Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

LGU - LINGAYEN

BAC

BIDS AND AWARDS COMMITTEE

BID SUPPLEMENT

Head of Procuring Entity

HON. JOSEFINA "IDAY" V. CASTAÑEDA
Municipal Mayor

Chairperson

ATTY. NEPTHALIE D. PASILIAO
Municipal Legal Officer

Vice-Chairperson

JEANNE IRAYDA N. GOMEZ
Municipal Budget Officer

BAC Members:

LYDIA C. PIOQUINTO
Municipal Administrator

JUDY DL. VARGAS-QUIOCHO
Chief Administrative Officer

JEROME V. CANULLAS
Municipal Assessor

ARCH. NELCO PAUL P. COQUIA, EnP
MPDC

JOAN JUDE R. LOPEZ
Municipal Civil Registrar

Technical Working Group:

LARRY B. FLORES
Municipal General Services Officer - HEAD

ENGR. ROMEL I. MELENDEZ
Municipal Engineer

NELSON S. GUMAPOS
Municipal Accountant

BAC Secretariat:

SHARON S. SISON
Admin. Officer IV – HEAD

AREANNE GRACE M. DE GUZMAN
Assistant SB Secretary

MARIANNE E. TAÑEDO
Administrative Officer III

MYRA B. GARCIA
Revenue Collection Clerk II

PRINCESS ROSE O. PINTO
Administrative Aide IV

In reference to Invitation to Bid for the ***CONSTRUCTION OF SLOPE PROTECTION WITH ROAD IMPROVEMENT AT SITIO PALARIS, BARANGAY POBLACION*** with an Approved Budget for the Contract of ***One Million Four Hundred Forty Thousand Pesos (P1,440,000.00) Only*** which was published, where certain components has been overlooked when being encoded. Thus, said procurement shall have the following revisions:

FROM	TO
SECTION II – INSTRUCTIONS TO BIDDERS (ITB)	***SECTION II – INSTRUCTIONS TO BIDDERS (ITB)***
11.4.A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the BDS.	11.4.A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the BDS. **The contractor shall undertake to utilize one key personnel for each project in case the bidder has awarded more than one (1) infrastructure project the contractor will undertake to utilize a distinct and separate key personnel for each project.**

17. Sealing and Marking of Bids All of the documents (original copy and the other copy) shall bear the signature or initials of the authorized representative on every page as proof of its authenticity. These two long brown envelopes (ORIGINAL BID and COPY) shall now be enclosed in one final expanding envelope properly marked and sealed with affixed signature of bidder. All envelopes (long brown and expanding) shall: a.) contain the name of the contract to be bid in capital letters; b.) bear the name and address of the bidder in capital letters; c.) be addressed to the Procuring Entity's BAC as follows; BIDS AND AWARDS COMMITTEE LOCAL GOVERNMENT UNIT OF LINGAYEN MUNICIPAL HALL, LINGAYEN, PANGASINAN 2401 d.) bear a warning "DO NOT OPEN BEFORE…" the date and time of the Opening of Bids written at the front side of each envelope.	**17. Sealing and Marking of Bids** ***All submitted documents (both the original copy and the duplicate copy) shall bear the signature or initials of the authorized representative on every page as proof of its authenticity. In addition, each document must be stamped "Certified True Copy" or "Certified Xerox Copy", as applicable.*** These two long brown envelopes (ORIGINAL BID and COPY) shall now be enclosed in one final expanding envelope properly marked and sealed with affixed signature of bidder. All envelopes (long brown and expanding) shall: a) contain the name of the contract to be bid in capital letters; b) bear the name and address of the bidder in capital letters; c) be addressed to the Procuring Entity's BAC as follows: BIDS AND AWARDS COMMITTEE LOCAL GOVERNMENT UNIT OF LINGAYEN MUNICIPAL HALL, LINGAYEN, PANGASINAN 2401 d) bear a warning "DO NOT OPEN BEFORE…" the date and time of the Opening of Bids written at the front side of each envelope. **e)** ***indicate the PhilGEPS Reference Number of the project*** **f)** ***Have all documents listed in the checklist provided with index tabs for easy reference; and*** **g)** ***Contain no erasures***

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

<table>
<tr><th>FROM</th><th>TO</th></tr>
<tr><td>SECTION III – BID DATA SHEET (BDS)</td><td>SECTION III – BID DATA SHEET (BDS)</td></tr>
<tr><td>The contractor shall employ the following Key Personnel

General Experience
Project Engineer Vertical/Horizontal Projects
Materials Engineer Vertical/Horizontal Projects
Construction Foreman Vertical/Horizontal Projects
Skilled Laborer
Partime Safety Practitioner
First Aider
Unskilled Laborer</td><td>
<table>
<tr><td colspan="3">The contractor shall employ the following Key Personnel</td></tr>
<tr><td></td><td>General Experience</td><td>Min. years of experience</td></tr>
<tr><td>Project Engineer</td><td>Vertical/Horizontal</td><td>3 years</td></tr>
<tr><td>Material Engineer</td><td>Vertical/Horizontal</td><td>3 years</td></tr>
<tr><td>Safety Officer</td><td>Vertical/Horizontal</td><td>3 years</td></tr>
<tr><td>Construction Foreman</td><td>Vertical/Horizontal</td><td>3 years</td></tr>
<tr><td>Skilled Laborer</td><td></td><td></td></tr>
<tr><td>Partime Safety Practitioner</td><td></td><td></td></tr>
<tr><td>First Aider</td><td></td><td></td></tr>
<tr><td>Unskilled Laborer</td><td></td><td></td></tr>
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</td></tr>
</table>

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

FROM	TO
SECTION IX – CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS	***SECTION IX – CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS***

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
Or
☐ (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document;
and
☐ (c) Mayor's or 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;
and
☐ (e) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

Technical Documents

☐ (f) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
☐ (g) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules; **and**
☐ (h) Philippine Contractors Accreditation Board (PCAB) License;
or
Special PCAB License in case of Joint Ventures;
and registration for the type and cost of the contract to be bid; **and**
☐ (i) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration; **and**
(j) Project Requirements, which shall include the following:
☐ a. Organizational chart for the contract to be bid;
☐ b. List of contractor's key personnel (*e.g.*, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
☐ c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
☐ (k) Original duly signed Omnibus Sworn Statement (OSS);
and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

☐ (l) 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; **and**
☐ (m) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

Class "B" Documents

☐ (n) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence;
or
duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

II. FINANCIAL COMPONENT ENVELOPE

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

Other documentary requirements under RA No. 9184

☐ (p) Original of duly signed Bid Prices in the Bill of Quantities; **and**
☐ (q) Duly accomplished Detailed Estimates Form, including a summary shee indicating the unit prices of construction materials, labor rates, and equipmen rentals used in coming up with the Bid; **and**
☐ (r) Cash Flow by Quarter.

Municipality of Lingayen
Name of the Procuring Entity

Name of the Contract: _____
BIDDER : _____

Checklist of Technical Documents

Member	Member	Member	Member	Member	Vice-Chairman	Chairman

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

(a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages); **or**

(b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document, **and**

(c) Mayor's or 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; **and**

(d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

(e) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**

(f) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules; **and**

(g) Philippines Contractors Accreditation Board (PCAB) License;
or

(h) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission; or Original Copy of Notarized Bid Securing Declaration; **and**

(i) Project Requirements, which shall include the following:
a. Organizational chart for the contract to be bid;
b. List of contractor's key personnel (*e.g.*, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data, Contractor's Letter-Certificate to Procuring Entity, Key Personnel (Format of Bio-Data), Key Personnel's Affidavit of Commitment to Work on The Contract.
c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**

(j) Original duly signed Omnibus Sworn Statement (OSS);
and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

(k) Original duly signed Affidavit of Site Inspection

(l) 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; and

(m) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

Class "B" Documents

(n) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence;
or
duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

Municipality of Lingayen
Name of the Procuring Entity

Name of the Contract: _____
BIDDER : _____

Checklist of Financial Documents

Member	Member	Member	Member	Member	Vice-Chairman	Chairman

II. FINANCIAL COMPONENT ENVELOPE

(o) Original of duly signed and accomplished Financial Bid Form; **and**

(p) Original of duly signed Bid Prices in the Bill of Quantities; **and**

(q) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; **and**

® Cash Flow.

Remarks: ( ) Eligible ( ) Ineligible

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

FROM	TO
SECTION XI – BID FORMS	***SECTION XI – BID FORMS***
NOT STATED	**CONTRACTOR'S LETTER-CERTIFICATE TO PROCURING ENTITY** **BIDS AND AWARDS COMMITTEE** **LOCAL GOVERNMENT UNIT OF LINGAYEN** **MUNICIPAL HALL, LINGAYEN, PANGASINAN 2401** Dear Sir/Madame: Supplementing our Organizational Chart for the Contract, we have the honor to submit herewith, and to certify as true and correct, the following pertinent information: 1. That I/we have engaged the services of, _____to be the _____ of the above named contract, who is an _____ with Professional License Certificate No. _____ issued on _____ and who has performed the duties in the construction of the Contracts enumerated in the duly filled Form; 2. The said _____ shall be designated by us as our _____ to personally perform the duties of the said position in the above-mentioned Project, if and when the same is awarded in our favor; 3. That said _____ shall employ the best care, skill and ability in performing his duties in accordance with the Contract Agreement, Conditions of Contract, Plans, Specifications, Special Provisions, and other provisions embodied in the proposed contract; 4. That said _____ shall be personally present at the jobsite to supervise the phase of the construction work pertaining to this assignment as _____ all the time; 5. That, in order to guarantee that said _____ shall perform his duties properly and be personally present in the Job Site, he is hereby required to secure a certificate of appearance from the Procuring Entity's Representative at the end of every month; 6. That, in the event that I/we elect or choose to replace said _____ with another _____, we shall accordingly notify the Procuring Entity in writing at least twenty one (21) days before making the replacement and that I/we shall submit to the Procuring Entity, for prior approval, the name of the proposed new _____, his qualifications, experience, list of projects undertaken and other relevant information; and 7. That any willful violation on my/our part of the herein conditions may prejudice my/our 8. Standing as a reliable contractor in future bidding of the Procuring Entity. Very truly yours, _____ Authorized Representative of Bidder CONCURRED IN: _____ Name of Project Engineer

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

NOT STATED

CONTRACTOR'S LETTER-CERTIFICATE TO PROCURING ENTITY

BIDS AND AWARDS COMMITTEE
LOCAL GOVERNMENT UNIT OF LINGAYEN
MUNICIPAL HALL, LINGAYEN, PANGASINAN 2401

Dear Sir/Madame:

Supplementing our Organizational Chart for the Contract, we have the honor to submit herewith, and to certify as true and correct, the following pertinent information:

1. That I/we have engaged the services of**,** _____to be the _____ of the above named contract, who is an _____ with Professional License Certificate No. _____ issued on and who has performed the duties in the construction of the Contracts enumerated in the duly filled Form;
2. The said _____ shall be designated by us as our _____ to personally perform the duties of the said position in the above-mentioned Project, if and when the same is awarded in our favor;
3. That said _____ shall employ the best care, skill and ability in performing his duties in accordance with the Contract Agreement, Conditions of Contract, Plans, Specifications, Special Provisions, and other provisions embodied in the proposed contract;
4. That said _____ shall be personally present at the jobsite to supervise the phase of the construction work pertaining to this assignment as _____ all the time;
5. That, in order to guarantee that said _____ shall perform his duties properly and be personally present in the Job Site, he is hereby required to secure a certificate of appearance from the Procuring Entity's Representative at the end of every month;
6. That, in the event that I/we elect or choose to replace said _____ with another _____, we shall accordingly notify the Procuring Entity in writing at least twenty one (21) days before making the replacement and that I/we shall submit to the Procuring Entity, for prior approval, the name of the proposed new _____, his qualifications, experience, list of projects undertaken and other relevant information; and
7. That any willful violation on my/our part of the herein conditions may prejudice my/our
8. Standing as a reliable contractor in future bidding of the Procuring Entity.

Very truly yours,

_____
Authorized Representative of Bidder

CONCURRED IN:

_____
Name of Material Engineer

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

NOT STATED

CONTRACTOR'S LETTER-CERTIFICATE TO PROCURING ENTITY

BIDS AND AWARDS COMMITTEE
LOCAL GOVERNMENT UNIT OF LINGAYEN
MUNICIPAL HALL, LINGAYEN, PANGASINAN 2401

Dear Sir/Madame:

Supplementing our Organizational Chart for the Contract, we have the honor to submit herewith, and to certify as true and correct, the following pertinent information:

1. That I/we have engaged the services of**,** _____to be the _____ of the above named contract, who is an _____ with Professional License Certificate No. _____ issued on and who has performed the duties in the construction of the Contracts enumerated in the duly filled Form;
2. The said _____ shall be designated by us as our _____ to personally perform the duties of the said position in the above-mentioned Project, if and when the same is awarded in our favor;
3. That said _____ shall employ the best care, skill and ability in performing his duties in accordance with the Contract Agreement, Conditions of Contract, Plans, Specifications, Special Provisions, and other provisions embodied in the proposed contract;
4. That said _____ shall be personally present at the jobsite to supervise the phase of the construction work pertaining to this assignment as _____ all the time;
5. That, in order to guarantee that said _____ shall perform his duties properly and be personally present in the Job Site, he is hereby required to secure a certificate of appearance from the Procuring Entity's Representative at the end of every month;
6. That, in the event that I/we elect or choose to replace said _____ with another _____, we shall accordingly notify the Procuring Entity in writing at least twenty one (21) days before making the replacement and that I/we shall submit to the Procuring Entity, for prior approval, the name of the proposed new _____, his qualifications, experience, list of projects undertaken and other relevant information; and
7. That any willful violation on my/our part of the herein conditions may prejudice my/our
8. Standing as a reliable contractor in future bidding of the Procuring Entity.

Very truly yours,

_____
Authorized Representative of Bidder

CONCURRED IN:

_____
Name of Foreman

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

NOT STATED

CONTRACTOR'S LETTER-CERTIFICATE TO PROCURING ENTITY

BIDS AND AWARDS COMMITTEE
LOCAL GOVERNMENT UNIT OF LINGAYEN
MUNICIPAL HALL, LINGAYEN, PANGASINAN 2401

Dear Sir/Madame:

Supplementing our Organizational Chart for the Contract, we have the honor to submit herewith, and to certify as true and correct, the following pertinent information:

1. That I/we have engaged the services of**,** _____to be the _____ of the above named contract, who is an _____ with Professional License Certificate No. _____ issued on and who has performed the duties in the construction of the Contracts enumerated in the duly filled Form;
2. The said _____ shall be designated by us as our _____ to personally perform the duties of the said position in the above-mentioned Project, if and when the same is awarded in our favor;
3. That said _____ shall employ the best care, skill and ability in performing his duties in accordance with the Contract Agreement, Conditions of Contract, Plans, Specifications, Special Provisions, and other provisions embodied in the proposed contract;
4. That said _____ shall be personally present at the jobsite to supervise the phase of the construction work pertaining to this assignment as _____ all the time;
5. That, in order to guarantee that said _____ shall perform his duties properly and be personally present in the Job Site, he is hereby required to secure a certificate of appearance from the Procuring Entity's Representative at the end of every month;
6. That, in the event that I/we elect or choose to replace said _____ with another _____, we shall accordingly notify the Procuring Entity in writing at least twenty one (21) days before making the replacement and that I/we shall submit to the Procuring Entity, for prior approval, the name of the proposed new _____, his qualifications, experience, list of projects undertaken and other relevant information; and
7. That any willful violation on my/our part of the herein conditions may prejudice my/our
8. Standing as a reliable contractor in future bidding of the Procuring Entity.

Very truly yours,

_____
Authorized Representative of Bidder

CONCURRED IN:

_____
Name of Safety Officer

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

NOT STATED

KEY PERSONNEL
(FORMAT OF BIO-DATA)

Give the detailed information of the following personnel who are scheduled to be assigned as full-time field staff for the project.

- Authorized Managing Officer / Representative

- Sustained Technical Employee

1. Name :
2. Date of Birth :
3. Nationality :
4. Education and Degrees :
5. Specialty :
6. Registration :
7. Length of Service with the Firm : Year from (months) (year)
   To present (months) _____ (year)
8. Years of Experience :

Name and Address of Employer — Length of Service
year(s) from to present

9. Experience:

This should cover the past ten (10) years of experience. (Attach as many pages as necessary to show involvement of personnel in projects using the format below).

a) Name :
b) Name and Address of Owner :
c) Name and Address of the Owner's Engineer (Consultant) :
d) Indicate the Features of Project (particulars of the project components and any other particular interest connected with the project):
e) Contract Amount Expressed in Philippine Currency :
f) Position :
g) Structures for which the employee was responsible :
h) Cost of the structures in Item g :
i) Assignment Period : from (months) (years)
: to (months) (years)

_____
Name and Signature of Employee

It is hereby certified that the above personnel can be assigned to this project, if the contract is awarded to our company.

_____
(Place and Date)

_____
(The Authorized Representative)

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

NOT STATED

KEY PERSONNEL
(FORMAT OF BIO-DATA)

Give the detailed information of the following personnel who are scheduled to be assigned as full-time field staff for the project.

- Authorized Managing Officer / Representative

- Sustained Technical Employee

1. Name :
2. Date of Birth :
3. Nationality :
4. Education and Degrees :
5. Specialty :
6. Registration :
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   To present (months) _____ (year)

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Name and Address of Employer	Length of Service year(s) from to present

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a) Name :
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c) Name and Address of the Owner's Engineer (Consultant) :
d) Indicate the Features of Project (particulars of the project components and any other particular interest connected with the project):
e) Contract Amount Expressed in Philippine Currency :
f) Position :
g) Structures for which the employee was responsible :
h) Cost of the structures in Item g :
i) Assignment Period : from (months) (years)
: to (months) (years)

_____
Name and Signature of Employee

It is hereby certified that the above personnel can be assigned to this project, if the contract is awarded to our company.

_____
(Place and Date)

_____
(The Authorized Representative)

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

NOT STATED

KEY PERSONNEL
(FORMAT OF BIO-DATA)

Give the detailed information of the following personnel who are scheduled to be assigned as full-time field staff for the project.

- Authorized Managing Officer / Representative

- Sustained Technical Employee

1. Name :
2. Date of Birth :
3. Nationality :
4. Education and Degrees :
5. Specialty :
6. Registration :
7. Length of Service with the Firm : Year from (months) (year)
   To present (months) _____ (year)

8. Years of Experience :

Name and Address of Employer	Length of Service year(s) from to present

9. Experience:

This should cover the past ten (10) years of experience. (Attach as many pages as necessary to show involvement of personnel in projects using the format below).

a) Name :
b) Name and Address of Owner :
c) Name and Address of the Owner's Engineer (Consultant) :
d) Indicate the Features of Project (particulars of the project components and any other particular interest connected with the project):
e) Contract Amount Expressed in Philippine Currency :
f) Position :
g) Structures for which the employee was responsible :
h) Cost of the structures in Item g :
i) Assignment Period : from (months) (years)
: to (months) (years)

_____
Name and Signature of Employee

It is hereby certified that the above personnel can be assigned to this project, if the contract is awarded to our company.

_____
(Place and Date)

_____
(The Authorized Representative)

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

NOT STATED

KEY PERSONNEL
(FORMAT OF BIO-DATA)

Give the detailed information of the following personnel who are scheduled to be assigned as full-time field staff for the project.

- Authorized Managing Officer / Representative

- Sustained Technical Employee

1. Name :
2. Date of Birth :
3. Nationality :
4. Education and Degrees :
5. Specialty :
6. Registration :
7. Length of Service with the Firm : Year from (months) (year)
   To present (months) _____ (year)

8. Years of Experience :

Name and Address of Employer	Length of Service year(s) from to present

9. Experience:

This should cover the past ten (10) years of experience. (Attach as many pages as necessary to show involvement of personnel in projects using the format below).

a) Name :
b) Name and Address of Owner :
c) Name and Address of the Owner's Engineer (Consultant) :
d) Indicate the Features of Project (particulars of the project components and any other particular interest connected with the project):
e) Contract Amount Expressed in Philippine Currency :
f) Position :
g) Structures for which the employee was responsible :
h) Cost of the structures in Item g :
i) Assignment Period : from (months) (years)
: to (months) (years)

_____
Name and Signature of Employee

It is hereby certified that the above personnel can be assigned to this project, if the contract is awarded to our company.

_____
(Place and Date)

_____
(The Authorized Representative)

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

NOT STATED

KEY PERSONNEL'S AFFIDAVIT OF COMMITMENT TO WORK ON THE CONTRACT

Date

BIDS AND AWARDS COMMITTEE
LOCAL GOVERNMENT UNIT OF LINGAYEN
MUNICIPAL HALL, LINGAYEN, PANGASINAN 2401

Dear Sir/Madame:

1. I confirm that _____ has engaged my services for the position of _____ in the above stated Contract if it is awarded to the Contractor.

2. I, therefore, commit to assume the said position in the above stated Contract once it is awarded to the Contractor, and I shall employ the best care, skill, and ability to perform the duties of such position in accordance with the Conditions of Contract, Specifications, Drawings, and other provisions of the Contract Agreement. I am aware that I have to stay in the jobsite for the duration of my assignment.
3. I do not allow the use of my name to enable the Contractor to qualify for the above stated Contract without my commitment to assume the said position, since I understand that to do so shall be a sufficient ground for my disqualification from this Contract and future biddings of the LGU-Lingayen.

1. I submit, and certify as true and correct, my biodata as follows:

a. Name :
b. Date of Birth :
c. Nationality :
d. Educational Attainment :
e. Specialty :
f. PRC License No. and Date :
g. Employment Record :

Name & Address of Employer	Position	From Mo./Yr.	To Mo./Yr.	Total Period Yrs. & Mos.

h. Work Experience (Projects Handled):

i. Proj. Name & Location ii. Owner's Name & Address iii. My Position	i. Proj. Description ii. Total Proj. Cost	i. Part of Proj. I Handled ii. Cost of Part	i. Start Date ii. Compl. Date
Completed Projects:			

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

On-going Projects:			

Very truly yours,

(Name and Signature of Personnel

Noted by:

(Name and Signature of the duly Authorized Bidder's Representative) *(Date)*

(Position of the duly Authorized Bidder's Representative) *(Name of the Bidder*)

REPUBLIC OF THE PHILIPPINES)
CITY OF _____)

SUBSCRIBED and SWORN TO before me this _____ at _____, affiant exhibiting to me his/her Residence Certificate No. _____ issued at _____ on _____.

_____

_____
Notary Public

Doc. No. _____ Until _____
Page No. _____ PTR No. _____
Book No. _____ Issued at _____
Series No. _____ Issued on _____

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

NOT STATED

KEY PERSONNEL'S AFFIDAVIT OF COMMITMENT TO WORK ON THE CONTRACT

Date

BIDS AND AWARDS COMMITTEE
LOCAL GOVERNMENT UNIT OF LINGAYEN
MUNICIPAL HALL, LINGAYEN, PANGASINAN 2401

Dear Sir/Madame:

1. I confirm that _____ has engaged my services for the position of _____ in the above stated Contract if it is awarded to the Contractor.

2. I, therefore, commit to assume the said position in the above stated Contract once it is awarded to the Contractor, and I shall employ the best care, skill, and ability to perform the duties of such position in accordance with the Conditions of Contract, Specifications, Drawings, and other provisions of the Contract Agreement. I am aware that I have to stay in the jobsite for the duration of my assignment.
3. I do not allow the use of my name to enable the Contractor to qualify for the above stated Contract without my commitment to assume the said position, since I understand that to do so shall be a sufficient ground for my disqualification from this Contract and future biddings of the LGU-Lingayen.

2. I submit, and certify as true and correct, my biodata as follows:

a. Name :
b. Date of Birth :
c. Nationality :
d. Educational Attainment :
e. Specialty :
f. PRC License No. and Date :
g. Employment Record :

Name & Address of Employer	Position	From Mo./Yr.	To Mo./Yr.	Total Period Yrs. & Mos.

h. Work Experience (Projects Handled):

i. Proj. Name & Location ii. Owner's Name & Address iii. My Position	i. Proj. Description ii. Total Proj. Cost	i. Part of Proj. I Handled ii. Cost of Part	i. Start Date ii. Compl. Date
Completed Projects:			

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

On-going Projects:			

Very truly yours,

(Name and Signature of Personnel

Noted by:

(Name and Signature of the duly Authorized Bidder's Representative) *(Date)*

(Position of the duly Authorized Bidder's Representative) *(Name of the Bidder*)

REPUBLIC OF THE PHILIPPINES)
CITY OF _____)

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g. Employment Record :

Name & Address of Employer	Position	From Mo./Yr.	To Mo./Yr.	Total Period Yrs. & Mos.

h. Work Experience (Projects Handled):

i. Proj. Name & Location ii. Owner's Name & Address iii. My Position	i. Proj. Description ii. Total Proj. Cost	i. Part of Proj. I Handled ii. Cost of Part	i. Start Date ii. Compl. Date
Completed Projects:			

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

On-going Projects:			

Very truly yours,

(Name and Signature of Personnel

Noted by:

(Name and Signature of the duly Authorized Bidder's Representative) *(Date)*

(Position of the duly Authorized Bidder's Representative) *(Name of the Bidder*)

REPUBLIC OF THE PHILIPPINES)
CITY OF _____)

SUBSCRIBED and SWORN TO before me this _____ at _____, affiant exhibiting to me his/her Residence Certificate No. _____ issued at _____ on _____.

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NOT STATED

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Date

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LOCAL GOVERNMENT UNIT OF LINGAYEN
MUNICIPAL HALL, LINGAYEN, PANGASINAN 2401

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Name & Address of Employer	Position	From Mo./Yr.	To Mo./Yr.	Total Period Yrs. & Mos.

h. Work Experience (Projects Handled):

i. Proj. Name & Location ii. Owner's Name & Address iii. My Position	i. Proj. Description ii. Total Proj. Cost	i. Part of Proj. I Handled ii. Cost of Part	i. Start Date ii. Compl. Date
Completed Projects:			

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

On-going Projects:			

Very truly yours,

(Name and Signature of Personnel

Noted by:

(Name and Signature of the duly Authorized Bidder's Representative) *(Date)*

(Position of the duly Authorized Bidder's Representative) *(Name of the Bidder*)

REPUBLIC OF THE PHILIPPINES)
CITY OF _____)

SUBSCRIBED and SWORN TO before me this _____ at _____, affiant exhibiting to me his/her Residence Certificate No. _____ issued at _____ on _____.

_____

_____
Notary Public

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Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

NOT STATED

AFFIDAVIT OF SITE INSPECTION

I, _____, of legal age, married, Filipino and residing at _____, under oath, hereby depose and say:

1. That I am the representative of the _____ with office address at _____;

2. That I have inspected the site for the _____ for the bidding of the for _____, at _____.

3. That I am making this statement as part of the requirement for the Technical Component of the _____ for **BAC, Municipality**_____.

IN FAITH WHEREOF, I hereby affix my signature this _____ day of _____ at _____, **Pangasinan**, Philippines.

_____
Affiant

Republic of the Philippines)
Province of Pangasinan) S,S

SUBSCRIBED AND SWORN to before me this _____ day of _____. Affiant exhibiting to me his/her Residence Certificate No._____ issued on _____, **2025** at _____, **Pangasinan.**

_____
Notary Public

Doc No. _____
Page No. _____
Book No. _____
Series of 2025

Republic of the Philippines
Province of Pangasinan
MUNICIPALITY OF LINGAYEN

NOT STATED

QUALIFICATION OF KEY PERSONNEL PROPOSED TO BE ASSIGNED TO THE CONTRACT

Business Name:
Business Adress:

	Project Manager/ Engineer	Materials Engineer	Foreman	Contruction Safety and Health Personnel	Other Positions deemed required by the Applicant for this project
1. Name:					
2. Address:					
3. Date of Birth:					
4. Emlpoyed Since					
5. Experience					
6. Previous Employment					
7. Education					
8. PRC Licence					

Issued this 12th day of August 2025 at Lingayen, Pangasinan.

Prepared by:

(SGD) SHARON S. SISON
BAC Secretary

Noted by:

(SGD) ATTY. NEPTHALIE D. PASILIAO
BAC Chairperson