



Republic of the Philippines  
Province of Oriental Mindoro  
**MUNICIPALITY OF GLORIA**

**Invitation to Bid**  
**ITB No. 2020-016**

**Improvement of Sanitary Landfill (Construction of Materials Recovery Facility,  
Fencing and Water System)**

1. The **Municipality of Gloria**, through **DILG – Performance Challenge Fund 2019** amounting to **Two Million Three Hundred Thousand Pesos (Php 2,300,000.00)** being the approved budget for the contract (ABC) to payments under the contract for the **Improvement of Sanitary Landfill (Construction of Materials Recovery Facility, Fencing and Water System)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **Municipality of Gloria** now invites bids for **Improvement of Sanitary Landfill (Construction of Materials Recovery Facility, Fencing and Water System)**. Completion of the Works is required in **One Hundred Fifty working days (150)**. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly in Section II, Instruction to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the 2016 Revised Implementing Rules and Regulations (RIRR) of Republic Act 9184 (RA 9184), otherwise known as the “Government Procurement Reform Act.”

Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least seventy five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.

**BAC SCHEDULE OF ACTIVITIES**

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|----|--|------------------------------|
| a. | Posting in the Bulletin Board, Agency website and PhilGEPS | : September 8, 2020          |
| b. | Issuance of Bidding Documents                              | : September 9-29, 2020       |
| c. | Pre-bid Conference   | : September 16, 2020 2:30 PM |
| d. | Deadline for the Submission and Receipt of Bids            | : September 29, 2020 1:00 PM |
| e. | Opening and Preliminary Examination of Bids                | : September 29, 2020 2:30 PM |
| f. | Bid Evaluation   | : September 30, 2020         |
4. Interested bidders may obtain further information from **Municipality of Gloria** and inspect the Bidding Documents at the address given below from **8:00 to 5:00 pm** during office hours.
  5. A complete set of Bidding Documents may be acquired by interested bidders on **September 9-29, 2020** from the address below upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, provided that bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.
  6. The **Municipality of Gloria** will hold a Pre-Bid Conference on **September 16, 2020, 2:30 pm** at **Municipal Executive Conference Room 2** which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat at the address below on or before **September 29, 2020 1:00 PM**. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause.

Bid opening shall be on **September 29, 2020 2:30 PM at Municipal Executive Conference Room 2**. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

8. The **Municipality of Gloria** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
9. For further information, please refer to:

**MARIECHELLE A. PEREZ**  
BAC Secretariat  
Municipality of Gloria  
Gloria, Oriental Mindoro

**MANULITO S. RODRIGUEZ**  
BAC Chairperson  
Municipality of Gloria  
Gloria, Oriental Mindoro

# Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is <b>Municipality of Gloria</b>.</p> <p>The name of the Contract is <b>Improvement of Sanitary Landfill (Construction of Materials Recovery Facility, Fencing and Water System)</b>.</p> <p>The identification number of the Contract is <b>ITB No. 2020-016</b>.</p>
2	<p>The Funding Source is:</p> <p>The Government of the Philippines (GoP) through <b>DILG – Performance Challenge Fund 2019</b> amounting to <b>Two Million Three Hundred Thousand Pesos (Php 2,300,000.00)</b>.</p> <p>The name of the Project is <b>Improvement of Sanitary Landfill (Construction of Materials Recovery Facility, Fencing and Water System)</b>.</p>
3.1	No further instructions.
5.1	No further instructions.
5.2	Bidding is restricted to eligible bidders as defined in ITB Clause 5.1.
5.4(a)	No further instructions.
5.4(b)	<p>The bidders must have completed, within the period specified in the Invitation to Bid and ITB clause 12 (a)(ii), a single largest contract that is similar to the project equivalent to at least fifty percent (50%) of the ABC</p> <p>For this purpose, similar contracts shall refer to contracts which have the same major categories of work.</p>
8.1	“Subcontracting is not allowed
8.2	“Not applicable.”
9.1	The Procuring Entity will hold a pre-bid conference for this Project on <b>September 16, 2020 @ 2:30 pm, Municipal Executive Conference Room 2</b>
10.1	<p>The Procuring Entity’s address is:</p> <p>Hon. German D. Rodegerio Municipal Mayor <i>Municipality of Gloria</i> <i>Maligaya, Gloria, Oriental Mindoro</i></p>
10.4	No further instructions.

12.1	<p>In accordance with Clause 19.4 of the Instructions to Bidders, the bid, except for the unamended printed literature, shall be signed, and each and every page thereof shall be initialed, by the duly authorized representative/s to the Bidder.</p> <p><b>.)Eligibility Requirements</b></p> <p><b>a) Class “A” Documents</b></p> <p><b><u>LEGAL DOCUMENTS</u></b></p> <ol style="list-style-type: none"> <li>1. Philgeps Certificate of Registration (Platinum) and membership in accordance with section 8.5.2 of this IRR Include also the following documents: <ol style="list-style-type: none"> <li>a) Mayor’s permit</li> <li>b) DTI/SEC</li> <li>c) Tax Clearance</li> <li>d) Audited Financial Statement</li> </ol> </li> </ol> <p><b><u>TECHNICAL DOCUMENTS</u></b></p> <ol style="list-style-type: none"> <li>2. Statement of all 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, within the relevant period as provided in the Bidding Documents; if none, Certification of No-ongoing/awarded but has not yet started contracts.</li> <li>3. Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Section 23.4.1.3 and 23.4.2.4 of the IRR within the relevant period as provided in the Bidding Documents.</li> </ol> <p><b><u>The Statement shall be supported by the following:</u></b></p> <ol style="list-style-type: none"> <li>a) Notice of Award and/or Notice to Proceed</li> <li>b) Project Owner’s Certificate of Final Acceptance or Constructor’s Performance Evaluation System (CRES) Final Rating, which must be at least satisfactory.</li> <li>c) In case of contracts with the private sector, an equivalent document shall be submitted.</li> </ol> <ol style="list-style-type: none"> <li>4. Valid and current Philippine Contractors Accreditation Board (PCAB) License or Special PCAB License in case of Joint Ventures,</li> </ol> <p><b><u>FINANCIAL DOCUMENTS</u></b></p> <ol style="list-style-type: none"> <li>5. Computation of NFCC (Net Financial Contracting Capacity) or CLC (Credit Line Commitment) from a universal or Commercial Bank.</li> </ol> <p><b>b) Class “B” Documents</b></p> <p>If applicable, Joint Venture Agreement (JVA) in accordance with RA 4566.</p>
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	<div>2) Technical Requirements</div> <div><div>6. Bid Security in the prescribed form, amount and validity period, in no case shall the period exceed 120 calendar days from the date of opening of bids.</div><div>7. Project Requirements, which shall include the following:<div><div>a) Organizational chart for the contract to be bid;</div><div>b) List of contractor’s personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;</div><div>c) List of contractor’s major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project,</div></div></div><div>8. Notarized Omnibus Sworn statement in accordance with Section 25.3 of the IRR of RA 9184 and using the form prescribed in Section XI. Bidding Forms</div><div>Note: Any missing document in the above mentioned checklist is a ground for outright rejection of the bid.</div><div>POST QUALIFICATION DOCUMENTS</div><div><div>(Documents may be submitted together with the Eligibility and Technical Component of the Bid (First))</div><div><div>Latest Income Tax Return</div><div>BIR Registration Certification which contains Tax Payer’s Identification number</div></div><div>SECOND ENVELOPE</div><div>The Financial Proposal shall contain the following:</div><div><div>1. Duly signed Financial Bid Form (using the prescribed form)</div><div>2. Duly signed Bid prices in the Bill of Quantities</div><div>3. Duly signed detailed estimate</div><div>4. Duly signed cash flow by quarter and payment schedule</div></div></div></div>															
12.1(a)(iii)	No further instructions.															
12.1(b)(ii.2)	<div>The minimum work experience requirements for key personnel are the following:</div> <table><tr><th>Key Personnel</th><th>General Experience</th><th>Relevant Experience</th></tr><tr><td>Foreman</td><td>2 years</td><td></td></tr><tr><td>Mason/Carpenter</td><td>2 years</td><td></td></tr><tr><td>Steel Man</td><td>2 years</td><td></td></tr><tr><td>Laborer</td><td>1 years</td><td></td></tr></table>	Key Personnel	General Experience	Relevant Experience	Foreman	2 years		Mason/Carpenter	2 years		Steel Man	2 years		Laborer	1 years	
Key Personnel	General Experience	Relevant Experience														
Foreman	2 years															
Mason/Carpenter	2 years															
Steel Man	2 years															
Laborer	1 years															

	Welder2 years Roof Installer1 years Plumber2 years Electrician2 years Tile Setter1 years Painter1 year Driller1 year									
	The minimum major equipment requirements are the following: <table><tr><td><u>Equipment</u></td><td><u>Capacity</u></td><td><u>Number of Units</u></td></tr><tr><td>Welding Machine</td><td></td><td>1</td></tr><tr><td>Cut-Off Machine</td><td></td><td>1</td></tr></table>	<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>	Welding Machine		1	Cut-Off Machine		1
<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>								
Welding Machine		1								
Cut-Off Machine		1								
13.1	A Certificate of Site Inspection duly signed by the Municipal Engineer shall be submitted as part of technical documents.									
13.1(b)	This shall include all of the following documents:  1) Bid prices in the Bill of Quantities;  2) 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; and  3) Cash flow by quarter or payment schedule.									
13.2	The ABC is <b>Two Million Three Hundred Thousand Pesos (Php 2,300,000.00)</b> . Any bid with a financial component exceeding this amount shall not be accepted.									
14.2	“No further instructions.”									
15.4	No further instruction.									
16.1	The bid prices shall be quoted in Philippine Pesos.									
16.3	No further instructions.									
17.1	Bids will be valid until One Hundred Twenty Days (120)									
18.1	The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:  1. The amount of not less than _____ <i>[Insert 2% of ABC]</i> , if bid security is in cash, cashier’s/manager’s check, bank draft/guarantee or irrevocable letter of credit;  2. The amount of not less than _____ <i>[Insert 5% of ABC]</i> if bid security is in Surety Bond.									
18.2	The bid security shall be valid until <i>One Hundred Twenty Days (120)</i> .									
20.3	Each Bidder shall submit one (1) original and two (2) copies of the first and second components of its bid.  First envelope must contain three (3) copies of Eligibility and Technical documents duly marked as “Original Copy”, “Duplicate Copy”, and “Triplicate Copy”. Second envelope must contain three (3) copies of Financial documents duly marked as “Original Copy”, “Duplicate Copy”, and “Triplicate Copy”.  All envelopes shall:									

	<p>a) Contain the name of the contract to be bid in capital letters;</p> <p>b) Bear the name and address of the Bidder in capital letters;</p> <p>c) Be addressed to the Procuring Entity's BAC in accordance with <b>ITB Clause 1.1</b>;</p> <p>d) Bear the specific identification of this bidding process indicated in the ITB Clause 1.2; and</p> <p>e) Bear a warning "DO NO OPEN BEFORE..." the date and time for the opening of bids, in accordance with <b>ITB Clause 21</b>.</p>
21	<p>The address for submission of bids is:</p> <p>BIDS AND AWARDS COMMITTEE MUNICIPALITY OF GLORIA GLORIA, ORIENTAL MINDORO</p> <p>The deadline for submission of bids is <b>September 29, 2020 at 1:00 pm</b>.</p>
24.1	<p>The place of bid opening is: Municipal Executive Conference Room 2</p> <p>The date and time of bid opening is <b>September 29, 2020 at 2:30 pm</b>.</p>
24.2	No further instructions.
24.3	No further instructions.
27.3	Partial bid is not allowed. The infrastructure project is packaged in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.
27.4	No further instructions.
28.2	<p><b>Post Qualification:</b></p> <p>Within a non-extendible period of five (5) calendar days from receipt by the supplier of the Notice from the BAC that the supplier has the Single/Lowest Calculated Bid (S/LCB), the Supplier shall submit and/or present the following requirements for post qualification:</p> <ul style="list-style-type: none"> <li>• Latest Income Tax Returns per Revenue Regulations 3-2005 Tax returns or tax returns filed through the Electronic Filing and Payments System (EFPS). The latest income and business tax returns are those within the last six months preceding the date of bid submission (including VAT Returns and its corresponding proof of payment);</li> </ul> <p><b>*In Case of Joint Venture, both partners must present/submit the above item.</b></p> <p>As part of Post Qualification, eligibility and technical documents submitted by the S/LCB will be validated and verified. Furthermore, S/LCB product technical specifications will be validated to ensure compliance with the required specifications.</p>
31.4 (f)	<p>The Bidder is required to submit as part of the contract attachments the following documents:</p> <ol style="list-style-type: none"> <li>1. Construction schedule and S-curve</li> <li>2. Manpower schedule</li> <li>3. Construction methods</li> <li>4. Equipment utilization schedule</li> <li>5. Construction safety and health program</li> <li>6. PERT/CPM</li> </ol>

Republic of the Philippines  
Province of Oriental Mindoro  
**MUNICIPALITY OF GLORIA**

**Invitation to Bid**  
**ITB No. 2020-016**

**BILL OF QUANTITIES**

Improvement of Sanitary Landfill (Construction of Materials Recovery Facility, Fencing and Water System)				<b>BILL OF QUANTITIES</b>		
Item No.	Description	Unit	Quantity	Unit Cost	Amount in Words	Total Cost
I	<b>Improvement of Sanitary Landfill</b>	lot	1			
	<b>By Contract</b>					
	Structural Excavation & Embankment L/s					
	Structural Concrete L/s					
	Steel Works L/s					
	Tinsmithry Works L/s					
	Carpentry Works L/s					
	Doors & Windows L/s					
	Plumbing Works L/s					
	Electrical Works L/s					
	Tile Works L/s					
	Steel Matting L/s					
	Concrete Fence L/s					
	Hogwire Fence L/s					
	Water Supply L/s					

Submitted by:

\_\_\_\_\_



Signature over printed name  
Owner/Authorized Representative

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