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**FIELD OFFICE VII**

**INVITATION TO BID FOR NEGOTIATED PROCUREMENT**

**Supply and installation of Automatic Fire Protection System at Regional Warehouse - Annex, Labangon, Cebu City**

*Negotiated Procurement due to Two-Failed Biddings*

**ITB No. DSWD7-NP-2017-01**

1. The Department of Social Welfare & Development – Field Office VII (DSWD-FO VII) through the authorized appropriations of Fiscal Year 2016 General Appropriations Act (GAA No.) intends to apply the sum of One Million Five Hundred Thousand Pesos (₱1,500,000.00) being the Approved Budget for the Contract (ABC) to payments under the contract for the **Supply and installation of Automatic Fire Protection System at Regional Warehouse - Annex, Labangon, Cebu City**.

2. DSWD-FO VII now invites technically, legally and financially capable suppliers for the above project.

3. The procurement procedure to be adopted is Negotiated Procurement pursuant to Section 53.1 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, otherwise known as the “Government Procurement Reform Act”.

4. Interested suppliers are invited to attend the **negotiation conference** on **April 4, 2017 10:30 AM** at the procuring entity’s conference room. Deadline for the submission quotations/proposals will be on **April 18, 2017 10:15 AM** to be followed with bid opening on the same day at **10:30 AM** at **DSWD Conference Room**.

5. Participating bidders shall submit two (2) copies of the following eligibility, technical and financial documents properly sealed in an envelope during the opening of bids, viz:

**Technical Documents:**

1. PhilGEPS Certificate of Registration and membership
2. SEC, DTI or CDA Registration
3. Mayor’s Permit or Business License
4. Tax Clearance (per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR)
5. Audited Financial Statements, 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
6. List of all Ongoing Government & Private Contracts including contracts awarded but not yet started, if any. (Please use the prescribed form hereto attached)
7. Statement of the bidder’s Single Largest Completed Contract (SLCC) which is similar in nature within three (3) years. (Please use the prescribed form hereto attached)
8. PCAB License and Registration
9. The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC) (Please use the prescribed form hereto attached)
10. Valid joint venture agreement (JVA), if applicable. JV bidders shall submit a JVA in accordance with R.A. 4566 and its IRR.
11. Project Requirements, which shall include the following:

(1) Organizational chart for the contract to be bid;

(2) List of contractor’s 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; and

(3) 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.

1. Omnibus Sworn Statement (Please use the prescribed form hereto attached)
2. Bid Security or Bid Securing Declaration
3. Certificate of Site Visit
4. Conformity with the project’s specifications
5. Conformity with the Bill of Quantities

**Financial Documents:**

a) Finacial Proposal Submission Sheet

6. Interested bidders may obtain further information from the BAC Secretariat at **telephone nos. (032) 412-9908; 233-8785 local 127** and contact **Ms. Patricia R. Megalbio,** BAC Secretariat Head during office hours or you may e-mail to bacsec.fo7@gmail.com.

7. The DSWD-FO VII reserves the right to accept or reject any proposal, to annul the procurement process at any time prior to contract award, without thereby incurring any liability to the affected suppliers.

**MS. EMMA F. PATALINGHUG**

Vice-Chairperson, Bids & Awards Committee

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# Specifications

A. The Scope of Work covered within these Specifications is the complete construction of the ***Proposed Fire Protection System of the DSWD-FO7 Regional Warehouse – Annex located at AVRC II, Labangon, Cebu City***

B. The Contractor shall bear the responsibility of checking all the numbers and units as indicated in the Bill of Quantities. It is understood that the Contractor shall supply and install the required units in accordance with the Plans and the Specifications.

C. The execution of this Specification, Plans and other related Contract Documents shall be subjected to the rules and regulations as provided in the General Conditions of the Contract. **The Plans and specifications shall be interpreted by the Procuring Entity and or his/her representative.** The Contractor is enjoined to confer with the Procuring Entity on items for clarification before submitting his bid. No excuses shall be entertained for misinterpretation of the Plans and specifications after the award of contract. All work as deemed required by the Procuring Entity shall be carried out properly by the Contractor.

1. The Contractor shall consult the Procuring Entity on portion of the work not mentioned in the Specification and not illustrated on the Plans. He shall not work without proper instruction or detailed plans approved by the Procuring Entity, otherwise he shall be responsible for the in acceptance of the work done without details. In such case, the Contractor shall make good the work at his own expense.

2. No alteration or addition shall be allowed without the consent and proper documentation approved by the Procuring Entity, even such change is ordered by the Procuring Entity. The Contractor shall bring the case to the Procuring Entity. Request for approval of such changes, alteration, deviation of work shall not be done without the consent of the Procuring Entity. Changes may be presented to the Procuring Entity in the form of shop drawings.

ONE (1) SET of clean Plans and specification shall always be kept at the jobsite to be available to the Procuring Entity or their representative upon his request during the construction.

**FIRE PROTECTION SYSTEM**

**FP 1. General**

**1. General Description**

The scope of work to be done on this specification consist of the fabrication, complete in all details, of fire protection works at the subject premises, the installation, except those portions shall be in accordance with governing Codes and Regulations and with the specifications, except where the same shall conflict with the codes, etc. which, later shall be govern. The requirements in regards to materials and workmanship specify the required standards for the furnishing of all labor, materials and appliances necessary for the complete installation of the work specified herein and indicated on the drawings.

**2. Drawing and Specifications**

1.1 The contract drawing and specifications are complimentary to each other and any labor or material for by either, whether or not called for both if necessary for the successful operation of any of the particular type of the equipment furnished and installed without additional cost of the Procuring Entity.

1.2 All dimensional locations of piping’s, equipment, risers and pipes chase shall be verified on the architectural drawings and manufacturers catalogue

**3. Intent**

It is not intended that the drawings shall show every pipes, fittings, valve and equipment. All such items whether specifically mentioned or not, or indicated on the drawings, shall be furnished and installed if necessary to complete the system in accordance with the best practice of the fire protection trade and to the satisfaction of the Procuring Entity.

**4. Site Investigation**

The contractor required to visit the site and to ascertain himself as to the local conditions and facilities that may affect his work. He will be deemed to have done this before preparing his proposal and any subsequent claims on the ground of inadequate or inaccurate information will not be entertained

5. **Shop Drawings**

The Contractor shall submit to the Procuring Entity, for approval, four (4) copies of all shop drawings of details and connections not shown on the drawings or details or deviations thereof but required for the work. The Contractor shall certify that the drawings have been checked for dimensions, materials, erection details and conform to the intent of drawings and specifications.

6. **Record Drawing**

a. The Contractor shall during the progress of work, keep a record of the actual installation from that shown on the contract drawings

b. Upon completion of the work, The Contractor shall submit four (4) copies of the as built drawings indicating the work as actually and finally installed.

7. **Guarantee**

The Contractor shall guarantee that the fire protection system is free from all defective workmanship and materials and will remain so for a period of one (1) year from date of acceptance of the work. Any defects, appearing within aforesaid period shall be remedied by the Contractor at his own expense.

8. **Permits**

The Contractor shall responsible for securing all the required construction and operation permits, together with the certificate of inspections shall be submitted to the Procuring Entity.

9. **Codes and Standard**

The work under this contract is to be installed with the reference to the latest requirements of the following.

a. Philippine National Building Code b. Fire Code of the Philippines

c. American Society for Testing and Materials (ASTM)

d. American National Standards Institute (ANSI)

e. National Fire Protection Association (NFPA)

f. Underwriters‟ Laboratories‟ (UL)

g. Factory Mutual (FM)

h. National Electrical Manufacturers Association (NEMA)

10. **Materials**

i. Quality Assurance – All materials to be used shall be new and shall be conform to the reference codes and standards. Use of materials shall further be governed by other requirements, imposed in other sections of these specifications‟. Materials shall be subject to the test necessary their fitness if so requires.

ii. Alternative Materials – Use of any materials, not specified in this specification any be allowed provided such alternative has been approved further by the Procuring Entity and provided further that a test if required, shall be done by an approved agency in accordance with generally accepted standards.

iii. Identification of Materials – Each length of pipe, fittings, equipment, and device used in the fire protection system shall have cast, stamped or indelibly marked on it the manufacturer’s trademarks or name, the weight, type and classes or product when so required by the standards mentioned above.

a. Galvanized Iron Piping –

1. Type – ERW, ASTM A -120 or A-53
2. Minimum Wall Thickness – Schedule 40
3. Joints Threaded joints for pipe sizes 50mm and smaller. Welded or flange joints for pipe sizes 63mm and bigger.
4. Fittings – Malleable iron ANSI B 16.3 for threaded fittings; Steel ANSI B 16.5 for welded fittings and steel flange.
5. Valves – Bronze ASTM B 62, 1200 Kpa for sizes 50mm and bigger UL listed

Gate Valves – O S & T type

Check Valves – Non-slam, swing or water type Drain Valves – Non-rising stem type, Globe Valves – Bronze, ASTM B 62 1200 Kpa for sizes

10.1 Flexible Connector

10.1.1 Type – Mechanical grooved coupling, all iron with Buna gasket

10.1.2 Pressure Rating – 1200 – Kpa

10.2 Pipe Hanger and Support

10.2.1 Pipe hanger and sway braces shall be fabricated with flat bar and angular bar of appropriate size.

10.2.2 Anchorage of pipe hanger and sway braces on concrete slab or beam shall be expansion shields or directly fasten to structural steel member as shown on details as required.

10.3 Pipe Sleeve

10.3.1 Pipe sleeves black iron pipe, Schedule 40

10.3.2 Sleeve shall have a minimum clearance of 25mm around the pipe and caulked with oakum and mastic sealant.

10.4 Equipment Foundation

10.4.1 Equipment foundation shall basically consist of a steel angles, channels, reinforced concrete pads and foundations required by the equipment manufacturer’s standards

10.5 Electrical Wiring

10.5.1 Power wirings of all equipment shall be approved by the contractor from the circuit breaker or junction box installed by the electrical contractor to the equipment.

10.5.2 All control wirings shall be the sole responsibility of the contractor

10.5.3 Conduit shall be rigid steel, unless otherwise noted and must be size in accordance with the equipment load and manufacturers standard.

10.5.4 Wire shall be THW, unless otherwise noted and must be size in accordance with the equipment load and standards

11. **Equipment**

1. Quality Assurance – All equipment to be used shall be new and shall conform to the reference codes and standards. The manufacturers shall provide representatives for start-up supervision.
2. Operation and Maintenance Manual – The manufacturers shall provide four (4) copies of operation and maintenance manual, including spare parts list to the Procuring Entity.

b. Sprinkler Head

1. Type –Solder Type
2. Size -12mm orifice dia. with k=5.6 minimum
3. Temperature rating – 74 c general area 100 c for high temperature area
4. Model-Pendent –recessed type, chrome finish

Upright –standard brush finish

Sidewall – horizontal brush finish

c. Alarm Check Valve

i. Alarm check valve shall be constructed that it shall be used as a check valve and such that anti-flow of water from the sprinkler system equal to or greater than that from a single sprinkler head will result in continuous flow of water to the water motor gong thus sounding an audible alarm

ii. Alarm check valve shall be variable pressure type consist of retarding chamber, alarm test valve, alarm shut – off valve, pressure gauges and pressure switch. Valve shall be UL listed

iii. Water motor gong shall be 300mm diameter weatherproof with impeller and striker assembly which is actuated flow of water. Gong shall be provided with strainer

d. Water Flow Detector

i. Water flow detector shall be vane operated with pneumatically retarded switch assembly mounted on an aluminum base plate. The retard element shall be adjusted from 0 to 70 seconds

ii. Water flow detector shall have two SPDT switches that will close instantaneously at the flow of water. Switches shall have a minimum rated capacity of 0.25 amps. 24 VDC

e. Monitor Switch

i. Monitor switch shall consist of a SPDT Switch, a roller type switch actuator and a spring-loaded plunger

ii. Monitor switch shall be installed on floor control valve or sectionalizing valves such that turning off the valve will cause the closing of switch thus sending a trouble signal

f. Sight Flow Connector

i. Sight flow connector shall be 25mm diameter connected at the drain valves of the floor control valve. The glass plate shall withstand 1200 Kpa pressured

g. Fire Hose Cabinet

i. Unit shall consist of the following

One (1) – 40mm x 30mm single jacket hose with brass coupling

One (1) – 40mm combination fog and solid stream nozzle, brass

One (1) - semi-automatic rack, brass finish and hose nipples

One (1) – 40mm angle valve, brass finish One (1) spanner wrench

One (1) 4.5 kg. Dry chemical fire extinguisher, Class ABC, UL/FM

ii. Fire Hose Cabinet shall be subject to the approval of the Procuring Entity.

h. Fire Department Connections

1. type – Threaded type, to match the local fire department requirement
2. Pressure Rating –Kpa iii. Finish – Rough Brass iv. Uses and Sizes

Siamese Twin – 150x63x63mm Female connector

Roof Manifold -150 x63 x 63 Male connector Fire

Hose Valve- 63mm Male Connector

Sprinkler – 150 x 63 x63mm Female connector street inlet

iii. All fire department signs shall be provided with caps, chains and signs

**i. SIGNS**

i. Identification signs shall be provided as required by NFPA codes or as shown on the drawing

ii. Identification signs shall have red background and white letter sizes that are easily readable

**12.0 Installation**

12.1 Workmanship

12.1.1 The work throughout shall be executed in the best and most thorough manner in accordance with NFPA standard and to the satisfaction of the Procuring Entity, who will jointly interpret the meaning of the drawings and specifications and shall have power to reject ant work and materials which in their judgment are not in full accordance therewith

12.1.2 This Contractor shall assume unit responsibility and shall provide the service of the qualified Engineer to supervise the complete installation of equipment and systems and who shall be available for conducting the final acceptance test.

12.1.3 All equipment shall be installed in accordance with NFPA standard and in accordance with the manufacturer’s standard Certificate of Compliance by the manufacturer’s representative shall be submitted to the Procuring Entity.

12.2 Piping’s Installation

12.2.1 Install pipe hanger parallel to the building line or as shown on the drawing

12.2.2 Install essentially as shown on the drawing. Modify as required to clear the building structure and openings, lights, ducts, and other services

12.2.3 Install valves where it can be conveniently operated from the floor. Valve system shall be installed upright or horizontal only.

12.2.4 Provide adequate spacing between walls and other piping’s permit servicing of valves and other devices.

12.2.5 Provide pipes sleeves for all piping’s passing through building structures

12.2.6 Install piping to permit natural drainage by gravity towards to control valve.

12.3 Pipe, Hanger, and Support Installation

12.3.1 All supports shall be independent of the ceiling suspension and other system such as duct works and other piping.

12.3.2 Sway braces shall be installed on feed mains and cross main to avoid piping oscillation

12.3.3 Risers shall be supported by attachment directly to the risers or by hanger located on the horizontal connection close to the riser.

12.3.4 Hangers or Branch lines – There shall be at least 1 hanger for each sprinkler installed on the branch lines.

12.3.5 Hangers or Cross mains – There should be at least 1 hanger between 2 branch line.

12.3.6 Hanger for Risers – There should be at least 1 hanger for every floor.

**12.4 Painting**

12.4.1 All above ground piping shall be painted with 2 coats of primer (anti-rust) paints and one coat of red enamel finishing paint

**12.5 Cleaning and Protection**

12.5.1 Before erection, remove all foreign materials from the pipes

12.5.2 During construction, cap or otherwise protect all expose finished pipe ends. Remove all temporary preservatives coatings from valves and accessories

**12.6 Testing**

12.6.1 Simulation Testing –of sprinkler system (including pumps) by burning of one or more sprinkler heads shall be performed in the presence of the Procuring Entity or its representatives.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Company/Supplier

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Suppliers Signature over Printed Name

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

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# Drawings

1. ***Note: Drawings will be issued separately in one folder.***
2. **Bill of Quantities**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ITB No. | | : | DSWD7-NP-2017-01 | | |
| Project Title | | : | **Supply and installation of Automatic Fire Protection System at Regional Warehouse - Annex, Labangon, Cebu City** | | |
| Location | | : | AVRC II Regional Warehouse – Annex, Camomot Franza, Labangon Cebu City | | |
|  | |  |  |  | |
| **Part** | **Description/Scope of Work** | | | **Qty.** | **Unit** |
| **I** | **General Requirements** | | |  |  |
|  | Mobilization, demobilization, permit & licenses, temporary facilities & enclosures, signages and safety measures, housekeeping and site management | | | 1 | lot |
|  | ***Sub-Total*** | | |  |  |
| **II** | **Devices** | | |  |  |
|  | Supply and installation of fire protection devices, such as, but not limited to siamese twin, fire house cabinet w/ complete accessories, sprinkler heads, valves, switches, sight glass and pressure guage, with complete fittings and accessories | | | 1 | lot |
|  | ***Sub-Total*** | | |  |  |
| **III** | **Automatic Fire Sprinkler System** | | |  |  |
|  | Supply and installation of wet and dry stand pipes schedule 40 BI ASTM A-53 with fittings and accessories including hanger & supports, jockey & fire pump with tanks and complete accessories, fire extinguisher (20 units, 5kg ABC & 10 units, 5kg HCFC 123), painting & identifications, hydrotesting and commissioning | | | 1 | lot |

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Name of Company/Supplier
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. Suppliers Signature over Printed Name
5. Date: \_\_\_\_\_\_\_\_\_\_\_

***List of all Ongoing Government & Private Contracts including Contracts******awarded but not yet started***

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

Business Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name of Contract/Project Cost | a. Owner’s Name  b. Address  c. Tel. Nos. | Nature of Work | Bidder’s Role | | a. Date Awarded  b. Date Started  c. Date of Completion | % of Accomplishment | | Value of Outstanding Works/ Undelivered Portion |
| Description | % | Planned | Actual |
| Government |  |  |  |  |  |  |  |  |
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Submitted by : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Printed Name & Signature)

Designation : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Instructions:

State all ongoing contracts including those awarded but not yet started.

If there is no ongoing contract including contract awarded but not yet started; state **none** or equivalent term.

The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC).

***Statement of Single Largest Completed Contract which is similar in nature***

(Indicate Only One)

Per GPPB Resolution No. 29-2012 dated 23 November 2012

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

Business Address : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name of Contract | a. Owner’s Name  b. Address  c. Tel. Nos. | Nature of Work | Bidder’s Role | | a. Amount at Award  b. Amount at Completion  c. Duration | a. Date Awarded  b. Contract Effectivity  c. Date Completed |
| Description | % |
|  |  |  |  |  |  |  |

NOTE: This statement shall be supported with:

Contract or Purchase Order;

Certificate of Acceptance/Completion or Official Receipt/Sales Invoice

Submitted by : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Printed Name & Signature)

Designation : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**Net Financial Contracting Capacity (NFCC) Form**

* + - * 1. Summary of the Bidder-Supplier’s/Distributor’s/Manufacturer’s assets and liabilities on the basis of the attached audited financial statements, stamped “RECEIVED” by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar/tax year which should not be earlier than two (2) years from the date of bid submission.

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

b. The computation of a prospective bidder’s NFCC must be at least equal tothe ABC to be bid, calculated as follows:

NFCC = [(Current assets minus current liabilities) (15)] minus the value

of all outstanding or uncompleted portions of the projects under ongoing

contracts, including awarded contracts yet to be started, coinciding with

the contract to be bid.

The values of the domestic bidder’s current assets and current liabilities shall

be based on the latest Audited Financial Statements submitted to the BIR.

For purposes of computing the foreign bidders' NFCC, the value of the

current assets and current liabilities shall be based on their Audited Financial

Statements prepared in accordance with international financial reporting

standards.

Herewith attached is a certified true copy of the audited financial statement: stamped “RECEIVED” by the BIR or its duly accredited and authorized institutions, for the preceding calendar/tax year which should not be earlier than two (2) years from the date of bid submission.

Submitted by:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature over Printed Name of Authorized Representative

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name of Bidder

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

**Omnibus Sworn Statement**

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]*;

1. ***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] [insert “as shown in the attached duly notarized Special Power of Attorney” for the authorized representative]*;

*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]*, accompanied by the duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary’s Certificate, whichever is applicable;

1. *[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;
2. 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;
3. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
4. ***Select one, delete the rest:***

*If a sole proprietorship:* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*If a partnership or cooperative:* None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*If a corporation or joint venture:* None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

1. *[Name of Bidder]* complies with existing labor laws and standards; and
2. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:
   1. Carefully examine all of the Bidding Documents;
   2. Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
   3. Made an estimate of the facilities available and needed for the contract to be bid, if any; and
   4. Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
3. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

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

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Bidder’s Representative/Authorized Signatory

**SUBSCRIBED AND SWORN** to before me this \_\_\_ day of *[month] [year]* at *[place of execution],* Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_\_\_\_ and his/her Community Tax Certificate No. \_\_\_\_\_\_\_ issued on \_\_\_\_ at \_\_\_\_\_\_.

Witness my hand and seal this \_\_\_ day of *[month] [year]*.

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notary Public for \_\_\_\_\_\_\_ until \_\_\_\_\_\_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PTR No. \_\_\_\_\_\_ *[date issued], [place issued]*

IBP No. \_\_\_\_\_\_ *[date issued], [place issued]*

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Series of \_\_\_\_\_

**BID SECURING DECLARATION FORM**

**REPUBLIC OF THE PHILIPPINES)**

**CITY OF \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) S.S.**

x------------------------------------------------------x

**BID SECURING DECLARATION**

**Invitation to Bid:** *[Insert Reference number]*

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

I/We[[1]](#footnote-1), the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.

2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of 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 9184; without prejudice to other legal action the government may undertake.

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

(a) Upon expiration of the bid validity period, or any extension thereof pursuant to your request;

(b) I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;

(c) I am/we are declared 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’S AUTHORIZED*

*REPRESENTATIVE]*

*[Insert Signatory’s Legal Capacity]*

Affiant

**SUBSCRIBED AND SWORN** to before me this \_\_\_ day of *[month] [year]* at *[place of execution],* Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_\_\_\_ and his/her Community Tax Certificate No. \_\_\_\_\_\_\_ issued on \_\_\_\_ at \_\_\_\_\_\_.

Witness my hand and seal this \_\_\_ day of *[month] [year]*.

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notary Public for \_\_\_\_\_\_\_ until \_\_\_\_\_\_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PTR No. \_\_\_\_\_\_ *[date issued], [place issued]*

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**Financial Proposal Submission Sheet**

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

The Bids and Awards Committee

DSWD-Field Office VII

M.J. Cuenco Ave., Cebu City

Sir/Madam:

After having carefully read and accepted the terms and conditions in your Negotiated Procurement, hereunder is our bid for **Supply and installation of Automatic Fire Protection System at Regional Warehouse - Annex, Labangon, Cebu City**, viz:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Part** | **Description/Scope of Work** | **Qty.** | **Unit** | **Unit Price** | **Total Cost** |
| **I** | **General Requirements** |  |  |  |  |
|  | Mobilization, demobilization, permit & licenses, temporary facilities & enclosures, signages and safety measures, housekeeping and site management | 1 | lot |  |  |
|  | ***Sub-Total*** |  |  |  |  |
| **II** | **Devices** |  |  |  |  |
|  | Supply and installation of fire protection devices, such as, but not limited to siamese twin, fire house cabinet w/ complete accessories, sprinkler heads, valves, switches, sight glass and pressure guage, with complete fittings and accessories | 1 | lot |  |  |
|  | ***Sub-Total*** |  |  |  |  |
| **III** | **Automatic Fire Sprinkler System** |  |  |  |  |
|  | Supply and installation of wet and dry stand pipes schedule 40 BI ASTM A-53 with fittings and accessories including hanger & supports, jockey & fire pump with tanks and complete accessories, fire extinguisher (20 units, 5kg ABC & 10 units, 5kg HCFC 123), painting & identifications, hydrotesting and commissioning | 1 | lot |  |  |
|  | ***Sub-Total*** |  |  |  |  |
|  | ***Over-All Total*** |  |  |  |  |

1. **TOTAL BID PRICE**………………………………………………………………………….………………………….….P \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. **(Amount in Words)**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Note: The above quoted prices are inclusive of indirect costs, such as taxes, contractor’s profit and miscellaneous expenses, i.e. processing fees for building/fencing permits and occupancy permits.
4. Very truly yours,
5. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Name of Company / Supplier
7. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name/Signature

1. [↑](#footnote-ref-1)