

5.2.3. Possess the necessary clearances from Barangay, Philippine National Police (PNP), National Bureau of Investigation (NBI), Neuro-Psychiatric Test and Drug Test;

5.2.4. Must have undergone training on first aid and life saving techniques or is willing to undergo similar training within the duration of the contract.

5.3. The **AGENCY** shall submit bio-data and work employment record with corresponding description of expertise and experience of the nominated Detachment Commander; Assistant Detachment Commander; and Shift-In-Charge; for review by BCDA. Acceptance or denial of the nominated Security Officers and Guards shall be determined by the Security Services Unit of BCDA.

5.4. Likewise, the **AGENCY** shall submit to BCDA the 201 files of all deployed security officers and guards to include Personal Data Sheet, copies of Security Licenses, Certificates of Completion of Training for security officers/guards, NBI Clearances, Police Clearances, Barangay Clearances, Neuro-Psychiatric Clearances and result of Drug Tests.

5.5. The **AGENCY** shall certify under oath as to the correctness of the statements made, and the completeness and authenticity of the documents submitted. Qualifications of Officers and Security Guards shall be validated during the post qualification.

ARTICLE VI PRESCRIBED ATTIRE OF SECURITY GUARDS

6.1. The security guards deployed by the **AGENCY** in the **AOR III** must be in proper uniform at all times while on duty.

6.1.1. Security Officers – Barong Long Sleeves (Monday, Tuesday, Thursday) Polo Barong (Wednesday, Weekends and Holidays)

6.1.2. Drivers – Polo Barong

6.1.3. Security Guards – Uniform with complete accessories as prescribed in RA 5487.

ARTICLE VII EQUIPMENT AND ADDITIONAL SERVICES TO BE PROVIDED BY THE AGENCY

The **AGENCY** shall provide all the items/equipment as enumerated in the following two (2) components of the Security Services to be provided in AOR I as indicated in the TOR and as enumerated in the “ITEMS TO BE PROVIDED BY THE AGENCY” hereto attached as Annex “D” and made an integral part hereof:

7.1. Security Guards with Standard Package Requirements

7.2. Special Equipment and Services

ARTICLE VIII CONSIDERATION

8.1 For purposes of billing for services to be rendered under this Contract, **BCDA** shall pay the **AGENCY** the amount of _____ PESOS (P _____) per guard actually

deployed per month, for twelve-hour work daily, seven (7) days a week, which amount shall be inclusive of all charges, including taxes to be paid to Government.

8.2. Services rendered pending execution of this Contract upon request of, and which inured to the benefit of BCDA, shall be treated in accordance with the terms and conditions hereof.

8.3 This Contract shall be retroactive to the time the AGENCY actually started providing the service subject hereof.

ARTICLE IX MANNER OF PAYMENT

9.1. The AGENCY shall bill BCDA twice a month, preferably every 15th and 30th or 31st day of every month for services actually rendered by the security guards. For this purpose, the AGENCY shall submit the payroll records of the guards with their names, hours of work rendered and a certification that the guards, whose names appear therein, actually and truly rendered the services for the particular billing period. Non-compliance therewith gives BCDA the right to disallow payment of the bill; and any falsehood or misrepresentation in the certification, shall constitute breach of the Contract, which is a ground for termination thereof.

9.2. It is understood that a portion of the amount to be paid to the AGENCY represents the salaries of the security guards deployed in the AOR III and shall be received by the AGENCY only in trust for the said security guards. In this regard, the AGENCY shall strictly adhere to the Schedule hereto attached as Annex "K" and made an integral part hereof.

9.3. The AGENCY shall be entitled to request for corresponding adjustment of the stipulated contract price herein in the event the minimum wage is increased or where there is increased fringe benefit in favor of the employees pursuant to law, executive order, decree or wage order subsequent to the execution of this Contract; provided the AGENCY presents proof thereof, which proof shall be certified by the Philippine Association of Detective and Protective Agency Operators, Inc. (PADPAO) through its "Committee on PADPAO Rate Computation".

ARTICLE X SUPERVISION AND CONTROL

The AGENCY shall exercise and provide direct supervision, control and administration over its guards to be deployed in the AOR III in accordance with laws, ordinances and pertinent government rules and regulations, as well as policies, rules and regulations prescribed by BCDA.

ARTICLE XI OBLIGATIONS/LIABILITIES OF THE AGENCY

The Parties hereto hereby agree to assume and adhere to the following guidelines under this Contract:

11.1. The AGENCY shall faithfully comply with its obligations to the guards and to Government as reflected in Annex "E". (PADPAO Wage Order in the Region)

11.1.1. The Security Agency shall guarantee each security officer/guard a pay rate not lower than the minimum wage rate and other remuneration and benefits as provided for in the Philippine Labor Code and the Wage Orders officially issued by the Philippine Association of Detective and Protective Agency Operators, Inc. (PADPAO).

11.1.2. The Security Agency shall regularly provide each security officer/guard copy of official pay slip every pay period indicating therein the Summary of their salaries, allowances, bonuses, remittances to SSS, Pag-IBIG, PhilHealth and other authorized deductions.

11.1.3. The Security Agency shall timely and regularly remit all obligations (Amount to Government in Favor of Guard as indicated in the PADPAO Wage Order) for SSS, PhilHealth, Pag-Ibig, and other mandatory remittances as deducted from the pay and allowances of the security guards and officers.

11.1.4. The Security Agency shall be entitled to request from BCDA for adjustment of the contract price in the event the minimum wage is increased or where there is an increase in the fringe benefits in favor of the guards pursuant to law, executive order, decree or wage order; provided that the Security Agency presents acceptable proof thereof, e.g. copy of a wage order certified by the Philippine Association of Detective and Protective Agency Operators, Inc. (PADPAO), through its "Committee on PADPAO Rate Computation".

11.1.5. BCDA has the right to demand from the Security Agency proofs of compliance of its obligations under sub-clauses 11.1.1 to 11.1.3.

11.1.6. The adjustment of the contract price, unless otherwise amended/superseded by law, shall be computed as follows:

- a. Only the "Amount to Guard and Government" shall be adjusted and NOT the Agency Fee; and
- b. The 12% VAT shall only be imposed on the Agency Fee and not on the Amount to Guard and Government, in accordance with BIR Revenue Memorandum Circular No. 39-2007, as applied to wage orders issued by PADPAO.

11.2. The AGENCY is neither an agent nor an employee of BCDA and the security guards to be deployed by the AGENCY in the AOR III are not in any manner to be considered as employees of BCDA. Accordingly, BCDA shall not be responsible for any and all claims for personal injury or death, or damage to, or loss of properties, caused to any security guard or to any third party by such guard.

11.3. The AGENCY shall ensure that the security guards to be deployed in the AOR III are fully covered by medical and All-Risk Insurance at the AGENCY's own cost.

11.4. No employer-employee relationship shall exist between BCDA and the AGENCY and the security guards to be deployed by the AGENCY in the AOR III. Accordingly, the AGENCY alone is responsible for compliance with laws, rules and regulations governing employer-employee relationship and payment of employees' wages, benefits and other remunerations including all other consequences of such relationship. The AGENCY shall submit to BCDA true copies of payrolls of the security guards and other proof of payment of their wages and other monetary benefits satisfactory to BCDA and under COA rules. The AGENCY undertakes to do so on a bi-monthly basis, and non-compliance therewith shall be a ground for disallowance of the payment of the bill for said billing period without need of notice.

11.5. The AGENCY shall be responsible for any loss of, or damage to, any BCDA property within AOR III occurring or taking place during the tour of duty of the security guards of the AGENCY, and made known in writing to the AGENCY within forty-eight (48) hours from the time of discovery of the loss or damage, unless the AGENCY is able to prove in a joint investigation conducted by representatives of the AGENCY and BCDA that there was no fault or negligence on the part of the

AGENCY's security guard; provided, however, that such loss or damage is not attributable to **BCDA**. This stipulation does not apply in the following cases:

11.5.1. If the loss or damage occurred in an enclosed room or compartment to which the security guard of the **AGENCY** has no access, except when doors/windows/locks/walls are broken or destroyed to gain entry; and

11.5.2. If the property (being guarded), lost or damaged, was kept in storage and has not been properly turned-over to the **AGENCY**.

11.6. **BCDA** shall neither deduct its claim for losses and/or damages from the payments to be made to the **AGENCY** for guard services, nor withhold payment to the **AGENCY** without prior notice except for non-compliance with the **AGENCY's** obligations as provided under paragraph 9.1 of Article IX and paragraph 11.4 of Article XI hereof.

11.7. The **AGENCY** shall be liable to **BCDA** for the cost of demolition in addition to the penalty of **Pesos: Twenty Thousand (P20,000.00)** for every structure illegally built during the term of its contract. For this purpose, the **AGENCY** hereby authorizes **BCDA** to deduct such cost and penalty from its billing.

11.8. The **AGENCY** shall not be liable for losses and/or damages due to:

11.8.1. Fortuitous events or force majeure beyond the control of the security guards to prevent despite exercise of due diligence; provided that the same is reported to **BCDA** within twenty-four (24) hours from occurrence thereof so that **BCDA** can verify the same. For this purpose, fortuitous events or force majeure shall mean any of the following:

- a. Acts of war or the public enemy whether war be declared or not;
- b. Public disorders, insurrection, rebellion, sabotage or violent demonstrations;
- c. Fires, earthquakes, volcanic eruption or other destructive natural calamities; and
- d. Any other event which under Philippine law is defined as force majeure and/or fortuitous event.

11.9. Except upon prior written approval of **BCDA** as provided in Article III hereof, no guard shall render overtime, nor two (2) successive shifts in one day nor shall each guard's schedule of duty overlap with that of another. Otherwise, **BCDA** shall have no obligation to pay the **AGENCY** for the overtime rendered.

11.10. Consistent with the requirements of Executive Order No. 398 dated 12 January 2005, the **AGENCY** shall pay taxes in full and on time, and as proof thereof submit regularly the following:

11.10.1. A copy of the latest income and business tax returns duly stamped and received by the BIR and duly validated with the tax payments made thereon; and

11.10.2. A valid Tax Clearance from the BIR.

11.11. The **AGENCY's** failure to submit aforesaid proofs of payment of taxes shall entitle **BCDA** to suspend payment of the **AGENCY's** billings.

ARTICLE XII REPLACEMENT OF SECURITY GUARDS

BCDA has the right to demand from the Security Agency for the immediate relief from post/duty of security officers/guards who are deemed undesirable or incompetent. The Security Agency shall immediately comply with such demand. However, it is the responsibility of the Security Agency

to conduct investigation and observe the due process and impose appropriate disciplinary action to erring security officers/guards. Failure of the Security Agency to observe due process is its sole consequential liability.

ARTICLE XIII PREPARATION OF A COMPREHENSIVE SECURITY PLAN

The AGENCY must submit a comprehensive security plan, including fire, bomb threat, earthquake and typhoon to BCDA for review and approval within the period prescribed in the TOR. The AGENCY shall strictly observe and implement the security plan once the same is formally approved by BMHI/BCDA.

ARTICLE XIV PERFORMANCE SECURITY

14.1. To guarantee the faithful performance of the AGENCY of its responsibilities and obligations under the Contract for Security Services, and the payment to BMHI/BCDA for losses and/or damages suffered thereby, and such other liabilities that the AGENCY may have incurred during its tour of duty arising from unsatisfactory performance or non-performance under the Contract, the AGENCY shall post a **Performance Security** in favor of BCDA in the amount of _____ PESOS (P _____), which is equal to Thirty Percent (30%) of the total consideration, 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. The **Performance Security** shall be callable on demand and shall have a validity period equal to the duration of the contract including its renewal or extension, if any, plus three (3) months.

14.2. Similarly, to answer for the wages due the security guards should the AGENCY fail to pay the same, a **wage security** shall be posted by the AGENCY in favor of BCDA in an amount equal to three (3) months' cost of labor in the AOR equal to _____ PESOS (P _____). The **wage security** shall be callable on demand and shall have a validity period equal to the duration of the contract including its renewal or extension, if any, plus three (3) months.

ARTICLE XV EFFECTIVITY, DURATION AND EXTENSION OF CONTRACT

15.1. The AGENCY shall provide security services to BCDA for a contract period of three (3) years, subject to renewal annually based on any or all of the following criteria:

15.1.1. Results of the Semestral Performance Evaluation and Inspection (PEI).

15.1.2. Assessment of the current and future security situation and the corresponding security needs/requirements of BCDA.

15.2. It is understood that paragraph 15.1 above allows BCDA to exercise its right to either extend or terminate the Contract based on the results of the PEI and/or the assessment of the security situation and security needs of BCDA. Moreover, it must be explicitly stated that based on the security needs of BCDA, the number of deployed security personnel may either be reduced or increased by BCDA as the case may be. Therefore, BCDA may opt to introduce other security measures such as the use of access cards to compensate for the reduced number of deployed guards and to improve security.

15.3 After the contract period of three (3) years, the Contract may be extended for a maximum of twelve (12) months, renewable monthly, subject to the results of the performance evaluation of the Security Agency, exigency of service, availability of funds and upon mutual agreement of the parties.



15.4. The Agency is expected by BCDA to maintain at least a rating of "Satisfactory" level of performance in the first six months of the term of the contract based on the performance criteria which shall include, among others, (i) quality of service delivered; (ii) compliance to required resources and scope of work; (iii) standards of internal governance; (iv) training and suitability of personnel; (v) contract administration and management; and (vi) provision of regular and special reports on the status of BCDA's premises in terms of security in accordance with the security plan. It should be emphasized, however, that BCDA desires that the contracted security providers should deliver quality services within the range of "Very Good" to "Excellent" level of performance. The actual level of performance shall be assessed by BCDA, through SSU, before the end of every semester of each year, and shall serve as one of the bases for the renewal of its contract for another one (1) year or until the final three (3)-year period mentioned in this Terms of Reference shall have been completed in accordance with Government Procurement Policy Board (GPPB) rules and regulations on implementation of said three (3)-year period. Based on the assessment, the BCDA may terminate the contract of the security service contractor for its poor performance (not within the BCDA's standard level of performance, i.e. poor and satisfactory) or failure to comply with its obligations as stipulated in the contract.

15.4.1. Level of Performance Rating (The detailed rating system for the Performance Evaluation and Inspection (PEI) shall be provided to the contracted agency/ies):

Adjectival Rating	Numerical Rating	Description of Rating
Poor	74.99 and below	Fails to meet most of the requirements of BCDA in terms of admin and operational capability. Poor quality of services.
Below Satisfactory	75 – 79.99	Meets most of the requirements but several violations were noted. The quality of services is very much wanting.
Satisfactory	80 – 84.99	Meets all the requirements but with minor violations. The quality of services needs further improvement.
Good	85 – 89.99	Meets all the requirements and no violations, but the quality of services needs further improvement
Very Good	90 – 94.99	Meets all the requirements and no violation. The quality of services needs minimal improvement
Excellent	95 – 100	Achieves the highest standard for quality-security services as required by BCDA.

**ARTICLE XVI
LIQUIDATED DAMAGES**

BCDA shall, without prejudice to its other remedies under this Contract and under applicable law, deduct from the Contract Price, as liquidated damages, a sum equal to at least one-tenth of one percent (1/10 of 1%) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, BCDA, without prejudice to other courses of action and remedies open to it, may consider termination of the Contract pursuant to Article XVII hereof.

**ARTICLE XVII
TERMINATION**

Either Party may terminate this Contract for breach of any provision thereof and for other legal causes by written notice given to the other party at least two (2) weeks before the intended date of termination.

**ARTICLE XVIII
DISPUTE RESOLUTION**

- 18.1. Any dispute or controversy between the Parties in connection with or arising from this Contract shall, as far as practicable, be settled by the Parties amicably.
- 18.2. During the pendency of any such dispute, the **AGENCY** shall proceed diligently with the performance of its obligations and undertakings under this Contract as directed by **BCDA**.
- 18.3. Should **BCDA** be constrained to resort to court action to enforce or safeguard its rights and interest under this Contract, the **AGENCY** shall be liable to **BCDA** for attorney's fees in an amount equal to twenty percent (20%) of the total sum claimed in the Complaint, but in no case less than P50,000.00, whichever is higher, exclusive of damages and the expenses of litigation. Any and all disputes arising out of this contract shall be filed by the Parties in the proper court of having jurisdiction over the AOR, to the exclusion of all other courts, bodies and tribunals.

**ARTICLE XIX
AMENDMENT**

Amendment or modification of the terms and conditions or any of the provisions of this Contract shall be made only upon a written instrument which shall be signed by both Parties hereto.

**ARTICLE XX
AGENCY'S WARRANTY**

The **AGENCY** warrants that it has not given or promised to give money, gift or any material favor/consideration to any officer or employee of **BCDA** to secure or in consideration of this Contract and that any violation of this warranty shall be sufficient ground for **BCDA** to revoke or cancel the same with or without need of judicial action by giving written notice to that effect to the **AGENCY**.

IN WITNESS WHEREOF, the Parties hereto and their principal witnesses hereby set their hands on this document on the _____ day of _____, 2018 at _____.

**BASES CONVERSION AND
DEVELOPMENT AUTHORITY**

Name of the agency

By:

By:

VIVENCIO B. DIZON
President and CEO

General Manager

Signed in the Presence of:

AILEEN ANUNCIACION R. ZOSA
Executive Vice President

ACKNOWLEDGMENT

**REPUBLIC OF THE PHILIPPINES)
TAGUIG CITY**

) S.S.

BEFORE ME, a NOTARY PUBLIC for and in the City of Taguig, personally appeared:

<u>Name</u>	<u>Competent Evidence of Identity</u>	<u>Issued on/at</u>
VIVENCIO B. DIZON	_____	_____
_____	_____	_____

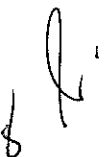
who proved to me by their competent evidence of identity to be the same persons who executed the foregoing Contract and they acknowledge to me that the same is their free act and deed and that of the entity herein represented.

IN WITNESS WHEREOF, I set my hand and seal this _____ day of _____, 2018, in Taguig City, Philippines.

Notary Public

Doc. No. _____
Page No. _____
Book No. _____
Series of 2016

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Omnibus Sworn Statement

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;
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;

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 following responsibilities as a Bidder:
- a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure 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.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ___ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice

(A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ____ at _____.

Witness my hand and seal this ____ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ [date issued], [place issued]

IBP No. _____ [date issued], [place issued]

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

* This form will not apply for WB funded projects.

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BID SECURING DECLARATION FORM

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

x-----x


BID SECURING DECLARATION
Invitation to Bid: *[Insert Reference number]*

To: *[Insert name and address of the Procuring Entity]*

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting order, and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA 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 the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of *[month]* *[year]* at *[place of execution]*.



[Insert NAME OF BIDDER'S AUTHORIZED REPRESENTATIVE]
[Insert Signatory's Legal Capacity]
Affiant

SUBSCRIBED AND SWORN to before me this ___ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ___ at _____.

Witness my hand and seal this ___ day of [month] [year].

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. _____ [date issued], [place issued]
IBP No. _____ [date issued], [place issued]

Doc. No. _____
Page No. _____
Book No. _____
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Section X. Schedule of Bidding Activities

**Re-Bidding of Security Services for AOR III - Bataan Technology
Park, Morong, Bataan**

SCHEDULE OF BIDDING ACTIVITIES *

No.	ACTIVITIES	DATE / SCHEDULE (2018)
1	Pre-Procurement Conference	04 October (Thu) / 3:30 PM
2	Posting / Publication (BCDA & PhilGEPS Websites; BCDA Premises)	09 to 14 October (Tue to Sun)
3	Issuance of Bid Documents	09 to 26 October Except Weekends and Holidays / 8:00 AM to 5:00 PM 29 October / 8:00-10 AM
4	Pre-Bid Conference	15 October (Mon) / 1:00 PM
5	Deadline for Request for Clarification, if any	18 October (Thu)
6	Issuance of Bid Bulletin, if any	22 October (Mon)
7	Deadline for Submission of the following: <ul style="list-style-type: none"> • Eligibility Requirements • Financial Proposal 	29 October (Mon) / 10:00 AM
8	Opening of the ff: <ul style="list-style-type: none"> • Eligibility Requirements • Financial Proposal 	29 October (Mon) / 11:00 AM
9	Bid Evaluation (TWG 's detailed evaluation of the submitted bids)	30 October (Tue)
10	Sending of letter to the Bidder with LCB advising them on the conduct of Post-Qualification	05 November (Mon)
11	Post Qualification on the Bidder with LCB or succeeding LCB (if any)	07 November (Wed)
12	Deliberation by BAC of the Results of Post-qualification	09 November (Fri)
13	Issuance of BAC's Recommendation (based on the Results of Post-Qual)	On or before 13 November
14	Approval of BAC Resolution and Issuance of Notice of Award*	On or before 15 November
15	Issuance of Notice to Proceed and Contract Signing	On or before 20 November

**Subject to change*

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