

PHILIPPINE BIDDING DOCUMENTS

(As Harmonized with Development Partners)

Procurement of GOODS

Government of the Republic of the Philippines

Name of the Project : “1 Lot Supply of Labor and Materials for the design, planning & contract documentation for the proposed Twelve (12) – storey Hospital Annex Building with Carpark, Basement & Roofdeck under Multi-Year Obligation (MYOA) Fund.”

ITB No.: 064.23

Procuring Entity: Philippine Heart Center
East Avenue, Quezon City

Sixth Edition
July 2020

Preface

These Philippine Bidding Documents (PBDs) for the procurement of Goods through Competitive Bidding have been prepared by the Government of the Philippines for use by any branch, constitutional commission or office, agency, department, bureau, office, or instrumentality of the Government of the Philippines, National Government Agencies, including Government-Owned and/or Controlled Corporations, Government Financing Institutions, State Universities and Colleges, and Local Government Unit. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract or Framework Agreement, as the case may be; (ii) the eligibility requirements of Bidders; (iii) the expected contract or Framework Agreement duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; and (iv) the obligations, duties, and/or functions of the winning bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Goods to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.
- d. The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue.

- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.

For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

Table of Contents

Glossary of Acronyms, Terms, and Abbreviations.....	6
Section I. Invitation to Bid.....	9
Section II. Instructions to Bidders.....	13
1.Scope of Bid.....	14
2.Funding Information.....	14
3.Bidding Requirements.....	14
The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including 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.....	14
4.Corrupt, Fraudulent, Collusive, and Coercive Practices.....	14
5.Eligible Bidders.....	15
6.Origin of Goods.....	15
7.Subcontracts.....	15
8. Pre-Bid Conference.....	15
9. Clarification and Amendment of Bidding Documents.....	16
10. Documents comprising the Bid: Eligibility and Technical Components.....	16
11. Documents comprising the Bid: Financial Component.....	16
12. Bid Prices.....	16
13. Bid and Payment Currencies.....	17
14. Bid Security	17
15. Sealing and Marking of Bids.....	18
16. Deadline for Submission of Bids.....	18
17. Opening and Preliminary Examination of Bids.....	18
18. Domestic Preference.....	19
19. Detailed Evaluation and Comparison of Bids.....	19
20. Post-Qualification.....	19
21. Signing of the Contract.....	20
Section III. Bid Data Sheet.....	21
Section IV. General Conditions of Contract.....	23
1.Scope of Contract.....	24
2.Advance Payment and Terms of Payment.....	24
3.Performance Security.....	24
4.Inspection and Tests.....	24
5.Warranty.....	25
6.Liability of the Supplier.....	25
Section V. Special Conditions of Contract.....	26
Section VI. Schedule of Requirements.....	36
Section VII. Technical Specifications.....	37

Section VIII. Checklist of Technical and Financial Documents	41
Bid Form for the Procurement of Goods.....	46
BID FORM.....	46
Sample Forms	44
Omnibus Sworn Statement (Revised).....	44
Bid Securing Declaration.....	47
Bid Form.....	48
Price Schedule(Philippines).....	50
Price Schedule (Abroad).....	51

Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

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.

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])

CDA - Cooperative Development Authority.

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.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

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]).

Framework Agreement – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

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.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

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.

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.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations.

Section I. Invitation to Bid

Notes on the Invitation to Bid

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria (e.g., the application of a margin of preference in bid evaluation).

The IB should be incorporated in the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.

Philippine Heart Center

INVITATION TO BID FOR “1 Lot Supply of Labor and Materials for the design, Planning & contract documentation for the proposed Twelve (12) – storey Hospital Annex Building with Carpark, Basement & Roofdeck under Multi-Year Obligation (MYOA) Fund.”

1. The *Philippine Heart Center (PHC)*, through the *PHC Corporate Operating Budget for CY 2023* intends to apply the sum of **Php25,000,000.00** being the ABC to payments under the contract for **“1 Lot Supply of Labor and Materials for the design, planning & contract documentation for the proposed Twelve (12) – storey Hospital Annex Building with Carpark, Basement & Roofdeck under Multi-Year Obligation (MYOA) Fund.”**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Select this for lot-procurement:

The *Philippine Heart Center (PHC)*, through the *PHC Corporate Operating Budget for CY 2023* intends to apply the sum of **Php25,000,000.00** being the ABC to payments under the contract for each lot/item. Bids received in excess of the ABC for each lot shall be automatically rejected at bid opening.

2. The *Philippine Heart Center (PHC)* now invites bids for the above Procurement Project. Delivery of the Good is required by **60 Calendar Days**. Bidders should have completed, within **the past 2 years** from the date of submission and receipt of bids, a contract similar to the Project. 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 a non-discretionary “pass/fail” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
 - a. *[Select this paragraph if conditions (a), (c), and (d) under Section 23.4.1.2 of the 2016 revised IRR of RA No. 9184 do not exist:]* Bidding is restricted to Filipino citizens/sole proprietorship's, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
4. Prospective Bidders may obtain further information from *Philippine Heart Center (PHC)* and inspect the Bidding Documents at the address given below during 8:00 A.M to 4:00 P.M Monday to Friday.

5. A complete set of Bidding Documents may be acquired by interested Bidders on *July 19, 2023* from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of *Twenty-Five Thousand Pesos. (Php25,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in cash and *presented by the authorized person*.

[NOTE: For lot procurement, the maximum fee for the Bidding Documents for each lot shall be based on its ABC, in accordance with the Guidelines issued by the GPPB; provided that the total fees for the Bidding Documents of all lots shall not exceed the maximum fee prescribed in the Guidelines for the sum of the ABC of all lots.]

6. The *Philippine Heart Center (PHC)* will hold a Pre-Bid Conference¹ on *August 2, 2023, 11:00 A.M., DAPA MAB Bldg., PHC* which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below, on *August 16, 2023, 11:00 A.M.* Late bids shall not be accepted.

PHC-Bids and Awards Committee
DAPA MAB Bldg., PHC

8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on *August 16, 2023, 11:00 A.M., DAPA MAB Bldg., PHC* Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. *[Insert such other necessary information deemed relevant by the Procuring Entity such as the use of a back-up data or cloud storage for large files uploaded for online bid submissions]*
11. The ***Philippine Heart Center (PHC)*** 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 IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:

¹ May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

PHC-BAC Secretariat
Bids and Awards Committee
Philippine Heart Center
East Avenue, Quezon City
TelefaxNo. : 925-2401 local 4059
PHC website : www.phc.gov.ph

13. You may visit the following websites:

For downloading of Bidding Documents: www.phc.gov.ph

RANULFO B. JAVELOSA, JR., M.D.
Chairman BAC for Infra, Medical Supplies & Services

Section II. Instructions to Bidders

Notes on the Instructions to Bidders

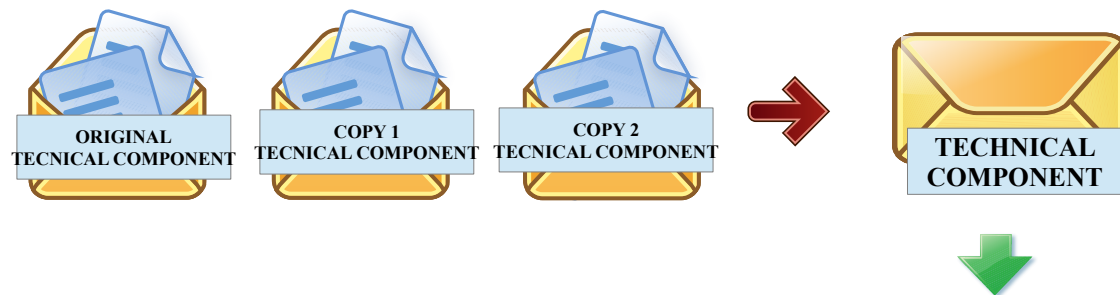
This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

1. Color codes for folders

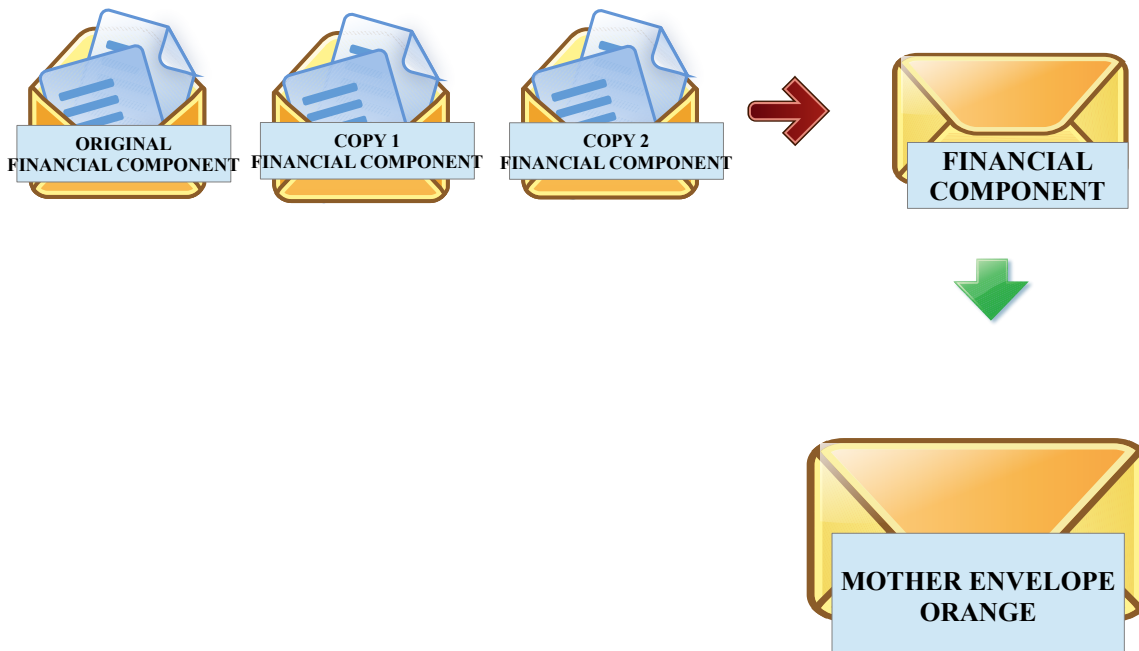
- 1.1. Folder 1 – **(ORANGE)** Eligibility and Technical Components
- 1.2. Folder 2 – **(YELLOW)** Financial Components

SAMPLE SEALING AND MARKING OF BIDS :

ORANGE



YELLOW



SAMPLE FORMAT OF LABELED ENVELOPE:

Original, Copy1 and Copy 2 of Technical & Financial Component :

ORIGINAL – TECHNICAL COMPONENT

RANULFO B. JAVELOSA, JR., MD.

Chairman BAC for Infra, Medical Supplies & Services

PHILIPPINE HEART CENTER

East Avenue, Quezon City

Project : **TITLE OF THE PROJECT**

ITB No. :

Submitted by : **BIDDER'S COMPANY NAME**
BIDDER'S CONTACT DETAILS

DO NOT OPEN BEFORE : DATE OF OPENING / TIME

ORIGINAL – FINANCIAL COMPONENT

RANULFO B. JAVELOSA, JR., MD.

Chairman BAC for Infra, Medical Supplies & Services

PHILIPPINE HEART CENTER

East Avenue, Quezon City

Project : **TITLE OF THE PROJECT**

ITB No. :

Submitted by : **BIDDER'S COMPANY NAME**
BIDDER'S CONTACT DETAILS

DO NOT OPEN BEFORE : DATE OF OPENING / TIME

2. Entries of bidding documents should be properly tabbed, Technical Specifications with paging and highlights.

Directions in filling up Schedule VII (Technical Specifications) – page 37

in filling-up the matrix on Statement of Compliance, the bidder shall provide relevant characteristics on each of the specific parameter such as its location in terms of the particular page, heading, and other provisions stated in the brochure, technical listing, operation manual.

To provide administrative ease in our evaluation, the bidder is required to provide a tab on each of the specific parameter (each correspondingly marked as Annex “A”, Annex “B”, etc.) for easy reference and validation purpose.

3. Provisions of certificates for items not found in the brochures
4. Provide listing of spare parts and accessories, if listed in the Technical Specification as a requirement.
5. For EQUIPMENT: demo unit should be of the same bid model
6. No video recording/picture taking while BAC Session is on-going
7. Observance of health safety protocols
8. Certificate of Simplified Supplier's Registration (CSSR) for a fee of *Php1,500.00* - OPTIONAL

1. Scope of Bid

The Procuring Entity, ***Philippine Heart Center*** wishes to receive Bids for the ***1 Lot Supply of Labor and Materials for the design, planning & contract documentation for the proposed Twelve (12) – storey Hospital Annex Building with Carpark, Basement & Roofdeck under Multi-Year Obligation (MYOA) Fund*** with identification number ***ITB.064.23***

[Note: The Project Identification Number is assigned by the Procuring Entity based on its own coding scheme and is not the same as the PhilGEPS reference number, which is generated after the posting of the bid opportunity on the PhilGEPS website.]

The Procurement Project (referred to herein as “Project”) is composed of *[indicate number of lots or items]*, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for *[PHC Corporate Operating Budget for CY 2023]* in the amount of ***Twenty-Five Million Pesos Only. [Php25,000,000.00]***.

2.2. The source of funding is:

- a. GOCC and GFIs, the proposed 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 Manuals 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 issuance's shall be applicable only to the ongoing posting, advertisement, or **IB** 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 verified and accepted the general requirements of this Project, including 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, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, 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. *[Select one, delete other/s]*
 - a. Foreign ownership exceeding those allowed under the rules may participate pursuant to:
 - i.i. When the Goods sought to be procured are not available from local suppliers; or
 - b. Foreign ownership limited to those allowed under the rules may participate in this Project.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA’s CPI, must be at least equivalent to:
 - a. For the procurement of Non-expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of 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, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

- 7.a.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 twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

- 1.1.a. Subcontracting is not allowed.

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 *{[insert if applicable]}* and/or through videoconferencing/webcasting} 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.a.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.a.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within *the past 2 years* prior to the deadline for the submission and receipt of bids.
- 10.a.3. 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. Similar to the required authentication above, 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.

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 VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. 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. Bid Prices

12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:

1.1.a. For Goods offered from within the Procuring Entity's country:

- i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
- ii. The cost of all customs duties and sales and other taxes already paid or payable;
- iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
- iv. The price of other (incidental) services, if any, listed in e.

1.1.b. For Goods offered from abroad:

- i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
- ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**

13. Bid and Payment Currencies

13.a.1. For Goods that the Bidder will supply from outside the Philippines, the 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.

13.a.2. Payment of the contract price shall be made in:

1.1.a. Philippine Pesos.

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration² 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**.
- 14.2. The Bid and bid security shall be valid until *[indicate date]*. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. 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.

ENVELOPE 1 shall contain the following Orange Folders in three separate envelopes properly marked as:

ORANGE FOLDER (1) – Original copies of Eligibility and Technical Documents as described in ITB Clause 20 (This should be enclosed in an envelope marked “*ORIGINAL ELIGIBILITY and TECHNICAL COMPONENT*”)

ORANGE FOLDER (2) - Original copies of Eligibility and Technical Documents as described in ITB Clause 20 (This should be enclosed in an envelope marked “*COPY NO.1 ELIGIBILITY and TECHNICAL COMPONENT*”)

ORANGE FOLDER (3) - Original copies of Eligibility and Technical Documents as described in ITB Clause 20 (This should be enclosed in an envelope marked “*COPY NO.2 ELIGIBILITY and TECHNICAL COMPONENT*”)

ENVELOPE 2 shall contain the following Yellow Folders in three separate envelopes properly marked as:

YELLOW FOLDER (1) – Original copies of the Financial Documents as described in ITB Clause 20 (This should be enclosed in an envelope marked “*ORIGINAL FINANCIAL COMPONENT*”)

YELLOW FOLDER (2) - Original copies of the Financial Documents as described in ITB Clause 20 (This should be enclosed in an envelope marked “*COPY NO.1 FINANCIAL COMPONENT*”)

YELLOW FOLDER (3) - Original copies of the Financial Documents as described in ITB Clause 20 (This should be enclosed in an envelope marked “*COPY NO.2 FINANCIAL COMPONENT*”)

²In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

16. Deadline for Submission of Bids

- 16.1. 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**.

17. Opening and Preliminary Examination of Bids

- 17.1. 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.

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

18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring 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 the 2016 revised IRR of RA No. 9184.

- 19.2. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

- 19.3. The Project shall be awarded as follows:

Option 1 – One Project having several items that shall be awarded as one contract.

- 19.4. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the

lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.2. 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

- 21.1. 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

Notes on the Bid Data Sheet

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- 18.a. Information that specifies and complements provisions of the ITB must be incorporated.
- 18.b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

Bid Data Sheet

ITB Clause	
5.3	For this purpose, contracts similar to the Project shall be: <ul style="list-style-type: none"> a. [REDACTED] b. completed within <i>the past 2 years</i> prior to the deadline for the submission and receipt of bids.
7.1	<i>Not Applicable</i>
12	The price of the Goods shall be quoted DDP <i>[state place of destination]</i> or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ul style="list-style-type: none"> a. The amount of not less than Php500,000.00 ,if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or b. The amount of not less than Php1,250,000.00 ,if bid security is in Surety Bond.
19.3	<p><i>[In case the Project will be awarded by lot, list the grouping of lots by specifying the group title, items, and the quantity for every identified lot, and the corresponding ABC for each lot.]</i></p> <p><i>[In case the project will be awarded by item, list each item indicating its quantity and ABC.]</i></p>
20.2	<i>[List here any licenses and permits relevant to the Project and the corresponding law requiring it.]</i>
21.2	<i>[List here any additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity.]</i>

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special 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.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

- 2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.
- 2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to 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 of RA No. 9184.

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project *{[Include if Framework Agreement will be used:] or Framework Agreement}* specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

- 6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

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

Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Goods purchased. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

Special Conditions of Contract

GCC Clause	
1	<p><i>[List here any additional requirements for the completion of this Contract. The following requirements and the corresponding provisions may be deleted, amended, or retained depending on its applicability to this Contract:]</i></p> <p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p><i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP delivered <i>[indicate place of destination]</i>. In accordance with INCOTERMS.”</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered <i>[indicate place of destination]</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is <i>[indicate name(s)]</i>.</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements: <i>Select appropriate requirements and delete the rest.</i></p> <ol style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and

	<p>e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.</p> <p>f. <i>[Specify additional incidental service requirements, as needed.]</i></p> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p> <p>Spare Parts –</p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <p>2.i.1.a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and</p> <p>2.i.1.b. in the event of termination of production of the spare parts:</p> <p>i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and</p> <p>ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.</p> <p>The spare parts and other components required are listed in Section VI (Schedule of Requirements) and the cost thereof are included in the contract price.</p> <p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of <i>[indicate here the time period specified. If not used indicate a time period of three times the warranty period]</i>.</p> <p>Spare parts or components shall be supplied as promptly as possible, but in any case, within <i>[insert appropriate time period]</i> months of placing the order.</p>
--	---

	<p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>

	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	<i>[If partial payment is allowed, state]</i> “The terms of payment shall be as follows: _____.”
4	The inspections and tests that will be conducted are: <i>[Indicate the applicable inspections and tests]</i>

A. Determination of Lowest Calculated Bidder

B. Detailed Bid Evaluation (Eligibility and Technical Specification)

C. Post-Qualification

The post-qualification shall verify, validate, and ascertain all statements made and documents submitted by the bidder with the Lowest Calculated Bid/Highest Rated Bid, using non-discretionary criteria, as stated in the Bidding Documents. These criteria shall consider, but shall not be limited to, the following:

Class “A” Documents

Legal Documents

1. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages).
2. Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document.
3. Mayor’s or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.
4. Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

5. 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.
6. Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents;
7. 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;
8. • Conformity with the Technical Specifications
• Certificate of the Delivery Scheduled of the Product
• Certificate of Manpower Requirements

9. 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

10. The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission;
11. The prospective bidder's computation of Net Financial Contracting Capacity (NFCC);
or
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

12. A duly signed joint venture agreement (JVA) 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.

Other documentary requirements under RA No. 9184 (as applicable)

13. *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
14. Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.
15. Latest Income Tax Return (for monthly or quarterly tax remittance) *(Only tax returns filed and taxes paid through the BIR EFPS shall be accepted)*
16. Latest Business Tax (Percentage tax or VAT) Returns *(Only tax returns filed and taxes paid through the BIR EFPS shall be accepted)*
17. Duly Notarized Certificate of Exclusive/ Authorized Distributorship

18. For those who submitted a Notarized Statement to form a Joint Venture during the Opening of Bids, the Joint Venture Agreement will be submitted with a disclosure of the percentage of ownership of both parties.
19. All parties to the Joint Venture shall submit the following:
 - a) Latest Income Tax Returns (for monthly or quarterly tax remittance) *(Only tax returns filed and taxes paid through the BIR EFPS shall be accepted)*
 - b) Latest Business Tax (Percentage tax or VAT) Returns *(Only tax returns filed and taxes paid through the BIR EFPS shall be accepted)*
 - c) Certificate of PhilGEPS Registration (Platinum Membership)
20. Duly Notarized Certificate of Good Standing, Completion, **AND** Acceptance from PHC. Said Certification must be issued within the past twelve (12) months from bid submission. (This is applicable only to prospective bidder **with** previous contracts and completed projects with the PHC entered into within the past three (3) years from the submission and receipt of bids); **OR**

Duly Notarized Certificate of Good Standing, Completion, **OR** Acceptance from at least one (1) previous client. Said Certification must be issued within the past twelve (12) months from bid submission. (This is applicable only to prospective bidders **without** previous contracts and completed projects with the PHC).
21. Product Demonstration (if required through a written notification by the BAC)

Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

[illegible]

Section VII. Technical Specifications

Notes for Preparing the Technical Specifications

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words “*or at least equivalent.*” References to brand names cannot be used when the funding source is the GOP.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

Technical Specifications

[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]

Directions in filling-up Schedule VII (Technical Specifications):

In filling-up the matrix on Statement of Compliance, the bidder shall provide relevant characteristics on each of the specific parameter such as its location in terms of the particular page, heading, and other provisions stated in the brochure, technical listing, operation manual, respectively.

To provide administrative ease in our evaluation, the bidder is required to provide a tab on each of the specific parameter (each correspondingly marked as Annex “A”, Annex “B”, etc.) for easy reference and validation purposes.

“ANNEX A” - Technical Specifications/Scope of works

“ANNEX B” - Space Requirements/Programming

“ANNEX C” - Scope of work/Drawings

Section VIII. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

The prescribed documents in the checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. Any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary “pass/fail” criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- ☐ (1.1.a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages).
- ☐ (1.1.b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document.
- ☐ (1.1.c) Mayor’s or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.
- ☐ (1.1.d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

- ☐ (f) 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;
- ☐ (g) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents;
- ☐ (h) 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;
- ☐ (i)
 - Conformity with the Technical Specifications
 - Certificate of the Delivery Scheduled of the Product
 - Certificate of Manpower Requirements
- ☐ (j) 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

- ☐ (k) The Supplier’s audited financial statements, showing, among others, the Supplier’s total and current assets and liabilities, stamped “received” by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission;

- ☐ (l) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC);
or
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

- ☐ (m) A duly signed joint venture agreement (JVA) 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.

Or Certificate of Simplified Supplier's Registration (CSSR)

Other documentary requirements under RA No. 9184 (as applicable)

- ☐ (n) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- ☐ (o) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

25 FINANCIAL COMPONENT ENVELOPE

- ☐ (a) Original of duly signed and accomplished Financial Bid Form.
- ☐ (b) Original of duly signed and accomplished Price Schedule(s).

Omnibus Sworn Statement (Revised)
[shall be submitted with the Bid]

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

Bid Securing Declaration Form

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

REPUBLIC OF THE PHILIPPINES)

CITY OF _____) S.S.

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

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

I/We, the undersigned, declare that:

2 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.

3 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.

4 I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:

a.i.1. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;

a.i.2. 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

a.i.3. 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]

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

Bid Form for the Procurement of Goods
[shall be submitted with the Bid]

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, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. 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 or in the Price Schedules,

If our Bid is accepted, we undertake:

- v. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- vi. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- vii. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount	Purpose of Commission or gratuity
---------------------------	--------	-----------------------------------

(if none, state "None")]

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, 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: _____

[shall be submitted with the Bid if bidder is offering goods from Abroad]

Name of Bidder _____ Project ID No. _____ Page ____ of ____

[illegible]

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of:



PROJECT: DESIGN, PLANNING AND CONTRACT DOCUMENTATION FOR PROPOSED TWELVE STOREY HOSPITAL ANNEX BUILDING WITH CARPARK, ROOFDECK & BASEMENT UNDER MULTI-YEAR OBLIGATIONAL AUTHORITY (MYOA) FUND
Philippine Heart Center, East Avenue, Quezon City

OWNER: PHILIPPINE HEART CENTER

RE: SCOPE OF WORKS

I. BIDDING PHASE OUTPUT

I.1. Bidder shall submit the following schematic outputs together with their bids:

- Presentation board with Exterior Perspective & Concept
- Site Development Plan
- Schematic Floor Plans & Typical Section
- Interior Perspective
- Tabulation of Areas

II. DESIGN & PLANNING SERVICES – (60 days)

II.1. PRE-DESIGN PHASE

- Architectural Programming - investigating, identifying and documenting the needs of PHC for use in the design projects.
- Site Analysis - assisting the client in evaluating the current site's adequacy with regards to current structure condition, utilities, development cost, population, legal consideration and other factors.
- Space/Management Studies - Analysis of the space requirements of the project based on organizational structure and functional set-up. (e.g. to use human behavior and transactional analysis to pinpoint linkages and interactions of spaces.)

II.2. SCHEMATIC DESIGN PHASE

- Consultation - consult with the Owner and/or any directly involved party/parties to ascertain the requirements of the project & confirms such requirements with him/them.
- As-built Services - to site survey renovation project's actual site versus printed plans supplied by owner for any discrepancies or revisions on layout & utilities not reflected on original plan.
- Schematic Plans - Prepares schematic design studies leading to a recommended and final solution of the project for approval by PHC.
- Probable Cost - Submits to the Owner a Statement of Probable project Construction Cost based on current cost parameters.

II.3. DESIGN DEVELOPMENT PHASE

- Design Development Documents - prepares and submits design development drawings from the approved Schematic Design Studies for review, coordination and approval with the PHC through the EMD Project Technical Team and its concerned parties prior to the preparation of final contract documentation plans.
- The designer, together with its engineering team, shall coordinate with the EMD Project Technical Team for review, assessment and approval of ALL PLANS & SPECIFICATIONS. The EMD Project Technical Team are as follows:
 - Architectural & Interior - Ar. Marlon L. Reyes, uap (Architect III)
 - Structural Engineering Plans - Engr. Raul L. Rosal (Engineer II)
 - Electrical Plans, Electronics and Communications Engineering Plans - Engr. Dionisio H. Eoy (Engineer IV)
 - Mechanical, Fire Protection and Sanitary Engineering Plans - Engr. Joseph de Guzman (Engineer II)
 - Over-all EMD Approval - Engr. Reginald C. Vestidas (Engineer IV)
 - Endorsing Approval - Engr. Jose B. Barsaga (Engineer V)
 - Endorsing Approval - Engr. Ricardo C. Limpin (Department Manager, Administrative Services)
 - Final Approval - Dr. Joel M. Abanilla, MD (Executive Director)
- Design Coordination Meetings together between Design Team and PHC-EMD Project Technical Team shall be minimum twice in a month in order to facilitate smooth design development interface between the PHC Project Technical Team and the designers. Date, time and venue shall be discussed further.
- Contract Documentation (Plans & Specifications) includes but are not limited to the ff.:
 - **ARCHITECTURAL PLANS** (prepared, signed & sealed by a licensed Architect)
 - _ Site Perspectives (Street View and Aerial View)
 - _ Cover Sheet with Perspective, Vicinity/Location Map & Site Development plan
 - _ Detailed Site Development Plan
 - _ Floor Plans (Basement, Ground, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th)
 - _ Roof deck Plan
 - _ Elevations & Sections
 - _ Reflected Ceiling Plan with Ceiling Details
 - _ Typical Detailed Bay Sections
 - _ Schedule of Doors and Windows
 - _ Schedule of Finishes (Floor, Wall & Ceiling)
 - _ Spot Details Major Architectural Elements (Canopies, Embellishments, etc.)
 - _ Detail of Helipad
 - _ Typical Detailed Plan of Six-bed Ward
 - _ Typical Detailed of Nurse Station with Medication Room
 - _ Interior Perspectives
 - Emergency Room Extension with Nurse Station
 - Typical Patient Room (ICU-2 bed & Regular 4-bed)
 - Typical Operating Room
 - Typical Ward showing Nurse Station & Room Corridor

- **STRUCTURAL PLANS** *(prepared, signed & sealed by a licensed Structural Engineer)*
 - _ General Notes
 - _ Foundation Plan
 - _ RC Column Pedestal Plan
 - _ Floor Framing Plans (Basement, Ground, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th, & Roofdeck)
 - _ Schedule and Detail of Columns
 - _ Schedule and Detail of Beams, Girders and Connections
 - _ Schedule and Detail of Slab
 - _ Detail of Stairwells
 - _ Detail of Helipad
 - _ Detail of Sewage Treatment Plant, Sump Pits, Cistern Tanks, etc.
 - _ Miscellaneous Structural Details (R.C. Retaining Walls, etc.)
- **ELECTRICAL PLANS** *(prepared, signed & sealed by a Licensed Professional Electrical Engineer)*
 - _ General Notes
 - _ Single Line Diagram
 - _ Schedule of Loads & Computation
 - _ Lighting Layout (Basement, Ground, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th, & Roofdeck)
 - _ Power Layout (Basement, Ground, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th, & Roofdeck)
 - _ Miscellaneous Electrical Details
 - _ Solar Power Integration Plan
- **PLUMBING PLANS** *(prepared, signed & sealed by a Licensed Sanitary Engineer)*
 - _ General Notes, Plumbing Details
 - _ Waterline Layout (Basement, Ground, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th, & Roofdeck)
 - _ Wasteline Layout (Basement, Ground, 2nd, 3rd, 4th, 5th, 6th, 7th, 8th, 9th, 10th, 11th, 12th, & Roofdeck)
 - _ Stormdrainage Layout with Rainwater Harvesting System
 - _ Isometric Layout
 - _ Detail of Sewage Treatment Plant
 - _ Detail of Sump Pit
 - _ Detail of Cistern Tanks
 - _ Miscellaneous Plumbing Details
- **MECHANICAL PLANS** *(prepared, signed & sealed by a Licensed Professional Mechanical Engineer)*
 - _ General Notes, Equipment Schedule & Miscellaneous Details
 - _ Mechanical Ventilation (HVAC) Layout
 - _ Medical Gas (Oxygen & Compressed Air) Layout
 - _ Negative Pressure Ventilation Layout
 - _ Miscellaneous Mechanical Details

- **FIRE PROTECTION PLANS** (*prepared, signed & sealed by a Licensed Professional Mechanical Engineer*):
 - _ Fire Protection & Sprinkler Layout
 - _ Miscellaneous Fire Protection Details
- **ELECTRONICS & COMMUNICATION PLANS** (*prepared, signed & sealed by a Licensed Electronics & Communication Engineer*)
 - _ Telephone Layout
 - _ LAN Data Layout
 - _ Public Address System Layout
 - _ Nurse Call System Layout
 - _ Fire Alarm System (FDAS) Layout
 - _ CCTV Layout
 - _ Miscellaneous Electronics & Communication Details
- **OTHER PERTINENT DOCUMENTS IN A4:**
 - _ Technical & Material Specifications - prepares specifications describing the type of quality of materials, finishes, manner of construction and the general conditions under which the project is to be constructed:
 - Architectural Specifications
 - Structural Engineering Specifications
 - Electrical Engineering Specifications
 - Electronics & Communication Engineering Specifications
 - Fire Protection Specifications
 - Mechanical Engineering Specifications
 - Plumbing Specifications
 - _ Structural Design Analysis, Design Criteria & Load Computations
 - _ Electrical Design Analysis
 - _ Material Sample board for Interior Finishes
 - _ Probable Project Construction Cost, Bill of Quantities/Cost Estimate - shall keep PHC informed of any adjustments to the previous indicated by changes in scope, requirements or marketing conditions.
 - _ Projected PERT-CPM with S-Curve

III. CONTRACT DOCUMENTATION (PRE-CONSTRUCTION PHASE) – 15 DAYS

III.1. APPROVED CONTRACT PLANS & DOCUMENTS

- Preparation from approved above-mentioned Design Development Contract Documents, the complete, final and approved Contract Drawings and Specifications setting forth in detail the work required for the architectural, structural, electrical, mechanical, plumbing, electronic & communications and fire protection scope of works.
- Preparation and submission of Three (3) sets 20" x 30" digital blueprint plans of the above mentioned contract documentation plans, signed and sealed by the architect-on-record and engineering trades concerned) to be used for DOH Permit to Construct purposes (2 sets for DOH application, 1 set for PHC file copy).

- Preparation and submission of Three (3) sets **Technical Specifications, Scope of Works & Bill of Materials (blank & filled)**, printed in A4 paper signed and sealed by the architect-on-record and engineering trades concerned) to be used for DOH Permit to Construct purposes (2 sets for DOH application, 1 set for PHC file copy).
- Approval of Government Authorities - shall assist PHC in filing the required documents, issue revised drawings in case of required revisions to secure approval of government authorities having jurisdiction over the design of the Project, particularly with the DOH.
- Preparation and submission of Five (5) sets A3 print-outs of the contract documentation plans for PHC-EMD reference and filing purposes.
- Submission of one (1) USB containing electronic copies in CAD and PDF (PDF with mark "FOR PHC FILE" in each sheet) of the above-mentioned Contract Plans and Documents with for PHC & EMD reference, filing and internal documentation purposes.

III.2. BIDDING PLANS & DOCUMENTS:

- Preparation and submission of Ten (10) sets 20" x 30" digital blueprints plans of the above mentioned contract documentation plans, signed and sealed by the architect-on-record and engineering trades concerned, to be used for PHC-BAC bidding purposes.
- Preparation and submission of Ten (10) sets **Technical Specifications, Scope of Works & Bill of Materials (blank & filled)**, printed in A4 paper signed and sealed by the architect-on-record and engineering trades concerned, to be used for PHC-BAC bidding purposes.
- Coordination with BAC for the preparation of **Terms of Reference** needed for PHC-BAC bidding.
- Preparation and submission of one (1) USB containing electronic copies in PDF with mark "FOR BIDDING" in each sheet) of the above-mentioned Contract Plans & Documents with for PHC & EMD reference, filing and internal documentation purposes.
- Shall assist PHC during bidding by attending Pre-Procurement Conferences, Pre-Bidding Conferences & Bidding Conferences and other pertinent meetings.

III.3. BUILDING PERMIT PLANS & DOCUMENTS:

- Preparation and submission of Ten (10) sets 20" x 30" digital blueprints plans of the above mentioned contract documentation plans, signed and sealed by the architect-on-record and engineering trades concerned, to be used for building permit application and for construction purposes.
- Preparation and submission of Six (6) sets **Technical Specifications, Scope of Works & Bill of Materials (Building Permit Official), Structural Design Analysis & Electrical Design Analysis**, printed in A4 paper signed and sealed by the architect-on-record and engineering trades concerned, to be used for building permit application and for construction purposes.
- Preparation and submission of Six (6) sets A3 print-outs of the contract documentation plans "FOR CONSTRUCTION" for PHC-EMD reference and filing purposes.

- Preparation and submission of one (1) USB containing electronic copies in CAD and PDF (PDF with mark "FOR CONSTRUCTION" in each sheet) of the above-mentioned Contract Plans and Documents with for PHC & EMD reference, filing and internal documentation purposes.
- Approval of Government Authorities - shall assist PHC in filing the required documents to secure approval of government authorities having jurisdiction over the design of the Project (e.g. Building permits, LLDA clearances, etc.)

Prepared by:



AR. MARLON L. REYES
Architect III
Building & Facilities Section

Checked by:



ENGR. JOSE B. BARSAGA
Engineer V
Engineering & Maintenance Division

HOSPITAL ANNEX BUILDING WITH CARPARK

A. ARCHITECTURAL DESIGN GUIDELINES:

- a.1 Building shall be 12 storey's high, with 13 (12A) floor as Roofdeck.
- a.2 Building shall have one basement level for Engineering & Utilities.
- a.3 Building shall incorporate a steel carpark with seven (7) levels aiming for approximately 500 parking slots. Access entry shall be along the hospital entrance.
- a.4 Emergency Room Access shall be separate from Hospital Building Access.
- a.5 Building shall link with Hospital Building on the Ground, Second, Third, Fourth & Fifth Floor, taking into consideration the elevation levels of the adjacent Hospital Building.
- a.6 Building shall have an emergency ramp located that can be accessed by the hospital building.
- a.7 Building's Architectural façade shall NOT dominate adjacent Medical Arts Building. The MAB Building will still be considered as the heart center's focal point.
- a.8 Carpark shall have a fresh façade complimenting the Medical Arts Building.
- a.9 Provision of 1 Negative Pressure Isolation Room per Ward
- a.10 Floor Plans must comply with DOH Guidelines - Hospital Level 3
- a.11 Integration of DOH Green Building Initiatives (Green Viability Assessment)

E. ELECTRICAL DESIGN GUIDELINES:

- e.1 Power Center shall be located the basement floor near entrance along East Avenue
- e.2 Provide two (2) circuit main service entrance.
- e.3 Use of 400/230V Y Secondary Voltage
- e.4 Provision of EE Room at every floor

EC. AUXILIARY DESIGN GUIDELINES:

- ec.1 Provision of FDAS system
- ec.2 Provision of Voice (Telephone) and Data (LAN & Wifi) and Paging System
- ec.3 Provision of CCTV & CATV System
- ec.4 Provision of Nurse Call System for Nursing Wards
- ec.5 Provision of Communications Room at every floor, preferably beside EE Room

FP. FIRE PROTECTION DESIGN GUIDELINES:

- fp.1 Must comply with NFPA Standards, particularly NFPA-13, 14, 20, 25 & 704
- fp.2 Must comply with FDAS standards according to NFPA.
- fp.3 Use of pressurization on identified Fire Stairs.

M. MECHANICAL DESIGN GUIDELINES:

- m.1 HVAC system, use of ducted split AC systems for rooms, following ASHRAE 170
- m.2 Compressed air and oxygen outlets on all patient beds
- m.3 Use of Laminar Flow System for all Operating Rooms
- m.4 Use of Negative Pressure Ventilation System in Isolation Rooms
- m.5 Use of Heat Pumps for hot water system
- m.6 Incorporate two (2) Bed Elevators, two (2) passenger elevators & one (1) service elevator

S. PLUMBING DESIGN GUIDELINES:

- s.1 Use of WILO pumps for vertical water distribution
- s.2 Use of Rainwater Harvesting System at roofdeck'
- s.3 Use of sewage effluent harvested from STP
- s.4 Recycling of rainwater & effluent on all toilet fixtures
- s.4 Provision of Utility Room for Plumbing & Sanitary Risers

SPACE REQUIREMENTS/PROGRAMMING

No.	Area / Room	Remarks
0 BASEMENT LEVEL		
0.01	Elevator Lobby	
0.02	Sewage Treatment Plant	
0.03	Cistern Tank (Potable & Non-Potable) with WILO Pumps	
0.04	Power Center with Transformer Vault Room	
0.05	Switchgears and Motor Control Center	
0.06	Nutrition & Dietetics Satellite Kitchen	
0.07	Property & Supply Management Storage Rooms	
0.08	Oxygen & Compressed Air Manifold Room	
0.09	Fire Pump System	
0.10	Heat Pump Room	
0.11	MEPF Rooms	
a.	AC Rooms area or ledges	
b.	Electrical Room	
c.	Plumbing/Fire Pro Room	
d.	Communications Room	
I. GROUND FLOOR LEVEL		
1.01	Elevator Lobby	
1.02	Emergency Room Expansion	linked to existing ER
a.	Triage Area	
b.	Waiting Area for Relatives	link to existing
c.	Treatment area with 30 stretchers minimum	
d.	Nurse Station	
e.	Medication Room	
f.	Patient Toilet	
g.	Staff Lounge	
h.	Staff Toilet	
1.03	Coronary Care Unit (CCU) 3	
a.	20-24 Patient ICU Type Rooms with T&B	1-2 beds per room
b.	Nurse Station	
c.	Medication Room	
d.	Head Nurse Office	
e.	Staff Area with Pantry	
f.	Staff Locker Area with T&B	
g.	Linen Storage	
h.	Equipment Storage	
i.	Dirty Utility Room	
j.	Janitor's Closet	
1.04	MEPF Rooms	
a.	AC Rooms area or ledges	
b.	Electrical Room	
c.	Plumbing/Fire Pro Room	
d.	Communications Room	
1.05	Generator Set Area	
1.06	Open Carpark level	
1.07	Business Center	
II. SECOND FLOOR LEVEL		
2.01	Operating Room Complex	
a.	Four (4) Cardiac Operating Room Suites	minimum 36 sqm.

No.	Area / Room	Remarks
b.	Scrubbing Area (can be common for 2 OR Suites)	can be common for 2 OR Suites
c.	Cleaning Room (can be common for 2 OR Suites)	can be common for 2 OR Suites
d.	Transfer Triage Area	
e.	Head Nurse Office with Clerical Staff	
f.	OR Relatives Waiting Area with common Toilet	
g.	Sterile Supply Room	
h.	Male & Female Locker/Dressing Room with T&B	
i.	Equipment Storage	
j.	Storage Rooms	
k.	Linen Storage	
l.	Dirty Utility Room	
m.	Janitor's Closet	
2.02	Surgical Intensive Care Unit (SICU) 4	
a.	20-24 Patient ICU Type Rooms with T&B	1-2 beds per room
b.	Nurse Station	
c.	Medication Room	
d.	Head Nurse Office	
e.	Staff Area with Pantry	
f.	Staff Locker Area with T&B	
g.	Linen Storage	
h.	Equipment Storage	
i.	Dirty Utility Room	
j.	Janitor's Closet	
2.03	Doctor's Clinics with T&B (along Carpark Building only)	
2.04	MEPF Rooms	
a.	AC Rooms area or ledges	
b.	Electrical Room	
c.	Plumbing/Fire Pro Room	
d.	Communications Room	
III. THIRD FLOOR LEVEL		
3.01	Surgical Intensive Care Unit (SICU) 5	
a.	20-24 Patient ICU Type Rooms with T&B	1-2 beds per room
b.	Nurse Station	
c.	Medication Room	
d.	Head Nurse Office	
e.	Staff Area with Pantry	
f.	Staff Locker Area with T&B	
g.	Linen Storage	
h.	Equipment Storage	
i.	Dirty Utility Room	
j.	Janitor's Closet	
3.02	Medical Intensive Care Unit (MICU) 3	
a.	24-30 Patient ICU Ward Type Rooms with T&B	2-4 beds per room
b.	Nurse Station	
c.	Medication Room	
d.	Head Nurse Office	
e.	Staff Area with Pantry	
f.	Staff Locker Area with T&B	
g.	Linen Storage	

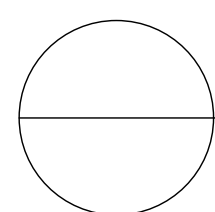
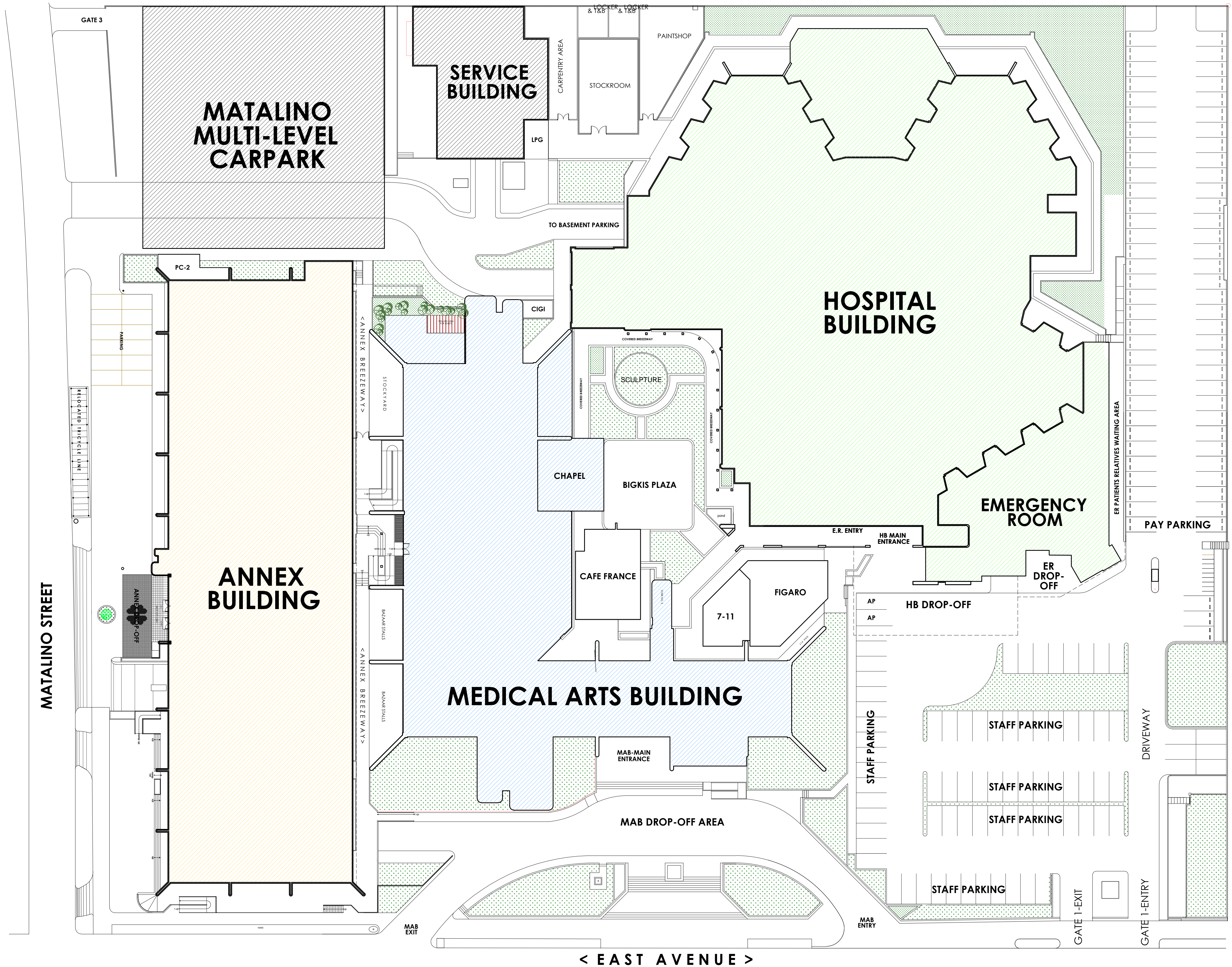
No.	Area / Room	Remarks
h.	Equipment Storage	
i.	Dirty Utility Room	
j.	Janitor's Closet	
3.03	Doctor's Clinics with T&B (along Carpark Building only)	
3.04	MEPF Rooms	
a.	AC Rooms area or ledges	
b.	Electrical Room	
c.	Plumbing/Fire Pro Room	
d.	Communications Room	
IV. FOURTH (4TH) TO TENTH (10TH) FLOOR LEVEL		
4.01	Patient Ward A	
a.	24-30 Regular Patient Room with T&B	4-6 Beds per Room
b.	Nurse Station	
c.	Medication Room	
d.	Head Nurse Office	
e.	Staff Area with Pantry	
f.	Staff Locker Area with T&B	
g.	Linen Storage	
h.	Equipment Storage	
i.	Dirty Utility Room	
j.	Janitor's Closet	
4.02	Patient Ward B	
a.	24-30 Regular Patient Rooms with T&B	4-6 Beds per Room
b.	Nurse Station	
c.	Medication Room	
d.	Head Nurse Office	
e.	Staff Area with Pantry	
f.	Staff Locker Area with T&B	
g.	Linen Storage	
h.	Equipment Storage	
i.	Dirty Utility Room	
j.	Janitor's Closet	
4.03	Doctor's Clinics with T&B (along Carpark Building only)	up to 7th floor only
4.04	MEPF Rooms	
a.	AC Rooms area or ledges	
b.	Electrical Room	
c.	Plumbing/Fire Pro Room	
d.	Communications Room	
V. ELEVENTH (11TH) FLOOR LEVEL		
5.01	Lobby / Common Area with Powder Room	
5.02	Registration/Reception Office with Toilet	
5.03	Transient Rooms with T&B	
5.04	MEPF Rooms	
a.	AHU or AC Ledges	
b.	Electrical Room	
c.	Plumbing/Fire Pro Room	
d.	Communications Room	
VI. TWELFTH (12TH) FLOOR LEVEL		
6.01	Lobby / Common Area with Powder Room	
6.02	Dormitory Rooms with T&B	

No.	Area / Room	Remarks
6.03	MEPF Rooms	
a.	AHU or AC Ledges	
b.	Electrical Room	
c.	Plumbing/Fire Pro Room	
d.	Communications Room	
e.	Rainwater Harvesting Filtration Room	
VII. ROOFDECK/TWELVE-A (12A) FLOOR LEVEL		
7.01	Open Roofdeck for Solar Panels	
7.02	Helipad	
7.03	Overhead Cistern Tank	
7.04	MEPF Rooms	
a.	AHU or AC Ledges	
b.	Electrical Room	
c.	Plumbing/Fire Pro Room	
d.	Communications Room	

Prepared by:



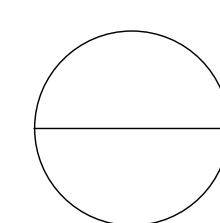
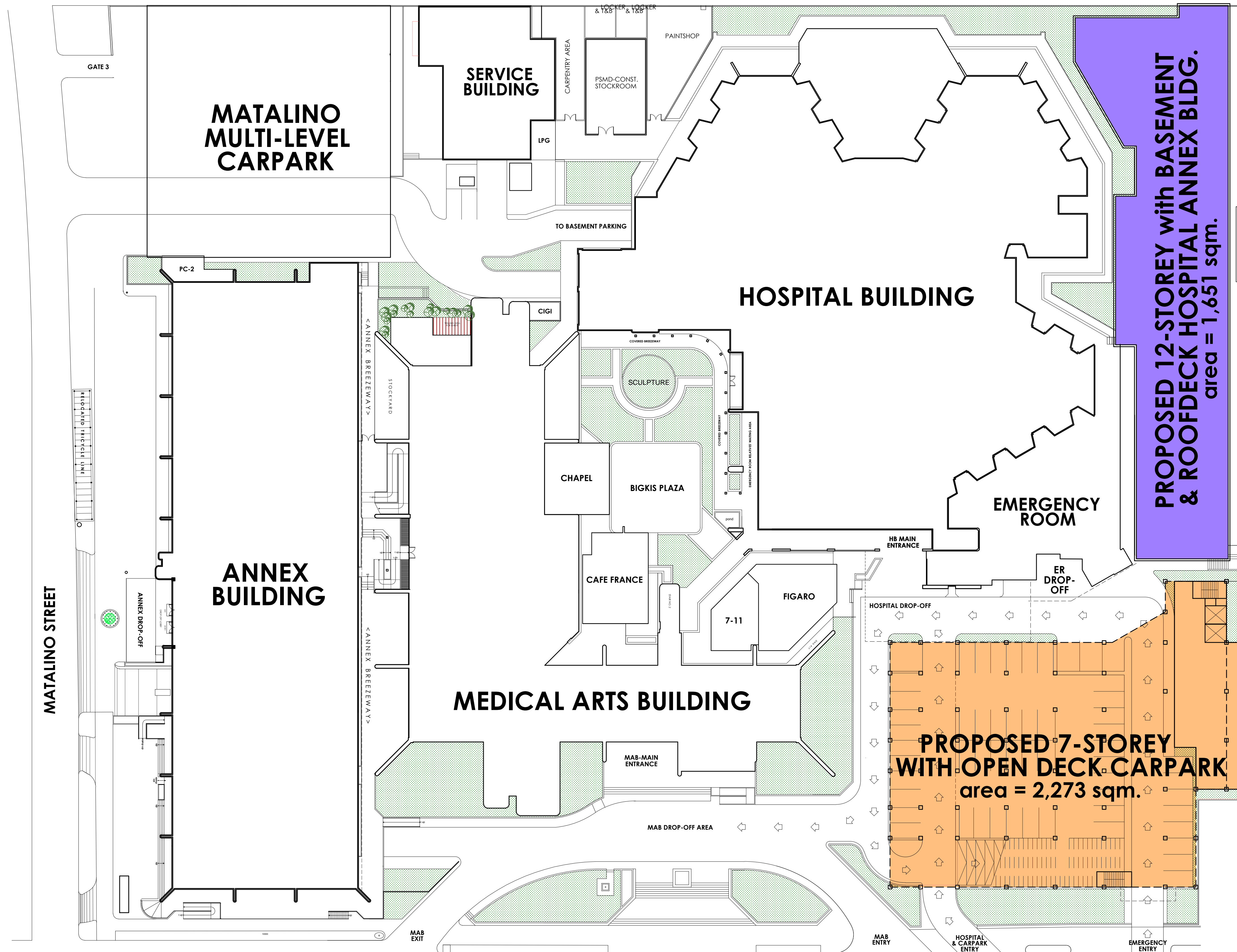
AR. MARLON L. REYES, uap
Architect III - Building & Facilities Section
Engineering & Maintenance Division



AS-FOUND SITE DEVELOPMENT PLAN

SCALE 1:350 MTS.

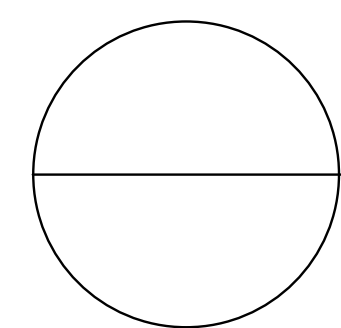
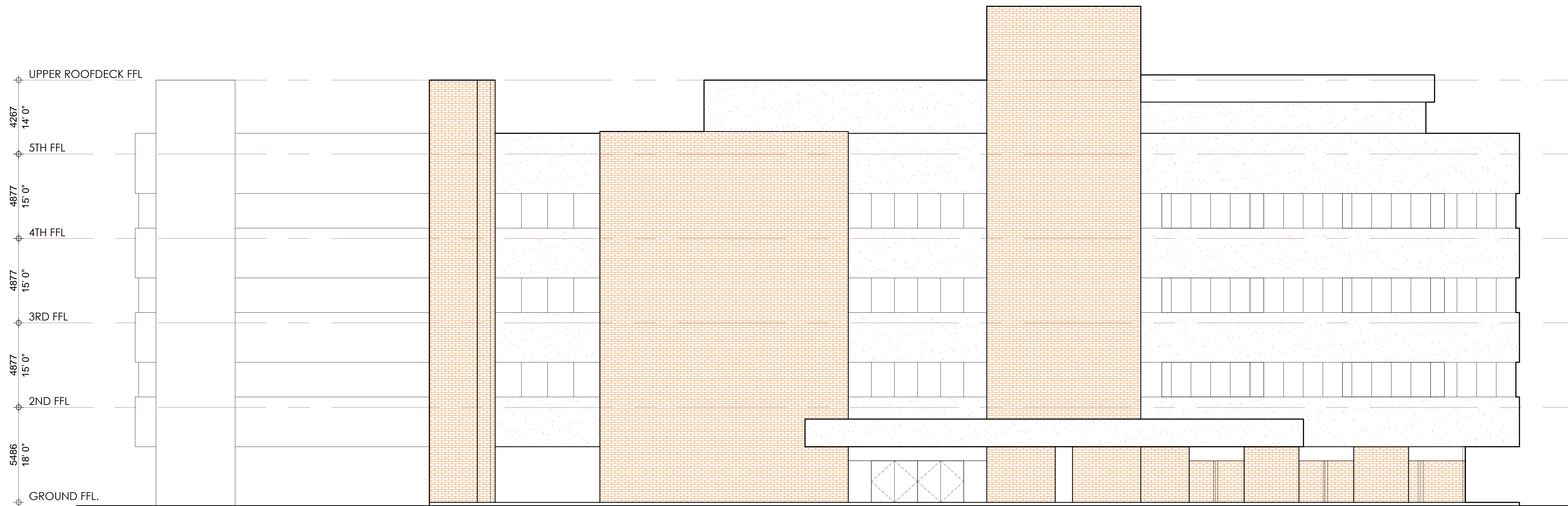
DATE: as of 07/17/2023



PROPOSED SITE DEVELOPMENT PLAN

SCALE 1:350 MTS.

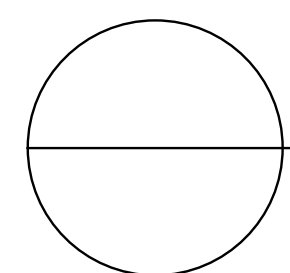
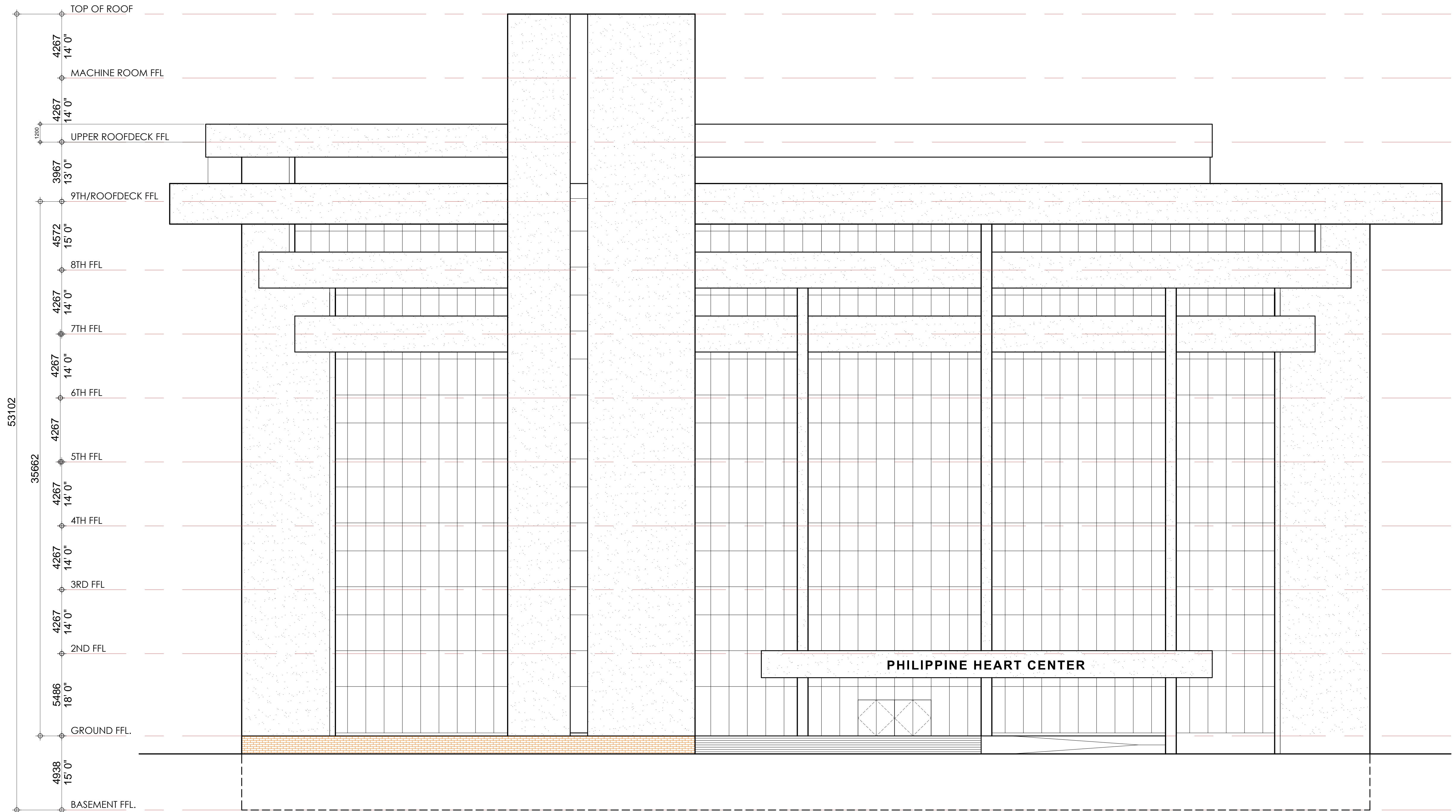
DATE: as of 07/18/2023



CHARACTER ELEVATION REFERENCE: HOSPITAL BUILDING

SCALE 1:100 MTS.

DATE: 01/02/2011



CHARACTER ELEVATION REFERENCE: MEDICAL ARTS BUILDING

SCALE 1:100 MTS.

DATE: 01/02/2011