



Republic of the Philippines
National Irrigation Administration
Quezon City

INVITATION TO BID

ADMINISTRATOR'S OFFICE INTERIOR RENOVATION

Invitation to Bid No. BS-015-2024

1. The National Irrigation Administration, through the Corporate Operating Budget (COB) for 2024 intends to apply the sum of **Fourteen Million Eight Hundred Nine Thousand Four Hundred Seventy Pesos and 85/100 (PhP 14,809,470.85)** being the Approved Budget for the Contract (ABC) to payments under the contract for Contract No. BS-015-2024. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The National Irrigation Administration now invites bids for the above Procurement Project. Completion of the Works is required within **180 calendar days**. Bidders should have completed a contract similar to the Project. For this purpose, similar contracts shall refer to "Renovation of Office". The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions 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 (RA) No. 9184.
4. Interested bidders may obtain further information from National Irrigation Administration and inspect the Bidding Documents at the address given below from 8:00 A.M. to 5:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested bidders on *August 7, 2024 to August 27, 2024* from given address and website/s below and upon presentation of Letter of Intent (LOI) and the original copy of their valid PCAB License, payment of the non-refundable applicable fee to the NIA Cashier for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Twenty-Five Thousand Pesos (PhP 25,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees to be presented in person.
6. The National Irrigation Administration will hold a Pre-Bid Conference on *August 14, 2024, 10:00 AM* at Classroom A, 3rd Floor IEC Building, NIA Complex, EDSA, Quezon City which shall be open to prospective bidders.
7. Bids must be duly received by the BAC-A Secretariat through manual submission at the office address as indicated below, on or before *August 27, 2024, 9:30 AM*. 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 15.
9. Bid opening shall be on August 27, 2024, 10:00 AM at Classroom A, 3rd Floor IEC Building NIA Complex, EDSA Diliman, Quezon City. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The National Irrigation Administration reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**Bids and Awards Committee-B,
Procurement and Property Division
National Irrigation Administration
2nd Floor, ICC Building, NIA Complex,
EDSA, Diliman, Quezon City
Tel. Nos., 8-921-3906, 8-929-6071 loc. 115**

12. You may visit the following websites:

For downloading of Bidding Documents: <https://www.philgeps.gov.ph/>

Date of Issue: _____



ENGR. ROBERT C. SUGUITAN
Chairperson, BAC-B



Invitation to Bid No. BS-015-2024

Republic of the Philippines
NATIONAL IRRIGATION ADMINISTRATION
EDSA, Diliman, Quezon City



TECHNICAL SPECIFICATIONS

(Section VI)

Administrator's Office Interior Renovation

NIA Complex, EDSA, Diliman, Quezon City

CIVIL WORKS CONTRACT

(National Competitive Bidding)

(August 2024)

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SECTION I

BUILDING AND SITE WORKS

101 SCOPE

This section shall include the mobilization and demobilization of the Contractor's plant, equipment, materials, and employees to the site; construction of temporary facilities, acquire of necessary permits and clearances, compliance with the contract requirements, and provision for the health/safety during the entire project duration.

This section shall include all labor, materials, equipment, and incidentals necessary to construct and install all the required building works and facilities in accordance with the specification as shown on the approved Drawing or otherwise directed by NIA. The entire work is to be finished in every part with a first-class job and generally accepted modern practice in building works to the full extent of the meaning of plans and specifications.

The Contractor shall further review the plans according to the site condition using the latest Design Code and submit a shop drawing duly signed by the required signatories including the other requirements for seeking the building permits and all other permits required by the National or Local Government Units and all other agencies to perform all necessary operation to complete the works.

102 GENERALS

All Construction/Renovation of the proposed project shall be in accordance with Philippine Building Code;

I. General Building Requirements:

- (a) All buildings or structures as well as accessory facilities thereto shall conform in all respects to the principles of the safe construction and must be suited to the purpose for which they are designed.
- (b) Buildings or structures intended to be used for the manufacture and/or production of any kind of article or product shall observe adequate environmental safeguards.
- (c) Buildings or structures and all parts thereof as well as all facilities found therein shall be maintained in safe, sanitary and good working condition.

II. Site Requirements:

The land or site upon which any building or structure will be constructed/ renovated including any ancillary or auxiliary facility thereto, shall be sanitary, hygienic, and safe.

103 TEMPORARY FACILITIES

(a) Temporary Works

The Contractor shall furnish all materials, labor, equipment, tools and install such temporary works as are necessary for the successful completion of the Contract Work. The Contractor shall coordinate with the General Services Division (GSD) for the area of his camp including all other temporary facilities nevertheless required for the proper

functioning of construction activities. The Contractor shall negotiate the site for his construction camp, office and work areas.

Temporary works shall conform to all government standards and codes and shall meet the sanitary requirements of the Department of Health and Environment.

Contractor shall submit to the Manager of the Administrative Department for approval layout drawings, program of erection and specifications for the Temporary Works within 7 calendar days following the date of receipt of the Notice to Proceed. No construction or erection of Temporary Works shall be started without the approved layout drawings, program of erections & specifications.

104 MOBILIZATION AND DEMOBILIZATION

Upon receipt of the Notice-to-Proceed, the Contractor shall immediately mobilize and transport his plant, equipment, materials, and labor forces to the site and demobilize or remove the same at the completion of project and level/ clear the site acceptable to the Engineer and the Owner.

105 CONSTRUCTION SAFETY AND HEALTH

(a) Scope

The Contractor shall comply with all the Department of Labor and Employment Department Order No. 13 (DOLE D.O. No. 13), Series of 1998, otherwise known as the “Guidelines Governing Occupational Safety and Health in the Construction Industry” and all office safety guidelines of NIA.

In case the country is under the period of Public Health Emergency, the Contractor shall comply with all laws, guidelines, and issuances about the conduct of construction during the period of Public Health Emergency.

The Contractor should impose proper, harmonious relation with the employee provide proper instruction not only on the technical aspect of the work, but most important, on the safety procedures and provide and proper usage of personal protection equipment.

(b) Health and Safety Plan

The Contractor shall submit a Health and Safety Plan within Seven (7) calendar days upon receipt of Notice to Proceed with operational details of his proposals to the engineer for his proposal.

(c) Accident Prevention; Accidents

Due precautions shall be taken by the Contractor, at his own cost, to ensure the safety and protection against of all staff and labour engaged on works and all employees of NIA in the vicinity of the works.

The Contractor shall be responsible for all costs including medical treatment, transport, accommodation etc. incurred by any NIA employee or his labor forces as a result of injuries or illness arising from the execution of the Works.

The Contractor shall furthermore take all necessary precautions against damage to the property of the Employer or of others located at or adjacent to the Site. The Contractor shall at all times comply with any accident prevention, regulations and any safety regulations of local or national authorities or that shall be prescribed by the Employer.

The Contractor shall report in writing within twenty-four (24) hours to the NIA all accidents involving the death of and/or injury to any person, resulting from the Contractor's operation.

(d) Protective Clothing and Safety Equipment

The Contractor shall at his own expense provide their Workers, Supervisors, Engineers, and Owner's and Engineer's representatives the necessary safety gadgets at the site such as: safety shoes, safety helmets, safety belts, gloves, goggles, gas or dust mask, and Uniforms.

Where and when it is deemed necessary, the Contractor shall furnish lighting facilities, signs and sentry, and other safety facilities and services.

(e) Fire Prevention

The Contractor shall take every precaution to prevent fire occurring on or about the Site. If needed, the Contractor shall provide firefighting equipment suitable and adequate in the opinion of the Engineer, for ready use in all structures, buildings or the Works under construction, including his residential quarters, labor camps and ancillary buildings. The Contractor shall maintain such equipment and such additional firefighting equipment as may be required, in good working condition until the Works are accepted by the NIA.

(d) Medical and First-Aid Facilities

The Contractor shall arrange with the nearest available clinic or hospital for all project medical needs or assistance during the whole construction duration.

The Contractor shall be responsible for and bear all cost in connection with the first aid services including the use of ambulance of injured or sick employees transporting to the hospital. Such first aid services shall be provided to the Employer, the Engineer, and to their employees at the site at no cost to them.

106 MEASUREMENT AND PAYMENT

Measurement and payment for this section shall be the following:

a) Temporary Facilities

Payment for furnishing of all materials, equipment and labor for the temporary works, mobilization of construction equipment including demobilization work, shall be made at the fixed lump sum price or per Lot bid price whichever is stated in the Bill of Quantities.

b) Mobilization and Demobilization

Payment for furnishing of all materials, equipment and labor for the mobilization of construction equipment including demobilization work, shall be made at the fixed lump sum price or per lot bid price whichever is stated in the Bill of Quantities.

c) Construction Safety and Health

Payment for Construction Safety and Health shall be measured and paid based on the actual accomplishment in the submitted status reports and progress billing approved by NIA.

SECTION II

REMOVAL/DEMOLITION OF EXISTING STRUCTURES

201 SCOPE

The work under this Section shall include demolition, removal and disposal in a manner approved by the engineer of portions of the existing structures to be removed/demolished, all in accordance with the drawings and the Specification. All other objectionable materials shall be disposed of as ordered by NIA.

This work shall include dismantling of old ducting above the existing ceiling and removal of existing fixtures. All dismantled materials shall be removed on site with care and surrendered to NIA authorized personnel for proper storage and reinstallation.

202 METHOD OF CONSTRUCTION

Contractor shall perform his demolition/dismantling operation that shall conform to the lines and grades as shown on the drawing or as instructed by the Engineer. In cases of modification or renovation of an existing structure where partial demolition or chipping on the surfaces of existing structure may be required, Contractor shall perform his chipping or demolition operation in such a manner as to avoid over chipping or over demolition or damage of the entire structure. Over chipping or over demolition or entirely damaged structures shall be restored at the expense of contractor in a manner satisfactory to NIA.

203 METHOD OF MEASUREMENT

Removal/Demolition of existing structures will be measured per lot as indicated on the Bill of Quantities in its original position before demolition/removal. Measurement will be made only to acceptably demolished or removed structures with all materials stored or disposed off to designated disposal areas. No material removed/demolished by Contractor beyond the lines and grades indicated on the Drawing or as directed by the Engineer will be included for measurement unless additional demolition/removal has been previously authorized by the Engineer in writing.

204 BASIS OF PAYMENT

Removal/Demolition of Existing Structures measured as provided above shall be paid for at the contract unit price per Lot or whichever is specified in the bill of quantities, which price and payment shall constitute full compensation for furnishing labor, tools, equipment, disposal, and other incidentals or subsidiary works necessary for the successful completion of the work described under this Section.

SECTION III

SURFACE FINISHING

301 **SCOPE**

The work includes furnishing of all labor, equipment, supplies and performing all operations necessary for the applications of various finishes and installations of the works, complete in strict accordance with the Drawings and Specifications.

302 **GENERAL REQUIREMENTS**

- a. **General** - All materials shall be of first quality. They shall be of uniform size or as specified in the drawings and even surface, free from warps, laminations, serrated edges, chipped corners and other imperfections or flaws affecting their quality, appearance and strength. Materials rejected by NIA due to imperfections or flaws upon delivery shall be replaced by the Contractor without any additional cost to NIA. In case there are failures in the materials or workmanship, the Contractor shall replace and install a new surfacing materials at his own expense in a manner satisfactory to NIA.

The Contractor shall submit to NIA for approval a Product Data/ Manufacturer's data sheets of the product to be used, including Preparation instructions and recommendations, Storage and handling requirements and recommendations, and Installation methods. Also, a verification sample for the product specified shall be submitted, representing the actual product, color, and finish.

- b. **Application** – Surfaces shall be clean, free of dust, dirt, oil, grease, and other deterious substances. Floor tile operation in speaces receiveing a wall tile shall not be started until after wall tile installation has been completed before tile is applied with a dry set mortar bed, the structural floor shall be tested for levelness or uniformly of the slope by flooding it with water. Areas where the water ponds shall be filled, leveled, and re-tested before the setting the bed. All surface finishing materials shall be installed by a experienced installer for each type of materials and shall follow the manufacturer's installation procedure.
- c. **Materials** - Shall conform to the respective specifications and standards and to the requirements specified herein. The color and pattern of tile shall be uniformly distributed throughout the thickness of the tile. Variations in shades and off-pattern matches between containers will not be acceptable. Flooring in any one continuous area or that used in replacement of damaged flooring in a continuous area shall be from the same lot and have the same shade and pattern.
- d. **Delivery, Storage, and Handling** - Manufactured materials shall be delivered in the manufacturer's original unbroken packages or containers that are labeled plainly with the manufacturer's name and brands. Materials shall be stored in any weather tight enclosures, and shall be handled in a mannaer will prevent damage by wear or dampness.

303 CARPET TILES

Carpet tiles shall be stain resistant, moisture resistant, and has resistance to fading. The tile shall be easy to install.

Carpet tiles shall pass NIA's minimum requirements and anything indicated on the drawing plans but not limited to the following raw materials used:

Wool	Derived from sheep. Wool is a natural dirt-repellant, fire retardant, and resilient. It is also great for heat insulation without accumulating too much moisture.
Polypropylene	Polypropylene is strong and resistant to bleach which makes it easier to clean. It also has anti-microbial properties which prevent bad odors. Polypropylene is also less absorbent which prevents mildew from building up on your floors.
Nylon or Polyamid	Most flexible material. Nylon or polyamid carpet tiles are durable and wear-resistant material which is easy to clean and maintain. It is also antistatic, fire-resistant, and elastic.

304 STONE PLASTIC COMPOSITE

Stone Plastic Composite (SPC) is composed of limestone, polyvinyl chloride, and plasticizers, which makes it rigid. This floor finish shall be durable and suitable for both residential and commercial settings.

SPC shall pass NIA's minimum requirements and anything indicated on the drawing plans but not limited to the following:

- Scratch and stain resistant
- Slip resistant
- Abrasion resistant
- Chemical resistant
- Waterproof
- Fireproof
- Mold free
- Anti Static

305 TERAZZO TILES

Terrazzo tiles are composed of cement and marble stones. The cement base is composed of sand, water, and cement, while the ground minerals can be a mix of marble, granite, and quartz. These tiles can be laid on almost any surface and can be used both indoors and outdoors. Tiles shall be durable, long lasting, and easy to maintain.

306 **CERAMIC TILES**

a. **Unglazed Ceramic Tiles** - Unglazed tiles shall be composed of semi-vitreous body tiles with a neat glaze finish. The tile shall be in accordance with the following properties:

- Thickness: 10 mm minimum;
- Size: 600mm x 600mm or as shown on the approved plans;
- Flexural strength: 250 kg/cm² minimum (Test Method ASTM C674);
- Water absorption, 24 hours: 2% maximum (Test Method ASTM C373);
- Warpage: 0.5 mm maximum, any direction (Test Method ASTM C485);
- Compressive strength: 1 200 kg/cm² minimum (Test Method ASTM C773).

The tile colour shall be permanent and the surface texture shall be smooth. Type and color of all tiles shall be approved by NIA and shall be consistent in colour throughout.

The Contractor shall furnish and install all tiles including such special shapes rounded tiles, corners, etc.) necessary to produce the required surface finish.

b. **Installation of Unglazed Ceramic Tiles** - Immediately prior to tiling operation, tiles shall be soaked in water for one hour.

Before placing the mortar bed, the surface of the concrete base shall be thoroughly cleaned.

The bedding mortar shall be in a plastic state at the time of placing the tile. Tile shall be firmly pressed onto the mortar bed and beaten to obtain a strong bond. All tiles shall be brought to a true level and proper elevation. Beating and levelling shall be completed within 15 minutes of placing the tile.

The Contractor shall place tiles in a neat and attractive manner. The maximum differential in height between two adjacent tiles shall not exceed 1/3 mm. The joints shall be perfectly aligned.

After the grout in the joints has set for approximately one half hour, excess joint mortar shall be removed from the surface of the tile by scrubbing with wet cloth, rubbing diagonally to avoid picking up mortar from the joints.

Cleaning of excess joint mortar shall be completed in 60 minutes or less from the time the grout was placed.

307 **MACHUCA TILES**

Machuca Tiles are handmade cement tiles made up of two layers: a decorative surface and a sturdy base, both of high-quality cement. These cement tiles shall be non-flammable, neither baked nor fired, and do not contain any lead. Machuca Tiles shall also be highly durable and can withstand heavy foot traffic. They shall be resistant to scratches, chips, and fading, making them suitable for high-traffic areas.

The tile shall pass NIA's minimum requirements and anything indicated on the drawing plans but not limited to the following properties:

- Weather Resistance
- Porosity and Water Drainage
- Slip-Resistant Surface
- Resistance to Stains

308 **VINYL TILE**

- a. **Vinyl Tile** - Vinyl flooring materials of the same type, pattern, and color shall be of the same production run and shall be so marked.

Vinyl tile shall be 600mm x 600mm x 5.0 thk approved by NIA. All Vinyl tiles and planks shall be asbestos free vinyl composition tile. Color of the tile is shown on the drawings.

Tile adhesive shall be a water resistant type, in accordance with the floor manufacturer's instructions. Adhesive for laying the tiles shall be furnished in sealed containers bearing the manufacturer's label and instructions for application.

- b. **Placing** - Surface upon which tiles are to be laid shall be clean and free from dust, oil and moisture and the back surfaces of the tiles shall be clean.

After thorough cleaning, the even and smooth surface to be covered with the tile shall be primed with two coats of approved primer. The first coat shall be thoroughly dry before applying the second coat. After drying of the second coat of primer, the approved adhesive shall be applied with a notched trowel, in a manner which will ensure uniform coverage of the base.

Tiles shall be set in adhesive upon the surface of the floor concrete in such a manner as to produce a tiled surface tightly bonded to the floor. Adjacent tiles shall be butted tightly together to form straight continuous joints and uniform regular patterns. Tiles shall be neatly cut as required and directed to form neat edges around fixtures, equipment, panels and other items attached to the floor or wall.

Tiles shall be allowed to set for at least 48 hours before permitting traffic. The finished surfaces shall be free from waves, buckles, loose tiles or other imperfections and in a true plane. No defective tile or covering shall be laid and any damaged or defective material shall be replaced at the Contractor's expense.

Remove all excessive adhesives from the surface of the flooring and the cove. Perform initial maintenance on the completed installation as recommended by the flooring manufacturer. Protect the flooring as recommended by the flooring manufacturer from damage by other trades and by the placement of fixtures and furnishings.

309 **PORCELAIN TILES FINISH**

- a. General** - All tiles shall be of first quality. They shall be of uniform size or as specified in the drawings and even surface, free from warps, laminations, serrated edges, chipped corners and other imperfections or flaws affecting their quality, appearance and strength.
- b. Glazed Porcelain Tiles** - Wall and counter-top tiles shall be lustrous, vitrified, glazed porcelain tiles or as specified in the drawings. Colours shall be as required in the drawings. Bases, stops, returns and caps shall be supplied as required to provide a complete and neatly finished installation.

Class "C" mortar shall be used for bedding the wall and counter-top tiles. The Class "C" mortar shall be 1 part Portland cement, $\frac{1}{4}$ part hydrated lime and 3 parts sand.

c. Installation

Glazed Porcelain Tiles - The surface of concrete or masonry to be installed with Glazed Porcelain (Wall) tiles shall be applied with a scratch coat as backing for tiles shall not be less than 6 mm thick on the face of the masonry.

Wall tiles shall be set by travelling a skim coat of neat Portland cement on the wall surface or by applying a skim coat to the back of each tile and immediately floating the tile into place.

All lines shall be kept straight and true and all finished surface brought to true and even planes, straight and plumb. If cutting of tile becomes necessary, it shall be done at the internal angles of walls.

Prior to grouting of joints, tiles be wetted if they have become dry. Joints shall be grouted with a neat Portland cement grout shall be removed before it has set or hardened.

Upon completion of the work, all surfaces of porcelain tiles shall be cleaned with a soap powder and clean water applied with brushes.

310 **POLYESTER FIBER ACOUSTIC PANEL**

Polyester Fiber Acoustic Panel shall be 100% polyester fiber and lightweight. Non-woven fabric shall be used as fabric layer for durability. Panel thickness is 9mm as indicated on the drawing plans, while the standard panel sizes include 600mm x 600mm, 1200mm x 600mm, or as indicated on the drawing plans.

In terms of Acoustic Performance, the Noise Reduction Coefficient (NRC) shall be between 0.6 and 0.9 which means that the material absorbs 60% to 90% of sound striking the panel. The manufacturer shall provide specific ratings for fire rating and meet local fire safety regulation.

Polyester Fiber Acoustic Panel shall pass NIA's minimum requirements and anything indicated on the drawing plans but not limited to the following properties:

- Moisture resistance – to prevent mold growth in humid environment

- Durability – consider sunlight exposure and potential physical impact
- Density – 10 to 20 kg/m³

During installation, the contractor shall directly mount the acoustic panel to the walls using adhesives or mechanical fixings or consult the manufacturer's recommendations. The Contractor shall furnish and install the acoustic panel in accordance with the plans and specifications. Panel surface shall be mounted on a 20mm thk marine plywood.

311 WALLPAPER FINISH

- a. General** – The Contractor shall furnish and install the wallpaper in accordance with the plans and specifications.

The Contractor shall provide a manufacturer's warranty for one (1) year against defects in manufacturing that may cause the products to rot, corrode, delaminate, or excessively swell from moisture.

In case there are failures in the materials or workmanship, the Contractor shall replace and install a new wallpaper at his expense in a manner satisfactory to NIA.

- b. Materials** – The wallpaper's size, color, and finish shall be in accordance with the approved plans and drawings necessary to finish the work. The product shall be in their original packaging.
- c. Installation** – Do not begin installation until substrates have been properly prepared. Clean surfaces thoroughly prior to installation. Prepare surfaces using the methods recommended by the manufacturer. Install in accordance with manufacturer's instructions. Protect installed products until completion of project.

312 TOILET COUNTERS

- a. General** - The Contractor shall furnish and install the counters in accordance with the plans and specifications.
- b. Material** – Synthetic quartz countertops shall be highly durable and scratch - resistant. This material shall also be non-porous in which it can resist stains and bacteria growth, making it suitable as pantry countertop and toilet counters. Counters shall be heat resistant and low-maintenance.
- c. Installation** - Prepare surfaces using the methods recommended by the manufacturer and install in accordance with manufacturer's instructions.

313 WALL CLADDING

- a. **General** – the Contractor shall furnish and install PVC Wall Cladding and PVC Fluted Wall Cladding as shown on the plans and specifications.
- b. **Materials** – shall be made of wood fiber or flour and thermoplastics such as Polyethylene (PE), Polypropylene (PP), Polyvinyl Chloride (PVC) or Polylactic Acid (PLA)

The size and color shall be per the approved plans and complete with all accessories necessary to finish the work.

Store the products in their original packaging following the manufacturer's standard for storage and protection. Take adequate measure to prevent damage to materials. Avoid exposure of products to direct sunlight.

- c. **Installation** - All works shall be performed in accordance with the best practices of the trade. Examine supporting substrates and abutting structural framing for compliance with requirements for installation tolerances and other conditions affecting performance. Do not begin installation until substrates have been properly prepared.

Clean surfaces thoroughly prior to installation. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.

Panels shall be installed in accordance with the approved set of plans and/or manufacturer's installation guide. Do not install component parts that are observed to be defective, including warped, bowed, dented, abraded, and broken members.

Remove from project site and legally dispose of construction debris associated with this work. Protect installed products until completion of project. Touch-up repair or replace damaged product before Substantial Completion.

314 METHOD OF MEASUREMENT

Measurement for payment of surface finishing shall be based on the area or set of finished surface actually completed in accordance with the drawings and/or directed by the NIA.

315 BASIS OF PAYMENT

Payment for floor finishing will be made at the contract unit price per square meters, set or whichever is stated in the Bill of Quantities which price and payment shall constitute full compensation for furnishing all labor, equipment, supplies, scaffolding and all operations performed necessary to complete the installation works prescribed under this Section.

SECTION IV

CEILING WORKS

401 **SCOPE**

The work to be done under this Section includes furnishing of all labor, materials, equipment, tools and other incidentals for all ceiling works, complete as shown on the Drawings or as directed by the Engineers.

402 **CEILING FINISHES**

a. General

This work covers the furnishing of materials and labor including equipment necessary to complete the installation of all ceiling materials as shown on the drawings and as specified herein.

Before the procurement of the ceiling materials, the Contractor shall submit to NIA the manufacturer's product data, samples for each boards/plates required as per manufacturer's sampling size, installation procedure, and sample accessories for approval.

For quality assurance, the Contractor Shall obtain each type of material and accessories from a single manufacturer. Also, the supplier/manufacturer must be in the industry for at least five (5) years and the proposed brand/make to be used must have been in the Philippine market within the last ten (10) years prior to the NTP.

b. Material

- i. **PVC Wood Ceiling Panel** – The material shall be Polyvinyl Chloride. Sizing shall be 2900mm long x 254mm wide x 8mm thk or as indicated on the drawing plans.

The material shall pass NIA's minimum requirements and anything indicated on the drawing plans but not limited to the following:

- Termite – resistant
- Waterproof
- Fire – resistant
- Lightweight

- ii. **Acoustical Ceiling**

Material Requirement:

Before the procurement of acoustic ceiling, the Contractor shall submit to NIA the manufacturer's product data, Manufacturer's Installation procedure, samples of 300mm x 300mm for each boards required and

sample accessories with proper label or manufacturer's tag indicating material description for NIA's approval.

The fire endurance (separation) rating of ceiling system(s), including ceiling penetrations such as light fixtures and electric boxes, shall be non-combustible. Flame spread of acoustical units shall be 25 or less and smoke development shall be 50 or less.

All acoustical ceiling materials shall be non-combustible. The Acoustical Ceiling shall be in accordance with ASTM Standards shown in the following table:

Property	Test Method
Classification	ASTM E1264, Standard Classification for Acoustical Ceiling Products.
Strength	ASTM C367, Standard Test Methods for Strength Properties of Prefabricated Architectural Acoustical Tile or Lay-In Ceiling Panels.
Flammability	ASTM E84, Standard Test Method for Surface Burning Characteristics of Building Materials.
Fire-resistance rating	ASTM E119, Standard Test Methods for Fire Tests of Building Construction and Materials.
Light reflectance	ASTM E1477, Standard Test Method for Luminous Reflectance Factor of Acoustical Materials by Use of Integrating-Sphere Reflectometers.
Sound absorption	ASTM C423, Standard Test Method for Sound Absorption and Sound Absorption Coefficients by the Reverberation Room Method.

The ceiling sound transmission class (ceiling STC range) of the ceiling system shall be 35-39 when determined in accordance with CISCA Test Method AMA-1-II and reported in accordance with ASTM E 413 for 16 frequency data. Test ceiling shall be continuous at the partition and shall be assembled in the suspension system in the same manner that the ceiling will be installed on the project.

The Noise Reduction Coefficient (NRC) shall be determined in accordance with ASTM C 423 Method of Test.

Materials:

- a) Perforated Medium Density Fiberboard
 - i. Type: Perforated MDF Acoustic Panel
 - ii. Material: Wood fibres bonded with synthetic resins, solid and durable
 - iii. Finish: Melamine Finish
 - iv. Color: As shown on the drawings
 - v. Size: 12mm thk x 600mm x 1200mm

- b) Acoustic Ceiling Tile

- i. Type: Acoustic Ceiling Panel
- ii. Material: Mineral fiber
- iii. Finish: White Acrylic Coating
- iv. Color: As shown on the drawings
- v. Size: 14mm thk x 600mm x 600mm

- iii. **Fiber Cement Board** - The material shall be Fiber Cement Sheets, Auto-cleaved, single faced sheets containing Portland cement, ground sand, cellulose fiber and water. Fiber Cement sheets shall be manufactured from asbestos-free materials.

The thickness of the boards shall be 6mm or whichever is indicated in the drawing.

Steel Framing - Steel Studs and Runner: Ga. 25 minimum thickness of uncoated metal galvanized C-shaped or as otherwise indicated.

Fasteners - Provide fasteners of type, material size, corrosion resistance, holding power and other properties required for fastening furring and framing members to substrates indicated.

For trim accessories, provide metal trims accessories of profile and materials as shown on the drawings, or as otherwise required by the Architect/manufacturer.

Miscellaneous Framing and Supports - Provide steel framing and supports for applications indicated.

Fabricate units to sizes, shapes, and profiles indicated and required to receive adjacent other construction retained by framing and supports. Fabricate from structural steel shapes, plates and steel bars of welded construction using mitered joints for field connection. Cut, drill, and tap units to receive hardware, hangers, and similar items.

Miscellaneous Materials

- a. Provide auxiliary materials for fiber cement board construction, which comply with reference standards and the recommendations of the manufacturer of the fiber cement board.
- b. Fastening Adhesive for Metal: Special adhesive recommended by manufacturer.
- c. Screws: As per recommendation by manufacturer.
- d. Bedding and Topping Cement: As per recommendation by manufacturer.
- e. Perforated Paper Reinforcing Tape: As per recommendation by manufacturer.

- f. Trim Accessories: Provide galvanized steel edge corner and joint trims as shown or otherwise required by the Architect/manufacturer as standard details.
- g. Aluminum Fiber Heat Insulation – Provide 50mm thick Aluminum Fiber Hear Insulation.

c. Delivery, Handling and Storage

- i. **Delivery** - Deliver materials in original-packages containers or bundles bearing brand name and identification of manufacturer or supplier.
- ii. **Handling** - Handle materials to prevent damage to edges, ends and surfaces. Do not bend or otherwise damage metal corner boards and trim.
- iii. **Storage** - Store materials inside under cover and keep them dry and protected against damage from weather, direct sunlight, surface contamination, corrosion, construction traffic and other causes. Neatly stack ceiling materials flat to prevent sagging.

d. Installation

All materials shall be installed in accordance with the detail shown on the drawings and shall comply with the manufacturer's installation instructions. Care shall be taken to ensure that all parts of ceiling materials are installed in correct position and alignment. Any incorrect installation will be corrected by the contractor at his own expense.

Clean soiled or discolored unit surfaces after installation. Touch up scratches, abrasions, voids, and other defects in painted surfaces. Remove damaged or improperly installed units and install new materials at Contractor's expense.

403 MEASUREMENT

Measurement for payment will be based on the area per square meters actually installed and obtained on the Drawings and/or instructions by the Engineer.

404 BASIS OF PAYMENT

The cost of furnishing, all labor, materials, equipment, tools and other incidentals for all ceiling works and all incidental and subsidiary works necessary for the successful completion of the works specified on the approved drawing shall be considered included. Payment will be made at the contract unit price per square meters.

SECTION V

PARTITIONS

501 SCOPE

The work under this Section shall include furnishings of materials, handling, storage, and installation of Ficem board dry wall partition, glass enclosures and glass partitions in accordance with the Drawings or as directed by the Engineer. Equipment, tools including accessories to complete work shall also be furnished by the Contractor for this item of work.

502 GENERAL REQUIREMENTS

The Contractor shall submit to NIA the proposed manufacturer's profile, method of installation, shop drawings and materials to be used with complete specifications for NIA's evaluation and approval.

The installer shall be equipped and trained for installation of drywall partitions, glass partitions, and glass enclosure. The associated hardware for each partition shall have a single manufacturer through a single source.

The Contractor shall provide NIA with a warranty certificate in which manufacturer agrees to repair or replace components of all partitions that demonstrate deterioration or faulty operation due to defects in materials or workmanship under normal use within warranty period.

503 MATERIALS

a) Glass Partition

- i. All glasses shall be polished and glass panel faces shall be 12mm thick for tempered glass and 10mm thk for linen glass with a color in accordance with the plans or authorized by NIA.
- ii. Top and bottom frame shall be powder coated aluminum frame or as indicated in the drawing plans.
- iii. Glass shall be attached to top and bottom frames based on the manufacturer's standard.
- iv. Frames shall be fastened to building structure and supports as indicated in the approved shop drawings, utilizing approved fasteners and spacing.
- v. Studs for partition wall shall be 50 mm x 100 mm with a spacing, on center, indicated in the drawings and shall be selected for straightness, and set plumb, true and in alignment. Studs abutting concrete or masonry walls shall be anchored thereto at every quarter-height of each storey as required.
- vi. Plates for walls and partitions shall be of the same width as the studs and shall form continuous horizontal ties.

b) Fiber Cement Board - shall be Auto-cleaved, single faced sheets containing Portland cement, ground sand, cellulose fiber and water. Fiber Cement Sheets shall be manufactured from asbestos-free materials.

- i. Thickness: 9mm for the Dry Wall partition or as indicated on the

- | | |
|------------------|--|
| | drawing plans |
| ii. Composition: | Fiber cement board shall be asbestos free, fiber-reinforced cement sheets. |
| iii. Density: | 1,380 kg/m ³ minimum |

Before the procurement of Fiber Cement Board, the Contractor shall submit to NIA the manufacturer's product data, samples of 300mm x 300mm for each boards required and sample accessories for approval.

For quality assurance, the Contractor Shall obtain each type of fiber cement panels and accessories from a single manufacturer. Also, the supplier/manufacturer must be in the industry for atleast Five (5) years and the proposed brand/make to be used must have been in the Philippine market within the last ten (10) years prior to the NTP.

- c) **Tempered Glass** - Tempered Glass shall be of high quality, 12mm thick or as indicated in the drawings and free from imperfections and impurities. The tempered glass can be reflective glass or clear glass or as indicated in the drawings.
- d) **Linen Glass** – Linen Glass shall be of high quality, 10mm thk or as indicated in the drawings and free from imperfections and impurities.
- e) **Cedar PVC Double Rib** - Shall be in accordance with the plans and drawings. The contractor shall present a proposed manufacturer and design for NIA's approval.

504 INSTALLATIONS

Comply with manufacturer's installation instructions and approved shop drawings. Install partitions after other finishing operations have been completed. Always set units level, plumb, and true to line, with uniform joints. Fasten panel partition framing to building structure and supports as indicated on approved shop drawings, utilizing approved fasteners and spacing. Set framing in continuous bed of sealant or in positive contact with preformed gasket where indicated. Set, seal, and grout floor closer cases.

After installation, adjust doors and hardware to produce smooth operation and tight, uniform fit. Adjust door closers to required timing and force. Adjust latches and locks for smooth operation. The Contractor shall replace damaged panels and accessories in his own expense.

505 CLEANING AND PROTECTION

Clean surfaces complying with the manufacturer's recommendations prior to substantial completion, exercising care to avoid damage to protective coatings and finishes. Clean exposed metal surfaces to factory new appearance.

506 METHOD OF MEASUREMENT

The quantity to be paid for shall be the number of square meters (m²) for the drywall partition and double rib column type while per set for the glass partition and glass enclosure.

507 BASIS OF PAYMENT

Payment for Wall Partition, Glass Partitions, Double Rib Column and Glass Enclosure will be made at the contract unit price per square meters and per set or whichever is stated in the Bill of Quantities which price and payment shall constitute full compensation for furnishing all labor, equipment, supplies, scaffolding and all operations performed necessary to complete the installation works prescribed under this Section.

SECTION VI

DOORS AND WINDOWS

601 SCOPE

The work shall cover the fabrication, delivery, and complete installation of doors and windows including glazing for the buildings.

The works shall consist of furnishing all labor, materials, tools, equipment and other incidentals necessary for the complete installation of the above mentioned doors and windows, including glazing, as shown on the drawings and in accordance with this specifications or as directed by the Engineer.

602 SUBMITTAL

The Contractor shall submit the shop drawings or product data for the fabrication or furnishing of the doors and windows to NIA for such approval.

603 HANDLING AND STORAGE

All doors and windows and door frames shall be delivered, stored and handled so as not to be damaged or deformed. All doors and windows and door frames stored at the site before installation shall be stocked vertically on non-absorptive strips or wood platforms and covered with suitable covering to provide weathertight protection and proper air circulation.

604 GLASS DOOR

Materials

- i. Single Panel Glass Door – shall be 12mm thk x 900mm x 2400mm Frameless Tempered Single Clear Glass Door Panel in frosted sticker with S.S Handle and complete lock set system.
- ii. Double Panel Glass Door – shall be 12mm thk x 1800mm x 2400mm Frameless Tempered Double Clear Glass Door Panel in frosted sticker with S.S Handle and complete lock set system.
- iii. All glass door hardware units in types, sizes, quantities, and mounting locations recommended by manufacturer for glass door types, sizes, and operation.
- iv. For exposed components, match metal and finish of exposed partition fittings unless otherwise noted.

605 WOODEN FLUSH DOOR

Wooden door shall be single swing type or single sliding type complete with hardware and accessories. The design and finish of the doors shall include all its accessories and hardware or as indicated on the Drawings or as directed by the Engineer. Frame shall be set plumb and true, and braced to prevent distortion. Door frames on contact with steel, concrete or masonry shall be anchored in accordance with the plans or

as directed by the engineer. It shall be installed before the plastering of walls. All door framing shall be done as far as possible with carefully fitted mortise and tendon joints. It shall be rabbeted, moulded and out with saw and secured in position in a rigid and substantial manner.

a. Materials

- i. Wooden Flush Door in White Oak PVC Wall Board with push to open (magnetic) lock system.
- ii. Finish: As indicated on the drawing plans.

606 TEMPERED CLEAR GLASS

Tempered Clear Glass shall be of high quality and free from imperfections and impurities. The tempered glass can be reflective glass or clear glass or as indicated in the drawings.

a. Materials

- i. Dimension as indicated in the Drawing.
- ii. Glass – 12mm thick cleared tempered glass panel.
- iii. 6.35cm x 1.4mm thk white powder coated aluminum frame.

607 INSTALLATION

Doors and windows shall ensure proper alignment, secure fitting, and weatherproof sealing. All openings must be accurately measured and prepared to match the dimensions of the doors and windows, ensuring a precise fit. Frames should be installed plumb, level, and square, with appropriate shims and fasteners used to secure them firmly to the structure. High-quality sealants and weatherstrips must be applied to prevent air and water infiltration. Installation must comply with manufacturer guidelines and relevant building codes, and all units should be inspected for operational functionality and finish quality before final acceptance.

Upon completion and installation, thoroughly clean surfaces of doors and frames in accordance with the recommended procedure of the manufacturer. Do not use abrasive, caustic, or acid cleaning agents. adjust doors and hardware to produce smooth operation and tight, uniform fit. Adjust door closers to required timing and force. Adjust latches and locks for smooth operation. The Contractor shall replace damaged panels and accessories in his own expense.

608 MEASUREMENT AND PAYMENT

Measurement and payment for doors and windows will be made at the contract unit price per Set or whichever is stated in the Bill of Quantities which price and payment shall constitute full compensation for furnishing all labor, equipment, supplies, scaffolding and all operations performed necessary to complete the installation works prescribed under this Section.

SECTION VII

PAINTING WORKS

701 SCOPE

The work includes furnishing all labor, materials, supplies, equipment, scaffoldings and performing all operations necessary to complete all painting of walls and furnitures including the repainting works of doors as specified in the plans or as directed by the engineer in strict accordance with these specifications and the applicable drawings.

702 GENERAL

Color shall be in accordance with the color schemes specified on the plans or as directed by NIA. Exact tones of color selected shall be in accordance with the samples applied on the work and shall be approved by the NIA before final application.

Prior the procurement of the paint and necessary materials to complete the works, the Contractor shall provide sample paint for swatching and approval of NIA.

703 MATERIALS

a). All paint materials and varnish shall meet the requirements of the standard Specifications of the Standardization Committee on Supplies, and as approved for Government use by the Institute of Science and Technology, Manila, Philippines.

b). All paint shall be delivered at the job site in their original containers, with labels intact and seals unbroken. All paints shall be of the brand specified. Manufacturer's certificate of origin, quality and quantity purchased shall be submitted to the Engineer for inspection and approval before using any of the paint and varnish materials herein specified.

c). All tinting colors and thinning materials must be of the same brand with painting material

d). With the exception of ready mixed materials in original containers, all mixing shall be done at the job site.

e). When no specific manufacturers of paints, spray paints, varnishes, enamels, stains, etc., are specified, such materials shall be the product of an approved and reputable manufacturers and shall be their highest grade of each type of material.

704 PREPARATION OF SURFACES

a). Surfaces to be painted or varnished shall be clean, dry, smooth and free from dust, rust, grease, oil, scale and other contaminants. All nail holes and cracks shall be puttied, caulked or grouted and thoroughly sand papered before any paint or varnished is applied.

b). Metal works shall be kept clean and free from corrosion following installation. Abraded surfaces shall be retouched prior to finish painting, using the same type of paint as

prime coat. Galvanized metals shall be weathered or pickled in accordance with the printed instructions of the manufacturer of the approved metal primers.

- c). Mask areas not to be sprayed to protect from overspray before spray painting,.

705 WORKMANSHIP

a). All works shall be done in workmanlike manner by skilled painters and varnishers. All paints shall be evenly applied free from bags, runs, crawls, and other defects. No oil painting shall be done in damp and rainy weather.

b). Paint shall be thoroughly stirred so as to keep the pigment evenly in suspension when paint is being applied.

c). All coats shall be thoroughly dry before the succeeding coat is applied. Allow at least twenty four (24) hours or more between coat. For exterior painting, if it rains allow one (1) week drying time before applying the succeeding coat.

d). For spray painting of metal surfaces, use back and forth motion in applying thin coatings keeping the can in a level line with the surface. Do not apply with continuous spray. Apply 3-4 thin coats or as directed by the engineer rather than one heavy coat. The drying time of each coat must be in accordance with the paint manufacturer's standards.

706 APPLICATION

All surfaces which are required by the finish schedule or Specifications to be painted, or otherwise finished, shall be given coats of paint or varnished as specified in the approved plans. Individual directions printed on the label of the approved paint and varnished shall be strickly followed. Paint thinner or linseed oil of the same brand of paint to be tinned shall be used.

707 CLEANING-UP

Upon completion of the work, paints and other stains shall be cleaned from all surfaces on which the materials were not intended for application. All damaged places shall be retouched and the job shall be presented in A-1 condition.

708 MEASUREMENT AND PAYMENT

Measurement for payment shall be based on the set of doors and area where the work is actually performed and accepted.

Payment shall be made in square meter, set or whichever as indicated in the Bill of Quantities for painting works which price shall include full compensation for furnishing all labor, materials, supplies, equipment, scaffoldings and all operations performed necessary to complete the work in accordance with this section.

SECTION VIII

PLUMBING WORKS

801 SCOPE

The work under this section includes furnishing of all labor, plant, equipment, supplies, materials and plumbing fixtures and performing all operations in connection with the complete installation of all plumbing fixtures, water line works, and sewer line works, in accordance with the drawings and these specifications or as maybe directed by the NIA.

Due to the existing plumbing system in the building, the Contractor shall coordinate with the General Services Division (GSD) before the start of any works under this section.

802 GENERAL

All plumbing materials, equipment and installations indicated in the drawing plans shall comply with the National Plumbing Code of the Philippines or as maybe modified in this Specifications.

803 MATERIALS

All cast pipes and fittings shall be of standard Service Weight Class, conforming to U.S. Federal Standard Specifications. Undersize local standard pipes and fittings will not be accepted.

All PVC pipe and fitting shall comply to the regulatory standards such as ASTM D1785 and ISO 1452.

All G.I./PVC pipes as indicated on the drawings for water supply shall be of standard Service Weight Class, conforming to Philippine Bureau of Standard Specifications. Undersized local standard pipes and fittings will not be accepted.

804 OPENING

"Roughing in" for pipes and fixtures shall be carried along with the building construction. Openings at correct location and proper size for the pipes shall be left in the walls and floors. The Contractor shall do any additional cutting needed in case of error or omission and shall replace properly any concrete work or flash around pipes as maybe required.

805 INSTALLATION AND CONNECTIONS

- a.) Plumbing pipes such as UPVC water supply, waste, soil and vent pipes, shall be embedded in masonry and concrete walls whenever possible or as directed by the Engineer.
- b.) Joints between cast iron soil pipes shall be made by means of tightly packed oakum and soft pig lead. Epoxy composition "Cardi-Bond No. 8" or approved equal may be used in lieu of pig lead.
- c.) Water supply pipes leading to all plumbing fixtures within the building shall be 1/2" (12.5mm) dia. and connected to 1" (25mm) dia. G.I. entrance pipe and/or specified in the approved plan. The water supply pipe must be properly placed and

- installed as directed by the Engineer-in-charge. A gate valve must also be provided in a place to be assigned by the Engineer.
- d.) Water source from (MWSS) Line Source will be connected to water supply pipes leading to the building in accordance with the approved drawing plans.
 - e.) Water closet shall be connected to soil pipe by means of flange plate and asbestos packing to secure gas and water tight joint without the use of rubber, putty or cement.
 - f.) Coordinate with the General Services Division for the existing water source and sewerage system.
 - g.) The main cast iron soil pipes connecting the toilet fixtures shall be extended in accordance with the drawings or as directed by the Engineer.
 - h.) Concrete drain pipes connected to catch basins shall be carried out in accordance with the drawings.

806 PLUMBING FIXTURES AND ACCESSORIES

All plumbing fixtures and accessories indicated on the drawing plans shall be "Philippine Standard" brand or approved equal. Colors shall conform to the final color scheme as specified in the drawings or as directed by the Architect/Engineer. The contractor shall seek approval for all fixtures to be used before furnishing to the site. The following are the different types of plumbing fixtures to be used but not limited to the following:

- a) **Water Closet** - Water closet shall be closed coupled toilet type. Each water closet shall be complete with pipe, flush valve, high standard brass fittings, P-trap, hinged back seat in plastic with cover.
- b) **Lavatory** - Lavatory shall be vitreous china with dimensions as indicated on the drawing plans. Each basin shall be complete with high standard dual center faucet, pop-up drains, 3/8" dia. water supply, angle stops, 1 1/4" (31.75mm) P-trap, trimmings, strainer, tail piece and wall bracket ready for use. All exposed fittings shall be polished chromium plated.
- c) **Shower, Water Heater, Towel Hanger, Bidet Hose, Stainless Steel Pantry Sink, and Pantry Sink Faucet** – shall be in accordance with the plans and complete with all the accessories. The contractor shall present a proposed manufacturer and design for NIA's approval.
- d) **Tissue Holder and Soap Holder** – Toilet paper and soap holder shall be Stainless Steel Chrome with cover or as indicated on the drawing plans.
- e) **Floor drain strainer** - Floor drains shall be round top cast iron with flashing ring, trap and adjustable chrome plated bronze round strainer. The outlet shall range from 50 to 100 mm as required.
- f) The service valve shall be bronze gate valve, non- rising stem, with screwed bonnet and wedge seat and shall be type III, Class B, conforming to Federal Specifications WW-V-54.
- g) Stainless steel divider and other fixtures specified in the plans shall be of Philippine Standard and approved by the Engineer before installation.

807 PROTECTION OF FIXTURES, MATERIALS AND EQUIPMENT

Pipe openings shall be closed with caps and plugs during installation. Fixtures and equipment shall be tightly covered and protected against dirt, water and chemical or

mechanical injury. Upon completion of all works, the fixtures, materials and equipment shall be thoroughly cleaned, adjusted and operated.

808 BASIS OF PAYMENT

The cost of furnishing all labor, plant, equipment, materials and plumbing fixtures including all works and operation in connection with the installation of all plumbing fixtures, functioning water line works, and sewer line works, complete in accordance with applicable approved Drawings and these specifications shall be paid in the unit price Lot or set bid price, or whichever is stated in the Bill of Quantities.

SECTION IX

SUPPLY, DELIVERY, AND INSTALLATION OF FURNITURES

901 SCOPE

The work shall cover the supply, delivery and installation of all Furnitures and Specialty Works in accordance with the Bill of Quantities and Schedule of Furnitures in the Drawing plans with all components, instruments and accessories for efficient delivery without any trouble.

902 REQUIREMENTS

Prior to the procurement, the Contractor shall submit the proposed supplier/manufacturer's profile, duly accomplished and certified comparative specification table (attached as "**Annex A**" of this Technical Specifications), installers, and method of installation. Then, the contractor shall provide and install a mock unit of every material and furnitures to be installed for NIA's evaluation, inspection and approval.

The supplier/manufacturer must be in the industry for atleast Five (5) years and the proposed brand/make to be used must have been in the Philippine market within the last ten (10) years prior to the NTP.

903 MATERIALS, STANDARDS, AND MISCELLANEOUS PROVISIONS

All materials shall be of best quality manufactured locally. The number of quantity for each materials are as specified in the drawing plans and attached specification table (Annex A). Colors shall conform to the final color scheme as specified in the drawings.

The contractor/supplier shall be responsible for the delivery of all materials, tools and/or equipment to the correct workstation. It is understood that all the materials used shall be durable and brand new. All work for any installation shall be executed according to the approved layout plans. The quality of material or workmanship that is not to the satisfaction of the procuring entity and/or its duly authorized representative shall be rectified at the cost of the contractor/supplier. All rejected materials, tools, and/or equipment shall be removed from site and replaced at the cost of the contractor/supplier.

All work activities under this section shall conform to the National Irrigation Administration (NIA) House Rules and or National Building Code, and other applicable installation standards. Any additional work necessary for the completion of the project shall be undertaken by the contractor/supplier without any additional cost to NIA.

The Contractor Supplier shall also maintain cleanliness of the areas, such that scraps/parts and other materials in work areas and/or the materials that are no longer needed therein be immediately removed from the workplace.

904 WARRANTY

The Contractor and the Supplier of Furnitures, jointly, shall issue to NIA a Warranty Certificate of **5 years** from the date of acceptance. The Contractor and the

Supplier will be jointly and severally liable in the event that any defective workmanship, materials inferior quality was detected/occur either during the installation or during the warranty period. Both parties are not relieved in their responsibility after acceptance by NIA, hence, they will replace the defective Furnitures with no additional cost to NIA. The Contractor will be solely responsible for the replacement or repair in case the supplier is already non-existent by the time the defect was traced within the warranty period.

905 DELIVERY, HANDLING, AND STORAGE

- a) Delivery: Deliver materials in original-packages containers or bundles bearing brand name and identification of manufacturer or supplier.
- b) Handling: Handle all materials to prevent damage to edges, ends and surfaces. Do not bend or otherwise damage metal corner boards and trim.
- c) Storage: Store materials inside under cover and keep them dry and protected against damage from weather, direct sunlight, surface contamination, corrosion, construction traffic and other causes. All materials shall be properly placed to prevent sagging, bending or breaking.

906 INSTALLATION

All materials shall be installed in accordance with the detail shown on the drawings and shall comply with the manufacturer's installation instructions. Care shall be taken to ensure that all parts are installed in correct position and alignment. Any incorrect installation will be corrected by the contractor at his own expense.

907 MEASUREMENT OF PAYMENT

Measurement for payment of the supply, delivery, and installation of Furnitures and Specialty Works with all components, instruments and accessories shall be made in bid price per Set or as stated in the Bill of Quantities actually Delivered and accepted in accordance with the approved drawings.

908 BASIS OF PAYMENT

The contract price shall be in bid price per Set as called for in the Bill of Quantities which price and payment shall constitute full compensation for supply, delivery, labor, equipment, and all operations performed necessary to complete the delivery of supply prescribed under this Section.

SECTION X

CARPENTRY AND JOINERY WORKS

1001 **SCOPE**

The work to be done under this Section includes furnishing of all labor, materials, equipment, tools and other incidentals for all carpentry and joinery works, complete as shown on the Drawings or as directed by the Engineers.

1002 **METHOD OF CONSTRUCTION**

- a) **General** - All carpentry and joinery works shall be performed and completed in a workmanlike manner, in accordance with generally accepted modern practice in carpentry, notwithstanding any omission from these specifications or drawings.

All lumber shall be surfaces four sides. Exterior and interior finishes shall be dressed and smooth. Finishing woodworks shall be hand-smoothed and sanded at the site as necessary to produce the proper finish. All dents on surfaces and counter sunk nails or screws shall be filled with acceptable wood filler before sanding of surfaces.

When practicable, millwork shall be fabricated in the shop, dowels, mortised and sanded to a smooth surface, and delivered to the Site, ready to be secured in place. Shop drawings showing all essential dimensions and details of construction for millwork shall be secured before actual construction and submitted to the Project Engineer for approval.

All cuttings, framings and fittings necessary for the accomodation of other works shall be provided.

- b) **Fastenings** - Fastenings shall be common nails, glued as specified, flat-head wood screws (FHWS), round-head wood screws (RHWS), bolts or lag screws where specified or called for.

Fastenings shall be concealed as much as possible; where not possible, locate them in inconspicuous places. Where nailing is permitted through wood work smooth finished face, nail heads shall be concealed. Putty for exposed wood work shall be of the color to match the wood finish. Glue shall be an approved phenol- remocinol base.

- c) **Protection and Storage** - Lumber and woodwork shall be protected and kept under cover both in transit and at the jobsite and shall be carefully piled off the ground and be ensured of proper drainage, ventillation and protection from the washer.

Surface of wood framework and other lumber coming in contact with or embbeded in concrete shall be painted with two (2) coats of hot applied asphalt.

The Contractor shall protect all finished woodwork and millwork from injury after it has been set in place until the completion and final acceptance of work.

1003 MATERIALS

The Contractor shall guarantee the quality of materials he will furnish and shall replace at his own expense materials found defective by the Engineer.

Lumber shall be of approved quality and shall be of selected grade available of their respective kinds, required for the various parts of the work, well seasoned, thoroughly dry and free from loose or unsound knots, sap, shakes or other imperfections impairing its strength, durability or appearance. Unless otherwise indicated on the Drawings.

The Contractor shall use Marine Plywood and Medium Density Fiber Board of best quality manufactured locally in accordance with the thickness as indicated in the plans. The surface shall be painted or laminated or as shown in the drawings or as prescribed by the engineer.

1004 CABINETS

Cabinets shall be done by the Contractor complete, ready for use and of the materials specified or indicated on the applicable Drawings; and that all those wood work shall be provided and fitted with all necessary hardware and complete accessories. Counters and cabinets shall be fitted neatly with high degree of craftsmanship, installed in a rigid and substantial manner and scribed to adjoining surfaces and suitable to the service required.

1005 INSTALLATION

All materials shall be installed in accordance with the detail shown on the drawings and shall comply with the Wooden Cabinet installation instructions. Care shall be taken to ensure that all materials and furnitures are installed in correct position and alignment. Any incorrect installation will be corrected by the contractor at his own expense.

1006 MEASUREMENT

Measurement for payment of Cabinets will be based on the type and sizes per set obtained on the Drawings and/or instructions by the Engineer.

Hardwares provided for in various component of the carpentry and joinery works is considered subsidiary works under this section and therefore, considered included in the various items of work where it was actually used and installed.

1007 BASIS OF PAYMENT

Payments will be made at the contract unit price per set, the cost of furnishing, all labor, materials, equipment, tools and other incidentals for all carpentry and joinery works and all incidental and subsidiary works necessary for the successful completion of the works specified on the approved drawing shall be considered included in the works.

SECTION XI

ELECTRONIC WORKS

1101 **SCOPE**

The works under this Section covers furnishing of all electronic works and performance of all attendant works to complete the supply, delivery, installation/reinstallation and execution including configuring, testing, and commissioning of the following:

1. Wi-Fi 6(802.11ax) indoor wireless access point, up tp 4 spatial streams and maximum of 2.97Gbps wireless throughout
2. 48-Port Gigabit Layer 2 Cloud Managed PoE Switch, 4* 10G Uplink
3. Wiring, Roughing-ins, Devices, etc and accessories
4. 1.2 KVA UPS
5. Frame and backing support
6. Wires and cables
7. Amplifier (including wiring, roughing-ins, fittings, accessories, etc., complete)
8. Ceiling Speaker (including wiring, roughing-ins, fittings, accessories, etc., complete)
9. Analog Audio Mixer (including wiring, roughing-ins, fittings, accessories, etc., complete)
10. Microphone-Wireless Dual Vocal System
11. Technical Desktop

Reinstallation of works shall include dismantling and storage of the following:

1. Existing Wifi Access Point
2. 42U Data Rack
3. 2x3 Video Wall Monitor
4. 55” UHD Smart TV

The Contractor shall coordinate with the General Services Division (GSD) for the items that shall be temporarily stored before reinstallation under this section.

1102 **GENERAL REQUIREMENTS**

Prior to procurement of any materials and beginning installations, the Contractor shall submit manufacturer’s profile, installer, brochures, samples, specifications of all materials and equipment to be purchased for approval of NIA, duly accomplished and certified comparative specification table (attached as “**Annex A**” of this Technical Specifications). All submittals shall be delivered to NIA not later than 30 days after the award of contract. NIA shall have enough time to review of any submittal before purchase of materials have to be made prior to installations which includes any re-submittal of the required documents for final review.

The Contractor shall be responsible in providing adequate protection for all materials to be used in the installation of all equipment against damages and displacements until such time that the works has been finally accepted by the Engineer. Any damage incurred, improper installation, inclusion of foreign materials and other causes that would render the last equipment unusable to NIA due to the fault/negligence of the Contractor as established by the Engineer, said unusable instruments shall be replaced/repared by the Contractor at his own expense subject to approval and acceptance by NIA.

The supplier/manufacturer must be in the industry for at least Five (5) years and the proposed brand/make to be used must have been in the Philippine market within the last ten (10) years prior to the NTP.

1103 CONFIGURING, TESTING, AND COMMISSIONING

The Contractor shall ensure the system’s functionality, safety, and compliance with relevant standards including series of inspections, tests, and adjustments to verify that the installed systems meet the design drawing plans and specifications in this section.

Upon completion of the installation works, the entire installation shall be subject to configuring and testing before final placing in service under the full responsibility of the Contractor. Unless otherwise specified, all tests shall be carried out in conformity with the requirement of Philippine Electrical/Electronics Code, this Specification, or as directed by NIA.

If testing certificates are required by NIA, all testing equipment shall be calibrated in accordance in accordance with the manufacturer’s requirements. After each test, the Contractor shall immediately submit copies of a test report to the approval of NIA.

1104 MAINTENANCE AND WARRANTY

Warranty period is 1 year after the date of acceptance. The Contractor shall submit a written Warranty executed by the Contractor, Installer, and the Manufacturer, agreeing to repair or replace, in his own expense, the equipment and software licenses, if any, which fails in materials or workmanship within the specified warranty period. This warranty shall be in addition to and not a limitation of other rights the Owner may have against the Contractor under the Contract Documents.

1105 MEASUREMENT FOR PAYMENT

Measurement for payment of electronic works will be made in accordance with the table as follows:

Material	Measurement
1. Wi-Fi 6(802.11ax) indoor wireless access point, up to 4 spatial streams and maximum of 2.97Gpbs wireless throughout	Units
2. Re-installation of Existing Wifi Access Point	Units
3. 48-Port Gigabit Layer 2 Cloud Managed PoE Switch, 4* 10G Uplink	Unit
4. Installation of 42U Data Rack (Use Existing)	Unit
5. Wiring, roughing-ins, devices, etc and accessories, complete	Lot
6. Supply and Installation of 1.2 KVA UPS	Lot
7. Supply and Installation of Frame and backing support	Lot
8. Re-installation of Video Wall Monitor	Lot
9. Wires and Cables	Lot
10. Re-installation of 55” UHD Smart TV	Lot
11. Amplifier (including wiring, roughing-ins, fittings, accessories etc., complete)	Unit
12. Ceiling Speaker (including wiring, roughing-ins, fittings, accessories etc., complete)	Pairs
13. Analog Audio Mixer (including wiring, roughing-ins, fittings, accessories etc.,	Unit

complete)	
14. Microphone-Wireless Dual Vocal System	Set
15. Technical Desktop	Unit
16. Discussion System	Lot
17. Configuring, Testing, and Commissioning	Lot

1106 BASIS OF PAYMENT

Payment for Electronic Works shall be made at the contract unit price per Lot or per units or whichever is indicated in the bill of quantities. The price and payment shall constitute full compensation for furnishing all materials, labor, equipment, tools including all incidentals and subsidiary works necessary for the successful completion of the works described under this Section.

SECTION XII

ELECTRICAL WORKS

1201 SCOPE AND DESCRIPTION

Under these specifications, the contractor shall furnish and deliver at the site of construction, all materials, labor, and equipment and shall install complete, ready for service, the electrical conduit installation, all in accordance with the plans and these accompanying specifications.

The work shall include the service entrance installation (main feeder for the Proposed Admin's Office Interior Renovation), complete as shown in the approved plans, including the sub-feeders and feeder ducts, wiring of branch circuits, conduit pipings, conduit boxes, junction boxes, pull boxes, wall switches, convenience outlets, lightings, exhaust/ventilation fan, fittings and connections of any description that may be required to complete the installations, ready for service, all in accordance with the latest rules and regulations.

The concealed conduit work shall be installed during the construction/renovation of the building and all parts shall be put in place at such stages in the progress of construction as to permit the conduit boxes to be mounted flush and all conduit to be run in the most direct manner possible entirely concealed.

All works hereunder for electrical works shall comply with the latest edition of the Philippine Electrical Code, the applicable ordinances of the local government, and the rules and requirements of the power company serving the areas.

1202 POWER SUPPLY AND MAIN FEEDER CONNECTION

The power supply will be from the existing 220V, 60Hz, Three (3) phase line located near the existing machine room. The power requirements for the lighting outlets/luminaires, convenience outlets, fans, motors, split type air conditioning unit, and small power/auxillary equipment will be at 220V, 60Hz, single phase.

MAIN DISTRIBUTION PANEL BOARD

The main feeder connection shall consist of 3-80 mm² THHN/THWN-2 copper wire in 65mm Ø RSC/PVC + 1-8.0 mm² THHN/THWN-2 copper wire (GROUND) with the main overcurrent protection of 175AT, 225AF, 3P, 240V, 60Hz MCCB, bolt-on-type.

The branch circuits shall consist of one (1) 60AT, 100AF, 3P for Lighting Panel, one (1) 70AT, 100AF, 3P for Power Panel, one (1) 150AT, 225AF, 3P for Air Condition Panel, and three (3) 30AT, 100AF for SPARE.

LIGHTING PANEL BOARD

The main feeder connection shall consist of 3-14 mm² THHN/THWN-2 copper wire in 25mm Ø RSC/PVC 1-8.0 mm² THHN/THWN-2 copper wire (GROUND) with the main overcurrent protection of 60AT, 100AF, 3P, 60Hz MCCB, bolt-on-type.

The branch circuits shall consist of six (6) 15AT, 100AF, 2P, MCCB, 240 Vac maximum, for Lighting Outlets, and two (2) 20AT, 100AF, 2P, MCCB, 240 Vac maximum, for SPARE.

POWER PANEL BOARD

The main feeder connection shall consist of 3-14 mm² THHN/THWN-2 copper wire in 25mm Ø RSC/PVC 1-8.0 mm² THHN/THWN-2 copper wire (GROUND) with the main overcurrent protection of 70AT, 100AF, 3P, 60Hz MCCB, bolt-on-type.

The branch circuits shall consist of ten (10) 20AT, 100AF, 2P, MCCB, 240 Vac maximum, for Power Outlets and Spare, and two (2) 30AT, 100AF, 2P, MCCB, 240 Vac maximum, for Water Heater Outlet.

AIR CONDITION PANEL BOARD

The main feeder connection shall consist of 3-50 mm² THHN/THWN-2 copper wire in 50mm Ø RSC/PVC 1-8.0 mm² THHN/THWN-2 copper wire (GROUND) with the main overcurrent protection of 150AT, 100AF, 3P, 60Hz MCCB, bolt-on-type.

The branch circuits shall consist of one (1) 25AT, 100AF, 2P, MCCB, 240 Vac maximum, two (2) 40AT, 100AF, 2P, MCCB, 240 Vac maximum, five (5) 30AT, 100AF, 2P, MCCB, 240 Vac maximum, one (1) 50AT, 100AF, 2P, MCCB, 240 Vac maximum, 240 Vac for Air Condition Unit Outlets, and three (3) 20AT, 100AF, 2P, MCCB, 240 Vac maximum, for Air Condition Unit Outlets and Spare.

Panelboards shall be designed in accordance with Underwriter's Laboratories, Inc. UL67 "Standard for Panelboards" and UL50 "Standard for Cabinets and Boxes". Panelboards shall additionally comply with NEMA "Standard for Panelboard and the National Electrical Code" and IEC requirements.

Applications: Industrial or NEMA standard-type Panelboards are to be used/installed where applicable:

- In areas made corrosive due to the presence of chemicals, salt water, and/or moisture
- In locations where rough usage, moisture, dust, dirt, and corrosion are a problem
- In areas subject to weather, dampness, or washdown requirements
- To provide, in one compact unit, a centrally controlled switching system for a large number of feeder or branch circuits
- For branch power distribution and circuit protection of motors, lighting, heat tracing, receptacles, etc.

- In indoor and outdoor installations
- To house thermal-magnetic circuit breakers that provide disconnect means, short circuit protection, and thermal time delay overload protection.

1203 FEEDERS

The feeder conductor shall be rubber-covered, double braided or oil, heat, and moisture-resistance thermoplastic type copper conductors, suitable for wet and dry locations. If run in underground conduits and installed in wet locations, conductors shall be thermo-plastic Type "T" or rubber-covered Type "R", if not specified in the plan.

All cables conform to the applicable provisions of the NEC, PEC, or IEC Standard. Each type of cable used throughout the installation shall be supplied by one manufacturer only. All wire and cable shall have a minimum rated circuit voltage of 600 Volts.

1204 CONDUIT PIPES, BOXES AND FITTINGS

Conduit pipes, boxes, and fittings shall be RSC and/or EMT/PVC conduit pipes or its equivalent, boxes and fittings were applicable in the area for use in electrical installations and conformity with the latest edition of the Philippine Electrical Code and manufactured by a reputable electrical manufacturer.

1205 ELECTRICAL WIRING INSTALLATION

All wiring runs, conduit homeruns, and sizes shall be done in accordance, with the approved plans and drawings and all the requirements of the local power company which has the jurisdiction within the vicinity.

The size of the electrical conductors shall be such that the voltage drop in each individual circuit shall not exceed the maximum allowed by the Philippine Electrical Code.

Installation must be supervised by a any of the duly LICENSED ELECTRICAL PRACTITIONER.

1206 WALL SWITCH, CONVENIENCE OUTLETS

All wall switches and convenience outlets to be used in connection with concealed wiring shall be NEW and standard factory products of a reputable electrical manufacturer and shall be flush-type.

Convenience outlets shall be duplex, flush type and shall be installed at the locations shown on plans, at least 0.30 meter above the finish floor line.

Switches or pushbuttons for lighting circuits shall be mounted at 1300 mm above the finished floor level; the panel board shall be centrally located between the finished floor line.

1207 LAMPS/LIGHTING FIXTURES AND FITTINGS

The contract includes the supply and erection of all lamps and tubes necessary to complete the installation and these shall be included in the prices quoted for the supply and erection of fittings.

Fluorescent lamps shall be manufactured and tested in accordance with IEC 81 or equivalent shall be double-pin types and shall be warm white color.

Lighting fittings shall be attached to ceilings, walls, trunking, or roof steelwork or suspended therefrom as appropriate.

Where fittings are to be suspended, rod-type suspension units shall be employed. Final connections to all suspended lighting shall be with heat-resistance flexible cable terminated in porcelain-clad connectors in the ceiling or junction box, which shall also terminate the main circuit cable. The cable length shall be such that the suspension unit supports the full weight of the lighting fittings.

Where recessed-type lighting fittings are to be installed, suspension units shall be used to prevent the weight of the fittings from being applied to the suspended ceiling.

1208 SHOP DRAWINGS

The Contractor shall submit for approval and before purchasing or installation of electrical wiring and all materials, shop drawings in large scales showing all details of construction, installation operation, and locations of the power line, lighting fixtures, fitting, and other miscellaneous electrical work.

1209 AS-BUILT DRAWINGS

The Contractor shall submit ELECTRICAL AS-BUILT DRAWINGS prior to testing and commissioning of the project.

1210 BASIS OF PAYMENT

The cost of furnishing all labor, materials, equipment, and electrical fixtures including all works and operations specified in the approved plan in connection with the installation of all electrical lines, connections, and fixtures in accordance with applicable Drawings, standards, and these specifications shall be paid per lot bid price or whatever stated in the Bill of Quantities.

SECTION XIII

SUPPLY, DELIVERY, AND INSTALLATION OF AIR CONDITIONING UNITS

1301 SCOPE

The work under this section includes furnishing all requirements for the supply, delivery, installation, testing and commissioning of air conditioning units and drain pumps including dismantling and reinstallation of existing Air Conditioning Units and Exhaust Fans. The work shall include all necessary materials, labor, equipment, and services required to complete the project as per the following specifications.

In accordance with this specification, the contractor shall ensure the successful completion of the air conditioning system installation/reinstallation, meeting the required quality and performance standards.

The manufacturer shall submit their product data sheet, installation method, warranty certificate, operation and maintenance manual, and installer experience for evaluation and approval of NIA.

1302 GENERAL

The contractor shall provide the following air conditioning units:

1. 2 units of Ceiling Mounted Inverter
 - Cooling capacity of 5.0 TR (17, 900-56, 490) BTU/hr (min.)
 - Energy efficient ratio (EER) of at least 9.0 BTU/h-W (min.)
2. 1 unit Wall Mounted Inverter
 - Cooling capacity of 2.5 HP (10, 553-26, 290) BTU/hr (min)
 - Energy efficient ratio (EER) of at least 13.0 BTU/h-W (min.)
3. 2 units Drain Pump for 3-5 TR ACU
4. 2 units Drain Pump for 2.5-3 TR ACU

All AC units shall use refrigerant type that complies with environmental regulations or equivalent. All units shall be equipped with remote control and complete accessories for smooth operation.

The Contractor shall coordinate with the General Services Division (GSD) for the dismantling and reinstallation of existing Air Conditioning Units and Exhaust Fan before the start of any works under this section.

1303 DELIVERY & HANDLING

All air conditioning units and drain pumps shall be properly stored and packaged in a manner that will be secured during transportation. Each box should have clear labels showing the manufacturer's name, model number, and how to handle it carefully. The boxes

must keep out dust and moisture to prevent the unit from getting dirty or rusty. Packaging shall also protect the unit from scratches, dents, and other physical damage.

1304 INSTALLATION

The contractor shall install all necessary ductwork and piping systems as per the manufacturer's recommendations. All connections shall be properly sealed and insulated to minimize energy loss.

All electrical connections shall strictly adhere to the guidelines set forth in this Specifications and in accordance with Section XII, Electrical Works.

1305 QUALITY ASSURANCE

All AC Units and installations shall adhere to ISO 9001: Quality Management Systems and ISO 14001: Environmental Management Systems. Only AC units from manufacturers with a documented Quality Assurance Program (QAP) certified to ISO 9001 will be considered. Manufacturers must submit documents demonstrating compliance with the aforementioned Quality Assurance Program.

Before procurement of the units, the manufacturer shall submit complete sets of documents such as warranty certificates and operation and maintenance manual. Documents shall be professionally submitted in legal writing.

Upon delivery and after installation, all AC units will undergo a thorough inspection and testing procedure in accordance with NIA standards. Any identified defects in units shall be replaced by the supplier at no additional cost to the NIA.

The supplier shall provide a minimum warranty of 5 years on all parts and labor, starting from the date of successful installation of the AC units.

1306 METHOD OF MEASUREMENT

Measurement for payment for the supply, delivery, and installation of air conditioning units shall be per set/lot of air conditioning successfully installed, tested and commissioned, and accepted by NIA.

1306 BASIS OF PAYMENT

The cost of furnishing all labor, equipment, materials and AC units including all works and operation in connection with the installation of the units functioning in accordance with applicable approved Drawings and these specifications shall be paid in the unit price per Lot bid price, or whichever is stated in the Bill of Quantities.

Annex A

**Supply, Delivery, and Installation of Materials for Proposed 2F Administrator's Office
Interior Renovation**

Invitation to Bid No. BS-0__-24

NO.	QUANTITY	DESCRIPTION	SPECIFICATIONS	STATEMENT OF COMPLIANCE
G	ELECTRONIC WORKS			
G.1	WAP and Switch			
G.1.1	3 units- Wireless Acces Point	Wireless Acces Point	<ul style="list-style-type: none"> • Must be the same as existing Wireless Access Point (Ruijie AP840-I) for integration to existing Cloud Based Controller • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
G.1.2	3 units- Wireless Acces Point	Wireless Acces Point	<ul style="list-style-type: none"> • Existing Wireless Access Point will be utilized 	
G.1.3	1 unit- Switch	Switch	<ul style="list-style-type: none"> • Must be the same with existing switch (Ruijie S5310-24GT4XS-P-E) for integration to existing Cloud Based Controller • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
G.1.4	1 unit- Data Rack	Data Rack	<ul style="list-style-type: none"> • Use Existing Data Rack • The contractor shall submit 3 samples or brochures of cable cantilever tray that will be installed in Data Rack 	

G.1.5	1 lot- Wiring Roughing- ins, Devices	Wiring Roughing-ins, Devices	<ul style="list-style-type: none"> • Refer to Plan • Internet Cable (CAT 6 A) 500m / reel • Data I/O faceplate, single w/ box • CAT6 yellow Internet Plug (1.0 m long) • Male adapter, 20mm Ø w/ steel lock nut • Long elbow, 20mm Ø PVC, red • Pipe uPVC 20mm Ø x 3000mm, red, 1 hub • Flexible uPVC pipe, 20mmØ x 50m, red • G.I. Wire, gauge #16 • PVC Solvent Cement, 200cc/can • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures subject for approval of NIA authorized personnel 	
G.2	1 lot-1 lot- 1.2 KVA UPS	UPS	<ul style="list-style-type: none"> • 1.2 KVA UPS 	
G.3	1 lot- Video Wall	Video Wall in Conference	<ul style="list-style-type: none"> • Use Existing Video Wall • The contractor shall submit 3 samples or brochures of necessary materials to install the video wall such as Wiring, Cables, Accessories, frames, bracing support and etc., complete. Subject for approval of NIA authorized personnel 	
G.4	1 lot- Dash Board Monitor	Dash Board Monitor	<ul style="list-style-type: none"> • Use existing 2 sets of Dashboard Monitor • The contractor shall submit necessary materials to install the dashboard monitor such as Wiring, Cables, Accessories, frames, bracing support and etc., complete. • Use Telescopic Ceiling Mounted TV Bracket • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures subject for approval of NIA authorized personnel 	
G.5	A/V Integration System			
G.5.1	1 unit- Amplifier	Amplifier	<ul style="list-style-type: none"> • Refer to General Notes of Auxiliary Plans 	

G.5.2	1 unit- Ceiling Speaker	Ceiling Speaker	<ul style="list-style-type: none"> Refer to General Notes of Auxiliary Plans 	
G.5.3	1 unit- Analog Audio Mixer	Analog Audio Mixer	<ul style="list-style-type: none"> Refer to General Notes of Auxiliary Plans 	
G.5.4	1 unit- Wireless Microphone	Microphone- Wireless Dual Vocal System	<ul style="list-style-type: none"> Refer to General Notes of Auxiliary Plans 	
G.6	Technical Desktop	Desktop	<ul style="list-style-type: none"> Intel Core i7-13700, 16GB RAM, 512 SSD, Windows 11, 23-inch FHD Monitor, MS Office Home & Business 2021 	
G.7	Discussion System			
G.7.1	1 unit- Wireless Access Point	Wireless Access Point for Discussion System	<ul style="list-style-type: none"> Supply Voltage (PSU): 100-240Vac 50-60 Hz in 48 Vdc out PoE: 802.3af, 802.3at- type 1 mode A (endspan), mode B (midspan) DCNM System supply: 48 Vdc Power Consumption: 10W Frequency Response: 80Hz-20 kHz THD at nominal level:<0.1% Dynamic Range:>98dBA Signal-to-noise ratio Ethernet: 1000Base-T IEEE802.3ab Audio inputs (Jack Nominal): -18dBV Audio inputs (Jack Maximum): +18dBV Audio inputs (Jack Nominal): -18dBV Audio inputs (Jack Maximum): +20dBV Radio(Wifi Standard): IEEE 802.11n Radio (Frequency Range): 2.4GHz and 5GHz (ISM license free) 	

			<p>Mechanical</p> <ul style="list-style-type: none"> • Mounting: Ceiling, Wall Tripod floor stand • Dimensions (H x W x D) with bracket: 285 x 202 x 65mm • Color: Light Grey <p>Environmental</p> <ul style="list-style-type: none"> • Operating Temperature 5 °C to +45°C • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
G.7.2	14 units- Wireless Discussion Device	Wireless Discussion Device	<ul style="list-style-type: none"> • Color: Black • Dimensions (H x W x D) 7.20 x 25.90 x 13.90cm • Frequency Response (-3 dB) (Hz): 100 -20000 Hz • Minimum signal-to-noise ratio (dB): 90dB • Mounting type: Table top • Nominal Acoustic Input Level (dB SPL): 80dB SPL) • Nominal Acoustic Output Level (dB SPL): 72dB SPL) • Nominal Impedance (Ω): 32Ω Power Consumption: 4.50W • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	

G.7.3	14 units -Pluggable Microphone Long Stem	Microphone Long Stem	<ul style="list-style-type: none"> • Color: Black • Frequency Response (-3dB) (Hz): 125-15000 Hz • Maximum Acoustic Input Level (dB SPL): 115 dB SPL • Maximum Dynamic Range (dB): 100 dB • Nominal Acoustic Input Level (dB SPL): 85 dB SPL • Nominal Voltage (VDC): 5VDC • Power Consumption (W): 0.10W • Self-Noise: (dB SPL) 15 dB SPL • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
G.7.4	21 units- Battery Pack	Battery Pack	<ul style="list-style-type: none"> • Up to 24 hours of use after fully charge • Fully charged in approximately three hours • Lithium-ion technology • Built-in microprocessor controls charging cycle • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
G.7.5	3 units- Battery Pack Charger 5 Bins	Battery Pack Charger 5 Bins	<ul style="list-style-type: none"> • Simultaneous charging of up to 5 battery packs • Individual Battery Pack charging capacity indicators • Recharge from empty in less than 3 hours • Auto-ranging power supply, 100-240 Vac • Loop-through mains power supply connector • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H	FURNITURES			

H.1	8 Sets-Chair-1	Office Chair	<ul style="list-style-type: none"> • Backrest: Mesh Fabric in Nylon Fiberglass Frame with • Seat: Density Mold Foam Cushion Fabric Seat • Armrest: PU • Color: Black • Base: Steel Chrome Sled Base • Weight Capacity: 120kgs. • Refer to Schedule of Furniture on approved plan. • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.2	25 sets-Chair-2	Office Chair	<ul style="list-style-type: none"> • Caspian Chair with Headrest and Foot • Color: Grey • Frame: Grey Nylon • With reclining back function with multiple position-locking mechanism, gas lift mechanism and footrest • Caster base in Black Nylon Finish • Refer to Schedule of Furniture on approved plan. • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.3	2 sets-Chair-3	Executive Chair	<ul style="list-style-type: none"> • Features: <ul style="list-style-type: none"> -Pneumatic Seat -Tilt Lock -Tension Control -Synchro Tilt -Aluminum Armrest • Base Material: Aluminum base. Twin casters • Coverings: Seat and back shall be leatherette • Color: Black • Refer to Schedule of Furniture on approved plan • Warranty: 1 year (materials) 	

H.4	24 sets- Chair-4	Dining Chair or Lounge Chair	<ul style="list-style-type: none"> • Ash Veneer Wood Finish • Size: L510 x W400 x H400 • Seat Cover in Tallmyra White • Refer to Schedule of Furniture on approved plan • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.5	1 set- Sofa-1	Lounge Sofa - 3.5 Modular Sofa with Chaise	<ul style="list-style-type: none"> • Finish: Seat cover in samsala dark yellow-green • Fabric: Corduroy • Dimensions: L3.24meters x W1.60meters x H0.71meter • Seat Depth: 0.60m • Seat Height: 0.46m • Refer to Schedule of Furniture on approved plan • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.6	2 sets- Sofa-2	Lounge Sofa - 4.5 Modular Sofa	<ul style="list-style-type: none"> • Finish: Seat cover in samsala dark yellow-green • Fabric: Corduroy • Dimensions: L2.85meters x W0.95meters x H0.71meter • Seat Depth: 0.60m • Seat Height: 0.46m • Refer to Schedule of Furniture on approved plan • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	

H.7	1 set- Sofa-3	Office Sofa-3 Seat Sofa	<ul style="list-style-type: none"> • Finish: Leather seat in bomstad black • Dimensions: L2.04meters x W0.89meters x H0.78meter • Seat Depth: 0.61m • Seat Height: 0.44m • Armrest Height: 0.64m • Refer to Schedule of Furniture on approved plan • Present at least 3 proposals for this item • Warranty: 1 year (materials) 	
H.8	1 set- Sofa-4	Office Sofa-4 Seat Sofa with Chaise	<ul style="list-style-type: none"> • Finish: Leather seat in bomstad black • Dimensions: L3.22meters x W0.98meters • Depth Chaise: 1.64m • Armrest Width: 0.15m • Armrest Height: 0.65m • Seat Width: 0.92m • Seat Depth: 0.55m • Seat Height: 0.45m • Refer to Schedule of Furniture on approved plan • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	

H.9	12 sets- Table-1	Office Table	<ul style="list-style-type: none"> • Features: <ul style="list-style-type: none"> -Melamine desktop with grommet hole and cover on corner -Structure: With one side panel leg with metal on sides. Other side is a fixed cabinet with one drawer and space for CPU with air vent and hole for cable management; can serve as additional storage. -With modestly panel • Dimensions: • Refer to Schedule of Furniture on approved plan • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.10	2 sets- Table-2	Conference Table	<ul style="list-style-type: none"> • Features: <ul style="list-style-type: none"> -Melamine top with flip cover only for wire management provision -Finish in white maple in dark grey legs. -Comes with 2 flip covers and vertical cable box / cable riser • Dimensions: 2.80mx1.20mx0.75 m • Shall have pop-up box with power (universal outlet), HDMI port, data port • Refer to Schedule of Furniture on approved plan • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.11	2 sets- Table-3	Office Table	<ul style="list-style-type: none"> • Features: <ul style="list-style-type: none"> -Melamine desktop with flip cover for cables on side -Structure: Metal / steel frame in straight legs -With modestly panel -With mobile side return with shelves, storage and cabinet • Total Dimension 	

			<p>2.00mx1.60mx0.75m</p> <p>Desktop 1.80mx0.80mx0.025m</p> <p>Side cabinet: 1.60mx0.50mx0.60m</p> <ul style="list-style-type: none"> • Refer to Schedule of Furniture on approved plan • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.12	2 sets- Table-4	Dining Table	<ul style="list-style-type: none"> • Finish: Ash Veneer Wood Finish • Dimension: L1.40mxW0.78mxH0.74m • Refer to Schedule of Furniture on approved plan • Warranty: 1 year (materials) • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.13	2 sets- Table-5	Coffee Table	<ul style="list-style-type: none"> • Whitewash Wood Finish • Dimension: L1.10mxW0.48mxH0.40m • Refer to Schedule of Furniture on approved plan • Warranty: 1 year (materials) 	
H.14	1 set- Table-6	Coffee Table	<ul style="list-style-type: none"> • Ash Veneer Wood Finish • Dimension: L1.18mxW0.48mxH0.40m • Refer to Schedule of Furniture on approved plan • The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.15	3 sets- Table-7	Lounge Table	<ul style="list-style-type: none"> • Ash Veneer Wood Finish • Dimension: L0.45mxW0.45mxH0.45m • Refer to Schedule of Furniture on approved plan • Warranty: 1 year (materials) 	

			<ul style="list-style-type: none"> and maintenance) The Contractor shall submit 3 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.16	7 sets- Cabinet-1	Mobile Pedestal	<ul style="list-style-type: none"> Melamine body and structure with drawers and locking mechanism Mobile cabinet with castors Finish: White Maple in Dark Grey Accents Dimensions: 400mm W x 400mm D x 60mm H Refer to Schedule of Furniture on approved plan Warranty: 1 year (materials) The Contractor shall submit 2 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.17	3 sets- Cabinet-2	File Cabinet	<ul style="list-style-type: none"> Melamine body and structure with drawers Cabinet Handle: Brass Finish: Black Paint Dimensions: 460mm W x 610mm L x 710mm H Refer to Schedule of Furniture on approved plan Warranty: 1 year (materials) The Contractor shall submit 2 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.18	1 set- Cabinet-3	File Cabinet	<ul style="list-style-type: none"> Solid Mahogany Wood body and structure with drawers Cabinet Handle: Brass Coated with Autom Finish: Black Wood Stain Paint Dimensions: 508mm L x 508mm W x 768mm H Refer to Schedule of Furniture on approved plan Submit mock-up or sample subject for NIA Authorize Personnel approval 	

			<ul style="list-style-type: none"> • Warranty: 1 year (materials) • The Contractor shall submit 2 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.19	1 set-Cabinet-4	File Cabinet	<ul style="list-style-type: none"> • Solid Mahogany Wood body and structure with drawers • Cabinet Handle: Brass • Finish: Finish: Black Wood Stain Paint • Dimensions: 508mm L x 508mm W x 768mm H • Refer to Schedule of Furniture on approved plan • Submit mock-up or sample subject for NIA Authorize Personnel approval • Warranty: 1 year (materials) • The Contractor shall submit 2 samples or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.20	1 set-Console Table-1	Table	<ul style="list-style-type: none"> • Solid Mahogany Wood body and structure with drawers • Finish: Black Wood Stain Paint • Dimensions: 1040mm L x 320mm W x 950mm H • Refer to Schedule of Furniture on approved plan • Submit mock-up or sample subject for NIA Authorize Personnel approval • Warranty: 1 year (materials) • The Contractor shall submit 2 catalogs or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.21	1 set-Carpet-1	Carpet	<ul style="list-style-type: none"> • Finish: High Pile, White • Dimension: 2300mm Lx 1700mm W x 30 mm thk • To be mounted under the tabletop • Refer to Schedule of Furniture on approved plan • Warranty: 1 year (materials); 3 years (workmanship and 	

			<ul style="list-style-type: none"> • maintenance) • The Contractor shall submit 2 cut sample that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.22	21 sets- Window Blinds	Window Blinds	<ul style="list-style-type: none"> • Korean Blinds-Beige Linen Zebra Semi-Blackout Blinds • Color: Beige • Size: 1775mm x 1575mm x • Warranty: 1 year (materials); 3 years (workmanship and maintenance) • The Contractor shall submit 2 catalogs or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.23	1 set- Kitchen Range	Kitchen Range	<ul style="list-style-type: none"> • Oven Capacity:69 Liters Gas Oven Electric Grill • Burners/Hotplate: 3 gas burners + 1 Hotplate • Dimensions: 92.33cm Hx 60cm W x 60cm L • Fan assisted • With timer • Enamel trivet • Stainless Steel • 1500 Watts • 20 Amperes • Type B- 2 Flat + Ground Plug • Warranty: 1 year • The Contractor shall submit 2 catalogs or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
H.24	1 set- Range Hood	Range Hood	<ul style="list-style-type: none"> • 90cm Wall Mounted Chimney Hood • Reverse T-Design, Black Glass Fascia with Stainless Steel Finish • High Power Motor • With Oil Collector System • Hands-free Gesture Control System • Suction Power:1000CMH max • Filters: 5 Layers Aluminum Filters • Warranty: 1 year 	

			<ul style="list-style-type: none"> The Contractor shall submit 2 catalogs or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
I	SPECIALTIES			
I.1	2 sets- Vanity Mirror-1	Mirror	<ul style="list-style-type: none"> Dimension: 800mm x 800mm x 6mm thk Beveled Edges Provide 4.5mm thk Plywood Backing The Contractor shall submit 2 cut sample or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	
I.2	2 sets- Vanity Mirror-2	Mirror	<ul style="list-style-type: none"> Dimension: 600mm x 800mm x 6mm thk Beveled Edges Provide 4.5mm thk Plywood Backing The Contractor shall submit 2 cut sample or brochures that comply the approved specifications above, subject for approval from NIA authorized personnel. 	

 Name of Company/ Bidder

 Signature over Printed Name

 Date

Invitation to Bid No. BS-015-2024

Republic of the Philippines
NATIONAL IRRIGATION ADMINISTRATION
EDSA, Diliman, Quezon City



BID DOCUMENTS

(Section I, II, III, IV, V, V-A, VI, VIII, IX and IX-A)

ADMINISTRATOR'S OFFICE INTERIOR RENOVATION

NIA Complex, EDSA, Diliman, Quezon City

CIVIL WORKS CONTRACT
(National Competitive Bidding)
(August 2024)

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Glossary of Terms, Abbreviations, and Acronyms

ABC – Approved Budget for the Contract.

ARCC – Allowable Range of Contract Cost.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

CDA – Cooperative Development Authority.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

Contractor – is a natural or juridical entity whose proposal was accepted by the Procuring Entity and to whom the Contract to execute the Work was awarded. Contractor as used in these Bidding Documents may likewise refer to a supplier, distributor, manufacturer, or consultant.

CPI – Consumer Price Index.

DOLE – Department of Labor and Employment.

DTI – Department of Trade and Industry.

Foreign-funded Procurement or Foreign-Assisted Project – Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PCAB – Philippine Contractors Accreditation Board.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

UN – United Nations.

Section I. Invitation to Bid



Republic of the Philippines
National Irrigation Administration
Quezon City

INVITATION TO BID

ADMINISTRATOR'S OFFICE INTERIOR RENOVATION

Invitation to Bid No. BS-015-2024

1. The National Irrigation Administration, through the Corporate Operating Budget (COB) for 2024 intends to apply the sum of **Fourteen Million Eight Hundred Nine Thousand Four Hundred Seventy Pesos and 85/100 (PhP 14,809,470.85)** being the Approved Budget for the Contract (ABC) to payments under the contract for Contract No. BS-015-2024. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The National Irrigation Administration now invites bids for the above Procurement Project. Completion of the Works is required within **180 calendar days**. Bidders should have completed a contract similar to the Project. For this purpose, similar contracts shall refer to "Renovation of Office". The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions 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 (RA) No. 9184.
4. Interested bidders may obtain further information from National Irrigation Administration and inspect the Bidding Documents at the address given below from 8:00 A.M. to 5:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested bidders on *August 7, 2024 to August 27, 2024* from given address and website/s below and upon presentation of Letter of Intent (LOI) and the original copy of their valid PCAB License, payment of the non-refundable applicable fee to the NIA Cashier for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Twenty-Five Thousand Pesos (PhP 25,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees to be presented in person.
6. The National Irrigation Administration will hold a Pre-Bid Conference on August 14, 2024, 10:00 AM at Classroom A, 3rd Floor IEC Building, NIA Complex, EDSA, Quezon City which shall be open to prospective bidders.
7. Bids must be duly received by the BAC-A Secretariat through manual submission at the office address as indicated below, on or before August 27, 2024, 9:30 AM. 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 15.
9. Bid opening shall be on August 27, 2024, 10:00 AM at Classroom A, 3rd Floor IEC Building NIA Complex, EDSA Diliman, Quezon City. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The National Irrigation Administration reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

**Bids and Awards Committee-B,
Procurement and Property Division
National Irrigation Administration
2nd Floor, ICC Building, NIA Complex,
EDSA, Diliman, Quezon City
Tel. Nos., 8-921-3906, 8-929-6071 loc. 115**

12. You may visit the following websites:

For downloading of Bidding Documents: <https://www.philgeps.gov.ph/>

Date of Issue: _____

ENGR. ROBERT C. SUGUITAN
Chairperson, BAC-B

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, National Irrigation Administration (NIA) invites Bids for the **Administrator's Office Interior Renovation** with Project Identification Number BS-015-2024.

The Procurement Project (referred to herein as "Project") is for the construction of Works, as described in Section VI (Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for 2024 in the amount of Fourteen Million Eight Hundred Nine Thousand Four Hundred Seventy Pesos and 85/100 (PhP 14,809,470.85).

2.2. The source of funding is:

GOCC and GFIs, the Corporate Operating Budget.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manual and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or invitation to bid by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have inspected the site, determined the general characteristics of the contracted Works and the conditions for this Project, such as the location and the nature of the work; (b) climatic conditions; (c) transportation facilities; (c) nature and condition of the terrain, geological conditions at the site communication facilities, requirements, location and availability of construction aggregates and other materials, labor, water, electric power and access roads; and (d) other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices

The Procuring Entity, as well as the Bidders and Contractors, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex "I" of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA's CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.

A contract is considered to be "similar" to the contract to be bid if it has the major categories of work stated in the **BDS**.

- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

6. Origin of Associated Goods

There is no restriction on the origin of Goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN.

7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than fifty percent (50%) of the Project.

The Procuring Entity has prescribed that:

Subcontracting is allowed. The portions of Project and the maximum percentage allowed to be subcontracted are indicated in the **BDS**, which shall not exceed fifty percent (50%) of the contracted Works.

- 7.1. *[If Procuring Entity has determined that subcontracting is allowed during the bidding, state:]* The Bidder must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criterial stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.
- 7.2. *[If subcontracting is allowed during the contract implementation stage, state:]* The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and

comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.

- 7.3. Subcontracting of any portion of the Project does not relieve the Contractor of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Contractor's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address on *August 14, 2024, 10:00 AM* at [Classroom A, 3rd Floor IEC Building, NIA Complex, EDSA, Quezon City](#) as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents Comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.
- 10.3. A valid PCAB License is required, and in case of joint ventures, a valid special PCAB License, and registration for the type and cost of the contract for this Project. Any additional type of Contractor license or permit shall be indicated in the **BDS**.
- 10.4. A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their

complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the **BDS**.

- 10.5. A List of Contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, must meet the minimum requirements for the contract set in the **BDS**.

11. Documents Comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 11.2. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.3. For Foreign-funded procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Alternative Bids

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.

13. Bid Prices

All bid prices for the given scope of work in the Project as awarded shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances as determined by the NEDA and approved by the GPPB pursuant to the revised Guidelines for Contract Price Escalation guidelines.

14. Bid and Payment Currencies

- 14.1. Bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

14.2. *Payment of the contract price shall be made in: **Philippine Pesos**.*

15. Bid Security

- 15.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 15.2. The Bid and bid security shall be valid until 120 calendar days from bid opening. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

16. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission to the given website or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

17. Deadline for Submission of Bids

The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

18. Opening and Preliminary Examination of Bids

- 18.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 18.2. The preliminary examination of Bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

- 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.
- 19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated

simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 16 shall be submitted for each contract (lot) separately.

- 19.3. In all cases, the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184 must be sufficient for the total of the ABCs for all the lots participated in by the prospective Bidder.

20. Post Qualification

Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS), and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause													
5.2	<p>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be:</p> <p>1. <u>Renovation of Office</u> with a value of at least fifty percent (50%) of ABC. All prospective bidders should possess a valid PCAB license with a <i>Principal Classification and Category in General Building and/or Specialty as “C & D” and Registration Particulars with respective size range of “Small B” in Communication Facilities and/or Electrical Works and/or Mechanical Works and/or Air-Conditioning or Refrigeration.</i></p> <p>2. <i>completed within five years prior to the deadline for the submission and receipt of bids</i></p>												
7.1	<p>Subcontracting is allowed, subject to evaluation and approval of the sub-contracting agreement in accordance with NIA MC No. 37, s. 2014. The sub-contractor shall undertake not more than 50% of the contract works.</p> <p>NOTE: The contractor shall undertake not less than 50% of the contracted works with its own resources.</p>												
10.3	No further instructions.												
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <table><thead><tr><th><u>Key Personnel</u></th><th></th><th><u>Relevant Experience</u></th></tr></thead><tbody><tr><td>1 – Project Manager</td><td>–</td><td>Should be a regular employee with at least five (5) years' experience in construction project management, design, and implementation.</td></tr><tr><td>1 – Safety/Health Officer</td><td>-</td><td>With at least three (3) years' experience as safety officer completed the prescribed course in Occupational Safety and Health with Training Certificate duly accredited by DOLE.</td></tr><tr><td>1 – Project-in-Charge</td><td>-</td><td>Licensed Civil Engineer or Licensed Architect. A regular employee with at least (3) three years' experience in Construction Supervision.</td></tr></tbody></table>	<u>Key Personnel</u>		<u>Relevant Experience</u>	1 – Project Manager	–	Should be a regular employee with at least five (5) years' experience in construction project management, design, and implementation.	1 – Safety/Health Officer	-	With at least three (3) years' experience as safety officer completed the prescribed course in Occupational Safety and Health with Training Certificate duly accredited by DOLE.	1 – Project-in-Charge	-	Licensed Civil Engineer or Licensed Architect. A regular employee with at least (3) three years' experience in Construction Supervision.
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	<div data-bbox="395 197 1391 1205"> <div>1 – Electrical Engineer</div> <div>- A Licensed Electrical Engineer (PRC License) with at least three (3) years' experience in Similar Works</div> <div>1 – Mechanical Engineer</div> <div>- A Licensed Mechanical Engineer (PRC License) with at least three (3) years' experience in similar works</div> <div>1 – Foreman</div> <div>– With at least Three (3) years' experience as Foreman in civil works;</div> <div>1 - Leadman</div> <div>- With at least Three (3) years' experience as leadman for similar works</div> <div>1 – Master Carpenter</div> <div>- With at least Three (3) years' experience as Carpenter in similar works and Certificate from TESDA or TESDA Accredited Center</div> <div>1 – Electrician</div> <div>- With at least Two (2) years' experience as Electrician in similar works and Certificate from TESDA or TESDA Accredited Center</div> <div>1 – IT Personnel</div> <div>- With at least two (2) years' experience in Computer Networking</div> </div> <div data-bbox="375 1272 1414 1384"> <p><u>No replacement of personnel shall be allowed by NIA until after fifty percent (50%) of the project has been completed, except for justifiable reason to be approved by NIA.</u></p> </div>														
10.5	<div data-bbox="477 1424 1307 1458">The minimum major equipment requirements are the following:</div> <table data-bbox="435 1458 1351 2002"> <tr> <th data-bbox="435 1458 1195 1547">Equipment</th><th data-bbox="1195 1458 1351 1547">Number of Units</th></tr> <tr> <td data-bbox="435 1547 1195 1626">1. Truck – Elf or any hauling vehicle</td><td data-bbox="1195 1547 1351 1626">1</td></tr> <tr> <td data-bbox="435 1626 1195 1704">2. Pick-up Truck</td><td data-bbox="1195 1626 1351 1704">1</td></tr> <tr> <td data-bbox="435 1704 1195 1783">3. Service Vehicle</td><td data-bbox="1195 1704 1351 1783">1</td></tr> <tr> <td data-bbox="435 1783 1195 1861">4. Vacuum Cleaner 2000 watts min.</td><td data-bbox="1195 1783 1351 1861">1</td></tr> <tr> <td data-bbox="435 1861 1195 1939">5. Electric Grinder</td><td data-bbox="1195 1861 1351 1939">1</td></tr> <tr> <td data-bbox="435 1939 1195 2002">6. Electric Drill</td><td data-bbox="1195 1939 1351 2002">1</td></tr> </table>	Equipment	Number of Units	1. Truck – Elf or any hauling vehicle	1	2. Pick-up Truck	1	3. Service Vehicle	1	4. Vacuum Cleaner 2000 watts min.	1	5. Electric Grinder	1	6. Electric Drill	1
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	<table><tr><td>7.</td><td>Electric Planer</td><td>1</td></tr><tr><td>8.</td><td>Circular Saw</td><td>1</td></tr><tr><td>9.</td><td>Air Compressor</td><td>1</td></tr><tr><td>10.</td><td>Rotary Hammer</td><td>1</td></tr><tr><td>11.</td><td>Analog Tester/ Clamp Meter</td><td>1</td></tr><tr><td>12.</td><td>Insulation Tester</td><td>1</td></tr><tr><td>13</td><td>Laser Level</td><td>1</td></tr></table>	7.	Electric Planer	1	8.	Circular Saw	1	9.	Air Compressor	1	10.	Rotary Hammer	1	11.	Analog Tester/ Clamp Meter	1	12.	Insulation Tester	1	13	Laser Level	1
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12.	Insulation Tester	1																				
13	Laser Level	1																				
12	No further instructions.																					
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> <p>a. The amount of not less than PhP 296,189.42 (two percent (2%) of ABC), if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</p> <p>b. The amount of not less than PhP 740,473.54 (five percent (5%) of ABC) if bid security is in Surety Bond.</p>																					
16	<p>Each Bidder shall submit one (1) original and two (2) copies of the first and second components of its bid. Original, Copy 1, and Copy 2 must reflect the following:</p> <p>a. Table of contents;</p> <p>b. Should be in sequential order of documents in line with Section IX "Checklist of Technical and Financial Documents";</p> <p>c. Proper tabbing of the documents; and</p> <p>d. Copies 1 and 2 must be certified true copy of the original.</p>																					
19.2	Partial bid is not allowed. The infrastructure project is packaged in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.																					
20	<p>Only Tax Returns filed and taxes paid through the BIR Electronic Filing Payment System (EFPS) shall be accepted.</p> <p>Note: The Latest Income and Business tax returns are those within the last six months preceding the date of Bid submission.</p>																					
21	<p>Additional contract documents relevant to the Project required:</p> <p>a) Construction schedule in the form of PERT/CPM, Bar/Gantt Chart and S-curve;</p> <p>b) Manpower schedule;</p> <p>c) Construction safety and health program approved by the Department of Labor and Employment (DOLE);</p>																					

Section IV. General Conditions of Contract

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

2. Sectional Completion of Works

If sectional completion is specified in the **Special Conditions of Contract (SCC)**, references in the Conditions of Contract to the Works, the Completion Date, and the Intended Completion Date shall apply to any Section of the Works (other than references to the Completion Date and Intended Completion Date for the whole of the Works).

3. Possession of Site

3.1. The Procuring Entity shall give possession of all or parts of the Site to the Contractor based on the schedule of delivery indicated in the SCC, which corresponds to the execution of the Works. If the Contractor suffers delay or incurs cost from failure on the part of the Procuring Entity to give possession in accordance with the terms of this clause, the Procuring Entity's Representative shall give the Contractor a Contract Time Extension and certify such sum as fair to cover the cost incurred, which sum shall be paid by Procuring Entity.

3.2. If possession of a portion is not given by the above date, the Procuring Entity will be deemed to have delayed the start of the relevant activities. The resulting adjustments in contract time to address such delay may be addressed through contract extension provided under Annex "E" of the 2016 revised IRR of RA No. 9184.

4. The Contractor's Obligations

The Contractor shall employ the key personnel named in the Schedule of Key Personnel indicating their designation, in accordance with **ITB** Clause 10.4 and specified in the **BDS**, to carry out the supervision of the Works.

The Procuring Entity will approve any proposed replacement of key personnel only if their relevant qualifications and abilities are equal to or better than those of the personnel listed in the Schedule.

5. Performance Security

- 5.1. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR.
- 5.2. The Contractor, by entering into the Contract with the Procuring Entity, acknowledges the right of the Procuring Entity to institute action pursuant to RA No. 3688 against any subcontractor be they an individual, firm, partnership, corporation, or association supplying the Contractor with labor, materials and/or equipment for the performance of this Contract.

6. Site Investigation Reports

The Contractor, in preparing the Bid, shall rely on any Site Investigation Reports referred to in the **SCC** supplemented by any information obtained by the Contractor.

7. Warranty

- 7.1. In case the Contractor fails to undertake the repair works under Section 62.2.2 of the 2016 revised IRR, the Procuring Entity shall forfeit its performance security, subject its property(ies) to attachment or garnishment proceedings, and perpetually disqualify it from participating in any public bidding. All payables of the GOP in his favor shall be offset to recover the costs.
- 7.2. The warranty against Structural Defects/Failures, except that occasioned-on force majeure, shall cover the period from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity. Specific duration of the warranty is found in the **SCC**.

8. Liability of the Contractor

Subject to additional provisions, if any, set forth in the **SCC**, the Contractor's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Contractor is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

9. Termination for Other Causes

Contract termination shall be initiated in case it is determined *prima facie* by the Procuring Entity that the Contractor has engaged, before, or during the implementation of the contract, in unlawful deeds and behaviors relative to contract acquisition and implementation, such as, but not limited to corrupt, fraudulent, collusive, coercive, and obstructive practices as stated in **ITB** Clause 4.

10. Dayworks

Subject to the guidelines on Variation Order in Annex “E” of the 2016 revised IRR of RA No. 9184, and if applicable as indicated in the **SCC**, the Dayworks rates in the Contractor’s Bid shall be used for small additional amounts of work only when the Procuring Entity’s Representative has given written instructions in advance for additional work to be paid for in that way.

11. Program of Work

11.1. The Contractor shall submit to the Procuring Entity’s Representative for approval the said Program of Work showing the general methods, arrangements, order, and timing for all the activities in the Works. The submissions of the Program of Work are indicated in the **SCC**.

11.2. The Contractor shall submit to the Procuring Entity’s Representative for approval an updated Program of Work at intervals no longer than the period stated in the **SCC**. If the Contractor does not submit an updated Program of Work within this period, the Procuring Entity’s Representative may withhold the amount stated in the **SCC** from the next payment certificate and continue to withhold this amount until the next payment after the date on which the overdue Program of Work has been submitted.

12. Instructions, Inspections and Audits

The Contractor shall permit the GOP or the Procuring Entity to inspect the Contractor’s accounts and records relating to the performance of the Contractor and to have them audited by auditors of the GOP or the Procuring Entity, as may be required.

13. Advance Payment

The Procuring Entity shall, upon a written request of the Contractor which shall be submitted as a Contract document, make an advance payment to the Contractor in an amount not exceeding fifteen percent (15%) of the total contract price, to be made in lump sum, or at the most two installments according to a schedule specified in the **SCC**, subject to the requirements in Annex “E” of the 2016 revised IRR of RA No. 9184.

14. Progress Payments

The Contractor may submit a request for payment for Work accomplished. Such requests for payment shall be verified and certified by the Procuring Entity's Representative/Project Engineer. Except as otherwise stipulated in the **SCC**, materials and equipment delivered on the site but not completely put in place shall not be included for payment.

15. Operating and Maintenance Manuals

- 15.1. If required, the Contractor will provide "as built" Drawings and/or operating and maintenance manuals as specified in the **SCC**.
- 15.2. If the Contractor does not provide the Drawings and/or manuals by the dates stated above, or they do not receive the Procuring Entity's Representative's approval, the Procuring Entity's Representative may withhold the amount stated in the **SCC** from payments due to the Contractor.

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause	
2	The Intended Completion Date is 180 calendar days from the start of the contract.
3.1	The Procuring Entity shall give possession of all parts of the Site to the Contractor at the Start Date of the Contract.
6	The site investigation reports are: none
7.2	<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:]</i> Fifteen (15) years.</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:]</i> Five (5) years.</p> <p><i>[In case of other structures, such as bailey and wooden bridges, shallow wells, spring developments, and other similar structures:]</i> Two (2) years.</p>
10	No dayworks are applicable to the contract.
11.1	<p>The Contractor shall submit the Program of Work to the Procuring Entity's Representative within thirty (30) calendar days of delivery of the Notice to Proceed.</p> <p>The Construction Program shall include, among others, Updates of the PERT/CPM Network, Bar/Gantt Chart and Manpower Schedules which was previously submitted pursuant to ITB Clause 21 of the ITB.</p>
11.2	The amount to be withheld for late submission of an updated Program of Work is the whole amount claim in the next Progress Billing.
13	<p>The amount of the advance payment is fifteen percent (15%) of the Contract Price and to be recouped every progress billing, to be made as per herein schedule:</p> <ol style="list-style-type: none"> First (1st) Installment – 7.5% of the Contract Price – upon submission to and acceptance by NIA of an Irrevocable Standby Letter of Credit of equivalent value issued by a commercial bank, a bank guarantee or surety bond, callable upon demand, issued by a surety or insurance company duly accredited by the Insurance Commission and confirmed by NIA

	<p>b. Second (2nd) Installment – 7.5% of the Contract Price – upon submission to and acceptance by NIA of an Irrevocable Letter of Credit of equivalent value issued by a commercial bank, a bank guarantee or surety bond, callable upon demand, issued by a surety or insurance company duly accredited by the Insurance Commission and confirmed by NIA (if amount is not included in the first installment), and after Contractor has fully mobilized the initial equipment requirement and Key Personnel indicated in its Manpower Utilization Schedule and as specified in the Bid Documents.</p>
14	Materials and equipment delivered on the site but not completely put in place shall be measured and paid for in accordance with the methods of payment provided for said items on Section VI–Technical Specifications of the Bid Documents.
15.1	<p>The date by which the "as-built" drawings and operation and maintenance manual is required is when 95% of the total Contract Work is completed.</p> <p>The Contractor is required to submit hard copy and electronic copy of the “As – Built Drawing” and operation and maintenance manuals to the Procuring Entity within fifteen (15) calendar days upon acceptance of the contract works.</p>
15.2	The amount to be withheld for failing to produce "as-built" drawings and operations and maintenance manual by the date required is the total amount of final billing.

Section VI. Specifications
(See Separate Volume)

Section VII. Drawings

(See Separate Volume)

Section VIII. Bill of Quantities

BILL OF QUANTITIES AND BID PRICES
ADMINISTRATOR'S OFFICE INTERIOR RENOVATION
Invitation to Bid No. BS-015-2024

NO.	SECTION	DESCRIPTION	QTY	UNIT	UNIT BID PRICE IN WORDS & IN FIGURES	TOTAL
1		A. GENERAL REQUIREMENT				
	Section I	A.1. Temporary Facilities	1.00	Lot	_____P_____	P _____
		A.2. Mobilization and Demobilization	1.00	Lot	_____P_____	P _____
		A.3. Safety and Health	1.00	Lot	_____P_____	P _____
	Section II	A.4. Demolition and Dismantling	1.00	Lot	_____P_____	P _____
SUB- TOTAL A					_____P_____	P _____
2		B.1 FLOOR FINISHES				
	Section III	B.1.1. FF-1, 500mm x 500mm x 4mm thk Gray Carpet Tiles (for Private Office, Conference Room, Head Executive Assistant's Office, Administrator's Staff's Office)	169.40	sq.m.	_____P_____	P _____
		B.1.2. FF-2, 4mm thk x 178mm x 1220mm Oak Stone Plastic Composite (For Pantry, Storage Room and Admin Extension Office)	53.89	sq.m.	_____P_____	P _____
		B.1.3. FF-3, 600mm x 600mm x 12mm thk Matte Grey Terazzo Tiles (for HEA's T&B and Administrator's Staff's T&B)	10.65	sq.m.	_____P_____	P _____
		B.1.4. FF-4, 600mm x 600mm x 10mm thk Matte Beige Ceramic Tiles (for Common Powder Room)	3.00	sq.m.	_____P_____	P _____
		B.1.5. FF-5, 300mm x 300mm x 6.0mm thk Matte Machuca Tiles (for Administrator's T&B)	5.40	sq.m.	_____P_____	P _____
		B.1.6. FF-6, 500mm x 500mm x 4.0mm thk beige Carpet Tiles (for Administrator's Office)	47.40	sq.m.	_____P_____	P _____
		B.1.7. FF-7, 600mm x 600mm x 5.0mm thk Canvass Gray Vinyl Tiles (for Administrator's Lobby)	132.73	sq.m.	_____P_____	P _____

NO.	SECTION	DESCRIPTION	QTY	UNIT	UNIT BID PRICE IN WORDS & IN FIGURES	TOTAL
3		B.2 CEILING FINISHES				
	Section IV	B.2.1. CF-1, 254mm x 2900mm x 8mm thk PVC Wood Ceiling Panel (for Administrator's Lobby, Admin Room Extension, Administrator's Office)	142.41	sq.m.	_____P_____	P _____
		B.2.2. CF-2, 6mm thk Fiber Cement Board (for Administrator's Lobby, Administrator's Office, Pantry, HEA's T&B, Common Powder Room, Administrator's Staff T&B, Storage Room, Admin Room Extension)	137.17	sq.m.	_____P_____	P _____
		B.2.3. CF-3, 12mm thk x 600mm x 1200mm Perforated MDF Acoustic Panel in Melamine Finish (for Private Office, HEA's Office, Administrator's Staff's Office)	121.20	sq.m.	_____P_____	P _____
		B.2.4. CF-4, 14mm thk x 600mm x 600mm Acoustic Ceiling Tile (For Conference)	48.20	sq.m.	_____P_____	P _____
4		B.3 DRYWALL PARTITIONS			_____P_____	P _____
	Section V	B.3.1. Drywall Partition - 1, 9mm thk Ficemboard	54.46	sq.m.	_____P_____	P _____
		B.3.2. Drywall Partition - 1, 9mm thk Ficemboard	23.66	sq.m.	_____P_____	P _____
		B.3.3. Drywall Partition - 1, 9mm thk Ficemboard	9.00	sq.m.	_____P_____	P _____
5		B.4 WALL FINISHES			_____P_____	P _____
	Section III	B.4.1. WF-1, 14mm x 140mm x 2900mm Light Teak PVC Fluted Wall Cladding	4.00	sq.m.	_____P_____	P _____
		B.4.2. WF-2, 2mm thk White Textured Finish Wall Paper	10.00	sq.m.	_____P_____	P _____
		B.4.3. WF-3, 5mm thk x 1200mm x 2400mm White Oak PVC Wall Cladding	367.64	sq.m.	_____P_____	P _____
		B.4.4. WF-4, 9mm thk Beige Acoustic Polyester Fiber Panel surface mounted on 20mm thk marine plywood (for Conference)	23.30	sq.m.	_____P_____	P _____

NO.	SECTION	DESCRIPTION	QTY	UNIT	UNIT BID PRICE IN WORDS & IN FIGURES	TOTAL
	Section III	B.4.5. WF-5, 9mm thk x 300mm x 300mm Moss Kitkat Glossy Tiles	7.94	sq.m.	_____P_____	P _____
		B.4.6. WF-6, 7.5mm thk x 300mm x 300mm Moss Kitkat Glossy Tiles	6.65	sq.m.	_____P_____	P _____
		B.4.7. WF-9, 9mm thk x 300mm x 300mm Moss Kitkat Glossy Tiles (Chevron Layout)	6.10	sq.m.	_____P_____	P _____
		B.4.8. WF-11, 9.5mm thk x 600mm x 600mm White Marble Tile	5.70	sq.m.	_____P_____	P _____
		B.4.9. WF-14, 14mm x 140mm x 2900 Dark Green PVC Flute Cladding	15.80	sq.m.	_____P_____	P _____
6		B.5 PAINTING WORKS			_____P_____	P _____
	Section VII	B.5.1. WF-7, Beige Semi-gloss Acrylic Paint	24.00	sq.m.	_____P_____	P _____
		B.5.2. WF-8, Forest Green Acrylic Paint	5.53	sq.m.	_____P_____	P _____
		B.5.3. WF-8, Forest Green Acrylic Paint	6.53	sq.m.	_____P_____	P _____
		B.5.4. WF-12, Forest Green Acrylic Paint	5.70	sq.m.	_____P_____	P _____
		B.5.5. WF-13, Acrylic White Satin Finish Paint	64.60	sq.m.	_____P_____	P _____
7		B.6 GLASS PARTITION			_____P_____	P _____
	Section V	B.6.1. GP-1, 3600mm x 2450mm : 12mm thk Tempered Clear Glass (Administrator's Staff Office)	1.00	set	_____P_____	P _____
		B.6.2. GP-2, 3600mm x 2450mm : 12mm thk Tempered Clear Glass (HEA's Office)	1.00	set	_____P_____	P _____

NO.	SECTION	DESCRIPTION	QTY	UNIT	UNIT BID PRICE IN WORDS & IN FIGURES	TOTAL
	Section V	B.6.3. GP-3, 2250mm x 2450mm : 12mm thk Tempered Clear Glass (HEA's Office)	1.00	set	_____P_____	P _____
		B.6.4. GP-4, 1200mm x 2450mm : 10mm thk Linen Glass (Administrator's Office)	2.00	set	_____P_____	P _____
		B.6.5. GP-5, 2710mm x 2450mm : 12mm thk Tempered Clear Glass (Administrator's LobbyReceiving Area)	1.00	set	_____P_____	P _____
		B.6.6. GP-6, 9830mm x 2450mm : 12mm thk Tempered Clear Glass (Conference Room)	1.00	set	_____P_____	P _____
		B.6.7. GP-7, 2485mm x 2450mm : 12mm thk Tempered Clear Glass (Admin Extension Room)	1.00	set	_____P_____	P _____
8	Section V	B.7 50mm x 100mm x 2900 Cedar PVC Double Rib Column	8.82	sq.m.	_____P_____	P _____
SUB- TOTAL B					_____P_____	P _____
		C. DOORS & WINDOWS			_____P_____	P _____
10	Section VI	C.1 D-1, 12mm thk x 900mm x 2400mm Frameless Tempered Single Clear Glass Door Panel	4.00	set	_____P_____	P _____
11		C.2 D-2 & D-9, 12mm thk x 1800mm x 2400mm Frameless Tempered Double Swing (Conference Room & Main Door-Lobby)	2.00	set	_____P_____	P _____
12		C.3 D-3, 12mm thk x 900mm x 2400mm Frameless Tempered Single Swing Clear Glass Door Panel (Private Office & Pantry)	2.00	set	_____P_____	P _____
13		C.4 D-10, Wooden Flush Door	1.00	set	_____P_____	P _____
14		C.5 W-1, 12mm thk Tempered Clear Glass (Conference Room)	2.00	set	_____P_____	P _____
15		C.6 REPAINTING WORKS			_____P_____	P _____

NO.	SECTION	DESCRIPTION	QTY	UNIT	UNIT BID PRICE IN WORDS & IN FIGURES	TOTAL
	Section VII	C.6.1. D-4, Dark Brown Duco Finish (Powder Room and Toilet & Baths)	4.00	set	<div><div></div><div>P</div></div>	P <div></div>
		C.6.2. D-5, Dark Brown Duco Finish (Storage, Pantry, Admin Extension Room and Conference Room)	4.00	set	<div><div></div><div>P</div></div>	P <div></div>
		C.6.3. D-6, Dark Brown Duco Finish (Administrator's Office)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		C.6.4. D-6, Dark Brown Duco Finish (Administrator's Office)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
SUB- TOTAL C					<div><div></div><div>P</div></div>	P <div></div>
		D. PLUMBING WORKS			<div><div></div><div>P</div></div>	P <div></div>
16		D.1 PLUMBING FIXTURES AND ACCESSORIES			<div><div></div><div>P</div></div>	P <div></div>
	Section VIII	D.1.1. WC-1, Closed coupled toilet	4.00	set	<div><div></div><div>P</div></div>	P <div></div>
		D.1.2. Lavatory - 1	4.00	set	<div><div></div><div>P</div></div>	P <div></div>
		D.1.3. Lavatory - 2	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		D.1.4. Shower - 1	3.00	set	<div><div></div><div>P</div></div>	P <div></div>
		D.1.5. Water Heater	3.00	set	<div><div></div><div>P</div></div>	P <div></div>
		D.1.6. Towel Hanger	3.00	set	<div><div></div><div>P</div></div>	P <div></div>

NO.	SECTION	DESCRIPTION	QTY	UNIT	UNIT BID PRICE IN WORDS & IN FIGURES	TOTAL
	Section VIII	D.1.7. Soap Holder	4.00	set	_____P_____	P _____
		D.1.8. Tissue Holder	4.00	set	_____P_____	P _____
		D.1.9. Floor Drain Straier	7.00	set	_____P_____	P _____
		D.1.10. Bidet Hose	4.00	set	_____P_____	P _____
		D.1.11. Stainless Steel Pantry Sink	1.00	set	_____P_____	P _____
		D.1.12. Pantry Sink Faucet	1.00	set	_____P_____	P _____
17	Section VIII	D.2 PLUMBING PIPES ANND FITTINGS	1.00	lot	_____P_____	P _____
SUB- TOTAL D					_____P_____	P _____
		E. MECHANICAL WORKS			_____P_____	P _____
18	Section XI	E.1 Supply, Delivery, Installation, and Testing of Split-Type Air-Conditioning Unit (ACU)	1.00	lot	_____P_____	P _____
SUB- TOTAL E					_____P_____	P _____
19		F. ELECTRICAL WORKS			_____P_____	P _____
	Section XII	Lighting and Power Works	1.00	lot	_____P_____	P _____
SUB- TOTAL F					_____P_____	P _____

NO.	SECTION	DESCRIPTION	QTY	UNIT	UNIT BID PRICE IN WORDS & IN FIGURES	TOTAL
		G. ELECTRONIC WORKS			_____P_____	P _____
20		G.1 WAP and Switch				
	Section XIII	G.1.1. Wi-Fi 6(802.11ax) indoor wireless access point, up to 4 spatial streams and maximum of 2.97Gbps wireless throughout	3.00	units	_____P_____	P _____
		G.1.2. Re-installation of Existing Wifi Access Point	3.00	units	_____P_____	P _____
		G.1.3. 48-Port Gigabit Layer 2 Cloud Managed PoE Switch, 4* 10G Uplink	1.00	units	_____P_____	P _____
		G.1.4. Installation of 42U Data Rack (Note: Use Existing)	1.00	units	_____P_____	P _____
		G.1.5. Wiring, Roughing-ins, Devices, etc and accessories, complete	1.00	lot	_____P_____	P _____
21		G.2 1.2 KVA UPS				
	Section XIII	G.2.1. Supply and Installation of 1.2 KVA UPS	1.00	lot	_____P_____	P _____
22		G.3 Re-Installation of 2x3 Video Wall-Monitor (Note: Use existing Video-wall Monitor)			_____P_____	P _____
	Section XIII	G.3.1. Supply and Installation of Frame and Backing Support	1.00	lot	_____P_____	P _____
		G.3.2. Re-installation of Video Wall Monitor	1.00	lot	_____P_____	P _____
		G.3.3. Wires and Cables	1.00	lot	_____P_____	P _____
23		G.4 Dashboard Monitor (Note: Use existing Smart TV)			_____P_____	P _____
	Section XIII	G.4.1. Re-installation of 55" UHD Smart TV	1.00	lot	_____P_____	P _____
25		G.5 A/V Integration System				

NO.	SECTION	DESCRIPTION	QTY	UNIT	UNIT BID PRICE IN WORDS & IN FIGURES	TOTAL
	Section XIII	G.5.1. Amplifier (Including wiring, roughing-ins, fittings, accessories etc., complete)	1.00	units	_____P_____	P _____
		G.5.2. Ceiling Speaker (Including wiring, roughing-ins, fittings, accessories, etc., complete)	4.00	pairs	_____P_____	P _____
		G.5.3. Analog Audio Mixer (Including wiring, roughing-ins, fittings, accessories, etc., complete)	1.00	units	_____P_____	P _____
		G.5.4. Microphone-Wireless Dual Vocal System	1.00	set	_____P_____	P _____
26	Section XIII	G.6 Technical Desktop	1.00	units	_____P_____	P _____
27	Section XIII	G.7 Discussion System	1.00	lot	_____P_____	P _____
28	Section XIII	G.8 Configuring, Testing, and Commissioning	1.00	lot	_____P_____	P _____
SUB- TOTAL G					_____P_____	P _____
29		H. FURNITURES				
	Section IX	H.1 Chair - 1	8.00	set	_____P_____	P _____
		H.2 Chair - 2	25.00	set	_____P_____	P _____
		H.3 Chair - 3	2.00	set	_____P_____	P _____
		H.4 Chair - 4	24.00	set	_____P_____	P _____
		H.5 Sofa - 1	1.00	set	_____P_____	P _____
		H.6 Sofa - 2	2.00	set	_____P_____	P _____

NO.	SECTION	DESCRIPTION	QTY	UNIT	UNIT BID PRICE IN WORDS & IN FIGURES	TOTAL
	Section IX	H.7 Sofa - 3	1.00	set	_____P_____	P _____
		H.8 Sofa - 4	1.00	set	_____P_____	P _____
		H.9 Table - 1	12.00	set	_____P_____	P _____
		H.10 Table - 2	2.00	set	_____P_____	P _____
		H.11 Table - 3	2.00	set	_____P_____	P _____
		H.12 Table - 4	2.00	set	_____P_____	P _____
		H.13 Table - 5	2.00	set	_____P_____	P _____
		H.14 Table - 6	1.00	set	_____P_____	P _____
		H.15 Table - 7	3.00	set	_____P_____	P _____
		H.16 Cabinet - 1	7.00	set	_____P_____	P _____
		H.17 Cabinet - 2	3.00	set	_____P_____	P _____
		H.18 Cabinet - 3	1.00	set	_____P_____	P _____
		H.19 Cabinet - 4	1.00	set	_____P_____	P _____
		H.20 Console Table - 1	1.00	set	_____P_____	P _____

NO.	SECTION	DESCRIPTION	QTY	UNIT	UNIT BID PRICE IN WORDS & IN FIGURES	TOTAL
	Section IX	H.21 Carpet - 1	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		H.22 Window Blinds (Korean Blinds) 1575mmW x 1775mmL	21.00	set	<div><div></div><div>P</div></div>	P <div></div>
		H.23 Kitchen Range	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		H.24 Range Hood	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
SUB- TOTAL H					<div><div></div><div>P</div></div>	P <div></div>
		I. SPECIALTIES				
30	Section XI	I.1 Vanity Mirror - 1 (HEA's T&B, Administrator's Office Staff T&B)(Supply and Installation of 6mm thk x 800mm x 800mm Vanity Mirror)	2.00	set	<div><div></div><div>P</div></div>	P <div></div>
31		I.2 Vanity Mirror - 2 (Common Powder Room, Administrator's Office)(Supply and Installation of 6mm thk x 600mm x 800mm Vanity Mirror)	2.00	set	<div><div></div><div>P</div></div>	P <div></div>
32		I.3 Cabinets				
	Section X	I.3.1. Cabinet - 1 (Pantry Cabinet)(18mm thk Medium Density Fiber Board)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		I.3.2. Cabinet - 2 (HEA's Toilet & Bath Cabinet)(12.5mm thk Marine Plywood)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		I.3.3. Cabinet - 3 (Common Powder Room Cabinet)(12.5mm thk Marine Plywood)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		I.3.4. Cabinet - 4 (Administrator's Staff T&B Cabinet)(12.5mm thk Marine Plywood)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		I.3.5. Cabinet - 5 (Administrator's T&B Cabinet)(12.5mm thk Marine Plywood)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		I.3.6. Cabinet - 6 (Administrator's T&B Cabinet)(12.5mm thk Marine Plywood)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>

NO.	SECTION	DESCRIPTION	QTY	UNIT	UNIT BID PRICE IN WORDS & IN FIGURES	TOTAL
33		I.4 Shower Glass Enclosure			<div><div></div><div>P</div></div>	P <div></div>
	Section V	I.4.1. Shower Glass Enclosure - 1 (Supply and installation of 10mm thk tempered glass wall panel partitions on 50mm x 50mm black powder coated aluminum framing)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		I.4.2. Shower Glass Enclosure - 2 (Supply and installation of 10mm thk tempered glass wall panel partitions on 50mm x 50mm black powder coated aluminum framing)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		I.4.3. Shower Glass Enclosure - 3 (Supply and installation of 10mm thk tempered glass wall panel partitions on 50mm x 50mm black powder coated aluminum framing)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
34		I.5 Toilet Counters			<div><div></div><div>P</div></div>	P <div></div>
	Section V	I.5.1. Toilet Counter - 1 (HEA's T&B)(18mm thk x 500mm x 1200mm White Synthetic Quartz)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		I.5.2. Toilet Counter - 2 (Common Powder Room)(18mm thk x 500mm x 1200mm White Synthetic Quartz)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		I.5.3. Toilet Counter - 3 (Administrator's Staff T&B)(18mm thk x 500mm x 1200mm White Synthetic Quartz)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		I.5.4. Toilet Counter - 4 (Administrator's Office T&B)(18mm thk x 600mm x 1200mm White Synthetic Quartz)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
		I.5.5. Pantry Countertop (50mm x 600mm x 3300mm White Synthetic Quartz)	1.00	set	<div><div></div><div>P</div></div>	P <div></div>
SUB- TOTAL I					<div><div></div><div>P</div></div>	P <div></div>
TOTAL AMOUNT OF BID In Words and Figures					<div><div></div><div>P</div></div>	P <div></div>

The undersigned bidder hereby certifies that he has fully informed himself of all conditions, local and otherwise affecting the carrying out of the Contract Works and that his bid has been prepared in strict accordance with the terms and conditions of these Bid Documents.

Name of Firm:

Name in Print & Signature of Bidder

Section IX. Checklist of Technical and Financial Documents

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

Technical Documents

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

Financial Documents

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

Class “B” Documents

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

II. FINANCIAL COMPONENT ENVELOPE

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

Other documentary requirements under RA No. 9184

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

Section IX-A. Bidding Forms

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BID FORM

Date : _____
Project Identification No. : _____

To: *[name and address of Procuring Entity]*

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

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: *[insert name of contract]*;
- 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: *[insert information]*;
- d. The discounts offered and the methodology for their application are: *[insert information]*;
- 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 the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines¹ 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

¹ currently based on GPPB Resolution No. 09-2020

representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the [Name of Project] of the [Name of the Procuring Entity].

- I. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: _____

Legal Capacity: _____

Signature: _____

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

Date: _____

CONTRACT AGREEMENT

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

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

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as part of this Agreement, viz.:

- a. Philippine Bidding Documents (PBDs);
 - i. Drawings/Plans;
 - ii. Specifications;
 - iii. Bill of Quantities;
 - iv. General and Special Conditions of Contract;
 - v. Supplemental or Bid Bulletins, if any;
- b. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;

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

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

[Insert Name and Signature]

[Insert Name and Signature]

[Insert Signatory's Legal Capacity]

[Insert Signatory's Legal Capacity]

for:

for:

[Insert Procuring Entity]

[Insert Name of Supplier]

Acknowledgment

REPUBLIC OF THE PHILIPPINES)

QUEZON CITY

) S.S.

Personally appeared before me this _____ day of _____, 20__ at _____, _____, _____ with (insert type of government identification card used) valid until _____, known to me and to me known to be the same persons who executed the foregoing instrument and they acknowledged to me that the same are their own free and voluntary act and deed.

This Contract Agreement, consisting of _____ pages, including this notarial acknowledgement, duly signed by both parties and their instrumental witnesses on each and every page thereof, refers to the contract for _____

WITNESS MY HAND AND NOTARIAL SEAL on the date and at the place first above-written.

NOTARY PUBLIC

Until _____

PTR No. _____

Issued at _____

Issued on _____

TIN No. _____

Doc. No. _____;

Page No. _____;

Book No. _____;

Series of 20__.

Omnibus Sworn Statement

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

AFFIDAVIT

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

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

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

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

[Jurat]

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

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

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ *[date issued]*, *[place issued]*

IBP No. _____ *[date issued]*, *[place issued]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

Bid Securing Declaration Form

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

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

BID SECURING DECLARATION **Project Identification No.: *[Insert number]***

To: *[Insert name and address of the Procuring Entity]*

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any 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 OR ITS AUTHORIZED
REPRESENTATIVE]*

[Insert signatory's legal capacity]

Affiant

[Jurat]

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

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

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ *[date issued]*, *[place issued]*

IBP No. _____ *[date issued]*, *[place issued]*

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

SUMMARY SHEET FORMAT

(For Materials Costs, Labor and Equipment Rates)

Description	Unit Cost	Unit
A. MATERIALS		
B. LABOR RATES		
C. EQUIPMENT RENTAL		

Submitted by:

Name of Firm

Name in Print & Signature of Bidder

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Name of Firm	Signature over Printed Name of Authorized Signature
--------------	---

1. Cost of all taxes, such as, but not limited to, value added tax (VAT), income tax, local taxes and other fiscal levies and duties are deemed included in the derived unit cost.

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National Irrigation Administration

Contract Number: _____

Name of Contract: _____

List of Equipment, Owned or Leased and/or under Purchase Agreements, Pledged to the Proposed Contract

Business Name : _____

Business Address : _____

Description	Model/Year	Capacity / Performance / Size	Plate No.	Motor No. / Body No.	Location	Condition	Proof of Ownership / Lessor or Vendor
A. Owned							
i.							
ii.							
iii.							
iv.							
v.							
B. Leased							
i.							
ii.							
iv.							
v.							
C. Under Purchase Agreements							
i.							
ii.							
iii.							
iv.							
v.							

This statement shall be supported with : Proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the contract

Submitted by : _____

(Printed Name & Signature)

Designation : _____

Date : _____

National Irrigation Administration

Contract Number : _____
Name of the Contract : _____

STATEMENT OF ALL ITS ONGOING GOVERNMENT & PRIVATE CONTRACTS INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED

Business Name : _____
Business Address : _____

Name of the Contract	Date of the Contract	Contract Duration	Owner's Name and Address	Kinds of Goods	Amount of Contract	Value of Outstanding Contracts	Date of Delivery
<u>Government</u>							
<u>Private</u>							
Total Value of Outstanding Contracts							

Prepared and submitted by: _____
Print Name and Signature

Designation : _____
Company Name : _____
Address : _____
Date : _____

National Irrigation Administration

Contract Number : _____

Name of the Contract : _____

STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT (SLCC) SIMILAR TO THE CONTRACT TO BE BID

Business Name : _____

Business Address : _____

Name of the Contract	Date of the Contract	Contract Duration	Owner's Name and Address	Kinds of Goods	Amount of Contract	Date of Delivery
<u>Government</u>						
<u>Private</u>						

Note: This Statement shall be supported/attached with:

1. End User's Acceptance, **or**
2. Official Receipt, **or**
3. Sales Invoice

Prepared and submitted by: _____

Print Name and Signature

Designation : _____

Company Name : _____

Address : _____

Date : _____

National Irrigation Administration

Contract Number: _____

Name of Contract: _____

Key Personnel's Certificate of Employment

Issuance Date

THE CHAIRMAN

Bids and Awards Committee – A
National Irrigation Administration
National Government Center
EDSA, Diliman, Quezon City

Dear Sir / Madame:

I am (Name of Nominee) a Licensed _____ Engineer with Professional License No. _____ issued on (date of issuance) at (place of issuance).

I hereby certify that (Name of Bidder) has engaged my services as (Designation) for (Name of the Contract), if awarded to it.

As (Designation), I supervised the following completed projects similar to the contract under bidding):

<u>NAME OF PROJECT</u>	<u>OWNER</u>	<u>COST</u>	<u>DATE COMPLETED</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

At present, I am supervising the following projects:

<u>NAME OF PROJECT</u>	<u>OWNER</u>	<u>COST</u>	<u>DATE COMPLETED</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

In case of my separation for any reason whatsoever from the above-mentioned Contractor, I shall notify the (Name of the Procuring Entity) at least twenty one (21) days before the effective date of my separation.

As (Designation), I know I will have to stay in the job site all the time to supervise and manage the Contract works to the best of my ability, and aware that I am authorized to handle only one (1) contract at a time.

I do not allow the use of my name for the purpose of enabling the above-mentioned Contractor to qualify for the Contract without any firm commitment on my part to assume the post of (Designation) therefor, if the contract is awarded to him since I understand that to do so will be a sufficient ground for my disqualification as (Designation) in any future (Name of the Procuring Entity) bidding or employment with any Contractor doing business with the (Name of the Procuring Entity).

(Signature of Engineer)

DRY SEAL

Republic of the Philippines)
_____) S.S.

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 20__ affiant exhibits to me his
_____ issued on _____ at _____.

Notary Public
Until December 31, 20__

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of _____;

National Irrigation Administration

Contract Number: _____

Name of Contract: _____

**KEY PERSONNEL
(FORMAT OF BIO-DATA)**

Give the detailed information of the following personnel who are scheduled to be assigned as full-time field staff for the project. Fill up a form for each person.

- Authorized Managing Officer / Representative
- Sustained Technical Employee

1. Name : _____
2. Date of Birth : _____
3. Nationality : _____
4. Education and Degrees : _____
5. Specialty : _____
6. Registration : _____
7. Length of Service with the Firm : _____ Year from _____ (months) _____ (year)
To _____ (months) _____ (year)
8. Years of Experience : _____
9. If Item 7 is less than ten (10) years, give name and length of service with previous employers for a ten (10)-year period (attached additional sheet/s), if necessary:

Name and Address of Employer

Length of Service

_____	_____	year(s) from	_____	to	_____
_____	_____	year(s) from	_____	to	_____
_____	_____	year(s) from	_____	to	_____

10. Experience:

This should cover the past ten (10) years of experience. (Attached as many pages as necessary to show involvement of personnel in projects using the format below).

1. Name : _____
2. Name and Address of Owner : _____

3. Name and Address of the
Owner's Engineer
(Consultant) :
4. Indicate the Features of Project
(particulars of the project
components and any other particular
interest connected with the project) :
5. Contract Amount Expressed in
Philippine Currency :
6. Position :
7. Structures for which the employee
was responsible :
8. Assignment Period : from _____ (months) _____ (years)
to _____ (months) _____ (years)

Name and Signature of Employee

It is hereby certified that the above personnel can be assigned to this project, if the contract is awarded to our company.

(Place and Date)

(The Authorized Representative)

National Irrigation Administration

Contract Number: _____

Name of Contract: _____

Qualification of Key Personnel Proposed to be Assigned to the Contract

Business Name : _____

Business Address : _____

1	Name					
2	Address					
3	Date of Birth					
4	Employed since					
5	Experience					
6	Previous Employment					
7	Education					
8	PRC License					

Minimum Requirements : Project Manager : Electrical Engineer : Certified Data Center Professional : Modular Installer (2)
: Safety/ Health Officer : Electronics and Communication Engineer : Certified Information Security Manager : Electrician
: Precision Air Conditioning Unit expert (2) : Mechanical Engineer : Foreman
: Uninterruptable Power Supply Expert (2) : Leadman

Note : a) Attach PRC License;
b) for Safety/Health Officer, attach Training Certificate as Safety Officer duly accredited by DOLE.
c) for Certified Data Center Professional, attach certification issued by Enterprise Product Integration (EPI)/EXIN or any authorized partner
d) for PACU experts, attach Training certificate issued by the Manufacturer or Distributor or any similar training institution
e) for UPS experts, attach Training certificate issued by the Manufacturer or Distributor or any similar training institution
f) for Certified Information Security Manager, attach Training certificate issued by ISACA or any other similar training institution

Submitted by : _____
(Printed Name & Signature)

Designation : _____

Date : _____

National Irrigation Administration

Contract Number: _____

Name of Contract: _____

NFCC Computation

- A. Summary of the Bidder's assets and liabilities on the basis of the attached latest Audited Financial Statements, stamped "RECEIVED" by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

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

- B. The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

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

NFCC = _____

Herewith attached are certified true copies of the income tax return and audited financial statements: stamped "RECEIVED" by the BIR or BIR authorized collecting agent for the immediately preceding year.

Submitted by:

Name of Bidder

Signature of Authorized Representative

Date: _____