



# IMPROVEMENT OF ADMIN BUILDING

PORT OF BATANGAS, PHASE II, BATANGAS CITY

IMPROVEMENT OF ADMIN. BUILDING

LOCATION: PORT OF BATANGAS, PHASE II

D. A. ALEGRE  
ENGINEERING ASSISTANT A

A.P. P. LUBI  
SENIOR ENGINEER A

C. B. GUCE  
ESD MANAGER

JOSELITO O. SINOCRUZ PHD  
PORT MANAGER

AS-SHOWN

JUNE 2023  
DATE  
01  
SHEET NO. 12

PROJECT TITLE:

DRAWN BY:

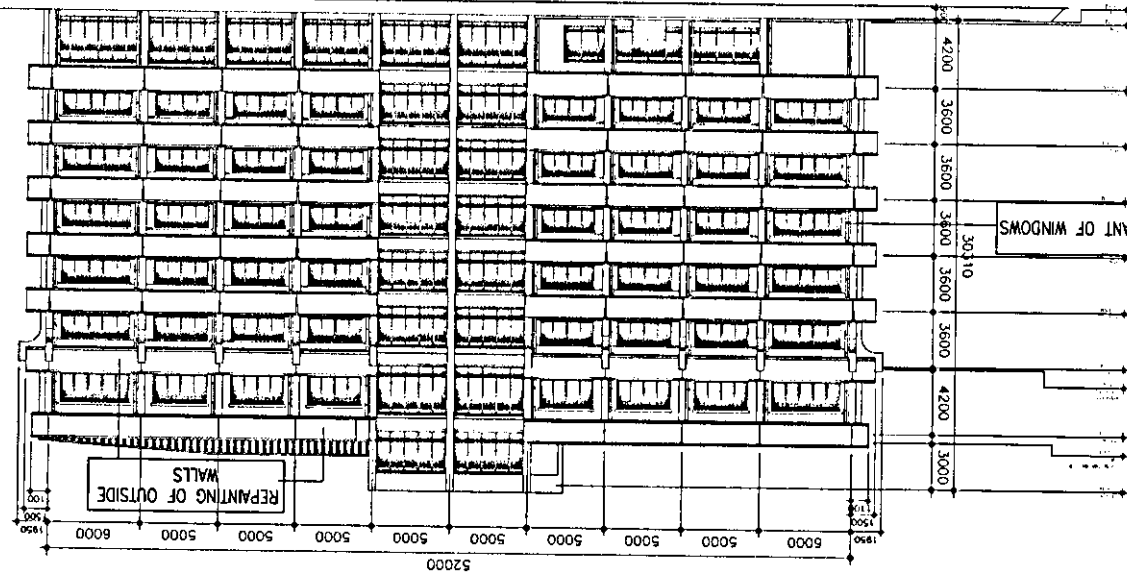
PREPARED BY:

REVIEWED BY:

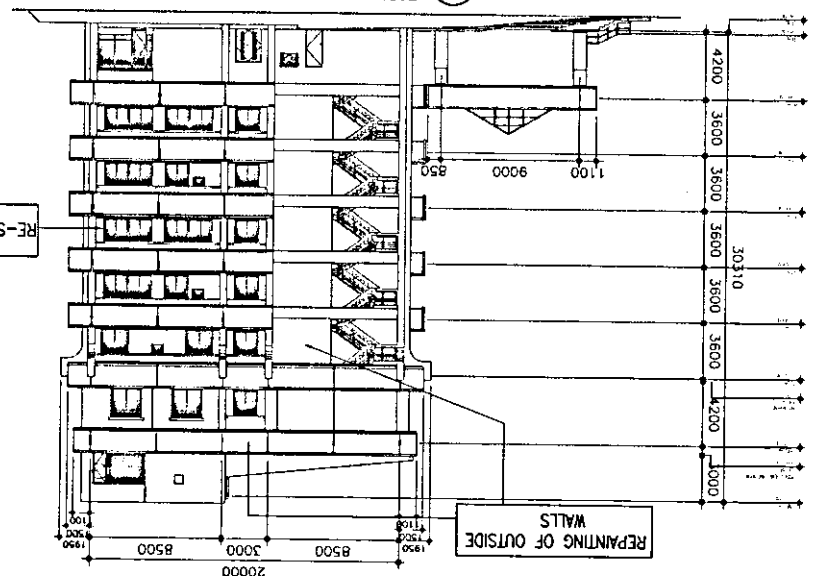
APPROVED:

SHEET CONTENTS:

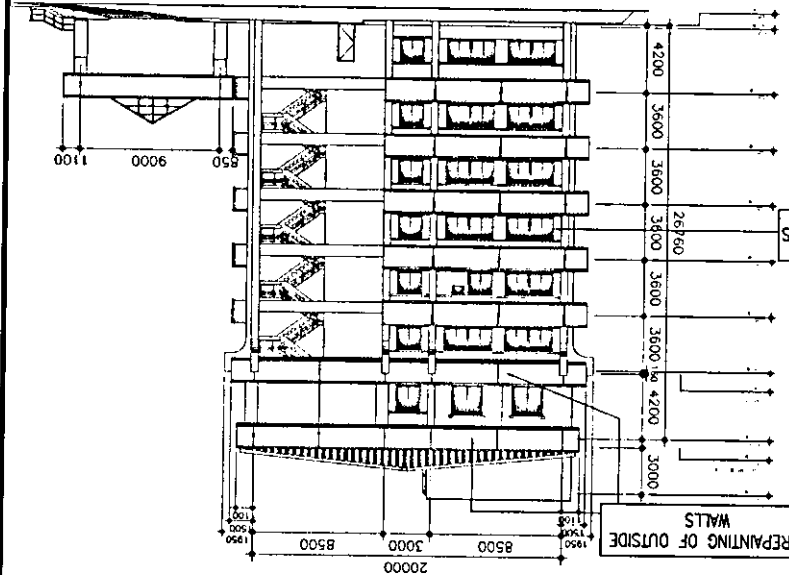
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REAR ELEVATION



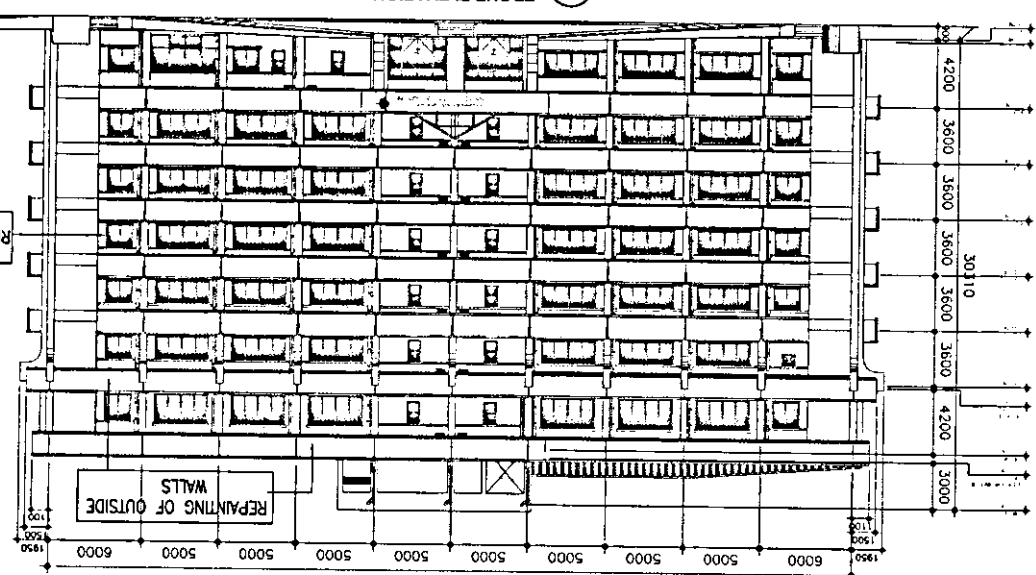
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RIGHT SIDE ELEVATION



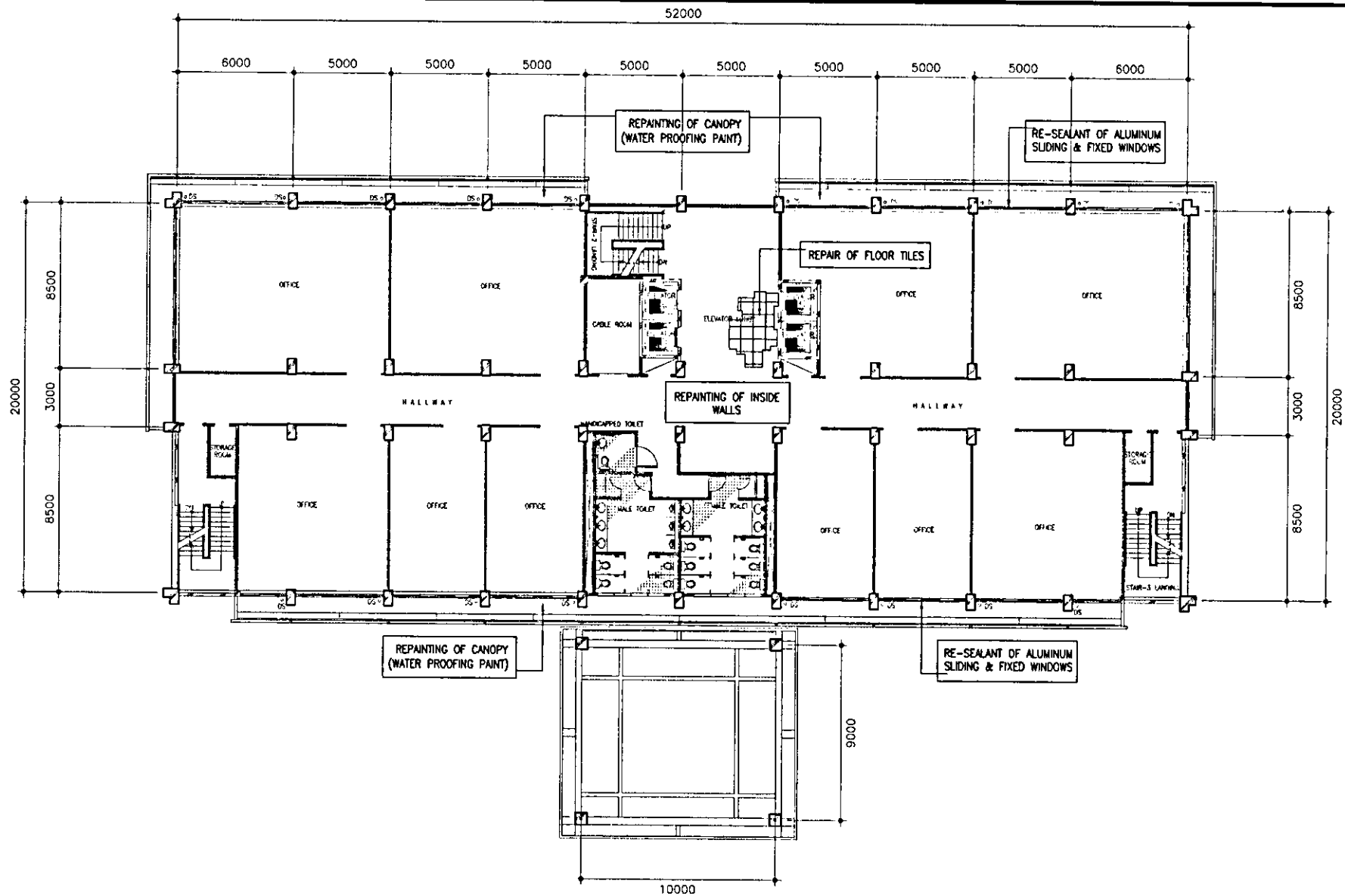
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LEFT SIDE ELEVATION



SCALE: 1/4" = 1'-0"  
FRONT ELEVATION







## SECOND FLOOR PLAN

SCALE: 1:200

PROJECT TITLE:

**IMPROVEMENT OF ADMIN. BUILDING**

LOCATION: PORT OF BATANGAS, PHASE II

CAD BY:

**D. A. ALEGRE**  
ENGINEERING ASSISTANT A

PREPARED BY:

**AJP. P. LUBI**  
SENIOR ENGINEER A

REVIEWED BY:

**C. B. GUCE**  
ESD MANAGER

APPROVED:

**JOSELITO O. SINOCRUZ PhD**  
PORT MANAGER

SHEET CONTENTS:

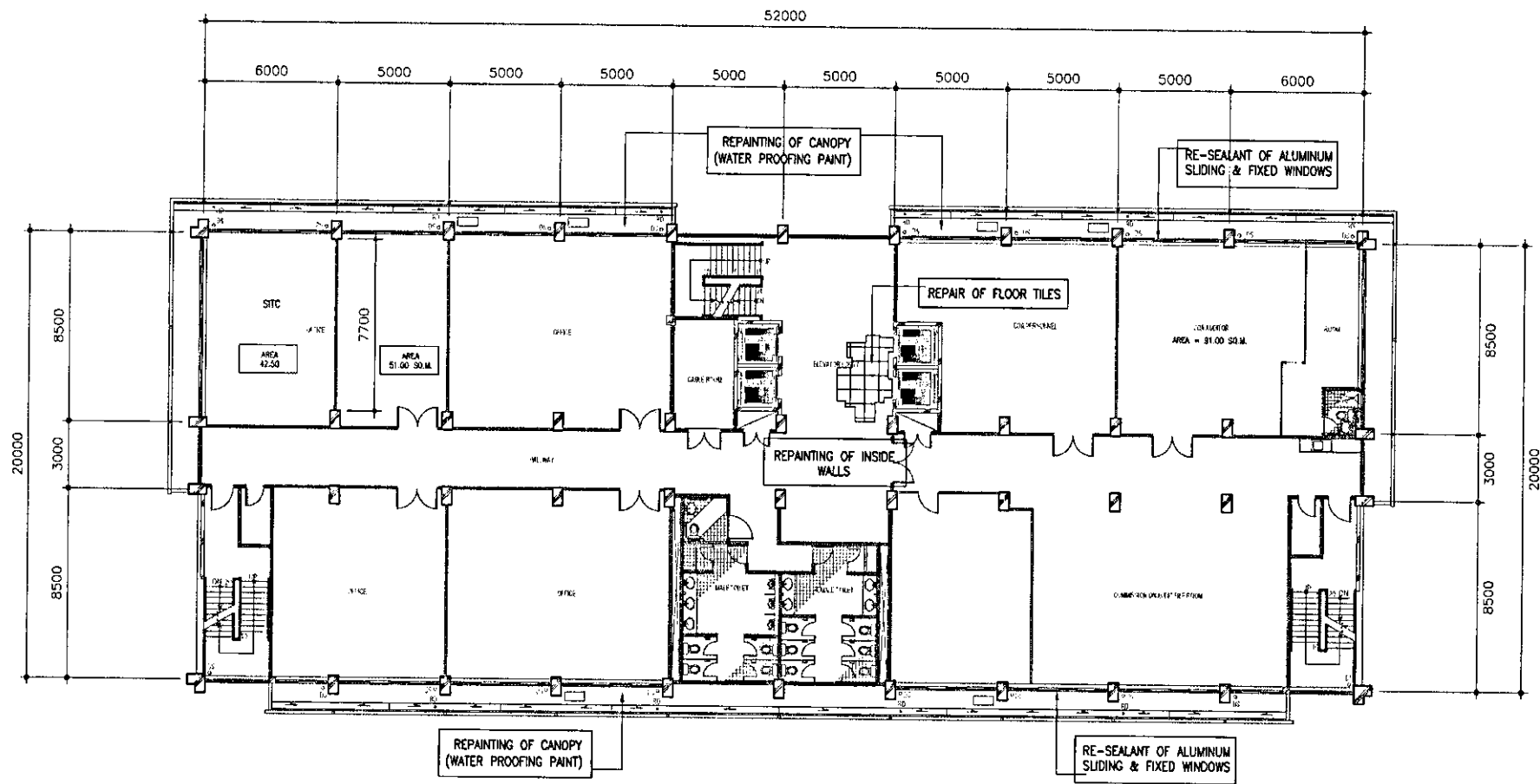
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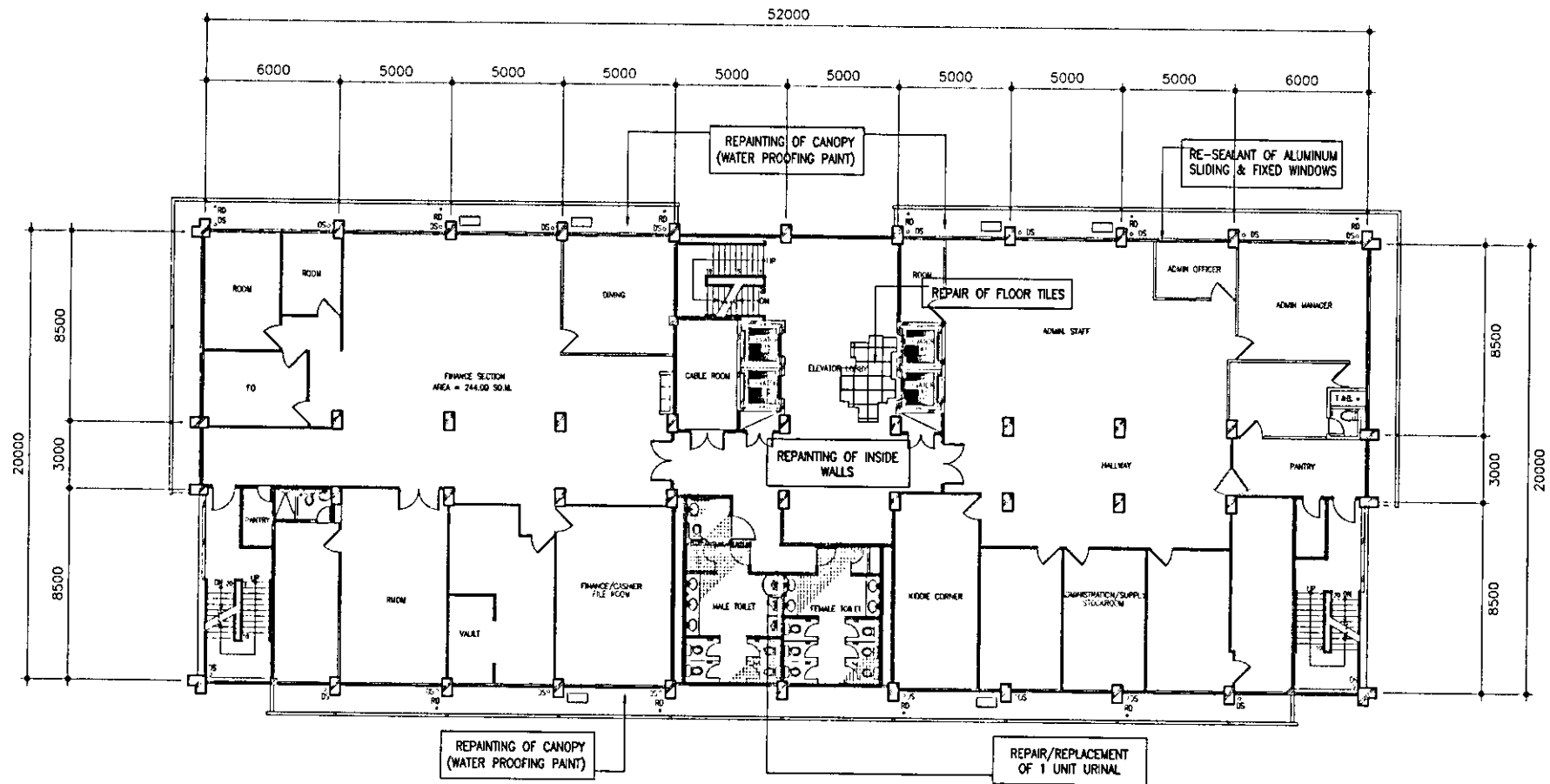
**03 12**

DATE:

JUNE 2023




**THIRD FLOOR PLAN**  
 SCALE: 1:200



**FOURTH FLOOR PLAN**  
SCALE: 1:200

PHILIPPINE  
PORTS  
AUTHORITY  
PMO - BATANGAS



PROJECT TITLE:

**IMPROVEMENT OF ADMIN. BUILDING**

LOCATION: PORT OF BATANGAS, PHASE II

CAD BY:

**D. A. ALEGRE**  
ENGINEERING ASSISTANT A

PREPARED BY:

**A.J.P. P. LUBI**  
SENIOR ENGINEER A

REVIEWED BY:

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APPROVED:

**JOSELITO O. SINOCRUZ PhD**  
PORT MANAGER

SHEET CONTENTS:

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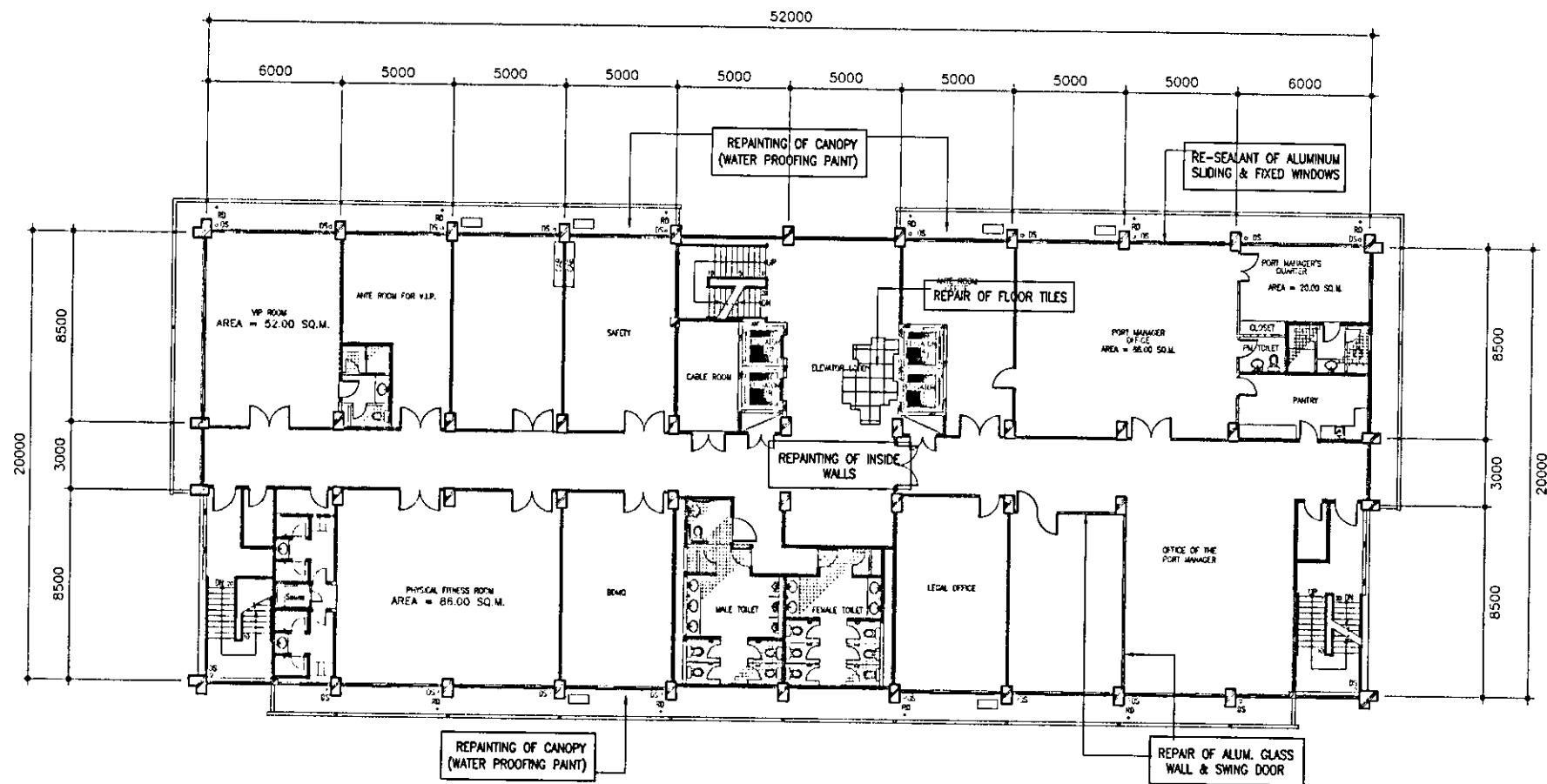
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**05 12**

DATE:

**JUNE 2023**





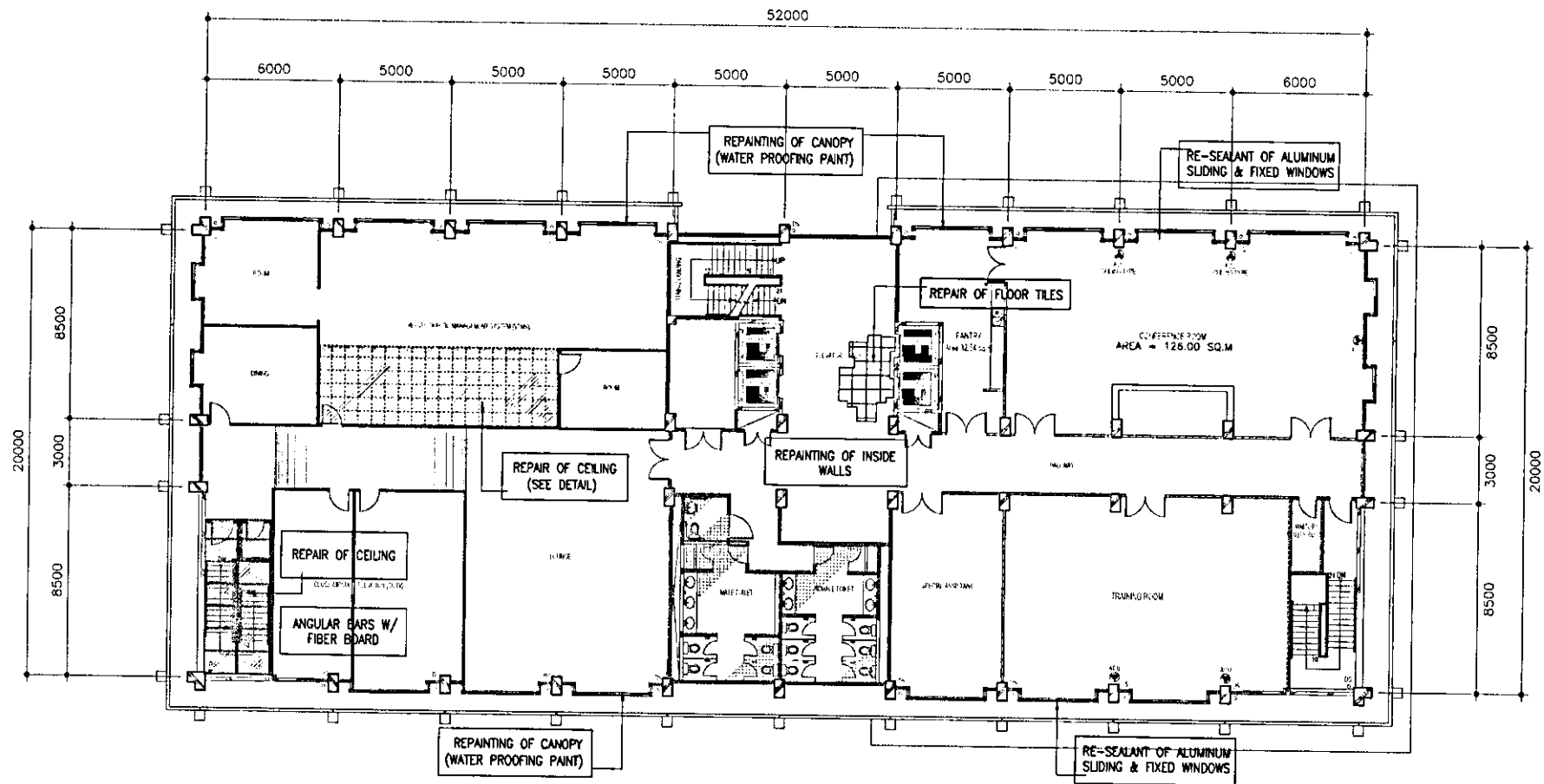
**SIXTH FLOOR PLAN**  
SCALE: 1:200

PHILIPPINE  
PORTS  
AUTHORITY  
PMO - BATANGAS



PROJECT TITLE	CAD BY	PREPARED BY	REVIEWED BY	APPROVED	SHEET CONTENTS	SHEET NO.
IMPROVEMENT OF ADMIN. BUILDING	D. A. ALEGRE ENGINEERING ASSISTANT A	AJP. P. LUBI SENIOR ENGINEER A	C. B. GUCE ESD MANAGER	JOSELITO O. SINOCRUZ PhD PORT MANAGER	AS-SHOWN	07 12
LOCATION: PORT OF BATANGAS, PHASE II						DATE JUNE 2023





## SEVENTH FLOOR PLAN

SCALE: 1:200

PHILIPPINE  
PORTS  
AUTHORITY  
PMO - BATANGAS



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IMPROVEMENT OF ADMIN. BUILDING

LOCATION: PORT OF BATANGAS, PHASE II

CAD BY:

D. A. ALEGRE  
ENGINEERING ASSISTANT A

PREPARED BY:

AJP. P. LUBI  
SENIOR ENGINEER A

REVIEWED BY:

C. B. GUCE  
ESD MANAGER

APPROVED:

JOSELITO O. SINOCRUZ PhD  
PORT MANAGER

SHEET CONTENTS:

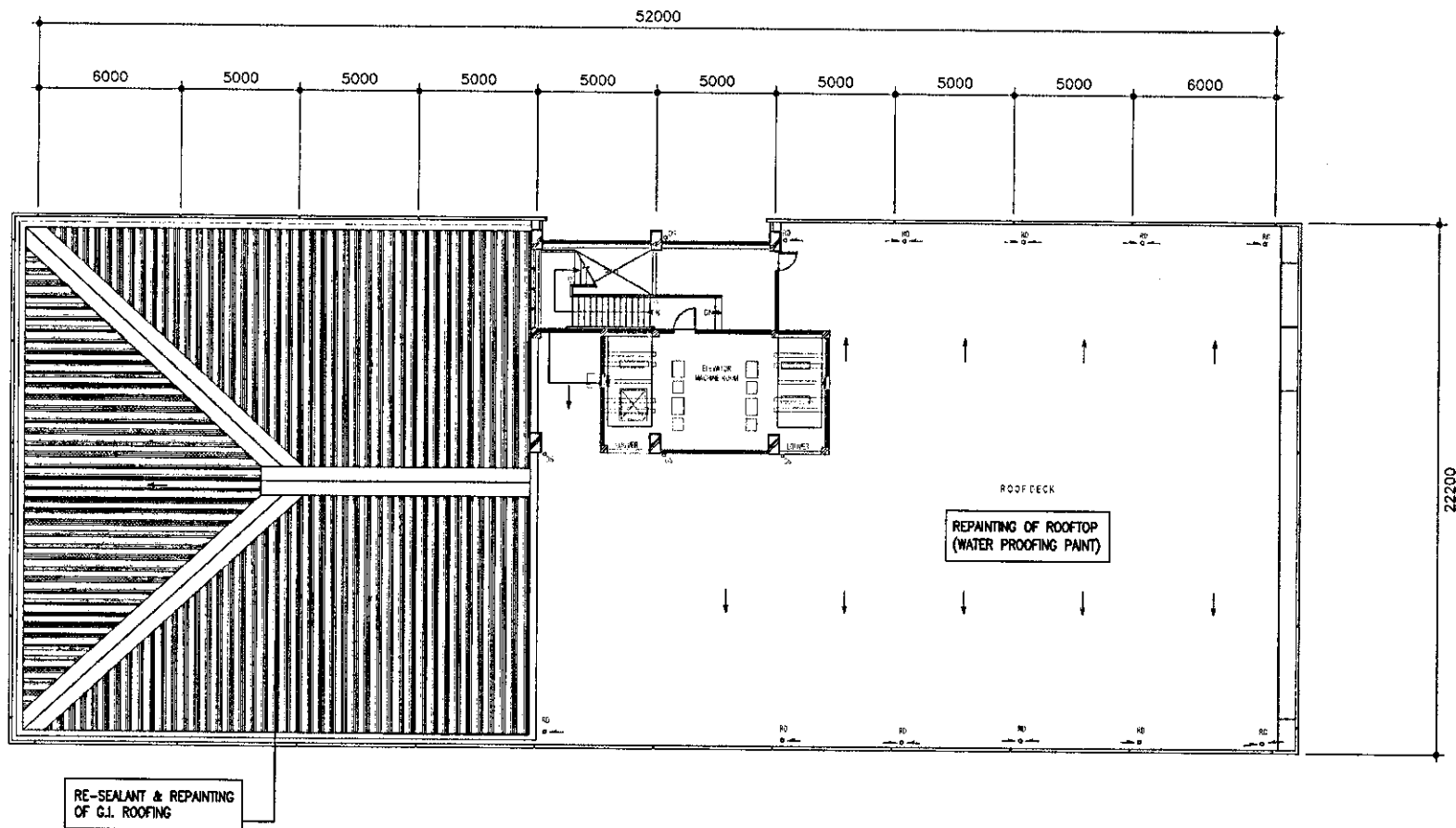
AS-SHOWN

SHEET NO.:

08 12

DATE:

JUNE 2023



**ROOFDECK PLAN**  
SCALE: 1:200

PHILIPPINE  
PORTS  
AUTHORITY  
PMO - BATANGAS



PROJECT TITLE:

**IMPROVEMENT OF ADMIN. BUILDING**

LOCATION: PORT OF BATANGAS, PHASE II

CAD BY:

**D. A. ALEGRE**  
ENGINEERING ASSISTANT A

PREPARED BY:

**AJP. P. LUBI**  
SENIOR ENGINEER A

REVIEWED BY:

**C. B. GUCE**  
ESD MANAGER

APPROVED:

**JOSELITO O. SINOCRUZ PhD**  
PORT MANAGER

SHEET CONTENTS:

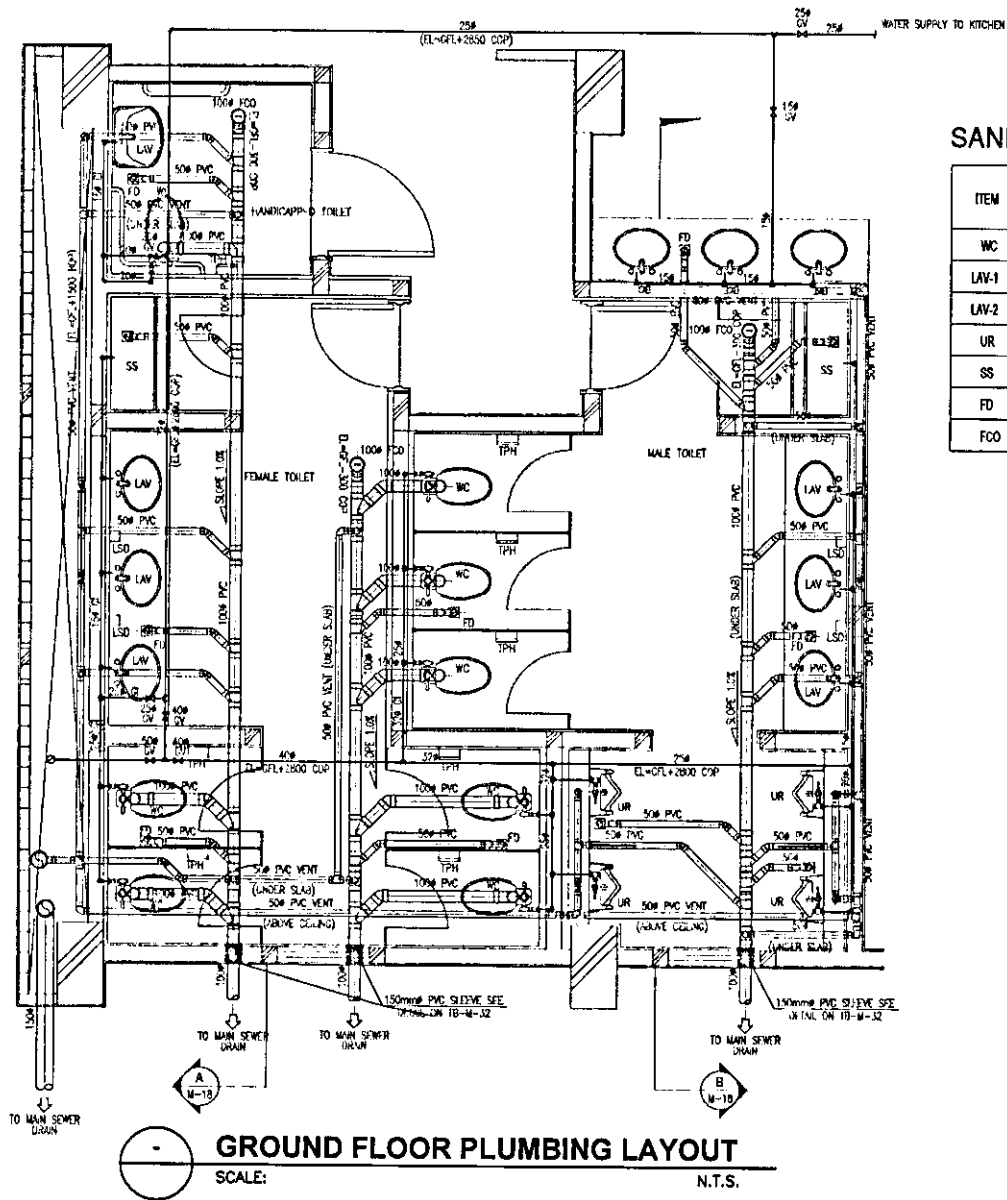
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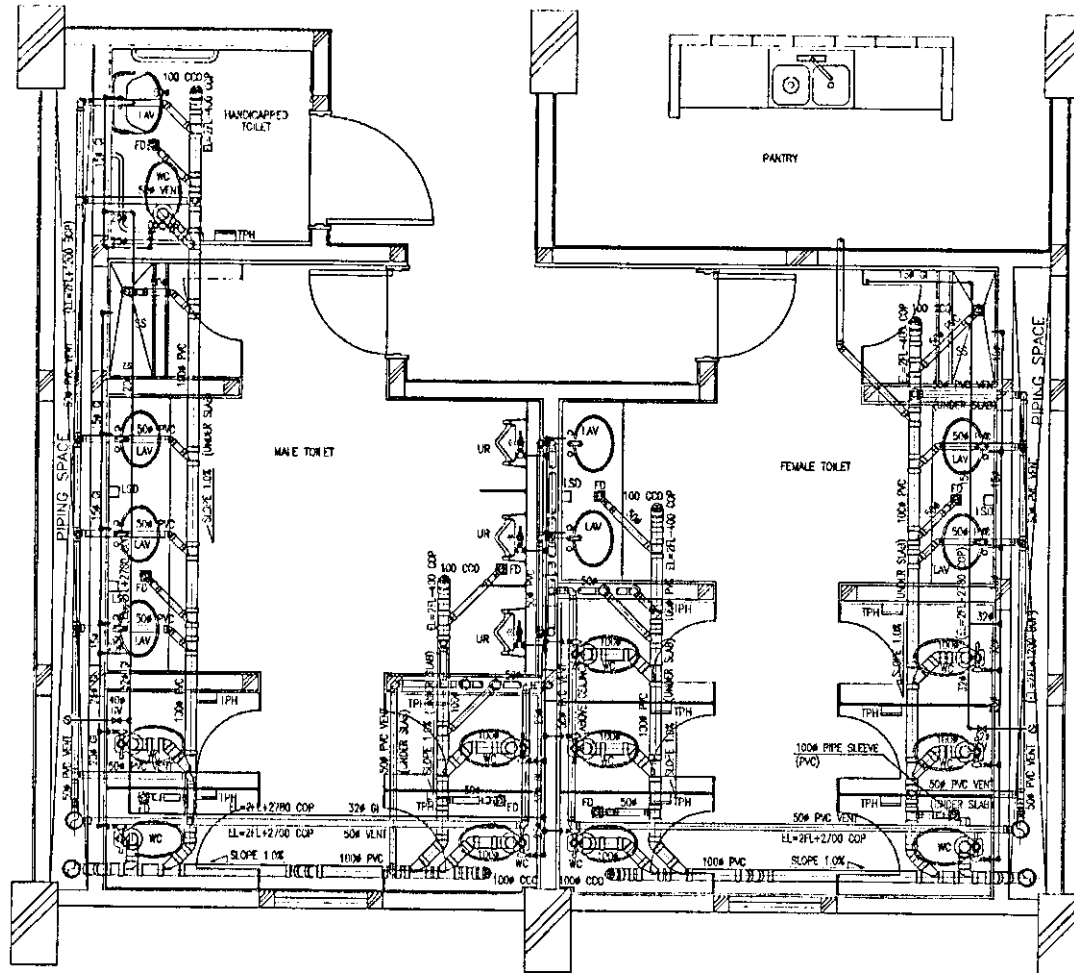
DATE:

**JUNE 2023**



**SANITARY FIXTURE SCHEDULE :**

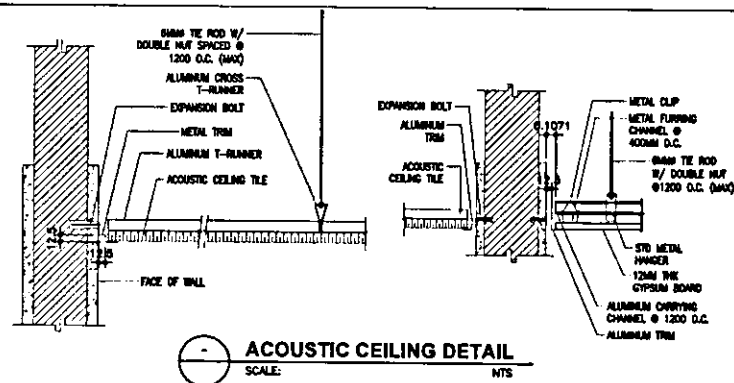
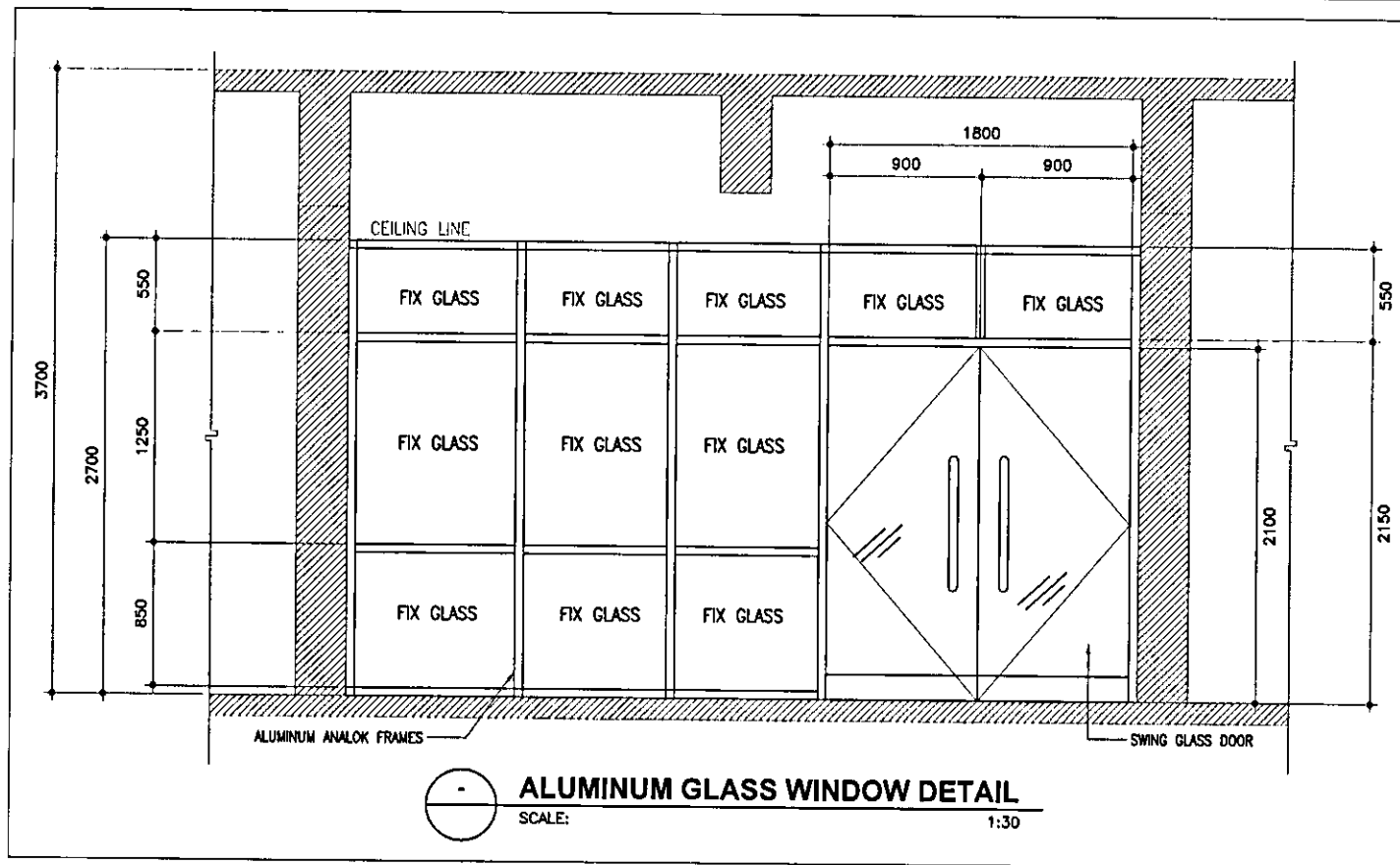
ITEM	FIXTURE	TERMINAL BUILDING (GF)				TOTAL
		MALE TOILET	FEMALE TOILET	HANDICAPPED TOILET	CANTEEN	
WC	WATER CLOSET	3	4	1	-	8
LAV-1	LAVATORY (WALL-HUNG)	-	-	1	-	1
LAV-2	LAVATORY (COUNTER-SINK)	3	3	-	3	9
UR	URINAL	4	-	-	-	4
SS	SLOP SINK (BUILT-IN TYPE)	1	1	-	-	2
FD	FLOOR DRAIN	5	5	1	1	12
FCO	FLOOR CLEANOUT	1	1	1	-	3



SANITARY FIXTURE SCHEDULE :

ITEM	FIXTURE	TERMINAL BUILDING (2F)				TOTAL
		MALE TOILET	FEMALE TOILET	HANDICAPPED TOILET	PANTRY	
WC	WATER CLOSET	4	8	1	-	11
LAV-1	LAVATORY (WALL-HUNG)	-	-	1	-	-
LAV-2	LAVATORY (COUNTER-SINK)	3	4	-	-	7
UR	URNAL	3	-	-	-	3
SS	SLOP SINK (BUILT-IN TYPE)	1	1	-	-	2
FD	FLOOR DRAIN	4	4	1	1	10
CCO	CEILING CLEANOUT	2	3	1	-	6
PS	PANTRY SINK	-	-	-	1	1

**SECOND FLOOR PLUMBING LAYOUT**  
SCALE: N.T.S.



*SECTION VIII*

*BILL OF QUANTITIES*  
*and*  
*ATTACHMENTS*

**BID SUMMARY**  
**Improvement of Admin Building**  
**Port of Batangas, Batangas City**

NO.	DESCRIPTION OF WORK	AMOUNT (Pesos)
BILL NO. 1	General Expenses	
BILL NO. 2	Repair of Ceiling	
BILL NO. 3	Repair of Flooring	
BILL NO. 4	Provision of Aluminum Framed Glass Partition	
BILL NO. 5	Repair of Plumbing System	
BILL NO. 6	Repair of Doors	
BILL NO. 7	Waterproofing Works	
BILL NO. 8	General Repainting Works	
<b>TOTAL BID PRICE</b>		

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Name of Bidder/Authorized Representative  
(Signatory's Legal Capacity)

\_\_\_\_\_  
Date

**BILL OF QUANTITIES**  
IMPROVEMENT OF ADMIN BUILDING  
PORT OF BATANGAS, BATANGAS CITY

**ITEM NO. I**      General Expenses

Item No.	Description	Unit	Quantity	Unit Price ( Pesos )	Amount
1.01	Mobilization and Demobilization	l.s	1		
1.02	Provide environmental safety and health	mos.	5		
				Total For Item No. I	P

Subitted by :

\_\_\_\_\_  
( Name & Signature of Representative of the Bidder )

\_\_\_\_\_  
Date

\_\_\_\_\_  
( Position )

\_\_\_\_\_  
Name of the Bidder



**BILL OF QUANTITIES**  
IMPROVEMENT OF ADMIN BUILDING  
PORT OF BATANGAS, BATANGAS CITY

**ITEM NO. II**      Repair of Ceiling

Item No.	Description	Unit	Quantity	Unit Price ( Pesos )	Amount
2.01	Repair/Replacement of Acoustic Board & T- Runner (A=1,800 sq. m.)	sq. m.	1,624		
Total For Item No. II					P

Subitted by :

\_\_\_\_\_  
( Name & Signature of Representative of the Bidder )

\_\_\_\_\_  
Date

\_\_\_\_\_  
( Position )

\_\_\_\_\_  
Name of the Bidder

# **BILL OF QUANTITIES** IMPROVEMENT OF ADMIN BUILDING PORT OF BATANGAS, BATANGAS CITY

## **ITEM NO. III**      Repair of Flooring

Item No.	Description	Unit	Quantity	Unit Price ( Pesos )	Amount
3.01	Repair/Replacement of Floor Tiles (600 x 600 mm) Ceramic Floor Tiles (A = 51 sq.m.)	sq. m.	51		
3.02	Repair/Replacement of Granite Floor Tiles (A = 836.74 sq.m.)	sq. m.	837.64		
Total For Item No. III				P	

Submitted by :

\_\_\_\_\_  
( Name & Signature of Representative of the Bidder )

\_\_\_\_\_  
Date

\_\_\_\_\_  
( Position )

\_\_\_\_\_  
Name of the Bidder

**BILL OF QUANTITIES**  
IMPROVEMENT OF ADMIN BUILDING  
PORT OF BATANGAS, BATANGAS CITY

**ITEM NO. IV** Provision of Aluminum Framed Glass Partition

Item No.	Description	Unit	Quantity	Unit Price ( Pesos )	Amount
4.01	Fabrication and Installation of Aluminum Framed Glass Partition	sq. m.	48		
Total For Item No. IV					P

Subitted by :

\_\_\_\_\_  
( Name & Signature of Representative of the Bidder )

\_\_\_\_\_  
Date

\_\_\_\_\_  
( Position )

\_\_\_\_\_  
Name of the Bidder

**BILL OF QUANTITIES**  
IMPROVEMENT OF ADMIN BUILDING  
PORT OF BATANGAS, BATANGAS CITY**ITEM NO. V**      Repair of Plumbing System

Item No.	Description	Unit	Quantity	Unit Price ( Pesos )	Amount
5.01	Repair of Defective/Worn Out Plumbing Fixtures incl. fittings & acc.	lot	1		
5.02	De-clogging of Plumbing System (ground to seventh flr.)	lot	1		
Total For Item No. V				P	

Subitted by :

\_\_\_\_\_  
( Name & Signature of Representative of the Bidder )\_\_\_\_\_  
Date\_\_\_\_\_  
( Position )\_\_\_\_\_  
Name of the Bidder

**BILL OF QUANTITIES**  
IMPROVEMENT OF ADMIN BUILDING  
PORT OF BATANGAS, BATANGAS CITY

**ITEM NO. VI**      Repair of Doors

Item No.	Description	Unit	Quantity	Unit Price ( Pesos )	Amount
6.01	Repair of Doors	lot	1		
Total For Item No. VI					P

Subitted by :

\_\_\_\_\_  
( Name & Signature of Representative of the Bidder )

\_\_\_\_\_  
Date

\_\_\_\_\_  
( Position )

\_\_\_\_\_  
Name of the Bidder

**BILL OF QUANTITIES**  
IMPROVEMENT OF ADMIN BUILDING  
PORT OF BATANGAS, BATANGAS CITY**ITEM NO. VII**      Waterproofing Works

Item No.	Description	Unit	Quantity	Unit Price ( Pesos )	Amount
7.01	Water Proofing of Rooftop including Parapet (2nd flr to 7th flr)	lot	1		
Total For Item No. VII					P

Submitted by :

\_\_\_\_\_  
( Name & Signature of Representative of the Bidder )\_\_\_\_\_  
Date\_\_\_\_\_  
( Position )\_\_\_\_\_  
Name of the Bidder

**BILL OF QUANTITIES**  
IMPROVEMENT OF ADMIN BUILDING  
PORT OF BATANGAS, BATANGAS CITY**ITEM NO. VIII**      General Repainting Works

Item No.	Description	Unit	Quantity	Unit Price ( Pesos )	Amount
8.01	Base Preparation and Sealing of Cracks	lot	1		
8.02	General Repainting of Admin Building (A= 25,061.00 sq.m.)	sq. m.	25,061		
Total For Item No. VIII				P	

Subitted by :

\_\_\_\_\_  
( Name & Signature of Representative of the Bidder )\_\_\_\_\_  
Date\_\_\_\_\_  
( Position )\_\_\_\_\_  
Name of the Bidder

## **BASIS OF PAYMENT FOR WORK ITEMS INCLUDED IN THE PROPOSAL**

The work items included in the proposal and the basis of payments are as follows:

### **BILL NO. 1**

#### **GENERAL EXPENSES**

**Item 1.01      Mobilization and Demobilization**

The quantity to be paid for shall be the minimum equipment requirement enumerated in the bid documents mobilized, demobilized and cleaning of the site and accepted by the Engineer. The contract lump sum price shall be full compensation for furnishing all materials, labor, equipment, tools, and incidentals necessary to mobilize and demobilize all the minimum equipment requirement enumerated in the bid documents including cleaning of the site. Fifty percent (50%) of the total amount shall be payable after the mobilization activity while the remaining (50%) payable after demobilization and cleaning.

**Item 1.02      Provide environmental safety and Health Program in the execution of the project**

The quantity to be paid for shall be the actual implementation of construction safety and health program and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools, and incidentals necessary to complete the implementation of the Environmental Safety and Health Program, as required and approved by the Department of Labor and Employment (DOLE).

### **BILL NO. 2**

#### **REPAIR OF CEILING**

**Item 2.01      Repair/Replacement of Acoustic Board & T-Runner (A= 1800 sq. m.)**

The quantity to be paid for shall be the actual area in square meter of Acoustic Board and T-Runner (A = 1800 sq.m.), to be repaired/replaced in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools, and incidentals necessary to complete the work.

### **BILL NO. 3**

#### **REPAIR OF FLOORING**

**Item 3.01      Repair/Replacement of Floor Tiles (600x600 mm) Ceramic Floor Tiles (A= 51 sq.m.)**

The quantity to be paid for shall be the actual area in square meter of Floor Tiles (600 x 600 mm) Ceramic Floor Tiles (A=51 sq.m.), to be repaired/replaced in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools, and incidentals necessary to complete the work.



**Item 3.02      Repair/Replacement of Granite Floor Tiles (A= 836.74 sq.m.)**

The quantity to be paid for shall be the actual area in square meter of Granite Floor Tiles (A=836.74 sq.m.), to be repaired/replaced in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools, and incidentals necessary to complete the work.

**BILL NO. 4**

**PROVISION OF ALUMINUM FRAMED GLASS PARTITION**

**Item 4.01      Fabrication and Installation of Aluminum Framed Glass Partition**

The quantity to be paid for shall be the actual area in square meter of Aluminum Framed Glass Partition to be fabricated and installed in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools, and incidentals necessary to complete the work.

**BILL NO. 5**

**REPAIR OF PLUMBING SYSTEM**

**Item 5.01      Repair of Defective/Worn Out Plumbing Fixtures incl. fittings & accessories**

The quantity to be paid for shall be the actual lot of defective/worn out plumbing works including fittings and accessories to be repaired in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools, and incidentals necessary to complete the work.

**Item 5.02      De-clogging of Plumbing System (Ground to Seventh Floor)**

The quantity to be paid for shall be the actual lot of plumbing system (Ground to Seventh Floor) to be de-clogged in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools, and incidentals necessary to complete the work.

**BILL NO. 6**

**REPAIR OF DOORS**

**Item 6.01      Repair of Doors**

The quantity to be paid for shall be the actual lot of doors to be repaired in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools, and incidentals necessary to complete the work.

## BILL NO. 7

### WATERPROOFING WORKS

**Item 7.01      Water Proofing of Rooftop Including Parapet (Second to Seventh Floor)**

The quantity to be paid for shall be the actual lot of water proofing works in the rooftop including parapet (Second to Seventh Floor) in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools, and incidentals necessary to complete the work.

## BILL NO. 8

### GENERAL REPAINTING WORKS

**Item 8.01      Base Preparation and Sealing of Cracks**

The quantity to be paid for shall be the actual lot of base preparation and cracks to be sealed in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools, and incidentals necessary to complete the work.

**Item 8.02      General Repainting of Admin Building (A = 25, 061 sq.m.)**

The quantity to be paid for shall be the actual area in square meter of general repainting works of Admin Building (A=25, 061 sq.m.), to be constructed in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools, and incidentals necessary to complete the work.

**MINIMUM MAJOR EQUIPMENT REQUIREMENTS**

1	unit/s	Chipping gun, owned
1	unit/s	Electric Drill, owned
7	unit/s	Electric Drill(Portable), owned
2	unit/s	Portable Grinder with cutting disc, owned
1	unit/s	Pressure Washer, owned
2	unit/s	Steel Scaffolding(movable),owned

## CONSTRUCTION SAFETY AND HEALTH REQUIREMENT

The Contractor shall implement the construction safety and health program in accordance with the applicable provisions of the Occupational Safety and Health Standards (OSHS) of the Department of Labor and Employment (DOLE).

The Contractor, subject to the approval of the Engineer shall provide and maintain throughout the duration of the contract a medical room with at least 15 square meters together with all necessary supplies to be sited in the Contractor's main area.

The Contractor shall provide the following minimum requirements:

### LABOR

1	no.	Safety Engineer / Officer
1	no.	Nurse / Health Officer

### EQUIPMENT / MATERIALS

#### Personnel Protective Equipment

30	pcs.	Hard Hats
60	pairs	Gloves (rubberized)
30	pcs.	Safety Glasses/Goggles (clear)
30	pcs.	Long sleeve T-shirt
15	pcs.	Safety Belts
30	pairs	Safety Shoes
15	sets	Life Lines

#### Safety Devices

1	lot	Barricades
1	lot	Warning signs
2	unit/s	Fire extinguisher (10kg)

Medical and First Aid System	-	Five (5) mos.
Temporary shelter for workers	-	1 lot

### NOTE:

The Contractor shall provide the above-cited minimum construction safety and health requirements or as required by the Engineer.

PPA MEMORANDUM CIRCULAR  
No. 02  
Series of 2016  
Attachment

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### REVISED SCHEDULE OF MINIMUM TEST REQUIREMENTS OF CONSTRUCTION MATERIALS FOR PPA INFRASTRUCTURE PROJECTS

<i>Materials/Items of Work</i>	<i>Required Tests</i>	<i>Minimum Incremental Frequency of Tests</i>
<b>I. Construction of Pier/Wharf, Platform and Ramp</b>		
<b>Structural Concrete (SC)</b>		
A Portland Cement	Quality Test	For every 2,000 bags (40kg) or fraction thereof
B Fine Aggregate	Quality Test for Grading, Elutriation (wash), Bulk Specific Gravity, Absorption, Mortar Strength, Soundness, Organic Impurities, Unit Weight, % Clay Lumps and Shale	For every 1,500 cubic meter or fraction thereof
C Coarse Aggregate	Quality Test for Grading, Bulk Specific Gravity, Absorption and Abrasion	For every 1,500 cubic meter or fraction thereof
D Water	Certificate from the Engineer or Quality Test for Density and Chloride Content	One per source
E Steel Bars	Mill Certificate and Quality Test for Chemical Composition and Mechanical Properties	For every 10,000 kg or fraction thereof
F Concrete	Compressive Strength on cylinder samples	1 set consisting of 3 concrete cylinder samples shall be taken from each day's pouring and to represent not more than 75 cu m of concrete or fraction thereof
	Slump Test	For every mix
G Admixture and Concrete Curing Materials	Quality Test	One per shipment
<b>Piling (P)</b>		
A Concrete Piles	Fabrication Report	One per fabrication
1 Concrete	Same test as for SC (F)	Same frequency as SC (F)
2 Steel Bars	Same test as for SC (E)	Same frequency as SC (E)
3 High Tension Strand	Test for Chemical Composition and Mechanical Properties	For every 20000kg or fraction thereof

PPA MEMORANDUM CIRCULAR  
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Materials/Items of Work	Required Tests	Minimum Incremental Frequency of Tests
4 Coarse Aggregates	Same Test as for SC (C)	Same frequency as SC (C)
5 Fine Aggregates	Same Test as for SC (B)	Same frequency as SC (B)
B Steel Pipe Piles	Fabrication Report, Mill Certificate and Quality Test for Chemical and Mechanical properties	One per fabrication
1 Steel	Chemical Composition (refer below) <ul style="list-style-type: none"> <li>Under 14" (355 60mm) Outside Diameter</li> <li>14" to 36" (355 6 to 914mm) Outside Dia</li> <li>Over 36" (914mm) Outside Diameter</li> </ul> Mechanical/Tensile	2 from 200 pipe or fraction thereof 2 from 100 pipe or fraction thereof 2 from 3000ft (914m) or fraction thereof One (1) tension test shall be made on one length or fraction thereof of each size, or one piece of skelp representing each lot of 200 lengths or fraction thereof of each size
2 Polyurethane Coating	Mill Certificate and Quality Test	One per fabrication
3 Concrete	Same test as for SC (F)	Same frequency as SC (F)
4 Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)
5 Coarse Aggregate	Same test as for SC (C)	Same frequency as SC (C)
6 Steel Bars	Same Test as SC (E)	Same frequency as SC (E)
7 Water	Same Test as SC (D)	Same frequency as SC (D)
Rubber Dock Fenders (RDF)	Physical Test Performance Test for Energy Absorption and Reaction Force	All units All units
Accessories Washer and Fixing Bolt, Anchor Bolt	Physical Test Quality Test for Chemical Composition and Mechanical Properties	All units One per fabrication

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No. 02  
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<b>Materials/Items of Work</b>	<b>Required Tests</b>	<b>Minimum Incremental Frequency of Tests</b>
Mooring Bollard (MB) and Accessories (Hexagon Nuts, Plain Washer, Anchor Ring and Anchor Bolt)	Physical Test  Quality Test for Chemical Composition and Mechanical Properties	All Units  One per fabrication
<b>II. Construction of Back-Up Area, Causeway and Pavement</b>  Sheet Piling (SP)		
A Concrete Sheet Piles		
1 Concrete	Same test as for SC (F)	Same frequency as SC (F)
2 Steel Bars	Same test as for SC (E)	Same frequency as SC (E)
3 High Tension Strands	Same test as for P (A 3)	Same frequency as P (A 3)
4 Fine Aggregates	Same test as for SC (B)	Same frequency as SC (B)
5 Coarse Aggregates	Same Test as for SC (C)	Same frequency as SC (C)
B Steel Pipe Piles		
1 Steel	Same test as for P (B1)	Same frequency as P (B1)
2 Concrete	Same test as for SC (F)	Same frequency as SC (F)
3 Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)
4 Steel Bars	Same test as for SC (E)	Same frequency as SC (E)

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<b>Materials/Items of Work</b>	<b>Required Tests</b>	<b>Minimum Incremental Frequency of Tests</b>
Rocks	Test for Apparent Specific Gravity and Abrasion	For every 1,500 cubic meter or fraction thereof
Geotextile Filter	Physical and Mechanical Test Mill Certificate	One per batch One per batch
Sand and Gravel Fill	Quality Test for Organic Impurities and Grading	For every 1,500 cubic meter or fraction thereof
Selected Fill	Quality Test for Grading, Plasticity and Laboratory Compaction Test  Laboratory California Bearing Ratio (CBR)  Field Density Test	For every 1,500 cubic meter or fraction thereof  For every 2,500 cubic meter or fraction thereof  For every layer of 150mm of compacted depth at least one group of three in-situ density test for every 500 sq m or fraction thereof
Aggregate Base Course	Quality Test for Grading and Plasticity  Quality Test for Grading, Plasticity, Abrasion and Laboratory Compaction Test  Laboratory California Bearing Ratio (CBR)  Field Density Test	For every 300 cubic meter or fraction thereof  For every 1,500 cubic meter or fraction thereof  Same frequency as Selected Fill Same frequency as Selected Fill
Portland Cement Concrete Pavement (PCCP)		
A Portland Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)
C Coarse Aggregate	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Steel Bars (Dowels)	Same test as for SC (E)	Same frequency as SC (E)
F Joint Filler	Quality Test	One (1) per shipment



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<b>Materials/Items of Work</b>	<b>Required Tests</b>	<b>Minimum Incremental Frequency of Tests</b>
G Admixture and Concrete Curing Material	Same test as for SC (G)	Same frequency as SC (G)
H Concrete	Same test as for SC (F) Flexural Test	Same frequency as SC (F) 3 beam samples for every 330 sq m or fraction thereof
I Completed Pavement	Core Test	1 set (3 specimen) for every 2,500 sq m and fraction thereof
Interlocking Concrete Blocks		
A Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)
C Coarse Aggregate	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Admixture & Concrete Curing Materials	Same test as for SC (G)	Same frequency as SC (G)
F Completed Blocks	Physical Test and Compressive Strength	6 blocks per day of fabrication
Cement Treated Base Course (CTB)		
A Portland Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine & Coarse Aggregates	Quality Test for Grading, Abrasion and Soundness	For every 1,500 cubic meter or fraction thereof
C Water	Same test as for SC (D)	Same frequency as SC (D)
D Completed CTB	Field Density Test	For every layer of 150mm of compacted depth at least one group of three in-situ density test every 500 sq m or fraction thereof
Retaining Wall/Coping Wall/RC Curb/RC Ditch/Shear Key/Concrete Blocks/Less Concrete		
A Portland Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)

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<b>Materials/Items of Work</b>	<b>Required Tests</b>	<b>Minimum Incremental Frequency of Tests</b>
C Coarse Aggregates	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Steel Bars	Same test as for SC (E)	Same frequency as SC (E)
F Admixture and Concrete Curing	Same test as for SC (G)	Same frequency as SC (G)
G Concrete	Same test as for SC (F)	Same frequency as SC (F)
Tie Rod		
A Steel	Same test as for SC (E)	One per batch
B Assembly	Performance Test (Tension)	One per batch
Tie Bars and Dowels	Same test as for SC (E)	For every 10,000 kg or fraction thereof per Tie bars and Dowels
Pipe Culverts and Storm Drains		
A Pipes	Test for Strength, Absorption and Physical	For every 50 pieces
B Mortar or Joint	Same Test as for SC (A,B and D) Alternative Test Same test as for SC (F) and Inspection Report	For every 25 pieces
Concrete Hollow Blocks		
A Portland Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregates	Same test as for SC (B)	Same frequency as SC (B)
C Water	Same test as for SC (D)	Same frequency as SC (C)
D Concrete	Same test as for SC (F)	Same frequency as SC (F)
E Completed CHB	Quality Test	One for every 500 pieces or fraction thereof
Construction Joints (CJ)		
A Angle Bars	Test for Physical and Mechanical Properties	One per batch
B Steel Bars	Same test as for SC (E)	One per batch
C Zinc (Hot Dip Galvanizing) Coatings	Physical Test for Appearance, Stripping, Weighing, Adherence and Adhesion  Coating Thickness Magnetic Thickness Measurement	All units  1 set (3 specimen) for every 100,000 sq mm or fraction thereof

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<b>Materials/Items of Work</b>	<b>Required Tests</b>	<b>Minimum Incremental Frequency of Tests</b>
<b>Sacked Concrete</b>		
A Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregates	Same test as for SC (B)	Same frequency as SC (B)
C Coarse Aggregates	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Concrete	Same test as for SC (F)	Same frequency as SC (F)
F Sack (jute)	Physical Test	One for every 50 pieces
<b>Rubble Concrete</b>		
A Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregates	Same test as for SC (B)	Same frequency as SC (B)
C Coarse Aggregates	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Concrete	Same test as for SC (F)	Same frequency as SC (F)
F Rocks	Same test as for ROCKS	Same frequency as ROCKS
<b>Earthworks</b>		
A Sub-grade preparation	Grading Test Plasticity Test (LL, PL, PI) Laboratory Compaction Test  Density Test	For every 1,500 cubic meter or fraction thereof  For every layer of 150mm of compacted depth at least one group of three In-situ density test every 500 sq m or fraction thereof
B Structure Excavation	If excavated materials shall be used as Backfill Grading Test Plasticity Test (LL, PL, PI) Laboratory Compaction Test  Density Test	For every 1,500 cubic meter or fraction thereof  For every layer of 150mm of compacted depth at least one group of three In-situ density test every 500 sq m or fraction thereof

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Materials/Items of Work	Required Tests	Minimum Incremental Frequency of Tests
<b>III Port Operations Building/Passenger Terminal Building/Transit Shed/Warehouse</b>		
<b>STRUCTURAL WORKS</b>		
Refer to Structural Concrete (SC) and Piling Works (P)		
<b>ARCHITECTURAL WORKS</b>		
Ceramic – Filled Liquid Membrane / Water Proofing, Hydrophobic Poreblocking Ingredients with Superplasticizer	Physical Property, Mechanical and Chemical Property, Leak Test / Flood Test	One per shipment
Paint	Quality Test	One 4-L can for every 100 cans or fraction thereof
Ceramic Tile	Inspection and Evaluation Report from the Engineer	One per shipment
Stainless Steel	Inspection and Evaluation Report from the Engineer	One per shipment
Roofing Materials	Inspection and Evaluation Report from the Engineer	One per shipment
Ceiling Materials	Inspection and Evaluation Report from the Engineer	One per shipment
<b>ELECTRICAL AND MECHANICAL WORKS</b>		
Wires / Cables	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per shipment
Electrical Devices	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per shipment
Fire Alarm System	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
Wiring Devices	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per shipment

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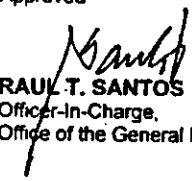
Materials/Items of Work	Required Tests	Minimum Incremental Frequency of Tests
Protective Devices	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per shipment
Telephone System	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
CCTV System	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
CATV System	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
Background Music and Paging System	Inspection and Evaluation Report from the Engineer, Testing and Commissioning	One per item
Air Conditioning Units & Ventilation	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
Conduit Pipes	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
Lighting Fixtures	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
<b>PLUMBING WORKS</b>		
Pipes	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item

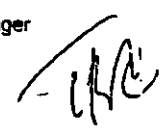
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Materials/Items of Work	Required Tests	Minimum Incremental Frequency of Tests
Fixtures	Inspection and Evaluation Report from the Engineer  Testing and Commissioning	One per item
Pipe Culverts	Compression Strength  Inspection and Evaluation Report from the Engineer	For every size not more than 25 pipes cast in the field
<b>IV Miscellaneous Materials</b> Fencing A Barbed Wire, Cyclone Wire Mesh, Chain Link B Concrete Post	Physical Test (Dimensions and Coatings)  Refer to Superstructure (SC)	One per Batch  Refer to Superstructure (SC)
Lamp Post A Structural Steel B Zinc (Hot Dip Galvanizing) Coatings	Physical Test (Dimensions) Same test as for SC (E)  Same test as for CJ (C)	All units  One per batch
Drainage Steel Grating	Same test as for SC (E)  Inspection Report	One (1) batch
Metal Pipe (Cast Iron Galvanized, etc )	Physical Test (Dimensions and Coatings)	1 per delivery
Welding Works	Destructive and Non Destructive Test	One (1) per lot

**NOTES** 1. Testing of RDF shall be performed only by an independent Testing Laboratory duly accredited by BRS, DOST and PPA  
2. Testing of other materials shall be performed only by an independent Testing Laboratory duly accredited by BRS and PPA.  
3. All other issuances which are otherwise inconsistent herewith are hereby revoked or otherwise amended.

Approved

  
**RAUL T. SANTOS**  
Officer-In-Charge,  
Office of the General Manager



## *SECTION IX*

# *CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS*

# Checklist of Technical and Financial Documents

## I. TECHNICAL COMPONENT ENVELOPE

### *Class "A" Documents*

#### Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages)

#### Technical Documents

- ☐ (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- ☐ (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules; **and**
- ☐ (d) Special PCAB License in case of Joint Ventures; **and** registration for the type and cost of the contract to be bid; **and**
- ☐ (e) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;  
**or**  
Original copy of Notarized Bid Securing Declaration; **and**
- ☐ (f) Project Requirements, which shall include the following:
  - ☐ a. Organizational chart for the contract to be bid;
  - ☐ b. List of contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
  - ☐ c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- ☐ (g) Original duly signed Omnibus Sworn Statement (OSS); **and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.



Financial Documents

- ☐ (h) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

**Class "B" Documents**

- ☐ (i) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence;  
or  
duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

**II. FINANCIAL COMPONENT ENVELOPE**

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

*Other documentary requirements under RA No. 9184*

- ☐ (k) Original of duly signed Bid Prices in the Bill of Quantities; and  
☐ (l) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; and  
☐ (m) Cash Flow by Quarter.

*SECTION X*  
*BIDDING FORM*

## Bid Form for the Procurement of Infrastructure Projects

*[shall be submitted with the Bid]*

### BID FORM

Date : \_\_\_\_\_  
Project Identification No. : \_\_\_\_\_

To: **Philippine Ports Authority**  
PPA Building, Bonifacio Drive,  
South Harbor, Port Area, Manila

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

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: **Improvement of Admin Building, Port of Batangas, Batangas City;**
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is: \_\_\_\_\_;
- d. The discounts offered and the methodology for their application are: \_\_\_\_\_;
- e. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein and reflected in the detailed estimates,
- f. Our Bid shall be valid within the period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of \_\_\_\_\_ percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines<sup>1</sup> for this purpose;
- h. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- i. We understand that this Bid, together with your written acceptance thereof

<sup>1</sup> currently based on GPPB Resolution No. 09-2020

included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and

- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- k. We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for **Improvement of Admin Building, Port of Batangas, Batangas City** of the **Philippine Ports Authority**.
- l. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

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

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

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

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

# STATEMENT OF THE BIDDER'S ALL ONGOING GOVERNMENT AND PRIVATE CONTRACTS, INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED

I hereby declare that all ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid are listed below:

Name of outstanding Contracts 1]	Owner's Name and Address	Scope of Work 2]	Contractor's Role and Percentage of Participation 3]	Total Contract Amount or Value 4]	Date of Contract and NOA 5]	Value of Outstanding Works 6]	Accomplishment (in percentage, %) 7]		Contract Duration 8]	
							Planned	Actual	Start of Project	Estimated Completion Date
A) Government Contracts i. On-going ii. Awarded but not yet started										
B) Private Contracts i. On-going ii. Awarded but not yet started										

## NOTE:

- 1] As appearing in the contract executed by the parties.
- 2] With special reference to the Scope of Works of the Project as described/enumerated in the Contract.
- 3] Indicate the percentage of participation and whether as Sole Contractor, Sub-Contractor or Member in a Joint Venture / Consortium.
- 4] Indicate the FOREX used if Contract Value is expressed in a currency other than the Philippine Peso.
- 5] As appearing in the Contract and Notice of Award (NOA).
- 6] Amount or value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid.
- 7] Percentage of Accomplishment as of the preceding month which should not be earlier than two (2) months from the date of bid submission.
- 8] As appearing in the Notice to Proceed and Contract.

This Statement shall be supported by:

- a) Notice of Award
- b) Notice to Proceed and Contract

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Name of Bidder/Authorized Representative  
(Signatory's Legal Capacity)

\_\_\_\_\_  
Date

Revised: September 2021

**STATEMENT OF THE BIDDER'S SINGLE LARGEST COMPLETED CONTRACT (SLCC) SIMILAR TO THE CONTRACT TO BE BID**

Name of the completed Contract 1]	Owner's Name and Address	Scope of Work 2]	Contractor's Role and Percentage of Participation 3]	Total Contract Value At 4]			Date of Award 5]	Contract Duration 6]	
				Award	Completion	Escalated Value to Present Prices		Start	Completed

**NOTE :**

- 1] As appearing in the contract executed by the parties.  
 2] With special reference to the Scope of Works of the Project as described/enumerated in the Contract.  
 3] Indicate the percentage of participation and whether as Sole Contractor, Sub-Contractor or Member in a Joint Venture / Consortium.  
 4] Indicate the FOREX used if Contract Value is expressed in a currency other than the Philippine Peso. Attached the computation for the escalated contract value.  
 5] As appearing in the Notice of Award.  
 6] As appearing in the Notice to proceed and Certificate of Completion.

- A. The bidder must have an experience of having completed a SLCC that is similar to the contract to be bid equivalent to at least fifty percent (50%) of the ABC, adjusted if necessary, by the Bidder to current prices using the PSA consumer price indices. A contract is considered to be "similar" to the contract to be bid if it has the same Major Categories of Work as stated in the Bid Data Sheet (BDS).
- B. This Statement shall be supported by:
- Notice of Award, Notice to Proceed and Contract.
  - Project Owner's Certificate of Final Acceptance issued by the owner and/ or Constructors Performance Evaluation System (CPES) Final Rating, which must be at least Satisfactory. The said Certificate of Acceptance shall contain the following: 1) Name of project owner that issued the certificate, 2) Name of Contractor/ Constructor, 3) Name of Contract, and 4) Contract Duration.
  - Recapitulation or Final Bill of Quantities.

\_\_\_\_\_  
Name of Firm\_\_\_\_\_  
Name of Bidder/Authorized Representative  
(Signatory's Legal Capacity)\_\_\_\_\_  
Date

Revised: September 2021

**STATEMENT OF THE BIDDER'S EXPERIENCE ON MAJOR CATEGORIES OF WORK OF THE SLCC INCLUDING OTHER COMPLETED CONTRACTS  
SIMILAR TO THE CONTRACT TO BE BID**

Major Categories of Work 1]	Unit of Measure 1]	Quantity 1]	SLCC similar to the contract to be bid 2]	Other completed contracts similar to the contract to be bid 2]				Unit of Measure 2]	Quantity 2]
			Name of the contract	Name of the contract	Name of the contract	Name of the contract			
1. Building Works	sq.m.	3,640							

**NOTE:**

1] As stated in the Bid Data Sheet.

2] As appearing in the Recapitulation and/ or Final Bill of Quantities.

This statement shall be supported by:

a. Notice of Award, Notice to Proceed and Contract.

b. Project Owner's Certificate of Final Acceptance issued by the owner and/ or Constructors Performance Evaluation System (CPES) Final Rating, of at least satisfactory. The said Certificate of Acceptance shall contain the following: 1) Name of project owner that issued the certificate, 2) Name of Contractor/Constructor, 3) Name of Contract, and 4) Contract Duration.

c. Recapitulation and/ or Final Bill of Quantities.

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Name of Bidder/Authorized Representative  
Signatory's Legal Capacity

\_\_\_\_\_  
Date

Revised: September 2021

## FINANCIAL DATA

- A. The prospective bidder's audited Financial Statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "RECEIVED" by the Bureau of Internal Revenue (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.

	Year
1. Total Assets	
2. Current Assets	
3. Total Liabilities	
4. Current Liabilities	
5. Net worth (1-3)	
6. Net Working Capital (2-4)	

- B. The computation of the bidders Net Financial Contracting Capacity (NFCC) must be at least equal to the ABC to be bid, 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 to be bid.

NFCC = \_\_\_\_\_

Attached herewith are certified true copies of the audited financial statements stamped received by the BIR or BIR authorized collecting agent for the latest/immediately preceding calendar year.

\_\_\_\_\_  
Name of Firm/Applicant

\_\_\_\_\_  
Authorized Signing Official

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

**NOTES:**

If Partnership or Joint Venture, each Partner or Member Firm of Joint venture shall submit separate financial statements.



### STATEMENT OF THE BIDDER'S KEY PERSONNEL PLEDGED FOR THE CONTRACT TO BE BID

I hereby declare that the following key personnel are qualified and available for the duration of the contract to be bid:

Position of Key Personnel 1]	Name	No. of Key Personnel	Similar Experience in the Position (Years) 2]	Total Experience in the Position (Years)	Attachment(s)	Annex(es)
Project Manager					PRC License (CE Preferred) Complete Qualification and Experience Data Certificate of Commitment	Annex " _ "
Project Engineer					PRC License (CE Preferred) Complete Qualification and Experience Data Certificate of Commitment	Annex " _ "
Materials Engineer I					PRC License (CE Preferred) Submit Valid and Renewed DPWH Certificate of Accreditation Submit Accreditation Identification Card as Materials Engineer Complete Qualification and Experience Data Certificate of Commitment	Annex " _ "
Construction Safety and Health Officer					Certificate of Safety and Health Construction Related Course issued by DOLE Accredited Trainings Complete Qualification and Experience Data Certificate of Commitment	Annex " _ "
Foreman					Complete Qualification and Experience Data Certificate of Commitment	Annex " _ "
Other Position(s)					Complete Qualification and Experience Data Certificate of Commitment	Annex " _ "

**NOTE:** 1] As stated in the Bid Data Sheet

2] The number of years of experience of the key personnel shall be as indicated in the qualification and experience data or curriculum vitae.

Minimum qualification requirements: The key personnel must have a work experience that is similar in nature and complexity to the contract to be bid.

Project Manager - Five (5) years

Project Engineer - Three (3) years

Project Architect - Three (3) years

Foreman - Five (5) years

Materials Engineer – One (1) year

Materials Engineer I – for projects costing up to 100M

Materials Engineer II – for projects costing more than 100M

Construction Safety and Health Officer – One (1) year

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Name of Bidder/Authorized Representative  
(Signatory's Legal Capacity)

\_\_\_\_\_  
Date

Revised: September 2021

### STATEMENT OF THE BIDDER'S EQUIPMENT PLEDGED FOR THE CONTRACT TO BE BID

I hereby declare that the following equipment are in good operating condition and available for the duration of the contract to be bid:

DESCRIPTION (Type, Model, Make)	No. of Unit(s)	Capacity/ Output	Owned, Leased, and/or under purchased agreement	Proof of Ownership/ Leased/ Under Purchase Agreement (Mark as Annex "A.....Z")	OTHER INFORMATION (As Applicable)				
		1]	2]	3]	Manufacturer	Engine Serial No.	Chassis No./ Name of Vessel	Location	Status

**NOTE:**

- 1] The unit of capacity of the pledged equipment shall be as indicated in the Proof of Ownership, i.e. GW (for crane barge), DWT (for deck barge and hopper barge), Ton (for crane, road roller and drop hammer), kg.-m/blow (for diesel hammer), cu.m. (for dump truck), hp (for tugboat, road grader, bulldozer and concrete vibrator), cfm (for compressor), gal (for water truck with pump), amp (for welding machine), bagger (for concrete mixer). If the capacity of the pledged equipment is not indicated in the Proof of Ownership/Leased Contract/Purchased Agreement, submit other proof of capacity such as specifications, brochures or other verifiable printouts indicating the model name, model number and other details of the equipment.
- 2] Indicate if the pledged equipment are owned, leased or under purchase agreement.
- 3] If the pledged equipment is owned, it should be in the name of the bidder. Submit proof of ownership, i.e. deed of sale, sales invoice, official receipt; For owned Water Truck, Dump Truck and Transit Mixer submit LTO Certificate of Registration and valid Official Receipt; For owned barge/tugboat, submit Marina Certificate of Ownership and valid Cargo Ship Safety Certificate.

If the pledged equipment is leased/under purchased agreement, submit certification of availability of equipment from the equipment lessor/vendor for the duration of the project, and duly Notarized copy of leased contract/purchased agreement.

If the pledged barge/tugboat is leased/under purchase agreement, submit certification of availability of barge/tugboat from the equipment lessor/vendor for the duration of the project, and duly Notarized copy of leased contract/purchased agreement together with a copy of the Marina Certificate of Ownership and valid Cargo Ship Safety Certificate.

The Minimum Major Equipment Requirements are listed in Section 8, Annex 3.

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Name of Bidder/Authorized Representative  
(Signatory's Legal Capacity)

\_\_\_\_\_  
Date

Revised: September 2021

**Omnibus Sworn Statement for Sole Proprietorship**  
*[shall be submitted with the Bid]*

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

**AFFIDAVIT**

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

1. I am the sole proprietor or authorized representative of \_\_\_\_\_ with office address at \_\_\_\_\_;
2. As the owner and sole proprietor, or authorized representative of \_\_\_\_\_, 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 **Improvement of Admin Building, Port of Batangas, Batangas City of the Philippine Ports Authority**, as shown in the attached duly notarized Special Power of Attorney;
3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. 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;
7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].

9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

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

\_\_\_\_\_  
Name of Bidder/ Authorized Representative  
(Signatory's Legal Capacity)  
AFFIANT

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

**Omnibus Sworn Statement for Partnership or Cooperative**  
*[shall be submitted with the Bid]*

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

**AFFIDAVIT**

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

1. I am the duly authorized and designated representative of \_\_\_\_\_ with office address at \_\_\_\_\_;
2. 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 **Improvement of Admin Building, Port of Batangas, Batangas City of the Philippine Ports Authority**, as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];
3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. 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;
7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].

9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

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

\_\_\_\_\_  
Name of Bidder/ Authorized Representative  
(Signatory's Legal Capacity)  
AFFIANT

**[Jurat]**

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

**Omnibus Sworn Statement for Corporation or Joint Venture**  
*[shall be submitted with the Bid]*

REPUBLIC OF THE PHILIPPINES )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

**AFFIDAVIT**

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

1. I am the duly authorized and designated representative of \_\_\_\_\_ with office address at \_\_\_\_\_;
2. 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 **Improvement of Admin Building, Port of Batangas, Batangas City**, as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];
3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or

representative of the government in relation to any procurement project or activity.

10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

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

\_\_\_\_\_  
Name of Bidder/ Authorized Representative  
(Signatory's Legal Capacity)  
AFFIANT

**[Jurat]**

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



### **Bid Securing Declaration Form**

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

REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_) S.S.

#### **BID SECURING DECLARATION** **Project Identification No.: \_\_\_\_\_**

**To: Philippine Ports Authority**  
PPA Building, Bonifacio Drive,  
South Harbor, Port Area, Manila

I/We, the undersigned, declare that:

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

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

\_\_\_\_\_  
Name of Bidder/ Authorized Representative  
(Signatory's Legal Capacity)  
AFFIANT

**[Jurat]**

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

## CONSTRUCTION METHODOLOGY

Name of Project : \_\_\_\_\_  
Project Description : \_\_\_\_\_  
Location : \_\_\_\_\_

### MINIMUM SCOPE OF CONSTRUCTION METHODOLOGY

#### A. REPAIR OF CEILING

Area = 1,624 sq.m.

1. Repair or replace the existing acoustic board and T-Runner.

#### B. REPAIR OF FLOORING

1. Repair or replace the floor tiles (600 x 600 mm) and ceramic floor tiles (A=51 sq.m.); and
2. Repair or replace granite floor tiles (A=836.74 sq.m.)

#### C. PROVISION OF ALUMINUM FRAMED GLASS PARTITION

Area = 2,580.00 sq.m.

1. Fabricate and install aluminum framed glass partitions.

#### D. REPAIR OF PLUMBING SYSTEM

1. Repair the defective of worn-out plumbing fixtures including fittings and accessories; and
2. De-clog plumbing system of ground to seventh floor.

#### E. REPAIR OF DOORS

1. Repair the existing damaged doors.

#### F. WATERPROOFING WORKS

1. Waterproof the rooftop including parapets from second to seventh floor of the building.

**G. GENERAL REPAINTING WORKS**

**Area = 25,061.00 sq.m.**

1. Apply base coat and seal any existing cracks; and
2. Repaint the Administration Building

**NOTES:**

The narrative construction method will guide and familiarize the contractor and the PPA on how the project shall be carried out in accordance with the highest standard of workmanship.

The construction method shall be consistent with the Bar Chart / S-Curve Schedule, Equipment Schedule and Manpower Schedule.

\_\_\_\_\_  
Name of Bidder/Authorized Representative  
(Signatory's Legal Capacity)

Revised: September 2021

## MANPOWER SCHEDULE

Name of Project : \_\_\_\_\_

Project Description : \_\_\_\_\_

Location : \_\_\_\_\_

MANPOWER (Minimum)	CONTRACT DURATION (_____ Calendar Days)				
	M O N T H L Y				
	1	2	3	4	5
Project Manager					
Project Engineer					
Project Architect					
Materials Engineer I					
Construction Safety and Health Officer					
Foreman					
- Carpenter					
- Steelman					
- Mason					
- Electrician					
- Rigger					
- Others					

\_\_\_\_\_  
Name of Bidder/Authorized Representative  
(Signatory's Legal Capacity)

Revised: September 2021

## EQUIPMENT UTILIZATION SCHEDULE

Name of Project : \_\_\_\_\_

Project Description : \_\_\_\_\_

Location : \_\_\_\_\_

[illegible]

**Name of Bidder/Authorized Representative  
(Signatory's Legal Capacity)**

Revised: September 2021

## CASHFLOW BY QUARTER AND PAYMENT SCHEDULE

Name of Project: : \_\_\_\_\_

Project Description : \_\_\_\_\_

Location : \_\_\_\_\_

Project Duration (days or months)	Payment Schedule (Monthly, in Pesos)	Cash flow (Quarterly, in Pesos)
<b>TOTAL</b>		

### NOTES

- The cash flow by quarter and payment schedule should be consistent with the Bar Chart and S-curb.
- Payment schedule shall not be more than once a month.

\_\_\_\_\_  
Name of Bidder/Authorized Representative  
(Signatory's Legal Capacity)

Revised: September 2021

**Contract Agreement Form for the  
Procurement of Infrastructure Projects (Revised)**  
*[not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving  
the Notice of Award]*

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**CONTRACT AGREEMENT**

THIS AGREEMENT, made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ between **Philippine Ports Authority** with principal office at PPA Building, Bonifacio Drive, South Harbor, Port Area, Manila (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 **[contract price in words and figures in specified currency]** 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 as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - a. Philippine Bidding Documents (PBDs);
    - i. Drawings/Plans;
    - ii. Specifications;
    - iii. Bill of Quantities;
    - iv. General and Special Conditions of Contract;
    - v. Supplemental or Bid Bulletins, if any;
  - b. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

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;

- c. Performance Security;
- d. Notice of Award of Contract and the Bidder's conforme thereto; and

- e. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**
3. In consideration for the sum of [total contract price in words and figures] or such other sums as may be ascertained, [Named of the bidder] agrees to [state the object of the contract] in accordance with his/her/its Bid.
4. The **Philippine Ports Authority** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

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

**JAY DANIEL R. SANTIAGO**  
General Manager

for:

**Philippine Ports Authority**

**Name of Bidder/ Authorized  
Representative  
(Signatory's Legal Capacity)**

for:

**Contractor**

#### **Acknowledgment**

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