



# INVITATION TO BID FOR RENOVATION OF DFPC PROVINCIAL STORE OUTLETS

**FMD1915**

The **Duty Free Philippines Corporation (DFPC)**, through its Corporate Budget 2019 now invites Bids from eligible Bidders for the Renovation of DFPC Provincial Store Outlets. The Approved Budget for the Contract (ABC) and corresponding Lots are:

LOT	Description	Approved Budget for the Contract (ABC)	Amount of Bidding Documents
Lot 1	Bacolod Store	One Million Nine Hundred Twenty Nine Thousand Two Hundred Sixty Three Pesos and 97/100 ( <b>PhP1,929,263.97</b> )	One Thousand Nine Hundred Pesos (PhP1,900.00)
Lot 2	Iloilo Store	Two Million One Hundred Forty Five Thousand Six Hundred Forty Eight Pesos and 63/100 ( <b>PhP2,145,648.63</b> )	Two Thousand One Hundred Pesos (PhP2,100.00)

Bids received in excess of the ABC shall be automatically rejected at bid opening.

DFPC now invites bids for Renovation of DFPC Provincial Store Outlets. **Completion of the Works shall be within Forty-Two (42) calendar days for each lot from the receipt of the Notice to Proceed.**

Bidders should have completed contracts within five (5) years (2015-2019) from the date of submission and receipt of bids and the list must have **at least one (1) similar contract which shall refer to construction of any or all of the following: retail shops/boutiques in hotels, casinos, malls or department stores; universal/commercial banks and high-end supermarkets.** The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II, Instructions to Bidders.

Bidding will be conducted through open competitive bidding procedures using non-discretionary pass/fail criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act". Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least seventy-five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.

Interested Bidders may now obtain further information from DFPC-BAC Secretariat and inspect and/or purchase the Bidding Documents at the address given below from **9:00AM – 5:00PM**, Mondays thru Fridays.

A complete set of Bidding Documents may be acquired by interested Bidders starting **4 February 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 described above.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the DFPC website, provided that Bidders

shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

**DFPC** will hold a Pre-Bid Conference on **12 February 2020** at **10:00AM** at the BAC Office located at the same address stated hereunder which shall be open to all prospective bidders.

Bids must be duly received by the BAC Secretariat at the BAC Office. Deadline for submission is on **28 February 2020** at **10:00AM**. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in BDS under ITB Clause 18.

Bid opening shall be on **28 February 2020** at **10:15AM** at the BAC Office. Bids will be opened in the presence of the Bidders' representatives who choose to attend. Late bids shall not be accepted.

**DFPC** 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 liability to the affected bidder or bidders.

**BAC SECRETARIAT**

Duty Free Philippines

EHA Bldg., Fiesta Mall, Columbia Complex

Ninoy Aquino Ave., Parañaque City

(632) 8552-4343; (632) 8552-4337 / 16555 loc. 3039 / 3095

Fax No. (632) 8879 3664 / 8552-4345 / 8552 4399 loc. 834/833

Email add.: bacsecretariat@dfp.com.ph

(SGD.) **ENGR. JOEL R. PEREZ**  
BAC Chairperson

### III. BID DATA SHEET

ITB Clause	
1.1	<p>The PROCURING ENTITY is <b>DUTY FREE PHILIPPINES CORPORATION</b></p> <p>The name of the Contract is <b>RENOVATION OF DFPC PROVINCIAL STORE OUTLETS</b></p> <p>The identification number of the Contract is <b>FMD1915</b>.</p>
2	<p>The Funding Source is:</p> <p>The Government of the Philippines (GoP) through the 2019 Corporate Operating Budget of DUTY FREE PHILIPPINES CORPORATION in the amount of:</p> <p><b>Lot 1: One Million Nine Hundred Twenty-Nine Thousand Two Hundred Sixty-Three Pesos and 97/100 (PhP1,929,263.97)</b></p> <p><b>Lot 2: Two Million One Hundred Forty-Five Thousand Six Hundred Forty-Eight Pesos and 63/100 (PhP2,145,648.63)</b></p> <p>The name of the Project is <b>RENOVATION OF DFPC PROVINCIAL STORE OUTLETS</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>For this purpose, similar contract <b>which shall refer to construction of any or all of the following:</b></p> <ul style="list-style-type: none"> <li>• retail shops/boutiques in hotels, casinos, malls or department stores</li> <li>• universal/commercial banks</li> <li>• high-end supermarkets</li> </ul>
8.1	Subcontracting is not allowed.
8.2	Not applicable.
9.1	<p>The Procuring Entity will hold a Pre-Bid conference for this Project on: <b>12 February 2020, 10:00AM</b></p> <p>DUTY FREE PHILIPPINES CORPORATION EHA Building, Fiestamall, Columbia Complex, Ninoy Aquino Ave. Parañaque City</p>

ITB Clause	
10.1	<p>The PROCURING ENTITY's address is:</p> <p><b>Duty Free Philippines Corporation Ground Floor, EHA Building, Fiestamall, Columbia Complex, Ninoy Aquino Avenue, Parañaque City</b></p> <p>ENGR. JOEL R. PEREZ BAC Chairperson</p> <p>Thru: BAC Secretariat Tele No: 8552 4337 loc. 3039, 8552 4343 Fax No. 8879 3664 / 8552 4345 / 8552 4399 loc. 834/833 bacsecretariat@dfp.com.ph</p>
10.4	No further instructions.
12.1	No further instructions.
12.1(a)(iii)	<p>Valid and current Philippine Contractors Accreditation Board (PCAB) license and registration for at least size range <b>Small B Category C and D contractor [Classification: General Building GB-1 (Building or Industrial Plant)]</b>.</p>
12.1(b)(ii.2)	<p>List of contractor's personnel to be assigned to the contract to be bid, with their complete qualification and experience data.</p> <ul style="list-style-type: none"> <li>• Project Manager</li> <li>• Project Architect or Project Engineer</li> <li>• Safety Engineer</li> </ul>
12.1(b)(ii.3)	<p>List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, <b>supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project.</b></p>
13.1	<ol style="list-style-type: none"> <li>1. Bid Form for each lot (<i>Refer to Bidding Form 4, original</i>)</li> <li>2. Bill of Quantities for each lot (<i>Refer to Section VIII, Bidding Documents, original</i>).</li> <li>3. Bill of Materials for each lot (detailed cost breakdown) (<i>Refer to Bidding Form No. 5, original</i>).</li> </ol>
13.2	<p>The ABC is</p> <p><b>Lot 1: One Million Nine Hundred Twenty-Nine Thousand Two Hundred Sixty-Three Pesos and 97/100 (PhP1,929,263.97)</b></p> <p><b>Lot 2: Two Million One Hundred Forty-Five Thousand Six Hundred Forty-Eight Pesos and 63/100 (PhP2,145,648.63)</b></p> <p>Any bid with a financial component exceeding the amount for each area/location shall not be accepted.</p>
14.2	No further instructions.
15.4	No further instructions.
16.1	The bid prices shall be quoted in Philippine Pesos.
16.3	No further instruction.

ITB Clause										
17.1	Bids will be valid until <b>27 June 2020</b>									
18.1	<p>The bid security shall be in the following forms and amount:</p> <table border="1" data-bbox="411 421 1398 1395"> <thead> <tr> <th data-bbox="411 421 935 488">ACCEPTABLE FORMS</th> <th data-bbox="938 421 1398 488">AMOUNT</th> </tr> </thead> <tbody> <tr> <td data-bbox="411 492 935 613">1. Cash or cashier's/manager's check issued by a Universal or Commercial Bank</td> <td data-bbox="938 492 1398 1395" rowspan="2"> <p><b>Two Percent (2%) of the ABC or</b>  <b>Lot 1: Thirty-Eight Thousand Five Hundred Eighty-Five Pesos and 28/100 (PhP38,585.28)</b>   <b>Lot 2: Forty Two Thousand Nine Hundred Twelve Pesos and 97/100 (PhP42,912.97)</b></p> </td> </tr> <tr> <td data-bbox="411 618 935 972">2. Bank draft/guarantee (<i>signed by the appointee</i>) or irrevocable letter of credit (<i>original and machine validated</i>) issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.</td> </tr> <tr> <td data-bbox="411 976 935 1290">3. Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.</td> <td data-bbox="938 976 1398 1290"> <p><b>Five Percent (5%) of the ABC or</b>  <b>Lot 1: Ninety-Six Thousand Four Hundred Sixty-Three Pesos and 20/100 (PhP96,463.20)</b>   <b>Lot 2: One Hundred Seven Thousand Two Hundred Eighty Two Pesos and 43/100 (PhP107,282.43)</b></p> </td> </tr> <tr> <td data-bbox="411 1294 935 1395">4. Bid Securing Declaration</td> <td data-bbox="938 1294 1398 1395">Refer to Bidding Form No. 2</td> </tr> </tbody> </table>	ACCEPTABLE FORMS	AMOUNT	1. Cash or cashier's/manager's check issued by a Universal or Commercial Bank	<p><b>Two Percent (2%) of the ABC or</b>  <b>Lot 1: Thirty-Eight Thousand Five Hundred Eighty-Five Pesos and 28/100 (PhP38,585.28)</b>   <b>Lot 2: Forty Two Thousand Nine Hundred Twelve Pesos and 97/100 (PhP42,912.97)</b></p>	2. Bank draft/guarantee ( <i>signed by the appointee</i> ) or irrevocable letter of credit ( <i>original and machine validated</i> ) issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	3. Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	<p><b>Five Percent (5%) of the ABC or</b>  <b>Lot 1: Ninety-Six Thousand Four Hundred Sixty-Three Pesos and 20/100 (PhP96,463.20)</b>   <b>Lot 2: One Hundred Seven Thousand Two Hundred Eighty Two Pesos and 43/100 (PhP107,282.43)</b></p>	4. Bid Securing Declaration	Refer to Bidding Form No. 2
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18.2	The bid security shall be valid until <b>27 June 2020</b> .									
20.3	Each Bidder shall submit <b>one (1) original and three (3) copies</b> of the first and second components of its bid.									
21	<p>The Address for Submission of Bids is:</p> <p>DUTY FREE PHILIPPINES CORPORATION (DFPC)  BAC Office  Ground Floor EHA Building, Fiestamall,  Columbia Complex, Ninoy Aquino Ave., Parañaque City</p> <p>The deadline for Submission of Bids is on  <b>28 February 2020 at 10:00AM</b> (based on DFPC's official time).  <b>Late bids shall not be accepted.</b></p>									

ITB Clause	
24.1	<p>The place of Bid Opening is  DUTY FREE PHILIPPINES CORPORATION  BAC Office  Ground Floor EHA Building, Fiestamall,  Columbia Complex, Ninoy Aquino Ave., Parañaque City</p> <p>The date and time of Bid opening is on:  <b>28 February 2020 at 10:15AM</b> (based on DFPC's official time).</p>
24.2	No further instructions.
24.3	No further instructions.
27.3	<p>All infrastructure projects are packaged in lots listed below. Bidders shall have the option of submitting a proposal on any or all lots and evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation, and contract award.</p> <p>In all cases, the NFCC computation, if applicable, must be sufficient for all the lots or contracts to be awarded to the Bidder.</p> <p>Lot 1: DFPC Bacolod Store  Lot 2: DFPC Iloilo Store</p>
27.4	No further instructions.
28.2	<ol style="list-style-type: none"> <li>1. <b>2018</b> Income Tax Return (<i>form 1701/1702</i>) with Audited Financial Statement.</li> <li>2. Business Tax Return (<i>forms 2550M/2551M and 2550Q/2551Q</i>) for the last six (6) months (<b>August 2019 to January 2020</b>) prior to opening of Bids filed thru Electronic Filing and Payment System (EFPS).</li> </ol> <p>Only tax returns filed and taxes paid through the BIR Electronic Filing and Payment System (EFPS) shall be accepted</p>
31.4(f)	<ol style="list-style-type: none"> <li>1. Updated General Information Sheet received by the SEC, for corporation</li> <li>2. BIR Registration Certificate</li> <li>3. Construction Schedule/Bar Chart and S-curve</li> <li>4. Manpower schedule</li> <li>5. Construction methods</li> <li>6. Equipment utilization schedule</li> <li>7. Company profile</li> <li>8. Location map and photo of the office</li> <li>9. Construction safety and health program approved by the Department of Labor and Employment (<i>To be submitted prior to issuance of Notice to Proceed</i>).</li> <li>10. Contractor's All Risk Insurance (<i>To be submitted prior to issuance of Notice to Proceed</i>).</li> </ol>

ITB Clause		
32.2	The performance security shall be in the following forms and amount:	
	<p align="center"><b>Form of Performance Security</b></p>	<p align="center"><b>Amount of Performance Security (Not less than the Percentage of the Total Contract Price)</b></p>
	<p>a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.</p> <p><i>For biddings conducted by the LGUs, the Cashier's/Manager's Check may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</i></p>	<p align="center">Ten percent (10%)</p>
	<p>b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.</p> <p><i>For biddings conducted by the LGUs, Bank Draft/Guarantee, or Irrevocable Letter of Credit may be issued by other banks certified by the BSP as authorized to issue such financial instrument.</i></p>	
	<p>c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.</p>	<p align="center">Thirty percent (30%)</p>

# V. SPECIAL CONDITIONS OF CONTRACT

GCC Clause	
1.17	The Intended Completion Date shall be within <b>Forty Two (42) calendar days for each lot</b> from the receipt of the Notice to Proceed.
1.22	The Procuring Entity is <b>DUTY FREE PHILIPPINES CORPORATION</b> <b>EHA Building, Fiestamall, Columbia Complex</b> <b>Ninoy Aquino Avenue, Parañaque City</b>
1.23	The Procuring Entity's Representative is <b>Vicente Pelagio A. Angala</b> <span style="float: right;"><b>Engr. Edgardo C. Isidro</b></span> Chief Operating Officer <span style="float: right;">FMD Manager</span> Tel. Nos. (632) 8879-3559 <span style="float: right;">Telefax (632) 8552 4336</span> Fax No. (632) 8552-4301 <span style="float: right;">isidroec@dfp.com.ph</span>
1.24	The Site is located at <b>DFPC Bacolod and Iloilo Store Outlets</b> and is defined in the attached drawings.
1.28	The Start Date shall be indicated in the Notice to Proceed.
1.31	The Works consist of <b>RENOVATION OF DFPC STORE PROVINCIAL OUTLETS</b>
5.1	The PROCURING ENTITY shall give possession of all parts of the Site to the Contractor the day after the receipt of the Notice to Proceed.
6.5	The Contractor shall employ the following Key Personnel: a) Project Manager b) Project Architect / Project Engineer c) Safety Engineer
7.4(c)	No further instructions.
7.7	No further instructions.
8.1	No further instructions.
10	None.
12.3	No further instructions.
12.5	Five (5) years
13	No additional provision.
18.3(h)(i)	No further instructions.



GCC Clause	
21.2	<p>The Arbiter is:</p> <p><b>CONSTRUCTION INDUSTRY ARBITRATION COMMISSION (CIAC)</b></p> <p>Arbitration/Mediation  Construction Industry Arbitration Commission  2/F &amp; 5/F, Executive Center Bldg.  369 Gil Puyat Ave., cor. Makati Ave., Makati City  Tel Nos.:(+632) 8897.0853 / 8897.9313  E-mail: ciapciac@info.com.ph</p>
29.1	No day works are applicable to the contract.
31.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within three (3) days of delivery of the Letter of Acceptance.
31.3	<p>The period between Program of Work updates is <b>Seven (7) calendar days</b>.</p> <p>The amount to be withheld for late submission of an updated Program of Work is <b>One Thousand Pesos (PhP1,000.00) for every day of delay</b>.</p>
34.3	The Funding Source is the Government of the Philippines through the 2019 Corporate Operating Budget of Duty Free Philippines Corporation.
39.1	The amount of the advance payment is Fifteen percent (15%) of the total Contract Price (Lump sum).
40.1	No further instructions.
51.1	<p>The date by which "as built" drawings are required is upon completion of the Project.</p> <p>"As built" drawings are required prior to payment of the final billing.</p>
51.2	The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals by the date required is <b>One Thousand Pesos (PhP1,000.00) for every day of delay</b> .

# VI. SPECIFICATIONS – LOT 1

## SCOPE OF WORK

1. Mobilization
2. Assembly & Installation of temporary Board-up painted white with tarpaulin Phase 1 & 2
3. Electrical works
4. Repainting of Ceiling, Wall, Hanging Cabinet and table
5. Fabrication, Installation of Store Front Façade, Aluminum Composite Panel and Signage
6. Replacement ceiling and flooring (office)
7. Supply and installation of wall mounted air-conditioning units 1.0 Hp & 2.0 Hp; 3-ton ceiling cassette
8. Supply and installation of vinyl tiles (store area)
9. Repair of Ceiling store area.
10. Dismantling / Hauling of existing ACCU and ACU 3 Units
11. Dismantling, Hauling and disposal of existing Store Front Signage
12. Stripping, Hauling and disposal of existing flooring
13. Fabrication and Installation of cashier counter (off site)
14. Cleaning/clearing
15. Turn over

## GENERAL SPECIFICATION

### **A. TEMPORARY ENCLOSURE**

- Use 1/4" thk. 4' x 8' Ordinary Plywood
- Use 2" x 3' x 10' Metal Stud Wall Frame
- Use Tarpaulin with print (see sample)

### **B. FLOORING**

- Use 3mm x 450mm x 450 mm vinyl Tiles Alabaster
- Use 3mm x 150mm x 900mm vinyl tiles toil
- Use power bond adhesive
- Use 3mm thk maximum application of Levelling compound.

### **C. CEILING MATERIALS**

- Use Main T- Runner 12'
- Use Cross - T 4'
- Use 1" Wall angle powder coated
- Use 2' x 4' x 5/8" Acoustic board
- Use 9mm thk. 4' x 8' Gypsum board

### **D. PAINTING MATERIALS**

- Use perma coat Flat Latex, semi-gloss in 3 coat including preparation
- Use Lacquer high gloss in 3 coat including preparation
- Use Gypsum Putty

### **E. MECHANICAL MATERIALS**

- 1.0 HP Wall mounted air-conditioning unit for (office)
- 2.0 HP Wall mounted air-conditioning unit for (office)
- 3 Tons Ceiling cassette air-conditioning unit

**F. ELECTRICAL MATERIALS**

- Use 3.5 mm stranded wire
- Use 20 Watts. 3500k CRI 90 220V (S)
- Use EMT pipe & Metal Flexible hose

**G. STORE FRONT FAÇADE AND SIGNAGE**

- Use 1/4" thk 2" x 2" steel angular
- Use 3/4" 4' x 8' Phenolic board
- Use Travertine stone slab
- Use Aluminum Composite panel (copper finish)
- Use LED Strip light (outdoor); IP20: Daylight:1080lm/m CRI 80; 4000K Color Temp.
- Use 12mm dia. Bolt & nut high Tensile stainless.
- Use powder coated body with white acrylic front Lit text built up; w/ LED Strip lights: FONT; Arial- bold, Color: white, "DUTY FREE PHILIPPINES"
- Use light acrylic; text built - up w/ digitally printed logo design on white acrylic w/ LED Strip lights. "ITS MORE FUN IN THE PHILIPPINES" WORD LOGO

**H. CASHIER COUNTER**

- Use solid surface marble white finished
- Use 3/4" x 4' x 8' Marine Plywood
- Use 6mm x 4' x 8' Pure Teakwood laminate machine press
- Use automotive lacquer paint inside cashier counter

**ADDITIONAL REQUIREMENTS TO BE SUBMITTED ON THE DATE OF BID OPENING AS INTEGRAL PART OF THE SPECIFICATIONS:**

1. Complete set of Drawings signed by the authorized representative (*Please refer Section VII, original*)
2. Certificate of Site Inspection (*Please refer to Bidding Form No. 7, original*)

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Position

Duly authorized to sign this Specifications for and on behalf of

\_\_\_\_\_

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

# VI. SPECIFICATIONS – LOT 2

## SCOPE OF WORK

1. Mobilization
2. Assembly & installation of temporary board up painted white with tarpaulin Phase 1 & 2
3. Stripping of vinyl tiles
4. Electrical works
5. Dismantling / Hauling of existing Air-conditioning 3 units.
6. Dismantling / Hauling of existing Store Front Signage & ACP Cladding
7. Repainting of Ceiling, wall, Cabinet and tables.
8. Fabrication and installation of Store front Façade, Signage & ACP Cladding
9. Carpentry works. Preparation installation of Drop Ceiling.
10. Repair of Ceiling
11. Supply and installation of Wall Mounted Air-conditioning unit 2.0 Hp & 1.0 Hp , 3 Ton Ceiling Cassette.
12. Supply and installation of Vinyl Tiles. (Toli)
13. Fabrication and installation of cashier counter (off site).
14. Cleaning/clearing
15. Turn over

## GENERAL SPECIFICATION

### **A. TEMPORARY ENCLOSURE**

- Use 1/ 4" thk. 4' x 8' Ordinary Plywood
- Use 2" x 3' x 10' Metal Stud Wall Frame
- Use Tarpaulin with print (see sample)

### **B. FLOORING**

- Use 3mm x 450mm x 450 mm vinyl Tiles Alabaster
- Use 3mm x 150mm x 900mm vinyl tiles toil
- Use vinyl tile adhesive

### **C. DROP CEILING**

- Use 6mm x 4' x 8' Pure Teak wood laminate machine press
- 1 " x 2" x 5mtr. Metal furring
- 1" x 2" x 5mtr Carrying channel
- 9mm 4' x 8' Gypsum Board

### **D. PAINTING MATERIALS**

- Use perma coat Flat Latex, semi-gloss in 3 coat including preparation
- Use Lacquer high gloss enamel finish for existing Cabinets and tables
- Use Gypsum Putty

### **E. MECHANICAL MATERIALS**

- 1.0 & 2.0 wall mounted air-conditioning unit
- 3 tons ceiling cassette air-conditioning unit

### **F. ELECTRICAL MATERIALS**

- Use 3.5 mm<sup>2</sup> stranded wire
- Use 20 watts - 3500k CRI 90 220V (s)
- Use 1- 36 watts LED T5 w/ casing
- Use EMT pipe & Flexible hose

### **G. STORE FRONT FAÇADE AND SIGNAGE**

- Use 1/4" thk 2" x 2" steel angular

- Use 3/4" phenolic board
- Use Travertine stone slab
- Use Aluminum Composite panel (copper finish)
- Use LED Strip light (outdoor); IP20: Daylight:1080lm/m CRI 80; 4000K Color Temp.
- Use 12mm dia. Bolt & nut high Tensile stainless.
- Use powder coated body with white acrylic front Lit text built up; w/ LED Strip lights: FONT; Arial- bold, Color: white, "DUTY FREE PHILIPPINES"
- Use light acrylic; text built - up w/ digitally printed logo design on white acrylic w/ LED Strip lights. "ITS MORE FUN IN THE PHILIPPINES" WORD LOGO

**H. CASHIER COUNTER**

- Use solid surface marble white finished
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- Use automotive lacquer paint inside cashier counter

**ADDITIONAL REQUIREMENTS TO BE SUBMITTED ON THE DATE OF BID OPENING AS INTEGRAL PART OF THE SPECIFICATIONS:**

1. Complete set of Drawings signed by the authorized representative (*Please refer Section VII, original*)
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\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Position

Duly authorized to sign this Specifications for and on behalf of

\_\_\_\_\_

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

## Bidding Form No. 1

### FINANCIAL DOCUMENTS FOR ELIGIBILITY CHECK

		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)	

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

NFCC = [(Current assets – current liabilities) (15)] minus 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 submitted to the BIR.

**NFCC =** \_\_\_\_\_

**Submitted by:**

\_\_\_\_\_

**Name of Bidder**

\_\_\_\_\_

**Signature of Authorized Representative over Printed Name**

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

**REPUBLIC OF THE PHILIPPINES)**  
**CITY OF \_\_\_\_\_) S.S.**  
**x-----x**

**BID-SECURING DECLARATION**

**Invitation to Bid/Request for Expression of Interest No.1:** *[Insert reference number]*

To: Duty Free Philippines Corporation  
Fiestamall, Columbia Complex,  
Ninoy Aquino Avenue, Parañaque City

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 RA9184; 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 and Responsive Bid/Highest Rated and 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. \_\_\_\_\_ and his/her Identification Card No. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_.

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. \_\_\_\_\_  
MCLE Compliance No. \_\_\_\_\_  
PTR No. \_\_\_\_\_  
IBP No. \_\_\_\_\_  
Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_.



**OMNIBUS SWORN STATEMENT**

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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 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 of **[Name of Bidder]**, I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for **[Name of the Project]** of the **[Name of the Procuring Entity]**;

*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 and/or to represent the **[Name of Bidder]** in the bidding as shown in the attached [state title of attached document showing proof of authorization (e.g., **duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture**)];

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;

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:* I am 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;

## Bidding Form No. 3

Page 2 of 3

*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;
8. **[Name of Bidder]** is aware of and has undertaken the following responsibilities as a Bidder:
  - a) Carefully examine all of the Bidding Documents;
  - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
  - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d) Inquire or secure 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.

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

---

**Bidder's Representative/Authorized Signatory**

**Bidding Form No. 3**

Page 3 of 3

**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 Identification Card No. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_.

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. \_\_\_\_\_  
MCLE Compliance No. \_\_\_\_\_  
PTR No. \_\_\_\_\_  
IBP No. \_\_\_\_\_  
Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_.

**BID FORM**

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

IB No: \_\_\_\_\_

To: **ENGR. JOEL R. PEREZ**  
Duty Free Philippines Corporation  
Fiestamall, Columbia Complex,  
Ninoy Aquino Avenue, Parañaque City

We, the undersigned, declare that:

- (a) We have examined and have no reservation to the Bidding Documents, including Addenda, for the Contract **RENOVATION OF DFPC PROVINCIAL STORE OUTLETS – LOT 1 (FMD1915)**;
- (b) 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 in item (d) below is: **[insert information]**;

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

- (c) Our Bid shall be valid for a period of 120 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;
- (d) 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;
- (e) Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from the following eligible countries: **[insert information]**;
- (f) 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;
- (g) 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;

**Bidding Form No. 4**

**LOT 1**

Page 2 of 2

- (h) 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
- (i) We understand that you are not bound to accept the Lowest Evaluated Bid or any other Bid that you may receive.
- (j) 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 RENOVATION OF DFPC PROVINCIAL STORE OUTLETS – LOT 1 (FMD1915) of the DFPC.**
- (k) We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be 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: \_\_\_\_\_

**BID FORM**

---

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

IB No: \_\_\_\_\_

To: **ENGR. JOEL R. PEREZ**  
Duty Free Philippines Corporation  
Fiestamall, Columbia Complex,  
Ninoy Aquino Avenue, Parañaque City

We, the undersigned, declare that:

- (l) We have examined and have no reservation to the Bidding Documents, including Addenda, for the Contract **RENOVATION OF DFPC PROVINCIAL STORE OUTLETS – LOT 2 (FMD1915)**;
- (m) 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 in item (d) below is: **[insert information]**;

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

- (n) Our Bid shall be valid for a period of 120 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;
- (o) 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;
- (p) Our firm, including any subcontractors or suppliers for any part of the Contract, have nationalities from the following eligible countries: **[insert information]**;
- (q) 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;
- (r) 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;

**Bidding Form No. 4**

**LOT 2**

Page 2 of 2

- (s) 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
- (t) We understand that you are not bound to accept the Lowest Evaluated Bid or any other Bid that you may receive.
- (u) 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 RENOVATION OF DFPC PROVINCIAL STORE OUTLETS – LOT 2 (FMD1915) of the DFPC.**
- (v) We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be 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: \_\_\_\_\_

## FORM OF CONTRACT AGREEMENT

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THIS AGREEMENT, made this *[insert date]* day of *[insert month]*, *[insert year]* between Duty Free Philippines Corporation, EHA Bldg, Fiesta Mall, Columbia Complex, Ninoy Aquino Ave., Parañaque City (hereinafter called the "Entity") and *[name and address of Contractor]* (hereinafter called the "Contractor").

WHEREAS, the Entity is desirous that the Contractor execute *[name and identification number of contract]* (hereinafter called "the Works") and the Entity has accepted the Bid for *[insert the amount in specified currency in numbers and words]* by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents shall be attached, deemed to form, and be read and construed as part of this Agreement, to wit:
  - (a) General and Special Conditions of Contract;
  - (b) Drawings/Plans;
  - (c) Specifications;
  - (d) Invitation to Apply for Eligibility and to Bid;
  - (e) Instructions to Bidders;
  - (f) Bid Data Sheet;
  - (g) Addenda and/or Supplemental/Bid Bulletins, if any;
  - (h) Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes;
  - (i) Eligibility requirements, documents and/or statements;
  - (j) Performance Security;
  - (k) Notice of Award of Contract and the Bidder's conforme thereto;
  - (l) Other contract documents that may be required by existing laws and/or the Entity.
3. In consideration of the payments to be made by the Entity to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Entity to execute and complete the Works and remedy any defects therein in conformity with the provisions of this Contract in all respects.



**Bidding Form No. 6**

Page 2 of 2

4. The Entity hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying of defects wherein, the Contract Price or such other sum as may become payable under the provisions of this Contract at the times and in the manner prescribed by this Contract.

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Entity)

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (Contractor)

Binding Signature of PROCURING ENTITY

\_\_\_\_\_

Binding Signature of Contractor

\_\_\_\_\_

*[Addendum showing the corrections, if any, made during the Bid evaluation should be attached with this agreement]*

**CERTIFICATE OF SITE INSPECTION**

In compliance with the requirements of the Duty Free Philippines Corporation, \_\_\_\_\_ ***(insert Name of Bidder)*** hereby certify that we have inspected the premises for the **RENOVATION OF DFPC PROVINCIAL STORE OUTLETS *(insert lot)* (FMD1915)**.

\_\_\_\_\_  
Name and Signature of Bidder's Authorized Representative

\_\_\_\_\_  
Authorized Representative's Position

\_\_\_\_\_  
Bidder's Company Name

Attested by:

\_\_\_\_\_  
**ELMER S. CRUZ**  
Procuring Entity's Representative

**REQUEST FOR RECONSIDERATION**

Date of Issuance

**ENGR. JOEL R. PEREZ**  
Duty Free Philippines Corporation  
Fiestamall, Columbia Complex,  
Ninoy Aquino Avenue, Parañaque City

Dear Sir:

In relation to the results of the Bid Opening/Post-Qualification conducted for the bidding of the **RENOVATION OF DFPC PROVINCIAL STORE OUTLETS (FMD1915)** held on \_\_\_\_\_ (date and time) at \_\_\_\_\_ (venue), we would like to request for reconsideration the decision of "Ineligibility" of our of our firm on the following grounds:

We are hoping for your consideration.

Very truly yours,

\_\_\_\_\_  
Name and Signature of Bidder's Authorized Representative

\_\_\_\_\_  
Authorized Representative's Position

\_\_\_\_\_  
Bidder's Company Name

Received by the BAC:

\_\_\_\_\_

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