

Republic of the Philippines
Department of Agriculture
BUREAU OF SOILS AND WATER MANAGEMENT
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BSWM- BIDS AND AWARDS COMMITTEE SUPPLEMENTAL BID BULLETIN NO. 1

CONTRACT: Provision for Quarterly Preventive Maintenance of various Air-conditioning Units in BSWM Central Office for CY 2025 - IB No. BSWM 2025-02-035

This Addendum is being issued in accordance with Section 22.5.2 of the IRR of RA 9184, to clarify and modify some provisions of the Bidding Document. THIS SHALL FORM AS AN INTEGRAL PART OF THE BID DOCUMENT. Likewise, the succeeding agreements and reminders were discussed during the Pre-Bid Conference held last February 20, 2025, at the BSWM Function Room and via Videoconferencing-Zoom.

I. AMENDMENTS OF THE BIDDING DOCUMENT:

ORIGINAL	AMENDED
Section III. Bid Data Sheet	Section III. Bid Data Sheet, ITB Clause 10
Documents comprising the Bid: Eligibility and Technical Components	Additional Requirement to submit as part of the Technical Proposal:
1. <u>Certificate of Site Inspection</u>	Certificate of Site Inspection validated/signed by the End-user - schedule, venue and contact person: as stated in the bidding document
	Note: Interested bidder must present a proof as a technical personnel from the company (to ensure that the personnel to conduct site inspection has technical expertise on the project)
	2. <u>Certificate of Availability of Items</u>
	Items listed in the Revised Terms of Reference Item No. 9 of Responsibility of the Contractor
	3. Performance Evaluation with at least Very Satisfactory Rating (or other similar document) from the declared SLCC.
	4. Eligibility Requirement (Technicians)- Bidder shall submit the curriculum vitae/resume of the Technicians with their qualifications and relevant document for evaluation purposes as required and stated in the Terms of Reference:
	 Technicians with TESDA NC II Certificate; and at least One (1) Technician with TESDA NC III Certificate. Technicians should have at least two



ORIGINAL	AMENDED			
	years of employment with the company. • Technicians must have completed necessary training within the last two (2) years with an Aircon Brand Manufacturer, as shown by training certificates			
	Section III. Bid Data Sheet, ITB Clause 20. Post Qualification additional requirement:			
	 Certificate of Accreditation from at least five (5) companies/suppliers. This is to ensure the availability of needed parts for replacement. 			
	Section VII. Revised Terms of Reference			
	Please see Annex A of this Bid Bulletin.			

II. CLARIFICATIONS RAISED DURING PREBID CONFERENCE:

CLARIFICATIONS	AGREEMENT
On the SLCC, are we going to list all completed contracts?	For this project, the Bidder shall have an SLCC - one (1) contract similar to the Project equivalent to at least 25% of the total ABC.
2. Where should we put the flash drive?	The flash drive containing your Technical Proposal should be placed inside the Duplicate Copy of the Technical Proposal, while the flash drive containing your Financial Proposal should be placed inside the Duplicate Copy of the Financial Proposal.
3. Is TESDA NCII still required even if our technicians have several years of experience in this service?	Yes.

REMINDERS DURING THE PRE-BID CONFERENCE:

RA 9184 Section 30.1:

Bidding will be conducted through open competitive bidding procedures using a non-discretionary "pass/fail" criterion as specified in the Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184, otherwise known as the "Government Procurement Reform Act".

"Any lacking document can cause the submitted bid to be automatically rated failed."

GPPB Resolution No. 15-2021 dated October 14, 2021

For the purpose of updating the Certificate of Registration and Membership, **all Class "A" eligibility documents** mentioned in Section 8.5, supporting the veracity, authenticity and validity of the Certificate **shall remain current and updated**. The **failure by the prospective bidder to update its Certificate**

with the current and updated Class "A" eligibility documents shall result in the automatic suspension of the validity of its Certificate until such time that all of the expired Class "A" eligibility documents has been updated.

• Below are the **acceptable forms of bid security** that bidders may opt to use, **which shall include the Bid Securing Declaration.** The amount of which shall not be less than the required percentage of the ABC in accordance with the following schedule:

Form of Bid Security	Amount of Bid Security (Not less than the required Percentage of the ABC)
Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Two percent (2%)
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.	Two percent (2%)
Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Five percent (5%)
Bid Securing Declaration (Signed and Notarized)	

NOTE: Bidders SHALL use ATTACHED template of Bid Securing Declaration.

Other forms of Bid Securing Declaration will NOT BE ACCEPTED and SHALL BE RATED "FAILED".

Please note that your Bids and Bid Securities should be valid and firm for a period that shall not exceed one hundred twenty (120) calendar days after the date of the opening of bids.

• Net Financial Contracting Capacity (NFCC):

The computation of a prospective bidder's NFCC must be at least equal to the ABC to be bid or, for procurement by lot, at least equal to the sum of all the ABCs of lots to which it participated.

NFCC= Current assets minus current liabilities multiplied by 15 (constant factor) minus the value of all outstanding or uncompleted portions of on-going contracts, including awarded contract/s yet to be started, coinciding with the contract to be bid.

Important Reminders:

Supplier shall coordinate with the End-user and Property Management Unit for the final schedule of delivery.

To schedule the delivery, please click this link or scan the QR code:

https://sites.google.com/view/pmuscheduleofdelivery/home



Sealing and Marking of Bid:

The bidders shall submit:

- ✓ One (1) ORIGINAL COPY.
- ✓ One (1) DUPLICATE COPY.

✓ One (1) PDF COPY in a USB – to be placed inside the Duplicate Copy of Technical Proposal and Duplicate Copy of Financial Proposal.

NOTE:

- All photocopied documents must be stamped and signed "Certified True Copy".
- And all pages/documents must be duly signed by the authorized representative (both original and duplicate copies).
- For easy reference, all bidders are requested to provide dog-ear codes/ tabs in the presentation of their documents.
- One (1) bid proposal for each lot participated in, if applicable.

Reminders:

- Bidders responsibility to read, study, and review the Bidding Document and Bid Bulletin/s of the procurement project.
- Further clarification/s on the Bidding Document shall be in writing and must be submitted 10 days before the Opening of Bids.
- All bidders who wish to join the bidding shall download the attached document from PhilGEPS website to be included in the Document Request List (DRL).
- Bidders may download the updated Bidding Forms at GPPB Website (https://www.gppb.gov.ph/downloadables.php).
- In case of withdrawal of submitted bid, a letter stating their intention to withdraw from the project should be submitted by the bidder not later than the scheduled deadline of submission and opening of bids.
- Bidders declared to have the Lowest/ Single Calculated Bid will be subject for Post-qualification.
- Bidder shall submit the additional requirements listed on the NOTICE as LCB/ SCB within five
 (5) calendar days from receipt of Notice for Post qualification. Non-compliance can be grounds for post-disqualification.
- Winning Bidders declared to have the Lowest/Single Calculated and Responsive Bid shall submit its Performance Bond and Signed Contract Agreement within ten (10) calendar days from receipt of Notice of Award. Non-compliance can be grounds for forfeiture of award.
- Bidders shall comply STRICTLY with Section VI. Schedule of Requirement

Note

NO EXTENSION shall be accepted/ entertained except on meritorious grounds. Late delivery without approved extension request shall be liable for liquidation damages in accordance with Section 3.1 Annex D of RA 9184.

Letter of extension shall be received by the BAC Secretariat before the lapse of the original delivery requirement.

Clause 4. Section II. Instruction to Bidders: Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex "I" of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

Interested Bidders may acquire the bidding documents until March 05, 2025, 3:00PM at the BSWM Procurement Management Section, 2nd Floor, SRDC Bldg. Visayas Ave., Diliman, Quezon City.

DEADLINE/SCHEDULE OF SUBMISSION AND OPENING OF BIDS:

The deadline of **submission of bid proposals** is on **March 06, 2025, 9:00AM**. Late submission shall not be accepted. Opening of Bids is on March 06, 2025, 9:30AM at BSWM Convention Hall and via videoconferencing.

For guidance and information of all concerned.

DENISE A. SULL.
BAC Chairperson
KM Amban
Kandey

ANNEX A

REVISED SECTION VII. TECHNICAL SPECIFICATIONS

	Specifications		Statement of Compliance
	TERMS OF REFERENCE AND C	ONDITIONS	
I.	TITLE Preventive maintenance of various BSV	VM Air-conditioners	
II.	OBJECTIVES To ensure optimal performance, longevity, and air-conditioning units.	maximum efficiency of the	
ITT	-		
II.	TYPES AND NUMBER OF UNITS TYPE	No. of units	
II.	TYPES AND NUMBER OF UNITS	No. of units	
II.	TYPES AND NUMBER OF UNITS TYPE Split Type (Ceiling/Wall)		
I.	TYPES AND NUMBER OF UNITS TYPE Split Type (Ceiling/Wall) 1.5HP - 4HP Split Type (Ceiling/Wall/Floor)	140	

ТҮРЕ	QTY	UNIT	UNIT COST	TOTAL COST
Split Type (Ceiling/Wall) 1.5HP – 4HP	140	un	2,400	336,000
Split Type (Ceiling/Wall/ Floor)3TR – 5TR	32	un	3,300	105,600
Split Type Ducted) 10-20TR	5	un	16,100	80,500
Cost per Quarterly General Cleaning				522,100
Final Cost for 3 Quarters (Inclusive of VAT and all applicable taxes)				1,566,300

V. BSWM AIRCON LOCATIONS

1 st FLOOR							
No.	OFFICE	AIRCON	UNIT				
1.	RECORDS	KOPPEL FLOOR MOUNT	3TR	EXISTING			
2.		AUX WALL MOUNT	ЗНР	EXISTING			
3.	BUDGET	KOLIN WALL MOUNT	2.5HP	EXISTING			
4.		KOLIN WALL MOUNT	2.5HP	EXISTING			

Specifications					
5.		CARRIER WALL MOUNT	1.5HP	EXISTING	
6.	CUSTOMER CENTER	HYUNDAI WALL MOUNT	1.5HP	EXISTING	
7.	BGA	GREE WALL MOUNT	2.5HP	EXISTING	
8.		GREE WALL MOUNT	2.5HP	EXISTING	
9.	-	MATRIX WALL MOUNT	2.5HP	EXISTING	
10.	CASHIER	KOLIN FLOOR MOUNT	3TR	EXISTING	
11.	7	CARRIER WALL MOUNT	ЗНР	EXISTING	
12.	COA	KOLIN FLOOR MOUNT	3TR	EXISTING	
13.		CARRIER WALL MOUNT	2.5HP	EXISTING	
14.	1	CARRIER WALL MOUNT	2.HP	EXISTING	
15.		KOLIN FLOOR MOUNT	3TR	EXISTING	
16.	ACCOUNTING	MIDEA FLOOR MOUNT	5TR	EXISTING	
17.	DRIVER'S LOUNGE	GREE WALL MOUNT	1.5HP	EXISTING	
18.	SOIL	CARRIER WALL MOUNT	ЗНР	EXISTING	
19.	CONSERVATION	CARRIER WALL MOUNT	2.5HP	EXISTING	
20.	1	KOLIN WALL MOUNT	2.5HP	EXISTING	
21.	OFFICE OF CHIEF SCMD	KOLIN CEILING	3TR	EXISTING	
22.	WATER DIVISION	CARRIER WALL MOUNT	ЗНР	EXISTING	
23.		CARRIER WALL MOUNT	ЗНР	EXISTING	
24.	1	MIDEA WALL MOUNT	2.5HP	EXISTING	
25.		MIDEA WALL MOUNT	ЗНР	EXISTING	
26.	OFFICE OF CHIEF WATER	CARRIER WALL MOUNT	2.5HP	EXISTING	
27.	GSITD/ WATER	CARRIER WALL MOUNT	ЗНР	EXISTING	
28.	EXTENSION	CARRIER WALL MOUNT	ЗНР	EXISTING	
29.		MIDEA WALL MOUNT	3HP	EXISTING	
30.	SOIL SURVEY	MATRIX CEILING MOUNT	3HP	EXISTING	
31.		MATRIX CEILING MOUNT	3HP	EXISTING	
32.		CARRIER WALL MOUNT	3HP	EXISTING	
33.]	CARRIER WALL MOUNT	3HP	EXISTING	
34.	OFFICE OF CHIEF SURVEY	MATRIX WALL MOUNT	1.5HP	EXISTING	
		and er oop			
No.	OFFICE	2 ND FLOOR AIRC	ON UNIT		
110.		Ainc	OH OHII		
35.	PRESIDENTIAL DECREE 1435 STAFF ROOM	TCL WALL MOUNT	1.5HP	EXISTING	

	2 ND FLOOR						
No.	OFFICE	AIRC	ON UNIT				
35.	PRESIDENTIAL	TCL WALL MOUNT	1.5HP	EXISTING			
	DECREE 1435						
	STAFF ROOM						
36.	NSHP OFFICE	TCL WALL MOUNT	1.5HP	EXISTING			
37.	D.O.	TCL WALL MOUNT	1.5HP	EXISTING			
	ADMINISTRATIVE						
	STAFF ROOM						
38.	D.O CONFERENCE	LG CEILING	4HP	EXISTING			
	ROOM						
39.	ASSISTANT	KOPPEL WALL MOUNT	2.5HP	EXISTING			
	DIRECTOR'S						
	OFFICE						
40.	D.O RECEIVING	CARRIER WALL MOUNT	3HP	EXISTING			
41.		MIDEA WALL MOUNT	3HP	EXISTING			
42.	CPIT OPERATIONS	VISSION WALL MOUNT	1.5HP	EXISTING			

Statement of Compliance

		Statement of Compliance			
	SUPPORT GROUP				
43.	HOLDING AREA	CARRIER WALL MOUNT	2.5HP	EXISTING	
44.		CARRIER WALL MOUNT	3HP	EXISTING	
45.		CARRIER WALL MOUNT	3HP	EXISTING	
46.	DIRECTOR'S OFFICE	LG CEILING	4HP	EXISTING	
47.	GSITD ISRIS	CARRIER WALL MOUNT	3HP	EXISTING	
48.		TCL WALL MOUNT	2.5HP	EXISTING	
49.	GSITD ISRIS	KOLIN FLOOR MOUNT	3TR	EXISTING	
50.		TCL WALL MOUNT	2.5HP	EXISTING	
51.	CCIMD CID	CARRIER WALL MOUNT	3HP	EXISTING	
52.	GSITD SIR ANDREW OFFICE	LG SPLIT TYPE DUCTED	10TR	EXISTING	
53.		CARRIER FLOOR MOUNT	3TR	EXISTING	
54.	PERSONNEL	KOLIN CEILING MOUNT	3TR	EXISTING	
55.		AUX WALL MOUNT	3HP	EXISTING	
56.		MIDEA FLOOR MOUNT	5TR	EXISTING	
57.	ALMED RECEIVING	GREE WALL MOUNT	2HP	EXISTING	
58.	OFFICE OF CHIEF ALMED	CARRIER WALL MOUNT	ЗНР	EXISTING	
59.	LAND SOURCES	KOPPEL FLOOR MOUNT	5TR	EXISTING	
60.	INVENTORY SECTION	CARRIER WALL MOUNT	ЗНР	EXISTING	
61.	CPIT	KOPPEL FLOOR MOUNT	3TR	EXISTING	
62.		KOLIN WALL MOUNT	3HP	EXITING	
63.		KOLIN WALL MOUNT	2.5HP	EXISTING	
64.		KOLIN WALL MOUNT	1.5HP	EXISTING	
65.	PLANNING SECTION	CARRIER WALL MOUNT	2.5HP	EXISTING	
66.	NTECLUM	KOLIN CEILING	3TR	EXISTING	
67.		CARRIER WALL MOUNT	3HP	EXISTING	
68.	NCI	KOLIN FLOOR MOUNT	5TR	EXISTING	
69.	PMS	HYUNDAI WALL MOUNT	2.5HP	EXISTING	
70.		HYUNDAI FLOOR MOUNT	5TR	EXISTING	
		3 RD FLOOR			
	OFFICE	AIRO	CON UNIT		
71.	OFFICE OF THE LABORATORY	HYUNDAI WALL MOUNT	2.5HP	EXISTING	
72.	NITROGEN DISTILLATION	HYUNDAI CEILING MOUNT	4HP	EXISTING	
73.	ROOM	HYUNDAI CEILING MOUNT	4HP	EXISTING	
74.	CONFERENCE ROOM	LG CEILING MOUNT	4HP	EXISTING	
75.	CHEMICAL STOCK ROOM	HYUNDAI CEILING MOUNT	4HP	EXISTING	
76.		HYUNDAI CEILING MOUNT	4HP	EXISTING	
77.	CALIBRATION ROOM	AUX WALL MOUNT	ЗНР	EXISTING	
78.	LIBRARY	DAIKIN SPLIT TYPE DUCTED	10TR	EXISTING	
79.	CLINIC	HYUNDAI CEILING	2.5HP	EXISTING	
80.	LIMS AREA/	HYUNDAI WALL MOUNT	1.5HP	EXISTING	
81.	EXTENSION	HYUNDAI WALL MOUNT	1.5HP	EXISTING	
82.		PANASONIC WALL	2HP	EXISTING	
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B3. MOUNT			Specifications			Statement of Compliance
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B8. CHEM LAB LG CELLING STR EXISTING	I 					
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101. ROOM LG CEILING 4HP EXISTING 102. SOIL TEST KIT LG CEILING MOUNT 4HP EXISTING 103. LG CEILING MOUNT 4HP EXISTING 104. PANTRY CARRIER CEILING 4HP EXISTING 105. RAPID SOIL TEST LG CEILING 4HP EXISTING AND WATER CHEMISTRY 106. CHEMICAL LG CEILING 4HP EXISTING ANALYSIS SECTION 107. TEIHM HYUNDAI WALL MOUNT 2.5HP EXISTING 108. KOLIN FLOOR MOUNT 5TR EXISTING ATH FLOOR COFFICE AIRCON UNIT	99.		MATRIX WALL MOUNT	ЗНР	EXISTING	
102. SOIL TEST KIT LG CEILING MOUNT 4HP EXISTING 103. LG CEILING MOUNT 4HP EXISTING 104. PANTRY CARRIER CEILING 4HP EXISTING 105. RAPID SOIL TEST LG CEILING 4HP EXISTING AND WATER CHEMISTRY	100.		HYUNDAI CEILING	4HP	EXISTING	
103. LG CEILING MOUNT 4HP EXISTING 104. PANTRY CARRIER CEILING 4HP EXISTING 105. RAPID SOIL TEST LG CEILING 4HP EXISTING AND WATER CHEMISTRY	I -					
104. PANTRY CARRIER CEILING 4HP EXISTING MOUNT 105. RAPID SOIL TEST LG CEILING 4HP EXISTING AND WATER CHEMISTRY 106. CHEMICAL LG CEILING 4HP EXISTING ANALYSIS SECTION 107. TEIHM HYUNDAI WALL MOUNT 2.5HP EXISTING KOLIN FLOOR MOUNT 5TR EXISTING 4TH FLOOR OFFICE AIRCON UNIT	1	SOIL TEST KIT				
MOUNT 105. RAPID SOIL TEST LG CEILING 4HP EXISTING				 		
AND WATER CHEMISTRY 106. CHEMICAL ANALYSIS SECTION 107. TEIHM HYUNDAI WALL MOUNT 108. KOLIN FLOOR MOUNT 4 TH FLOOR OFFICE AIRCON UNIT			MOUNT			
ANALYSIS SECTION 107. TEIHM HYUNDAI WALL MOUNT 2.5HP EXISTING 108. KOLIN FLOOR MOUNT 5TR EXISTING 4 TH FLOOR OFFICE AIRCON UNIT	105.	AND WATER	LG CEILING	4HP	EXISTING	
108. KOLIN FLOOR MOUNT 5TR EXISTING 4 TH FLOOR OFFICE AIRCON UNIT	106.		LG CEILING	4HP	EXISTING	
4 TH FLOOR OFFICE AIRCON UNIT		TEIHM				
OFFICE AIRCON UNIT	108.		KOLIN FLOOR MOUNT	5TR	EXISTING	
			4 TH FLOOR			
		OFFICE	AI	RCON UNIT	Γ	
CHIEF SWRRD MOUNT	109.	OFFICE OF THE CHIEF SWRRD	MATRIX WALL MOUNT	2HP	EXISTING	
110. RESEARCH MATRIX WALL 2.5H EXISTING POLICY ROOM MOUNT P	110.	RESEARCH	MATRIX WALL		EXISTING	
111. OFFICE OF THE MATRIX WALL 2.5H EXISTING SUPERVISING MOUNT P	111.		I .		EXISTING	

		Statement of Compliance			
	SRS AND ADMINISTRATI VE STAFF				
112.	SOIL PHYSICS AND MINEROLOGY SECTION	GREE WALL MOUNT	2НР	EXISTING	
113.	MINEROLOGY LAB	KOPPEL WALL MOUNT	2.5H P	EXISTING	
114.	X-RAY ROOM	MATRIXWALL MOUNT	2.5H P	EXISTING	
115.	SOIL BIOLOGY	AUX WALL MOUNT	ЗНР	EXISTING	
116.	LAB	AUX WALL MOUNT	3HP	EXISTING	
117.	SOIL BIOLOGY LAB EXTENSION	CARRIER WALL MOUNT	2.5H P	EXISTING	
118.	SOIL BIOLOGICAL MANAGEMENT SECTION	GREE WALL MOUNT	2HP	EXISTING	
119.	PHYSICAL ANALYSIS SECTION	LG CEILING	4HP	EXISTING	
120.	MICROSCOPE ROOM	HYUNDAI WALL MOUNT	1.5H P	EXISTING	
121.	ISOLATION ROOM	HYUNDAI WALL MOUNT	1.5H P	EXISTING	
122.	STERILIZATION ROOM	HYUNDAI WALL MOUNT	1.5H P	EXISTING	
123.	SOIL MICRO BIOLOGY LAB 2	HYUNDAI WALL MOUNT	2HP	EXISTING	
124.		LG CEILING	4HP	EXISTING	
125.	SOIL MICRO BIOLOGY LAB 1	HYUNDAI WALL MOUNT	4HP	EXISTING	
126.		HYUNDAI WALL MOUNT	4HP	EXISTING	
127.	PHYSICAL ANALYSIS	HYUNDAI WALL MOUNT	4HP	EXISTING	
128.	SECTION LAB	HYUNDAI WALL MOUNT	4HP	EXISTING	
		TD AINING EACH ITIES			
	OFFICE	TRAINING FACILITIES AIRC	ON UNIT		
100	CON MICEUM	CARRIED WALL MOUNT	105110	DVIOTING	
129. 130.	SOIL MUSEUM	CARRIER WALL MOUNT KOLIN FLOOR MOUNT	2.5HP 5TR	EXISTING EXISTING	
131.	LECTURE ROOM 1	KOLIN WALL MOUNT	2.5HP	EXISTING	
132.	STUDIO ROOM	CARRIER WALL MOUNT	3HP	EXISTING	
133.	LECTURE ROOM 2	CARRIER WALL MOUNT	3HP	EXISTING	
134.		TCL WALL MOUNT	2.5HP	EXISTING	
135.	INFO OFFICE	MIDEA FLOOR MOUNT	5TR	EXISTING	
136.	_	KOLIN WALL MOUNT	2HP	EXISTING	
137.	40)11/11/11	CARRIER WALL MOUNT	3HP	EXISTING	
138.	CONVENTION	CARRIER DUCTED	20TR	EXISTING	
139. 140.	HALL	CARRIER DUCTED CARRIER DUCTED	20TR 20TR	EXISTING EXISTING	
140.	CONVENTION	KOLIN FLOOR MOUNT	5TR	EXISTING	
141.	HALL	KOLIN FLOOR MOUNT	5TR	EXISTING	
143.	- ·····	KOLIN FLOOR MOUNT	5TR	EXISTING	
144.	 	KOLIN FLOOR MOUNT	5TR	EXISTING	
145.	FUNCTION HALL	MIDEA FLOOR MOUNT	5TR	EXISTING	

Specifications				
147.		MIDEA FLOOR MOUNT	5TR	EXISTING
148.		MIDEA FLOOR MOUNT	5TR	EXISTING

		D A CEDATENT		
	BASEMENT			
	OFFICE	AIR	CON UNIT	
149.	PROPERTY	KOPEL FLOOR MOUNT	3TR	EXISTING
150.		CARRIER WALL MOUNT	ЗНР	EXISTING
151.		MIDEA WALL MOUNT	1.5H P	EXISTING
152.	BGA MAINTENANCE OFFICE	MIDEA WALL MOUNT	1.5H P	EXISTING
153.	SOIL RECEIVING	HYUNDAI WALL MOUNT	2HP	EXISTING
154.	PLANT TISSUE	HYUNDAI WALL MOUNT	2HP	EXISTING
155.		HYUNDAI WALL MOUNT	2HP	EXISTING
156.	STAFF ROOM 1 AND 2	HYUNDAI WALL MOUNT	1.5H P	EXISTING
157.		HYUNDAI WALL MOUNT	1.5H P	EXISTING
158.	BSWM STATIONS	HYUNDAI FLOOR MOUNT	3TR	EXISTING

	DORMITORY			
	OFFICE	AIRCO	N UNIT	
159.	ROOM 1	VISSION WALL MOUNT	2HP	EXISTING
160.	ROOM 2	GREE WALL MOUNT	2.5HP	EXISTING
161.	ROOM 3	GREE WALL MOUNT	2.5HP	EXISTING
162.	ROOM 4	GREE WALL MOUNT	2.5HP	EXISTING
163.	ROOM 6	GREE WALL MOUNT	2.5HP	EXISTING
164.	ROOM 5	CARRIER WALL MOUNT	2.5HP	EXISTING
165.	ROOM 7	GREE WALL MOUNT	2.5HP	EXISTING
166.	ROOM 8	GREE WALL MOUNT	2.5HP	EXISTING
167.	ROOM 9	GREE WALL MOUNT	2.5HP	EXISTING
168.	ROOM 10	GREE WALL MOUNT	2.5HP	EXISTING
169.	ROOM 11	GREE WALL MOUNT	2.5HP	EXISTING
170.	ROOM 12	CARRIER WALL MOUNT	2.5HP	EXISTING
171.	ROOM 13	GREE WALL MOUNT	2.5HP	EXISTING
172.	ROOM 14	CARRIER WALL MOUNT	2HP	EXISTING
173.	ROOM 15	CARRIER WALL MOUNT	2HP	EXISTING
174.	DORM OFFICE	MIDEA WALL MOUNT	2.5HP	EXISTING
175.	STAFF HOUSE	MIDEA FLOOR MOUNT	5TR	EXISTING
176.		MIDEA FLOOR MOUNT	5TR	EXISTING
177.	DIRECTOR'S	CARRIER WALL MOUNT	2.5HP	EXISTING
	LOUNGE	MIDEA WALL MOUNT	2.5HP	EXISTING

 ${\it Note: Units that need replacement are not included.}$

VI. SCHEDULE OF MAINTENANCE PROGRAM:

The schedule for the maintenance program shall be conducted **quarterly**. The **general cleaning schedule will be finalized with the end-user upon the start of the contract.**

Statement of Compliance

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WORK SCHEDULE

- 1. April to June, 2025- General Cleaning/Regular Check up
- 2. July to September, 2025- General Cleaning/Regular Check up
- 3. October to December, 2025- General Cleaning/Regular Check up

VII. SCOPE OF WORK

1. Checking/estimate upon request shall be free of charge.

Maintenance shall be handled by a single service provider to ensure consistency and accountability. As such, all repairs from checking, to estimate, to repair and provision of minor parts needed shall be provided by the supplier.

VIII. REPORTING

- 1. The contractor/supplier must **submit a service report and documentation reports upon completion of each day's general cleaning** to the Building and Grounds Administration. The documentation/reports shall include photo evidence taken **before, during and after** the cleaning of each air-conditioning unit.
- The contractor shall submit a Service Report of the materials/spare parts and consumable items to be replaced within three (3) days after the checkup for review/approval and procurement by the Bureau of Soils and Water Management.
- 3. Regular maintenance reports as certified by BGA Head shall be a pre-requisite for payments.

IX. RESPONSIBILITY OF THE CONTRACTOR

- 1. The contractor/supplier shall be responsible for any accidental damage of the air-condition unit occurred during the performance of their job.
- 2. The contractor/supplier shall provide the necessary tools and equipment to be used such as pressurized water compressor, push-cart, temperature reader and other equipment.
- 3. The contractor/supplier shall provide the basic cleaning materials and chemicals (as needed) to undertake the preventive and regular maintenance.
- 4. The contractor/supplier shall provide safety tools and equipment such as personal protective equipment.
- 5. The contractor shall submit to the BGA the schedule of activities **at least three (3) days in advance.** This is to ensure the availability of BSWM inspectors on the scheduled dates.
- 6. The contractor shall be responsible in providing necessary labor for required repairs.
- 7. Such others as may be necessary to maintain the optimum performance of the units and as may be required by the bureau.
- 8. The contractor shall submit Performance Evaluation with at least Very Satisfactory Rating (or other similar document) in Preventive Maintenance from the declared SLCC. (To be submitted during Opening of Bids).
- 9. The contractor must submit a **Certificate of Availability** of the following items (**To be submitted during Opening of Bids**): basic hand tools, copper tubing tools, refrigeration tools such as manifold gauge set, vacuum pump, pressure washer, clamp meter, thermal scanner, humidity scanner, welding machine and multi tester. (Verification during Post Qualification)
- 10. The contractor must submit during Post-Qualification a Certificate of

Specifications	Statement of Compliance
Accreditation from at least five (5) companies/suppliers. This is to ensure the availability of needed parts for replacement.	
Additional Requirement to be submitted as part of the Technical Proposal:	
<u>Eligibility Requirement (Technicians)-</u> Bidder shall submit the <u>curriculum vitae/resume of the Technicians with their qualifications and relevant document for evaluation purposes as required and stated in the Terms of Reference:</u>	
 Technicians with TESDA NC II Certificate; and at least One (1) Technician with TESDA NC III Certificate. Technicians should have at least two years of employment with the company. Technicians must have completed necessary training within the last two (2) years with an Aircon Brand Manufacturer, as shown by training certificates 	
X. TERMS OF PAYMENT / PAYMENT SCHEME	
The BSWM shall pay the contracted service provider after the completion of the actual services rendered per quarter and upon receipt of the billing statement/ statement of account and other documents required for the processing of payment.	

Annex B

BSWM Bid Securing Declaration Form

[shall be submitted with the Bid if bidder opts to provide this form of Bid Security]

REPUBLIC OF THE PHILIPP	INES)
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:

- 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.
- I/We shall furnish the required performance security within ten (10) calendar days in/ Case of receipt of Notice of Award (pursuant to GPPB Circular No. 04-2020 and GPPB Resolution No. 16-2020).
- 3. 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.
- 4. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
- Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
- 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 ex	ecution].	

[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]

ANNEX C

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

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];

0. [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;)];

- O. [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:
- 0. 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;
- 0. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
- 0. [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;

- 0. [Name of Bidder] complies with existing labor laws and standards; and
 - 0. [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;
 - a. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - a. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - a. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
 - 0. [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.
- 0. 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.

[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]