

National Power Corporation

REQUEST FOR QUOTATION (NEGOTIATED PROCUREMENT – COMMUNITY PARTICIPATION 53.12)

18 September 2024
Sir/Madam:
Please provide us with your best quotation for the items as specified in the Terms of Reference (TOR) for PR No. HO-UAR24-010, Ref. No. CMP240925 - RG00414 and submit the same at the Bids and Contracts Services Division (BCSD), Ground Floor Diliman Quezon City on or before 09:30 A.M. of 25 September 2024.
The <u>documents to be submitted</u> on the deadline of submission of quotations are indicated in the attached <u>Terms of Reference ARTICLE 3 PRE-PROJECT START UP Item A. The Organized Social Groups shall submit the Legal, <u>Technical</u> and <u>Financial</u></u>
Requirements.
In case no bid or insufficient number or bids is received on <u>25 September 2024</u> , the deadline for submission may be extended, as follows: First (1 st) Extension : Second (2 nd) Extension : Third (3 rd) Extension :
The RFQ/Bid Proposal shall be submitted by the bidder to NPC via sealed offer.
For further inquiries, please contact the BAC Secretariat, Mr. Renz Gabriel L. Cruz at telephone no/s. 8921-3541 loc 5397 / Fax No. 8922-1622 with e-mail address at

Very truly yours,

Charman, Bids and Awards Committee



renzcruz.napocor@gmail.com.



Gabriel Y. Itchon Building Senator Miriam P. Defensor-Santiago Avenue (formerly BIR Road) corner Quezon Avenue, Diliman, Quezon City 1100, Philippines Tel. Nos. (632) 8921-3541 to 80 • Fax No. (632) 8921-2468 Website: <u>www.napocor.gov.ph</u>





TERMS OF REFERENCE (TOR)

SUPPLY OF LABOR AND MATERIALS FOR THE ESTABLISHMENT OF 77 LKM FIRELINE AT VARIOUS LOCATIONS FOR UPPER AGNO RIVER WATERSHED (UNDER UC-EC PLAN 10) THROUGH COMMUNITY PARTICIPATION

ARTICLE 1. OBJECTIVE

- ➤ To provide protection measures for the natural vegetation of the watershed as well as the vegetative rehabilitation projects, e.g., reforestation, agroforestry, Assisted Natural Regeneration (ANR), Bamboo Plantation, etc. against the destructive effects of forest fires in the watershed areas and to ensure the survival of the established plantation. The improved condition of the rehabilitated areas through the enhanced protection of the plantation will ensure the continuous and sustainable production of water to support the NPC power-generating plants for continuous operation, and for environmental amelioration.
- ➤ To involve the People's Organization (PO)/local communities where the project is located in the implementation of UARWAT projects to achieve our social objectives and ensure sustainability of the project.

ARTICLE 2. COVERAGE

- > Survey and mapping of fire line areas
- > Staking and marking of fire line corners
- > Clearing of weeds and shrubs of fire line areas
- Gathering and disposal of flammable debris

ARTICLE 3. PRE-PROJECT START UP

The Community Social Groups (CSG) where the project is located shall submit the following:

A. For Organized CSG

- 1. Legal Requirements
 - a. Certificate of registration from the Department of Trade and Industry (DTI), Securities and Exchange Commission (SEC), Cooperatives Development Authority (CDA), Department of Agriculture (DA), Department of Labor and Employment (DOLE), National Commission on Indigenous People (NCIP); or in the case of the Civil Society Organizations, Non-Government Organizations or People' Organizations that are compliant with the requirements of a Community or Social Group (CSG), registrations from National Government Agencies (NGAs) or Local Government Agencies (LGUs); and

- b. A Sworn Affidavit (Appendix "1") executed by the head or its authorized representative that affirms that:
 - None of its incorporators, officers or members is an agent or related by consanguinity or affinity up to the third (3rd) civil degree to the HoPE, a member of the BAC, the Technical Working Group (TWG) or the Secretariat, or other official authorized to process and/or approve the proposal, contract, and release of funds; and
 - ii. None of its incorporators, officers or members has a related business to the Community-based Project being procured at hand; or disclosure of the members if they have related business, if any, to the Community-based Project being procured at hand and the extent or percentage of ownership or interest therein.

2. Technical Requirements

a. Statement of all its completed contracts similar to the Community-based Projects to be bid and/or list indicating the work experiences of their members similar to the Community-based Project to be bid (Appendix "2")

The End-user's acceptance or official receipt(s) or sales invoice issued for the completed contracts shall be attached to the statement as proof thereof.

Additional Requirements

b. Statement of the CSG's ongoing government and private contracts indicating the outstanding and uncompleted portions thereof, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid.

Financial Requirements

c. Photocopy or scanned copy of the bank book with complete bank account information; or a proof that it maintains books of accounts such a cash receipts journal, cash disbursement journal, general journal, and general ledger.

For organized CSG that has participated in any government Community-based Projects for the past two (2) years:

- d. Latest Income Tax Return (ITR) for the preceding TAX Year or for new establishments, the most recent quarter's ITR or Business Tax Return; and.
- e. Updated Audited Financial Statement (AFS), which should not be earlier than two (2) years from the date of bid submission. The AFS

should be stamped received by the BIR or accredited and authorized institutions, or electronically received via the AFS e-submission of the BIR with a filing reference number.

B. Unorganized Community or Social Group

1. Legal Requirements

- A photocopy of the government-issued ID of the officers or members of the Unorganized CSG showing that they are residents of the target community where the project will be implemented, or nearby and other communities if allowed
- o A sworn Affidavit (Appendix "1") executed by the head or its authorized representative
 - None of its incorporators, officers or members is an agent or members is an agent or related by consanguinity or affinity up to the third (3rd) civil degree to the HoPE, a member of the BAC, the Technical Working Group (TWG) or the Secretariat, or other official authorized to process and/or approve the proposal, contract, and release of funds; and
 - Commitment of the Unorganized CSG that it shall perform and deliver all the obligations and undertakings under the contract covering the procurement at hand if no performance or warranty security is required by the PE.

2. Technical Requirements

o List of completed work experiences of the members of the Unorganized CSG that meet or satisfy the workmanship and skill set requirements, which shows the capacity to perform the required labor component for the delivery of goods or implementation of the Simple Infrastructure Project.

3. Financial Requirements

o Photocopy or scanned copy of the Bank account under the name of any of its officers or members with the complete bank account information; or proof that it maintains books of accounts such as cash receipts journal, cash disbursement journal, general journal, and general ledger.

Posting and Submission of Request for Quotation

- The End-user unit shall prepare the Request for Quotation (RFQ)
- > BAC, shall post the RFQ for at least three (3) calendar days:
 - 1. on the website of the PE,
 - 2. in the premises of the PE
 - 3. in at least three (3) conspicuous places where the Community-based Project shall be implemented (e.g., bulletin board, public transport terminals, public markets, etc.)
 - 4. In the Phillipine Government Electronic Procurement System (PhilGEPS) website
- ➤ The BAC shall also send the RFQs to CSGs of known qualifications thru the Upper Agno River Watershed Area Team (UARWAT)
- Participating CSGs shall submit their sealed quotation, if submitted manually, or password-protected quotation, if submitted electronically, on the date and time prescribed in the terms and conditions of the RFQs, in accordance with Section 25.9 of the 2016 revised IRR of RA 9184.
- The receipt of one (1) quotation is sufficient to proceed with the evaluation of the quotation. In the case there are no quotations received hours before the prescribed deadline, the BAC may extend the deadline for the submission of RFQ's three (3) times.
 Extensions of deadline shall likewise be posted for a period three (3) calendar days.

Opening and Evaluation

- On the prescribed deadline, the BAC shall open submitted quotations and prepare an Abstract of Quotations setting forth the:
 - a. names of the CSGs that responded to the RFQ
 - b. corresponding price quotations; and
 - c. Lowest Calculated Quotation (LCQ) or Single Calculated Quotation (SCQ)
- The evaluation of the submitted quotations shall be completed within a maximum of seven (7) calendar days from the prescribed deadline.

Post-Qualification

➤ The BAC shall exercise due diligence in validating the legal, technical, and financial capability of the CSG with LCQ or SCQ to supply and deliver the Goods, or to implement the Simple Infrastructure Project.

➤ If the BAC determines that the CSG with LCQ or SCQ passes the criteria for post-qualification, it shall declare the same as the Lowest Calculated and Responsive Quotation (LCRQ) or Single Calculated and Responsive Quotation (SCRQ).

In case of post-disqualification, the BAC shall notify the disqualified CSG and shall initiate and complete the conduct of the post-qualification with the next CSG with the second LCQ. If the next CSG, however, fails the post-qualification, the procedure for post-qualification shall be repeated for the next CSG, and so on, until the LCRQ is determined for award of failure of bidding is declared.

➤ The post-qualification process shall be completed in not more than ten (10) calendar days from the receipt of notice to the CSG with the LCQ or SCQ, or in the case of the next CSG with the second LCQ, the post qualification shall be completed within a fresh period of 10 calendar days from the receipt of notice to the next CSG with the second LCQ. In exceptional cases, the HOPE may approve an extension of the post-qualification based on the BAC's recommendation, but in no case shall the aggregate period exceed twenty-five (25) calendar days from the determination of the LCQ.

Award of Contract

- ➤ The BAC, after determining the legal, technical, and financial capability and the responsiveness of the quotation, shall recommend to the HoPE the award of contract in favor of the CSG with the SCRQ or LCRQ.
- Upon approval of the BAC recommendation, the HoPE shall issue a Notice of Award (NOA) within a period not exceeding ten (10) calendar days from receipt of BAC's recommendation and shall immediately enter into a contract with the CSG.
 - In case the CSG with the LCRQ or SRCQ fails, refuses, or is unable to enter into a contract with the PE, without justifiable cause, the HoPE of his duly authorized representative shall disqualify the CSG and direct the BAC to determine the responsiveness of the quotation of the next CSG with the second LCQ, or declare a failure of bidding and conduct a re-bidding with re-posting, if necessary, based on its determination, which shall be within seven (7) calendar days from the said declaration.
- > The BAC, through its secretariat, shall post within three (3) calendar days from execution of the contract, the NOA, the contract, and the notice to proceed (NTP) in the
 - 1. website of the PE,
 - 2. in the premises of the PE

- 3. in at least three (3) conspicuous places where the Community-based Project shall be implemented (e.g., bulletin board, public transport terminals, public markets, etc.)
- 4. In the Phillipine Government Electronic Procurement System (PhilGEPS) website

- Contract Implementation

- Advance payment may be released in an amount not exceeding fifteen percent (15 %) of the total contract price in accordance with the Provisions of the Contract Implementation Guidelines for the Procurement of Goods, Supplies and Materials, and the Contract Implementation Guidelines for the Procurement of Infrastructure Projects, or Annexes "D" and "E" of the IRR of RA 9184.
- ➤ The PE shall require performance and warranty securities for the organized CSG, in accordance with section 39 and 62 of RA No. 9184 and its 2016 revised IRR.
- ➤ In case a different or new works are needed during project implementation, requests or proposals for any change or variation orders covering Simple Infrastructure Projects shall be made and evaluated in accordance with Contract Implementation Guidelines for the Procurement of Infrastructure Projects or "Annex E" of the 2016 revised IRR of RA 9184.
- The CSG, shall submit to the PE a statement of work accomplished or progress billing, and corresponding request for progress payment for work accomplished.
- Payment shall be released based on the terms provided in the contract and only upon validation by the End-User unit that the CSG has delivered or performed the outputs specified in the contract and the same has been inspected and accepted by the PE as satisfactorily in accordance with the technical specifications or scope of work, and applicable government budgeting, accounting, and auditing rules.
- ➤ In promoting financial inclusivity, the PE shall consider using to the extent possible authorized digital payment system in its financial transactions, subject to the applicable government budgeting, accounting, and auditing rules.

ARTICLE 4. PROJECT START UP

 Upon issuance by NPC and acknowledgement of Organized Community or Social Group of the Notice to Proceed, the latter shall be allowed a maximum of seven (7) calendar days to mobilize his/her group/workforce.

- The day one of first billing period, as stipulated in the Mode of Payments, shall be on the eight days after acknowledgement of Notice to Proceed. However, said day one of the first billing period may be adjusted earlier depending on the readiness of the Community or Social Group to start the project, in which case, the Community or Social Group shall formally notify NPC of exact date of their day one.
- Before officially commencing work, the Community or Social Group shall seek first a clearance from the Chairman of the barangay where the project is located.

ARTICLE 5. SCOPE OF WORK

Section 1. Surveying and Mapping

- Fire lines shall be delineated and located along boundaries of plantation projects
- > Fire line map with a scale of 1:10,000 shall be prepared
 - To be drawn and plotted on a tracing paper using the plantation maps as references/basis.
 - Natural boundaries such as ridges, creeks, gullies, and roadways may be used as fire lines.

Section 2. Staking/ Marking of Corners

- ▶ Prior clearing of the fire lines, corners must be staked/marked with two-by-two inches by five feet (2"x2"x5') wooden post with a height of one (1) meter and bamboo stick between corners at intervals of twenty-five (25) meters. Wooden post and bamboo stick shall be provided by the winning CSG.
- > Minimum widths of fire lines shall be ten (10) meters and with variable length as specified in the project map.

Section 3. Clearing of weeds and shrubs

> Cut weeds and flammable debris in the fire line must be gathered and disposed of properly so as not to create a fire hazard zone. Tools to be used shall be provided by the winning CSG.

Section 4. Gathering and disposal of flammable debris

- > Debris must be dispersed or control burning may be employed to dispose of the flammable debris in the fire line.
- ➤ If it warrants, cut vegetative matters may be disposed to be utilized as compost materials.

ARTICLE 6. ACCOMPLISHMENT REPORTS AND DOCUMENTATION

- ➤ The Community or Social Group shall submit an accomplishment report ("Annex C") based on the activities completed for every progress-billing.
- > Progress report must be accompanied with geo-tagged pictures and shall be submitted regularly by the Community or Social Group for monitoring purposes.
- > Reports and request for billing shall be signed by the Community or Social Group or his duly designated representative.
- ➤ The report shall contain information on how many laborers were utilized and the detailed accomplishment per day per activity. It may be also included significant experiences, problems encountered and recommendations for the improvement of the project implementation.
- > The report shall be attached to the Request for Inspection and Notice of Billing hereto attached as "Annex A" and "Annex B", respectively, for every completed activity per billing period.
- > Final billing request shall have attached pictures taken before, during and after project completion. It should be taken in a single vantage point to show the development of the project.

ARTICLE 7. SOURCE OF MANPOWER/WORKFORCE

- ➤ The Community or Social Group's workforce in the conduct of these activities must comprise at least ninety (90 %) percent local community residents where the project is located.
- > The Community or Social Group must deploy a competent site Supervisor with experience in handling significant number of personnel in related projects.

ARTICLE 8. WORK PLAN AND SCHEDULE

- ➤ The Community or Social Group shall commence work within seven (7) working days from receipt of the Notice to Proceed.
- > The schedule of implementation shall be in conjunction to the feasibility to undertake the work, e.g., fire line construction should be undertaken on the onset and until the end of the dry season.

	CY 2024					
ACTIVITY	M 1 ω.	M 2	M 3 (8)	M 4 (0)	M 5	M6 (D)
Surveying and mapping						
2. Staking and marking of corners						
Clearing of weeds and shrubs						
4. Gathering and disposal of flammable debris						

ARTICLE 9. PROJECT LOCATION AND CONTRACT DURATION

➤ The projects were in the three (3) Municipalities of Benguet within the Upper Agno River Watershed Area Team with a duration of sixty (60) days from the commencement of work. Completion of the work target prior to the sixty (60) days duration will be subject to inspection upon submission of request for inspection/evaluation. A certificate of acceptance from UARWAT will be issued once the accomplishment is found to be satisfactory.

Location	Length	ABC Price
1. Alam-am to Suggle, Ambuklao, Bokod	4 LKM	115,200.00
2. Bacong to Mt. Ambobongan, Kabayan, Benguet	4 LKM	115,200.00
3. Baloy to Camisong, Tinongdan, Itogon, Benguet	5 LKM	144,000.00
4. Bangao to Kawal, Bokod, Benguet	5 LKM	144,000.00
5. Bangao (Kabayan) to Gusaran, Kabayan	5 LKM	_ 144,000.00
6. Comodian to Palew, Tinongdan	4 LKM	115,200.00
7. Comodian to Sta. 22, Tinongdan	5 LKM	_ 144,000.00
8. Hilltop to Mt. Patoktok to Dutac	5 LKM	144,000.00
9. Inidian to Damshack, Ambuklao	5 LKM	144,000.00
10. Geweng to Adonot, Bokod	5 LKM	144,000.00
11. Maro-oc to Saitan, Itogon	4 LKM	115,200.00
12. Pito and Vicinities	5 LKM	144,000.00
13. Poblacion to Bagdan, Bokod	4 LKM	115,200.00
14. Poblacion to Karao, Bokod	4 LKM	115,200.00
15. Sanolsol to Jangjang, Bokod	5 LKM	144,000.00
16. Tojacap to Mt. Ambobongan, Kabayan	4 LKM	115,200.00
17. Topdak and Vicinities	4 LKM	115,200.00
TOTAL	77 LKM	2,217,600.00

^{*}Note: Computation was based on the fire line establishment cost estimates of DENR

ARTICLE 10. MODE OF PAYMENTS

Payments shall be based on a progressive billing scheme or a one-time bill depending on the preference and convenience of the winning CSG and shall not exceed the allocated budget for the project. Sample billing is indicated in the table below.

Payment No.	Nature of Payment	Basis/Indicator of Payment	Date Due/ Year	Total Cost Percentage	Total Amount/PhP
1	1st Billing Period (Mobilization Fee)	Inception Report/ Final Work Schedule	Month 1	15 % of the total amount (less 10 % retention fee)	332,640.00

2	2nd Billing Period	Survey and mapping of fire line areas	Month 1	15 % of the total amount (less 10 % retention fee)	332,640.00
3	3rd & Final Billing Period	-Staking/Marking of corners -Clearing of combustible materials - Gathering and disposal of flammable debris	Month 2	70 % of the total amount (less 10 % retention fee)	1,553,320.00
4	Release of Retention Fee	- Payment of 10 % retention Fee after one year of completion			:
	TOTAL		٠	100 %	2,217,600.00

ARTICLE 11. PROCESSING OF PAYMENT

- The inspection team shall be composed of the following:
 - Watershed Area Team (WAT)'s Senior Watershed Management Specialist.
 - Watershed Management Department (WMD) representative.
 - A representative from the LGU who will serve as witness during the inspection of completed activities.
- The Community or Social Group shall forward the following documents to the concerned WAT to warrant inspection of completed activity, to wit:
 - Request of Inspection.
 - Notice of Billing.
 - Certification that the laborers hired were already paid for the services rendered to be concurred by the laborers and noted by the Barangay Chairman; and
 - Pictures/photographs of before, during and after the activity.
- Upon receipt of the request for inspection and notice of billing, the WAT will coordinate with Plant representatives and convene the Inspection Team to cause an inspection within ten (10) working days.
- The Community or Social Group shall prepare two (2) sets of pictures
 of the completed activities as stated in the TOR (one set for payment
 purposes and the other set for file of the Area Team)
- The Community or Social Group shall be on site during the conduct of inspection and validation of completed activities.

- The Inspection Report may either recommend payment for the bill in such amount as may be warranted by actual accomplishments; or for its rejection, as the case may be.
- If the recommendation is for payment, the billing shall be immediately processed, and the payment shall be remitted to the Community or Social Group.
- If for rejection, the concerned WAT shall notify the Community or Social Group in writing within three (3) working days from Receipt of the Inspection Report of such fact and explaining the reasons thereof.
- NPC shall have the right to suspend payments on the contract, or impose such conditions as may be appropriate, if the results of the inspection indicate that accomplishments are below target as specified in the contract.

ARTICLE 12. RETENTION FEE

- To further guarantee accomplishment of the contracted services/project targets, an amount equivalent to ten percent (10%) of the total contract amount shall be retained by NPC as retention fee.
- Retention fee shall be disbursed to the Community or Social Group upon satisfactory completion of the contracted services/project targets.
- The ten percent (10%) retention fee shall be forfeited in favor of NPC if the requirements for satisfactory completion were not met.

ARTICLE 13. SUBCONTRACTING/ASSIGNMENT

- Subcontracting or assigning, wholly or in part, the services/project contracted stated on Article 3 (Scope of Work) of the Terms of Reference (TOR), is prohibited.
- Any subcontracting agreement or assignment entered into in violation
 of this condition shall be considered null and void. The Corporation
 shall not be answerable for any or all claims brought against the
 subcontractor, by its workers or by third parties.
- This prohibition does not cover the traditional practice of availing labor services, known as "pakyaw system" widely prevalent in the countryside.

ARTICLE 14. PENALTY FOR DELAY

 The contract consists of three (3) - billing period, which shall be completed as scheduled. Three (3) months is equivalent to Ninety (90) calendar days. All activities included in each billing period shall be accomplished on or before its expiration.

- The Community or Social Group shall be liable for penalty and agrees to pay the Corporation liquidated damages, in an amount equivalent to 1/10 of 1 % of the total value of the unperformed services/uncompleted activities per billing period, for each calendar day of delay until said activities included in that particular billing period is 100 % completed. For this purpose, it is clear that penalty is on a per billing period basis and not only after the ninety (90) days duration has elapsed.
- Force majeure shall refer to those events which could not be foreseen, or which though foreseen, were inevitable to make it impossible for the Community or Social Group to carry out, in whole or in part, the obligations under the contract.
- Delays caused by force majeure are not covered by the penalty. The following are cases of force majeure.
 - Those due to human causes such as civil wars, armed invasion, revolution, rebellion, insurgency, riots, strikes, armed blockades, civil disturbance/disobedience and other analogues causes; and
 Those due to natural causes such as earthquakes, typhoons, storms, floods, prolonged drought, epidemics, and other similar phenomena.
- In case of force majeure, the Community or Social Group shall notify the Corporation and the Watershed Area Team in writing, within seven (7) days after its occurrence, describing the same and its effects upon the performance of the contract.
- The Corporation shall, within five (5) days upon receipt of the notice, meet and decide on the most appropriate course of action to take under the circumstances, which may include suspension of work or termination of the contract.
- In case of suspension of work, the contract may be extended for a period equivalent to that for which the Community or Social Group was prevented from performing the work if climatic factors still warrant the performance of such work.
- In the event of termination, the Community or Social Group, upon receipt of the notice, shall take immediate steps to end the work in a prompt and orderly manner minimizing expenditures as far as practicable.
- The Corporation shall not be liable to the Community or Social Group except for work or services performed prior to the date of termination and for actual costs incurred in connection with the liquidation of work.
- The Community or Social Group shall turn over to the Corporation all records and documentation made as of the date termination.

ARTICLE 15. OTHER LIABILITIES

- The Community or Social Group shall be held liable and fully responsible to the safety and welfare of the "pakyaw" laborers contracted under this contract.
- In the event of minor accidents and/or more serious scenario such as fatal accidents, the Corporation shall not be held liable and is free from any financial obligations.

ARTICLE 16. NON-COMPLIANCE

• The Community or Social Group shall be held responsible for failure of the project because of negligence, non-satisfactory performance or abandonment. The Community or Social Group shall pay all costs, which may be attributed to the non-conformance, until such time the area is turned over to NPC. In this case, if climatic factor still permits, the contract shall be awarded to the next ranked eligible bidder following the conditions stated in R. A 9184 or the "Government Procurement Reform Act".

ARTICLE 17. PERFORMANCE SECURITY BOND

- To guarantee the faithful performance of the Contract, the Community or Social Group shall post a performance security which is penal in nature and in and in accordance with the following:
 - Acceptance forms of the bond and corresponding amount (any or combination)
 - Cash-five percent (5 %) of the total contract price.
 - Managers or Cashier's Check five percent (5 %) of the total contract price.
 - Irrevocable Standby Letter of Credit-five percent (5 %) of the total contract price. ISLOC issued and confirmed by Local Commercial Bank. These bank forms should be submitted to the jurisdiction of Philippine courts in the event a claim arises.
 - Bank Guarantee equivalent to ten percent (10 %) of the total Contract price.
 - Surety Bond issued by the Government Service Insurance System (GSIS)
 - o Thirty percent (30 %) of the Total contract price
 - o Surety Bond should contain the following conditions:
 - a. The bond is a penal bond and callable on demand.
 - The entire amount of the bond shall be forfeited in favour of the obligee upon default of the contractor.
 - c. In case of claim, the surety shall pay such claim within sixty (60) days from receipt by the Surety of the Obligee's notice of claim/demand letter notwithstanding any objection thereto by the principal, provided that the default of the principal is established by evidence of the Obligee.
- It is hereby also agreed that there be any amount due and payable to the Principal under the Contract guaranteed by this bond after the claim against a bond has been fully paid by the Surety, the Principal hereby
 - assigns the same or sufficient amount thereof as collateral for the bond which the Obligee shall withhold and retain to be remitted/paid to the Surety upon demand to answer for the principal's liabilities to the Surety there under.
- It shall remain in full force and effect until completion of the scope of work and all the accomplishments are accepted by the obligee.

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CSGs LETTERHEAD WITH LOGO

(Date)

Manager

Watershed Management Department

THRU: BENJAMIN T. KIMMAYONG Section Chief, UARWAT

REQUEST FOR INSPECTION

We are pleased to inform you that the required activities under Billing Period No. ____ had been 100 % completed, to wit:

- > Activity No. 1: Survey and mapping of the 77 LKM fire line areas
- > Activity No. 2: Staking and marking of corners
- > Activity No. 3: Clearing of weeds and shrubs of fire line areas
- > Activity No. 4: Gathering and disposal of flammable debris

In this regard, may we earnestly request the Inspection Team to conduct inspection and validation of the above-completed activities to warrant the corresponding payment indicated in the notice of billing.

Thank you.

Contractor (Signature over Printed name) Designation

cc. Benjamin T. Kimmayong Section Chief Upper Agno River Watershed Area Team SUPPLY OF LABOR AND MATERIALS FOR THE ESTABLISHMENT OF 77 LKM FIRELINE AT VARIOUS LOCATIONS FOR UPPER AGNO RIVER WATERSHED (UNDER UC-EC PLAN 10) THROUGH COMMUNITY **PARTICIPATION** "ANNEX B" CSGs LETTERHEAD WITH LOGO (Date) Manager Watershed Management Department THRU: BENJAMIN T. KIMMAYONG Section Chief, UARWAT NOTICE OF BILLING PERIOD This is to bill the Upper Agno River Watershed Area Team-Watershed Management Department- National Power Corporation the total amount of _____ (____) for the payment of (1st/2nd/3rd) billing period for the services rendered under Contract No. for the Supply of Labor and Materials for the Establishment of 77 LKM fire line at various Locations. Location 1 Bill Amount Length 1. Alam-am to Suggle, Ambuklao, Bokod 4 LKM 2. Bacong to Mt. Ambobongan, Kabayan, Benguet 4 LKM 3. Baloy to Camisong, Tinongdan, Itogon, Benguet 5 LKM 4. Bangao to Kawal, Bokod, Benguet 5 LKM 5. Bangao (Kabayan) to Gusaran, Kabayan 5 LKM 6. Comodian to Palew, Tinongdan 4 LKM 7. Comodian to Sta. 22, Tinongdan 5 LKM 8. Hilltop to Mt. Patoktok to Dutac 5 LKM 9. Inidian to Damshack, Ambuklao 5 LKM 10. Geweng to Adonot, Bokod 5 LKM 11. Maro-oc to Saitan, Itogon 4 LKM 12. Pito and Vicinities 5 LKM 13. Poblacion to Bagdan, Bokod 4 LKM 14. Poblacion to Karao, Bokod 4 LKM 15. Sanolsol to Jangjang, Bokod 5 LKM 16. Tojacap to Mt. Ambobongan, Kabayan 4 LKM 17. Topdak and Vicinities 4 LKM TOTAL **77 LKM** Thank you very much.

Contractor
(Signature over Printed name)
Designation

cc. Benjamin T. Kimmayong Section Chief

	Upper	Agno	River	Watershed	Area	Team
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"ANNEX C"

CSGs LETTERHEAD WITH LOGO

(Date)	
M	
Manager	
Watershed Management De	partment

THRU: BENJAMIN T. KIMMAYONG
Section Chief, UARWAT

ACCOMPLISHMENT REPORT

A. Overall

Billing No.	Activity	Unit of Measure	Target	Accom-plis hment	% Accomplished
1	Survey and mapping of fire line areas	LKM	77		
2	-Staking/Marking of corners -Clearing of combustible materials - Gathering and disposal of flammable debris	LKM	77		

B. Per site

Location	Length	Accomplishment	% Accomplished
 Alam-am to Suggle, Ambuklao, Bokod 	4 LKM		
Bacong to Mt. Ambobongan, Kabayan, Benguet	4 LKM		
3. Baloy to Camisong, Tinongdan, Itogon, Benguet	5 LKM		
4. Bangao to Kawal, Bokod, Benguet	5 LKM		
5. Bangao (Kabayan) to Gusaran, Kabayan	5 LKM	-	

6. Comodian to Palew, Tinongdan	4 LKM	·	·
7. Comodian to Sta. 22, Tinongdan	5 LKM		
8. Hilltop to Mt. Patoktok to Dutac	5 LKM		
9. Inidian to Damshack, Ambuklao	5 LKM		
10. Geweng to Adonot, Bokod	5 LKM		
11. Maro-oc to Saitan, Itogon	4 LKM		
12. Pito and Vicinities	5 LKM		
13. Poblacion to Bagdan, Bokod	4 LKM		
14. Poblacion to Karao, Bokod	4 LKM		
15. Sanolsol to Jangjang, Bokod	5 LKM		
16. Tojacap to Mt. Ambobongan, Kabayan	4 LKM		
17. Topdak and Vicinities	4 LKM		
TOTAL	77 LKM	1.4	

For your information and reference.

Contractor
(Signature over Printed name)
Designation

cc. Benjamin T. Kimmayong Section Chief Upper Agno River Watershed Area Team

SUPPLY OF	LABOR AND	MATERIALS	FOR THE	ESTABLISHME	NT OF 77	LKM FIRELINE	AT VARIOUS
LOCATIONS	FOR UPPER	AGNO RIVER	WATERSH	ED (UNDER U	C-EC PLAN	10) THROUGH	COMMUNITY
PARTICIPAT	ION					-	

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. I am the (Head/Authorized Representative) of (Name of Community or Social Group.
- 2. That the incorporators, organizers, officers or members of our organization are the following.

Name	Position

- Upon consultation and communication with the above-named individuals, I confirm and certify that:
 - a. None of us is an agent of or related by consanguity or affinity up to the third civil degree to the Head of the Procuring Entity, members of the Bids and Awards Committee, the Technical Working Group, or the BAC Secretariat, or other officials of (Name of Procuring Entity) authorized to process and/or approve the proposal, contract, and release of funds in favor of the Community or Social Group; and
 - b. [Include this paragraph if all Organized Community or Social Group Officers and members do not have any related business to the Community-based Project being procured] None of us has any related business to the Community-based Projects being procured at hand.
 - c. [Include this paragraph if any of those identified Organized Community or Social Group Officers or members must disclose his/her related business, including the extent or percentage of his/her ownership or interest therein.] The following officers or members of our Organized Community or Social Group has/have related business to the Community-based Project being procured at hand, including the corresponding extent or percentage of ownership or interest therein:

Name	Name or Nature of Related Business	Extent or Percentage of Ownership or interest in the Related Business

		(P. P
1	2	'
1	i .	

- d. Include this paragraph if no performance or warranty security is prescribed by the Procuring Entity for Unorganized Community or Social Groups] Considering that the posting of a performance security has been dispensed with, as determined by the Procuring Entity, I hereby commit that our Unorganized Community or Social Group shall perform and deliver all the obligations and undertakings under the contract covering the procurement at hand. I further agree and accept that our failure to perform or deliver any of such obligations and undertakings shall result in Blacklisting of our Community or Social Group for not more than two (2) years in all government procurement activities following the procedure under RA No. 9184, its revised IRR and associated issuances.
- e. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN	WITNESS WHEREOF, I have hereunto set my hand this	day,	2024
at į	, Philippines.		

[Insert NAME OF COMMUNITY OR SOCIAL GROUPREPRESENTATIVE] [Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Appendix "2"

STATEMENT OF COMMUNITY GROUP'S COMPLETED CONTRACTS SIMILAR TO THE COMMUNITY-BASED PROJECT TO BE BID OR LIST INIDCATING THE WORK EXPERIENCES OF MEMBERS SIMILAR TO THE COMMUNITY-BASED PROJECT TO BE BID

Name of Completed Contract	Contract Date	Period/Duration/ Delivery Date	Amount Involved	Definition or Description of the project or major categories of work	Supporting Documentary Proofs (e.g., User acceptance, Official Receipts, sales invoice) Attached as Annex "—"
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77 LKM FIRELINE ESTABLISHMENT - PLAN 10

1. TOJACAP -- MT. AMBOBONGAN (4 LKM)



2. BACONG - MT. AMBOBONGAN (4 LKM)



3. BANGAO – GUSARAN (5 LKÑ)



4. HILLTOP - MT. PATOKTOK - DUTAC (5 LKM)



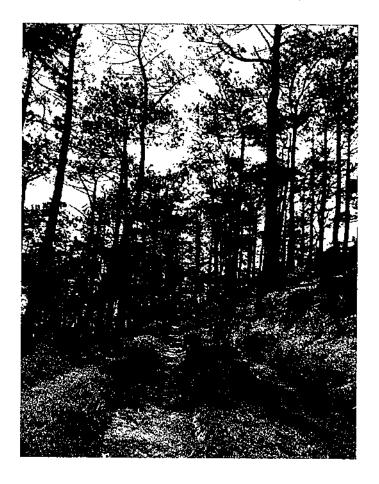
5. POBLACION - BAGDAN (4 LKM)



6. BANGAO - KAWAL (5 LKM)



7. PITO and Vicinities (5 LKM)



8. GEWENG - ADONOT (5 LKM)



9. ALAM-AM ~ SUGGLE (4 LKM)



10. COMODIAN - PALEW (4 LKM)



11. Comodian to Station 22 (5 LKM)



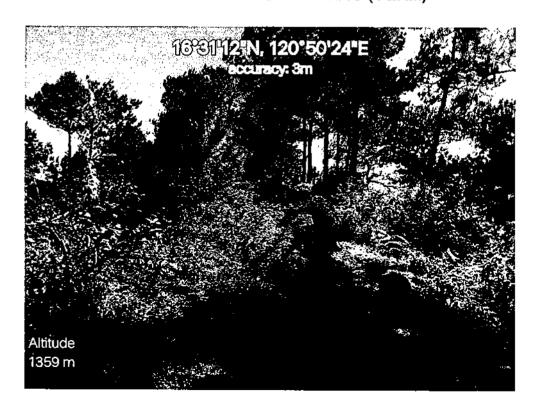
12. BALOY - CAMISONG (5 LKM)



13. MAROOC - SAITAN (4 LKM)



14. POBLACION - KARAO (4 LKM)



15. INIDIAN TO DAMSHACK (5 LKM)



16. SANOLSOL TO JANGJANG, BOKOD (5 LKM)



17. TOPDAK AND VICINITIES (4 LKM)



