



Republic of the Philippines  
Department of Health  
Metro Manila Center for Health Development  
**VALENZUELA MEDICAL CENTER**



**MINUTES OF THE PRE-BID CONFERENCE**

27 November 2024

Public Bidding VMC No. 2024-047

**DESIGN AND BUILD OF THE PROPOSED VALENZUELA MEDICAL CENTER FIVE (5) STOREY  
HOSPITAL BUILDING WITH MULTI PURPOSE HALL**

Present during the meeting were as follows (present and online):

**BIDS & AWARDS COMMITTEE:**

Ms. Ruby S. Gurrea - Chairperson  
Engr. Zoraida S. Cuadra - Vice Chairperson  
Mr. Rolando N. Saio - BAC Member  
Dr. Maria Concepcion Isberto - BAC Member  
Atty. Jose Paulo Gonzales - BAC Member  
Engr. Gerardo E. Lingat - Provisional Member  
Engr. Noel Kristoffer Vicho - Provisional Member

**BAC SECRETARIAT:**

Ms. Ligaya Ubalde - Head - In-charge  
Ms. Angelita B. Dayego  
Ms. Kristine Joy R. Manuel  
Ms. Aileen C. Pacheco  
Ms. Maiko Janzel M. Dizon  
Mr. Lester John Jake R. Divino  
Mr. Aileen S. Cali

**TWG, END-USERS & OBSERVERS:**

Ms. Michelle L. Ruiz - TWG  
Mr. Jeriel Robert Dating - TWG  
Mr. Roderick Balagtas - Observer, Procurement Section

**PROSPECTIVE BIDDER/S:**

1. Ms. Maribeth Salazar - Danvic Construction
2. Ms. Kristine Herras - PL Juan Construction Inc.

The conference started at 10:00am and was presided by **Ms. Ruby S. Gurrea**, Chairperson of Bids & Awards Committee (BAC), held at the BAC Office, 2<sup>nd</sup> Floor, Admin Building, Valenzuela Medical Center, Padrigal St., Karuhatan, Valenzuela City. She acknowledged the presence of all representatives of each prospective bidder, the members of the BAC, BAC Secretariat, TWG as well as the invited observers. She reminded everyone that the Committee strictly adheres to Republic Act No. 9184 or the Government Procurement Act and the Standard Public Bidding Documents.

**BUSINESS MATTERS:**

- Bid Security will be forfeited if withdrawn during the validity period.
- Notice of Award will be emailed to winning bidders. The following day will be counted as 1<sup>st</sup> day of receipt.
- CTC of documents by the bidder itself are acceptable provided that the bidder will submit the Omnibus Sworn Statement. (Note: State CTC based on original, photocopy, etc.)
- Modification of Bid is strictly prohibited. The description stated in the bid offer will be followed and cannot be amended

**"PHIC Accredited Healthcare Provider"**

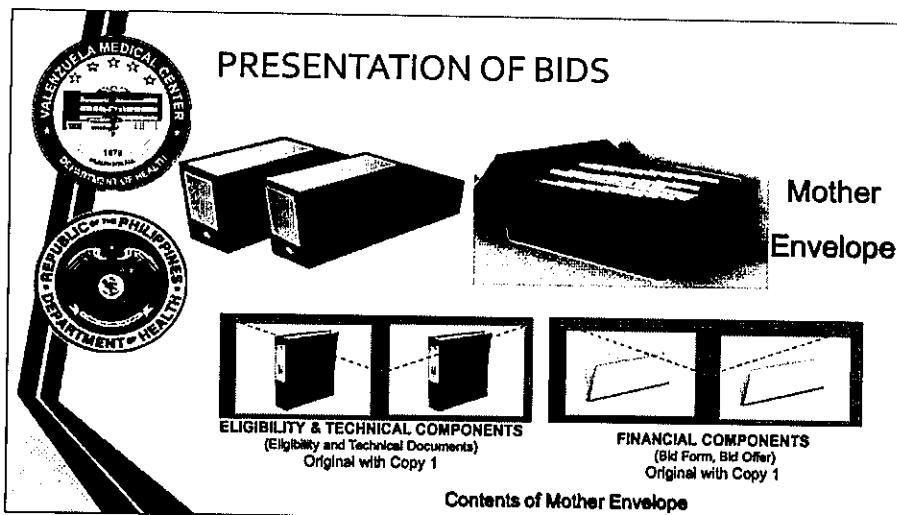
**"Valenzuela Medical Center...Where your health matters most"**



Address: Padrigal St., Karuhatan, Valenzuela City, 1441  
Telephone Nos: 8294-6711 to 17  
Director's Office Direct Line: 8291-4259  
Email Address: valgen\_hosp@yahoo.com  
Website: <https://vmc.doh.gov.ph/>

## PRESENTATION OF BIDS:

- Bidders shall submit their bids through their duly authorized representatives using the forms specified in the Bidding Documents in two (2) separate sealed envelopes, which shall be submitted simultaneously.
- Bidders shall enclose the "Original" and "Copy 1" of their Eligibility and Technical Documents in a separate envelope marked ELIGIBILITY and TECHNICAL COMPONENTS. The "Original" and "Copy 1" of their Financial Documents (Bid Form, Bid Offer & others) shall be enclosed in a separate envelope marked FINANCIAL COMPONENTS.
- These 2 envelopes shall be enclosed in any sealed box (preferably Data File Box) with a cover.
- No color preference for the Folders and Boxes.
- **All documents to be submitted as part of the Bid should be arranged in chronological order based in the Checklist provided by the BAC. Further, all bid proposals should be ring bound and tabulated in words. Failure to follow instructions will mean disqualification.**



### ➤ Documents Comprising the Bid: Eligibility and Technical Components – 1<sup>st</sup> Envelope

#### (A) Eligibility Documents

##### Class "A" Documents:

(i)

- a. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

(ii)

- b. Statement of the prospective bidder of **ALL** its ongoing 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;
- c. **Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules.**

- Amount of the completed contract should be fifty (50%) of the ABC to be bid
- Acceptable completed project is within the last three (3) years

- d. Special PCAB License and JVA in case of Joint Ventures and Registration for the type and cost of the contract to be bid;
- e. Original copy of Bid Security. If in the form of a surety Bond, submit also a certification issued by the Insurance Commission or an Original copy of the Notarized Bid Securing Declaration
- f. Projects Requirements, which shall include the following:
  - a. Organizational chart for the contract to be bid;
  - b. List of contractor's key 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;
  - c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; and

- d. Preliminary Conceptual Design Plans in accordance with the degree of details specified by the procuracy entity
- e. Design and Construction methods
- f. List of design and construction personnel, to be assigned to the contract to be bid, with their complete qualification and experience data; and
- g. Value engineering analysis of design and construction method.
- g. Original duly signed Omnibus Sworn Statement (OSS); and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

### **Financial Documents**

- h. The prospective bidder's computation of its Net Financial Contracting Capacity (NFCC);

### **Class "B" Documents**

- i. If applicable, a duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

### **ADDITIONAL REQUIREMENTS BY VMC:**

- a. Proposed Implementation Schedule – S-CURVE / PERT-CPM
- b. Valid License of the Contractor's designer issued by the Professional Regulation Commission
- c. List of Minimum Materials Testing Equipment or DPWH Accredited Materials Testing Center
- d. Valid and Updated PCAB License – Category B or above
- e. If applicable, documentary requirements of the subcontractor(s) complying with the eligibility criteria stated in ITB Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof.

### **➤ FINANCIAL COMPONENT ENVELOPE – 2<sup>nd</sup> Envelope**

The second envelope shall contain the financial information/documents as specified in the PBDs

- j. Original of duly signed and accomplished Financial Bid Form;

#### *Other documentary requirements under RA No. 9184*

- (k) Original of duly signed Bill Prices in the Bill of Quantities; and
- (l) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; and
- (m) Cash Flow by Quarter

### **Review of Terms of Reference:**

## **DESIGN AND BUILD OF THE PROPOSED VALENZUELA MEDICAL CENTER FIVE (5) - STOREY HOSPITAL BUILDING WITH MULTIPURPOSE HALL**

### **1. PROJECT INFORMATION**

#### **1.1 Project Description**

The contract will involve the Design and Build Scheme leading to the construction of the PROPOSED VMC FIVE (5) - STOREY HOSPITAL BUILDING WITH MULTIPURPOSE HALL. Each building floor has an approximate area of 480 square meters for a total floor area of 2,400 square meters.

The plans and designs shall be in accordance with the plan of the said structures as conceptualized by the **VALENZUELA MEDICAL CENTER ("VMC")** or as conceptualized by the winning bidder if the latter is found to be superior (as defined in Section 3.1.1 of this TOR).

The Project shall have an Approved Budget for the Contract (ABC) of One Hundred Twenty Million Philippine Currency (**120,000,000.00 PhP**) inclusive of the cost for the Detailed Architectural and Engineering Design (DAED).

**The project shall have the following basic components:**

- a. Complete Detailed Architectural and Engineering Design Plans, technical specifications, and design calculations for the construction of the Project. Such plans, designs, and technical specifications shall be subject to review and approval by the **VMC**. The Design Development and the Contract Documents phases of the design shall continue after the bid is awarded. It shall likewise be subject to review and approval by the **VMC**.
- b. The bid shall be based on the conceptual/schematic design drawings prepared by the **VMC** or that submitted by the winning bidder as defined in Section 3.1.1 of this TOR.
- c. The Contractor shall complete the construction of the structural component of the building from the foundation up to the roofing system (electrical, mechanical/fire protection, plumbing/sanitary, and information and communication) and shall be rendered fully functional, and with complete architectural finishes.

## **1.2 Contractual Framework**

The contractual arrangement to be used for the project is the Design-and-Build scheme. Under this scheme, the procuring entity awards a single contract for the architectural/engineering design and construction to a single firm, partnership, corporation, joint venture, or consortium. The winning contractor shall consult and collaborate with the **VMC** for the preparation of the Detailed Architectural Design of the Project. The Detailed Architectural and Engineering Design shall be subject to review and approval by the **VMC**.

The obligations and liabilities of the contractor and its Architect shall be joint and solidary for purposes of the Detailed Architectural Design of the Project in accordance with Article 1723 of the Civil Code of the Philippines and other pertinent laws.

The Design-and-Build Scheme of Procurement was recommended, endorsed, and adopted pursuant to the guidelines provided in Annex "G" – Guidelines for the Procurement and Implementation of Contracts of Design and Build Infrastructure of the revised IRR of RA 9184.

## **1.3 Project Summary of Basic Information**

Project Title:                   Design And Build of The Proposed VMC  
   Five (5) - Storey Hospital Building with  
   Multipurpose Hall

Project Location:               Padrigal Street, Karuhatan, Valenzuela City

Floor Area per Level:          Approximately 480 m<sup>2</sup>

Building Levels:                5 Floor Levels

Total Floor Area:              Approximately 2,400 m<sup>2</sup>

Type of Building:               Five-Storey Hospital Building with Multipurpose Hall and One (1) Elevator

Procurement Mode: Public Bidding (Design and Build Scheme)

Approved Budget for the Contract (ABC): 120,000,000.00 PhP

Design Period : Design period including approval of building permit; 120 Calendar Days (CD) upon receipt of NTP

Construction Period: 300 Calendar Days (CD)

Total Contract Period: 420 Calendar Days (CD)

## 2. SCOPE OF CONTRACT

### 2.1 OBLIGATIONS OF THE WINNING BIDDER/CONTRACTOR

- a. Render architectural and allied engineering design services including final schematic design necessary for the implementation of the Project. The allied engineering design services shall include, but shall not be limited to, design for architectural, civil, structural, electrical, mechanical/fire protection, sanitary/plumbing, electronics, and security systems works. All drawings shall be generated using licensed AutoCAD or Revit software and printed on A1 (594mm x 841mm.) High-Quality Tracing Papers;
- b. Undertake Detailed Architectural and Engineering Designs (DAEDs) using the given data such as topographic, hydrographic, and cross-section surveys, geotechnical and geological investigation, and hydrologic investigation and initial schematic design or design concept provided by the VMC which conforms with the Minimum Performance Specifications and Standards (MPSS);
- c. The project shall be constructed according to the DAEDs prepared by the Winning Bidder and approved by the VMC and in compliance with the MPSS. Likewise, construction includes conformance to the provisions pertaining to buildings under the latest edition of the DPWH Standard Specifications for Public Works Structures, Volumes II and III (Blue Book). The Blue Book prescribes, among other things, the material requirements and construction requirements for different items of work, including the tests to be conducted during construction by the DPWH-accredited testing laboratory. The Blue Book incorporates pertinent provisions of the American Society for Testing and Materials (ASTM) and American Concrete Institute (ACI), among other standards, pertaining to construction. Attention shall be given to the relevant items of work in the following Parts of the Blue Book:

#### Volume II

- Part A – Facilities for the Engineer
- Part B – Other General Requirements

#### Volume III

- Part A – Earthwork
- Part B – Plain and Reinforced Concrete Works
- Part C – Finishing
- Part D – Electrical
- Part E – Mechanical/Fire Protection

➤ Sanitary/Plumbing Works (under Part E – Mechanical/Fire Protection)

For materials and technologies not covered by the Blue Book, or if the Proponent intends to use any new material/technology that is not accredited by the DPWH Bureau of Research and Standards (BRS), the Proponent shall submit a certification from a recognized foreign or international institution to the effect that the new materials or technology meets the MPSS for this Project and has been successfully used in existing structures with proven integrity. The Winning Bidder or Contractor shall be held liable for design and structural defects and/or failure of the completed project within the warranty period specified in Section 62.2 of the IRR of RA 9184; and,

## 2.2 OBLIGATIONS OF VMC

- a. Provide full information on all requirements for the Project;
- b. Approve the Winning Bidder or Contractor's design without diminishing their full and sole responsibility for the quality and integrity thereof;
- c. Give prompt written notice thereof to the Winning Bidder or Contractor, if it observes or becomes aware of any defect in the Project;
- d. Designate when necessary, representatives authorized to act on its behalf. It shall examine documents submitted by the Winning Bidder or Contractor and render decisions pertaining thereto promptly, to avoid unreasonable delay in the progress of their work. It shall observe the procedure of issuing orders to the Winning Bidder or Contractor;
- e. If applicable, secure environmental clearance or an "Environmental Compliance Certificate (ECC)". If the proposed project is considered outside the purview of the Philippine Environmental Impact Statement (EIS) System, a Certificate of Non-Coverage or Certificate of Exemption shall be secured.
- f. Supervise and monitor the implementation of the project; and,
- g. Pay the accomplishment accepted in conformance with the MPSS included under the Design and Build Contract.

## 2.3 BIDDING DOCUMENTS

The Bidding Documents for the Project shall govern the conduct of the procurement of the Project.

## 3. SCOPE OF WORKS

### 3.1 DESIGN PHASE

#### 3.1.1 Preliminary Architectural Plan (PAP) by Bidder

The building's conceptual design will be given by the VMC. Bidders shall submit also an alternative design concept with respect to the space allocation which provides an optimum use of spaces taking into consideration the offices/wards/emergency room/kitchen area/pharmacy section/conference room shown on the VMC's conceptual floor plans. Wards should have a medical gas system. A Basic Rainwater Catchment System should also be installed. This alternative design by the winning bidder shall be adopted should the same be found to be superior than the one conceptualized by the VMC.

### **3.1.2 Detailed Architectural and Engineering Design (DAED) by the Winning Bidder**

During the implementation of the Project, the Winning Bidder shall prepare the DAED of the Project and submit the same to the VMC for approval and secure the necessary Building Permit prior to the execution of the construction works.

The Winning Bidder shall prepare the DAED based on its PAP as reviewed and accepted by the VMC and in accordance with the MPSS. The DAED shall be undertaken with a degree of accuracy that will allow estimates to be made within approximately plus or minus five percent (+/-5%) of the final quantities. Once approved by the VMC, the Winning Bidder's DAED shall form part of the MPSS. The VMC-approved DAED, together with the MPSS provisions on Construction under Section 2.0 hereof, shall govern the actual Construction undertaken by the Winning Bidder.

The Winning Bidder shall undertake the necessary field surveys and investigation in accordance with the DPWH Design Guidelines, Criteria, and Standards in the preparation of detailed engineering plans in accordance with the requirements of the VMC. In carrying out these works, the Winning Bidder shall ensure that the engineering, environmental, social, and resettlement teams collaborate closely throughout the entire process, particularly during field investigations and the development of the preliminary and final detailed engineering designs. The Winning Bidder shall ensure that all designs submitted for approval have fully taken into account key findings from the engineering, environmental, and social analyses and that negative environmental and social impacts have been minimized or eliminated to the fullest extent possible.

## **3.2 SUBMITTALS, STAGES AND DELIVERY**

The following submittals and accomplished documents shall be duly completed and turned over by the Winning Bidder for the project:

### **1. For the Design Phase**

- a. Subsurface Geotechnical Investigation Report, including soil testing data, signed and sealed by a Geotechnical Engineer;
- b. Slope stability analyses and a detailed summary of findings, signed and sealed by a Geotechnical Engineer;
- c. Construction Plans, which includes Architectural, Civil, Structural, and Electrical Plans, signed and sealed by the proper and appropriate professionals;
- d. Technical specifications;
- e. Detailed cost estimate; and
- f. Bill of quantities.

### **2. For the Construction Phase**

- a. As-built plans;
- b. All necessary plans;
- c. Shop drawings, if applicable;
- d. Test results; and
- e. Guarantees, warranties, and other certificates.

## **3.3 CONSTRUCTION PHASE**

The following works shall comprise this phase:

- I. General requirements:

1. Temporary facilities, such as field offices for the engineers and quarters for laborers; bodega for the construction material.
2. Office furniture and equipment, survey equipment, and consumables
3. Photographs - This item consists of the supply of equipment and materials, i.e., album, necessary to undertake photographic progress activities of the project and of all costs incidental to the preparation and submission of photographs (at least 12 photographs per day). The quantities for photographs shall be one (1) set of photographs per month selected and provided as "Progress Photographs".
4. Health and Safety Program including Personal Protective Equipment
5. Environmental compliance
6. Communication equipment
7. Billboard (COA and VMC)

## II. Building Construction

Complete construction of the structural component of the building from the foundation to the roofing system (electrical, mechanical, plumbing/sanitary and information and communication) shall be rendered fully functional, and with complete architectural finishes.

### **3.4 INSTALLATION AND WORKMANSHIP**

1. Personnel of Winning Bidder should be specialists and highly skilled in their respective trades, performing all labor according to first-class standards. A full-time Project Engineer and Construction Safety Engineer shall be assigned by the Winning Bidder at the job site during the construction of the project.
2. All work to be subcontracted shall be declared by the Winning Bidder and shall be approved by the VMC.
3. Any errors, omissions, inconsistencies, inadequacies, or failure submitted by the Winning Bidder that do not comply with the requirements shall be rectified, resubmitted, and reviewed at the Winning Bidder's cost. If the Winning Bidder wishes to modify any design or document which has been previously submitted, reviewed and approved, the Winning Bidder shall notify the VMC within a reasonable period of time and shall shoulder the cost of such changes.

### **4. WARRANTIES OF WINNING BIDDER**

1. The Winning Bidder warrants that it shall conform strictly to the terms and conditions of these Terms of Reference.
2. The Winning Bidder warrants, represents, and undertakes reliability of the service and that their manpower complements are hardworking, skilled, reliable, and dedicated to doing the service required to the satisfaction of the VMC. It shall employ well-behaved and honest employees with IDs displayed conspicuously while working within the compound. It shall not employ VMC employees to work in any category whatsoever. Workers is fit to work, with medical clearance, NBI and Police Clearance. Must have competent scaffolder or erectors for all working at height.
3. The Winning Bidder shall comply with the laws governing employee compensation, PhilHealth, Social Security and/or labor standards, and other laws, rules, and regulations applicable to its personnel employed by the Winning Bidder on account of contracted services. The Winning Bidder shall pay its personnel not less than the minimum wage and other benefits mandated by law.

4. The Winning Bidder in the performance of its services shall secure, and maintain at its own expense all registration, licenses, or permits required by National or Local Laws and shall comply with the rules, regulations, and directives of Regulatory Authorities and Commissions. The Winning Bidder undertakes to pay all fees or charges payable to any instrumentality of government or to any other duly constituted authority relating to the construction project.
5. The Winning Bidder's personnel shall take all necessary precautions for the safety of all persons and properties at or near their area of work and shall comply with all the standard and established safety regulations, rules, and practices.
6. The Winning Bidder shall coordinate with the VMC-Engineering Team in the performance of their jobs.
7. The Winning Bidder shall be liable for any loss, damage, or injury as may be due directly through the fault or negligence of its personnel. It shall assume responsibility thereof and the VMC shall be specifically released from any responsibility arising therefrom.
8. The Winning Bidder shall neither assign, transfer, or pledge any part nor interest therein; however, sub-contracting may be allowed provided that the main contractor shall be responsible for the full compliance of all applicable provisions of this TOR by the subcontractor.

## **5. MINIMUM PERFORMANCE STANDARDS AND SPECIFICATIONS (MPSS)**

The Contractor shall undertake the design and construction of the Project in conformance with the MPSS as contained in Section VI of the bidding documents.

## **6. APPROVED BUDGET FOR THE CONTRACT (ABC)**

The Approved Budget for the Contract (ABC) is **120,000,000.00 PhP**. This is the ceiling for acceptable bids. Bids higher than ABC shall be automatically rejected.

## **7. PROPOSED IMPLEMENTATION SCHEDULE (Example):**

NO. OF MONTHS	1	2	3	4	5	6	7	8	9	10	11	12	13	14
DESIGN PHASE	I	I	I	I										
CONSTRUCTION PHASE					I	I	I	I	I	I	I	I	I	I

## **8. ELIGIBILITY CRITERIA FOR BIDDERS**

### **8.1 General**

The Eligibility Requirements for this DB Project shall adopt the provisions of Annex "G" of the Implementing Rules and Regulations of RA 9184 (e.g. Eligibility Requirement). However, a prospective bidder who has no experience in the Design-and-Build Project on its own may opt to enter a subcontracting agreement with a design or engineering firm for the design portion of the project.

### **8.2 Legal Requirements**

- a. Valid Contractor's License issued by the Philippine Contractor's Accreditation Board – Category B or above
- b. Valid license of the Contractor's designer issued by the Professional Regulation Commission.

### **8.3 Technical Requirements**

The Contractor must have completed one structure similar to the project (design and build) at hand with construction cost of at least 50% of the ABC within the last 3 years.

### **8.4 Financial Requirements**

The Contractor must have a Net Financial Contracting Capacity (NFCC) at least equal to the ABC to be bid or equivalent to **120,000,000.00 PhP**.

## **9. CONTENTS OF THE BID**

### **9.1 IN THE FIRST ENVELOPE**

#### **Class "A" Documents**

##### **Legal Documents**

1. Mayor's/Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas. In cases of recently expired Mayor's/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post-qualification requirement in accordance with Section 34.2 of the IRR.
2. Tax clearance per E.O. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
3. Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives. Technical Documents.
4. Statement of the prospective bidder of all its ongoing 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.
5. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the IRR, within the relevant period as provided in the Bidding Documents in the case of Goods.
6. A valid Philippine Contractors Accreditation Board (PCAB) License or Special PCAB License in case of Joint Ventures, and registration for the type and cost of the contract to be bid.

##### **Financial Documents**

7. The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.

8. The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

**Class "B" Document**

9. If applicable, JV bidders shall submit a JVA in accordance with R.A. 4566 and its IRR.

**Bid Security**

10. Bid Security in the prescribed form, amount, and validity period (see Section 27 of the Revised IRR of R.A. 9184).

**Project Requirements, which shall include the following:**

11. Organizational Chart for the contract to be bid;

12. List of Contractor's Personnel (Design and Construction), (see Clause 12.2(d)(2), Section III, BDS of Bidding Documents) to be assigned to the contract to be bid, with their complete qualification and experience data;

13. List of Contractor's Equipment Units which are owned, leased and/or under purchase agreements, supported by certification of availability of equipment from lessor/vendor for the duration of the project (see Clause 12.2(d)(3), Section III, BDS of Bidding Documents).

**Other documents included in the 1st envelope are the following:**

14. Notarized Omnibus Sworn Statement by the prospective bidder or its authorized representative in the prescribed format;

15. List of Minimum Materials Testing Equipment or DPWH Accredited Materials Testing Center

16. Preliminary Conceptual Architectural Design Plans in accordance with the degree of details specified by the procuring entity:
  - a. Location plan/vicinity map
  - b. Perspective
  - c. Floor plans
  - d. Front view elevation
  - e. Rear view elevation
  - f. Left side view elevation
  - g. Right-side view elevation
  - h. Longitudinal section
  - i. Transverse section

17. Design and Construction Method

18. List of Design and Construction Personnel.

**FOR DESIGN PERSONNEL / PROFESSIONALS**

The key professionals and the respective qualifications of the design personnel shall be as follows:

- **Principal Architect** - The Principal Architect must be duly licensed with at least five (5) years of experience in the design of residential, government offices, or institutional facilities, and shall preferably be knowledgeable in the application of rapid construction technologies.
- **Structural Engineer** - The Structural Engineer must be a duly licensed Civil Engineer with at least five (5) years of experience in structural design and shall preferably be knowledgeable in the application of rapid construction technologies.
- **Professional Electrical Engineer** - The Electrical Engineer must be a registered Professional Electrical Engineer with at least five (5) years of experience in the design of lighting, power distribution, communication systems (specifically structured and local area network cabling, PABX), building management systems and preferably knowledgeable in developments in emergent efficient lighting technologies and energy management.
- **Professional Mechanical Engineer** - The Mechanical Engineer must be a Professional Mechanical Engineer with at least five (5) years of experience in HVAC and fire Protection systems and preferably knowledgeable in emergent, alternative energy-efficient HVAC technologies.
- **Professional Electronics and Communications Engineer** - The Electronics Engineer must be a Professional Electronics Engineer with at least five (5) years of experience in telecommunication and other network-related designs.
- **Sanitary Engineer** - The Sanitary Engineer must be duly licensed with at least five (5) years of experience in the design of building water supply and distribution, plumbing, and preferably knowledgeable in wastewater management/treatment, and emergent, alternative effluent collection and treatment system.

The key professionals listed are required. The DESIGN & BUILD CONTRACTOR may, as needed and at its own expense, add additional professionals and/or support personnel for the optimal performance of all Architectural and Engineering Design Services, as stipulated in these Terms of Reference, for the PROJECT.

Prospective bidders shall attach each individual's resume/curriculum vitae and PRC license of the (professional) staff.

Design personnel may also be utilized for the construction phase provided that the same meet the minimum number of years of experience in the construction of similar projects.

#### **FOR CONSTRUCTION PERSONNEL / PROFESSIONALS**

The key professionals and the respective qualifications of the DESIGN PERSONNEL shall be as follows:

- **Project Manager** - The Project Manager shall be a licensed architect or engineer with at least (8) years of relevant experience on similar and comparable projects in different locations. The Project Manager should have a proven record or managerial capability through the directing/managing of major civil engineering works, including projects of a similar magnitude.

- **Project Engineer** - The Project Engineer shall be a licensed architect or engineer with at least five (5) years of experience in similar and comparable projects and shall preferably be knowledgeable in the application of rapid construction technologies.
- **Materials Engineer** - The Materials Engineer must be duly accredited with the DPWH and with at least five (5) years of experience in similar and comparable projects and shall preferably be knowledgeable in the application of rapid construction technologies.
- **Electrical Engineer** - The Electrical Engineer must be duly licensed with at least five (5) years of experience in similar and comparable projects in the installation of lighting, power distribution, communication systems (specifically structured and local area network cabling, PABX), and building management systems.
- **Mechanical Engineer** - The Mechanical Engineer must be duly licensed with at least five (5) years of experience in similar and comparable projects in the installation of HVAC and fire protection.
- **Sanitary Engineer** - The Sanitary Engineer must be duly licensed with at least five (5) years' experience in similar and comparable projects in the installation of building water supply and distribution, and plumbing.
- **Foreman** - The Foreman must have at least five (5) years' experience in similar and comparable projects and shall preferably be knowledgeable in the application of rapid construction technologies.
- **Project Architect** - The Project Architect should have at least a designed a 100-bed hospital.

**19. Value Engineering Analysis of design and construction.**

**The second envelope (Financial Proposal) shall contain all the required documents for infrastructure projects under Section 25.38 of the IRR of R.A 9184.**

**9.2 IN THE SECOND ENVELOPE – FINANCIAL PROPOSAL**

**The contents of the Financial Proposal – In the Second Envelope shall be governed by Section 6.1 Design and Build Scheme of the DPWH Procurement Manual Volume II – Infrastructure Main Guidelines (2016).**

**1. Lump sum bid prices for the following in the prescribed Bid Form:**

- Detailed Architectural and Engineering Design, and;
- Building Construction/Civil Works.

**2. Cash flow by the quarter and payments schedule.**

**3. PROCEDURE AND CRITERIA FOR BIDS EVALUATION**

**The Procedure and Criteria for Bids Evaluation shall be governed by Section 6.1 Design and Build Scheme of the DPWH Procurement Manual Volume II – Infrastructure Main Guidelines (2016).**

**4. DATA TO BE PROVIDED BY THE VMC**

These data are for reference only and does not guarantee the Contractor that the data provided are correct, free from error, and applicable to the project at hand. The Contractor is responsible for the accuracy or applicability of any data that he will use in his design-build proposal and services.

Sample Data for Buildings:

- a. Perspective and Conceptual Plans

5. DOCUMENTS TO BE PROVIDED BY THE CONTRACTOR DURING CONTRACT IMPLEMENTATION

- a. Detailed Architectural and Engineering Plans
- b. Design Analysis
- c. Survey Data
- d. Quantity Calculation / Detailed Estimate
- e. Detailed Geotechnical Investigation Report
- f. Design Report.
- g. As-Built Plans, (Printed, including CAD Files and BIM files)
- h. Other relevant documents

6. DESIGN AND BUILD PERIOD

- a. S-Curve
- b. Pert-CPM

**ADDITIONAL REQUIRED DOCUMENTS (to be submitted during Post-Qualification)**

1. Bidding Documents duly signed/initialed by the authorized representative of the prospective bidder (each page). May attach Official Receipt as proof of payment of bidding documents
2. Document Request List (DRL) from PhilGEPS - Optional
3. Bid Bulletin/s, if any
4. Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for a sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document.
5. Mayors or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.
6. Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).
7. The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR with 2023 ITR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission
8. Certificate of Good Performance from at least one (1) Government or Private Hospital / Agency except from VMC (***with at least Satisfactory rating***) (CY 2023-present)
9. Special Power of Attorney (SPA) for Authorized Representative if OSS is Sole Proprietorship
10. Proof of evidence for Single Largest Completed Contract (SLCC) – Approved Contract or Notice of Award (NOA), Section 23.4.2.5. The SLCC shall be supported by an Owner's Certificate of Final Acceptance duly signed by Authorized Representative, issued by the project owner other than the contractor or a final rating of at least Satisfactory in the Constructors Performance Evaluation System (CPES). In case of contracts with the private sector, an equivalent document shall be submitted. (23.5.2.4a) 23.4.2.6 The computation of a bidder's NFCC must be at least equal to the amount to be bid.

**Other Concerns:**

- Post-Qualification Evaluation: Technical Working Group (TWG) may ask for additional documents from supplier for validation.
- Minutes of the Pre-Bid and Bid Bulletin will be posted in the Philgeps and VMC Website (<https://vmc.doh.gov.ph/>)
- **Section VIII: BILL OF QUANTITIES – PLEASE SEE SCHEMATIC FLOOR PLANS AS FOR YOUR REFERENCE FOR THE BILL OF QUANTITIES AND DETAILED ESTIMATE.**
- All documents to be submitted as part of the Bid should be arranged in chronological order based in the Checklist provided by the BAC. Further, all bid proposals should be ring bound and tabulated in words. Failure to follow instructions will mean disqualification.

**BID Opening will be on December 10, 2024, at 2:00 PM**

The pre-bidding conference was adjourned at 2:00 pm.

Prepared by:

  
LIGAYA E. UBALDE, MPA  
BAC Secretariat

Noted by:

  
RUBY S. GURREA, RN, MAN  
Chairperson, BAC

**FORMS**

**Bid Form for the Procurement of Infrastructure Projects**  
*[shall be submitted with the Bid]*

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**BID FORM**

Date : \_\_\_\_\_  
Project Identification No. : \_\_\_\_\_

To: [name and address of Procuring Entity]

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: [insert name of contract];
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is: [insert information];
- d. The discounts offered and the methodology for their application are: [insert information];
- e. The total bid price includes the cost of all taxes, such as, but not limited to: [specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties], which are itemized herein and reflected in the detailed estimates,
- f. Our Bid shall be valid within the a period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. 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, or a Performance Securing Declaration in lieu of the the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines<sup>1</sup> for this purpose;
- h. 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;
- i. 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
- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- k. 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].

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<sup>1</sup> currently based on GPPB Resolution No. 09-2020

1. 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: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

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

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

**Bid Securing Declaration Form**  
*[shall be submitted with the Bid if bidder opts to provide this form of bid security]*

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REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_) S.S.

**BID SECURING DECLARATION**  
Project Identification No.: *[Insert number]*

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 procurement 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 the 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 No. 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; and
  - c. I am/we are declared 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 OR ITS AUTHORIZED  
REPRESENTATIVE]  
[Insert signatory's legal capacity]  
Affiant*

*Jurat*  
*[Format shall be based on the latest Rules on Notarial Practice]*

**Omnibus Sworn Statement (Revised)**  
*[shall be submitted with the Bid]*

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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];

2. *[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], as shown in the attached duly notarized Special Power of Attorney;

*[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], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [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, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;

4. 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;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[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;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[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.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED  
REPRESENTATIVE]  
[Insert signatory's legal capacity]  
Affiant*

*[Jurat]  
[Format shall be based on the latest Rules on Notarial Practice]*

### NFCC COMPUTATION FOR ELIGIBILITY CHECK

- A. Summary of the Applicant Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the attached income tax return and audited financial statement, stamped "RECEIVED" by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

	Year 20_____
1. Total Assets	
2. Current Assets	
3. Total Liabilities	
4. Current Liabilities	
5. Net Worth(1-3)	
6. Net Working Capital(2-4)	

- B. The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

*NFCC= [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.*

The values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements (AFS) submitted to the BIR.

*The Bidder shall attach the AFS to the NFCC Computation for Eligibility Check Form.*

NFCC=P\_\_\_\_\_

Submitted by:

\_\_\_\_\_  
Name of Supplier/Distributor/Manufacturer Signature

\_\_\_\_\_  
of Authorized Representative

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

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

This is to certify that \_\_\_\_\_ (company) \_\_\_\_\_ has the following completed contracts within Three (3) years from the date of submission and receipt of bids.

Date of the Contract	Contracting Party	Name of Contract	Kind of Goods Sold	Amount of Contract	Date of Delivery/ End-user's Acceptance	Date of Official Receipt	Bidder is A) Manufacturer B) Supplier C) Distributor

Name and Signature of  
Authorized Representative

Date

**\*Instructions:**

a) Cut-off date as of:

(i) Up to the day before the deadline of submission of bids.

b) In the column under "Dates", indicate the dates of Delivery/ End-user's Acceptance and Official Receipt.

c) "Name of Contract". Indicate here the Nature/ Scope of the Contract for the Procuring Entity to determine the relevance of the entry with the Procurement at hand. Example: "Supply and Delivery of \_\_\_\_\_ for Valenzuela Medical Center"

**STATEMENT OF: (I) ONGOING CONTRACTS AND; (II) AWARDED BUT NOT YET STARTED CONTRACTS**

This is to certify that \_\_\_\_\_ has the following ongoing and awarded but not yet started contracts:

Date of the Contract	Contracting Party	Name of Contract	Kind of Goods Sold	Amount of Contract	Value of Outstanding Contracts	Bidder is A) Manufacturer B) Supplier C) Distributor

Name and Signature of  
Authorized Representative

Date \_\_\_\_\_

**\*Instructions:**

- a) 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 called for bidding) as of:
  - i. The day before the deadline of submission of bids.
- b) If there is no ongoing contract including awarded but not yet started as of the aforementioned period, state none or equivalent term.
- c) The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC) in case an NFCC is submitted as an eligibility document.
- d) "Name of Contract". Indicate here the Nature/ Scope of the Contract for easier tracking of the entries/ representations. Example: "Supply and Delivery of \_\_\_\_\_ for Valenzuela Medical Center"