



Republic of the Philippines
DEPARTMENT OF HEALTH
PHILIPPINE CHILDREN'S MEDICAL CENTER
Bids and Awards Committee
Quezon Avenue, Quezon City 1100
website: www.pcmc.gov.ph email: bac@pcmc.gov.ph
Trunkline: 8588-9900 local 361/355 Telefax No.: 8924-0870

Section I

Request for Expression of Interest

One (1) Lot Consulting Services for the Detailed Engineering (Structural) for the Re-investigation of the Philippine Children's Medical center Building Project

REI-2024-106

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, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

5. The PCMC - BAC shall draw up the short list of consultants from those who have submitted Expression of Interest, including the eligibility documents, and have been determined as eligible in accordance with the provisions of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act", and its Implementing Rules and Regulations (IRR). The prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are:
 - a) Applicable Work Experience of the Consultant (50%)
 - b) Qualification of the Consultant (30%)
 - c) Current Workload Relative to the Capacity (20%)
6. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the IRR of RA 9184. Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.
7. The Procuring Entity shall evaluate bids using the Quality Based Evaluation/Selection (QBE/QBS) procedure. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.
8. The contract shall be completed within Ninety (90) calendar days.
9. The **Philippine Children's Medical Center (PCMC)** 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:

Procurement Division
3rd Floor, PCMC Main Building
Quezon Avenue, cor. Sen. Miriam P. Defensor-Santiago Avenue,
Quezon City
Trunk line: 8588-9900 Loc 1331 / 1332
Fax Number: 8924-0870
Mobile Number: +63917-8423248
Email: pcmcbac@gmail.com

12. You may visit the following websites:

For downloading of Bidding Document : www.pcmc.gov.ph
www.philgeps.gov.ph

October 30, 2024


FRANCIS S. DELA CUESTA, RN, MAN
Chairman, Bids & Awards Committee
& Awards Committee 

Page 2 of 2

5. The PCMC - BAC shall draw up the short list of consultants from those who have submitted Expression of Interest, including the eligibility documents, and have been determined as eligible in accordance with the provisions of Republic Act 9184 (RA 9184), otherwise known as the "Government Procurement Reform Act", and its Implementing Rules and Regulations (IRR). The prospective bidders who will be entitled to submit bids. The criteria and rating system for short listing are:

- | | | |
|---|---|-------|
| a) Track Record of the Consultancy / Firm | - | 50 % |
| b) Qualification of personnel to be assigned to the job | - | 30 % |
| c) Current Workload Relative to the Capacity | - | 20 % |
| | | 100 % |

6. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in the IRR of RA 9184. Bidding is restricted to Filipino citizens/sole proprietorships, cooperatives, and partnerships or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines.

7. The Procuring Entity shall evaluate bids using the Quality Based Evaluation/Selection (QBE/QBS) procedure. The criteria and rating system for the evaluation of bids shall be provided in the Instructions to Bidders.

8. The contract shall be completed within four (4) months.

9. The **Philippine Children's Medical Center (PCMC)** 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.

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For downloading of Bidding Document : www.pcmc.gov.ph
www.philgeps.gov.ph

October 5, 2024


FRANCIS S. DELA CUESTA, RN, MAN
Chairman, Bids & Awards Committee
& Awards Committee

Page 2 of 2



CONFORME:

Authorized Signatory
Signature over printed name
Contact Number: _____

Name of Company/Firm

Company's Official E-mail Address
(where notices will be sent)

Company's Official Contact Number





Republic of the Philippines
DEPARTMENT OF HEALTH
PHILIPPINE CHILDREN'S MEDICAL CENTER
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Section III

Eligibility Documents

One (1) Lot Consulting Services for the Detailed Engineering (Structural) for the Re-investigation of the Philippine Children's Medical center Building Project

REI-2024-084

1. Eligibility Criteria

- 1.1. The following persons/entities shall be allowed to participate in the bidding for Consulting Services:
 - (a) Duly licensed Filipino citizens/sole proprietorships;
 - (b) Partnerships duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the interest belongs to citizens of the Philippines;
 - (c) Corporations duly organized under the laws of the Philippines and of which at least sixty percent (60%) of the outstanding capital stock belongs to citizens of the Philippines;
 - (d) Cooperatives duly organized under the laws of the Philippines; or
 - (e) Persons/entities forming themselves into a joint venture, *i.e.*, a group of two (2) or more persons/entities that intend to be jointly and severally responsible or liable for a particular contract: Provided, however, That Filipino ownership or interest thereof shall be at least sixty percent (60%). For this purpose, Filipino ownership or interest shall be based on the contributions of each of the members of the joint venture as specified in their JVA.
- 1.2. When the types and fields of Consulting Services involve the practice of professions regulated by law, those who will actually perform the services shall be Filipino citizens and registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions specified in the **EDS**.
- 1.3. If the Request for Expression of Interest allows participation of foreign consultants, prospective foreign bidders may be eligible subject to the conditions stated in the **EDS**.
- 1.4. Government owned or –controlled corporations (GOCCs) may be eligible to participate only if they can establish that they (a) are legally and financially autonomous, (b) operate under commercial law, and (c) are not attached agencies of the Procuring Entity.

2. Eligibility Requirements

- 2.1. The following eligibility requirements, together with the Eligibility Documents Submission Form, shall be submitted on or before the date of the eligibility check specified in the Request for Expression of Interest and Clause 5 for purposes of determining eligibility of prospective bidders:

(a) Class “A” Documents –

Legal Documents

- (i) PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or Post, which shall submit their eligibility documents under Section 24.1 of the IRR, provided, that the winning Consultant shall register with PhilGEPS in accordance with Section 37.1.4 of the IRR;

Technical Documents

- (ii) Statement of the prospective bidder of all its ongoing and completed 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, within the relevant period provided in the **EDS**. The statement shall include, for each contract, the following:
- (ii.1) the name and location of the contract;
 - (ii.2) date of award of the contract;
 - (ii.3) type and brief description of consulting services;
 - (ii.4) consultant’s role (whether main consultant, subconsultant, or partner in a JV)
 - (ii.5) amount of contract;
 - (ii.6) contract duration; and
 - (ii.7) certificate of satisfactory completion or equivalent document specified in the **EDS** issued by the client, in the case of a completed contract;
- (iii) Statement of the consultant specifying its nationality and confirming that those who will actually perform the service are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions in accordance with Clause 1.2, including their respective curriculum vitae.

(b) Class “B” Document –

If applicable, the Joint Venture Agreement (JVA) in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners in accordance with Section 24.1(b) of the IRR of RA 9184.

- 2.2. The eligibility requirements or statements, the bids, and all other documents to be submitted to the BAC must be in English. If the eligibility requirements or statements, the bids, and all other documents submitted to the BAC are in foreign language other than English, it must be accompanied by a translation of the documents in English. The documents shall be translated by the relevant foreign government agency, the foreign government agency authorized to translate documents, or a registered translator in the foreign bidder's country; and shall be authenticated by the appropriate Philippine foreign service establishment/post or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. The English translation shall govern, for purposes of interpretation of the bid.
- 2.3. Prospective bidders may obtain a full range of expertise by associating with individual consultant(s) and/or other consultants or entities through a JV or subcontracting arrangements, as appropriate. However, sub consultants may only participate in the bid of one short listed consultant. Foreign Consultants shall seek the participation of Filipino Consultants by entering into a JV with, or subcontracting part of the project to, Filipino Consultants.

3. Format and Signing of Eligibility Documents

- 3.1. Prospective bidders shall submit their eligibility documents through their duly authorized representative on or before the deadline specified in Clause 5.
- 3.2. Prospective bidders shall prepare an original and copies of the eligibility documents. In the event of any discrepancy between the original and the copies, the original shall prevail.
- 3.3. The Eligibility Documents Submission Form shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the eligibility documents.
- 3.4. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the prospective bidder.

4. Sealing and Marking of Eligibility Documents

- 4.1. Prospective bidders shall enclose their original eligibility documents described in Clause 2.1, in a sealed envelope marked "ORIGINAL – ELIGIBILITY DOCUMENTS". Each copy thereof shall be similarly sealed duly marking the envelopes as "COPY NO. ___ - ELIGIBILITY DOCUMENTS". These

envelopes containing the original and the copies shall then be enclosed in one single envelope.

- 4.2. The original and the number of copies of the eligibility documents as indicated in the **EDS** shall be typed or written in ink and shall be signed by the prospective bidder or its duly authorized representative/s.
- 4.3. All envelopes shall:
 - (c) contain the name of the contract to be bid in capital letters;
 - (d) bear the name and address of the prospective bidder in capital letters;
 - (e) be addressed to the Procuring Entity's BAC specified in the **EDS**;
 - (f) bear the specific identification of this Project indicated in the **EDS**; and
 - (g) bear a warning "DO NOT OPEN BEFORE..." the date and time for the opening of eligibility documents, in accordance with Clause 5.
- 4.4 Eligibility documents that are not properly sealed and marked, as required in the bidding documents, shall not be rejected, but the bidder or its duly authorized representative shall acknowledge such condition of the documents as submitted. The BAC shall assume no responsibility for the misplacement of the contents of the improperly sealed or marked eligibility documents, or for its premature opening.

5. Deadline for Submission of Eligibility Documents

Eligibility documents must be received by the Procuring Entity's BAC at the address and on or before the date and time indicated in the Request for Expression of Interest and the **EDS**.

6. Late Submission of Eligibility Documents

Any eligibility documents submitted after the deadline for submission and receipt prescribed in Clause **Error! Reference source not found.** shall be declared "Late" and shall not be accepted by the Procuring Entity. The BAC shall record in the minutes of submission and opening of eligibility documents, the Bidder's name, its representative and the time the eligibility documents were submitted late.

7. Modification and Withdrawal of Eligibility Documents

- 7.1. The prospective bidder may modify its eligibility documents after it has been submitted; provided that the modification is received by the Procuring Entity prior to the deadline specified in Clause 5. The prospective bidder shall not be allowed to retrieve its original eligibility documents, but shall be allowed to submit another set equally sealed, properly identified, linked to its original bid

marked as “ELIGIBILITY MODIFICATION” and stamped “received” by the BAC. Modifications received after the applicable deadline shall not be considered and shall be returned to the prospective bidder unopened.

- 7.2. A prospective bidder may, through a letter of withdrawal, withdraw its eligibility documents after it has been submitted, for valid and justifiable reason; provided that the letter of withdrawal is received by the Procuring Entity prior to the deadline prescribed for submission and receipt of eligibility documents.
- 7.3. Eligibility documents requested to be withdrawn in accordance with this Clause shall be returned unopened to the prospective bidder concerned. A prospective bidder that withdraws its eligibility documents shall not be permitted to submit another set, directly or indirectly, for the same project. A prospective bidder that acquired the eligibility documents may also express its intention not to participate in the bidding through a letter which should reach and be stamped by the BAC before the deadline for submission and receipt of eligibility documents.

8. Opening and Preliminary Examination of Eligibility Documents

- 8.1. The BAC will open the envelopes containing the eligibility documents in the presence of the prospective bidders’ representatives who choose to attend, at the time, on the date, and at the place specified in the **EDS**. The prospective bidders’ representatives who are present shall sign a register evidencing their attendance.

In case the submitted eligibility envelopes cannot be opened as scheduled due to justifiable reasons, the BAC shall take custody of the said envelopes and reschedule the opening on the next working day or at the soonest possible time through the issuance of a Notice of Postponement to be posted in the PhilGEPS website and the website of the Procuring Entity concerned.

- 8.2. Letters of withdrawal shall be read out and recorded during the opening of eligibility documents and the envelope containing the corresponding withdrawn eligibility documents shall be returned unopened to the withdrawing prospective bidder.
- 8.3. The eligibility documents envelopes and modifications, if any, shall be opened one at a time, and the following read out and recorded:
 - (h) the name of the prospective bidder;
 - (i) whether there is a modification or substitution; and
 - (j) the presence or absence of each document comprising the eligibility documents vis-à-vis a checklist of the required documents.
- 8.4. The eligibility of each prospective bidder shall be determined by examining each bidder’s eligibility requirements or statements against a checklist of

requirements, using non-discretionary “pass/fail” criterion, as stated in the Request for Expression of Interest, and shall be determined as either “eligible” or “ineligible.” If a prospective bidder submits the specific eligibility document required, he shall be rated “passed” for that particular requirement. In this regard, failure to submit a requirement, or an incomplete or patently insufficient submission, shall be considered “failed” for the particular eligibility requirement concerned. If a prospective bidder is rated “passed” for all the eligibility requirements, he shall be considered eligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as “eligible.” If a prospective bidder is rated “failed” in any of the eligibility requirements, he shall be considered ineligible to participate in the bidding, and the BAC shall mark the set of eligibility documents of the prospective bidder concerned as “ineligible.” In either case, the BAC chairperson or his duly designated authority shall countersign the markings.

9. Short Listing of Consultants

- 9.1. Only prospective bidders whose submitted contracts are similar in nature and complexity to the contract to be bid as provided in the **EDS** shall be considered for short listing.
- 9.2. The BAC shall draw up the short list of prospective bidders from those declared eligible using the detailed set of criteria and rating system to be used specified in the **EDS**.
- 9.3. Short listed consultants shall be invited to participate in the bidding for this project through a Notice of Eligibility and Short Listing issued by the BAC.

10. Protest Mechanism

Decision of the Procuring Entity at any stage of the procurement process may be questioned in accordance with Section 55 of the IRR of RA 9184.

CONFORME:

Authorized Signatory
Signature over printed name
Contact Number: _____

Name of Company/Firm

Company’s Official E-mail Address
(where notices will be sent)

Company’s Official Contact Number



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Section III

Eligibility Data Sheet

One (1) Lot Consulting Services for the Detailed Engineering (Structural) for the Re-investigation of the Philippine Children's Medical center Building Project

REI-2024-106

Eligibility Data Sheet

Eligibility Documents	
1.2	One (1) Lot Consulting Services for the Detailed Engineering (Structural) for the Re-investigation of the Philippine Children’s Medical center Building Project
1.3	No further instructions
2.1	<p>The Consultant shall submit the following <u>Eligibility and Technical Documents arranged, numbered and tabbed</u> as enumerated below</p> <p style="text-align: center;"><u>Class "A" Documents</u></p> <p><i>Legal Documents</i></p> <p>1. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR.</p> <p>Note: For the purpose of updating the Certificate of Registration and Membership, all Class “A” eligibility documents mentioned in this section supporting the veracity, authenticity and validity of the Certificate shall remain current and updated. The failure by the prospective bidder to update its Certificate with the current and updated Class “A” eligibility documents shall result in the automatic suspension of the validity of its Certificate until such time that all of the expired Class “A” eligibility documents has been updated (per GPPB Resolution No. 15-2021).</p> <p><u>Technical Documents</u></p> <p>2. .Statement of the prospective bidder of all its ongoing and completed 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 within the last fifteen (15) years (<i>Use of Form Nos. DOBA-PCMC-SCF3a and DOBA-PCMC-SCF3b are required</i>)</p> <p>Assignments completed by individual experts working privately or through other consulting firm cannot be claimed as the experience of the prospective bidder or that of its associate but can be claimed by the individuals in their curriculum vitae (CV).</p> <p>To summarize these projects. The statement shall include, for each contract, the following:</p> <p>2.1. the name and location of the contract;</p> <p>2.2. date of award of the contract;</p> <p>2.3. type and brief description of consulting services;</p>

- 2.4. consultant's role (whether main consultant, subcontractor, or partner in a JV)
- 2.5. amount of contract (Project Cost);
- 2.6. contract duration; and
- 2.7. Project Owner's certificate of Final Acceptance or any other similar documents/instruments that would show final satisfactory acceptance/completion of the project within the last ten (10) years.

3. Statement of the consultant specifying its nationality and confirming that those who will actually perform the service are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions in accordance with Clause 1.2, including their respective curriculum vitae. (*Use of Form 1, Form 2 and Form 3 are required*)

Financial Documents

4. The consultants audited Financial Statements, showing, among others, the consultant's Total Current Assets and Liabilities, stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions for the preceding calendar year which should not be earlier *than two years from the date of bid submission*.

B. Class "B" Documents

If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence (*Use of Form No. DOBA-PCMC-JVF6 is required*).

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

Other documentary requirements under RA NO. 9184 (as applicable)

- i. [For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product
- ii. Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity

Each partner of the joint venture shall submit the **legal** eligibility requirements.

2.1(a)(ii)	The statement of all ongoing and completed government and private contracts shall include all such contracts within <i>the last fifteen (15) years</i> prior to the deadline for the submission and receipt of eligibility documents.		
2.1(a)(ii.7)	The acceptable proof of satisfactory completion of completed contract is Project Owner’s certificate of Final Acceptance or any other similar documents/instruments that would show final satisfactory acceptance/completion of the project.		
(4)	<p>Manner of Submission: Each prospective bidder shall submit: Required: 4 SETS (each set filed in a folder , stamped “certified true copy”, properly arranged and labeled) Content of a Set: Legal Documents, Technical Documents, Financial Documents Manner of Submission: The 4 folders shall be enclosed in the expanded envelope labeled as Eligibility Documents. <i>[Strictly NO using of staple wire and thick materials for tabs]</i></p> <p>All copies should be certified as true copy</p> <table border="1" data-bbox="435 943 1350 1003"> <tr> <td data-bbox="435 943 1031 1003">COLOR CODING OF FOLDERS/ENVELOPES</td> <td data-bbox="1031 943 1350 1003">BROWN</td> </tr> </table> <p>LABEL ON THE ENVELOPE/S: Name of PROCURING ENTITY Name of CONTRACT TO BE BID REI Number DATE of Bid Opening Name of the Bidder Company Address of the Bidder Company</p> <p>IDENTIFY THE ENVELOPES: as: >Eligibility Requirements (original and copy 1,copy 2 and copy 3)</p>	COLOR CODING OF FOLDERS/ENVELOPES	BROWN
COLOR CODING OF FOLDERS/ENVELOPES	BROWN		
4.3.(e)	FRANCIS S. DELA CUESTA, RN, MAN Chairman, Bids & Awards Committee & Awards Committee		
4.3.(f)	Name of Project: <i>One (1) Lot Consulting Services for the Detailed Engineering (Structural) for the Re-investigation of the Philippine Children’s Medical center Building Project</i>		
5.	<p>The address for submission of eligibility documents is:</p> <p>Guard On-Duty 3rd Floor, Procurement Division Area Philippine Children’s Medical Center Main Building Quezon Avenue corner Agham Road, Quezon City</p> <p>The deadline for submission of eligibility documents is: <u>on or before November 8, 2024, 9:30 A.M.</u></p>		
8.1	The place of opening of eligibility documents is :		

	<p>3rd Floor, Procurement Division Conference Room Philippine Children’s Medical Center Main Building Quezon Avenue corner Agham Road, Quezon City</p> <p>The date and time of opening of eligibility documents is:</p> <p><u>November 8, 2024, 10:00 A.M.</u></p>										
9.1	<p>Similar contracts shall refer to:</p> <p><i>One (1) Lot Consulting Services for the Detailed Engineering (Structural) for the Re-investigation of the Philippine Children’s Medical center Building Project</i></p> <p>Must be supported with Project Owner’s certificate of Final Acceptance or any other similar documents/instruments that would show final satisfactory acceptance/completion of the project.</p>										
9.2	<p>Criteria and Rating system for the Short listing of consultants</p> <table border="1" data-bbox="421 864 1385 1964"> <thead> <tr> <th data-bbox="421 864 1182 898">CRITERIA</th> <th data-bbox="1182 864 1385 898">WEIGHT</th> </tr> </thead> <tbody> <tr> <td data-bbox="421 898 1182 1173"> <p>A. Applicable Work Experience of the Consultant</p> <p>1. Similar Experience</p> <p>Number of years experience in similar undertakings(20pts)</p> <p>1 – 5 years (5)</p> <p>6 - 10 Projects (10)</p> <p>11-15 years (15)</p> <p>16-20years (20)</p> </td> <td data-bbox="1182 898 1385 1173" style="text-align: center;">50 %</td> </tr> <tr> <td data-bbox="421 1173 1182 1485"> <p>B. Qualifications of personnel to be assigned to the project</p> <p>1. Licensed Civil / structural Engineer (4)</p> <p>2. Member of good standing of ASEP / ACCEP (4)</p> <p>3. Preserve of Relevant company manuals, laws, codes standards etc for structural analysis projects (8)</p> <p>4.Manpower to be assigned to PCMC (4)</p> <p style="text-align: center;">2.2 Related Experience (5pts)</p> </td> <td data-bbox="1182 1173 1385 1485" style="text-align: center;">30 %</td> </tr> <tr> <td data-bbox="421 1485 1182 1933"> <p>C. Current Workload relative to capacity</p> <p>1. Number of on-going project (10pts)</p> <p>1 – 5 years (10)</p> <p>6 - 10 Projects (7.5 pts)</p> <p>11-15 years (5pts)</p> <p>16-21years (2.5pts)</p> <p>2. Number of projects to be started (10pts)</p> <p>1 – 5 years (10)</p> <p>6 - 10 Projects (7.5 pts)</p> <p>11-15 years (5pts)</p> <p>16-20 years (2.5pts)</p> </td> <td data-bbox="1182 1485 1385 1933" style="text-align: center;">20 %</td> </tr> <tr> <td data-bbox="421 1933 1182 1964" style="text-align: center;">TOTAL</td> <td data-bbox="1182 1933 1385 1964" style="text-align: center;">100 %</td> </tr> </tbody> </table>	CRITERIA	WEIGHT	<p>A. Applicable Work Experience of the Consultant</p> <p>1. Similar Experience</p> <p>Number of years experience in similar undertakings(20pts)</p> <p>1 – 5 years (5)</p> <p>6 - 10 Projects (10)</p> <p>11-15 years (15)</p> <p>16-20years (20)</p>	50 %	<p>B. Qualifications of personnel to be assigned to the project</p> <p>1. Licensed Civil / structural Engineer (4)</p> <p>2. Member of good standing of ASEP / ACCEP (4)</p> <p>3. Preserve of Relevant company manuals, laws, codes standards etc for structural analysis projects (8)</p> <p>4.Manpower to be assigned to PCMC (4)</p> <p style="text-align: center;">2.2 Related Experience (5pts)</p>	30 %	<p>C. Current Workload relative to capacity</p> <p>1. Number of on-going project (10pts)</p> <p>1 – 5 years (10)</p> <p>6 - 10 Projects (7.5 pts)</p> <p>11-15 years (5pts)</p> <p>16-21years (2.5pts)</p> <p>2. Number of projects to be started (10pts)</p> <p>1 – 5 years (10)</p> <p>6 - 10 Projects (7.5 pts)</p> <p>11-15 years (5pts)</p> <p>16-20 years (2.5pts)</p>	20 %	TOTAL	100 %
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TOTAL	100 %										

	To be eligible for inclusion in the shortlist, a consultant must obtain a Minimum or Passing Total Rating of 70 %.	
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CONFORME:

Authorized Signatory
Signature over printed name
Contact Number: _____

Name of Company/Firm

Company's Official E-mail Address
(*where notices will be sent*)

Company's Official Contact Number



Republic of the Philippines
PHILIPPINE CHILDREN'S MEDICAL CENTER
Bids and Awards Committee

Quezon Avenue, Quezon City 1100

924-6601 to 25 Website: www.pcmc.gov.ph email: hiss@pcmc.gov.ph

SECTION IV

Bidding Forms

One (1) Lot Consulting Services for the Detailed Engineering (Structural) for the Re-investigation of the Philippine Children's Medical center Building Project

REI-2024-106

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Statement of Completed Government and Private Contracts.....	DOBA-PCMC-SCF3a
Statement of On-going Government and Private Contracts including Contracts Awarded but not yet started.....	DOBA-PCMC-SCF3b
Joint Venture Agreement (JVA).....	DOBA-PCMC-JVF6
Eligibility Documents Submission Form	
Form 1. Statement on Nationality and Professional Registration	
Form 2. Format of Curriculum Vitae (CV) for Proposed Key Personnel Staff	
Form 3 Statement on Principals and Key Staff Involving Regulated Profession	

INSTRUCTIONS:

1. Use the Forms provided.
2. Completely fill-up the Forms by providing the required information. Write “Not Applicable” when necessary.
3. Attach supporting documents, as required in the Form/s.

**PHILIPPINE CHILDREN'S MEDICAL CENTER
Quezon Avenue, Quezon City**

**STATEMENT OF COMPLETED GOVERNMENT AND PRIVATE CONTRACTS
(Adapted from GPPB Sample Forms)**

Name of Bidder: _____

Name of Contract/Project	a. Client Name	a. Nature of Work/ Kind of Contract/ Kind of Goods Sold	Bidder's Role	Date Awarded	Period Covered/ Duration of Contract	Contract Amount
	b. Address	b. Indicate if " Similar " or " Not Similar ")				
	c. Contact Nos.					
	a.	a.				
	b.					
	c.	b.				
	a.	a.				
	b.					
	c.	b.				
	a.	a.				
	b.					
	c.	b.				
	a.	a.				
	b.					
	c.	b.				
	a.	a.				
	b.					
	c.	b.				

- Instructions:**
1. Completely fill-up the form.
 2. Attach clients' acceptance as supporting documents for each project listed.
 3. Photocopy this form if additional sheet is necessary.

Submitted by:

Signature over Printed Name of Authorized Representative

Date _____

**DOBA-PCMC-SCF3a
150813 Rev 0**

PHILIPPINE CHILDREN'S MEDICAL CENTER
Quezon Avenue, Quezon City

STATEMENT OF ON-GOING GOVERNMENT AND PRIVATE CONTRACTS including **CONTRACTS AWARDED BUT NOT YET STARTED**
(Adapted from GPPB Sample Forms)

Name of Bidder: _____

Name of Contract/Project	a. Client Name	a. Nature of Work/ Kind of Contract/ Kind of Goods Sold	Bidder's Role	Date Awarded	Period Covered/ Duration of Contract	Contract Amount	Value of Outstanding Contract <i>(refers to unfinished portion of contract)</i>
	b. Address	b. Indicate if "Similar" or "Not Similar"					
	c. Contact Nos.						
	a.	a.					
	b.	b.					
	c.						
	a.	a.					
	b.	b.					
	c.						
	a.	a.					
	b.	b.					
	c.						
	a.	a.					
	b.	b.					
	c.						
	a.	a.					
	b.	b.					
	c.						

Instructions: 1. Completely fill-up the form.

Submitted by:

 Signature over Printed Name of Authorized Representative

Date _____

DOBA-PCMC-SCF3b

150813 Rev 0

JOINT VENTURE AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

That this JOINT VENTURE AGREEMENT is entered into By and Between

_____, of legal age, _____, owner/
[Civil Status]
proprietor of _____ and a resident of

- and -

_____, of legal age, _____, owner/
[Civil Status]
proprietor of _____ and a resident of

THAT both parties agree to join together their manpower, equipment and what is needed to facilitate the Joint Venture to participate in the Eligibility, Bidding and Undertaking of the here-under stated project to be conducted by the **PHILIPPINE CHILDREN'S MEDICAL CENTER**

NAME OF PROJECT

CONTRACT AMOUNT

That both parties agree to be jointly and severally liable for the entire assignment.

That both parties agree that _____ and/or _____ shall be the Official representative of the Joint Venture, and is granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the Joint Venture in the bidding as fully and effectively and the Joint Venture may do and if personally present with full power of substitution and revocation.

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

**DOBA-PCMC-JVF6
150813 Rev 0**

JOINT VENTURE AGREEMENT

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

SUBSCRIBED AND SWORN TO before me this _____, day of _____, 20 ____
affiant exhibited to me any of his/her identification documents (I.D.'s)

Company ID _____
Driver's License _____
Senior Citizen ID _____
Passport No. _____
Any other valid ID _____

Notary Public _____
Until _____
PTR No. _____
Date _____
Place _____
TIN _____

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

ELIGIBILITY DOCUMENTS SUBMISSION FORM

[Date]

Philippine Children’s Medical Center
Quezon Avenue, Quezon City 1100

Ladies/Gentlemen:

In connection with your Request for Expression of Interest dated _____ for
[insert date]

[Title of Project],

[Name of Consultant]

hereby expresses interest in participating in the eligibility and short listing for said Project and submits the attached eligibility documents in compliance with the Eligibility Documents therefore.

In line with this submission, we certify that:

- a) _____
[Name of Consultant]
is not blacklisted or barred from bidding by the GoP or any of its agencies, offices, corporations, LGUs, or autonomous regional government, including foreign government/foreign or international financing institution; and
- b) Each of the documents submitted herewith is an authentic copy of the original, complete, and all statements and information provided therein are true and correct.

We acknowledge and accept the Procuring Entity’s right to inspect and audit all records relating to our submission irrespective of whether we are declared eligible and short listed or not.

We further acknowledge that failure to sign this Eligibility Document Submission Form shall be a ground for our disqualification.

Very truly yours,

Signature
Name and Title of Authorized Signatory
Name of Consultant
Address

**FORM 1. STATEMENT ON NATIONALITY AND PROFESSIONAL
REGISTRATION**

(Date of Issuance)

SONIA B. GONZALEZ, MD MScHSM, MPM
Executive Director
Quezon Avenue, Quezon City

Attention : **The Chairperson**
PCMC - Bids and Awards Committee

Dear Sir / Madame:

In compliance with the requirements of the *Philippine Children's Medical Center Bids and Awards Committee* for the *bidding of One (1) Lot Consulting Services for the Detailed Engineering (Structural) for the Re-investigation of the Philippine Children's Medical center Building Project*

, I hereby certify that:

- I/We am/are a (*Nationality*) citizen wishing to participate in the bidding.
- I/We have technical and financial capabilities to satisfactorily render the required services.
- I/We possess the required professional license issued by the Professional Regulation Commission or other appropriate regulatory body (*Name of other regulatory body*) if applicable.

Very truly yours,

Name of Authorized Representative
Position
Name of Bidder

**FORM 2: FORMAT OF CURRICULUM VITAE (CV) FOR
PROPOSED KEY PROFESSIONAL STAFF**

Proposed Position: _____

Name of Firm: _____

Name of Staff: _____

Profession: _____ Date of Birth: _____

Years with Firm/Entity: _____

Nationality: _____

Membership in Professional Societies: _____

Detailed Tasks Assigned: _____

Key Qualifications:

[Give an outline of staff member's experience and training most pertinent to tasks on assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations. Use about half a page.]

Experience:

Position Head	Company/Organization and Location	Major Tasks	Dates (month and year)

Relevant Training:

Course Description	Training Institution	Venue	Dates of Training	No. Training Days

Education:

[Summarize college/university and other specialized education of staff member, giving names of schools, dates attended, and degrees obtained. Use about one quarter of a page.]

School	Degree/Honors Received	Dates

Employment Record:

[Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignments. For experience in last ten years, also give types of activities performed and client references, where appropriate. Use about two pages.]

Dates	Positions Held	Company/Organization & Location	Major Tasks

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to an administrative penalty of suspension and/or forfeiture of performance security of the firm that I am part of in this undertaking as stated in Section 69, Rule XXIII of RA 9184.

_____ Date : _____
[Signature of staff member and authorized representative of the firm] Day/Month/Year

Full name of staff member: _____

Full name of authorized representative: _____

SUBSCRIBED AND SWORN TO before me this _____, day of _____, 20 ____ affiant exhibited to me any of his/her identification documents (I.D.'s

Company ID _____
Driver's License _____
Senior Citizen ID _____
Passport No. _____
Any other valid ID _____

Notary Public _____
Until _____
PTR No. _____
Date _____
Place _____
TIN _____

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

**FORM 3 STATEMENT ON PRINCIPAL AND KEY STAFF FOR CONSULTING
SERVICES INVOLVING REGULATED PROFESSION**

(Date of Issuance)

SONIA B. GONZALEZ, MD MScHSM, MPM
Executive Director
Quezon Avenue, Quezon City

Attention : **The Chairperson**
PCMC - Bids and Awards Committee

Dear Sir / Madame:

In compliance with the requirements of the *Philippine Children's Medical Center Bids and Awards Committee* for the bidding *One (1) Lot Consulting Services for the Detailed Engineering (Structural) for the Re-investigation of the Philippine Children's Medical center Building Project*, We certify that all of the owner/principals/partners and key staff of :

(Name of the Bidder)

Possess the required professional licenses issued by the Professional Regulation Commission or other regulatory body.

Name and Title	Degree	Years with Firm	Age	Nationality
1.				
2.				
3.				
4.				
5.				

Very truly yours,

Name of Authorized Representative
Position
Name of Bidder

TERMS OF REFERENCE

1.0 INTRODUCTION

The Philippine Children's Medical Center (PCMC) formerly Lungsod ng Kabataan's Main Building was originally designed and constructed as a 2-storey reinforced concrete with roof deck in 1980. This a hospital for Filipino children located at Senator Miriam P. Defensor Santiago Ave. (former Agham Road). corner Quezon Ave. and on its 44th year of operation, targeting much better services and modernized facilities for the coming many years. Once structural elements were retrofitted in 2014 with a 15-year warranty as structural integrity, an extra storey by turning the roof deck into the third floor, which is used for administrative offices and is made of lightweight materials. After ten years, there have been many earthquakes, extensive restorations such as the conversion described above, and plans to add more medical equipment to the structure which will put extra strain on it. Furthermore, in response to the Department of Health's "DOH Safe Hospital from Disaster Program," the PCMC now requires a reliable consulting service to reevaluate the main building's strength and capacity, determine whether it still complies with the most recent code, determine whether it is suitable for the hospital's future plans regarding load capacity, and certify the building's integrity and stability.

2.0 OBJECTIVES

To engage the services of a qualified structural consultant who shall:

- 2.1. Re-evaluate and reassess the actual structural integrity and condition of the PCMC's Main building;
- 2.2. Obtain the necessary design data by performing all the requirements for field investigation of the existing building and its facilities;
- 2.3. Perform structural evaluation and determine the most suitable and economical treatment appropriate to the building through the use of Technical Study with the latest applicable codes of the Philippines;
- 2.4. Establish a plan on the remedial and/or immediate measures to be undertaken for vulnerable members of the structure;
- 2.5. Prepare and submit the necessary documents for the recommended repair and retrofitting/strengthening works as but not limited to as-built plans, construction drawings, specifications, construction cost estimates, and work schedule; and
- 2.6. To submit the structural certification that the building is structurally safe.

3.0 SCOPE OF CONSULTING SERVICES

The scope of services for this project PHASE 1 will be divided but not limited into the following:

3.1. PHASE 1: FIELD INVESTIGATION AND STRUCTURAL REASSESSMENT OF EXISTING MAIN BUILDING AND FACILITIES.

3.1.1. Visual Investigation

The Consultant shall undergo visual investigation of the structure for signs of soil settlement, structural defects, cracks, spalls, exposed and corroded rebar, deflected beams, slabs etc. Also, shall conduct appropriate testing and evaluation procedure to determine and confirm actual material strength, property and quality.

3.1.2. Research and Documentation Works, Preliminary Survey and Inspection

The Consultant shall conduct site inspection as to dimension, size and civil/structural dimension and plans of the building as renovated. Review and inspect all existing information and facilities concerning the actual layout of various new facilities and equipment.

3.1.3. Material Evaluation and Testing

The Consultant shall conduct appropriate testing and evaluation procedure to determine and confirm actual material strength, property and quality using comprehensive destructive and non-destructive techniques for the main building of PCMC. Test procedures and quantity of tests to be determined during visual investigation. Cost of testing shall be part of the consultancy with PCMC.

3.1.4. Data Consolidation, Evaluation and Preliminary Design Development

The Consultant shall prepare for Inception and Recommendation Report based on the preliminary survey, inspection and the result of materials evaluation and testing. Based from the results of the Consultant's Structural Investigation phase, the Consultant shall recommend the Most Suitable and Economical Treatment Appropriate for this type of structure. The Consultant shall then present the best possible appropriate measure for the PCMC's approval.

3.1.5. Detailed Engineering Assessment

The Consultant's recommendation for appropriate solutions during the Detailed Engineering Assessment (DEA) shall come from the analysis of all the information gathered from research and investigation; and also from the validation of any previously documented studies made.

Once the results were done and there are findings in the structural reassessment, the retrofitting shall be designed in accordance with the latest code requirements. PCMC expects in the investigation phase the following outputs listed below:

- 3.1.5.1. Report on Visual Investigation
- 3.1.5.2. As-found / As-built (Present Condition) Plan
- 3.1.5.3. Comprehensive Final Report of Structural Findings

3.1.6. Preparation of As-found plans and drawings

The Consultants shall prepare the As-found Plans and Drawings in accordance with the designed retrofit measures. The construction drawings and plans shall include but not limited to the following:

- 3.1.6.1. Cover sheet
- 3.1.6.2. Key Plans or Project Vicinity Map, and Site plans
- 3.1.6.3. Summary of Quantities
- 3.1.6.4. General Plan, Elevation and Typical Section and Notes
- 3.1.6.5. Structural Member Details
- 3.1.6.6. Miscellaneous Details

4.0 METHODOLOGY AND APPROACH

4.1 STAGE 1: FIELD INVESTIGATION AND STRUCTURAL REASSESSMENT OF EXISTING MAIN BUILDING AND FACILITIES.

4.1.1. Detailed Structural Investigation

The Consultant shall perform but not limited to the following:

- 4.1.1.1. Field Reconnaissance
 - 4.1.1.1.1 Office Reconnaissance – a review of existing as-built plans and construction records of existing structure.
 - 4.1.1.1.2 Field Reconnaissance – On-site observations of the location will be done by the Consultant. Such on-site observations are confirmatory in nature with regards to the impressions derived from office reconnaissance.

4.1.1.2. Physical Documentation such as but not limited to: Site Inspection, photos and documentation of the structure of PCMC main building.

4.1.1.3. Structural Member Condition Survey

The Consultant shall undertake the site inspection of the entire building and record all structural and non-structural damages that are not limited to column settlement, ground settlement and possible movements, if any.

The Consultant shall take photographs of the present state of PCMC's Main building existing structure focusing on visible defects, sign of distress or deflection, and properly record the extent of damages either temperature, minimal cracks and/or major damages that will be referred to during the stage of the development of the recommendation for structural strengthening and retrofitting works. Any observed cracks or deflections on structural and non-structural elements, and structural modifications on PCMC's Main building shall be mapped.

The Consultant shall consider and include in the report other information related to the condition of the building, such as age, designed capacity, necessity and purpose of the PCMC main building.

The Consultant shall follow the recommended steps in the Member Condition.

4.1.1.3.1 Preparation of the structural framing plan shall be done with every structural member separately marked

4.1.1.3.2 Checking-off of every structural member certifying that it has been inspected and photographed

4.1.1.3.3 Marking on the framing plans of members with defects, including the nature of defect.

4.1.1.4. Crack Mapping

The Consultant shall conduct crack mapping for the typical elements of the entire structure (column, beam, roof and slab, etc.) in order to know the exact location and length of the cracks developed.

4.1.1.5. Crack Width and Depth Measurement

The consultant shall conduct crack width measurement simultaneously with crack mapping, giving emphasis to the major cracks to be measured as to determine the width of the cracks to an accuracy of 0.02 mm with the use of a feeler gauge or crack microscope. PCMC shall make accessible for the inspection in all areas of the structure.

The consultant shall prepare the Building Condition Report as output of the Member Condition Survey.

4.1.1.6. Building Dimension and Member Measurements Survey

The Consultant shall conduct field measurements of structural members that were added for the purpose of preparing the structural as-built drawings.

The Consultant shall confirm the dimensions of the building from the measurements that were previously conducted during the first structural assessment as well as determine all the external and internal dimensions of the structures that were built inside the main building such as elevators, additional floor level structure at the roof deck, etc.

The Consultant shall prepare a structural framing plan and shall assign the elements of each structural system (trusses, slabs, beams, columns and walls) into groups of similar elements. Measurements shall be taken on representative members of each group.

The Consultant shall obtain connection details for concrete, metal or wood members.

The Consultant shall prepare the building dimension and member measurements report as output of this survey.

4.1.1.7. Material Strength Measurement

4.1.1.7.1. Material Strength of Masonry

The Consultant shall determine the material properties of the existing masonry structure and the strength capacity of the concrete.

4.1.1.7.2. Compression Testing on Concrete Structures

The Consultant shall be careful that extraction of concrete cores be performed in areas where the structural integrity of the structure will be not compromised as a result of the extraction process.

The Consultant shall extract core samples and test for compressive strength in accordance with ASTM C42. Concrete cores shall be 75mm to 100mm in diameter x 150mm in length.

TABLE 1 – NUMBER OF SAMPLES	
Compressive Strength (Coring)	Total no. of samples per structural member
Beam	10
Column	10
Slab	7
Shear Wall	7
Total	34

4.1.1.8. Output: Field Investigation Report and Structural As-found plans and Drawings

The Consultant shall prepare and submit the Field Investigation Report and Structural As-found plans and Drawings as output of this compression testing.

4.1.2. Structural Analysis

The Consultant shall perform but not limited to the following:

4.1.2.1 Structural Design Criteria

These includes but not limited to the following:

- Applicable Codes and Standards
The Consultant shall to a large extent be considered the following Codes and Standards directly applicable:
 - National Structural Code of the Philippines 2015, Volume 1, Seventh Edition
 - ACI 318-14: Building Code Requirements for Structural Concrete and Commentary
 - ACI 350-06: Code Requirements for Environmental Engineering Concrete Structures & Commentary
- Material Properties (for existing and new materials)
 - Concrete: The Consultant shall conduct coring tests at strategic locations to determine the concrete compressive strength of structural members.
 - Steel: The Consultant shall take samples from various sizes of the reinforcing bars to determine the steel yield strength.
 - Soil: The Consultant shall determine the allowable soil bearing pressure from the results of the geotechnical investigation.
- Loads
The Consultant shall determine the loads not limited to dead load and live load in accordance with the National Structural Code of the Philippines and ACI 318-14.

4.1.2.2 Capacity Analysis

4.1.2.2.1 The Consultant shall identify the relevant structural elements or members and shall prepare programs or activities to determine such but not limited to the following:

- External dimensions of elements or members
- Details of reinforcement (number, sizes, lengths, arrangement, etc.)

- Relevant material properties (concrete compressive strength, steel yield stress, allowable soil bearing pressure, etc.)
- Connection details (slab to wall, beam to column, column to footing, beam to beam, cantilevers, etc.)

4.1.2.2.2 The Consultant shall identify the structural elements or members as relevant to this project, but not limited to the following:

- Beams
- Columns
- Shear Walls
- Slabs
- Footings

4.1.2.2.3 The Consultant shall identify the various modes of failure of individual elements or members such but not limited to Bending or Flexure, Beam Shear, Confinement (stirrups, hoops) for beams; Combined Axial load and Bending, Confinement (ties, spirals, hoops) for columns; and Flexure or bending, Shear, Confinement for shear walls.

4.1.2.3 Demand Analysis

The Consultant shall conduct a demand analysis and shall prepare a computer model to be run by computer software package using STAAD.Pro to conduct a structural analysis of the building in order to determine the bending moments, shears and axial loads of the various structural elements (wall, footings, columns, beams, etc.) for the various load combinations (dead load, live load, earthquake, wind load, etc.) and for deflection displacements based on the actual forces, stresses, displacements and other requirements that the relevant structural elements or members will be subjected to during the life of the structure.

4.1.2.4 Determination of Structural Adequacy

The Consultant shall indicate whether a specific structural member is adequate or acceptable through Capacity/Demand Ratio for the possible failure modes of that member. The result of the Capacity and Demand Analysis shall be combined to determine the Capacity/Demand Ratio of all the structural elements. With regards stresses of forces, there should be a one to one correspondence between capacity and demand. A partial list of possible relevant C/D ratios is given below but not limited to:

- For Shear walls:
 - Bending or flexure
 - Shear
 - Concrete Cover
 - Confinement (ties, hooks, bends)
 - Anchorage
- For Beams:
 - Bending or flexure
 - Beam Shear
 - Direct Shear
 - Concrete Cover
 - Confinement (stirrups, hoops)
 - Anchorage (length, hooks, bends)
 - Deflection or displacement

- For Columns:
 - Axial load
 - Combined flexure and axial load
 - Concrete cover
 - Confinement (ties, spirals, hoops)
 - Anchorage (length, hooks, bends)

In general, the C/D ratio will be a number. If the number is greater than 1.0 (capacity greater than demand), no intervention is necessary. On the other hand, if the C/D ratio is less than 1.0 (demand greater than capacity), in general, intervention is needed.

In cases where the demand is in the form of a code requirement (minimum spacing, minimum cover, standard hooks, standard bends, etc.) the C/D ratio will not be a number. In this case, if the code requirement is not complied with the C/D ratio will be taken as 0.0, and in general, intervention will be necessary.

4.1.2.5 Output: Structural Analysis Report

The Consultant shall prepare the Structural Analysis Report which shall state if the building, or any portion thereof, is/are non-compliant with the NSCP 2015. The Structural Analysis Report shall be generally outlined in the following manner:

- Introduction
- Structural Analysis Report
- Summary and Conclusions

4.1.3. Issuance of Certificate of Stability

The Consultant shall prepare the Summary and Conclusions of the Structural Analysis Report which states that the building is structurally sound and stable and compliant with all applicable codes and standards not limited to NSCP 2015. The Consultant shall issue to PCMC-Engineering a Certificate of Structural Stability (CSS), duly signed and sealed by an accredited structural engineer.

Should the building be found out not to be compliant with all applicable codes and standards not limited to NSCP 2015, the Consultant shall present its design/ recommendations/ alternative courses of actions (retrofitting design plan or demolition and ground-up construction of new building) and estimated cost. The Consultant shall recommend the best alternative and the justification.

5.0 REPORTS

The Consultant shall submit the following reports to PCMC-Engineering:

5.1. Inception Report

This shall present the details of Consultant personnel mobilization, required technical surveys, investigations and implementation strategies for carrying the consulting services.

5.2. As-found / As-built Drawings

Such as but not limited to building dimensions, member measurements, and reinforcing bars details

5.3. Field Investigation Report

Such as but not limited to Member Condition Survey, and Material Strength Measurements

- 5.4. Structural Analysis Report
Such as but not limited to Demand Analysis, Capacity Analysis, Determination of Structural Adequacy, Identified Retrofitting Measures, and Recommendation including the Cost Benefit Analysis
- 5.5. Contract Drawings
This includes at least three (3) Retrofitting Schemes.
- 5.6. Weekly Reports on the progress of the project
This shall be done in a weekly basis to monitor the progress update of the project.
- 5.7. As-Built Plans of the Finished Project
This shall present if there are discrepancies between the design and the actual retrofitting.
- 5.8. Issuance of Certificate of Building Integrity of PCMC. Refer to Item no. 4.1.3

6.0 CONSULTANT FIRM AND KEY PERSONNELS

The Firm shall have completed a retrofitting project solely with a minimum of a two (2)-storey hospital building having an area of 10,000 sq.m. footprint within the last fifteen (15) years, evidenced by certificate of completion duly signed. Consultant shall have but not limited to the following key personnel with experience in hospital retrofitting design consultancy project.

- 6.1 Project Manager – Licensed Structural/Civil Engineer with min. of 10 years' experience.
- 6.2 Structural Engineer – Licensed Structural Engineer with min. of 10 years' experience
- 6.3 Quantity/Cost/Specs. Engineer – Licensed Civil Engineer with min. of 5 years' experience
- 6.4 Jr. Structural Engineer – Licensed Structural Engineer with min. of 5 years' experience
- 6.5 Cad Operator – Licensed Civil Engineer with min. of 5 years' experience
- 6.6 Jr. Qty./Cost/Specs. Engineer – Licensed Civil Engineer with min. of 5 years' experience
- 6.7 Encoder/Admin/Clerical staff – with min. of 5 years' experience with skills include verbal and written communication, attention to detail, project and calendar management, and computer skills.

7.0 APPROVED BUDGET COST (ABC)

The total approved budget cost for the Project is **Five Million pesos only (Php 5,000,000.00)**. Proposals exceeding the ABC shall automatically be rejected.

8.0 TIME FRAME

The Consultant is required to complete the scope of services for the Project within **Ninety (90) Calendar Days**, to start upon the receipt and signing of Notice to Proceed.

9.0 PROPOSED TERMS OF PAYMENTS

The Consultant shall be entitled to advance payment subject to the provisions of Section 1 of Annex "F" of RA9184. The Government, as it considers fair and reasonable, may allow advance payment to the Consultant in the amount which shall not exceed fifteen percent (15%) of the contract amount to cover the cost of mobilization, subject to the posting of an irrevocable standby letter of credit issued by an entity acceptable to the agency and of an amount equal to the advance payment. The advance payment shall be repaid by the Consultant by deducting from his progress payments such sum until fully liquidated within the duration of the contract.

The Consultant shall submit a statement of work accomplishment or corresponding request under the site inspection phase/Field investigation report amounting to **50% of the contract** and **50% of the contract** as the final payment after submission of all reports, not limited to Structural Assessment / inception report. Any extension of contract time shall not involve any additional cost.

TABLE 2 - SCHEDULE OF PAYMENT		
Payment	Documentary Requirement	Work Accomplishment
50%	<ul style="list-style-type: none"> Item 5.1. Inception Report Item 5.6. Weekly Reports on the progress of the Project 	<ul style="list-style-type: none"> Item 4.1.1.1. Field Reconnaissance Item 4.1.1.2. Physical Documentation Item 4.1.1.3. Structural Member Condition Survey Item 4.1.1.4. Crack Mapping Item 4.1.1.5. Crack Width and Depth Measurement Item 4.1.1.6. Building Dimension and Member Measurements Survey Item 4.1.1.7. Material Strength Measurement
50%	<ul style="list-style-type: none"> Item 5.2 As-found / As-built Drawings Item 5.4. Structural Analysis Report Item 5.5. Contract Drawings Item 5.7. As-built plans of the Finished Project Item 5.8. Issuance of Certificate of Building Integrity of PCMC 	<ul style="list-style-type: none"> Item 4.1.2. Structural Analysis Item 4.1.2.2. Capacity Analysis Item 4.1.2.3. Demand Analysis Item 4.1.2.4. Determination of Structural Adequacy

CONFORME:

 Authorized Signatory
 Signature over printed name

 Contact No:

 Name of Company/Firm
 No.

 Company's Official Email Address Company's Official Contact

(where notices will be sent)