



Republic of the Philippines  
**Department of Education**  
Cordillera Administrative Region

**BID BULLETIN No. 1**  
**DEPED-CAR RO - CB 2023 - 04 - 003**

**TO** : BAC Members, TWG & BAC Secretariat  
All Interested Bidders  
All Concerned

**FROM** :   
**RONALD B. CASTILLO, CESO V**  
BAC Chairperson

**PROJECT** : **REPAIR/IMPROVEMENT OF DEPED-CAR REGIONAL  
OFFICE DORMITORY**

**DATE** : April 26, 2023

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**Project Identification Number: DEPED-CAR RO - CB 2023 - 04 - 003**

For the information of all interested bidders and all concerned are the following:

1. Section III, Bid Data Sheet:

<b>ITB Clause</b>	<b>FROM</b>	<b>TO</b>
11.1	The second bid envelope/financial component should include a USB/flash drive/CD-R containing the soft copy of the financial proposal in Excel format	The second bid envelope/financial component should include a USB/flash drive <b>or</b> CD-R containing the soft copy of the financial proposal in Excel format

2. Amendment in Sections VI, Technical Specifications:

Under item 12, Sanitary Works: all stainless-steel materials that shall be used should be grade 304.

3. Amendment in Sections VIII, Bill of Quantities:

a. Program of Works (Total Construction Cost/ABC)

<b>FROM</b>	<b>TO</b>
Contract Duration: 180 CD	Contract Duration: <b>120</b> CD

b. Program of Works (Bill of Quantities)

<b>FROM</b>	<b>TO</b>
Completion Period: 180 CD	Completion Period: <b>120</b> CD

4. Amendment in Sections IX, Checklist of Technical and Financial Documents:

<b>FROM</b>	<b>TO</b>
The second bid envelope/financial component should include a USB/flash drive/CD-R containing the soft copy of the financial proposal in Excel format	The second bid envelope/financial component should include a USB/flash drive <b>or</b> CD-R containing the soft copy of the financial proposal in Excel format

5. Additional forms/templates for the Technical Documents

**BIDDER's Organizational Chart for the Contract**

Submit a Copy of the Organizational Chart that the Bidder intends to use to execute the Contract if awarded to him. Indicate in the chart the names of the Project Manager, Project Site Engineer, General Foreman, Skilled Welder, Skilled Mason, Skilled Carpenter, Skilled Painter, Skilled Plumber, Skilled Tile Setter, Skilled Master Electrician, Skilled Roofing Installer, and Laborer.

Attach the Proposed Organizational Chart for the Contract as stated above.

Certified by: \_\_\_\_\_  
 (Printed Name & Signature of Authorized Representative)

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

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

**BIDDER'S CERTIFICATION ON THE EQUIPMENT FOR THE CONTRACT**

In compliance with the requirements for the bidding of the (Name of the Contract), this is to certify as true and correct, the following information:

We submit the enclosed List of Bidder's Major Equipment Units Pledged to the Contract and certify that availability of said equipment listed therein which are owned, leased or under purchased agreement for the whole duration of the project;

We further certify and/or ensure that the all listed equipment are in good working/ operating condition;

We understand that any violation of the above-stated conditions shall be a sufficient ground for us to be disqualified from this Contract and future biddings of the Department of Education Regional Office- CAR.

Certified by: \_\_\_\_\_  
(Printed Name & Signature of Authorized Representative)

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

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

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

BIDDER'S NAME \_\_\_\_\_  
 OFFICE ADDRESS \_\_\_\_\_

Description	Model/Year	Capacity/ Performance/ Size	Plate No.	Motor No./ Body No.	Location	Conditio n	Proof of Ownership / Lease/ Purchase
A. Owned							
I.							
II.							
III.							
IV.							
V.							

B. Leased							
I.							
II.							
III.							
IV.							
V.							

C. Under Purchase Agreement							
I.							
II.							
III.							
IV.							
V.							

**Note:** This List must be supported by proof of ownership, lease and/or purchase agreement. For lease and purchase agreement, proof of ownership from the lessor or certification of availability of equipment from the vendor for the duration of the project.

Certified by: \_\_\_\_\_  
 (Printed Name & Signature of Authorized Representative)

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

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

# BIDDER'S CERTIFICATION ON KEY PERSONNEL FOR THE CONTRACT

Date of Issuance \_\_\_\_\_

This is to certify as true and correct the following information:

1. We have engaged the services of the following professionals/ individuals to perform the duties of the positions indicated for this Contract if it is awarded to us:

Key Personnel Position (Profession)	Name	Years of Experience	
		Professional/ Individual	Minimum Required

2. We submit the endorsed Affidavits of Commitment to Work on the Contract of these professionals/ individuals.
3. We ensure that the abovementioned professionals/ individuals shall employ their best care, skill, and ability in performing the duties of their respective positions in accordance with the provisions of the Contract, including the Conditions of Contract, Specifications, and Drawings, and that they shall be personally present in the jobsite during the period of their assignment in the Contract.
4. In the event that we choose to replace any of the abovementioned professionals/ individuals, we shall submit to you in writing at least fourteen (14) days before making the replacement, for your approval, the name and bio-data of the proposed replacement whose experience shall be equal to or better than the person to be replaced.
5. We understand that any violation of the above stated conditions shall be a sufficient ground for us to be disqualified from this Contract and future biddings of the Procurement Service.

Certified by: \_\_\_\_\_  
 (Printed Name & Signature of Authorized Representative)

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

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

**N.B.** One (1) professional/individual shall only have one (1) position/designation.

**LIST OF KEY PERSONNEL PROPOSED TO BE ASSIGNED TO THE CONTRACT:**

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

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

<b>Key Personnel Position</b>				
1. Name				
2. Address				
3. Date of Birth				
4. Employed Since				
5. Relevant Experience (a) Description (b) Number of years				
6. Previous Employment				
7. Education				
8. PRC License/ Accreditation from DOLE-OHSC ( <i>for the Health and Safety Officer</i> )				
9. Cost of Biggest Project Handled				
10. Years of Experience in the Proposed Position				

**Note:** This List must be supported by individual resumes of all personnel and photocopy of PRC Licenses of the Engineers.

Certified by: \_\_\_\_\_  
(Printed Name & Signature of Authorized Representative)

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

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



## STATEMENT OF ALL ONGOING PRIVATE CONTRACTS

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

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

Contract Name	Date	Duration	Owner		Nature of Work	Contract's Role		Total Contract Value at Award	Estimated Completion Time	Estimated Contract Value at Completion	% Accomplishment		Value of Outstanding Works	
			Name	Address		Description	% Participation of				Planned	Actual		
1														
2														
3														
<b>Total</b>														

\*Provide Additional sheets if Necessary

Note: This Statement shall be supported with:

4. Notice of Award and/or Contract and/or Notice to Proceed
5. Certificate of Accomplishments signed by the owner or owner's representative.

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

(Printed Name & Signature of Authorized Representative)

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

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



**STATEMENT OF ALL ONGOING GOVERNMENT AND PRIVATE CONTRACTS AWARDED  
BUT NOT YET STARTED**

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

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

Name of Contract/ Location Cost	a. Owner Name b. Address c. Contact No/s.	Nature of Work	Contract's Role		a. Date Awarded b. Date Started c. Date of Completion		% Accomplishment		Value of Outstanding Works
			Description	%	Planned	Actual			
Government									
Private									

**Note:** This statement shall be supported by:

- \*Any of the following (Notice of Award/Contract/Notice to Proceed; and
- 1. State all ongoing contracts including those awarded but not yet started (government and private contracts which may be similar or not similar to the project for bidding) as of: (the day before the deadline for submission of bids)
- 2. If there is no ongoing contract including awarded but not yet started as of the aforementioned period, state none or equivalent term.

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

(Printed Name & Signature of Authorized Representative)

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

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

**STATEMENT OF THE SINGLE LARGEST COMPLETED CONTRACT SIMILAR TO THE CONTRACT TO BE BID**

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

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

Name of Contract	a. Owner Name b. Address c. Contact No/s.	Nature of Work	Contractor's		a. Amount of Award b. Amount of Completion	a. Date Awarded b. Date Completed
			Role Description	%		
Government						
Private						

Note: This statement shall be supported by:

1. Notice of Award and/or Notice to Proceed
2. Project Owner's Certificate of Final Acceptance issued by the Owner other than the Contractors Performance Evaluation System (CPES) Final Rating, which must be at least satisfactory. In case of contracts with the private sector, an equivalent document shall be submitted.

Submitted by: \_\_\_\_\_  
 (Printed Name & Signature of Authorized Representative)  
 Designation: \_\_\_\_\_  
 Date: \_\_\_\_\_