

12 March 2025

Loan/Grant No. : 4268-PHI: Supporting Innovation in the Philippine Technical and Vocational Education and Training System Project
and Title

Contract No. and Title : **CW302/C: Design and build of Regional TVET Innovation Center (RTIC) of Region VI Regional Training Center, Iloilo) including Rehabilitation/ Renovation/Repair of TTI's existing facilities**

BID BULLETIN NO. 3

Pre-bid Minutes of Meeting

Date : 11 March 2025
Time : 10:00 AM
Venue : via Zoom

Highlights of the Meeting:

1 Welcome Remarks & Introduction

DDG Felizardo R. Colombo, the Bids and Awards Committee ("BAC") Chairperson chaired the Pre-bid meeting. Prospective bidders were welcomed, and their representatives were requested to introduce themselves.

2 Reading of the House Rules

The BAC Secretariat read the rules governing the conduct and decorum of participants during the presentation.

3 Presentation of Project Background / SIPTVETS

Before discussing the specifics of the project, an overview of the SIPTVETS civil works packages was presented to the prospective bidders to provide important context and encourage their participation for future opportunities.

4 Discussion of Project-Specific Information

The following information were discussed in detail to the prospective bidders:

- Overview of the project site / Schematic perspective
- Site information and challenges
- Vicinity map and site conditions
- Design and build Scope of works
- Rehabilitation / repair works

5 Discussion on Bidding Procedures and Guidelines

The following information were discussed in detail to the prospective bidders:

- Bidding timeline
- Composition of the bidding documents
- Select clauses in Section 1. Instructions to Bidders

- Select clauses in Section 2. Bid Data Sheet
- Each criteria for evaluation under Section 3, including its corresponding forms under Section 4
- Other requirements under Section 2, 4 and 6.
- Key requirements for technical proposal
- Schedules for Price Proposal under Section 4
- Bid Securing Declaration & Bid Security

6 Recap of Important Dates and Joint Site Visit

The BAC Secretariat provided a recap of key bidding milestones that had been presented earlier.

Prospective bidders were encouraged to attend the 2nd joint site visit on March 20, 2025 (10AM) at RTC -Iloilo.

7 Reminder on Purchase of the Bidding Document

Prospective bidders were reminded to purchase a copy of the bidding document before the submission deadline.

Question and Answers

Prospective bidders raised questions / clarifications during the meeting and the following responses were given.

- a. It was confirmed that there is no design to be submitted on the bid submission deadline. The bidding document contains a conceptual or schematic design that the Contractor may utilize as a basis for cost estimation.
- b. The Contractor is responsible for design and construction. TESDA's design consultant reviews and recommends approval of the Contractor's design to TESDA.
- c. Bidders are advised to refer to Section 6, Employer's Requirements, and Section 7, General Conditions of Contract, for the design approval process.
- d. A Special PCAB License is not necessary for bid submission. However, once the contract is awarded, the JV must submit a copy of its Special PCAB License to TESDA specifically for the awarded works.

Meeting adjourned at 4:20 pm

9 Copy of presentation material:

[https://docs.google.com/presentation/d/1_C4nutn4cOeRgxB_pj9GDUqYFrI0HM9s/edit?usp=sharing&oid=109481148375427909530&rtpof=true&sd=true]



DDG FELIZARDO R. COLAMBO
BAC Chairperson
TESDA



ADB

CALL TO ORDER

DDG FELIZARDO R. COLAMBO

BAC Chairperson

Sa TESDA,
KayangKaya



ADB

INTRODUCTION OF BAC & DETERMINATION OF QUORUM

MS. JELA MAE ARCANO

Head, BAC-B Secretariat

Sa TESDA,
KayangKaya



ADB

ACKNOWLEDGMENT OF ATTENDEES

MS. JELA MAE ARCANO

Head, BAC-B Secretariat

Sa TESDA,
KayangKaya



ADB

ENTRY OF PROSPECTIVE BIDDERS IN THE ZOOM MEETING ROOM

DDG FELIZARDO R. COLAMBO

Head, BAC-B Chairperson

Sa TESDA,
KayangKaya



ADB

SUPPORTING INNOVATION IN THE PHILIPPINE TECHNICAL AND VOCATIONAL EDUCATION AND TRAINING SYSTEM (SIPTVETS) PROJECTS

PRE-BID MEETING

CW302/C

Design and Build of the TESDA Innovation Center with Rehabilitation Works for Region VI (RTIC-Ilo-Ilo)

11 March 2025

**Sa TESDA,
KayangKaya**



HOUSE RULES

- 1. Sign up on the attendance sheet. The link is provided in the chat box.**
- 2. Put your audio on mute.**
- 3. Raise your questions and clarifications during Q&A. You may raise your hand in the zoom and wait to be acknowledged, and you may also type in your questions in the chat box.**



ADB

PROJECT PRESENTATION OVERVIEW

Project Background

Sa TESDA,
KayangKaya

SIPTVETS Project – CIVIL WORKS PACKAGES

ONGOING PROCUREMENT / BIDDING

Cordillera State Institute of Technical Education - Main (Loakan Campus)

Address: #80 Military Cut Off, 2600 Baguio City (BCSAT Site)
Coordinates: 16°24'13.3"N 120°36'14.5"E (16.403686, 120.604027)

Bangui Institute of Technology

Address: Manayon, Bangui, Ilocos Norte
Coordinates: 16°02'24.0"N 120°16'10.6"E (16.039999, 120.269612)

RTC - NCR

Address: To be determined
Coordinates: 14°31'19.7"N 121°01'41.3"E (14.522149, 121.028124)

Provincial Training Center- Rosario

Address: to be determined
Coordinates: 13°45'41.1"N 121°03'50.7"E (13.761421, 121.064085)

Simeon Suan Vocational and Technical College

Address: Pag asa, Oriental Mindoro
Coordinates: 13°25'24.1"N 121°01'23.9"E (13.423354, 121.023291)

RTC - Iloilo

Address: Zamora St., Iloilo City
Coordinates: 10°41'36.7"N 122°34'38.5"E (10.693519, 122.577359)

Regional Manpower Development Center

Address: Quezon Avenue, Sultan Kudarat
Coordinates: 7°15'03.2"N 124°16'20.0"E (7.250893, 124.272223)

RTC - Zamboanga City

Address: San Roque, Zamboanga City
Coordinates: 6°55'54.0"N 122°03'04.2"E (6.931673, 122.051153)

RTC- Tuguegarao

Address: Pengue, Tuguegarao City, Cagayan
Coordinates: 17°40'22.6"N 121°45'18.4"E (117.67300, 121.75511)

Gonzalo Puyat School of Arts and Trades

Address: San Sebastian, San Luis, Pampanga
Coordinates: 14°50'04.8"N 120°51'57.3"E (14.834668, 120.865903)

RTC - Pili

Address: San Jose, Pili, Camarines Sur
Coordinates: 13°35'13.2"N 123°16'13.8"E (13.587008, 123.270495)

RTC - Tacloban

Address: San Gerardo Subdivision, Brgy. Abucay, Tacloban City
Coordinates: 11°14'31.8"N 124°58'47.6"E (11.242173, 124.979887)

Provincial Training Center- Jagna

Address: Tubod Monte, Jagna, Bohol
Coordinates: 10°19'33.8"N 123°54'23.5"E (10.326052, 123.906517)

RTC-Tagoloan

Address: Tagoloan, Misamis Oriental
Coordinates: 8°32'45.2"N 124°45'47.9"E (8.54588, 124.76329)

Northern Mindanao School of Fisheries

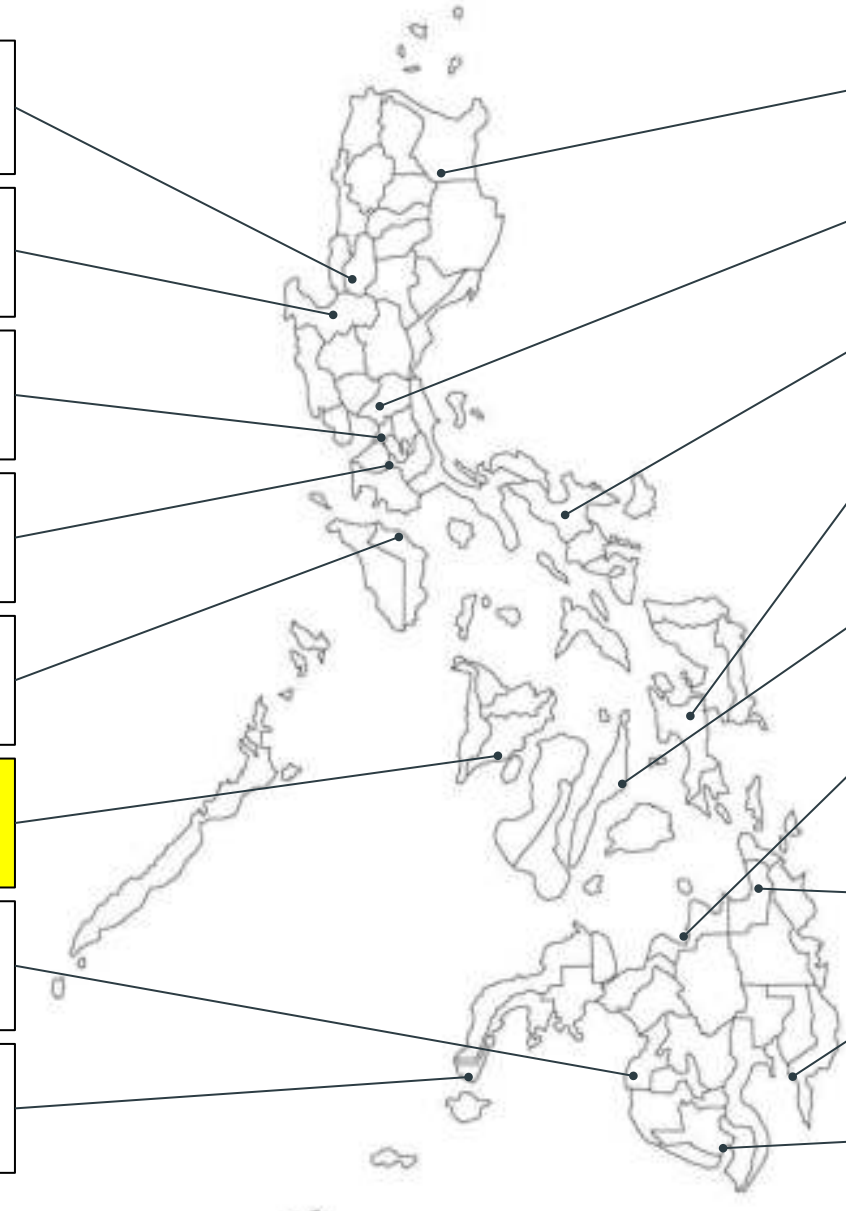
Address: Butuan City, Agusan Del Norte
Coordinates: 8°58'07.0"N 125°25'17.5"E (8.96865, 125.42151)

Davao Oriental Polytechnic Institute

Address: Panuncialman St. Lupon, Davao Oriental
Coordinates: 6°53'59.1"N 126°00'33.8"E (6.899755, 126.009382)

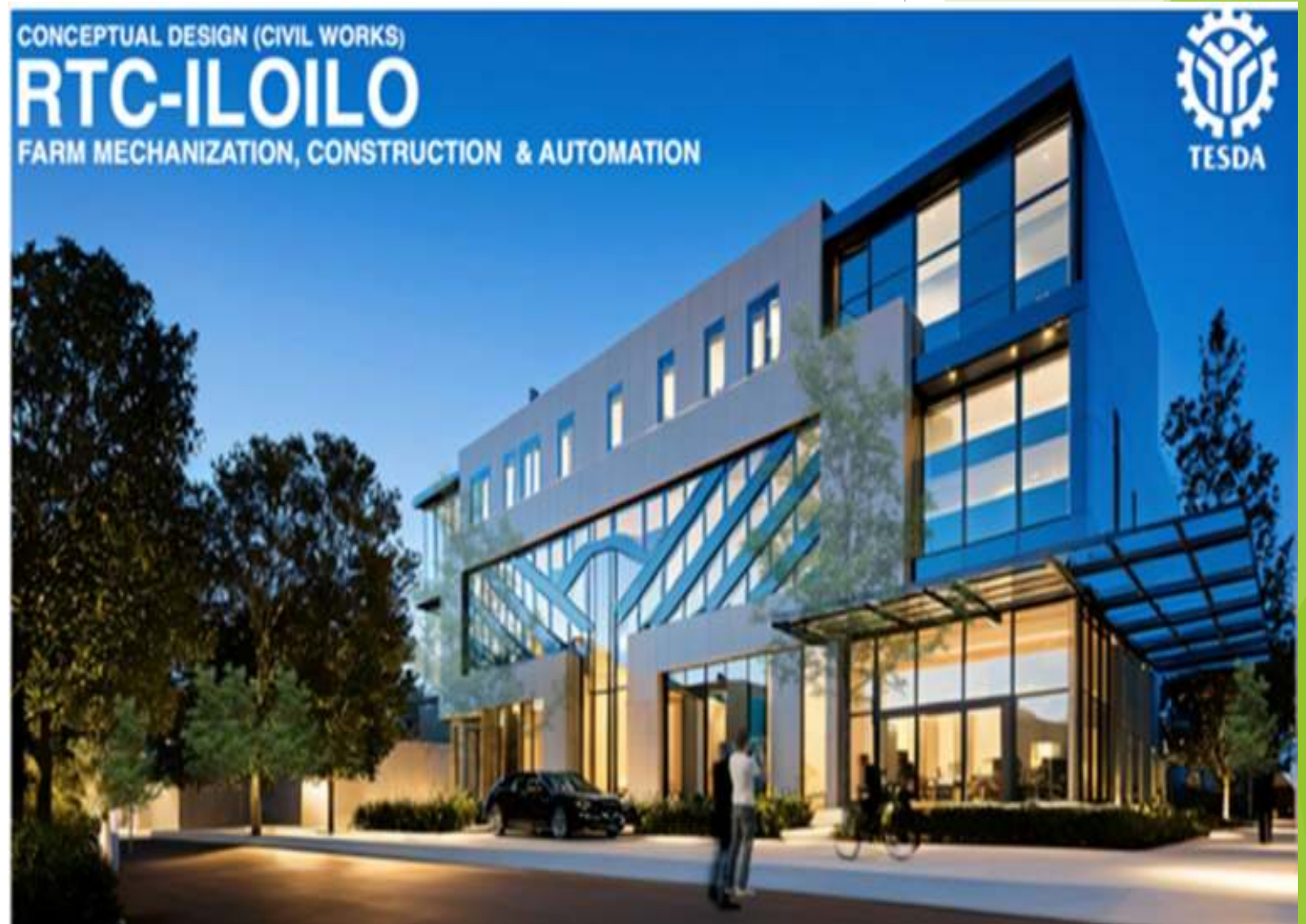
General Santos National School of Arts and Trades

Address: Tionoson St., Lagao, General Santos City
Coordinates: 6°07'54.7"N 125°10'57.1"E (6.131858, 125.182514)



SCHEMATIC PERSPECTIVE

- ▶ REGION 6 -
REGIONAL
TRAINING
CENTER-**ILOILO**
- ▶ 2,020 sqm
(approximate)

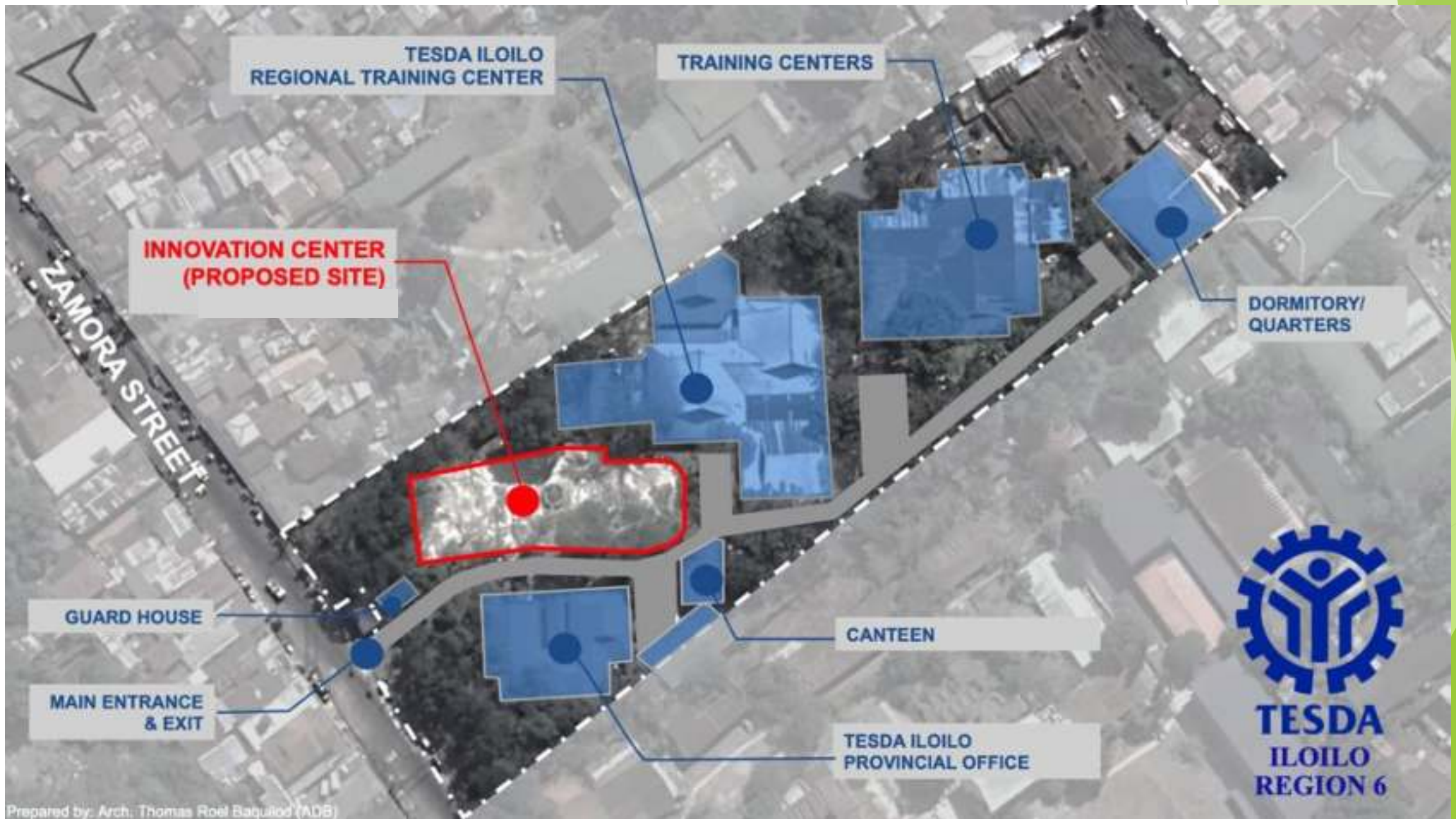


SITE INFORMATION

Location Zamora St., Iloilo City

Focus Area Farm Mechanization, Construction & Automation

- Site Challenges
- **Smaller and Narrow Lot Profile.** Limits design flexibility and may constrain building layout.
 - **Low to No Water Pressure:** Requires installation of water tanks to ensure uninterrupted supply and adequate pressure.
 - **Flood Prone Area & Low Elevation:** Proximity to a body of water increases flood risk; Need to elevate ground floor; Drainage issues, including potential backflow, may necessitate advanced drainage solutions, i.e. pumps
 - **Large Surrounding Trees/ Thick Vegetation.** Could obstruct construction or require careful management to avoid damage to roots and surrounding areas; May limit available space or interfere with planned installations.
 - **Relocation of Flagpole.** Additional task to move the flagpole, potentially increasing project costs and timeline.





**INNOVATION CENTER
(PROPOSED SITE)**

**Flagpole will be
relocated**

**Side obscured
from street view by
dense vegetation**

**MAIN ENTRANCE
& EXIT**

**The most visible
side, showcasing
the design of the
new innovation
center.**



SITE PHOTO (FRONT)



SITE PHOTO (RIGHT SIDE)



SCOPE OF WORKS

Design & Build

- **Site Survey & Investigations**
- **Detailed Design**
 - New Facility / innovation center
 - Rehabilitation of the existing facility
- **Construction Works**
 - New Facility / innovation center
 - Rehabilitation of the existing facility
- **Testing & Commissioning**
- **Handover**
- **Remedying of Defects (during Defects Liability Period)**

**TESDA RTIC-ILOILO
INTERIOR DESIGN CONCEPTS**

LOBBY



**FARM MECHANIZATION & AUTOMATION WORK / DEMO AREA
MULTI-DISCIPLINARY FABRICATION WORKSHOP**



CO-WORKING SPACE / EVENTS SPACE & INCUBATION ROOMS



INCUBATION ROOMS



Patterned with RTIC-Tacloban

REHABILITATION/RENOVATION OF EXISTING FACILITY

CTRL No.: _____


Annex G






Republic of the Philippines
TECHNICAL EDUCATION AND SKILLS DEVELOPMENT AUTHORITY
 ISO 9001: 2015 Certified




Project: Regional TVET Innovation Center (RTIC) for Iloilo
Name of Support Facility: RTC Iloilo
Address: Zamora Street, Iloilo City

Item No.	Picture Taken	Location	Description	Quantity	Unit	Program of Work to be done
1		DRAINAGE SYSTEM	Drainage System inclusive of Reinforced Concrete Cylinder Pipe (RCCP), Box Culverts manhole, over flow drain pipes, connecting pipes from buildings and vents and construction of pavement/pathwalk.	625	meter	<ul style="list-style-type: none"> • Rehabilitation of damaged drain pipes connecting to drainage systems; • Excavation and installation of new RCCP, box culvert and connecting pipes; • Construction of 100mm THK pavement/pathwalk in the drainage system area.

REHABILITATION/RENOVATION OF EXISTING FACILITY

2		COMFORT ROOM	Female 3m x 5m (4 cubicle)	1	lot	<ul style="list-style-type: none"> • Renovation of plumbing system inclusive of sewer & water lines, tiles, toilet bowl, faucet, lavatory and connection; • Removal of existing urinals; • Rehabilitation and repair of Electrical system inclusive of electrical lines and all of its fixtures; • Painting of ceiling, interior and exterior walls; • Replacement of gender signage, door, jambs and knobs; and • Replacement of cubicle partition with door opening & inclusive of all accessories.
			Male 1.5m x 2.3m (2 rooms)	2	lot	<ul style="list-style-type: none"> • Renovation of plumbing system inclusive of sewer & water lines, tiles, toilet bowl, faucet, lavatory, urinals and connection; • Rehabilitation and repair of Electrical system inclusive of electrical lines and all of its fixtures; • Painting of ceiling, interior and exterior walls; • Replacement of gender signage, door, jambs and knobs; and • Replacement of cubicle partition with door opening & inclusive of all accessories.
			Male and Female 2m x 4m (2 rooms)	2	lot	<ul style="list-style-type: none"> • Renovation of plumbing system inclusive of sewer & water lines, tiles, toilet bowl, faucet, lavatory, urinals and connection; • Rehabilitation and repair of Electrical system inclusive of electrical lines and all of its fixtures; • Painting of ceiling, interior and exterior walls; and • Replacement of gender signage, door, jambs and knobs.

REHABILITATION/RENOVATION OF EXISTING FACILITY

3	 The top photograph shows a dirt pathway with a blue tarp covering a section. A black lamp post stands on the left. The bottom photograph shows a similar pathway with a yellow and black striped curb, a tree, and a black lamp post.	PATHWAY SHED	Construction of Steel Shed	100	meter	<ul style="list-style-type: none">• Construction and installation of Path walk shed with roofing;and• Installation of lamp posts inclusive of electrical supply of its lighting.
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ADB

PROJECT PRESENTATION OVERVIEW

Bidding Procedures and Guidelines

Sa TESDA,
KayangKaya

Bidding Timeline

- ▶ **Posting of IFB / Bid Documents:** 07 February 2025
- ▶ **Pre-bid Meeting:** 12 March 2025
- ▶ **Submission & Opening of Bids:** 08 April 2025, 12NN (PST) at TESDA Central Office
- ▶ **Deadline for Clarifications/ Request for Extension:** 7 calendar days from the deadline for submission of bids (1 April 2025)
- ▶ **Bid Evaluation Period:** April - May 2025
- ▶ **Tentative Issuance of Notice of Award:** May 2025

Bidding Documents

Bidders should read the entirety of the Bidding Documents.

B. Contents of Bidding Document

6. Sections of Bidding Document
- 6.1 The Bidding Document consists of Parts I, II, and III, which include all the sections indicated below, and should be read in conjunction with any addenda issued in accordance with ITB 8.
- PART I Bidding Procedures**
- Section 1 Instructions to Bidders (ITB)
 - Section 2 Bid Data Sheet (BDS)
 - Section 3 Evaluation and Qualification Criteria (EQC)
 - Section 4 Bidding Forms (BDF)
 - Section 5 Eligible Countries (ELC)
- PART II Requirements**
- Section 6 Employer's Requirements (ERQ)
- PART III Conditions of Contract and Contract Forms**
- Section 7 General Conditions of Contract (GCC)
 - Section 8 Particular Conditions of Contract (PCC)
 - Section 9 Contract Forms (COF)

XXII. ANNEXES

- Annex A – Schematic Perspective
- Annex B – Space Matrix
- Annex C - Branding
- Annex D – Schematic Floor Plans
- Annex E – RTIC Focal Area Showcase
- Annex F – Initial Environmental Examination
- Annex G - Requirements for rehabilitation / renovation works
- Annex H - Project Information Signage and Guidelines

SECTION 1. Instructions to Bidders

4. Eligible Bidders

4.1 A Bidder may be a natural person, private entity, or government-owned enterprises subject to ITB 4.5-or any combination of them with a formal intent to enter into an agreement or under an existing agreement in the **form of a Joint Venture.** In the case of a Joint Venture:

- (a) all partners shall be jointly and severally liable; and
- (b) the Joint Venture shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the parties of the Joint Venture during the bidding process and, in the event the Joint Venture is awarded the Contract, during contract execution.

11.2 In addition to the requirements under ITB 11.1, Bids submitted by a Joint Venture shall include **a copy of the Joint Venture Agreement** entered into by all partners. Alternatively, **a Letter of Intent to execute a Joint Venture Agreement** in the event of a successful Bid shall be signed by all partners and submitted with the Bid, together with a copy of the proposed agreement.

SECTION 1. Instructions to Bidders

7. Clarification of Bidding Document, Site Visit, Pre-Bid Meeting

7.1 A prospective Bidder requiring any clarification on the Bidding Document shall contact the Employer in writing at the Employer's address indicated in the BDS or raise his inquiries during the pre-bid meeting if provided for in accordance with ITB 7.4. The Employer will respond in writing to any request for clarification, provided that such request is received prior to the deadline for submission of bids, within a period given in the BDS.

7.2 The Bidder is advised to visit and examine the Site of Works and its surroundings and obtain for itself, on its own risk and responsibility, all information that may be necessary for preparing the Bid and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the Bidder's own expense.

SECTION 1. Instructions to Bidders

8. Amendment of Bidding Document

8.1 At any time prior to the deadline for submission of Bids, the Employer may amend the Bidding Document by issuing addenda.

8.2 Any addendum issued shall be part of the Bidding Document and shall be communicated in writing to all who have obtained the Bidding Document from the Employer in accordance with ITB 6.3.

12. Letter of Bid and Schedules

12.1 The Letter of Bid, Schedules, and all documents listed under Clause 11, shall be prepared using the relevant forms in Section 4 (Bidding Forms), if so provided. The forms must be completed without any alterations to the text, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested and as required in the BDS.

SECTION 1. Instructions to Bidders

16. Documents Comprising the Technical Proposal

16.1 The Bidder shall furnish a Technical Proposal including a statement of work methods, equipment, personnel, schedule, environmental, health and safety (EHS) management commensurate with the proposed scope of works, EHS Code of Conduct, and any other information as stipulated in Section 4 (Bidding Forms), in sufficient detail to demonstrate the adequacy of the Bidders' proposal to meet the work requirements and the completion time.

SECTION 1. Instructions to Bidders

▶ DTI-registered

- If signatory is the sole proprietor, no need to submit an authorization.
- If through authorized representative, submit a notarized SPA.

▶ SEC-registered

- Single Entity
 - Board resolution
 - Secretary's Certificate
- **Joint Venture**
 - Authority of the JV representative (*through JV Agreement or Letter of Intent to form a JV*)
 - Written authority of JVA Signatory of JV Partner 1 (Board resolution or Secretary's Certificate)
 - Written authority of JVA Signatory of JV Partner 2 (Board resolution or Secretary's Certificate)

20. Format and Signing of Bid

20.1 The Bidder shall prepare one original set of the documents comprising the Bid as described in ITB 11 and clearly mark it "ORIGINAL." Alternative Bids, if permitted in accordance with ITB 13, shall be clearly marked "ALTERNATIVE." In addition, the Bidder shall submit copies of the Bid in the number specified in the BDS, and clearly mark each of them "COPY." In the event of any discrepancy between the original and the copies, the original shall prevail.

20.2 The original and all copies of the Bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder. This authorization shall consist of a written confirmation as specified in the BDS and shall be attached to the Bid. The name and position held by each person signing the authorization must be typed or printed below the signature. If a Bidder submits a deficient authorization, the Bid shall not be rejected in the first instance. The Employer shall request the Bidder to submit an acceptable authorization within the number of days as specified in the BDS. Failure to provide an acceptable authorization within the period stated in the Employer's request shall cause the rejection of the Bid. If either the Letter of Bid or the Bid-Securing Declaration (if applicable) is not signed, the Bid shall be rejected.

SECTION 1. Instructions to Bidders

E. Evaluation and Comparison of Bids

26. Confidentiality

26.1 Information relating to the examination, evaluation, comparison, and postqualification of Bids and recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process until the publication of Contract award.

26.2 Any attempt by a Bidder to influence the Employer in the evaluation of the Bids or Contract award decisions may result in the rejection of its Bid.

26.3 Notwithstanding ITB 26.2, from the time of bid opening to the time of Contract award, if any Bidder wishes to contact the Employer on any matter related to the bidding process it may do so in writing.

27. Clarification of Bids

27.1 To assist in the examination, evaluation, and comparison of the bids, and qualification of the Bidders, the Employer may, at its discretion, ask any Bidder for a clarification of its Bid. Any clarification submitted by a Bidder that is not in response to a request by the Employer shall not be considered. The Employer's request for clarification and the response shall be in writing. No change in the prices or substance of the Bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Employer in the evaluation of the Bids, in accordance with ITB 31.

27.2 If a Bidder does not provide clarifications of its Bid by the date and time set in the Employer's request for clarification, its Bid may be rejected.

SECTION 2. Bid Data Sheet

ITB 22.1

For **bid submission purposes** only, the Employer's address is:

Attention: Ms. Jela Mae Arcano
Administrative Officer V, TESDA

Street address: East Service Road, South Luzon Expressway (SLEX), Fort Bonifacio

Floor/Room number: TESDA Administration Building

City: Taguig City

ZIP code: 1630

Country: Philippines

The deadline for bid submission is:

Date: 08 April 2025

Time: 12:00 NN (Philippine Standard Time)

ITB 20.1	In addition to the original Bid, the number of copies is: one (1) printed copy ("COPY") and one (1) electronic copy saved in a universal serial bus (USB)
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SECTION 2. Bid Data Sheet

ITB 7.1	<p>For <u>clarification purposes</u> only, the Employer's address is:</p> <p>Attention: Ms. Jela Mae Arcano Administrative Officer V, Procurement Division, Administrative Service</p> <p>Street address: East Service Road, South Luzon Expressway (SLEX), Fort Bonifacio</p> <p>Floor/Room number: TESDA Administration Building</p> <p>City: Taguig City</p> <p>ZIP code: 1630</p> <p>Country: Philippines</p> <p>Telephone: 0288938296</p> <p>Fax: None</p> <p>E-mail: bacsecretariat_siptvets@tesda.gov.ph</p> <p>Requests for clarification should be received by the Employer no later than: 7 days prior to deadline for submission of bids.</p>
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SECTION 2. Bid Data Sheet

1st Site Visit

Date: **17 February 2025**

Time: **10:00 AM**

Location: **RTC Iloilo**

2nd Site Visit

Date: **21 March 2025**

Time: **10:00 AM**

Location: **RTC Iloilo**

Guidelines for the site visit:

Note:

*An addendum will be issued to amend the date of the Site Visit from **21 March 2025** to **20 March 2025***

SECTION 2. Bid Data Sheet

ITB 18.1	The bid validity period shall be 120 days.
ITB 19.1	The Bidder shall furnish a Bid-Securing Declaration .
ITB 19.2	The ineligibility period will be two (2) years .

SECTION 3. Evaluation & Qualification Criteria
SECTION 4. Bidding Forms

Section 3. Evaluation & Qualification Criteria

1.1 Adequacy of Technical Proposal

- Technical Deviations
- Construction Schedules
 - Overall Schedule
 - Manpower Schedule
 - Equipment Schedule
 - Temporary facilities/utilities Schedule
- Method Statements 1 to 5
- Construction Equipment
- Site Organization and Key Field Personnel
- Environmental, Health and Safety Management Plan
 - Outline of SSEMP and SHSMP
 - EHS Code of Conduct

Section 3. Evaluation & Qualification Criteria

1.1 Adequacy of Technical Proposal

- Technical Deviations
- Construction Schedules
 - Overall Schedule →
 - Manpower Schedule
 - Equipment Schedule
 - Temporary facilities/utilities Schedule

Design & Construction Schedule

Bidder to submit a design and construction schedule in any format.

The design and construction schedule shall be divided into the following key milestones:

- Site studies, surveys and investigations
- Design Works
- Permitting Works
- Site mobilization
- Construction Period (for new facility)
- Renovation Period (for existing facility)
- Final Turnover of the facilities / Demobilization

VI. PROJECT DURATION / SCHEDULE

The project shall be completed following the milestones / schedules below.

Milestones	Schedule / Deadline
1. Surveys, Geotechnical Report, Site Inspections and Updated Schematic Design Completed and Approved	90 Calendar Days from Notice to Proceed ("NTP")
2. Detailed Design Completed and Approved	160 Calendar Days from NTP
3. Application of Permits Completed	160 Calendar Days from NTP
4. Construction Phase (Innovation Center and Rehabilitation) Completed	515 Calendar Days from NTP
5. Post-Construction Activities Completed	545 Calendar Days from NTP
Contract Duration / Completion	545 Calendar Days

Section 3. Evaluation & Qualification Criteria

1.1 Adequacy of Technical Proposal

- Technical Deviations
- Construction Schedules
 - Overall Schedule
 - Manpower Schedule
 - Equipment Schedule
 - Temporary facilities/utilities Schedule

Mobilization Schedule

The Bidder shall submit a mobilization schedule which shall consist of, but not limited to the following:

1. Manpower schedule for 18 months

Sample format. Bidder may also use its preferred format.

Personnel	Quantity of Personnel (per month)																	
	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Month 13	Month 14	Month 15	Month 16	Month 17	Month 18
1. Project Manager																		
2. Engineer																		
3. Surveyor																		
4. Construction Worker																		
5. Total																		

2. Equipment schedule for 18 months

Sample format. Bidder may also use its preferred format.

Equipment	Quantity of Equipment (per month)																	
	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Month 13	Month 14	Month 15	Month 16	Month 17	Month 18
1. Excavator																		
2. Crane																		
3. Generator																		
4. Other																		
5. Total																		

3. Schedule for the construction / establishment of Temporary Facility including temporary utilities (water, electric, communication, internet etc.)

Bidder Response: [insert response, do not leave blank]

Section 3. Evaluation & Qualification Criteria

1.1 Adequacy of Technical Proposal

- Method Statements 1 to 5

METHOD STATEMENT 1 THE BIDDER'S APPROACH FOR DETAILED DESIGN WORKS

The Method Statement shall, as a minimum, include the following details. Each section should provide clear and comprehensive responses to ensure alignment with the Employer's requirements.

A. Site Investigations, Surveys, and Studies. The bidder must provide a detailed list of all site investigations, surveys, and studies that will be conducted, ensuring consistency with Section 6 of the Bidding Documents, including timeline and schedule for carrying out these site investigations, surveys, and studies. Any omission as to required site investigations, surveys, and studies in Section 6 Employer's Requirements may be a ground for rejection of the bid.

Bidder's Response: *[Insert response, do not leave blank]*

B. Design Approach. The bidder must outline their approach to design works which shall include, as a minimum, approach and methodology in updating the schematic design in Section 6 Employer's Requirements, and the detailed architectural and engineering design. A detailed design work schedule must be provided highlighting major milestones, submission and approval timelines.

Bidder's Response: *[Insert response, do not leave blank]*

C. Sustainability and Green Design Features. The bidder must demonstrate their approach to incorporating sustainable building design. Please check design considerations provided in Section 6 Employer's Requirements.

Bidder's Response: *[Insert response, do not leave blank]*

D. Climate-smart, gender-responsive, and accessible designs. The bidder must demonstrate their approach to incorporating climate-smart features, gender-responsive/inclusive and accessible designs.

Bidder's Response: *[Insert response, do not leave blank]*

Note to bidders: Responses must be detailed, clear, and aligned with Section 6 of the Bidding Documents.

Section 3. Evaluation & Qualification Criteria

1.1 Adequacy of Technical Proposal

- Method Statements 1 to 5

<p>METHOD STATEMENT 2 THE BIDDER APPROACH ON ENVIRONMENTAL, HEALTH, SAFETY AND SAFEGUARDS REQUIREMENTS</p> <p>The Method Statement shall, as a minimum, include the following details. Each section should provide clear and comprehensive responses to ensure alignment with the Employer's requirements.</p> <p>A. Environmental Management Approach. The bidder must describe approach to minimizing environmental impacts during the design and construction phases. The response should address:</p> <ul style="list-style-type: none">• Compliance with environmental laws and regulations• Waste management and disposal methods• Pollution prevention measures (air, water, and soil protection)• Strategies to mitigate noise, dust, and emissions• Energy and water conservation strategies• Environmental risks and proposed mitigations <p>Note: Please read and refer to Annex F. Initial Environmental Examination</p> <p>Bidder's Response: (insert response, do not leave blank)</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	<p>C. Safeguards Approach. The bidder must outline strategies to protect workers and surrounding communities from project-related risks. As a minimum, the response should address:</p> <ul style="list-style-type: none">• Compliance with labor requirements• Non-discrimination and equal opportunity• Compliance with Republic Act. No. 6685 Section 1 as regards hiring of residents in the province, city and municipality where project is located.• Stakeholder engagement and complaint management <p>Design and build of Regional TVET Innovation Center (RDOC) of Region VI Regional Training Center, (also including Rehabilitation/ Renovation/Repair of TTI's existing facilities</p> <p>4-23 Section 4. Bidding Forms</p> <p>Note: Please refer to ADB's Social Safeguards Policy (2009) (https://www.adb.org/sites/default/files/institutional-document/32056/safeguard-policy-statement-june2009.pdf)</p> <p>Bidder's Response: (insert response, do not leave blank)</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>	<p>D. Climate Adaptation and Disaster Risk Reduction The bidder must describe measures to incorporate climate resilience and disaster risk reduction in the project, including:</p> <ul style="list-style-type: none">• Flood and stormwater management strategies• Design adaptations for extreme weather events• Fire safety and prevention measures during construction• Earthquake-resistant design considerations <p>Bidder's Response: (insert response, do not leave blank)</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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Section 3. Evaluation & Qualification Criteria

1.1 Adequacy of Technical Proposal

- Method Statements 1 to 5

METHOD STATEMENT 3 THE BIDDER'S APPROACH AND METHOD IN TEMPORARY TRAFFIC MANAGEMENT

The Method Statement shall, as a minimum, include the following details. Each section should provide clear and comprehensive responses to ensure alignment with the Employer's requirements.

A. Traffic Management. The bidder must outline its overall approach to temporary traffic management on access roads and at site, including describing describe the specific temporary traffic control measures to be implemented.

Bidder's Response: (insert response, do not leave blank)

B. Traffic Safety Measures and Risk Management. The bidder must outline its strategy for ensuring the safety of road users and site personnel. As a minimum, this should include:

- Safety and protection measures
- Emergency response protocols
- Public awareness measures
- Stakeholder coordination
- Restoration of affected roads to pre-construction condition
- Monitoring effectiveness of traffic management measures

Bidder's Response: (insert response, do not leave blank)

Section 3. Evaluation & Qualification Criteria

1.1 Adequacy of Technical Proposal

- Method Statements 1 to 5

METHOD STATEMENT 4 THE BIDDER'S APPROACH AND METHOD IN RENOVATION / REHABILITATION OF EXISTING FACILITY

The Method Statement shall, as a minimum, include the following details. Each section should provide clear and comprehensive responses to ensure alignment with the Employer's requirements.

A. Rehabilitation Approach and Timeline. The bidder must outline its overall approach to the rehabilitation of the existing facility. This should include a clear, step-by-step sequence of activities, along with a detailed timeline for the execution of each phase. The bidder should demonstrate an understanding of the project's requirements and provide a methodology that ensures timely and efficient completion.

Bidder's Response: *[insert responses, do not leave blank]*

B. Risk Management. The bidder must outline potential risks (i.e. vacating existing occupants, renovation during rainy season etc.) and describe how these will be mitigated.

Bidder's Response: *[insert responses, do not leave blank]*

Section 3. Evaluation & Qualification Criteria

1.1 Adequacy of Technical Proposal

- Technical Deviations
- Construction Schedules
 - Overall Schedule
 - Manpower Schedule
 - Equipment Schedule
 - Temporary facilities/utilities Schedule
- Method Statements 1 to 5
- Construction Equipment

Equipment

Form EQU: Equipment

The Bidder shall provide adequate information and details to demonstrate clearly that it has the capability to meet the equipment requirements indicated in Section 6 (Employer's Requirements), using the Form below.

Equipment Description	Proposed Quantity	Equipment Information	Source of Equipment	Current Status
1. Backhoe w/ Breaker	2	Name of Manufacturer: (indicate full name) Model and power rating: (insert information) Capacity: (indicate capacity) Year of manufacture: (insert information)	Source: (specify if owned, co-owned, leased, to-be-leased) Name of Owner / Lessor (if applicable): (indicate full name) Address of Owner: (indicate street/number/box or city/country) Contact Information: (indicate street/number/box or city/country) Details of lease/rent/manufacturing agreement (if applicable): (provide information)	Current location: (provide specific location) Details of current commitments (if any): (provide information where deployed, until when, and date when equipment is available, write "immediately available" if equipment is readily available if awarded the contract)
2. Dump Truck	2	Name of Manufacturer: (indicate full name) Model and power rating: (insert information) Capacity: (indicate capacity) Year of manufacture: (insert information)	Source: (specify if owned, co-owned, leased, to-be-leased) Name of Owner / Lessor (if applicable): (indicate full name) Address of Owner: (indicate street/number/box or city/country) Contact Information: (indicate street/number/box or city/country)	Current location: (provide specific location) Details of current commitments (if any): (provide information where deployed, until when, and date when equipment is available, write "immediately available" if equipment is readily available if awarded the contract)

Section 3. Evaluation & Qualification Criteria

1.1 Adequacy of Technical Proposal

- Site Organization and Key Field Personnel - see requirements in Section 6

Technical Proposal

Personnel

Form PER – 1: Proposed Personnel
Bidder should provide the details of the proposed personnel and their experience record in the relevant Information Forms below for each candidate.

1.	Construction / Project Manager
	Name
2.	Site / Project Engineer
	Name
3.	Architectural Design Manager
	Name
4.	Architect (Architecture in-Charge of Construction)
	Name
5.	Structural Design Engineer
	Name
6.	Electrical Design Engineer
	Name
7.	Mechanical Engineer
	Name
8.	Quantity Surveyor
	Name
9.	Sanitary Engineer
	Name
10.	Environmental Specialist
	Name
11.	Health and Safety Officer
	Name

Design and build of Regional T107 Innovation Center (T107) at Region 10 Regional Training Center, with existing Substation Renovation/Repair of T10 existing facility

Form PER – 2: Resume of Proposed Personnel

The Bidder shall provide all the information requested below. Use one form for each position.

Position		
Personal Information	Full Legal Name	Date of birth
	Known as	Place of Birth
	Nationality	Citizenship
	Type of Government ID	ID number
	Attach a copy of ID to this form	
Professional qualifications		
Total years of experience		
Present employment	Name of employer	
	Address of employer	
	Telephone	Contact (manager / personal office)
	Fax	E-mail
	Job title	Years with present employer

XXI. QUALIFICATION OF BIDDER CONTRACTOR

1. The Bidder must have an active accreditation and certification from the Philippine Contractors Accreditation Board ("PCAB") as a qualified D&B CONTRACTOR with at least **PCAB License Category "AA", Size Range "Medium B"**; and
2. The Bidder must proposed key personnel with the following minimum qualifications:

Key Personnel	Years of General Experience Required	Qualifications/ Documents Required
One (1) Construction / Project Manager	Seven (7) years	- Licensed Engineer / Architect - Curriculum Vitae - Valid and Current Professional Identification

Section 3. Evaluation & Qualification Criteria

1.1 Adequacy of Technical Proposal

- Environmental, Health and Safety Management Plan
 - Outline of SSEMP and SHSMP
 - EHS Code of Conduct

Environmental, Health and Safety Code of Conduct for Contractor's Personnel Form

DATE OF BIDDING

The minimum content of this EHS Code of Conduct form as set out by the Employer shall not be automatically modified. However, the Bidder may add requirements as appropriate, including to take into account Contract specific issues/risks.

The Bidder shall initial and submit the EHS Code of Conduct form as part of its bid.

ENVIRONMENTAL, HEALTH AND SAFETY CODE OF CONDUCT FOR CONTRACTOR'S PERSONNEL

We are the Contractor, [enter name of Contractor]. We have signed a contract with [enter name of Employer] for [enter description of the Works]. These Works will be carried out at [enter the Site and other locations where the Works will be carried out]. Our contract requires us to implement measures to address environmental, health and safety risks related to the Works.

This EHS Code of Conduct is part of our measures to deal with environmental, health and safety risks related to the Works. It applies to all our staff, labourers and other employees at the Works Site or other places where the Works are being carried out. It also applies to the personnel of each subcontractor and any other personnel assisting us in the execution of the Works. All such persons are referred to as "Contractor's Personnel" and are subject to this EHS Code of Conduct.

This EHS Code of Conduct identifies the behavior that we require from all Contractor's Personnel.

Our workplace is an environment where unsafe, offensive, abusive or violent behavior will not be tolerated and where all persons should feel comfortable raising issues or concerns without fear of retaliation.

REQUIRED CONDUCT

Contractor's Personnel shall:

1. carry out their duties competently and diligently;
2. comply with this EHS Code of Conduct and all applicable laws, regulations and other requirements, including requirements to protect the health, safety and well-being of other Contractor's Personnel and any other person;
3. maintain a safe working environment including by:
 - (a) ensuring that workplaces, machinery, equipment and processes under each person's control are safe and without risk to health;
 - (b) wearing required personal protective equipment;
 - (c) using appropriate measures relating to chemical, physical and biological substances and agents; and
 - (d) following applicable emergency operating procedures.
4. report work situations that he/she believes are not safe or healthy and remove himself/herself from a work situation which he/she reasonably believes presents an imminent and serious danger to his/her life or health;
5. treat other people with respect, and not discriminate against specific groups such as women, people with disabilities, migrant workers or children;
6. report violations of this EHS Code of Conduct; and

7. not retaliate against any person who reports violations of this EHS Code of Conduct, whether to us or the Employer, or who makes use of the grievance mechanism for Contractor's Personnel or the project's Grievance Redress Mechanism.

RAISING CONCERNS

If any person observes behavior that he/she believes may represent a violation of this EHS Code of Conduct, or that otherwise concerns his/her, he/she should raise the issue promptly. This can be done by call [] to reach the Contractor's hotline (if any) and leave a message.

The person's identity will be kept confidential, unless reporting of allegations is mandated by the country law. Anonymous complaints or allegations may also be submitted and will be given all due and appropriate consideration. We take seriously all reports of possible misconduct and will investigate and take appropriate action. We will provide warm referrals to service providers that may help support the person who experienced the alleged incident, as appropriate.

CONSEQUENCES OF VIOLATING THE ENVIRONMENTAL, HEALTH AND SAFETY CODE OF CONDUCT

Any violation of this EHS Code of Conduct by Contractor's Personnel may result in serious consequences, up to and including termination and possible referral to legal authorities.

FOR CONTRACTOR'S PERSONNEL:

I have received a copy of this EHS Code of Conduct written in a language that I comprehend. I understand that if I have any questions about this EHS Code of Conduct, I can contact [enter name of Contractor's contact person] with relevant expertise regarding an explanation.

Name of Contractor's Personnel: [enter name]

Signature: _____

Date: [My work year]: _____

Countersignature of authorized representative of the Contractor:

Signature: _____

Date: [My work year]: _____

Section 3. Evaluation & Qualification Criteria

2. Eligibility

- Nationality
- No conflicts of interest in accordance with ITB 4.3.
- Not having been declared ineligible by ADB, as described in ITB 4.4.
- Bidder required to meet conditions of ITB 4.5. for Government-owned Enterprises
- Not having been excluded by an act of compliance with a United Nations Security Council resolution in accordance with ITB 4.8.

2.1 Eligibility					
Criteria Requirement	Compliance Requirements				Documents Submission Requirements
	Single Entity	Joint Venture		One Partner	
		All Partners Combined	Each Partner		
2.1.1 Nationality					
Nationality in accordance with ITB 4.2.	Must meet requirement	Must meet requirement	Must meet requirement	Not applicable	Forms ELI - 1; ELI - 2 with attachments
2.1.2 Conflict of Interest					
No conflicts of interest in accordance with ITB 4.3.	Must meet requirement	Must meet requirement	Must meet requirement	Not applicable	Letter of Bid
2.1.3 ADB Eligibility					
Not having been declared ineligible by ADB, as described in ITB 4.4.	Must meet requirement	Must meet requirement	Must meet requirement	Not applicable	Letter of Bid
2.1.4 Government-Owned Enterprise					
Bidder required to meet conditions of ITB 4.5.	Must meet requirement	Must meet requirement	Must meet requirement	Not applicable	Forms ELI - 1; ELI - 2 with attachments
2.1.5 United Nations Eligibility					
Not having been excluded by an act of compliance with a United Nations Security Council resolution in accordance with ITB 4.8.	Must meet requirement	Must meet requirement	Must meet requirement	Not applicable	Letter of Bid

Section 3. Evaluation & Qualification Criteria

2. Eligibility

- Nationality
- Only one (1) Form ELI-1

Form ELI – 1: Bidder's Information Sheet

Bidder's Information		
	Information of the Bidder:	If the Bidder is a subsidiary or branch, information of any parent company/companies
Names	Full legal name(s)	
	Full trading name(s) (if any)	
Addresses	Registered address(es)	
	Trading address(es)	
	Postal address(es) (if different from trading address)	
Type of organization		
Country of constitution/incorporation/registration		
Year of constitution/incorporation/registration		
Corporate or registration number		
In case of a Joint Venture, legal name of each partner		

Attached are copies of the following documents.

- 1) In case of a single entity, articles of incorporation or constitution and company incorporation/registration of the legal entity named above, in accordance with ITB 4.1 and ITB 4.2.
- 2) Authorization to represent the firm or Joint Venture named above, in accordance with ITB 20.2.
- 3) In case of a Joint Venture, a letter of intent to form a Joint Venture or Joint Venture agreement, in accordance with ITB 4.1.
- 4) In case of a government-owned enterprise, any additional documents not covered under 1 above required to comply with ITB 4.5.

Section 3. Evaluation & Qualification Criteria

2. Eligibility

- Nationality
- In case of JV, each JV Partner must submit Form ELI-2

Each partner of the Joint Venture and Specialist Subcontractor must fill out this form separately.

Form ELI - 2: Joint Ventures Information Sheet

Bidder's legal name		Information of Joint Venture Partner or Specialist Subcontractor	If any Joint Venture Partner or Specialist Subcontractor is a subsidiary or branch, information of any parent company/companies
Names	Full legal name(s)		
	Full trading name(s) (if any)		
Address	Registered address(es)		
	Trading address (es)		
	Postal address (es) (if different from trading address)		
Type of organization			
Country of constitution/incorporation/registration			
Year of constitution/incorporation/registration			
Corporate or registration number			

Attached are copies of the following documents.

- 1) Articles of incorporation or constitution and company incorporation/registration of the legal entity named above, in accordance with ITB 4.1 and ITB 4.2.
- 2) Authorization to represent the firm named above, in accordance with ITB 20.2.
- 3) In the case of a government-owned enterprise, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB 4.5.

Section 3. Evaluation & Qualification Criteria

2. Eligibility

- Nationality
- No conflicts of interest in accordance with ITB 4.3.

Section 4 Bidding Form 63

Letter of Bid

The Bidder must complete this Letter of Bid on the attached form clearly showing the Bidder's complete name and address.

Date: _____
OCB No.: _____
Invitation for Bid No.: _____

To: [insert complete name of the Employer]

We, the undersigned, declare that:

(a) We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders (ITB) Clause 8.

(b) We acknowledge that we have read and understand ADB's Anticorruption Policy (1998) and Integrity Principles and Guidelines (2015), both as amended from time to time.

(c) We offer to execute in conformity with the Bidding Documents the following Works: [insert name(s)]

(d) The total price of our Bid, excluding any discounts offered in item (f) below is:

[amount of local currency in words], [insert in figures]

The total bid price from the Summary of Bid of Quantities for assessment against the Activity Schedule for long term contracts should be entered by the Bidder inside the box. Absence of the total bid price in the Letter of Bid may result in the rejection of the bid.

(e) The discounts offered and the methodology for their application are as follows: [insert discounts and methodology for their application if any]

(f) Our bid shall be valid for a period of [insert bid validity period as specified in ITB 3.1 of the BOC] days from the date fixed for the bid submission deadline in accordance with ITB 3.4 and 3.6 and 3.7.

- (i) We, our directors, key officers, key personnel, including any Subcontractors, consultants, subconsultants, manufacturers, service providers or Suppliers for any part of the contract, do not have any conflict of interest in accordance with ITB 4.3.

If there is any conflict of interest, please state details:

(i) Parties involved in the conflict of interest: N/A

(ii) Details about the conflict of interest: N/A

Section 3. Evaluation & Qualification Criteria

2. Eligibility

- Nationality
- No conflicts of interest in accordance with ITB 4.3.
- **Not having been declared ineligible by ADB, as described in ITB 4.4.**

Section 4 Bidding Form 63

Letter of Bid

The Bidder must complete this Letter of Bid on the technical clearly showing the Bidder's complete name and address.

Date: _____
OCB No.: _____
Invitation for Bid No.: _____

To: [insert complete name of the Employer]

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders (ITB) Clause 8.
- (b) We acknowledge that we have read and understand ADB's Anticorruption Policy (1998) and Integrity Principles and Guidelines (2015), both as amended from time to time.
- (c) We offer to execute in conformity with the Bidding Documents the following Works: [insert name(s)]
- (d) The total price of our Bid, excluding any discounts offered in item (f) below is:

[amount of local currency in words], [insert in figures]

The total bid price from the Summary of Bid of Quantities for assessment against the Activity Schedule for long term contracts should be entered by the Bidder inside the box. Absence of the total bid price in the Letter of Bid may result in the rejection of the bid.

(k) Our firm, Joint Venture partners, our respective direct and indirect shareholders, directors, key officers, key personnel, associates, parent company, affiliates or subsidiaries, including any Subcontractors, consultants, subconsultants, manufacturers, service providers or Suppliers for any part of the contract, are not subject to, or not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the Asian Development Bank or a debarment imposed by the Asian Development Bank in accordance with the Agreement for Mutual Enforcement of Debarment Decisions between the Asian Development Bank and other development banks.¹

(l) Our firm, Joint Venture partners, our respective direct and indirect shareholders, directors, key officers, key personnel, associates, parent company, affiliates or subsidiaries, including any Subcontractors, consultants, subconsultants, manufacturers, service providers or Suppliers for any part of the contract, are not under ongoing investigation and/or sanctions proceedings by the Asian Development Bank or any multilateral development bank.

If under ongoing investigation and/or sanction proceedings by the Asian Development Bank or any multilateral development bank, please state details:

- (i) Name of the multilateral development bank: N/A
- (ii) Reason for the ongoing investigation/allegations: N/A

Section 3. Evaluation & Qualification Criteria

2. Eligibility

- Nationality
- No conflicts of interest in accordance with ITB 4.3.
- Not having been declared ineligible by ADB, as described in ITB 4.4.
- **Bidder required to meet conditions of ITB 4.5. for Government-owned Enterprises**

Section 4. Bidding Forms 5.2

Letter of Bid

The Bidder must complete the Letter of Bid on the attached sheet clearly showing the Bidder's complete name and address.

Date: _____
OCB No.: _____
Invitation for Bid No.: _____

To: [insert complete name of the Employer]

We, the undersigned, declare that:

(a) We have examined and have no reservations in the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders (ITB) Clause 8.

(b) We acknowledge that we have read and understand ADB's Anticorruption Policy (1998) and Integrity Principles and Guidelines (2015), both as amended from time to time.

(c) We offer to execute in conformity with the Bidding Documents the following Work(s): [insert name(s)]

(d) The total price of our bid, including any discounts offered in item (e) below is:

[insert amount in local currency in words], [insert in figures]

The total bid price from the Summary of Bid of Quantities for assessment contract or Activity Schedule for long term contracts should be entered by the Bidder inside this box. Absence of the total bid price in the Letter of Bid may result in the rejection of the bid.

(e) The discounts offered and the methodology for their application are as follows: [insert amounts and methodology for their application if any]

(f) Our bid shall be valid for a period of [insert bid validity period as specified in ITB 4.5.1 of the Bidding Documents] days from the date fixed for the bid submission deadline in accordance with ITB 22.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

(g) If our bid is accepted, we commit to obtain a performance security in accordance with the Bidding Document.

(h) Our firm, including any Subcontractors or Suppliers for any part of the Contract, have nationalities from eligible countries in accordance with ITB 4.3.

(r) [We are not a government-owned enterprise] / [We are a government-owned enterprise but meet the requirements of ITB 4.5].²

Choose only one statement as appropriate.

Section 3. Evaluation & Qualification Criteria

2. Eligibility

- Nationality
- No conflicts of interest in accordance with ITB 4.3.
- Not having been declared ineligible by ADB, as described in ITB 4.4.
- Bidder required to meet conditions of ITB 4.5. for Government-owned Enterprises
- **Not having been excluded by an act of compliance with a United Nations Security Council resolution in accordance with ITB 4.8.**

Section 4 Bidding Form 4.8

Letter of Bid

The Bidder must complete the Letter of Bid on the attached form, clearly showing the Bidder's complete name and address.

Name: _____
Date: _____
OCB No.: _____
Invitation for Bid No.: _____

To: [insert complete name of the Employer]

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders (ITB) Clause 8.
- (b) We acknowledge that we have read and understand ADB's Anticorruption Policy (1998) and Integrity Principles and Guidelines (2013), both as amended from time to time.
- (c) We offer to execute in conformity with the Bidding Documents the following Work(s): [insert name(s)]
- (d) The total price of our Bid, excluding any discounts offered in item (j) below is:
[insert amount in local currency in words], [insert in figures]
The total bid price from the Summary of Bill of Materials for assessment contract or Activity Schedule for long term contracts should be entered by the Bidder inside the box. Absence of the total bid price in the Letter of Bid may result in the rejection of the bid.
- (e) The discounts offered and the methodology for their application are as follows: [insert amounts and methodology for their application if any]
- (f) Our bid shall be valid for a period of [insert bid validity period as specified in ITB 4.1 of the Bid] days starting from the date fixed for the bid submission deadline in accordance with ITB 22.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- (g) If our bid is accepted, we commit to obtain a performance security in accordance with the Bidding Document.

- (p) Our firm, Joint Venture partners, associates, parent company, affiliates or subsidiaries, including any Subcontractors, consultants, subconsultants, manufacturers, service providers or Suppliers, key officers, directors and key personnel are not from a country which is prohibited to export goods or services to, or receive any payments from the Employer's country and/or are not prohibited to receive payments for particular goods or services by the Employer's country by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations.

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Historical Contract Non-Performance
- Financial Capability
- Technical Capability
- Organizational EHS System

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Historical Contract Non-Performance

2.2.1 History of Nonperforming Contracts

Criteria	Compliance Requirements			Documents	
	Single Entity	Joint Venture			
Requirement		All Partners Combined	Each Partner	One Partner	Submission Requirements
Nonperformance of a contract ^a did not occur as a result of contractor default since 1 January 2021	Must meet requirement	Must meet requirement	Must meet requirement ^b	Not Applicable	Form CON-1

^a Nonperformance, as decided by the Employer, shall include all contracts where (a) nonperformance was not challenged by the contractor, including through referral to the dispute resolution mechanism under the respective contract, and (b) contracts that were so challenged but fully settled against the contractor. Nonperformance shall not include contracts where Employers decision was overruled by the dispute resolution mechanism. Nonperformance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the Bidder have been exhausted.

^b This requirement also applies to contracts executed by the Bidder as Joint Venture partner.

Form CON - 1: Historical Contract Nonperformance

Each Bidder must fill out this form in accordance with Criteria 2.2.1 and 2.2.3 of Section 3 (Evaluation and Qualification Criteria) to describe any history of nonperforming contracts and pending litigation or arbitration formally commenced against it.

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Joint Venture Partner's name:

Joint Venture Partner: _____

Table 1: History of Nonperforming Contracts

Choose one of the following:



No nonperforming contracts.

Do not forget to tick a box



Below is a description of nonperforming contracts involving the Bidder (or each Joint Venture partner if Bidder is a Joint Venture).

Year	Description	Amount of Nonperformed Portion of Contract (PHP equivalent)	Total Contract Amount (PHP equivalent)
[insert year]	Contract Identification: [indicate complete contract name/ number, and any other identification] Name of Employer: [insert full name] Address of Employer: [insert street/city/country] Reason(s) for nonperformance: [indicate main reason(s)]	[insert amount]	[insert amount]

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Historical Contract Non-Performance

2.2.2 Suspension Based on Execution of Bid-Securing Declaration

Criteria	Compliance Requirements			Documents	
Requirement	Single Entity	Joint Venture		Submission Requirements	
		All Partners Combined	Each Partner		One Partner
Not under suspension based on execution of a Bid-Securing Declaration pursuant to ITB 4.6.	Must meet requirement	Must meet requirement	Must meet requirement	Not applicable	Letter of Bid

Letter of Bid

Name
The Bidder must accomplish the Letter of Bid on its letterhead clearly showing the Bidder's complete name and address.

Date: _____
OCB No.: _____
Invitation for Bid No.: _____

To: [insert complete name of the Employer]

We, the undersigned, declare that:

- We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders (ITB) Clause 6.
- We acknowledge that we have read and understand ADB's Anticorruption Policy (1998) and Integrity Principles and Guidelines (2015), both as amended from time to time.
- We offer to execute in conformity with the Bidding Documents the following Works: [insert narrative]
- The total price of our Bid, excluding any discounts offered in item (d) below is:

[amount of local currency in words], [amount in figures]
The total bid price from the Summary of Bill of Materials for measurement contracts or Activity Schedule for lump sum contracts should be entered by the Bidder inside this box. Absence of the total bid price in the Letter of Bid may result in the rejection of the bid.

- The discounts offered and the methodology for their application are as follows: [insert discounts and methodology for their application if any]
- Our bid shall be valid for a period of [insert bid validity period as specified in ITB 18.1 of the ICB] days starting from the date fixed for the bid submission deadline in accordance with ITB 22.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- If our bid is accepted, we commit to obtain a performance security in accordance with the Bidding Document.
- Our firm, including any Subcontractors or Suppliers for any part of the Contract, have nationalities from eligible countries in accordance with ITB 4.2.

(s) We have not been suspended nor declared ineligible by the Employer based on execution of a Bid-Securing Declaration in accordance with ITB 4.6.

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Historical Contract Non-Performance

2.2.1 Pending Litigation and Arbitration

Pending litigation and arbitration criterion shall apply.

Criteria	Compliance Requirements			Documents	
	Single Entity	Joint Venture			
Requirement		All Partners Combined	Each Partner	One Partner	Submission Requirements
All pending litigation, arbitration, or other material events impacting the net worth and/or liquidity of the bidder. If any, shall be treated as resolved against the Bidder and so shall in total not represent more than 50% percent of the Bidder's net worth calculated as the difference between total assets and total liabilities.	Must meet requirement	Not applicable	Must meet requirement	Not applicable	Form CON - 1

Form CON - 1: Historical Contract Nonperformance

Each Bidder must fill out this form in accordance with Criteria 2.2.1 and 2.2.3 of Section 3 (Evaluation and Qualification Criteria) to describe any history of nonperforming contracts and pending litigation or arbitration formally commenced against it.

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Joint Venture Partner's name:

Joint Venture Partner: _____

Table 2: Pending Litigation and Arbitration			
Choose one of the following:			
<input checked="" type="checkbox"/> No pending litigation, arbitration or any other material events impacting the net worth and/or liquidity of the bidder.			
<input type="checkbox"/> Below is a description of all pending litigation, arbitration involving the Bidder or any other material events impacting the net worth and/or liquidity of the bidder (or each Joint Venture partner if Bidder is a Joint Venture).			
Year	Do not forget to tick a box Matter in Dispute	Value of Pending Claim in PHP Equivalent	Value of Pending Claim as a Percentage of Net Worth
[insert year]	Contract Identification, as applicable: [indicate complete contract name/ number, and any other identification] Name of Employer, parties involved in the material events impacting the net worth and/or liquidity of the bidder: [insert full name] Address of Employer, parties involved in the material events impacting the net worth and/or liquidity of the bidder: [insert street/city/country] Matter of Dispute: [indicate full description of dispute] Party who initiated the dispute: [indicate "Employer" or "Contractor"] Status: [indicate status of dispute]	[insert amount]	[insert amount]

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Historical Contract Non-Performance
- **Financial Capability**
- Technical Capability
- Organizational EHS System

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Financial Capability

2.3.1 Historical Financial Performance

Criteria	Compliance Requirements			Documents	
	Requirement	Single Entity	Joint Venture		
All Partners Combined			Each Partner	One Partner	
Submission of audited financial statements or, if not required by the law of the Bidder's country, other financial statements acceptable to the Employer, for the last three (3) years to demonstrate the current soundness of the Bidder's financial position. As a minimum, the Bidder's net worth for the last year, calculated as the difference between total assets and total liabilities should be positive.	Must meet requirement	Not applicable	Must meet requirement	Not applicable	Form FIN - 1 with attachments

Form FIN - 1: Historical Financial Performance

Each Bidder must fill out this form.

In case of a Joint Venture, **each Joint Venture Partner** must fill out this form separately and provide the Joint Venture Partner's name:

	Financial Data for Previous three (3) Years [IN PHILIPPINE PESO]		
	2021	2022	2023
Total Assets (TA)			
Total Liabilities (TL)			
Net Worth = TA - TL			
Current Assets (CA)			
Current Liabilities (CL)			
Working Capital = CA - CL			
Most Recent Working Capital	To be obtained for most recent year and carried forward to FIN - 3 Line 1; in case of Joint Ventures, to the corresponding Joint Venture Partner's FIN - 3.		

Information from Income Statement

- Attached are **copies of financial statements** (balance sheets including all related notes, and income statements) for the last 3 years, as indicated above, complying with the following conditions.
- 1) Unless otherwise required by Section 3 of the Bidding Document, all such documents reflect the standalone financial situation of the legal entity or entities comprising the Bidder and not the Bidder's parent companies, subsidiaries, or affiliates.
 - 2) Historical financial statements must be **audited by a certified accountant**.
 - 3) Historical financial statements must be complete, including all notes to the financial statements.
 - 4) Historical financial statements must correspond to accounting periods already completed and audited (**no statements for partial periods shall be requested or accepted**).

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Financial Capability

2.3.2 Average Annual Construction Turnover

Criteria	Compliance Requirements			Documents	
	Single Entity	Joint Venture			
Requirement		All Partners Combined	Each Partner	One Partner	Submission Requirements
Minimum average annual construction turnover of PHP198,000,000 , calculated as total certified payments received for contracts in progress or completed for years 2017, 2018, 2019, 2022 and 2023	Must meet requirement	Must meet requirement	Must meet 25% of the requirement	Must meet 40% of the requirement	Form FIN - 2

Do not submit an NFCC!

Form FIN - 2: Average Annual Construction Turnover

Each Bidder must fill out this form.

The information supplied should be the Annual Turnover of the Bidder or each partner of a Joint Venture for the total certified payments received from the clients for contracts in progress or completed, converted to US dollars at the rate of exchange at the end of the period reported.

In case of a Joint Venture, each Joint Venture Partner must fill out this form separately and provide the Joint Venture Partner's name:

Joint Venture Partner: _____

Annual Turnover Data for the years indicated below (Construction only)			
Year	Amount Currency	Exchange Rate	PHP Equivalent
2017			
2018			
2019			
2022			
	Average Annual Construction Turnover		
2023			

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Financial Capability

2.3.2 Average Annual Construction Turnover

Criteria	Compliance Requirements			Documents	
Requirement	Single Entity	Joint Venture		Submission Requirements	
		All Partners Combined	Each Partner		One Partner
Minimum average annual construction turnover of PHP198,000,000 , calculated as total certified payments received for contracts in progress or completed for years 2018, 2019, 2022, 2023 and 2024	Must meet requirement	Must meet requirement	Must meet 25% of the requirement	Must meet 40% of the requirement	Form FIN - 2

Do not submit an NFCC!

Form FIN - 2: Average Annual Construction Turnover

Each Bidder must fill out this form.

The information supplied should be the Annual Turnover of the Bidder or each partner of a Joint Venture for the total certified payments received from the clients for contracts in progress or completed, converted to US dollars at the rate of exchange at the end of the period reported.

In case of a Joint Venture, **each Joint Venture Partner** must fill out this form separately and provide the Joint Venture Partner's name:

Joint Venture Partner: _____

Annual Turnover Data for the years indicated below (Construction only)			
Year	Amount Currency	Exchange Rate	PHP Equivalent
2018			
2019			
2022			
2023	Average Annual Construction Turnover		
2024			

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Financial Capability

2.3.3 - Financial Resources

If the bid evaluation process and the decision for the award of the Contract takes more than 1 year from the date of bid submission, Bidders may be asked to resubmit their current contract commitments and latest information on financial resources supported by latest audited accounts or audited financial statements, or if not required by the law of the Bidder's country, other financial statements acceptable to the Employer, and the Bidders' financial capacity, will be reassessed on this basis.

Criteria Requirement	Compliance Requirements			Documents Submission Requirements	
	Single Entity	Joint Venture			
		All Partners Combined	Each Partner	One Partner	
For Single Entities The Bidder must demonstrate that its financial resources defined in FIN - 3, less its financial obligations for its current contract commitments defined in FIN - 4, meet or exceed the total requirement for the Subject Contract of PHP 33 million.	Must meet requirement	Not applicable	Not applicable	Not applicable	Form FIN - 3 and Form FIN - 4
For Joint Ventures (1) One partner must demonstrate that its financial resources defined in FIN - 3, less its financial obligations for its own current contract commitments defined in FIN - 4, meet or exceed its required share of 40% from the total requirement for the Subject Contract.	Not applicable	Not applicable	Not applicable	Must meet requirement	Form FIN - 3 and Form FIN - 4
			one member		
AND (2) Each partner must demonstrate that its financial resources defined in FIN - 3, less its financial obligations for its own current contract commitments defined in FIN - 4, meet or exceed its required share of 25% from the total requirement for the Subject Contract.	Not applicable	Not applicable	Must meet requirement	Not applicable	Form FIN - 3 and Form FIN - 4
			each member		
AND (3) The Joint Venture must demonstrate that the combined financial resources of all partners defined in FIN - 3, less all the partners' total financial obligations for the current contract commitments defined in FIN - 4, meet or exceed the total requirement for the Subject Contract of PHP 33 million.	Not applicable	Must meet requirement	Not applicable	Not applicable	Form FIN - 3 and Form FIN - 4
		combined			

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Historical Contract Non-Performance
- Financial Capability
- **Technical Capability**
- Organizational EHS System

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Technical Capability
 - **“completed” within the last 5 years**
(March 2020 - March 2025)
 - **either** of the JV Partner may meet the requirement

2.4.1 Contracts of Similar Size and Nature

Criteria Requirement	Compliance Requirements			Documents	
	Single Entity	Joint Venture All Partners Combined	Each Partner	One Partner	Submission Requirements
Participation as a contractor, Joint Venture partner, or Subcontractor, in at least one (1) contract that have been satisfactorily and substantially completed within the last five (5) years and that are similar to the proposed works, where the value of the Bidder's participation under each contract exceeds PHP119 million . The similarity of the Bidder's participation shall be based on the requirements in Section 6 of this bidding document .	Must meet requirement	Must meet requirement as follows: (i) Either one partner must meet requirement Or (ii) any two partners must each demonstrate one (1) or two (2) satisfactorily and substantially completed contract of similar size and nature	Not applicable	Not applicable	Form EXP – 1 Attachments: 1. Signed Contract Agreement, and 2. Taking-Over Certificate, Certificate of Completion of the Works (or equivalent) or Performance Certificate. Note: If the documents are not in English, an accurate certified translation of these documents in English shall be provided.

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Technical Capability

Form EXP – 1: Contracts of Similar Size and Nature

Fill up one (1) form per contract. Each contract shall be supported by documents such as Signed Contract Agreement or Certificate of Completion of the Works.

The exchange rate to be used to calculate the value of the contract for conversion to a specific currency shall be the selling rate of the Borrower's Central bank on the date of the contract.

Contract of Similar Size and Nature		
Contract No. of	Contract Identification	
Award Date	Completion Date	should be consistent with Certificate of Completion
Total Contract Amount	PHP	
If partner in a Joint Venture or Subcontractor, specify participation of total contract amount	Percent of Total	Amount
Employer's Name Address Telephone/Fax Number E-mail		
Description of the Similarity in Accordance with Criterion 2.4.1 of Section 3 (Evaluation and Qualification Criteria)		
Contract with value of at least PHP119 million and involves a construction of new building or facility or a rehabilitation of an existing building or facility		

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Technical Capability
 - **“completed” within the last 5 years**
(March 2020 - March 2025)
 - **either** of the JV Partner may meet the requirement

2.4.2 Construction Experience in Key Activities

2.4.2 (a) Must be complied with by the Bidder. In case of a Joint Venture Bidder, the Bidder or at least one of the partners must meet the requirement in the key activity. For contracts under which the Bidder participated as a Joint Venture partner, only the Bidder’s designated scope of works under the contracts shall be considered to meet this requirement.

Table A

Criteria	Compliance Requirements		Documents
Requirement	Single Entity	Joint Venture	Submission Requirements
For the above or other contracts executed <u>during the period stipulated in 2.4.1</u> , a minimum construction experience in the following key activities:			
1 Design of a building or facility, at least two (2) storeys, with a	Must meet requirement	Must meet requirement	Form EXP – 2 Attachments:
minimum floor area of 2,000 sq.m.			1. Signed Contract Agreement, and 2. Taking-Over Certificate, Certificate of Completion of the Works (or equivalent) or Performance Certificate.

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Technical Capability
 - **“completed” within the last 5 years**
(March 2020 - March 2025)
 - **either** of the JV Partner may meet the requirement

2.4.2 Construction Experience in Key Activities

2.4.2 (a) Must be complied with by the Bidder. In case of a Joint Venture Bidder, the Bidder or at least one of the partners must meet the requirement in the key activity. For contracts under which the Bidder participated as a Joint Venture partner, only the Bidder’s designated scope of works under the contracts shall be considered to meet this requirement.

Table A

Criteria	Compliance Requirements		Documents
Requirement	Single Entity	Joint Venture	Submission Requirements
For the above or other contracts executed during the period stipulated in 2.4.1, a minimum construction experience in the following key activities:			
2 Construction and commissioning of a building or facility with a minimum floor area of 2,000 sq.m.	Must meet requirement	Must meet requirement	Form EXP – 2 Attachments: <ol style="list-style-type: none"> 1. Signed Contract Agreement, and 2. Taking-Over Certificate, Certificate of Completion of the Works (or equivalent) or Performance Certificate.

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Technical Capability

2.4.3 Specific Experience in Managing Environmental, Health and Safety Aspects

Criteria	Compliance Requirements		Documents
Requirement	Single Entity or Its Specialist Subcontractors	Joint Venture or Its Specialist Subcontractors	Submission Requirements
<p>For the contracts in 2.4.1 and 2.4.2 above and/or any other contracts [substantially completed and under implementation] as prime contractor, Joint Venture partner, or Subcontractor between 1st January 2021 and Bid submission deadline, experience in managing EHS risks and impacts in the following aspects:</p> <p>1. Construction or renovation of an infrastructure project</p>	Must meet requirements	Each member must meet requirements	Form EXP – 3 Attachments: 1. Signed Contract Agreement, and 2. Taking-Over Certificate, Certificate of Completion of the Works (or equivalent) or Performance Certificate.

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Technical Capability

Form EXP – 3: Specific Experience in Managing Environmental, Health and Safety Aspects

Fill out one form per contract.

Each Bidder must fill out this form.

In case of a Joint Venture, **each Joint Venture Partner** must fill out this form separately and provide the Joint Venture Partner's name:

Joint Venture Partner: _____

1. Key Requirement no 1 in accordance with Criterion 2.4.3 of Section 3: _____

Contract Identification				
Award date				
Completion date				
Role in Contract	Prime Contractor <input type="checkbox"/>	Member in JV <input type="checkbox"/>	Management Contractor <input type="checkbox"/>	Subcontractor <input type="checkbox"/>
Total Contract Amount			PHP	
Details of relevant experience	discuss experience in managing EHS risks			

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Historical Contract Non-Performance
- Financial Capability
- Technical Capability
- **Organizational EHS System**

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Organizational EHS system

Form EXP – 4: Environmental, Health and Safety Certification

Please provide the following information:

Availability of the following **valid** ISO certification or internationally recognized equivalent (equivalency to be demonstrated by the Bidder), and applicable to the worksite:

- Quality Management Systems ISO 9001; or
- Environmental management certificate ISO 14001 or equivalent

Form EXP – 6: Environmental, Health and Safety Dedicated Personnel

Please provide CV {Form PER-2} of the in-house personnel of the main contractor/Joint Venture partners for the EHS positions specified in Section 6 (Employer's Requirements):

- Department of Labor and Employment (DOLE) Accredited Safety Officer
- Environmental Specialist

Section 3. Evaluation & Qualification Criteria

3. Qualifications

- Organizational EHS system

E - Environmental

H - Health

S- Safety

Please provide the following information:

Availability of **in-house policies and procedures** acceptable to the Employer for EHS management:

1. Existence of an Ethics Charter.
2. Existence of a system for monitoring compliance with EHS commitments for the Bidder's Subcontractors and all its partners.
3. Existence of official company procedures for the management of the following relevant points:
 - Health and Safety on worksites policy and related guidance;
 - Local recruitment and EHS trainings of local staff/subcontractors/local partners; and
 - Waste management practice;

Section 3. Evaluation & Qualification Criteria

4. Commercial Compliance

- Bid validity
- Bid Securing Declaration

ITB 18.1	The bid validity period shall be 120 days.
ITB 19.1	The Bidder shall furnish a Bid-Securing Declaration.
ITB 19.2	The ineligibility period will be two (2) years.

Section 4. Bidding Forms 4.3

Letter of Bid

Name
The Bidder must accept the Letter of Bid on its letterhead clearly showing the Bidder's complete name and address.

Date: _____
OCB No.: _____
Invitation for Bid No.: _____

To: [insert complete name of the Employer]

We, the undersigned, declare that:

(a) We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders (ITB) Clause 9.

(b) We acknowledge that we have read and understood ADB's Anticorruption Policy (1998) and Integrity Principles and Guidelines (2015), both as amended from time to time.

(c) We offer to execute in conformity with the Bidding Documents the following Works: [insert narrative]

(d) The total price of our Bid, including any discounts offered in Item (c) below is:

[insert of total currency in words], [insert in figures]

The total bid price from the Summary of Bill of Materials for assessment contract or Activity Schedule for key sub contracts should be entered by the Bidder inside this box. Absence of the total bid price in the Letter of Bid may result in the rejection of the bid.

(f) Our bid shall be valid for a period of **[insert bid validity period as specified in ITB 18.1 of the BDS]** days starts from the date fixed for the bid submission deadline in accordance with ITB 22.1, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

- (i) We, our directors, key officers, key personnel, including any Subcontractors, consultants, subcontractors, manufacturers, service providers or Suppliers for any part of the contract, do not have any conflict of interest in accordance with ITB 4.3.
- If there is any conflict of interest, please state details:
- (j) Parties involved in the conflict of interest: _____

Section 3. Evaluation & Qualification Criteria

4. Commercial Compliance

- Bid validity
- Bid Securing Declaration

ITB 18.1	The bid validity period shall be 120 days.
ITB 19.1	The Bidder shall furnish a Bid-Securing Declaration.
ITB 19.2	The ineligibility period will be two (2) years.

Bid-Securing Declaration

Date: [insert date (as day, month and year)]
Bid No.: [insert number of bidding process]
Alternative No.: [insert identification No if this is a bid for an alternative]

To: [insert complete name of the Employer]

We, the undersigned, declare that:

We understand that, according to your conditions, bids must be supported by a Bid-Securing Declaration.

We accept that we will automatically be suspended from being eligible for bidding in any contract with the Borrower for the period of time of [insert the number of months or years indicated in ITB 19.2 of the BOS] starting on the date that we receive a notification from the Employer, if we are in breach of our obligation(s) under the bid conditions, because we

- have withdrawn our Bid during the period of bid validity specified in the Letter of Bid; or
- do not accept the correction of errors in accordance with the Instruction to Bidders (hereinafter "the ITB"); or
- having been notified of the acceptance of our Bid by the Employer during the period of bid validity, (i) fail or refuse to execute the Contract, if required, (ii) fail or refuse to furnish the Performance Security, in accordance with the ITB, or (iii) fail or refuse to furnish the Domestic Preference Security, if required.

We understand this Bid-Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) 28 days after the expiration of our Bid.

Signed: [insert signature of person whose name and capacity are shown]

In the capacity of [insert legal capacity of person signing the Bid-Securing Declaration]

Name: [insert complete name of person signing the Bid-Securing Declaration]

Duly authorized to sign the bid for and on behalf of [insert complete name of the bidder]

Dated on _____ day of _____, _____

Corporate Seal [where appropriate]

Section 3. Evaluation & Qualification Criteria

Bid Price

- Schedule of Payment Currencies
- Activity Schedule

SECTION 8. Particular Conditions of Contract

Make sure these are considered in the Bid Price.

GCC 19.1	<p>The minimum insurance amounts and deductibles shall be:</p> <ul style="list-style-type: none">(a) for loss or damage to the Works, Plant and Materials: 100% of the Contract Price (no deductible)(b) for loss or damage to Equipment: PHP 2 million(c) for loss or damage to property (except the Works, Plant, Materials, and Equipment) in connection with Contract: PHP 5 million and for unlimited number of occurrences(d) for personal injury or death:<ul style="list-style-type: none">(i) of the Contractor's employees: As per governing law of the Philippines but not less than PHP1.0 million and for unlimited number of occurrences(ii) of other people: As per governing law of the Philippines but not less than PHP1.0 million and for unlimited number of occurrences
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SECTION 8. Particular Conditions of Contract

Make sure these are considered in the Bid Price.

GCC 29.1	Appointing Authority for the Adjudicator: Construction Industry Arbitration Commission (CIA)
GCC 30.3	The Adjudicator shall be paid by the hour at the rate of maximum of PHP1,500. The reimbursable expenses are travel expenses and other miscellaneous fees to be supported by actual receipts / invoices.



Important Dates

Bidding Timeline

- ▶ **Posting of IFB / Bid Documents:** 07 February 2025
- ▶ **Pre-bid Meeting:** 12 March 2025
- ▶ **Submission & Opening of Bids:** 08 April 2025, 12NN (PST) at TESDA Central Office
- ▶ **Deadline for Clarifications/ Request for Extension:** 7 calendar days from the deadline for submission of bids (1 April 2025)
- ▶ **Bid Evaluation Period:** April - May 2025
- ▶ **Tentative Issuance of Notice of Award:** May 2025



Joint Site Visit - 20 March 2025, 10AM @ RTC Iloilo



Purchase the Bidding Document

To purchase the bidding documents in English, eligible Bidders should

- [write](#) to address below requesting the bidding documents for CW302C: Design and Build of the TESDA Innovation Center with Rehabilitation Works for Region VI (RTIC-Ilo-Ilo)
- pay a nonrefundable fee of **Fifty Thousand Pesos (P50,000.00)** by deadline for submission of bids.

MS. JELA MAE ARCANO

Administrative Officer V, TESDA

TESDA Administration Building

East Service Road, South Luzon Expressway (SLEX)

Fort Bonifacio, Taguig City 1630

Contact No: 0288938296

Email Address: bacsecretariat_siptvets@tesda.gov.ph



Reminders: Sign on the online attendance sheet in the chat box to get a copy of the Prebid Meeting presentation material.



QUESTION AND ANSWER



REMINDER

SECTION 2. Bid Data Sheet

ITB 7.1	<p>For <u>clarification purposes</u> only, the Employer's address is:</p> <p>Attention: Ms. Jela Mae Arcano Administrative Officer V, Procurement Division, Administrative Service</p> <p>Street address: East Service Road, South Luzon Expressway (SLEX), Fort Bonifacio</p> <p>Floor/Room number: TESDA Administration Building</p> <p>City: Taguig City</p> <p>ZIP code: 1630</p> <p>Country: Philippines</p> <p>Telephone: 0288938296</p> <p>Fax: None</p> <p>E-mail: bacsecretariat_siptvets@tesda.gov.ph</p> <p>Requests for clarification should be received by the Employer no later than: 7 days prior to deadline for submission of bids.</p>
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Thank you