#### Bid Form

*[Insert date]*

To: *[Name of PROCURING ENTITY]*

*[Insert address]*

We, the undersigned, declare that:

1. We have examined and have no reservation to the Bidding Documents, including Addenda, for the Contract *[insert name of contract]*;
2. We offer to execute the Works for this Contract in accordance with the Bid and Bid Data Sheet, General and Special Conditions of Contract accompanying this Bid;

The total price of our Bid, excluding any discounts offered below is: *[insert information]*;

The discounts offered and the methodology for their application are: *[insert information];*

1. Our Bid shall be valid for a period of *[insert number]* days from the date fixed for the Bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
2. If our Bid is accepted, we commit to obtain a Performance Security in the amount of *[insert percentage amount]* percent of the Contract Price for the due performance of the Contract;
3. Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from the following eligible countries: *[insert information]*;
4. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
5. Our firm, its affiliates or subsidiaries, including any subcontractors or suppliers for any part of the Contract, has not been declared ineligible by the Funding Source;
6. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
7. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
8. We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the *[Name of Project]* of the *[Name of the Procuring Entity].*
9. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

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

In the capacity of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**REPUBLIC OF THE PHILIPPINES )**

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

**x-------------------------------------------------------x**

**BID-SECURING DECLARATION**

**Invitation to Bid/Request for Expression of Interest No.1:**

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

I/We, the undersigned, declare that:

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

2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any 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 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 as 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. \_\_\_\_\_\_.

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]*

Doc. No. \_\_\_

Page No. \_\_\_

Book No. \_\_\_

Series of \_\_\_\_.

###### **Statement of Single Largest Completed Contract(SLCC)**

[Date]

The Chairperson, SBAC

Bases Conversion and Development Authority

2/F BonifacioTechnologyCenter,

31st St., cor. 2nd Avenue,

Bonifacio Global City, TaguigCity

Dear Ma’am,

In compliance with the eligibility requirements for the bidding of the Construction of NCC to SCTEX Access Road, this is to certify that *[name and complete address of Bidder]* has the following completed government and private contracts:

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Tab No. | Name of Contract | Date of Contract | Contract Duration | Owner’s Name and Address | Nature of Work | Contractor’s Role (whether sole contractor, subcontractor or partner in a JV) | Total Contract Value at Award(in PhP) | Date of Completion | Total Contract Value at Completion, if applicable(in PhP) | Percentages of Planned & Actual Accomplishments, if applicable | Value of Outstanding Works, if applicable(in PhP) |
|  |  |  |  |  |  |  |  |  |  |  |  |
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Yours sincerely,

**Note:** This statement shall be supported by contracts, certificate of completion or owner’s final acceptance and CPES rating sheets, if applicable. These supporting documents shall be numbered and tabbed in the same sequence as the list of contracts appears in this statement.

[Signature over printed name of Authorized Representative]

[Title]

[Name of Firm]

###### **Statement of All On-Going Government and Private Contracts,**

###### **Including Contracts Awarded but not yet Started, if any**

[Date]

The Chairperson, SBAC

Bases Conversion and Development Authority

2/F BonifacioTechnologyCenter,

31st St., cor 2nd Avenue,

Bonifacio Global City, Taguig City

Dear Ma’am,

In compliance with the eligibility requirements for the bidding of the Construction of NCC to SCTEX Access Road, this is to certify that *[name and complete address of Bidder]* has the following on-going government and private contracts. [including contracts awarded but not yet started]:

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Tab No. | Name of Contract | Date of Contract | Contract Duration | Owner’s Name and Address | Nature of Work | Contractor’s Role (whether sole contractor, subcontractor or partner in a JV) | Total Contract Value at Award(in PhP) | [Estimated] Date of Completion | Total Contract Value at Completion, if applicable(in PhP) | Percentages of Planned & Actual Accomplishments, if applicable | Value of Outstanding Works, if applicable(in PhP) |
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Yours sincerely,

**Note:**This statement shall be supported by contracts or notices of award or notices to proceed issued by the owners. These supporting documents shall be numbered and tabbed in the same sequence as the list of contracts appears in this statement.

[Signature over printed name of Authorized Representative]

[Title]

[Name of Firm]

**DETAILED UNIT PRICE ANALYSIS**

|  |  |  |  |
| --- | --- | --- | --- |
| ITEM NO. | DESCRIPTION OF BOQ ITEM | UNIT OF MEASUREMENT | **QUANTITY** |
|  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| A. DIRECT COST |  |  |  |  |
| A.1 Cost of Materials | UNIT | QUANTITY | UNIT COST | AMOUNT |
|  |  |  |  |  |
| A.2 Cost of Labor | NO. | NO. OF HOURS | RATE PER HOUR | AMOUNT |
|  |  |  |  |  |
| A.3 Equipment Expenses | NO. | NO. OF HOURS | RATE PER HOUR | AMOUNT |
|  |  |  |  |  |
| **ESTIMATED DIRECT COST (EDC) [A.1 + A.2 +A.3]** |  |

|  |  |  |
| --- | --- | --- |
| B. INDIRECT COSTS | % of EDC | AMOUNT |
| B.1 Overhead Expense |  |  |
| B.2 Contingencies |  |  |
| B.3 Miscellaneous Expense |  |  |
| B.4 Contractor’s Profit |  |  |
| **TOTAL MARK-UP** |  |  |

|  |  |
| --- | --- |
| **EDC + TOTAL MARK-UP** |  |
| **VALUE ADDED TAX [ 12% (EDC + TOTAL MARK-UP) ]** |  |
| **TOTAL INDIRECT COST [TOTAL MARK-UP + VAT ]** |  |
| **TOTAL COST [ EDC + TOTAL INDIRECT COST ]** |  |

|  |  |
| --- | --- |
| **UNIT COST [ (TOTAL COST) / (QUANTITY) ]** |  |

**DAYWORKS SCHEDULE**

**LABOR**

Construction of NCC to SCTEX Access Road

|  |  |  |  |
| --- | --- | --- | --- |
| NO. | TYPE OF LABOR | UNIT | RATE |
| 1 | Foreman | Hour |  |
| 2 | Skilled Laborer | Hour |  |
| 3 | Unskilled Laborer | Hour |  |
| 4 | Driver | Hour |  |
| 5 | Operator | Hour |  |
|  |  |  |  |
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**DAYWORKS SCHEDULE**

**MATERIALS**

Construction of NCC to SCTEX Access Road

|  |  |  |  |
| --- | --- | --- | --- |
| NO. | TYPE OF MATERIALS | UNIT | RATE |
| 1 | Cement | Bag |  |
| 2 | Fine Aggregate | Cu.m. |  |
| 3 | Coarse Aggregate | Cu.m. |  |
| 4 | Reinforcing Steel Bars | Kg. |  |
| 5 | Coco Lumber | Bd.ft. |  |
| 6 | Assorted CWN | Kg. |  |
| 7 | G.I. Tie Wire, Ga. 16 | Kg. |  |
| 8 | Plywood | piece |  |
|  |  |  |  |
|  |  |  |  |

**DAYWORKS SCHEDULE**

**EQUIPMENT**

Construction of NCC to SCTEX Access Road

|  |  |  |  |
| --- | --- | --- | --- |
| NO. | TYPE OF EQUIPMENT | UNIT | RATE |
| 1 | Concrete Mixer, 1 Bagger | Hour |  |
| 2 | Excavator, 0.5 cu.m. | Hour |  |
| 3 | Concrete Vibrator | Hour |  |
| 4 | Rough Terrain Crane, 10 tonner | Hour |  |
| 5 | Utility Truck | Hour |  |
| 6 | Roller, 1 tonner | Hour |  |
| 7 | Bar Cutter | Hour |  |
|  |  |  |  |
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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 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:
3. Carefully examine all of the Bidding Documents;
4. Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
5. Made an estimate of the facilities available and needed for the contract to be bid, if any; and
6. Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
7. *[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].*