



Republic of the Philippines  
**GOVERNMENT PROCUREMENT POLICY BOARD**  
**TECHNICAL SUPPORT OFFICE**



**Project: Procurement of Janitorial Service for the GPPB-TSO New Building**

**Bid Bulletin No.: 01**

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**TO ALL INTERESTED BIDDERS:**

Please be advised on the following clarifications to the requirements specified in the Bidding Documents issued for the above-mentioned project.

A. Clarification on the requirements of the Bidding documents

<b>Questions/Concern on the requirements</b>	<b>Clarifications/Answers</b>
1. How many floors are there in the building and how many rooms are there per floor?	There are seven (7) floors in the building and each floor has various number of rooms.  First floor: 12 rooms Second floor: 20 rooms Third floor: 15 rooms Fourth floor: 19 rooms Fifth floor: 16 rooms Sixth floor: 19 rooms Seventh floor: 9 rooms  Please note that enclosed spaces such as storage areas and stairs were counted as rooms. Kindly see attached floor plan reference.
2. Which Department Order (DO) should we consider in computing the Agency fee percentage, the Department of Labor and Employment (DOLE) DO no. 18-A or DO no. 150-16?	Please follow the prescribed agency fee under DOLE DO no. 150-16.
3. May we suggest that the Contingency amount be adjustable instead of fixed amount?	The fixed Contingency amount is retained.
4. How many days should we consider in Applicable Daily Rate (ADR)?	Please follow the suggested ADR under Section 9 of Rules Implementing Wage Order No. NCR – 22.
5. Should we submit supporting documents for the Statement of all ongoing government and private contracts or is it a requirement for Single Largest Completed Contract?	It is a requirement for the Single Largest and Completed Contract. Please see revised Checklist of Documents below.

Please be guided accordingly.

Issued this 1<sup>st</sup> day of June 2023

**MS. JULIE D. ABRIGO**

*Chairperson, Bids and Awards Committee, GPPB-TSO*



## Checklist of Technical and Financial Documents

### I. TECHNICAL COMPONENT ENVELOPE

#### *Class "A" Documents*

##### Legal Documents

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

##### Technical Documents

- (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; **and**
- (c) 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 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents **supported with the End-User's acceptance or official receipt and sales invoice issued for the contract; and**
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**
- (e) Conformity with the Schedule of Requirements; **and**
- (f) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (g) Housekeeping Plan; **and**
- (h) Original duly signed Omnibus Sworn Statement (OSS) **supported with** Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative. In case of partnership or single proprietorship. The bidder shall submit Original Special Power of Attorney executed by the partners or single proprietor, whichever is applicable.

In case of Joint Venture, Original Special Power of Attorney shall be submitted by all members of the joint venture giving full power and



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authority to its officers to sign the OSS and do acts to represent the Bidder

Financial Documents

- (i) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) **or** A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

***Class "B" Documents***

- (j) If applicable, a duly signed joint venture agreement (JVA) 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.

**II. FINANCIAL COMPONENT ENVELOPE**

- (k) Original of duly signed and accomplished [Financial Bid Form](#); **and**
- (l) Original of duly signed and accomplished [Price Schedule\(s\)](#).

Other documentary requirements under RA No. 9184 (as applicable)

- (m) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- (n) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

Received document on  
May 13, 2022

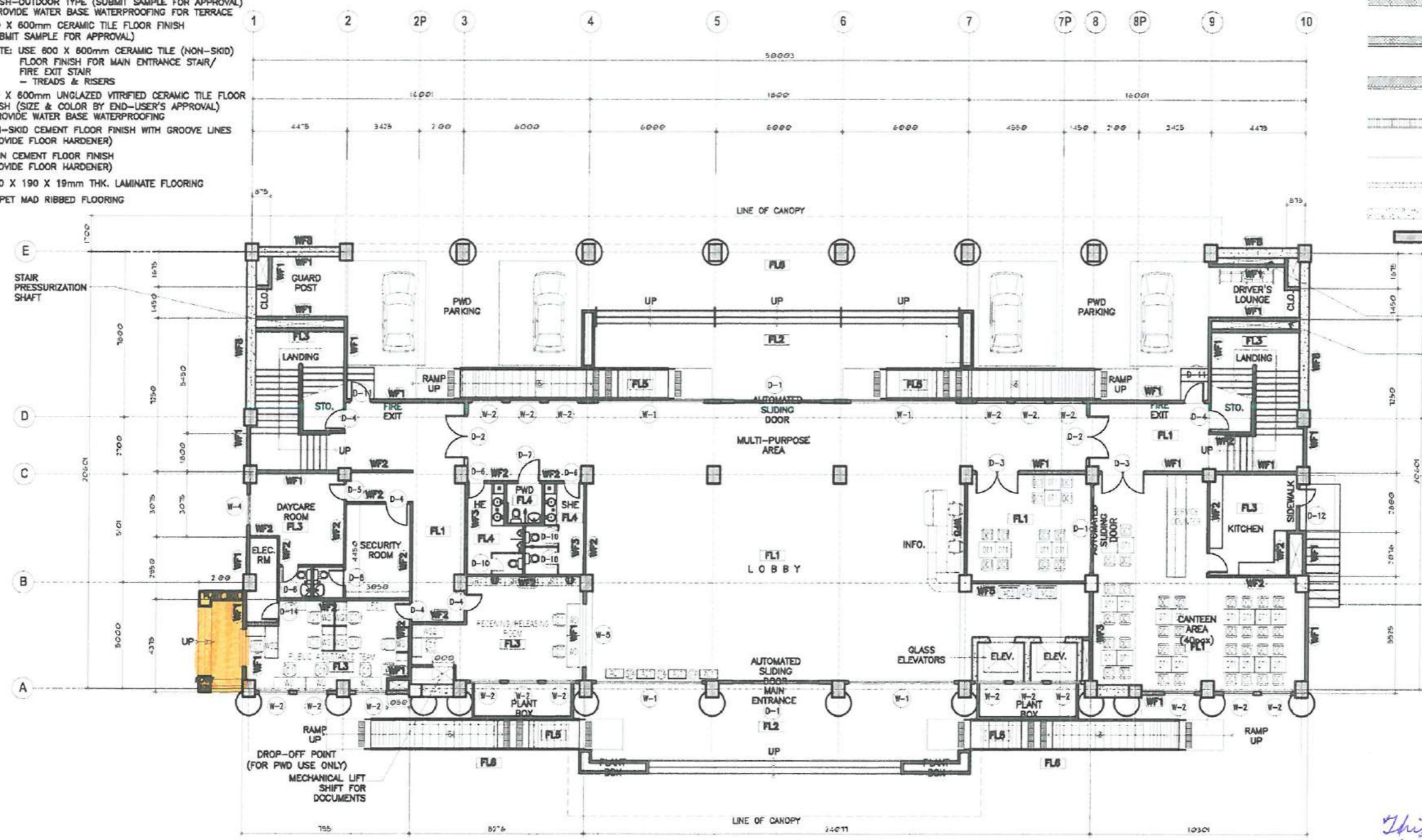
Revised Plans

**SCHEDULE OF FLOOR FINISHES:**

- FL1 800 X 900mm POLISHED SYNTHETIC GRANITE TILE FLOOR FINISH
- FL2 800 X 600mm TEXTURED CERAMIC TILE (NON-SKID) FLOOR FINISH—OUTDOOR TYPE (SUBMIT SAMPLE FOR APPROVAL) —PROVIDE WATER BASE WATERPROOFING FOR TERRACE
- FL3 800 X 600mm CERAMIC TILE FLOOR FINISH (SUBMIT SAMPLE FOR APPROVAL)  
(NOTE: USE 800 X 600mm CERAMIC TILE (NON-SKID) FLOOR FINISH FOR MAIN ENTRANCE STAIR/FIRE EXIT STAIR — TREADS & RISERS)
- FL4 800 X 600mm UNGLAZED VITRIFIED CERAMIC TILE FLOOR FINISH (SIZE & COLOR BY END-USER'S APPROVAL) —PROVIDE WATER BASE WATERPROOFING
- FL5 NON-SKID CEMENT FLOOR FINISH WITH GROOVE LINES (PROVIDE FLOOR HARDENER)
- FL6 PLAIN CEMENT FLOOR FINISH (PROVIDE FLOOR HARDENER)
- FL7 1820 X 190 X 19mm THK. LAMINATE FLOORING
- FL8 CARPET MAD RIBBED FLOORING

**SCHEDULE OF WALL FINISHES:**

- WF1 150mm THK. CHB W/ PLAIN CEMENT PLASTER (PAINTED FINISH)
- WF2 100mm THK. CHB W/ PLAIN CEMENT PLASTER (PAINTED FINISH)
- WF3 100mm THK. CHB W/ 600x600mm VITRIFIED WALL TILES (GLAZED)
- WF4 150mm THK. CHB W/ 600x600mm VITRIFIED WALL TILES (GLAZED)
- WF5 100mm THK. CHB W/ 1820x190x19mm THK. WALL PANELS
- WF6 12mm THK. TEMPERED GLASS
- WF7 DRYWALL PAINTED FINISH
- WF8 REINFORCED CONCRETE WALL



REVISED GROUND FLOOR PLAN  
SCALE: 200/1/15

*This concern will focus mainly for partitions and room layouts*

APPROVED BY: *Anna Emilia Paz*  
APPROVED DATE: *18 May 2022*

	PREPARED	PROJECT NAME AND LOCATION	SHEET CONTENTS		CHECKED	SUBMITTED	REVIEWED	RECOMMENDED	APPROVED	SET NO.	SHEET NO.
	DELWYN C. BALCOS PROJECT MANAGER DCCC WDC	PROPOSED REVEL 17-STOREY GOVERNMENT PROCUREMENT POLICY BOARD TECHNICAL SUPPORT OFFICE (GPPB-TSO) BUILDING UPDILIHAN COMPOUND DILIHAN, QUEZON CITY	REVISED GROUND FLOOR PLAN		VICTOR H. BADILLO PROJECT ENGINEER SERP/PL-PMO	ANGELINA B. MELCHOR PROJECT MANAGER III SERP/PL-PMO	ERIBERTO B. SIOSON CHIEF BUILDINGS DIVISION, BOD	JOHNSON V. DOMINGO PROJECT DIRECTOR SERP/PL-PMO	EDWIN C. MATANGUIHAN SUPV. DIRECTOR BUREAU OF DESIGN	MAXIMO L. CARVAJAL UNIVERSITY PROFESSOR SERVICES	A 17

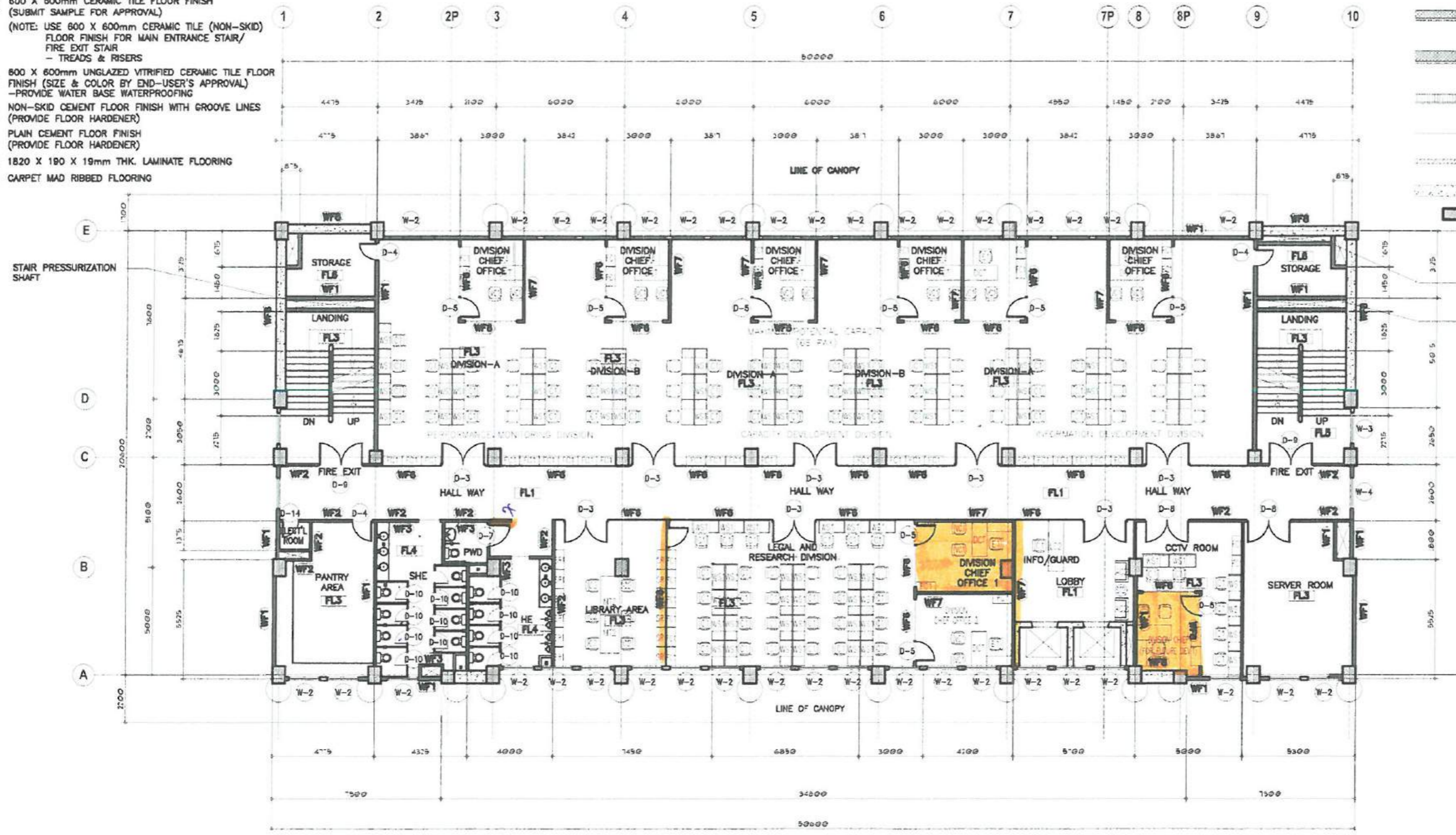


**SCHEDULE OF FLOOR FINISHES:**

- FL1 900 X 900mm POLISHED SYNTHETIC GRANITE TILE FLOOR FINISH
- FL2 600 X 600mm TEXTURED CERAMIC TILE (NON-SKID) FLOOR FINISH-OUTDOOR TYPE (SUBMIT SAMPLE FOR APPROVAL) -PROVIDE WATER BASE WATERPROOFING FOR TERRACE
- FL3 600 X 600mm CERAMIC TILE FLOOR FINISH (SUBMIT SAMPLE FOR APPROVAL) (NOTE: USE 600 X 600mm CERAMIC TILE (NON-SKID) FLOOR FINISH FOR MAIN ENTRANCE STAIR/FIRE EXIT STAIR - TREADS & RISERS
- FL4 600 X 600mm UNGLAZED VITRIFIED CERAMIC TILE FLOOR FINISH (SIZE & COLOR BY END-USER'S APPROVAL) -PROVIDE WATER BASE WATERPROOFING
- FL5 NON-SKID CEMENT FLOOR FINISH WITH GROOVE LINES (PROVIDE FLOOR HARDENER)
- FL6 PLAIN CEMENT FLOOR FINISH (PROVIDE FLOOR HARDENER)
- FL7 1820 X 190 X 19mm THK. LAMINATE FLOORING
- FL8 CARPET MAD RIBBED FLOORING

**SCHEDULE OF WALL FINISHES:**

- WF1 150mm THK. CHB W/ PLAIN CEMENT PLASTER (PAINTED FINISH)
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- WF6 12mm THK. TEMPERED GLASS
- WF7 DRYWALL PAINTED FINISH
- WF8 REINFORCED CONCRETE WALL
- REINFORCED CONCRETE COLUMN



*received document/plan on 13 May 2022*

**1** REVISED THIRD FLOOR PLAN  
A-3 SCALE 200 MTS

APPROVED BY: *Emma Emilia M. Paj*  
APPROVED DATE: *18 May 2022*

 <b>D.L. CERVANTES</b> CONSTRUCTION CORPORATION	PREPARED	PROJECT NAME AND LOCATION	SHEET CONTENTS	 REPUBLIC OF THE PHILIPPINES DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS Unified Project Management Office Buildings and Special Projects Management Office 2/F, C-101, 4255 Alabang Road, Alabang, Muntinlupa City	CHECKED	SUBMITTED	REVIEWED	REGISTERED	APPROVED	SET NO.	SHEET NO.
	<b>DELWYN C. BALCOS</b> PROJECT MANAGER DCCDD/CCDC	PROPOSED SEVEN (7)-STOREY GOVERNMENT PROCUREMENT POLICY BOARD TECHNICAL SUPPORT OFFICE (PPB-TSO), B-LDING UP DELIVAN COMPOUND, 31, BAHAY GUZON CITY	REVISED THIRD FLOOR PLAN		<b>VICTOR H. BADILLO</b> PROJECT ENGINEER BSP/PC-UPM/O	<b>ANGELINA B. MELCHOR</b> PROJECT MANAGER III BSP/MD-LP/3	<b>ERIBERTO B. SIOSON</b> L-1/IEP BUILDINGS DIVISION, BOD	<b>JOHNSON V. DOMINGO</b> PROJECT DIRECTOR EBP/PC-UPM/O	<b>EDWIN C. MATANGUIHAN</b> CIO - DIRECTOR BUREAU OF DESIGN	<b>MAXIMO L. CARVAJAL</b> UNDERSECRETARY FOR TECHNICAL SERVICES	<b>A</b> <b>37</b>







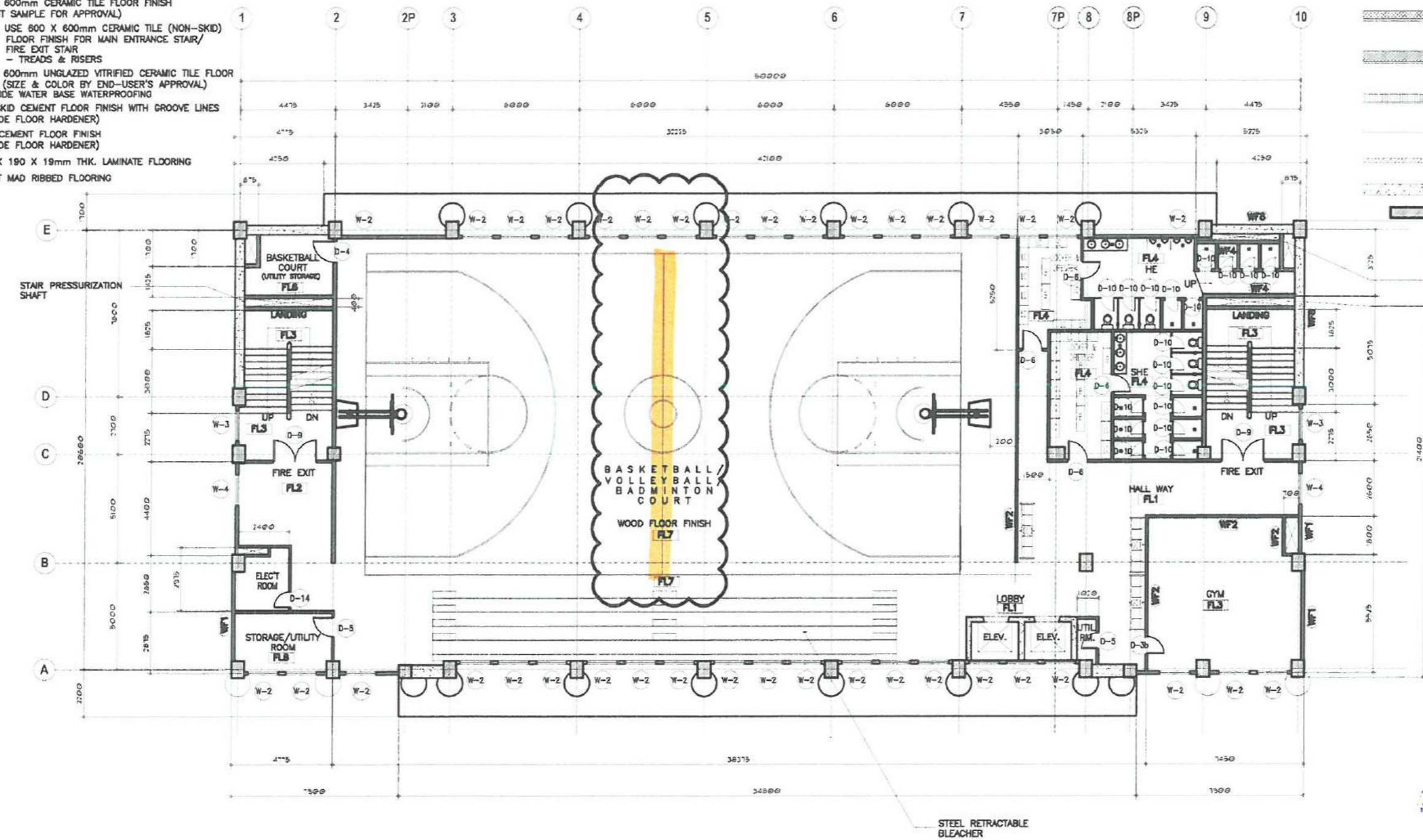


**SCHEDULE OF FLOOR FINISHES:**

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(NOTE: USE 600 X 600mm CERAMIC TILE (NON-SKID) FLOOR FINISH FOR MAIN ENTRANCE STAIR/ FIRE EXIT STAIR - TREADS & RISERS
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- WF6 12mm THK. TEMPERED GLASS
- WF7 DRYWALL PAINTED FINISH
- WF8 REINFORCED CONCRETE WALL
- REINFORCED CONCRETE COLUMN



*Received document on  
13 May 2022*

**REVISION 1**  
**A-7** REVISED SEVENTH FLOOR PLAN  
SCALE: 200 MTS

APPROVED BY: *Johnson V. Domingo*  
APPROVED DATE: *18 May 2022*

 	PREPARED BY: <b>DELWYN C. BALCOS</b> PROJECT MANAGER DCCC/CDC	PROJECT NAME AND LOCATION: PROPOSED SEVEN-STOREY GOVERNMENT PROCUREMENT POLICY BOARD TECHNICAL SUPPORT OFFICE (GPRB-TSO, BLDG. 2) UP DILIMAN COMPOUND, DILIMAN, QUEZON CITY	SHEET CONTENTS: REVISED SEVENTH FLOOR PLAN	 REPUBLIC OF THE PHILIPPINES DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS Unit on Project Management Office Buildings and Special Projects Management Office 1st Floor, DPCA Compound, P.O. Box 1164	CHECKED BY: <b>VICTOR H. BADILLO</b> PROJECT ENGINEER ESPM/UPM/O	SUBMITTED BY: <b>ANGELINA B. MELCHOR</b> PROJECT MANAGER III ESPM/UPM/O	REVIEWED BY: <b>ERIBERTO B. SIOSON</b> CHIEF BUILDINGS DIVISION, BOD	RECOMMENDED BY: <b>JOHNSON V. DOMINGO</b> PROJECT DIRECTOR ESPM/UPM/O	APPROVED BY: <b>EDWIN C. MATANGUIHAN</b> CIC - DIRECTOR BUREAU OF DESIGN	APPROVED BY: <b>MAXIMO L. CARVAJAL</b> UNDERSECRETARY FOR TECHNICAL SERVICES	SET NO. <b>A</b>	SHEET NO. <b>7</b>
	DATE:	DATE:	DATE:		DATE:	DATE:						