



BIDS AND AWARDS COMMITTEE

Supplemental/Bid Bulletin No.1

REPLACEMENT AND UPGRADING OF EXISTING FLAGPOLES AT THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES-CENTRAL OFFICE (DENR-CO)

Bid Ref. No. DENR-CO-2021-036

Approved Budget for the Contract: P1,500,000.00

This **Supplemental/Bid Bulletin No.1** is being issued to revise provisions/specifications in the Bidding Documents for the aforementioned project:

Revision to provisions/specifications in the Bidding Documents:

FROM	TO
SECTION VI. SPECIFICATIONS	
Specifications (Terms of Reference as of 20 October 2021)	Revised Specifications (Terms of Reference as of 04 November 2021)

SECTION VIII. BILL OF QUANTITIES

<p>Bill of Quantities ...XXX...</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 70%;">DESCRIPTION</th> <th style="width: 10%;">QTY.</th> <th style="width: 20%;">UNIT</th> </tr> </thead> <tbody> <tr style="background-color: #cccccc;"> <td colspan="3">VII. STAINLESS STEEL</td> </tr> <tr style="background-color: #cccccc;"> <td colspan="3">MATERIALS</td> </tr> <tr> <td>Restoration and Replacement of Damaged steel railings</td> <td style="text-align: center;">1</td> <td style="text-align: center;">lot</td> </tr> <tr style="background-color: #cccccc;"> <td colspan="3" style="text-align: right;">SUBTOTAL VI</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 70%;">DESCRIPTION</th> <th style="width: 10%;">QTY.</th> <th style="width: 20%;">UNIT</th> </tr> </thead> <tbody> <tr style="background-color: #cccccc;"> <td colspan="3">VIII. PAINTING AND FINISHING WORKS</td> </tr> <tr style="background-color: #cccccc;"> <td colspan="3">MATERIALS</td> </tr> <tr> <td>Painting and Finishing Works</td> <td style="text-align: center;">1</td> <td style="text-align: center;">lot</td> </tr> <tr style="background-color: #cccccc;"> <td colspan="3" style="text-align: right;">SUBTOTAL VI</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 70%;">SUMMARY OF COSTS</th> <th style="width: 30%;">Amount (in Php)</th> </tr> </thead> <tbody> <tr style="background-color: #cccccc;"> <td colspan="2">DIRECT COST</td> </tr> <tr> <td>A. MATERIALS</td> <td></td> </tr> <tr> <td>B. LABOR</td> <td></td> </tr> <tr> <td>C. MOBILIZATION AND DEMOBILIZATION</td> <td></td> </tr> </tbody> </table> <p>...XXX...</p>	DESCRIPTION	QTY.	UNIT	VII. STAINLESS STEEL			MATERIALS			Restoration and Replacement of Damaged steel railings	1	lot	SUBTOTAL VI			DESCRIPTION	QTY.	UNIT	VIII. PAINTING AND FINISHING WORKS			MATERIALS			Painting and Finishing Works	1	lot	SUBTOTAL VI			SUMMARY OF COSTS	Amount (in Php)	DIRECT COST		A. MATERIALS		B. LABOR		C. MOBILIZATION AND DEMOBILIZATION		<p>Revised Bill of Quantities ...XXX...</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 70%;">DESCRIPTION</th> <th style="width: 10%;">QTY.</th> <th style="width: 20%;">UNIT</th> </tr> </thead> <tbody> <tr style="background-color: #cccccc;"> <td colspan="3">VII. STAINLESS STEEL</td> </tr> <tr style="background-color: #cccccc;"> <td colspan="3">MATERIALS</td> </tr> <tr> <td>Restoration and Replacement of Damaged steel railings</td> <td style="text-align: center;">1</td> <td style="text-align: center;">lot</td> </tr> <tr style="background-color: #cccccc;"> <td colspan="3" style="text-align: right;">SUBTOTAL VII</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 70%;">DESCRIPTION</th> <th style="width: 10%;">QTY.</th> <th style="width: 20%;">UNIT</th> </tr> </thead> <tbody> <tr style="background-color: #cccccc;"> <td colspan="3">VIII. PAINTING AND FINISHING WORKS</td> </tr> <tr style="background-color: #cccccc;"> <td colspan="3">MATERIALS</td> </tr> <tr> <td>Painting and Finishing Works</td> <td style="text-align: center;">1</td> <td style="text-align: center;">lot</td> </tr> <tr style="background-color: #cccccc;"> <td colspan="3" style="text-align: right;">SUBTOTAL VIII</td> </tr> </tbody> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #cccccc;"> <th style="width: 70%;">SUMMARY OF COSTS</th> <th style="width: 30%;">Amount (in Php)</th> </tr> </thead> <tbody> <tr style="background-color: #cccccc;"> <td colspan="2">DIRECT COST</td> </tr> <tr> <td>A. MATERIALS (TOTAL MATERIAL COST)</td> <td></td> </tr> <tr> <td>B. LABOR</td> <td></td> </tr> <tr> <td>C. MOBILIZATION AND DEMOBILIZATION</td> <td></td> </tr> </tbody> </table> <p>...XXX...</p>	DESCRIPTION	QTY.	UNIT	VII. STAINLESS STEEL			MATERIALS			Restoration and Replacement of Damaged steel railings	1	lot	SUBTOTAL VII			DESCRIPTION	QTY.	UNIT	VIII. PAINTING AND FINISHING WORKS			MATERIALS			Painting and Finishing Works	1	lot	SUBTOTAL VIII			SUMMARY OF COSTS	Amount (in Php)	DIRECT COST		A. MATERIALS (TOTAL MATERIAL COST)		B. LABOR		C. MOBILIZATION AND DEMOBILIZATION	
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Bidders are advised to use the following forms and submit together with all the other required documents for the submission of bids on **16 November 2021, 8:30 AM**:

- 1. Section VI. Revised Specifications (Terms of Reference as of 04 November 2021)**
- 2. Section VIII. Revised Bill of Quantities**

Also, please use the **Revised Checklist of Technical and Financial Documents** as a guide/reference.

This Supplemental/Bid Bulletin No. 1 shall form part of the Bidding Documents. Any provisions in the Bidding Documents inconsistent herewith is hereby amended, modified and superseded accordingly. For guidance and information of all concerned.

Issued this 9th of November 2021 in Quezon City.

Approved by:

(sgd.) **MARCIAL C. AMARO, JR., CESO III**
Assistant Secretary for Policy, Planning and
Foreign Assisted and Special Projects &
Chairperson, Bids and Awards Committee

Received by:	
_____	_____
(SIGNATURE OVER PRINTED NAME & DATE)	NAME OF COMPANY
(PLEASE RETURN OR FAX THIS PAGE ONLY TO THE DENR BAC OFFICE @ 8926-2675)	

Section VI. Revised Specifications

Instruction to Bidders: *Please fill up the form accordingly and sign the Bidder's Undertaking. Failure to conform will result in a rating of "FAILED".*

I. TERMS OF REFERENCE as of 04 November 2021

**TOR of Replacement and Upgrading of Existing Flagpoles at DENR Central Office
(DENR Compound, Visayas Avenue, Diliman, Quezon City)**

**TERMS OF REFERENCE as of 04 November 2021
Replacement and Upgrading of Existing Flag Poles at DENR Central Office
(DENR Compound, Visayas Avenue, Diliman, Quezon City)**

1. ABSTRACT

Title of the Project	:	Replacement and Upgrading of Existing Flag Poles at DENR Central Office
Project Location	:	DENR Compound, Visayas Avenue, Diliman, Quezon City, Metro Manila, 1128
Amount	:	P1,500,000.00
Area Covered	:	45 m²
Construction Period	:	45 Calendar Days

2. OBJECTIVES

- 2.1. To provide the prospective contractors with sufficient background information on the **Replacement and Upgrading of Flag Poles at DENR Compound, Visayas Avenue, Diliman, Quezon City, 1128**, which will be completed within the shortest time possible at a cost most advantageous to the government in an acceptable quality and workmanship;
- 2.2. To describe the proposed project and its components in detail; and
- 2.3. To determine the roles and responsibilities of the winning contractor before, during, and after the construction period.

3. SCOPE OF WORKS

- 3.1. The Contractor, at their own expense, shall supply the necessary Documents, Labor, Materials, Transportation, Tools, Supplies, Equipment, and Appurtenances;
- 3.2. The Contractor shall manage and supervise the Project to its satisfactory completion in accordance with the Plans, Specifications, and Terms of Reference (TOR) approved by the Head of the Procuring Entity (HoPE) or any duly authorized representative;
- 3.3. The Contractor shall conduct site inspection to determine the specific needs of the project; and
- 3.4. The Contractor shall perform the following tasks:

**TOR of Replacement and Upgrading of Existing Flagpoles at DENR Central Office
(DENR Compound, Visayas Avenue, Diliman, Quezon City)**

3.4.1. CLEARANCES

- a. Secure the following permits:
 - Work Permit: permit issued by the GSD, including the rules and regulations to be observed by the Contractor for the duration of the project; and
 - Notice to Proceed (NTP): notice issued by the HoPE to initiate and authorize the mobilization and implementation of the project

3.4.2. MOBILIZATION AND DEMOBILIZATION

- a. Upon receipt of Notice of Award (NOA), Contractor may process the documentary requirements necessary for issuance of Work Permit by the General Services Division;
- b. Mobilize and transport equipment, materials, and employees to the project site upon receipt of Notice to Proceed (NTP) and Work Permit; and
- c. Demobilize or remove the same upon receipt of clearance from GSD after the completion of the project.

3.4.3. TEMPORARY FACILITIES

- a. Construct a temporary office located at a location designated by the Director of Administrative Service or any authorized representative;
- b. Erect a temporary warehouse, where materials and supplies shall be stored, at a location designated by the Director of Administrative Service or any authorized representative;
- c. Maintain temporary facilities clean and within the guidelines of the Environmental Management Systems (EMS);
- d. Facilitate the installation of temporary lighting, power, water supply, and all necessary facilities and utilities needed to complete the project, wherein the cost of electricity and water shall be on the account of the contractor;
- e. Provide at least one warehouseman to ensure security of materials, supplies, as well as temporary facilities and utilities as needed; and
- f. Avoid unnecessary activity around temporary utilities and facilities that may result into accidents.

3.4.4. STORAGE

- a. Deliver all supplies and materials at a location designated by the Director of Administrative Service or any duly authorized representative;
- b. Coordinate with the Materials Handling Section for verification of all deliveries;
- c. Ensure that all supplies and materials are properly turned over and delivered on the designated location in good quality and condition;

**TOR of Replacement and Upgrading of Existing Flagpoles at DENR Central Office
(DENR Compound, Visayas Avenue, Diliman, Quezon City)**

- d. Provide a record of delivery indicating its time; and
- e. Store materials to ensure the preservation of their quality and fitness for their work and to facilitate prompt inspection.

3.4.5. EXCAVATION WORKS

- a. Perform excavation for flag poles without extra compensation, as well as all other excavations necessary to complete the project.

3.4.6. DEMOLITION AND REMOVAL WORKS

- a. Remove existing flag pole completely, including all other components;
- b. Incorporate an itemized list of the necessary demolition and removal works to complete the Project;
- c. Perform demolition of all existing structures and kind of obstructions as incorporated in the list within the limit of the project while preventing damage to other facilities in accordance with all applicable laws and ordinances;
- d. Place all unnecessary materials or debris in all approved containers to prevent the spread and accumulation of dust and dirt;
- e. Remove all debris from the project site as often as necessary, but not less than once at the end of each work day; and
- f. Turn over all salvaged materials to the GSD-Building and Grounds Management Section (BGMS) for proper inventory and accounting.

3.4.7. DAMAGE PREVENTION

- a. Secure the construction site to prevent illegal entry or work damage during the entire duration of the contract;
- b. Comply with pertinent regulations and adopt safety measures, such as but not limited to enclosures, shielding, coverings, warning devices, off limits signs, and safety barricades surrounding the work area;
- c. Undertake all necessary precautions to prevent damages to all existing structures, which are to remain and do not require any modification; and
- d. Assume full responsibility for all incurred damages to all existing structures resulting from the actual construction.

3.4.8. TILING WORKS

- a. Conduct proper surface preparation prior to installation of tiles; and
- b. Install tiles approved by the Director of Administrative Service or any authorized representative in accordance with the Plans and Specifications.

**TOR of Replacement and Upgrading of Existing Flagpoles at DENR Central Office
(DENR Compound, Visayas Avenue, Diliman, Quezon City)**

3.4.9. MASONRY, STEEL, AND CARPENTRY WORKS

- a. Establish substructure of the three flag poles;
- b. Provide 500 mm x 500 mm Column and 2000 mm x 2000 mm column footing with 1"Ø anchor bolts;
- c. Provide 600 mm x 600 mm non-slip floor tiles installed with a mixture of cement, sand, and adhesive cement, including tile filler;
- d. Provide 300 mm x 300 mm deco stones on the concrete bench;
- e. Install all sides and pedestal with 3400 mm x 600 mm granite slab finish;
- f. Install 8" Ø Hot Dip G.I. flag pole at 6m as base, 6" Ø Hot Dip G.I. flag pole at 6m as mid pole and 4" Ø Hot Dip G.I. flag pole at 4m as top pole, including all other components for Philippine flag;
- g. Install 6" Ø Hot Dip G.I. flag pole at 6m as bottom pole and 4" Ø Hot Dip G.I. flag top pole at 6m, including all other components for DENR and ASEAN flags; and
- h. Conduct other works required to complete the project.

3.4.10. CLEANING

- a. Remove and dispose of all dirt and debris and keep project site clean, neat, and orderly at all times during the progress of the work to prevent accidents; and
- b. Collect and remove all debris from the site daily.

3.4.11. ADDITIONAL WORKS

- a. Perform other works not stated above but necessary to the completion of the Project; and
- b. Provide additional works as necessary with the approval by DENR's authorized representative.

4. GENERAL REQUIREMENT

- 4.1. The Contractor shall visit the site and thoroughly inspect existing facilities and properly consider, in the preparation of the supply and installation, how such conditions will affect the work indicated on the Plans and Specifications. Failure to do so will in no way relieve the Contractor of the responsibility for furnishing labor, materials, and equipment required
- 4.2. The Contractor shall supply and submit a list of manpower, materials, and equipment necessary for the project in accordance with the approved Specifications, Plans, and Terms of Reference;
- 4.3. The Contractor shall prepare and submit a soft copy stored in a flash drive and a hard copy of the As-Built Plans;

**TOR of Replacement and Upgrading of Existing Flagpoles at DENR Central Office
(DENR Compound, Visayas Avenue, Diliman, Quezon City)**

- 4.4. The Contractor shall submit an accomplishment report, which is accompanied with pictures and addressed to the Director of Administrative Service or any authorized representative, every first Monday of the succeeding week;
- 4.5. The Contractor shall finish with first class workmanship to the satisfaction of the HoPE or any duly authorized representative;
- 4.6. The Contractor shall only use materials in accordance to the standards of the Bureau of Research and Standards of the Department of Public Works and Highways (DPWH), the Department of Science and Technology (DOST), or the Department of Trade and Industry (DTI);
- 4.7. The Contractor shall adopt a procedure to mitigate the effects due to demolition, repair, painting and other activities to the environment ; and
- 4.8. The Contractor shall follow guidelines related to the fight against COVID-19 issued by the Inter-Agency Task Force, DPWH, Quezon City Government, and other offices, agencies, and departments of the Philippines.

5. EQUIPMENT AND MANPOWER REQUIREMENT

5.1. The Contractor shall provide the following key personnel:

Key Personnel	Minimum Years of Experience Required	Documents
Project Architect or Engineer	Three years	Curriculum Vitae, Valid Professional Identification Card issued by Professional Regulation Commission

5.2. The Contractor shall provide the following Support Staff with at least 2 years of experience in their field of work:

- 5.2.1. Foreman;
 - 5.2.2. Carpenter/s;
 - 5.2.3. Tile Setter/s; and
 - 5.2.4. Steelman/men.
- 5.3. The Contractor shall provide Laborer(s), with no minimum requirement as to number of years of experience;
- 5.4. The Contractor shall provide the following minimum equipment:
- 5.4.1. Grinders;
 - 5.4.2. Cutters;
 - 5.4.3. Cleaning Equipment, such as vacuum; and

**TOR of Replacement and Upgrading of Existing Flagpoles at DENR Central Office
(DENR Compound, Visayas Avenue, Diliman, Quezon City)**

5.4.4. Hauling Tools and Equipment, such as but not limited to wire ropes, sheaves, and hauling trucks.

5.5. The Contractor shall submit the following documents of key personnel:

5.5.1. Curriculum Vitae;

5.5.2. Copy of valid and current Professional Identification Card issued by the PRC;

5.5.3. Medical Certificate and NBI Clearance; and

5.5.4. List of completed or on-going contracts of similar in nature.

5.6. The Contractor shall have no history of overdue deliveries or unperformed services intended for the DENR.

6. MODE OF PAYMENT

6.1. The estimated cost of this project, which is not necessarily the contract amount, is One Million Five Hundred Thousand Pesos (Php 1,500,000.00), inclusive of all applicable government taxes and charges;

6.2. The Contractor shall not claim additional payments or damages for any delay or extra expense caused by encountering construction or materials other than anticipated or different from those indicated;

6.3. In consideration of the services to be performed under this TOR, the DENR shall pay the Contractor the contract amount, inclusive of all applicable taxes;

6.4. The DENR shall, upon written request by 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 upon submission of an irrevocable letter of credit of equivalent value from a commercial bank, a bank guarantee or a surety bond callable upon demand, issued by a surety or insurance company duly licensed by the Insurance Commission;

6.5. The advance payment shall be repaid by the contractor by deducting fifteen percent (15%) from his periodic progress payments a percentage equal to the percentage of the total contract price used for advance payment;

6.6. Upon submission of an irrevocable letter of credit or bank guarantee issued by a Universal or Commercial Bank, the advance payment shall be allowed and paid within forty five (45) calendar days from signing of the contract. The irrevocable letter of credit or bank guarantee must be for an equivalent amount, shall remain valid until the Works are delivered, and accompanied by a claim for the advance payment;

6.7. Progress payments are subject to retention of ten percent (10%) referred to as the retention money. Such retention shall be based on the total amount due to the contractor prior to any deduction and shall be retained from every progress payment until fifty percent (50%) of the value of works, as determined by the procuring entity, are completed. If, after fifty percent (50%) completion, the work is satisfactorily done and on schedule, no additional retention shall be made; otherwise, the ten percent (10%) retention shall be imposed;

6.8. Progress payments will be adjusted by the following as applicable:

**TOR of Replacement and Upgrading of Existing Flagpoles at DENR Central Office
(DENR Compound, Visayas Avenue, Diliman, Quezon City)**

- 6.8.1. Cumulative value of the work previously certified and paid for;
 - 6.8.2. Portion of the advance payment to be recouped;
 - 6.8.3. Retention money;
 - 6.8.4. Amount to cover third-party liabilities; and
 - 6.8.5. Amount to cover uncorrected discovered defects in the works.
- 6.9. Payment is given in full only after completion and acceptance of the project;
- 6.10. Mode of Payment shall be through progress billing. Actual work accomplishment will be verified and approved by the Director of Administrative Service.

Description	Deliverables	Percentage of Contracted Amount
Progress Billing No. 1	Gantt Chart and PERT/CPM detailing that 50% of the Works are accomplished	50%
Final Billing	Gantt Chart and PERT/CPM detailing that 100% of the Work are accomplished. Certificate of Acceptance	50%

7. WARRANTY

- 7.1. The Contractor shall issue a certificate of warranty, which ensures the duration the Project shall last minimum of one (1) year, to the DENR as deemed necessary by the Director of Administrative Service or any authorized representative;
- 7.2. The response time for technical assistance shall be within 24 hours from receipt of notice for service, including repair and replacement; and
- 7.3. The DENR shall be notified in case the office address and contact details of the Contractor change.

8. MISCELLANEOUS PROVISION

- 8.1. The Contractor shall conform with the Environment Management System (EMS) being practiced by the DENR CO in accordance with ISO 14001-2015 by providing the following:
 - 8.1.1. A List of pre-identified Environmental Aspects and Impacts and the corresponding operational control or crisis response procedures in cases

**TOR of Replacement and Upgrading of Existing Flagpoles at DENR Central Office
(DENR Compound, Visayas Avenue, Diliman, Quezon City)**

of emergency situations shall be submitted to the GSD three (3) days upon receipt of the NTP;

- 8.1.2. All supplies and materials to be brought inside the DENR premises shall be green labelled by contractor or environment friendly (if applicable) and bear the corresponding Material Safety Data Sheet (MSDS);
 - 8.1.3. All toxic and hazardous materials necessary for the completion of the project shall be properly labelled with MSDS and placed in a secondary containment, which shall be located at the safest place in the working area; and
 - 8.1.4. All toxic and hazardous wastes generated shall be properly turned over to the Materials Recovery Facility (MRF) of the DENR CO for the inventory and subsequent disposition enlisting the services of authorized treater/transporter.
- 8.2. The Contractor shall ensure that all staff must wear their proper working apparels with IDs and provided with necessary safety gears;
 - 8.3. The Contractor shall strictly prohibit the use of polystyrene foam, such as Styrofoam, and plastic in the working area;
 - 8.4. The Contractor shall comply with all existing laws, decrees, ordinances, acts and regulations of the Philippines that may affect the contract in any way, including the express and implied warranties and liabilities which may be found therein; and
 - 8.5. The Contractor shall comply with all existing laws and pertinent local legislation, executive and administrative orders, together with all implementing rules and regulations issued by the Department of Labor and Employment (DOLE) and other relevant governmental authorities.

9. VIOLATION OF THE TERMS AND CONDITIONS

- 9.1. The Contractor shall hold the DENR free from any and all claims, liabilities, losses and suits arising from the Contractor's services, or the acts, omissions, or conduct of all persons employed or allowed by the Contractor or participate or assist in the performance of its obligations under this TOR;
- 9.2. The DENR shall have the right to declare this Agreement rescinded and terminated after due notice upon failure of the Contractor to comply with any terms and conditions of this Agreement without prejudice to such other rights of the DENR to proceed against the Contractor as may be warranted by the circumstances, including forfeiture of performance security and/or the filing of appropriate administrative, civil, or criminal charges against the responsible persons; and
- 9.3. If the Contractor shall violate any of the terms and conditions of this TOR, or shall neglect to perform any of their work, duties, functions, responsibilities or obligations stipulated herein, or for any other causes shall not carry the tasks in acceptable manner, and by the reason thereof, the DENR suffers damages or losses, the Contractor shall be assessed a penalty in the form of liquidated damages in the amount of at least equal to 1/10 of 1% of the cost of the unperformed portion for everyday of delay. The Contractor shall be subject to Administrative sanctions pursuant to RA 9184 and its IRR.



PIC 1: PHOTOGRAPH TAKEN IN FRONT OF THE POLES



PIC 2: EXISTING PEDESTAL OF THE MIDDLE POLE



PIC 3: EXISTCONNECTION BETWEEN THE POLE AND THE PEDESTAL

Prepared and Submitted by:

ENGR. RANDY TIIN
Engineer II, GSD-BGMS

Checked by:

AR. KATRINA CARLA I. CATAPANG, rmp
OIC Chief, GSD-BGMS

Noted by:

ENGR. GUILLERMO V. ESTIPONA, JR.
OIC Chief, GSD

Approved by:

ROLANDO R. CASTRO
Director, Administrative Service

II. OTHER REQUIREMENTS

1. Contractor to submit pictures/photos before, during and after repair and rehabilitation.
2. All Materials to be used must be compliant with the Product Quality Standards set by the Bureau of Philippine Standards-DTI
3. All Materials to be used in the project must be presented for approval to DENR Authorized Representatives prior to its installation.
4. Bidder has no overdue deliveries or unperformed services intended for DENR.
5. Bidder did not participate as a consultant in the preparation of the design or technical specification of the WORKS subject of the bid.

III. REQUIREMENTS IF AWARDED THE CONTRACT

The Contractor shall submit the following within fourteen (14) calendar days after issuance of the Notice of Award:

A Detailed Program of Work for approval of DENR's Authorized Representative, which shall include among others:

- a) The order in which it intends to carry out the work including anticipated timing for each stage of design/detailed engineering and construction.
- b) Periods for review of specific outputs and any other submissions and approvals.
- c) Sequence of timing for inspections and tests as specified in the contract documents.
- d) Number of names and personnel to be assigned for each stage of the work.
- e) List of Equipment required on site for each major stage of the work.
- f) Description of the quality control system to be utilized for the project.

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable, hereby BID to (supply/deliver/perform/comply) the above Terms of Reference

I/We undertake, if our bid is accepted, to deliver the goods/services in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award.

Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation (in print)

Date

Section VIII. Revised Bill of Quantities
(Prices must be inclusive w/ VAT)

REPLACEMENT AND UPGRADING OF EXISTING FLAGPOLES AT THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES-CENTRAL OFFICE (DENR-CO)
Bid Ref. No. DENR-CO-2021-036

Approved Budget for the Contract – PhP1,500,000.00

Instruction to the Bidder: Indicate cost per line item. DO NOT LEAVE ANY BLANK. FAILURE TO CONFORM WILL RESULT IN A RATING OF “FAILED”.

DESCRIPTION	QTY.	UNIT	UNIT COST in PhP	TOTAL COST in PhP
I. GENERAL REQUIREMENTS				
MATERIALS				
Temporary Facility	1	lot		
Health and Safety	1	lot		
SUBTOTAL I				

II. FLAGPOLE				
MATERIALS				
Supply, fabrication and installation of flagpoles: 1) One (1) 16 m height hot dip galvanized Flagpole with 6m- bottom diameter 8" schedule 80, 6m- middle diameter 6" schedule 60, 4m- top diameter 4" schedule 40, pole Schedule 60) including hot dip galvanized reducer connector varies on size, and 2) Two (2) 12m height hot dip galvanized with 6m- bottom pole diameter 6" schedule 60 and 6m- top diameter 4" schedule 40 including hot dip galvanized reducer connector varies on size.	1	lot		
Dismantle and chipping works of existing flagpole and flagpole base	1	lot		
Base plate 500mmx500mm at 20mm Thickness	3	set		
Pulley	3	set		
Revolving track	3	set		
Stainless ball	3	set		
Anchor Bolts 1" x 14"	16	pcs		
Nuts and Washer	16	pcs		
Miscellaneous	1	lot		
SUBTOTAL II				

DESCRIPTION	QTY.	UNIT	UNIT COST in PhP	TO TAL COST in PhP
III. DEMOLITION AND EXCAVATION WORKS				
MATERIALS				
Site Clearing	25	sq. m.		
Dismantling of existing flooring	15	sq. m.		
Excavation works	20	cu. m.		
SUBTOTAL III				

IV. FORMWORKS AND ERECTION				
MATERIALS				
Scaffolding and shoring	1	lot		
Formworks	14	sq. m.		
SUBTOTAL IV				

V. CONCRETE BASE				
MATERIALS				
Cement	73	bags		
Sand	8	cu. m.		
Gravel	8	cu. m.		
16 mm dia reinforcing steel	395	kgs.		
10 mm dia reinforcing steel	285	kgs.		
Tie Wire	10	kgs.		
SUBTOTAL V				

VI. BRICK STONE				
MATERIALS				
Restoration and Replacement of Damaged brick stones	4	sq. m.		
Tile Works (60cmx60cm non-slip floor tiles)	46	sq. m.		
SUBTOTAL VI				

DESCRIPTION	QTY.	UNIT	UNIT COST in PhP	TOTAL COST in PhP
VII. STAINLESS STEEL				
MATERIALS				
Restoration and Replacement of Damaged steel railings	1	lot		
SUBTOTAL VII				

VIII. PAINTING AND FINISHING WORKS				
MATERIALS				
Painting and Finishing Works	1	lot		
SUBTOTAL VIII				

Note: Please indicate "0" or "-" for item/s offered for free to the DENR. Incomplete financial proposal shall be considered non-responsive and thus, automatically disqualified in accordance with Section 32.2.1(a) of the 2016 Revised IRR of RA 9184.

SUMMARY OF MATERIAL COST	Amount (in PhP)
I. GENERAL REQUIREMENTS	
II. FLAGPOLE	
III. DEMOLITION AND EXCAVATION WORKS	
IV. FORMWORKS AND ERECTION	
V. CONCRETE BASE	
VI. BRICK STONE	
VII. STAINLESS STEEL	
VIII. PAINTING AND FINISHING WORKS	
TOTAL MATERIAL COST	

SUMMARY OF COSTS	Amount (in PhP)
<i>DIRECT COST</i>	
A. MATERIALS (TOTAL MATERIAL COST)	
B. LABOR	
C. MOBILIZATION AND DEMOBILIZATION	
<i>INDIRECT COST</i>	
D. OCM COST	
E. CONTRACTOR'S PROFIT	
F. VAT & WITHHOLDING TAX	
GRAND TOTAL COST OF THE PROJECT	

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation (in print)

Date

DENR BIDS AND AWARDS COMMITTEE
REVISED CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS

Project: REPLACEMENT AND UPGRADING OF EXISTING FLAGPOLES AT THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES-CENTRAL OFFICE (DENR-CO)

Bid Ref. No.: DENR-CO-2021-036

APPROVED BUDGET FOR THE CONTRACT: ₱1,500,000.00

ENVELOPE 1: TECHNICAL COMPONENT

CLASS "A" DOCUMENTS

A. LEGAL DOCUMENTS

<input type="checkbox"/>	<p>(a) Valid and current Certificate of PhilGEPS Registration (Platinum Membership) issued to bidder; <i>[Note: The valid and current Certificate of Registration (Platinum Membership) shall reflect the updated eligibility documents. Should the Annex A of said Certificate reflects not updated documents, the bidder shall submit, together with the certificate certified true copies of the updated documents]</i></p> <p><u>OR</u></p>
<input type="checkbox"/>	<p>(b) Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives or its equivalent document; <u>and</u></p>
<input type="checkbox"/>	<p>(c) Valid and current Business/Mayor's Permit issued to bidder by the city or municipality where the principal place of business of the bidder is located or the equivalent document for Exclusive Economic Zones or Areas;</p> <p style="text-align: center;"><u>and</u></p>
<input type="checkbox"/>	<p>(d) Current and valid Tax Clearance per E.O. 398, series of 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR);</p>

B. TECHNICAL DOCUMENTS

<input type="checkbox"/>	<p>(e) Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (per Annex I);</p>
<input type="checkbox"/>	<p>(f) Statement of the Bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid (per Annex I-A).</p> <p><i>For purposes of this project, similar contracts shall refer to contracts involving buildings/general construction.</i></p> <p><u>Any of the following documents must be submitted/attached corresponding to listed completed largest contracts per Annex I-A:</u></p> <p>(a) Constructor's Performance Evaluation System (CPES) with a Final Rating of at least SATISFACTORY; <u>or</u></p> <p>(b) Owner's Certificate of Acceptance, <u>or</u></p> <p>(c) Owner's Certificate of Completion</p> <p><i>However, contractors under Small A and Small B categories without similar experience on the contract to be bid may be allowed to bid if the cost of such contract is not more than the Allowable Range of Contract Cost (ARCC) of their registration based on the guidelines as prescribed by the PCAB.</i></p>



(g) Valid and current Philippine Contractors Accreditation Board (PCAB) License, duly signed by the Authorized Managing Officer, with Principal Classification in General Building Category C or D and at least Small B Contractor. The PCAB license must indicate “PCAB registered contractor for Government Projects.”

OR



Special PCAB License in case of Joint Venture; and registration for the type and cost of the contract to be bid.

(h) Original Bid Security must be issued in favor of the **DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR)** (must be valid for at least 120 calendar days from the date of bid opening); any one of the following forms:

Project ABC (P)	Bid Security: Cash, Cashier's/ Manager's Check, Bank Draft / Guarantee, Irrevocable Letter of Credit (2%) (P)	Bid Security: Surety Bond (5%) (P)	Original Bid Securing Declaration
1,500,000.00	30,000.00	75,000.00	No required Amount

1. Bid Securing Declaration per **Annex II**;
2. The Cashier's/Manager's Check shall be issued by a Local, Universal or Commercial Bank
3. The Bank Draft/Guarantee or Irrevocable Letter of Credit shall be issued by a Local Universal or Commercial Bank; or
4. Should bidder opt to submit a Surety Bond as Bid Security, the surety bond must be callable on demand and must be issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such bond. Together with the surety bond, a certification from Insurance Commission must be submitted by the bidder which must state that the surety or insurance company is specifically authorized to issue surety bonds.
5. For submission of Bank Draft/Guarantee or Irrevocable Letter of Credit or Surety Bond, the following must be stated/specified in the Bid Security:

The following are the grounds for forfeiture of Bid Security

▪ **IF A BIDDER:**

- a) Withdraws its bid during the period of bid validity.
- b) Does not accept the correction of errors pursuant to Section 32.2.1 of the IRR of RA 9184.
- c) Fails to submit the Post Qualification requirements within the prescribed period or a finding against their veracity thereof.
- d) Submission of eligibility requirements containing false information or falsified documents.
- e) Submission of bids that contain false information or falsified documents, or the concealment of such information in the bids in order to influence the outcome of eligibility screening or any other stage of the public bidding.
- f) Allowing the use of one's name, or using the name of another for purposes of public bidding.
- g) Withdrawal of a bid, or refusal to accept an award, or enter into contract with the Government without justifiable cause, after the Bidder had been adjudged as having submitted the Lowest Calculated and Responsive Bid.
- h) Refusal or failure to post the required performance security within the prescribed time.
- i) Refusal to clarify or validate in writing its bid during post-qualification within a period of seven (7) calendar days from receipt of the request for clarification.
- j) Any documented unsolicited attempt by a bidder to unduly influence the outcome of the bidding in his favor.
- k) Failure of the potential joint venture partners to enter into the joint venture after the bid is declared as successful.
- l) All other acts that tend to defeat the purpose of the competitive bidding, such as habitually withdrawing from bidding, submitting late Bids or patently insufficient bid, for at least three (3) times within a year, except for valid reasons.

▪ **IF THE SUCCESSFUL BIDDER:**

- a) fails to sign the contract in accordance with Section 40 of the Revised IRR of RA 9184; or
- b) fails to furnish performance security in accordance with Section 40 of the Revised IRR of RA 9184.

Note: Duly notarized or unnotarized Bid Securing Declaration shall be accepted pursuant to GPPB Resolution No. 09-2020 dated 07 May 2020.

(i) **Conformity with Revised Project Specifications (Terms of Reference as of 04 November 2021) per this Supplemental/Bid Bulletin No.1 attached with the following:**

1. Organizational Chart for the contract to bid;
2. List of contractor's Key Personnel to be assigned to the contract to be bid, with their complete qualifications and experience data and other requirements as specified below. Required Key Personnel are as follows:

Key Personnel	Experience	Documentary Requirements
Project Architect or Engineer	Three (3) Years	<ul style="list-style-type: none"> • Curriculum Vitae • Valid and current Professional Identification Card issued by Professional Regulatory Commission (PRC) Civil Engineer/Architect
Foreman	Two (2) Years	Curriculum Vitae
Carpenter/s	Two (2) Years	Curriculum Vitae
Tile Setter/s	Two (2) Years	Curriculum Vitae
Steelman/men	Two (2) Years	Curriculum Vitae

3. List of contractor's equipment units, which are owned, leased, and/or under purchase agreements, supported by certification of availability of equipment from the equipment lessor/vendor for the duration of the project.

(j) Original **Omnibus Sworn Statement** in accordance with Section 25.3 of the IRR of RA 9184 and using the prescribed form attached as **Annex III** with attached **Proof of Authority of the bidder's authorized representative/s:**

- i. **FOR SOLE PROPRIETORSHIP (IF OWNER OPTS TO APPOINT A REPRESENTATIVE):**
Notarized or unnotarized Special Power of Attorney.
- ii. **FOR CORPORATIONS, COOPERATIVE OR THE MEMBERS OF THE JOINT VENTURE:**
Notarized or unnotarized Secretary's Certificate evidencing the authority of the designated representative/s.

- Notes:**
- 1) **Should there be more than one (1) appointed authorized representatives, use the word "any of the following" or "OR", otherwise, all authorized representatives must sign/initial the bid submission.**
 - 2) **Unnotarized documents shall be accepted pursuant to GPPB Resolution No. 09-2020 dated 07 May 2020.**

IN THE CASE OF UNINCORPORATED JOINT VENTURE: Each member shall submit a separate Special Power of Attorney and/or Secretary's Certificate evidencing the authority of the designated representative/s.

C. FINANCIAL DOCUMENTS

(k) Audited Financial Statements (AFS) for CY 2020 received by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions dated CY 2021;

(l) Net Financial Contracting Capacity (NFCC) computation, in accordance with ITB Clause 5.5, (per **Annex IV**).

The NFCC computation must be equal to the ABC of this project. The detailed computation using the required formula must be provided.

In case of Joint Venture, the partner responsible to submit the NFCC shall likewise submit the Statement of all its ongoing contracts and the Latest Audited Financial Statements.

Class "B" Document: (For Joint Venture)

(m) Class "B" Document: (For Joint Venture)

(i) Valid Joint Venture Agreement (JVA)

The JVA must specify which Partner/Company of the JV shall be designated as Authorized Representative. It must also clearly state the Name of the Officer/s designated as the Authorized Representative/s of the Joint Venture.

(ii) Each partner of a JV shall likewise submit the following:

- a) Valid and current Certificate of PhilGEPS Registration
- b) Valid and current PCAB License.

(iii) Submission of the following by any of the JV partners constitute compliance:

- a) Statement of All Ongoing Contracts whether similar or not similar in nature (Annex I)
- b) Statement of Single Largest Completed Contract (Annex I-A)
- c) Duly signed NFCC

(iv) Entities forming themselves into a Joint Venture shall likewise submit an additional PCAB license to act in the capacity of such joint venture.

ENVELOPE 2: FINANCIAL DOCUMENTS

Completed and signed **Financial Bid Form**. Bidder must submit the following:

- 1. Bid Form per Annex V;
- 2. **Bid Prices in Section VIII. Revised Bill of Quantities per this Supplemental/Bid Bulletin No. 1;**
- 3. Detailed estimates, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid;
- 4. Cash flow by quarter or payment schedule;
- 5. Digital copy stored in Universal Serial Bus (USB) flash drive in Excel File of Item Nos. 2 to 4.

The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.

Note: In case of inconsistency between the Revised Checklist of Requirements for Bidders and the provisions in the Instruction to Bidders/Bid Data Sheet, the Instruction to Bidders/Bid Data Sheet shall prevail.