



REPUBLIC OF THE PHILIPPINES  
**NATIONAL POWER CORPORATION**  
(Pambansang Korporasyon sa Elektrisidad)

## **BID DOCUMENTS**

**Name of Project : ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**P.R. NO. : HO-TFM22-129**

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SECTION I

**INVITATION TO BID**



# National Power Corporation

## INVITATION TO BID

### PUBLIC BIDDING – BCS 2023-0019

1. The NATIONAL POWER CORPORATION (NPC), through its approved Corporate Budget of CY 2023 intends to apply the sum of **(Please see schedule below)** being the Approved Budget for the Contract (ABC) to payments under the contract. Bids received in excess of the ABC shall be automatically rejected at Bid opening.

PR Nos./PB Ref No. & Description	Similar Contracts	Pre-bid Conference	Bid Submission / Opening	ABC/ Amt. of Bid Docs
HO-TFM22-129 / PB230207-NA  One (1) Year Supply of Skilled / Semi-Skilled Manpower and Allied Services for Various NPC Offices, Facilities and Installations in Three (3) Packages  <i>Mode of Award: Per Package</i>	Supply of Skilled Manpower Services and/or Allied Services	24 January 2023 9:30 A.M	07 February 2023 9:30 A.M	₱ 154,408,041.11 / ₱ 50,000.00
<b>Package A</b> – OP, OLC, Admin & Finance, PES, and RMS				₱ 24,587,765.66 / ₱ 25,000.00
<b>Package B.2</b> – BOD (SPUG Bicol Operations)				₱ 105,235,798.11 / ₱ 50,000.00
<b>Package E</b> – Mindanao Generation				₱ 24,584,477.33 / ₱ 25,000.00
<b>Venue: Kañao Function Room, NPC Bldg. Diliman, Quezon City</b>				

2. The NPC now invites bids for Items listed above. Delivery of the Goods is required (**see table below**) specified in the Technical Specifications. Bidders should have completed, within (**see table below**) from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. (Instruction to Bidders).

PR No/s. / PB Ref No/s.	Delivery Period / Contract Duration	Relevant Period of SLCC reckoned from the date of submission & receipt of bids
HO-TFM22-129	One (1) Year	Five (5) Years

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 5183.

4. Prospective Bidders may obtain further information from National Power Corporation, Bids and Contracts Services Division and inspect the Bidding Documents at the address given below during office hours (8:00AM to 5:00PM), Monday to Friday.

5. A complete set of Bidding Documents may be acquired by interested Bidders from the given address and website(s) and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB. Bidding fee may be refunded in accordance with the guidelines based on the grounds provided under Section 41 of R.A. 9184 and its Revised IRR.
6. The National Power Corporation will hold Pre-Bid Conference (**see table above**) and/or through video conferencing or webcasting which shall be open to prospective bidders.

Only registered bidder/s shall be allowed to participate for the conduct of virtual pre-bid conference. **Unregistered bidders** may attend the Pre-Bid Conference at the Kañao Room, NPC subject to the following:

- a. Only a maximum of two (2) representatives from each bidder / company shall be allowed to participate during the virtual pre-bid conference.
  - b. A "No Face mask / No Entry" policy shall be implemented in the NPC premises. Face mask shall be 3-ply surgical or KN95 mask type.
  - c. The requirements herein stated including the medium of submission shall be subject to GPPB Resolution No. 09-2020 dated 07 May 2020
  - d. The Guidelines on the Implementation of Early Procurement Activities (EPA) shall be subject to GPPB Circular No. 06-2019 dated 17 July 2019
7. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address indicated below; (ii) online or electronic submission before the specified time stated in the table above for opening of bids. Late bids shall not be accepted.
  8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in ITB Clause 14.
  9. Bid opening shall be on Kañao Function Room, NPC Head Office, Diliman, Quezon City and/or via online platform to be announced by NPC. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
  10. The National Power Corporation 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 R.A. No. 9184, without thereby incurring any liability to the affected bidder or bidders.
  11. For further information, please refer to:

**Bids and Contracts Services Division,  
Logistics Department**

BIR Road cor. Quezon Avenue  
Diliman, Quezon City  
Tel Nos.: 8924-5211 and 8921-3541 local 5564/5211  
Fax No.: 8922-1622  
Email: [bcسد@napocor.gov.ph](mailto:bcسد@napocor.gov.ph) /

12. You may visit the following websites:

For downloading of Bidding Documents: <https://www.napocor.gov.ph/bcsd/bids.php>



**RENE B. BARRUELA**

Vice President, Corporate Affairs Group and  
Chairman, Bids and Awards Committee



**APPROVED BUDGET FOR THE CONTRACT**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**PACKAGE A - OP, OLC, ADMIN & FINANCE, PES AND RMS**

INSTALLATION / PLANTS / OFFICE	NO.	TOTAL FOR ONE (1) YEAR
<b><u>SCHEDULE 1</u></b>		
<i>Office of the President and CEO</i>	1	258,328.96
<i>Office of the Legal Counsel</i>	2	516,657.93
<i>Office of the Senior Department Manager Finance</i>	1	258,328.96
<i>Office of the Senior Department Manager Administration</i>	1	258,328.96
<i>Central Records and Technical Documents Division</i>	1	258,328.96
<i>Telecoms &amp; Security Services Division</i>	3	841,693.41
<i>Transportation and Facilities Management Division (TFMD) - Head Office</i>	26	7,827,216.20
<i>TFMD - Camarin/Caliraya/Japanese Memorial Garden</i>	5	1,318,443.03
<b>Sub-Total Sch 1</b>	<b>40</b>	<b>11,537,326.42</b>

<b><u>SCHEDULE 2</u></b>		
<i>OM Design and Development Department</i>	1	258,328.96
<i>Energy Services Department - TMSD</i>	1	325,035.48
<i>Project Management Department</i>		
<i>Project Implementation Group Cluster A</i>	6	1,549,973.78
<i>Project Implementation Group Cluster B</i>	5	1,291,644.82
<i>Project Implementation Group Cluster C</i>	4	1,033,315.85
<i>Operations Project Division</i>	2	516,657.93
<i>Dams Management Department</i>		
<i>DRWD</i>	1	258,328.96
<i>FFWSD</i>		
<i>O/M Technician</i>	3	975,106.44
<i>Driver Mechanic</i>	12	3,099,947.56
<i>FFWSD</i>	15	4,075,054.00
<b>Sub-Total Sch 2</b>	<b>35</b>	<b>9,308,339.78</b>

<b><u>SCHEDULE 3</u></b>		
<i>Resource Management Service</i>		
<i>INGRF</i>	7	1,715,376.06
<i>BNPP</i>	8	2,026,723.41
<b>Sub-Total Sch 3</b>	<b>15</b>	<b>3,742,099.47</b>
<b>TOTAL PACKAGE A</b>	<b>90</b>	<b>24,587,765.66</b>

**APPROVED BUDGET FOR THE CONTRACT**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**PACKAGE B.2 - BOD**

INSTALLATION / PLANTS / OFFICE	NO.	TOTAL FOR ONE (1) YEAR
<i>Catanduanes/Masbate/Albay Area</i>		
<i>Butawan Siruma</i>	2	650,070.96
<i>Iniwaran, San Pascual</i>	2	650,070.96
<i>Naro DPP</i>	8	2,600,283.84
<i>Codon S/S</i>	5	1,625,177.40
<i>San Miguel S/S</i>	5	1,625,177.40
<i>Calaguas DPP</i>	11	3,575,390.28
<i>Virac (Marinaw) Substation</i>	4	1,300,141.92
<i>Catanduanes 69 kV T/L</i>	7	2,358,515.54
<i>2nd Line Gang</i>	6	1,950,212.88
<u><i>Catanduanes Operations</i></u>		
<i>Balongbong HEPP</i>	6	1,630,368.43
<i>Camarines Sur Mini Grid</i>	1	258,328.96
<i>Atulayan DPP</i>	11	3,575,390.28
<i>Palumbanes DPP</i>	11	3,575,390.28
<u><i>Albay Operations</i></u>		
<i>Rapu-rapu DPP</i>	9	2,858,612.80
<i>Batan DPP</i>	8	2,600,283.84
<u><i>Masbate Operations</i></u>		
<i>Ticao DPP</i>	2	650,070.96
<i>Masbate T/L &amp; S/S</i>	16	5,367,102.05
<i>10 MVA Mobo S/S</i>	4	1,300,141.92
<i>Burias DPP (San Pascual)</i>	9	2,925,319.32
<i>Masbate Mini Grid/PRES Operations</i>	188	42,382,370.92
<i>Dancalan DPP</i>	6	1,950,212.88
<i>Mababang-baybay</i>	6	1,950,212.88
<i>Malaking Ilog</i>	6	1,950,212.88
<i>Osmeña</i>	6	1,950,212.88
<i>Peñafrancia</i>	6	1,950,212.88
<i>Quezon</i>	6	1,950,212.88
<i>Guin-awayan</i>	6	1,950,212.88
<i>Nabuctof</i>	6	1,950,212.88
<i>Gilotongan</i>	7	2,275,248.36
<i>Pena</i>	6	1,950,212.88
<i>Chico</i>	6	1,950,212.88
<b>TOTAL PACKAGE B.2</b>	<b>382</b>	<b>105,235,798.11</b>

**APPROVED BUDGET FOR THE CONTRACT**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR  
VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**PACKAGE E - MINDANAO GENERATION**

INSTALLATION / PLANTS / OFFICE	NO.	TOTAL FOR ONE (1) YEAR
<i>Mindanao Generation</i>		
<i>Office of the Vice President</i>	2	516,657.93
<i>OVP Billings and Settlements</i>	1	258,328.96
<i>OVP IPP Contracts Management</i>	2	516,657.93
<i>OVP Safety and Security Division</i>	1	258,328.96
<i>OVP Legal Services Division</i>	2	476,749.63
<i>OPD Generation and Performance Division</i>		
<i>OPD Information Systems and Technology Division</i>	3	975,106.44
<i>OPD Dams, Reservoirs &amp; Waterways Management Division</i>	2	650,070.96
<i>AFD Human Resource and Administration Division</i>	9	2,378,557.10
<i>OM Community Development Department</i>	2	436,841.33
<i>CDD Planning ,Design, Project Development, Evaluation &amp; Monitoring Division</i>	7	1,648,669.55
<i>CMTSD Central Maintenance Division</i>	7	2,275,248.36
<i>OM-AG 1/2 HEPC</i>		
<i>Maintenance Division</i>		
<i>Agus 1</i>	3	655,261.99
<i>Agus 2</i>	5	1,092,103.32
<i>OM-AG 4/5 HEPPC</i>	10	2,397,436.27
<i>AG 4/5 HEPC-PTSD</i>		
<i>OM-Maintenance Division</i>	15	4,169,136.79
<i>AG 6/7 OM</i>	12	3,340,553.46
<i>AG 6/7 HEPC-PTSD</i>	2	583,364.44
<i>Pul4 HEP</i>	3	655,261.99
<i>Pulangit IV HEPC-PTSD</i>		
	4	1,300,141.92
<b>TOTAL PACKAGE E</b>	<b>92</b>	<b>24,584,477.33</b>

SECTION II

**INSTRUCTIONS TO  
BIDDERS**

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## SECTION II – INSTRUCTIONS TO BIDDERS

### 1. Scope of Bid

The National Power Corporation (NPC or NAPOCOR) wishes to receive Bids for the **ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES** with Purchase Requisition No. **HO-TFM22-129**.

The Procurement Project (referred to herein as "Project") are grouped in **THREE (3) Packages** specified in Section VI - Technical Specifications and Section VII - Bid Price Schedules/Schedule of Requirement. Bidders shall have the option of submitting a proposal on any or all Package and evaluation and contract award will be undertaken on a per Package basis. Packages shall not be divided further for the purpose of bidding, evaluation, and contract award

### 2. Funding Information

2.1. The GOP through the source of funding as indicated below-for CY 2023/2024 in the amounts specified in the Invitation to Bid.

2.2. The source of funding is the Corporate Operating Budget of the National Power Corporation.

### 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

## SECTION II – INSTRUCTIONS TO BIDDERS

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership exceeding those allowed under the rules may participate when citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines.  
  
The foreign bidder claiming eligibility by reason of their country's extension of reciprocal rights to Filipinos shall submit a certification from the relevant government office of their country stating that Filipinos are allowed to participate in their government procurement activities for the same item/product. The said certification shall be validated during the post-qualification of bidders.
- 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 at least fifty percent (50%) of the ABC of the largest package where the bidder is going to bid.
- 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 portions of Project and the maximum percentage allowed to be subcontracted are indicated in the **BDS**, which shall not exceed twenty percent (20%) of the contracted Goods.
- 7.2. The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in ITB Clause 5 to the implementing or end-user unit.
- 7.3. Subcontracting of any portion of the Project does not relieve the Supplier of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Supplier's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

## 8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address and/or through videoconferencing/webcasting as indicated in paragraph 6 of the IB.

## **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.

## **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 (NPCSF-GOODS-01 - Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in ITB Clause 5.3 should have been completed within 5 years 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.
- 10.4. The Statement of the bidder's Single Largest Completed Contract (SLCC) (NPCSF-GOODS-03) and List of all Ongoing Government & Private Contracts Including Contracts Awarded but not yet Started (NPCSF-GOODS-02) shall comply with the documentary requirements specified in the **BDS**.

## **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 (NPCSF-GOODS-01 - 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:

- 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 tradable 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

14.1. The Bidder shall submit a Bid Securing Declaration 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 for **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****15.1 For one package, bidder(s) shall submit:**

- One (1) envelope containing one copy of Eligibility (Legal and Technical) component; and
- One (1) envelope containing one copy of Financial Component.

**For two (2) or more packages, bidder(s) shall submit:**

- One (1) envelope containing one copy of Eligibility (Legal and Technical) component; and
- One (1) envelope containing one copy of Financial Components with proper markings for each package.

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.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

**16. Deadline for Submission of Bids**

16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 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 9 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**

## SECTION II – INSTRUCTIONS TO BIDDERS

- 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 packages/lots or items shall be indicated in **Section VI (Technical Specifications)**, although the ABCs of these packages/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 packages/lots or items participated in by the prospective Bidder.
- 19.4. Contract award shall be on a per Package basis. Each Package will be evaluated and compared with other Bids separately and recommended for contract award separately.

The Bidder's bid offer must be within the ABC per Package and ABC per unit.

Bid offers that exceed the ABC of a Package, ABC per unit or with incomplete price shall be rejected for that package

- 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**.

SECTION III

**BID DATA SHEET**

## SECTION III - BID DATA SHEET

ITB Clause	
5.3	<p>For Bidder(s) who will submit bids for one (1) Package only, the track record requirement is a single completed contract that is similar to this project with a contract amount equivalent to at least Fifty Percent (50%) of the ABC of the Package the bidder is participating in, adjusted to current prices using the Philippine Statistics Authority (PSA) consumer price index at the time of the bidding.</p> <p>For Bidder(s) who will submit bids for two (2) or more Packages, the track record requirement is a single completed contract that is similar to this Project with a contract amount equivalent to at least Fifty Percent (50%) of the highest ABC of the Packages the bidder wishes to participate in, adjusted to current prices using the Philippine Statistics Authority (PSA) consumer price index at the time of the bidding.</p> <p>For this purpose, similar contracts shall refer to the supply of skilled manpower services and/or allied services.</p> <p>The Single Largest Completed Contract (SLCC) as declared by the bidder shall be verified and validated to ascertain such completed contract. Hence, bidders must ensure access to sites of such projects/equipment to NPC representatives for verification and validation purposes during post-qualification process.</p> <p>It shall be a ground for disqualification, if verification and validation cannot be conducted for reasons attributable to the Bidder.</p>
	<p>For the procurement of goods in several items, lots or packages, a bidder may bid for two (2) or some or all items, lots or packages. The NFCC shall be at least equal to the ABCs of the particular items, lots or packages the bidder has participated in. In the event the NFCC of the bidder is insufficient vis-à-vis the sum of the ABCs of the items, lots or packages bid for, NPC has the option to select which items, lots or packages shall be considered for award.</p>
7.1	Subcontracting shall not be allowed for this particular procurement.
10.1	<p>Bidders shall also submit the following requirements in their first envelope, Eligibility and Technical Component of their bid:</p> <ol style="list-style-type: none"> <li>1. Documents to be submitted with the Bid as specified in Clause 13 of Section VI - Technical Specifications (List of Personal Protective Equipment);</li> </ol> <p>Equipment, materials, hardware and tools proposed by the winning bidder to be supplied, which were evaluated to be complying with the technical specifications, shall not be replaced and must be the same items to be delivered/installed/used during the contract implementation. Any proposed changes/replacement of said items may be allowed on meritorious reasons subject to validation and prior approval by NPC.</p>

<p>10.4</p>	<p>The list of on-going contracts (Form No. NPCSF-GOODS-02) shall be supported by the following documents for each on-going contract to be submitted during <b>Post-Qualification</b>:</p> <ol style="list-style-type: none"> <li>1. Contract/Purchase Order and/or Notice of Award</li> <li>2. Certification coming from the project owner/client that the performance is satisfactory as of the bidding date</li> </ol> <p>The bidder shall declare in this form all his on-going government and private contracts including contracts where the bidder (either as individual or as a Joint Venture) is a partner in a Joint Venture agreement other than his current joint venture where he is a partner. Non declaration will be a ground for disqualification of bid.</p> <p>The Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid (Form No. NPCSF-GOODS-03) shall be supported by the following documents to be submitted during <b>Bid Opening</b>:</p> <ol style="list-style-type: none"> <li>1. Contract/Purchase Order</li> <li>2. Certificate of Acceptance; or Certificate of Completion; or Official Receipt (O.R); or Sales Invoice, if completed</li> </ol>
<p>14.1</p>	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ol style="list-style-type: none"> <li>a) The amount of not less two percent (2%) of ABC, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> <li>b) The amount of not less than five percent (5%) of ABC, if bid security is in Surety Bond.</li> </ol>
<p>15.1</p>	<p><u>For one package, bidder(s) shall submit:</u></p> <ul style="list-style-type: none"> <li>• One (1) envelope containing one copy of Eligibility (Legal and Technical) component; and</li> <li>• One (1) envelope containing one copy of Financial Component.</li> </ul> <p><u>For two (2) or more packages, bidder(s) shall submit:</u></p> <ul style="list-style-type: none"> <li>• One (1) envelope containing one copy of Eligibility (Legal and Technical) component; and</li> <li>• One (1) envelope containing one copy of Financial Components with proper markings for <u>each package</u>.</li> </ul>

<p>19.4</p>	<p>The Goods are grouped into Packages and shall be evaluated and awarded on a per package basis.</p> <p>Partial bid per package is not allowed. Bidders shall have the option of submitting a proposal on any or all packages and evaluation and contract award will be undertaken on a per Package basis.</p> <p>The Bidder's bid offer must be within the ABC Per Package and ABC for each item.</p> <p>Bid offers that exceed the ABC of the Package(s) or ABC of any item he participated in or with incomplete price shall be rejected.</p> <p>Arithmetical corrections shall consider the following, in case of discrepancies between:</p> <ol style="list-style-type: none"> <li>1. bid prices in figures and in words, the latter shall prevail;</li> <li>2. total price per item and unit price for the item as extended or multiplied by the quantity of that item, the latter shall prevail;</li> <li>3. the stated total price and the sum of prices of component items, the latter shall prevail;</li> <li>4. unit cost in the detailed estimate and unit cost in the bill of quantities, the latter shall prevail.</li> </ol>
<p>20.1</p>	<p>The following documents shall be submitted and verified by NPC during post-qualification:</p> <ol style="list-style-type: none"> <li>1. Latest Income Tax Returns filed and paid through the BIR Electronic Filing and Payment System (eFPS);</li> <li>2. Business Tax/VAT Returns within the last six (6) months preceding the date of the bid submission, filed and paid through the BIR (eFPS);</li> <li>3. PhilGEPS Registration (Platinum Membership), if not yet submitted with the bid;</li> <li>4. Valid and current Mayor's/Business, if under renewal during bidding;</li> <li>5. Joint Venture Agreement (JVA) duly notarized, if not yet submitted with bid, if applicable;</li> <li>6. The licenses and permits relevant to the Project and the corresponding law requiring it as specified in the Technical Specifications, if any.</li> <li>7. Clearance Certificate from Social Security System (updated remittance as of November 2022)</li> <li>8. Certificate from Philippine Health Insurance Corporation that the bidder has remitted PHIC premium contributions for at least one (1) year updated remittance as of November 2022. (December 2021 to November 2022 or later)</li> </ol>

	<p>9. Clearance Certificate from Home Development Mutual Fund (HDMF) with one (1) year validity as of date of bidding including proofs of remittance. <i>(Note: Proofs of remittance for the period not covered by the Certificate shall be submitted up to the month preceding the opening of the bid).</i></p> <p>10. Contract/Purchase Order and/or Notice of Award for the contracts stated in the List of all On-going Government &amp; Private Contracts including Contracts Awarded but not yet Started (NPCSF-GOODS-02);</p> <p>11. Certification coming from the project owner/client that the performance is satisfactory as of the bidding date for all ongoing contracts stated in Form NPCSF-GOODS-02.</p>
<p>21.1</p>	<p>Notice to Proceed.</p>

SECTION IV

**GENERAL CONDITIONS OF  
CONTRACT**

## SECTION IV – GENERAL CONDITIONS OF CONTRACT

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## SECTION IV – GENERAL CONDITIONS OF CONTRACT

### 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

- 3.1. 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.
- 3.2. The performance bond to be posted by the Contractor must also comply with additional requirements specified in the **SCC**.

### 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 VI (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**

SECTION V – SPECIAL CONDITIONS OF CONTRACT

**SECTION V – SPECIAL CONDITIONS OF CONTRACT**

GCC Clause	
1	The Manpower Agency shall perform the required services specified in Section VI – Technical Specifications upon commencement of the Contract.
2.2	Terms of Payment is specified in Section VI – Technical Specifications
3.2	<p>1. The following must be indicated in the performance bond to be posted by the Contractor:</p> <ul style="list-style-type: none"> <li>i. Company Name</li> <li>ii. Correct amount of the Bond</li> <li>iii. Contract/Purchase Order Reference Number</li> <li>iv. Purpose of the Bond: To guarantee the faithful performance of the Principal's obligation to undertake <u>(Contract/Purchase Order Description)</u> in accordance with the terms and conditions of <u>(Contract No. &amp; Schedule/ Purchase Order No.)</u> entered into by the parties."</li> </ul> <p>2. The bond shall remain valid and effective until the duration of the contract <u>(should be specific date reckoned from the contract effectivity)</u> plus sixty (60) days after NPC's acceptance of the last delivery/final acceptance of the project.</p> <p>3. In case of surety bond, any extension of the contract duration, or delivery period granted to the CONTRACTOR shall be considered as given, and any modification of the contract shall be considered as authorized, as if with the expressed consent of the surety, provided that such extension or modifications falls within the effective period of the said surety bond. However, in the event that the extension of the contract duration or delivery schedule would be beyond the effective period of the surety bond first posted, it shall be the sole obligation of the CONTRACTOR to post an acceptable Performance Security within ten (10) calendar days after the contract duration/delivery period extension has been granted by NPC.</p> <p>4. Other required conditions in addition to the standard policy terms issued by the Bonding Company:</p> <ul style="list-style-type: none"> <li>i. The bond is a penal bond, callable on demand and the entire amount thereof shall be forfeited in favor of the Obligee upon the default of the Principal without the need to prove or to show grounds or reasons for demand for the sum specified therein;</li> <li>ii. The amount claimed by the Obligee under this bond shall be paid in full and shall never be subject to any adjustment by the Surety;</li> <li>iii. In case of claim, the Surety shall pay such claim within sixty (60) days from receipt by the Surety of the Obligee's notice of claim/demand letter notwithstanding any objection thereto by the Principal.</li> </ul>
4	No further instructions.

SECTION VI

**TECHNICAL  
SPECIFICATIONS**

**SECTION VI – TECHNICAL SPECIFICATIONS**

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## **SECTION VI – TECHNICAL SPECIFICATIONS**

### **A. GENERAL PROVISIONS**

#### **1. General Terms and Conditions**

- 1.1 The Contractor shall supply skilled and semi-skilled manpower services for the offices/facilities as indicated herein.
- 1.2 Payment for manpower-related expenditures must comply with existing laws and wage orders. All attendant cost elements affected by such new order/ decrees/instruction on minimum wage and statutory deductions shall also be adjusted accordingly.
- 1.3 The Vice-President for Administration and Finance, as Contract Administrator, shall exercise management and supervision of this contract. However, the processing of payment, contractor's performance audit, deployment of manpower, materials/equipment and other requirements supplied by the Contractor shall be performed by the respective Functional Group Heads/Heads of Administration Department/Division in accordance with the approved Manual of Approvals.
- 1.4 The Contractor and NPC shall abide with R.A. 10911 and its IRR (DOLE's Department Order No. 170 Series of 2017) otherwise known as "Anti-Age Discrimination in Employment Act".
- 1.5 The Contractor must be registered with DOLE.

#### **2. Qualification of Personnel for Deployment**

- 2.1. The Contractor shall only provide personnel who are fit to perform the required work in the contract, whose qualifications are as follows:
  - 2.1.1. Must be physically and mentally fit to perform the job, as shown in a Medical Certificate duly attested by authorized government or private physician.
  - 2.1.2. The Contractor shall recommend qualified candidates of good moral character, competent and who have already passed the preliminary screening and evaluation by the Contractor. Final selection of candidates shall be approved by the respective Functional Group Heads.
- 2.2. For personnel to be deployed, the following documents shall be submitted:
  - 2.2.1. Bio-data, school diploma or transcript of records/Board license and Certificate of Training, if applicable.
  - 2.2.2. Medical certificate (including COVID-19 test)
  - 2.2.3. NBI clearances

2.2.4. Drug test certificate

2.2.5. Neuro Psychiatric test (for driver, forest guard and operations/maintenance personnel)

Any misrepresentation by the Contractor with respect to such clearances, certifications and qualifications shall be sufficient ground for the cancellation/termination of the Contract unless such misrepresentation arises out of the misrepresentation by the Contractor's employee which eventually give rise to a misrepresentation by the Contractor been discovered by the Contractor even after exercising the due diligence expected of a responsible employer.

- 2.3. Personnel to be deployed shall be directly hired by the Contractor and shall remain as its employees. No employer-employee relationship shall exist between the Corporation and the Contractor's employees.
- 2.4. NPC reserves the right to reject Contractor's personnel assigned for specific tasks/positions if such personnel does not meet the qualification required or if the Contractor fails to submit the necessary clearances and documents for such personnel.
- 2.5. Hiring of skilled/semi-skilled personnel related up to third (3<sup>rd</sup>) degree of affinity or consanguinity to the NPC Supervisor, who have direct supervision and control of the said employee, shall not be allowed.
- 2.6. The Contractor shall ensure that the personnel for deployment meet the following qualification standard:

POSITION		QUALIFICATION STANDARDS/WORK DESCRIPTION	
LEVEL	TITLE		
4	Foreman/ Line Foreman	Education	High School Graduate or completion of relevant vocational/trade course
		Experience	Four (4) years of relevant experience
		Training	Twenty-four (24) hours of relevant training
		Work Description	Applies basic skills while developing some specialized skills in systems, procedures, operations, techniques, tools, materials, and/or equipment appropriate to area of specialization; performs routine and/or repetitive tasks; work is performed from within specific limits of established procedures and/or defined instructions.
3	Electrician (Building Electrician, Plant Electrician); Line Truck Driver; Lineman; Machinist;	Education	Completion of two (2) years studies in college or High School graduate with relevant vocational/trade course
		Experience	Three (3) years of relevant experience
		Training	Sixteen (16) hours of relevant training
		Work Description	Skilled or multi-skilled positions performing routine and/or repetitive task; the work is performed from within

SECTION VI – TECHNICAL SPECIFICATIONS

	Master Plumber; Mechanic (Mechanic, Plant Mechanic) Technician (O/M Technician, Computer Technician) Welder		specific limits of established procedures and/or defined instructions.
		Certificate	Possession of applicable skills/trade certification from TESDA relevant to the positions
2	Driver-Mechanic (Van/ Bus/Truck);	Education	High school graduate or completion of relevant vocational/trade course
		Experience	Two (2) years of relevant experience
		Training	Eight (8) hours of relevant training
		Certificate	Professional Driver's License
	Carpenter Mason; Communications Man; Draftsman; Operator (Pump Boat Operator, Equipment Operator); Guesthouse Cook; Life Guard; Painter; Plumber	Education	Completion of two (2) years college studies or completion of relevant vocational/trade course for skilled positions
		Experience	One (1) year of relevant experience
		Training	Four (4) hours of relevant training
		Work Description	Entry level position for engineering, plant operations and maintenance
Certificate		Possession of applicable skills/trade certification from TESDA relevant to the positions	
1	Dam Tender; GS Maintenance Worker; Plant Helper; Pump Tender	Education	High School Graduate
		Experience	One (1) year of relevant experience
		Work Description	Assist in the repair and maintenance works of plant equipment and general housekeeping of work area
		Education	Elementary School Graduate
	GS Aide; Beach	Work Description	Perform a variety of routinary tasks that require manual skills that can be learned quickly; other tasks require considerable experience or training. Often required to work outside in all

	Caretaker; Bus Conductor; Guesthouse Caretaker;		kinds of weather or in buildings without heating or air conditioning. They may include cleaning and preparing a job site, loading and delivering materials, and using a variety of tools and machines
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**3. Assignment of Contractor’s Personnel**

**3.1 The Contractor’s personnel assigned to NPC shall:**

1. Have their specific work assignments but may be reassigned where they are needed subject to approval by the Contract Administrator upon recommendation of Functional Group Head responsible for the concerned Contractor’s personnel.
2. Be in proper uniform and wear ID at all times while inside NPC premises.
3. Utilize the biometric/bundy system/daily time record (DTR) to record daily attendance.
4. Not allowed to do personal or unofficial errands or undertake activities outside their regular duties and scope of work/ assignment.
5. Be prohibited to bring personal appliances (e.g. cooking appliances, bread toasters, etc.).
6. Be prohibited to do personal business within NPC such as buying and selling, networking, trading, re-discounting of cash gifts, cash cards and credit cards and similar transactions.
7. Be prohibited from holding residence in any NPC offices and housing units/barracks, unless authorized by competent corporate authority; and
8. Be made familiar with NPC’s Code of Conduct and Discipline before their deployment with NPC and perform their assigned tasks pursuant to said Code.

**4. Responsibilities of the Contractor**

4.1 The Contractor shall designate its own personnel to oversee the work assignment and administrative documentation to ensure compliance with the provision of the contract.

**4.2 Replacement of Personnel**

4.2.1 The contractor shall immediately replace its employee assigned to any NPC office/station with unsatisfactory performance and who has been found to have violated any of the provisions in the NPC Code of

Conduct and Discipline, a copy of which shall be provided the Contractor upon award of the Contract. Replacement shall be made immediately upon determination of such violation subject to the rejection provisions of the immediately preceding paragraph.

- 4.2.2 The contractor shall provide NPC qualified applicants within fifteen (15) calendar days upon receipt of the notice to replace personnel. In the event that NPC rejects or if no qualified applicant is acceptable to NPC, another fifteen (15) calendar days shall be extended to the Contractor. However, if after the thirty (30) calendar days outsourcing effort, the Contractor still fails to deploy a qualified applicant, the Contractor shall pay a penalty equivalent to one (1) day salary for every working day delay on the replacement of such personnel.

#### 4.3 On the Conduct of Employees

Contractor shall discipline its personnel who commit acts prejudicial to the interest or image of the Corporation within the premises, during or after regular working hours.

- 4.3.1 Ensure that in case(s) of resignation of its employee and in order not to disrupt service, the 30-day notice shall be observed. In cases of resignation, approved leave of absence of more than one (1) week, Contractor shall provide relievers acceptable to NPC until the return of employee who is on leave of absence or until such time that a suitable replacement shall have been selected.

#### 4.4 On wages

- 4.4.1 The Contractor shall pay the basic salary as indicated in each position level. Subsequent minimum wage orders or related wage legislations taking effect within the duration of this contract shall likewise be complied with.

- 4.4.2 Schedule/Manner of payment of wages as follows:

- from 1<sup>st</sup> to 15<sup>th</sup> of the month - on or before the 20<sup>th</sup> day of same month
- from 16<sup>th</sup> to end of the month - on or before the 5<sup>th</sup> day of the succeeding month
- within NPC's premises where work is conducted or through ATM where there are available facilities

- 4.4.3 Payroll shall be presented to NPC Manager (Cost Center Heads) for verification and confirmation

- 4.4.4 Contractor shall pay the 13<sup>th</sup> Month salary of its employees not later than December 16 of each year. Contractor may pay one-half (1/2) of the 13<sup>th</sup> month pay on or before 15 June and the other half on or before the 16<sup>th</sup> of December every year.

- 4.4.5 The Corporation reserves the right to review the payroll and assign representative/s to validate payment.

**4.5 On benefits**

The Contractor shall:

- 4.5.1 Provide its personnel, including relievers a set of uniforms per year at no cost to NPC and the Contractor's employees;
- 4.5.2 Provide Service Incentive Leave (SIL) of five (5) days with pay as mandated by law. The SIL may be used for sick and vacation leave purposes. The unused SIL may be converted to cash at the end of the year;
- 4.5.3 Pay maternity and paternity benefits in accordance with RA1161 as amended by RA 8282 and RA 8187;
- 4.5.4 Solely indemnify its employee expense arising from work-related accidents or work violations;
- 4.5.5 Effect a tax refund to its employees who are entitled to the same within the first quarter of succeeding year;
- 4.5.6 Provide Parental Leave for Solo Parent in accordance with RA 8972. The parental leave, in addition to leave privileges under existing laws, shall be for seven (7) working days every year, with full pay, consisting of basic salary and mandatory allowances fixed by the Regional Wage Board, if any, provided that his/her pay shall not be less than the mandated minimum wage; and
- 4.5.7 Observe other applicable provisions of the Labor Code not stated herein in relation to employee benefits.

**4.6 On documentary requirements**

The Contractor shall:

- 4.6.1 Furnish the Corporation's General Services Department (GSD) within one (1) month upon commencement of the contract Identification Numbers for SSS, ECC, Pag-ibig, BIR, and Philhealth of all employees and list of proof of enrollment.
- 4.6.2 Submit to the Cost Center Head or highest official within the facility the Daily Time Cards after the 15<sup>th</sup> and the end of each month for approval.

**4.7 On safety and other regulations**

The Contractor shall:

- 4.7.1 Observe and comply with NPC's safety, security, health and wellness, energy conservation (ENERCON) and Quality Management System (QMS) practices;
- 4.7.2 Provide skilled personnel with necessary personal protective equipment (PPE) for COVID-19 such as face mask etc.
- 4.7.3 Contractor shall provide Rapid Antigen Test for COVID-19 to those skilled personnel who have manifested COVID-19 signs/symptoms or as needed

including confirmatory testing. Expenses to be incurred shall be charged to the Contractor’s account.

- 4.7.4 Repair/replace and/or pay within two (2) weeks damages suffered by NPC caused by neglect on the part of Contractor. If the Contractor fails to replace the damaged property or pay within a prescribed period, NPC shall deduct the equivalent value or cost from the Contractor’s monetary claims.
- 4.7.5 Contractor shall send representatives to attend interface meeting with NPC to discuss agreed made of action of Contractor whether to repair, replace or pay damages suffered by both NPC vehicle and Third Party (TPP) including medical expenses for bodily injuries and;/or burial expenses in case of death of Third Party.  
  
Agreed course of action shall be undertaken by the Contractor within fifteen (15) days after the Minutes of Meeting is served.
- 4.7.6 Submit monthly accident and incident reports to NPC.
- 4.7.7 Indemnify personnel especially Driver/Mechanics for injuries or accidents sustained during performance of duty/contract implementation. It is understood that the Contractor shall fully assume the cost incurred from these injuries or accidents by its personnel.
- 4.7.8 The Contractor shall provide first aid kit and medicines for its contracted employees.
- 4.7.9 Contractor to provide insurance to their employees from reputable insurance companies as accredited by the Insurance Commission.

4.8 On Official Travel

Only on extreme cases where the employee is allowed to travel. In such cases, Contractor shall advance the travel expenses (fare, hotel expenses, per diem, etc.) or the concerned skilled worker(s) may advance the travel expenses and shall reimburse the same from the Service Provider/Contractor in accordance with NPC Circular No. 2020-21 dated 11 May 2020. Expenses incurred shall be subject to reimbursement to NPC by the Contractor.

4.9. On provision to basic tools

Provide the following basic tools necessary to perform their duties (these remain to be the property of Contractor):

Position	Tools-In-Trade per person
Carpenter	hammer; saw (20" for wood cutting, heavy duty); meter tape (8 meters)
Plumber	Pipe wrench (12" steel heavy duty); hacksaw (12" steel frame); vise grip (steel, heavy duty)

Position	Tools-In-Trade per person
Plant Electrician (TFMD) Foreman (TFMD)	tools holster with heavy duty screw drivers (-/+); pliers (snub nose and long nose); diagonal pliers (heavy duty); multi-testers (digital up to 600 amp, AC/DC); splicers (heavy duty)
O/M Technician (TFMD)	heavy duty mechanical pliers (snub nose and long nose); adjustable wrench (steel, heavy duty); vise grip (steel, heavy duty)
O/M Technician (TSSD)	Heavy duty telephone wire cutter; electronic tools (heavy duty)

**5. NPC Responsibilities**

5.1 On wages

NPC shall:

- a. Pay the Contractor based on the computation as stated in this contract including salary adjustment which shall be based on the minimum rate of NCR.
- a. Process and pay Disbursement Vouchers within thirty (30) days upon receipt of complete supporting documents;
- b. Promptly notify the Contractor to effect/implement mandated wage adjustment(s); and
- c. Monitor Contractor’s compliance with provisions of this contract including implementation of wage adjustment(s).

5.2 On Manpower Requirements

NPC has the option to increase or decrease the number of personnel for any level during the contract implementation subject to availability of funds and prior approval from the **Contract Administrator**. In case of increase in personnel, the prevailing rate in the Contract shall be used for the new hirees.

5.3 On Transportation Services and related matters

- a. In case of vehicular accident involving an NPC vehicle driven by a skilled Driver-Mechanic personnel, NPC shall notify the Contractor within three (3) working days after the accident through a written report with supporting documents such as the Police Report, Affidavit, Driver’s licenses, Official Receipt/Certificate of Registration, (OR/CR), and Vehicle Trip Ticket (VTT) of NPC Vehicle.
- b. NPC shall, as soon as possible, schedule a coordination meeting with the Contractor and the Third Party to come up with an agreement as to

the manner of settlement of Contractor's liability both to NPC vehicle and the Third Party.

- c. In any case, if contractor fails to pay agreed amount of cost of damages, NPC shall automatically deduct the equivalent value of cost less the Third Party Property Damaged (TPPD) of its Insurance and the salvage value using the DBM-approved formula.

## 6. Prices and Rates

1. Given the scope of work in this Contract, all bid prices are considered fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances and upon prior approval of the GPPB in accordance with Section 61 of R.A. 9184 and its IRR. Likewise allowed is the contract cost adjustment due to regional wage increases approved and issued by the Regional Tripartite Wage Productivity Board.
2. Contract price adjustment as a result of new laws, ordinances, regulations shall be made on a no loss – no gain basis.
3. The Contractor shall refer to the computation hereunder specified for the basis of standardization of all labor cost composition including other obligations such as SSS, Philhealth, ECC and Pag-ibig.
4. For purposes of bidding, 13<sup>th</sup> month pay shall be computed on a monthly salary rate. Actual payment shall be subject to provisions of item 4.4.4.
5. Regular working days for personnel shall be five (5) days per week, eight (8) hours per day basis.
6. Regular (Legal) Holiday shall be paid whether they fall on Sundays or rest days. Every employee covered by the Holiday Pay is entitled to the daily wage. This means that the employee is entitled to at least 100% of his/her daily wage rate even if he/she did not report for work, provided he/she is present or is on leave of absence with pay on the work day immediately preceding the holiday as specified in DOLE Handbook on Workers' Statutory Monetary Benefits 2022 edition. The no work, no pay principle applies during special days and on such other special days as may be proclaimed by the President of the Philippines or by the Philippine House of Representatives (refer to DOLE Handbook on Workers' Statutory Monetary Benefits 2022 edition).
7. Absences, tardiness and under time shall be deducted from the labor cost of the Contractor's claim. Daily record of attendance (either bundy clock [Daily Time Record] or biometrics system) shall be approved by the Contractor's Supervisor. However, in the event of changes or adjustments in working time that deviates from the normal schedule of the personnel, approval/signature of the NPC official/employee shall be secured.

## 7. Labor Cost Computation:

Computation of labor cost shall follow Chapter 2E, no. 2.c (daily paid) of DOLE Handbook on Workers' Statutory Monetary Benefits 2022 edition.

For those who do not work and are not considered paid on Saturdays and Sundays or rest days:

Applicable Daily Rate (ADR) x 255  
12 months

243.00 days	=	ordinary working days / year
<u>12.00 days</u>	=	12 Regular (Legal) Holidays
255.0 days	=	Total equivalent number of days per year

**Monthly Breakdown of Labor (in Peso Value)**

- a. Basic Salary (R.A. 6727) =  $\frac{\text{Daily Rate} \times 255}{12}$
- b. ECOLA (if applicable) =  $\frac{\text{ECOLA} \times 255}{12}$
- c. Incentive Leave (5 days) = (Daily Rate / day x 5 )/12
- d. Employer's Contribution = SSS, Philhealth, Pag-ibig, ECC  
from the Table of Contribution Payment  
Schedules based on Basic Salary Bracket  
with COLA, if applicable
- e. 13<sup>th</sup> Month pay = Total Basic Salary earned during the year/12

**8. Extra Services/ Overtime/ Extra Work Hours**

- a. Excess work hours may be allowed for un-programmed, intervening, intermittent, critical, urgent/emergency activities which are part of regular, scheduled scope of work as specified in this Contract. There must be a letter from NPC to authorize such excess services.
- b. Excess Work Hours (EWH) may be compensated thru Compensating Time-Off (CTO) or Compensating Day-Off (CDO) subject to approval by the Department Manager or Functional Group Head. The CTO/CDO shall be used within the year these are earned. Thereafter, any unutilized CTO/CDO is deemed forfeited.
- c. Payment of OT/EWH shall be made in accordance with existing laws/regulations but not to exceed 10% of the employee's annual basic salary. Budgetary requirements shall be sourced from the respective Cost Center accounts where the wages of concerned employees are being charged.
- d. Monetary payment of EWH rendered during emergency, critical and urgent activities up to maximum 10% limit shall be subject to approval of Functional Group head. In case of exceptions, OT requests shall be approved by the Contract Administrator.
- e. Drivers who are on official travel and whose services have started before 8:00AM, a special arrangement of work schedule may be adopted. Official time shall start on actual departure at NPC Head Office or facility/installation.

- f. For non-shifting and/or office-based personnel, services which are rendered before 8:00AM shall not be considered excess work hours.
- g. Only in meritorious cases and with written justification shall services beyond the eight-hour daily work be allowed/ authorized.

## 9. Billings and Payments

- 9.1 Payment of salaries by the Contractor shall be on a bi-monthly basis.
- 9.2 Billings/Claims shall be in accordance with the provisions of the Contract. Documents to be attached by the Contractor to the billing statement are as follows:
  - i. Computation Sheet
  - ii. Service Invoice and/or Statement of Account
  - iii. Affidavit of Payment of Salaries/Wages and/or other benefits
  - iv. Bank Deposit Certificate (updated as of month of claim; one (1) month total salary retention)
  - v. Certificate of Receipt of Performance Bond by Trade Services and Insurance Division (attached on initial billing/start of or extension of Contract, if any)
  - vi. SSS/Philhealth/HDMF Remittance (current month or prior month remittance) (attached every 2nd quincena)
  - vii. Signed Payroll (duly noted by NPC Manager)
  - viii. Daily Time Record (duly noted by NPC Manager or representative)
  - ix. Roster of Officially Hired Manpower (initial billing)
  - x. Copy of Contract and Bid Documents (attached on initial billing/start of Contract)
  - xi. Contract Cost Adjustment (if any)
  - xii. Contract Amendments - if any (i.e. Conforme Letter/s)

Subject to completeness of documentary requirements and audit rules and regulations, NPC shall pay service provider within thirty (30) calendar days reckoned from the date of submission.

As Contract Administrator, its designated representatives shall conduct periodic audit to ensure parties' compliance to the provisions of the contract and DOLE rules and regulations.

The Contractor shall submit to NPC, the following on a monthly basis:

- a) status of its billings
  - b) payment of statutory deductions
- 9.3 Statutory obligations (i.e., SSS, HDMF, Philhealth and ECC remittances) shall be indexed from the updated/latest government issuances and shall be paid directly to the NCR or regional government offices before any prescribed payment dues/obligations.
  - 9.4 NPC shall have the right to:
    - 1. Withhold payment of billings for Contractor's failure to submit required supporting documents;

2. Deduct the amount of unpaid wages and directly pay Contractor's employees in case of default on the payment of wages by the Contractor, and charge the Contractor for the corresponding Administration Fee of minimum of P1,000.00 per payment transaction; and
  3. Deduct unpaid statutory obligations including penalties from the Contractor and remit the same to concerned government agency.
- 9.5 Schedule of submission of billings of Contractor:
- o 1 to 15<sup>th</sup> of the month - last day of the same month
  - o 16<sup>th</sup> to 30<sup>th</sup> of the month - 15<sup>th</sup> of the succeeding month
- 9.6 NPC shall not be liable for any delay in its obligation to pay the Contractor when the reason is due to the latter's failure to comply with the billing schedule or when this is due to Contractor's incomplete submission of documents.
- 9.7 Contractor shall maintain a bank balance deposit equivalent to one (1) month basic salary of all its personnel assigned in NPC.

## 10. Grounds for Contract Termination

Any misinterpretation by the Contractor with respect to the foregoing requirements or failure to comply with the above requirements shall be sufficient ground for the termination/cancellation of the contract.

- 10.1 When Contractor's personnel/workers have caused irreparable damage to NPC properties or injury to life and limb due to negligence in the performance or willful non-performance of one's duties and responsibilities.
- 10.2. When the Contractor violates hiring requirements with respect to nepotism, submission of clearances, certifications and qualifications, including refusal to make immediate replacement of personnel despite written request for NPC.
- 10.3. When the Contractors fails to pay the correct salaries of its personnel on time for two (2) consecutive pay periods, or a cumulative three (3) occasions of delayed payment of salaries in a contract year.
- 10.4. When the Contractor fails to submit proof of payment/remittances covering statutory deductions such as SSS, Pag-ibig, Philhealth, BIR, Thirteenth (13<sup>th</sup>) Month Pay, Special Incentive Leave, Tax Refund of its employee.
- 10.5. When the Contractor fails to open and maintain a bank account with a balance equivalent to one (1) month salary of all personnel deployed with the Corporation.
- 10.6. When the Contractor has violated any statute NPC rules and regulations, mandatory requirements and proviso fails to meet its obligations(s) under this Contract and has refused to comply with and/or remedy/cure the violation within reasonable period and conditions given by NPC.
- 10.7. When the Contractor's performance is UNSATISFACTORY for two (2) consecutive rating periods.
- 10.8 NPC may immediately terminate this Contract without the need of notice under the following circumstances:
  - a. If the Contractor assigns this entire Contract or portion thereof to other entity/entities (i.e., subcontracting).

- b. If Contractor’s employees use or disclose to any unauthorized person, firm or entity any confidential information concerning the business of NPC which may have been acquired/known by/to them, as provided for in Contract’s “Warranty Clause”.

**11. Ground for Blacklisting of Contractor**

Grounds for blacklisting shall be governed by the provisions of procurement of goods and services under RA 9184.

**12. Penalties for Offenses or Violation of Rules**

12.1 In the case of vehicular accidents caused by the negligence of the Contractor’s Drivers, the Contractor shall be required to pay participation fee and / or penalty charges to be determined by NPC.

12.2 The NPC Code of Conduct and Discipline shall be adopted for the purpose of instilling personnel discipline and proper decorum. As such the specific violations and corresponding penalties under the Code shall be observed/ implemented for erring personnel.

**13. Documents to be Submitted with the Bid**

The list of Personal Protective Equipment (PPEs) to be provided by the Contractor necessary for the proper implementation of the contract, which are owned or leased by the Contractor are specified below. This shall be submitted and included in the 1<sup>st</sup> Envelope (Technical Component).

All equipment shall be available upon contract effectivity and in good working conditions. Immediate replacement is required in case of malfunction, damage and under repair. Unless otherwise stated, all equipment shall remain the property of the Contractor.

<b>Positions</b>	<b>PPE/s</b>	<b>Qty.</b>
Foreman (Head Office) Plant Electrician (Head Office)	Safety shoes, hard hat Type I Class G OSHC certified; insulating rubber gloves OSHA certified, 35,000 volts (35.0kV) or higher	1 set per person
Building Electrician (Head Office)	Safety shoes, hard hat Type I Class G OSHC certified; insulating rubber gloves OSHA certified, maximum use of 500 volts or better	1 set per person
Line Foreman (Plant) Plant Electrician (Plant) Line Truck Driver O/M Technician (Plant)	Safety shoes, hard hat Type I Class G OSHC certified; insulating rubber gloves OSHA certified, maximum use of 17,000 volts or better; raincoat, heavy duty	1 set per person

<b>Positions</b>	<b>PPE/s</b>	<b>Qty.</b>
Lineman	Safety shoes, hard hat Type I Class G OSHC certified; insulating rubber gloves OSHA certified, maximum use of 17,000 volts or better; raincoat, heavy duty; body harness (up to 2200 kg tension or better, six modes of adjustment)	1 set per person
Machinist	Safety shoes, general purpose working gloves latex coated	1 set per person
Master Plumber Plumber O/M Technician (Head Office) Equipment Operator	Safety shoes, general purpose working gloves latex coated	1 set per person
Mechanic	Safety shoes, general purpose working gloves latex coated; apron, coverall	1 set per person
Plant Helper Pump Tender Carpenter/Mason	Safety shoes, general purpose working gloves latex coated; hard hat Type I Class G OSHC certified	1 set per person
Welder	Safety shoes, general purpose working gloves latex coated; hard hat Type I Class G OSHC certified; raincoat; welding mask	1 set per person
Painter	Safety shoes, gas mask; general purpose working gloves latex coated; hard hat Type I Class G OSHC certified	1 set per person
Pump boat Operator	Life vest, raincoat	1 set per person
Lifeguard (Head Office)	Raincoat, aqua shoes, rescue tube	1 set per person

**14. Scope of Works:**

**A.** The scope of services under this contract shall include the supply and delivery of manpower services to perform the following activities:

1. Provide the manpower requirement of NPC covering office services, general services, operation and maintenance of NPC facilities and equipment.
2. Maintenance and operation of various electro-mechanical equipment, safety gadgets, communication equipment;
3. Repair and overhaul of electro-mechanical/electronics and safety equipment during scheduled preventive/remedial maintenance such as air-conditioning units, generator, pumps, fan duct, heat exchange equipment, water conduit, control switch gear, circuit breaker, oil and water separator and other related auxiliaries;
4. Construction/repair activities involving carpentry/masonry/ sanitary/ electrical/mechanical/welding works on office, building and guesthouse

facilities including cleaning and painting of the facilities, equipment, structures and its appurtenances, communication system, etc.;

5. Maintenance and upkeep of buildings and grounds, guesthouses/lodging and recreational facilities including provisions of food services during official functions;
6. General communication support, transport services; and
7. Development of information systems and computer programs for functional group requirements and maintenance of Information and Communication Technology (ICT) hardware resources such as computers, printer, network cabling and peripherals

The Contractor's personnel shall perform the duties/functions as required by NPC. The head of the concerned installation shall determine the program of daily activities that shall be given to the Contractor for their compliance.

## B. COVERAGE

The personnel contained in this contract shall cover offices, facilities and plants/ installations under the following packages:

PACKAGES	AREAS	ESTIMATED COST
<b>PACKAGE A</b>		
Schedule 1	NPC Head Office (OP, OLC, Admin and Finance Group)	₱ 11,537,326.42
Schedule 2	Power Engineering Services Group	9,308,339.78
Schedule 3	Resource Management Services	3,742,099.47
<i>Sub-total</i>		<b>₱ 24,587,765.66</b>
<b>PACKAGE B.2</b>		
	BOD (SPUG Bicol Operations)	<b>₱ 105,235,798.11</b>
<b>PACKAGE E</b>		
	Mindanao Generation	<b>₱ 24,584,477.33</b>
<b>TOTAL</b>		<b>₱ 154,408,041.11</b>

**C. PERSONNEL ALLOCATION**

PACKAGE	AREA	POSITION	LEVEL	NO.	
Package A – Sch 1 - OP, OGC & AFG	OP	Driver Mechanic	2	1	
	OLC	Driver Mechanic	2	2	
	SDM Finance	Driver Mechanic	2	1	
	SDM Admin	Driver Mechanic	2	1	
	CRTDD	Driver Mechanic	2	1	
	TSSD	O/M Technician		3	1
		Communications Man		2	2
	TFMD (Head Office)	Foreman		4	1
		Mechanic		3	1
		O/M Technician		3	8
		Plant Electrician		3	5
		Master Plumber		3	1
		Carpenter/Mason		2	2
		Driver Mechanic		2	4
		Life Guard		2	1
		Painter		2	1
		Plumber		2	1
		Bus Conductor		1	1
	TFMD (Camarin/Caliraya)	Driver Mechanic		2	1
		Building Electrician		3	1
Carpenter Mason			2	1	
Guesthouse Cook			2	1	
Guesthouse Caretaker			1	1	
		<b>TOTAL</b>		<b>40</b>	
Package A Sch 2 – PES	OM-DDD	Driver Mechanic	2	1	
	ESD-TMSD	O/M Technician	3	1	
	PMD-Cluster A	Driver Mechanic	2	6	
	PMD-Cluster B	Driver Mechanic	2	5	
	PMD-Cluster C	Driver Mechanic	2	4	
	PMD-OPD	Driver Mechanic	2	2	
	DMD-DRWD	Driver Mechanic		2	1
		O/M Technician		3	3
	DMD-FFWSD	Driver Mechanic	2	12	
		<b>TOTAL</b>		<b>35</b>	
Package A Sch 3 – RMS	INGRF	O/M Technician	3	1	
		Driver Mechanic	2	2	
		GS Maintenance Worker	1	4	
	BNPP	Driver Mechanic		2	1
		Guesthouse Cook		2	1
		Life Guard		2	3
		Beach Caretaker		1	1
		Carpenter Mason		2	1
	Plumber		2	1	
		<b>TOTAL</b>		<b>15</b>	

PACKAGE	AREA	POSITION	LEVEL	NO.
Package B.2 - BOD	<b>Catanduanes/Masbate/Albay Area</b>			
	<b>New Areas</b>			
	Butawan Siruma	O/M Technician	3	2
	Iniwaran, San Pascual	O/M Technician	3	2
	Naro DPP	O/M Technician	3	8
	Codon S/S	Plant Electrician	3	1
		O/M Technician	3	4
	San Miguel S/S	Plant Electrician	3	1
		O/M Technician	3	4
	Calaguas DPP	O/M Technician	3	10
		Lineman	3	1
	Virac (Marinaw) Substation	O/M Technician	3	4
	Catanduanes 69 Kv T/L	Line Foreman	4	1
		Line Truck Driver	3	1
		Lineman	3	4
		Plant Electrician	3	1
	2nd Line Gang	Line Truck Driver	3	1
		Lineman	3	5
	<b>Catanduanes Operations</b>			
	Balongbong HEPP	O/M Technician	3	3
		GS Maintenance Worker	1	3
	Camarines Sur Mini Grid	Equipment Operator (Pump Boat Operator)	2	1
	Atulayan DPP	O/M Technician	3	10
		Lineman	3	1
	Palumbanes DPP	O/M Technician	3	10
		Lineman	3	1
	<b>Albay Operations</b>			
	Rapu-rapu DPP	O/M Technician	3	8
		Equipment Operator (Pump Boat Operator)	2	1
	Batan DPP	O/M Technician	3	8
	<b>Masbate Operations</b>			
	Ticao DPP	O/M Technician	3	2
	Masbate T/L & S/S	Line Foreman	4	2
		Line Truck Driver	3	2
		Lineman	3	10
		Plant Electrician	3	2
	10 MVA Mobo S/S	O/M Technician	3	4
	Burias DPP (San Pascual)	O/M Technician	3	9
	Masbate Mini Grid/PRES Operations	O/M Technician	3	12
		Equipment Operator (Pump boat Operator)	2	1
		GS Aide	1	175
	Dancalan DPP	O/M Technician	3	6
Mababang-baybay	O/M Technician	3	6	

SECTION VI – TECHNICAL SPECIFICATIONS

PACKAGE	AREA	POSITION	LEVEL	NO.
Package B.2 - BOD (cont'n)	Malaking-ilog	O/M Technician	3	6
	Osmena	O/M Technician	3	6
	Penafrancia	O/M Technician	3	6
	Quezon	O/M Technician	3	6
	Guin-awayan	O/M Technician	3	6
	Nabuctot	O/M Technician	3	6
	Gilotongan	O/M Technician	3	7
	Pena	O/M Technician	3	6
	Chico	O/M Technician	3	6
<b>TOTAL</b>				<b>382</b>

PACKAGE	AREA	POSITION	LEVEL	NO.	
Package E Mindanao Generation	OVP	Driver Mechanic	2	2	
	OVP-Billings & Settlement	Driver Mechanic	2	1	
	OVP-IPP Contracts Management	Driver Mechanic	2	2	
	OVP-Safety and Security Division	Driver Mechanic	2	1	
	OVP – Legal Services Division	Draftsman	2	1	
		GS Aide	1	1	
	<i>OPD Generation and Performance Division</i>				
	OPD-Information Systems and Technology Division	Computer Technician	3	3	
	OPD-Dams, Reservoirs & Waterways Management Division	O/M Technician	3	2	
	AFD HR and Administration Division	O/M Technician	3	1	
		Building Electrician	3	1	
		Draftsman	2	1	
		Driver Mechanic	2	3	
		Plumber	2	1	
		Pump Tender	1	2	
	OM – Community Development Department	GS Aide	1	2	
	CDD-Planning, Design, Project Development, Evaluation & Monitoring Division	Draftsman	2	2	
		Driver Mechanic	2	1	
		GS Aide	1	4	
	CMTSD Central Maintenance Division	Machinist	3	1	
Plant Mechanic		3	3		
Welder		3	3		
<i>OM-AG 1/2 HEPC</i>					
Maintenance Division					
AGUS 1	Dam Tender	1	3		
AGUS 2	Dam Tender	1	5		

PACKAGE	AREA	POSITION	LEVEL	NO.	
Package E Mindanao Generation (Cont.)	OM-AG 4/5 HEPPC	Plant Mechanic	3	1	
		Plant Electrician	3	1	
		Dam Tender	1	7	
		GS Aide	1	1	
	AG 4/5 HEPC-PTSD				
	OM Maintenance Division	O/M Technician	3	5	
		Plant Electrician	3	2	
		Plant Mechanic	3	1	
		Equipment Operator	2	1	
		Plant Helper	1	1	
		GS Aide	1	5	
	AG 6/7 OM	Plant Mechanic	3	3	
		Plant Electrician	3	3	
		Draftsman	2	1	
		Driver Mechanic	2	1	
		GS Aide	1	4	
	AG 6/7 HEPC-PTSD	Plant Mechanic	3	1	
		Draftsman	2	1	
	PUL4 HEP	GS Aide	1	3	
	Pulangi IV HEPC-PTSD	O/M Technician	3	1	
		Plant Electrician	3	1	
Plant Mechanic		3	2		
<b>TOTAL</b>				<b>92</b>	

**D. POSITION CLASSIFICATION/ LEVEL**

The following positions shall be classified/ leveled at:

LEVEL	POSITION
4	Foreman
	Line Foreman
3	O/M Technician
	Plant Electrician
	Building Electrician
	Lineman
	Computer Technician
	Plant Mechanic
	Master Plumber
	Line Truck Driver
	Welder
	Machinist
	Mechanic

LEVEL	POSITION
2	Equipment Operator
	Equipment Operator (Pump Boat Optr)
	Driver/Mechanic
	Draftsman
	Plumber
	Carpenter/Mason
	Painter
	Front Desk Officer
	Liaison Officer
	Lifeguard
	Communications Man
	GH Cook
	1
GS Maintenance Worker	
GS Caretaker	
Beach Caretaker	
GS Aide	
Plant Helper	
Dam Tender	
Pump Tender	

**E. RATES**

The rates shall be applicable to all NPC offices and installations corporate/nationwide which will be covered under this Contract. Should wage distortion occur between the lowest contract rate (Level 1) and the minimum wage in the locality of the NPC offices or installations due to grant of minimum wage increase (whether in basic rate or COLA) by the National Wages and Productivity Commission, Department of Labor and Employment, the Corporation, at its option, may grant corresponding rate increases, as it deemed fit and necessary, by applying the Wage Distortion Formula to be tacked in the daily basic rate of the applicable level.

Rates for skilled/semi-skilled personnel are as follows:

Level 4	P1,070.00 / day	Level 2	P 676.00 / day
Level 3	P 850.00 / day	Level 1	P 570.00 / day

**F. PERSONNEL UNIFORM**

A set of uniform shall be provided by the Contractor to its personnel per year at no cost to NPC and the Contractor’s personnel, as follows:

Position	Uniform	No.
Foreman Line Foreman Electrician Line Truck Driver Lineman Machinist Welder Master Plumber/Plumber Mechanic	Long sleeve T-shirt (without collar), made of cotton, color royal blue	5 pcs
O/M Technician (TFMD) Foreman (TFMD) Plant Electrician (TFMD)	Blue polo shirt, short sleeve, cotton honeycomb fabric	5 pcs
O/M Technician Carpenter/Mason Operator Lifeguard Painter Dam Tender Plant Helper Pump Tender GS Aide Beach Caretaker	Long sleeve T-shirt (without collar), made of cotton, color royal blue	5 pcs
Driver Mechanic	White polo shirt, short sleeve, cotton honeycomb fabric	5 pcs
Computer Technician Communications Man Draftsman Guesthouse Cook GS Maintenance Worker GS Caretaker Bus Conductor	Blue polo shirt, short sleeve, cotton honeycomb fabric	5 pcs

These uniforms shall be worn from Monday to Thursday. Wearing of leggings, skinny jeans/pants, sleeveless blouse/shirt, mini-skirt is not allowed. Denims may be worn as working outfit e.g. operations and maintenance personnel. Appropriate office clothes/attire and shoes should be worn during Fridays consistent with the provisions of Civil Service Commission (CSC) Memorandum Circular No. 25, s. 1991.

**15. Criteria for Award of Contract**

- a) NPC shall award the contract on by Package basis, to the Bidder whose Bid has been determined to be the Lowest Calculated and Responsive Bid, at its submitted bid price or calculated bid, whichever is lower.
- b) The Contractor shall not assign the proceeds thereof to any other party or parties. In case of such transfer, the Corporation may refuse to carry out the Contract either with the transfer or transferee and all rights of action for any breach of this Contract by the Contractor shall be reserved to and remain with the Corporation.

- c) There shall be no limit in the number of contracts to be awarded, provided all the contracts for award, including the remaining duration of existing contracts must be at least equal to the Contractor's NFCC covering the entire amount of the contracts put together. Credit line certificate must be separate per schedule.

#### **16. Contract Duration**

- a) This Contract shall be for one (1) year reckoned from the effectivity of the Contract specified in the Notice to Proceed.
- b) If the Contract is pre-terminated due to circumstances specified in Section A.10, NPC may request a new contractor to take-over the Contract, which has been rescinded or terminated, provided that the new contractor must have an existing contract with NPC for similar or related service, has the capacity to take-over the Contract and render the service, and have the same price or lower unit prices as in the original contract less mobilization costs. The total cost of the contract to be taken-over, including the fees for the Contractor, shall not exceed the remaining amount of the contract to be taken-over.
- c) Before expiration, NPC may extend the Contract if required by the exigencies of the service. Extensions shall be on a month-to-month basis provided that the total aggregate period shall not exceed one (1) year, thru a Conforme Letter to be issued by the NPC President, or his/her duly authorized representative upon recommendation of the Bids and Awards Committee which must be signed by the Contractor. Relevant laws and GPPB guidelines shall apply to the extension of the Contract.

#### **17. Penalties for Offenses or Violation of Rules**

- 17.1 In the case of vehicular accidents caused by the negligence of the Contractor's Drivers, the Contractor shall be required to pay participation fee and/or penalty charges to be determined by NPC.
- 17.2 The NPC Code of Conduct and Discipline shall be adopted for the purpose of instilling personnel discipline and proper decorum. As such the specific violations and corresponding penalties under the Code shall be observed/implemented for erring personnel.

SECTION VII

**SCHEDULE OF  
REQUIREMENTS**

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 1 - SUMMARY OF PRICES**

**PACKAGE A - OP, OLC, ADMIN & FINANCE, PES AND RMS**

(A)	INSTALLATION / PLANTS / OFFICE (B)	LEVEL	QTY. - UNIT (C) (D)		UNIT PRICE PER MONTH FOR SERVICES TO BE SUPPLIED AND RENDERED			TOTAL PRICE FOR ONE (1) MONTH	TOTAL PRICE FOR ONE (1) YEAR CONTRACT	
					Salaries of Employees per Month (Phil. Peso) (E)	Overhead & Profit Margin (___ of (E) (Phil. Peso))		Value Added Tax and other Taxes Imposed by Phil. Govt. (Phil. Peso) (E+F) X 12% (G)	Local Currency (Phil. Peso) (E+F+G) (H)	Local Currency (Phil. Peso) ((H) x 12mos.) (I)
						%	Amount (F)			
<b>SCHEDULE 1</b>										
<i>Office of the President and CEO</i>										
	Driver Mechanic	2	1	person	17,473.55					
<i>Office of the Legal Counsel</i>										
	Driver Mechanic	2	2	person	34,947.10					
<i>Office of the Senior Department Manager Finance</i>										
	Driver Mechanic	2	1	person	17,473.55					
<i>Office of the Senior Department Manager Administration</i>										
	Driver Mechanic	2	1	person	17,473.55					
<i>Central Records and Technical Documents Division</i>										
	Driver Mechanic	2	1	person	17,473.55					
<i>Telecoms &amp; Security Services Division</i>										
	O/M Technician	3	1	person	21,985.63					
	Communications Man	2	2	person	34,947.10					
	<b>SUBTOTAL</b>		<b>3</b>							
<i>Transportation and Facilities Management Division (Head Office)</i>										
	Foreman	4	1	person	27,617.88					
	Mechanic	3	1	person	21,985.63					
	O/M Technician	3	8	person	175,885.00					
	Plant Electrician	3	5	person	109,928.13					
	Master Plumber	3	1	person	21,985.63					
	Carpenter/Mason	2	2	person	34,947.10					
	Driver Mechanic	2	4	person	69,894.20					
	Lifeguard	2	1	person	17,473.55					
	Painter	2	1	person	17,473.55					

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 1 - SUMMARY OF PRICES**

**PACKAGE A - OP, OLC, ADMIN & FINANCE, PES AND RMS**

INSTALLATION / PLANTS / OFFICE		LEVEL	QTY. - UNIT		UNIT PRICE PER MONTH FOR SERVICES TO BE SUPPLIED AND RENDERED			TOTAL PRICE FOR ONE (1) MONTH	TOTAL PRICE FOR ONE (1) YEAR CONTRACT	
					Salaries of Employees per Month (Phil. Peso)	Overhead & Profit Margin (___ of (E) (Phil. Peso))		Value Added Tax and other Taxes Imposed by Phil. Govt. (Phil. Peso) (E+F) X 12%	Local Currency (Phil. Peso) (E+F+G)	Local Currency (Phil. Peso) ((H) x 12mos.)
						%	Amount			
(A)	(B)		(C)	(D)	(E)		(F)	(G)	(H)	(I)
	Plumber	2	1	person	17,473.55					
	Bus Conductor	1	1	person	14,774.13					
	<b>Sub-Total</b>		<b>26</b>							
<b>Transportation and Facilities Management Division (Camarin/Caliraya/Japanese Memorial Garden - Laguna)</b>										
	Driver Mechanic	2	1	person	17,473.55					
	Building Electrician	3	1	person	21,985.63					
	Carpenter Mason	2	1	person	17,473.55					
	Guesthouse Cook	2	1	person	17,473.55					
	Guesthouse Caretaker	1	1	person	14,774.13					
	<b>Sub-Total</b>		<b>5</b>							
	<b>Sub-Total Sch 1</b>		<b>40</b>							
<b>Sub-Total (Schedule 1)</b>									<b>P</b>	

**Notes:**

- The Bid offer must be within the ABC and shall not exceed the ABC per Schedule and ABC per Item

\_\_\_\_\_  
NAME OF BIDDER

\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE  
Signature over Printed Name

\_\_\_\_\_  
Designation

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 1 - SUMMARY OF PRICES**

**PACKAGE A - OP, OLC, ADMIN & FINANCE, PES AND RMS**

(A)	INSTALLATION / PLANTS / OFFICE (B)	LEVEL	QTY. - UNIT (C) (D)		UNIT PRICE PER MONTH FOR SERVICES TO BE SUPPLIED AND RENDERED			TOTAL PRICE FOR ONE (1) MONTH	TOTAL PRICE FOR ONE (1) YEAR CONTRACT	
					Salaries of Employees per Month (Phil. Peso) (E)	Overhead & Profit Margin (___ of (E) (Phil. Peso))		Value Added Tax and other Taxes Imposed by Phil. Govt. (Phil. Peso) (E+F) X 12%	Local Currency (Phil. Peso) (E+F+G) (H)	Local Currency (Phil. Peso) ((H) x 12mos.) (I)
						%	Amount			
<b>SCHEDULE 2</b>										
<b>OM Design and Development Department</b>										
	Driver Mechanic	2	1	person	17,473.55					
<b>Energy Services Department - TMSD</b>										
	O/M Technician	3	1	person	21,985.63					
<b>Project Management Department</b>										
<b>Project Implementation Group Cluster A</b>										
	Driver Mechanic	2	6	person	104,841.30					
<b>Project Implementation Group Cluster B</b>										
	Driver Mechanic	2	5	person	87,367.75					
<b>Project Implementation Group Cluster C</b>										
	Driver Mechanic	2	4	person	69,894.20					
<b>Operations Project Division</b>										
	Driver Mechanic	2	2	person	34,947.10					
<b>Dams Management Department</b>										
<b>DRWD</b>										
	Driver Mechanic	2	1	person	17,473.55					
<b>FFWSD</b>										
	O/M Technician	3	3	person	65,956.88					
	Driver Mechanic	2	12	person	209,682.60					
	<b>Sub-Total Sch 2</b>		<b>35</b>							
							<b>Sub-Total (Schedule 2) P</b>			

**Notes:**

**1. The Bid offer must be within the ABC and shall not exceed the ABC per Schedule and ABC per item**

\_\_\_\_\_  
NAME OF BIDDER

\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE  
Signature over Printed Name  
Page 3 of 4

\_\_\_\_\_  
Designation

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 1 - SUMMARY OF PRICES**

**PACKAGE A - OP, OLC, ADMIN & FINANCE, PES AND RMS**

(A)	INSTALLATION / PLANTS / OFFICE (B)	LEVEL	QTY. - UNIT (C) (D)		UNIT PRICE PER MONTH FOR SERVICES TO BE SUPPLIED AND RENDERED			TOTAL PRICE FOR ONE (1) MONTH	TOTAL PRICE FOR ONE (1) YEAR CONTRACT	
					Salaries of Employees per Month (Phil. Peso) (E)	Overhead & Profit Margin (___ of (E) (Phil. Peso))		Value Added Tax and other Taxes Imposed by Phil. Govt. (Phil. Peso) (E+F) X 12% (G)	Local Currency (Phil. Peso) (E+F+G) (H)	Local Currency (Phil. Peso) ((H) x 12mos.) (I)
						%	Amount			
<b>SCHEDULE 3</b>										
<i>Resource Management Service</i>										
<b>INGRF</b>										
	O/M Technician	3	1	21,985.63						
	Driver Mechanic	2	2	34,947.10						
	GS Mainenance Worker	1	4	59,096.50						
<b>BNPP</b>										
	Carpenter Mason	2	1	17,473.55						
	Driver Mechanic	2	1	17,473.55						
	Guesthouse Cook	2	1	17,473.55						
	Lifeguard	2	3	52,420.65						
	Beach Caretaker	1	1	14,774.13						
	Plumber	2	1	17,473.55						
	<b>Sub-Total Sch 3</b>		<b>15</b>							
							<b>Sub-Total (Schedule 3) P</b>			
	<b>TOTAL PACKAGE A</b>		<b>90</b>					<b>TOTAL BID : P</b>		

**Notes:**

1. The Bid offer must be within the ABC and shall not exceed the ABC per Schedule and ABC per item

\_\_\_\_\_  
NAME OF BIDDER

\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE  
Signature over Printed Name

\_\_\_\_\_  
Designation

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 1 - SUMMARY OF PRICES**

**PACKAGE B.2 - BOD**

(A)	(B)	LEVEL	QTY. - UNIT		UNIT PRICE PER MONTH FOR SERVICES TO BE SUPPLIED AND RENDERED			TOTAL PRICE FOR ONE (1) MONTH	TOTAL PRICE FOR ONE (1) YEAR CONTRACT	
					Salaries of Employees per Month (Phil. Peso)	Overhead & Profit Margin (___ of (E) (Phil. Peso))		Value Added Tax and other Taxes imposed by Phil. Govt. (Phil. Peso) (E+F) X 12%	Local Currency (Phil. Peso) (E+F+G)	Local Currency (Phil. Peso) ((H) x 12mos.)
						%	Amount			
(A)	(B)		(C)	(D)	(E)		(F)	(G)	(H)	(I)
<i>Catanduanes/Masbate/Albay Area</i>										
<i>Butawan Siruma</i>										
	O/M Technician	3	2	person	43,971.25					
<i>Iniwaran, San Pascual</i>										
	O/M Technician	3	2	person	43,971.25					
<i>Naro DPP</i>										
	O/M Technician	3	8	person	175,885.00					
<i>Codon S/S</i>										
	Plant Electrician	3	1	person	21,985.63					
	O/M Technician	3	4	person	87,942.50					
<i>San Miguel S/S</i>										
	Plant Electrician	3	1	person	21,985.63					
	O/M Technician	3	4	person	87,942.50					
<i>Calaguas DPP</i>										
	O/M Technician	3	10	person	219,856.25					
	Lineman	3	1	person	21,985.63					
<i>Virac (Marinaw) Substation</i>										
	O/M Technician	3	4	person	87,942.50					
<i>Catanduanes 69 kV T/L</i>										
	Line Foreman	4	1	person	27,617.88					
	Line Truck Driver	3	1	person	21,985.63					
	Lineman	3	4	person	87,942.50					
	Plant Electrician	3	1	person	21,985.63					

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 1 - SUMMARY OF PRICES**

**PACKAGE B.2 - BOD**

(A)	INSTALLATION / PLANTS / OFFICE	LEVEL	QTY. - UNIT		UNIT PRICE PER MONTH FOR SERVICES TO BE SUPPLIED AND RENDERED			TOTAL PRICE FOR ONE (1) MONTH	TOTAL PRICE FOR ONE (1) YEAR CONTRACT	
					Salaries of Employees per Month (Phil. Peso)	Overhead & Profit Margin (___ of (E) (Phil. Peso))		Value Added Tax and other Taxes Imposed by Phil. Govt. (Phil. Peso) (E+F) X 12%	Local Currency (Phil. Peso) (E+F+G)	Local Currency (Phil. Peso) ((H) x 12mos.)
						%	Amount			
(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)			
<b>2nd Line Gang</b>										
	Line Truck Driver	3	1	person	21,985.63					
	Lineman	3	5	person	109,928.13					
<b>Catanduanes Operations</b>										
<b>Balongbong HEPP</b>										
	O/M Technician	3	3	person	66,966.88					
	GS Maintenance Worker	1	3	person	44,322.38					
<b>Camarines Sur Mini Grid</b>										
	Equipment Operator (Pump Boat Operator)	2	1	person	17,473.55					
<b>Atulayan DPP</b>										
	O/M Technician	3	10	person	219,856.25					
	Lineman	3	1	person	21,985.63					
<b>Palumbanes DPP</b>										
	O/M Technician	3	10	person	219,856.25					
	Lineman	3	1	person	21,985.63					
<b>Albay Operations</b>										
<b>Rapu-rapu DPP</b>										
	O/M Technician	3	8	person	175,885.00					
	Equipment Operator (Pump Boat Operator)	2	1	person	17,473.55					
<b>Batan DPP</b>										
	O/M Technician	3	8	person	175,885.00					
<b>Masbate Operations</b>										
<b>Ticao DPP</b>										
	O/M Technician	3	2	person	43,971.25					

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 1 - SUMMARY OF PRICES**

**PACKAGE B.2 - BOD**

(A)	INSTALLATION / PLANTS / OFFICE	LEVEL	QTY. - UNIT		UNIT PRICE PER MONTH FOR SERVICES TO BE SUPPLIED AND RENDERED			TOTAL PRICE FOR ONE (1) MONTH	TOTAL PRICE FOR ONE (1) YEAR CONTRACT	
					Salaries of Employees per Month (Phil. Peso)	Overhead & Profit Margin (___ of (E) (Phil. Peso))		Value Added Tax and other Taxes Imposed by Phil. Govt. (Phil. Peso) (E+F) X 12%	Local Currency (Phil. Peso) (E+F+G)	Local Currency (Phil. Peso) ((H) x 12mos.)
						%	Amount			
(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)			
<b>Masbate TL &amp; S/S</b>										
	Line Foreman	4	2	person	55,235.75					
	Line Truck Driver	3	2	person	43,971.25					
	Lineman	3	10	person	219,856.25					
	Plant Electrician	3	2	person	43,971.25					
<b>10 MVA Mobo S/S</b>										
	O/M Technician	3	4	person	87,942.50					
<b>Burias DPP (San Pascual)</b>										
	O/M Technician	3	9	person	197,870.63					
<b>Masbate Mini Grid/PRES Operations</b>										
	O/M Technician	3	12	person	263,827.50					
	Equipment Operator (Pump Boat Operator)	2	1	person	17,473.55					
	GS Aide	1	175	person	2,585,471.88					
<b>Dancalan DPP</b>										
	O/M Technician	3	6	person	131,913.75					
<b>Mababang-baybay</b>										
	O/M Technician	3	6	person	131,913.75					
<b>Malaking Ilog</b>										
	O/M Technician	3	6	person	131,913.75					
<b>Osmeña</b>										
	O/M Technician	3	6	person	131,913.75					
<b>Peñafrañcia</b>										
	O/M Technician	3	6	person	131,913.75					
<b>Quezon</b>										
	O/M Technician	3	6	person	131,913.75					
<b>Guin-awayan</b>										

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 1 - SUMMARY OF PRICES**

**PACKAGE B.2 - BOD**

(A)	INSTALLATION / PLANTS / OFFICE	LEVEL	QTY. - UNIT		UNIT PRICE PER MONTH FOR SERVICES TO BE SUPPLIED AND RENDERED			TOTAL PRICE FOR ONE (1) MONTH	TOTAL PRICE FOR ONE (1) YEAR CONTRACT	
					Salaries of Employees per Month (Phil. Peso)	Overhead & Profit Margin (___ of (E) (Phil. Peso))		Value Added Tax and other Taxes Imposed by Phil. Govt. (Phil. Peso) (E+F) X 12%	Local Currency (Phil. Peso) (E+F+G)	Local Currency (Phil. Peso) ((H) x 12mos.)
						%	Amount			
(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)			
	O/M Technician	3	6	person	131,913.75					
	<i>Nabuctot</i>									
	O/M Technician	3	6	person	131,913.75					
	<i>Gilotongan</i>									
	O/M Technician	3	7	person	153,899.38					
	<i>Pena</i>									
	O/M Technician	3	6	person	131,913.75					
	<i>Chico</i>									
	O/M Technician	3	6	person	131,913.75					
	<b>TOTAL PACKAGE B.2</b>		<b>382</b>					<b>TOTAL BID : P</b>		

**Notes:**

- The Bid offer must be within the ABC and shall not exceed the ABC per Schedule and ABC per Item

\_\_\_\_\_  
NAME OF BIDDER

\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE  
Signature over Printed Name

\_\_\_\_\_  
Designation

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 1 - SUMMARY OF PRICES**

**PACKAGE E - MINDANAO GENERATION**

INSTALLATION / PLANTS / OFFICE		LEVEL	QTY. - UNIT		UNIT PRICE PER MONTH FOR SERVICES TO BE SUPPLIED AND RENDERED			TOTAL PRICE FOR ONE (1) MONTH	TOTAL PRICE FOR ONE (1) YEAR CONTRACT	
					Salaries of Employees per Month (Phil. Peso)	Overhead & Profit Margin (___ of (E) (Phil. Peso))		Value Added Tax and other Taxes Imposed by Phil. Govt. (Phil. Peso) (E+F) X 12%	Local Currency (Phil. Peso) (E+F+G)	Local Currency (Phil. Peso) ((H) x 12mos.)
						%	Amount			
(A)	(B)		(C)	(D)	(E)		(F)	(G)	(H)	(I)
<b><i>Mindanao Generation</i></b>										
<b><i>Office of the Vice President</i></b>										
	Driver Mechanic	2	2	person	34,947.10					
<b><i>OVP Billings and Settlements</i></b>										
	Driver Mechanic	2	1	person	17,473.55					
<b><i>OVP IPP Contracts Management</i></b>										
	Driver Mechanic	2	2	person	34,947.10					
<b><i>OVP Safety and Security Division</i></b>										
	Driver Mechanic	2	1	person	17,473.55					
<b><i>OVP Legal Services Division</i></b>										
	Draftsman	2	1	person	17,473.55					
	GS Aide	1	1	person	14,774.13					
<b><i>OPD Generation and Performance Division</i></b>										
<b><i>OPD Information Systems and Technology Division</i></b>										
	Computer Technician	3	3	person	65,956.88					
<b><i>OPD Dams, Reservoirs &amp; Waterways Management Division</i></b>										
	O/M Technician	3	2	person	43,971.25					
<b><i>AFD Human Resource and Administration Division</i></b>										
	O/M Technician	3	1	person	21,985.63					
	Building Electrician	3	1	person	21,985.63					
	Draftsman	2	1	person	17,473.55					
	Driver Mechanic	2	3	person	52,420.65					
	Plumber	2	1	person	17,473.55					
	Pump Tender	1	2	person	29,548.25					

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 1 - SUMMARY OF PRICES**

**PACKAGE E - MINDANAO GENERATION**

INSTALLATION / PLANTS / OFFICE		LEVEL	QTY. - UNIT		UNIT PRICE PER MONTH FOR SERVICES TO BE SUPPLIED AND RENDERED			TOTAL PRICE FOR ONE (1) MONTH	TOTAL PRICE FOR ONE (1) YEAR CONTRACT	
					Salaries of Employees per Month (Phil. Peso)	Overhead & Profit Margin (___ of (E) (Phil. Peso))		Value Added Tax and other Taxes Imposed by Phil. Govt. (Phil. Peso) (E+F) X 12%	Local Currency (Phil. Peso) (E+F+G)	Local Currency (Phil. Peso) ((H) x 12mos.)
						%	Amount			
(A)	(B)		(C)	(D)	(E)		(F)	(G)	(H)	(I)
<b>OM Community Development Department</b>										
	GS Aide	1	2	person	29,548.25					
<b>CDD Planning, Design, Project Development, Evaluation &amp; Monitoring Division</b>										
	Draftsman	2	2	person	34,947.10					
	Driver Mechanic	2	1	person	17,473.55					
	GS Aide	1	4	person	59,096.50					
<b>CMTSD Central Maintenance Division</b>										
	Machinist	3	1	person	21,985.63					
	Plant Mechanic	3	3	person	65,956.88					
	Welder	3	3	person	65,956.88					
<b>OM-AG 1/2 HEPC</b>										
<b>Maintenance Division</b>										
<b>Agus 1</b>										
	Dam Tender	1	3	person	44,322.38					
<b>Agus 2</b>										
	Dam Tender	1	5	person	73,870.63					
<b>OM-AG 4/5 HEPPC</b>										
	Plant Mechanic	3	1	person	21,985.63					
	Plant Electrician	3	1	person	21,985.63					
	Dam Tender	1	7	person	103,418.88					
	GS Aide	1	1	person	14,774.13					
<b>AG 4/5 HEPC-PTSD</b>										
<b>OM-Maintenance Division</b>										
	O/M Technician	3	5	person	109,928.13					
	Plant Electrician	3	2	person	43,971.25					
	Plant Mechanic	3	1	person	21,985.63					
	Equipment Operator	2	1	person	17,473.55					

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 1 - SUMMARY OF PRICES**

**PACKAGE E - MINDANAO GENERATION**

(A)	INSTALLATION / PLANTS / OFFICE (B)	LEVEL	QTY. - UNIT (C) (D)		UNIT PRICE PER MONTH FOR SERVICES TO BE SUPPLIED AND RENDERED			TOTAL PRICE FOR ONE (1) MONTH	TOTAL PRICE FOR ONE (1) YEAR CONTRACT	
					Salaries of Employees per Month (Phil. Peso) (E)	Overhead & Profit Margin (___ of (E) (Phil. Peso))		Value Added Tax and other Taxes Imposed by Phil. Govt. (Phil. Peso) (E+F) X 12% (G)	Local Currency (Phil. Peso) (E+F+G) (H)	Local Currency (Phil. Peso) ((H) x 12mos.) (I)
						%	Amount			
	Plant Helper	1	1	person	14,774.13					
	GS Aide	1	5	person	73,870.63					
<b>AG 67 OM</b>										
	Plant Mechanic	3	3	person	65,956.88					
	Plant Electrician	3	3	person	65,956.88					
	Draftsman	2	1	person	17,473.55					
	Driver Mechanic	2	1	person	17,473.55					
	GS Aide	1	4	person	59,096.50					
<b>AG 67 HEPC-PTSD</b>										
	Plant Mechanic	3	1	person	21,985.63					
	Draftsman	2	1	person	17,473.55					
<b>Pul4 HEP</b>										
	GS Aide	1	3	person	44,322.38					
<b>Pulangi IV HEPC-PTSD</b>										
	O/M Technician	3	1	person	21,985.63					
	Plant Electrician	3	1	person	21,985.63					
	Plant Mechanic	3	2	person	43,971.25					
<b>TOTAL PACKAGE E</b>			<b>92</b>					<b>TOTAL BID : P</b>		

**Notes:**

1. The Bid offer must be within the ABC and shall not exceed the ABC per Schedule and ABC per item

\_\_\_\_\_  
NAME OF BIDDER

\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE  
Signature over Printed Name

\_\_\_\_\_  
Designation

SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)

ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES  
FORM 2 - DETAILED COMPUTATION OF SALARIES OF PERSONNEL

PACKAGE A - OP, OLC, ADMIN & FINANCE, PES AND RIMS

INSTALLATION / PLANTS / OFFICE	NO.	LEVEL	AMOUNT DUE TO EMPLOYEE					AMOUNT DUE TO GOVT							TOTAL FOR ONE (1) MONTH (m=a x (f + i))	TOTAL FOR ONE (1) YEAR (n= m x 12)
			Daily Wage Rate (b)	Basic Salary (c)	13th Month Pay (d=c/12)	Incentive Leave (5 days /12 mos) (e=b x 5/12)	Sub-Total (f= c+d+e)	SSS (g)	MPF (h)	PHIC (i)	ECC (j)	Pag Ibig (k)	Sub Total (l= g+h+i+j+k)			
<b>SCHEDULE 1</b>																
<b>Office of the President and CEO</b>																
Driver Mechanic	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60	
<b>Office of the Legal Counsel</b>																
Driver Mechanic	2	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	34,947.10	419,365.20	
<b>Office of the Senior Department Manager Finance</b>																
Driver Mechanic	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60	
<b>Office of the Senior Department Manager Administration</b>																
Driver Mechanic	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60	
<b>Central Records and Technical Documents Division</b>																
Driver Mechanic	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60	
<b>Telecoms &amp; Security Services Division</b>																
OM Technician	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50	
Communications Man	2	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	34,947.10	419,365.20	
<b>SUBTOTAL</b>																
<b>Transportation and Facilities Management Division (Head Office)</b>																
Foreman	1	4	1,070.00	22,737.50	1,894.79	445.83	25,078.13	1,700.00	255.00	454.75	30.00	100.00	2,539.75	27,617.88	331,414.50	
Mechanic	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50	
OM Technician	8	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	175,885.00	2,110,620.00	
Plant Electrician	5	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	109,928.13	1,319,137.50	
Master Plumber	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50	
Carpenter/Mason	2	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	34,947.10	419,365.20	
Driver Mechanic	4	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	69,894.20	838,730.40	
Lifeguard	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60	
Painter	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60	
Plumber	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60	
Bus Conductor	1	1	570.00	12,112.50	1,009.38	237.50	13,955.38	1,062.50	-	242.25	10.00	100.00	1,414.75	14,774.13	177,289.56	
<b>Sub-Total</b>																
<b>Transportation and Facilities Management Division (Camarina/Catipay/Japanese Memorial Garden - Laguna)</b>																
Driver Mechanic	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60	
Building Electrician	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50	
Carpenter Mason	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60	

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 2 - DETAILED COMPUTATION OF SALARIES OF PERSONNEL**

**PACKAGE A - OP, OLC, ADMIN & FINANCE, PES AND RMS**

INSTALLATION / PLANTS / OFFICE	NO.	LEVEL	AMOUNT DUE TO EMPLOYEE					AMOUNT DUE TO GOVT					TOTAL FOR ONE (1) MONTH (m= a x (f + l))	TOTAL FOR ONE (1) YEAR (n= m x 12)	
			Daily Wage Rate (b)	Basic Salary (c)	13th Month Pay (d=c/12)	Incentive Leave (5 days /12 mos) (e=b x 5/12)	Sub-Total (f= c+d+e)	SSS (g)	MPF (h)	PHIC (i)	ECC (j)	Pag Ibig (k)			Sub Total (l= g+h+i+j+k)
	(a)														
Guesthouse Cook	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60
Guesthouse Caretaker	1	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	14,774.13	177,289.50
<i>Sub-Total</i>	5														1,070,164.80
<i>Sub-Total Sch 1</i>	40														9,364,713.00

<b>SCHEDULE 2</b>															
<i>OM Design and Development Department</i>															
Driver Mechanic	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60
<i>Energy Services Department - TMSD</i>															
OM Technician	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
<i>Project Management Department</i>															
<i>Project Implementation Group Cluster A</i>															
Driver Mechanic	6	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	104,841.30	1,258,095.60
<i>Project Implementation Group Cluster B</i>															
Driver Mechanic	5	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	87,367.75	1,048,413.00
<i>Project Implementation Group Cluster C</i>															
Driver Mechanic	4	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	69,894.20	838,730.40
<i>Operations Project Division</i>															
Driver Mechanic	2	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	34,947.10	419,365.20
<i>Dams Management Department</i>															
<i>DRWD</i>															
Driver Mechanic	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60
<i>FFWSD</i>															
OM Technician	3	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	65,956.88	791,482.50
Driver Mechanic	12	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	209,682.60	2,516,191.20
<i>Sub-Total Sch 2</i>	35														7,555,470.60
<b>SCHEDULE 3</b>															
<i>Resource Management Service</i>															
<i>INGRF</i>															
OM Technician	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
Driver Mechanic	2	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	34,947.10	419,365.20
GS Maintenance Worker	4	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	59,096.50	709,158.00

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 2 - DETAILED COMPUTATION OF SALARIES OF PERSONNEL**

**PACKAGE A - OP, OLC, ADMIN & FINANCE, PES AND RMS**

INSTALLATION / PLANTS / OFFICE	NO.  (a)	LEVEL	AMOUNT DUE TO EMPLOYEE					AMOUNT DUE TO GOV'T					TOTAL FOR ONE (1) MONTH  (m=a x (f + l))	TOTAL FOR ONE (1) YEAR  (n= m x 12)	
			Daily Wage Rate  (b)	Basic Salary  (c)	13th Month Pay  (d=c/12)	Incentive Leave (5 days /12 mos)  (e=b x 5/12)	Sub-Total  (f= c+d+e)	SSS  (g)	MPF  (h)	PHIC  (i)	ECC  (j)	Pag Ibig  (k)			Sub Total  (l= g+h+i+j+k)
<b>BNPP</b>															
Carpenter Mason	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60
Driver Mechanic	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60
Guesthouse Cook	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60
Lifeguard	3	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	52,420.65	629,047.80
Beach Caretaker	1	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	14,774.13	177,289.50
Plumber	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60
<b>Sub-Total Sch 3</b>	<b>15</b>														<b>3,037,418.40</b>
<b>TOTAL PACKAGE A</b>	<b>90</b>														<b>19,957,602.00</b>

\_\_\_\_\_  
NAME OF BIDDER

\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE  
Signature over Printed Name

\_\_\_\_\_  
DESIGNATION

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 2 - DETAILED COMPUTATION OF SALARIES OF PERSONNEL**

**PACKAGE B.2 - BOD**

INSTALLATION / PLANTS / OFFICE	NO.	LEVEL	AMOUNT DUE TO EMPLOYEE					AMOUNT DUE TO GOV'T						TOTAL FOR ONE (1) MONTH (m=a x (f + l))	TOTAL FOR ONE (1) YEAR (n= m x 12)
			Daily Wage Rate	Basic Salary	13th Month Pay	Incentive Leave (5 days /12 mos)	Sub-Total	SSS	MPF	PHIC	ECC	Pag Ibig	Sub Total		
			(b)	(c)	(d=c/12)	(e=b x 5/12)	(f= c+d+e)	(g)	(h)	(i)	(j)	(k)	(l= g+h+i+j+k)		
<b>Catanduanes/Masbata/Albay Area</b>															
<b>Butawan Siruma</b>															
O/M Technician	2	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	43,971.25	527,655.00
<b>Iniwaran, San Pascual</b>															
O/M Technician	2	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	43,971.25	527,655.00
<b>Naro DPP</b>															
O/M Technician	8	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	175,885.00	2,110,620.00
<b>Codon S/S</b>															
Plant Electrician	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
O/M Technician	4	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	87,942.50	1,055,310.00
<b>San Miguel S/S</b>															
Plant Electrician	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
O/M Technician	4	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	87,942.50	1,055,310.00
<b>Calaguas DPP</b>															
O/M Technician	10	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	219,856.25	2,638,275.00
Lineman	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
<b>Virac (Marinaw) Substation</b>															
O/M Technician	4	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	87,942.50	1,055,310.00
<b>Catanduanes 69 kV TL</b>															
Line Foreman	1	4	1,070.00	22,737.50	1,894.79	445.83	25,078.13	1,700.00	255.00	454.75	30.00	100.00	2,539.75	27,617.88	331,414.50
Line Truck Driver	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
Lineman	4	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	87,942.50	1,055,310.00
Plant Electrician	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
<b>2nd Line Gang</b>															
Line Truck Driver	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
Lineman	5	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	109,928.13	1,319,137.50
<b>Catanduanes Operations</b>															
<b>Balongbong HEPP</b>															
O/M Technician	3	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	65,956.88	791,482.50
GS Maintenance Worker	3	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	44,322.38	531,868.50

SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)

ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES

FORM 2 - DETAILED COMPUTATION OF SALARIES OF PERSONNEL

PACKAGE B.2 - BOD

INSTALLATION / PLANTS / OFFICE	NO.	LEVEL	AMOUNT DUE TO EMPLOYEE					AMOUNT DUE TO GOVT						TOTAL FOR ONE (1) MONTH (m=a x (f+i))	TOTAL FOR ONE (1) YEAR (n= m x 12)
			Daily Wage Rate (b)	Basic Salary (c)	13th Month Pay (d=c/12)	Incentive Leave (5 days /12 mos) (e=b x 5/12)	Sub-Total (f= c+d+e)	SSS (g)	MPF (h)	PHIC (i)	ECC (j)	Paq Ibig (k)	Sub Total (l= g+h+i+j+k)		
<b>Camarines Sur Mini Grid</b>															
Equipment Operator (Pump Boat Operator)	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60	
<b>Atayan DPP</b>															
OWM Technician	10	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	219,856.25	2,638,275.00	
Lineman	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50	
<b>Palumbanes DPP</b>															
OWM Technician	10	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	219,856.25	2,638,275.00	
Lineman	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50	
<b>Albay Operations</b>															
<b>Rapu-rapu DPP</b>															
OWM Technician	8	3	650.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	175,885.00	2,110,620.00	
Equipment Operator (Pump Boat Operator)	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60	
<b>Banan DPP</b>															
OWM Technician	8	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	175,885.00	2,110,620.00	
<b>Masbate Operations</b>															
<b>Ticao DPP</b>															
OWM Technician	2	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	43,971.25	527,655.00	
<b>Masbate T/L &amp; S/S</b>															
Line Foreman	2	4	1,070.00	22,737.50	1,894.79	446.83	25,078.13	1,700.00	454.75	30.00	100.00	2,539.75	55,235.75	662,829.00	
Line Truck Driver	2	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	43,971.25	527,655.00	
Lineman	10	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	219,856.25	2,638,275.00	
Plant Electrician	2	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	43,971.25	527,655.00	
<b>10 MVA Mabo S/S</b>															
OWM Technician	4	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	87,942.50	1,055,310.00	
<b>Buras DPP (San Pascual)</b>															
OWM Technician	9	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	197,870.63	2,374,447.50	
<b>Masbate Mini Grid/PRES Operations</b>															
OWM Technician	12	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	263,827.50	3,165,930.00	
Equipment Operator (Pump Boat Operator)	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60	
GS Aide	175	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	242.25	10.00	100.00	1,414.75	2,595,471.88	31,025,662.50	
<b>Dancalan DPP</b>															
OWM Technician	6	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	131,913.75	1,582,965.00	
<b>Milabang-dayday</b>															
OWM Technician	6	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	361.25	30.00	100.00	2,063.75	131,913.75	1,582,965.00	
<b>Maikling Ilog</b>															

SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)

ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES

FORM 2 - DETAILED COMPUTATION OF SALARIES OF PERSONNEL

PACKAGE B.2 - BOD

INSTALLATION / PLANTS / OFFICE	NO.	LEVEL	AMOUNT DUE TO EMPLOYEE					AMOUNT DUE TO GOV'T						TOTAL FOR ONE (1) MONTH (m=a x (f + l))	TOTAL FOR ONE (1) YEAR (n= m x 12)
			Daily Wage Rate	Basic Salary	13th Month Pay	Incentive Leave (5 days /12 mos)	Sub-Total	SSS	MPF	PHIC	ECC	Pag Ibig	Sub Total		
			(b)	(c)	(d=c/12)	(e=b x 5/12)	(f= c+d+e)	(g)	(h)	(i)	(j)	(k)	(l= g+h+i+j+k)		
O/M Technician	6	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	131,913.75	1,582,965.00
<i>Osmeña</i>															
O/M Technician	6	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	131,913.75	1,582,965.00
<i>Pañafrañcía</i>															
O/M Technician	6	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	131,913.75	1,582,965.00
<i>Quezon</i>															
O/M Technician	6	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	131,913.75	1,582,965.00
<i>Guin-awayan</i>															
O/M Technician	6	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	131,913.75	1,582,965.00
<i>Nabuctot</i>															
O/M Technician	6	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	131,913.75	1,582,965.00
<i>Gilotongan</i>															
O/M Technician	7	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	153,899.38	1,846,792.50
<i>Pena</i>															
O/M Technician	6	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	131,913.75	1,582,965.00
<i>Chico</i>															
O/M Technician	6	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	131,913.75	1,582,965.00
<b>TOTAL PACKAGE B.2</b>	<b>382</b>														<b>85,418,667.30</b>

NAME OF BIDDER

AUTHORIZED REPRESENTATIVE  
Signature over Printed Name

DESIGNATION

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 2 - DETAILED COMPUTATION OF SALARIES OF PERSONNEL**

**PACKAGE E - MINDANAO GENERATION**

INSTALLATION / PLANTS / OFFICE	NO.	LEVEL	AMOUNT DUE TO EMPLOYEE					AMOUNT DUE TO GOV'T					TOTAL FOR ONE (1) MONTH (m=a x (f + l))	TOTAL FOR ONE (1) YEAR (n= m x 12)	
			Daily Wage Rate	Basic Salary	13th Month Pay	Incentive Leave (5 days /12 mos)	Sub-Total	SSS	MPF	PHIC	ECC	Pag Ibig			Sub Total
			(b)	(c)	(d=c/12)	(e=b x 5/12)	(f= c+d+e)	(g)	(h)	(i)	(j)	(k)			(l= g+h+i+j+k)
(a)	(b)	(c)	(d=c/12)	(e=b x 5/12)	(f= c+d+e)	(g)	(h)	(i)	(j)	(k)	(l= g+h+i+j+k)	(m=a x (f + l))	(n= m x 12)		
<b>Mindanao Generation</b>															
<b>Office of the Vice President</b>															
Driver Mechanic	2	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	34,947.10	419,365.20
<b>OVP Billings and Settlements</b>															
Driver Mechanic	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60
<b>OVP IPP Contracts Management</b>															
Driver Mechanic	2	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	34,947.10	419,365.20
<b>OVP Safety and Security Division</b>															
Driver Mechanic	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60
<b>OVP Legal Services Division</b>															
Draftsman	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60
GS Aide	1	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	14,774.13	177,289.50
<b>OPD Generation and Performance Division</b>															
<b>OPD Information Systems and Technology Division</b>															
Computer Technician	3	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	65,956.88	791,482.50
<b>OPD Dams, Reservoirs &amp; Waterways Management Division</b>															
QM Technician	2	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	43,971.25	527,655.00
<b>AFD Human Resource and Administration Division</b>															
QM Technician	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
Building Electrician	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
Draftsman	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60
Driver Mechanic	3	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	52,420.65	629,047.80
Plumber	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60
Pump Tender	2	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	29,548.25	354,579.00
<b>OM Community Development Department</b>															
GS Aide	2	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	29,548.25	354,579.00
<b>CDD Planning ,Design, Project Development, Evaluation &amp; Monitoring Division</b>															
Draftsman	2	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	34,947.10	419,365.20
Driver Mechanic	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,682.60
GS Aide	4	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	59,096.50	709,158.00
<b>CMYSD Central Maintenance Division</b>															
Machinist	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
Plant Mechanic	3	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	65,956.88	791,482.50

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 2 - DETAILED COMPUTATION OF SALARIES OF PERSONNEL**

**PACKAGE E - MINDANAO GENERATION**

INSTALLATION / PLANTS / OFFICE	NO.	LEVEL	AMOUNT DUE TO EMPLOYEE					AMOUNT DUE TO GOV'T					TOTAL FOR ONE (1) MONTH (m=a x (f + i))	TOTAL FOR ONE (1) YEAR (n= m x 12)	
			Daily Wage Rate	Basic Salary	13th Month Pay	Incentive Leave (5 days /12 mos)	Sub-Total	SSS	MPF	PHIC	ECC	Pag Ibig			Sub Total
			(a)	(b)	(c)	(d=c/12)	(e=b x 5/12)	(f= c+d+e)	(g)	(h)	(i)	(j)			(k)
Welder	3	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	65,956.88	791,482.50
<b>OM-AG 1/2 HEPC</b>															
<b>Maintenance Division</b>															
<b>Agus 1</b>															
Dam Tender	3	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	44,322.38	531,868.50
<b>Agus 2</b>															
Dam Tender	5	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	73,870.63	886,447.50
<b>OM-AG 4/5 HEPPC</b>															
Plant Mechanic	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
Plant Electrician	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
Dam Tender	7	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	103,418.88	1,241,026.50
GS Aide	1	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	14,774.13	177,289.50
<b>AG 4/5 HEPC-PTSD</b>															
<b>OM-Maintenance Division</b>															
O/M Technician	5	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	109,928.13	1,319,137.50
Plant Electrician	2	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	43,971.25	527,555.00
Plant Mechanic	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
Equipment Operator	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,582.60
Plant Helper	1	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	14,774.13	177,289.50
GS Aide	5	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	73,870.63	886,447.50
<b>AG 6/7 OM</b>															
Plant Mechanic	3	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	65,956.88	791,482.50
Plant Electrician	3	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	65,956.88	791,482.50
Draftsman	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,582.60
Driver Mechanic	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,582.60
GS Aide	4	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	59,096.50	709,158.00
<b>AG 6/7 HEPC-PTSD</b>															
Plant Mechanic	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50
Draftsman	1	2	676.00	14,365.00	1,197.08	281.67	15,843.75	1,232.50	-	287.30	10.00	100.00	1,629.80	17,473.55	209,582.60

**SECTION VII - SCHEDULE OF REQUIREMENTS  
(BID PRICE SCHEDULE)**

**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES**

**FORM 2 - DETAILED COMPUTATION OF SALARIES OF PERSONNEL**

**PACKAGE E - MINDANAO GENERATION**

INSTALLATION / PLANTS / OFFICE	NO.	LEVEL	AMOUNT DUE TO EMPLOYEE					AMOUNT DUE TO GOV'T					TOTAL FOR ONE (1) MONTH (m=a x (f + l))	TOTAL FOR ONE (1) YEAR (n= m x 12)		
			Daily Wage Rate	Basic Salary	13th Month Pay	Incentive Leave (5 days /12 mos)	Sub-Total	SSS	MPF	PHIC	ECC	Pag Ibig			Sub Total	
			(b)	(c)	(d=c/12)	(e=b x 5/12)	(f= c+d+e)	(g)	(h)	(i)	(j)	(k)			(l= g+h+i+j+k)	
<b>PuH HEP</b>																
GS Aide	3	1	570.00	12,112.50	1,009.38	237.50	13,359.38	1,062.50	-	242.25	10.00	100.00	1,414.75	44,322.38	531,668.50	
<b>Pulangit IV HEPC-PTSD</b>																
OM Technician	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50	
Plant Electrician	1	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	21,985.63	263,827.50	
Plant Mechanic	2	3	850.00	18,062.50	1,505.21	354.17	19,921.88	1,572.50	-	361.25	30.00	100.00	2,063.75	43,971.25	527,655.00	
<b>TOTAL PACKAGE E</b>		<b>92</b>													<b>19,954,932.90</b>	

\_\_\_\_\_  
NAME OF BIDDER

\_\_\_\_\_  
AUTHORIZED REPRESENTATIVE  
Signature over Printed Name

\_\_\_\_\_  
DESIGNATION

SECTION VIII

**BIDDING FORMS**

## SECTION VIII – BIDDING FORMS

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NPCSF-GOODS-01	- Checklist of Technical and Financial Envelope Requirements for Bidders
NPCSF-GOODS-02	- List of all Ongoing Government & Private Contracts Including Contracts Awarded but not yet Started
NPCSF-GOODS-03	- Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid
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Standard Form No: NPCSF-GOODS-01

**Checklist of Technical & Financial Envelope Requirements for Bidders**  
**(FOR EACH PACKAGE)**

**A. THE 1<sup>ST</sup> ENVELOPE (TECHNICAL COMPONENT) SHALL CONTAIN THE FOLLOWING:**

**1. ELIGIBILITY DOCUMENTS**

**a. (CLASS A)**

➤ Any of the following:

- PhilGEPS Certificate of Registration and Membership under Platinum Category in accordance with Section 8.5.2 of the IRR;

OR:

- The following updated and valid Class “A” eligibility documents enumerated under “Annex A” of the Platinum Membership.
  - Registration Certificate from the Securities and Exchange Commission (SEC) for corporations, Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives;
  - Mayor’s/Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.

In cases of recently expired Mayor’s/Business permits, it shall be accepted together with the official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post qualification requirement in accordance with Section 34.2 of the Revised IRR of RA 9184.

- The prospective bidder’s audited financial statements, showing, among others, the prospective bidder’s total and current assets and liabilities, stamped “received” by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission;
- Tax clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR or as stated under GPPB NPM-039-2014, for Non-Resident Foreign Corporation (NRFC) and Non-Resident Alien Not Engaged in Trade or Business (NRANETB), a Delinquency Verification Certificate may be submitted as a form of Tax Clearance;

OR:

- A combination thereof
- Statement of all its ongoing government and private contracts if any, whether similar or not similar in nature and complexity to the contract to be bid (*NPCSF-GOODS-02*)
- The Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, and whose value, adjusted to current prices using the Philippine Statistics Authority (PSA) consumer price index, must be at least 50% of the ABC (*NPCSF-GOODS-03*) complete with the following supporting documents:
  - Contract/Purchase Order
  - Certificate of Acceptance; or Certificate of Completion; or Official Receipt (O.R.) or Sales Invoice

*Standard Form No: NPCSF-GOODS-01*

- Duly signed computation of its Net Financial Contracting Capacity (NFCC) at least equal to the ABC (NPCSF-GOODS-04) or a Committed Line of Credit (CLC) at least equal to ten percent (10%) of the ABC, issued by a Universal or Commercial Bank; If the Bidder opted to submit a Committed Line of Credit (CLC), the bidder must submit a granted credit line valid/effective at the date of bidding.

**b. (CLASS B)**

- For Joint Venture (if applicable), any of the following:
  - Valid Joint Venture Agreement, if applicable (NPCSF-GOODS-05) OR
  - Notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA, if awarded the contract
- Certification from the relevant government office of their country stating that Filipinos are allowed to participate in their government procurement activities for the same item/product (For foreign bidders claiming eligibility by reason of their country's extension of reciprocal rights to Filipinos)

**2. Technical Documents**

- Bid Security, any one of the following:
  - Bid Securing Declaration (NPCSF-GOODS-06c)  
OR
  - Cash or Cashier's/Manager's check issued by a Universal or Commercial Bank – 2% of ABC;  
OR
  - Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: (NPCSF-GOODS-06a) - 2% of ABC;  
OR
  - Surety Bond callable upon demand issued by a reputable surety or insurance company (NPCSF-GOODS-06b) - 5% of ABC, with
    - Certification from the Insurance Commission as authorized company to issue surety
- Duly Signed, completely filled-out and notarized Omnibus Sworn statement (Revised) (NPCSF-GOODS-07), complete with the following attachments:
  - for Sole Proprietorship:
    - Special Power of Attorney  
OR
  - for Partnership/Corporation/Cooperative/Joint Venture:
    - In the case of corporations, board/partnership resolution or secretary's certificate, granting full powers to the authorized signatory;
    - Document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable) signatory
- Documents to be submitted with the Bid as specified in Clause 13.0 of Section VI - Technical Specifications

Standard Form No: NPCSF-GOODS-01

**B. THE 2<sup>ND</sup> ENVELOPE (FINANCIAL COMPONENT) SHALL CONTAIN THE FOLLOWING:**

- Duly signed Bid Letter indicating the total bid amount in accordance with the prescribed form (NPCSF-GOODS-08)
- Duly signed and completely filled-out Bid Price Schedule (Section VII) Form 1 - Summary of Prices indicating the unit and total prices per item and the total amount in the prescribed Price Schedule form.
- Duly Signed and completely filled-out Bid Price Schedule (Section VII) Form 2 - Detailed computations of salaries of Janitor/Supervisor in the prescribed Price Schedule form.

**CONDITIONS:**

1. *For one package, bidder/s shall submit one copy of the first and second components of its Bid. However, for two or more packages, bidder/s shall submit one copy of the first component; and one copy of the second component with proper markings for each package. NPC 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 ground for disqualification.*
2. *In the case of foreign bidders, the eligibility requirements under Class "A" Documents may be substituted by the appropriate equivalent documents, if any, issued by the country of the foreign bidder concerned. The eligibility requirements or statements, the bids, and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder's country; and 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.*

*These documents shall be accompanied by a Sworn Statement in a form prescribed by the GPPB stating that the documents submitted are complete and authentic copies of the original, and all statements and information provided therein are true and correct. Upon receipt of the said documents, the PhilGEPS shall process the same in accordance with the guidelines on the Government of the Philippines – Official Merchants Registry (GoP-OMR).*

3. *A Bidder not submitting bid for reason that his cost estimate is higher than the ABC, is required to submit his letter of non-participation/regret supported by corresponding detailed estimates. Failure to submit the two (2) documents shall be understood as acts that tend to defeat the purpose of public bidding without valid reason as stated under Section 69.1.(i) of the revised IRR of R.A. 9184.*

Standard Form Number: NPCSF-GOODS-02

**List of All Ongoing Government and Private Contracts Including Contract Awarded But Not Yet Started**

Business Name : \_\_\_\_\_  
Business Address : \_\_\_\_\_

Name of Contract/ Project Cost	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Date Awarded b. Date Started c. Date of Completion or Contract Duration/ Date of Delivery	Value of Outstanding Works / Undelivered Portion
			Description	%		
<b>Government</b>						
<b>Private</b>						
<b>Total Cost</b>						

The bidder shall declare in this form all his on-going government and private contracts including contracts where the bidder (either as individual or as a Joint Venture) is a partner in a Joint Venture agreement other than his current joint venture where he is a partner. Non declaration will be a ground for disqualification of bids.

Note : This statement shall be supported with the following documents for all the contract(s) stated above which shall be submitted during Post-qualification:  
 1. Contract/Purchase Order and/or Notice of Award  
 2. Certification coming from the project owner/client that the performance is satisfactory as of the bidding date.

Submitted by : \_\_\_\_\_  
 (Printed Name & Signature)  
 Designation : \_\_\_\_\_  
 Date : \_\_\_\_\_

Standard Form Number: NPCSF-GOODS-03

**The Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid**

Business Name : \_\_\_\_\_  
Business Address : \_\_\_\_\_

Name of Contract	a. Owner’s Name b. Address c. Telephone Nos.	Nature of Work	Contractor’s Role		a. Amount at Award b. Amount at Completion c. Duration	a. Date Awarded b. Contract Effectivity c. Date Completed
			Description	%		

- Notes: 1. The bidder must state only one (1) Single Largest Completed Contract (SLCC) similar to the contract to be bid.  
2. Supporting documents such as Contract/Purchase Order and any of the following: Certificate of Acceptance; or Certificate of Completion; or Official Receipt (O.R); or Sales Invoice for the contract stated above shall be submitted during Bid Opening.

Submitted by \_\_\_\_\_  
(Printed Name & Signature)

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

Standard Form Number: NPCSF-GOODS-04

**NET FINANCIAL CONTRACTING CAPACITY (NFCC)**

- A. Summary of the Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the income tax return and audited financial statement for the immediately preceding calendar year are:

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

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

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

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

Herewith attached is certified true copy of the audited financial statement, stamped "RECEIVED" by the BIR or BIR authorized collecting agent for the immediately preceding calendar year.

Submitted by:

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

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

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

Standard Form Number: NPCSF-GOODS-05

**JOINT VENTURE AGREEMENT**

**KNOW ALL MEN BY THESE PRESENTS:**

That this JOINT VENTURE AGREEMENT is entered into by and between: \_\_\_\_\_, of legal age, *(civil status)* \_\_\_\_\_, authorized representative of \_\_\_\_\_ and a resident of \_\_\_\_\_.

- and -

\_\_\_\_\_, of legal age, *(civil status)* \_\_\_\_\_, authorized representative of \_\_\_\_\_ a resident of \_\_\_\_\_.

That both parties agree to join together their capital, manpower, equipment, and other resources and efforts to enable the Joint Venture to participate in the Bidding and Undertaking of the hereunder stated Contract of the **National Power Corporation**.

**NAME OF PROJECT**

**CONTRACT AMOUNT**

\_\_\_\_\_

That the capital contribution of each member firm:

NAME OF FIRM	CAPITAL CONTRIBUTION
1.	P
2.	P

That both parties agree to be jointly and severally liable for their participation in the Bidding and Undertaking of the said contract.

That both parties agree that \_\_\_\_\_ and/or \_\_\_\_\_ shall be the Official Representative/s of the Joint Venture, and are granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the Joint Venture in the Bidding and Undertaking of the said contract, as fully and effectively and the Joint Venture may do and if personally present with full power of substitution and revocation.

That this Joint Venture Agreement shall remain in effect only for the above stated Contract until terminated by both parties.

\_\_\_\_\_  
*Name & Signature of Authorized Representative*

\_\_\_\_\_  
*Official Designation*

\_\_\_\_\_  
*Name of Firm*

\_\_\_\_\_  
*Name & Signature of Authorized Representative*

\_\_\_\_\_  
*Official Designation*

\_\_\_\_\_  
*Name of Firm*

*Witnesses*

1. \_\_\_\_\_ 2. \_\_\_\_\_

**[Jurat]**

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

Standard Form Number: NPCSF-GOODS-06a

**FORM OF BID SECURITY (BANK GUARANTEE)**

WHEREAS, (Name of Bidder) (hereinafter called "the Bidder") has submitted his bid dated (Date) for the [name of project] (hereinafter called "the Bid").

KNOW ALL MEN by these presents that We (Name of Bank) of (Name of Country) having our registered office at \_\_\_\_\_ (hereinafter called "the Bank" are bound unto National Power Corporation (hereinafter called "the Entity") in the sum of [amount in words & figures as prescribed in the bidding documents] for which payment well and truly to be made to the said Entity the Bank binds himself, his successors and assigns by these presents.

SEALED with the Common Seal of the said Bank this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

THE CONDITIONS of this obligation are that:

- 1) if the Bidder withdraws his Bid during the period of bid validity specified in the Bidding Documents; or
- 2) if the Bidder does not accept the correction of arithmetical errors of his bid price in accordance with the Instructions to Bidder; or
- 3) if the Bidder, having determined as the LCB, fails or refuses to submit the required tax clearance, latest income and business tax returns and PhilGEPs registration certificate within the prescribed period; or
- 4) if the Bidder having been notified of the acceptance of his bid and award of contract to him by the Entity during the period of bid validity:
  - a) fails or refuses to execute the Contract; or
  - b) fails or refuses to submit the required valid JVA, if applicable; or
  - c) fails or refuses to furnish the Performance Security in accordance with the Instructions to Bidders;

we undertake to pay to the Entity up to the above amount upon receipt of his first written demand, without the Entity having to substantiate its demand, provided that in his demand the Entity will note that the amount claimed by it is due to the occurrence of any one or combination of the four (4) conditions stated above.

The Guarantee will remain in force up to 120 days after the opening of bids or as it may be extended by the Entity, notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank not later than the above date.

DATE \_\_\_\_\_ SIGNATURE OF THE BANK \_\_\_\_\_

WITNESS \_\_\_\_\_ SEAL \_\_\_\_\_

\_\_\_\_\_  
(Signature, Name and Address)

Standard Form Number: NPCSF-GOODS-06b

**FORM OF BID SECURITY (SURETY BOND)**

BOND NO.: \_\_\_\_\_ DATE BOND EXECUTED: \_\_\_\_\_

By this bond, We (Name of Bidder) (hereinafter called "the Principal") and (Name of Surety) of (Name of Country of Surety), authorized to transact business in the Philippines (hereinafter called "the Surety") are held and firmly bound unto National Power Corporation (hereinafter called "the Employer") as Obligee, in the sum of (amount in words & figures as prescribed in the bidding documents), callable on demand, for the payment of which sum, well and truly to be made, we, the said Principal and Surety bind ourselves, our successors and assigns, jointly and severally, firmly by these presents.

SEALED with our seals and dated this \_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

WHEREAS, the Principal has submitted a written Bid to the Employer dated the \_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_, for the \_\_\_\_\_ (hereinafter called "the Bid").

NOW, THEREFORE, the conditions of this obligation are:

- 1) if the Bidder withdraws his Bid during the period of bid validity specified in the Bidding Documents; or
- 2) if the Bidder does not accept the correction of arithmetical errors of his bid price in accordance with the Instructions to Bidder; or
- 3) if the Bidder, having determined as the LCB, fails or refuses to submit the required tax clearance, latest income and business tax returns and PhilGEPs registration certificate within the prescribed period; or
- 4) if the Bidder having been notified of the acceptance of his bid and award of contract to him by the Entity during the period of bid validity:
  - a) fails or refuses to execute the Contract; or
  - b) fails or refuses to submit the required valid JVA, if applicable; or
  - c) fails or refuses to furnish the Performance Security in accordance with the Instructions to Bidders;

then this obligation shall remain in full force and effect, otherwise it shall be null and void.

PROVIDED HOWEVER, that the Surety shall not be:

- a) liable for a greater sum than the specified penalty of this bond, nor
- b) liable for a greater sum than the difference between the amount of the said Principal's Bid and the amount of the Bid that is accepted by the Employer.

SECTION VIII – BIDDING FORMS

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Standard Form Number: NPCSF-GOODS-06b  
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This Surety executing this instrument hereby agrees that its obligation shall be valid for 120 calendar days after the deadline for submission of Bids as such deadline is stated in the Instructions to Bidders or as it may be extended by the Employer, notice of which extension(s) to the Surety is hereby waived.

PRINCIPAL \_\_\_\_\_ SURETY \_\_\_\_\_

SIGNATURE(S) \_\_\_\_\_ SIGNATURES(S) \_\_\_\_\_

NAME(S) AND TITLE(S) \_\_\_\_\_ NAME(S) \_\_\_\_\_

SEAL \_\_\_\_\_ SEAL \_\_\_\_\_

Standard Form No: NPCSF-GOODS-06c

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

**BID-SECURING DECLARATION**  
**ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES / PR No. HO-TFM22-129**

To: **National Power Corporation**  
BIR Road cor. Quezon Ave.  
Diliman, Quezon City

I/We<sup>1</sup>, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of 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 R.A. 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;
  - (c) I am/we are declared as the bidder with the Lowest Calculated and Responsive Bid, and I/we have furnished the performance security and signed the Contract.

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

\_\_\_\_\_  
[Name and Signature of Bidder's Representative/  
Authorized Signatory]  
[Signatory's legal capacity]  
Affiant

**[Jurat]**

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

<sup>1</sup> Select one and delete the other. Adopt same instruction for similar terms throughout the document.

Standard Form No: NPCSF-GOODS-07

**OMNIBUS SWORN STATEMENT (REVISED)**

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

**AFFIDAVIT**

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

*[If a sole proprietorship:]* I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

*[If a partnership, corporation, cooperative, or joint venture:]* I am the duly authorized and designated representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

2. *[Select one, delete the other:]*

*[If a sole proprietorship:]* As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached duly notarized Special Power of Attorney;

*[If a partnership, corporation, cooperative or joint venture:]* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]* \_\_\_\_\_ is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. *[Select one, delete the rest:]*

*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

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*[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;
  - 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]*

SECTION VIII – BIDDING FORMS

Standard Form No: NPCSF-GOODS-08

**BID LETTER**

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

To: **THE PRESIDENT**  
National Power Corporation  
BIR Road cor. Quezon Ave.  
Diliman, Quezon City

Gentlemen:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to perform the **ONE (1) YEAR SUPPLY OF SKILLED/SEMI-SKILLED MANPOWER AND ALLIED SERVICES FOR VARIOUS NPC OFFICES, FACILITIES AND INSTALLATIONS IN THREE (3) PACKAGES** in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to supply and deliver the goods and perform other services, if required within the contract duration and in accordance with the scope of the contract specified in the Schedule of Requirements and Technical Specifications.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in **BDS** provision for **ITB** Clause 14.2 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

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 as per **ITB** Clause 5 of the Bidding Documents.

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of [Name of Bidder]* has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the *[Name of Project]* of the National Power Corporation *[for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the [Name of Bidder]* to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for *[Name of Project]* of the National Power Corporation.

We acknowledge that failure to sign each and every page of this Bid Letter, including the attached Schedule of Requirements (Bid Price Schedule), shall be a ground for the rejection of our bid.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
*[signature]* *[in the capacity of]*

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of \_\_\_\_\_  
*Name of Bidder]*