



## UNIVERSITY OF SCIENCE AND TECHNOLOGY OF SOUTHERN PHILIPPINES

Alubijid | Balubal | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panaon | Villanueva

OFFICE OF THE BIDS AND AWARDS COMMITTEE I

### ***Section III. Bid Data Sheet***

#### **Notes on the Bid Data Sheet**

This Section is intended to assist the Procuring Entity in providing specific information relative to corresponding clauses in the ITB included in Section II. Instructions to Bidders, and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS the information and requirements relevant to the circumstances of the Procuring Entity, including procurement processing details; the applicable rules regarding bid price and currency; and the bid evaluation criteria that will apply to the bids. In preparing Section III, the following aspects should be checked:

- a) Information that specifies and complements provisions of Section II must be incorporated; and
- b) Amendments and/or supplements, if any, to provisions of Section II as necessitated by the circumstances of the specific procurement, must also be incorporated.

*Bid Data Sheet – Proposed Repair and Improvement of Finance Roofing for USTP-CDO Campus  
CY 2026*

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## Bid Data Sheet

ITB Clause	
1.1	<p>The Procuring Entity is <b>University of Science and Technology of Southern Philippines – Cagayan de Oro (USTP-CDO) Campus</b>.</p> <p>The Project title is <b>Proposed Repair and Improvement of Finance Roofing for USTP-CDO Campus CY 2026</b>.</p> <p>The identification number of the Contract is <b>(Contract No. USTP-IFPB04-06-2026-2296-25995)</b>.</p>
2	<p>The Funding Source is:</p> <p>2.1 The GoP through the source of funding as indicated below for <b>FY 2026</b> in the amount of <b>THREE MILLION FOUR HUNDRED FIFTY THOUSAND PESOS AND 00/100 (₱3,450,000.00) ONLY</b>.</p> <p>2.2 The source of funding is:</p> <p style="text-align: center;"><b>a) INTERNALLY GENERATED FUND FY 2026.</b></p>
3.1	No further instructions.
5.2	<i>Bidding is restricted to eligible bidders as defined in ITB Clause 5.2.</i>
5.4	<p>The required track record shall be the following: <b>None</b>.</p> <p>Contracts similar to the Project shall be those described as follows: <b>General Construction with Roof Framing/Roofing Works</b>.</p>
7	No further instructions.
8.1	<i>Subcontracting is not allowed.</i>
8.3	<i>Not Applicable.</i>
8.4	<i>Subcontracting is not allowed.</i>
9.1	<p>The Procuring Entity will hold a pre-bid conference for this Project on <b>JUNE 22, 2026 (MONDAY), 02:00 P.M.</b> at <b>Conference Room, Procurement Services Section, 2<sup>nd</sup> Floor DRER Gymnasium, USTP-CDO Campus, C.M. Recto Avenue, Lapasan, Cagayan de Oro City</b> and through video-conferencing/webcasting via <b>Cisco Webex</b>.</p>
10.1	<p>The Procuring Entity's address is:</p> <p><b>C.M. Recto Ave., Lapasan, 9000 Cagayan de Oro City</b>  <b>MS. KATHLEEN J. VILLANUEVA</b>  <b>Head, BAC I Secretariat Unit – CDO Campus</b>  <b>Telephone No.: + 63 (88) 856-1738 loc. 1210</b>  <b>Email: bac_1@ustp.edu.ph</b></p>

*Bid Data Sheet – Proposed Repair and Improvement of Finance Roofing for USTP-CDO Campus  
CY 2026*



12.1(h)(ii)	<p>The minimum work experience requirements for key personnel are the following:</p> <table border="1" data-bbox="347 250 1423 712"> <thead> <tr> <th data-bbox="347 250 667 318">Key Personnel</th> <th data-bbox="667 250 1018 318">General Experience</th> <th data-bbox="1018 250 1423 318">Relevant Experience</th> </tr> </thead> <tbody> <tr> <td data-bbox="347 318 667 452">1. Project Engineer</td> <td data-bbox="667 318 1018 452">Licensed Civil Engineer with valid PRC ID</td> <td data-bbox="1018 318 1423 452">At least one (1) year relevant experience in Building Construction/Renovation</td> </tr> <tr> <td data-bbox="347 452 667 586">2. Foreman</td> <td data-bbox="667 452 1018 586"></td> <td data-bbox="1018 452 1423 586">At least one (1) year relevant experience in Building Construction/Renovation</td> </tr> <tr> <td data-bbox="347 586 667 712">3. Safety Officer</td> <td data-bbox="667 586 1018 712">COSH Training Certificate</td> <td data-bbox="1018 586 1423 712">At least one (1) year relevant experience in Building Construction/Renovation</td> </tr> </tbody> </table>	Key Personnel	General Experience	Relevant Experience	1. Project Engineer	Licensed Civil Engineer with valid PRC ID	At least one (1) year relevant experience in Building Construction/Renovation	2. Foreman		At least one (1) year relevant experience in Building Construction/Renovation	3. Safety Officer	COSH Training Certificate	At least one (1) year relevant experience in Building Construction/Renovation
Key Personnel	General Experience	Relevant Experience											
1. Project Engineer	Licensed Civil Engineer with valid PRC ID	At least one (1) year relevant experience in Building Construction/Renovation											
2. Foreman		At least one (1) year relevant experience in Building Construction/Renovation											
3. Safety Officer	COSH Training Certificate	At least one (1) year relevant experience in Building Construction/Renovation											
12.1(h)(iii)	<p>The minimum major equipment requirements are the following:</p> <table border="1" data-bbox="354 810 1433 1003"> <thead> <tr> <th data-bbox="354 810 730 878">Equipment</th> <th data-bbox="730 810 1066 878">Capacity</th> <th data-bbox="1066 810 1433 878">Number of Units</th> </tr> </thead> <tbody> <tr> <td data-bbox="354 878 730 945">1. Welding Machine</td> <td data-bbox="730 878 1066 945"></td> <td data-bbox="1066 878 1433 945">1</td> </tr> <tr> <td data-bbox="354 945 730 1003">2. Electric Grinder</td> <td data-bbox="730 945 1066 1003"></td> <td data-bbox="1066 945 1433 1003">1</td> </tr> </tbody> </table> <p style="text-align: center;"><b>“Additional Requirements”</b></p> <ul style="list-style-type: none"> <li>• <b>Construction Schedule;</b></li> <li>• <b>S-Curve and Bar Chart;</b></li> <li>• <b>Manpower Schedule;</b></li> <li>• <b>Construction Methods;</b></li> <li>• <b>Equipment Utilization Schedule;</b></li> <li>• <b>Construction Safety and Health Program (CSHP);</b></li> <li>• <b>PERT/CPM; and</b></li> <li>• <b>Certificate of Site Inspection issued by the Technical Personnel of the Civil and Sanitary Works Section.</b></li> </ul>	Equipment	Capacity	Number of Units	1. Welding Machine		1	2. Electric Grinder		1			
Equipment	Capacity	Number of Units											
1. Welding Machine		1											
2. Electric Grinder		1											
12.4	The ABC is <b>THREE MILLION FOUR HUNDRED FIFTY THOUSAND PESOS AND 00/100 (P3,450,000.00) ONLY</b> . Any bid with a financial component exceeding the amount shall not be accepted.												
14.1	<i>The bid prices shall be quoted in Philippine Peso.</i>												
14.3	<i>Not applicable.</i>												
15.1	Bids will be valid for <b>One Hundred Twenty (120) calendar days</b> from bid opening.												
16.1	<p>The Bid Security shall be in the form of a Bid Securing Declaration, <b>or</b> any of the following:</p> <ol style="list-style-type: none"> <li>1) <i>The amount of not less than <b>P69,000.00</b>, if bid security is in cash; or</i></li> <li>2) <i>The amount of not less than <b>P69,000.00</b>, if bid security is in cashier's check.</i></li> </ol>												

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16.2	The Bid Security shall be valid until <b><u>NOVEMBER 03, 2026</u></b> .
16.3	In case of extension of bid validity and bid security validity period, Substitution of the bid security form is allowed. Bid Securing Declaration and the following forms may be used:  a) <i>Cash or Cashier's or Manager's Check issued by a Bank; or</i> b) <i>Bank draft/guarantee or irrevocable Letter of Credit issued by a Bank: Provided, however, that it shall be confirmed or authenticated by a local Bank, if issued by a foreign bank.</i>
19	The address for the submission of bids is <b>Conference Room, Procurement Services Section, 2<sup>nd</sup> Floor DRER Gymnasium, USTP-CDO Campus, C.M. Recto Avenue, Lapanan, Cagayan de Oro City.</b>  The deadline for the submission of bids is <b>JULY 06, 2026 (MONDAY), 01:30 P.M.</b>
21.5	<i>No further instructions.</i>
22.1	The date and time of bid opening is <b>JULY 06, 2026 (MONDAY), 02:00 P.M.</b>  The place of the bid opening is <b>Conference Room, Procurement Services Section, 2<sup>nd</sup> Gymnasium Building, USTP-CDO Campus, C.M. Recto Avenue, Cagayan de Oro City.</b>
22.2(b)	<i>Not applicable.</i>
25.3(b)(i)	<i>Not applicable.</i>
25.3(b)(iii)	<i>Not applicable.</i>
25.3(b)	<i>Not applicable.</i>
25.3(c)(i)	<i>Not applicable</i>
25.5(a)	<i>Partial bid is not allowed. The infrastructure project is packaged in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.</i>
25.5(b)	<i>Bid correction shall be allowed.</i>
25.6	<i>No further instructions.</i>
26.1	<i>None.</i>
29.3(f)	List additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as <i>Construction Safety and Health Program (CSHP) duly approved by DOLE.</i>
30.2	<i>Not applicable.</i>
30.3	The Performance Security shall be in the form:  7) <i>Surety Bond in the amount of not less than <b>30% of the total contract price.</b></i>