



# **PB 2025-18-GAO**

## **PUBLIC BIDDING OF REPAINTING OF THE OFFICE OF THE OMBUDSMAN ANNEX BUILDING AND ITS PREMISES**

**Sixth Edition  
July 2020**

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# *Glossary of Terms, Abbreviations, and Acronyms*

**ABC** – Approved Budget for the Contract.

**ARCC** – Allowable Range of Contract Cost.

**BAC** – Bids and Awards Committee.

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

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

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

**BIR** – Bureau of Internal Revenue.

**BSP** – Bangko Sentral ng Pilipinas.

**CDA** – Cooperative Development Authority.

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

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

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

**CPI** – Consumer Price Index.

**DOLE** – Department of Labor and Employment.

**DTI** – Department of Trade and Industry.

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

**GFI** – Government Financial Institution.

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

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

**GOP** – Government of the Philippines.

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

**LGUs** – Local Government Units.

**NFCC** – Net Financial Contracting Capacity.

**NGA** – National Government Agency.

**PCAB** – Philippine Contractors Accreditation Board.

**PhilGEPS** - Philippine Government Electronic Procurement System.

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

**PSA** – Philippine Statistics Authority.

**SEC** – Securities and Exchange Commission.

**SLCC** – Single Largest Completed Contract.

**UN** – United Nations.

***Section I. Invitation to Bid***



Republic of the Philippines  
**OFFICE OF THE OMBUDSMAN**  
Sen. Miriam P. Defensor-Santiago Avenue (*formerly Agham Road*)  
Brgy. Bagong Pag-asa, Diliman, Quezon City 1105

**INVITATION TO BID FOR  
PUBLIC BIDDING OF REPAINTING OF THE OFFICE OF THE  
OMBUDSMAN ANNEX BUILDING AND ITS PREMISES**

1. The **Office of the Ombudsman**, through the **General Appropriations Act for CY 2025** intends to apply the sum of **Two Million Four Hundred Ninety-Nine Thousand Eight Hundred Forty-Three Pesos and  $\frac{8}{100}$  (₱2,499,843.08)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Public Bidding of Repainting of the Office of the Ombudsman Annex Building and Its Premises (PB 2025-18-GAO)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Office of the Ombudsman now invites bids for the above Procurement Project. Completion of the Works is required **within One Hundred Twenty (120) calendar days from receipt of Notice to Proceed (NTP)**. Bidders should have completed 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 non-discretionary "*pass/fail*" criterion as specified in the 2016 Revised Implementing Rules and Regulations (RIRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from **BAC-GAO Secretariat either personally, by calling the following numbers (02)8951-2301/(02)5317-8300 local 1250 and 1251, or by sending an email to bacgaosec@ombudsman.gov.ph**; and inspect the Bidding Documents posted at the Ombudsman and the PhilGEPS websites.
5. A complete set of Bidding Documents may be acquired/downloaded by interested bidders from the websites of PhilGEPS and the Office of the Ombudsman starting January 19, 2026 to February 17, 2026 **and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of ₱5,000.00**. The Procuring Entity shall allow the bidder to, personally or via electronic means, present its proof of payment for the fees **not later than the submission of bids**.
6. The Office of the Ombudsman will hold a **Pre-Bid Conference on February 5, 2026 (Thursday) at 10:00 a.m.**, at the OMB Hearing Room, Main Building, Office of the Ombudsman, Sen. Miriam P. Defensor-Santiago Avenue (formerly Agham Road), Brgy. Bagong Pag-asa, Diliman, Quezon City, which shall be open to prospective bidders. Prospective bidders should signify their intention to participate by calling the following numbers: (02)8951-2301/(02)5317-8300 local 1250 and 1251 or by sending an email to BAC-GAO Secretariat through the email address: [bacgaosec@ombudsman.gov.ph](mailto:bacgaosec@ombudsman.gov.ph).
7. Bids must be duly received by the BAC-GAO Secretariat through manual/physical submission at the BAC-GAO Secretariat located at the 2<sup>nd</sup> Floor, Annex Building, Office of the Office of the Ombudsman on or before **February 17, 2026 (Tuesday) at 2:00 p.m.** Late bids shall not be accepted.

8. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in Instruction to Bidders (ITB) Clause 15.
9. **Bid opening** shall be conducted face-to-face/in-person on **February 18, 2026 (Wednesday)** at **10:00 a.m.** at the **OMB Hearing Room, Main Building**, Office of the Ombudsman, Sen. Miriam P. Defensor-Santiago Avenue (formerly Agham Road), Brgy. Bagong Pag-asa, Diliman, Quezon City. Bids will be opened in the presence of the bidders or their duly authorized representatives.
10. The Office of the Ombudsman reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. Please refer to the table below for the cost of the bidding documents and summary of bidding activities:

<b>COST OF BIDDING DOCUMENTS</b> (Non-refundable)	<b>₱5,000.00</b>
<b>INSPECTION/SELLING PERIOD OF BIDDING DOCUMENTS</b>	<b>January 19, 2026 to February 17, 2026</b>  <ul style="list-style-type: none"> <li>- Bidding documents may be downloaded from the PhilGEPS website or Ombudsman website.</li> <li>- For payment of bidding fees, prospective bidders may inquire from the Ombudsman BAC-GAO Secretariat for payment details. Proof of payment such as deposit slips and transaction receipts may be submitted personally or via email for the issuance official receipt.</li> </ul>
<b>PRE-BID CONFERENCE</b>	<b>February 5, 2026 (Thursday) at 10:00 a.m.</b>  <ul style="list-style-type: none"> <li>- Face-to-face/in-person at the OMB Hearing Room, Main Building, Office of the Ombudsman, Sen. Miriam P. Defensor-Santiago Avenue, Brgy. Bagong Pag-asa, Diliman, Quezon City.</li> <li>- Prospective bidders should signify their intention to participate by sending an email to the BAC-GAO Secretariat and/or by calling the following numbers: (02) 8951-2301 or (02) 5317-8300 local 1250 and 1251.</li> </ul>
<b>DEADLINE OF SUBMISSION OF BIDS</b>  (Note: Late bids shall not be accepted. Unsealed or unmarked bid envelopes shall be rejected)	<b>February 17, 2026 (Tuesday) at 2:00 p.m.</b>  <ul style="list-style-type: none"> <li>- <b>Manual/physical submission of bidding documents</b> with the BAC-GAO Secretariat, located at the 2<sup>nd</sup> Floor, Annex Building, Office of the Ombudsman, Sen. Miriam P. Defensor-Santiago Avenue, Brgy. Bagong Pag-asa, Diliman, Quezon City.</li> </ul>
<b>OPENING OF BIDS</b>	<b>February 18, 2026 (Wednesday) at 10:00 a.m.</b>  <ul style="list-style-type: none"> <li>- Face-to-face/in-person at the OMB Hearing Room, Main Building, Office of the Ombudsman, Sen.</li> </ul>

	<p>Miriam P. Defensor-Santiago Avenue, Brgy. Bagong Pag-asa, Diliman, Quezon City.</p> <p>- Prospective bidders should have signified their intention to participate through email to the BAC-GAO Secretariat and/or phone call to the following numbers: (02) 8951-2301 or (02) 5317-8300 local 1250 and 1251.</p>
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12. For further information, please refer to:

**BIDS AND AWARDS COMMITTEE-GAO SECRETARIAT**

Second Floor, Ombudsman Annex Building,

Sen. Miriam P. Defensor-Santiago Avenue (formerly Agham Road)

Brgy. Bagong Pag-asa, Diliman Quezon City 1105

☐ (02) 8951-2301 or (02) 5317-8300 local 1250 and 1251

☐ [bacgaosec@ombudsman.gov.ph](mailto:bacgaosec@ombudsman.gov.ph)

[www.ombudsman.gov.ph](http://www.ombudsman.gov.ph) (see Bid Announcements)

*Note: Please communicate through the email address or telephone numbers provided. Also, all requests should be in writing and addressed to the BAC-GAO Secretariat.*

13. You may visit the following websites:

- **Office of the Ombudsman Official Website:** [www.ombudsman.gov.ph](http://www.ombudsman.gov.ph) (see links under *Bid Announcements* > under *Invitation to Bid*)
- **Log in at PhilGEPS Website:** <https://notices.philgeps.gov.ph/>

15 January 2026, Quezon City, Philippines.

  
**LEILANIE BERNADETTE C. CABRAS**  
*Assistant Ombudsman/Acting DSP, OSP*  
*Chairperson, Bids and Awards Committee-GAO*

## ***Section II. Instructions to Bidders***

## 1. Scope of Bid

The Procuring Entity, **Office of the Ombudsman** invites Bids for the **Public Bidding of Repainting of the Office of the Ombudsman Annex Building and Its Premises, with Project Identification Number PB 2025-18-GAO.**

*[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 for the construction of Works, as described in Section VI (Specifications).

## 2. Funding Information

2.1. The GOP through the source of funding as indicated below for *year 2025* in the amount of **Two Million Four Hundred Ninety-Nine Thousand Eight Hundred Forty-Three Pesos and  $\frac{8}{100}$  (₱2,499,843.08).**

2.2. The funding of this project is sourced from the NGA, the General Appropriations Act or Special Appropriations.

## 3. Bidding Requirements

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

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

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

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

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

## 5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA's CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.  
  
A contract is considered to be "similar" to the contract to be bid if it has the major categories of work stated in the **BDS**.
- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

## 6. Origin of Associated Goods

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

## 7. Subcontracts

- 7.1. In this project, the Procuring Entity has prescribed that **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 through face-to-face/in-person at the OMB Hearing Room, Main Building, Office of the Ombudsman, Sen. Miriam P. Defensor-Santiago Avenue (*formerly Agham Road*), Brgy. Bagong Pag-asa, Diliman, Quezon City, as indicated in paragraph 6 of the Invitation to Bid (**IB**).

## 9. Clarification and Amendment of Bidding Documents

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

## 10. Documents Comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.

- 10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.
- 10.3. A valid special PCAB License in case of Joint Ventures, and registration for the type and cost of the contract for this Project. Any additional type of Contractor license or permit shall be indicated in the **BDS**.
- 10.4. A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the **BDS**.
- 10.5. A List of Contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, must meet the minimum requirements for the contract set in the **BDS**.

## **11. Documents Comprising the Bid: Financial Component**

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

## **12. Alternative Bids**

Bidders shall submit offers that comply with the requirements of the Bidding Documents, including the basic technical design as indicated in the drawings and specifications. Unless there is a value engineering clause in the **BDS**, alternative Bids shall not be accepted.

## **13. Bid Prices**

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

## **14. Bid and Payment Currencies**

- 14.1. Bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid

evaluation, Bids denominated in foreign currencies shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

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

## **15. Bid Security**

15.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

15.2. The Bid and bid security shall be valid until One Hundred Twenty (120) days from the date of the opening of bids. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

## **16. Sealing and Marking of Bids**

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

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

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

## **17. Deadline for Submission of Bids**

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

## **18. Opening and Preliminary Examination of Bids**

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

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

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

## **19. Detailed Evaluation and Comparison of Bids**

19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184.

- 19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 15 shall be submitted for each contract (lot) separately.
- 19.3. In all cases, the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184 must be sufficient for the total of the ABCs for all the lots participated in by the prospective Bidder.

## **20. Post Qualification**

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

## **21. Signing of the Contract**

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

***Section III. Bid Data Sheet***

# Bid Data Sheet

ITB Clause			
5.2	For this purpose, contracts similar to the Project shall be: <ul style="list-style-type: none"> <li>• Repainting of exterior wall surfaces of multi-storey building or at least four-storey high, parking, perimeter fence and gates, driveway curbs, lamp post and flag pole.</li> </ul>		
7.1	The Procuring Entity has prescribed that subcontracting is not allowed.		
10.3	The Contractor must be competent and experienced in the field of repainting works with a minimum of five (5) years prior experience on similar projects <b>(repainting of exterior wall surfaces of multi-storey building at least 4-storey high)</b> and should have a valid and current Philippine Contractors Accreditation Board (PCAB) License <sup>1</sup> , <b>with size range Small B</b> , License Category “C” or “D”, with a classification of General Building GB-1 (Building or Industrial Plant) or Specialty SP – PN (Painting Work)		
10.4	The key personnel must meet the required minimum years of experience set below:		
	<u>Key Personnel</u>	<u>General Experience</u>	<u>Minimum Years of Relevant Experience</u>
	1. Project-in-Charge	Eight (8) years	Five (5) years
	2. Foreman	Twelve (12) years	Seven (7) years
	3. Skilled Worker/s	Two (2) years	Two (2) years
	4. Unskilled Worker/s	Six (6) months	Six (6) months
	5. Safety Officer	Six (6) years	Four (4) years
			PRC and UAP or PICE (United Architects of the Philippines; Philippine Institute of Civil Engineers)
			Company ID
			Company ID
			Company ID
			Company ID (recent) and Occupational Safety and Health (OSH) Certificate DOLE/TESDA Certified Scaffold Competent Person, prescribed in DOLE Department Order No. 128-13
	<p><i>Note: For purposes of bid submission, only the names of the Project-in-Charge (PIC) Architect/Civil Engineer and the Safety Officer with their corresponding CVs and licenses/certifications is required. For the foreman, skilled and unskilled workers, their corresponding CVs and company IDs will be submitted upon receipts of the NTP.</i></p>		

<sup>1</sup> [http://construction.gov.ph/online\\_forms/pcab-categorization-classification-table/PCAB](http://construction.gov.ph/online_forms/pcab-categorization-classification-table/PCAB) Categorization- Classification Table (Board Resolution No. 201, series of 2017)

10.5	The project shall require furnishing all materials, labor, equipment and tools, and performing all works and procedures required and necessary to properly, satisfactorily, and completely accomplish the project works.
15.1	<p>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</p> <ol style="list-style-type: none"> <li>a. The amount of not less than <i>two (2%) of ABC</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</li> <li>b. The amount of not less than <i>five percent (5%) of ABC</i>, if bid security is in Surety Bond.</li> </ol>
16	<p>Each Bidder shall submit <b>one (1) original and one (1) certified true copy</b> of the first (technical) and second (financial) components of its bid.</p> <p>The First Envelope and Second Envelope should be properly marked and sealed as <b>“ORIGINAL COPY – ELIGIBILITY AND TECHNICAL COMPONENT”</b> and <b>“ORIGINAL COPY – FINANCIAL COMPONENT”</b>, respectively, to avoid confusion and BOTH envelopes shall be placed inside <b>ONE BIG SEALED</b> envelope.</p> <p>The bidder shall also submit <b>Copy No. 1</b> of the First Envelope and Second Envelope and placed inside <b>ONE BIG SEALED</b> envelope with markings on the inner envelopes as <b>“COPY NO. 1 - ELIGIBILITY AND TECHNICAL COMPONENT”</b> and <b>“COPY NO. 1 – FINANCIAL COMPONENT”</b>.</p> <p><b>For authentication purposes, <u>ALL PAGES</u></b> of the bidding documents for submission must be certified by the authorized signatory of the participating Bidder/Company. The Bidders/Companies are also reminded to put proper arrangements on each bidding documents.</p> <p>The bidder should use the <u>prescribed Sample Forms under Section X</u>.</p>
20	<p>Post Qualification Documentary Requirements</p> <p>The Bidder with the Lowest Calculated Bid shall submit ALL the following post-qualification documents:</p> <ol style="list-style-type: none"> <li>1. SEC/DTI Registration;</li> <li>2. Valid &amp; Current Mayor's Permit/ Municipal Licenses–Year 2026;</li> <li>3. Valid Tax Clearance per Executive Order 398, Series of 2005;</li> <li>4. Certificate of VAT Registration;</li> <li>5. Certificate of PhilGEPS Registration:</li> <li>6. Any proof of enrollment in the Electronic Filing and Payments System (EFPS);</li> <li>7. Latest income and business tax returns stamped received by the BIR or filed and paid thru EFPS in 2026;</li> <li>8. Latest General Information Sheet (for corporation);</li> <li>9. Company Profile indicating suppliers' official website, official corporate email account, phone number and contact details</li> <li>10. List of Clients (on-going or completed projects related to repainting of building in the last 5 years).</li> </ol>

	<i>[List licenses and permits relevant to the Project and the corresponding law requiring it, e.g. Environmental Compliance Certificate, Certification that the project site is not within a geohazard zone, etc.]</i>
21	<p>Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the DOLE, and other acceptable tools of project scheduling.</p> <p>The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract.</p>

## ***Section IV. General Conditions of Contract***

## 1. **Scope of Contract**

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

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

## 2. **Sectional Completion of Works**

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

## 3. **Possession of Site**

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

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

## 4. **The Contractor's Obligations**

The Contractor shall employ the key personnel named in the Schedule of Key Personnel indicating their designation, in accordance with **ITB** Clause 10.3 and specified in the **BDS**, to carry out the supervision of the Works.

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

## 5. **Performance Security**

5.1. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR.

5.2. The Contractor, by entering into the Contract with the Procuring Entity, acknowledges the right of the Procuring Entity to institute action pursuant to RA No. 3688 against any subcontractor be they an individual, firm, partnership, corporation, or association supplying the Contractor with labor, materials and/or equipment for the performance of this Contract.

## **6. Site Investigation Reports**

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

## **7. Warranty**

7.1. In case the Contractor fails to undertake the repair works under Section 62.2.2 of the 2016 revised IRR, the Procuring Entity shall forfeit its performance security, subject its property(ies) to attachment or garnishment proceedings, and perpetually disqualify it from participating in any public bidding. All payables of the GOP in his favor shall be offset to recover the costs.

7.2. The warranty against Structural Defects/Failures, except that occasioned-on force majeure, shall cover the period from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity. Specific duration of the warranty is found in the **SCC**.

## **8. Liability of the Contractor**

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

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

## **9. Termination for Other Causes**

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

## **10. Dayworks**

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

## **11. Program of Work**

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

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

## **12. Instructions, Inspections and Audits**

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

## **13. Advance Payment**

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

## **14. Progress Payments**

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

## **15. Operating and Maintenance Manuals**

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

## ***Section V. Special Conditions of Contract***

GCC Clause	
2	The intended completion date is One Hundred Twenty (120) Calendar Days from receipt of Notice to Proceed.
4.1	The Procuring Entity shall give possession of all parts of the site to the Contractor upon issuance of the Notice to Proceed.
6	The site investigation reports are: Site instructions and log book.
7.2	<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>
10	<i>No dayworks are applicable to the contract.</i>
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within <i>ten (10) calendar</i> days of delivery of the Notice of Award.
11.2	The amount to be withheld for late submission of an updated Program of Work is <i>one percent (1%) of the Progress Billing.</i>
13	The amount of the advance payment is <i>five percent (5%) of the Contract Price.</i>
14	Materials and equipment delivered on the site but not completely put in place shall be included for payment.

## *Section VI. Specifications*

**Ombudsman Bid Form No. 1(Letter of Conformity)**

**LETTER OF CONFORMITY**

**HON. JESUS CRISPIN C. REMULLA**

Ombudsman

Office of the Ombudsman

Sen. Miriam P. Defensor-Santiago Avenue (formerly Agham Road)

Brgy. Bagong Pag-asa, Diliman, Quezon City

**Project Title: Public Bidding of Repainting of the Office of the Ombudsman  
Annex Building and Its Premises (PB 2025-18-GAO)**

**S I R :**

This is to inform the Office of the Ombudsman that our company,  
\_\_\_\_\_, located at \_\_\_\_\_,  
conforms to the Technical Specifications in Section VI - Specifications of the Bidding  
Documents and Section VII - Drawings of the Bidding Documents<sup>2</sup> and in the  
Supplemental/Bid Bulletin/s.

Very truly yours,

\_\_\_\_\_  
Signature over printed name of  
Authorized representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Company

\_\_\_\_\_  
Telephone Number/s

\_\_\_\_\_  
Date

\_\_\_\_\_  
<sup>2</sup> Section VI- Specifications and Section VII-Drawings (pp. 28-47)

**Ombudsman Bid Form No. 1A (Technical Proposals)**

**HON. JESUS CRISPIN C. REMULLA**

Ombudsman

Office of the Ombudsman

Sen. Miriam P. Defensor-Santiago Avenue (formerly Agham Road)

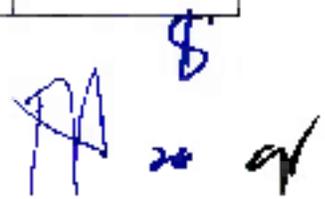
Brgy. Bagong Pag-asa, Diliman, Quezon City

SIR:

Herewith is our TECHNICAL PROPOSAL for your office requirement:

(INSTRUCTION TO BIDDER: Check "✓" the "Comply" box if bidder complies with the Ombudsman Specifications. A Technical Proposal containing unchecked "Comply" boxes would be automatically rated as "FAILED.")

Ombudsman Specifications	Bidder's Compliance
 <p style="text-align: center;">Republic of the Philippines  <b>OFFICE OF THE OMBUDSMAN</b>                  Sen. Miriam P. Defensor-Santiago Avenue (formerly Agham Road)                  Brgy. Bagong Pag-asa, Diliman, Quezon City 1105</p> <p style="text-align: center;"><b>REPAINTING OF THE OFFICE OF THE OMBUDSMAN ANNEX BUILDING AND ITS PREMISES</b></p>	<p style="text-align: center;"><input type="checkbox"/> Comply</p>
<p style="text-align: center;"><b>TECHNICAL SPECIFICATIONS</b></p> <p><b>Project Duration: Within One Hundred Twenty (120) Calendar Days from Receipt of Proceed (NTP)</b></p> <p><b>I - SCOPE OF WORK</b></p> <p>A. The Project shall require furnishing all materials, labor, equipment and tools, and performing all works and procedures required and necessary to properly, satisfactorily and completely accomplish the project works.</p> <p>B. The project works shall include appropriate and necessary surface preparations (cleaning and drying, repair/restoration of cracks and other imperfections, removal of scaling, bulging or loose existing works, sanding of heavily chalking existing paints, etc); and, as applicable, full surface putty using liquid seal; application of one coat concrete primer sealer; spot putty (final surface corrections) using concrete putty, and joints/connections waterproof-sealing using elastomeric joint sealant (hybrid sealant); spot priming of spot puttied/corrected surfaces using concrete primer sealer; and, application of two layer top coats, on the following surface areas:</p>	<p style="text-align: center;"><input type="checkbox"/> Comply</p> <p style="text-align: center;"><input type="checkbox"/> Comply</p> <p style="text-align: center;"><input type="checkbox"/> Comply</p>



AREA LOCATION / DESCRIPTION	SURFACE TYPE & CONDITION	SURFACE AREA (sq.m.)/Length (ln.m.)
<b>I - CONCRETE/MASONRY SURFACES (All exposed surfaces)</b>		
<b>1. Ombudsman Annex Building</b> a. Exterior Wall Surfaces b. Parapets (inner, outlet, and top sides surfaces)	Masonry with Liquid Tile Paint Finish (5-storey with roof deck)	3,704 sq.m.
<b>2. Annex Building Basement Parking</b> a. Interior wall surfaces b. Exposed concrete column pedestals c. Parking slots floor markings (tire stopper, slot delineations, and numbering)	Painted concrete and masonry surfaces	1,136 sq.m.
<b>3. Driveway curbs (within OMB Annex Building premises, including lamp post pedestal and fire lane/facility markings)</b> (reflectorized traffic paint; black/yellow zebra markings and red fire lane/facility markings)	Painted Concrete/ Masonry (Ground level)	263 sq.m.
<b>4. Pump Room</b> a. Exposed Exterior Wall Surfaces	Painted Concrete/ Masonry (Ground level structure)	77 sq.m.
<b>II - IRON/METAL SURFACES (All exposed surfaces)</b>		
<b>1. Flagpoles and Lamp Posts</b> a. All exposed surfaces of poles and lamp casings	Painted Iron/Metal	19 sq.m.
<b>2. Ramp and stair railings (except Stainless Steel; Covered Walkways; Genset Housing; Pump room doors/louvers; and other accessway/ground railings)</b> a. All exposed surfaces	Painted Iron/Metal	257 sq.m.
<b>3. Annex Building Basement Parking</b> a. Interior steel column surfaces	Painted steel surfaces	186 sq.m.
<b>TOTAL SURFACE AREA</b>		<b>5,642 sq.m.</b>
<b>III - PVC GROOVES and GLASS WINDOW/CURTAIN WALL FRAMINGS</b>		
<b>1. PVC Grooves (all connections/joints between wall masonry and PVC grooves and between vertical and horizontal PVC grooves)</b>  Glass windows/Curtain wall Framings (all joints/connections between wall masonry and framings)	Sealant and paint finished	2,802 ln.m.
<b>TOTAL LENGTH</b>		<b>2,802 ln.m.</b>

 Comply

 Comply

 Comply

C. The works shall also include providing and installing temporary facilities and false works; protecting surfaces not included in the contract works; restoring surfaces affected in implementing the contract works; cleaning and clearing out of the contract work areas, as well as, performing all works/procedures and furnishing/installing/ applying all materials, tools and equipment required and/or necessary for the proper, complete, and safe implementation and accomplishment of the project.

Comply

**II - MATERIALS**

A. All paints and consumables to be used on all surface preparation and coating works shall be similar to, compatible with and/or have the following properties:

Comply

**For concrete/masonry wall surfaces:**

1. Liquid Seal for full putty;

- a. High quality, water-based elastic sealant and waterproofing membrane
- b. Intended for multi-substrates application
- c. Gap filler and sealer (prevents water leaks and moisture ingressions)
- d. Provides a strong and flexible bond, and with long-lasting durability against air and water intrusions.

Comply

2. Concrete Primer Sealer (one full coat after liquid seal application)

- a. Water-based primer and sealer, best for use on old and new, interior and exterior concrete/masonry and PVC surfaces
- b. Seals porous substrates

Comply

3. Concrete putty for spot putty/final corrections

- a. Water-based, heavy paste, with anti-crack and non-shrinkage properties
- b. Ideal for filling cracks and minor surface imperfections before painting
- c. Non-cementitious rendering paste to smoothen rough concrete surfaces
- d. Best for use on interior and exterior concrete surfaces

Comply

4. Concrete Primer Sealer (to be applied over spot-puttied/finally-corrected surfaces) (same as No. 2 above)

Comply

5. Top Coat (two coats/layers) include PVC Groove Surfaces after completion of sealing works

- a. 100% Acrylic, premium quality and/or high-performance; high UV resisting properties; water-based; semi-gloss
- b. Intended and best for use in exterior and/or interior surfaces and grooves
- c. Highly resistant to pick-up of dirt/dust, and against growths of mold and mildew
- d. Good durability
- e. Appropriate and specific for the project's surface types

Comply

*Handwritten signatures and initials:*  
 A large signature, possibly "M", is written in blue ink. To its right are the numbers "26" and "2" with checkmarks, and a stylized signature or symbol.

<p><b>For Iron and Metal Surfaces:</b></p> <p>1. Top Coat (two coats/layers)</p> <ul style="list-style-type: none"> <li>a. Water-based, quick-drying enamel; premium quality and/or high-performance; highly resistant to weather and UV effects, and against dust/dirt pick-up and mold/mildew growths</li> <li>b. High-gloss, acrylic, good durability</li> <li>c. Intended and best for use on exterior surfaces</li> </ul> <p>2. Metal Primer (one full coat after appropriate surface preparations, and over spot-puttied and/or repaired surfaces)</p> <ul style="list-style-type: none"> <li>a. Best for use and with excellent adhesion to appropriately prepared exterior metal surfaces</li> <li>b. Long-lasting and highly durable finish against rust, with zinc phosphate and non-lead and non-chrome-based</li> <li>c. Highly compatible with water-based, high-gloss topcoat</li> </ul> <p>3. Putty (spot repair with appropriate surface preparation)</p> <ul style="list-style-type: none"> <li>a. Epoxy, non-drip, high performance and/or of premium quality</li> <li>b. Best for use to fill gaps and repair cracks and other imperfections in metal substrates</li> <li>c. Excellent durability and adhesion properties; best for use on external surfaces</li> </ul>	<p><input type="checkbox"/> Comply</p> <p><input type="checkbox"/> Comply</p> <p><input type="checkbox"/> Comply</p>
<p><b>For Concrete Driveway Curbs</b></p> <ul style="list-style-type: none"> <li>a. Reflectorized traffic paints; Black and Yellow Zebra markings and Red Fire Lane/ Facility</li> </ul>	<p><input type="checkbox"/> Comply</p>
<p><b>For PVC Grooves and Glass Window/Curtain Wall Frames Waterproof-Sealing</b></p> <ul style="list-style-type: none"> <li>a. Flexible paintable elastomeric joint sealant (hybrid sealant) suitable for concrete, iron, metal, aluminum, and glass substrates</li> <li>b. Best for use on exterior surfaces; premium quality; high durability and performance</li> </ul> <p>B. All paint materials shall be delivered at the jobsite, in the original factory packaging and containers, with labels intact and seals unbroken.</p> <p>C. Before opening the paint container, it shall be rolled or agitated (for proper initial mixing) and after opening the container, paints shall be stirred well so that no material or pigments remain settled at the bottom. Paints shall be checked for suitability as per requirement before opening.</p> <p>D. All thinners and tinting colors, when necessary and allowed, shall be of the same type and as specified by the manufacturer, and proposed to and approved by the Procuring Entity. Special instructions and restrictions prescribed by the manufacturer regarding use on specific surface types and conditions shall be strictly observed or followed.</p> <p>E. All paint materials shall be stored and used according to the manufacturer's standard specifications.</p>	<p><input type="checkbox"/> Comply</p> <p><input type="checkbox"/> Comply</p> <p><input type="checkbox"/> Comply</p> <p><input type="checkbox"/> Comply</p> <p><input checked="" type="checkbox"/> Comply</p>

*Handwritten signature and initials in blue ink.*

- F. The Procuring Entity shall specify a space for storage of paint materials and tools that are not for immediate use. When change of storage location is deemed necessary and directed by the Procuring Entity, the contractor shall immediately move it to the new designated location, without additional costs to the Procuring Entity.  Comply

### III. COLOR AND SAMPLES

- A. All colors shall be in accordance with the color schemes to be specified or approved by the Procuring Entity. It shall approximate the original color scheme and shades of the building and/or structure. *(OMB Main Building color scheme may be applied or patterned).*  Comply
- B. All Paints and colored paints shall be factory mixed. Paint and tinting color mixing at the jobsite for the required paint color shall not be allowed.  Comply
- C. Sample panels of selected colors, at least one (1) meter square in area, shall be prepared for approval by the Procuring Entity.  Comply

### IV. CONSUMABLES, TOOLS, AND EQUIPMENT

- A. The contractor shall make provisions for and ensure appropriateness of quality and quantity of the following:
1. Drop cloth/polyethelene sheets to be used to protect other materials and surfaces.  Comply
  2. Masking materials to be used to prevent unintended/unwanted paints on adjacent surfaces.  Comply
  3. Grinding/buffing wheels, wire brush and emery/sand paper to be used in surface preparation and restoring works  Comply
  4. Electrical distribution panel, switch board and hand lamps to be used in providing needed electric power.  Comply
  5. Kerosene, thinners, acetone, etc. for cleaning and removing oil/grease etc., and molds/mildew treatment or cleaning solutions.  Comply
  6. Painting brush/roller/spray machine that may be required to take up different types of application of paint/coating.  Comply
  7. Near, clean and safe protection and working scaffoldings appropriate and sufficient for the works.  Comply
  8. Good quality ladders, platforms, or other similar equipment; and  Comply
  9. Safety gears to be used by personnel, such as safety harness, face mask, hand gloves and protective clothing.  Comply
- B. Scaffoldings
1. All scaffoldings required for this work shall be provided by and the responsibility of the contractor.  Comply

*Handwritten signature and initials*

- |  |                                 |
|--|---------------------------------|
| <p>2. Erection, dismantling, and maintenance of scaffoldings shall be done only by qualified and/or competent persons, as required under DOLE Department Order No. 129-13, amending Rule 1414 on Scaffoldings of the Occupational Safety and Health Standards, or OSHS.</p>  | <input type="checkbox"/> Comply |
| <p>3. The scaffoldings shall be of the appropriate kind of prefabricated, modular system of metal pipes/tubes, compliant to the manufacturing, design, use, and safety requirements of the industry's governing standards, i.e., OSHS (with the DOLE amendment); DIN (<i>Deutsches Institut für Normung</i>) or 'German Institute for Standardization' Standards; WHS or Workplace Safety and Health (Scaffolds) Regulations; etc.</p> | <input type="checkbox"/> Comply |
| <p>4. Other kinds of scaffoldings or working platforms may be used, but shall be subject to the approval of the Procuring Entity and appropriate adjustments on costs.</p>   | <input type="checkbox"/> Comply |
| <p>5. Scaffoldings shall be properly installed on areas subject for painting only. All building facilities damaged by the installation of scaffoldings shall be restored or repaired into its original working condition at no cost to the Procuring Entity.</p>   | <input type="checkbox"/> Comply |
| <p>6. The contractor shall ensure that the erected scaffoldings shall not obstruct or pose danger to the activities/operations of vehicles, humans, and facilities at all times.</p>   | <input type="checkbox"/> Comply |

## V. SURFACE PREPARATIONS

### A. Existing Painted Concrete and Masonry Surfaces

- |  |                                 |
|--|---------------------------------|
| <p>1. All surfaces to be painted must be totally dry, free from cracks, chipping or any imperfections as well as contaminants, and thoroughly cleaned.</p>   | <input type="checkbox"/> Comply |
| <p>2. Surfaces with mold and mildew growth shall be scrubbed clean with appropriate 'mildewicide' wash solution, rinsed well with clean water and let dry. To prevent imperfections, paint application shall be started as soon as the surface is totally dry.</p>                                     | <input type="checkbox"/> Comply |
| <p>3. Surfaces with imperfections such as cracks, dents, chipped-offs, etc., shall be repaired and/or restored by appropriate system or method (such as re-plastering, surface rebuilding, epoxy injecting, puttying, etc.), and primed, sealed, and dried before paint application shall be made.</p> | <input type="checkbox"/> Comply |
| <p>4. If the existing paint shows normal chalking, sand slightly, dust off with compressed air or any similar dust-cleaning method, then treat with Masonry Surface Sterilant. Allow to dry overnight.</p>   | <input type="checkbox"/> Comply |
| <p>5. Flaking, blistering and peeling-off paints shall be removed with the use of appropriate Paint Remover, and/or by scrapping, stiff wire brushing or by high pressure water hosing. Let the surface dry before appropriate painting application.</p>   | <input type="checkbox"/> Comply |
| <p>6. If paint is sound and adheres well, sand slightly then wash down</p>   | <input type="checkbox"/> Comply |

*Handwritten signatures and initials in blue ink.*

with clean water and let dry before repainting.

**B. Painted Metal Surfaces**

- |  |                          |        |
|--|--------------------------|--------|
| 1. All surfaces to be painted must be dry and free of dirt, dust, grease, oil and other contaminants.  | <input type="checkbox"/> | Comply |
| 2. Any surface imperfections shall be appropriately repaired and/or restored, primed, and dried before painting applications.  | <input type="checkbox"/> | Comply |
| 3. If the existing paint is sound and adheres well, wash down with clean water to remove surface contaminants. Dry thoroughly before applying recommended paint coatings.  | <input type="checkbox"/> | Comply |
| 4. If the existing paint is chalky, wire brush or sand lightly, blow dust off with compressed air or hose down with clean water. Allow to dry, then apply the recommended paint coatings.  | <input type="checkbox"/> | Comply |
| 5. If the existing paint is in bad condition, strip to bare surface by scrapping, remove rust by wire brushing or sand blasting.   | <input type="checkbox"/> | Comply |
| 6. Treat rusty surfaces with appropriate Rust Converter. Let stand overnight, then wipe off white residue with a clean rag soaked in Lacquer Thinner or Solvent Naphtha (or appropriate solution). Then, apply the necessary primer, sealant/putty, and top coats. | <input type="checkbox"/> | Comply |

**VI. PAINT APPLICATION**

- |   |                          |        |
|---|--------------------------|--------|
| A. Paints to be used shall be the type appropriate/best for the surfaces to be painted, as recommended by paint manufacturer, and specified/approved by the Procuring Entity. | <input type="checkbox"/> | Comply |
| B. Application procedures and conditions recommended or specified by the paint manufacturer shall be strictly observed or adhered to.   | <input type="checkbox"/> | Comply |
| C. The required paint system for all surfaces shall be:   | <input type="checkbox"/> | Comply |
| <b>For concrete and masonry surfaces:</b>   | <input type="checkbox"/> | Comply |

1. Appropriate surface preparations, including cleaning; repair and restoration; disinfecting; drying; waterproof-sealing of joints/connections between pvc groove linings, pvc groove linings and concrete/masonry surfaces, concrete/ masonry and aluminum frames, aluminum frames and glass, and, between glasses; etc.;
2. Application of Liquid Seal for full surface putty;
3. Application of Concrete Primer Sealer (one full coat after liquid seal application)
4. Application of Concrete putty for spot putty/final corrections of surfaces
5. Application of Concrete Primer Sealer (to be applied over spot-puttied/finally corrected surfaces)
6. Application of topcoats (two coats/layers)

<p><b>For iron and metal surfaces:</b></p> <ol style="list-style-type: none"> <li>1. Appropriate surface preparations, including cleaning, repair and restoration, removal of rusts, disinfecting, drying, spot-puttying, sealing, etc.)</li> <li>2. Application of metal primer (one full coat after appropriate surface preparations, and over spot-puttied and/or repaired surfaces)</li> <li>3. Application of top coats (two coats/layers)</li> </ol>	<input type="checkbox"/> Comply
<p><b>For Concrete Driveway Curbs</b></p> <ol style="list-style-type: none"> <li>1. Appropriate surface preparations, including cleaning, repair and restoration, disinfecting, drying, spot-puttying, sealing, etc.)</li> <li>2. Application of appropriate primer (one full coat after appropriate surface preparations and over spot-puttied and/or repaired surfaces)</li> <li>3. Application of top coats and other required markings -traffic, fire lane, etc. (two coats/layers)</li> </ol>	<input type="checkbox"/> Comply
<p><b>VII. WORKMANSHIP</b></p>	
<p>A. All work shall be done in the highest degree of workmanship and shall be performed, primarily, by qualified and competent skilled workers, with appropriate trade work accreditation either from manufacturer of paint being used, or from recognized accreditation body.</p>	<input type="checkbox"/> Comply
<p>B. All works are subject to inspection and approval of the Procuring Entity.</p>	<input type="checkbox"/> Comply
<p>C. The contractor shall follow all requirements and recommendations of and rectify any shortcoming pointed out by the Procuring Entity.</p>	<input type="checkbox"/> Comply
<p>D. Painting works shall be done only after the surfaces to be painted shall have been inspected by the Procuring Entity's authorized representative and declared the same to be satisfactorily prepared and cleaned, and in the best condition to properly receive the paint coating.</p>	<input type="checkbox"/> Comply
<p>E. No painting or project works shall be done under conditions that are unsuitable to produce good results.</p>	<input type="checkbox"/> Comply
<p>F. The method of application to be used, i.e. by brush, roller, or spray gun, shall be proposed to, discussed with, and approved by the Procuring Entity.</p>	<input type="checkbox"/> Comply
<p>G. All paints shall be evenly applied so as to be free from sags, runs, crawls and other defects. All coats shall be of proper consistency and well applied so as to show minimum brush or roller marks. All brushes or rollers shall be clean and in good condition.</p>	<input type="checkbox"/> Comply
<p>H. All paint coats shall be thoroughly dry before the succeeding coat is applied. Allow at least twenty-four (24) hours, or as specified by the manufacturer, between application of coats. For exterior painting after rains or downpours, allow sufficient drying time of surfaces before painting coat is applied.</p>	<input type="checkbox"/> Comply

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- |  |                                 |
|--|---------------------------------|
| I. Painting coats as specified are intended to cover surfaces perfectly; if surfaces are not fully covered, further coats shall be applied to attain the desired evenness of the paint application, without additional costs to the Procuring Entity.  | <input type="checkbox"/> Comply |
| J. All finishes shall be uniform as to the required sheen, color, and texture.   | <input type="checkbox"/> Comply |
| K. The Contractor shall provide all drop cloths and other coverings needed to protect floors and adjacent surfaces or works from unwanted paints.  | <input type="checkbox"/> Comply |
| L. If a coat of paint has been applied to a surface with defects, such as large cracks, hollow spots or unevenness, the painted defective area shall be knocked out and re-plastered/repared by the Contractor, and repainted to the satisfaction of the Procuring Entity, without additional costs. | <input type="checkbox"/> Comply |

### VIII. INSPECTION OF SURFACES

- |   |                                 |
|---|---------------------------------|
| A. The Contractor shall inspect all surfaces to be painted and all defects or imperfections shall be remedied before starting work.   | <input type="checkbox"/> Comply |
| B. No work shall be started unless the Contractor shall have ascertained the dryness of the surfaces to be painted.   | <input type="checkbox"/> Comply |
| C. The contractor shall furnish all gauges, instruments and necessary measuring equipment required for inspecting the prepared surfaces, works, test pieces, samples, etc. at the site and in the shop. | <input type="checkbox"/> Comply |

### IX. QUALITY ASSURANCE/WARRANTY AND PROTECTION

The contractor shall agree to and comply with the following terms and conditions:

- |   |                                 |
|---|---------------------------------|
| 1. All materials and equipment to be used shall be as specified and with prior approval of the Procuring Entity.  | <input type="checkbox"/> Comply |
| 2. Field samples of materials for testing shall be provided as specified and when required.   | <input type="checkbox"/> Comply |
| 3. All furnished documents pertinent to the project shall be thoroughly evaluated and/or checked by the contractor. Omissions in the specifications pertaining to details of works which are necessary to carry out the works, or are customarily performed to properly complete the works, shall not relieve the contractor from performing such omitted or mis-described details of works. Such works shall be considered included in the contract. | <input type="checkbox"/> Comply |
| 4. All works and materials offered to and accepted by the Procuring Entity shall be fully accomplished and delivered to the project site, and shall be presented to the Procuring Entity for approval. No material delivered and approved by the Procuring Entity may be replaced or pulled-out from the project site by the contractor except with a prior written consent/authorization of the Procuring Entity.                                    | <input type="checkbox"/> Comply |

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- |  |                                 |
|--|---------------------------------|
| <p>5. Waste materials removed from the project shall be turned-over to the Property Management Section (PMS), General Services Division (GSD) of the Office in coordination with its authorized representative(s). The PMS shall in turn issue a copy of waste materials report to the contractor as a pre-requisite for acceptance of the finished project.</p> | <input type="checkbox"/> Comply |
| <p>6. The Procuring Entity shall designate an area near the project site for the contractor's temporary facility. The temporary facility shall be constructed using materials of good quality and appearance. Prior to acceptance of the project, all temporary facilities shall be removed, and the site shall be restored to its original condition.</p>       | <input type="checkbox"/> Comply |
| <p>7. The Contractor shall comply with the Procuring Entity's security regulations and house rules.</p>  | <input type="checkbox"/> Comply |
| <p>8. The Contractor shall implement a safety program for its workers assigned at the project site. Further, it is understood that no employer-employee relationship exists between the PROCURING ENTITY and the workers of the CONTRACTOR.</p>  | <input type="checkbox"/> Comply |
| <p>9. The Contractor shall submit a bar chart or S-curve for approval by the Procuring Entity. The schedule showing different phases of works up to completion of project shall likewise be submitted.</p>   | <input type="checkbox"/> Comply |
| <p>10. The contractor shall submit a weekly report and monthly report on mutually agreed format for monitoring the progress of work.</p>   | <input type="checkbox"/> Comply |

**X. CLEANING UP**

- |  |                                 |
|--|---------------------------------|
| <p>A. The Contractor shall, upon completion of work, remove all paint, where it has been spilled, splashed or splattered on surfaces, remove all surplus materials, scaffold, etc., so as to leave the project area in perfect condition.</p>  | <input type="checkbox"/> Comply |
| <p>B. All unused and excess project materials (paints, putty, consumables, etc.), including containers of used paints, shall be turned-over to the Procuring Entity at project completion, and shall not be taken-out of the project site by the contractor except with upon the authorization and/or written instruction of the Procuring Entity.</p> | <input type="checkbox"/> Comply |

**XI. FINAL INSPECTION**

- |  |                                 |
|--|---------------------------------|
| <p>A. Before turn-over of the completed works, the contractor and the Procuring Entity shall conduct a joint inspection. A punch-list of the defects found shall be prepared and issued to the contractor, who shall immediately and appropriately rectify and correct the defects listed.</p>   | <input type="checkbox"/> Comply |
| <p>B. The contractor shall thereafter present the rectified/corrected works to the Procuring Entity for final inspection. If the rectifications and/or corrections are found proper and the project works fully completed and compliant to the specified standards and requirements, the Procuring Entity shall issue a certificate of project completion.</p> | <input type="checkbox"/> Comply |
| <p>C. Final acceptance of the project shall be in accordance with the pertinent provisions of R.A. No. 9184 and its Revised Implementing Rules and Regulations.</p>  | <input type="checkbox"/> Comply |

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**XII. OTHER SPECIFICATIONS**

- 1. The Contractor shall provide not lower than the NCR minimum wage to unskilled workers while higher than the minimum wage shall be received by skilled workers. Moreover, wage rate for leadman/s shall be greater than the skilled workers.  Comply
- 2. The Contractor shall comply with the existing labor laws and standards and relevant government regulations.  Comply
- 3. The Contractor shall provide adequate and responsible supervision over its personnel and shall assume full responsibility of their proper and efficient performance.  Comply
- 4. The Contractor shall be solely and exclusively responsible for any act or omission of all its personnel during their assignment.  Comply
- 5. The Contractor shall assume full responsibility for any loss or damages due to theft, pilferage, robbery, sabotage and any form of trespass to the storage facility assigned for the Contractor.  Comply
- 6. The Contractor and its employees assigned to the Office of the Ombudsman shall not, during the existence of its services or anytime thereafter, disclose to any person or entity any information concerning the affairs of the Office of the Ombudsman which the agency may have acquired by reason of its services.  Comply
- 7. The Contractor shall cooperate and strictly adhere to the Office of the Ombudsman's health and/or medical protocol. In the event that any of its employees has to undergo a treatment or an intervention due to a health/medical concern, the Contractor shall ensure the timely substitution of its employee/s for orderly performance of duties and work continuity.  Comply
- 8. The Contractor must provide the OMB Security Group with a complete and up-to-date list and photographs of its contractual employees assigned to the premises.  Comply
- 9. The Contractor shall conform with the operating policies and procedures of the Office of the Ombudsman  Comply
- 10. The Contractor's All-Risk Insurance (CART) shall be submitted to OMB within fourteen (14) calendar days upon receipt of Notice to Proceed (NTP) to be issued by the BAC Secretariat.  Comply
- 11. The Contractor shall comply with all other terms and conditions incorporated in the contract particularly in the General and Special Conditions of the Contract.  Comply

**XIII. MISCELLANEOUS**

All other items of work not specified herein, but necessary to properly, satisfactorily and safely complete the project works shall be implemented and performed in accordance with the requirements and  Comply

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standards specified for similar work items here, or to the adopted and commonly applied industry standards and requirements, as approved by the Procuring Entity.

**XIV. QUALIFICATION OF CONTRACTOR AND ITS PERSONNEL**

1. The Contractor must be competent and experienced in the field of repainting works with a minimum of five (5) years prior experience on similar projects (repainting of exterior wall surfaces of multi-storey building at least 4-storey high) and should have a valid and current Philippine Contractors Accreditation Board (PCAB) License, with size range Small B, License Category "C" or "D", with a classification of General Building GB-1 (Building or Industrial Plant) or Specialty SP-PN (Painting Work)

Comply

2. Key Positions

Comply

Key Positions	Minimum Years General Experience	Minimum Years Relevant Experience	License/Certification Required
1. Project-in-Charge	Eight (8) years	Five (5) years	PRC and UAP or PICE (United Architects of the Philippines; Philippine Institute of Civil Engineers)
2. Foreman	Twelve (12) years	Seven (7) years	Company ID
3. Skilled Worker/s	Two (2) years	Two (2) years	Company ID
4. Unskilled Worker/s	Six (6) months	Six (6) months	Company ID
5. Safety Officer	Six (6) years	Four (4) years	Company ID (recent) and Occupational Safety and Health (OSH) Certificate DOLE/TESDA Certified Scaffold Competent Person, prescribed in DOLE Department Order No. 128-13

Comply

Comply

Comply

Comply

Comply

Note: For purposes of bid submission, only the names of the Project-in-Charge (PIC) Architect/Civil Engineer and the Safety Officer with their corresponding CVs and licenses/certifications is required. For the foreman, skilled and unskilled

Comply

<sup>2</sup> [http://construction.gov.ph/online\\_forms/pcab-categorization-classification-table/PCAB\\_Categorization\\_Classification\\_Table\\_\(Board\\_Resolution\\_No\\_201\\_Series\\_of\\_2017\)](http://construction.gov.ph/online_forms/pcab-categorization-classification-table/PCAB_Categorization_Classification_Table_(Board_Resolution_No_201_Series_of_2017)).

*[Handwritten signatures and initials in blue ink]*

workers, their corresponding CVs and company IDs will be submitted upon receipt of the NTP

**XV. PAYMENTS**

a. Payments to the Contractor will be made only for the actual accomplishment and/or material utilized, which may be subdivided into progress percentages of the total surface area of the project (11,331 sq. m.), certified by the Office of the Ombudsman as performed by the Contractor in accordance with the plans, specifications and program of works/construction schedule, specifically:

Comply

Billing No.	Progress Payment
I	Up to Twenty Percent (20%) of the total accomplishment of the project
II	Up to Fifty Percent (50%) of the total accomplishment of the project
III	Up to Seventy-Five (75%) of the total accomplishment of the project
IV	Up to One Hundred Percent (100%) of the total accomplishment of the project

Comply

Comply

Comply

Comply

b. Payments in accordance with the above paragraph shall be considered full compensation for furnishing materials, labor, tools and equipment, and for performing all work contemplated and embraced under the contract.

Comply

c. Payment shall be made upon complete submission of all documents required by the Office of the Ombudsman as indicated in this Technical Specifications and other contract documents as prescribed under RA9184 and its latest updated IRR.

Comply

d. It is the responsibility of the Contractor to ensure that their performance bond is updated and valid until the Office of the Ombudsman issue the Certificate of Acceptance. The Contractor shall submit the endorsement or amendments to the Office of the Ombudsman on extension or revisions to its validity, as maybe necessary, not later than seven (7) days before the expiration of the originally submitted Performance Bond. No payment shall be made unless the performance bond is updated.

Comply

**XVI. LIQUIDATED DAMAGES**

The Contractor must conform with Annex "E" of the Revised Implementing Rules and Regulation of RA 9184 re: "Contract implementation guidelines for the procurement of infrastructure projects" (updated as of July 03, 2023).

Comply

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Note: Liquidated damages shall be imposed once the contract duration expires, including any time extension duly granted, and the contractor refuses or fails to satisfactorily complete the work. The Procuring Entity shall impose upon the contractor in default liquidated damages. Liquidated damages is an amount equal to at least one tenth (1/10) of one (1) percent of the cost of the unperformed portion of the works for every day of delay

Comply

## XVII. WARRANTY

The Contractor shall guarantee the work done to be free from defects for a period of two (2) years reckoned from completion of the project as duly recommended by the Special Technical Inspection and Acceptance Committee (STIAC) and approved by the Head of the Procuring Entity (HOPE) or its duly authorized representative.

Comply

The obligation of the warranty shall be covered by either retention money in an amount equivalent to ten percent (10%) of every progress payment, or a special bank guarantee equivalent to ten percent (10%) or a surety bond callable upon demand equivalent to thirty percent (30%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or, in any case of Expendable Supplies, after consumption thereof. Provided, however, that the equipment/supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

Comply

In addition to the above technical specifications, supplementary technical specifications, contract provisions, and specific conditions as detailed in Sections VI and VIII of the Simplified Public Bidding Documents dated May 2025 and the drawings provided by the End-User are included as part of the proposed technical specifications of the Project.

Comply

Very truly yours,

\_\_\_\_\_  
Signature Over Printed Name

\_\_\_\_\_  
Position

\_\_\_\_\_  
Company

\_\_\_\_\_  
Telephone Number/s

\_\_\_\_\_  
Date

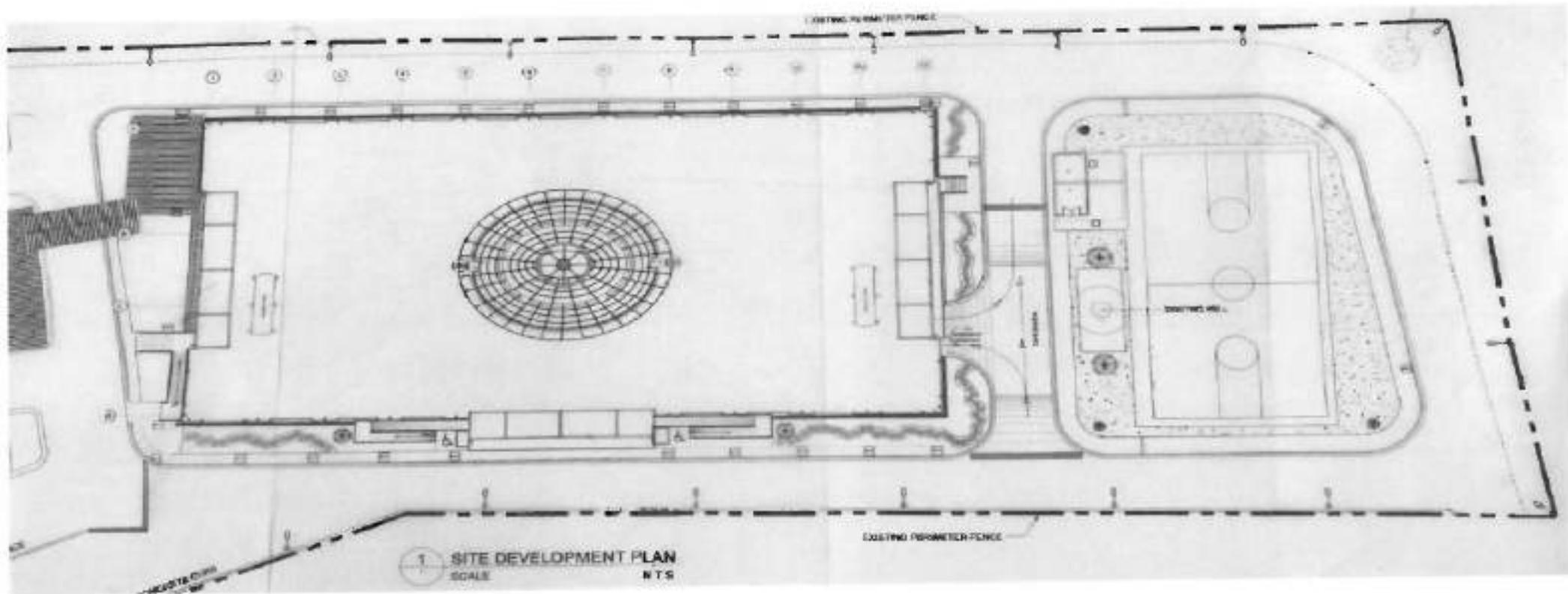
## *Section VII. Drawings*

**See Attached:**

- 1. Site Development Plan showing the Work Components (Please refer to Annex “A”)**
- 2. Elevation Plan (Front, Sides, and Rear) (Please refer to Annex “B”)**
- 3. Floor Plan (Ground Floor and Fourth Floor) (Please refer to Annex “C”)**

Site Development Plan showing the Work Components

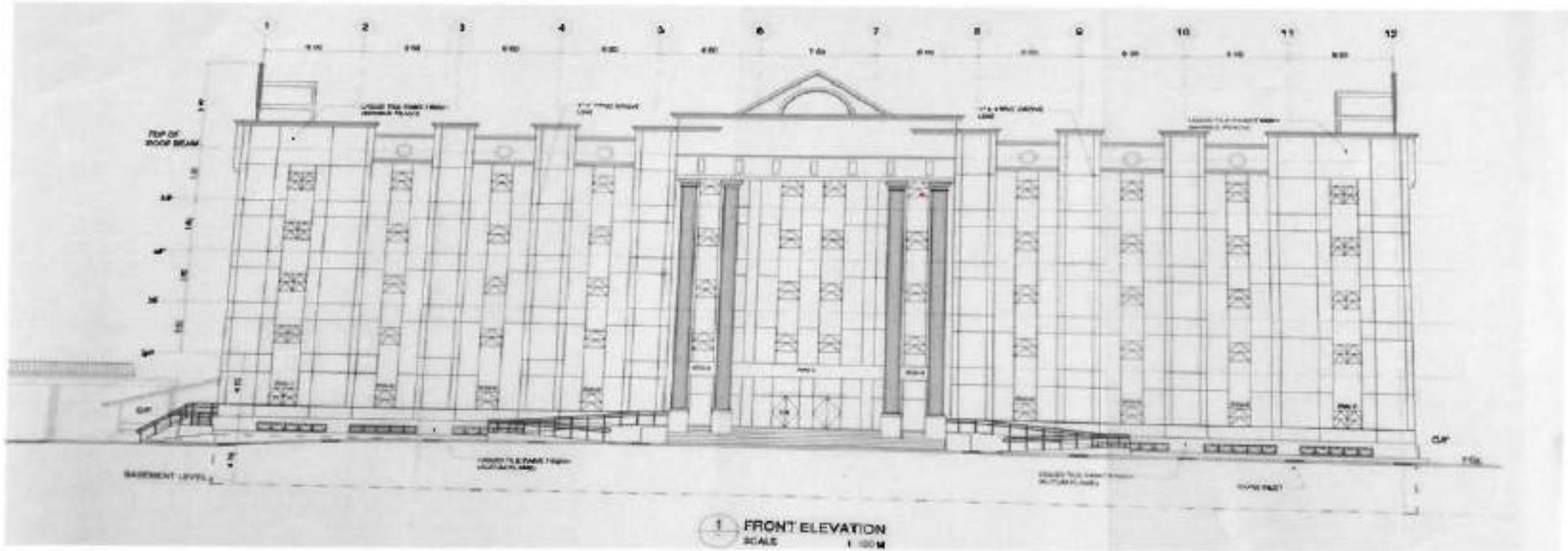
ANNEX "A"



OMB ANNEX BUILDING

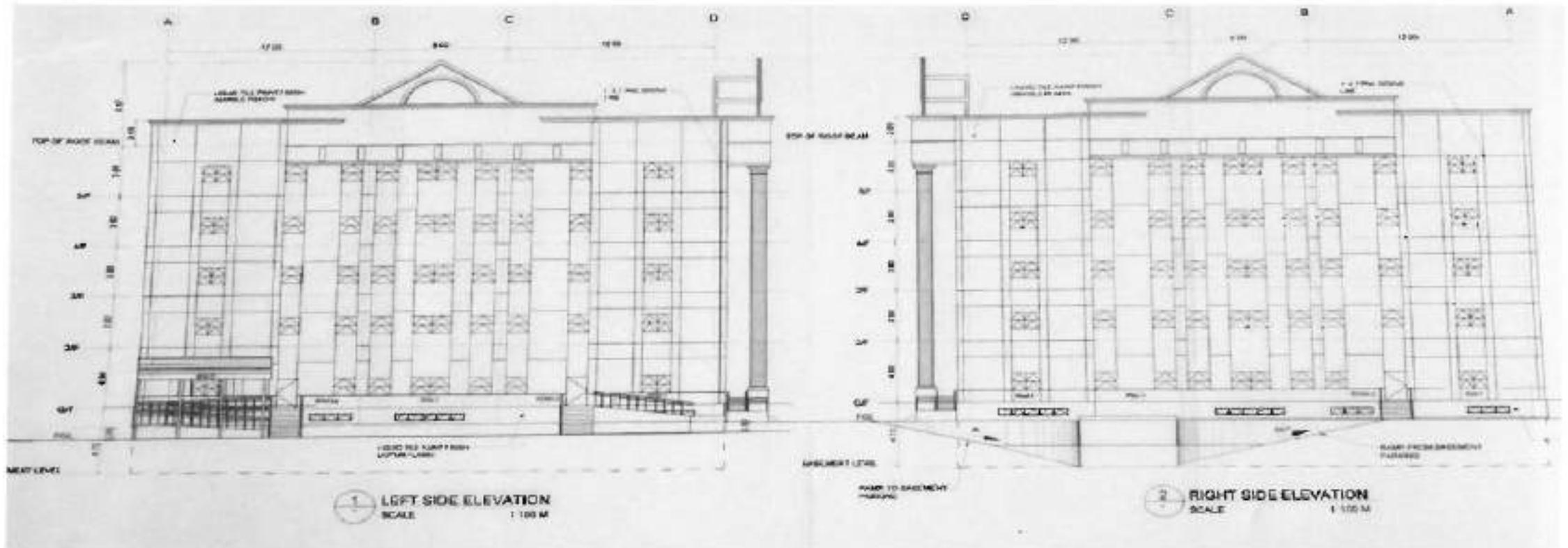
Evaluation Plan (Front, Sides, and Rear)

ANNEX "B"



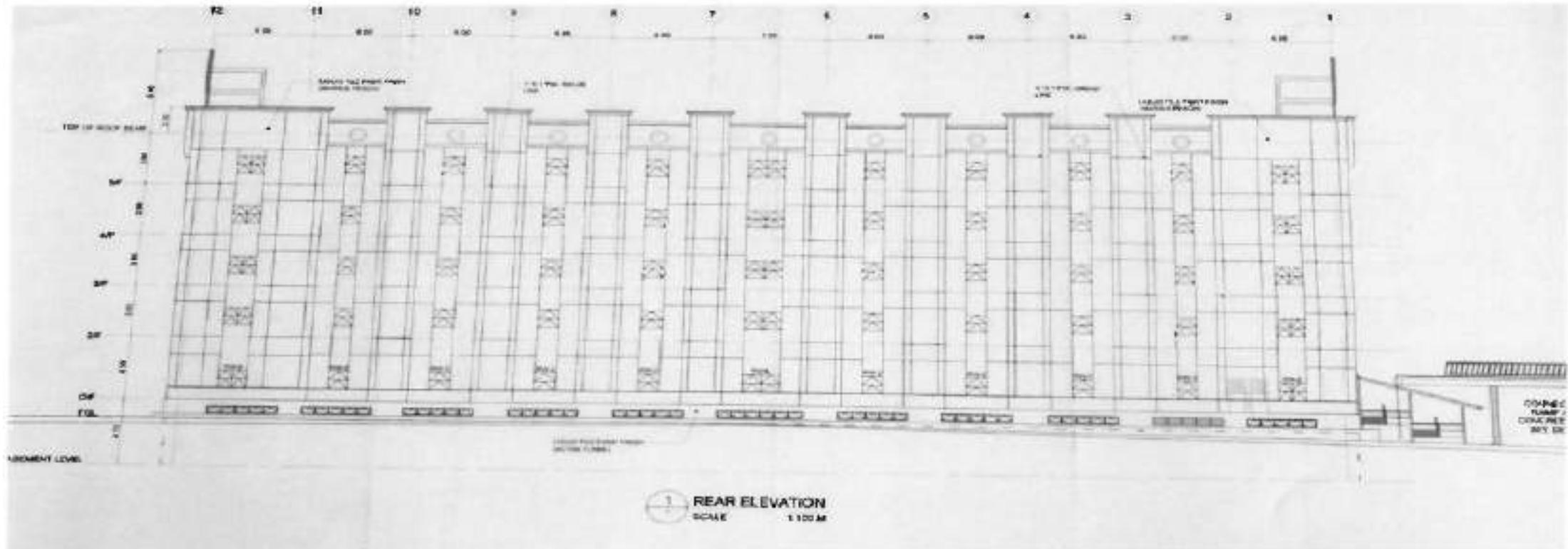
**OMB ANNEX BUILDING**  
(verify actual dimensions of glass curtain walls)

**ANNEX "B-1"**



**OMB ANNEX BUILDING**  
**(verify actual dimensions of glass curtain walls)**

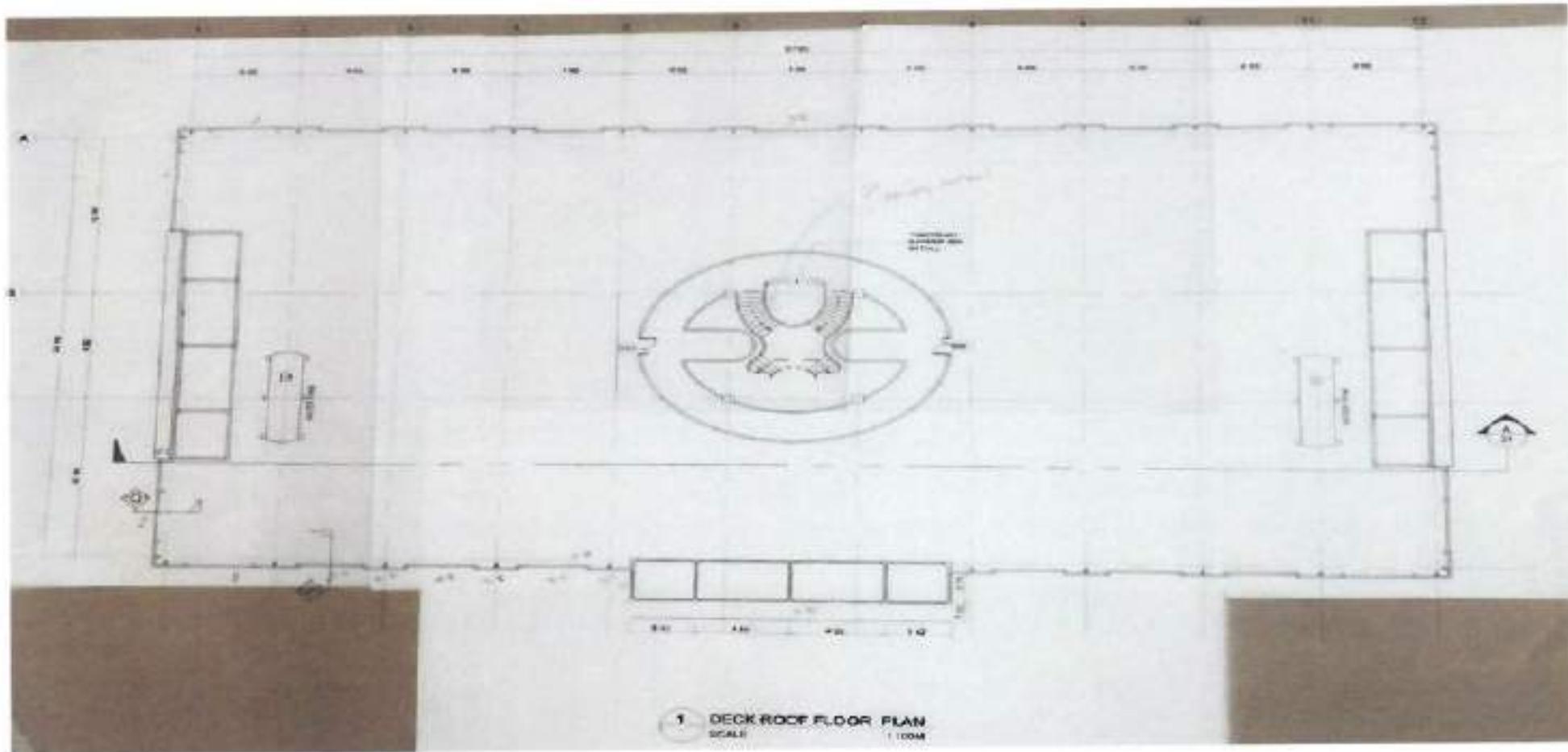
**ANNEX "B-2"**



**OMB ANNEX BUILDING  
(verify actual dimensions of glass curtain walls)**

Floor Plan (Ground Floor and Fourth Floor)

ANNEX "C"



OMB ANNEX BUILDING

## *Section VIII. Bill of Quantities*

**Ombudsman Bid Form No. 2A (Financial Proposal)**

**Bid Form for the Procurement of Infrastructure Projects**  
[Shall be submitted with the Bid]

---

**Bid Form**

Date: \_\_\_\_\_

Project Identification No.: \_\_\_\_\_

To: **HON. JESUS CRISPIN C. REMULLA**

Ombudsman

Office of the Ombudsman

Sen. Miriam P. Defensor-Santiago Avenue (formerly Agham Road)

Brgy. Bagong Pag-asa, Diliman, Quezon City

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

- a. I/We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: **Repainting of the Office of the Ombudsman Annex Building and its Premises (PB2025-18-GAO)**.
- b. I/We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is:  
[Insert Information];
- d. The discounts offered and the methodology for their application are: [Insert information; or indicate N/A if no discount offered ];
- e. The total bid price in words and figures, after applying the applicable discount, 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 in the Detailed Estimates.
- f. This Bid shall remain valid within a period stated in the PBDs, and it shall remain binding upon me/us at any time before the expiration of that period;
- g. If our Bid is accepted, I/we commit to enter to a contract and provide a Performance Security in the form, amounts, and within the times prescribed in the PBD, and hereby acknowledge the consequences under the IRR of RA No. 12009 on forfeiture of Bid Security or enforcement of Bid Securing Declaration and on Blacklisting.
- h. 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 the Bidder.
- i. I/We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.
- j. I/We certify/confirm with the eligibility requirements pursuant to the PBD.

k. The undersigned is authorized to submit the bid on behalf of [*Name of the Bidder*] as evidenced by the attached [*State the Written Authority*].

l. I/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.

Duly authorized to sign the Bid for and behalf of:

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of: \_\_\_\_\_

Date: \_\_\_\_\_

**Ombudsman Bid Form No. 2B (Bill of Quantities)**

Date: \_\_\_\_\_

Project Identification No.: \_\_\_\_\_



**OFFICE OF THE OMBUDSMAN**

Office of the Ombudsman Main Building

Sen. Miriam P. Defensor-Santiago Avenue (formerly Agham Road)

Barangay Bagong Pag-asa, Diliman, Quezon City

**REPAINTING OF OFFICE OF THE OMBUDSMAN ANNEX BUILDING AND ITS PREMISES**

Office of the Ombudsman Main Building, Sen. Miriam P. Defensor-Santiago Avenue (formerly Agham Road), Barangay Bagong Pag-asa, Diliman, Quezon City

**BILL OF QUANTITIES**

ITEM NO.	DESCRIPTION	Indicate the Brand Name, Kind/Type to be Offered	Area (sq.m.)	QTY	UNIT	UNIT PRICE	DIRECT COST (Php)			TOTAL DIRECT COST (TDC)	OCM + PROFIT + VAT				VAT (12%)	TOTAL INDIRECT COST (TIC)	TOTAL COST (TC) = TDC + TIC	
							MATERIAL	LABOR	EQUIPMENT		MARK-UP IN %		TOTAL MARK-UP (Php)					
											OCM	PROFIT	%	VALUE				
COL. 1	COL. 2	COL. 3	COL. 4	COL. 5	COL. 6	COL. 7	COL. 8 = (COL. 5 x COL. 7)	COL. 9	COL. 10	COL. 11 = (COL. 8 + COL. 9 + COL. 10)	COL. 12 (in ___%)	COL. 13 (in ___%)	COL. 14 = (COL. 12 + COL. 13) (in ___%)	COL. 15 = (COL. 14 x COL. 11)	COL. 16 = (COL. 15 + COL. 11) x 12%	COL. 17 = (COL. 15 + COL. 16)	COL. 18 = (COL. 11 + COL. 17)	
I	MOBILIZATION / DEMOBILIZATION			1	lot													
II	PROJECT BILLBOARD / SIGNBOARD			1	lot													
III	TEMPORARY / FALSE WORKS			1	lot													

ITEM NO.	DESCRIPTION	Indicate the Brand Name, Kind/Type to be Offered	Area (sq.m.)	QTY	UNIT	UNIT PRICE	DIRECT COST (Php)			TOTAL DIRECT COST (TDC)	OCM + PROFIT + VAT				VAT (12%)	TOTAL INDIRECT COST (TIC)	TOTAL COST (TC) = TDC + TIC
							MATERIAL	LABOR	EQUIPMENT		MARK-UP IN %		TOTAL MARK-UP (Php)				
											OCM	PROFIT	%	VALUE			
COL. 1	COL. 2	COL. 3	COL. 4	COL. 5	COL. 6	COL. 7	COL. 8 = (COL. 5 x COL. 7)	COL. 9	COL. 10	COL. 11 = (COL. 8 + COL. 9 + COL. 10)	COL. 12 (in ___%)	COL. 13 (in ___%)	COL. 14 = (COL. 12 + COL. 13) (in ___%)	COL. 15 = (COL. 14 x COL. 11)	COL. 16 = (COL. 15 + COL. 11) x 12%	COL. 17 = (COL. 15 + COL. 16)	COL. 18 = (COL. 11 + COL. 17)
IV	<b>CONCRETE/MASONRY SURFACES</b>																
1.0	Front (Pillars, all sides Parapet Wall, Ramp, and other Exposed Surface Area)		1,281.00	1	lot												
2.0	Left (all sides Parapet Wall, Ramp, and other Exposed Surface Area)		623.00	1	lot												
3.0	Right (all sides Parapet Wall, Ramp, and other Exposed Surface Area)		772.00	1	lot												
4.0	Rear (all sides Parapet Wall and other Exposed Surface Area)		1,028.00	1	lot												
5.0	Driveway Curbs and Gutter including Basement Parking		263.00	1	lot												
6.0	Pump Room		77.00	1	lot												
7.0	PVC Grooves, Glass Windows /Curtain Wall Framings		2,802.00	1	lot												
8.0	Basement Parking		1,136.00	1	lot												

ITEM NO.	DESCRIPTION	Indicate the Brand Name, Kind/Type to be Offered	Area (sq.m.)	QTY	UNIT	UNIT PRICE	DIRECT COST (Php)			TOTAL DIRECT COST (TDC)	OCM + PROFIT + VAT				VAT (12%)	TOTAL INDIRECT COST (TIC)	TOTAL COST (TC) = TDC + TIC
							MATERIAL	LABOR	EQUIPMENT		MARK-UP IN %		TOTAL MARK-UP (Php)				
											OCM	PROFIT	%	VALUE			
COL. 1	COL. 2	COL. 3	COL. 4	COL. 5	COL. 6	COL. 7	COL. 8 = (COL. 5 x COL. 7)	COL. 9	COL. 10	COL. 11 = (COL. 8 + COL. 9 + COL. 10)	COL. 12 (in ___%)	COL. 13 (in ___%)	COL. 14 = (COL. 12 + COL. 13) (in ___%)	COL. 15 = (COL. 14 x COL. 11)	COL. 16 = (COL. 15 + COL. 11) x 12%	COL. 17 = (COL. 15 + COL. 16)	COL. 18 = (COL. 11 + COL. 17)
V	<b>IRON/METAL SURFACES</b>																
1.0	Flagpole and Lamp Post		19.00	1	lot												
2.0	Ramp, Stair Railings, Covered Walkway, Genset Housing, Pump Room Doors/Louvers, Basement Interior Steel Column Surfaces, and Other Exposed Surface Areas		443.00	1	lot												
<b>GRAND TOTAL (PROJECT COST)</b>		<b>Indicate sum for each applicable Column</b>	<b>5642 sq. m. and 2,802 li.m.</b>														

**Ombudsman Bid Form No. 2C-1**

**Detailed Unit Price Analysis (DUPA)**

Name of Project: \_\_\_\_\_

Project Location: \_\_\_\_\_

**ITEM No. I - Description: Mobilization and Demobilization**

<b>1. Quantity: One (1) Lot</b>				
<b>2. Materials</b>				
Name and Specifications	Quantity	Unit	Unit Price	Total Cost
a.				
b.				
c.				
<b>Total Materials Cost</b>				
<b>3. Equipment</b>				
Name and Capacity	No. of Units	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Equipment Cost</b>				
<b>4. Labor</b>				
Designation of Personnel	No. of Men	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Labor Cost</b>				

<b>Summary:</b>	
<b>5. Estimated Direct Cost (No.2+No.3+No.4)</b>	
<b>6. Unit Direct Cost (No.5/No.1)</b>	
<b>7. Mark-up for OCM (____% x No. 5) <u>plus</u> Mark up for Profit (____% x No. 5)</b>	
<b>8. Value Added Tax [12% x (No.5+ No.7 )]</b>	
<b>9. Total Cost of Item (No.5+ No.7+ No.8)</b>	
<b>10. Unit Cost of Item (No.9/No.1)</b>	

Contractor: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Name and Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

*Note 2-The Bidder must attach and submit duly accomplished and signed Detailed Unit Price Analysis (DUPA).*

**Ombudsman Bid Form No. 2C-2**

**Detailed Unit Price Analysis (DUPA)**

Name of Project: \_\_\_\_\_

Project Location: \_\_\_\_\_

**Item No. II. Description: Project Billboard/Signage**

<b>1. Quantity: ONE (1) LOT</b>				
<b>2. Materials</b>				
Name and Specification	Quantity	Unit	Unit Price	Total Cost
a.				
b.				
c.				
<b>Total Materials Cost</b>				
<b>3. Equipment</b>				
Name and Capacity	No. of Units	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Equipment Cost</b>				
<b>4. Labor</b>				
Designation of Personnel	No. of Men	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Labor Cost</b>				

<b>Summary:</b>	
<b>5. Estimated Direct Cost (No.2+No.3+No.4)</b>	
<b>6. Unit Direct Cost (No.5/No.1)</b>	
<b>7. Mark-up for OCM (____% x No. 5) <u>plus</u> Mark up for Profit (____% x No. 5)</b>	
<b>8. Value Added Tax [12% x (No.5+ No.7 )]</b>	
<b>9. Total Cost of Item (No.5+ No.7+ No.8)</b>	
<b>10. Unit Cost of Item (No.9/No.1)</b>	

Contractor: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Name and Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

*(Note -The Bidder must attach and submit duly accomplished and signed Detailed Unit Price Analysis (DUPA).*

**Ombudsman Bid Form No. 2C-3**

**Detailed Unit Price Analysis (DUPA)**

Name of Project: \_\_\_\_\_

Project Location: \_\_\_\_\_

**ITEM No. III. - Description: Temporary/False Works**

<b>1. Quantity: One (1) Lot</b>				
<b>2. Materials</b>				
Name and Specification	Quantity	Unit	Unit Price	Total Cost
a.				
b.				
c.				
<b>Total Materials Cost</b>				
<b>3. Equipment</b>				
Name and Capacity	No. of Units	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Equipment Cost</b>				
<b>4. Labor</b>				
Designation of Personnel	No. of Men	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Labor Cost</b>				

<b>Summary:</b>	
<b>5. Estimated Direct Cost (No.2+No.3+No.4)</b>	
<b>6. Unit Direct Cost (No.5/No.1)</b>	
<b>7. Mark-up for OCM (___ % x No. 5) <u>plus</u> Mark up for Profit (___ % x No. 5)</b>	
<b>8. Value Added Tax [12% x (No.5+ No.7 )]</b>	
<b>9. Total Cost of Item (No.5+ No.7+ No.8)</b>	
<b>10. Unit Cost of Item (No.9/No.1)</b>	

Contractor: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Name and Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

***Note -The Bidder must attach and submit duly accomplished and signed Detailed Unit Price Analysis (DUPA).***

**Ombudsman Bid Form No. 2C-4**

**Detailed Unit Price Analysis (DUPA)**

Name of Project: \_\_\_\_\_

Project Location: \_\_\_\_\_

**ITEM No. IV.1.0 - Description: Concrete/Masonry Surfaces – Exterior Walls  
(Front (Pillars, All Sides Parapet Wall, Ramp, and Other Exposed Surface Area))**

<b>1. Quantity: One (1) Lot</b>				
<b>2. Materials</b>				
Name and Specification	Quantity	Unit	Unit Price	Total Cost
a.				
b.				
c.				
<b>Total Materials Cost</b>				
<b>3. Equipment</b>				
Name and Capacity	No. of Units	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Equipment Cost</b>				
<b>4. Labor</b>				
Designation of Personnel	No. of Men	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Labor Cost</b>				

<b>Summary:</b>	
<b>5. Estimated Direct Cost (No.2+No.3+No.4)</b>	
<b>6. Unit Direct Cost (No.5/No.1)</b>	
<b>7. Mark-up for OCM (____% x No. 5) <u>plus</u> Mark up for Profit (____% x No. 5)</b>	
<b>8. Value Added Tax [12% x (No.5+ No.7 )]</b>	
<b>9. Total Cost of Item (No.5+ No.7+ No.8)</b>	
<b>10. Unit Cost of Item (No.9/No.1)</b>	

Contractor: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Name and Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

*Note -The Bidder must attach and submit duly accomplished and signed Detailed Unit Price Analysis (DUPA).*

**Ombudsman Bid Form No. 2C-5**

**Detailed Unit Price Analysis (DUPA)**

Name of Project: \_\_\_\_\_

Project Location: \_\_\_\_\_

**ITEM No. IV.2.0 - Description: Concrete/Masonry Surfaces – Exterior Walls  
(Left (All Sides Parapet Wall, Ramp, and Other Exposed Surface Area))**

<b>1. Quantity: One (1) Lot</b>				
<b>2. Materials</b>				
Name and Specification	Quantity	Unit	Unit Price	Total Cost
a.				
b.				
c.				
<b>Total Materials Cost</b>				
<b>3. Equipment</b>				
Name and Capacity	No. of Units	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Equipment Cost</b>				
<b>4. Labor</b>				
Designation of Personnel	No. of Men	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Labor Cost</b>				

<b>Summary:</b>	
<b>5. Estimated Direct Cost (No.2+No.3+No.4)</b>	
<b>6. Unit Direct Cost (No.5/No.1)</b>	
<b>7. Mark-up for OCM (____% x No. 5) <u>plus</u> Mark up for Profit (____% x No. 5)</b>	
<b>8. Value Added Tax [12% x (No.5+ No.7 )]</b>	
<b>9. Total Cost of Item (No.5+ No.7+ No.8)</b>	
<b>10. Unit Cost of Item (No.9/No.1)</b>	

Contractor: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Name and Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

***Note -The Bidder must attach and submit duly accomplished and signed Detailed Unit Price Analysis (DUPA).***

**Ombudsman Bid Form No. 2C-6**

**Detailed Unit Price Analysis (DUPA)**

Name of Project: \_\_\_\_\_

Project Location: \_\_\_\_\_

**ITEM No. IV.3.0 - Description: Concrete/Masonry Surfaces – Exterior Walls  
(Right (All Sides Parapet Wall, Ramp, and other  
Exposed Surface Area))**

<b>1. Quantity: One (1) Lot</b>				
<b>2. Materials</b>				
Name and Specification	Quantity	Unit	Unit Price	Total Cost
a.				
b.				
c.				
<b>Total Materials Cost</b>				
<b>3. Equipment</b>				
Name and Capacity	No. of Units	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Equipment Cost</b>				
<b>4. Labor</b>				
Designation of Personnel	No. of Men	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Labor Cost</b>				

<b>Summary:</b>	
<b>5. Estimated Direct Cost (No.2+No.3+No.4)</b>	
<b>6. Unit Direct Cost (No.5/No.1)</b>	
<b>7. Mark-up for OCM (____% x No. 5) <u>plus</u> Mark up for Profit (____% x No. 5)</b>	
<b>8. Value Added Tax [12% x (No.5+ No.7 )]</b>	
<b>9. Total Cost of Item (No.5+ No.7+ No.8)</b>	
<b>10. Unit Cost of Item (No.9/No.1)</b>	

Contractor: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Name and Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

***Note -The Bidder must attach and submit duly accomplished and signed Detailed Unit Price Analysis (DUPA).***

**Detailed Unit Price Analysis (DUPA)**

Name of Project: \_\_\_\_\_

Project Location: \_\_\_\_\_

**ITEM No. IV.4.0 - Description: Concrete/Masonry Surfaces – Exterior Walls  
(Rear (All Sides Parapet Wall and other Exposed Surface Area))**

<b>1. Quantity: One (1) Lot</b>				
<b>2. Materials</b>				
Name and Specification	Quantity	Unit	Unit Price	Total Cost
a.				
b.				
c.				
<b>Total Materials Cost</b>				
<b>3. Equipment</b>				
Name and Capacity	No. of Units	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Equipment Cost</b>				
<b>4. Labor</b>				
Designation of Personnel	No. of Men	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Labor Cost</b>				

<b>Summary:</b>	
<b>5. Estimated Direct Cost (No.2+No.3+No.4)</b>	
<b>6. Unit Direct Cost (No.5/No.1)</b>	
<b>7. Mark-up for OCM (____% x No. 5) <u>plus</u> Mark up for Profit (____% x No. 5)</b>	
<b>8. Value Added Tax [12% x (No.5+ No.7 )]</b>	
<b>9. Total Cost of Item (No.5+ No.7+ No.8)</b>	
<b>10. Unit Cost of Item (No.9/No.1)</b>	

Contractor: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Name and Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

***Note -The Bidder must attach and submit duly accomplished and signed Detailed Unit Price Analysis (DUPA).***

**Ombudsman Bid Form No. 2C-8**

**Detailed Unit Price Analysis (DUPA)**

Name of Project: \_\_\_\_\_

Project Location: \_\_\_\_\_

**ITEM No. IV.5.0 - Description: Concrete/Masonry Surfaces**

**(Driveway Curbs and Gutter including Basement Parking)**

<b>1. Quantity: One (1) Lot</b>				
<b>2. Materials</b>				
Name and Specification	Quantity	Unit	Unit Price	Total Cost
a.				
b.				
c.				
<b>Total Materials Cost</b>				
<b>3. Equipment</b>				
Name and Capacity	No. of Units	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Equipment Cost</b>				
<b>4. Labor</b>				
Designation of Personnel	No. of Men	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Labor Cost</b>				

<b>Summary:</b>	
<b>5. Estimated Direct Cost (No.2+No.3+No.4)</b>	
<b>6. Unit Direct Cost (No.5/No.1)</b>	
<b>7. Mark-up for OCM (____ % x No. 5) <u>plus</u> Mark up for Profit (____ % x No. 5)</b>	
<b>8. Value Added Tax [12% x (No.5+ No.7 )]</b>	
<b>9. Total Cost of Item (No.5+ No.7+ No.8)</b>	
<b>10. Unit Cost of Item (No.9/No.1)</b>	

Contractor: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Name and Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

***Note -The Bidder must attach and submit duly accomplished and signed Detailed Unit Price Analysis (DUPA).***

**Ombudsman Bid Form No. 2C-9**

**Detailed Unit Price Analysis (DUPA)**

Name of Project: \_\_\_\_\_

Project Location: \_\_\_\_\_

**ITEM No. IV.6.0 - Description: Concrete/Masonry Surfaces – Exterior Walls  
(Pump Room)**

<b>1. Quantity: One (1) Lot</b>				
<b>2. Materials</b>				
Name and Specification	Quantity	Unit	Unit Price	Total Cost
a.				
b.				
c.				
<b>Total Materials Cost</b>				
<b>3. Equipment</b>				
Name and Capacity	No. of Units	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Equipment Cost</b>				
<b>4. Labor</b>				
Designation of Personnel	No. of Men	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Labor Cost</b>				

<b>Summary:</b>	
<b>5. Estimated Direct Cost (No.2+No.3+No.4)</b>	
<b>6. Unit Direct Cost (No.5/No.1)</b>	
<b>7. Mark-up for OCM (____% x No. 5) <u>plus</u> Mark up for Profit (____% x No. 5)</b>	
<b>8. Value Added Tax [12% x (No.5+ No.7 )]</b>	
<b>9. Total Cost of Item (No.5+ No.7+ No.8)</b>	
<b>10. Unit Cost of Item (No.9/No.1)</b>	

Contractor: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Name and Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

***Note -The Bidder must attach and submit duly accomplished and signed Detailed Unit Price Analysis (DUPA).***

**Ombudsman Bid Form No. 2C-10**

**Detailed Unit Price Analysis (DUPA)**

Name of Project: \_\_\_\_\_

Project Location: \_\_\_\_\_

**ITEM No. IV.7.0 - Description: Concrete/Masonry Surfaces**

**(PVC Grooves, Glass Windows, Curtain Wall Framings)**

<b>1. Quantity: One (1) Lot</b>				
<b>2. Materials</b>				
Name and Specification	Quantity	Unit	Unit Price	Total Cost
a.				
b.				
c.				
<b>Total Materials Cost</b>				
<b>3. Equipment</b>				
Name and Capacity	No. of Units	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Equipment Cost</b>				
<b>4. Labor</b>				
Designation of Personnel	No. of Men	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Labor Cost</b>				

<b>Summary:</b>	
<b>5. Estimated Direct Cost (No.2+No.3+No.4)</b>	
<b>6. Unit Direct Cost (No.5/No.1)</b>	
<b>7. Mark-up for OCM (____ % x No. 5) <u>plus</u> Mark up for Profit (____ % x No. 5)</b>	
<b>8. Value Added Tax [12% x (No.5+ No.7 )]</b>	
<b>9. Total Cost of Item (No.5+ No.7+ No.8)</b>	
<b>10. Unit Cost of Item (No.9/No.1)</b>	

Contractor: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Name and Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

***Note -The Bidder must attach and submit duly accomplished and signed Detailed Unit Price Analysis (DUPA).***

**Ombudsman Bid Form No. 2C-11**

**Detailed Unit Price Analysis (DUPA)**

Name of Project: \_\_\_\_\_

Project Location: \_\_\_\_\_

**ITEM No. IV.8.0 - Description: Concrete/Masonry Surfaces – Interior Walls  
(Basement Parking)**

<b>1. Quantity: One (1) Lot</b>				
<b>2. Materials</b>				
Name and Specification	Quantity	Unit	Unit Price	Total Cost
a.				
b.				
c.				
<b>Total Materials Cost</b>				
<b>3. Equipment</b>				
Name and Capacity	No. of Units	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Equipment Cost</b>				
<b>4. Labor</b>				
Designation of Personnel	No. of Men	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Labor Cost</b>				

<b>Summary:</b>	
<b>5. Estimated Direct Cost (No.2+No.3+No.4)</b>	
<b>6. Unit Direct Cost (No.5/No.1)</b>	
<b>7. Mark-up for OCM ( ___ % x No. 5) <u>plus</u> Mark up for Profit ( ___ % x No. 5)</b>	
<b>8. Value Added Tax [12% x (No.5+ No.7 )]</b>	
<b>9. Total Cost of Item (No.5+ No.7+ No.8)</b>	
<b>10. Unit Cost of Item (No.9/No.1)</b>	

Contractor: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Name and Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

***Note -The Bidder must attach and submit duly accomplished and signed Detailed Unit Price Analysis (DUPA).***

**Ombudsman Bid Form No. 2C-12**

**Detailed Unit Price Analysis (DUPA)**

Name of Project: \_\_\_\_\_

Project Location: \_\_\_\_\_

**ITEM No. V.1.0 - Description: Iron/Metal Surfaces –  
(Flagpole and Lamp Post)**

<b>1. Quantity: One (1) Lot</b>				
<b>2. Materials</b>				
Name and Specification	Quantity	Unit	Unit Price	Total Cost
a.				
b.				
c.				
<b>Total Materials Cost</b>				
<b>3. Equipment</b>				
Name and Capacity	No. of Units	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Equipment Cost</b>				
<b>4. Labor</b>				
Designation of Personnel	No. of Men	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Labor Cost</b>				

<b>Summary:</b>	
<b>5. Estimated Direct Cost (No.2+No.3+No.4)</b>	
<b>6. Unit Direct Cost (No.5/No.1)</b>	
<b>7. Mark-up for OCM (____% x No. 5) <u>plus</u> Mark up for Profit (____% x No. 5)</b>	
<b>8. Value Added Tax [12% x (No.5+ No.7 )]</b>	
<b>9. Total Cost of Item (No.5+ No.7+ No.8)</b>	
<b>10. Unit Cost of Item (No.9/No.1)</b>	

Contractor: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Name and Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

***Note -The Bidder must attach and submit duly accomplished and signed Detailed Unit Price Analysis (DUPA).***

**Ombudsman Bid Form No. 2C-13**

**Detailed Unit Price Analysis (DUPA)**

Name of Project: \_\_\_\_\_

Project Location: \_\_\_\_\_

**ITEM No. V.2.0** - Description: Iron/Metal Surfaces

**(Ramp, Stair Railings, Covered Walkway, Genset Housing, Pump Room Doors/Louvers, Basement Interior Steel Column Surfaces, and Other Exposed Surface Areas)**

<b>1. Quantity: One (1) Lot</b>				
<b>2. Materials</b>				
Name and Specification	Quantity	Unit	Unit Price	Total Cost
a.				
b.				
c.				
<b>Total Materials Cost</b>				
<b>3. Equipment</b>				
Name and Capacity	No. of Units	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Equipment Cost</b>				
<b>4. Labor</b>				
Designation of Personnel	No. of Men	No. of Hours	Hourly Rate	Total Cost
a.				
b.				
c.				
<b>Total Labor Cost</b>				

<b>Summary:</b>	
<b>5. Estimated Direct Cost (No.2+No.3+No.4)</b>	
<b>6. Unit Direct Cost (No.5/No.1)</b>	
<b>7. Mark-up for OCM (____% x No. 5) <u>plus</u> Mark up for Profit (____% x No. 5)</b>	
<b>8. Value Added Tax [12% x (No.5+ No.7 )]</b>	
<b>9. Total Cost of Item (No.5+ No.7+ No.8)</b>	
<b>10. Unit Cost of Item (No.9/No.1)</b>	

Contractor: \_\_\_\_\_

Complete Address: \_\_\_\_\_

Name and Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

***Note -The Bidder must attach and submit duly accomplished and signed Detailed Unit Price Analysis (DUPA).***

**Ombudsman Bid Form No. 2D (Schedule of Payment)**

**SCHEDULE OF PAYMENT**

Particular	%WT	1 <sup>st</sup> Month	2 <sup>nd</sup> Month	3 <sup>rd</sup> Month	4 <sup>th</sup> Month	5 <sup>th</sup> Month	6 <sup>th</sup> Month
ACCOMPLISHMENT							
CASH FLOW							
CUMULATIVE ACCOMPLISHMENT							
CUMULATIVE CASH FLOW							

Submitted by:

\_\_\_\_\_

(Signature over printed name of the Authorized Representative)

\_\_\_\_\_

(Position)

\_\_\_\_\_

(Name of Bidder)

\_\_\_\_\_

(Date)

(Note: Under SCC Clause 40.1 and 40.4, Three (3) progress billing are allowed. However, the first progress billing shall at least be 50% work accomplished. Furthermore, materials and equipment delivered on the site but not completely put in place **shall not** be included for payment. Please be guided accordingly)

*Section IX. Checklist of Technical and Financial Documents*

# *Checklist of Technical and Financial Documents*

## I. TECHNICAL COMPONENT ENVELOPE

[Note: The Bidder must submit two copies of the first envelope- (1) Original Copy and (2) Copy 1]

### *Class “A” Documents*

#### Legal Documents

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

*Notes:*

Only the current/updated Certificate of PhilGEPS Registration (Platinum Membership) shall be accepted during the Opening of Bids. Also, expired Certificate shall be a ground for the bid to be considered “failed”.

#### Technical Documents

<input type="checkbox"/>	(b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid [OMB-SF-INFRA-06]; <b>AND</b>
<input type="checkbox"/>	(c) Statement of the bidder’s Single Largest Completed Contract (SLCC) within the period <b>CY 2019 to present</b> , which is similar in nature within the relevant period as provided in the bidding documents [OMB-SF-INFRA-07]; <b>AND</b>
<input type="checkbox"/>	(d) Special PCAB License in case of Joint Ventures <b>and</b> registration for the type and cost of the contract to be bid; <b>AND</b>
<input type="checkbox"/>	(e) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission <b>OR</b>  <input type="checkbox"/> Original copy of Notarized Bid Securing Declaration [OMB-SF-INFRA-14]; <b>AND</b>
<input type="checkbox"/>	(f) <b>Ombudsman Bid Form No. 1</b> – Letter of Conformity [OMB-SF-INFRA-01]; <b>AND</b>
<input type="checkbox"/>	(g) <b>Ombudsman Bid Form No. 1A</b> – Technical Proposals [OMB-SF-INFRA-02]; <b>AND</b>
<input type="checkbox"/>	(h) Project Requirements, which shall include the following:
<input type="checkbox"/>	a. Organizational chart for the contract to be bid;
<input type="checkbox"/>	b. List of contractor’s key personnel ( <i>e.g.</i> , Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data [OMB-SF-INFRA-09, OMB-SF-INFRA-10, OMB-SF-INFRA-11];
<input type="checkbox"/>	c. List of contractor’s major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment

	lessor/vendor for the duration of the project, as the case may be [OMB-SF-INFRA-12]; <b>AND</b>
<input type="checkbox"/>	(i) Original duly signed Omnibus Sworn Statement (OSS) (Revised) [OMB-SF-INFRA-03] <b>AND</b> ,
	Proof of Appointment of Bidder's Authorized Representative(s)
<input type="checkbox"/>	(j) Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative [OMB-SF-INFRA-05]; <b>OR</b>
<input type="checkbox"/>	(k) 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 [OMB-SF-INFRA-04]; <b>OR</b>
<input type="checkbox"/>	(l) Notarized Special Power of Attorney for Sole Proprietorship.
<b><i>Financial Documents</i></b>	
<input type="checkbox"/>	(m) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) [OMB-SF-INFRA-08]; <b>OR</b>
<input type="checkbox"/>	(n) A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC Computation.
<b><i>Class "B" Documents</i></b>	
<input type="checkbox"/>	(o) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence; <b>OR</b> 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.
<b>II. FINANCIAL COMPONENT ENVELOPE</b>	
[Note: The Bidder must submit two copies of the second envelope – (1) Original copy and (2) Copy 1]	
<input type="checkbox"/>	(p) <b>Ombudsman Bid Form No. 2A</b> - Original of duly signed and accomplished Financial Bid Form; <b>AND</b>
<input type="checkbox"/>	(q) <b>Ombudsman Bid Form No. 2B</b> - Original of duly signed Bid Prices in the Bill of Quantities [see sample form]; <b>AND</b>
<input type="checkbox"/>	(r) Duly accomplished Detailed Estimates Form/Detailed Unit Price Analysis (DUPA), including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid [Ombudsman Bid Forms No. 2C-1; 2C-2; 2C-3; 2C-4; 2C-5; 2C-6; 2C-7; 2C-8; 2C-9; 2C-10; 2C-11; 2C-12; 2C-13]; <b>AND</b>
<input type="checkbox"/>	(s) <b>Ombudsman Bid Form 2D</b> – Schedule of Payment / Cash Flow by Quarter [see sample form]

**OFFICE OF THE OMBUDSMAN**  
Bids and Awards Committee-General Administration Office (BAC-GAO)

**SAMPLE FORMS**

<b>ENVELOPE NO. 1 – FOR ELIGIBILITY AND TECHNICAL COMPONENT:</b>		
<i>Form Nos.</i>	<i>Particulars</i>	<i>Page No.</i>
Ombudsman Bid Form No. 1 OMB-SF-INFRA-01	1. Letter of Conformity	27
Ombudsman Bid Form No. 1A OMB-SF-INFRA-02	2. Technical Proposals	28-41
OMB-SF-INFRA-03	3. Omnibus Sworn Statement (Revised)	86-87
OMB-SF-INFRA-04	4. Authority of Signatory – Special Power of Attorney	89
OMB-SF-INFRA-05	5. Authority of Signatory – Secretary’s Certificate	90
OMB-SF-INFRA-06	6. Statement of All Ongoing 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	91
OMB-SF-INFRA-07	7. Statement of Bidder’s Single Largest Completed Contract within the period <b>CY 2019</b> to present, which is similar in nature within the relevant period as provided in the bidding documents	92
OMB-SF-INFRA-08	8. Financial Documents for Eligibility Check and NFCC	93
OMB-SF-INFRA-09	9. List of the Contractor’s Key Personnel to be Assigned to the Contract to be Bid	94
OMB-SF-INFRA-10	10. Bio-data of Contractor’s personnel	95
OMB-SF-INFRA-11	11. Affidavit of Commitment of Contractor’s Key Personnel	96-97
OMB-SF-INFRA-12	12. List of contractor’s equipment units, which are owned/leased and/or under purchase agreements for the duration of the Project	98

<b>ENVELOPE NO. 2 – FOR FINANCIAL COMPONENT:</b>		
<i>Forms</i>	<i>Particulars</i>	<i>Page No.</i>
Ombudsman Bid Form No. 2A	I. Bid Form (Financial Proposal)	49-50
Ombudsman Bid Form No. 2B	II. Bill of Quantities (BOQ)	51-53
Ombudsman Bid Form No. 2C-1; 2C-2; 2C-3; 2C-4; 2C-5; 2C-6; 2C-7; 2C-8; 2C-9; 2C-10; 2C-11; 2C-12; 2C-13	III. Detailed Unit Price Analysis (DUPA)	54-79
Ombudsman Bid Form No. 2D	IV. Schedule of Payment	80
<b>OTHER FORMS</b>		
OMB-SF-INFRA-13	13. Form of Contract Agreement	99-100
OMB-SF-INFRA-14	14. Bid Securing Declaration	101

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

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REPUBLIC OF THE PHILIPPINES)  
CITY/MINICIPALITY 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 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]

## Performance Securing Declaration (Revised)

[if used as an alternative performance security but it is not required to be submitted with the Bid, as it shall be submitted within ten (10) days after receiving the Notice of Award]

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REPUBLIC OF THE PHILIPPINES)  
CITY/MINICIPALITY OF \_\_\_\_\_) S.S.

### PERFORMANCE SECURING DECLARATION

Invitation to Bid: [Insert Reference Number indicated in the Bidding Documents]

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacturer/contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.
2. I/We accept that: I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year for the first offense, or two (2) years **for the second offense**, upon receipt of your Blacklisting Order if I/We have violated my/our obligations under the Contract;
3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:
  - a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
    - i. Procuring Entity has no claims filed against the contract awardee;
    - ii. It has no claims for labor and materials filed against the contractor; and
    - iii. Other terms of the contract; or
  - b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 revised IRR of RA No. 9184 as required by the end-user.

**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

**SPECIAL POWER OF ATTORNEY**

I, \_\_\_\_\_ President of \_\_\_\_\_  
\_\_\_\_\_, a corporation incorporated under the laws of \_\_\_\_\_  
\_\_\_\_\_, with its registered office at \_\_\_\_\_  
\_\_\_\_\_, by virtue of Board Resolution No. \_\_\_\_\_  
dated \_\_\_\_\_, has made, constituted and appointed \_\_\_\_\_  
\_\_\_\_\_ true and lawful attorney, for it and its name, place and stead, to do, execute and perform  
any and all acts necessary and/or represent \_\_\_\_\_  
\_\_\_\_\_ in the bidding of \_\_\_\_\_  
\_\_\_\_\_ as fully and effectively as corporation might do if personally present with full power  
of substitution and revocation and hereby confirming all that said representative shall lawfully  
do or cause to be done by virtue hereof.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_, 20\_\_ at \_\_\_\_\_.

\_\_\_\_\_  
Affiant

Signed in the Presence of:

\_\_\_\_\_

**ACKNOWLEDGMENT**

REPUBLIC OF THE PHILIPPINES)  
QUEZON CITY ) SS.

BEFORE ME, a Notary Public for and in Quezon City, Philippines, this \_\_\_\_\_ day  
of \_\_\_\_\_ 20\_\_\_\_, personally appeared:

<u>NAME</u>	<u>CTC NO.</u>	<u>ISSUED AT/ON</u>
_____	_____	_____
_____	_____	_____

known to me and known to be the same person who executed the foregoing instrument  
consisting of \_\_\_\_\_ ( ) pages, including the page whereon the acknowledgment is written  
and acknowledged before me that the same is his free and voluntary act and deed and that of  
the Corporation he represents.

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

Notary Public  
Until 31 December 20\_\_  
PTR No. \_\_\_\_\_  
Issued at: \_\_\_\_\_  
TIN No. \_\_\_\_\_

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_

**Office of the Ombudsman**  
**(OMB-SF-INFRA-05)**  
*Authority of Signatory*

**SECRETARY'S CERTIFICATE**

I, \_\_\_\_\_, a duly elected and qualified Corporate Secretary of \_\_\_\_\_, a corporation duly organized and existing under and by virtue of the law of the \_\_\_\_\_ DO HEREBY CERTIFY, that:

I am familiar with the facts herein certified and duly authorized to certify the same;

At the regular meeting of the Board of Directors of the said Corporation duly convened and held on \_\_\_\_\_ at which meeting a quorum was present and acting throughout, the following resolutions were approved, and the same have not been annulled, revoked and amended in any way whatever and are in full force and effect on the date hereof:

RESOLVED, that \_\_\_\_\_ be, as it hereby is, authorized to participate in the bidding of \_\_\_\_\_ by the Office of the Ombudsman; and that if awarded the project shall enter into contract with the Office of the Ombudsman; and in connection therewith hereby appoint \_\_\_\_\_ acting as duly authorized and designated representatives of \_\_\_\_\_, are granted full power and authority to do, execute and perform any and all acts necessary and/or to represent \_\_\_\_\_ in the bidding as fully effectively as the \_\_\_\_\_ might do if personally present with full power of substitution and revocation and hereby satisfying and confirming all that my said representative shall lawfully do or cause to be done by virtue hereof;

RESOLVED FURTHER THAT, the \_\_\_\_\_ hereby authorizes its President to:

- (1) execute a waiver of jurisdiction whereby the \_\_\_\_\_ hereby submits itself to the jurisdiction of the Philippine government and hereby waives its right to question the jurisdiction of the Philippine courts;
- (2) execute a waiver that the \_\_\_\_\_ shall not seek and obtain writ of injunctions or prohibition or restraining order against the Office of the Ombudsman or any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of and award of a contract to a successful bidder, and the carrying out of the awarded contract.

WITNESS the signature of the undersigned as such officer of the said \_\_\_\_\_ this \_\_\_\_\_.

\_\_\_\_\_  
(Corporate Secretary)

**ACKNOWLEDGMENT**

SUBSCRIBED AND SWORN to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ affiant exhibited to me his/her \_\_\_\_\_ issued on at \_\_\_\_\_, Philippines.

Notary Public

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_

**Statement 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**

Contract to be bid : \_\_\_\_\_  
 Business Name : \_\_\_\_\_  
 Business Address : \_\_\_\_\_

Name of Client	a. Owner's Name b. Address c. Telephone Nos.	a. Date Awarded b. Date Started c. Date of Completion d. Contract duration	Title of the Project in the Contract	Nature of Work	Contractor's Role (whether sole contractor, subcontractor, or partner in a JV)		% of Accomplishment		Total Contract Value at Award	Value of Outstanding Works/ Contract
					Description	%	Planned	Actual		
<u>Government:</u>										
<u>Private:</u>										
									₱	₱

Important notes:

This statement shall be supported with:

1. Notices of Award and/or Contract
2. Notices to Proceed issued by the owner
3. Certificate of Accomplishments signed by the Owner for Ongoing Contracts, if applicable

Submitted by : \_\_\_\_\_  
 (Print Name and Signature)  
 Designation : \_\_\_\_\_  
 Date : \_\_\_\_\_

**Statement identifying the Bidder's Single Largest Completed Contract within the period CY 2019 to present,  
which is similar in nature**

Contract to be Bid : \_\_\_\_\_  
 Business Name : \_\_\_\_\_  
 Business Address: \_\_\_\_\_

Name of Client	a. Owner's Name b. Address c. Telephone Nos.	Title of the Project in the Contract	Nature of Work	a. Date Awarded b. Contract Effectivity c. Date Completed	Contractor's Role (whether sole contractor, subcontractor, or partner in a JV)		a. Total Contract Value at Award b. Total Contract Value at Completion c. Contract Duration
					Description	%	
<u>Government</u>							
<u>Private</u>							

Note: This statement shall be supported with:

1. Notice of Award and/or Contract
2. Notice to Proceed issued by the Owner
3. Owner's Certificate of Final Acceptance or Certificate of Completion
4. Constructors Performance Evaluation Summary (CPES) Final Rating, which must be satisfactory

Submitted by : \_\_\_\_\_  
 (Print Name and Signature)  
 Designation : \_\_\_\_\_  
 Date : \_\_\_\_\_

**FINANCIAL DOCUMENTS FOR ELIGIBILITY CHECK AND NFCC**

- A. Summary of the Applicant Firm’s/Contractor’s assets and liabilities on the basis of the attached income tax return and audited financial statement, stamped “RECEIVED” by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

		Year 20__
1.	Total Assets	
2.	Current Assets	
3.	Total Liabilities	
4.	Current Liabilities	
5.	Net Worth (1-3)	
6.	Net Working Capital (2-4)	

**NOTE:** The values of the bidder’s current assets and current liabilities shall be based on the data submitted to the BIR, through its Electronics Filing and Payment System (EFPS).

**Attachments:**

1. Annual Income Tax Return
2. Audited Financial Statement

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

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

**NFCC = P** \_\_\_\_\_

*K* is fixed at 15.

Submitted by:

\_\_\_\_\_

Name of the Firm/Contractor

\_\_\_\_\_

Signature of Authorized Representative

Date: \_\_\_\_\_

**Office of the Ombudsman  
(OMB-SF-INFRA-09)**

**List of the Contractor’s Key Personnel to be assigned to the Contract to be Bid**

Contract to be Bid : \_\_\_\_\_  
 Name of Bidder : \_\_\_\_\_  
 Business Address : \_\_\_\_\_

Position	Name	Age	Highest Educational Attainment	Total no. of years of experience relevant to the Position

Attachments: Key personnel bio-data, valid PRC License and Certificate Trainings, if applicable

Note: Key personnel shall include the following: **Project-in Charge and Safety Officer**).

Submitted by: \_\_\_\_\_  
 (Signature over printed name of authorized representative)  
 Designation: \_\_\_\_\_  
 Date : \_\_\_\_\_  
 (Note: Please use additional sheets if needed)

**KEY PERSONNEL**  
(Format of Bio-Data)

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

1. Name : \_\_\_\_\_
2. Date of Birth : \_\_\_\_\_
3. Nationality : \_\_\_\_\_
4. Education and Degrees : \_\_\_\_\_
5. Specialty/Position : \_\_\_\_\_
6. Length of Service with the Firm : \_\_\_\_\_ Year/s from \_\_\_\_\_ to \_\_\_\_\_  
(no. of years) (Pls. indicate month/year)
7. No. of years of experience relevant to your position: \_\_\_\_\_
8. List of previous experience/s:
  - a. Project: \_\_\_\_\_
  - b. Name and address of Owner: \_\_\_\_\_
  - c. Project cost: \_\_\_\_\_
  - d. Position: \_\_\_\_\_
  - e. Assignment period : From \_\_\_\_\_ to \_\_\_\_\_ (Pls. indicate month/year)

\_\_\_\_\_  
(Printed name and signature of employee)

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

\_\_\_\_\_  
(Place and Date)

\_\_\_\_\_  
Authorized Representative of Owner/Contractor

**Office of the Ombudsman  
(OMB-SF-INFRA-11)**

Republic of the Philippines )

City/Municipality of \_\_\_\_\_) S.S.

**AFFIDAVIT OF COMMITMENT**

I, \_\_\_\_\_, of legal age, \_\_\_\_\_, a resident of \_\_\_\_\_, after having been sworn in accordance with law, do hereby depose and say that:

1. I am a licensed \_\_\_\_\_, with a valid Professional License No. \_\_\_\_\_, issued on \_\_\_\_\_ at \_\_\_\_\_;
2. \_\_\_\_\_ (Contractor) has engaged my services as \_\_\_\_\_ for \_\_\_\_\_ of the Office of the Ombudsman, if awarded the contract;
3. As \_\_\_\_\_, I have supervised/managed/lead man, within the last \_\_\_\_\_, in the following completed project similar to the contract under bidding:

NAME OF PROJECT	OWNER	COST	DATE COMPLETED
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4. At present, I am supervising/managing or employed in the following projects:

NAME OF PROJECT	OWNER	COST	DATE COMPLETED
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

5. In case of my separation for any reason from the above-mentioned Contractor, I shall notify the Office of the Ombudsman at least twenty-one (21) days before the effective date of my separation;
6. As \_\_\_\_\_ (Designation), I commit to stay in the job site during the execution of work item/s which I am being engaged, to supervise/manage

for the \_\_\_\_\_ (Project title) \_\_\_\_\_ of Office of the Ombudsman,  
if awarded to \_\_\_\_\_ (Contractor) \_\_\_\_\_;

7. I commit to render fulltime services for the entire duration of the contract.  
(Applicable only to General Foreman);
8. I shall not allow the use of my name for the purpose of enabling the above-mentioned Contractor to qualify for the Contract without any firm commitment on my part to assume the post of \_\_\_\_\_ (Designation) \_\_\_\_\_;
9. I understand that to allow the use of my name for such purpose shall be sufficient ground for my disqualification as \_\_\_\_\_ (Designation) \_\_\_\_\_ in any future projects of the Office of Ombudsman or employment with any Contractor doing business with the Office of the Ombudsman.

IN WITNESS WHEREOF, I have hereunto set my signature this \_\_\_\_\_ day of  
\_\_\_\_\_ 201\_\_\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Affiant

SUBSCRIBED AND SWORN TO BEFORE ME, this \_\_\_\_\_ day of  
\_\_\_\_\_ 20\_\_\_\_; Affiant exhibiting to me his/her \_\_\_\_\_ no.  
\_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_,  
Philippines.

\_\_\_\_\_  
NOTARY PUBLIC

Doc. No. \_\_\_\_\_;  
Page No. \_\_\_\_\_;  
Book No. \_\_\_\_\_;  
Series of 20\_\_\_\_.

(Note: To be executed by the following Key Personnel: Project-in-Charge and Safety Officer)



**Contract Agreement Form for the  
Procurement of Infrastructure Projects (Revised)**  
[not required to be submitted with the Bid, but it shall be submitted within ten (10) days after  
receiving the Notice of Award]

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**CONTRACT AGREEMENT**

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

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

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - a. Philippine Bidding Documents (PBDs);
    - i. Drawings/Plans;
    - ii. Specifications;
    - iii. Bill of Quantities;
    - iv. General and Special Conditions of Contract;
    - v. Supplemental or Bid Bulletins, if any;
  - b. Winning bidder’s bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;  
  
Bid form, including all the documents/statements contained in the Bidder’s bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder’s response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity’s bid evaluation;
  - c. Performance Security;
  - d. Notice of Award of Contract and the Bidder’s conforme thereto; and
  - e. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**
3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.

3. The *[Name of the procuring entity]* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

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

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

[Insert Name and Signature]  
[Insert Signatory's Legal Capacity]

for:

[Insert Name and Signature]

[Insert Procuring Entity]  
[Insert Signatory's Legal Capacity]

for:

[Insert Name of Supplier]

**Acknowledgment**

[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.  
x-----x

### Bid Securing Declaration Form Project Identification No: *[Insert Number]*

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any 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 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 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid-Securing Declaration shall cease to be valid on the following circumstances:
  - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
  - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;
  - c. I am/we are declared as 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]

Republic of the Philippines



Government Procurement Policy Board