In claiming for any Variation Order, the Contractor shall, within seven (7) calendar days after such work has been commenced or after the circumstances leading to such condition(s) leading to the extra cost, and within twenty-eight (28) calendar days deliver a written communication giving full and detailed particulars of any extra cost in order that it may be investigated at that time. Failure to provide either of such notices in the time stipulated shall constitute a waiver by the contractor for any claim. The preparation and submission of Variation Orders are as follows:

- (a) If the Procuring Entity's representative/Project Engineer believes that a Change Order or Extra Work Order should be issued, he shall prepare the proposed Order accompanied with the notices submitted by the Contractor, the plans therefore, his computations as to the quantities of the additional works involved per item indicating the specific stations where such works are needed, the date of his inspections and investigations thereon, and the log book thereof, and a detailed estimate of the unit cost of such items of work, together with his justifications for the need of such Change Order or Extra Work Order, and shall submit the same to the HoPE for approval.
- (b) The HoPE or his duly authorized representative, upon receipt of the proposed Change Order or Extra Work Order shall immediately instruct the appropriate technical staff or office of the Procuring Entity to conduct an on-the-spot investigation to verify the need for the Work to be prosecuted and to review the proposed plan, and prices of the work involved.
- (c) The technical staff or appropriate office of the Procuring Entity shall submit a report of their findings and recommendations, together with the supporting documents, to the Head of Procuring Entity or his duly authorized representative for consideration.
- (d) The HoPE or his duly authorized representative, acting upon the recommendation of the technical staff or appropriate office, shall approve the Change Order or Extra Work Order after being satisfied that the same is justified, necessary, and in order.
- (e) The timeframe for the processing of Variation Orders from the preparation up to the approval by the Procuring Entity concerned shall not exceed thirty (30) calendar days.

#### **44. Contract Completion**

Once the project reaches an accomplishment of ninety five (95%) of the total contract amount, the Procuring Entity may create an inspectorate team to make preliminary inspection and submit a punch-list to the Contractor in preparation for the final turnover of the project. Said punch-list will contain, among others, the remaining Works, Work deficiencies for necessary corrections, and the specific duration/time to

fully complete the project considering the approved remaining contract time. This, however, shall not preclude the claim of the Procuring Entity for liquidated damages.

#### **45. Suspension of Work**

- 45.1. The Procuring Entity shall have the authority to suspend the work wholly or partly by written order for such period as may be deemed necessary, due to *force majeure* or any fortuitous events or for failure on the part of the Contractor to correct bad conditions which are unsafe for workers or for the general public, to carry out valid orders given by the Procuring Entity or to perform any provisions of the contract, or due to adjustment of plans to suit field conditions as found necessary during construction. The Contractor shall immediately comply with such order to suspend the work wholly or partly.
- 45.2. The Contractor or its duly authorized representative shall have the right to suspend work operation on any or all projects/activities along the critical path of activities after fifteen (15) calendar days from date of receipt of written notice from the Contractor to the district engineer/regional director/consultant or equivalent official, as the case may be, due to the following:
- (a) There exist right-of-way problems which prohibit the Contractor from performing work in accordance with the approved construction schedule.
  - (b) Requisite construction plans which must be owner-furnished are not issued to the contractor precluding any work called for by such plans.
  - (c) Peace and order conditions make it extremely dangerous, if not possible, to work. However, this condition must be certified in writing by the Philippine National Police (PNP) station which has responsibility over the affected area and confirmed by the Department of Interior and Local Government (DILG) Regional Director.
  - (d) There is failure on the part of the Procuring Entity to deliver government-furnished materials and equipment as stipulated in the contract.
  - (e) Delay in the payment of Contractor's claim for progress billing beyond forty-five (45) calendar days from the time the Contractor's claim has been certified to by the procuring entity's authorized representative that the documents are complete unless there are justifiable reasons thereof which shall be communicated in writing to the Contractor.
- 45.3. In case of total suspension, or suspension of activities along the critical path, which is not due to any fault of the Contractor, the elapsed time between the effectivity of the order suspending operation and the order to resume work shall be allowed the Contractor by adjusting the contract time accordingly.

#### **46. Payment on Termination**

- 46.1. If the Contract is terminated because of a fundamental breach of Contract by the Contractor, the Procuring Entity's Representative shall issue a certificate for the value of the work done and Materials ordered less advance payments received up to the date of the issue of the certificate and less the percentage to apply to the value of the work not completed, as indicated in the SCC. Additional Liquidated Damages shall not apply. If the total amount due to the Procuring Entity exceeds any payment due to the Contractor, the difference shall be a debt payable to the Procuring Entity.
- 46.2. If the Contract is terminated for the Procuring Entity's convenience or because of a fundamental breach of Contract by the Procuring Entity, the Procuring Entity's Representative shall issue a certificate for the value of the work done, Materials ordered, the reasonable cost of removal of Equipment, repatriation of the Contractor's personnel employed solely on the Works, and the Contractor's costs of protecting and securing the Works, and less advance payments received up to the date of the certificate.
- 46.3. The net balance due shall be paid or repaid within twenty eight (28) days from the notice of termination.
- 46.4. If the Contractor has terminated the Contract under GCC Clauses 17 or 18, the Procuring Entity shall promptly return the Performance Security to the Contractor.

#### **47. Extension of Contract Time**

- 47.1. Should the amount of additional work of any kind or other special circumstances of any kind whatsoever occur such as to fairly entitle the contractor to an extension of contract time, the Procuring Entity shall determine the amount of such extension; provided that the Procuring Entity is not bound to take into account any claim for an extension of time unless the Contractor has, prior to the expiration of the contract time and within thirty (30) calendar days after such work has been commenced or after the circumstances leading to such claim have arisen, delivered to the Procuring Entity notices in order that it could have investigated them at that time. Failure to provide such notice shall constitute a waiver by the Contractor of any claim. Upon receipt of full and detailed particulars, the Procuring Entity shall examine the facts and extent of the delay and shall extend the contract time completing the contract work when, in the Procuring Entity's opinion, the findings of facts justify an extension.
- 47.2. No extension of contract time shall be granted the Contractor due to (a) ordinary unfavorable weather conditions and (b) inexcusable failure or negligence of Contractor to provide the required equipment, supplies or materials.
- 47.3. Extension of contract time may be granted only when the affected activities fall within the critical path of the PERT/CPM network.
- 47.4. No extension of contract time shall be granted when the reason given to support the request for extension was already considered in the determination

of the original contract time during the conduct of detailed engineering and in the preparation of the contract documents as agreed upon by the parties before contract perfection.

- 47.5. Extension of contract time shall be granted for rainy/unworkable days considered unfavorable for the prosecution of the works at the site, based on the actual conditions obtained at the site, in excess of the number of rainy/unworkable days pre-determined by the Procuring Entity in relation to the original contract time during the conduct of detailed engineering and in the preparation of the contract documents as agreed upon by the parties before contract perfection, and/or for equivalent period of delay due to major calamities such as exceptionally destructive typhoons, floods and earthquakes, and epidemics, and for causes such as non-delivery on time of materials, working drawings, or written information to be furnished by the Procuring Entity, non-acquisition of permit to enter private properties or non-execution of deed of sale or donation within the right-of-way resulting in complete paralyzation of construction activities, and other meritorious causes as determined by the Procuring Entity's Representative and approved by the HoPE. Shortage of construction materials, general labor strikes, and peace and order problems that disrupt construction operations through no fault of the Contractor may be considered as additional grounds for extension of contract time provided they are publicly felt and certified by appropriate government agencies such as DTI, DOLE, DILG, and DND, among others. The written consent of bondsmen must be attached to any request of the Contractor for extension of contract time and submitted to the Procuring Entity for consideration and the validity of the Performance Security shall be correspondingly extended.

#### **48. Price Adjustment**

Except for extraordinary circumstances as determined by NEDA and approved by the GPPB, no price escalation shall be allowed. Nevertheless, in cases where the cost of the awarded contract is affected by any applicable new laws, ordinances, regulations, or other acts of the GoP, promulgated after the date of bid opening, a contract price adjustment shall be made or appropriate relief shall be applied on a no loss-no gain basis.

#### **49. Completion**

The Contractor shall request the Procuring Entity's Representative to issue a certificate of Completion of the Works, and the Procuring Entity's Representative will do so upon deciding that the work is completed.

#### **50. Taking Over**

The Procuring Entity shall take over the Site and the Works within seven (7) days from the date the Procuring Entity's Representative issues a certificate of Completion.

#### **51. Operating and Maintenance Manuals**

- 51.1. If “as built” Drawings and/or operating and maintenance manuals are required, the Contractor shall supply them by the dates stated in the **SCC**.
- 51.2. If the Contractor does not supply the Drawings and/or manuals by the dates stated in the **SCC**, or they do not receive the Procuring Entity’s Representative’s approval, the Procuring Entity’s Representative shall withhold the amount stated in the **SCC** from payments due to the Contractor.

## ***Section V. Special Conditions of Contract***

# Special Conditions of Contract

GCC Clause	
1.17	<p>The <b>Intended Completion Date</b> is <i>Two Hundred Forty (240) Calendar Days</i>.</p> <p><i>NOTE: The contract duration shall be reckoned from the start date and not from contract effectivity date.</i></p>
1.22	<p>The <b>Procuring Entity</b> is</p> <p><b>PEOPLES TELEVISION NETWORK, INC. (PTNI)</b> Broadcast Complex Visayas Ave., Diliman Quezon City.</p>
1.23	<p>The <b>Procuring Entity's Representative</b> is</p> <p><b>ALEX REY V. PAL</b> Provincial Network Division Office Peoples Television Network, Inc., Broadcast Complex, Visayas Avenue, Diliman, Quezon City</p>
1.24	<p>The <b>Site</b> is located at</p> <p><b>Capitol Complex, Brgy. Buadi Sacayo, Marawi City, Lanao Del Sur</b></p>
1.28	<p>The <b>Start Date</b> is</p> <p><i>The start date shall be the date of receipt of the Notice to Proceed.</i></p>
1.31	<p>The <b>Works</b> consist of furnishing of all labor, materials, equipment and others incidental, necessary or convenient to the complete execution of the <b>Two (2) Storey Studio/Transmitter building</b>; including the passing of any tests before acceptance by the Procuring Entity's Representative; and the carrying out of all duties and obligations of the Contractor imposed by the Contract.</p>
2.2	<p><i>No sectional completion of works.</i></p>
5.1	<p>The <b>Procuring Entity</b> shall give possession of all parts of the Site to the Contractor from the <b>Notice to Proceed</b>.</p>
6.5	<p>The Contractor shall employ the following <b>Key Personnel</b>:</p> <p><i>[List key personnel by name and designation]</i></p> <p><i>NOTE: The names of the Key Personnel and their designation shall be filled out by winning contractor prior to contract signing.</i></p>
7.4(c)	<p>No further instructions.</p>
7.7	<p>No further instructions.</p>

8.1	No further instructions.
10	<p>The site investigation reports are:</p> <p><b>1. Soil Bearing Capacity Tests for a Two (2) Storey Commercial Building</b></p> <p><b>2. Boundary Relocation as per lot plan</b></p> <p><b>3. Topographic and Land Profile.</b></p>
12.3	No further instructions.
12.5	<p><i><b>In case of permanent structures, such as buildings of types 4 as classified under the National Building Code of the Philippines and other structures made of steel, iron, or concrete which comply with relevant structural codes (e.g., DPWH Standard Specifications), such as, but not limited to, steel/concrete bridges, flyovers, aircraft movement areas, ports, dams, tunnels, filtration and treatment plants, sewerage systems, power plants, transmission and communication towers, railway system, and other similar permanent structures: Fifteen (15) years.</b></i></p>
13	<p><b>If the Contractor is a joint venture, “All partners to the joint venture shall be jointly and severally liable to the Procuring Entity.”</b></p>
15	<p><b>Contractor’s All Risk Insurance shall cover among others:</b></p> <p>1.) Bodily Injury – PhP100, 000.00 for any one person and not exceeding PhP500, 000.00 per one accident, when such bodily injury does not cause loss of life.</p> <p>2.) Property damage, other than that caused by operation of motor vehicles, including injury to or destruction of wires, pipes and similar property and appurtenant apparatus; collapse or structural injury to any structure-PhP100,000.00 on account of one accident, and PhP500,000.00 on account of all accidents. This coverage does not include structures and other works being done under the Contract.</p>
18.3(h)(i)	No further instructions.
21.2	<p>The Arbiter is</p> <p><b>CONSTRUCTION INDUSTRY ARBITRATION COMMISSION (CIAC)</b> 2/F &amp; 5/F Executive Center Bldg., 369 Gil Puyat Ave. Cor. Makati Ave., Makati City.</p>
29.1	No day works are applicable to the contract.
31.1	<p>The Contractor shall submit the Program of Work to the Procuring Entity’s Representative within <b>TEN (10) days from the delivery of the Notice of Award.</b></p>
31.3	No further instructions.



34.3	The Funding Source is the <b><i>Government of the Philippines.</i></b>
39.1	<i>The amount of the advance payment is fifteen percent (15%) of the Contract Price, which shall be given to the Contractor not later than <b>fifteen (15) calendar days</b> from receipt by the Procuring Entity of the Contractor's request, subject to the requirements under GCC Clause 39.2. Said period shall be exclusive of the time necessitated by and as a result of external factors such as pre-audit of the request for advance payment.</i>
40	<p><b>Progress Payments</b> shall be made by the Contractor subject to the requirements of GCC Clause 40.1. It must be made by the Procuring Entity as soon as possible, but in no case later than <b>twenty-eight (28) calendar days</b> after the submission of an invoice or claim by the contractor, accompanied by documents submitted pursuant to the contract and upon fulfillment of other obligations stipulated in the contract. <b>The Procuring Entity should commence inspection within twenty-four (24) hours after delivery.</b></p> <p>The contractor may request for the penultimate payment for the project it is implementing when <b>ninety percent (90%)</b> of the work has been completed. <b>The remaining ten percent (10%) will be requested for the final payment.</b></p> <p>The <b>final payment</b> will only be made upon one hundred <b>percent (100%)</b> completion of the work and upon submission of all pre-requisite documents.</p>
40.1	No further instructions.
51.1	<p>The date by which <b>“as built” drawings</b> are required is <b>TWO (2) WEEKS BEFORE THE REQUEST FOR FINAL PAYMENT.</b></p> <p>However, the Contractor shall supply to the Owner through its Project Manager the draft As-Built Drawings upon reaching <b>ninety-five percent (95%)</b> accomplishment to give ample time for review and checking. After which, the said As-Built drawings shall be finalized by the Contractor upon reaching <b>100 percent</b> completion and shall be submitted to the Owner through its Project Manager for approval <b>two weeks before</b> the submission of the Contractor's request for final payment.</p>
51.2	<p><b>No amount will be withheld for failing to submit “as built drawings within the date required.</b></p> <p>However, the approved As-Built Drawings shall form part of the requirements in processing the final payment.</p>

## *Section VI. Specifications*

## **SCOPE OF WORKS**

(PERFORMANCE SPECIFICATIONS AND PARAMETERS)

Project Name : **DESIGN AND BUILD OF PEOPLE'S TELEVISION NETWORK, INC. MARAWI REGIONAL CENTER – A TWO (2) STOREY STUDIO/TRANSMITTER BUILDING WITH ROOFDECK AND 80-FEET BIPOD ANTENNA TOWER**

Location : Capitol Complex, Brgy. Buadi Sacayo, Marawi City, Lanao del Sur

Subject : **SCOPE OF WORKS (SOW)**

#### ***A. GENERAL INSTRUCTIONS***

##### **I. Bidder/Contractor's Eligibility Requirements**

###### **1. Legal/Government Permit and Clearances**

- 1.1 PhilGEPS Certificate of Registration – Platinum Membership;
- 1.2 DTI or SEC Registration Certificate
- 1.3 Mayor's Permit
- 1.4 BIR Tax Clearance
- 1.5 PCAB License Category AAA for Buildings

###### **2. Technical Components and Track Records**

- 2.1 The Bidder/Contractor shall exhibit that it has technical capability and experience in Design and Build projects, Broadcast/Commercial Building and Broadcast Bipod Antenna Tower for at least ten (10) years.
- 2.2 The Bidder/Contractor 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 Approved Budget for the Contract (ABC).

For this purpose, similar contracts shall refer to contracts which have the same major categories of work. Projects referred to as similar shall refer to the Design and Build of Two (2) Storey Broadcast/Commercial Building with Roofdeck and Broadcast Bipod Antenna Tower.

The statement of the Bidder's SLCC shall be supported by the Notice of Award and/or Notice to Proceed, Project Owner's Certificate of Final Acceptance issued by the Owner other than the Contractor or the Constructors Performance Evaluation System (CPES) Final Rating, which must be at least satisfactory. In case of contracts with the private sector, an equivalent document shall be submitted.

- 2.3 Statement 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.
- 2.4 In case of Joint Venture (JV), it must be a special PCAB License for JV Bidders.
- 2.5 If a Bidder/Contractor will participate in the bidding individually, Contractor's individual PCAB License must be submitted pursuant to Section 37 of RA 4566. If several Bidders/Contractors will participate in the bidding as Joint Venture (JV), a joint PCAB License must be submitted pursuant to Section 38 of RA 4566.
- 2.6 If applicable, the Bidder must submit the Joint Venture Agreement (JVA) with the disclosure of percentage of ownership of the parties.
- 2.7 The Bidder/Contractor must submit a computation of its Net Financial Contracting Capacity (NFCC), which must be at least equal to the ABC to be bid. Calculated as follows:

NFCC = [(Current assets minus Current liabilities) (15)] minus the value of all outstanding or uncompleted portion of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract for this project.

The values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements (AFS) submitted to the BIR.

## ***B. GENERAL SCOPE***

### ***I. BACKGROUND AND OBJECTIVE***

People's Television Network, Inc. (PTNI) is proposing to build and establish a provincial station, a Two (2) – Storey Building with Roofdeck and 80-feet Bipod Antenna Tower which will be situated in Capitol Complex, Brgy. Buadi Sacayo, Marawi City, Lanao del Sur. It shall be structurally sound that can withstand a longest possible lifespan and architecturally/aesthetically well-designed.

The project implementation shall adopt the Design and Build Scheme guidelines under the Republic Act 9184 and its Revised Implementing Rules and Regulations.

### ***II. PROJECT DESCRIPTION***

The Project title is **Design and Build of a Two (2) Storey Studio/Transmitter Building with Roofdeck and 80Feet Bipod Antenna**

**Tower.** It is a Two-storey building with roofdeck that will be a broadcast studio which will support the PTNI operations in Marawi City, Lanao del Sur.

### ***III. PROJECT SITE***

#### **1. General**

The proposed building will be constructed within Capitol Complex, Brgy. Buadi Sacayo, Marawi City, Lanao del Sur property with an approximate lot area of **206 sq.m.** The design and build contractor shall provide temporary access and protection for the structure.

#### **2. Preliminaries**

The design and build contractor shall conduct the necessary actual site investigations which will be used as their basis and reference for the detailed design, to wit;

- a. Existing Boundaries
- b. Terrain, Line and Grade Survey
- c. Location and Orientation of Utilities
- d. Soil and Geotechnical Investigations
- e. Existing Environmental Conditions

### ***IV. PROJECT DEFINITION***

#### **1. General Requirement**

The contractor shall design and build a two-storey broadcast studio and office building that is responsive to the needs of the end users, satisfies the requirements for the operations of the company, increase the employee's productivity and aesthetically elegant.

The contractor shall design the News studio, Production Control Room, PTNI integrated news room with Editing rooms, transmitter room as well as office spaces at ground floor and erection of 80-feet Bipod Antenna Tower at roofdeck area.

#### **2. Space Requirements**

The proposed building shall have an approximate total floor area of **588 sq.m.** consisting the following minimum space requirements:

<b>2.1. Ground Floor</b>	<b>=</b>	<b>206.00 sq.m.</b>
1. News Room with 2-Editing Rooms	=	40.00 sq.m.
2. Master Control Room	=	10.00 sq.m.
3. Multi-purpose Room	=	11.00 sq.m.

4. Electrical Room	=	10.00	sq.m.
5. Power house/Genset Room	=	13.00	sq.m.
6. M/F Comfort Room & Pantry	=	13.00	sq.m.
7. Other Areas	=	109.00	sq.m.
a. Lobby Area			
b. Hallway			
c. Stair Well			
d. 2 Parking Slots			

**2.2. Second Floor = 175.00 sq.m.**

1. News Studio	=	97.00	sq.m.
2. Production Control Room	=	21.00	sq.m.
3. M/F Make-up Room with Toilet	=	12.00	sq.m.
4. M/F Comfort Room	=	5.00	sq.m.
5. Other Areas	=	40.00	sq.m.
a. Lobby Area			
b. Hallway			
c. Stair Well			

**2.3. Mezzanine Floor = 32.00 sq.m.**

1. Equipment Room	=	7.00	sq.m.
2. Engineering/Maintenance Room	=	13.00	sq.m.
3. Technical Staff Room	=	12.00	sq.m.

**2.4. Roofdeck = 175.00 sq.m.**

1) 1. Transmitter Room	=	28.00	sq.m.
2. Quarter's Room with Toilet	=	13.00	sq.m.
3. Open Deck/TVRO Farm	=	119.00	sq.m.
4. Stair Well	=	15.00	sq.m.

**2) 2.5. Site Development**

1. Site Development shall include the following requirements:
  - 3)
    - b. Perimeter fence with main access gate.
    - c. Perimeter fence shall be at least 2.0 meter high.
    - d. Construction of 2 Parking slots
    - e. Construction of Power house and Electrical Room.

### 3. Design Concept

#### 3.1. Site Development

Site development shall include perimeter fence, entrance gate, perimeter lights, storm drainage system and shall include power house and two (2) slots parking space.

### **3.2. Architectural Design Concept**

Architectural Exterior design shall be modern look and well-designed façade which includes concrete ledges and canopies. Interior design shall include floor and wall finishes, as well as ceiling finishes, LED Lightings, furniture and acoustic consideration. Interior space should be conducive for working and shall enhance worker's productivity.

The building shall have a tempered glass and aluminum composite panels (acp) façade design with the logo of PTNI.

### **3.3. Structural Design Concept**

Structural design shall include foundation, columns and beams, roof framing, floor framing and slab, stairs and parapet walls. Likewise, designer shall adopt conservative and economical design without compromising the safety factor and structural integrity. Conventional structural methodology shall be applied with the integration of contemporary approach for the conceptualization of structural design.

### **3.4. Electrical Design Concept**

Electrical design shall include lighting design, power requirements, back-up power requirements, and power house. The use of power saving fixture is recommended. Also, electrical design should consider provisions for future expansions.

### **3.5. Mechanical Design Concept**

Mechanical design shall include fire protection and suppression system, pumps and motors, and air-conditioning system. The use of power saving equipment is recommended. Air-conditioning capacity should be considered and shall conform to the operations of the procuring unit.

### **3.6. Electronics Design Concept**

Peoples Television Network, Inc. (PTNI) is a government owned broadcast network composing of Television broadcast operations that requires information and communications requirements. Electronics design concept shall conform to the operations of the procuring unit.

### **3.7. Plumbing and Sanitary Design Concept**

Plumbing and sanitary design concept shall include water and sanitary line, storm drainage system, septic tank, rain water harvesting system and



comfort room design. The use of low flow and water saving fixture is recommended. Provisions for future expansion shall be considered.

No plumbing and sanitary line/pipes shall cross above News Studio Room and Production Control room to avoid leakages that may cause damages on lighting equipment and consoles installed inside each room.

## **V. GENERAL CODE AND STANDARDS**

The design, specifications, and methodology shall conform to, but shall not be limited to the following standards set by the:

- (i) National Building Code of the Philippines (NBCP), latest edition
- (ii) National Structural Code of the Philippines (NSCP), latest edition
- (iii) Fire Code of the Philippines (PD 1185)
- (iv) Philippine Electrical Code (RA 184)
- (v) Philippine Mechanical Code
- (vi) Revised National Plumbing Code of the Philippines (RA 1378)
- (vii) Philippine Electronics Code

Applicable National and Local Regulations and Ordinances

## **VI. DETAILED DESIGN WORKS**

### **1. General Conditions**

The contractor must conduct site inspection to validate existing site conditions, environmental conditions, site survey, geotechnical conditions and other project data and information that is necessary for the project design definition and detailed design.

The contractor must submit a certification of site inspection duly signed by PTNI representatives.

The contractor shall perform architectural design process based on the basic requirements provided by the procuring unit and gathered information based on the site survey and investigations.

The contractor has the responsibility in securing the construction permits such as building, excavation, fencing, occupancy, occupational construction safety and health and other permits necessary for the project.

The contractor shall comply with the local government and PTNI regulations with regard to the project implementation.

### **2. Detailed Design**

The contractor shall prepare and undertake the detailed architectural and engineering design within the government cost range and established preliminary design requirements.

The contractor must adhere to the National Building Code of the Philippines in the design but not limited to the following:

- a. Architectural Design
  - b. Floor Plan Layout
  - c. Civil and Engineering Design
  - d. Structural Design
  - e. Electrical Design
  - f. Sanitary and Plumbing Design
  - g. Mechanical Design
  - h. Fire Protection and Suppression Design
  - i. I.T. and Computer Network Cabling/Electronics Design
  - j. Materials and Finishing Schedule
- 4)

## **2.1. Architectural Design Works**

The contractor shall have the responsibility to understand the operations and organizational structure of PTNI. Space allocations and arrangement shall conform to the operations and transaction flow of the PTNI.

The building façade design shall adopt modern design. Architectural design and finishes shall conform but not limited to the following:

Exterior wall and building envelop shall be a combination of concrete, tempered glass, aluminum composite panels for cladding with steel frames.

Office partitions shall be concrete hollow blocks (CHB), glass walls, and acoustic engineered walls. Interior and exterior walls shall be auto-clave aerated concrete (AAC) panels.

Floor covering materials shall be 60cm x 60cm semi-polished granite tiles for general office area, lobby and other common areas, 30cm x 60cm for walls and 30cm x 30cm non-skid ceramic floor tiles for comfort rooms, plain cement finish with epoxy paint for News Studio flooring.

Use anti-static high-pressure laminated vinyl tiles raised floor systems for Master Control Room, Production Control Room and Transmitter room. Roof deck slab and concrete roof shall be plain concrete topping finish with torch applied membrane-type waterproofing system.

Use acoustic ceiling panels for general office space area. Use gypsum board ceiling panels with paint on hallways and fiber cement board for all comfort rooms.

Use high pressure phenolic panels with hard plastic accessories and hardware for toilet and urinals partition.

Wall Acoustics/sound proofing, house lighting, Acoustic door and Fire exit door should be considered inside News Studio room.

All furniture shall be modern and functional. Office furniture shall be design and installed based on the minimum requirements of the office space.

## **2.2. Structural Design Works**

The contractor shall perform structural design investigation and analysis and other structural design study for foundation, columns, beams, slabs and other structural member of the project, in accordance with the National Structural Code of the Philippines and other prevailing codes.

The contractor shall prepare structural design report and structural plans based from the design investigations and analysis. The following are the preliminary data to be used for the structural design analysis:

- i. Preliminary Survey and Mapping
- ii. Soil Bearing Capacity
- iii. Utility Location
- iv. Preliminary Noise Level Consideration Factors.

The prospective bidder shall perform necessary preliminary survey, investigations and analysis for the initial structural considerations, such as Standard Penetration Test (SPT) and Analysis, Site Survey and Site Relocation Survey. These preliminary studies shall be the basis in the structural design for the project.

The prospective bidder has to investigate and analyze noise levels near the building (roads/neighborhood) in order to properly design insulation and acoustics for studio and production control room.

The prospective bidder shall include the structural design for the **80Feet Bipod Antenna Tower** with a total Antenna Load of **150kgs** and consider a **280 kph Wind load** (Mindanao Area) located at **roofdeck area** of the building.

## **2.3. Mechanical Design Works**

Mechanical design works shall include air-conditioning and ventilation system, fire protection and suppression system.

### **2.3.1. Air-Conditioning and Ventilating System**

The air-conditioning system requirement for the project shall be Variable Refrigerant Flow (VRF) direct-expansion inverter type system. ACU units shall be ceiling concealed type (News

Room, Technical Staff Room, Multi-purpose Room, Production Control Room, Lobbies & Hallways), wall mounted type fan coil units (Make-up Room). Split Type Floor Mounted Inverter type Aircon (Transmitter Room). Air-Cooled Condensing Unit (ACCU) shall be located in roofdeck area for maintenance.

Comfort rooms, electrical room, mechanical and equipment rooms shall be provided with exhaust fan ventilating system. Air ventilation shaft shall be galvanized iron and installed above ceiling lines.

ACU shall be air-cooled, split type, multi-system air conditioner consisting of one outdoor unit with multiple indoor units (News Studio Room). Indoor units can be controlled systematically and individually. Refrigerant capacity should be considered. All units are subject for testing and commissioning.

The Contractor shall provide a back-up Floor Mounted Aircon Unit on Production Control Room.

No Fan Coil Units (FCU) shall be installed inside the News Studio to avoid moisture drips that may cause damage on lighting equipment.

### **2.3.2. Fire Protection and Suppression System**

Fire protection design shall include fire alarm system and smoke detection system. Fire suppression design includes automatic fire sprinkler system, fire hose cabinets, portable fire extinguisher, fire hydrant and fire department connection system. Fire protection and suppression system must be addressable type.

Fire sprinkler heads shall be installed below Lighting Equipment in News Studio room.

Fire protection and suppression system shall conform to the following standards:

- a. ASHRAE Handbook
- b. NFPA 101 – Life Safety Code
- c. NFPA 10 – Portable Fire Extinguisher
- d. NFPA 14 – Standard for the Installation of Standpipe and Hose System
- e. Fire Code of the Philippines
- f. Philippine Electronics Code

Design criteria shall conform but not limited to the following:

- a. Portable ABC classification 10 lbs. HFC 236FA "FE 36" fire extinguishers shall be strategically located and not more than 75ft. in distance.
- b. Generator, electrical, mechanical and equipment rooms shall be provided with portable fire extinguisher. Electrical room to be provided with "FE 36" portable fire extinguisher.
- c. Fire hose cabinet shall be made of sheet steel and consist of hose valve, discharge nozzle and hose for easy handling. The label of "HYDRANT" shall be affixed to the front of cabinets. Hose lengths shall be 1-1/2" diameter x 100 ft. (40mm diameter x 30m).
- d. Fire pump shall start automatically.
- e. The capacity of fire hose valve in dry stand pipe system shall be more than 100 GPM (379 L/min.) and the discharge pressure shall not less than 65 psi.
- f. Smoke detectors and alarm bells shall conform to the minimum requirements of the code. Smoke detection fixtures shall be IP based system with control panels and monitoring system.

Pump and motor system shall be incorporated in the design. It should accommodate the minimum requirements of the operation. All pumps, jockey and fire pumps should be UL listed and FM approved. Fire protection and suppression system is subject for testing and commissioning.

## **2.4. Sanitary and Plumbing Design Works**

Sanitary and plumbing design shall conform to the following codes and standards:

- a. Revised National Plumbing Code of the Philippines
- b. Sanitation Code of the Philippines
- c. ASHRAE Handbook

The contractor shall design complete plumbing system including potable water line, sewer line, sanitary system, storm drain system including fixtures, piping system, fittings and appurtenances, equipment and machinery, facilities and other facility that is necessary for the project. The use of low-flow efficient fixtures and equipment is recommended. Technical drawings and specifications shall be clearly and properly defined.

Sanitary and plumbing design shall conform but not limited to the following:

- 1) Sanitary waste shall be drained by gravity to the sewer line system.

- 2) All drainage and sewer line shall be concealed, unexposed and covered type system.
- 3) Drainage plan shall be properly presented including flow, access hole distance, pipe and fitting sizes, invert elevations and other necessary information for the construction.
- 4) Catch basin and culvert design shall be in accordance to the design requirements.
- 5) Waste water from kitchen sink shall be provided with grease trap under the sink.
- 6) Septic tank shall be 2-chamber system.
- 7) Storm drainage design shall be adequate.
- 8) All fixtures shall be individually vented.
- 9) Minimum slope for pipes shall be not lesser than 1 1/2 %.
- 10) All roof drain shall be provided with strainer (dome type).
- 11) Storm drainage system for floors above grade level shall be drained by gravity to the drainage line at ground level.
- 12) Provide hose bib for site green areas, pump rooms, parking areas, and other utility rooms which requires water supply.
- 13) Provide Rain Water Collector Tank.
- 14) Booster pump and pressure tank, if any, shall be provided to meet the required minimum pressure.
- 15) Operating pressure of fixtures shall be considered.
- 16) Occupant water demand as per code requirement.
- 17) Provide isolation gate valve per floor.
- 18) Group fixtures shall be provided with isolation gate valve.
- 19) The design shall be on the basis of the source and volume of water supply, water consumption, piping network, and conveyance in accordance with the applicable laws, rules and regulations governing health, safety and sanitation.

- 20) Water storage tank shall be designed to accommodate fire and domestic uses where the number and size shall be supported with design computations.

Material specifications guidelines are the following:

- 1) Sewer and Vent System - Pipes, vents, branch vents, waste lines and fittings shall be series 1000 Polyvinyl Chloride (PVC), locally available.
- 2) Storm Drainage System:
  - a. Roof drain shall be dome-type brass strainer.
  - b. Floor drain shall be square type stainless.
  - c. Downspouts and collectors shall be PVC including fittings.
- 3) Water Distribution System:
  - a. Potable and non-potable water lines and fittings shall be Polypropylene Pipes (PPR) PN-20 with Fusion Joint Connections DIN 16968/DIN 16969.
  - b. Fire water line shall be Black Iron (B.I.) pipe schedule 40.
- 4) Fixtures:
  - a. Water closet shall be flush valve type, siphon jet and low flow type fixtures with bidet.
  - b. Lavatory shall be under counter type.
  - c. Kitchen sink and utility sink shall be stainless and anti-bacterial type.

## **2.5. Electrical Design Works**

The electrical design shall conform to the minimum requirements of the Philippine Electrical Code and Fire Code of the Philippines. The contractor shall design lighting and power systems including but not limited to the following:

- 1) General Lighting
- 2) Convenience Outlet
- 3) Grounding System
  - a. Building Grounding
  - b. Equipment/System Grounding
  - c. Tower Grounding
- 4) Lightning Arrester
- 5) Generator Set
- 6) Circuits and Breakers
- 7) Power Supply System
- 8) Back-up Power System

- 9) Other facilities and equipment that are necessary for the project

The electrical design shall include supply and installation of 10 KVa Uninterrupted Power Supply (UPS) for Production Control Room, Master Control Room, Editing rooms and News Studio including testing and commissioning.

The use of energy efficient and energy saving lights are mandatory. Power outlets are strategically located for easy access and convenience. Electrical load design should consider future expansion of the operation.

## **2.6. Electronics Design Works**

Electronics design for this project shall conform to the minimum requirements of Philippine Electronics Code and PTNI Marawi Regional Center for its operations and performance. The design shall include TV broadcast operations, IT communication system, LAN system, provisions on CCTV system and internal IT operations. Basic electronics requirements shall be incorporated to the design.

Electronics design shall include supply and installation of perforated cable trays.

## **2.7. Site Development Design Works**

Site development design shall include perimeter fence, perimeter lighting, parking, storm drainage, manholes, main access gates, utilities and other facilities necessary for the operation of PTNI.

Power house shall be in accordance with the standards set by the local power utility. Water supply facilities shall meet the requirements set by the local water utility provider.

Site development shall include the design and construction of **Power house/ Genset Room & Electrical Room.**

## **2.8. Permits**

The contractor has the responsibility to process, apply and secure necessary construction and operation permits as required by the authorities for the preparation, implementation, completion and occupation of the project.

- 5) Permits to be secured are the following:

- 1) Building Permit
- 2) Excavation Permit
- 3) Fencing Permit
- 4) Occupancy Permit



- 5) DENR Certificate
- 6) All other Necessary Permits

## **VII. CONSTRUCTION WORKS**

The contractor shall perform the construction works based on the approved plans, materials specifications and contract documents. Construction works shall comply with the terms and conditions set forth governing quality, characteristics and properties of materials, methodology and testing.

The contractor shall perform the construction activities, but not limited to the following:

1. Mobilization / Demobilization
2. Site Clearing
3. Construction of Temporary Facilities
4. Excavation and Backfilling
5. Foundation Works
6. Structural Works
7. Architectural Works
8. Moisture and Thermal Protection
9. Electrical Works
10. Mechanical Works
11. Sanitary and Plumbing Works
12. Fire Protection and Suppression Works
13. Electronics Works
14. Interior Finishes
15. Furniture/Furnishing
16. Site Development
17. Other works stipulated in the construction plans and contract documents

All materials, equipment and finishes are subject for evaluation and approval prior to installation.

## **VIII. POST CONSTRUCTION WORKS**

Post construction works includes testing and commissioning of the following:

- 1) Electrical System including Stand-by Generator Set and UPS
- 2) Grounding System (Building, System/Equipment and Tower)
- 3) Pumps and Motors
- 4) Fire Protection System
- 5) Air-Conditioning System
- 6) Plumbing/Sanitary System
- 7) Electronics System
- 8) Others required for testing and commissioning

The contractor shall submit testing and commissioning program and schedule. Likewise, the contractor shall submit the operations and maintenance manuals of all the equipment and machineries installed, incorporating the technical literature as designed and as actually installed, together with brochures and warranty certificates.

Waterline pipes shall be leak tested. Disinfection shall follow after passing the hydrostatic and pressure leak test in accordance with the standards of the Philippine National Standard for Drinking Water (PNSDW).

**IX. MINIMUM REQUIREMENTS FOR CONSTRUCTION OCCUPATIONAL SAFETY AND HEALTH (COSH) PROGRAM**

The contractor shall have the responsibility to observe and implement the minimum requirements for COSH set by the Department of Labor and Employment (DOLE), but not limited to the following:

a. Construction Safety and Health Committee

(a.1) Composition:

- (i) Construction-in-Charge or his representative as chairperson ex-officio
- (ii) General Construction Safety and Health Officer
- (iii) Construction Safety and Health Officers
- (iv) Safety Representative/Officer
- (v) Doctors, nurses and other health personnel pursuant to the requirements stated in Rule 1042 of the Occupational Safety and Health Services (OSHS)
- (vi) Workers' Representative

(a.2) Duties and Responsibilities:

- (i) The Construction-in-Charge or his representative shall act as the Chairperson of the committee.
- (ii) The committee shall conduct safety meetings at least once a month.
- (iii) The persons constituting the Safety and Health Committee shall, as far as practicable, be at the construction site whenever construction work is being undertaken.
- (iv) The committee shall continually plan and develop accident prevention programs.
- (v) The committee shall review reports of inspection, accident investigation and monitor implementation of the safety program.
- (vi) The committee shall provide necessary assistance to government authorities authorized to conduct inspection in the proper conduct of their activities.

- (vii) The committee shall initiate and supervise safety trainings for its employees.
- (viii) The committee shall conduct safety inspection at least once a month, and shall conduct investigation of work accidents and shall submit a regular report to DOLE.
- (ix) The committee shall initiate and supervise the conduct of daily brief safety meetings or toolbox meetings.
- (x) The committee shall prepare and submit to DOLE, reports on said committee meetings.
- (xi) The committee shall develop a disaster contingency plan and organize such emergency service units as may be necessary to handle disaster situations.

b. General Safety within Construction Premises

(b.1) The provision for personal protective equipment, danger signs, barricades, and safety instructions for workers, employees, public, and visitors, such as, housekeeping, walkway surfaces, means of access, i.e. stairs, ramps, floor openings, elevated walkways, runways, platforms and light.

(b.2) Personal Protective Equipment

- (i) The Contractor shall provide adequate and approved type of protective equipment (hard hats, safety glasses with side-shields, rubber boots). Workers within the construction project site shall be required to wear the necessary Personal Protective Equipment (PPE) at all times.
- (ii) Construction workers who are working from unguarded surfaced six (6) meters or more above grade, temporary or permanent floor platform, scaffold or where they are exposed to the possibility of falls hazardous to life or limb, must be provided with safety harnesses and life lines.
- (iii) Specialty construction workers must be provided with special equipment, such as specialized goggles or respirators for welders and painters or paint applicators, and workers who worked in confined and enclosed spaces.
- (iv) All other persons who are either authorized or allowed to be at the construction site shall wear appropriate PPE.

(b.3) Safety Personnel

- (i) The Contractor shall provide for a full time officer, who shall be assigned as the general construction safety and health officer to oversee full time the overall management of the Construction Safety and Health Program.

- (ii) The general construction safety and health officer shall frequently monitor and inspect any health and safety aspect of the construction work being undertaken. He shall also assist government inspectors in the conduct of safety and health inspection at any time whenever work is being performed or during the conduct of accident investigation.

(b.4) Emergency Occupational Health Personnel and Facilities

- (i) The Contractor shall provide competent emergency health officer within the worksite duly complemented by adequate medical supplies, equipment and facilities. The services of a full-time registered nurse shall be required when the total number of workers exceeds 50 but not more than 200.
- (ii) Where the Contractor provides only a treatment room, he shall provide for his workers in case of emergency, access to the nearest medical clinic or to a medical clinic located within 5 kilometer radius from the workplace and can be reached in 25 minutes of travel. Such access shall include the necessary transportation facilities. In such situation, there shall be a written contract with the medical clinic to attend to such workplace emergencies.
- (iii) The engagement of an Emergency Health Provider for the construction project site shall be considered as having complied with the requirement of accessibility to the nearest hospital facilities.
- (iv) The Contractor shall always have in the construction site the required minimum inventory of medicines, supplies and equipment.

(b.5) Construction Safety Signages and Barricades

- (i) Construction Safety Signages shall be provided as a precaution and advisory to workers and the general public of the hazards existing in the worksite.
- (ii) Signage Procedure – the signages shall be:
  - 1. Posted in prominent positions and at strategic locations.
  - 2. As far as practicable, be in the language understandable to most of the workers employed in the site.
  - 3. For non-raised floor areas, the attached yellow CAUTION sign shall be used when using yellow CAUTION tape.
  - 4. For non-raised floor areas, the attached red DANGER sign shall be used when using the red DANGER tape.
  - 5. Placed in designated areas at 1.2 meters from ground level, if there is no other more practicable height for placement.
  - 6. Regularly inspected and maintained in good condition to achieve its purpose.

7. Signages that are damaged, illegible, those no longer apply as to purpose, site or language, shall be removed or be replaced by the safety officer when needed.
8. Removed after the hazard is completely eliminated. If upon work completion the hazard is still present, the signage shall remain in place.
9. Designed and constructed following the Overall Dimensions of Safety Signs Formula as required by the Occupational Safety and Health Services (OSHS).
10. Specific with the type of hazard and should indicate the name of the contaminant/substance involved (for chemical hazards), and the type of PPE or respiratory equipment to be worn.

(iii) Posting of Signages shall include, but not limited to the following places:

1. Areas where there are risks of falling objects.
2. Areas where there are risks of falling, slipping, tripping among workers and the public.
3. Prior to entry in project sites, locations and its perimeter.
4. Where there is mandatory requirement on the usage of PPEs.
5. Areas where explosives and flammable substances are used or stored.
6. Approaches to working areas where danger from toxic or irritant airborne contaminants/substances may exist.
7. All places where contact with or proximity to electrical facility/equipment can cause danger.
8. All places where workers may come in contact with dangerous parts of machinery or equipment.
9. Locations of fire alarms and fire-fighting equipment.
10. Locations for instructions on the proper usage of specific construction equipment, tools.

(iv) Barricading Procedures – the following shall apply:

1. The contractor shall provide all necessary barricades, safety tapes, safety cones or safety lines as required in isolating or protecting an unsafe work area from other workers, pedestrians or vehicular traffic.
2. Barricades shall completely enclose the hazardous area and effectively limit unintentional or casual entry.
3. Barricades shall be three (3) feet vertical height from the ground, when no other more practical height specification is available.
4. Barricades shall be maintained in good condition to achieve its purpose.
5. Barricades that are damaged, faded or that no longer apply as to purpose, site or meaning, shall be removed or shall be replaced by the safety officer.

6. Barricade tape shall not be used on the floor as this presents a slipping hazard of its own.
7. In addition to using the proper warning tape, the contractor shall use the appropriate safety signage when barricading an area.
8. All barricades shall be removed after the hazard is completely eliminated.
9. Upon work completion, if the hazard is still present, the barricade shall remain in place.

(v) Installation of barricades shall include, but not limited to the following worksites conditions:

1. hazardous areas
2. trip hazard
3. robotic movement
4. energized electrical works
5. overhead suspended load test
6. critical high-pressure test
7. chemical introduction
8. fall exposure
9. emergency response zone
10. unsafe condition zone
11. danger zone
12. confined and enclosed space

(b.6) Safety on Construction Heavy Equipment

In relation to heavy equipment operation in all construction sites, the following are required in the different phases of the project.

(i) Pre-Construction

The Contractor must ensure that appropriate certification is obtained from DOLE duly accredited organizations for the following:

1. All heavy equipment operators assigned at the project site must be tested and certified in accordance with a standard test prescribed by Technical Education and Skills Development Authority (TESDA) in coordination with its accredited organizations.
2. All heavy equipment must be tested and certified in accordance with the standards prepared by DOLE or its recognized organizations prior to commissioning of said equipment.

(ii) During Construction to Post Construction

The Contractor must ensure that the following conditions are met or complied with:

1. Load restriction of trailers carrying such heavy equipment, the height and width clearances as imposed by the DPWH shall be observed.
2. Only duly certified operators are allowed to operate their designated heavy equipment and must wear personal protective equipment.

(b.7) Safety and Health Information

(i) Workers shall be adequately and suitably:

1. Informed of potential safety and health hazards to which they may be exposed at their workplace.
2. Instructed and trained on the measures available for the prevention, control and protection against those hazards.

(ii) Every worker shall receive instruction and training regarding general safety and health common to construction sites which shall include, but not limited to the following:

1. The basic rights and duties of the workers at the construction site.
2. The means of access and egress, both during normal work and in emergency situations.
3. The measures for good housekeeping.
4. The location and proper use of welfare and first-aid facilities.
5. The proper care and use of the items or personal protective equipment and protective clothing provided the workers.
6. The general measures for personal hygiene and health protection.
7. The fire precautions to be taken.
8. The action to be taken in case of any emergency.
9. The requirements of relevant health and safety rules and regulations.

(iii) The instruction, training and information materials provided shall be given in a language or dialect understood by the worker.

1. Written, oral, visual and participative approaches shall be used to ensure that the worker has understood and assimilated the information.
2. Each supervisor or any person e.g. Foreman, lead man, and other similar personnel shall conduct daily tool box or similar meetings prior to the start of the operations for the day to discuss with the workers and to anticipate safety and health problems related.
3. No person shall be deployed in a construction site unless he has undergone a safety and health awareness seminar conducted by safety

professionals or accredited organizations or other institutions recognized by DOLE.

(b.8) Construction Safety and Health Reports

(i) The Construction Safety and Health Report shall include:

1. Monthly summary of all safety and health committee meetings
2. Summary of all accident investigations /reports
4. Corrective/Preventive measures/action for each hazard
5. Periodic hazards assessment with corresponding remedial measures for new hazards
6. Safety promotions and trainings conducted/attended

(ii) Submission of Reports:

1. The Contractor shall be required to submit a monthly construction safety and health report to the Bureau of Working Conditions (BWC) copy furnished the DOLE Regional Office concerned.
2. In case of any dangerous occurrence or major accident resulting in death or permanent total disability, the concerned Contractor shall notify the appropriate DOLE Regional Office within twenty-four (24) hours from occurrence.
3. After the conduct of investigation by the concerned construction safety and health officer, the Contractor shall report all disabling injuries to the DOLE Regional Office on or before the 20th of the month following the date of occurrence of accident using the prescribed forms of the DOLE/BWC.

(b.9) Workers' Welfare Facilities

(i) Adequate supply of safe drinking water:

1. If the water is used in common drinking areas, it shall be stored in closed containers from which the water is dispensed through taps or cocks. Such containers shall be cleaned and disinfected at regular intervals but not exceeding fifteen (15) days.
2. Notices shall be posted conspicuously in locations where there is water supply that is not for drinking purposes.

(ii) Adequate sanitary and washing facilities

1. Adequate facilities for changing, storing and drying of work clothes.
2. Adequate accommodation for taking meals and shelter.
3. Separate sanitary, washing and sleeping facilities for men and women workers.



(iii) Violations and Penalties

1. Pursuant to the provisions of D.O. 13 and as circumstances may warrant, the DOLE shall refer to the Philippine Contractors Accreditation Board (PCAB) its findings, after due process, on any act or omission committed by construction contractors in violation of this rule, labor standards, safety rules and regulations and other pertinent policies. Any such violation committed by construction contractors, whether general contractors or sub-contractors, shall constitute as prima facie case of a construction malperformance of grave consequence due to negligence, incompetence or malpractice contemplated under RA 4566 (Constructors' Licensing Law), as amended, and its Implementing Rules and Regulations.
2. In cases of imminent danger situations, the DOLE Regional Director shall issue a stoppage order pursuant to the provisions of Rule 1012.02 of the Occupational Safety and Health Services (OSHS) and other pertinent issuances for stoppage of operation or for other appropriate action to abate danger.
3. Pending the issuance of the order, the Contractor shall take appropriate measures to protect his workers.
4. The stoppage order shall remain in effect until the danger is removed or corrected permanently.
5. Non-compliance with the order shall be penalized under existing provisions of labor laws.
6. All processes and/or procedures in the conduct of General Labor Standard's inspection including General Occupational Safety and Health/Technical Safety Inspection shall be governed by the provisions of Department Order No. 57-04 and its corresponding Manuals of Instructions

***X. DESIGN AND CONSTRUCTION SCHEDULE***

The project shall be implemented within the duration specified herein:

a. Detailed Design Phase	-	30 calendar days
b. Construction Phase	-	180 calendar days
c. Post Construction Phase	-	30 calendar days
<b>Total Project Duration</b>	-	<b>240 calendar days</b>

The contractor shall submit final detailed design plans, materials specifications and finishes, and bill of quantities fifteen (15) days upon receipt of Notice to Proceed for final approval by the Design and Build Committee or Technical Working Group.

Upon the approval of the final detailed design plans, the contractor shall secure all the necessary permits prior for construction.

***XI. MINIMUM REQUIREMENTS FOR DESIGN AND CONSTRUCTION PERSONNEL***

**1. Detailed Design Key Personnel**

	<b>Required Professional</b>	<b>Minimum Qualification</b>	<b>Responsibility</b>
1.	Structural Engineer	Must be duly licensed Structural Engineer with at least 10 years experience in structural design and has undertaken projects with project cost of at least 50% of the ABC; with substantial knowledge in structural and earthquake design of building and broadcast tower structures.	<ul style="list-style-type: none"> <li>▪ Responsible for the conduct of structural design and evaluation of the structural elements of the building during the detailed engineering stage.</li> </ul>
2.	Design Architect	Must be duly licensed and an active member of Integrated and Accredited Professional Organization of Architects (IAPOA) with at least 10 years experience in the architectural design of commercial, academic or institutional facilities and corporate buildings, site planning and landscaping.	<ul style="list-style-type: none"> <li>▪ Responsible for the conduct of architectural designs and details of the project components and other aesthetic aspects during the detailed engineering stage.</li> </ul>
3.	Professional Electrical Engineer	Must be duly licensed with at least 10 years experience in building electrical design, lighting, power distribution, switches and panels and preferably knowledgeable in efficient lighting technologies and energy management.	<ul style="list-style-type: none"> <li>▪ Responsible for the conduct of all electrical design and details during detailed engineering stage.</li> </ul>

4.	Professional Mechanical Engineer	Must be duly licensed with at least 5 years experience in mechanical design and installations of HVAC and fire protection and suppression systems and preferably knowledgeable in emergent, alternative energy-efficient HVAC technologies.	<ul style="list-style-type: none"> <li>▪ Responsible for the conduct of all mechanical design and details during detailed engineering stage</li> </ul>
5.	Professional Electronics Engineer	Must be duly licensed with at least 5 years experience in building electronics design, as well as fire detection and alarm systems in buildings.	<ul style="list-style-type: none"> <li>▪ Responsible for the design and layout of data and communication facilities during the detailed engineering stage.</li> </ul>
6.	Sanitary Engineer/ Registered Master Plumber	Must be duly licensed with at least 10 years experience in the design of building water supply and distribution systems, plumbing and sanitary systems and preferably knowledgeable in and emergent, alternative effluent collection and treatment systems.	<ul style="list-style-type: none"> <li>▪ Responsible for the conduct of all sanitary design and details of the building during detailed engineering stage.</li> </ul>
7.	Geotechnical Engineer	Must be duly licensed Civil Engineer with a post graduate degree in Geotechnical Engineering or PICE Specialization with at least 5 years experience in geotechnical evaluation.	<ul style="list-style-type: none"> <li>▪ Responsible for the conduct of all geotechnical investigation and analyses of soil investigation reports during detailed engineering stage.</li> </ul>
8.	Cost/ Quantity/ Specifications Engineer	Must be duly licensed Civil Engineer with at least 5 years experience in the preparation of technical specifications and detailed analysis of all applicable unit prices.	<ul style="list-style-type: none"> <li>▪ Responsible for the preparation of detailed cost estimation for items of work, materials specifications and updating of the detailed bill of quantities based on detailed engineering plans.</li> </ul>

## 2. Construction Key Personnel

1.	Construction In-Charge	Must be a licensed Civil Engineer or Architect with at least 10 years professional experience with relevant experience in similar and comparable projects;	<ul style="list-style-type: none"> <li>▪ Responsible for all aspects of the project implementation.</li> <li>▪ Responsible for construction management and supervision of phases of work.</li> </ul>
2.	Supervising Architect (Architecture In-Charge of Construction)	Must be duly licensed and an active member of Integrated and Accredited Professional Organization of Architects (IAPOA) with at least 10 years experience in similar and comparable projects and shall preferably be knowledgeable in the application of rapid construction technologies.	<ul style="list-style-type: none"> <li>▪ Responsible for the supervision of the architectural works during construction phase.</li> </ul>
3.	Professional Electrical Engineer	Must be duly licensed with at least 5 years experience in building electrical design and installations, lighting, power distribution, switches and panels; preferably knowledgeable in efficient lighting technologies and energy management;	<ul style="list-style-type: none"> <li>▪ Responsible for the supervision of all electrical works during construction.</li> </ul>
4.	Professional Mechanical Engineer	Must be duly licensed with at least 5 years experience in mechanical design and installations of HVAC and fire protection systems and preferably knowledgeable in emergent, alternative energy-efficient HVAC technologies.	<ul style="list-style-type: none"> <li>▪ Responsible for the supervision of the mechanical works during construction.</li> </ul>
5.	Professional Electronics Engineer	Must be duly licensed with at least 5 years experience in building electronics design and installation as well as fire detection and alarm systems in buildings.	<ul style="list-style-type: none"> <li>▪ Responsible for the supervision of all electronics work during construction.</li> </ul>
6.	Sanitary Engineer/ Registered Master Plumber	Must be duly licensed with at least 10 years experience in the design of building water supply and distribution systems, plumbing	<ul style="list-style-type: none"> <li>▪ Responsible for the supervision of all plumbing and sanitary works during construction.</li> </ul>

		and sanitary systems and preferably knowledgeable in and emergent, alternative effluent collection and treatment systems.	
7.	Geodetic Engineer	Must be duly licensed Geodetic Engineer with at least 5 years experience in geodetic survey of building construction of similar nature.	<ul style="list-style-type: none"> <li>▪ Responsible for all locations and surveys to ensure correct horizontal and vertical controls to be used as basis in the detailed engineering stage and actual stake-out;</li> <li>▪ Responsible for the monitoring and supervision of the survey works during the construction phase.</li> </ul>
8.	Cost/ Quantity/ Specifications Engineer	Must be duly licensed Civil Engineer with at least 5 years experience in the preparation of technical specifications and detailed analysis of all applicable unit prices.	<ul style="list-style-type: none"> <li>▪ Responsible for the qualification of the actual construction progress and related variation order;</li> <li>▪ Responsible in quantity surveys and cost estimation for items of work for buildings and facilities of similar nature.</li> </ul>
9.	Materials Engineer	Must be duly licensed Civil Engineer with Level 1 or 2 DPWH Accreditation for Materials Engineer and at least 5 years experience in supervising materials investigations and quality control; must have a duly recognized experience in similar and comparable projects.	<ul style="list-style-type: none"> <li>▪ Responsible for organizing and supervising the sampling and testing of materials proposed for use in the project components, so as to ensure adequate quality control of the works being constructed.</li> </ul>

## **XII. SUBMITTALS AND DELIVERABLES**

The prospective bidder / contractor shall submit **Detailed Architectural Concept, Detailed Design and Construction Plans** and **Detailed Report** during the Opening of Bids. Failure to comply of this section shall be a ground for disqualification.

All submittals are subject for review and approval of the PTNI-TWG. Shop drawings are required to submit if necessary, for the construction. All shop drawings and supplemental plans are subject for review and approval.

## **1. Detailed Architectural Concept**

The Contractor shall submit the Detailed Architectural Concept, but not limited to the following the minimum requirements:

1. Site Development Plans
2. Exterior Perspectives
3. Floor Plans with Furniture Layout
4. Building Elevations (on all 4 sides)
5. Building Sections (minimum of 2 sections)
6. Schedule of Finishes, Doors and Windows
7. Architectural Interior Plans (Detailed Floor Plan, Reflected Ceiling Plan and Interior Elevations) for the Main Lobby, Hallways, and all other rooms.

## **2. Detailed Design and Construction Plans**

The contractor shall submit the detailed design upon the approval of detailed architectural concept, but not limited to the following minimum requirements:

### **2.1 ARCHITECTURAL PLANS**

- 1) Site Development Plan
- 2) Floor Plans with Furniture Layout
- 3) Elevations of All Sides
- 4) Building Sections
- 5) Reflected Ceiling Plans
- 6) Schedule of Doors and Window
- 7) Schedule of Interior Finishes
- 8) Schedule of Exterior Finishes
- 9) Schedule of Floor Finishes
- 10) Schedule of Walls Finishes
- 11) Schedule of Ceiling Finishes
- 12) Stair Details
- 13) Roof Slab Plan
- 14) Canopy Details
- 15) Other Architectural Miscellaneous Details

### **2.2 STRUCTURAL AND CIVIL PLANS**

- 6)
- 1) Structural General Notes and Specifications

- 2) Foundation Plan and Details
- 3) Slab on Grade plans and Details
- 4) Floor Framing Plans and Details
- 5) Roof Deck Framing Plans
- 6) Roof Framing Plans and Details
- 7) Schedule of Column Footings, Columns, Slab, Beams and Girder Details
- 8) Schedule of Reinforcement
- 9) Bi-pod Antenna Tower Structural Plan and Details
- 10) Other Structural Details

## 2.3 ELECTRICAL PLANS

7)

- 1) Electrical General Notes and Specifications
- 2) Lighting Layout Plans
- 3) Power and Convenience Outlet Layout Plans
- 4) Grounding System Layout Plans
- 5) Schedule of Loads
- 6) Single Line Diagram
- 7) Power House Plans
- 8) Service Entrance Plans
- 9) Air-Condition System Power Layout Plans
- 10) Equipment and Machineries Power Layout Plans
- 11) Other Electrical Miscellaneous Details

## 2.4 MECHANICAL PLANS

- 1) Mechanical General Notes and Specifications
- 2) Pumps and Motors Layout Plans
- 3) Pump and Motor Details
- 4) Air-Condition System Layout Plans
  - a. Studio, Production Control Rooms
  - b. Offices
  - c. Transmitter Room
- 5) Air-Condition System Details
  - a. Studio, Production Control Rooms
  - b. Offices
  - c. Transmitter Room
- 6) Fire Suppression System Layout Plans
- 7) Fire Suppression System Details
- 8) Other Mechanical Miscellaneous Details

## 2.5 SANITARY AND PLUMBING PLANS

- 1) Sanitary and Plumbing General Notes and Specifications
- 2) Water Line Layout Plans

- 3) Sanitary and Plumbing Layout Plans
- 4) Plumbing System Isometric Diagram
- 5) Water Storage Tank/Rain Water Collector Tank Layout and Detail Plans
- 6) Toilet and Comfort Room Fixture Layout Plans
- 7) Other Sanitary and Plumbing Miscellaneous Details

## 2.6 ELECTRONICS PLANS

- 1) Electronics General Notes and Specifications
- 2) Data (LAN) Layout Plans
- 3) Telephone System Layout Plans
- 4) CCTV Cable Layout Plans
- 5) Server Room Details
  - a. Production Control Room
- 6) Fire Detection and Alarm System Layout Plans
- 7) Fire Detection and Alarm System Details
- 8) Other Electronics Miscellaneous Details

## 3. Detailed Reports

The contractor shall submit the following reports as part of the construction documents for the construction:

- 3.1 Structural Design Report
- 3.2 Detailed Bill of Materials and Cost Estimates
- 3.3 Construction PERT-CPM and Bar/GANTT Chart
- 3.4 Detailed Material Specifications and Finishes

All detailed reports shall be prepared on a Legal-size bond paper on ring/book bounded document.

## 4. As-Built Plans

The contractor shall prepare and submit As-Built Plans based on the actual construction accomplishments and emplacement of materials, equipment, furnishings, utilities and other information that is necessary for the operations and maintenance of the buildings.

The contractor shall also submit operations and maintenance manuals of the emplaced equipment and machineries for the reference of the operations and maintenance personnel.

## 5. Details of Submittals and Deliverables

- 5.1 Detailed Architectural Concept



- i. Number of Copies - 5 copies / sets
- ii. Document Size - 24" x 36" White/Blue Print Copy

## 5.2 Detailed Design and Construction Plans

- a) Number of Copies - 5 copies / sets
- b) Document Size - 24" x 36" White/Blue Print Copy

## 5.3 Detailed Reports

### 5.3.1 Structural Design Report

- a) Number of Copies - 5 copies / sets
- b) Document Size - 8.5" x 13" Legal Size
- c) Specifications - Ring/Book Bound

### 5.3.2 Detailed Bill of Materials and Cost Estimates

- a) Number of Copies - 5 copies / sets
- b) Document Size - 8.5" x 13" Legal Size
- c) Specifications - Ring/Book Bound

### 5.3.3 PERT-CPM and Bar Chart/S-Curve

- a) Number of Copies - 5 copies / sets
- b) Document Size - 24" x 36" White/Blue Print

### 5.3.4 Detailed Material Specifications and Finishes

- a) Number of Copies - 5 copies / sets
- b) Document Size - 8.5" x 13" Legal Size
- c) Specifications - Ring/Book Bound

### 5.3.5 As-Built Plans

- a) Number of Copies - 1 copy / sets & 5 sets respectively
- b) Document Size - 24" x 36" Plot (Tracing) & Blueprints

## **ANNEXES**

ITEM	SPACE CLASSIFICATION	DESCRIPTION	INTENDED USER/PURPOSE
I.	General Working Space	An open plan, semi-private working space with low wall cubicle partition system, provided with staff table, complete with side drawers, among others. The interior finishes are combination of painting, and ceramics/granite for flooring.	Supervisor Reporters/Anchors Writers/Editors/ Cameramen Engineering Unit
II.	News Studio Room	Shall be designed ready to accommodate variety of audiovisual equipment with special attention to acoustical separation from surrounding spaces, durable finishes to anticipate maximum use, movable partition, complete finishes and built-in conferencing tools and meeting functionality such as marker boards and projection screen/graphics board, equipped with ambient lighting with dimmable controls and special accent lighting used to allow user control for presentation purposes.	General use.
III.	Common Open Space	A common public space/area used for access, assembly and waiting area. The interior finishes are combination of painting, lamination, tiles, wood planks and panels.	General use.
IV.	Ancillary Space or Structure	A supplementary space used for special function as required by law. Architectural finishes should be considered according to the function of the space.	Power House/Genset Room & Electrical Room
V.	Utility Space	A supplementary space that is used for utility functions. Architectural finishes should be considered according to the function of the space.	Comfort Room Stair Area Fire Exit Area Storage and Archives

## A.1 SPACE DISTRIBUTION MATRIX

GROUND FLOOR LEVEL								
Space/Area	No. of Occupants	Space Requirement	Equipment/Furnishing		Furniture/Fixtures	Interior Finishes		
			Owner-Supplied	Contractor-Supplied	Contractor-Supplied	Floor	Wall	Ceiling
1. News Room Department with Editing Rooms		News Room and Editing Rooms	1.Laptop 2.Printer 3.Speakers 4.Microphones 5.TV Monitor	1.ACU 2.LAN Connections 3.Telephones	By Owner's Scope of Work	60cmx60cm Non-skid Homogenous floor tiles (semi-polished)	Plain cement plaster painted finish with slated tempered glass walls	12mm thick Acoustic Ceiling Boards on T-runner framing system
2. Master Control Room		Enclosed Working Space	1.Computer 2.Printer 3.Communications Equipment	1.ACU 2.LAN Connections 3.Telephones	By Owner's Scope of Work	Antistatic raised flooring on bare concrete slab	Plain cement plaster painted finish	Bare smooth off form and beam soffit painted finish
3. Multi-purpose Room		Enclosed Working Space		1.ACU 2.LAN Connections 3.Telephone	By Owner's Scope of Work	60cmx60cm Non-skid Homogenous floor tiles (semi-polished)	Plain cement plaster painted finish	12mm thick Gypsum board on metal furring with cove lights design

4. Electrical Room & Genset Room		Enclosed Working Space		1.Ventilation 2.Electrical Equipment 3.Generator Set	By Owner's Scope of Work	Smooth concrete slab-painted with self-leveling epoxy paint	Acoustic wall treatment sub-wall on plain cement plastered masonry wall	Bare smooth off form slab and beam soffit with special acoustical treatment painted finish
5. Lobby Area and Hallway		Open Space with Waiting Area		1.ACU	1.Reception desk and chairs	60cmx60cm Homogenous floor tiles (polished)	Plain cement plaster painted finish	12mm thick Gypsum board on metal furring with cove lights design
6. Male/ Female Common Toilets and Pantry		Common Toilets and Pantry		1.Ventilation	1.Kitchen Sink 2.Plumbing Fixtures 3.Toilet Acc	30cmx30cm Non-skid Ceramic floor tiles	30cmx60cm Glazed Ceramic Wall tiles	1/4" Fiber-cement board on metal furring

GROUND FLOOR LEVEL								
Space/Area	No. of Occu-pants	Space Require ment	Equipment/Furnishing		Furniture/ Fixtures	Interior Finishes		
			Owner-Supplied	Contractor-Supplied	Contractor-Supplied	Floor	Wall	Ceiling
7. Main Stair					1.Stair Handrails and Railings	Non-skid Homogenous floor tiles with nosing profile	Plain cement plaster painted finish	Slab soffit painted finish

## A.2 SPACE DISTRIBUTION MATRIX

SECOND FLOOR LEVEL								
Space/Area	No. of Occu-pants	Space Requirement	Equipment/Furnishing		Furniture/ Fixtures	Interior Finishes		
			Owner-Supplied	Contractor-Supplied	Contractor-Supplied	Floor	Wall	Ceiling
1. News Studio		Enclosed Working Space	1. Cameras 2. Communications Equipment 3. Speakers	1. ACU 2. Lighting Equipment 3. Telephones	By Owner's Scope of Work	Smooth concrete slab-painted with self-leveling epoxy paint	Plain cement plaster painted finish with special acoustical treatment	Bare smooth off form slab and beam soffit with special acoustical treatment painted finish
2. Production Control Room		Enclosed Working Space	1. Laptop 2. Printer 3. Audio Equipment	1. ACU 2. Lighting Equipment 8)	By Owner's Scope of Work	Antistatic raised flooring on bare concrete slab	Plain cement plaster painted finish with special acoustical	Bare smooth off form slab and beam soffit with special acoustical treatment painted

							treatment	finish
3. Make-up and Dressing Room		Enclosed Working Space		1.ACU 2. Mirrors 3. Lighting Equipment	1.Sofa 2.Tables 3.Chairs	60cmx60cm Non-skid Homogenous floor tiles (semi-polished)	Plain cement plaster painted finish	12mm thick Moisture resistant gypsum board on metal furring
4. Lobby Area and Hallway		Open Space with Waiting Area		1.ACU	1.Reception desk and chairs	60cmx60cm Homogenous floor tiles (polished)	Plain cement plaster painted finish	12mm thick Gypsum board on metal furring with cove lights design

SECOND FLOOR LEVEL								
Space/Area	No. of Occu-pants	Space Requirem ent	Equipment/Furnishing		Furniture/ Fixtures	Interior Finishes		
			Owner-Supplied	Contractor -Supplied	Contractor-Supplied	Floor	Wall	Ceiling
5. Male/ Female Common Toilets		Common Toilets		1.Ventilation	1.Plumbing Fixtures 2.Toilet Accessories	Non-skid Ceramic floor tiles	Glazed Ceramic Wall tiles	1/4" Fiber-cement board on metal furring

6. Main Stair					1.Stair Handrails and Railings	Non-skid Homogenous floor tiles with nosing profile	Plain cement plaster painted finish	Slab soffit painted finish
---------------	--	--	--	--	--------------------------------	---	-------------------------------------	----------------------------

### A.3 SPACE DISTRIBUTION

MEZZANINE FLOOR LEVEL								
Space/Area	No. of Occu-pants	Space Requirement	Equipment/Furnishing		Furniture/ Fixtures	Interior Finishes		
			Owner-Supplied	Contractor-Supplied	Contractor-Supplied	Floor	Wall	Ceiling
1. Technical Staff Room		Enclosed Working Space	1. Laptop 2. Printer	1.ACU 2. Telephones	1.Tables 2. Chairs	60cmx60cm Non-skid Homogenous floor tiles (semi-polished)	Plain cement plaster painted finish	Bare smooth off form slab and beam soffit painted finish
2. Engineering/ Maintenance Room		Enclosed Working Space	1. Laptop 2. Printer	1.ACU 2. Telephones	1.Tables 2. Chairs	60cmx60cm Non-skid	Plain cement plaster painted	Bare smooth off form slab and beam



						Homogenous floor tiles (semi-polished)	finish	soffit painted finish
3. Engineering/ Maintenance Room		Enclosed Working Space		1.ACU 2. Telephones	1.Tables 2.Chairs	60cmx60cm Non-skid Homogenous floor tiles (semi-polished)	Plain cement plaster painted finish	Bare smooth off form slab and beam soffit painted finish

<b>A.4 SPACE DISTRIBUTION</b>								
<b>ROOFDECK LEVEL</b>								
Space/Area	No. of Occu-pants	Space Requirement	Equipment/Furnishing		Furniture/ Fixtures	Interior Finishes		
			Owner-Supplied	Contractor-Supplied	Contractor-Supplied	Floor	Wall	Ceiling
1. Transmitter Room		Enclosed Working Space		1.ACU 2. Telephones	By Owner's Scope of Work	Antistatic raised flooring on bare concrete slab	Plain cement plaster painted finish	Bare smooth off form Slab and beam soffit painted finish
2. Quarter's with Comfort Room		Enclosed Working Space		1.Ventilation	1.Plumbing Fixtures 2.Toilet Accessories	Non-skid Ceramic floor tiles	Glazed Ceramic Wall tiles	Bare smooth off form Slab and beam soffit painted finish

3. Main Stair					1.Stair Handrails and Railings	Non-skid Homogenous floor tiles with nosing profile	Plain cement plaster painted finish	Slab soffit painted finish
4. Open Deck / TVRO Farm		Open Space				Plain cement floor topping with hardener provided with waterproofing membrane system	Plain cement plaster painted finish (steel troweled)	

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

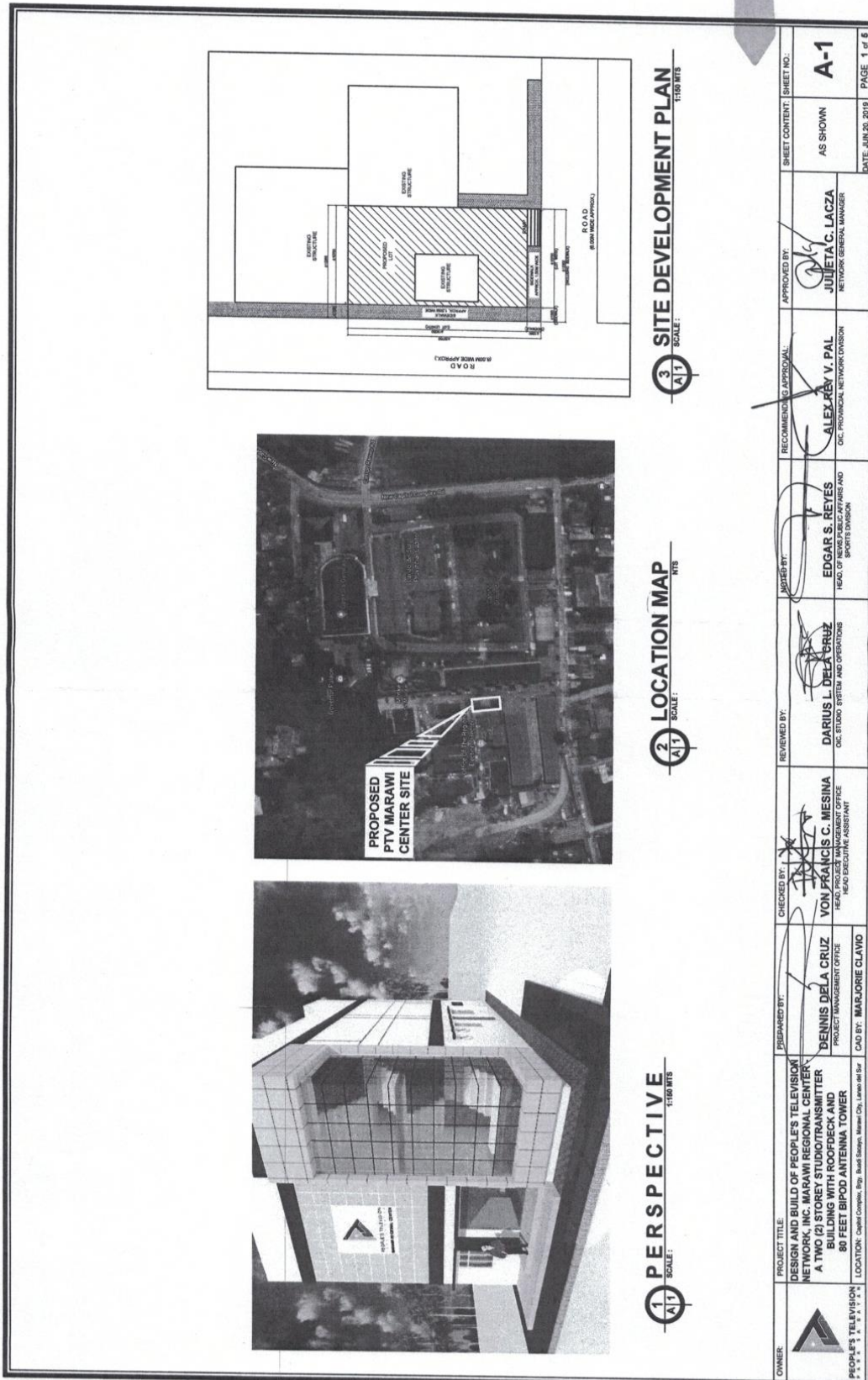
## **SITE PICTURES**



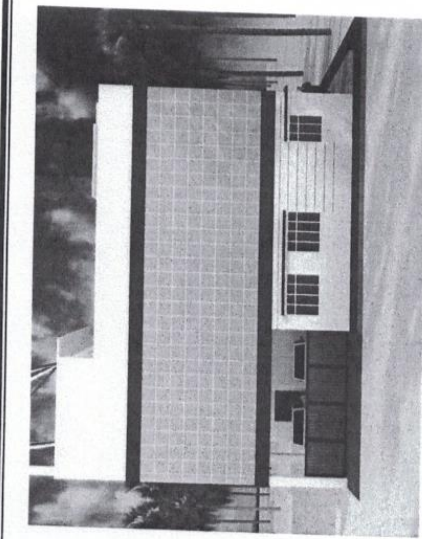




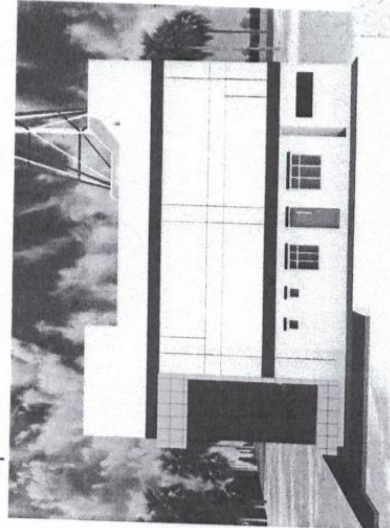




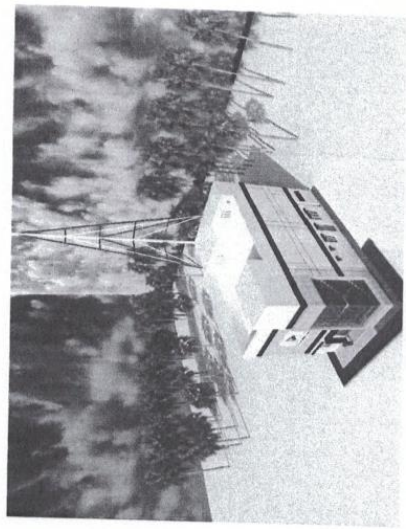
OWNER	 PEOPLE'S TELEVISION NETWORK, INC.	PROJECT TITLE	PREPARED BY:	CHECKED BY:	REVIEWED BY:	DESIGNED BY:	RECOMMENDED APPROVAL:	APPROVED BY:	SHEET CONTENT:	SHEET NO.:
		DESIGN AND BUILD OF PEOPLE'S TELEVISION NETWORK, INC. MARAWI REGIONAL CENTER A TWO (2) STOREY STUDIO/TRANSMITTER BUILDING WITH ROOFDECK AND 80 FEET BIPOD ANTENNA TOWER	DENNIS DELA CRUZ PROJECT MANAGEMENT OFFICE	VON FRANCIS C. MESINA HEAD, PROJECT MANAGEMENT OFFICE	DARIUS L. DELA CRUZ CCO, STUDIO SYSTEM AND OPERATIONS	EDGAR S. REYES HEAD, OF NEW PUBLIC AFFAIRS AND SPORTS DIVISION	ALEX REY V. PAL CCO, PROVINCIAL NETWORK DIVISION	JULIETTA C. LACZA NETWORK GENERAL MANAGER	AS SHOWN	A-1
		LOCATION: Capital Complex, 8th, Bantay Saigay, Marawi City, Lanao del Sur	DAD BY: MARJORIE CLAVO						DATE: JUN 20, 2019	PAGE: 1 of 8



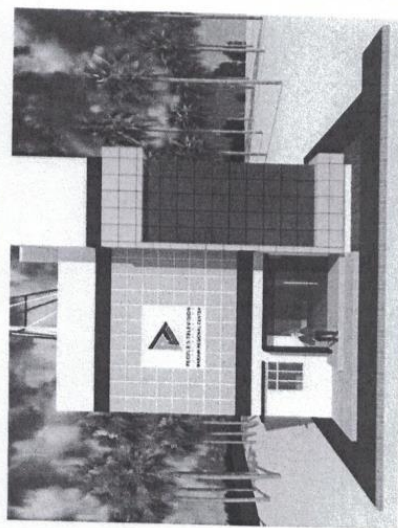
**3 LEFT SIDE ELEVATION**  
SCALE: 1/160 NTS



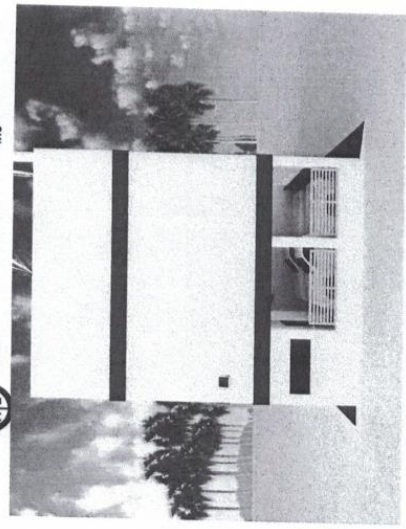
**4 RIGHT SIDE ELEVATION**  
SCALE: 1/160 NTS



**5 AERIAL VIEW**  
SCALE: NTS



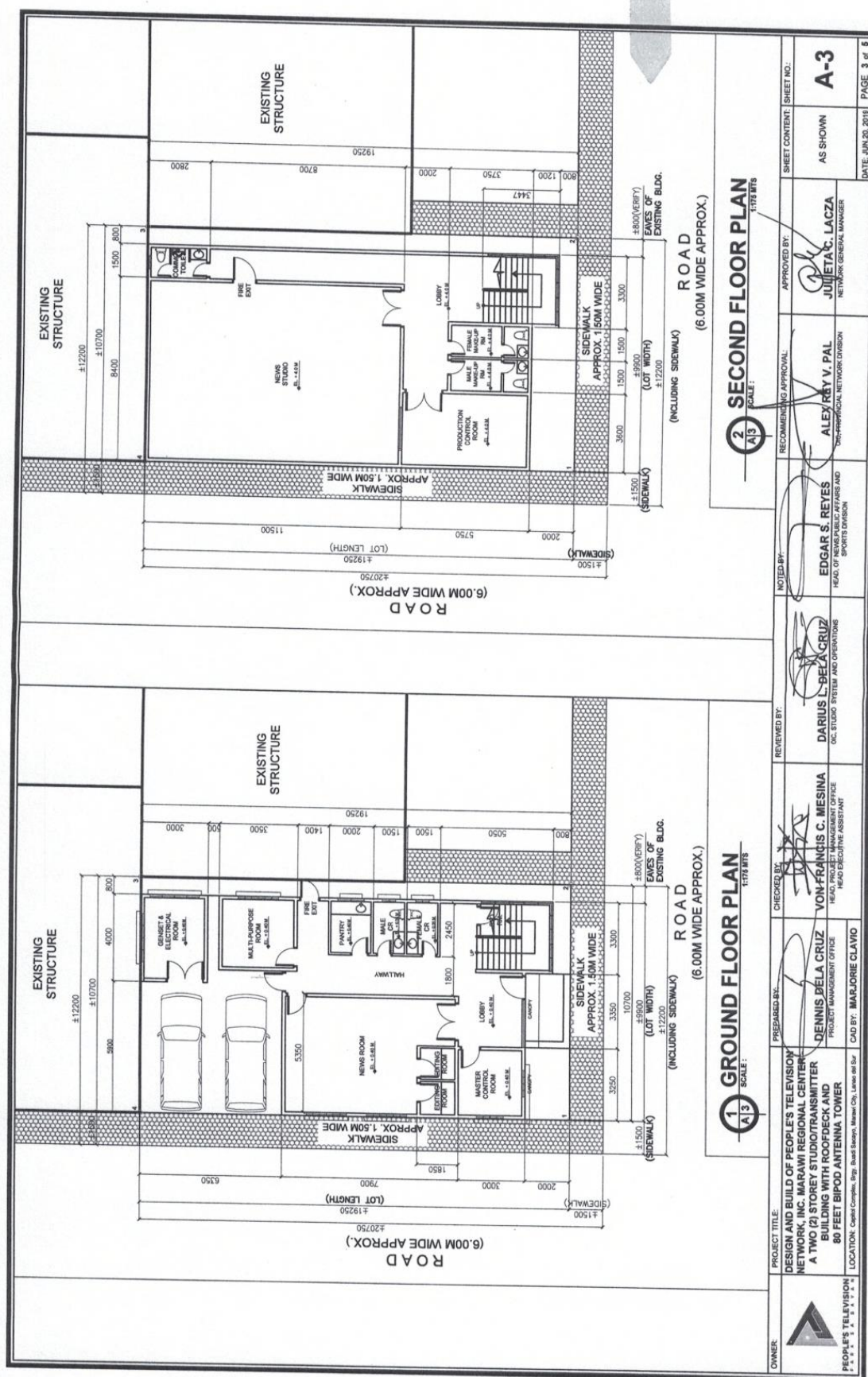
**1 FRONT ELEVATION**  
SCALE: NTS

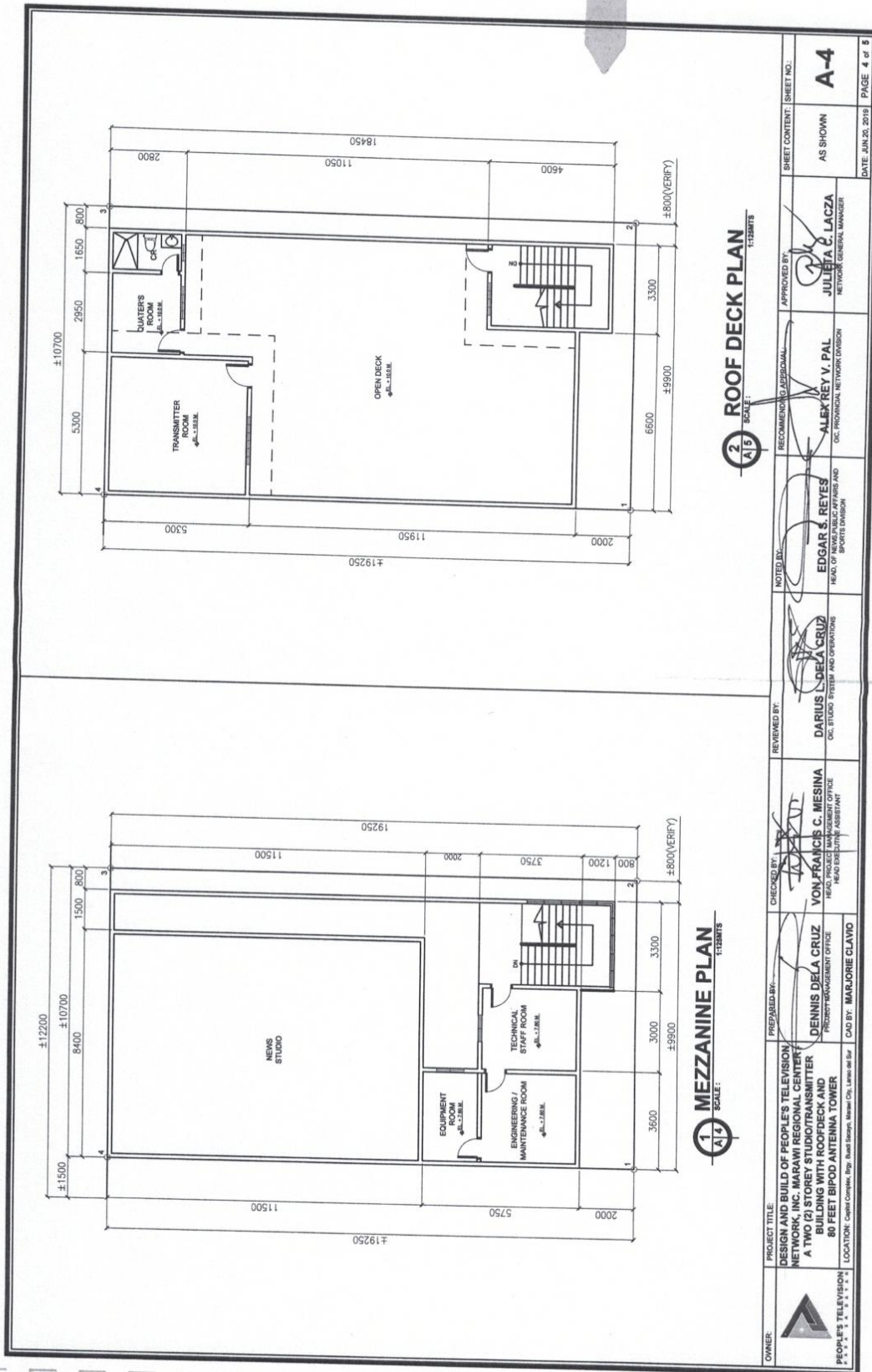


**2 REAR ELEVATION**  
SCALE: NTS

OWNER	PROJECT TITLE	DESIGNED BY	CHECKED BY	REVIEWED BY	NOTED BY	RECOMMENDING APPROVAL	APPROVED BY	SHEET CONTENT	SHEET NO.
PEOPLE'S TELEVISION	DESIGN AND BUILD OF PEOPLE'S TELEVISION NETWORK, INC. MARAWI REGIONAL CENTER A TWO (2) STOREY STUDIO/TRANSMITTER BUILDING WITH ROOFDECK AND 80 FEET BIPOD ANTENNA TOWER	DENNIS DELA CRUZ	VON FRANCIS C. MESINA	DARIUS L. DELA CRUZ	EDGAR S. REYES	ALEX VETV. PAL	JULIETA C. LACZA	AS SHOWN	A-2
LOCATION: Capital Complex, Brgy. Binali, Marawi City, Lanao del Sur	PROJECT MANAGEMENT OFFICE	HEAD PROJECT ASSISTANT	HEAD OF STUDIO SYSTEM AND OPERATIONS	HEAD OF NEWS/PROGRAM AFFAIRS AND SPORTS DIVISION	NETWORK GENERAL MANAGER			DATE: JUN 20, 2016	PAGE 2 of 6







131

## ***Section VIII. Bill of Quantities***

## BILL OF QUANTITIES

WORK ITEM	ESTIMATED TOTAL QUANTITY	UNIT PRICE (including tax) Pesos	PRICE (including tax) Pesos
I. MOBILIZATION			
II. CONSTRUCTION SAFETY & HEALTH			
III. TEMPORARY FACILITY			
IV. EARTH WORKS			
V. FORM WORKS			
VI. REBAR WORKS			

**SUB-TOTAL:**

**(Pesos)** \_\_\_\_\_ **Amount in Words:** \_\_\_\_\_

Submitted by:

\_\_\_\_\_

Name of the Representative of the Bidder

\_\_\_\_\_

Position

\_\_\_\_\_

Name of the Bidder

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

WORK ITEM	ESTIMATED TOTAL QUANTITY	UNIT PRICE (including tax) Pesos	PRICE (including tax) Pesos
VII. CONCRETE WORKS			
VIII. MASONRY WORKS			
IX. PIPING WORKS (Includes 200mmØ, 300mmØ and 458mmØ Reinforced Culvert Pipe)			
X. MATERIALS TESTING (Includes Maximum Dry Density Test, Field Density Test, and Concrete Flexural Test)			
XI. DEMOBILIZATION/CLEARING			

**SUB-TOTAL:**

**(Pesos)** \_\_\_\_\_ **Amount in Words:** \_\_\_\_\_

**TOTAL BID AMOUNT (Item Nos. 1-X including taxes):** \_\_\_\_\_

**TOTAL BID AMOUNT (in words):** \_\_\_\_\_

Submitted by:

\_\_\_\_\_

Name of the Representative of the Bidder

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

\_\_\_\_\_

Position

\_\_\_\_\_

Name of the Bidder

## ***Section IX. Bidding Forms***

**TABLE OF CONTENTS**

Bid Form ..... 137

Form of Contract Agreement ..... 139

Omnibus Sworn Statement ..... 141

Bid Securing Declaration.....91



## Bid Form

---

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

IB<sup>1</sup> N°: \_\_\_\_\_

To: *[name and address of PROCURING ENTITY]*

Address: *[insert address]*

We, the undersigned, declare that:

- (a) We have examined and have no reservation to the Bidding Documents, including Addenda, for the Contract *[insert name of contract]*;
- (b) We offer to execute the Works for this Contract in accordance with the Bid and Bid Data Sheet, General and Special Conditions of Contract accompanying this Bid;

The total price of our Bid, excluding any discounts offered below is: *[insert information]*;

The discounts offered and the methodology for their application are: *[insert information]*;

- (c) Our Bid shall be valid for a period of *[insert number]* days from the date fixed for the Bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (d) 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;
- (e) Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from the following eligible countries: *[insert information]*;
- (f) 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;
- (g) Our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, has not been declared ineligible by the Funding Source;
- (h) 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

---

<sup>1</sup> If ADB, JICA and WB funded projects, use IFB.

- (i) We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- (j) **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].**
- (k) **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: \_\_\_\_\_

## Form of Contract Agreement

---

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

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

### NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents shall be attached, deemed to form, and be read and construed as integral part of this Agreement, to wit:
  - (a) General and Special Conditions of Contract;
  - (b) Drawings/Plans;
  - (c) Specifications;
  - (d) Invitation to Bid;
  - (e) Instructions to Bidders;
  - (f) Bid Data Sheet;
  - (g) Addenda and/or Supplemental/Bid Bulletins, if any;
  - (h) Bid form, including all the documents/statements contained in the Bidder’s bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder’s response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity’s bid evaluation;
  - (i) Eligibility requirements, documents and/or statements;
  - (j) Performance Security;
  - (k) Notice of Award of Contract and the Bidder’s conforme thereto;
  - (l) Other contract documents that may be required by existing laws and/or the Entity.
3. In consideration of the payments to be made by the Entity to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Entity to execute and complete the Works and remedy any defects therein in conformity with the provisions of this Contract in all respects.

4. The Entity hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying of defects wherein, the Contract Price or such other sum as may become payable under the provisions of this Contract at the times and in the manner prescribed by this Contract.

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

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Entity)

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Contractor).

Binding Signature of Procuring Entity

\_\_\_\_\_

Binding Signature of Contractor

\_\_\_\_\_

*[Addendum showing the corrections, if any, made during the Bid evaluation should be attached with this agreement]*

## Omnibus Sworn Statement

---

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]* *[insert "as shown in the attached duly notarized Special Power of Attorney" for the authorized representative]*;

*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]*, accompanied by the duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, 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;
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 following responsibilities as a Bidder:
- a) Carefully examine all of the Bidding Documents;
  - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
  - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d) Inquire or secure 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.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_ day of \_\_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Bidder's Representative/Authorized Signatory

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ and his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_ day of *[month]* *[year]*.

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_

Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ *[date issued]*, *[place issued]*

IBP No. \_\_\_\_\_ *[date issued]*, *[place issued]*

Doc. No. \_\_\_\_\_

Page No. \_\_\_\_\_

Book No. \_\_\_\_\_

Series of \_\_\_\_\_

\* This form will not apply for WB funded projects.

## Bid-Securing Declaration

(REPUBLIC OF THE PHILIPPINES)

CITY OF \_\_\_\_\_ ) S.S.

X-----X

### Invitation to Bid *[Insert reference 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 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 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 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;
  - c. I am/we are declared as 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'S AUTHORIZED REPRESENTATIVE]***  
***[Insert signatory's legal capacity]***

Affiant

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_ day of *[month]* *[year]*.

**NAME OF NOTARY PUBLIC**

**Serial No. of Commission** \_\_\_\_\_  
**Notary Public for** \_\_\_\_\_ **until** \_\_\_\_\_  
**Roll of Attorneys No.** \_\_\_\_\_  
**PTR No.** \_\_, *[date issued]*, *[place issued]*  
**IBP No.** \_\_, *[date issued]*, *[place issued]*  
**Doc. No.** \_\_\_\_  
**Page No.** \_\_\_\_  
**Book No.** \_\_\_\_  
**Series of** \_\_\_\_\_.

