



**SPECIAL BIDS AND AWARDS COMMITTEE**  
**Design and Build of the Three-Storey HLURB-NTRFO Building**

**BID BULLETIN No. 02**  
28 December 2018

Notice is hereby given that Bid Bulletin No. 02 is issued to announce the rescheduling of the Deadline of Submission from December 28, 2018 to **January 10, 2019, 10:00 AM**. Bid Opening follows at **10:05 AM**.

Likewise, **Annexes ToR\_A to F** in **Section VI. Specifications** of the Bidding Documents are hereby amended. Attached with these Annexes\_ToR is a checklist of eligibility requirements. Accordingly, these shall form an integral part of the Bidding Documents.

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## ***ANNEX\_ToR\_A***

### **ARCHITECTURAL DESIGN CHECKLIST OF REQUIREMENTS**

The Architectural Design shall be in accordance with the following Laws, Codes and Standards:

#### Laws and Codes

1. PD 1096 or National Building Code of the Philippines and its Latest and Amended IRR
2. RA 9266 or The Architecture Act of 2004 and its Latest and Amended IRR
3. BP 344 or Accessibility Law and its Latest and Amended IRR
4. RA 9514 or Fire Code of the Philippines and its Latest and Amended IRR
5. Existing Local Codes and Ordinances

#### Standards

1. Bureau of Product Standards
2. Underwriters Laboratory (UL)
3. International Standards Organization ISO 9001:2008 –Quality Management

Architectural Design Proposal shall include:

1. Perspective, Site Development Plan, Vicinity/Location Map, Table of Contents;
2. Floor Plans showing furniture layout;
3. Elevations;
4. Sections;
5. Reflected Ceiling Plan showing details;
6. Roof Plan;
7. Details, in the form of plans, elevations/sections:
  - a. Stairs, elevator, ramps, entrances, corridors and walkways
  - b. Functional areas
8. Schedule of Doors and Windows including specifications for materials and hardware;
9. Schedule of Finishes for interior and exterior floors, ceilings and walls;
10. Details of other major architectural elements;
11. Signage, wayfinding and agency logo/name signage;
12. Architectural Technical Specifications;
13. Architectural Scope of Works;
14. Architectural Bill of Quantities.

## ***ANNEX\_ToR\_B***

### **ARCHITECTURAL INTERIORS/INTERIOR DESIGN CHECKLIST OF REQUIREMENTS**

The Interior Design shall be in accordance with the following Laws, Codes and Standards:

#### Laws and Codes

1. PD 1096 or National Building Code of the Philippines and its Latest and Amended IRR
2. RA 9266 or The Architecture Act of 2004 and its Latest and Amended IRR
3. BP 344 or Accessibility Law and its Latest and Amended IRR
4. RA 9514 or Fire Code of the Philippines and its Latest and Amended IRR
5. Existing Local Codes and Ordinances

#### Standards

1. Bureau of Product Standards
2. Underwriters Laboratory (UL)
3. International Standards Organization ISO 9001:2008 –Quality Management

Interior Design Proposal shall include:

1. Space plan/s or layout/s of architectural interior/s;
2. Architectural interior perspective/s;
3. Furniture/furnishings; Schedule of Furniture and Details;
4. Access plan/s;
5. Detail design of major architectural interior elements;
6. Plan and layout of interior, wall partitions, furnishing, furniture;
7. Interior wall elevations showing: finishes, switches, doors and convenience outlets, cross window sections;
8. Floor/ceiling/wall patterns and finishing details; Schedule of finishes;
9. List of materials used; Paint color swatches and details;
10. Cost Estimates;
11. Architectural Interior Design Technical Specifications;
12. Architectural Interior Design Scope of Works;
13. Architectural Interior Design Bill of Quantities.

## ***ANNEX\_ToR\_C***

### **CIVIL/STRUCTURAL DESIGN CHECKLIST OF REQUIREMENTS**

The Civil/Structural Design shall be in accordance with the following Laws, Codes and Standards:

#### Laws and Codes

1. National Structural Code of the Philippines (NSCP) 2010
2. PD 1096 or National Building Code of the Philippines and its Latest and Amended IRR
3. BP 344 or Accessibility Law and its Latest and Amended IRR
4. Existing Local Codes and Ordinances

#### Standards

1. Bureau of Product Standards (BPS)
2. Philippine National Standards (PNS)
3. DPWH Blue Book
4. American Concrete Institute (ACI)
5. American Society of Testing Materials (ASTM)
6. American Welding Society (AWS)

Civil/Structural Design Proposal shall include:

1. General Notes and Construction Standards;
2. Site Development Plan;
3. Foundation Plan/s and Details;
4. Floor Framing Plan/s and Details;
5. Roof Framing Plan/s and Details;
6. Details and Schedules of footings, columns and shear walls;
7. Details and Schedules of beams, girders and floor slabs;
8. Details of Trusses;
9. Details of stairs, fire exits, ramps;
10. Other spot details;
11. Structural Analysis and Design;
12. Boring and Load Tests/Results;
13. Seismic Analysis;
14. Structural Technical Specifications;
15. Structural Scope of Works;
16. Structural Bill of Quantities;
17. Cost Analysis.

## ***ANNEX\_ToR\_D***

### **SANITARY/PLUMBING DESIGN CHECKLIST OF REQUIREMENTS**

The Sanitary/Plumbing Design shall be in accordance with the following Laws, Codes and Standards:

#### Laws and Codes

1. National Plumbing Code of the Philippines (NPCP)
2. Sanitation Code of the Philippines
3. PD 1096 or National Building Code of the Philippines and its Latest and Amended IRR
4. RA 9514 or Fire Code of the Philippines and its Latest and Amended IRR
5. Existing Local Codes and Ordinances

#### Standards

1. Bureau of Product Standards (BPS)
2. Philippine National Standards for Drinking Water
3. National Water Resources Board (NWRB)
4. National Plumbers Association of the Philippines (NAMPAP)
5. Philippine Society of Sanitary Engineers, Inc. (PSSE)

Sanitary/Plumbing Design Proposal shall include:

1. General Notes and Legends;
2. Location and Site Plan;
3. Storm Water Drainage Layout;
4. Water Line Layout;
5. Sewer Line and Vent Line Layout;
6. Isometric Layout;
7. Details of connections, catch basins, downspouts, etc.;
8. Details of cistern, pumps, booster;
9. Details of septic tank;
10. Design Analysis;
11. Sanitary Technical Specifications;
12. Sanitary Scope of Works;
13. Sanitary Bill of Quantities;
14. Cost Analysis.

## **ANNEX\_ToR\_E**

### **MECHANICAL DESIGN CHECKLIST OF REQUIREMENTS**

The Mechanical Design shall be in accordance with the following Laws, Codes and Standards:

#### Laws and Codes

1. Mechanical Engineering Code of the Philippines
2. Sanitation Code of the Philippines
3. PD 1096 or National Building Code of the Philippines and its Latest and Amended IRR
4. RA 9514 or Fire Code of the Philippines and its Latest and Amended IRR
5. Existing Local Codes and Ordinances

#### Standards

1. Bureau of Product Standards (BPS)
2. Philippine National Standards (PNS)
3. Underwriters Laboratory (UL) and Factory Mutual (FM)
4. International Electro-Technical Commission (IEC)
5. National Fire Protection Association (NFPA)

Mechanical Design Proposal shall include:

1. General Notes and Legends;
2. Location and Key Plan;
3. General Layout Plan;
4. Floor Plans/Isometric Drawings showing fire suppression systems;
5. Longitudinal and Transverse Sections of Building showing manner of support machines/equipment;
6. Design computations and detailed plans of elevator;
7. Schedules including valves, air handling units and air-conditioning units;
8. Other Details including and not restricted to wiring penetrations through fire-rated walls, section details of devices and wall plates located in exterior areas and office areas;
9. Mechanical Technical Specifications;
10. Mechanical Scope of Works;
11. Mechanical Bill of Quantities;
12. Cost Analysis.

## ***ANNEX\_ToR\_F***

### **ELECTRICAL AND ELECTRICAL AUXILIARIES DESIGN CHECKLIST OF REQUIREMENTS**

The Electrical and Electrical Auxiliaries Design shall be in accordance with the following Laws, Codes and Standards:

#### Laws and Codes

1. Philippine Electrical Code
2. National Electrical Code
3. PD 1096 or National Building Code of the Philippines and its Latest and Amended IRR
4. RA 9514 or Fire Code of the Philippines and its Latest and Amended IRR
5. Existing Local Codes and Ordinances

#### Standards

1. Bureau of Product Standards (BPS)
2. Underwriters Laboratory (UL)
3. National Fire Protection Association (NFPA)
4. International Electro-Technical Commission (IEC)
5. Illumination Engineering Society (IES)
6. National Electrical Manufacturer's Association (NEMA)

Electrical and Electrical Auxiliaries Design Proposal shall include:

1. General Notes and/or Specifications, Legends or Symbols;
2. Location and Site Plan;
3. Lighting and Receptacle Outlets Layout and Details/Schedule of Lighting Fixtures and Control Devices;
4. Power Layout and Details/Schedule of Panels;
5. Fire Detection and alarm Circuits Layout and Details/Schedule of Equipment;
6. Emergency Alarm, Lighting Layout for Exits and Hallways and Details/Schedule of Emergency Lighting Fixtures and Signage;
7. Generator Set;
8. Schedule of Loads;
9. One Line Diagrams;
10. Telephone, Data and Wi-Fi, Sounds Systems Layout, One Line Diagram and Details/Schedule of Equipment;
11. Mass Notification System Layout, One Line Diagram and Details/Schedule of Equipment;
12. Wi-Fi Layout, One Line Diagram and Details/Schedule of Equipment;
13. Cable TV, Master Antenna TV and CCTV Layout, One Line Diagram and Details/Schedule of Equipment;

*(Note: All components and devices shall conform to the latest infrastructure systems)*

14. Structure cabling for Telephone, Data and Intercom
15. Building section details showing cable tray and wiring pathways
16. Other Details;
17. Electrical Computations/Calculations;
18. Design Analysis;



Checklist of Eligibility Requirements for the  
Design and Build of Three-Storey HLURB-NTRFO Building

**I. ELIGIBILITY REQUIREMENTS (CLASS “A” DOCUMENTS)**

**A. Legal Documents: Folder 1 (Envelope 1)**

1. DTI business name registration / SEC registration certificate, whichever is appropriate under laws of the Philippines. (*Sec. 2 Par. 5.1. of Bid Documents*)
2. Valid and current Mayor’s permit/municipal license; (principal place of business).
3. BIR Value Added Tax Registration.
4. Compliance with E.O. 398, s. 2005;
  - a. Proof of VAT payments for the past six months.
  - b. Tax Clearance from BIR to prove bidder’s full and timely payment of taxes to the government.
  - c. A Certification of oath from the bidder’s responsible officers that the bidder is free and clear of all liabilities with the government.
5. Omnibus Sworn Statement – Affidavit. (*see attachments at Section 6 of Bid Documents*)
6. PhilGEPS Certificate of Registration.

**B. Technical Documents: Folder 2 (Envelope 1)**

1. Statement of all its on-going government and private contracts, including contracts awarded but not yet started, if any, whether similar or not in nature and complexity to the contract to be bid.
2. Statement of the Bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, in accordance with ITB Clause 5.4.

*Note: The two statements (Nos. 1 & 2) required shall indicate for each contract the following:*

  - a. Name of contract;
  - b. Date of the contract;
  - c. Contract duration;
  - d. Owner’s name and address;
  - e. Nature of work;
  - f. Contractor’s role (whether sole contractor, subcontractor, or partner in a JV) and percentage of participation;
  - g. Total contract value at award;
  - h. Date of completion or estimated completion of time;
  - i. Total contract value at completion, if applicable;

- j. Percentages of planned and actual accomplishments, if applicable; and
- k. Value of outstanding works, if applicable

*Note: The statement of the Bidder's SLCC shall be supported by the Notice of Award and/or Notice to Proceed, Project Owner's Certificate of Final Acceptance issued by the Owner other than the Contractor or the Contractors Performance Evaluation System (CPES) Final Rating, which must be at least satisfactory. In case with private sector, an equivalent document shall be submitted.*

- 3. Philippine Contractor's Accreditation Board (PCAB) License for infrastructure projects.
- 4. Organizational Chart for the contract to be bid.
- 5. List of Contractor's personnel (*see BDS 12.1(b)(ii.2)*)
- 6. Contract documents relevant to the project (*see BDS 31.4(f)*)
  - a. Construction Schedule and S-Curve
  - b. Manpower Schedule
  - c. Construction Methods
  - d. Equipment Utilization Schedule
  - e. Construction Safety and Health Program
  - f. PERT/CPM or other acceptable tools of project scheduling
- 7. Value Engineering of Design and Construction Method
- 8. Conceptual Design Plans (*see checklist of requirements for Conceptual Design Plans*)

**C. Financial Documents: Folder 3 (Envelope 1)**

- 1. The prospective bidder's Audited Financial Statements, showing among others, the prospective bidder'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 submission.
- 2. The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) (*see Sec. 2 Par.5.5. of Bid Documents*)

**D. Class "B" Documents: Folder 4 (Envelope 1)**

- 1. Valid Joint Venture Agreement (JVA), in case of a joint venture. Each member of the joint venture shall submit the required eligibility documents.

## **II. BID PROPOSALS (ENVELOPE 2)**

### **A. Technical Proposal (Folder 1)**

1. Bid Security – the bid security shall be in form of a Bid Securing Declaration or any one (1) of the following form and amounts:
  - a. Cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit in the amount of Php. 980,000.00 (2% of ABC);
  - b. The amount of not less than Php. 2,450,000.00 if bid security is in Surety Bond.
2. Bill of Quantities
3. Detailed estimates, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid.
4. Cash Flow by quarter or payment schedule.

### **B. Financial Proposal (Folder 2)**

1. Bid Prices in the prescribed Bid Form. (*see Section 6 of Bid Documents*)