



SOCIAL SECURITY SYSTEM

PHILIPPINE BIDDING DOCUMENTS

Sixth Edition

Procurement of INFRASTRUCTURE PROJECTS

Government of the Republic of the Philippines

**PROPOSED LEGAL OFFICE AT SSS
PAMPANGA BRANCH AND PROPOSED
RETILING OF MSS WAITING AREA AND
STAIRCASE AT SSS DAU BRANCH**

ITB-SSS-CIVIL-2022-006

SEPTEMBER 2022

A handwritten signature in blue ink, appearing to read 'Emily M. Beltran'.

EMILY M. BELTRAN
TWG Chairperson

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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.

SSS – Social Security System.

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

UN – United Nations.



Section I. Invitation to Bid

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REPUBLIC OF THE PHILIPPINES
SOCIAL SECURITY SYSTEM

East Avenue, Diliman, Quezon City
 Tel. Nos. (632)8709-7198*(632)8920-6446

E-mail: member_relations@sss.gov.ph*Website <http://www.sss.gov.ph>

Invitation to Bid
ITB-SSS-Civil-2022-006

**PROPOSED LEGAL OFFICE AT SSS PAMPANGA BRANCH AND PROPOSED
 RETILING OF MSS WAITING AREA AND STAIRCASE AT SSS DAU BRANCH**

Approved Budget for the Contract (ABC) & Source of Fund	Delivery/ Completion Period	Price of Bid Documents (non- refundable)	Schedule of Activities Date/Time	
			Pre-bid Conference	Deadline of submission and receipt of bids
<p>₱ 957,463.00 Broken down as follows:</p> <p>Item 1: Proposed Legal Office at SSS Pampanga – ₱771,919.00 (Code PAP No. 2022-128)</p> <p>Item 2: Retiling of MSS waiting area and staircase at SSS Dau Branch – P 185,544.00 (Code PAP No. 2022-130)</p> <p>Approved 2022 Corporate Operating Budget - MOOE of the 2022 Annual Procurement Plan</p>	<p>Within One Hundred Twenty (120) calendar days upon receipt of Notice to Proceed and Job Order</p>	<p>₱1,000.00</p>	<p>September 28, 2022 (Wednesday) 2:00pm</p>	<p>October 19, 2022 (Wednesday) 2:30pm</p>

1. The **SOCIAL SECURITY SYSTEM (SSS)** now invites bids for the above Procurement Project. Completion of the Works is required **within One Hundred Twenty (120) calendar days. Bidders should have completed within five (5) years prior to the date of submission and receipt of bids, a contract similar to the Projects.** The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
2. Bids received in excess of the ABC shall be automatically rejected at Bid opening.
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184, otherwise known as the “Government Procurement Reform Act”.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.

4. Interested bidders may obtain further information from SSS and inspect the Bidding Documents at the address in the last item of the ITB from Monday to Friday, 8:00 a.m. to 5:00 p.m.
5. A complete set of Bidding Documents may be acquired by interested Bidders starting **19 September 2022 up to the scheduled submission & receipt of bids** from the address stated in the last item of the ITB and upon payment of the applicable fee for the Bidding Documents, in the amount specified above.

The mode of payment will be on a cash basis payable at the SSS Cash Department, SSS Main Bldg., Ground floor, upon accomplishment of SSS Form R-6. The Bidding Documents shall be received personally by the prospective Bidder or his authorized representative.

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

6. The SSS will hold a Pre-Bid Conference on the date and time specified above at the Bidding Room, 2nd Floor, SSS Main Bldg., East Avenue, Diliman, Quezon City which shall be open to prospective bidders, but attendance shall not be mandatory. To ensure completeness and compliance of bids, bidders are advised to send their authorized technical and/or administrative representatives who will prepare the bid documents.

The Pre-Bid Conference will be conducted through online conference using Microsoft Teams. Kindly e-mail us on or before 27 September 2022, through e-mail address bac@sss.gov.ph, the following:

- a. **Name of the representative and e-mail address; and**
- b. **Technical and administrative queries.**

7. Bids must be duly received by the BAC Secretariat at the Bidding Room, 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City on the deadline specified above. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in the ITB Clause 14.

Bid opening shall be on the date and time specified above at the Bidding Room, 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City. Bids will be opened in the presence of the Bidders' representatives who choose to attend at the address above. Late bids shall not be accepted.

8. References to the dates and times shall be based on Philippine Standard time. Should any of the above dates fall on a holiday, the deadline shall be extended to the same time on the immediately succeeding business day in Quezon City.
9. The SSS reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
10. The SSS assumes no obligation to compensate or indemnify parties for any expense or loss that they may incur as a result of their participation in the procurement process, nor does SSS BAC guarantees that an award will be made as a result of this invitation. Furthermore, the SSS reserves the right to waive any defects or formality in the responses to the eligibility requirements and to this invitation and reserves the right to accept the proposal most advantageous to the agency.

11. For further information, please refer to:

Bids & Awards Committee

The Secretariat

2nd Flr., SSS Main Bldg., East Ave., Diliman, Q.C.
Tel # (632) 8922-1070; 8709-7198 local 5492 & 6382
Email – bac@sss.gov.ph

12. Bidding documents may be downloaded from the PROCUREMENT tab at www.sss.gov.ph starting **19 September 2022.**


**THE CHAIRPERSON
BIDS & AWARDS COMMITTEE**

ref.: itb-sss-civil-2022-006-Projects for Pampanga & Dau



Section II. Instructions to Bidders



1. Scope of Bid

The Procuring Entity, *Social Security System* wishes to receive Bids for the **Various Projects at SSS Pampanga and Dau Branches**, with identification number ITB-SSS-Civil-2022-006.

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 *CY 2022* in the amount of **Nine Hundred Fifty-Seven Thousand Four Hundred Sixty-Three Pesos** (P 957,463.00) broken down as follows:

Item 1: Proposed Legal Office at SSS Pampanga Branch	- ₱771,919.00
Item 2: Retiling of MSS Waiting Area & Staircase at SSS Dau Branch	- ₱185,544.00

2.2. The source of funding is: Approved 2022 Corporate Operating Budget - MOOE with Code PAP numbers 2022-128 & 130 of the 2022 Annual Procurement Plan.

3. Bidding Requirements

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

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

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

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

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

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

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

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

5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.

5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

6. **Origin of Associated Goods**

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

7. **Subcontracts**

7.1. The 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 and either at its physical address **Bidding Room, 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City and/or through online conference using Microsoft Teams** as indicated in paragraph 6 of the **IB**.

9. **Clarification and Amendment of Bidding Documents**

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

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

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

10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

- 10.3. A valid PCAB License is required, and in case of joint ventures, a valid special PCAB License, and registration for the type and cost of the contract for this Project. Any additional type of Contractor license or permit shall be indicated in the **BDS**.
- 10.4. A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the **BDS**.
- 10.5. A List of Contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, must meet the minimum requirements for the contract set in the **BDS**.

11. Documents Comprising the Bid: Financial Component

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

12. Alternative Bids

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

13. Bid Prices

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

14. Bid and Payment Currencies

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



15. Bid Security

- 15.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 15.2. The Bid and bid security shall be valid until one hundred twenty (120) calendar days reckoned from the date of the submission and 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 and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

18. Opening and Preliminary Examination of Bids

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

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

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

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 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	<p>For this purpose, contracts similar to the Projects refers to contracts which have the same major categories of work, which shall be:</p> <p>(a) Comprised of civil-architectural and electrical works as detailed in the Specifications and Bill of Quantities (BOQ) Form, and</p> <p>(b) Completed within (5) five years prior to the submission and opening of bid.</p>									
7.1	Subcontracting is not allowed.									
10.3	<p>PCAB License and Registration:</p> <p>License Category : C & D Size Range : Small B Classification : General Building</p> <p>The bidder shall have at least five (5) years of experience in construction/renovation including specialty works, as indicated in the BOQ and Specifications.</p>									
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="padding: 5px;">Key Personnel</th> <th style="padding: 5px;">Required no. of years of relevant work experience</th> <th style="padding: 5px;">Field of Experience</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Project Engineer/Architect</td> <td style="padding: 5px;">5 years</td> <td style="padding: 5px;">Construction / Renovation Works</td> </tr> <tr> <td style="padding: 5px;">Foreman</td> <td style="padding: 5px;">3 years</td> <td style="padding: 5px;">Construction / Renovation Works</td> </tr> </tbody> </table> <p>Project Engineer/Architect should be PRC-registered engineer / architect in good standing.</p>	Key Personnel	Required no. of years of relevant work experience	Field of Experience	Project Engineer/Architect	5 years	Construction / Renovation Works	Foreman	3 years	Construction / Renovation Works
Key Personnel	Required no. of years of relevant work experience	Field of Experience								
Project Engineer/Architect	5 years	Construction / Renovation Works								
Foreman	3 years	Construction / Renovation Works								
10.5	<p>Major equipment required for the project are as follows:</p> <p>a) Delivery truck b) Hand tools</p>									
12	No further instruction.									
15.1	<p>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</p> <p>a. The amount of not less than Php19,149.26(2% of ABC), if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</p> <p>b. The amount of not less than Php47,873.15(5% of ABC), if bid security is in Surety Bond.</p>									
19.2	Partial bid is not allowed. The infrastructure project is packaged in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.									

20	<p>The Lowest Calculated Bidder shall submit the following:</p> <ol style="list-style-type: none"> 1. Registration certificate from Securities and Exchange Commission (SEC) for corporation including Articles of Incorporation and General Information Sheet (GIS), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document 2. Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas; 3. Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR) 4. Latest Audited Financial Statements 5. Latest income tax return corresponding to the Audited Financial Statements submitted, filed electronically (EFPS); 6. Quarterly VAT (business tax returns) per Revenue Regulations 3-2005 for the last six (6) months prior to the submission and opening of bids filed electronically (EFPS);
21	Not applicable



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



Special Conditions of Contract

GCC Clause	
2	No sectional completion date
3.1	The Procuring Entity shall give possession of all parts of the Site to the Contractor for the duration of the Contract (120 calendar days) which shall commence upon receipt of the Notice to Proceed and Contract/Job Order.
6	Not applicable
7.2	Not applicable
8	<p>Liability of the Contractor</p> <ol style="list-style-type: none"> 1. CONFIDENTIALITY. Neither party shall, without the prior written consent of the other, disclose or make available to any person, make public, or use directly or indirectly, except for the performance and implementation of the works, any confidential information, acquired from an information holder in connection with the performance of this Contract, unless: (i) the information is known to the disclosing party, as evidenced by its written records, prior to obtaining the same from the information holder and is not otherwise subject to disclosure restrictions on the disclosing party, (ii) the information is disclosed to the disclosing party by a third party who did not receive the same, directly or indirectly, from an information holder, and who has no obligation of secrecy with respect thereto, or (iii) required to be disclosed by law. <p>The obligation of confidentiality by both parties, as provided herein, shall survive the termination of the Agreement.</p> <ol style="list-style-type: none"> 2. MERGER AND CONSOLIDATION. In case of merger, consolidation or change of ownership of the CONTRACTOR with other company, it is the responsibility of the surviving company/consolidated company/acquiring entity to inform SSS of the change in corporate structure/ownership. Failure to do so shall translate in such company assuming all liabilities of the acquired/merged company under the Agreement. 3. FORCE MAJEURE. SUPPLIER shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that CONTRACTOR's delay in performance or other failure to perform its obligations under this Agreement is the result of a force majeure. <p>For purposes of this Agreement the terms "force majeure" and "fortuitous event" may be used interchangeably. In this regard, a fortuitous event or force majeure shall be interpreted to mean an event which CONTRACTOR could not have foreseen, or which though foreseen, was inevitable. It shall not include ordinary unfavorable weather conditions; and any other cause the effects of which could have been avoided with the exercise of reasonable diligence by CONTRACTOR. Such events may include, but not limited to, acts of SSS in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.</p> <p>If a force majeure situation arises, CONTRACTOR shall promptly notify SSS in writing of such condition and the cause thereof. Unless otherwise directed by SSS in writing, CONTRACTOR shall continue to perform its obligations under this Agreement as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure.</p>



4. **NON-ASSIGNMENT.** CONTRACTOR shall not assign its rights or obligations under this Agreement, in whole or in part, except with SSS's prior written consent. CONTRACTOR shall not subcontract in whole or in part the PROJECT and deliverables subject of this Agreement without the written consent of SSS.
5. **WAIVER.** Failure by either party to insist upon the other strict performance of any of the terms and conditions hereof shall not be deemed a relinquishment or waiver of any subsequent breach or default of the terms and conditions hereof, which can only be deemed made if expressed in writing and signed by its duly authorized representative. No such waiver shall be construed as modification of any of the provisions of the Agreement or as a waiver of any past or future default or breach hereof, except as expressly stated in such waiver.
6. **CUMULATIVE REMEDIES.** Any and all remedies granted to the parties under the applicable laws and the Contract shall be deemed cumulative and may therefore, at the sole option and discretion, be availed of by the aggrieved party simultaneously, successively, or independently.
7. **NO EMPLOYER-EMPLOYEE RELATIONSHIP.** It is expressly and manifestly understood and agreed upon that the employees of CONTRACTOR assigned to perform the PROJECT are not employees of SSS. Neither is there an employer-employee relationship between SSS and CONTRACTOR.

The Agreement does not create an employer-employee relationship between SSS and the CONTRACTOR including its personnel; that the services rendered by the personnel assigned by CONTRACTOR to SSS in the performance of its obligation under the contract do not represent government service and will not be credited as such; that its personnel assigned to SSS are not entitled to benefits enjoyed by SSS' officials and employees such as Personal Economic Relief Allowance (PERA), Representation and Transportation Allowance (RATA), ACA, etc.; that these personnel are not related within the third degree of consanguinity or affinity to the contracting officer and appointing authority of SSS; that they have not been previously dismissed from the government service by reason of an administrative case; that they have not reached the compulsory retirement age of sixty-five (65); and that they possess the education, experience and skills required to perform the job. The CONTRACTOR hereby acknowledges that no authority has been given by SSS to hire any person as an employee of the latter. Any instruction given by SSS or any of its personnel to CONTRACTOR's employees are to be construed merely as a measure taken by the former to ensure and enhance the quality of project performed hereunder. The CONTRACTOR shall, at all times, exercise supervision and control over its employees in the performance of its obligations under the contract.

8. **PARTNERSHIP.** Nothing in the contract shall constitute a partnership between the parties. No party or its agents or employees shall be deemed to be the agent, employee or representative of any other party.
9. **COMPLIANCE WITH SS LAW.** CONTRACTOR shall report all its employees to SSS for coverage and their contributions, as well as, all amortizations for salary/education/calamity and other SSS loans shall be updated. Should CONTRACTOR fail to comply with its obligations under the provisions of the SS Law and Employees' Compensation Act, SSS shall have the authority to deduct any unpaid SS and EC contributions, salary, educational, emergency and/or calamity loan amortizations, employer's liability for damages, including interests and penalties from CONTRACTOR's receivables under this Agreement.

Further, prescription does not run against SSS for its failure to demand SS contributions or payments from CONTRACTOR. Moreover, CONTRACTOR shall forever hold in trust SS contributions or payments of its employees until the same is fully remitted to SSS.

10. COMPLIANCE WITH LABOR LAWS. CONTRACTOR, as employer of the personnel assigned to undertake the PROJECT, shall comply with all its obligations under existing laws and their implementing rules and regulations on the payment of minimum wage, overtime pay, and other labor-related benefits as well as remittances or payment of the appropriate amount or contributions/payment (SSS, EC, Pag-IBIG, PhilHealth and taxes) with concerned government agencies/offices.

It is agreed further, that prior to the release of any payment by SSS to SUPPLIER, its President or its duly authorized representative, shall submit a sworn statement that all monies due to all its employees assigned to the PROJECT as well as benefits by law and other related labor legislation have been paid by CONTRACTOR and that he/she assumed full responsibility thereof.

11. COMPLIANCE WITH TAX LAWS. CONTRACTOR shall, in compliance with tax laws, pay the applicable taxes in full and on time and shall regularly present to SSS within the duration of the Contract, tax clearance from the Bureau of Internal Revenue (BIR) as well as copy of its income and business tax returns duly stamped by the BIR and duly validated with the tax payments made thereon. Failure by CONTRACTOR to comply with the foregoing shall entitle SSS to suspend payment of the Contract Price.

As required under Executive Order (EO) 398, s. 2005, CONTRACTOR shall submit income and business tax returns duly stamped and received by the BIR, before entering and during the duration of this Agreement. CONTRACTOR, through its responsible officer, shall also certify under oath that it is free and clear of all tax liabilities to the government. CONTRACTOR shall pay taxes in full and on time and that failure to do so will entitle SSS to suspend or terminate this Agreement.

12. LIQUIDATED DAMAGES. If CONTRACTOR fails to satisfactorily deliver any or all of the Goods and/or to perform the Services within the period(s) specified in the PBD inclusive of duly granted time extensions if any, SSS shall, without prejudice to its other remedies under this Agreement and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay until actual delivery or performance. Once the amount of liquidated damages reaches ten percent (10%), SSS may rescind or terminate this Agreement, without prejudice to other courses of action and remedies open to it.

13. HOLD FREE and HARMLESS. SUPPLIER agrees to defend, indemnify, and hold SSS free and harmless from any and all claims, damages, expenses, fines, penalties and/or liabilities of whatever nature and kind, whether in law or equity, that may arise by reason of the implementation of the Agreement. In addition,

CONTRACTOR agrees to indemnify SSS for any damage as a result of said implementation.



	<p>SUPPLIER hereby assumes full responsibility for any injury, including death, loss or damage which may be caused to SSS' employees or property or third person due to CONTRACTOR's employees' fault or negligence, and further binds itself to hold SSS free and harmless from any of such injury or damage. SSS shall not be responsible for any injury, loss or damage which CONTRACTOR or any of its employees may sustain in the performance of CONTRACTOR's obligations under this Agreement.</p> <p>14. SETTLEMENT OF DISPUTES. If any dispute or difference of any kind whatsoever shall arise between SSS and CONTRACTOR in connection with or arising out of this Agreement, the Parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.</p> <p>If after thirty (30) days, the Parties have failed to resolve their dispute or difference by such mutual consultation, then either SSS or CONTRACTOR may give notice to the other Party of its intention to commence arbitration, in accordance with RA No. 876, otherwise known as the "Arbitration Law" and RA No. 9285, otherwise known as the "Alternative Dispute Resolution Act of 2004," in order to settle their disputes.</p> <p>No arbitration in respect of this matter may be commenced unless such notice is given.</p> <p>Notwithstanding any reference to arbitration herein, the Parties shall continue to perform their respective obligations under this Agreement unless they otherwise agree.</p> <p>15. VENUE OF ACTIONS. In the event court action is necessary in order to promote Arbitration, such action shall be filed only before the proper courts of Quezon City, to the exclusion of all other venues.</p> <p>16. GOVERNING LAW. The Agreement shall be governed by and interpreted according to the laws of the Republic of the Philippines.</p> <p>17. AMENDMENTS. This Agreement may be amended only in writing and executed by the parties or their duly authorized representatives.</p> <p>18. SEPARABILITY. If any one or more of the provisions contained in the contract or any document executed in connection herewith shall be invalid, illegal or unenforceable in any respect under any applicable law, then: (i) the validity, legality and enforceability of the remaining provisions contained herein or therein shall not in any way be affected or impaired and shall remain in full force and effect; and (ii) the invalid, illegal or unenforceable provision shall be replaced by the parties immediately with a term or provision that is valid, legal and enforceable and that comes closest to expressing the intention of such invalid illegal or unenforceable term of provision.</p> <p>19. BINDING EFFECT. The Agreement shall be binding upon the Parties hereto, their assignee/s and successor/s-in-interest.</p>
10	Dayworks are applicable at the rate shown in the Contractor's original Bid.
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within five (5) calendar days after the conduct of pre-construction meeting.
11.2	<p>The period between Program of Work updates is seven (7) calendar days.</p> <p>The amount to be withheld for late submission of an updated Program of Work is ten percent (10%) of the cost of accomplishment of the progress billing, on top of applicable ten percent (10%) retention money.</p>



13	The amount of the advance payment is 15% of the total contract price to be deducted in a pro-rated basis every Progress Billing.								
14	<p>Progress payment may be made in three (3) billings and upon written request by the Contractor, following the matrix below:</p> <table border="1" data-bbox="375 379 1308 782"> <thead> <tr> <th data-bbox="375 379 688 459">PROGRESS PAYMENT</th> <th data-bbox="688 379 1308 459">BASIS OF PAYMENT</th> </tr> </thead> <tbody> <tr> <td data-bbox="375 459 688 526">1st Billing</td> <td data-bbox="688 459 1308 526">20% or more work accomplishment.</td> </tr> <tr> <td data-bbox="375 526 688 594">2nd Billing</td> <td data-bbox="688 526 1308 594">75% or more work accomplishment</td> </tr> <tr> <td data-bbox="375 594 688 782">3rd or Final Billing</td> <td data-bbox="688 594 1308 782">One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the Procuring Entity's Representative</td> </tr> </tbody> </table> <p>Materials and equipment delivered on the site but not completely put in place shall not be included for payment.</p>	PROGRESS PAYMENT	BASIS OF PAYMENT	1 st Billing	20% or more work accomplishment.	2 nd Billing	75% or more work accomplishment	3 rd or Final Billing	One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the Procuring Entity's Representative
PROGRESS PAYMENT	BASIS OF PAYMENT								
1 st Billing	20% or more work accomplishment.								
2 nd Billing	75% or more work accomplishment								
3 rd or Final Billing	One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the Procuring Entity's Representative								
15.1	The date by which “as built” drawings are required is within two (2) weeks after the completion of the project.								
15.2	The amount to be withheld for failing to produce “as built” drawings and/or operating and maintenance manuals by the date required is ten percent (10%) of the Contract Price.								



Section VI. Specifications



Project : **PROPOSED LEGAL OFFICE AT SSS PAMPANGA**
Location : **DMGC, Brgy. Maimpis, City of San Fernando, Pampanga**
Subject : **SCOPE OF WORKS and MATERIAL SPECIFICATIONS**

I. SCOPE OF WORKS

The work contemplated under this contract shall consist of furnishing of all materials, labor, tools and equipment, permits including the satisfactory performance of all work necessary for the complete execution of the plans, specification and other contract documents. The following are the scope of works.

1. GENERAL REQUIRMENTS
 - 1.1 Mobilization and Demobilization.
 - 1.2 Processing and securing permits. (for stay in workers)
 - 1.3 Temporary facilities and Board-up.
2. SITE PREPARATION
 - 2.1 Installation of Temporary Enclosure for the affected areas.
 - 2.2 Demolition/Dismantling/Removal of existing wall partitions, kitchen counter, door/jamb and steel window.
 - 2.3 Dismantling/ Removal of existing ceiling. (Fiber Cement Board & light metal frames, lighting assembly & others)
 - 2.4 Removal/Chipping of existing floor, wall Tiles and Vinyl Tiles.
3. MASONRY WORKS
 - 3.1 Constructions of wall using 4" for interior wall and 6" CHB for exterior wall with 10mmØ RSB, #16 G.I. Wire and Cement, Sand Mixture for masonry works. (see plans for details)
 - 3.2 Plaster wall in smooth plain finished.
 - 3.3 Construction Kitchen Sink Counter using 10mmØ RSB, #16 G.I. Wire and Cement, Sand, Gravel Mixture for concrete works. (see plans for details)
4. CARPENTRY WORKS
 - 4.1 Constructions of Drywall Partitions using 6mm thk. Fiber Cement Board on metal framing. (see plans for details)
 - 4.2 Construction of Ceiling using 4.5mm thk. Fiber Cement Board on metal framing. (see plans for details)
 - 4.3 Fabrication of Pantry cabinet, Pigeon hole cabinet and Built-in cabinets. (see plans for details)
5. ARCHITECTURAL FINISHES
 - 5.1 Installation of Polished Natural Granite Counter. (see plans for details)
 - 5.2 Re-painting of walls and other architectural accessories.
 - 5.3 Installation of 600X600mm Acoustic Ceiling Board on CMT powder coated Aluminum Frame System as indicated In the Plans.
 - 5.4 Installation of floor tiles using 600mmX600mm Polished Synthetic Granite Tiles, Tile Adhesive and Tile Grout. (see plans for details)
 - 5.5 Installation of wall tiles using 400mmX200mm Ceramic Tiles for exterior accent wall (see plans for details)
 - 5.6 Installation of 600mmx300mm Tiles for Floor and Wall of the Comfort room.
 - 5.7 Installation of 600mmx300mm Tiles for Counter backsplash.
6. DOORS and WINDOWS
 - 6.1 Supply and Installation of Glass Doors and Wood Doors with complete hardware and accessories. (see plans for details)
 - 6.2 Supply and Installation of Windows on powder coated aluminum frames. (see plans for details)
 - 6.3 Supply and Installation of Glass partition on powder coated aluminum frames. (see plans for details)
7. PAINTING WORKS
 - 7.1 Painting of drywall partitions including base paint.
 - 7.2 Painting of new masonry wall, all cracks, holes and other defects are covered with masonry putty.
 - 7.3 Painting of existing masonry wall, all cracks, holes and other defects are covered with wall putty.
 - 7.4 Painting of wood doors and jamb using wood primer, wood putty and aqua quick dry enamel.
 - 7.5 Painting of cabinets using wood primer, wood putty and aqua quick dry enamel.
 - 7.6 Repainting of Roof sheeting using roof paint.
 - 7.7 Application of Cementitious Waterproofing for the exterior firewall.
8. SPECIALTY WORKS
 - 8.1 Supply and Installation of frosted sticker. (see plans for details)
 - 8.2 Supply and Installation of Acrylic signage. (see plans for details)



9. PLUMBING and SANITARY WORKS
 - 9.1 Removal of existing Plumbing fixtures.
 - 9.2 Installation of new water and sanitary line and tap to existing line.
 - 9.3 Installation of other plumbing materials and fixtures.

10. ELECTRICAL WORKS
 - 10.1 Roughing-Ins (all electrical PVC conduits should be embedded on floor and wall).
 - 10.2 Installation of new electrical wires, wire ways and conduit for lighting lines, normal and UPS power lines.
 - 10.3 Installation of new wiring devices such as Convenience outlet (normal & UPS line), Lighting switches, Lighting fixtures, Emergency lights and Exhaust fan as indicated in the plans.
 - 10.4 Installation of smoke and heat detector for the Fire Detection System.
 - 10.5 Complete of Testing of Electrical Power.

11. STRUCTURED CABLING WORKS
 - 11.1 Roughing-Ins (all electrical PVC conduits should be embedded on floor and wall).
 - 11.2 Installation of new cable wires, wire ways and conduit.
 - 11.3 Installation of new devices Ethernet wall plate.
 - 11.4 Complete of testing and commissioning.

II. MATERIAL SPECIFICATION

PARTICULARS	DESCRIPTION	REMARKS
1. MASONRY WORKS a. Concrete Hollow Block b. Portland Cement c. Reinforced Steel Bar	- 4" and 6" thk. with Class "A" mortar - ASTM C 150 type 1 normal Portland cement in 40 kg - 10mmØ Deformed Bar	- non load bearing - Holcim or approved equivalent - high grade deformed bars FY-40kips
2. CARPENTRY WORKS 2.1. WALL a. Fiber Cement Board b. Metal Studs c. Metal Tracks 2.2. CEILING a. Fiber Cement Board b. Metal Furring c. Carrying Channel d. Wall Angle e. W-Clip 2.3 CABINETS a. Plywood b. Laminated Board c. PVC edging d. Concealed Hinges e. Lid Stay f. Cabinet Handle	- 4.5mm thk. -76mmX50mmX0.80mm thk. (3.0m length) -76mmX50mmX0.80mm thk. (3.0m length) - 4.5mm thk. - 50mmX19mmX0.50mm. thk. (5.00m length) -38mmX12mmX0.50mm. thk. (5.00m length) -25mmX25mmX0.50mm. thk. (2.40m length) -0.50mm thk - ¾"thk. Marine Plywood - ¾"thk. Laminated Board - 1mmX22mm PVC edging - automatic closing spring - mechanical bracket - 8" stainless steel handle	- Hardieflex by James Hardie - JEA MAXX by JEA Steel or approve equivalent - JEA MAXX by JEA Steel or approve equivalen - Hardieflex by James Hardie - JEA MAXX by JEA Steel or approve equivalent - JEA MAXX by JEA Steel or approve equivalent - JEA MAXX by JEA Steel or approve equivalent - JEA MAXX by JEA Steel or approve equivalent - submit sample for approval - submit sample for approval - submit sample for approval - Hafele or approved equivalent - Hafele or approved equivalent - Hafele or approved equivalent

<p>3. ARCHITECTURAL FINISHES</p> <p>3.1. ACOUSTIC CEILING</p> <p>a. Acoustic Ceiling Board</p> <p>b. CMT - Main Tee</p> <p>c. CMT - Cross Tee</p> <p>d. CMT - Wall Angle</p> <p>3.2. TILING</p> <p>a. Polished Granite Tiles</p> <p>d. Ceramic Floor Tiles</p> <p>c. Ceramic Wall Tiles</p> <p>d. Natural Granite Countertop</p> <p>e. Tile Adhesive</p> <p>f. Tile Grout</p> <p>g. Portland Cement</p>	<p>- 2'X2'X16mm thk., Fine Fissured Type</p> <p>- 1"X1½"X12'L, powder coated</p> <p>- 1"X1½"X2'L, powder coated</p> <p>- 1"X1"X10'L, powder coated</p> <p>- 600mmX600mm, synthetic</p> <p>- 300mmX600mm, unglazed</p> <p>- 300mmX600mm, glazed</p> <p>- ¾"thk. Natural Granite Slab</p> <p>- 25kg./bag, Heavy Duty, white</p> <p>- 2kg./bags</p> <p>- ASTM C 150 type 1 normal Portland cement in 40 kg</p>	<p>- Armstrong or approved equivalent</p> <p>- Armstrong or approved equivalent</p> <p>- Armstrong or approved equivalent</p> <p>- Armstrong or approved equivalent</p> <p>- Mariwasa or approved equivalent</p> <p>- Mariwasa or approved equivalent</p> <p>- Mariwasa or approved equivalent</p> <p>- submit sample for approval</p> <p>- ABC Tile Adhesive or approved equivalent</p> <p>- ABC Tile Grout or approved equivalent</p> <p>- Holcim or approved equivalent</p>
<p>4. DOORS, WINDOWS and PARTITION</p> <p>a. Glass Door GD 01</p> <p>b. Wood Door WD 01</p> <p>c. Wood Door WD 02</p> <p>d. Wood Door WD 03</p> <p>e. Door Closer</p> <p>f. Window WDO 01</p> <p>g. Window WDO 02</p> <p>h. Glass Partition</p>	<p>- (900x1200) mm Frameless Single Leaf Door 12mm thk. Tempered clear glass w/ frosted vinyl sticker w/ stainless steel handle</p> <p>- (800x2100)mm Flush Hollow Core Wood Door, Lever Type Lockset, Door, Stainless steel hinges with bearing complete with hardware and accessories</p> <p>- (700x2100)mm Flush Hollow Core Wood Door with glass view and frosted sticker, Bottom louver, Lever Type Lockset, Door closer, Stainless steel handle with bearing complete with hardware and accessories</p> <p>- (700x2100)mm Flush Hollow Core Wood Door, Bottom louver, Lever Type Lockset, Door closer, Stainless steel handle with bearing complete with hardware and accessories</p> <p>- Automatic with built-in hold open function</p> <p>- (Awning and Fixed) 6mm thk. Clear Glass with Frosted vinyl sticker and SSS logo on powder coated aluminium frames</p> <p>- (Sliding and Fixed) 6mm thk. Clear Glass with Frosted vinyl sticker and SSS logo on powder coated aluminum frames</p> <p>- (Awning and Fixed) 6mm thk. Clear Glass with Frosted vinyl sticker and SSS logo on powder coated aluminum frames</p>	<p>- Brother aluminium frame or approve equivalent</p> <p>- Yale or approved equivalent</p> <p>- Tanguile KD termite treated door jamb</p> <p>- Yale or approved equivalent</p> <p>- Tanguile KD termite treated door jamb</p> <p>- Yale or approved equivalent</p> <p>- Tanguile KD termite treated door jamb</p> <p>- Yale or approved equivalent</p> <p>- Brother aluminium frame or approve equivalent</p> <p>- Brother aluminium frame or approve equivalent</p> <p>- Brother aluminum frame or approve equivalent</p>
<p>5. PAINTING WORKS</p> <p>5.1 WALL</p> <p>a. Primer Latex</p> <p>b. Semi-Gloss Latex</p> <p>d. Masonry Putty</p> <p>e. Masonry Neutralizer</p> <p>5.2 CEILING</p>	<p>- apply 2 coats flat latex primer</p> <p>- ready mix paint, apply 2-3 coats semi-gloss latex for final coating of desired sheen by brush, roller or spray</p> <p>- Fill all cracks and holes</p> <p>- Fill all minor surface imperfections</p> <p>- apply masonry neutralizer</p>	<p>- Davies or approved equivalent</p> <p>- Davies or approved equivalent</p> <p>- Davies or approved equivalent</p> <p>- Davies Neutralizer or approved equivalent</p>

a. Flat Wall Enamel	- apply 2 coats flat wall enamel	- Davies Flatwall Enamel or approved equivalent
b. Ficem Board Putty	- Jointing compound/ Fill all cracks and holes	- Hardiflex Putty or approved equivalent
5.2 DOORS, JAMB, CABINETS		
a. Wood Putty	-Fill all cracks and holes	- Davies or approved equivalent
b. Aqua enamel	- water based 100% acrylic quick dry enamel	- Davies or approved equivalent
c. Wood Timber Primer	- acrylic water based wood primer	- Davies or approved equivalent
d. Wood Spot Putty	- Fill all minor surface imperfections for woods	- Davies or approved equivalent
5.4 OTHERS		
a. Roof Paint	apply 2-3 coats roof paint of desired sheen by brush, roller or spray	- Davies or approved equivalent
b. Waterproofing	- apply 2-3 coats of cementitious waterproofing system	-Powermix by Bostik or approved equivalent
6. SPECIALTY WORKS		
a. Glass Stickers	- Frosted Vinyl Sticker (see detailed plan)	- submit sample for approval
b. Acrylic Signage	- ¼" thk. Acrylic backing	- submit sample for approval
7. PLUMBING and SANITARY WORKS		
7.1 FIXTURE & KITCHEN SINK		
a. Water Closet with seat cover and Lavatory Wall Hung(semi pedestal) with complete accessories (tissue holder, faucet, p-trap, pop-up drain, angle valve, flexible hose)	- Pck Simplicity FL Premier Suite P2353 WT601 white	- American Standard or approved equivalent
b. Urinal with Push Valve	- AMSD/Urinal - mini washbrook white with strainer and flush valve.	- American Standard or approved equivalent
c. Kitchen Sink with complete fittings and accessories	- Crown YH626C (YH212D) single bowl, single hole stainless steel (446mm x 440mm x 160mm) Satin Finish - kitchen faucet (movable gooseneck type with lever knob) - angle valve (½ x ½ Brass Type) - flexible hose (½ x ½ Stainless Steel) - Sink Strainer and P-trap brass type	- Crown Sink or approved equivalent - Meco Brand or approved equivalent - Meco Brand or approved equivalent - Meco Brand or approved equivalent - Meco Brand or approved equivalent
7.2 WATER		
a. Piping and Fittings	- ½" PPR Pipe– PN10	- Neltex or approved equivalent
b. Floor Drain	- 4"X4" stainless steel floor drain with detachable strainer	- US Brand Heavy Duty
7.3 SEWER		
a. Piping and Fittings	- 2" PVC Pipe Series 1000 - 4" PVC Pipe Series 1000	- Neltex or approved equivalent
b. PVC Pipe Cement	- for jointing pipes and fittings	- Neltex or approved equivalent

8. ELECTRICAL WORKS a. Electrical Wire b. PVC Conduit c. Utility Box d. Junction Box e. Lighting Fixture f. Switches and Outlets	- 3.5mm ² THHN/THWN stranded wire - 5.5mm ² THHN/THWN stranded wire - 20mmØ PVC Pipe - 2"x4" Deep Type , - 4"x4" Surface Type with cover, - Troffer type lighting fixture, size (1200x600)mm - Flush type, complete with plate and cover	- Phelps Dodge or approved equivalent - Neltex or approved equivalent - GA #18 metal or approved equivalent - GA #18 metal or approved equivalent - submit sample for approval - Panasonic or approved equivalent
9. STRUCTURED CABLING WORKS a. CAT 5e b. Ethernet Wall Plate	- 4 pair UTP cable, Stranded, 305m - 2port, RJ45	- submit sample for approval - submit sample for approval

Materials and work deemed necessary to complete the project but not specifically mentioned in the Specification, working drawings or in the other contract documents are inferred and shall be supplied, installed and rendered by the contractor without extra cost to the owner. Such materials shall be of the highest quality available, installed and applied in workmanlike manner at prescribe or appropriate locations.

A. WORKMANSHIP

The work throughout shall be executed in the best and most thorough manner under the direction of and the satisfaction of the SSS Engineer or Representative who will interpret the meaning of the drawings and shall have the authority to reject any works and materials, which in their judgement, are not in full accordance therewith.

B. SITE EXAMINATION

Prospective bidders are required to conduct site inspection to determine all incidental, materials and activities that are necessary to be furnished and executed to complete the project. Examine the site premises and all condition apparent and visible therein. Consider all such conditions that may affect work. Measure every existing work/structure at site. Verify all given dimensions and deviations in the plans/drawings and Bill of Quantities. It shall be understood that the work covers all exposed external surfaces regardless of measurements made.

C. PROTECTION OF WORK AND PROPERTY

The contractor shall ensure the protection of existing structures from damage. Should damage be done, the contractor shall have full responsibility on the restoration or replacement of the same. Place warning signs where work is being undertaken. Remove work materials damaged by failure to provide protection. Replace with new work materials at no extra cost to the Owner.

D. SUBMITTALS

The Contractor shall submit samples of finishes, furnished materials and equivalent materials for approval by the Engineering and Maintenance Department prior to installation/application.

E. CLEANING

Leave premises clean, neat and orderly. Remove all stains, spots, blemishes, soil dirt from all finished work. Remove all excess materials, tools, equipment and supplies out of the SSS premises during the progress of work and upon completion of work.

F. WARRANTY

The liability period of the Project shall be one (1) year from the Contract Completion up to the Final Acceptance by the SSS. During this period, the Contractor shall, at his own expense, undertake the repair works of any damage to the project on account of the use of materials of inferior quality within ninety (90) days from the time the SSS has issued an order to undertake repair.

Project : **RETILING OF MSS WAITING AREA AND STAIRCASE AT SSS DAU BRANCH**
 Location : **G/F & 2/F, Puregold Dau Building., McArthur Highway, Dau, Mabalacat City, Pampanga**
 Subject : **SCOPE OF WORKS and MATERIAL SPECIFICATIONS**
 Date : **June 9, 20**

I. SCOPE OF WORKS

The work contemplated under this contract shall consist of furnishing of all materials, labor, tools and equipment, permits including the satisfactory performance of all work necessary for the complete execution of the plans, specification and other contract documents. The following are the scope of works.

- 12. GENERAL REQUIRMENTS
 - 12.1 Mobilization and Demobilization
- 13. SITE PREPARATION
 - 13.1 Movement of affected furniture.
 - 13.2 Removal of existing Vinyl Tiles.
 - 13.3 Hauling and Disposal of Debris and Waste Materials.
- 14. ARCHITECTURAL FINISHES
 - 14.1 Levelling and Grouting of uneven floor finished using Portland cement and sand mixture.
 - 14.2 Installation of 600mmX600mm Polished Synthetic Granite Tiles using Tile Adhesive for the MSS waiting area. (see plans for details)
 - 14.3 Installation of 600mmX600mm Polished Synthetic Granite Tiles using Tile Adhesive for the stair and second floor landing. (see plans for details)
 - 14.4 Installation of 300mmX600mm Non-Skid Synthetic Granite Tiles using Tile Adhesive for the stair Tread and Riser. (see plans for details)
 - 14.5 Installation of aluminum stair nosing. (see plans for details)
 - 14.6 Provide ramp at the main entrance door and 2nd floor area. (see plans for details)
- 15. GLASS DOORS, GLASS PANELS and DRYWALL PARTITION
 - 15.1 Removal, Repairs and Reinstallation of Glass Doors - Main Door and Self-Service Express terminal Door (lift up and adjustment of transom door)
 - 15.2 Replacement defective necessary fitting, lockset and accessories to complete the reinstallation of glass doors.
 - 15.3 Removal and Repair of Glass Panels at the Second Floor level.
 - 15.4 Installation of drywall partition using steel framing and fiber cement board.
- 16. PAINTING WORKS
 - 16.1 Application of cementitious waterproofing for the exterior part of drywall.
 - 16.2 Painting of the newly installed drywall partition including base paint.
 - 16.3 Re-painting of affected wall from the retiling.

II. MATERIAL SPECIFICATION

PARTICULARS	DESCRIPTION	REMARKS
1. ARCHITECTURAL WORKS		
a. Polished Synthetic Granite Tiles	- 600mmX600mm, Polished Synthetic Granite Tiles	- Basel ivory or approved equivalent
b. Non-Slid Synthetic Granite Tiles	- 300mmX600mm, Polished Synthetic Granite Tile	- Basel ivory or approved equivalent
b. Tile Adhesive	- 2kgs./bag	- ABC Tile Adhesive or approved equivalent
c. Tile Grout	- ASTM C 150 type 1 normal Portland cement in 40 kg	- ABC Tile Grout or approved equivalent
d. Portland Cement		- Holcim or approved equivalent
2. DRYWLL PARTITION		
a. Fiber Cement Board	- 4.5mm thk.	- Hardieflex by James Hardie
b. Metal Studs	-76mmX50mmX0.80mm thk. (3.0m length)	- JEA MAXX by JEA Steel
c. Metal Tracks	-76mmX50mmX0.80mm thk. (3.0m length)	- JEA MAXX by JEA Steel
3. PAINTING WORKS		
a. Primer Latex	- apply 2 coats flat latex primer	- Davies Primer Latex or approved equivalent

b. Semi-Gloss Latex	- apply 2-3 coats semi-gloss latex for final coating of desired sheen by brush or roller	- Davies MCS Semi-gloss Latex Ready Mix) or approved equivalent
c. Masonry Putty	- Fill all cracks and holes	- Davies Masonry Putty or approved equivalent
d. Waterproofing	- Fill all minor surface imperfections -apply 2-3 coats of cementitious waterproofing system	- Powermix by Bostik or approved equivalent

Materials and work deemed necessary to complete the project but not specifically mentioned in the Specification, working drawings or in the other contract documents are inferred and shall be supplied, installed and rendered by the contractor without extra cost to the owner. Such materials shall be of the highest quality available, installed and applied in workmanlike manner at prescribe or appropriate locations.

G. WORKMANSHIP

The work throughout shall be executed in the best and most thorough manner under the direction of and the satisfaction of the SSS Engineer or Representative who will interpret the meaning of the drawings and shall have the authority to reject any works and materials, which in their judgement, are not in full accordance therewith.

H. SITE EXAMINATION

Prospective bidders are required to conduct site inspection to determine all incidental, materials and activities that are necessary to be furnished and executed to complete the project. Examine the site premises and all condition apparent and visible therein. Consider all such conditions that may affect work. Measure every existing work/structure at site. Verify all given dimensions and deviations in the plans/drawings and Bill of Quantities. It shall be understood that the work covers all exposed external surfaces regardless of measurements made.

I. PROTECTION OF WORK AND PROPERTY

The contractor shall ensure the protection of existing structures from damage. Should damage be done, the contractor shall have full responsibility on the restoration or replacement of the same. Place warning signs where work is being undertaken. Remove work materials damaged by failure to provide protection. Replace with new work materials at no extra cost to the Owner.

J. SUBMITTALS

The Contractor shall submit samples of finishes, furnished materials and equivalent materials for approval by the Engineering and Maintenance Department prior to installation/application.

K. CLEANING

Leave premises clean, neat and orderly. Remove all stains, spots, blemishes, soil dirt from all finished work. Remove all excess materials, tools, equipment and supplies out of the SSS premises during the progress of work and upon completion of work.

L. WARRANTY

The liability period of the Project shall be one (1) year from the Contract Completion up to the Final Acceptance by the SSS. During this period, the Contractor shall, at his own expense, undertake the repair works of any damage to the project on account of the use of materials of inferior quality within ninety (90) days from the time the SSS has issued an order to undertake repair.

Section VII. Drawings





1 EXISTING IMAGE
A0/A0 SCALE NTS



2 EXTERIOR PERSPECTIVE
A0/A0 SCALE NTS



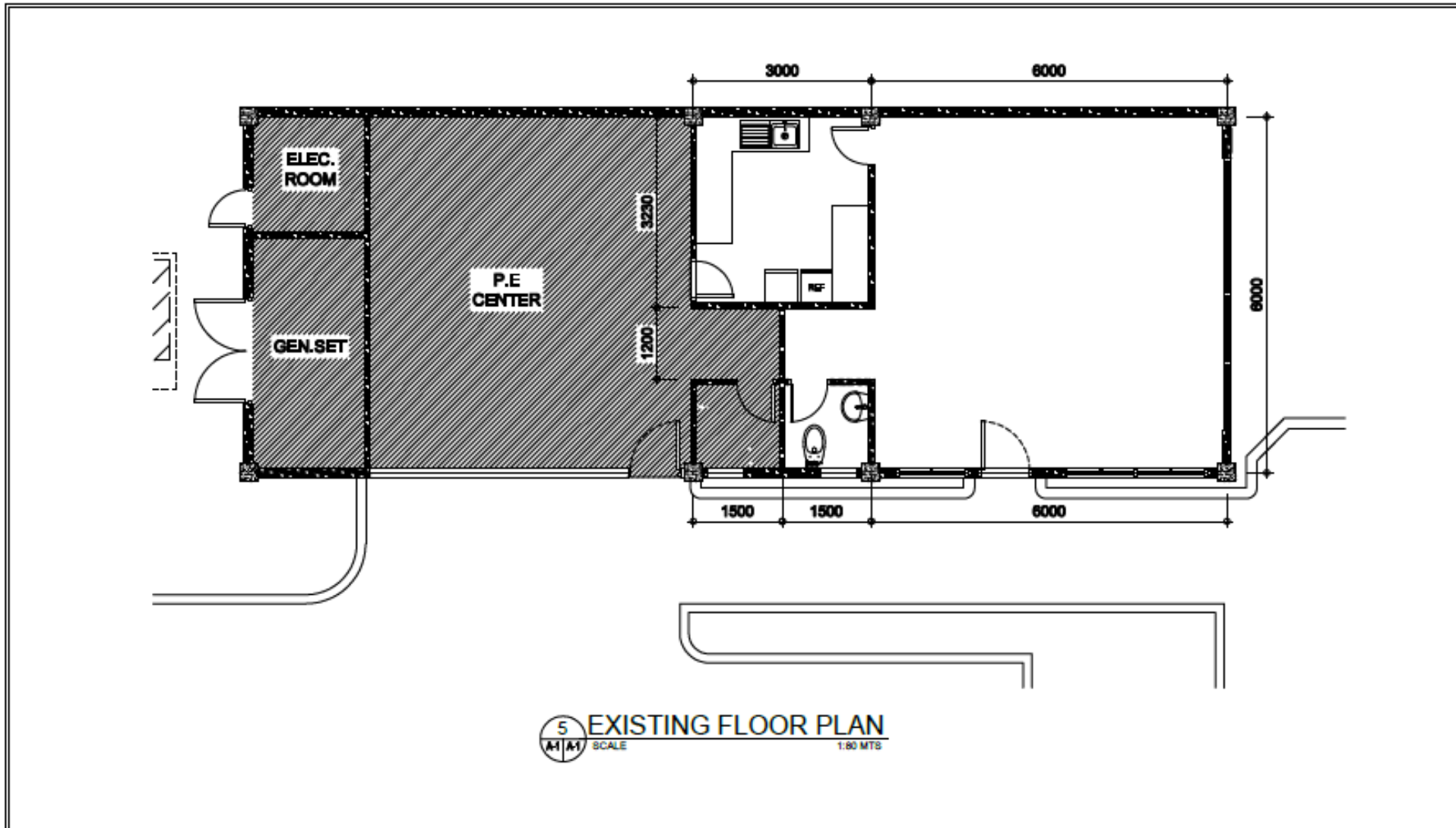
3 VICINITY MAP
A0/A0 SCALE NTS



4 LOCATION MAP
A0/A0 SCALE NTS

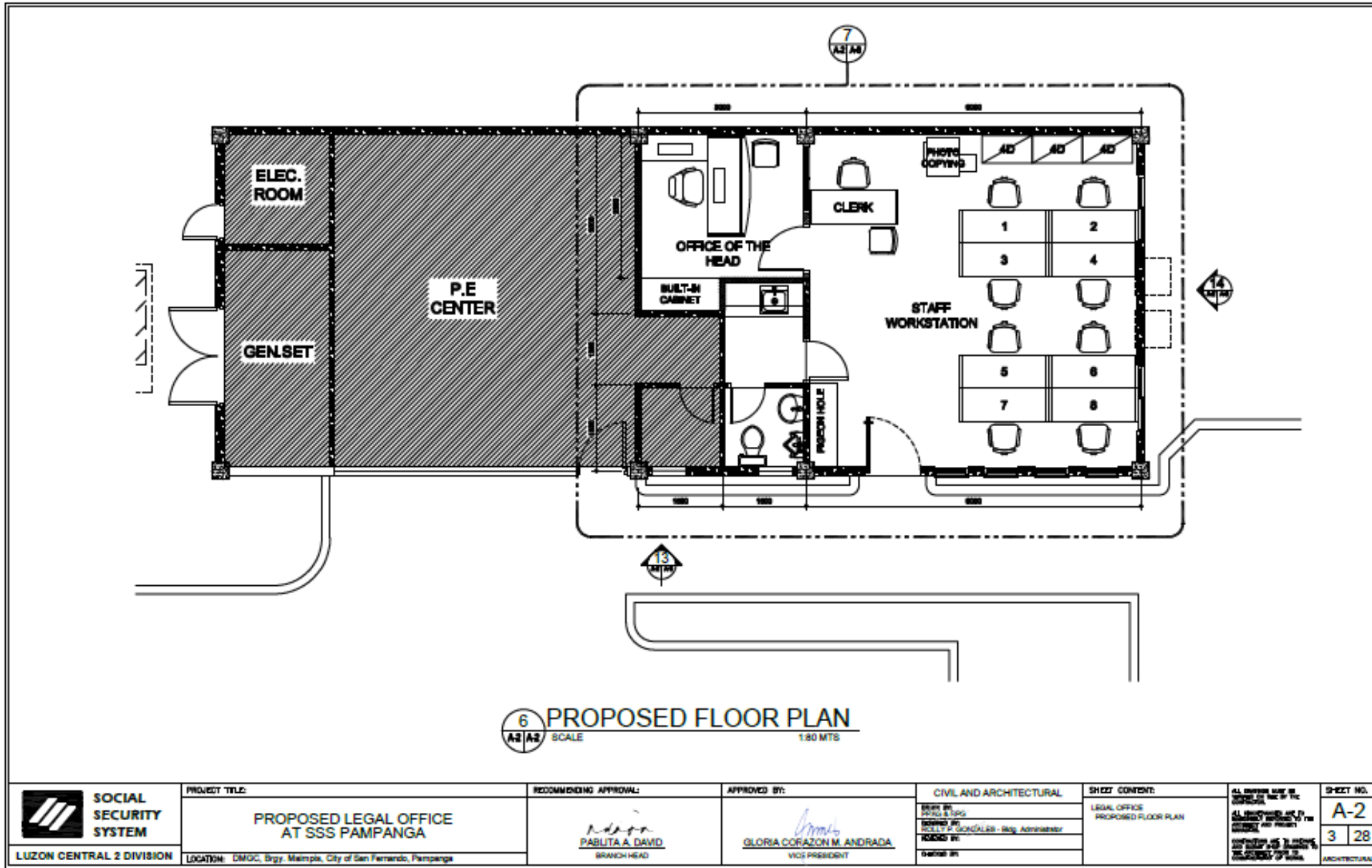
<p>SOCIAL SECURITY SYSTEM</p> <p>LUZON CENTRAL 2 DIVISION</p>	<p>PROJECT TITLE:</p> <p>PROPOSED LEGAL OFFICE AT SSS PAMPANGA</p>	<p>RECOMMENDING APPROVAL:</p> <p><i>[Signature]</i> PABLITA A. DAVID BRANCH HEAD</p>	<p>APPROVED BY:</p> <p><i>[Signature]</i> GLORIA COFAZON M. ANDRADA VICE PRESIDENT</p>	<p>CIVIL AND ARCHITECTURAL</p> <p>DESIGN BY: RRR</p> <p>DESIGNED BY: ROBERT P. GONZALES - Reg. Architect</p> <p>CHECKED BY:</p> <p>DRAWN BY:</p>	<p>SHEET CONTENT:</p> <p>LEGAL OFFICE</p> <p>EXISTING IMAGE</p> <p>EXTERIOR PERSPECTIVE</p> <p>VICINITY MAP</p> <p>LOCATION MAP</p>	<p>ALL DRAWINGS MADE OR DERIVED FROM THE ORIGINAL RECORDS OF THE SOCIAL SECURITY SYSTEM.</p> <p>ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.</p> <p>PROJECTIONS ARE TO UNLESS OTHERWISE SPECIFIED.</p> <p>THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE DATA.</p>	<p>SHEET NO.</p> <p>A-0</p> <p>1 28</p> <p>ARCHITECTURAL</p>
	<p>LOCATION: DMGC, Brgy. Malmapa, City of San Fernando, Pampanga</p>						

[Handwritten Signature]



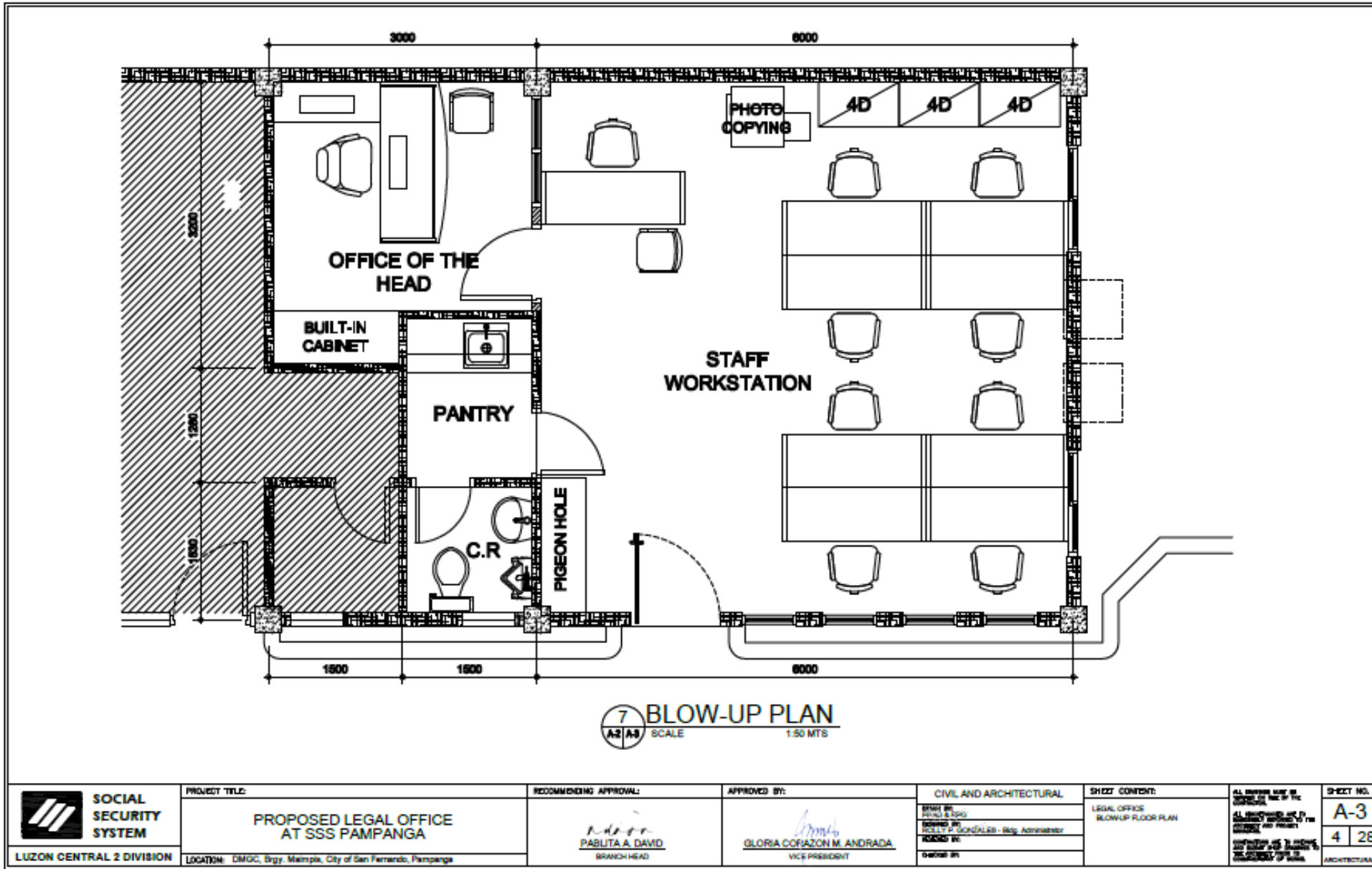
5 EXISTING FLOOR PLAN
 A1/M SCALE 1:80 MTS

 SOCIAL SECURITY SYSTEM	PROJECT TITLE:	RECOMMENDING APPROVAL:	APPROVED BY:	CIVIL AND ARCHITECTURAL	SHEET CONTENT:	<small>ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE SPECIFIED.</small> <small>ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE SPECIFIED.</small> <small>CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE NATIONAL BUILDING CODE OF THE PHILIPPINES.</small>	SHEET NO.
	PROPOSED LEGAL OFFICE AT SSS PAMPANGA	 PABLITA A. DAVID BRANCH HEAD	 GLORIA CORAZON M. ANDRADA VICE PRESIDENT	<small>DESIGN BY:</small> <small>DESIGNED BY:</small> <small>CHECKED BY:</small> <small>DATE:</small>	LEGAL OFFICE EXISTING FLOOR PLAN		A-1 2 / 28
LUZON CENTRAL 2 DIVISION	LOCATION: DMGC, Brgy. Mainpila, City of San Fernando, Pampanga						

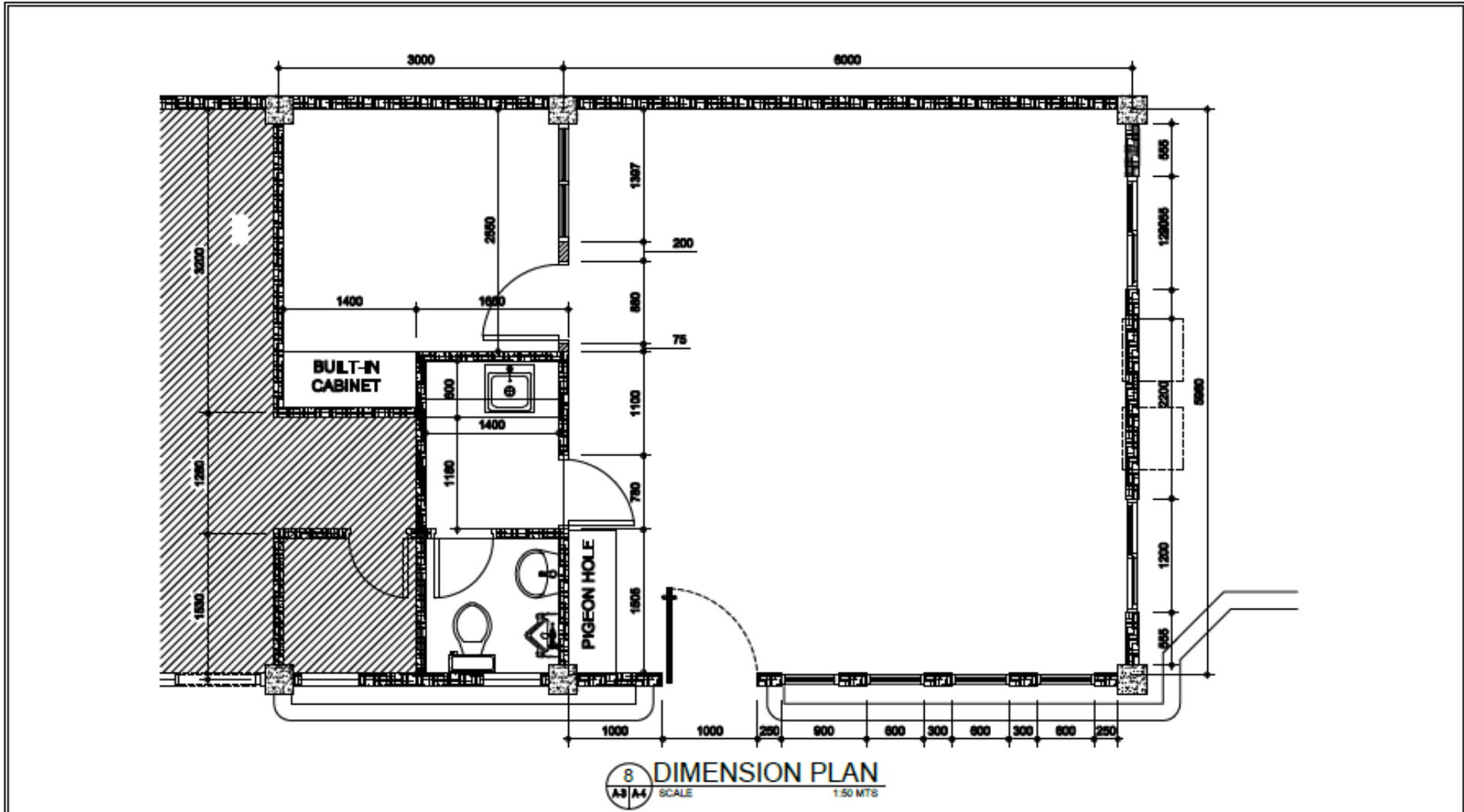


Proposed Legal Office at SSS Pampanga and Proposed Retiling of MSS Waiting Area and Staircase at SSS Dau Branch


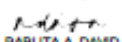
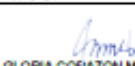
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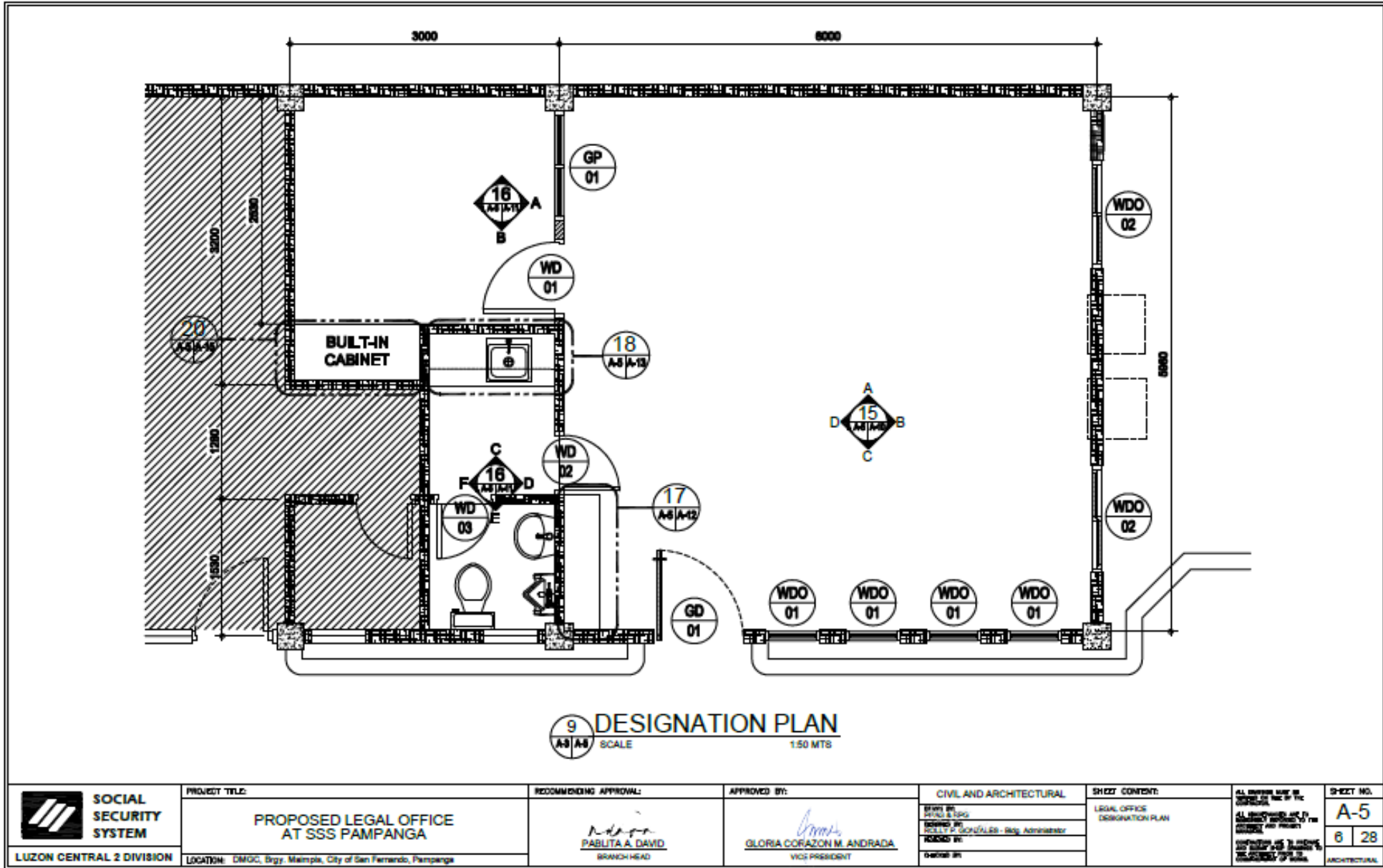
Proposed Legal Office at SSS Pampanga and Proposed Retiling of MSS Waiting Area and Staircase at SSS Dau Branch

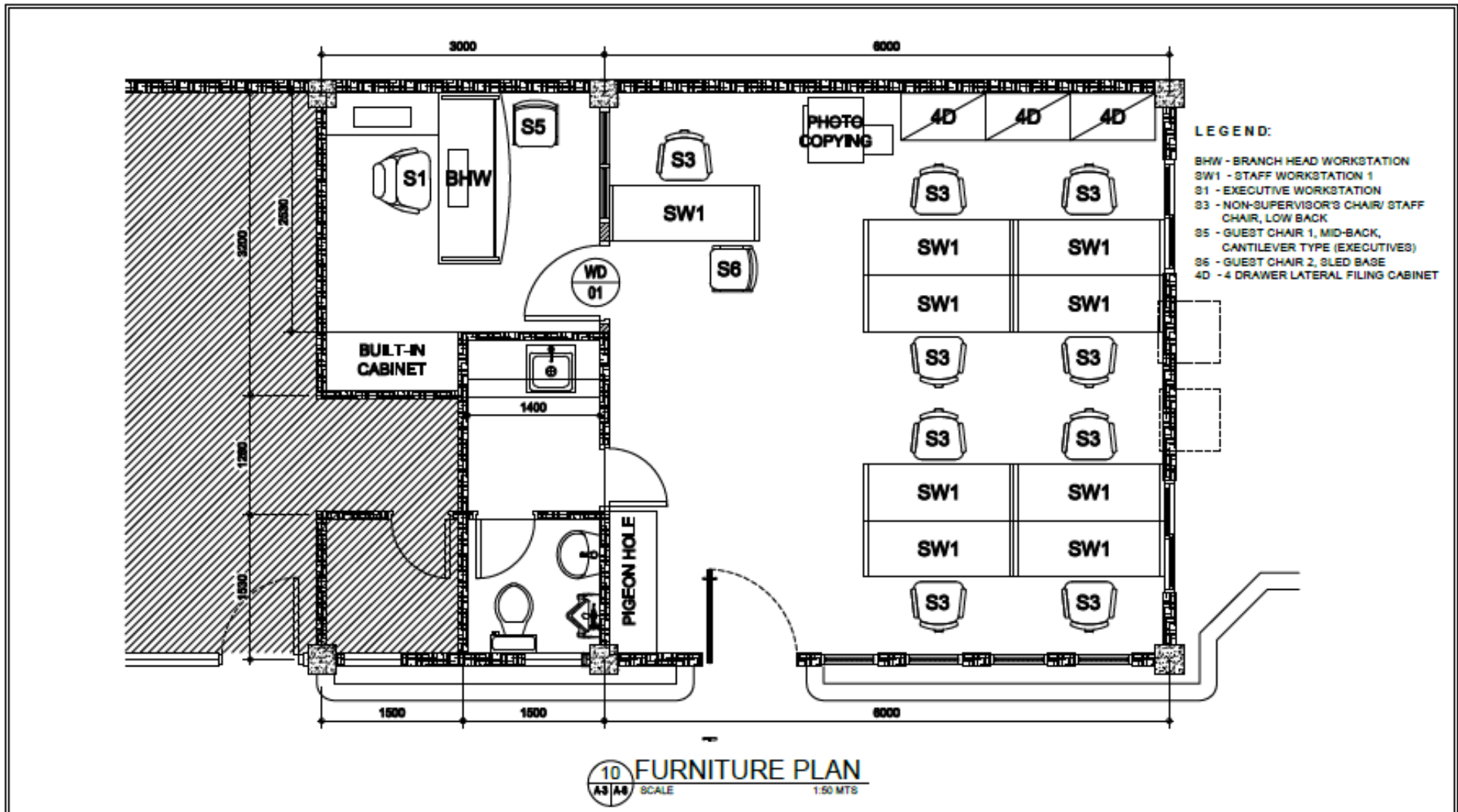


8 DIMENSION PLAN
 A3/A4 SCALE 1:50 MTS

 SOCIAL SECURITY SYSTEM LUZON CENTRAL 2 DIVISION	PROJECT TITLE: PROPOSED LEGAL OFFICE AT SSS PAMPANGA	RECOMMENDING APPROVAL:  PABLITA A. DAVID BRANCH HEAD	APPROVED BY:  GLORIA CORAZON M. ANDRADA VICE PRESIDENT	CIVIL AND ARCHITECTURAL DRAWN BY: CHECKED BY: REVISION NO.: REASON FOR REVISION: DATE:	SHEET CONTENT: LEGAL OFFICE DIMENSION PLAN	ALL DIMENSIONS MUST BE IN ACCORDANCE WITH THE REVISIONS. ALL DIMENSIONS MUST BE IN ACCORDANCE WITH THE REVISIONS. ALL DIMENSIONS MUST BE IN ACCORDANCE WITH THE REVISIONS. ALL DIMENSIONS MUST BE IN ACCORDANCE WITH THE REVISIONS.	SHEET NO. A-4 5 28 ARCHITECTURAL
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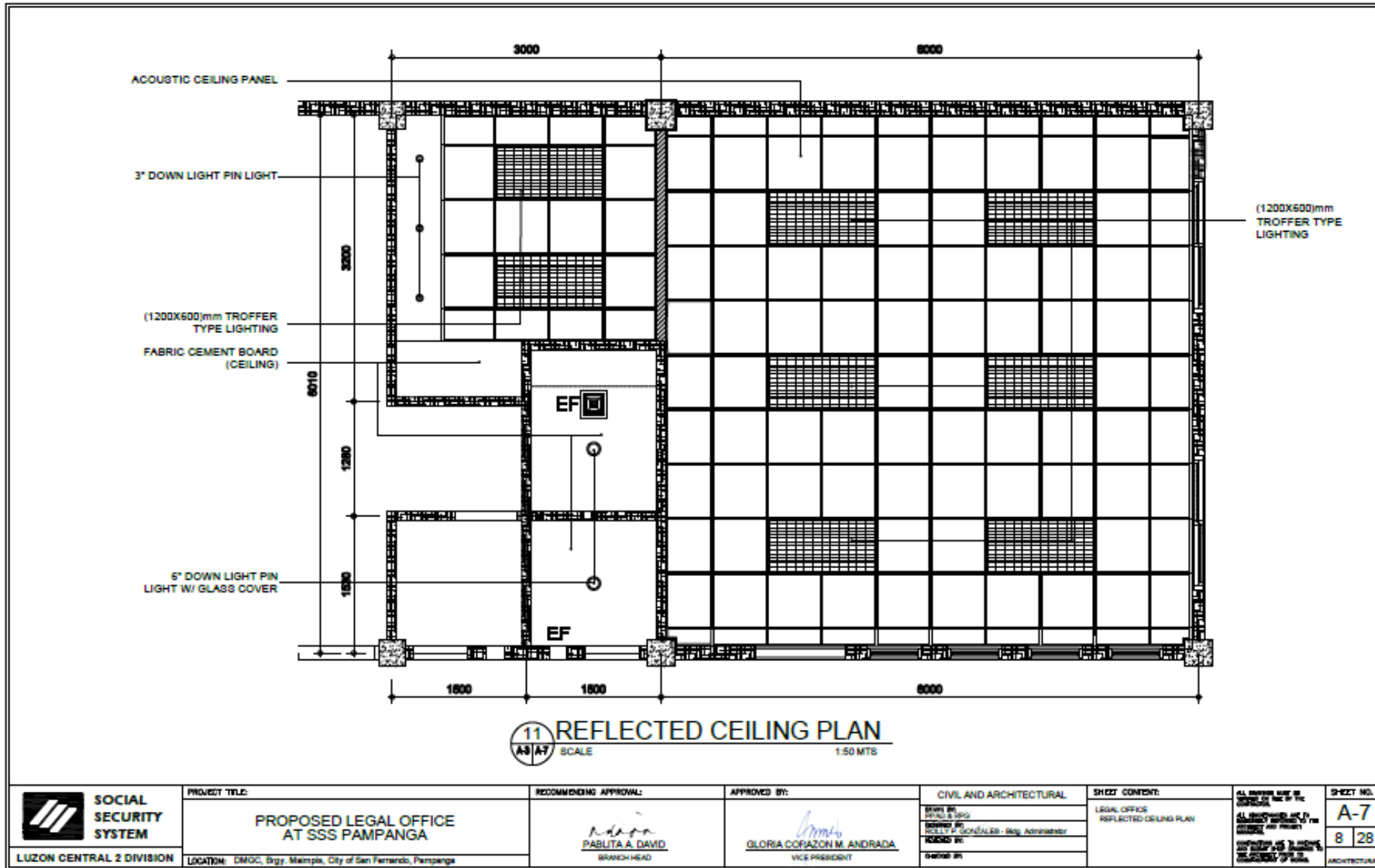
Proposed Legal Office at SSS Pampanga and Proposed Retiling of MSS Waiting Area and Staircase at SSS Dau Branch

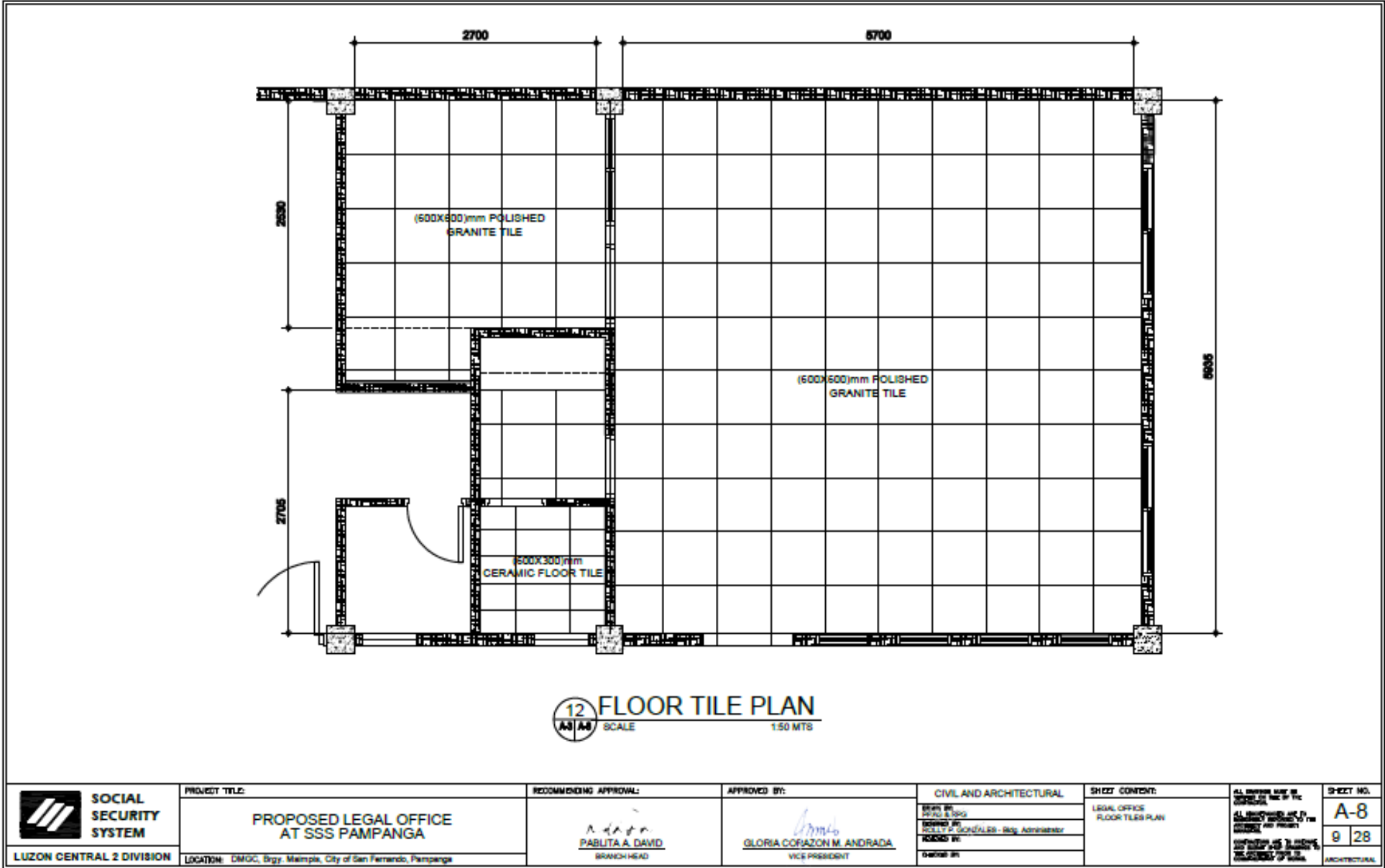



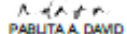



10 FURNITURE PLAN
 SCALE 1:50 MTS

SOCIAL SECURITY SYSTEM LUZON CENTRAL 2 DIVISION	PROJECT TITLE: PROPOSED LEGAL OFFICE AT SSS PAMPANGA	RECOMMENDING APPROVAL: PABLITA A. DAVID BRANCH HEAD	APPROVED BY: GLORIA CORAZON M. ANDRADA VICE PRESIDENT	CIVIL AND ARCHITECTURAL DESIGNED BY: ROLLY P. GONZALES - Reg. Architect CHECKED BY: DATE:	SHEET CONTENT: LEGAL OFFICE FURNITURE PLAN	ALL DIMENSIONS ARE IN METERS ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED DIMENSIONS OF 12.5mm AND 15.0mm ARE TO FACE UNLESS OTHERWISE NOTED DIMENSIONS OF 12.5mm AND 15.0mm ARE TO FACE UNLESS OTHERWISE NOTED	SHEET NO. A-6 7 / 28 ARCHITECTURAL
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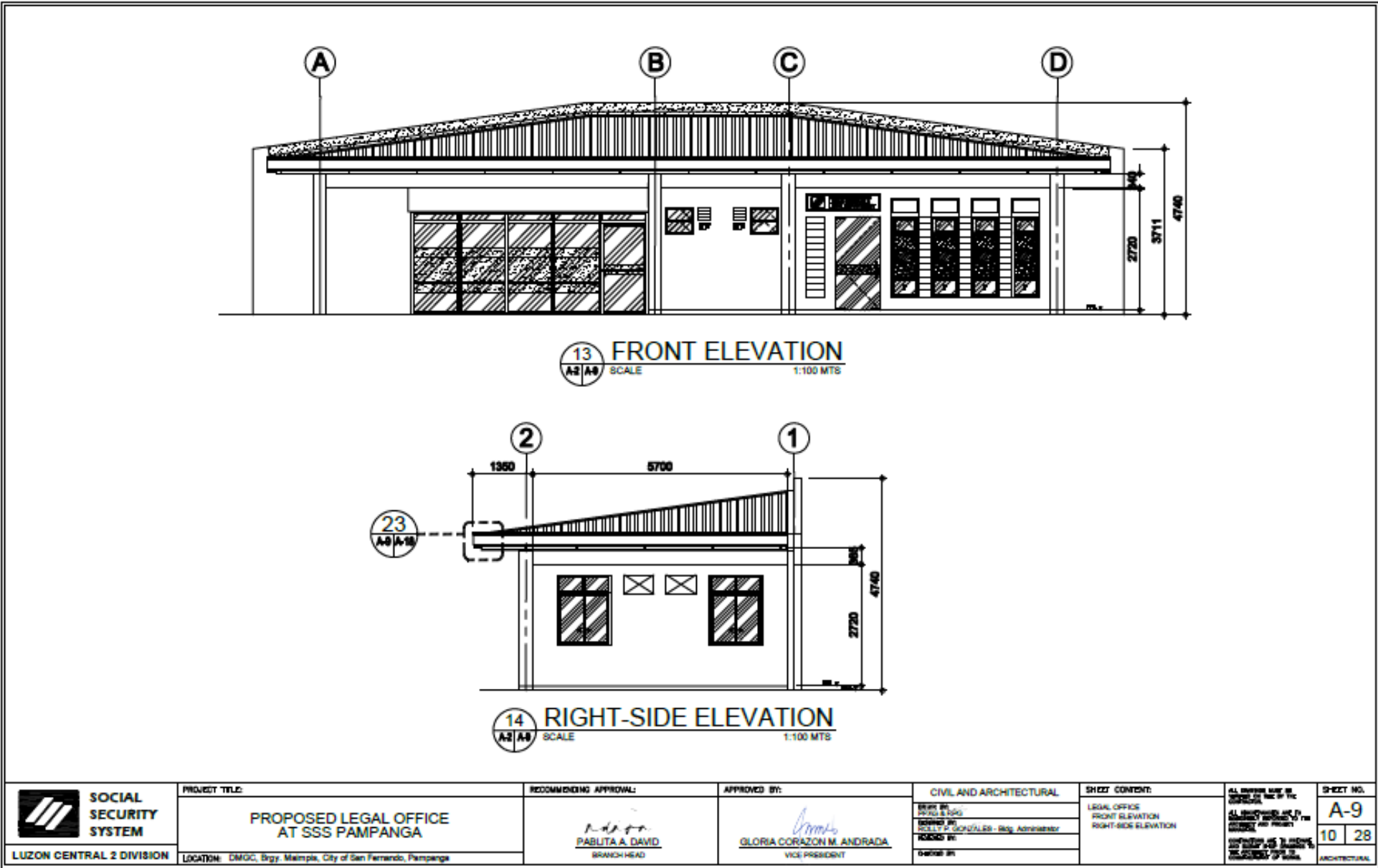




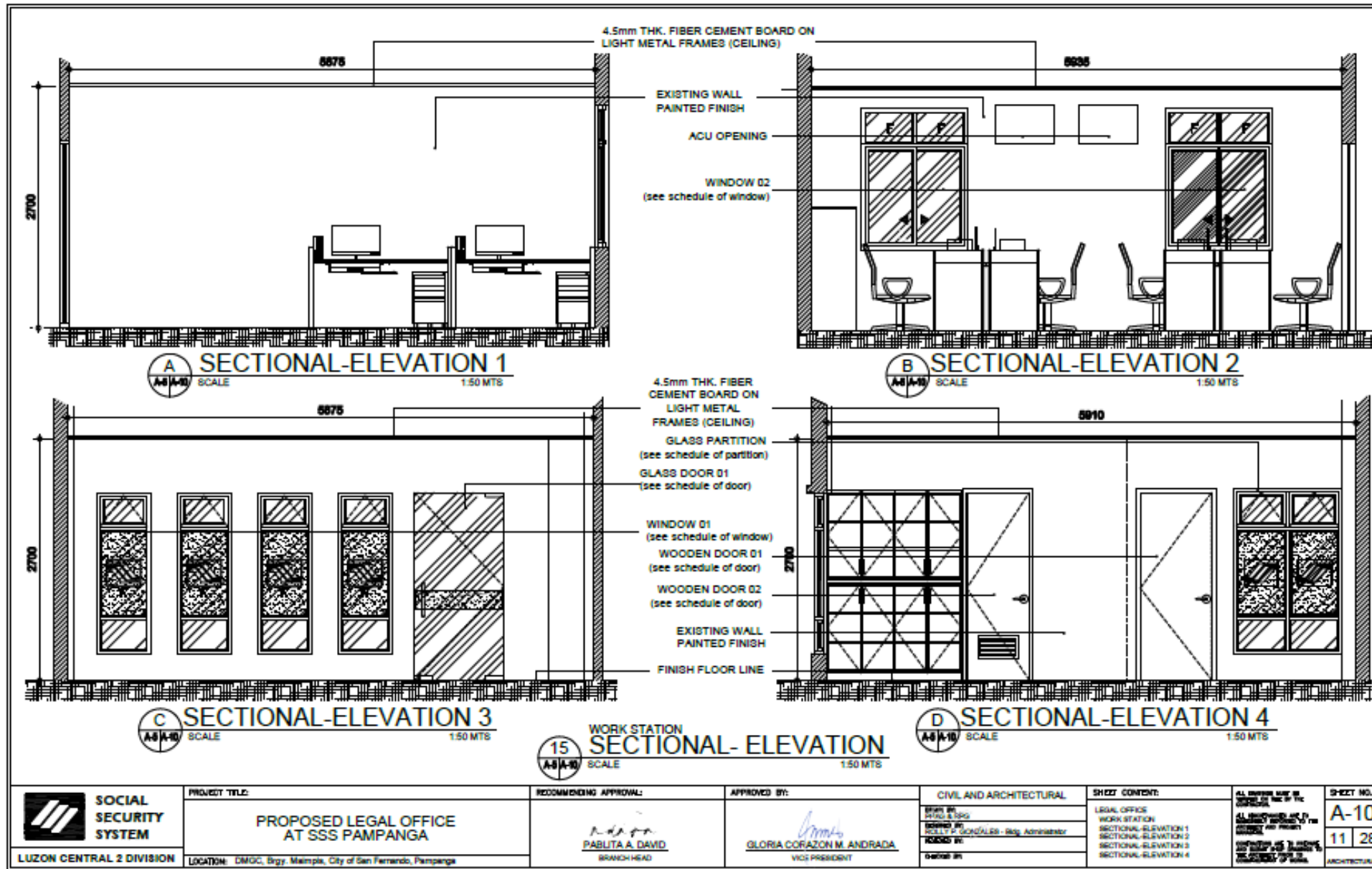
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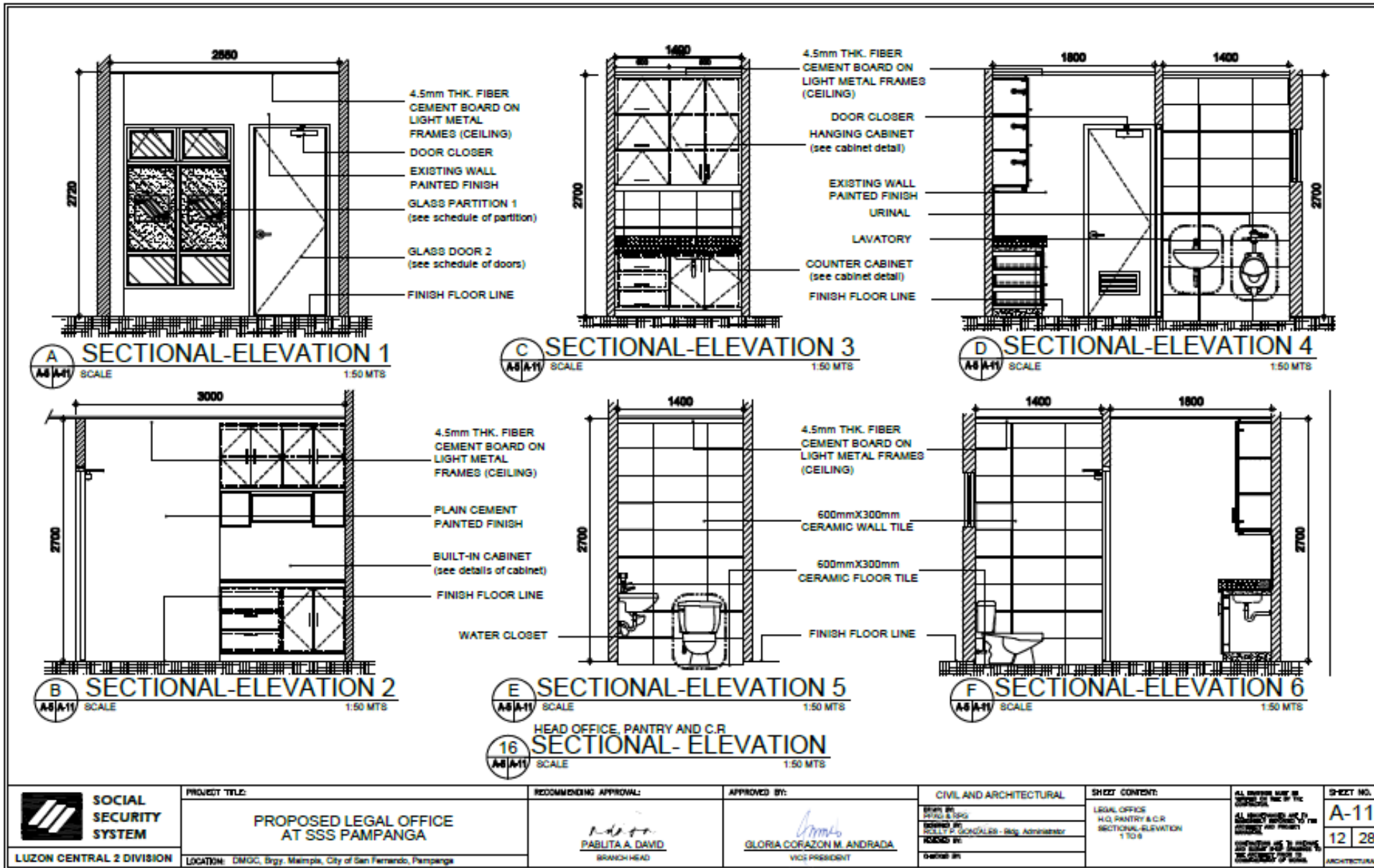
Proposed Legal Office at SSS Pampanga and Proposed Retiling of MSS Waiting Area and Staircase at SSS Dau Branch

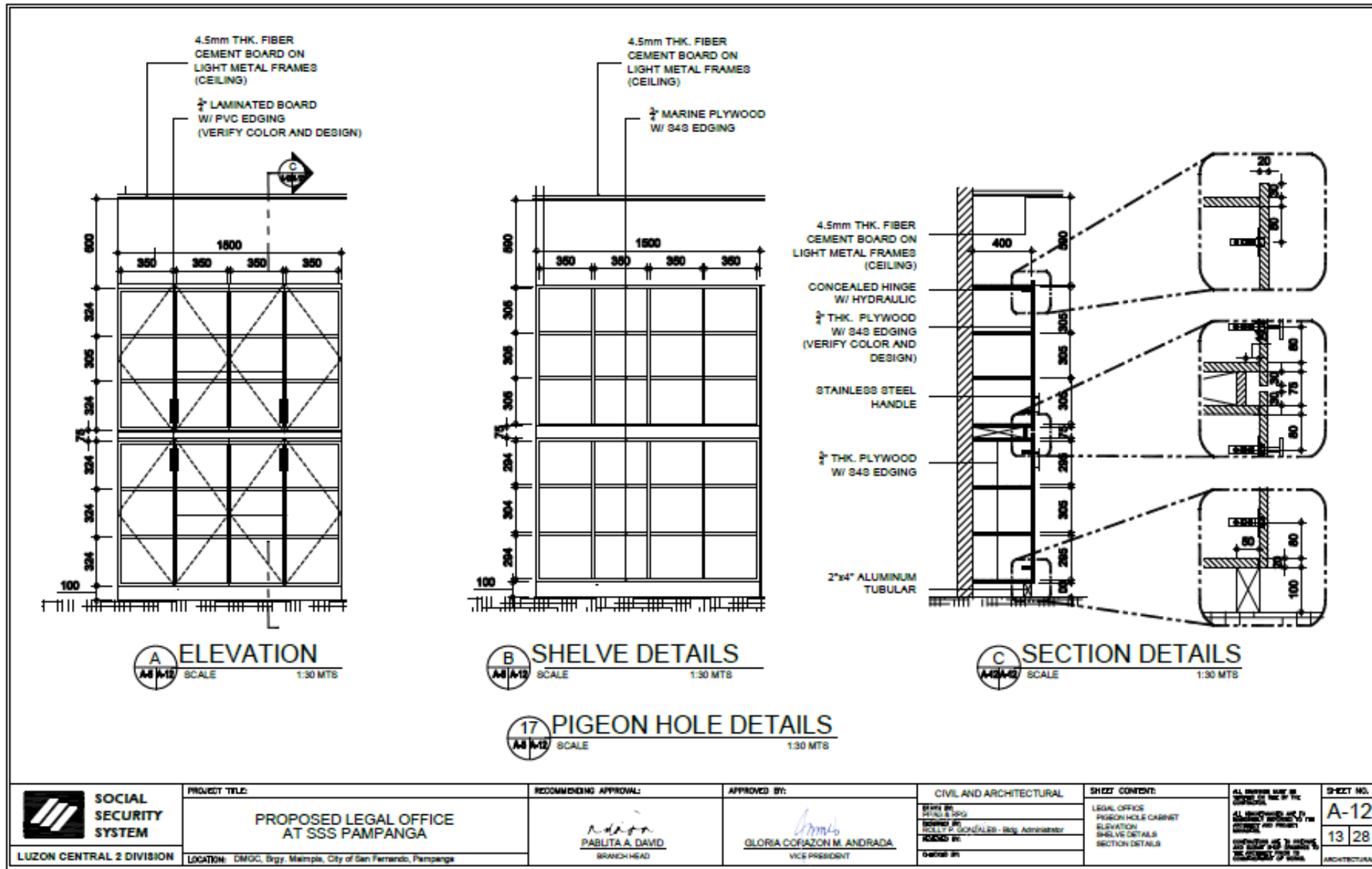




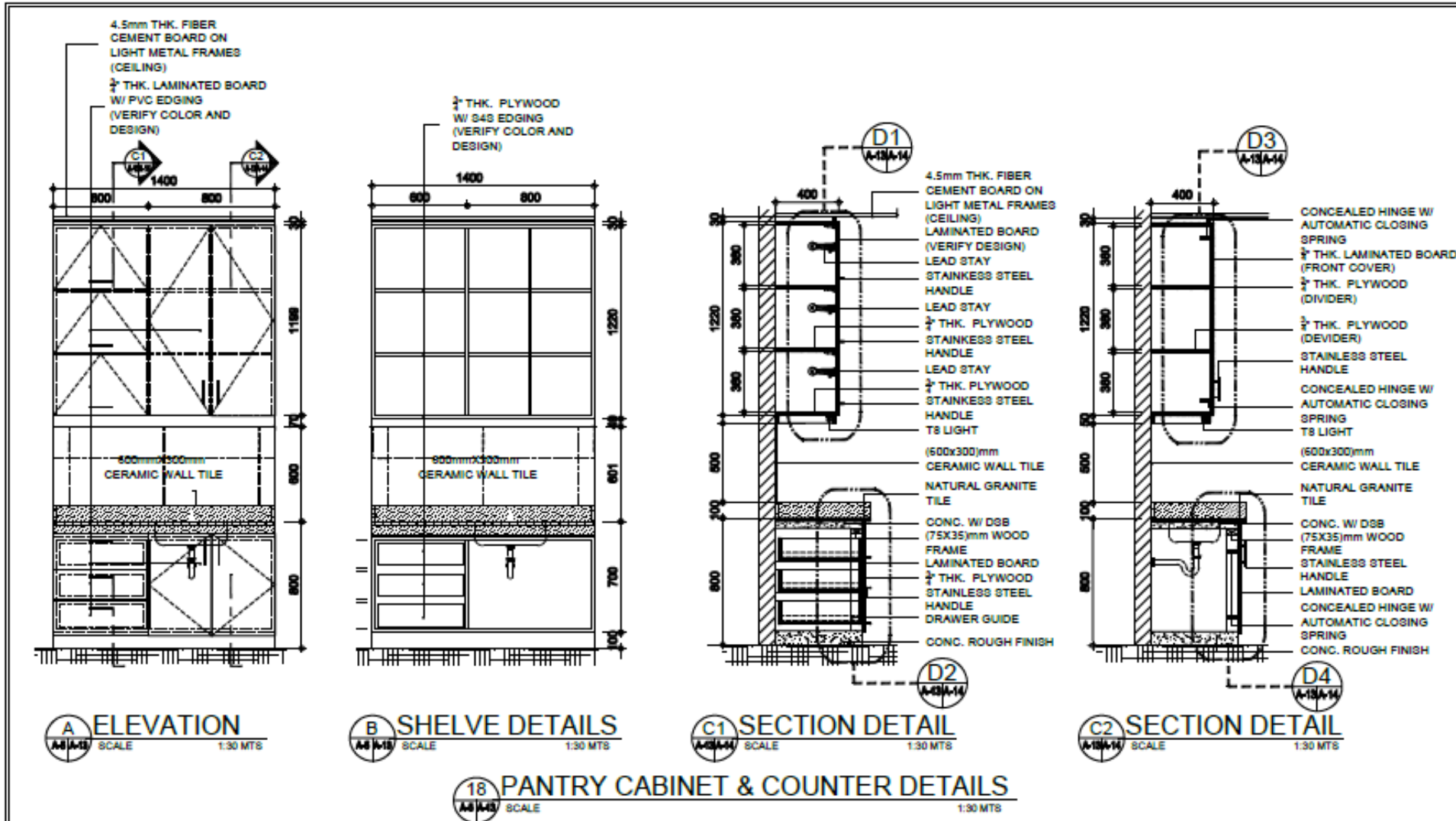
Proposed Legal Office at SSS Pampanga and Proposed Retiling of MSS Waiting Area and Staircase at SSS Dau Branch



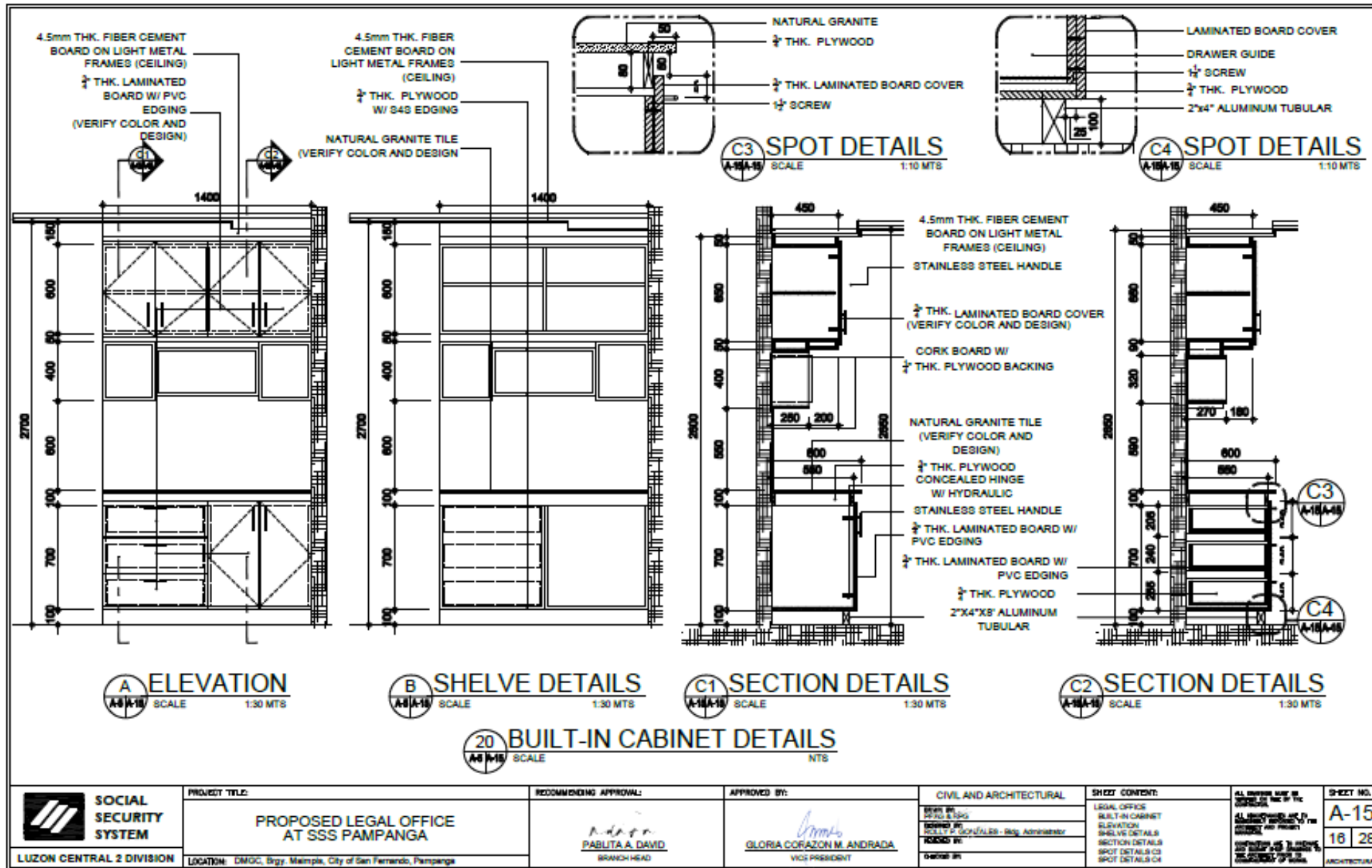




SOCIAL SECURITY SYSTEM LUZON CENTRAL 2 DIVISION	PROJECT TITLE: PROPOSED LEGAL OFFICE AT SSS PAMPANGA	RECOMMENDING APPROVAL: PABLITA A. DAVID BRANCH HEAD	APPROVED BY: GLORIA CORAZON M. ANDRADA VICE PRESIDENT	CIVIL AND ARCHITECTURAL DESIGNED BY: REXLEY P. GONZALES - Reg. Architect CHECKED BY: GABRIEL B.	SHEET CONTENT: LEGAL OFFICE PIGEON HOLE CABINET ELEVATION SHELVES DETAILS SECTION DETAILS	ALL DRAWINGS MADE BY THE ARCHITECTURAL FIRM OF THE SOCIAL SECURITY SYSTEM. ALL DIMENSIONS ARE IN MILLIMETERS UNLESS OTHERWISE SPECIFIED. UNLESS OTHERWISE SPECIFIED, ALL DIMENSIONS ARE TO FACE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE DIMENSIONS OF THE MATERIALS USED.	SHEET NO. A-12 13 28 ARCHITECTURAL
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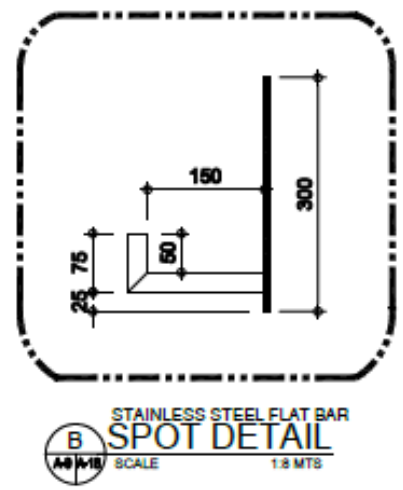
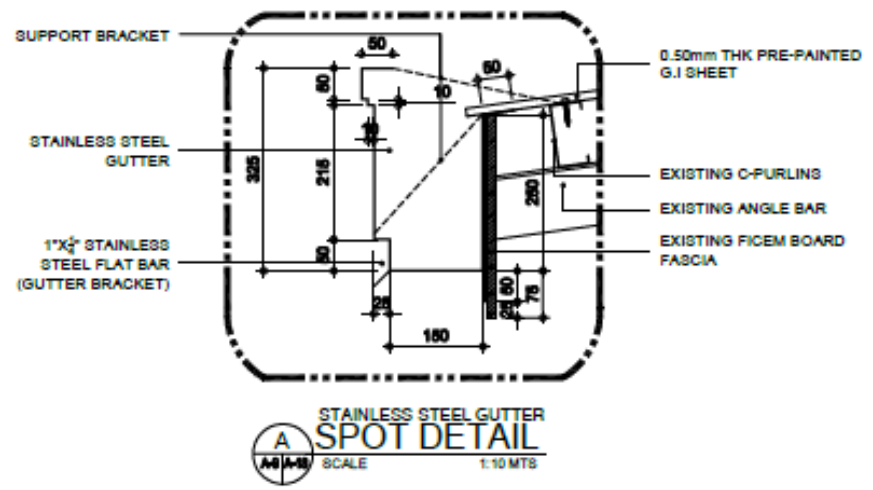


SOCIAL SECURITY SYSTEM LUZON CENTRAL 2 DIVISION	PROJECT TITLE: PROPOSED LEGAL OFFICE AT SSS PAMPANGA	RECOMMENDING APPROVAL: PABLITA A. DAVID BRANCH HEAD	APPROVED BY: GLORIA CORAZON M. ANDRADA VICE PRESIDENT	CIVIL AND ARCHITECTURAL DRAWN BY: DESIGNED BY: CHECKED BY: DATE:	SHEET CONTENT: LEGAL OFFICE PANTRY CABINET AND COUNTER ELEVATION SHELVES DETAILS SECTION DETAILS C1 SECTION DETAILS C2	ALL WORKS SHALL BE IN ACCORDANCE WITH THE SSS DESIGN AND CONSTRUCTION STANDARDS. ALL WORKS SHALL BE IN ACCORDANCE WITH THE SSS DESIGN AND CONSTRUCTION STANDARDS. ALL WORKS SHALL BE IN ACCORDANCE WITH THE SSS DESIGN AND CONSTRUCTION STANDARDS.	SHEET NO. A-13 14 28 ARCHITECTURAL
	LOCATION: DMOC, Brgy. Maimpis, City of San Fernando, Pampanga						



<p>SOCIAL SECURITY SYSTEM</p> <p>LUZON CENTRAL 2 DIVISION</p>	<p>PROJECT TITLE:</p> <p>PROPOSED LEGAL OFFICE AT SSS PAMPANGA</p>	<p>RECOMMENDING APPROVAL:</p> <p><i>Pablita A. David</i> PABLITA A. DAVID BRANCH HEAD</p>	<p>APPROVED BY:</p> <p><i>Gloria Corazon M. Andrada</i> GLORIA CORAZON M. ANDRADA VICE PRESIDENT</p>	<p>CIVIL AND ARCHITECTURAL</p> <p>DESIGN BY: PFD & P&G</p> <p>DRAWING BY: ROLLY P. GONZALES - Reg. Architect</p> <p>DATE: 01/11/2023</p>	<p>SHEET CONTENT:</p> <p>LEGAL OFFICE BUILT-IN CABINET ELEVATION SHELVES DETAILS SECTION DETAILS SPOT DETAILS C3 SPOT DETAILS C4</p>	<p>ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE SPECIFIED</p> <p>ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST REVISIONS OF THE NATIONAL BUILDING CODE OF THE PHILIPPINES</p> <p>CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST REVISIONS OF THE NATIONAL BUILDING CODE OF THE PHILIPPINES</p>	<p>SHEET NO.</p> <p>A-15</p> <p>16 28</p> <p>ARCHITECTURAL</p>
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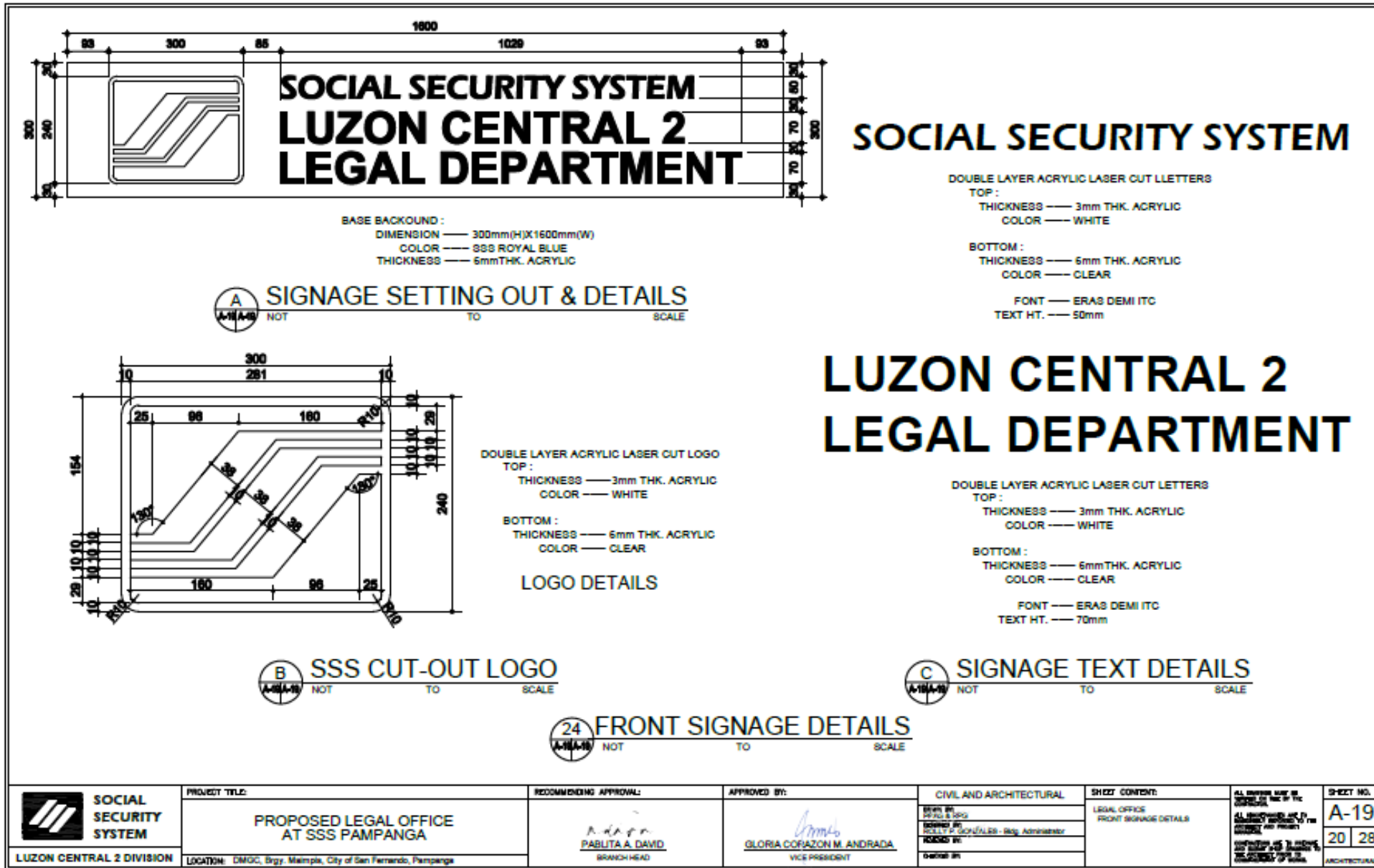
<p>GP 01</p> <p>DESIGNATION: GLASS PARTITION</p> <p>DESCRIPTION: AWNING AND FIXED 6mm THK. CLEAR GLASS WITH FROSTED VINYL STICKER AND SSS LOGO ON POWDER COATED ALUMINUM FRAMES (VERIFY COLOR AND DESIGN)</p> <p>1 SET REQ'D</p> <p>LOCATION: OFFICE OF THE HEAD</p>	<p>W00 01</p> <p>DESIGNATION: WINDOW 01</p> <p>DESCRIPTION: AWNING AND FIXED 6mm THK. CLEAR GLASS WITH FROSTED VINYL STICKER AND SSS LOGO ON POWDER COATED ALUMINUM FRAMES (VERIFY COLOR AND DESIGN)</p> <p>4 SETS REQ'D</p> <p>LOCATION: FRONT ELEVATION</p>	<p>W00 02</p> <p>DESIGNATION: WINDOW 02</p> <p>DESCRIPTION: SLIDING AND FIXED 6mm THK. CLEAR GLASS ON POWDER COATED ALUMINUM FRAMES (VERIFY COLOR AND DESIGN)</p> <p>2 SETS REQ'D</p> <p>LOCATION: RIGHT SIDE ELEVATION</p>					
<p>22 SCHEDULE OF GLASS PARTITION AND WINDOWS</p> <p>SCALE 1:50 MTS</p>							
<p>SOCIAL SECURITY SYSTEM</p> <p>LUZON CENTRAL 2 DIVISION</p>	<p>PROJECT TITLE:</p> <p style="text-align: center;">PROPOSED LEGAL OFFICE AT SSS PAMPANGA</p> <p>LOCATION: DMGC, Brgy. Mairapla, City of San Fernando, Pampanga</p>	<p>RECOMMENDING APPROVAL:</p> <p style="text-align: center;"><i>Pablita A. David</i></p> <p style="text-align: center;">PABLITA A. DAVID BRANCH HEAD</p>	<p>APPROVED BY:</p> <p style="text-align: center;"><i>Gloria Corazon M. Andrada</i></p> <p style="text-align: center;">GLORIA CORAZON M. ANDRADA VICS PRESIDENT</p>	<p>CIVIL AND ARCHITECTURAL</p> <p>DRAWN BY: PPTG E.T.P.G.</p> <p>CHECKED BY: HELLY P. SORJALES - Reg. Architect</p> <p>DESIGNED BY:</p> <p>DATE:</p>	<p>SHEET CONTENT:</p> <p>LEGAL OFFICE SCHEDULE OF DOORS WINDOWS</p>	<p>ALL DRAWING MUST BE CHECKED BY THE ARCHITECT.</p> <p>ALL DIMENSIONS ARE TO UNLESS OTHERWISE SPECIFIED AND PRINTED.</p> <p>CONFORM TO THE REQUIREMENTS OF THE NATIONAL BUREAU OF STANDARDS (BUREAU OF STANDARDS).</p>	<p>SHEET NO.</p> <p style="text-align: center;">A-17</p> <p style="text-align: center;">18 28</p> <p>ARCHITECTURAL</p>

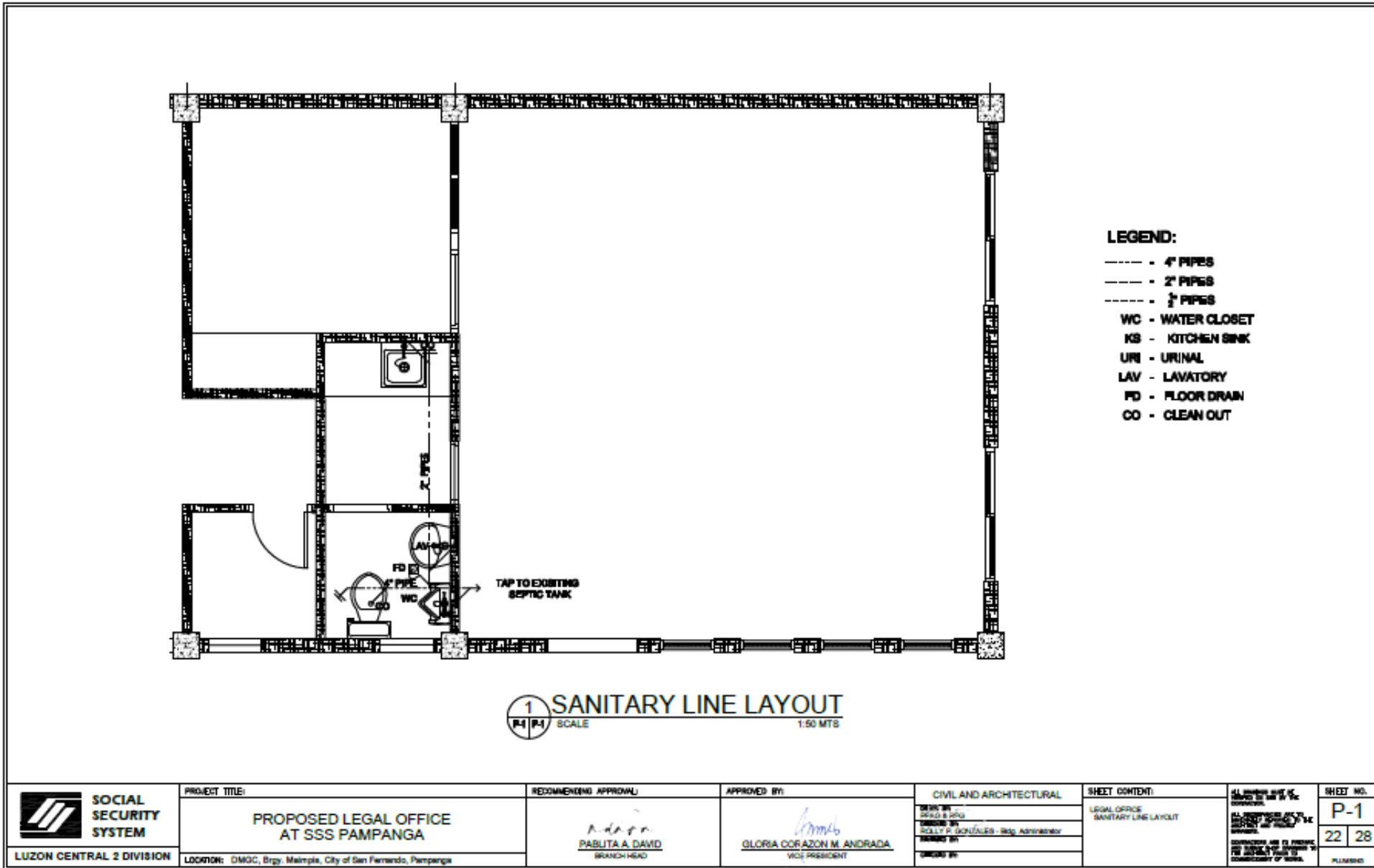


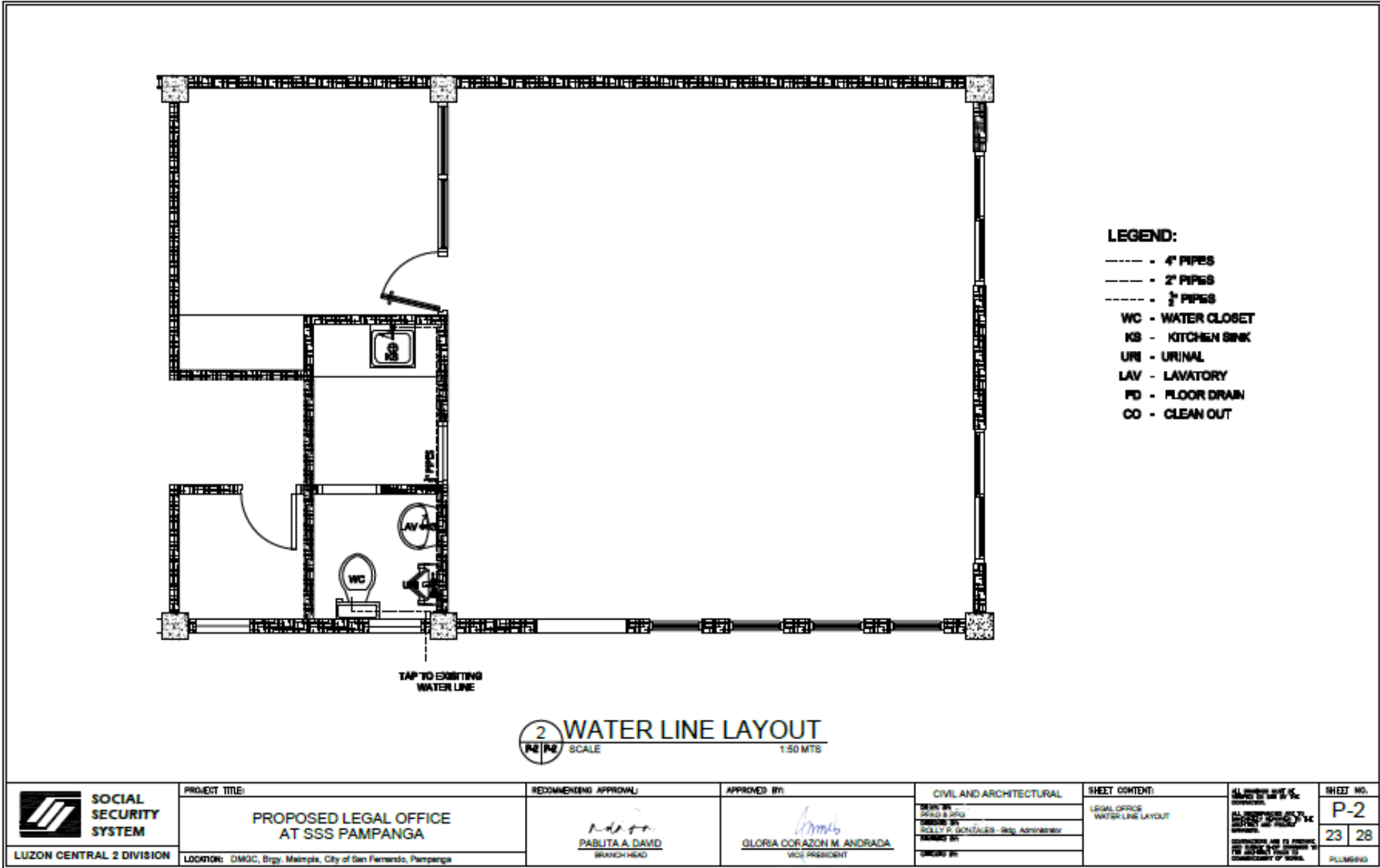
NOTE:
ALL STAINLESS FLAT BAR SUPPORT ARE LOCATED @ EXISTING GUTTER SUPPORT

23 STAINLESS STEEL GUTTER SPOT DETAILS
SCALE NTS

<p>SOCIAL SECURITY SYSTEM</p> <p>LUZON CENTRAL 2 DIVISION</p>	<p>PROJECT TITLE:</p> <p>PROPOSED LEGAL OFFICE AT SSS PAMPANGA</p>	<p>RECOMMENDING APPROVAL:</p> <p><i>Pablita A. David</i> PABLITA A. DAVID BRANCH HEAD</p>	<p>APPROVED BY:</p> <p><i>Gloria Corazon M. Andrada</i> GLORIA CORAZON M. ANDRADA VICE PRESIDENT</p>	<p>CIVIL AND ARCHITECTURAL</p> <p>DESIGN BY: DPTG & PGP</p> <p>DESIGNED BY: RICHIE P. SORJUALES - Reg. Architect</p> <p>DRAWN BY:</p> <p>DATE: 01/11/2018</p>	<p>SHEET CONTENT:</p> <p>LEGAL OFFICE STAINLESS STEEL GUTTER SPOT DETAILS</p>	<p>ALL DRAWINGS MUST BE CHECKED BY THE PROJECT MANAGER AND APPROVED BY THE PROJECT MANAGER AND PROJECT MANAGER.</p> <p>CONSTRUCTION AND MAINTENANCE OF THE PROJECT SHALL BE THE RESPONSIBILITY OF THE CLIENT.</p>	<p>SHEET NO.</p> <p>A-18</p> <p>19 28</p> <p>ARCHITECTURAL</p>
	<p>LOCATION: DMGC, Brgy. Mainpla, City of San Fernando, Pampanga</p>						
























Proposed Legal Office at SSS Pampanga and Proposed Retiling of MSS Waiting Area and Staircase at SSS Dau Branch


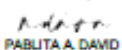

GENERAL NOTES

- ALL ELECTRICAL WORKS HEREIN SHALL BE DONE IN ACCORDANCE WITH THE PROVISIONS OF THE LATEST EDITION OF THE PHILIPPINE ELECTRICAL CODE (PEC), LAWS AND ORDINANCES OF THE LOCAL CODE ENFORCING AUTHORITIES AND REQUIREMENT OF THE LOCAL POWER AND TELEPHONE COMPANY.
- SERVICE POWER SHALL BE 230 VOLTS, 3 ϕ , 4 WIRES, 60HZ.
- SMALLEST BRANCH CIRCUIT WIRE SHALL BE 3.5 MM² THHN FOR POWER AND LIGHTING AND SHALL BE INSULATED FOR 600 VOLTS.
- WHENEVER NECESSARY PROVIDE PULL BOX OF PROPER SIZE AND DIMENSION ALTHOUGH NOT INDICATED IN THE PLAN.
- ALL BRANCH CIRCUIT SHALL BE INSTALLED AS INDICATED IN THE PLAN, INDIVIDUAL BRANCH CIRCUIT HOMERUNS SHALL NOT BE COMBINED IN THE SAME CONDUIT.
- ALL SWITCHES, PANELBOARDS, LIGHTING FIXTURES AND ALL NON-CURRENT CARRYING METAL PARTS SHALL BE PROPERLY GROUNDED IN ACCORDANCE WITH THE LATEST EDITION OF THE PEC.
- ROUGH-IN CONDUITS SHALL BE OF APPROVED TYPE AND APPLICATION, RSC EXPOSED, IMC AND PVC FOR LATERAL AND EMBEDDED LAYOUT.
- THE ELECTRICAL CONTRACTOR IS REQUIRED TO VISIT AND SURVEY THE SITE TO ASCERTAIN THE LOCAL CONDITION THAT MAY AFFECT THE IMPLEMENTATION OF THE PROJECT.
- ALL AREA AFFECTED BY THE CHIPPING/REMOVAL WORKS SHALL BE PATCHED OR RESTORED TO ITS ORIGINAL AESTHETIC CONDITION.
- MOUNTING HEIGHTS SHALL BE AS FOLLOWS:

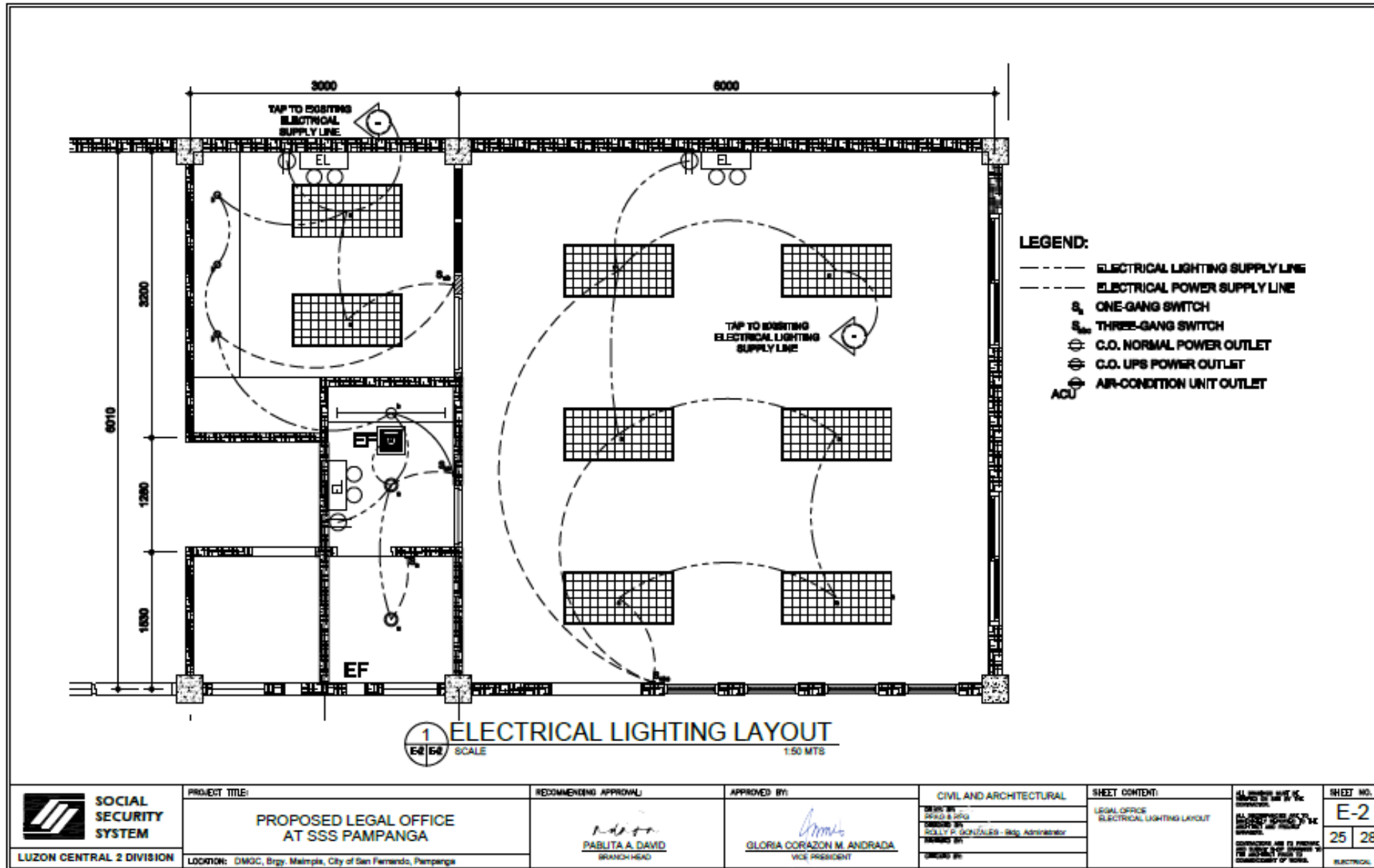
SWITCHES	----	1.40 m	ABOVE FINISHED FLOOR
CONVENIENCE OUTLETS	----	0.30 m	ABOVE FINISHED FLOOR
PANELBOARD	----	1.40 m	ABOVE FINISHED FLOOR
COUNTERTOP	----	0.15 m	ABOVE COUNTERTOP
- ALL ELECTRICAL WORKS HEREIN SHALL BE DONE UNDER THE SUPERVISION OF DULY LICENSED ELECTRICAL ENGINEER OR MASTER ELECTRICIAN.

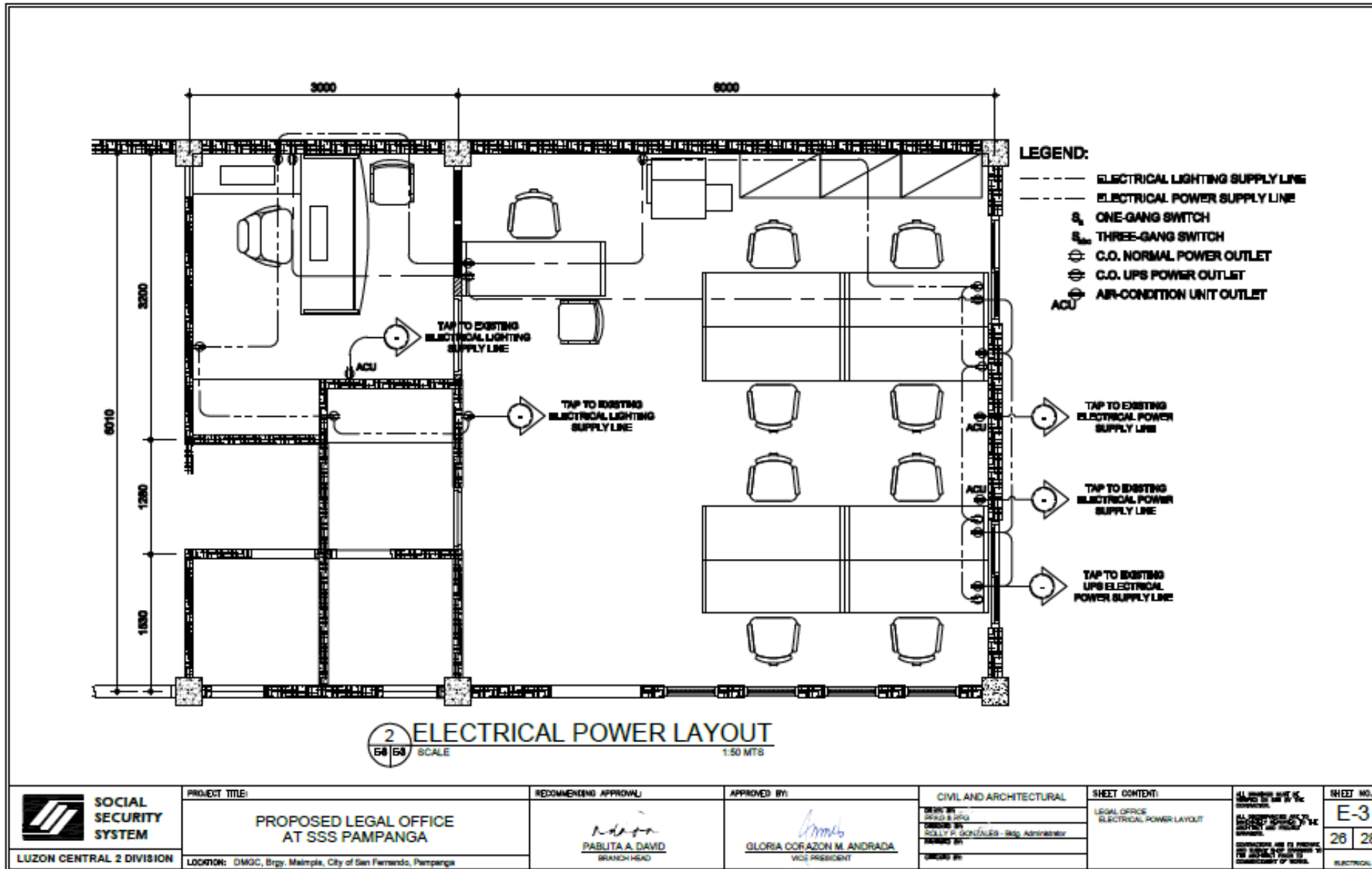
SYMBOLS & LEGEND:

	DUPLEX CONVENIENCE OUTLET, 3 PRONG, PARALLEL SLOT WITH GROUND, 15A, 2P, 230V BY NORMAL POWER IN FLUSH MOUNTED TYPE WITH BEIGE PLATE COVER
	DUPLEX CONVENIENCE OUTLET, 3 PRONG, PARALLEL SLOT WITH GROUND, 15A, 2P, 230V BY UPS POWER IN FLUSH MOUNTED TYPE WITH OFF-WHITE PLATE COVER
	BOX TYPE COVE LIGHTING, LED LIGHTING FIXTURE WITH TB, 1X18W LED TUBE, AT 100 LUMENS/WATT (MIN), 2160 LUMENS (MIN), 40,000 BURNING HOURS (MIN), COOL DAYLIGHT, 300 DEG. BEAM (MIN) ANGLE AND CIRCUIT WIRING
	BOX TYPE COVE LIGHTING, LED LIGHTING FIXTURE WITH TB, 1X9W LED TUBE, AT 100 LUMENS/WATT (MIN), 1080 LUMENS (MIN), 40,000 BURNING HOURS (MIN), COOL DAYLIGHT, 300 DEG. BEAM (MIN) ANGLE AND CIRCUIT WIRING
	<ul style="list-style-type: none"> (600X600)MM RECESSED TYPE LIGHTING FIXTURE (EXISTING) LUMINAIRE HOUSING: #18 THICK SHEET METAL, PAINTED WITH ENAMEL OR EPOXY, WITH SNAP OR PUSH BUTTON STAINLESS CLIP FOR LOUVER AND BI-PIN END HOLDER, PRE-WIRED WITH 22MM STRANDED WIRE REFLECTOR: ANODIZED SPECULAR ALUMINUM FINISH WITH PINHOLES FOR LOCKING SYSTEM, 0.4MM THICKNESS LOUVER: SEMI-SPECULAR OR MULTI-LINE SATIN FINISH, ANODIZED ALUMINUM LOUVER, DEEP CELL LOUVER (GLARING CANCELLATION EFFECT) LED LINEAR TUBE: 2 X TB, 9W, 1080 LUMENS WITH BUILT-IN DRIVER, BI-PIN TERMINAL, 200-250VAC, 60HZ, 30,000 BURNING HOURS, CRI >85 (MIN), 140 DEG. BEAM ANGLE
	150MM DIAMETER DOWNLIGHT FIXTURE, WHITE PAINTED HOUSING WITH 0.4MM SPECULAR FINISH ANODIZED ALUMINUM WITH 12WATTS LED BULB, 70 LUMENS/WATT (MIN), SEMI-FROSTED GLASS COVER AND WHITE MOUNTING RING
	2 X 3WATTS (MINIMUM) LED EMERGENCY LIGHT, 230V, 4AH MIN., WITH SEALED LITHIUM-ION BATTERY AND C.O.
	65 WATTS (minimum) EXHAUST FAN, CEILING MOUNTED WITH C.O AND MALE PLUG
	22 WATTS (minimum) TRANSFER FAN, CEILING MOUNTED WITH C.O AND MALE PLUG
	DISTRIBUTION PANEL
	ONE GANG SWITCH, SINGLE POLE 15A, 250V FLUSH TYPE (NATIONAL/PANASONIC BRAND OR APPROVED EQUIVALENT)
	TWO GANG SWITCH, SINGLE POLE 15A, 250V FLUSH TYPE (NATIONAL/PANASONIC BRAND OR APPROVED EQUIVALENT)
	THREE GANG SWITCH, SINGLE POLE 15A, 250V FLUSH TYPE (NATIONAL/PANASONIC BRAND OR APPROVED EQUIVALENT)
	THREE WAY-TWO GANG SWITCH, SINGLE POLE 15A, 250V FLUSH TYPE (NATIONAL/PANASONIC BRAND OR APPROVED EQUIVALENT)
	CIRCUIT DESIGNATION
	BRANCH CIRCUIT HOMERUN
	SPECIALIZED OUTLET

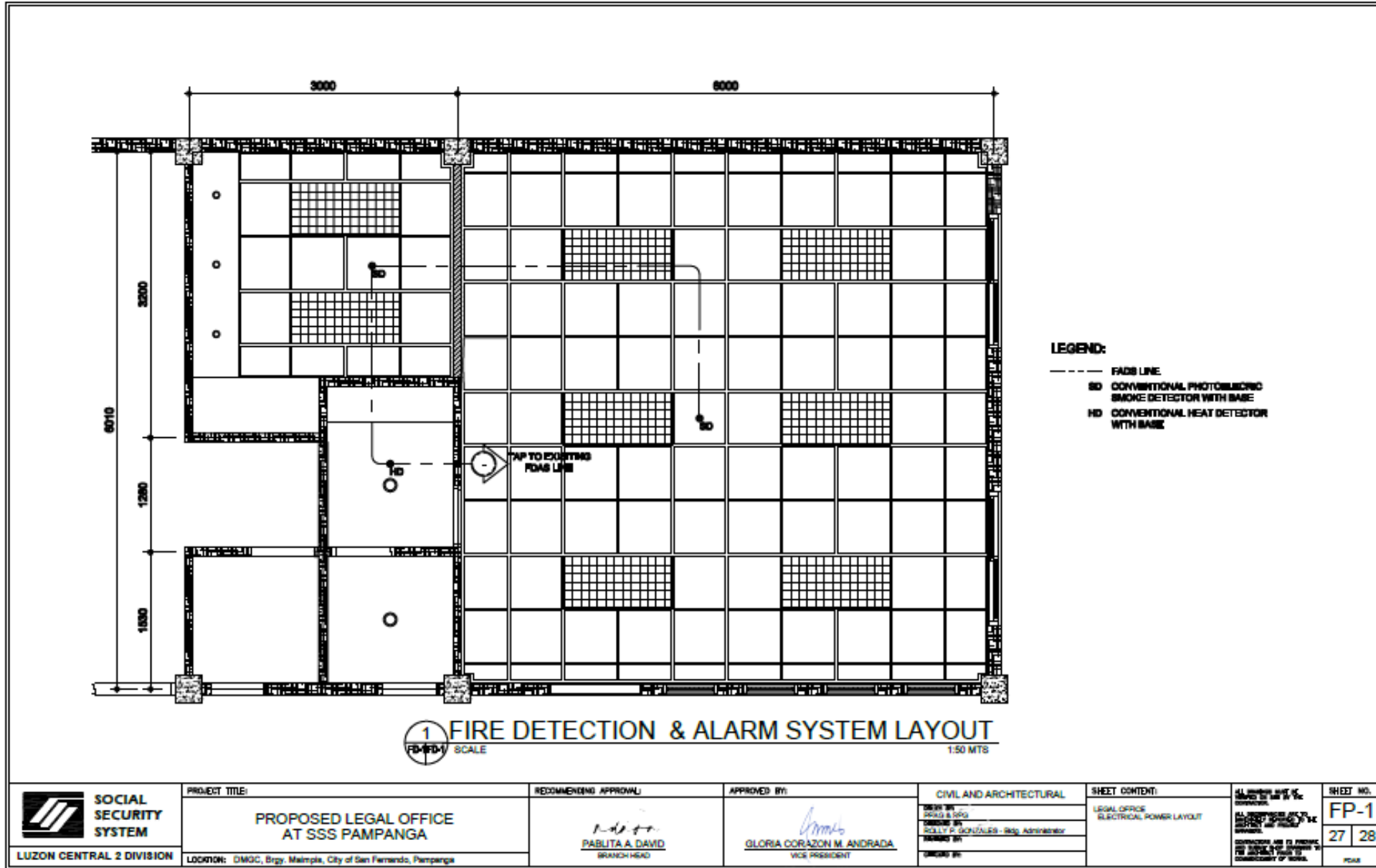
 SOCIAL SECURITY SYSTEM	PROJECT TITLE:	RECOMMENDING APPROVAL:	APPROVED BY:	CIVIL AND ARCHITECTURAL	SHEET CONTENT:	<small>ALL WORKS SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITION OF THE PHILIPPINE ELECTRICAL CODE (PEC), LAWS AND ORDINANCES OF THE LOCAL CODE ENFORCING AUTHORITIES AND REQUIREMENT OF THE LOCAL POWER AND TELEPHONE COMPANY.</small>	SHEET NO.
	PROPOSED LEGAL OFFICE AT SSS PAMPANGA	 PABITA A. DAVID <small>BRANCH HEAD</small>	 GLORIA CORAZON M. ANDRADA <small>VICE PRESIDENT</small>	<small>DESIGN BY: SSSG & SSG</small> <small>DRAWN BY: ROLLY P. GONZALES - Reg. Administrator</small> <small>CHECKED BY:</small> <small>DESIGNED BY:</small>	LEGAL OFFICE GENERAL NOTES SYMBOLS & LEGEND		E-1 24 28 <small>ELECTRICAL</small>
LUZON CENTRAL 2 DIVISION	LOCATION: DMGC, Brgy. Mainple, City of San Fernando, Pampanga						

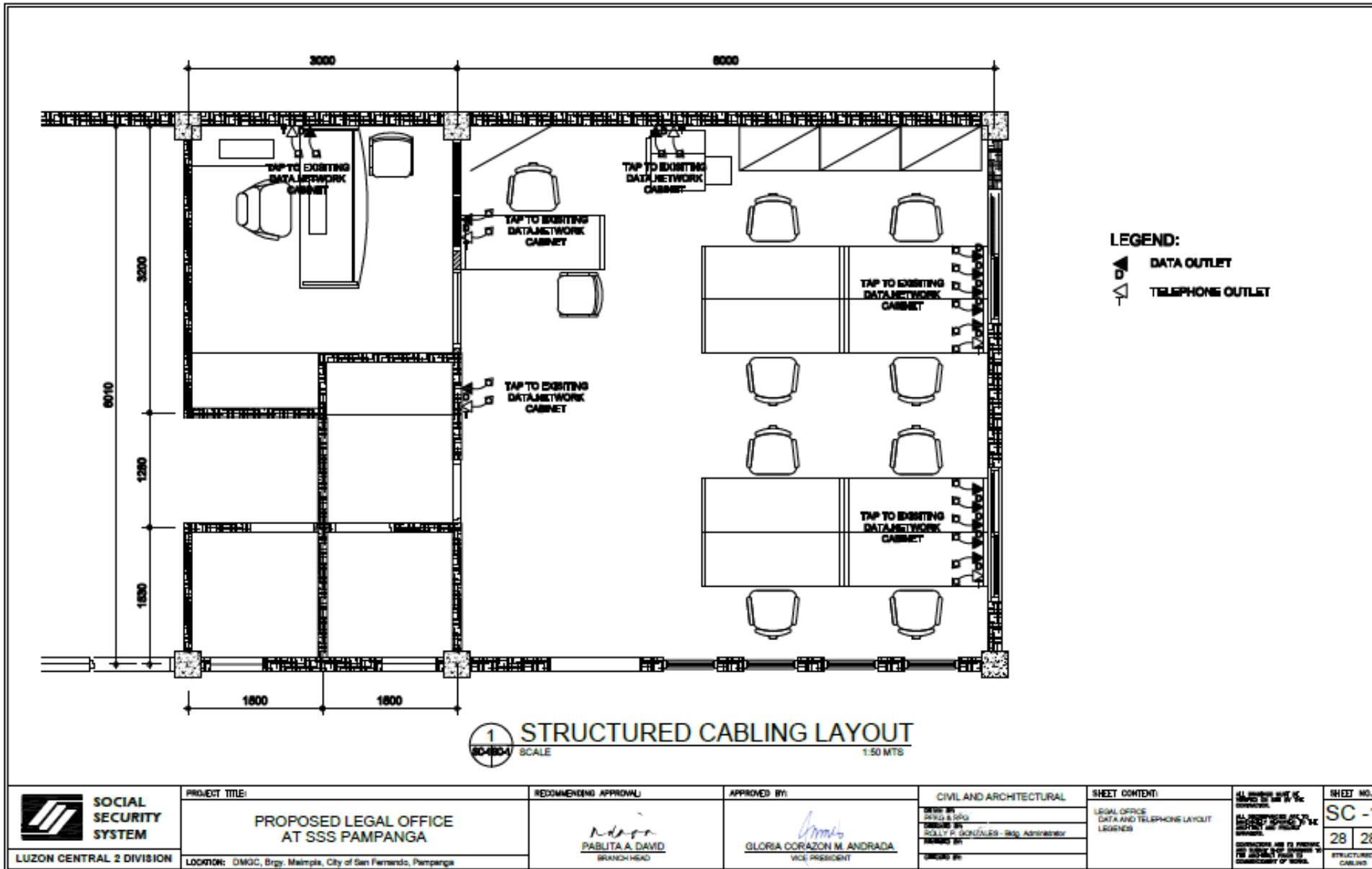




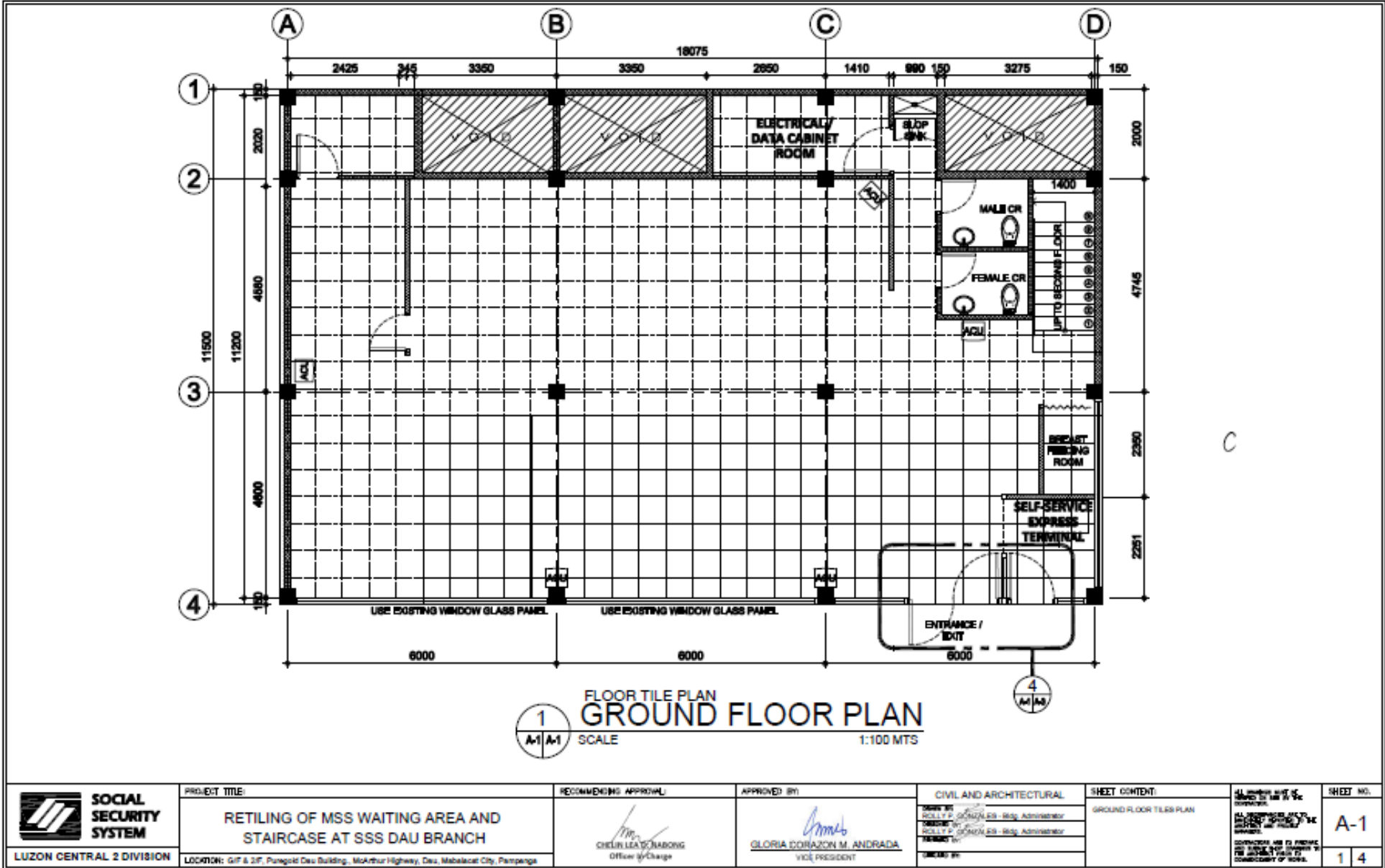


Proposed Legal Office at SSS Pampanga and Proposed Retiling of MSS Waiting Area and Staircase at SSS Dau Branch

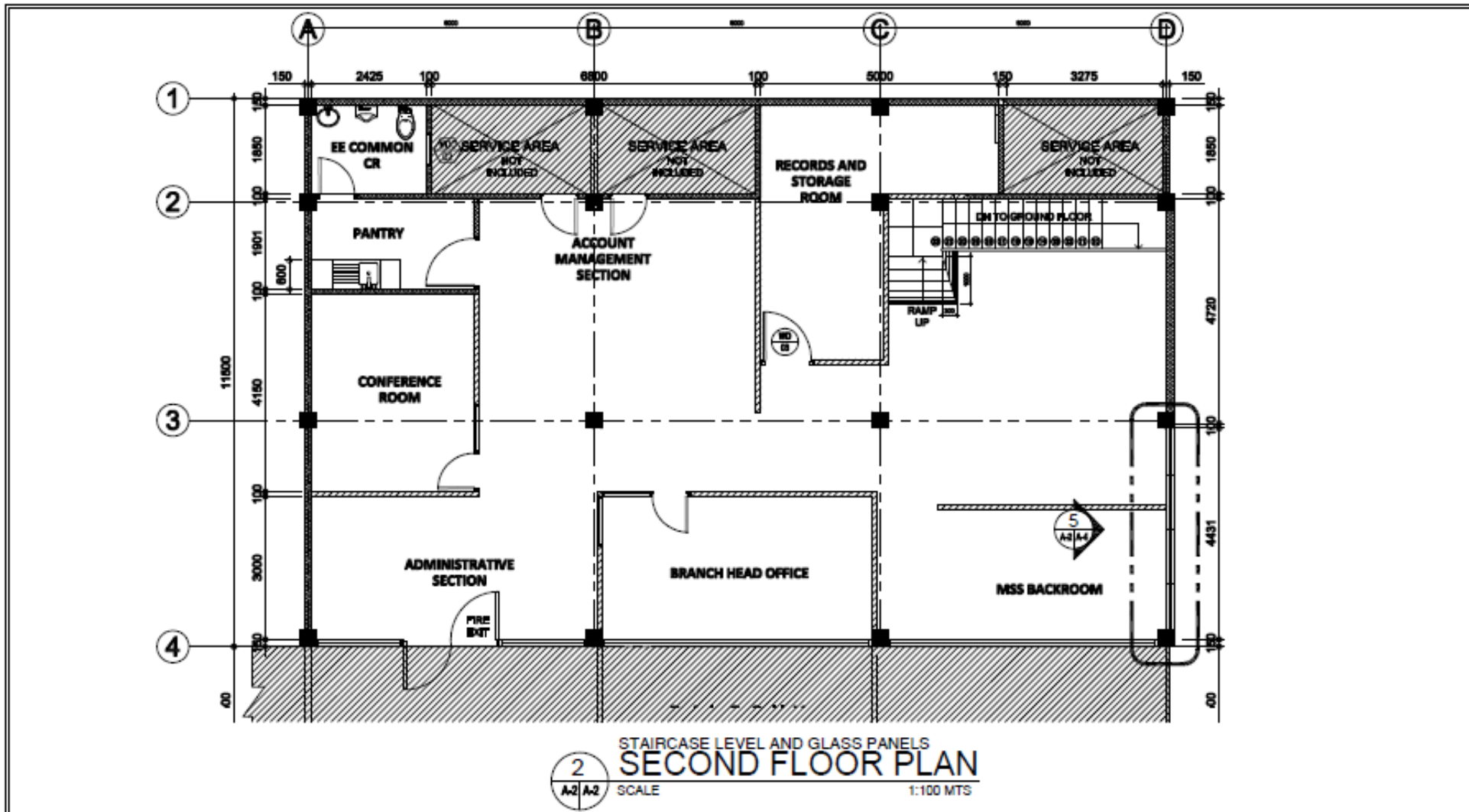




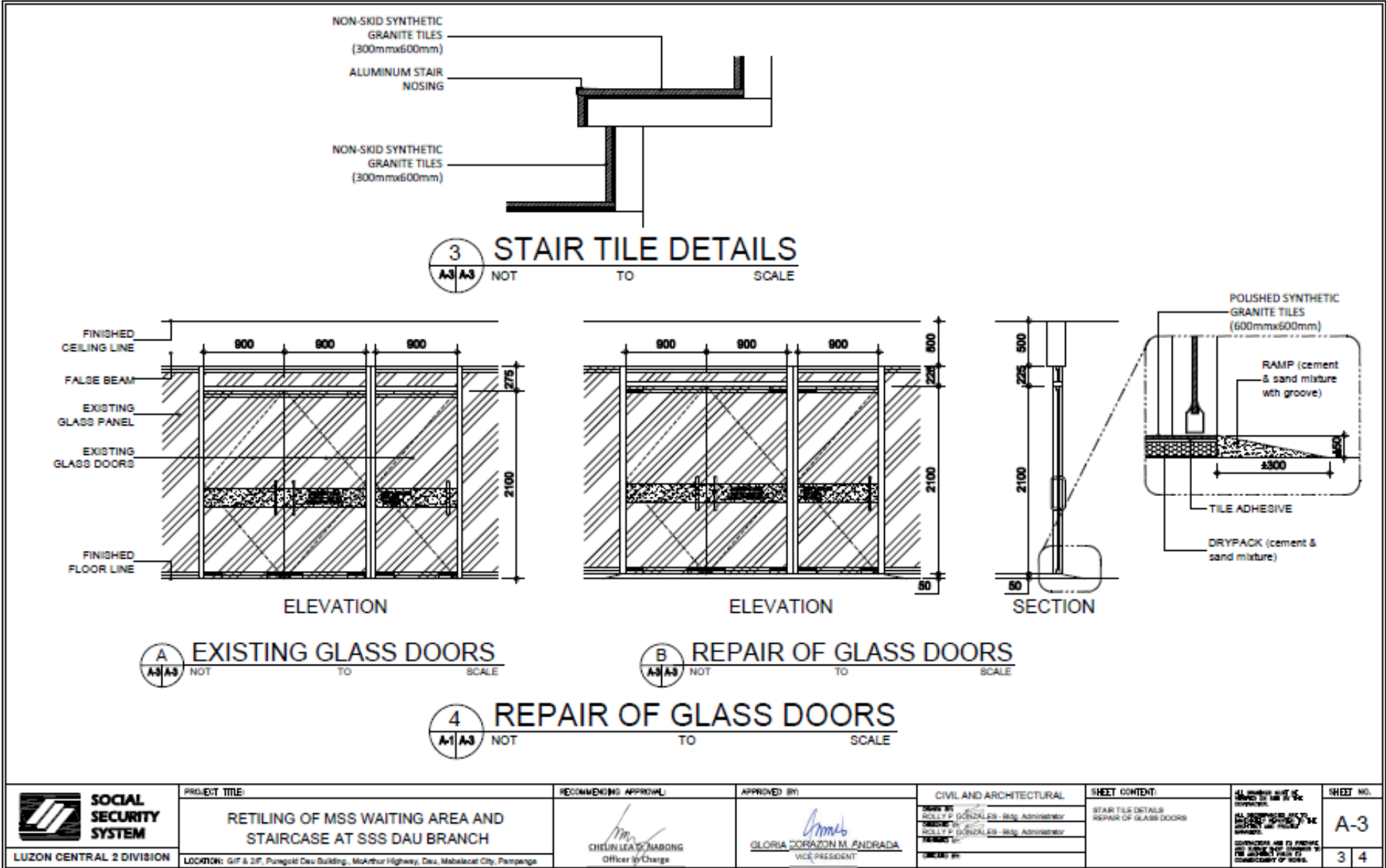
RETILING OF MSS WAITING AREA AND STAIRCASE AT SSS DAU BRANCH



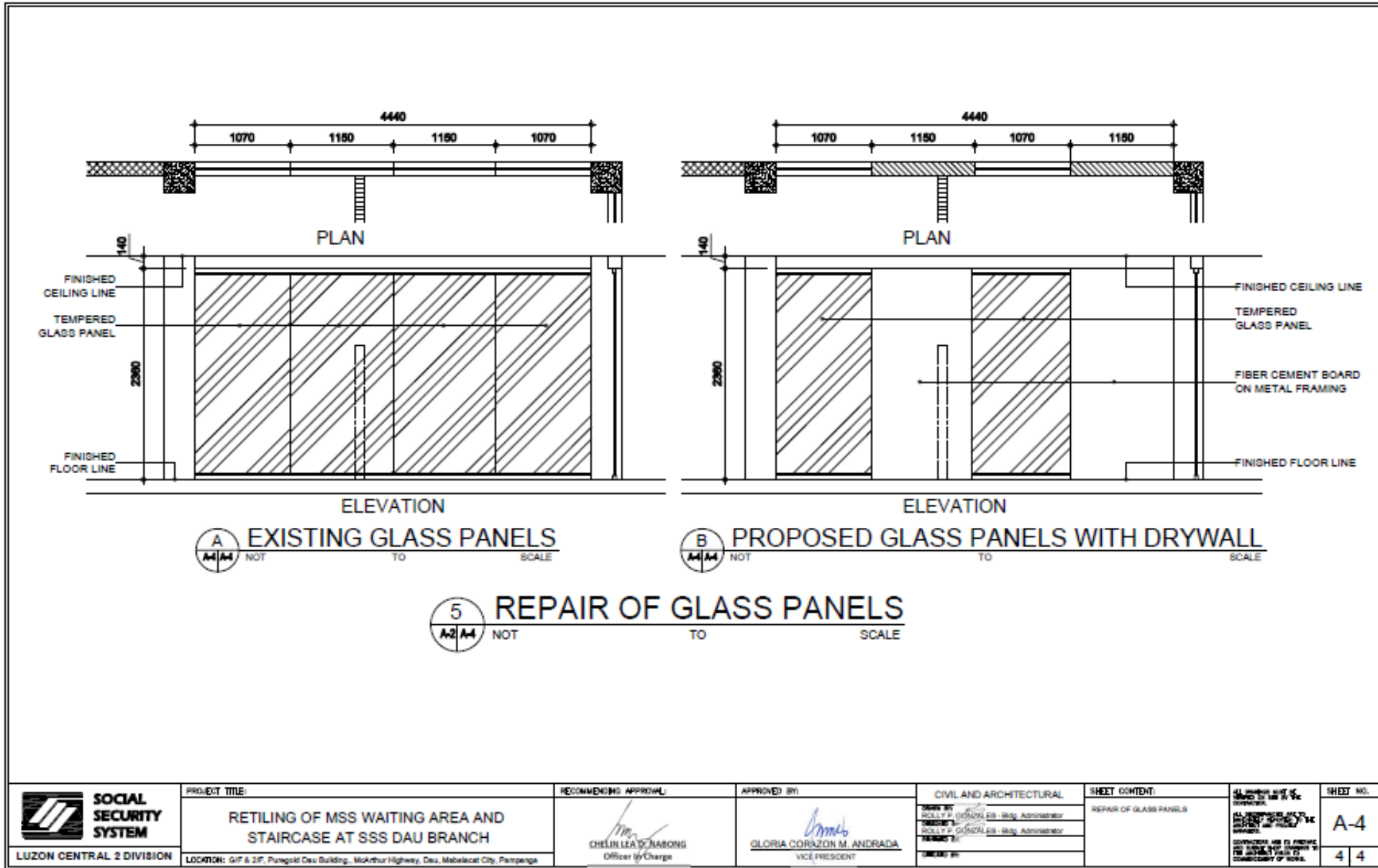
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 SOCIAL SECURITY SYSTEM LUZON CENTRAL 2 DIVISION	PROJECT TITLE: RETILING OF MSS WAITING AREA AND STAIRCASE AT SSS DAU BRANCH	RECOMMENDING APPROVAL: CHEUN LEA D. NARONG Officer in Charge	APPROVED BY: GLORIA SORAZON M. ANDRADA VICE PRESIDENT	CIVIL AND ARCHITECTURAL DRAWN BY: ROLLY P. ORTIZ - Reg. Architect CHECKED BY: ROLLY P. ORTIZ - Reg. Architect DESIGN BY: ROLLY P. ORTIZ - Reg. Architect	SHEET CONTENT: GROUND FLOOR TILES PLAN	SHEET NO. A-2 24
	LOCATION: G/F & 2/F, Punigold Dau Building, McArthur Highway, Dau, Mabalacat City, Pampanga				ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE SPECIFIED. CONTRACTOR HAS TO PROVIDE ALL MATERIALS AND LABORERS TO BE USED IN THIS PROJECT TO COMPLY WITH THE REQUIREMENTS OF THE BUREAU OF FIRE PROTECTION.	



SOCIAL SECURITY SYSTEM LUZON CENTRAL 2 DIVISION	PROJECT TITLE:	RECOMMENDING APPROVAL:	APPROVED BY:	CIVIL AND ARCHITECTURAL:	SHEET CONTENT:	 ALL WORKS SHALL BE IN ACCORDANCE WITH THE NATIONAL BUILDING CODE OF THE PHILIPPINES AND THE NATIONAL ELECTRICAL CODE OF THE PHILIPPINES.	SHEET NO.:
	RETILING OF MSS WAITING AREA AND STAIRCASE AT SSS DAU BRANCH LOCATION: G/F & 2/F, Panggold Dau Building, McArthur Highway, Dau, Marikina City, Pampanga	 CHAIR LEA S. MABONG Officer in Charge	 GLORIA CORAZON M. ANDRADA VICE PRESIDENT	DRAWN BY: ROLLY P. DONZAL ES - Reg. Architect CHECKED BY: ROLLY P. DONZAL ES - Reg. Architect DESIGNED BY:	CIVIL AND ARCHITECTURAL ROLLY P. DONZAL ES - Reg. Architect ROLLY P. DONZAL ES - Reg. Architect	STAIR TILE DETAILS REPAIR OF GLASS DOORS	 ALL WORKS SHALL BE IN ACCORDANCE WITH THE NATIONAL BUILDING CODE OF THE PHILIPPINES AND THE NATIONAL ELECTRICAL CODE OF THE PHILIPPINES.



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Section VIII. Bill of Quantities



LEGAL OFFICE AT SSS PAMPANGA BRANCH

PROJECT : PROPOSED LEGAL OFFICE AT SSS PAMPANGA
 LOCATION : DMGC, BRGY. Maimpis, City Of San Fernando, Pampanga
 SUBJECT : BILL OF QUANTITIES FORM (BOQ FORM)

ITEM NO.	DESCRIPTION	QTY.	UNIT	MATERIALS		LABOR & EQUIPMENT		DIRECT COST	MOB./ DEMOV.	MARK UP	VAT	TOTAL COST
				Unit Cost	Amount	Unit Cost	Amount					
(A)	(B)	(C)	(D)	(E)	(F) Cx E	(G)	(H) Cx G	(I) F + H	(J) 1% x (F + H)	(K) % x (I+J)	(L) 12% x (I+J + K)	(M) I + J + K + L
I	SITE PREPARATION											
	1. Temporary Facilities and Board-Up /Enclosure, Safety & Protective Signages	1	lot									
	2. Demolition/Dismantling/Removal of existing wall partitions, kitchen counter, door/jamb and steel window.	1	lot									
	3. Removal/Chipping of existing floor, wall Tiles and Vinyl Tiles	1	lot									
	4. Dismantling/ Removal of existing ceiling (Fiber Cment Board & light metal frames, lighting assembly & others)	1	lot									
	5. Hauling & Disposal of Debris & waste materials	1	lot									
	TOTAL COST - SITE PREPARATION											
II	MASONRY WORKS											
	1. CHB Laying and Platering											
	1.1 6" Concrete Hollow Blocks	7.4	sq.m/s									
	1.2 4" Concrete Hollow Blocks	13	sq.m/s									
	1.3 Portland Cement	28	bag/s									
	1.5 Sand	2.0	cu.m									
	1.6 10mmØX6.0m DRSB	16	pc/s									
	1.7 Ga.16 G.I Tie Wire	2	kg/s									
	TOTAL COST - MASONRY WORKS											
III	CARPENTRY WORKS											
	1. Drywall Partition											
	1.1 4.5.mm thk. Fiber Cement Board	2	pc/s									
	1.2 Metal Studs, 76mmX50mmX0.80mm thk.X3.0m	5	pc/s									
	1.3 Metal Tracks, 76mmX50mmX0.80mm thk.X3.0m	2	pc/s									
	2. Ceiling											
	2.1 4.5mm thk. Fiber Cement Board	4	pc/s									
	2.2 Metal Furring, 50mmX19mmX5.0m	3	pc/s									
	2.3 Carrying Channel, 38mmx12mmx5.0m	4	pc/s									
	2.4 Wall Angle 25mmX25mmX2.40m	7	pc/s									
	2.5 W-Cliip	15	pc/s									
	3. Cabinets (Built-in and Pigeon Hole)											
	3.1 ¾" thk. Plywood	7	pc/s									



ITEM NO.	DESCRIPTION	QTY.	UNIT	MATERIALS		LABOR & EQUIPMENT		DIRECT COST	MOB./ DEMOV.	MARK UP	VAT	TOTAL COST
				Unit Cost	Amount	Unit Cost	Amount					
	3.2 ¾"Laminated Board (verify color & design)	3	pc/s									
	3.3 1mmX22mm PVC edging (verify color & design)	33	lm/s									
	3.4 2"X4"X8" Aluminum tubular	4	pc/s									
	3.5 Concealed Hinges with Automatic Soft Closing Spring	12	pair/s									
	3.6 Drawer Slide Ball Bearing	3	pair/s									
	3.7 Stainless Steel Handle (8 inches)	17	pc/s									
	4. Cabinets (Counter)											
	4.1 ¾" thk. Plywood	3	pc/s									
	4.2 2"X3"X8' Good Lumber	2	pc/s									
	4.4 ¾"Laminated Board (verify color & design)	2	pc/s									
	4.5 1mmX22mm PVC edging (verify color & design)	19	lm/s									
	4.6 Concealed Hinges with Automatic Soft Closing Spring	4	pair/s									
	4.7 Flap Stay (mechanical bracket)	3	pc/s									
	4.8 Drawer Slide Ball Bearing	3	pair/s									
	4.9 Stainless Steel Handle (8 inches)	10	pc/s									
	5. Miscellenous items	1	lot									
	(screws, rivets,concrete nails,expansion bolts and other incidental materials that need to perform the work)											
	TOTAL COST - CARPENTRY WORKS											
IV	ARCHITECTURAL FINISHES											
	1. Installation of Acoustic Ceiling											
	1.1 16mm thk. Acoustic Board, Fissured 2'X2'	120	pc/s									
	1.2 CMT - Main Tee, 1"X1½"X12'L	18	pc/s									
	1.3 CMT - Cross Tee, 1"X1½"X2'L	116	pc/s									
	1.4 CMT - Wall Angle, 1"X1"X10'L	9	pc/s									
	1.5 Ga. 14 G.I. Tire Wire	20	lm/s									
	2. Installation of Tiles											
	2.1 600mmX600mm Polished Granite Tiles	130	pc/s									
	2.2 600mmX300Mmm Ceramic Floor Tiles	15	pc/s									
	2.3 600mmX300Mmm Ceramic Wall Tiles	85	pc/s									
	2.4 400mmX200Mmm Ceramic Wall Tiles	48	pc/s									
	2.5 Natural Granite Countertop for Pantry Counter and Built-in Cabinet	1	lot									
	2.6 Tile Adhesive (25kgs./bags)	24	bag/s									
	2.7 Portland Cement	20	bag/s									
	2.8 Sand	2	cu.m									
	2.9 Tile Grout (2kgs./bags)	5	bag/s									
	3. Installation of Box Type Gutter											
	3.1 Stainless Sheet 0.82mX2.4m	14	pc/s									
	4. Stainless Steel Gutter Bracket	24	pc/s									
	Stainless Steel Gutter Bracket (25mmX6mmX225m SS Flat Bar)											
	5. Miscellenous items	1	lot									
	(rivets, screws and other incidental materials that need to perform the work)											
	TOTAL COST - ARCHITECTURAL FINISHES											

ITEM NO.	DESCRIPTION	QTY.	UNIT	MATERIALS		LABOR & EQUIPMENT		DIRECT COST	MOB./ DEMOV.	MARK UP	VAT	TOTAL COST
				Unit Cost	Amount	Unit Cost	Amount					
V	DOORS, WINDOWS and GLASS PARTITION											
	1 DOORS											
	1.1 GLASS DOOR 01	1	set/s									
	900mmX2100mm Frameless Single Leaf, 12mm thk.Tempered Clear Glass with Stainless Steel Door Handle, Complete with Patch Fittings, Hardware and Accessories											
	1.2 WOOD DOOR 01	1	set/s									
	800mmX2100mm Flush Hollow Core Wood Door with ouver, LeverType Lockset, Stainless Steel Hinges with Bearings, 2"X4" Tanguile Door Jamb KD, Complete with Hardware and Accessories.											
	1.3 WOOD DOOR 02	1	set/s									
	800mmX2100mm Flush Hollow Core Wood Door with Bottom Louver, LeverType Lockset, Stainless Steel Hinges with Bearings, 2"X4" Tanguile Door Jamb KD, Complete with Hardware and Accessories.											
	1.4 WOOD DOOR 03	1	set/s									
	700mmX2100mm Flush Hollow Core Wood Door with Glass View and Frosted Sticker, Bottom Louver, LeverType Lockset, Stainless Steel Hinges with Bearings, 2"X4" Tanguile Door Jamb KD, Complete with Hardware and Accessories.											
	1.5 Door Closer with built-in hold open function	3	set/s									
	2. WINDOWS											
	2.1 WINDOW 01	4	set/s									
	(Awning and Fixed) 6mm thk. Clear Glass w/ frosted vinyl sticker and SSS logo on powder coated aluminum frames (verify color and design)											
	2.2 WINDOW 02	2	set/s									
	(Sliding and Fixed) 6mm thk. Clear Glass on Powder Coated aluminum frames (verify color and design)											
	3. PARTITIONS											
	3.1 Glass Partition	1	set/s									
	(Awning and Fixed) 6mm thk. Clear Glass w/ frosted vinyl sticker and SSS logo on powder coated aluminum frames (verify color and design)											
	TOTAL COST - DOORS, WINDOWS and GLASS PARTITION											
VI	PAINTING WORKS											
	1. Wall											
	1.1 Primer Latex	2	tin/s									
	1.2 Smi-Gloss Latex (Ready mix)	3	tin/s									
	1.3 Masonry Putty	2	gal/s									
	1.4 Masonry Neutralizer	1	gal/s									
	2. Ceiling											
	2.1 Flat Wall Enamel	2	ltr/s									
	2.2 Ficem Board Putty	1	gal/s									
	3. Doors, Jamb and Cabinets (Counter, Built-in and Pigeon Hole)											
	3.1 Wood/Timber Primer	4	gal/s									

ITEM NO.	DESCRIPTION	QTY.	UNIT	MATERIALS		LABOR & EQUIPMENT		DIRECT COST	MOB./ DEMOV.	MARK UP	VAT	TOTAL COST
				Unit Cost	Amount	Unit Cost	Amount					
	3.2 Aqua Gloss-it	6	gal/s									
	3.3 Wood Spot Putty	4	gal/s									
	5. Roof Sheeting											
	5. Roof Paint	5	gal/s									
	6. Fire wall											
	6. Cementitious Waterproofing	7	gal/s									
	7. Miscellaneous Items (paint roller, paint brush, sand paper, putty knife, masking tape and other incidental materials that need to perform the work)	1	lot									
	TOTAL COST - PAINTING WORKS											
VII	SPECIALTY WORKS											
	1. Frosted Sticker	1	lot									
	Supply and Installation of Frosted Stickers Pain, with Letter Cut-out and SSS Logo (see detailed drawings)											
	2. Front Signage	1	lot									
	Double Layer Build up acrylic logo and letter cut-out on 6mm thk. acrylic background											
	TOTAL COST - SPECIALTY WORKS											
VIII	PLUMBING and SANITARY WORKS											
	1. Fixtures and Kitchen Sink											
	1.1 Water Closet with seat cover and Lavatory Wall Hung(square type) with complete accessories (tissue holder, faucet, p-trap, pop-up drain, angle valve, flexible hose, bidet set)	1	set/s									
	1.2 Vanity Mirror	1	set/s									
	1.3 Urinal with Push Valve	1	set/s									
	1.4 Stainless Steel Kitchen Sink, single bowl, single hole (446mmX440mmX160mm) with complete accessories (kitchen sink faucet (goose neck type), sink strainer, P-trap, flexible hose, angle valve)	1	set/s									
	2. Sanitary											
	2.1 4"Ø uPVC Pipe (series 1000)	1	pc/s									
	2.2 2"Ø uPVC Pipe (series 1000)	2	pc/s									
	2.3 4" X4" uPVC Wye	1	pc/s									
	2.4 4" X2" uPVC Wye	1	pc/s									
	2.6 2" X2" uPVC Wye	4	pc/s									
	2.7 4" uPVC 45° Elbow	1	pc/s									
	2.8 4" PVC Clean Out	1	pc/s									
	2.9 2" PVC P-Trap	1	pc/s									
	2.10 2" PVC 45° Elbow	6	pc/s									
	2.11 2"x1¼" uPVC Reducer	2	pc/s									
	3. Water Line											
	3.1 ½" PPR Pipe PN10	3	pc/s									
	3.2 ½" PPR Female Elbow	4	pc/s									
	3.3 ½" PPR Female Adapter	2	pc/s									
	3.4 ½" PPR 90° Elbow	4	pc/s									

ITEM NO.	DESCRIPTION	QTY.	UNIT	MATERIALS		LABOR & EQUIPMENT		DIRECT COST	MOB./ DEMOV.	MARK UP	VAT	TOTAL COST
				Unit Cost	Amount	Unit Cost	Amount					
	3.5 ½" PPR Tee	3	pc/s									
	3.7 2"x2" Stainless Steel Floor Drain	1	pc/s									
	4. Miscellaneous Items (solvent cement, sealant, teflon tape and other incidental materials that need to perform the work)	1	lot									
	TOTAL COST - PLUMBING and SANITARY WORKS											
IX	ELECTRICAL WORKS											
	1. Conduits and Fittings											
	1.1 20mm Ø PVC Conduit	136	lm/s									
	1.2 20mmØ PVC complete fittings and accessories such as but not limited to the following:	1	lot									
	a. locknut and bushing											
	b. PVC male adapter											
	1.3 20mmØ Flexible Metallic Conduit (FMC)	19	mtr/s									
	1.4 20mmØ Flexible Metallic angle/ straight connector with locknut & bushing	1	lot									
	1.5 250mmØ IMC Pipe	12	lm/s									
	1.6 40mmØ IMC Pipe	12	lm/s									
	2. Boxes											
	2.1 Utility Box (4X2) Deep Type , GA #18	26	pc/s									
	2.2 Junction Box (4X4) Surface Type with cover , GA #18	21	pc/s									
	2.3 Pull Box, size (200mm x 200mm x 1200mm), Ga #18	2	pc/s									
	3. Wires / Cables											
	3.1 3.25mm2 THHN wire (lead free)	235	lm/s									
	3.2 5.5mm2 THHN wire (lead free)	172	lm/s									
	4. Wiring devices/Lighting fixtures											
	4.1 Duplex convenience outlet w/ 3-prong 15A, 240v, 2p Beige color	6	set/s									
	4.2 Duplex convenience outlet w/ 3-prong 15A, 240v, 2p Off-white color	10	set/s									
	4.3 ACU convenience outlet w/ 3-prong 15A, 240v, 2p	3	set/s									
	4.4 Single convenience outlet w/ 3-prong 15A, 240v, 2p	5	set/s									
	4.5 One gang switch, single pole, 15A, 250V flush type (National Brand)	2	set/s									
	4.7 Two gang switch, single pole, 15A, 250V flush type (National Brand)	2	set/s									
	4.7 Three gang switch, single pole, 15A, 250V flush type (National Brand)	1	set/s									
	4.9 Troffer type lighting fixture, size (1200x600)mm luminaire housing: #18 thick sheet metal, painted with enamel or epoxy, w/ snap or push button stainless clip for louver and bi-pi holder pre-wired w/ 22mm stranded wire, reflector: anodeized specular or aluinium finished pinholes for locking system, 0.4mm, thickness louver: semi-specular or multi-line satin fi anodized aluminum louver (glading cancellation effect); LED linear tube : 1620 lumens with built-in driver, bi-pin terminal, 200-25VAC, 60Hz, 3000 burning hours.	8	set/s									
	4.10 150mm Ø Downlight fixture, white-painted housing w/ 0.4mm specular finish aluminum w/ 9W LED bulb, 70 Lumens/Watts (min) w/ clear glass cover and white mounting ring	2	set/s									
	4.11 75mm Ø Downlight fixture, white-painted housing w/ 0.4mm specular finish aluminum w/ 9W LED bulb, 70 Lumens/Watts (min) w/ clear glass cover and white mounting ring	3	set/s									

ITEM NO.	DESCRIPTION	QTY.	UNIT	MATERIALS		LABOR & EQUIPMENT		DIRECT COST	MOB./ DEMOV.	MARK UP	VAT	TOTAL COST
				Unit Cost	Amount	Unit Cost	Amount					
	4.12 Exit signage. 2W LED bulb (min), 6VDC w/ back-up battery rechargeable	1	set/s									
	4.13 2x1 Watt (min) LED emergency light, 230V, 4AH min sealed lithium-ion battery and C.O.W2 LED bulb (min) 6VDC w/ back-up battery rechargeable	3	set/s									
	4.14 10" Ceiling cassette exhaust fan, 40Watts, (min), 230V, 60Hz	1	set/s									
	4.14 8" Wall mounted exhaust fan, 33Watts, (min), 230V, 60Hz	1	set/s									
	4.15 Conventional smoke detector with base	2	set/s									
	4.16 Conventional heat detector with base	1	set/s									
	5. Miscellaneous Items (electrica tape, screws, solvent cement and other incidental materials that need to perform the work)	1	lot									
	TOTAL COST - ELECTRICAL WORKS											
X	STRUCTURED CABLING WORKS											
	1. Installation of Data/Network line (CAT 5e,4 pair UTP cable, Stranded, devices(ethernet wall plate 2/4/6 port, RJ45), pvc conduits, boxes and other incidental materials that need to perform the work)	1	lot									
	TOTAL COST - STRUCTURED CABLING WORKS											
											TOTAL PROJECT COST	

SUMMARY OF ESTIMATES

A. ESTIMATED DIRECT COST	= _____
I. SITE PREPARATION.....	_____
II. MASONRY WORKS.....	_____
III. CARPENTRY WORKS.....	_____
IV. ARCHITECTURAL FINISHES.....	_____
V. DOORS, WINDOWS and GLASS PARTITION.....	_____
VI. PAINTING WORKS.....	_____
VII. SPECIALTY WORKS.....	_____
VIII. PLUMBING and SANITARY WORKS.....	_____
IX. ELECTRICAL WORKS.....	_____
X. STRUCTURED CABLING WORKS.....	_____
B. MOB/DEMOB @ 1% of A	= _____
C. MARK-UP (Profit, Overhead & Cont'cy) % of (A+B)	= _____
D. VAT 12% of (A+B+C)	= _____
TOTAL PROJECT COST (Sum of A+B+C)	_____

GENERAL CONDITIONS:

1. For uniformity and evaluation purposes, a bidder shall adhere to the herein prescribe format of BOQ, specifically in the formula for computation, given quality and inclusive pay items. Any deviation from the format shall be a ground for disqualification of bid.
 - 1.1 Fill up all required items/field in the BOQ. Failure to indicate any of the following shall mean outright disqualification since bid considered Non-responsive:
 - a) If item is given for free, indicate dash (-), zero (0) of free
 - b) If the item is not applicable, indicate N/A



2. Each bidder shall be provided with hard copy of the BOQ Form (attached in PBD) and an electronic copy for faster and easier encoding. The hard copy shall serve as the bidder's reference as to the completeness of work items, quantity, formula, format, etc. in the BOQ Form considering that the electronic copy is prone to alterations during encoding. Any discrepancy on the contents (specially on the quantity and inclusive pay items) between the hard copy and electronic, the contents of the hard copy shall prevail.
3. Bidders are not allowed to include any pay items that were not indicated in the hard copy of BOQ. In instances where necessary work items are inadvertently left out in BOQ Form, a bidder should make a written query to the Bids and Awards Committee so that the same shall be addressed in the Bid Bulletin which will be issued to all participating bidders.
4. Bidders shall include in the detailed estimate the breakdown of materials & labor for quantities specified in LOT (unit of measure) in BOQ.
5. All documents must be signed, and each and every page thereof must be initialed by the duly authorized representative/s of the bidder.
6. Mark-up shall include the following:
 - 6.1 Overhead expenses such as office expenses, supervision, transportation allowances, and financing costs (Premium on CARI, Bid Security, Performance Security, Surety for advance payment, Warranty Bond).
 - 6.2 Contingencies, Miscellaneous Expenses and Contractor's Profit Margin.
7. It is the responsibility of the Bidder to check the arithmetical computation provided herein.

Submitted By: _____
Name of Bidder / Company Name)

Prepared By: _____
(Company Representative - Signature over printed name)

Address: _____

Telephone No.: _____

Date: _____



RETILING OF MSS WAITING AREA AND STAIRCASE AT SSS DAU BRANCH

PROJECT : RETILING OF MSS WAITING AREA AND STAIRCASE AT SSS DAU BRANCH
 LOCATION : G/F & 2/F, Puregold Dau Building., McArthur Highway, Dau, Mabalacat City, Pampanga
 SUBJECT : COST ESTIMATES

ITEM NO.	DESCRIPTION	QTY.	UNIT	MATERIALS		LABOR & EQUIPMENT		DIRECT COST (I) F + H	MOB./ DEMOV. (J) 1% x (F x H)	MARK UP (K) % x (I+J)	VAT (L) 12% x (I+J + K)	TOTAL COST (M) i+J + K+ L
				Unit Cost (E)	Amount (F) Cx E	Unit Cost (G)	Amount (H) Cx G					
(A)	(B)	(C)	(D)	(E)	(F) Cx E	(G)	(H) Cx G	(I) F + H	(J) 1% x (F x H)	(K) % x (I+J)	(L) 12% x (I+J + K)	(M) i+J + K+ L
I	SITE PREPARATION											
	1. Movement of Tables, Gang Chair and other furniture	1	lot									
	2. Removal of existing Vinyl Tiles	1	lot									
	3. Hauling & Disposal of Debris & waste materials	1	lot									
	TOTAL COST - SITE PREPARATION											
II	ARCHITECTURAL FINISHES											
	1. Installation of Tiles											
	1.1 600mmX600mm Polished Synthetic Granite Tiles	185	pc/s									
	1.2 300mmX600mm Non-Skid Synthetic Granite Tiles	85	pc/s									
	1.3 Aluminum Stair Nosing	22	pc/s									
	1.4 Tile Adhesive (25kgs./bags)	35	bag/s									
	1.5 Tile Grout (2kgs./bags)	3	bag/s									
	1.6 Portland Cement	17	bag/s									
	1.7 Sand	2.7	cu.m									
	1.8 Miscellaneous Items (materials/perform unexpected work and repainting of affected areas)	1	lot									
	TOTAL COST - ARCHITECTURAL FINISHES											
III	GLASS DOORS, GLASS PANELS AND DRYWALL PARTITION											
	1. Glass Doors											
	1.1 Removal, Repairs and Reinstallation of Glass Doors - Main Door and Self-Service Express Terminal Door (lif up adjustment of transom door) and replacement defective necessary fitting, lockset and accessories to complete the reinstallation of glass doors.	1	lot									
	2. Glass Panels											
	2.1 Repair and Reinstallation of Glass Panels at the Second Floor level (replacement defective necessary fitting and accessories to complete the reinstallation of glass panels)	1	lot									

ITEM NO.	DESCRIPTION	QTY.	UNIT	MATERIALS		LABOR & EQUIPMENT		DIRECT COST	MOB./ DEMOV.	MARK UP	VAT	TOTAL COST
				Unit Cost	Amount	Unit Cost	Amount					
3.	Drywall Partition											
	3.1 Intallation of Drywall Partition(4.5mm thk. Fiber Cement Board, Metal Studs 76mmX35mmX.8mm thk., Metal Tracks 76mmX35mmX.8mm thk., Miscellenous items)	6	sq.m									
	TOTAL COST - GLASS DOORS, GLASS PANELS AND DRYWALL PARTITION											
IV	PAINTING WORKS											
	1. DRYWALL											
	1.1 Primer Latex	1	gal/s									
	1.2 Semi-Gloss Latex (ready mix paint)	1	gal/s									
	1.3 Masonry Putty	1	gal/s									
	1.4 Cementitious Waterproofing	1	gal/s									
	2. Miscellaneous Items (other materials and to perform unexpected work)	1	lot									
	TOTAL COST - PAINTING WORKS											
TOTAL PROJECT COST												

SUMMARY OF ESTIMATES

A. ESTIMATED DIRECT COST	=	_____
I. SITE PREPARATION.....		_____
II. ARCHITECTURAL FINISHES.....		_____
III. GLASS DOORS, GLASS PANELS AND DRYWALL PARTITION.....		_____
IV. PAINTING WORKS.....		_____
B. MOB/DEMOB @ 1% of A	=	_____
C. MARK-UP (Profit, Overhead & Cont'cy) % of (A+B)	=	_____
D. VAT 12% of (A+B+C)	=	_____
TOTAL ESTIMATED PROJECT COST		=====

GENERAL CONDITIONS:

1. For uniformity and evaluation purposes, a bidder shall adhere to the herein prescribe format of BOQ, specifically in the formula for computation, given quality and inclusive pay items. Any deviation from the format shall be a ground for disqualification of bid.
 - 1.1 Fill up all required items/field in the BOQ. Failure to indicate any of the following shall mean outright disqualification since bid considered Non-responsive:
 - a) If item is given for free, indicate dash (-), zero (0) or free
 - b) If the item is not applicable, indicate N/A

2. Each bidder shall be provided with hard copy of the BOQ Form (attached in PBD) and an electronic copy for faster and easier encoding. The hard copy shall serve as the bidder's reference as to the completeness of work items, quantity, formula, format, etc. in the BOQ Form considering that the electronic copy is prone to alterations during encoding. Any discrepancy on the contents (specially on the quantity and inclusive pay items) between the hard copy and electronic, the contents of the hard copy shall prevail.
3. Bidders are not allowed to include any pay items that were not indicated in the hard copy of BOQ. In instances where necessary work items are inadvertently left out in BOQ Form, a bidder should make a written query to the Bids and Awards Committee so that the same shall be addressed in the Bid Bulletin which will be issued to all participating bidders.
4. Bidders shall include in the detailed estimate the breakdown of materials & labor for quantities specified in LOT (unit of measure) in BOQ.
5. All documents must be signed, and each and every page thereof must be initialed by the duly authorized representative/s of the bidder.
6. Mark-up shall include the following:
 - 6.1 Overhead expenses such as office expenses, supervision, transportation allowances, and financing costs (Premium on CARI, Bid Security, Performance Security, Surety for advance payment, Warranty Bond).
 - 6.2 Contingencies, Miscellaneous Expenses and Contractor's Profit Margin.
7. It is the responsibility of the Bidder to check the arithmetical computation provided herein.

Submitted By: _____
(Name of Bidder / Company Name)

Prepared By: _____
(Company Representative - Signature over printed name)

Address: _____

Telephone No.: _____

Date: _____



***Section IX. Checklist of Technical and
Financial Documents***



Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

- (a) Valid PhilGEPS Certificate of Platinum Registration and Membership (Platinum Membership) (all pages);

or

Technical Documents

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

Financial Documents

- (h) The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- (i) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

Class "B" Documents

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

II. FINANCIAL COMPONENT ENVELOPE

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



Other documentary requirements under RA No. 9184

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

IMPORTANT REMINDERS

- A) Each and every page of the Bid Forms, under Section VIII: Checklist of Technical and Financial Documents hereof, shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the bid.
- B) Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the Bidder.
- C) Bid documents shall be compiled in a folder/binder with the Annexes properly labeled with tabs/separators.
- D) Bidders shall submit their bids through their duly authorized representative enclosed in separate sealed envelopes, which shall be submitted simultaneously:
 - a) The first three individually sealed envelopes shall contain the folder/binder of the Eligibility Requirements and Technical Component of the bid; prepared in three copies labeled as follows:

 Envelop (1): ORIGINAL – Eligibility Requirements and Technical Component
 Envelop (2): COPY1 – Eligibility Requirements and Technical Component
 Envelop (3): COPY2 – Eligibility Requirements and Technical Component
 - b) The next three individually sealed envelopes shall contain the folder/binder of the Financial Component of the bid; prepared in three copies labeled as follows:

 Envelop (4): ORIGINAL – Financial Component
 Envelop (5): COPY1 – Financial Component
 Envelop (6): COPY2 – Financial Component
 - c) Bidders shall enclose, seal and mark the following:

 Envelop (7): Envelope (1) and Envelope (4) enclosed in one sealed envelope marked “ORIGINAL–BID”

 Envelop (8): Envelope (2) and Envelope (5) enclosed in one sealed envelope marked “COPY1–BID”

 Envelop (9): Envelope (3) and Envelope (6) enclosed in one sealed envelope marked “COPY2–BID”
 - d) Envelopes (7) to (9) shall then be enclosed in a single sealed, signed final/outer envelope/package/box
 - e) All envelopes (Envelopes (1) to (9) and the final/outer envelope/package/box) shall indicate the following:



- addressed to the Procuring Entity's BAC
- name and address of the Bidder in capital letters
- name of the contract/project to be bid in capital letters
- bear the specific identification/reference code of this bidding process
- bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of bids

<p>THE CHAIRPERSON</p> <p>BIDS AND AWARDS COMMITTEE</p> <p>2ND FLOOR, SSS MAIN BUILDING</p> <p>EAST AVENUE, DILIMAN, QUEZON CITY</p> <p>NAME OF BIDDER : _____</p> <p>ADDRESS : _____</p>

- E) Bids submitted after the deadline shall only be marked for recording purpose, shall not be included in the opening of bids, and shall be returned to the bidder unopened.
- F) Bidders shall submit a copy of the Authority to Notarize issued by the Regional Trial Court to the Notarial Public.



FORMS



Bid Form for the Procurement of Infrastructure Projects

BID

FORM

PROPOSED LEGAL OFFICE AT SSS PAMPANGA BRANCH AND RETILING OF
MSS WAITING AREA AND STAIRCASE AT SSS DAU BRANCH

Date: _____

Project Identification No.: _____

To: SOCIAL SECURITY SYSTEM
East Avenue, 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. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: **(Insert name of contract)**;
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
 - a. The total price of our Bid in words and figures, excluding any discounts offered below is: **(insert information)**;
 - b. The discounts offered and the methodology for their application are: (insert information);
 - c. The total bid price includes the cost of all taxes, such as, but not limited to: [specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties], which are itemized herein and reflected in the detailed estimates,
 - d. Our Bid shall be valid within the period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
 - e. If our Bid is accepted, we commit to obtain a Performance Security in the amount of **[insert percentage amount]** percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines for this purpose;
 - f. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
 - g. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
 - h. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
 - i. We likewise certify/conform that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid,



and to sign and execute the ensuing contract for the (Name of Project)of the [Name of the Procuring Entity].

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

Name: _____

Legal capacity:_____

Signature:_____

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

Date: _____

GPPB Resolution No. 16-2020, dated 16 September 2020



Bid Securing Declaration Form

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

BID SECURING DECLARATION

Project Identification No.: [Insert number]

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
 - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of *[month]* *[year]* at *[place of execution]*.

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

[Jurat]

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

GPPB Resolution No. 16-2020, dated 16 September 2020



**Contract Agreement Form for the
Procurement of Infrastructure Projects (Revised)**

CONTRACT AGREEMENT

**PROPOSED LEGAL OFFICE AT SSS PAMPANGA BRANCH AND PROPOSED
RETILING OF MSS WAITING AREA AND STAIRCASE AT SSS DAU
BRANCH**

ITB-SSS-CIVIL-2022_____

THIS AGREEMENT made between:

SOCIAL SECURITY SYSTEM, a government-owned and controlled corporation created pursuant to Republic Act No. 11199, with principal office address at SSS Building, East Avenue, Diliman, Quezon City, represented herein by its Approving Authority and (Position of Approving Authority), (Name of Approving Authority) and (Position of Signatory), (Name of signatory), duly authorized pursuant to Administrative Order _____, _____ (pertaining to Approving Authority) (Annex "A") and Office Order _____, _____ (Annex "B") (pertaining to signatories), hereinafter referred to as the "SSS";

- a n d -

(NAME OF CONTRACTOR), of legal age, Filipino, single/married, with principal address at _____, hereinafter referred to as the "Contractor".

If corporation

(NAME OF CONTRACTOR), a corporation duly created and existing pursuant to the laws of the Republic of the Philippines, with principal office address at _____, represented herein by its (Position of Signatory), (Name of Signatory), duly authorized pursuant to _____, _____, hereinafter referred to as 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 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 integral 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. Contractor's bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

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

c. Performance Security;

d. Notice of Award of Contract; and the Bidder's conforme thereto; and

e. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**

3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.

4. The SSS agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

[Insert Name and Signature]

[Insert Name and Signature]

[Insert Signatory's Legal Capacity]

[Insert Signatory's Legal Capacity]

for:

for:

SSS

[Insert Name of Supplier]

(In case of double acknowledgment)

SIGNED IN THE PRESENCE OF:

(Name of Certifying officer as to availability of funds)
(Position of Certifying Officer)
(Department/Office of Certifying Officer)

FUNDS AVAILABLE:

APP No.: _____

FIRST ACKNOWLEDGMENT

Republic of the Philippines)
_____) S.S.

BEFORE ME, a Notary Public for and in _____, Philippines, on this _____ day of _____ personally appeared:

Name	Competent Evidence of Identity	Date/Place of Issue

known to me to be the same person who executed the foregoing Agreement, consisting of _____ (___) pages, including this page and excluding annexes, and he/she/they acknowledged to me that the same is his/her/their free and voluntary act and deed as well as the free and voluntary act and deed of the principal he/she /they represent/s in this instance.

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

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of 20__.



SIGNED IN THE PRESENCE OF:

SECOND ACKNOWLEDGMENT

Republic of the Philippines)
_____) S.S.

BEFORE ME, a Notary Public for and in _____, Philippines, on this _____ day of _____ personally appeared:

Name	Competent Evidence of Identity	Date/Place of Issue

known to me to be the same person who executed the foregoing Agreement, consisting of _____ (____) pages, including this page and excluding annexes, and he/she/they acknowledged to me that the same is his/her/their free and voluntary act and deed (if corporation to include succeeding phrase) as well as the free and voluntary act and deed of the principal he/she /they represent/s in this instance.

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

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of 20__.



Omnibus Sworn Statement (Revised)

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

AFFIDAVIT

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

1. Select one, delete the other:

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

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

2. Select one, delete the other:

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

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached documents 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;

[Handwritten signature]

[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. *[Consultant]* 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 duly 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]

GPPB Resolution No. 16-2020, dated 16 September 2020



Performance Securing Declaration (Revised)

REPUBLIC OF THE PHILIPPINES)

CITY 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]



FORM-06

STATEMENT OF ALL ITS ON-GOING GOVERNMENT AND PRIVATE CONTRACTS, INCLUDING CONTRACTS AWARDED BUT NOT YER STARTED

NAME OF CONTRACT	DATE OF CONTRACT	CONTRACT DURATION	CONTACT PERSON, CONTACT NO., ADDRESS, AND EMAIL ADDRESS	KINDS OF GOODS	AMOUNT OF CONTRACT	VALUE OF OUTSTANDING CONTRACT



FORM-07

STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT SIMILAR TO THE PROJECT TO BE BID EQUIVALENT TO AT LEAST 50% OF THE ABC WITH ATTACHED SUPPORTING DOCUMENTS (i.e. P.O/CONTRACTS)

NAME OF CONTRACT	KINDS OF GOODS	AMOUNT OF CONTRACT	CONTACT PERSON, CONTACT NO., ADDRESS, AND EMAIL ADDRESS



Formula in the Computation of NFCC

NAME OF PROJECT

NAME OF COMPANY

NFCC = 15 (Current Assets – Current Liabilities) – Value of All Outstanding Works under On-going Contracts including Awarded Contracts yet to be started)

YEAR	CURRENT ASSETS	CURRENT LIABILITIES
TOTAL		

Value of Outstanding Works under On-going Contracts:

CONTRACT DESCRIPTION	TOTAL CONTRACT AMOUNT AT AWARD	PERCENTAGE OF PLANNED AND ACTUAL ACCOMPLISHMENT	ESTIMATED COMPLETION TIME
TOTAL			

Use additional sheet/s, if necessary

FORMULA:

$$15 \left(\frac{\text{Current Assets}}{\text{Current Assets}} - \frac{\text{Current Liabilities}}{\text{Current Liabilities}} \right) - \frac{\text{Total Outstanding Works}}{\text{Total Outstanding Works}} = \text{NFCC}$$

P _____ NFCC

Prepared and Submitted by:

 Signature over Printed Name

(Name of Bank)

COMMITTED LINE OF CREDIT CERTIFICATE

Date: _____

Social Security System (SSS)
SSS Main Building, East Avenue
Diliman, Quezon City

CONTRACT PROJECT	:	_____
COMPANY/FIRM	:	_____
ADDRESS	:	_____
BANK/FINANCING	:	_____
INSTITUTION	:	_____
ADDRESS	:	_____
AMOUNT	:	_____

This is to certify that the above Bank/Financing Institution with business address indicated above, commits to provide the (Supplier/Distributor/Manufacturer/Contractor), if awarded the above-mentioned Contract, a credit line in the amount specified above which shall be exclusively used to finance the performance of the above-mentioned contract subject to our terms, conditions and requirements.

The credit line shall be available within fifteen (15) calendar days after receipt by the (Supplier/Distributor/Manufacturer/Contractor) of the Notice of Award and such line of credit shall be maintained until issuance of Certificate of Acceptance by the Social Security System.

This Certification is being issued in favor of said (Supplier/Distributor/Manufacturer/Contractor) in connection with the bidding requirement of (Name of Procuring Entity) for the above-mentioned Contract. We are aware that any false statements issued by us make us liable for perjury.

The committed line of credit cannot be terminated or cancelled without the prior written approval of Social Security System.

Name and Signature of Authorized Financing Institution Office

Office Designation

Concurred by:

Name & Signature of (Supplier/Distributor/Manufacturer/Contractor) Authorized Representative
Official Designation

SUBSCRIBED AND SWORN TO BEFORE ME this _____ day of _____ at _____
Philippines, Affiant exhibited to me his/her competent Evidence of Identity (as defines by the 2004
Rules on Notarial Practice _____ issued on _____ at _____, Philippines.

NOTARY PUBLIC

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

(Note: The amount committed should be machine validated in the Certificate itself)



