



Section I. Invitation to Bid

REPAIR, INSTALLATION AND PAINTING OF ROOFING OF DILG REGIONAL OFFICE V

1. The **DILG REGIONAL OFFICE V**, intends to apply the sum of **Nine Hundred Ninety-eight Thousand Three Hundred Eight Pesos Only (P 998,308.50) charged to SR 2020-0619** being the Approved Budget for the Contract (ABC) to payments under the contract for the project **REPAIR, INSTALLATION AND PAINTING OF ROOFING OF DILG REGIONAL OFFICE V**). Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **DILG REGIONAL OFFICE V** now invites bids for **REPAIR, INSTALLATION AND PAINTING OF ROOFING OF DILG REGIONAL OFFICE V**. Completion of the Works is required **45 calendar days**. 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. Instructions 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 (IRR) of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act."
 - a. 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.
4. Interested bidders may obtain further information from **DILG REGIONAL OFFICE V** and inspect the Bidding Documents at the address given below from 8:00 A.M. to 5:00 P.M.
5. A complete set of Bidding Documents may be acquired by interested bidders on **September 22 - to October 12, 2020** from the address below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **One Thousand Pesos (Php 1,000.00)**.
 - a. 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 **DILG REGIONAL OFFICE V** will hold a Pre-Bid Conference on **September 29, 2020 at 1:30 P.M. at DILG Regional Office Conference Room, Legazpi City**, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at DILG REGIONAL OFFICE, 2nd floor Regional Office No. 5, Rizal St., Legazpi City on or before **October 12, 2020 at 9:00 A.M.** All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 118**.
 - a. Bid opening shall be on **October 13, 2019 at 2:00 P.M. at DILG REGIONAL OFFICE**, 2nd floor Regional Office No. 5, Rizal St., Legazpi City. 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.



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8. Only representative/s of the bidder with the prescribed AUTHORIZATION LETTER shall be allowed to *participate in the procurement activities of the stated project.*
9. The **DILG REGIONAL OFFICE V** 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.
10. For further information, please refer to:

RANULFO M. SOLOMON JR.

BAC Secretariat Head
DILG REGIONAL OFFICE
2nd floor Regional Office No. 5, Rizal St., Legazpi City
Telephone: (052) (052) 480-1486
Dilg5.bac@gmail.com

ALFREDO L. SALLAN
BAC Chairperson

Section III. Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is DEPARTMENT OF INTERIOR & LOCAL GOVERNMENT REGIONAL OFFICE V</p> <p>The name of the Contract is: REPAIR, INSTALLATION AND PAINTING OF ROOFING OF DILG REGIONAL OFFICE V</p> <p>The identification number of the Contract is <u>CW-2020-001</u></p>
12	<p>The Funding Source is:</p> <p>The Government of the Philippines (GoP) through C.O. F-05 for the contract approved by the Board of Regents in the amount of Nine Hundred Ninety-eight Thousand Three Hundred Eight Pesos Only (P 998,308.50).</p> <p>The name of the Project is REPAIR, INSTALLATION AND PAINTING OF ROOFING OF DILG REGIONAL OFFICE V</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>For this purpose, similar contracts shall refer to contracts which have the same major categories of work.</p> <p style="text-align: center;"><i>"Construction of Building"</i></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 September 29, 2020 at 1:30 P.M. at DILG Regional Office Conference Room, Legazpi Cit.
10.1	<p>The Procuring Entity's address is:</p> <p style="text-align: center;">RANULFO M. SOLOMON JR. BAC Secretariat Head DILG REGIONAL OFFICE V 2nd floor Regional Office No. 5, Rizal St., Legazpi City Telephone: (052) (052) 480-1486 <u>dilg5.bac@gmail.com</u></p>
10.4	No further instructions.
12.1	No further Instruction
12.1 (a) (iii)	No further instructions.
12.1 (b) (ii.2)	<p>The minimum work experience requirements for key personnel are the following:</p> <p>Project Engineer – 3 years</p> <p>Project Foreman - 3 years</p> <p>Safety & Health Officer - 1 year</p>

12.1 (b) (iii.3)	Equipment requirements: 1. Welding Generator Set 2. Acetelyn tank and tool set 3. Grinding machine
13.1	No additional Requirements.
13.1 (b)	This shall include all of the following documents: 1) Bid prices in the Bill of Quantities; 2) Cash flow by quarter or payment schedule.
13.2	The ABC is Nine Hundred Ninety-eight Thousand Three Hundred Eight Pesos Only (P 998,308.50). 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 120-calendar days after bid opening.
18.1	The bid security shall be in the form of a <i>Bid Securing Declaration</i> OR any of the following forms and amounts: 1. The amount of not less than 2% of ABC, 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 5% of ABC 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.
18.2	The bid security shall be valid 120-calendar days after bid opening.
20.3	Each Bidder shall submit One (1) set original and Two (2) copies of the first and second components of its bid; all sets may have a TABLE OF CONTENTS with tabbing for the corresponding document requirement.
121	The address for submission of bids is RANULFO M. SOLOMON JR. BAC Secretariat Head DILG REGIONAL OFFICE V 2nd floor Regional Office No. 5, Rizal St., Legazpi City Telephone: (052) (052) 480-1486 <u>dilg5.bac@gmail.com</u> The deadline for submission of bids is: October 12, 2020 at 9:00 A.M. BAC Secretariat, DILG REGIONAL OFFICE V, 2nd floor Regional Office No. 5, Rizal St., Legazpi City
24.1	The place of bid opening is:

	<p>DILG REGIONAL OFFICE V Conference Room</p> <p>The date and time of bid opening is:</p> <p>October 13, 2020 at 1:30 P.M.</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	Bids that do not meet/comply with the minimum requirements as stated in the Scope of Works shall be considered as non-complying.
28.2	None.
31.4(f)	<p>List additional contract documents</p> <ol style="list-style-type: none"> 1. Contractors All Risk Insurance (CARI); 2. Construction schedule and S-curve; 3. Manpower schedule; 4. Construction methods; 5. Equipment utilization schedule; 6. Construction Safety and Health Program approved by the Department of Labor and Employment; 7. PERT/CPM or other acceptable tools of project scheduling.



**INVITATION TO BID FOR THE PROVISION OF MATERIALS FOR THE PRINTING AND
DELIVERY OF DOH-ENDORSED IEC MATERIALS FOR COVID-19
PB-2020-001**

1. The **DEPARTMENT OF INTERIOR & LOCAL GOVERNMENT REGIONAL OFFICE V**, through the **STRENGTHENING LOCAL GOVERNMENTS IN THE PHILIPPINES (SLGP) FUNDS** intends to apply the sum of **ONE MILLION EIGHT HUNDRED NINETY-FIVE THOUSAND SIX HUNDRED SEVENTY-FIVE PESOS (Php 1,895,675.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **THE PROVISION OF MATERIALS FOR THE PRINTING AND DELIVERY OF DOH-ENDORSED IEC MATERIALS FOR COVID-19**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **DEPARTMENT OF INTERIOR & LOCAL GOVERNMENT REGIONAL OFFICE V** now invites bids for **THE PROVISION OF MATERIALS FOR THE PRINTING AND DELIVERY OF DOH-ENDORSED IEC MATERIALS FOR COVID-19**. Delivery of the Goods is required **WITHIN 30 CALENDAR DAYS AFTER RECEIPT OF NOTICE TO PROCEED**. Bidders should have completed, within **ONE (1) YEAR** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act". Bidding is open to all interested bidders, whether local or foreign, subject to the conditions for eligibility provided in the IRR of RA 9184.
4. Interested bidders may obtain further information from **DEPARTMENT OF INTERIOR & LOCAL GOVERNMENT REGIONAL OFFICE V – BAC SECRETARIAT OFFICE** and inspect the Bidding Documents at the address given below during Monday – Friday, 8:00 am – 5:00PM.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **SEPTEMBER 23, 2020** from the address below: and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **FIVE THOUSAND PESOS (Php 5,000.00)**.

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.



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6. The **DEPARTMENT OF INTERIOR & LOCAL GOVERNMENT REGIONAL OFFICE V** will hold a Pre-Bid Conference³ on **SEPTEMBER 29, 2020, 2:00PM** at *DILG Regional Office V Conference Hall*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before **OCTOBER 12, 2020 at 9:00AM**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 18.

Bid opening shall be on **OCTOBER 13, 2020 at 1:30PM** at *DILG Regional Office V Conference Hall*. 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 *DILG REGIONAL OFFICE V* assumes no responsibility whatsoever to compensate or indemnify bidders for any expenses incurred in the preparation of the bid.
9. The **DEPARTMENT OF INTERIOR & LOCAL GOVERNMENT REGIONAL OFFICE V** 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.
10. For further information, please refer to:

RANULFO M. SOLOMON JR.

BAC Secretariat Head
DILG REGIONAL OFFICE
2nd floor Regional Office No. 5, Rizal St., Legazpi City
Telephone: (052) (052) 480-1486
Dilg5.bac@gmail.com

ALFREDO L. SALLAN
BAC Chairperson

³May be deleted in case the ABC is less than One Million Pesos (PhP1,000,000) where the Procuring Entity may not hold a Pre-Bid Conference.

Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is DEPARTMENT OF INTERIOR & LOCAL GOVERNMENT REGIONAL OFFICE V</p> <p>The name of the Contract is PROVISION OF MATERIALS FOR THE PRINTING AND DELIVERY OF DOH-ENDORSED IEC MATERIALS FOR COVID-19.</p> <p>The identification number of the Contract is GDS-2020-001.</p>
1.2	<p>The lot(s) and reference is/are:</p> <p><i>Not Applicable</i></p>
2	<p>The Funding Source is:</p> <p>The Government of the Philippines (GOP) through STRENGTHENING LOCAL GOVERNMENTS IN THE PHILIPPINES (SLGP) FUNDS in the amount of ONE MILLION EIGHT HUNDRED NINETY-FIVE THOUSAND SIX HUNDRED SEVENTY-FIVE PESOS (Php 1,895,675.00).</p> <p>NOTE: In the case of National Government Agencies, the General Appropriations Act and/or continuing appropriations; in the case of Government-Owned and/or –Controlled Corporations, Government Financial Institutions, and State Universities and Colleges, the Corporate Budget for the contract approved by the governing Boards; in the case of Local Government Units, the Budget for the contract approved by the respective Sanggunian.</p> <p>The name of the Project is: PROVISION OF MATERIALS FOR THE PRINTING AND DELIVERY OF DOH-ENDORSED IEC MATERIALS FOR COVID-19</p>
3.1	No further instructions.
5.1	No further instructions.
5.2	Foreign bidders, except those falling under ITB Clause 5.2(b), may not participate in this Project.

5.4	The Bidder must have completed, within the period specified in the Invitation to Bid and ITB Clause 12.1(a)(ii), a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.
7	No further instructions.
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 SEPTEMBER 29, 2020, 1:30PM at <i>DILG Regional Office V Conference Hall</i>
10.1	The Procuring Entity's address is: RANULFO M. SOLOMON JR. BAC Secretariat Head DILG REGIONAL OFFICE V 2nd floor Regional Office No. 5, Rizal St., Legazpi City Telephone: (052) (052) 480-1486 <u>dilg5.bac@gmail.com</u>
12.1(a)	No further instructions.
12.1(a)(ii)	The bidder's SLCC similar to the contract to be bid should have been completed within ONE (1) YEAR prior to the deadline for the submission and receipt of bids.
13.1	"No additional requirements."
13.1(b)	No further instructions.
13.1(c)	"No additional requirements."
13.2	The ABC is ONE MILLION EIGHT HUNDRED NINETY-FIVE THOUSAND SIX HUNDRED SEVENTY-FIVE PESOS (Php 1,895,675.00) . Any bid with a financial component exceeding this amount shall not be accepted.
15.4(a)(iv)	"No incidental services are required."
15.4(b)	"Not applicable", "The price of the Goods shall be quoted DDP DEPARTMENT OF INTERIOR & LOCAL GOVERNMENT REGIONAL OFFICE V ". "No incidental services are required."
16.1(b)	The Bid prices for Goods supplied from outside of the Philippines shall be quoted in Philippine Pesos.

16.3	"Not applicable"
17.1	Bids will be valid until <i>120-calendar days after bid opening.</i>
18.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ol style="list-style-type: none"> 1. The amount of not less than Thirty-seven Thousand Nine Hundred Thirteen & 50/100 Pesos (Php 37,913.50) [2% of ABC], if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or 2. The amount of not less than Ninety-four Thousand Seven Hundred Eighty-three & 75/100 Pesos (Php 37,913.50) [5% of ABC] if bid security is in Surety Bond.
18.2	The bid security shall be valid until <i>the completion of the delivery.</i>
20.3	Each Bidder shall submit One (1) authenticated copy of the original eligibility documents and One (1) copy of the first and second components of its bid.
21	<p>The address for submission of bids is</p> <p>DILG REGIONAL OFFICE V 2nd floor Regional Office No. 5, Rizal St., Legazpi City</p> <p>The deadline for submission of bids is OCTOBER 12, 2020 at 9:00AM.</p>
24.1	<p>The place of bid opening is DILG REGIONAL OFFICE V CONFERENCE ROOM.</p> <p>The date and time of bid opening is OCTOBER 13,, 2020 at 1:30PM.</p>
24.2	No further instructions.
24.3	No further instructions.
27.1	No further instructions.
28.3 (a)	Partial bid is not allowed. The goods are grouped in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.
28.4	No further instructions.
29.2	"No additional requirement."
32.4(f)	"No additional requirement."