



**PROCUREMENT OF SUPPLY, DELIVERY, AND
INSTALLATION OF MODULAR PARTITION
AND OFFICE FURNITURE FOR THE CHR
REGION 4A(LAGUNA) & REGION 11(DAVAO)
OFFICE BUILDING**

Bid Ref. No. IB-2025-GJ2-02-015

Approved Budget for the Contract: Php5,200,000

February 2025

**BIDS AND AWARDS COMMITTEE
FOR CONSULTING SERVICES,
INFRASTRUCTURE AND
FOREIGN-ASSISTED PROJECTS
(BAC-CSIFAP)**



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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

CDA - Cooperative Development Authority.

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.



CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

Foreign-funded Procurement or Foreign-Assisted Project– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

Framework Agreement – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.



INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations



Section I. Invitation to Bid

A handwritten signature in blue ink, appearing to be 'd' or 'd' with a flourish.



INVITATION TO BID FOR THE PROCUREMENT OF SUPPLY, DELIVERY, AND INSTALLATION OF MODULAR PARTITION AND OFFICE FURNITURE FOR THE CHR REGION 4A(LAGUNA) & REGION 11(DAVAO) OFFICE BUILDING

1. The Commission on Human Rights (CHR), through the General Administration Office-General Services Division (GAO-GSD) intends to apply the sum of Five Million Two Hundred Thousand Pesos (Php5,200,000) as the ABC to payments under the contract Procurement of Supply, Delivery, and Installation of Modular Partition and Office Furniture for the CHR Region 4A(Laguna) & Region 11(Davao) Office Building.

Description	PROCUREMENT OF SUPPLY, DELIVERY, AND INSTALLATION OF MODULAR PARTITION AND OFFICE FURNITURE FOR THE CHR REGION 4A(LAGUNA) & REGION 11(DAVAO) OFFICE BUILDING
Quantity	1 LOT
Total ABC (Vat Inclusive)	Php5,200,000
Funding Source	GoJust Project 2
Bid Security: <ul style="list-style-type: none">• Bid Securing Declaration• Cash/Cashier's Manager's Check• Bank Draft/Guarantee• Irrevocable letter of Credit* (at least 2% of the ABC)	Php104,000
Bid Security-Surety bond** (5% of the ABC)	Php260,000
Cost of Bidding Documents (Cash and Check payment only)	Php10,000

* issued by a Universal or Commercial Bank

** callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security

Bids received in excess of the ABC shall be automatically rejected at bid opening. Late bids shall not be accepted.

2. The CHR now invites bidders for the Procurement of Supply, Delivery, and Installation of Modular Partition and Office Furniture for The CHR Region 4A(Laguna) & Region 11(Davao) Office Building. The Delivery of Goods is required within Thirty (30) calendar days from the date to be stated in the Notice to Proceed. Bidders should have completed, within five (5) years from the date of submission and receipt of bids, a contract similar to the Project, whose value, adjusted to current prices using the PSA's CPI, must be at least equivalent to fifty percent (50%) of the ABC.

Similar project shall mean **"Supply, Delivery, and Installation of Modular Partition and Office Furniture"**



3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “pass/fail” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Interested Bidders may download the bidding documents from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the CHR website (www.chr.gov.ph), provided, the applicable fees for the bidding documents shall be paid not later than the submission of bid.
5. The **Schedule of Bidding Activities** shall be as follows:

Activities	Time	Venue/Mode
1. Sale, Inspection and issuance of bidding documents (<i>Bid docs fee shall be paid at the CHR, GAO-GSD Cash unit after acquiring Official Receipt (OR) Request form from the BAC Secretariat</i>)	9:00AM to 4:00PM Monday to Friday only, excluding holidays, Starting February 27, 2025	CHR Bids and Awards Committee Secretariat Office 3 rd Floor Procurement Division Office, SAAC Bldg. Magsaysay Avenue, Diliman Quezon City
2. Pre-bid Conference	March 07, 2025 (Friday); 10:00AM	CHR PARDEC Building 2 nd Floor, Session Hall, Magsaysay Avenue, Diliman Quezon City Face to face (project site inspection may be conducted thereafter)
3. Deadline of Bid Submission	March 19, 2025 (Wednesday); 10:00AM	CHR Bids and Awards Committee Secretariat Office 3 rd Floor Procurement Division Office, SAAC Bldg. Magsaysay Avenue, Diliman Quezon City Face to face only
4. Opening of Bids	March 19, 2025 (Wednesday); 10:30AM	CHR PARDEC Building 2 nd Floor, Session Hall, Magsaysay Avenue, Diliman Quezon City Face to face or Via Zoom

6. Prospective Bidders who are interested to join the Pre-bid Conference and may send request for the link at procurement@chr.gov.ph with the following information and proof of identity of the attendee at least a day before the schedule:

a. Name of the Project	
b. Bid Reference No	
c. Activity	
d. Company Name	



e. Company Address	
f. Name of Representative/s	1. 2.
g. Email Address/es (to which all communications from the BAC shall be sent)	1. 2.
h. Contact No/s	
i. Attached Scanned Copy or Photo of Identification Card*	

**The CHR ensures that your data shall only be processed for the stated purpose and secured only in the concerned office as the Commission strictly abides with the principles and provisions of the Data Privacy Act of 2012.*

Bidders will receive meeting links and password from the CHR BAC Secretariat. Prospective bidders are encouraged to indicate in their screen name the company name followed by his/her full name (i.e. Company A/Juan Dela Cruz)

7. Bids must be duly received by the CHR BAC Secretariat through manual submission at the office address indicated above. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
8. In accordance with Appendix 11 of the Revised IRR of RA 9184, the CHR adopts the use of "draw lots", "toss coin" or other similar method of chance as a tie-breaking method in the event two or more of the bidders have been declared as having the Lowest Calculated Responsive Bid (LCRB).
9. The CHR BACs, TWGs, and BAC Secretariat, pursuant to Republic Act 6713, otherwise known as "The Code of Conduct and Ethical Standards for Public Officials and Employees, are mandated to observe the standards of conduct in the discharge and execution of official duties and functions and extend courtesy at all times. Similarly, we expect our clients to show respect and afford common courtesy to all employees and staff of CHR. Any attempt to intimidate, either virtual or online, verbal or physical harm, shall be dealt accordingly. In addition, the CHR strictly adheres to the "NO GIFT POLICY" "NO SOLICITATION" and/or any similar acts in nature.
10. The CHR 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 Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

MARIA TERESA G. ANTANO

Head, BAC Secretariat

Bids and Awards Committee Secretariat

COMMISSION ON HUMAN RIGHTS OF THE PHILIPPINES

General Administration Office – Procurement Division

3rd Floor, SAAC Building, Magsaysay Avenue, Diliman, Quezon City



Commission on Human Rights
Magsaysay Avenue, Diliman, Quezon City

IB-2025-GJ2-02-015

Mobile No. (0917) 8571607

Email Address: procurement@chr.gov.ph

12. You may visit the following websites:

For downloading of Bidding Documents:

www.chr.gov.ph/procurement/

www.philgeps.gov.ph

February 26, 2025

ONESIMO L. CUYCO

Chairperson, Bids and Awards Committee
for Consulting Services, Infrastructure Projects
and Foreign Assisted Projects (BAC-CSIFAP)



Section II. Instructions to Bidders





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1. Scope of Bid

The Procuring Entity, COMMISSION ON HUMAN RIGHTS wishes to receive Bids for the **PROCUREMENT OF SUPPLY, DELIVERY, AND INSTALLATION OF MODULAR PARTITION AND OFFICE FURNITURE FOR THE CHR REGION 4A(LAGUNA) & REGION 11(DAVAO) OFFICE BUILDING** with identification number **IB-2025-GJ2-02-015**

The Procurement Project "**PROCUREMENT OF SUPPLY, DELIVERY, AND INSTALLATION OF MODULAR PARTITION AND OFFICE FURNITURE FOR THE CHR REGION 4A(LAGUNA) & REGION 11(DAVAO) OFFICE BUILDING**" is composed of One (1) lot, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

- 2.1. The GOP through the source of funding as indicated below for **FY 2025** in the amount of **Five Million Two Hundred Thousand Pesos (Php5,200,000.00)**
- 2.2. The source of funding is GoJust2

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. 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.



5. Eligible Bidders

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- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership limited to those allowed under the rules may participate in this Project.
- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:

For the procurement of Non-Expendable Supplies and Services: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC.

- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this project on the specified date and time face to face and through video conferencing facility as indicated in the **IB**, **paragraph 5 and 6**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

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10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within the period of five (5) years as provided in paragraph 2 of the IB prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:



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- a. For Goods offered from within the Procuring Entity's country:
- i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in the **BDS**.
- b. For Goods offered from abroad:
- i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in the **BDS**.

13. Bid and Payment Currencies

13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

13.2. Payment of the contract price shall be made in **Philippine Pesos**.

14. Bid Security

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- 14.1. The Bidder shall submit a Bid Securing Declaration¹ or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid **within ONE HUNDRED TWENTY (120) calendar days from the date of opening of bids**. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit one (1) original and two (2) photocopies of the first and second component of its bid. The Skeletal Perspective of a Bidder's Bid envelope shall be provided in this Bidding Documents.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

The bidder shall include table of contents of its Technical and Financial bid with corresponding tabs.

All envelopes shall be properly sealed and labeled with the following format:

- a. contain the name of the contract to be bid in capital letters;
- b. bear the name and address of the Bidder in capital letters;
- c. be addressed to the CHR's BAC;
- d. bear the specific identification number of this project as indicated in the Scope of Bid, and bearing a warning "DO NOT OPEN BEFORE..." the date and time of opening of bids as specified in the **IB**. Kindly refer to the sample provided:

TO : BIDS AND AWARDS COMMITTEE FOR GOODS AND SERVICES

FROM : _____
(Name of Bidder)

ADDRESS : _____
(Address of Bidder)

PROJECT : _____

BID REF NO. : _____

At the lower portion, indicate the phrase: **DO NOT OPEN BEFORE...** (the date and time of opening of bids)

¹ In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

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16. Deadline for Submission of Bids

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address as indicated in **paragraph 5** of the **IB**.

17. Opening and Preliminary Examination of Bids

- 17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph **5** of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 14 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

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19.4. The Project shall be awarded as follows:

Option 1 – One Project having several items that shall be awarded as one contract.

19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

20.1. Within a **non-extendible period of five (5) calendar days** from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit **its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the BDS.**

21. Signing of the Contract

21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS.**

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Section III. Bid Data Sheet

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Bid Data Sheet

ITB Clause															
5.3	For this purpose, contracts similar to the Project shall be: <ol style="list-style-type: none"> <u>PROCUREMENT OF SUPPLY, DELIVERY, AND INSTALLATION OF MODULAR PARTITION AND OFFICE FURNITURE</u> Completed within <u>five (5) years</u> prior to the deadline for the submission and receipt of bids. 														
7.1	<u>SUBCONTRACTING IS NOT ALLOWED</u>														
12	The price of the Goods shall be quoted DDP Philippines or the applicable International Commercial Terms (INCOTERMS) for this Project.														
14.1	<p>The bid security shall be in any of the following forms issued in favor to the Commission on Human Rights (CHR):</p> <table border="1"> <tr> <td>Description</td><td>PROCUREMENT OF SUPPLY, DELIVERY, AND INSTALLATION OF MODULAR PARTITION AND OFFICE FURNITURE FOR THE CHR REGION 4A(LAGUNA) & REGION 11(DAVAO) OFFICE BUILDING</td></tr> <tr> <td>Quantity</td><td>1 LOT</td></tr> <tr> <td>Total ABC (Vat Inclusive)</td><td>Php5,200,000</td></tr> <tr> <td>Funding Source</td><td>GoJust Project 2</td></tr> <tr> <td> <u>Bid Security:</u> <ul style="list-style-type: none"> Bid Securing Declaration Cash/Cashier's Manager's Check Bank Draft/Guarantee Irrevocable letter of Credit* (at least 2% of the ABC) </td><td>Php104,000</td></tr> <tr> <td>Bid Security-Surety bond** (5% of the ABC)</td><td>Php260,000</td></tr> <tr> <td>Cost of Bidding Documents (Cash and Check payment only)</td><td>Php10,000</td></tr> </table>	Description	PROCUREMENT OF SUPPLY, DELIVERY, AND INSTALLATION OF MODULAR PARTITION AND OFFICE FURNITURE FOR THE CHR REGION 4A(LAGUNA) & REGION 11(DAVAO) OFFICE BUILDING	Quantity	1 LOT	Total ABC (Vat Inclusive)	Php5,200,000	Funding Source	GoJust Project 2	<u>Bid Security:</u> <ul style="list-style-type: none"> Bid Securing Declaration Cash/Cashier's Manager's Check Bank Draft/Guarantee Irrevocable letter of Credit* (at least 2% of the ABC) 	Php104,000	Bid Security-Surety bond** (5% of the ABC)	Php260,000	Cost of Bidding Documents (Cash and Check payment only)	Php10,000
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Total ABC (Vat Inclusive)	Php5,200,000														
Funding Source	GoJust Project 2														
<u>Bid Security:</u> <ul style="list-style-type: none"> Bid Securing Declaration Cash/Cashier's Manager's Check Bank Draft/Guarantee Irrevocable letter of Credit* (at least 2% of the ABC) 	Php104,000														
Bid Security-Surety bond** (5% of the ABC)	Php260,000														
Cost of Bidding Documents (Cash and Check payment only)	Php10,000														
19.3	<p>The Project will be awarded by lot as follows:</p> <p>1 Lot ABC: PhP5,200,000.00</p>														



20.2	<p>Post Qualification: Within a non-extendible period of five (5) calendar days from receipt by the bidder of the Notice from the BAC that the bidder has the Single/Lowest Calculated Bid (SCB/LCB), the bidder shall submit and/or present the following requirements:</p> <ol style="list-style-type: none">1. Submit certified true copy of the following:<ol style="list-style-type: none">a. Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship.b. Valid and current Business/Mayor's Permit issued to bidder by the city or municipality where the principal place of business of the bidder is located.c. Valid and Current Tax Clearance per E.O. 398, series of 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR)d. Audited Financial Statements (AFS) for CY 2023 received by the BIR or its duly accredited and authorized institutions dated CY 2023 or the latest AFS available, with stamped receipt or with attached copy of acknowledgement thru email.e. 2023 Annual Income Tax Return and Latest Income Tax Returns per Revenue Regulations 3-2005; Tax returns filed through the Electronic Filing and Payments System (EFPS). The latest income is those within the last six months preceding the date of submission (including copy of VAT returns and corresponding payments for the last 6 months)f. POs or Contracts for all Ongoing Contracts as listed per submitted <i>(please see attached prescribed forms)</i> with corresponding contact details (contact person, contact number and email address)g. Valid and current Certificate of Distributorship/Dealership/Reseller of the brand being offered, issued by the principal or manufacturer of the product (if the Bidder is not the manufacturer). If not issued by the manufacturer, must also submit certification, document linking the bidder to manufacturerh. Certification that the bidder has at least two-year experience providing similar contractsi. Certificate of Performance Evaluation or equivalent document with a rating of at least satisfactory rating issued by the Largest Contract/s. Client/s of the bidder per submitted (see attached prescribed form). The certification/document must indicate that the evaluation was based on the bidder's performance on timely, compliance to specifications, warranty and after sales service. The TWG will directly acquire needed documents to the End User unit for projects awarded by CHR.2. Submit copy of Company Profile which include the vicinity map/location of the company
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	<p>3. Submit Product Brochure (original or downloaded) if not in English, please refer Clause 10.3 of the ITB, if applicable.</p> <p>Failure of the bidder, declared and notified as SCB/LCB to duly submit the above requirements or any finding as to the authenticity of such shall be a ground for forfeiture of the bid security and disqualify the bidder for the award of contract</p>
21.2	<p>a. Within ten (10) calendar days from Receipt of Notice of Award, the winning bidder shall post the required the performance security and enter into Contract or sign the Purchase/Job Order and return to CHR.</p> <p>b. Sign the Non-Disclosure Agreement (NDA) in compliance with Data Privacy Act of 2012.</p>



Section IV. General Conditions of Contract

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1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

- 2.1. Advance payment of the contract amount is provided under Annex "D" of the revised 2016 IRR of RA No. 9184.
- 2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section VII (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.



All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

- 5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.



Section V. Special Conditions of Contract

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Special Conditions of Contract

GCC Clause	
1	Delivery and Documents –
	<p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p>
	<p>The delivery terms applicable to this Contract are delivered in the Philippines. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is:</p> <p>Principal: MR. ONESIMO L. CUYCO Director IV, General Administration Office email: olcuyco@chr.gov.ph</p> <p>Alternate: MS. MARIA NARLITA G. SIO Division Chief, General Services Division email: marianarlita@yahoo.com</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <ul style="list-style-type: none">a. performance or supervision of on-site assembly and/or start-up of the supplied Goods;b. furnishing of tools required for assembly and/or maintenance of the supplied Goods;

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	<ul style="list-style-type: none">c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
	<ul style="list-style-type: none">e. training of the Procuring Entity's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.f. <i>[Specify additional incidental service requirements, as needed.]</i> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p> <p>Spare Parts –</p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <ul style="list-style-type: none">1. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and2. in the event of termination of production of the spare parts:<ul style="list-style-type: none">i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; andii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested. <p>The spare parts and other components required are listed in Section VI (Schedule of Requirements) and the costs thereof are included in the contract price.</p> <p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of <i>[indicate here the time period specified. If not used indicate a time period of three times the warranty period]</i>.</p>

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	<p>Spare parts or components shall be supplied as promptly as possible, but in any case, within <i>[insert appropriate time period]</i> months of placing the order.</p>
	<p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p>



	<p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	<p>The terms of payment shall be as follows: fifteen (15) calendar days upon issuance of Certificate of Completion and Acceptance and upon submission of complete requirements.</p>
3	<p>The inspection and testing shall <u>be conducted upon delivery of goods.</u></p>

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Section VI. Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

PROCUREMENT OF SUPPLY, DELIVERY, AND INSTALLATION OF MODULAR PARTITION AND OFFICE FURNITURE FOR THE CHR REGION 4A(LAGUNA) & REGION 11(DAVAO) OFFICE BUILDING

Item Number	Description	Quantity	Total	Delivered, Weeks/Months

PLEASE USE THIS BID FORM. DO NOT ALTER OR RETYPE

BIDDER'S UNDERTAKING

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable, hereby BID to (supply/deliver/perform/comply) the above Terms of Reference

I/We undertake, if our bid is accepted, to deliver the goods/services in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award.

Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

Company: _____

Authorized Representative _____

Designation: _____

Date: _____



Section VII. Technical Specifications

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Technical Specifications

Instruction to Bidders:

Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.

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PLEASE USE THIS BID FORM. DO NOT ALTER OR RETYPE

<u>Specifications</u>						<u>Statement of Compliance</u>	
PROCUREMENT OF SUPPLY, DELIVERY, AND INSTALLATION OF MODULAR PARTITION AND OFFICE FURNITURE FOR THE CHR REGION 4A(LAGUNA) & REGION 11(DAVAO) OFFICE BUILDING							
I. TECHNICAL SPECIFICATIONS							
BILL OF QUANTITIES							
PROJECT: PROPOSED SINGLE STOREY REGIONAL OFFICE BUILDING REGION 4A & REGION 11 - CHR OFFICE							
LOCATION: LAGUNA AND DAVAO PHILIPPINES							
SUBJECT: MODULAR PARTITION AND OFFICE FURNITURES OF REGIONAL OFFICE BUILDING REGION A & REGION 11 - CHR OFFICE							
ROOM / AREA	ITEM	SPECIFICATION AND DETAILS	REFERENCE PHOTO	QTY	UNIT	UNIT COST	TOTAL COST
LOCATION : DAVAO							
RD OFFICE	EXCUTIVE TABLE	see attached files for reference	see attached files for reference	1	SET		
CHIEF OF IO . PAD	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
CHIEF OF ADMIN	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
CHIEF OF LEGAL	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
CHIEF OF INVESTIGATION	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
RD OFFICE	EXCUTIVE CHAIR	see attached files for reference	see attached files for reference	1	SET		
CHIEF OFFICES	DIVISION CHAIR	see attached files for reference	see attached files for reference	4	SET		
CHIEF OF IO . PAD	MODULAR WALL PARTITION WITH DOOR	2.875m L x 2.7m H	see attached files for reference	1	SET		
CHIEF OF ADMIN	MODULAR WALL PARTITION WITH DOOR	2.53m L x 2.7m H	see attached files for reference	1	SET		
CHIEF OF LEGAL	MODULAR WALL PARTITION WITH DOOR	3.4m L x 2.7mm H 2.9m L x 2.7m H	see attached files for reference	1	SET		
CHIEF OF INVESTIGATION	MODULAR WALL PARTITION WITH DOOR	3.25mm L x 2.7mm H 3.18mm L x 2.7mm H	see attached files for reference	1	SET		
PADC	STAFF TABLE	see attached files for reference	see attached files for reference	1	SET		
LOBBY	STAFF TABLE (L-SHAPE)	see attached files for reference	see attached files for reference	1	SET		
IO . PAD	STAFF TABLE WITH PARTITION	see attached files for reference	see attached files for reference	3	SET		
ADMIN OFFICE	STAFF TABLE WITH PARTITION	see attached files for reference	see attached files for reference	8	SET		
ADMIN OFFICE	STAFF TABLE WITH PARTITION (L-	see attached files for reference	see attached files for reference	3	SET		

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	SHAPE)						
LEGAL OFFICE	STAFF TABLE WITH PARTITION (L-SHAPE)	see attached files for reference	see attached files for reference	3	SET		
INVESTIGATION OFFICE	STAFF TABLE WITH PARTITION	see attached files for reference	see attached files for reference	9	SET		
ALL OFFICES	MOBILE PEDESTAL	see attached files for reference	see attached files for reference	32	SET		
ALL OFFICES	STAFF CHAIR	see attached files for reference	see attached files for reference	28	SET		
ALL OFFICES	VISITOR CHAIR	see attached files for reference	see attached files for reference	23	SET		
LOBBY	GANG CHAIR	see attached files for reference	see attached files for reference	1	SET		
CONFERENCE	CONFERENCE TABLE	3000mm L X 1200mm W	see attached files for reference	1	SET		
ALL OFFICES	ELECTRICAL WIRE AND LAN CABLE WIRINGS	see attached files for reference	see attached files for reference	1	LOT		
DELIVERY FEE	DELIVERY FEE			1	LOT		
LOCATION : LAGUNA							
INVESTIGATION OFFICE	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
LEGAL OFFICE	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
RD OFFICE	EXCUTIVE TABLE	see attached files for reference	see attached files for reference	1	SET		
ADMIN OFFICE	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
PACD	STAFF TABLE	see attached files for reference	see attached files for reference	1	SET		
INVESTIGATION OFFICE	STAFF TABLE WITH PARTITION	see attached files for reference	see attached files for reference	12	SET		
LEGAL OFFICE	STAFF TABLE WITH PARTITION (L-SHAPE)	see attached files for reference	see attached files for reference	4	SET		
PAD OFFICE	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
COA OFFICE	STAFF TABLE WITH PARTITION	see attached files for reference	see attached files for reference	2	SET		
ADMIN OFFICE	STAFF TABLE WITH PARTITION	see attached files for reference	see attached files for reference	12	SET		
INVESTIGATION OFFICE	DIVISION CHAIR	see attached files for reference	see attached files for reference	1	SET		
LEGAL OFFICE	DIVISION CHAIR	see attached files for reference	see attached files for reference	1	SET		
RD OFFICE	EXCUTIVE CHAIR	see attached files for reference	see attached files for reference	1	SET		
ADMIN OFFICE	DIVISION CHAIR	see attached files for reference	see attached files for reference	1	SET		
PAD OFFICE	DIVISION CHAIR	see attached files for reference	see attached files for reference	1	SET		
ALL OFFICES	STAFF CHAIR	see attached files for reference	see attached files for reference	33	SET		

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ALL OFFICES	VISITOR CHAIR	see attached files for reference	see attached files for reference	26	SET		
LOBBY	GANG CHAIR	see attached files for reference	see attached files for reference	1	SET		
INVESTIGATION OFFICE	MODULAR WALL PARTITION	8450mm L X 3000mm H	see attached files for reference	1	SET		
RD OFFICE	MODULAR WALL PARTITION	1200mm L X 1700mm H	see attached files for reference	1	SET		
ADMIN OFFICE	MODULAR WALL PARTITION	1500mm L X 1700mm H	see attached files for reference	2	SET		
PAD OFFICE	MODULAR WALL PARTITION	1200mm L X 1700mm H	see attached files for reference	1	SET		
CONFERENCE	CONFERENCE TABLE	3000mm L X 1200mm W	see attached files for reference	1	SET		
ALL OFFICES	MOBILE PEDESTAL	see attached files for reference	see attached files for reference	37	SET		
ALL OFFICES	ELECTRICAL WIRE AND LAN CABLE WIRINGS	see attached files for reference	see attached files for reference	1	LOT		
DELIVERY FEE	DELIVERY FEE			1	LOT		
LOCATION : CENTRAL OFFICE, QUEZON CITY							
CONFERENCE	CONFERENCE TABLE (12 SEATER)	4200mm L X 1200mm W	see attached files for reference	2	SET		
CONFERENCE	VISITOR CHAIR	see attached files for reference	see attached files for reference	24	SET		
DELIVERY FEE	DELIVERY FEE			1	LOT		
TOTAL							

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TECHNICAL SPECIFICATION

Procurement Project

**PROCUREMENT OF SUPPLY, DELIVERY, AND
INSTALLATION OF MODULAR PARTITION AND OFFICE
FURNITURE FOR THE CHR REGION 4A(LAGUNA) &
REGION 11(DAVAO) OFFICE BUILDING**

Approved Budget for
the Contract (ABC)

**Five Million Two Hundred Thousand Pesos -
(Php5,200,000.00) (GOJUST2)
Inclusive of Applicable Tax**

I. TECHNICAL SPECIFICATIONS AND PRICE SCHEDULE

Please refer to the following Annexes for technical specifications, plans, and layout:

1. See Attached Annex A – Plans and Layout
2. See Attached Annex B – Price Schedule
3. See Attached Annex C – Reference Photos and Specifications

II. SCOPE OF WORKS

A. Scope of work

The Contractor shall furnish all labor, materials, tools, and equipment, and perform all operations necessary to complete the project, Supply, Delivery, and Installation of Modular Partition and Office Furniture for the CHR Region 4A(Laguna) & Region 11(Davao), in accordance with the Specifications and Drawings subject to all terms and conditions of the Contract.

The work of the Contractor shall include but not be limited to the following:

- a) Site Ocular inspection and submission of construction drawings. (Certificate of Inspection and plans signed by Architect and Director of Region 4A and Region 11 shall be issued as part of the Technical Documents)
- b) Supply, delivery, and installation of Modular Partitions.
- c) Submittal of work and delivery permit form/s.
- d) Roughing-ins of Electrical and LAN wires along the



- provision cable way.
- e) Testing and commissioning.
- f) Punch listing and Project turnover.
- g) Delivery Charge must be included in Costing or Bill of Quantity

B. Deliverables

The objective of this project is to supply, deliver, and install high-quality modular and office furniture for CHR Region 4A(Laguna) & Region 11(Davao) Offices. This initiative aims to enhance the office environment by providing functional, ergonomic, and aesthetically pleasing furniture that supports productivity and employee well-being.

C. Project Duration

The project should be completed within Thirty (30) calendar days from the receipt of Notice to Proceed (NTP).

I. COMPANY QUALIFICATIONS

1. With experience in supplying, delivering and installing the items nationwide.

II. PERSONNEL REQUIREMENTS

The Contractor shall provide an adequate number of duly qualified manpower to perform the class of work stated therein. All manpower shall be authorized, properly trained, equipped, and organized to perform all works under the terms and conditions stipulated in the contract within the project duration.

Replacement of personnel is subject to the provisions specified in the Revised IRR of RA 9184 Sec. 33.3. The CHR shall approve any proposal for replacement of key personnel under the conditions on key personnel as stated below:

Must have an employee with the required qualifications and experience for its key personnel.

1. One (1) Head Project Supervisor - must be an employee of the Contractor for at least five (5) years. Shall serve as the overall in charge of

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overseeing the project deployment, managing all project-related documents, including submittals to CHR and payment processing.

2. One (1) Assistant Project Supervisor - must be an employee of the Contractor for at least three (3) years.
3. One (1) Leadman or Foreman – with at least three (3) years' experience as head skilled leadman in each location.

7. WARRANTY AND SUPPORT REQUIREMENTS

The following warranties shall be made by the Contractor:

1. One (1) year on workmanship and materials from project completion up to final acceptance or the defects liability period. The Contractor shall undertake the repair works, at his own expense, immediately from the time the CHR issued an order to undertake the repair for hidden defects determined that are attributed to the project, workmanship, quality of materials, etc. In case of failure or refusal to undertake the necessary repair works, the CHR shall be entitled to full reimbursement of expenses incurred therein upon demand.
2. The warranty shall commence from the CHR's final acceptance of the project and to guarantee that the Contractor shall perform his responsibilities, it shall be required to post-warranty security in the form of Bank Guarantee or Surety Bond.
3. Certificate of final acceptance shall be issued upon the Contractor's compliance with the Warranty requirements.

8. GENERAL CONDITION

1. The Contractor shall possess a valid DTI/ SEC license and in the case of a Joint Venture Agreement (JVA) a valid special license classification.
2. The General Conditions, Scope of Work and Deliverables, Technical Specifications, Plans and Layouts that are not in conflict shall be a part of and are included in this section.
3. The Contractor shall guarantee the CHR that he is capable of completing the work as specified in the approved plans, scope of work and specifications, price schedule, and contract for Procurement of Supply, Delivery, And Installation of Modular Partition and Office Furniture for the CHR Region 4A(Laguna) & Region 11(Davao).
4. All materials/equipment, supplies/parts to be supplied and applied shall be



- brand new, free from defects must conform to the required specifications, subject to the inspection and acceptance of CHR.
5. The Contractor shall be properly and fully qualified to perform the class of work provided herein, and he is properly legally documented, equipped, organized, and financially capable of performing such work under all the conditions stipulated in the contract.
 6. The Contractor shall provide experienced and qualified manpower, tools, and equipment that are capable of producing the quality and quantity of work and materials required to complete the project as specified in the approved scope of work and specifications, within the scheduled time.
 7. The Contractor must have at least service desk where all incidents and queries should be reported and acknowledged.
 8. The Contractor must strictly observe and follow the project timeline to be able to implement project milestones and to meet the target accomplishment as needed. Accomplishment report shall also be subject to actual inspection.
 9. The Contractor shall then submit to CHR for approval a list of materials proposed to be used in the project, including samples. All materials and equipment installed without prior approval of CHR shall bear the risk of rejection and require immediate rectification of the works using the CHR-approved materials.
 10. The Contractor shall undertake all the contingencies and other necessary works to complete the project as it is intended by the CHR authorized representative. The bid offered shall be deemed complete in all aspects of the work.
 11. The Contractor shall examine the project site and note all existing conditions. All proposals shall take effect into considerations all conditions that may affect the work under this contract.
 12. The contract documents, agency estimate, instructions, drawings, scope of work, and specifications shall be considered as whatever is called for by any of the documents shall be binding as if called for by all. In case of discrepancy between the Drawings and Specifications, the former shall prevail.
 13. The Contractor shall comply with CHR service and operational requirements regarding occasional and reasonable work stoppage due to dust, noise, extreme weather problems or as the need arises.

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14. In any unforeseen/ fortuitous event, the Contractor shall submit the incident report within 24 hours from the occurrence of the happening of the incident.

15. PROHIBITIONS:

- Smoking shall not be allowed within the building, work, and storage area.
- Drinking of intoxicating drinks shall not be allowed within the CHR premises.
- Gambling of any type is strictly prohibited within the site. The use of illegal and/or dangerous drugs is prohibited within the CHR premises.
- Carrying items determined by CHR as "deadly weapon" is strictly prohibited within the site.

16. All employees of the Contractor at the job site shall wear their company uniform and valid company ID at all times.

17. The CHR will allocate one temporary room for the Contractor both CHR Region 4A Office Building and coordinate with CHR XI (Davao City) for the provision of the same.

18. Passageways and all access ways shall be kept free from tools, equipment, and obstructions at all times. The Contractor shall thoroughly clean the project site including all areas disturbed due to the activities to the full satisfaction of the CHR.

19. All works shall comply with applicable regulations of authorities having jurisdiction on the project.

20. Upon receipt of Notice to Proceed the Contractor shall submit to CHR for approval a list of materials proposed to be used in the project, including samples. All materials and goods installed without prior approval of CHR shall bear the risk of rejection and require immediate rectification of the works using the CHR-approved materials.

21. The work shall be executed in a workmanlike manner and under the best practices employed in modern installation.

22. The Contractor shall be responsible for all injury to persons and damage to CHR and other property caused by the execution of the works and shall be



liable for any claims against CHR on account of such injury and/or damage.

23. The Contractor shall likewise provide the necessary precautionary measures to protect the property of the CHR against rain or other stormy weather conditions and/or theft. The Contractor shall be liable for any such damage or loss.

24. The Contractor shall provide CHR with a clear of both hardcopy and softcopy of the following as part of its deliverables:

- Project documentation
- The Final design/As-Built Plan

I. RESPONSIBILITIES OF THE END-USER UNIT DURING THE PROJECT IMPLEMENTATION

1. The End-User or its representative shall inspect the materials and tools delivered by the CONTRACTOR under the specifications prior to installation.

2. The end user or its representative shall supervise the implementation of the project to monitor the progress and compliance of the CONTRACTOR with the specified methodologies and safety precautions.

3. The End-User or its representative shall raise concerns to the CONTRACTOR if there are found poor workmanships and perform re-inspection after the anticipated rectification by the CONTRACTOR.

4. The End-User or its representative shall verify the accomplishments of the CONTRACTOR prior to the endorsement of the billings.

5. The End-User or its representative shall provide assistance to the CONTRACTOR throughout implementation, warranty period, and even after-sales as the need arises.

I. TERMS OF PAYMENT

• **One-Time Payment** - will be processed and released subject to the submission of the following:

1. Final Statement of Work Accomplished (SWA)
2. Delivery Receipts and Sales Invoice / Billing Statement
3. Certificate of Completion by Contractor
4. Copy of turn-over documents/transfer of project site and facilities, and other equipment and fixtures included in the contract (if applicable).
5. Certificate of Acceptance by the Agency
6. Final Inspection Report of the CHR representative and/or Inspectorate Team



7. Pictures/Geotagged photos, before, during, and after installation of items of work especially the embedded items.

• **Payments** - Payment shall be processed within fifteen (15) calendar days upon receipt of statement billing with COMPLETE required documents. The Bank Transfer Fee shall be charged against the Contractor's/creditor's account, if any.

I/We hereby certify to comply with the above Technical Specifications.

Company: _____

Authorized Representative _____

Designation: _____

Date: _____



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Section VIII. Checklist of Technical and Financial Documents

A handwritten signature in blue ink, located at the bottom right of the page.



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; **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 Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- ☐ (f) 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

- ☐ (g) 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

- ☐ (h) 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

- ☐ (i) Original of duly signed and accomplished Financial Bid Form; **and**

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- ☐ (j) Original of duly signed and accomplished Price Schedule(s).
Other documentary requirements under RA No. 9184 (as applicable)
 - ☐ (k) *[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.
 - ☐ (l) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

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Section IX. Prescribed/Sample Forms²

1. Statement of ongoing contracts including awarded but not yet started
2. Statement of SLCC
3. Bid Securing Declaration
4. Omnibus Sworn Statement
5. Certificate of Performance Evaluation
6. Company Profile
7. Bid Form
8. Price Schedule
9. Skeletal Perspective of a Bidder's Envelope

² Other forms that are not included in the prescribed forms can be downloaded at
<https://www.gppb.gov.ph/downloadables.ph>



Bidder's Company Letterhead

(NAME OF THE PROJECT AND IB NO.)

Approved Budget for the Contract: _____

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, within the period of five (5) years on or before March 18, 2025.

Name of Client and address	Date of award of the contract	Contract Duration	Description of the contract	Amount of contract	Percentage of Accomplishment / Value of Outstanding Work	Purchase Orders Number/s or Date of Contract/s

CERTIFIED CORRECT:

Authorized Representative _____

Designation: _____

Date: _____



Bidder's Company Letterhead

(NAME OF THE PROJECT AND IB NO.)

Approved Budget for the Contract: _____

Statement of Single Largest Completed Contracts (SLCC) for government and private contracts, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the period of five (5) years on or before March 18, 2025.

Name of Client and address	Date of award of the contract	Contract Duration	Description of the contract	Amount of contract	Date of Delivery	End User's Acceptance or Official Receipt (s) or Sales Invoice shall be attached to the statement

CERTIFIED CORRECT:

Authorized Representative _____

Designation: _____

Date: _____

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(NAME OF THE PROJECT AND AND IB NO.)
APPROVED BUDGET FOR THE CONTRACT: _____

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]

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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];

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

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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]

dx



(BIDDER'S CLIENT'S COMPANY LETTERHEAD)

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CERTIFICATE OF PERFORMANCE EVALUATION

[To be issued by the Bidder's Client specified in Annex I-A (Single Largest Completed Contract) on the performance of the product supplied / delivered by the prospective bidder]

This is to certify that **(NAME OF BIDDER)** has supplied our company/agency with **(Name of Product/s)**. Based on our evaluation on timely delivery, compliance to specifications and performance, warranty and after sales service, we give **(NAME OF BIDDER)** a rating of:

- ____ **EXCELLENT**
____ **VERY SATISFACTORY**
____ **SATISFACTORY**
____ **POOR**

This Certification shall form part of the Post-Qualification Documentary Requirements in line with **(Name of Bidder)** participation in the bidding for the

Issued this _____ day of _____ 20__ in _____, Philippines

Name of Company (Bidder's Client)

Full Name of Authorized Representative

Address

Signature of Authorized Representative

Tel. No./Fax/Mobile Number

Email Address



Bidder's Company Letterhead

(NAME OF THE PROJECT AND IB NO.)

COMPANY PROFILE³

COMPANY NAME _____

ADDRESS _____

HEAD OFFICE _____

BRANCH _____

TEL OR MOBILE NUMBERS _____

EMAIL ADDRESS/ES _____

NUMBER OF YEARS IN BUSINESS _____

NUMBER OF EMPLOYEES _____

LIST OF MAJOR STOCKHOLDERS _____

LIST OF BOARD OF DIRECTORS _____

LIST OF KEY PERSONNEL (NAME AND DESIGNATION) AS AUTHORIZED
REPRESENTATIVE FOR THIS PROJECT [at least three (3)]

Name:	Designation
1. _____	_____
2. _____	_____
3. _____	_____

³ Kindly fill up applicable information only or you may submit your own company profile

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Bidder's Company Letterhead

(NAME OF THE PROJECT AND IB NO.)

BID FORM

Project Identification No. : _____
Date : _____

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, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. 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 or in the Price Schedules,

If our Bid is accepted, we undertake:

- to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:
Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address Amount and Purpose of
of agent Currency Commission or gratuity

(if none, state "None")]

dk



Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: _____

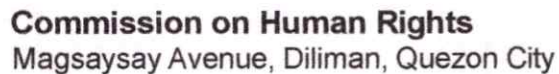
Legal capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

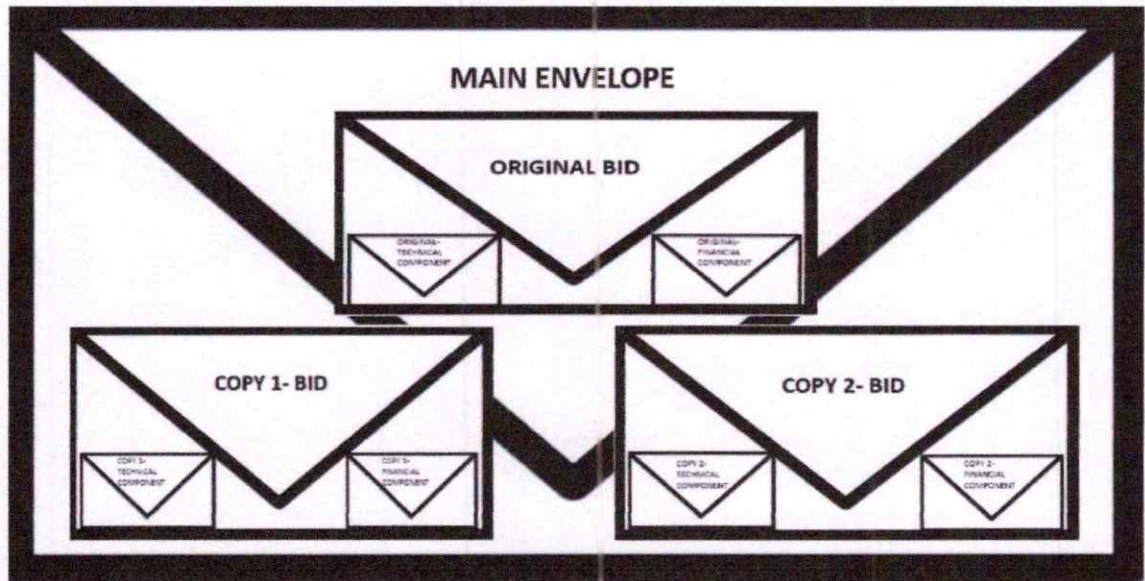
Date: _____

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SKELETAL PERSPECTIVE OF A BIDDER'S ENVELOPE



[Handwritten signature]



REPUBLIC OF THE PHILIPPINES
COMMISSION ON HUMAN RIGHTS

TECHNICAL SPECIFICATION

Procurement Project	PROCUREMENT OF SUPPLY, DELIVERY, AND INSTALLATION OF MODULAR PARTITION AND OFFICE FURNITURE FOR THE CHR REGION 4A(LAGUNA) & REGION 11(DAVAO) OFFICE BUILDING
Approved Budget for the Contract (ABC)	Five Million Two Hundred Thousand Pesos - (Php5,200,000.00) (GOJUST2) Inclusive of Applicable Tax

I. TECHNICAL SPECIFICATIONS AND PRICE SCHEDULE

Please refer to the following Annexes for technical specifications, plans, and layout:

1. See Attached Annex A – Plans and Layout
2. See Attached Annex B – Price Schedule
3. See Attached Annex C – Reference Photos and Specifications

II. SCOPE OF WORKS

A. Scope of work

The Contractor shall furnish all labor, materials, tools, and equipment, and perform all operations necessary to complete the project, Supply, Delivery, and Installation of Modular Partition and Office Furniture for the CHR Region 4A(Laguna) & Region 11(Davao), in accordance with the Specifications and Drawings subject to all terms and conditions of the Contract.

The work of the Contractor shall include but not be limited to the following:

- a) Site Ocular inspection and submission of construction drawings. (Certificate of Inspection and plans signed by Architect and Director of Region 4A and Region 11 shall be issued as part of the Technical Documents)
- b) Supply, delivery, and installation of Modular Partitions.
- c) Submittal of work and delivery permit form/s.
- d) Roughing-ins of Electrical and LAN wires along the provision cable way.
- e) Testing and commissioning.
- f) Punch listing and Project turnover.
- g) Delivery Charge must be included in Costing or Bill of Quantity

B. Deliverables

The objective of this project is to supply, deliver, and install high-quality modular and office furniture for CHR Region 4A(Laguna) & Region 11(Davao) Offices. This initiative aims to enhance the office environment by providing functional, ergonomic, and aesthetically pleasing furniture that supports productivity and employee well-being.

C. Project Duration

The project should be completed within Thirty (30) calendar days from the receipt of Notice to Proceed (NTP).

III. COMPANY QUALIFICATIONS

1. With experience in supplying, delivering and installing the items nationwide.

IV. PERSONNEL REQUIREMENTS

The Contractor shall provide an adequate number of duly qualified manpower to perform the class of work stated therein. All manpower shall be authorized, properly trained, equipped, and organized to perform all works under the terms and conditions stipulated in the contract within the project duration.

Replacement of personnel is subject to the provisions specified in the Revised IRR of RA 9184 Sec. 33.3. The CHR shall approve any proposal for replacement of key personnel under the conditions on key personnel as stated below:

Must have an employee with the required qualifications and experience for its key personnel.

1. One (1) Head Project Supervisor - must be an employee of the Contractor for at least five (5) years. Shall serve as the overall in charge of overseeing the project deployment, managing all project-related documents, including submittals to CHR and payment processing.
2. One (1) Assistant Project Supervisor - must be an employee of the Contractor for at least three (3) years.
3. One (1) Leadman or Foreman – with at least three (3) years' experience as head skilled leadman in each location.

V. WARRANTY AND SUPPORT REQUIREMENTS

The following warranties shall be made by the Contractor:

1. One (1) year on workmanship and materials from project completion up to final acceptance or the defects liability period. The Contractor shall undertake the repair works, at his own expense, immediately from the time the CHR issued an order to undertake the repair for hidden defects determined that are attributed to the project, workmanship, quality of materials, etc. In case of failure or refusal to undertake the necessary repair works, the CHR shall be entitled to full reimbursement of expenses incurred therein upon demand.

2. The warranty shall commence from the CHR's final acceptance of the project and to guarantee that the Contractor shall perform his responsibilities, it shall be required to post-warranty security in the form of Bank Guarantee or Surety Bond.
3. Certificate of final acceptance shall be issued upon the Contractor's compliance with the Warranty requirements.

VI. GENERAL CONDITION

1. The Contractor shall possess a valid DTI/ SEC license and in the case of a Joint Venture Agreement (JVA) a valid special license classification.
2. The General Conditions, Scope of Work and Deliverables, Technical Specifications, Plans and Layouts that are not in conflict shall be a part of and are included in this section.
3. The Contractor shall guarantee the CHR that he is capable of completing the work as specified in the approved plans, scope of work and specifications, price schedule, and contract for Procurement of Supply, Delivery, And Installation of Modular Partition and Office Furniture for the CHR Region 4A(Laguna) & Region 11(Davao).
4. All materials/equipment, supplies/parts to be supplied and applied shall be brand new, free from defects must conform to the required specifications, subject to the inspection and acceptance of CHR.
5. The Contractor shall be properly and fully qualified to perform the class of work provided herein, and he is properly legally documented, equipped, organized, and financially capable of performing such work under all the conditions stipulated in the contract.
6. The Contractor shall provide experienced and qualified manpower, tools, and equipment that are capable of producing the quality and quantity of work and materials required to complete the project as specified in the approved scope of work and specifications, within the scheduled time.
7. The Contractor must have at least service desk where all incidents and queries should be reported and acknowledged.
8. The Contractor must strictly observe and follow the project timeline to be able to implement project milestones and to meet the target accomplishment as needed. Accomplishment report shall also be subject to actual inspection.
9. The Contractor shall then submit to CHR for approval a list of materials proposed to be used in the project, including samples. All materials and equipment installed without prior approval of CHR shall bear the risk of rejection and require immediate rectification of the works using the CHR-approved materials.
10. The Contractor shall undertake all the contingencies and other necessary works to complete the project as it is intended by the CHR authorized representative. The bid offered shall be deemed complete in all aspects of the work.

11. The Contractor shall examine the project site and note all existing conditions. All proposals shall take effect into considerations all conditions that may affect the work under this contract.
12. The contract documents, agency estimate, instructions, drawings, scope of work, and specifications shall be considered as whatever is called for by any of the documents shall be binding as if called for by all. In case of discrepancy between the Drawings and Specifications, the former shall prevail.
13. The Contractor shall comply with CHR service and operational requirements regarding occasional and reasonable work stoppage due to dust, noise, extreme weather problems or as the need arises.
14. In any unforeseen/ fortuitous event, the Contractor shall submit the incident report within 24 hours from the occurrence of the happening of the incident.
15. PROHIBITIONS:
- Smoking shall not be allowed within the building, work, and storage area.
 - Drinking of intoxicating drinks shall not be allowed within the CHR premises.
 - Gambling of any type is strictly prohibited within the site. The use of illegal and/or dangerous drugs is prohibited within the CHR premises.
 - Carrying items determined by CHR as “deadly weapon” is strictly prohibited within the site.
16. All employees of the Contractor at the job site shall wear their company uniform and valid company ID at all times.
17. The CHR will allocate one temporary room for the Contractor both CHR Region 4A Office Building and coordinate with CHR XI (Davao City) for the provision of the same.
18. Passageways and all access ways shall be kept free from tools, equipment, and obstructions at all times. The Contractor shall thoroughly clean the project site including all areas disturbed due to the activities to the full satisfaction of the CHR.
19. All works shall comply with applicable regulations of authorities having jurisdiction on the project.
20. Upon receipt of Notice to Proceed the Contractor shall submit to CHR for approval a list of materials proposed to be used in the project, including samples. All materials and goods installed without prior approval of CHR shall bear the risk of rejection and require immediate rectification of the works using the CHR-approved materials.
21. The work shall be executed in a workmanlike manner and under the best practices employed in modern installation.

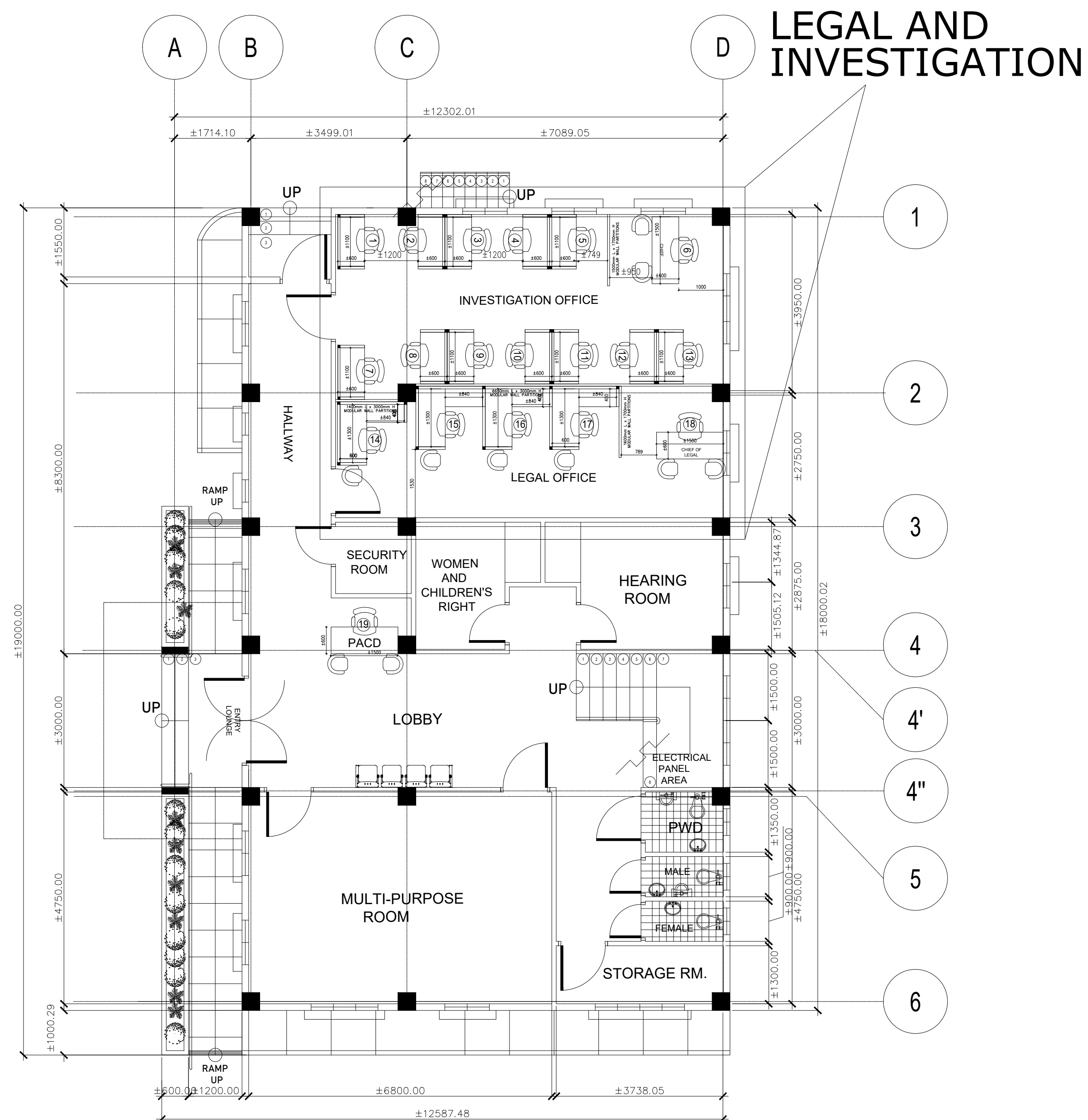
22. The Contractor shall be responsible for all injury to persons and damage to CHR and other property caused by the execution of the works and shall be liable for any claims against CHR on account of such injury and/or damage.
23. The Contractor shall likewise provide the necessary precautionary measures to protect the property of the CHR against rain or other stormy weather conditions and/or theft. The Contractor shall be liable for any such damage or loss.
24. The Contractor shall provide CHR with a clear of both hardcopy and softcopy of the following as part of its deliverables:
 - Project documentation
 - The Final design/As-Built Plan

VII. RESPONSIBILITIES OF THE END-USER UNIT DURING THE PROJECT IMPLEMENTATION

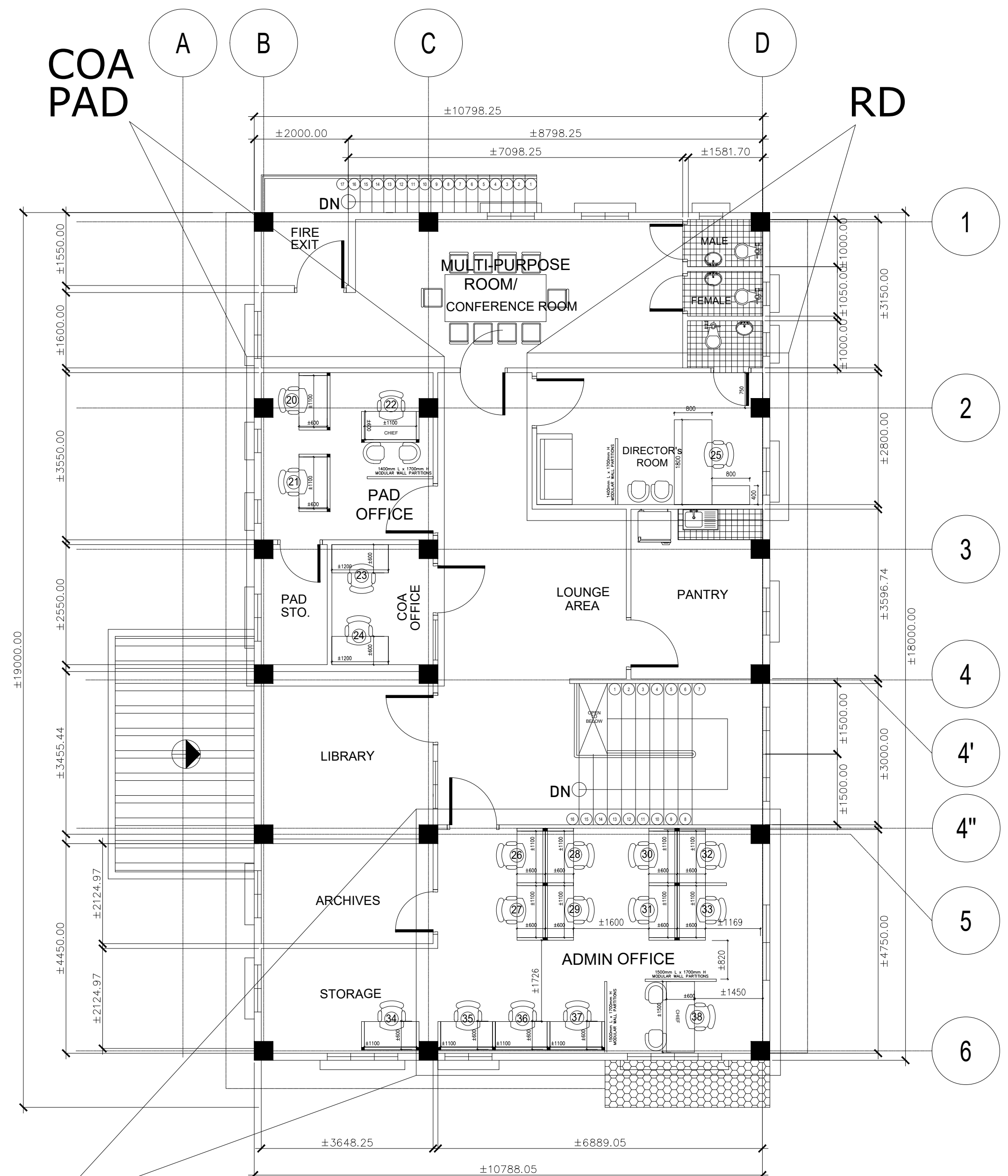
1. The End-User or its representative shall inspect the materials and tools delivered by the CONTRACTOR under the specifications prior to installation.
2. The end user or its representative shall supervise the implementation of the project to monitor the progress and compliance of the CONTRACTOR with the specified methodologies and safety precautions.
3. The End-User or its representative shall raise concerns to the CONTRACTOR if there are found poor workmanships and perform re-inspection after the anticipated rectification by the CONTRACTOR.
4. The End-User or its representative shall verify the accomplishments of the CONTRACTOR prior to the endorsement of the billings.
5. The End-User or its representative shall provide assistance to the CONTRACTOR throughout implementation, warranty period, and even after-sales as the need arises.

VIII. TERMS OF PAYMENT

- **One-Time Payment** - will be processed and released subject to the submission of the following:
 1. Final Statement of Work Accomplished (SWA)
 2. Delivery Receipts and Sales Invoice / Billing Statement
 3. Certificate of Completion by Contractor
 4. Copy of turn-over documents/transfer of project site and facilities, and other equipment and fixtures included in the contract (if applicable).
 5. Certificate of Acceptance by the Agency
 6. Final Inspection Report of the CHR representative and/or Inspectorate Team
 7. Pictures/Geotagged photos, before, during, and after installation of items of work especially the embedded items.
- **Payments** - Payment shall be processed within fifteen (15) calendar days upon receipt of statement billing with COMPLETE required documents. The Bank Transfer Fee shall be charged against the Contractor's/creditor's account, if any.

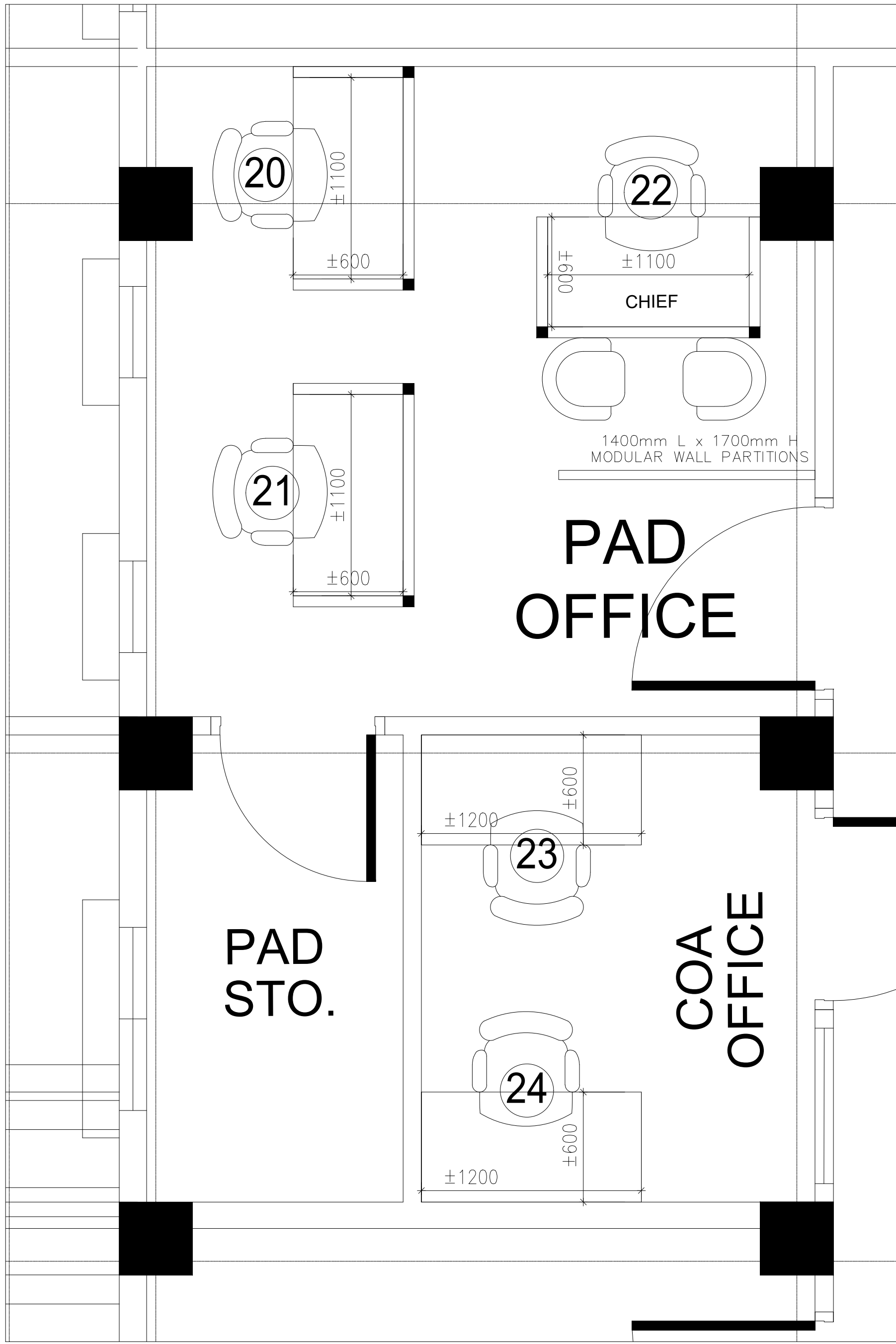


1 REGION 4-A - GF
MODULAR LAYOUT
A-7 SCALE: NTS

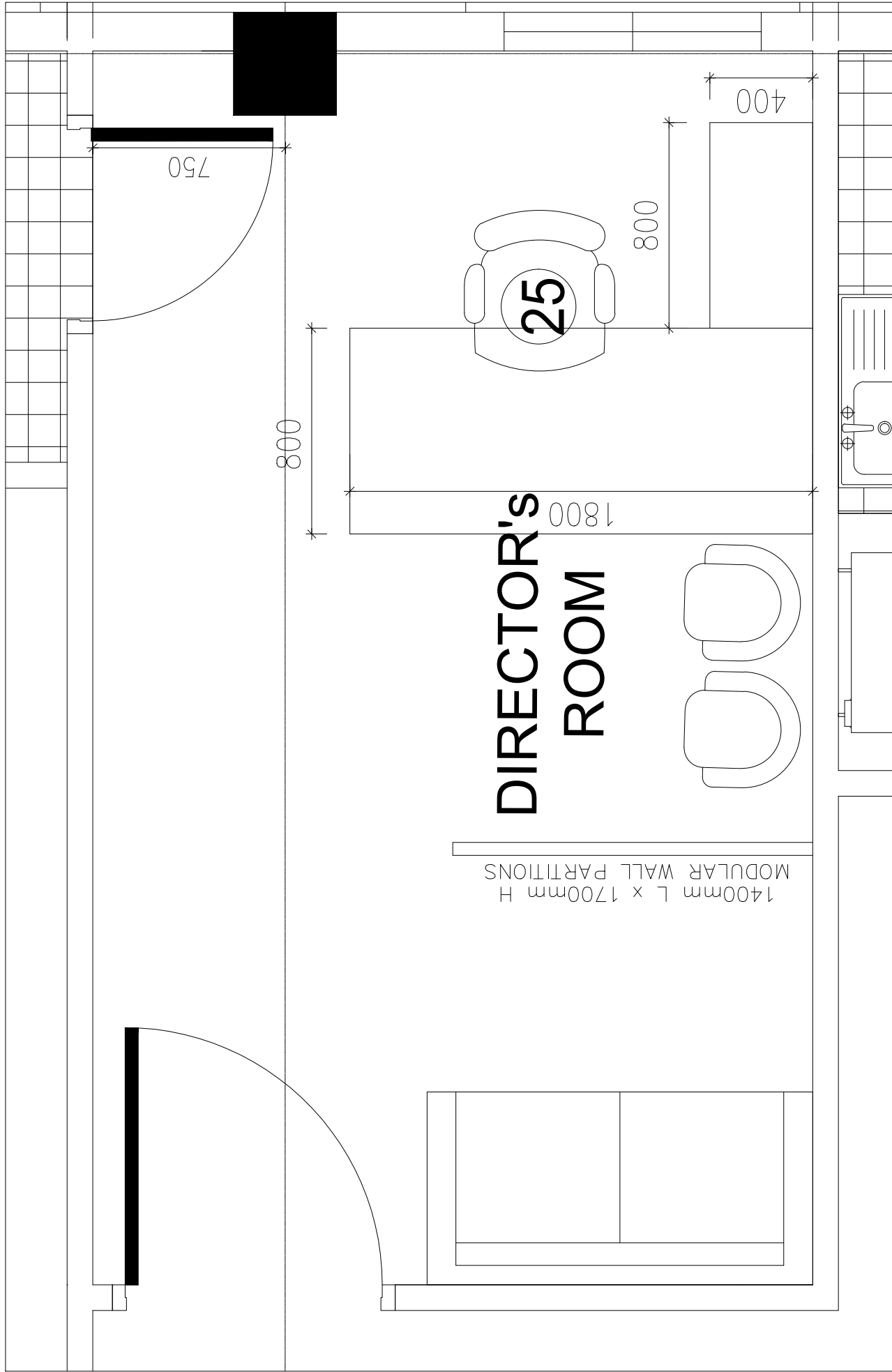


ADMIN 2 REGION 4-A - 2F
MODULAR LAYOUT
A-7 SCALE: NTS

REVIEWED AND SUBMITTED BY:	PROJECT :	SHEET CONTENT:	SET NO.	SHEET NO.
AR.ERIN POLICARPIO	REGIONAL OFFICE MODULAR AND FURNITURE REGION IV-A AND REGION 11	AS SHOWN	A	7
DRAFTED BY:				
AR.ERIN POLICARPIO				

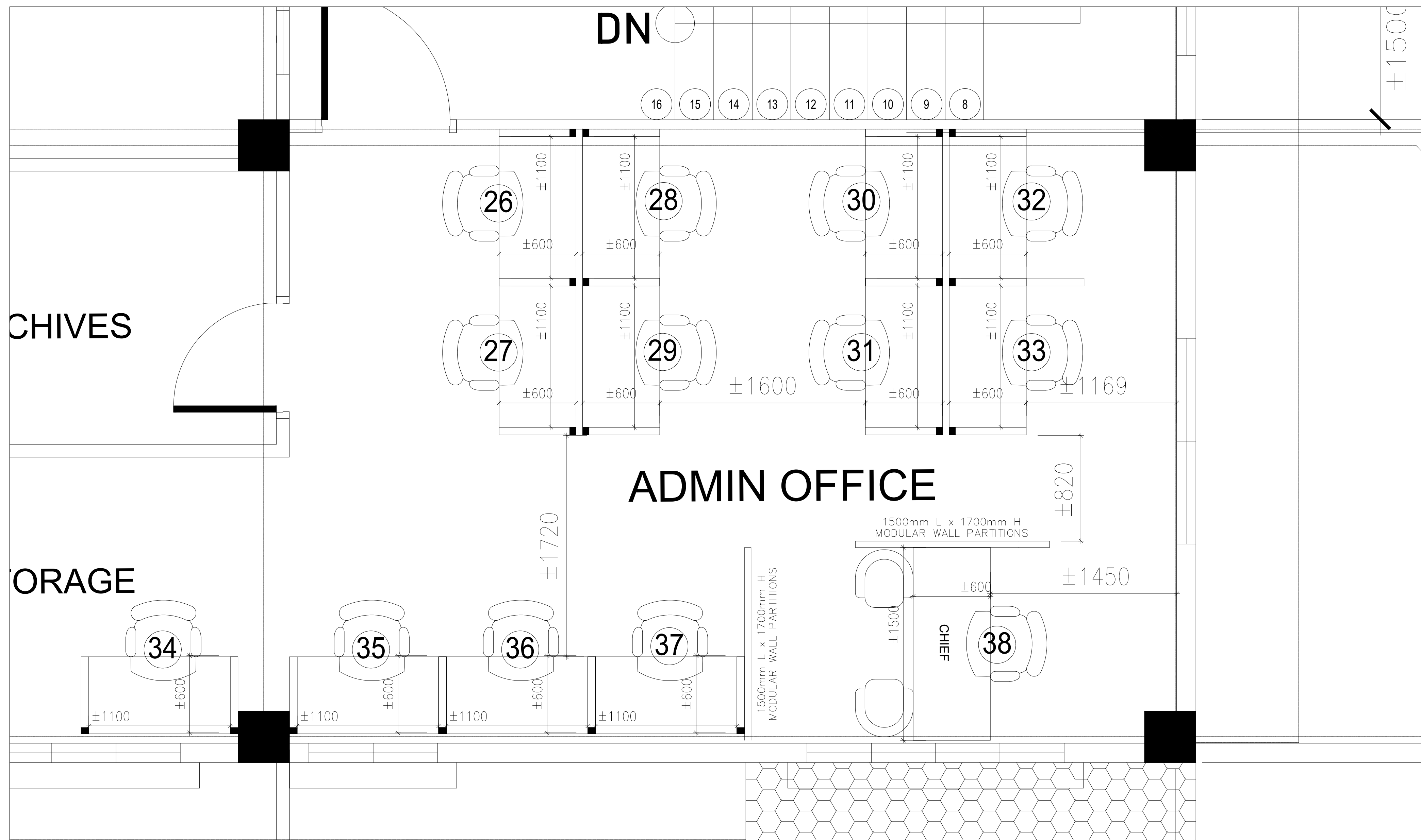


REGION 4-A
1 MODULAR LAYOUT - COA
NTS
SCALE: A-9



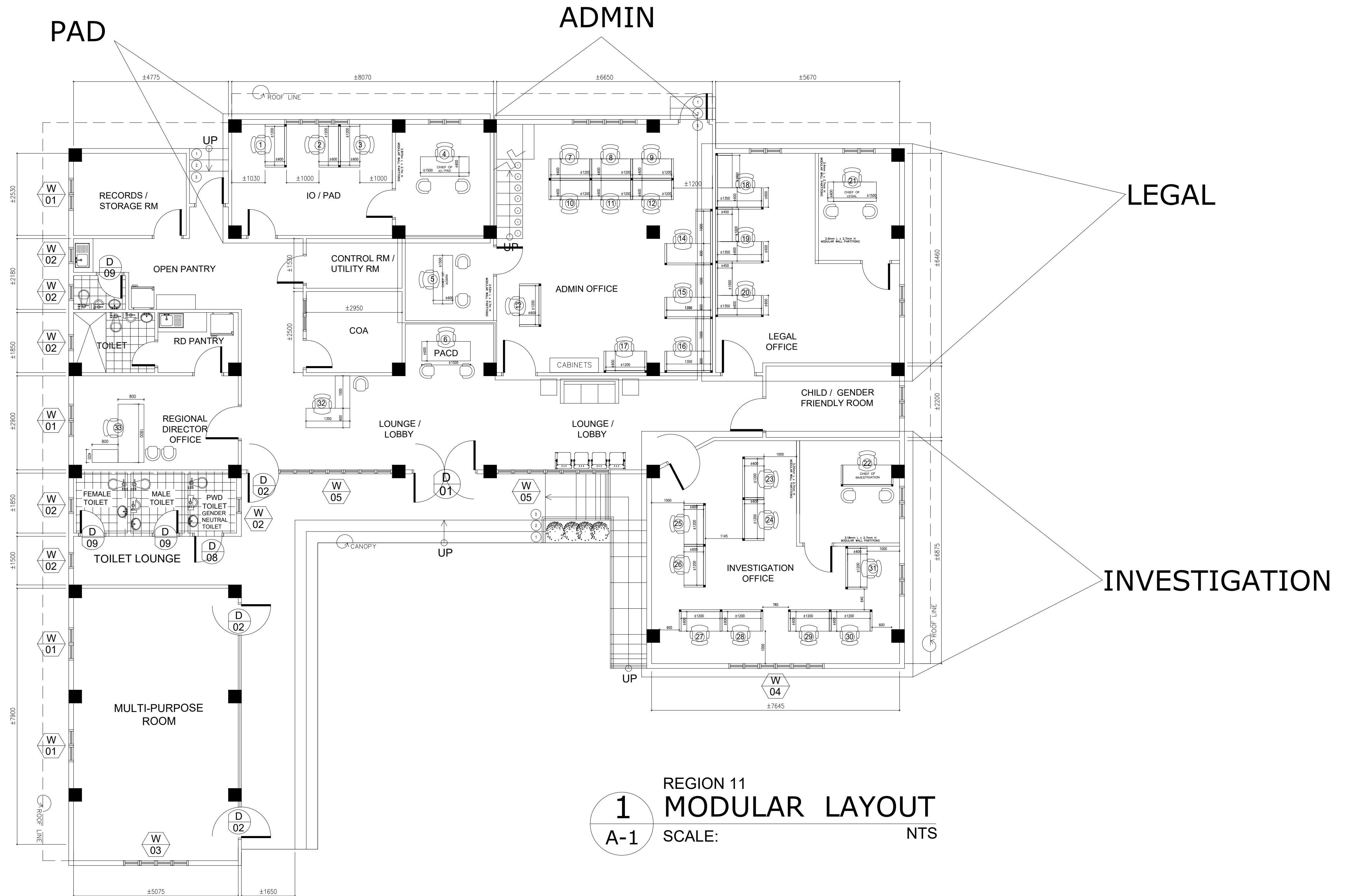
REGION 4-A
1 MODULAR LAYOUT - RD OFFICE
NTS
SCALE: A-9

REVIEWED AND SUBMITTED BY:	PROJECT :	SHEET CONTENT:	SET NO.	SHEET NO.
AR.ERIN POLICARPIO	<div>REGIONAL OFFICE MODULAR AND FURNITURE</div> <div>REGION IV-A AND REGION 11</div>	AS SHOWN	<div></div>	<div>A9</div>
DRAFTED BY:				
AR.ERIN POLICARPIO				

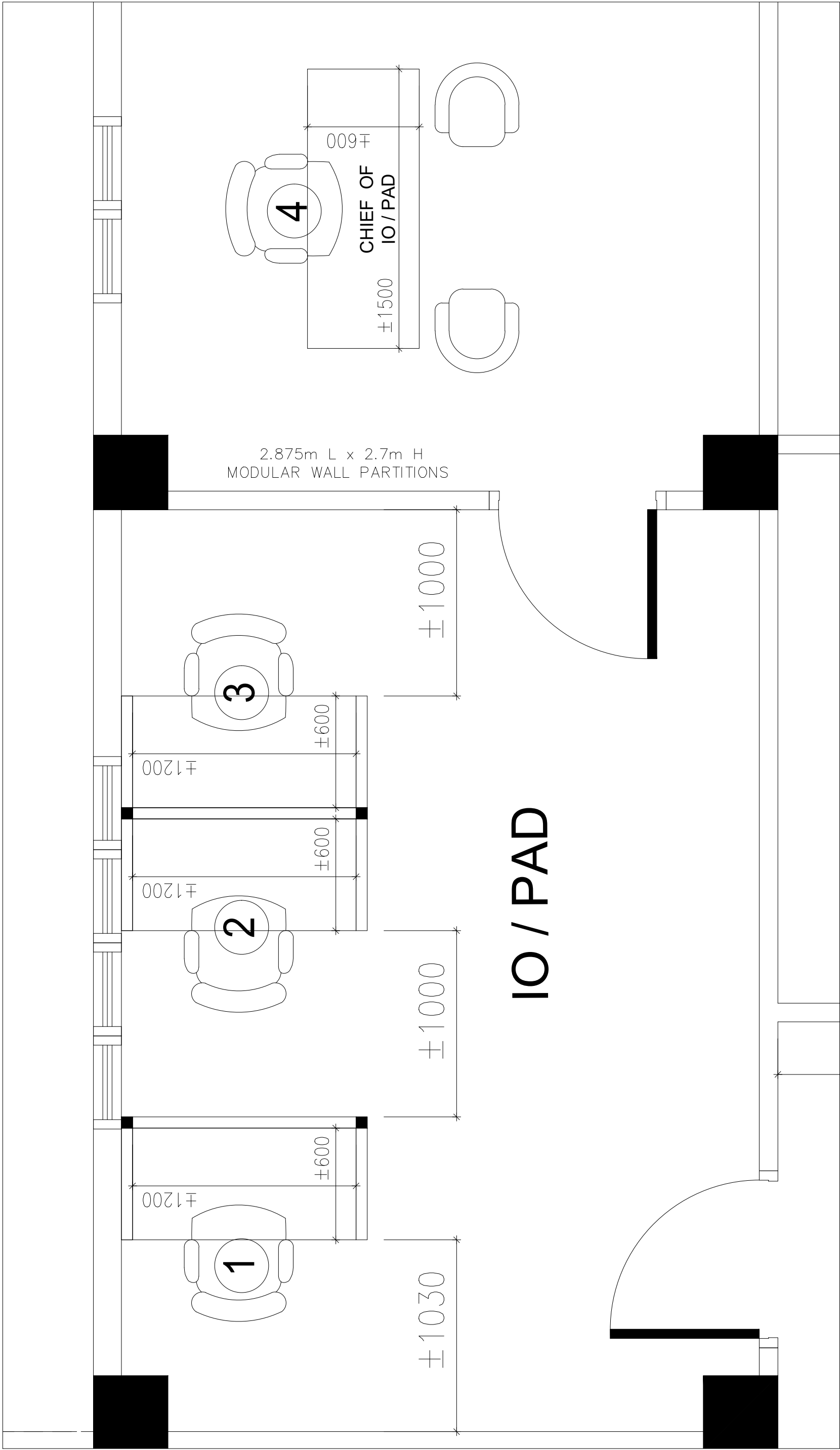


1 REGION 4-A
MODULAR LAYOUT - ADMIN
A-10 SCALE: NTS

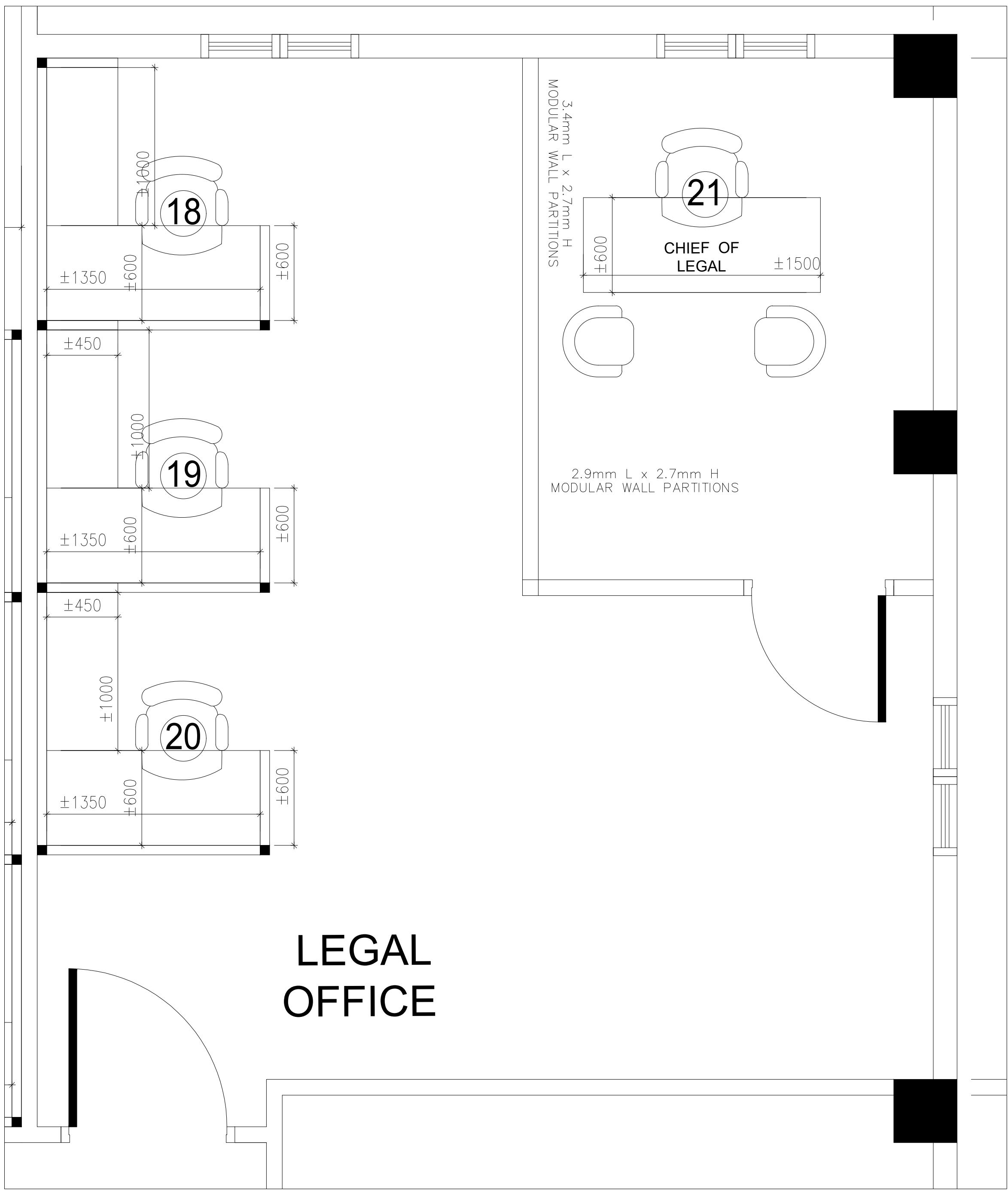
REVIEWED AND SUBMITTED BY:	PROJECT :	SHEET CONTENT:	SET NO.	SHEET NO.
AR.ERIN POLICARPIO	REGIONAL OFFICE MODULAR AND FURNITURE REGION IV-A AND REGION 11	AS SHOWN		
DRAFTED BY:				
AR.ERIN POLICARPIO				



REVIEWED AND SUBMITTED BY:	PROJECT :	SHEET CONTENT:	SET NO.	SHEET NO.
AR.ERIN POLICARPIO	<div>REGIONAL OFFICE MODULAR AND FURNITURE</div> <div>REGION IV-A AND REGION 11</div>	AS SHOWN		
DRAFTED BY:				
AR.ERIN POLICARPIO				



REGION 11
1 MODULAR LAYOUT - IO/PAD
A-3 SCALE: NTS



REGION 11
2 MODULAR LAYOUT - LEGAL
A-3 SCALE: NTS

REVIEWED AND SUBMITTED BY:	PROJECT :	SHEET CONTENT:	SET NO.	SHEET NO.
AR.ERIN POLICARPIO	REGIONAL OFFICE MODULAR AND FURNITURE REGION IV-A AND REGION 11	AS SHOWN		
DRAFTED BY:				
AR.ERIN POLICARPIO				

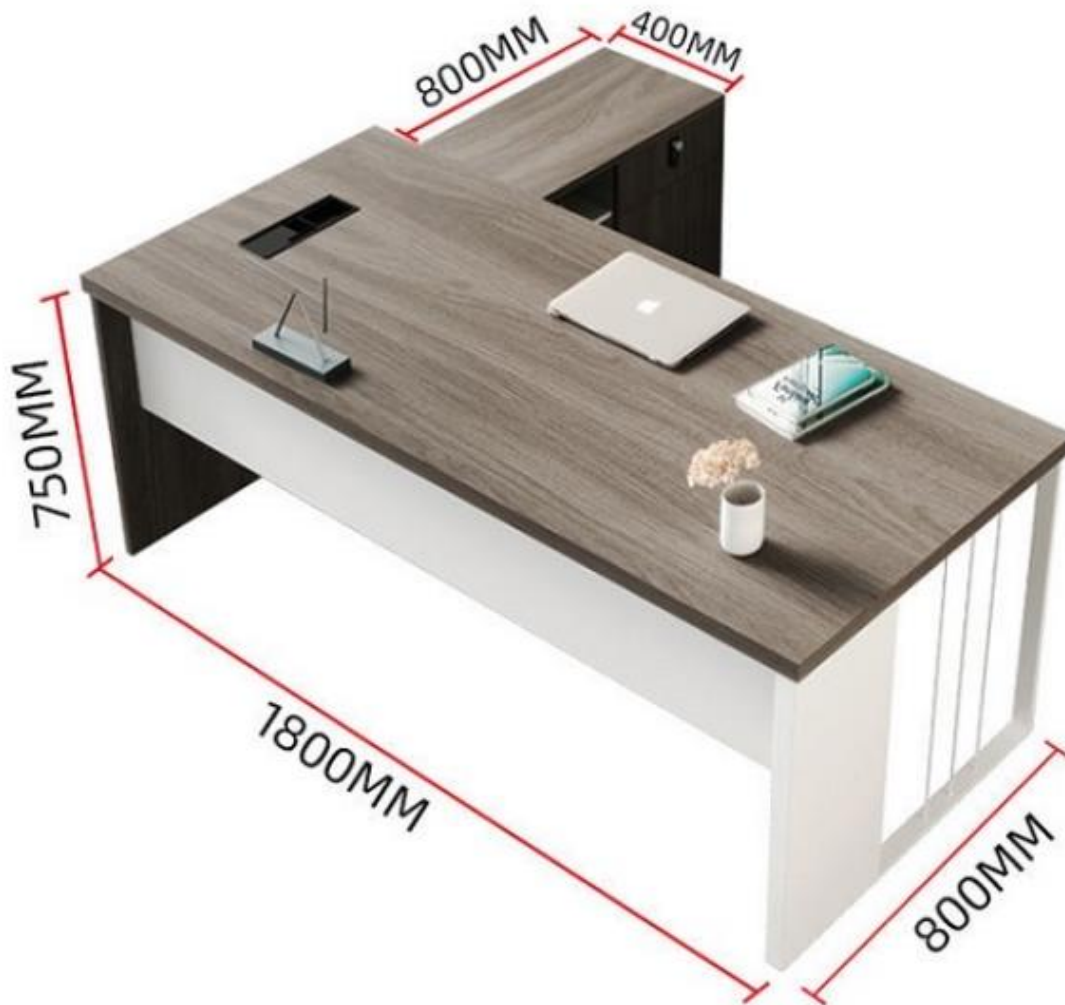
BILL OF QUANTITIES

PROJECT: PROPOSED SINGLE STOREY REGIONAL OFFICE BUILDING REGION 4A & REGION 11 - CHR OFFICE
LOCATION: LAGUNA AND DAVAO PHILIPPINES
SUBJECT: MODULAR PARTITION AND OFFICE FURNITURES OF REGIONAL OFFICE BUILDING REGION A & REGION 11 - CHR OFFICE

ROOM / AREA	ITEM	SPECIFICATION AND DETAILS	REFERENCE PHOTO	QTY	UNIT	UNIT COST	TOTAL COST
LOCATION : DAVAO							
RD OFFICE	EXCUTIVE TABLE	see attached files for reference	see attached files for reference	1	SET		
CHIEF OF IO . PAD	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
CHIEF OF ADMIN	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
CHIEF OF LEGAL	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
CHIEF OF INVESTIGATION	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
RD OFFICE	EXCUTIVE CHAIR	see attached files for reference	see attached files for reference	1	SET		
CHIEF OFFICES	DIVISION CHAIR	see attached files for reference	see attached files for reference	4	SET		
CHIEF OF IO . PAD	MODULAR WALL PARTITION WITH DOOR	2.875m L x 2.7m H	see attached files for reference	1	SET		
CHIEF OF ADMIN	MODULAR WALL PARTITION WITH DOOR	2.53m L x 2.7m H	see attached files for reference	1	SET		
CHIEF OF LEGAL	MODULAR WALL PARTITION WITH DOOR	3.4m L x 2.7mm H 2.9m L x 2.7m H	see attached files for reference	1	SET		
CHIEF OF INVESTIGATION	MODULAR WALL PARTITION WITH DOOR	3.25mm L x 2.7mm H 3.18mm L x 2.7mm H	see attached files for reference	1	SET		
PADC	STAFF TABLE	see attached files for reference	see attached files for reference	1	SET		
LOBBY	STAFF TABLE (L-SHAPE)	see attached files for reference	see attached files for reference	1	SET		
IO . PAD	STAFF TABLE WITH PARTITION	see attached files for reference	see attached files for reference	3	SET		
ADMIN OFFICE	STAFF TABLE WITH PARTITION	see attached files for reference	see attached files for reference	8	SET		
ADMIN OFFICE	STAFF TABLE WITH PARTITION (L-SHAPE)	see attached files for reference	see attached files for reference	3	SET		
LEGAL OFFICE	STAFF TABLE WITH PARTITION (L-SHAPE)	see attached files for reference	see attached files for reference	3	SET		
INVESTIGATION OFFICE	STAFF TABLE WITH PARTITION	see attached files for reference	see attached files for reference	9	SET		
ALL OFFICES	MOBILE PEDESTAL	see attached files for reference	see attached files for reference	32	SET		
ALL OFFICES	STAFF CHAIR	see attached files for reference	see attached files for reference	28	SET		
ALL OFFICES	VISITOR CHAIR	see attached files for reference	see attached files for reference	23	SET		
LOBBY	GANG CHAIR	see attached files for reference	see attached files for reference	1	SET		
CONFERENCE	CONFERENCE TABLE	3000mm L X 1200mm W	see attached files for reference	1	SET		
ALL OFFICES	ELECTRICAL WIRE AND LAN CABLE WIRINGS	see attached files for reference	see attached files for reference	1	LOT		
DELIVERY FEE	DELIVERY FEE			1	LOT		
LOCATION : LAGUNA							
INVESTIGATION OFFICE	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
LEGAL OFFICE	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
RD OFFICE	EXCUTIVE TABLE	see attached files for reference	see attached files for reference	1	SET		
ADMIN OFFICE	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
PACD	STAFF TABLE	see attached files for reference	see attached files for reference	1	SET		
INVESTIGATION OFFICE	STAFF TABLE WITH PARTITION	see attached files for reference	see attached files for reference	12	SET		
LEGAL OFFICE	STAFF TABLE WITH PARTITION (L-SHAPE)	see attached files for reference	see attached files for reference	4	SET		
PAD OFFICE	DIVISION CHIEF TABLE	see attached files for reference	see attached files for reference	1	SET		
COA OFFICE	STAFF TABLE WITH PARTITION	see attached files for reference	see attached files for reference	2	SET		
ADMIN OFFICE	STAFF TABLE WITH PARTITION	see attached files for reference	see attached files for reference	12	SET		
INVESTIGATION OFFICE	DIVISION CHAIR	see attached files for reference	see attached files for reference	1	SET		
LEGAL OFFICE	DIVISION CHAIR	see attached files for reference	see attached files for reference	1	SET		
RD OFFICE	EXCUTIVE CHAIR	see attached files for reference	see attached files for reference	1	SET		
ADMIN OFFICE	DIVISION CHAIR	see attached files for reference	see attached files for reference	1	SET		
PAD OFFICE	DIVISION CHAIR	see attached files for reference	see attached files for reference	1	SET		
ALL OFFICES	STAFF CHAIR	see attached files for reference	see attached files for reference	33	SET		
ALL OFFICES	VISITOR CHAIR	see attached files for reference	see attached files for reference	26	SET		
LOBBY	GANG CHAIR	see attached files for reference	see attached files for reference	1	SET		
INVESTIGATION OFFICE	MODULAR WALL PARTITION	8450mm L X 3000mm H	see attached files for reference	1	SET		
RD OFFICE	MODULAR WALL PARTITION	1200mm L X 1700mm H	see attached files for reference	1	SET		
ADMIN OFFICE	MODULAR WALL PARTITION	1500mm L X 1700mm H	see attached files for reference	2	SET		
PAD OFFICE	MODULAR WALL PARTITION	1200mm L X 1700mm H	see attached files for reference	1	SET		
CONFERENCE	CONFERENCE TABLE	3000mm L X 1200mm W	see attached files for reference	1	SET		
ALL OFFICES	MOBILE PEDESTAL	see attached files for reference	see attached files for reference	37	SET		
ALL OFFICES	ELECTRICAL WIRE AND LAN CABLE WIRINGS	see attached files for reference	see attached files for reference	1	LOT		
DELIVERY FEE	DELIVERY FEE			1	LOT		
LOCATION : CENTRAL OFFICE, QUEZON CITY							
CONFERENCE	CONFERENCE TABLE (12 SEATER)	4200mm L X 1200mm W	see attached files for reference	2	SET		
CONFERENCE	VISITOR CHAIR	see attached files for reference	see attached files for reference	24	SET		
DELIVERY FEE	DELIVERY FEE			1	LOT		
TOTAL							

Project : Modular Partition and Office Furniture of Region 9 (Laguna) and Region 11 (Davao)
Subject : Reference Photo and Specification
Location : Region 9 (Laguna) and Region 11 (Davao)

1. EXECUTIVE TABLE





Desktop Wiring Box

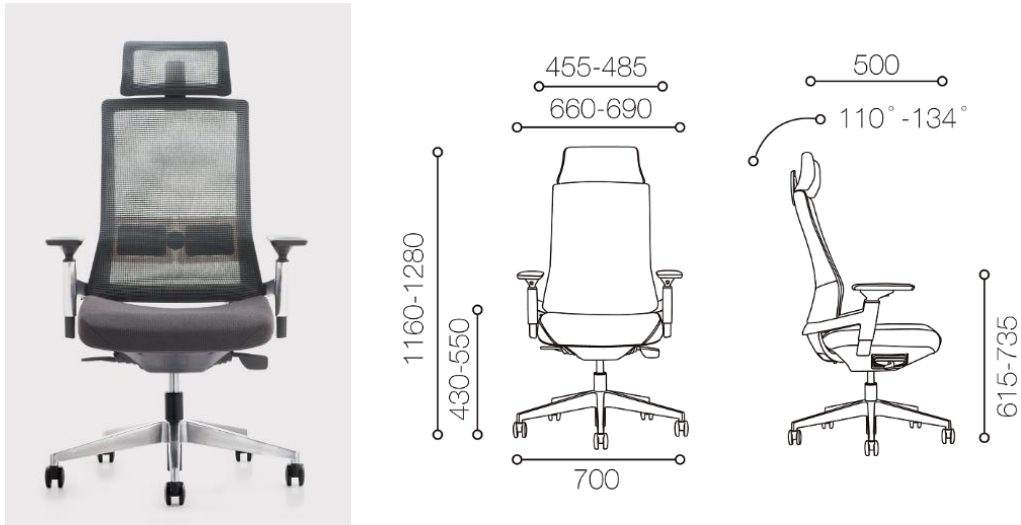
Attractive



Specification:

1. Wood Laminated Finish on Table Top (Light Color) – HPL Hardboard
2. Matt Laminated Finish on the Other Parts (Prefer Color is Dark Gray or Equivalent) - HPL
3. Powder Coated Finish for the Metal Legs (Prefer Color is Dark Gray or Equivalent)
4. Central Drawer in the Main Table
5. Side Drawers and Cabinet in the Side Table
6. Provision for the Computer Wiring Box (Grommet/Threading Hole)
7. Materials: Plyboard in HPL

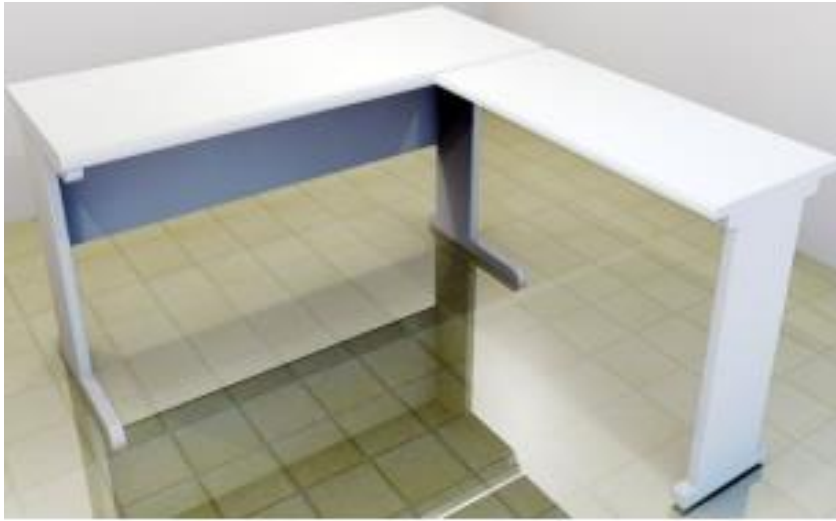
2. EXECUTIVE CHAIR



Specification:

1. Pneumatic Seat – Up and Down
2. Back Tilt
3. Tilt Lock
4. Tension Control
5. Lumbar Support
6. Adjustable Headrest – Up and Down
7. Adjustable Armrest – Angular, Forward, and Backward
8. Adjustable Seat – Forward and Backward
9. Material: Aluminum base, twin casters
10. Coverings: SEAT: Mesh.
11. Fabric Back: Mesh
12. HEAD: Mesh Color/s: Black

3. STAFFS' TABLE AND DIVISION TABLE (COMMON OFFICE TABLE)



Specification:

1. Made of high density laminated board (Plyboard in HPL Hardboard Finish)
2. Color: Ivory or Equivalent Color
3. Equipped with desk grommet for your cables and wires
4. With metal legs with coasters (Chrome Coated)
5. Detachable aluminum metal legs
6. Can hold up to 200kg weight capacity
7. Typical – Worktop Dimensions (L x W x H) : 1500mm x 600mm x 750mm
: 1350mm x 600mm x 750mm
: 1200mm x 600mm x 750mm
: 1100mm x 600mm x 750mm
8. Typical – Return Worktop Dimensions (L x W x H): 900mm x 450mm x 750mm
1200mm x 450mm x 750mm

4. CONFERENCE TABLE



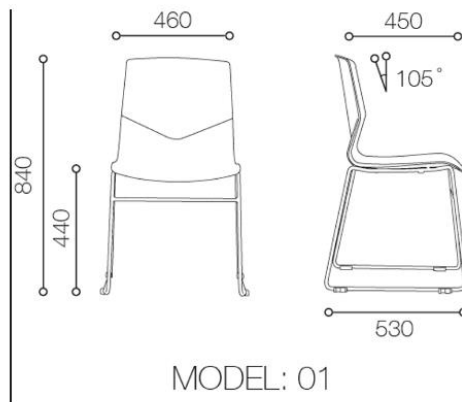
Specification:

1. Center grommet for cable management (3) – CO and Lan Outlet
2. Adjustable floor levelers (Levelling Glides)
3. HPL Hardboard for heat and scratch resistance
4. D-nut metal to metal connection for durability and easy re-installation
5. Materials: 25mm MFC Engineered board, powdered coated metal in PVC Chamfer Profile
6. 2X2 Tubular Frame schedule 1.5 Leg frame material
7. Color/s: Hazelnut + White
8. Dimensions (L x W x H): 180cm x 90cm x 75 cm

5. CONFERENCE CHAIR / VISITOR CHAIR



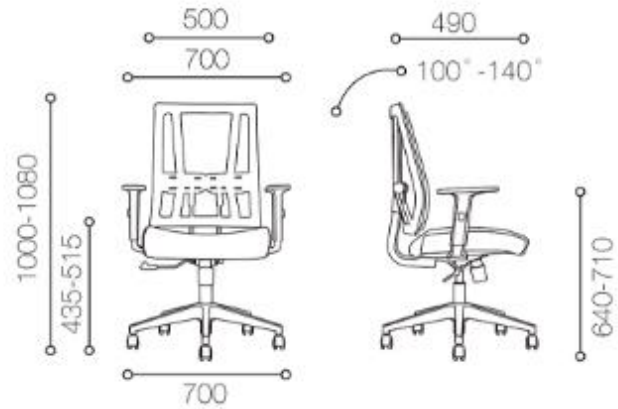
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Specification:

1. Leg frame/ Cross rail/ Round bar: Aluminum, Chrome Coated
2. Backrest: Polypropylene in Black or Equivalent Dark Color
3. Seat: Leatherette Black or Equivalent Dark Color
4. Tested for: Min.110 kg (243 lb)

6. MID BACK CHAIR – STAFF CHAIR



685BA-20

Specification:

1. Seat Material: Fabric
2. Back Material: Fabric
3. Leg Material: Aluminum
4. Seat Color: Black or Equivalent Dark Color
5. Weight Capacity: Min.250 lb
6. Arm Style: Adjustable – Forward, Backward, and Angular
7. Caster Type: Carpet
8. Number of Casters:5
9. Cushion Thickness:3-1/2 in
10. Back Color: Black or Equivalent Dark Color
11. Base Style:5-Star
12. Base Color Black
13. Features High back: Seat Slider

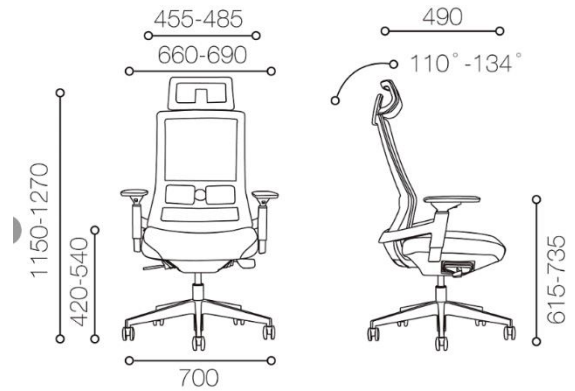
5. GANG CHAIR



Specification:

1. Base Capacity: 300kgs
2. Mechanism Thickness: 3mm
3. Chair Seating Capacity: 300kgs
4. Heavy Duty Gang Chair
5. 3-Seater Steel Gang Chair
6. Base Material: Chrome metal leg
7. SEAT: Cold rolled steel plate
8. BACK: Cold rolled steel plate
9. Dimension Overall: 80 x 180 x 68 cm

7. DIVISION CHIEF CHAIR



Specification:

1. Pneumatic Seat – Up and Down
2. Back Tilt
3. Tilt Lock
4. Tension Control
5. Lumbar Support
6. Adjustable Headrest – Up and Down
7. Adjustable Armrest – Angular, Forward, and Backward
8. Adjustable Seat – Forward and Backward
9. Material: Aluminum base, twin casters
10. Coverings: SEAT: Mesh.
11. Fabric Back: Mesh
12. HEAD: Mesh Color/s: Black
13. Weight Capacity: Min.250 lb

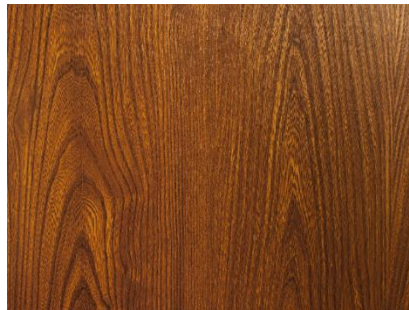
8. DRAWER MOBILE PEDESTAL



Specification:

1. Mobile Pedestal (Light Grey or Beige Color or Equivalent Light Color)
2. 3 Drawer Mobile Pedestal with Central Lock
3. PVC Top panel with Powder coated Finished Steel Body (Ga20 Thickness)
4. With File Dividers and Pencil Tray and 5 pcs Nylon Caster Wheels
5. Dimensions: Min. 40W x 56D x 65H cm

9. MODULAR PARTITION



WOOD TEXTURE OR EQUIVALENT

Specification:

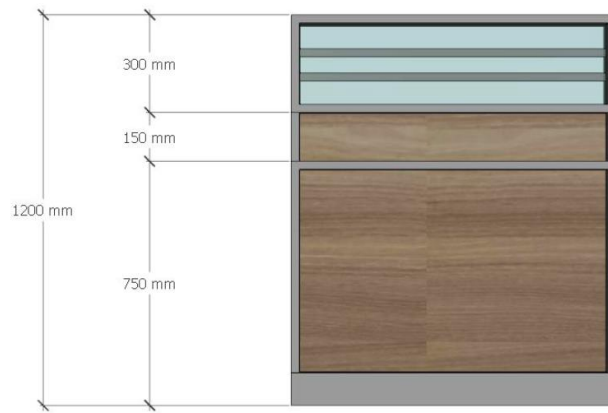
1. Panel Thickness: 6cm thick Monolithic Block Panel
2. Trims: Forged Extruded Aluminum in Electrostatic Powder Base Finish
3. Raceway: 10cm height with spot welded pre-punched holes per panel. Inclusive of rib-type cable separators for IT and electrical wires. Inclusive also of levelling gliders.
4. Conduit Outlet: 2 gang outlets should be provided for each workstation. The location will be at upper portion level of the workstation. The other will be same level of each shelf

5. Substrate: Plyboard clad with Laminated Underlay and fire retardant + high levels of color and wood textures.
6. Panel Connectors: Post Type (not bracket + cover type) with slatted channels. Better strength and weight vs. load capacity than the latter. Slat Channels for worktop brackets connections. Connectors should or could accommodate either 90 or 120 degrees for future reconfiguration.
7. Glass Specifications (Workstation Partition): 6mm Clear Glass with Aluminum transoms and fittings for half glass panels with frosted stripe design stickers.
8. Glass Specifications (Wall Partition): 10mm Clear Tempered Glass with Aluminum transoms and fittings for half glass panels.
9. Brackets: Load tested steel, precision cut slat attachments in electrostatic powder coat finish.
10. Cable Raceway Capacity: 8 to 10 workstations with complete electrical and IT requirement. One (1) pre-punched hole for electrical convenience outlet and CAT5 receptacles for the other.
Drop Pole Capability: Post Type (not bracket + cover type) that can act as a wire management from ceiling and at the same time as a connector. This should not be separate.
11. 25mm thick Industry Grade Particle board in Heavy Duty HPL Laminated on both faces, edge banded with 2.2 thick flat PVC edge band in CHAMFER PROFILE
12. All dimensions of the partitions are subject for revision. Supplier must submit shop drawings prior to fabrication and installation.

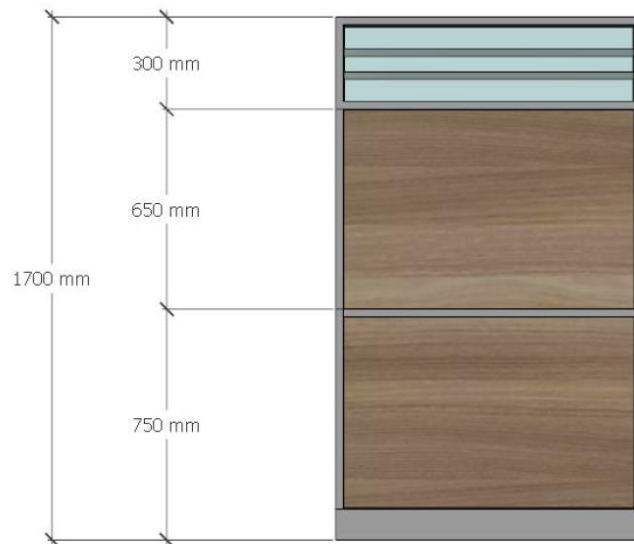
PANEL FOR 2600 HEIGHT PARTITION -W/STICKER



PANEL FOR 1200 HEIGHT PARTITION -W/STICKER



PANEL FOR 1700 HEIGHT PARTITION -W/STICKER



Submitted by:


ERIN POLICARPIO
Architect Consultant