



Republic of the Philippines
CAMARINES SUR POLYTECHNIC COLLEGES
Nabua, Camarines Sur

ISO 9001 : 2008

BIDDING DOCUMENTS

for

COMPLETION OF FOUR STOREY ACADEMIC BUILDING (CEAS BUILDING)

April 20, 2018; 9:30 p.m.



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SECTION I
INVITATION TO BID



INVITATION TO BID FOR COMPLETION OF FOUR STOREY ACADEMIC BUILDING (CEAS BUILDING)

The **CAMARINES SUR POLYTECHNIC COLLEGES**, through the **General Appropriation Act (GAA)** intends to apply the sum of **Thirty Million Twenty Seven Thousand Three Hundred Ninety Four Pesos & 82/100 (₱30,027,394.82)** being the Approved Budget for the Contracts (ABC) to payments under the contract for the **Completion of Four Storey Academic Building (CEAS Building)**. Bids received in excess of the ABC shall be automatically rejected a bid opening.

The **CAMARINES SUR POLYTECHNIC COLLEGES** now invites bids for the project **Completion of Four Storey Academic Building shall include all management, labor, engineering materials, tools, equipment and services required to manufacture, assemble, deliver and install all items necessary for the proper execution and completion of the said items of works. This also includes all equipment and the performance of all operations necessary to perform Siteworks, Reinforced Concrete Works, Flood Slab Works, Masonry Works, Plastering Works, Ceiling Works, Painting Works, Plumbing, Sanitary, Water System and Drainage System, Electrical Works, Air Conditioning Works, Fire Protection Works, Kitchen Ventilation System, Automatic Fire Detection and Alarm System, Landscaping Works, Furnishing Works and Ancillary Works of the project as indicated on drawings and specifications. All related works needed to have this work completed shall also form part of this section. Completion of the Works is required within One Hundred Eighty (180) Calendar Days.**

Bidding will be conducted through open competitive bidding procedures using non-discretionary pass/fail criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act".

Bidding is restricted to Filipino citizens/sole proprietorships, cooperative and partnerships, or organizations with at least seventy five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.

Interested bidders may obtain further information from **Camarines Sur Polytechnic College** and inspect the Bidding Documents at the address given below from **9:00 A.M. to 4:00 P.M. on February 22 to April 20, 2018.**

A complete set of Bidding Documents may be acquired by interested Bidders from the address 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 (25,000.00) Only** from **February 22 to April 20, 2018, 9:00 AM.**

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the College, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

The **CAMARINES SUR POLYTECHNIC COLLEGES** will hold a Pre-Bid Conference on **April 6, 2018 at 9:30 A.M.** at Board Room, 2nd Floor, Administration, Building, which shall be open to prospective bidders.

Bids must be duly received by the BAC Secretariat at the address below on or before **April 20, 2018 at 9:00 o'clock A.M.** at Board Room, 2nd Floor, Administration Building, CSPC, Nabua, Camarines Sur. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated below (ITB Clause 18):



Bid Opening shall be on **April 20, 2018 at 9:30 o'clock A.M.** at Board Room, 2nd Floor, Administration Building, CSPC, Nabua, Camarines Sur. *Bids* will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

The CAMARINES SUR POLYTECHNIC COLLEGES 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 Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.

For further information, please refer to:

CAMARINES SUR POLYTECHNIC COLLEGES
C/o Arch. Mary Ann A. Martinez
Nabua, Camarines Sur
(054) 288-44-22 Loc. 158
(054) 288-44-25 (Fax)

FERDINAND B. VALENCIA
BAC Chairman

SECTION III
BID DATA SHEET
(BDS)

Bid Data Sheet

ITB Clause	
1.1	The Procuring entity CAMARINES SUR POLYTECHNIC COLLEGES – NABUA, CAMARINES SUR. The Name of the Contract is Completion of Four Storey Academic Building (CEAS Building) .
1.2	The identification number of the Contract is 2018 – INFRA - 04 .
2	The Funding Source is: The Government of the Philippines (GOP) through the College in the amount of Thirty Million Twenty Seven Thousand Three Hundred Ninety Four Pesos & 82/100 (₱30,027,394.82) only The name of the Project is Completion of Four Storey Academic Building (CEAS Building) .
3.1	No further instructions.
5.1	No further instructions.
5.2	Bidding is restricted to eligible bidders as defined in ITB Clause 5.1.
5.4 (a)	No further instructions.
5.4 (b)	For this purpose, similar contracts shall refer to contracts which have the same major categories of work: Completion of Four Storey Academic Building (CEAS Building) .
8.1	Subcontracting is not allowed.
8.2	Not applicable.
9.1	The COLLEGE will hold a pre-bid conference for this Project on April 6, 2018, 9:30 a.m. at 2nd Floor, Administration Building, Camarines Sur Polytechnic Colleges, Nabua, Camarines Sur .
10.1	The COLLEGE address is: CAMARINES SUR POLYTECHNIC COLLEGES Nabua, Camarines Sur c/o MR. FERDINAND B. VALENCIA BAC Chairman Tel. No. (054) 288 – 44 – 21 loc. 108 Fax No. 288 – 44 – 25
10.4	No further instructions.
12.1	The first envelope shall contain the eligibility and technical documents stated in the ITB Clause. However, if the Bidder maintains a current and updated file of his Class “A” Documents with the COLLEGE , the certification issued for the purpose may be submitted in lieu of the Class “A” Documents.

	<p>Additional Requirements:</p> <ul style="list-style-type: none"> a. Mayor's permit issued by the city or municipality where the principal place of business of the prospective bidder is located; b. Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives, or any proof of such registration; c. Audited Financial Statements, showing among others, the prospective Bidder's total 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. d. Tax Clearance per Executive Order 398, series of 2005, as finally reviewed and approved by the BIR;
12.1 (a)(i)	No other acceptable proof of registration is recognized.
12.1 (a)(ii)	No further Instructions
12.1 (a)(iv)	No further instructions.
13.1	<p>Additional Requirements on the Financial Component.</p> <ul style="list-style-type: none"> a. Bid prices in bill of quantities in the prescribed bid form (SF INFR 74-A); b. Cash Flow by the quarter and payment schedule (SF INFR – 74 – B); c. S – Curve/PERT CPM (SF INFR 74 – C); and d. Detailed estimates including a summary sheet indicating the unit prices of construction materials, labor rates and equipment rentals used in coming up with the bids.
13.2 (b)	<p>The ABC is Thirty Million Twenty Seven Thousand Three Hundred Ninety Four Pesos & 82/100 (₱30,027,394.82) only</p> <p>Any bid with a financial component exceeding this amount shall not be accepted.</p>
14.2	No further instructions.
15.4	No further instructions.
16.1	The bid prices shall be quoted in Philippine Pesos.
17.1	Bids will be valid within 120 calendar days.
18.1	<p>The bidder is given the option to post a Bid Securing Declaration OR any other form of bid security in accordance with the following:</p> <ul style="list-style-type: none"> 1. Cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; 2% of ABC 2. Surety Bond; 5% of ABC, or 3. Any combination of the foregoing proportionate to the share of form with respect to total amount of security. <p>Note: (GPPB Circular 01-2014, dated 23 May 2014)</p>
18.2	The bid security shall be valid within 120 calendar days.
20.3	Each Bidder shall submit original and 3 photocopies of the first and

	second components of its bid.
21	<p>The address for submission of bids is: Board Room, 2nd Floor, Administration Building Camarines Sur Polytechnic Colleges Nabua, Camarines Sur</p> <p>The deadline for submission of bids is (on or before) April 20, 2018; 9:00 pm.</p>
24.1	<p>The place of bid opening is Board Room, 2nd Floor, Adm. Building Camarines Sur Polytechnic Colleges Nabua, Camarines Sur</p> <p>The date and time of bid opening is April 20, 2018; 9:30 pm.</p>
27.3	Partial bid is not allowed. The infrastructure project is package in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding evaluation, and contract award.
24.2	No further instructions.
27.3 (b)	<i>Bid modification is not allowed.</i>
27.4	No further instructions.
28.2 (a)	<p><i>Only tax returns filed and taxes paid through the BIR Electronic Filing and Payment System (EFPS) shall be accepted.</i></p> <p>NOTE: <i>The latest income and business tax returns are those within the last six months preceding the date of bid submission.</i></p>
28.2 (c)	No further instructions.
31.4 (g)	<p><i>Additional contract documents relevant to the Project required by College:</i></p> <ol style="list-style-type: none"> <i>1. Construction Schedule and S-curve,</i> <i>2. Manpower Schedule,</i> <i>3. Construction Methods,</i> <i>4. Equipment Utilization Schedule,</i> <i>5. Construction safety and health program approved by the Department of Labor and Employment, and</i> <i>6. PERT CPM.</i>
32.2	<p>The performance security shall be in the following amount:</p> <ol style="list-style-type: none"> <i>1. Cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; 10% of Total Contract Price</i> <i>2. Surety Bond; or 30% of the Total Contract Price</i> <i>3. Any combination of the foregoing proportionate to the share of form with respect to total amount of security.</i>

SECTION V
SPECIAL CONDITIONS
OF CONTRACT
(SCC)

Special Conditions of Contract

GCC Clause	
1.16	The Intended Completion Date <u>October 27, 2018</u>
1.21	The CAMARINES SUR POLYTECHNIC COLLEGES is the Procuring Entity .
1.22	The Representative of the College is: Arch. Mary Ann A. Martinez College Physical Planning Officer – Designate Camarines Sur Polytechnic Colleges, Nabua, Camarines Sur (054) 288 44 – 22 loc. 158
1.23	The Site is located at CAMARINES SUR POLYTECHNIC COLLEGES, Nabua, Camarines Sur.
1.27	The Start Date <u>April 29, 2018</u>
1.30	The Works consist of the following: The project Completion of Four Storey Academic Building shall include all management, labor, engineering materials, tools, equipment and services required to manufacture, assemble, deliver and install all items necessary for the proper execution and completion of the said items of works. This also includes all equipment and the performance of all operations necessary to perform Siteworks, Reinforced Concrete Works, Flood Slab Works, Masonry Works, Plastering Works, Ceiling Works, Painting Works, Plumbing, Sanitary, Water System and Drainage System, Electrical Works, Air Conditioning Works, Fire Protection Works, Kitchen Ventilation System, Automatic Fire Detection and Alarm System, Landscaping Works, Furnishing Works and Ancillary Works of the project as indicated on drawings and specifications. All related works needed to have this work completed shall also form part of this section.
2.2	<i>No further instructions.</i>
5.1	The COLLEGE shall give possession of all parts of the Site to the Contractor <u>April 29, 2018</u>
6.5	The Contractor shall employ the following Key Personnel: <ul style="list-style-type: none"> a. Project Engineer b. Civil Engineer c. Electrical Engineer/Master Electrician d. Foreman e. Storekeeper f. Health and Safety Officer <p>NOTE: The names of the Key Personnel and their designation shall be filled out by winning contractor prior to contract signing.</p>
7.4 (c)	<i>No further instructions.</i>
7.7	<i>No further instructions.</i>
8.1	<i>No further instructions.</i>

10	NONE
12.3	No further instructions.
12.5	<p><i>In case of permanent structures, such as buildings of types 4 and 5 as classified under the National Building Code of the Philippines and other structures made of steel, iron, or concrete which comply with relevant structural codes (e.g., DPWH Standard Specifications), such as, but not limited to, steel/concrete bridges, flyovers, aircraft movement areas, ports, dams, tunnels, filtration and treatment plants, sewerage systems, power plants, transmission and communication towers, railway system, and other similar permanent structures: Fifteen (15) years.</i></p> <p><i>In case of semi-permanent structures, such as buildings of types 1, 2, and 3 as classified under the National Building Code of the Philippines, concrete/asphalt roads, concrete river control, drainage, irrigation lined canals, river landing, deep wells, rock causeway, pedestrian overpass, and other similar semi-permanent structures: Five (5) years.</i></p> <p><i>In case of other structures, such as Bailey and wooden bridges, shallow wells, spring developments, and other similar structures: Two (2) years.</i></p>
13	No additional provision.
18.3(h)(i)	No further instructions.
21.2	<p>The Arbiter is:</p> <p>CONSTRUCTION INDUSTRY ARBITRATION COMMISSION</p>
29.1	No day works are applicable to the contract.
31.1	The Contractor shall submit the Program of Work to the COLLEGE's Representative within 3 days of delivery of the Notice of Award.
31.3	<p>The period between Program of Work updates is 7 days.</p> <p>The amount to be withheld for late submission of an updated Program of Work is 5 %.</p>
34.3	The Funding Source is the College GAA .
39.1	The amount of the advance payment is 15%.
40.1	No further Instructions.
51.1	<p>The date by which operating and maintenance manuals are required is _____.</p> <p>The date by which "as built" drawings are required is 7 days.</p>

51.2	The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals by the date required is _____.
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