

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

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# Bid Data Sheet

ITB Clause	
5.2	<p>The bidder should have a similar completed project whose Contract value (adjusted to current prices using the PSA consumer price indices) is at least fifty percent (50%) of the ABC to be bid;</p> <p>A contract is considered to be “similar” to the contract to be bid if it has the major categories of work.</p>
7.1	Subcontracting is not allowed.
10.1	<p>Bidders shall submit the following:</p> <p><b>A. ELIGIBILITY DOCUMENTS</b></p> <p><b><u>Class “A Documents</u></b></p> <ol style="list-style-type: none"> <li>1. Photocopy of Registration Certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI), or Cooperative Development Authority (CDA), whichever is applicable;</li> <li>2. Photocopy of valid Mayor’s or Business permit issued by the city or municipality where the principal place of business is located or its equivalent document;</li> <li>3. Photocopy of Tax Clearance Certificate per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue;</li> <li>4. Photocopy of audited Financial Statement (Independent Auditor’s Report, Balance Sheet &amp; Income Statement), stamped “received” by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission;</li> <li>5. Photocopy of valid PCAB License and Registration with at Least Small B (Size Range) and C &amp; D (License Category) or Special PCAB License in case of Joint Ventures;</li> </ol> <p style="text-align: center;"><b><u>OR</u></b></p> <p>Valid PHILGEPS Registration Certificate (Platinum Membership) (all pages).</p> <ol style="list-style-type: none"> <li>6. Statement of <u>ALL</u> 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 supported by a Notice of Award and/or Contract, Notice to Proceed issued by the owner and Statement of Work Accomplishments. Submit accomplished <b>FORM 4: STATEMENT OF ALL ONGOING GOVERNMENT &amp; PRIVATE CONSTRUCTION CONTRACTS INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED;</b></li> <li>7. Statement of its Single Largest Completed Contract (SLCC), in accordance with BDS clause 5.2, similar to the contract to be bid and supported by a Contract, Certificate of Completion and Certificate of Final Acceptance issued by the owner <u>or</u> 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. Submit</li> </ol>

accomplished **FORM 5: STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT SIMILAR TO THE CONTRACT TO BE BID.**

8. Duly signed Net Financial Contracting Capacity (NFCC) computation of at least equal to the ABC of the project.

**Class "B" Documents**

A. If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence; **or**

B. Duly notarized statements from all potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

**B. TECHNICAL DOCUMENTS**

1. Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; or Original copy of Notarized Bid Securing Declaration. (Submit accomplished **FORM 2: BID SECURING DECLARATION**);
2. Organizational Chart for the contract to be bid;
3. List of **Bidder's Key Personnel** to be assigned to the contract to be bid. Submit accomplished **FORM 6. LIST OF KEY PERSONNEL PROPOSED TO BE ASSIGNED TO THE CONTRACT**;
4. An accomplished Curriculum Vitae (CV) or Bio-Data of the proposed key personnel to be assigned to the project with their complete qualification & work experience data. Bidder shall attach photocopy of valid PRC license of the professional personnel, Certificate of DOLE/DPWH Accreditation as applicable and Certificate of Training in Occupational Safety and Health. (Please refer to **FORM 7: SAMPLE FORMAT OF BIO-DATA**);
5. Original duly Notarized Key Personnel's Affidavit of Commitment to Work on the Contract. Submit accomplished **FORM 8: KEY PERSONNEL'S AFFIDAVIT OF COMMITMENT TO WORK ON THE CONTRACT**;
6. List of Bidder's Major Equipment Units, which are owned, leased, and/or under purchase agreement supported by proof of ownership, lease and/or purchase agreement (proof must include certification of availability of equipment from the lessor/vendor for the duration of the project). Submit accomplished **FORM 9: LIST OF EQUIPMENT, OWNED OR LEASED AND/OR UNDER PURCHASE AGREEMENT, PLEDGED TO THE PROPOSED CONTRACT**;
7. Duly notarized Omnibus Sworn Statement **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder. Submit accomplished (please refer to **FORM 3: OMNIBUS SWORN STATEMENT**);

Under Item 2 of the Omnibus Sworn Statement:

The representative authorized and named in the Special Power of Attorney (SPA) should be:

- a) An employee of the company/business entity (certified as bonafide

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	<p>employee by the owner/bidder (if sole proprietorship) and by the Corporate Secretary or Chairman of the BOD, if a corporation, partnership or joint venture) (Certification attached in the (SPA);</p> <p>b) Included in the Organizational Chart for the Contract to be bid;</p> <p>c) One of the Contractor's personnel to be assigned to the contract to be bid.</p> <p>11. Duly signed Construction Schedule and S-curve;</p> <p>12. Duly signed PERT/CPM;</p> <p>13. Duly signed Construction Methods in Narrative Form on how the contractor will undertake the works under the contract;</p> <p>14. Duly signed Manpower Schedule;</p> <p>15. Duly signed Equipment Utilization Schedule;</p> <p>16. Duly signed Construction Safety and Health Program (to be approved by DOLE prior to contract signing);</p> <p>17. Duly signed and notarized Affidavit of Site Inspection. (please refer to <b>FORM 10: AFFIDAVIT OF SITE INSPECTION</b>);</p> <p><b>Note:</b> For the conduct of Site Inspection, bidders are required to bring their technical personnel. Technical personnel must be a licensed Civil Engineer. Affidavit of Site Inspection must be duly conformed/noted by Dr. Bernardino C. Abundo, Jr., PDISS Director.</p>
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10.4 The Bidder's key personnel must meet the required minimum qualification and work experience requirements set below:

<i>Key Personnel</i>	<i>Qualification and Experience</i>
1. Supervising Project Engineer	<ul style="list-style-type: none"> <li>• Registered Civil Engineer;</li> <li>• With at least five (5) years of experience in the construction industry; and</li> <li>• Shall render full time services for this Project until its completion and turn-over.</li> </ul>
2. Materials Engineer	<ul style="list-style-type: none"> <li>• DPWH accredited Materials Engineer;</li> <li>• With at least three (3) years of experience as Materials Engineer; and</li> <li>• Shall render services as required for this Project.</li> </ul>
3. Electrical Engineer	<ul style="list-style-type: none"> <li>• Registered Electrical Engineer;</li> <li>• With at least three (3) years of experience in the construction industry; and</li> <li>• Shall render services as required for this Project.</li> </ul>
4. Master Plumber	<ul style="list-style-type: none"> <li>• Registered Master Plumber;</li> <li>• With at least three (3) years of experience in the construction industry; and</li> <li>• Shall render services as required for this Project.</li> </ul>
5. Safety & Health	<ul style="list-style-type: none"> <li>• Accredited safety practitioner by the DOLE;</li> </ul>

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