



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

**SUPPLEMENTAL/BID BULLETIN (SBB) NO. 1**

This SBB No. 1 dated January 21, 2025 for **Project ID No. DBM-2024-92, “Replacement of Floor Tiles and Repainting of Interior Walls and Finishes of the Corporate Planning and Management Service (CPMS) Office,”** is issued pursuant to Section 22.5 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, to clarify, modify or amend items in the Bidding Documents. Accordingly, this shall form an integral part of the Bidding Documents.

PARTICULAR(S)/QUERY(IES)		AMENDMENT(S)/CLARIFICATION(S)	
<b>Section III. Bid Data Sheet</b>		<b>Section III. Bid Data Sheet</b>	
<b>ITB Clause</b>		<b>ITB Clause</b>	
xxx		xxx	
20	<p style="text-align: center;">xxx</p> <p>The bidder with the LCB is likewise requested to present the following documents during post-qualification:</p> <p style="text-align: center;">xxx</p> <p>3. Bureau of Internal Revenue (BIR) Certificate of Registration (COR) – BIR Form 2303.</p>	20	<p style="text-align: center;">xxx</p> <p>The bidder with the LCB is likewise requested to present the following documents during post-qualification:</p> <p style="text-align: center;">xxx</p> <p><del>3. Bureau of Internal Revenue (BIR) Certificate of Registration (COR) – BIR Form 2303.</del></p>
<b>Annex “A”</b>		<b>Annex “A”</b>	
<b>Detailed Technical Specifications</b>		<b>Detailed Technical Specifications (REVISED)</b>	
xxx		xxx	
<p>3.3.2 The Supplier must have a minimum of 5 years of experience and specialization in installation of work similar to that required for this project.</p> <p>Note: The Bureau of Internal Revenue (BIR) Certificate of Registration (COR BIR Form 2303) shall be submitted during post-qualification.</p>		<p>3.3.2 The Supplier must have a minimum of 5 years of experience and specialization in installation of work similar to that required for this project.</p> <p><del>Note: The Bureau of Internal Revenue (BIR) Certificate of Registration (COR BIR Form 2303) shall be submitted during post-qualification.</del></p>	
xxx		xxx	

PARTICULAR(S)/QUERY(IES)	AMENDMENT(S)/CLARIFICATION(S)
<p><b>Queries:</b></p> <p>1. Does the supplier of the Polished Concrete Flooring System need at least 5 years of experience and be registered with the BIR?</p>	<p><b>Clarifications:</b></p> <p>Yes. The supplier must have a minimum of 5 years of experience and specialization in the installation of work similar to what is required for this project, pursuant to item 3.3 of Annex “A” (Detailed Technical Specifications [DTS]) and must be registered with the Bureau of Internal Revenue (BIR).</p> <p><i>The minimum of 5 years of experience and specialization in installation of work ensures that the bidder has the capacity to fulfill the requirements specified in the DTS.</i></p> <p>Meanwhile, the supplier should be registered with the BIR, as evidenced by the submission of its filed tax returns. Please note that the submission of <b>BIR Certificate of Registration (COR) (BIR Form 2303) will no longer be required during post qualification.</b> Instead, the experience of the bidder will be verified through the Registration Certificate from the Securities and Exchange Commission (SEC) for corporations, or from the Department of Trade and Industry (DTI) for sole proprietorships, as required in the PhilGEPS Registration Certificate (Platinum Membership).</p>
<p>2. Is my understanding of the project title that it involves replacing the old tiles with new ones and interior painting?</p>	<p>Item 2.0 of Annex “A” (DTS) provides that the project intends to replace the flooring system and ceiling, and to repaint/re-varnish the interior finishes of the CPMS office.</p>
<p>3. Does the project involve dismantling and re-installation of the workstation, including all data systems/ lines?</p>	<p>Yes. Item 4.0 of Annex “A” (DTS) outlines the Scope of Work that must be completed, which includes the <b>dismantling and reassembling of the workstations/cubicles</b>. Specifically, the Supplier is required to <b>install temporary power lines, data lines, and voice lines to the reassembled workstations/cubicles</b>, including providing threshold protection, which should be done on the same day as the reassembly of workstations/cubicles. Please note that power outlets, data outlets, and voice outlets shall be on the supplier’s account, while the data equipment and tapping points for the above-mentioned lines shall be on the account of the DBM.</p>
<p>4. Our company, established in 2021, currently holds a PCAB category C license (ITR 2024). This license will be renewed and upgraded to category B this coming March. We have successfully completed a similar project that</p>	<p>Please be advised that a <b>valid Philippine Contractors Accreditation Board (PCAB) License or Special PCAB License in the case of Joint Ventures, along with registration for the type and cost of the contract to be bid, is required only for the procurement of Infrastructure Projects</b>, consistent with Section 23.1,</p>

PARTICULAR(S)/QUERY(IES)	AMENDMENT(S)/CLARIFICATION(S)
<p>meets your requirements. Did Safari Builders Construction Services fulfill your needs for the specified project?</p>	<p>item (a)(vi) of the 2016 Revised IRR of RA No. 9184. Since this project is classified under the procurement of goods, the PCAB License is not a requirement. While this is the case, the suppliers shall meet the requirements specified in the DTS which includes <i>a minimum of five (5) years of experience and specialization in installation of work similar to the project.</i></p> <p>We would also like to emphasize that item 2 of the Invitation to Bid requires that bidders should have completed within the period of January 28, 2020 to January 27, 2025 a contract similar to the project. The same shall be reflected under the Statement of Single Largest Completed Contract which is Similar in Nature, as provided in the Bidding Documents.</p> <p>For the proper preparation of bid submissions, we encourage all bidders to refer to <b>Section VIII: Checklist of Technical and Financial Documents</b> of the Bidding Documents.</p>
	<p><b>Note:</b></p> <p><b><u>Attached for guidance of the bidders is the Detailed Technical Specifications (Revised) which shall form part of the Bidding Documents.</u></b></p>

**Other matters:**

- The “No Contact Rule” shall be strictly observed. Bidders are not allowed to communicate with any member of the Bids and Awards Committee, Technical Working Group or Secretariat effective January 28, 2025 right after the opening of bids.
  
- For guidance and information of all concerned.

Digitally  
 signed by  
 Gerardo E.  
 Maula  
**GERARDO E. MAULA**  
 Assistant Secretary  
 Chairperson, DBM-BAC

**Detailed Technical Specifications  
(Revised)**

**1.0 Project Title**

Replacement of Floor Tiles and Repainting of Interior Walls and Finishes of the Corporate Planning and Management Service (CPMS) Office

**2.0 Objective**

To replace the flooring system and ceiling, and to repaint/re-varnish the interior finishes of the Corporate Planning and Management (CPMS) office.

**3.0 General Conditions/Specifications**

**3.1 Conditions**

During contract implementation, the Supplier shall deliver the obligations arising from this contract with the following conditions:

- 3.1.1 Conduct survey of the actual site condition and submission of findings and recommendations for improvement, for the approval of the Administrative Service (AS) Director.
- 3.1.2 Confinement of all works within the areas designated by the AS while strictly following the Local and National Building Code, national laws for public safety, Workmen's Compensation Act 1906, and proper working conditions.
- 3.1.3 Provision of all needed materials, tools, equipment, manpower, and supervision for the project.
- 3.1.4 Cleaning, clearing and hauling of any debris, construction wastes, refuse, junk, etc.
- 3.1.5 Hauling of debris and waste materials for proper disposal outside the DBM compound. Wheeled equipment/tools shall be used for hauling to prevent damages to the existing floor tiles. Clearances for the proper disposal shall be secured by the Supplier, at no additional cost to the DBM.
- 3.1.6 Transfer of the removed floor tiles and acoustic board ceiling to the storage unit located in the Procurement Service office in Paco, Manila or any designated storage area, as advised by the AS.
- 3.1.7 Provision and placement of temporary barricades, railings, fencing, warning signs and lights for the duration of the project.

- 3.1.8 Keep the premises free from the accumulation of waste materials or rubbish caused by the works, at all times. At the completion of the work, the Supplier shall remove all its rubbish from and about the building and all its tools, scaffoldings and surplus materials.
- 3.1.9 Protection of all adjoining property from any damage.
- 3.1.10 Protection of the construction site from any untoward incident within its control.
- 3.1.11 Submission of work plan schedule for the whole duration of the project and shall identify target areas to inform affected offices beforehand.
- 3.1.12 Coordinate all activities with the AS representative for proper monitoring and coordination.
- 3.1.13 Follow proper procedures for entering the compound (i.e., Work Permit form, Daily Manpower activity form, and other requirements that are deemed necessary.)
- 3.1.14 Submission of Safety Plan and conduct a safety orientation meeting to all personnel involved in the work prior to the commencement, witnessed by the AS representative.
- 3.1.15 At the end of each work day, the Supplier shall remove all equipment, materials and debris from the work area to ensure good housekeeping.

### **3.2 General Conditions of the Contract**

- 3.2.1 The specifications shall be interpreted solely by the AS. No excuses shall be entertained for misinterpretation on the specifications after the award of the contract. All work, as deemed included in the Contract by the AS, shall be carried out properly by the Supplier.
- 3.2.2 The Supplier is required to submit design plans and swatches before implementation of the same to eliminate the need for change order and site errors. Furthermore, the Supplier is required to verify with the AS all details, may it be for architectural, electrical and plumbing, before implementation of works.
- 3.2.3 Correction of work before final payment: The Supplier shall promptly replace and re-execute all work/s determined by the AS as failing to conform to the Contract, without expense to the DBM.
- 3.2.4 Damages caused in the dismantling of tiles and concreting of polished concrete floor systems due to the Supplier's fault shall be repaired/restored by the Supplier, at no additional cost to the DBM.

- 3.2.5 Correction of work after final payment: Neither the issuance of the certificate of acceptance nor payment nor any provision in the bidding documents shall relieve the Supplier of its responsibility for defects and damages resulting from faulty materials or poor workmanship which shall appear within a period of one (1) year from the date of acceptance of work by the DBM. The Supplier shall remedy any and all defects arising from faulty materials or poor workmanship and pay for any damage to other works resulting therefrom.
- 3.2.6 DBM shall not be responsible for: (a) death or injury of the Supplier's employees; and (b) any damage to the Supplier's equipment or materials.

### 3.3 Polished Concrete Flooring System

- 3.3.1 Estimated floor area: 370 sqm.
- 3.3.2 The Supplier must have a minimum of 5 years of experience and specialization in installation of work similar to that required for this project.
- 3.3.3 Concrete finishing components and materials shall be from a single manufacturer. The Supplier shall follow manufacturer's recommendations on installation.
- 3.3.4 **Hardener, Sealer and Densifier** shall be applied 2 coats or as necessary, and shall be proprietary, water-based, odorless liquid, VOC (Volatile Organic Compound) compliant, and environmentally safe chemical hardening solution leaving no surface film.
- 3.3.5 **Joint Fillers** shall be semi rigid, 2-component, self leveling, 100% solids, rapid curing and crack filler with Shore A 80 or higher hardness.
- 3.3.6 **Cleaning solution** shall be proprietary, mild, highly concentrated liquid concrete cleaner and conditioner containing wetting and emulsifying agents; biodegradable and environmentally safe.
- 3.3.7 **Stain guard/protector** shall be VOC compliant, low odor and effectively protect concrete surface from staining, defacing and deterioration due to contaminant penetration.
- 3.3.8 **Finish:** Exposure level, Gloss level and Dye Color shall be for prior approval of the AS. All concrete surface shall be as uniform in appearance as possible.
- 3.3.9 A 1 sqm. mock-up shall be made to be inspected by the AS before proceeding with work. Mock-up will be used to judge workmanship, concrete substrate preparation, operation of equipment, material application, color selection and shine.

- 3.3.10 Place brass movement strip/expansion control joints uniform in width, subject to variance in tolerance allowed in tile size (See Annex “B” for sample image). Make joints watertight, without voids and cracks.
- 3.3.11 Keep brass movement strip/expansion control joints free of fillers.
- 3.3.12 Brass movement strip/expansion control joints shall be installed every 3.00 meters on both ways.
- 3.3.13 Brass movement strip/expansion control joints shall be 15mm depth x 5mm thickness as the floor finish.
- 3.3.14 Brass movement strip/expansion control joints shall be installed on all corners, such as wall, partitions, columns, etc.
- 3.3.15 Diamond polish concrete floor surface with power disc machine recommended by the floor finish manufacturer, sequenced with coarse to fine grit.
- 3.3.16 Remove defects and re-polish defective areas. Finish edges of floor finish adjoining other materials in a clean and sharp manner.

#### **3.4 Ceiling**

- 3.4.1 Estimated size for acoustic board ceiling is 60cm x 60cm x 12mm thick. Color and design should be the same as existing.
- 3.4.2 Estimated acoustic board ceiling area: 195 sqm.

#### **3.5 Painting**

- 3.5.1 Paints for concrete wall and ceiling shall be of semi-gloss latex.
- 3.5.2 Fixed wooden finishes, such as doors, jambs, base boards, cabinets, gypsum board, etc., shall be wood varnished, and the color shall be the same as the existing finishes.

#### **3.6 Electrical Works**

- 3.6.1 Removal of excess and unnecessary wires and covers
- 3.6.2 Installation of roughing-ins and accessories
- 3.6.3 Installation of wires
- 3.6.4 Termination of floor mounted outlets and other devices
- 3.6.5 Tagging of circuits
- 3.6.6 Testing and commissioning

- 3.6.7 Material quality and quantity shall be subject for approval by AS and shall be identified prior to implementation.

#### **4.0 Scope of Work**

##### **4.1 Mobilization**

##### **4.2 Clearing and cleaning of site prior to installation**

##### **4.3 Dismantling and reassembling of the workstations/cubicles shall be done by the Supplier:**

4.3.1 Dismantle the existing office workstations/cubicles and reassemble in the identified room in the DBM Boncodin Hall. The dismantling and reassembling shall be done during the weekend (Saturday and Sunday only);

4.3.2 Install temporary power lines, data lines, and voice lines to the reassembled workstations/cubicles including threshold protection, which should be done on the same day as the reassembling of workstations/cubicles. Power outlets, data outlets, and voice outlets shall be on the Supplier's account while the data equipment and tapping point of above-mentioned lines shall be on the account of the DBM; and

4.3.3 Dismantle the reassembled workstations/cubicles and reassemble them to the CPMS office which should be done during the weekend (Saturday and Sunday only).

##### **4.4 Removal of existing floor tiles, including grouts and mortars**

##### **4.5 Floor preparations prior to installation of polished concrete flooring system.**

##### **4.6 Concreting of polished concrete floor system using diamond power disc machine.**

##### **4.7 Finished floor line shall be of the same level as the existing**

##### **4.8 Removal of old acoustic board ceiling and damaged or defective gypsum board and installation of new acoustic board ceiling and gypsum board**

##### **4.9 Repainting/re-varnishing of all interior finishes, such as walls, gypsum board ceilings, doors, jambs, base boards, etc.**

Estimated area:

- Wall and column area: 535 sqm.;
- Doors and fixed cabinet area: 55 sqm.; and
- Gypsum board ceiling area: 185 sqm.;

##### **4.10 Demobilization**



All works shall be done on standard engineering procedures and workmanship.

## **5.0 Implementation Timelines**

- 5.1** The submission of Work Plan and Schedule shall be within fifteen (15) calendar days upon receipt of the Notice to Proceed (NTP).
- 5.2** The provision of materials, tools equipment, manpower, and supervision needed for the project shall be within thirty (30) calendar days upon approval of the Work Plan and Schedule.
- 5.3** The dismantling of existing CPMS workstations/cubicles and reassembling, with full functionality (power, data, voice), to the temporary office located in the DBM Boncodin Hall shall be done in two (2) calendar days, specifically on the first Saturday and Sunday after the approval of the Work Plan and Schedule.
- 5.4** Within forty-five (45) calendar days after relocation of workstations/cubicles, the following activities shall be conducted:
  - 5.4.1 Removal of existing floor tiles
  - 5.4.2 Application and concreting of polished concrete flooring system
  - 5.4.3 Repainting/Re-varnishing of all interior finishes (walls, doors, door jambs, ceiling, wood cladding, etc.)
  - 5.4.4 Removal of existing acoustic board ceiling.
- 5.5** The dismantling of the reassembled workstations/cubicles in the temporary office, and reassembling back to the original location in the CPMS, with full functionality (power, data, voice) shall be conducted two (2) calendar days, specifically Saturday and Sunday only, after the completion of activities enumerated in Item 5.4.

## **6.0 Terms of Payment**

One-time payment shall be made, upon issuance of Certificate of Acceptance by the Administrative Service, in accordance with budgeting, accounting, and auditing laws, rules, and regulations.

## **7.0 Warranty of the Supplier**

One (1) Year Warranty shall commence on the day the AS issues the Certificate of Completion.

