



MARIANO MARCOS STATE UNIVERSITY

Bids and Awards Committee

INVITATION TO MAKE AN OFFER: Negotiated Procurement

2022-020

THE PROJECT: Replacement of Bulging Tiles at Administrative Office, MMSU CTE, Laoag City, Ilocos Norte
COE Phase 1
Number of Working Days: 40 calendar days
ABC: P299,190.94

1. The Mariano Marcos State University (MMSU), with offices at Quiling Sur, City of Batac, Ilocos Norte, invites the public to make an offer to furnish all labor, materials, tools and equipment necessary and proper for the implementation of the above Project as per approved designs, plans and drawings.
2. This process is in accordance with Section 53 of R.A. 9184, the Government Procurement reform Act and Section 53.9 of the Implementing Rules and Regulations where interested and qualified contractors are to submit proposals.
4. The offer must be in writing submitted at the address below not later than **5 days** together with the following documents:
 - a) The amount of the offer in writing duly signed by the person making the offer, indicated in numbers and figures.
 - b) The particulars of the offer as to labor, materials, tools, equipment and other work details.
 - c) Documents in support of the legal, technical and financial capability of the person making the offer, which documents shall be confirmed and verified (**3 copies**).
5. It is understood that any offer may be accepted or rejected, or the process invalidated, at any time prior to contract award, without liability to anyone.
6. Documents for this procurement may be secured from the MMSU BAC Secretariat at the address below or downloaded from the MMSU website or from the Philippine Government Electronic Procurement System (PhilGEPS) website.
7. For questions and inquiries, please write or email the University President, thru the BAC Chair, at the address indicated below.

Mariano Marcos State University
Quiling Sur, City of Batac

www.mmsu.edu.ph

August 12, 2022

NATHANIEL R. ALIBUYOG
BAC CHAIR

Received: _____

Received: _____

Received: _____

PROJECT INFORMATION DOCUMENT

Project Title : Replacement of Bulging Tiles at Administration Office

Project Location : MMSU CTE, City of Laoag Ilocos Norte

Page 1 of 3

GENERAL INSTRUCTIONS

The project calls for the furnishing of all materials, labor, tools and equipment needed for the replacement of Bulging Tiles at CTE Administration Office. The said project shall be done in strict conformity with the designs, plans, drawings and other details, as well as the specifications, this Project Information Document and other related contract documents prepared and approved for this project. It is highly recommended that the contractor conduct site inspection for them to have an idea on the existing condition of the site.

It also calls for the employment of manpower with the appropriate skills and expertise to undertake the specific items of work and to enable the contractor to produce and deliver to the satisfaction of the owner the needed services and output required of this undertaking. The contractor shall provide competent project in charge and shall have adequate and readily available construction equipment to be utilized during the construction activities.

The contractor shall ensure that the construction activities must not interfere, obstruct and disturb any on-going operation of the building and other facilities; hence, the contractor shall isolate the working area from the other portions of the building. In addition, the contractor shall be required to provide its own water and power supply system needed in the proper execution of the various works for the duration of the contract.

- I. **TILING WORKS** - This scope of work includes furnishing of all materials, labor, tools and equipment needed for the replacement of tiles at administration office. The contractor shall remove damage and existing tiles at dean's office, administrative office and lobby. Proper disposal of debris shall be done by the contractor. Materials for the dean's office shall be 193mmx1212mmx8.3mm High Density Fiberboard Laminated Flooring while the administrative office and lobby shall be 6"x36"x2.0mm Vinyl Tiles.

- II. **CONCRETE TOPPING WORKS** - This item of work includes furnishing of all materials, labor, tools and equipment needed for the concrete topping. Prior to topping, flooring shall be cleaned to ensure good adhesion to the old flooring. Floor finish shall be smooth and ready to receive the approve finishing material. The contractor shall remove concrete splatters and clean all areas affected by this work.

- III. **MILLWORKS** - This scope of work includes furnishing of all materials, labor, tools and equipment needed for the resizing of doors. All doors affected due to change of floor elevation shall be modified by the contractor. The contractor shall ensure that all doors work properly upon installation.

After all the works have been completed, the surrounding immediate areas affected in the prosecution of the project shall be cleaned and cleared of all excess materials and

PROJECT INFORMATION DOCUMENT

Project Title : Replacement of Bulging Tiles at Administration Office

Project Location : MMSU CTE, City of Laoag, Ilocos Norte

Page 2 of 3

debris, temporary structures, facilities and utilities used during the construction period. All spillages and scattered caused by the grouts, adhesives, as well as markings and signage shall likewise be removed to the full satisfaction of the Owner.

A. Time is a very important factor in the implementation of this project and as such, all works indicated in the plans, specifications and in this document shall be fully completed within **40 calendar days** from receipt of the Notice to Proceed.


B. Before final acceptance by the end-user, the Contractor shall post a warranty security in accordance with the following schedule as prescribe in Section 62.2.3.3 of RA 9184

Form of Warranty Security	Amount of Warranty Security (Equal to percentage of the Total Contract Price)
a) Cash or Letter of Credit issued by a Universal or Commercial Bank: Provided, however, that the LC shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	Five percent (5%)
b) Bank guarantee confirmed by a Universal or Commercial Bank.	Ten percent (10%)
c) Surety bond callable upon demand issue by GSIS or a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty percent (30%)

to cover warranty against structural defects to cover the following periods as follows in accordance with Section 62.2.3.2

- C. Permanent Structures (15 years)
- D. Semi-Permanent Structures (5 years)
- E. Other Structures (2 years)

C. The Approved Budget for the Project to be bid is **Two Hundred Ninety Nine Thousand One Hundred Ninety and 94/100 (Php. 299,190.94)**

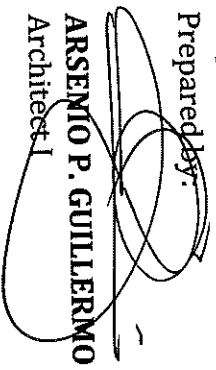


PROJECT INFORMATION DOCUMENT

Project Title : Replacement of Bulging Tiles at Administration Office
Project Location : MMSU CTE, City of Laoag Ilocos Norte

Page 3 of 3

Prepared by:


ARSENIO P. GUILLERMO
Architect I

Checked and Reviewed by:


AIDA V. CABANG
Architect IV, Chief Planning

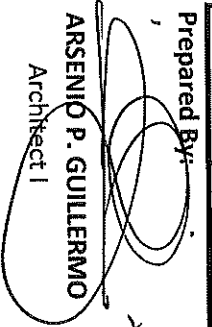
Noted by:


ROMEO K. DILDUHALAO
Director, PPPD

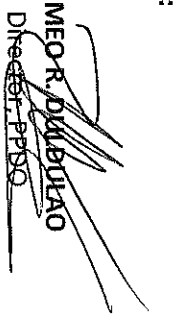
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 MARIANO MARCOS STATE UNIVERSITY
 City of Batac, Ilocos Norte

Replacement of Bulging Tiles at Administration Office

ITEM NO.	DESCRIPTION
I.	<p>TILEWORKS</p> <p>Coverage: 1. Removal of existing tiles 2. Installation of HDF laminated Flooring at Dean's Office 3. Installation of Vinyl Tiles at Administrative Office and Lobby</p> <p>Materials: 193mmx1212mmx8.3mm HDF Laminated Flooring @ 8pcs/box w/ PE Foam PE Foam 1"x4"x8ft PCW Baseboard Paint Brush 2" Semigloss Latex Paint Concrete Nail 2" 6"x36"x2.0mm Vinyl Tiles Acrylic Flooring Adhesive Spatula</p>
II	<p>CONCRETE TOPPING WORKS</p> <p>Coverage: Concrete topping and sub floor preparation</p> <p>Materials: Portland Cement (40kgs) Fine Sand S-1</p>
III	<p>Millworks</p> <p>Coverage: 1. Resizing of Doors affected by the change of floor elevation</p>

Prepared By: 
ARSENIO P. GUILLERMO
 Architect I

Checked by: 
AIDA V. CARBANG
 Architect IV, Chief Planning

Recommending Approval: 
ROMEO R. DULBULAO
 Director, PPDO



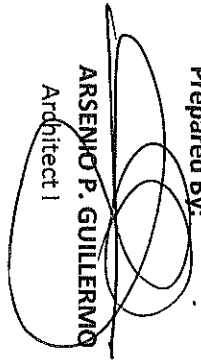
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City of Batac, 2906, Ilocos Norte

BILL OF QUANTITIES

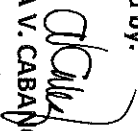
Project Title: Replacement of Bulging Tiles at Administration Office, MMSU-CTE

Item No.	Description	Quantity	Unit
1.0	Tileworks Replacement of tiles at dean's office nad administrative office	41.50	sq. mtrs.
2.0	Concrete Topping Works Preparation of sub-flooring prior to installation	8.90	cu. mtrs.
3.0	Millworks Resizing of doors	1.00	lot

Prepared By:


ARSENIO P. GUILLERMO
Architect I

Checked by:


AIDA V. CABANG
Architect IV, Chief Planning

Recommending Approval:


ROMEO A. BANTUA
Director, PPDO



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MARIANO MARCOS STATE UNIVERSITY
 City of Batac, 2906, Ilocos Norte

BLANK FORM

Item No.: 1 Quantity: _____
 Description: **TILEWORKS** Unit: _____ sq. mtrs.

MATERIALS COST		Description	Quantity	Unit	Unit Price	Sub-Total
A. Dean's Office		193mmx1212mmx8.3mm HDF Laminated Flooring @ 8pcs/box w/ PE Foam		box		-
		PE Foam		mtrs.		-
		1"x4"x8ft PCW Baseboard		pcs.		-
		Paint Brush 2"		pcs.		-
		Semigloss Latex Paint		ltrs.		-
		Concrete Nail 2"		kg.		-
B. Administrative Office		6"x36"x2.0mm Vynil Tiles		boxes		-
		Acrylic Flooring Adhesive		gals		-
		Spatula		pcs.		-
Total Materials Cost					Sub-Total	-
					Unit Cost	-
			Quantity	Unit	Unit Price	Sub-Total
EQUIPMENT COST						
					Sub-Total	-
					Unit Cost	-
			Quantity	Unit	Unit Price	Sub-Total
LABOR COST including removal of existing tiles						
					Sub-Total	-
					Unit Cost	-
			Quantity	Unit	Unit Price	Sub-Total
		Foreman		days		-
		Skilled Laborer		days		-
				days		-
Total Labor Cost					Sub-Total	-
					Unit Cost	-

DIRECT COST: _____
 DIRECT UNIT COST: _____
 Plus Indirect Cost:
 ___% OCM
 ___% CP
 ___% VAT
 Indirect Unit Cost: _____
Total Direct and Indirect Cost: _____



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 City of Batac, 2906, Ilocos Norte

BLANK FORM

Item No.:	II	Quantity:	
Description:	CONCRETE TOPPING WORKS	Unit:	cu. Mtrs.

MATERIALS COST		Quantity	Unit	Unit Price	Sub-Total
Description					
Portland Cement (40kgs)			bags		-
Fine Sand S-1			cu. mtrs.		-
Total Materials Cost				Sub-Total Unit Cost	-
Description		Quantity	Unit	Unit Price	Sub-Total
EQUIPMENT COST					
Total Equipment Cost				Sub-Total Unit Cost	
Description		Quantity	Unit	Unit Price	Sub-Total
LABOR COST					
Foreman			days	Unit Price	Sub-Total
Skilled Laborer			days		-
Total Labor Cost				Sub-Total Unit Cost	-

DIRECT COST: -
 DIRECT UNIT COST: -

Plus Indirect Cost:
 ___ % OCM -
 ___ % CP -
 ___ % VAT -
 Indirect Unit Cost: -
Total Direct and Indirect Cost: -



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Item No.:	III	Quantity:	lot
Description:	MILLWORKS	Unit:	

MATERIALS COST		Quantity	Unit	Unit Price	Sub-Total
Resizing of Push and Pull Aluminum Door			sets		-
Total Materials Cost				Sub-Total Unit Cost	-
Description		Quantity	Unit	Unit Price	Sub-Total
EQUIPMENT COST				Sub-Total Unit Cost	
Description		Quantity	Unit	Unit Price	Sub-Total
LABOR COST				Sub-Total Unit Cost	-
Description		Quantity	Unit	Unit Price	Sub-Total

DIRECT COST: -
 DIRECT UNIT COST: -

Plus Indirect Cost:
 ___% OCM -
 ___% CP -
 ___% VAT -
 Indirect Unit Cost: -

Total Direct and Indirect Cost:

-



DRAWN BY: ARSENIOP. GUILLERMO
ARCHITECT

CHECKED/REVIEWED BY: AIDA V. CABANG
ARCHITECT IV

PROJECT TITLE: REPLACEMENT OF BULGING TILES AT ADMINISTRATION OFFICE

LOCATION: MMSU-CTE ADMIN BLDG., CITY OF LAOAG, ILOCOS NORTE

CONFORME: ARIS REYNOLD V. CAJIGAL
Dean, CTE

RECOMMENDING APPROVAL: ROMEO B. DELA ROSA
Dean, CTE

APPROVED BY: SHIRLEY C. ADURUPIS
PRESIDENT

SHEET NO.

SHEET CONTENT:

SCALE 1:100 MTRS.

FLOOR PLAN

