



INVITATION TO BID FOR

Rehabilitation/Improvement of Office Building at Sta. Cruz Commercial Complex

(Name of Project)

1. The CITY GOVERNMENT OF ZAMBOANGA, through the **GENERAL FUND (AB FY- 2016)** intends to apply for the sum of **ONE MILLION SIX HUNDRED EIGHT THOUSAND PESOS (P1,608,000.00) ONLY** being the Approved Budget for the Contract (ABC) to payments under the contract for **Rehabilitation/Improvement of Office Building at Sta. Cruz Commercial Complex**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The CITY GOVERNMENT OF ZAMBOANGA now invites bids for the above Procurement Project. Completion of the Works is required in **Eighty [80]** calendar days. Bidders should have completed, within ten (10) years from the date of submission and receipt of bids, a contract similar to the Project, equivalent to at least fifty percent (50%) of the ABC. 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).
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 the Office of the City Mayor-Procurement, Acquisition and Award Division (PAAD) and inspect the Bidding Documents at the address given below from **8:00 AM to 5:00 PM**.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **January 27, 2022 to February 16, 2022** from the given address and website/s below upon payment of a non-refundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **P1,608.00**. The method of payment will be **Cash payable to the City Treasurer's Office**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees "machine copy of the official receipt" not later than the submission of their bids.
6. The City Government of Zamboanga will hold a Pre-Bid Conference on **February 04, 2022 at 10:00AM** at the Office of the City Mayor-Procurement, Acquisition and Award Division (PAAD) Conference Room, Villalobos Street, Zamboanga City, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address as indicated below on or before **February 16, 2022 at 10:00AM** at Office of the City Mayor- Procurement, Acquisition and Award Division (PAAD) Conference Room, Villalobos Street, Zamboanga City. Late Bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 16.

All Bids must be accompanied by a Bid Security which shall be a **Bid Securing Declaration** or at least one other form of the following: cash, cashier's/manager's check, bank draft/guarantee confirmed by a Universal/Commercial Bank, Irrevocable Letter of Credit issued by a Universal/Commercial Bank or from other bank certified by the Bangko Sentral ng Pilipinas as authorized to issue such financial instrument, provided however that it shall be confirmed or authenticated by a Universal/Commercial Bank if issued by a foreign bank in the amount of **P32,160.00** or Surety Bond callable upon demand issued by a Surety or Insurance Company duly certified by the Insurance Commission as authorized to issue such security in the amount of **P80,400.00** or any combination of the foregoing in the amount proportionate to share of form with respect to total amount of security.

The Bid Security shall be denominated in Philippine Pesos and posted in favor of the Procuring Entity.

9. Bid opening shall be on **February 16, 2022 at 10:00AM** at the Office of the City Mayor- Procurement, Acquisition and Award Division (PAAD) Conference Room, Villalobos Street, Zamboanga. Bids will be opened in the presence of the Bidders' representatives who choose to attend the activity.
10. **Equipment to be used:** Bagger Mixer, Concrete Vibrator and Hand Drill.
Key Personnel: Project Manager, Project Engineer, Material Testing Engineer, Construction Safety Officer, Electrical Engineer and Foreman.
11. The City Government of Zamboanga reserves the right to accept or 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 Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA 9184, without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:

ATTY. DIOSCORO E. SALE
BAC Secretariat
Procurement, Acquisition and Awards Division
Villalobos Street, Zamboanga City
zcbac.sec@gmail.com
Tel. No. (062) 992-7763

ERWIN E. BERNARDO
BAC Chairman



BID FORM

Date: _____

TO: CITY GOVERNMENT OF ZAMBOANGA
 Address: Villalobos Street, Zone IV ZAMBOANGA CITY

Having examined the Philippine Bidding Documents (PBDs), including the Supplemental or Bid Bulletin Numbers: **CW -22-0127-0162**, the receipt of which is hereby duly acknowledge, we, the undersigned, declare that:

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project;
Rehabilitation/Improvement of Office Building at Sta. Cruz Commercial Complex;
- 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:

(Total Bid amount in words and figures)

- d. The discount offered and the methodologies for their application are:

(Total Bid amount in words and figures)

- e. The total bid price includes the cost of all taxes, such as, but not limited to: [specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties], which are itemized herein and reflected in the detailed estimates,
- f. Our Bid shall be valid within the a period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of [insert percentage amount] percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines¹² for this purpose;
- h. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- i. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- k. We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the [**CW -22-0127-0162**].
- 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: _____

Signed: _____

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

Date: _____

Bid Data Sheet

ITB Clause															
5.2	For this purpose, similar contracts shall refer to contracts which have the same major categories of work. Rehabilitation/Improvement of Office Building which involves project billboard/signage, safety & health, temporary facility, fire safety fee, removal of delapidated roofing, ceiling, tiles at Other structures, reinforcing steel bar, structural concrete, masonry work, carpentry works, light steel framing system, window jalousie glass, doors, tile works, roofing works, plumbing works, painting works and electrical works.														
7.1	"Subcontracting is not allowed."														
10.3	[Specify if another Contractor license or permit is required.]														
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Key Personnel :</td> <td style="width: 40%;">General Experience:</td> </tr> <tr> <td>Project Manager</td> <td></td> </tr> <tr> <td>Project Engineer</td> <td></td> </tr> <tr> <td>Material Testing Engineer</td> <td></td> </tr> <tr> <td>Construction Safety Officer</td> <td></td> </tr> <tr> <td>Foreman</td> <td></td> </tr> <tr> <td>Electrical Engineer</td> <td></td> </tr> </table>	Key Personnel :	General Experience:	Project Manager		Project Engineer		Material Testing Engineer		Construction Safety Officer		Foreman		Electrical Engineer	
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10.5	<p>The minimum major equipment requirements are the following:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="text-align: left;">Equipment:</th> <th style="text-align: center;">Capacity</th> <th style="text-align: center;">Number of Units</th> </tr> </thead> <tbody> <tr> <td>Bagger Mixer</td> <td></td> <td style="text-align: center;">1</td> </tr> <tr> <td>Concrete Vibrator</td> <td></td> <td style="text-align: center;">1</td> </tr> <tr> <td>Hand Drill</td> <td></td> <td style="text-align: center;">1</td> </tr> </tbody> </table>	Equipment:	Capacity	Number of Units	Bagger Mixer		1	Concrete Vibrator		1	Hand Drill		1		
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12	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.														
15.1	<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"> 1. The amount of not less than P32,160.00 if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; 2. The amount of not less than P80,400.00 if bid security is in Surety Bond; or 														
19.1	The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "passed" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184 for every identified lot.]														
20	[List licenses and permits relevant to the Project and the corresponding law requiring it, e.g. Environmental Compliance Certificate, Certification that the project site is not within a geohazard zone, etc.]														
21	Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the DOLE, and other acceptable tools of project scheduling.														

Bid Securing Declaration Form

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S

BID SECURING DECLARATION
Invitation to Bid No.: *[Insert reference number]*

To: City Government of Zamboanga,

BIDS AND AWARDS COMMITTEE
Villalobos Street,
Zamboanga City

I/We, the undersigned, declare that:

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

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

[Insert NAME OF BIDDER'S]
AUTHORIZED REPRESENTATIVE
[Insert signatory's legal capacity]
Affiant

[Jurat]

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

Special Conditions of Contract

GCC Clause	
2	The Intended Completion Date is <i>Eighty [80]</i> calendar days.
4.1	<i>The Procuring Entity shall give possession of all parts of the Site to the Contractor based on the schedule of delivery.</i>
6	The site investigation reports are: <i>[list here the required site investigation reports.]</i>
7.2	<p><i>[Select one, delete the other.]</i></p> <p><i>[In case of permanent structures, such as buildings of types 4 and 5 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.</i></p> <p><i>[In case of semi-permanent structures, such as buildings of types 1, 2, and 3 as classified under the National Building Code of the Philippines, concrete/asphalt roads, concrete river control, drainage, irrigation lined canals, river landing, deep wells, rock causeway, pedestrian overpass, and other similar semi-permanent structures:] Five (5) years.</i></p> <p><i>[In case of other structures, such as bailey and wooden bridges, shallow wells, spring developments, and other similar structures:] Two (2) years</i></p>
10	Dayworks are applicable at the rate shown in the Contractor's original Bid.
11.1	The Contractor shall submit the Program of Work such as; the <i>construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the Department of Labor and Employment, and PERT/CPM</i> for infrastructure projects to the Procuring Entity's Representative within Ten (10) days of delivery of the Notice of Award.
11.2	<i>The amount to be withheld for late submission of an updated Program of Work is [insert amount].</i>
13.	The amount of the advance payment <i>shall not exceed Fifteen (15%) percent of the Contract Price as mobilization cost.</i>
14.	Materials and equipment delivered on the site but not completely put in place shall be included for payment.
15.1	The date by which operating and maintenance manuals are required is <i>upon completion.</i> The date by which "as built" drawings are required is <i>upon completion.</i>
15.2	The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals by the date required is <i>[amount in local currency].</i>