COA TRANSMITTAL

FOR INFRASTRUCTURE PROJECTS UNDER PUBLIC BIDDING

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|  | January 7, 2021 |
|  | Date |

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| MR. HARVY TORALBA |
| Audit Team Leader |
| Audit Group F - Audit Team No. 1 |
| Province of Benguet |

SIR:

Respectfully transmitting herewith the following bidding and allied documents of ${contractor} for the project, Construction of Open Gymnasium at Kayapa Elementary School .

For your information and appropriate action.

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| GENERAL FUND 2020 | PHP 6,000,000.00 |

| DOCUMENTARY REQUIREMENTS | | PAGES | REMARKS |
| --- | --- | --- | --- |
| Present () |
| (The following documents shall be transmitted and duly stamped “RECEIVED” by COA within 5 days from the execution of the contract) | | Absent (✗) |
| Not Applicable (N/A) |
|  | |  |  |
| 1 | Notice to Proceed (NTP) received by the contractor |  | ✗ |
| 2 | Approved Contraction Safety and Health Program with attachments |  | ✗ |
| 3 | Contract Agreement |  | ✗ |
| 4 | Notice of Awards duly received by the contractor |  | ✗ |
| 5 | Performance Security issued by an insurance company supported with Certificate of Authority from the Insurance Commission |  | ✗ |
| 6 | Obligation Request (OBR) / Trust Fund Utilization Slip (TFUS) |  | ✗ |
| 7 | Annual Procurement Plan (APP) |  | ✗ |
| 8 | BAC Resolution recommending awards and its approval by the Head of the Procuring Entity |  | ✗ |
| 9 | Notice of Post Qualification |  | ✗ |
| 10 | Notice of Post Disqualification, if any ${disqualified\_contractor} |  | ✗ |
| 11 | Post Qualification Evaluation Report (PQER) |  | ✗ |
| 12 | Bid Evaluating Report (BER) |  | ✗ |
| 13 | Notice & Minutes of Meeting (Pre-bid and Opening) |  | ✗ |
| Bidder’s Technical Proposals / Documents | |  |  |
| 14 | Table of Contents |  | ✗ |
| 15 | PhilGEPS Certificate of Registration (Platinum) |  | ✗ |
| 16 | Statement of all On going Government and Private Contract |  | ✗ |
| 17 | Statement of Single Largest Completed Contract (SLCC) |  | ✗ |
| 18 | Net Financial Contracting Capacity (NFCC) |  | ✗ |
| 19 | Join Venture Agreement (JVA), if applicable |  | ✗ |
| 20 | Special PCAB License |  | ✗ |
| 21 | PCAB License |  | ✗ |
| 22 | Bid Security in the prescribed form, amount, and validity period |  | ✗ |
| 23 | Organizational Chart for contract to be bid |  | ✗ |
| 24 | List of Contractor’s Personnel to be assigned to the contract to be bid |  | ✗ |
| 25 | List of Contractor’s Major Equipment Units supported by proof of ownership or certification of availability of equipment from the lessor/vendor for the duration of the Project |  | ✗ |
| 26 | Omnibus Sworn Statement |  | ✗ |
| 27 | Audited Financial Statement stamped “Received” by the BIR or its duly accredited and authorized institution |  | ✗ |
| Bidder’s Financial Proposals/Documents | |  |  |
| 28 | Bill of Quantities |  | ✗ |
| 29 | Bid Form |  | ✗ |
| 30 | Detailed Estimates of the Contract Cost & Summary |  | ✗ |
| 31 | Cash Flow and Payment Schedule |  | ✗ |
| 32 | Invitation to Bid |  | ✗ |
| 33 | Bid Data Sheet |  | ✗ |
| 34 | Special Condition of Contract |  | ✗ |
| 35 | Latest Income and Business Tax Returns |  | ✗ |
| 36 | Independent Auditor’s Report |  | ✗ |
| 37 | Mayor’s Permit |  | ✗ |
| 38 | Provincial Permit |  | ✗ |
| 39 | Copy of PhilGEPS Bid Notice Abstract |  | ✗ |
| 40 | Construction Schedule and S-Curve |  | ✗ |
| 41 | Manpower Utilization Schedule |  | ✗ |
| 42 | Equipment Utilization Schedule |  | ✗ |
| 43 | Construction Methods |  | ✗ |
| 44 | Construction Safety and Health Program |  | ✗ |
| 45 | Program of Work |  | ✗ |
| 46 | Detailed Estimates |  | ✔ |
| 47 | Quantity Take-off |  | ✔ |
| 48 | Time Stop Schedules |  | ✔ |
| 49 | Work Program Schedule |  | ✔ |
| 50 | Approved Plans and Specification |  | ✔ |
| 51 | For LGU’s, as clarified under COA Memorandum No. 2010-014 dated April 22, 2010, authorization by local Sanggunian for the Local Chief Executive to enter into contract in case of the following:   * In the case of a reenacted budget, for new contracts entered into by the LCE for contractual obligations included in the previous year’s annual and supplemental budgets; * In the case of the regularly enacted budget, for projects described in generic terms, such as infrastructure projects, inter-municipal waterworks, drainage and sewerage, flood control, irrigation system projects, reclamation projects, or roads and bridges |  | ✗ |
| 52 | Copy of Memorandum of Agreement (MOA)/Implementation Management Agreement (IMA) |  | ✗ |
| 53 | Agenda and/or Supplemental Bulletins, if any ${agenda\_or\_sbb} |  | ✗ |
| 54 | Other Documents |  | ✗ |

Respectfully yours,

ATTY. SUNNY G. SACLA

Provincial Legal Officer

Chairperson, BAC-Infrastructure