

Section X.
Reference Drawings

**DESIGN & BUILD OF THE NATIONAL DEFENSE COLLEGE OF THE PHILIPPINES
(NDCP) INTERNATIONAL STUDENT DORMITORY WITH MULTI-LEVEL PARKING AND
STAFF/TRANSIENT QUARTERS**

1. **REFERENCE DRAWINGS** - The attached architectural drawing will be used as reference by the Contractor for the detailed design of the proposed NDCP Staff/Transient Quarters. List and sheet contents enumerated below:

CS- 1	Perspective
AR- 1	Location Map/Site Development Plan

**DESIGN & BUILD OF THE NATIONAL DEFENSE COLLEGE OF THE PHILIPPINES
(NDCP) INTERNATIONAL STUDENT DORMITORY WITH MULTI-LEVEL PARKING AND
STAFF/TRANSIENT QUARTERS**

CS-1

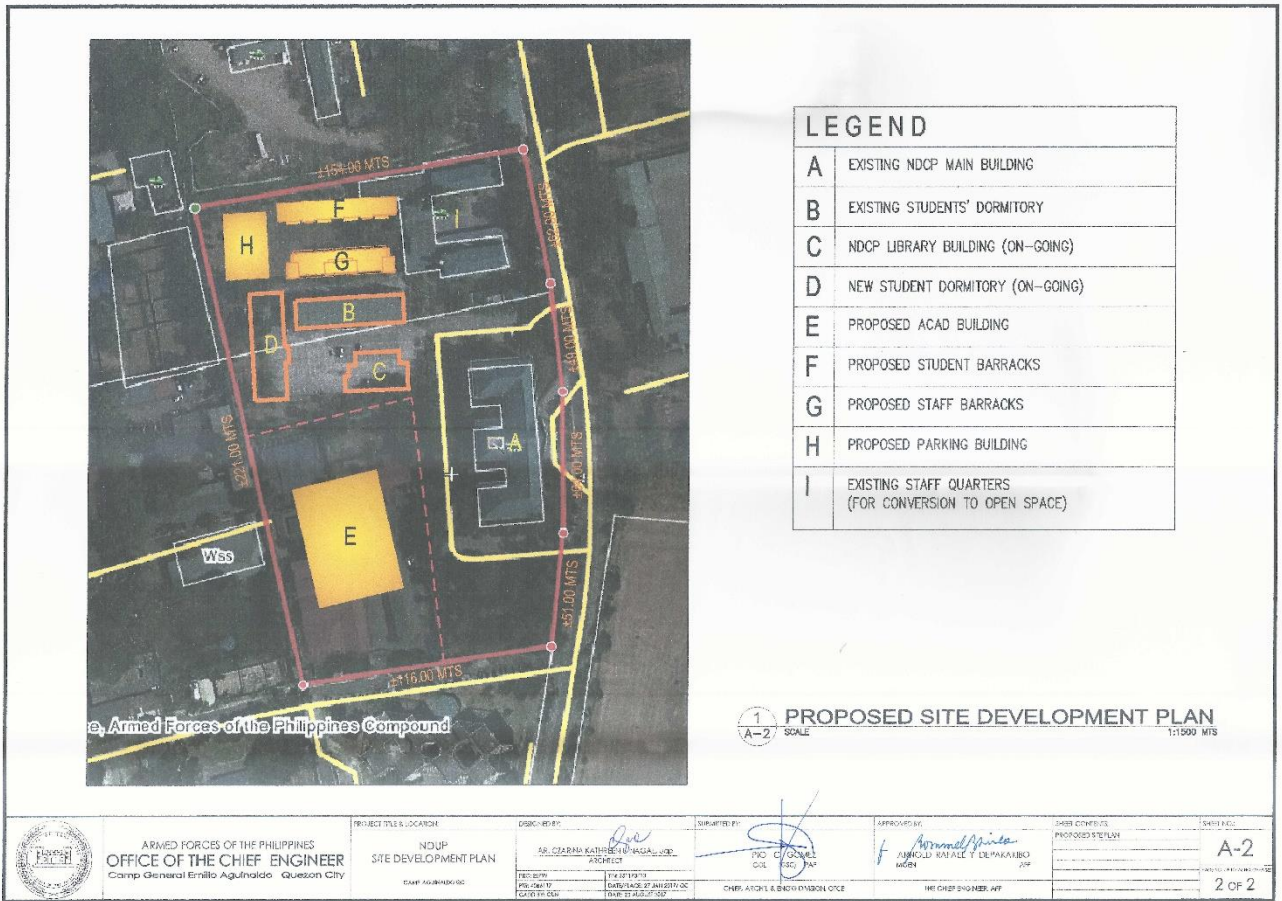


1
A-1
EXTERIOR PERSPECTIVE

 <p align="center">ARMED FORCES OF THE PHILIPPINES OFFICE OF THE CHIEF ENGINEER Camp General Emilio Aguinaldo - Quisasona City</p>	PROJECT TITLE & LOCATION:	DESIGNED BY:	SUBMITTED BY:	APPROVED BY:	SHEET CONTENTS:	SHEET NO.:
	PROPOSED NDUP STAFF QUARTERS CAMP GENERAL EMILIO AGUIRALDO QUISONA CITY	AR CEANINA SANTIAPIN U NAGAL ARCHITECT	PIO C GOMEZ COL (DSG) PAF	ARNOLD RAFAEL Y DEPAKAKIBO MSB	PERSPECTIVE	A-1
	PRJ: 2298 SITE: 0001 DATE: 2017	DATE/PLACE: 2017	CHIEF, ARCH. & ENGRG DIVISION, OTOE	THE CHIEF ENGINEER, AFP		1 OF 23

**DESIGN & BUILD OF THE NATIONAL DEFENSE COLLEGE OF THE PHILIPPINES
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AR-1



Section XI.
Bidding Forms

**DESIGN & BUILD OF THE NATIONAL DEFENSE COLLEGE OF THE PHILIPPINES
(NDCP) INTERNATIONAL STUDENT DORMITORY WITH MULTI-LEVEL PARKING AND
STAFF/TRANSIENT QUARTERS**

DEPARTMENT OF NATIONAL DEFENSE
Camp Emilio Aguinaldo, Quezon City

DND BIDS AND AWARDS COMMITTEE
BIDS DOCUMENTS RECEIPT
(TECHNICAL PROPOSAL REQUIREMENTS)

FOR: _____

under

(For Infrastructure Project)

Lot No. _____

Received by the Bidders/Representative from DND BAC-Secretariat's Office, together with the Technical Proposal Checklist the following Bid Forms to be included in the Technical Envelope to be submitted with other requirements as enumerated in the checklist.

Form Number	Description	Initial/Date BAC Sec
	Technical Proposal Form Checklist/Eligibility Documents	
SF-INFRA-15	List of All On-going Government & Private Contracts including Contracts Awarded But not yet Started	
SF-INFRA-16	Statement of All Government & Private Contracts completed which are similar in nature	
	Omnibus Sworn Statement	
SF-INFRA-41	Duly Signed Construction Schedule & S-Curve	
SF-INFRA-42	Duly Signed Manpower Schedule	
SF-INFRA-43	Duly Signed Construction Method in Narrative Form	
SF-INFRA-44	Duly signed Contract Organizational Chart	
SF-INFRA-45	Contractor's Letter Certificate to Procuring Entity	
SF-INFRA-46	Notarized Key Personnel's Certificate of Employment	
SF-INFRA-47	Key Personnel (Bio-Data Format)	
SF-INFRA-48	Qualification of Key Personnel to be Assigned in the Contract	
SF-INFRA-49	Duly signed List of Contractors Equipment	

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Form Number	Description	Initial/Date BAC Sec
SF-INFRA-50	Duly Signed Equipment Utilization Schedule	
SF-INFRA-51	Notarized Affidavit of Site Inspection	
SF-INFRA-20	Credit Line Certificate	
	Affidavit of Bid Securing Declaration	
	Preliminary Conceptual Design Plans in accordance with the degree of details specified by the Procuring Entity	
	Design and construction methods	
	List of Design and construction personnel to be assigned to the contract to be bid, with their complete qualification and experience data	
	Value engineering analysis of design and construction method	

Checked/Verified & Received By:

Signature over Printed Name

Designation

Name of Firm/Address & Tel. No.

Receipt No./Date of Payment

CHECKLIST OF REQUIREMENTS

ELIGIBILITY REQUIREMENTS FOR INFRASTRUCTURE PROJECTS

TAB	CLASS “A” DOCUMENTS	SAMPLE FORM
A	<p>PhilGEPS Certificate of Registration (Platinum Membership) and Membership in accordance with Section 8.5.2 of the 2016 Revised IRR, RA 9184 or in lieu thereof, the following may be submitted:</p> <ol style="list-style-type: none"> 1. Registration Certificate or its equivalent form: <ol style="list-style-type: none"> a. Securities and Exchange Commission, for Corporation and Partnership; or b. Department of trade and Industry (DTI), for sole proprietorship, or c. Cooperative Development Authority, for cooperatives. 2. Mayor’s Permit or its equivalent issued by City or municipality where the principal place of business of the prospective bidder is located, or the equivalent documents for Exclusive Economic Zones or Areas 3. Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by BIR 4. 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 that date of bid submission <p>For foreign bidders, the audited financial statements shall be prepared in accordance with International Financial Reporting Standards</p>	

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B	<p>Duly signed Statement of Prospective bidder of all its ongoing and completed 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, (Projects with Notices of Award are considered ongoing projects)</p>	
C	<p>Statement of the Bidder's Single Largest Completed Contract (SLCC) - 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 Philippine Statistics Authority (PSA) consumer price index.</p> <p>Similar contract shall refer to construction of multi-storey building.</p>	
D	<p>Valid Philippine Contractors Accreditation Board (PCAB) license (Large A, License Category AA). In case of joint venture, the bidder must present a valid Special PCAB License of the same category (Large A, License Category AA) in addition to the individual PCAB License of both partners.</p>	
E	<p>Net Financial Contracting Capacity (NFCC) - The Bidder must submit a computation of its Net Financial Contracting Capacity (NFCC) which must be at least equal to the ABC to be bid, calculated as follows:</p> <p>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 for this Project.</p> <p>The values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements (AFS) submitted to the BIR.</p>	

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(NDCP) INTERNATIONAL STUDENT DORMITORY WITH MULTI-LEVEL PARKING AND
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CLASS “B” ELIGIBILITY DOCUMENTS		
F	<p>If applicable, Joint Venture Agreement (JVA) in accordance with RA4566</p> <p>If JVA is not applicable, submit a statement of “Not Applicable” in lieu of the foregoing.</p>	
TECHNICAL PROPOSAL DOCUMENTS		
G	<p>Bid Security in the form of a <i>Bid Securing Declaration</i> (see sample form) or any of the following forms and amounts:</p> <p>a) The amount of not less than Php 2.8M (2% of Php140M), if bid security is in cash, cashier’s/manager’s check, bank draft/guarantee or irrevocable letter of credit issued by a universal or commercial bank;</p> <p>b) The amount of not less than Php 7M (5% of Php 140M) if bid security is in surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.</p>	
H	<p>Other Project Requirements which shall include the following:</p> <p>h.1. Organizational chart for the contract to be bid;</p> <p>h.2. List of Contractor’s Personnel for Design and Construction;</p> <p><i>A. Design Personnel:</i></p> <p>a. Design Architect b. Structural Engineer c. Electrical Engineer d. Electronics & Communications Engineer e. Mechanical Engineer f. Sanitary Engineer g. Geotechnical Engineer h. Landscaper Architect</p> <p><i>B. Construction Personnel:</i></p> <p>a. Project Manager b. Project Engineer/Architect c. Materials Engineer d. Electrical Engineer e. Electronics & Communications Engineer</p>	SF- INFRA 44

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	<p>f. Mechanical Engineer g. Sanitary Engineer h. Certified Occupational Safety & Health Officer i. Foreman, to be assigned to the contract to be bid with their complete qualification and experience.</p> <p>h.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;</p> <p>h.4. Duly Signed Construction Schedule and S-Curve;</p> <p>h.5. Duly signed Manpower Schedule;</p> <p>h.6. Duly Signed Construction Methods in Narrative Form;</p> <p>h.7. Notarized Affidavit of Site Inspection;</p> <p>h.8. Preliminary Conceptual Design Plans in accordance with the following degree of details (each sheet to be submitted preferably in A1 size paper):</p> <p>a) INTERNATIONAL STUDENT DORMITORY WITH MULTI-LEVEL PARKING</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Sheet #</th> <th style="width: 90%;">Contents</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td>Exterior Perspective - Aerial view - Man's view</td> </tr> <tr> <td style="text-align: center;">2</td> <td>Interior Perspective - One view for every room type</td> </tr> <tr> <td style="text-align: center;">3</td> <td>Site development plan (scale 1:200m)</td> </tr> <tr> <td style="text-align: center;">4</td> <td>Ground floor plan with material specifications (scale 1:100m)</td> </tr> <tr> <td style="text-align: center;">5</td> <td>Second floor plan with material specifications (scale 1:100m)</td> </tr> <tr> <td style="text-align: center;">6</td> <td>Third floor plan with material specifications (scale 1:100m)</td> </tr> <tr> <td style="text-align: center;">7</td> <td>Fourth floor plan with material specifications (scale 1:100m)</td> </tr> <tr> <td style="text-align: center;">8</td> <td>Roof plan with material specifications (scale 1:100m)</td> </tr> <tr> <td style="text-align: center;">9</td> <td>Front and right side elevations with material specifications (scale 1:100m)</td> </tr> </tbody> </table>	Sheet #	Contents	1	Exterior Perspective - Aerial view - Man's view	2	Interior Perspective - One view for every room type	3	Site development plan (scale 1:200m)	4	Ground floor plan with material specifications (scale 1:100m)	5	Second floor plan with material specifications (scale 1:100m)	6	Third floor plan with material specifications (scale 1:100m)	7	Fourth floor plan with material specifications (scale 1:100m)	8	Roof plan with material specifications (scale 1:100m)	9	Front and right side elevations with material specifications (scale 1:100m)	<p>SF- INFRA- 49 & 50</p>
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**DESIGN & BUILD OF THE NATIONAL DEFENSE COLLEGE OF THE PHILIPPINES
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I	Omnibus Sworn Statement in accordance with Section 25.3 of IRR of RA 9184 and using the form prescribed in Section XI. Bidding Forms.																									

**DESIGN & BUILD OF THE NATIONAL DEFENSE COLLEGE OF THE PHILIPPINES
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DEPARTMENT OF NATIONAL DEFENSE Contract Reference
No. _____
NATIONAL DEFENSE COLLEGE OF THE PHILS Name of Contract: _____
Location of the Contract: _____

FINANCIAL DOCUMENTS FOR ELIGIBILITY CHECK

- A. Summary of the Applicant Supplier’s/ Distributor’s/ Manufacturer’s assets and liabilities on the basis of the attached latest income tax return and Audited Financial Statement (AFS), stamped “RECEIVED” by the BIR or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

		Year 201__
1.	Total Assets	
2.	Current Assets	
3.	Total Assets	
4.	Current Liabilities	
5.	Net Worth (1-3)	
6.	Net Working Capital (2-4)	

- B. The **Net Financial Contracting Capacity (NFCC)** based on the above data which must be at least equal to the 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 for this Project.

NFCC= Php_____

Herewith attached are certified true copies of the income tax return and audited financial statements: stamped “RECEIVED” by the BIR or BIR authorized collecting agent for immediately preceding year.

Submitted by:

DEPARTMENT OF NATIONAL DEFENSE Name of
Contract Supplier/Distributor/Manufacturer
Reference
No. _____
NATIONAL DEFENSE COLLEGE OF THE
PHILS Name of Contract: _____ Signature of Authorized
Representative
Date: _____
Location of the Contract: _____

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Standard Form No.: SF-IN FRA-15
Revised on: July 29, 2004

**STATEMENT OF ALL ONGOING GOVERNMENT
AND PRIVATE CONTRACTS**

Business Name: _____
Business Address: _____

Name of Contract/ Project	a. Owner's Name	Nature of Work	Contractor's Role	%	a. Date awarded	% of Accomplishment		Value of Outstanding Works/ Undelivered Portion
	b. Address		Description		b. Date Started			
	b. Telephone Nos.				c. Date of completion	Planned	Actual	
Government								
Private								
							Total Cost	

Note: This statement shall be supported with:

1. Notice of award and/or Contract
2. Notice to Proceed issued by the owner
3. Certificate of Accomplishments signed by the owner or authorized representative

Submitted by: _____

(Printed Name and Signature)

Designation: _____

Date: _____

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DEPARTMENT OF NATIONAL DEFENSE
NATIONAL DEFENSE COLLEGE OF THE PHILS

Contract Reference No. _____
Name of Contract: _____
Location of the Contract: _____

Standard Form No.: SF-IN FRA-16
Revised on: July 29, 2004

**STATEMENT OF SINGLE LARGEST COMPLETED
SIMILAR CONTRACTS**

Business Name: _____
Business Address: _____

Name of Contracts						
Project Cost	a. Owner's Name	Nature of Work	Contractor's Role	%	a. Amount of award	a. Date awarded
	b. Address		Description		b. Amount of Completion	b. Contract Effectivity
	c. Telephone Nos.				c. Duration	c. Date Completed
Government						
Private						

Note: This statement shall be supported with:

1. Contract
2. CPES Training Sheets and/or Certificate of Completion
3. Certificate of Acceptance

Submitted by: _____

(Printed Name and Signature)

Designation: _____

Date: _____

**DESIGN & BUILD OF THE NATIONAL DEFENSE COLLEGE OF THE PHILIPPINES
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DEPARTMENT OF NATIONAL DEFENSE
NATIONAL DEFENSE COLLEGE OF THE PHILS

Contract Reference No. _____
Name of Contract: _____
Location of the Contract: _____

Standard Form No.: SF-IN FRA-42
Revised on: August 11, 2004

MANPOWER UTILIZATION SCHEDULE

	MONTH											
	1	2	3	4	5	6	7	8	9	10	11	12
Category/Equipment												
Contractor's Name:	Name of Procuring Entity:				Contract Name:							

Submitted by:

Name of Representative of the Bidder
Position: _____
Name of the Bidder: _____

Date: _____

**DESIGN & BUILD OF THE NATIONAL DEFENSE COLLEGE OF THE PHILIPPINES
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DEPARTMENT OF NATIONAL DEFENSE
NATIONAL DEFENSE COLLEGE OF THE PHILS

Contract Reference No. _____

Name of Contract: _____

Location of the Contract: _____

Standard Form No.: SF-IN FRA-43
Revised on: August 11, 2004

**OUTLINE
NARRATIVE DESCRIPTION OF CONSTRUCTION METHODS**

1. Introduction
2. Brief Description of Contract Works
State general features of contract works. Use tables as necessary.
3. CONSTRUCTION METHODS AND PROCEDURES
 - 3.1 Methodology or General Approach
State general approach in construction in terms of use of equipment intensive or labor-based methods, any special techniques, methods or procedures to ensure the completion on time and quality of construction financing the project, etc.
 - 3.2 Program of Work
CPM, Progress bar Schedule and Development Schedule submitted
 - 3.3 Financial Program
Cash Flow Schedules, Provisions for Working Capital, Schedule of Receipts, etc.

**DESIGN & BUILD OF THE NATIONAL DEFENSE COLLEGE OF THE PHILIPPINES
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DEPARTMENT OF NATIONAL DEFENSE
NATIONAL DEFENSE COLLEGE OF THE PHILS

Contract Reference No. _____

Name of Contract: _____

Location of the Contract: _____

Standard Form No.: SF-IN FRA-44

Revised on: August 11, 2004

**CONTRACTOR'S ORGANIZATIONAL CHART
FOR THE CONTRACT**

Submit copy of the Organizational Chart that the Contractor intends to use to execute the contract if awarded to him. Indicate in the chart the names of the Project Manager, Project Materials, & Quality Control Engineer, Structural Engineer, Foreman, and other Key Engineering Personnel.

NOTE:

1. This organizational chart should represent the "Contractor's Organization" for the project and not for the firm.
2. The Bidders shall comply with and submit sample for SF-INFR-46 for each of such key personnel.
3. Each such nominated engineer/key personnel shall comply with and submit sample forms SF-INFRA-47 and SF-INFRA-48.
4. All these are required to be in the "Technical Proposal" Envelope of the Bidder.

Attached the Required Proposed Organization Chart for
the contract as stated above.

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DEPARTMENT OF NATIONAL DEFENSE
NATIONAL DEFENSE COLLEGE OF THE PHILS

Contract Reference No. _____
Name of Contract: _____
Location of the Contract: _____

Standard Form No.: SF-IN FRA-45
Revised on: August 11, 2004

**CONTRACTOR'S LETTER-CERTIFICATE
TO PROCURING ENTITY**

Date of Issuance: _____

(Name of the Head of Procuring Entity)

(Position of the Head of Procuring Entity)

(Name of the Procuring Entity and Address)

Dear _____:

Supplementing our Organizational Chart for the Contract, we have the honor to submit herewith and to certify as true and correct the following pertinent information:

1. That I/We have engaged the services of _____, to be the
(Name of Employer)
_____ of the _____ who is a _____
(Designation) (Name of the Contract) (Profession)
with Professional License Certificate No. _____ issued on
_____ who has performed the duties in the construction of the Contracts
enumerated in the duly filed form.
2. The said engineer shall be designated by us as our _____
(Designation) to personally perform the duties of said position in the
abovementioned project, if and when the same is awarded to us.
3. The said engineer shall employ the best care, skill and ability in performing his
duties in accordance with the Contract Agreement, Conditions of Contract
Plans, Specifications, Special Provisions and other provisions in the proposed
contract.
4. The said Engineer shall be personally present at the jobsite to supervise the
phase of the construction work, pertaining to this assignment as
_____ (Designation) all the time.
5. That in order to guarantee the said Engineer shall perform his duties properly
and hereby required to secure a Certificate of "Appearance" from the Procuring
Entity's Engineer at the end of every month.

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6. That in the event that I/we elect or chose to replace Engineer with a new one, the Procuring Entity will be accordingly notified by us in writing at least 21 days before making the replacement. We will submit to the Procuring Entity, for prior approval, the name of the proposed new Engineer, his qualifications, experience, list of projects undertaken and other relevant information.

7. That any willful violation on my/our part of herein conditions may prejudice my/our standing as a reliable contractor in the future bidding of the Procuring Entity.

Very truly yours,

(Authorized Representative of Bidder)

CONCURRED IN:

(Name of Engineer)

(Address)

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DEPARTMENT OF NATIONAL DEFENSE
NATIONAL DEFENSE COLLEGE OF THE PHILS

Contract Reference No. _____
Name of Contract: _____
Location of the Contract: _____

Standard Form No.: SF-IN FRA-46
Revised on: August 11, 2004

KEY PERSONNEL'S CERTIFICATE OF EMPLOYMENT

Date of Issuance: _____

(Name of the Head of Procuring Entity)

(Position of the Head of Procuring Entity)

(Name of the Procuring Entity and Address)

Dear _____:

I am _____, a licensed _____ Engineer with
(Name of Nominee)
Professional License No. _____ issued on _____ at
_____.

I hereby certify that _____ (Name of Bidder) has engaged my
services as _____ for _____.

As _____ (*Designation*), I supervised the following completed
projects similar to the contract under bidding:

NAME OF PROJECT COMPLETION	OWNER	COST	DATE
_____	_____	_____	_____
_____	_____	_____	_____

At present, I am supervising the following projects:

NAME OF PROJECT COMPLETION	OWNER	COST	DATE
_____	_____	_____	_____
_____	_____	_____	_____

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In case of my separation for any reason whatsoever from the abovementioned Contractor, I shall notify the Procuring Entity at least 21 days before the effective date of my separation.

As _____ (*Designation*), I know I will have to stay in the job site all the time to supervise and manage the Contract works to the best of my ability, and aware that I am authorized to handle only one (1) contract at a time.

I do not allow the use of my name for the purpose of enabling the abovementioned Contractor to qualify the contract without any firm commitment on my part to assume the post of _____ therefore, if the contract is awarded to him since I understand that do so will sufficient ground for my disqualification as _____ in any future bidding or employment with any Contractor doing business with the Procuring Entity.

(Signature of Engineer)

ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN to before me this ____ day of _____, 20____, affiant exhibited to me his/her Community Tax Certificate No. _____ issued on _____ at _____ Philippines.

Notary Public Until Dec. 31, 20____
PTR No. _____
Issued at: _____
Issued on: _____
TIN No. _____

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

**DESIGN & BUILD OF THE NATIONAL DEFENSE COLLEGE OF THE PHILIPPINES
(NDCP) INTERNATIONAL STUDENT DORMITORY WITH MULTI-LEVEL PARKING AND
STAFF/TRANSIENT QUARTERS**

DEPARTMENT OF NATIONAL DEFENSE
NATIONAL DEFENSE COLLEGE OF THE PHILS

Contract Reference No. _____
Name of Contract: _____
Location of the Contract: _____

Standard Form No.: SF-IN FRA-47
Revised on: August 11, 2004

**KEY PERSONNEL
(FORMAT OF BIO-DATA)**

Give the detailed information of the following personnel to be assigned as fulltime field staff for the project. Fill up a form for each person.

Authorizing Managing Officer Representative

Sustained Technical Employee

1. Name : _____
2. Date of Birth : _____
3. Nationality : _____
4. Education and Degrees : _____
5. Specialty : _____
6. Registration : _____
7. Length of Service: _____ Year from _____ (months) _____ (year)
To _____ (months) _____ (year)
8. Years in Experience: _____
9. If item 7 is less than 10 years, give name and length of service with previous employer for a 10 year period (attached additional sheet/s), if necessary

NAME AND ADDRESS OF EMPLOYER	LENGTH OF SERVICE
_____	_____ year(s) from _____ to _____
_____	_____ year(s) from _____ to _____

10. Experience

This should cover the past 10 years of experience. (Attached as many pages as necessary to show involvement of personnel in projects using the format below)

1. Name: _____
2. Name & Address of the Owner: _____
3. Name & Address of the Owner's Engineer: _____
4. Indicate the features of the Project (Particulars of the project component and any other particular interest connected with the project): _____

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5. Contract Amount Expressed in the Philippine
Currency: _____

6. Position: _____

7. Structures for which the employees was responsible:

8. Assignment Period: from _____(months) _____(years) to
_____ (months) _____(years)

Name and Signature of Employee

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

Place and Date

Authorized Representative

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DEPARTMENT OF NATIONAL DEFENSE
NATIONAL DEFENSE COLLEGE OF THE PHILS

Contract Reference No. _____
Name of Project: _____
Location of the Project: _____

Standard Form No.: SF-IN FRA-48
Revised on: August 11, 2004

**QUALIFICATION OF KEY PERSONNEL PROPOSED TO BE
ASSIGNED TO THE CONTRACT**

Business Name : _____
Business Address : _____

	Project Manager Engineer	Materials Engineer	Foreman	Construction Safety & Health Personnel	Other Positions Required for this Project
1. Name					
2. Address					
3. Date of Birth					
4. Employed Since					
5. Experience					
6. Previous Employment					
7. Education					
8. PRC License					

Minimum
Requirements : Project Manager/Engineer
: Materials Engineer
: Foreman
: Foreman

Note: Attached individual resume and PRC License of the (professional) personnel.

Submitted by: _____ Designation : _____
Printed Name & Signature Date : _____

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DEPARTMENT OF NATIONAL DEFENSE
NATIONAL DEFENSE COLLEGE OF THE PHILS

Contract Reference No. _____
Name of Project: _____
Location of the Project: _____

Standard Form No.: SF-IN FRA-49
Revised on: August 11, 2004

**LIST OF EQUIPMENT, OWNED OR LEASED
AND/OR UNDER PURCHASE AGREEMENTS PLEDGED
TO THE PROPOSED CONTRACT**

Business Name : _____
Business Address : _____

Description	Model/ Year	Capacity/ Performance Size	Plate No.	Motor No./ Body No.	Location	Condition	Proof of Ownership/ Lessor or Vendor
A. Owned							
B. Leased							
C. Under Purchase Agreements							

List of minimum equipment required for the project:

Submitted by: _____
Designation: _____
Date: _____

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DEPARTMENT OF NATIONAL DEFENSE
NATIONAL DEFENSE COLLEGE OF THE PHILS

Contract Reference No. _____
Name of Project: _____
Location of the Project: _____

Standard Form No.: SF-IN FRA-50
Revised on: August 11, 2004

EQUIPMENT UTILIZATION SCHEDULE

Business Name : _____
Business Address : _____

Category/Equipment	MONTH											
	1	2	3	4	5	6	7	8	9	10	11	12
Contractor's Name:	Name of Procuring Entity:						Contract Name:					

Submitted by:

Name of the Representative of the Bidder
Position:

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DEPARTMENT OF NATIONAL DEFENSE
NATIONAL DEFENSE COLLEGE OF THE PHILS

Contract Reference No. _____
Name of Project: _____
Location of the Project: _____

Standard Form No.: SF-IN FRA-51
Revised on: August 11, 2004

AFFIDAVIT OF SITE INSPECTION

I, _____, of legal age, _____, Filipino
and _____ (Representative of the Bidder) _____ (Civil Status)
residing at _____ under oath, hereby depose and
say: _____ (Address of the Bidder)

1. That I am the _____ of the _____, with
office at _____ (Position of the Bidder) _____ (Name of the Bidder)
_____.
(Address of the Bidder)
2. That I have inspected the site for _____, located
at _____ (Name of Contract)
_____.
(Location of Contract)
3. That I am making this statement as part of the requirement for the
Technical Proposal of the _____ for _____.
(Name of Contract) (Name of Bidder)

SUBSCRIBED AND SWORN to before me this ____ day of _____, 20____,
affiant exhibited to me his/her Community Tax Certificate No. _____ issued
on _____ at _____ Philippines.

Notary Public Until Dec. 31, 20____
PTR No. _____
Issued at: _____
Issued on: _____
TIN No. _____

Doc No.: _____
Book No. _____
Page No. _____
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DEPARTMENT OF NATIONAL DEFENSE
NATIONAL DEFENSE COLLEGE OF THE PHILS

Contract Reference No. _____

Name of Project: _____

Location of the Project: _____

BID SECURING DECLARATION

I/WE, THE UNDERSIGNED, DECLARED 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 enforcements of the bid securing declaration under section 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 Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect and; (i) I/We failed to timely file a request for reconsideration or (ii) I/We filed a waiver to avail of said right;
 - c. I am/we are declared as the bidder with the Lowest Calculated and Responsive Bid/ Highest Rated and 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).

NAME OF BIDDERS AUTHORIZED REPRESENTATIVE
(Insert signatory's legal capacity)

AFFIANT

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SUBSCRIBED & 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 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 Dec. 31, 2015
Roll of Attorneys No._____
PTR No._____(Date issued), (place issued)
IBP No._____(date issued),(place Issued)

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

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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 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 of the sole proprietor of (*Name of Bidder*), I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for (*Name of the Project*) of the (*Name of the Procuring Entity*);

If partnership, corporation, cooperative or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the (*Name of Bidder*) in the bidding as shown in the attached (state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture));

3. (*Name of Bidder*) is not a "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;

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: I am not related to the Head of 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;

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If a partnership or cooperative: None of the officers and members of (Name of Bidder) is related to the Head of 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;
8. (Name of Bidder) is aware of and has undertaken the following responsibilities as a Bidder;
 - a. Carefully examine the bidding documents;
 - b. Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Made an estimate of the facilities available and needed for the contract to be bid, if any, and
 - d. Inquire or secure Supplemental/Bid Bulletin(s) issued for the (Name of the Project); and
9. (Name of Bidder) did not give a 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 hereto set my hand this ____ day of ____20__ at _____Philippines.

(Bidder's Representative/Authorized Signatory)