



Department of Education  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**  
# 82 Military Cut-Off, Baguio City  
Telefax No. (074) 442-7819



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## INVITATION TO BID FOR

### *CY 2019 Basic Educational Facilities Fund Repair of Classrooms at Elpidio R. Quirino Elementary School*

*Bid Reference No. 049, s.2019*

*Approved Budget for the Contract – P 10,308,692.10*

1. The *Department of Education, Schools Division of Baguio City*, through the *CY 2019 Basic Educational Facilities Fund* intends to apply the sum of *Ten Million Three Hundred Eight Thousand Six Hundred Ninety Two Pesos and 10/100 only (P10,308,692.10)* being the Approved Budget for the Contract (ABC) to payments under the contract for *CY 2019 Basic Educational Facilities Fund Repairs of Classrooms at Elpidio R. Quirino Elementary School*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
  2. The *Department of Education, Schools Division of Baguio City* now invites bids for *2019 Basic Educational Facilities Fund Repairs of Classrooms at Elpidio R. Quirino Elementary School*. Completion of the Works is required *within 180 calendar days*, with the starting date to commence within seven (7) calendar days upon the Contractor's receipt of the Notice to Proceed. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II. Instructions to Bidders.
  3. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act."
- Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least seventy five percent (75%) interest or outstanding capital stock belonging to citizens of the Philippines.
4. Interested bidders may obtain further information from *Department of Education, Schools Division of Baguio City, #82 Military Cut-Off, Baguio City* and inspect the Bidding Documents at [www.depedpines.com](http://www.depedpines.com) or the address given from *8:00 am to 5:00 pm, Monday to Friday*.
  5. A complete set of Bidding Documents may be acquired by interested bidders on *November 22, 2019* from the address below and *upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Twenty Five Thousand Pesos only (Php25,000.00)*.



It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the Procuring Entity, [www.depedpines.com](http://www.depedpines.com), provided that bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The *Department of Education, Schools Division of Baguio City* will hold a Pre-Bid Conference on **November 29, 2019, 9:00 AM** at *Department of Education, Schools Division of Baguio City Conference Hall, # 82 Military Cut-Off, Baguio City*, which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat at the address below on or before **December 11, 2019, 9:00 AM**. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 18.

Bid opening shall be on **December 11, 2019, 10:00 AM** at *Department of Education, Schools Division of Baguio City Conference Hall, # 82 Military Cut-Off, Baguio City*. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below. Late bids shall not be accepted.

8. Contractors under Small A and Small B categories without similar experience on the contract to be bid may be allowed to bid if the cost of such contract is not more than the Allowable Range of Contract Cost (ARCC) of their registration based on the guidelines as prescribed by the PCAB.
9. The *Department of Education, Schools Division of Baguio City* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 and its IRR, without thereby incurring any liability to the affected bidder or bidders.
10. For further information, please refer to:

***JULIET C. SANNAD***

*BAC Chairperson*

*Department of Education, Schools Division of Baguio City*

*Address: # 82 Military Cut – Off, Baguio City*

*Email Add: [depedbaguiocty@gmail.com](mailto:depedbaguiocty@gmail.com)*

*Telefax No.: (074) 442 - 7819*

*Website: [www.depedpines.com](http://www.depedpines.com)*

  
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**JULIET C. SANNAD**  
BAC Chairperson



## POST-QUALIFICATION EVALUATION REPORT

Bids and Awards Committee  
Regional/Schools Division of **BAGUIO CITY**

Project **CY 2019 Basic Educational Facilities Fund Repair of Classrooms at ELPIDIO QUIRINO ELEMENTARY SCHOOL**

Date and Time of Bid Opening : **December 11, 2019 10:00 AM**

Place of Bid Opening: **DepED, Training Center**

Bidder with Lowest Calculated Bid: **FAMILY CIRCLE CONSTRUCTION**

**I. Indicate lowest calculated bid price of bidder**

Lot/Cluster No.	Lowest Calculated Bid Price	Total Lowest Calculated Bid Price
	<b>₱9,101,285.93</b>	<b>₱9,101,285.93</b>

**II. Fill in all blank spaces**

A.	TECHNICAL DOCUMENTS	Findings	Remarks
<b>1</b>	<b>Bid Security</b>	Type	
		Amount	
		Issued by	
		Notary	
	<b>PhilGEPS Certificate of Registration</b>	Certificate No.	
		Type of Membership	
		Date Issued	
		Validity Date	
<b>2</b>	<b>Annex A</b>	Registration Certificate	
		Type of Registration	
		Registration No	
		Issuance Date	
		Expiration Date	
		Mayor's Permit	
		Expiration Date	
		Permit No	
		Place of Issue	
		Signatory	
		Issuance Date	
		Tax Clearance	
		Expiration Date	
		TCC No.	
		Signatory	
Issuance Date			
Audited Financial Statement			
Date of Filing			
Current Asset			
Current Liabilities			
Name of Auditor			
BIR RDO Code			
PCAB License			
Expiration Date			
Issued by			
Issuance Date			
License Number			
License First Issue Date			
Principal Classification			
Category			

**3 Bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid**

Name of Contract	Date Completed	Amount	Remarks
Construction of Municipal Multi-Purpose Building and Evacuation Center	October 24, 2016	Php 11,389,355.29	



**4 Bidder's statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid**

Findings					Remarks
Name of Contracts	Date Started	Target Date of Completion	Value of Unperformed Contract	Status of Accom.	
Package 10; Various 20% Infrastructure Project	October 22,2019		₱128,824.37	90.00%	no date of completion
Package 11; Various 20% Infrastructure Project	October 22,2019		₱334,599.27	84.00%	no date of completion
Constn. Of Slope Protection @ the Mun. Road & Womens Park	October 31,2019		₱697,620.53	30.00%	no date of completion
Completion of CDC Calyawan Baguina, Gaswiling Kap.			₱496,223.07		documents still on process

Total Value of Outstanding/Unperformed Contract		₱1,657,267.24
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**5 Computed Net Financial Contracting Capacity (NFCC)**

Findings	
Current Assets	Php 7,217,756.07
Current Liabilities	Php 3,191.62
Value of Outstanding Contracts	Php 1,657,267.24
Computed Net Financial Capacity (NFCC)	Php 106,561,199.51

Lot No.	Lowest Bid Price	Total Sum of Lowest Bid Price
	₱9,101,285.93	₱9,101,285.93

Criteria	Remarks
NFCC should be higher than the Total Sum of the Lowest Bid Price	complied

Incase of Credit Line Certificate was submitted: (for goods only)

Creit Line Certificate	Findings	Remarks
Issuing Bank		
Amount		
Condition of the CLC		

**6 Omnibus Sworn Statement**

Omnibus Sworn Statement	Findings	Remarks
In accordance with prescribed fom		
Nortary Public	Atty. GAT ANTHONY S. BAGBAGEN	
Signed by Authorized Representative	ABELARDO POCLIS	

<b>7 Bidder's conformity with the Technical Specifications with bidder's statement of compliance and original signature of bidder's authorized signatory</b>	Remarks complied
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<b>8 Bidder's conformity with the Schedule of Requirements with bidder's statement of compliance and original signature of bidder's authorized signatory</b>	Remarks complied
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9	Result in the determination of conformity of submitted samples, (if applicable)	Remarks
		N/A

**10 Income and Business Tax Returns**

Tax Returns	Findings	Remarks
Tax Year		
BIR Electronic Filing Payment System (eFPS)		

Evaluated by:

  
**Engr. PAUL LOMAS-E**  
 Division Engineer

  
**DENNIS DANIWIS**  
 BAC Secretariat

Approved:

**BIDS AND AWARDS COMMITTEE**

  
**JULIET C. SANNAD**  
 BAC Chairman



  
**FERNANDO ELEPONGA**  
 BAC Vice-Chairman

  
**FRANCISCO OPSIYAN**  
 BAC Member

(on leave)  
**BELEN TOMIN**  
 BAC Member

  
**NIEVES EBANIO**  
 BAC Member



	<b>Quality Form</b>		Document Code: TLF-OSDS-BAC-007 Revision: 00 Effectivity date: 08-20-2018
	<b>BAC Resolution</b>		Name of Office: <b>OSDS-BAC</b>

## BAC Resolution Declaring LCRB and Recommending Approval

### RESOLUTION NO. 414 S. 2019

**WHEREAS**, the Department of Education advertised the Invitation to Apply for Eligibility and to Bid of the **CY 2019 BASIC EDUCATIONAL FACILITIES FUND REPAIR OF CLASSROOM AT ELPIDIO R. QUIRINO ELEMENTARY SCHOOL** and posted the same in the PhilGEPS and a conspicuous place at the premises of the Department of Education, Division of Baguio City with an Approved Budget for the Contract (ABC) of **Ten Million Three Hundred Eight Thousand Six Hundred Ninety Two Pesos and 10/100 only (₱10,308,692.10)**;

**WHEREAS**, in response to the said advertisement, **THREE (3)** supplier/s namely **SWACS ENTERPRISES, FAMILY CIRCLE CONSTRUCTION** and **JJJ-A CONSTRUCTION & SUPPLIES** purchased Bid Documents and participated in the Opening of Bids on December 11, 2019;

**WHEREAS**, the bid proposal of the following was found to be substantially complying to wit:

	Name of Bidder	Bid Amount (As Calculated) (Net of Discount)	% Variance from ABC
1	FAMILY CIRCLE CONSTRUCTION	₱ 9,101,285.93	11.713 %
2	JJJ-A CONSTRUCTION & SUPPLIES	₱ 10,051,002.36	2.500 %
3	SWACS ENTERPRISES	₱ 10,396,382.06	-0.851%

**WHEREAS** per evaluation, below are non-compliant with the specifications set forth in the TOR:

Supplier/Distributors	Non-Compliance
SWACS ENTERPRISES	Quote is above ABC.



**WHEREAS**, on December 16 to 19, 2019, the end-user conducted the post qualification or detailed examination of the bid of the lowest bidder namely **FAMILY CIRCLE CONSTRUCTION** who ranked first in the preliminary examination of bids on December 16, 2019;

**WHEREAS**, upon careful examination, validation and verification of the eligibility, technical and financial requirements that they have submitted, **FAMILY CIRCLE CONSTRUCTION** has been found to be in order in all respect, complying as to the technical specifications and financial requirements and is considered as the bidder with the Lowest Calculated and Responsive Bid;

**NOW, THEREFORE**, We, the Members of the Bids and Awards Committee, hereby **RESOLVE** as it is hereby **RESOLVED**:

- a) To declare **FAMILY CIRCLE CONSTRUCTION** as the Bidder with the Lowest Calculated and Responsive Bid in the amount of **NINE MILLION ONE HUNDRED ONE**

RN 414, 2019

	<b>Quality Form</b>		Document Code: TLF-OSDS-BAC-007 Revision: 00 Effectivity date: 08-20-2018
	<b>BAC Resolution</b>		Name of Office: <b>OSDS-BAC</b>

**THOUSAND TWO HUNDRED EIGHTY FIVE PESOS AND 93/100 ONLY (₱9,101,285.93) for the project CY 2019 BASIC EDUCATIONAL FACILITIES FUND REPAIR OF CLASSROOM AT ELPIDIO R. QUIRINO ELEMENTARY SCHOOL;**

- b) To recommend for approval by the Schools Division Superintendent of the Department of Education, Division of Baguio the foregoing findings.

RESOLVED, at the Baguio Division Office Conference Hall, this 20<sup>th</sup> day of December, 2019.

  
**JULIET C. SANNAD**  
 BAC Chairperson

  
**FERNANDO B. ELEPONGA**  
 BAC Vice-Chairperson

  
**FRANCISCO C. COPSIYAN**  
 BAC Member

(on leave)  
**BELEN TOMIN**  
 BAC Member



  
**NIEVES D. EBANIO**  
 BAC Member

**APPROVED:**

  
**MARIE CAROLYN B. VERANO, CESO VI**  
 Schools Division Superintendent

Approved on \_\_\_\_\_  
 (date of approval)



	<b>Quality Form</b>		Document Code: TLF-OSDS-BAC-007 Revision: 00 Effectivity date: 08-20-2018
	<b>BAC Resolution</b>		Name of Office: <b>OSDS-BAC</b>

**BAC Resolution Declaring LCRB and Recommending Approval**

**RESOLUTION NO. 414 S. 2019**

**WHEREAS**, the Department of Education advertised the Invitation to Apply for Eligibility and to Bid of the CY 2019 BASIC EDUCATIONAL FACILITIES FUND REPAIR OF CLASSROOM AT ELPIDIO R. QUIRINO ELEMENTARY SCHOOL and posted the same in the PhilGEPS and a conspicuous place at the premises of the Department of Education, Division of Baguio City with an Approved Budget for the Contract (ABC) of **Ten Million Three Hundred Eight Thousand Six Hundred Ninety Two Pesos and 10/100 only (₱10,308,692.10)**;

**WHEREAS**, in response to the said advertisement, THREE (3) supplier/s namely **SWACS ENTERPRISES, FAMILY CIRCLE CONSTRUCTION** and **JJJ-A CONSTRUCTION & SUPPLIES** purchased Bid Documents and participated in the Opening of Bids on December 11, 2019;

**WHEREAS**, the bid proposal of the following was found to be substantially complying to wit:

	Name of Bidder	Bid Amount (As Calculated) (Net of Discount)	% Variance from ABC
1	FAMILY CIRLE CONSTRUCTION	₱ 9,101,285.93	11.713 %
2	JJJ-A CONSTRUCTION & SUPPLIES	₱ 10,051,002.36	2.500 %
3	SWACS ENTERPRISES	₱ 10,396,382.06	-0.851%

**WHEREAS** per evaluation, below are non-compliant with the specifications set forth in the TOR:

Supplier/Distributors	Non-Compliance
SWACS ENTERPRISES	Quote is above ABC.

**WHEREAS**, on December 16 to 19, 2019, the end-user conducted the post qualification or detailed examination of the bid of the lowest bidder namely **FAMILY CIRCLE CONSTRUCTION** who ranked first in the preliminary examination of bids on December 16, 2019;

**WHEREAS**, upon careful examination, validation and verification of the eligibility, technical and financial requirements that they have submitted, **FAMILY CIRCLE CONSTRUCTION** has been found to be in order in all respect, complying as to the technical specifications and financial requirements and is considered as the bidder with the Lowest Calculated and Responsive Bid;

**NOW, THEREFORE**, We, the Members of the Bids and Awards Committee, hereby RESOLVE as it is hereby RESOLVED:

- a) To declare **FAMILY CIRCLE CONSTRUCTION** as the Bidder with the Lowest Calculated and Responsive Bid in the amount of **NINE MILLION ONE HUNDRED ONE**



DN 414 2019



**Quality Form**  
**BAC Resolution**




Document Code: TLF-OSDS-BAC-007  
Revision: 00  
Effectivity date: 08-20-2018  
Name of Office:  
**OSDS-BAC**

**THOUSAND TWO HUNDRED EIGHTY FIVE PESOS AND 93/100 ONLY (₱9,101,285.93)**  
**for the project CY 2019 BASIC EDUCATIONAL FACILITIES FUND REPAIR OF**  
**CLASSROOM AT ELPIDIO R. QUIRINO ELEMENTARY SCHOOL;**

- b) To recommend for approval by the Schools Division Superintendent of the Department of Education, Division of Baguio the foregoing findings.

RESOLVED, at the Baguio Division Office Conference Hall, this 20<sup>th</sup> day of December, 2019.

  
**JULIET C. SANNAD**  
BAC Chairperson

  
**FERNANDO B. ELEPONGA**  
BAC Vice-Chairperson

  
**FRANCISCO C. COPSIYAN**  
BAC Member

(on leave)  
**BELEN TOMIN**  
BAC Member

  
**NIEVES D. EBANIO**  
BAC Member

**APPROVED:**

  
**MARIE CAROLYN B. VERANO, CESO VI**  
Schools Division Superintendent

Approved on \_\_\_\_\_  
(date of approval)





Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
 Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**  
 # 82 Military Cut-Off, Baguio City



**NOTICE OF AWARD**

January 16, 2020

**MARCOS P. LUMA-ANG**

Manager  
 Family Circle Construction  
 Senly Loy Bldg., Halsema Highway,  
 Km. 12 Shilan, La Trinidad, Benguet

**Project: CY 2019 Basic Educational Facilities Fund Repair of Classroom at Elpidio R. Quirino Elementary School**

Mr. Luma-ang:

We are pleased to notify you that your bid(s) for the Project, is/are hereby accepted in the total amount of PHILIPPINE PESOS **Nine Million One Hundred One Thousand Two Hundred Eighty Five Pesos and 93/100 only (P 9,101,285.93)** inclusive of appropriate taxes and fees, has been accepted pursuant to DepED BAC Resolution No. 414 s. 2019. ONLY with the following details:

Lot No	Project Description	Location	Contract Duration	Contract Amount
	<b>CY 2019 Basic Educational Facilities Fund Repair of Classroom at Elpidio R. Quirino Elementary School</b>	Irisan, Baguio City	180 calendar days	<b>P 9,101,285.93</b>

Kindly affix your signature on the space provided below to indicate your acceptance of this notice and the bid price(s) after having been evaluated in accordance with the issued Bidding Documents. You are hereby required to enter into a formal contract with us and submit the following within ten (10) calendar days from receipt of this notice:

- a. **Ten percent (10%)** of the total contract price in the form of cash; cashier's check, or manager's check issued by a universal or commercial bank; **Thirty percent (30%)** of the total contract price in the form of Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security; bank draft, bank guarantee or irrevocable letter of credit issued by a universal or commercial bank, provided, that it shall be confirmed or authenticated by a universal or commercial bank if issued by a foreign bank; the performance security shall be callable on demand without the necessity on our part to substantiate our demand or prove or show grounds or reasons for our demand for the total sum specified herein.
- b. Tax clearance per Executive Order 398, series of 2005;
- c. Latest income and business tax returns per Revenue Regulations 3-2005;
- d. Certificate of PhilGEPS Registration.

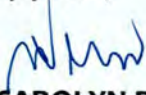


- e. Other contract documents that may be required by existing laws and/or the procuring entity concerned in the Bidding documents, such as the construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the Department of Labor and Employment and PERT/CPM for infrastructure projects.

Failure to enter into a contract with us or submit the Performance Security shall constitute a sufficient ground for cancellation of this award, forfeiture of your bid security or enforcement of your Bid Securing Declaration, and imposition of appropriate sanctions.


Please return the original copy of this Notice to the DepED , Division of Baguio City through its BAC Secretariat located at #82 Military Cut Off, Baguio City within two (2) days from date of your receipt hereof in accordance with **ITB 30.2** of the Bidding Documents.

Very truly yours,



**MARIE CAROLYN B. VERANO, CESO VI**  
Schools Division Superintendent

**CONFORME:**

  
MARCOS PLUMA-ANG  
(Signature Over Printed Name)

MANAGOR  
(Designation and Name of Company)

1 - 21 - 20  
(Date)





Republic of the Philippines  
Department of Education  
Cordillera Administrative Region  
**SCHOOLS DIVISION OF BAGUIO CITY**  
# 82 Military Cut-Off Baguio City  
Tel. No.: 446-6738 Fax: (074) 442-7819



## CY 2019 Basic Educational Facilities Fund Repair and Rehabilitation of Classrooms at Elpidio R. Quirino Elementary School

### Contract Agreement Form No. 003, s. 2020

THIS CONTRACT, made and entered into this 7<sup>th</sup> day of February, 2020 by and between the Department of Education, **Schools Division of Baguio City**, located at **#82 Military Cut-Off, Baguio City** represented herein by its **Schools Division Superintendent, MARIE CAROLYN B. VERANO, CESO V**, hereinafter referred to as the "Owner" of the one part and **FAMILY CIRCLE Construction**, represented herein by its **General Manager/ Proprietor, Mr. MARCOS P. LUMA-ANG**, with office address Senly Loy Bldg., Halsema Highway, Km. 12 Shilan, La Trinidad, Benguet hereinafter referred to as the "Contractor" of the other part;

WHEREAS, the Entity is desirous that the Contractor execute *CY 2019 Basic Educational Facilities Fund Repair and Rehabilitation of Classrooms at Elpidio R. Quirino Elementary School* (hereinafter called "the Works") and the Entity has accepted the Bid for **Nine Million One Hundred One Thousand Two Hundred Eighty Five Pesos and 93/100 only (₱9,101,285.93)** by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

#### NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to;
2. The following documents shall be attached, deemed to form, and be read and construed as integral part of this Agreement, to wit:
  - (a) General and Special Conditions of Contract;
  - (b) Drawings/Plans;
  - (c) Specifications;
  - (d) Invitation to Bid;
  - (e) Instructions to Bidders;
  - (f) Bid Data Sheet;
  - (g) Addenda and/or Supplemental/Bid Bulletins, if any;
  - (h) Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
  - (i) Eligibility requirements, documents and/or statements;
  - (j) Performance Security;
  - (k) Notice of Award of Contract and the Bidder's conforme thereto; and
  - (l) Other contract documents that may be required by existing laws and/or the Entity.
3. The contract duration or completion period shall be 180 calendar days reckoned seven (7) calendar days from receipt of the Notice to Proceed by the contractor;



4. In consideration of the payments to be made by the Entity to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Entity to execute and complete the Works and remedy any defects therein in conformity with the provisions of this Contract in all respects;
5. The Entity hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying of defects wherein, the Contract Price or such other sum as may become payable under the provisions of this Contract at the times and in the manner prescribed by this Contract;
6. The Contract Price shall be paid to the Contractor through the Government disbursing procedures subject to the payment, retention money, and warranty provisions in the General Conditions of Contract, the Special Conditions of Contract, and the IRR of RA 9184;
7. The Contractor shall pay the Owner for Liquidated Damages (LD), and not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion of the works for every day of delay. The Owner shall deduct the liquidated damages from payments or any money due or which may become due the Contractor under this contract and/or collect such liquidated damages from the retention money or other securities posted by the Contractor whichever is convenient to the Owner. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of this contract, the Owner shall rescind this Contract, without prejudice to other courses of action and remedies open to the Owner;
8. The Contractor shall post a Warranty Security valid for one (1) year from the date of Certificate of Final Acceptance issued by the Owner in any of the following amounts and forms:

5% of the Contract Price	Cash; or Letter of Credit issued by a Universal or Commercial Bank; if issued by a foreign bank, the LC shall be confirmed or authenticated by a Universal or Commercial Bank
10% of the Contract Price	Bank Guarantee confirmed by a Universal or Commercial Bank

9. The Division Procurement Implementation Team (DPRIT), Division Inspectorate Team for Infrastructure, school head, physical facilities coordinator, school inspectorate committee and members of PTA/SGC, are authorized to monitor the project;
10. Removed/Salvaged/Replaced Materials should remain as property of the school;
11. The project engineer duly assigned by the contractor will update the school/procuring entity on the progress of the project twice a month using the template to be provided before the start of the project;
12. Contractor shall likewise:
  - a. bring own water tank and procure own water supply;
  - b. use CR but is in charge of cleanliness and siphoning of septic tank (upon 90% project completion);
  - c. pay share in electric bill and must install sub meter;




- d. require its own workers to have IDs and if possible, uniforms for easy identification and to prevent unauthorized persons entering the school premises specially at night;
  - e. allot at least 15 minutes for cleaning before the end of working hours (areas accessed by students affected by the work);
  - f. require workers strictly not to smoke and drink alcohol at any time inside the school premises and work site;
  - g. require workers to properly dispose momma and garbage which must be segregated;
  - h. require workers that the barracks will be strictly for authorized workers only (no family members allowed to stay overnight);
  - i. workers to observe "No-contact" rule with students of the subject school;
  - j. Install warning device/signs and perimeter fence where necessary to keep students away from site hazards;
13. The contractor shall conduct site clearing before turnover;
14. The amount of the advance payment of 15% of the Contract Price is to be released to contractor upon issuance of the Notice to Proceed and upon the availability of man power and functional equipment, materials and project billboard on site;
15. Project Engineer, Project General Manager, and Foreman must be present on site on all working days.

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

**SIGNED SEALED AND DELIVERED BY:**

Binding Signature of PROCURING ENTITY:

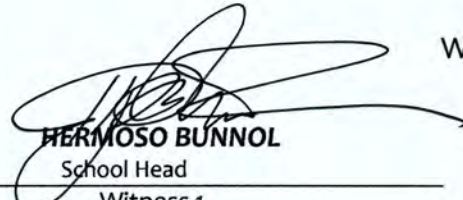
Binding Signature of Contractor:

  
**MARIE CAROLYN B. VERANO, CESO V**  
Head of the Procuring Entity

  
**MARCOS P. LUMA-ANG**  
Owner

**SIGNED IN THE PRESENCE OF:**

WITNESSES


  
**HERMOSO BUNNOL**  
School Head  
\_\_\_\_\_  
Witness 1

\_\_\_\_\_  
Witness 2

Allotment Available:

Funds Available:

  
**BELEN R. TOMIN**  
Administrative Officer V/Budget

  
**LILIBETH G. DEGSI, CPA, MHRM**  
Accountant III



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

**ACKNOWLEDGMENT**

BEFORE ME, a Notary Public for and in \_\_\_\_\_, Philippines, this 10 day of MAR 2020, 2020, personally appeared:

**GOVERNMENT ISSUED IDENTIFICATIONS**  
(Passport, Driver's License, SSS, GSIS, Philhealth... IDs)

NAME	NUMBER	ISSUED AT
OWNER <u>MARIE CAROLYN B. VERANO, CESO VI</u>	<u>61080301633</u>	<u>BAGUIO CITY</u>
CONTRACTOR _____	_____	_____

Known to me and to me known to be the same persons who executed the foregoing instrument and acknowledged to me that the same is the free and voluntary act and deed of the entities which they respectively represent.

The foregoing instrument is a CONTRACT consisting of four (4) pages (exclusive of attachments), including this page on which this acknowledgment is written and signed by the parties and their instrument witnesses on the left hand margin of each and every page hereof.

WITNESS MY HAND AND NOTARIAL SEAL, on the date and place first above written.

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Series of 2020

Notary Public

**GAT ANTHONY S. BAGBAGEN**  
Notary Public until December 31, 2021 for Baguio City  
N.A. 67-NC-20-R  
PTR NO 4443248 - 1/03/20 - Baguio City  
IBP Lifetime No 010905 MCLE VI-0011734  
204 Otek Square. AZCKO Baguio City 0917-549-5747  
Doc. No. \_\_\_\_ Page No. \_\_\_\_ Book No. 8, Series of 2020





Republic of the Philippines  
**DEPARTMENT OF EDUCATION**  
Cordillera Administrative Region  
SCHOOLS DIVISION OF BAGUIO CITY  
# 82 Military Cut-Off, Baguio City



**NOTICE TO PROCEED**

February 17, 2020

**MARCOS P. LUMA-ANG**

Manager  
Family Circle Construction  
Senly Loy Bldg., Halsema Highway,  
Km. 12 Shilan, La Trinidad, Benguet

Sir:

The attached Contract Agreement having been approved, notice is hereby given to **FAMILY CIRCLE Construction** that work may proceed on the **CY 2019 Basic Educational Facilities Fund Repair of Classrooms at Elpidio R. Quirino Elementary School** in the amount indicated in the Notice to Award/Contract and to complete the said works within **180 calendar days**.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the **DepEd, Schools Division of Baguio City**.

Very truly yours,

**MARIE CAROLYN B. VERANO, CESO V**  
Schools Division Superintendent

I acknowledge receipt of this Notice on MARCH 12, 2020

Name of the Representative of the Bidder: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

(Signature over printed name)