



**Republic of the Philippines**  
**Department of Education**  
 REGION IV-A CALABARZON  
 SCHOOLS DIVISION OF BATANGAS

May 11, 2026

**Bids and Awards Committee**  
**Supplemental Bid Bulletin No. 02**

**Construction and Installation of Learning Continuity Space in**  
**Pook Elementary School, Balayan, Batangas**

This Supplemental Bid Bulletin No. 2 is issued to modify or amend items in the Bid Documents. This shall form an integral part of the Bid Documents.

**Reference:**

**Section III. Bid Data Sheet**

**ITB Clause 12.1(h)(ii)**

| Key Staff                         | Educational Qualification  | Experience   | Training                      |
|-----------------------------------|--|--|-------------------------------|
| One (1) Project Manager           | Bachelor's Degree in Architecture or Civil Engineering.  | At least five (5) years' experience as Project Manager in the construction of office buildings and/ or any institutional structures            | 24 hours of relevant training |
| One (1) Site Engineer / Architect | Bachelor's Degree in Architecture or Civil Engineer with PRC Licensed                          | At least five (5) years' experience as Site Engineer or Architect in the construction of office buildings and/ or any institutional structures | 24 hours of relevant training |
| One (1) Foreman                   | At least High School Graduate  | At least five (5) years' experience as General Foreman in the construction of office buildings and/ or any institutional structures            | 8 hours of relevant training  |
| Safety Officer                    | Must have a valid Construction and Occupational Safety and health (COSH)                       | At least five (5) years' experience as Safety Officer in the construction of office buildings and/ or any institutional structures             | NA                            |
| First Aider                       | Must have a valid First Aid Training Certificate from a PRC or DOLE accredited training center | At least five (5) years' experience as First Aider Officer in the construction of office buildings and/ or any institutional structures        | NA                            |

**Construction Key Personnel:**

- One (1) Project Manager, One (1) Site Engineer/ Architect, One (1) Foreman, One (1) Safety Officer and One (1) First Aider.

**Non-key Personnel:**

- Steel men, Electricians, Masons, Welders, Carpenters, Plumbers, Painters and Laborers

A template for the List of Contractor's Key/ Non- Key Personnel is provided in Annex A to be included in the Technical Documents.



**Address:** Provincial Sports Complex, Bolbok, 4200 Batangas City

**Telephone:** (043)722-1840 / 722-1796

**Email Address:** deped.batangas@deped.gov.ph

**Website:** www.depedbatangas.com

|                       |               |             |        |
|-----------------------|---------------|-------------|--------|
| <b>Doc. Ref. Code</b> | SDO-OSDS-F123 | <b>Rev</b>  | 00     |
| <b>Effectivity</b>    | 03.10.25      | <b>Page</b> | 1 of 2 |



**Republic of the Philippines**  
**Department of Education**  
 REGION IV-A CALABARZON  
 SCHOOLS DIVISION OF BATANGAS

**Amendments / Changes / Clarifications:**

**Section III. Bid Data Sheet**

**ITB Clause 12.1(h)(ii)**

| <b>Key Staff</b>                  | <b>Educational Qualification</b>   | <b>Experience</b>  | <b>Training</b>               |
|-----------------------------------|--|--|-------------------------------|
| One (1) Project Manager           | Bachelor's Degree in Architecture or Civil Engineering.  | At least five (5) years' experience as Project Manager in the construction of office buildings and/ or any institutional structures            | 24 hours of relevant training |
| One (1) Site Engineer / Architect | Bachelor's Degree in Architecture or Civil Engineer with PRC Licensed                          | At least five (5) years' experience as Site Engineer or Architect in the construction of office buildings and/ or any institutional structures | 24 hours of relevant training |
| One (1) Foreman                   | At least High School Graduate  | At least five (5) years' experience as General Foreman in the construction of office buildings and/ or any institutional structures            | 8 hours of relevant training  |
| Safety Officer                    | Must have a valid Construction and Occupational Safety and health (COSH)                       | At least five (5) years' experience as Safety Officer in the construction of office buildings and/ or any institutional structures             | NA                            |
| First Aider                       | Must have a valid First Aid Training Certificate from a PRC or DOLE accredited training center | At least five (5) years' experience as First Aider Officer in the construction of office buildings and/ or any institutional structures        | NA                            |

**Construction Key Personnel:**

- One (1) Project Manager, One (1) Site Engineer/ Architect, One (1) Foreman, One (1) Safety Officer and One (1) First Aider.

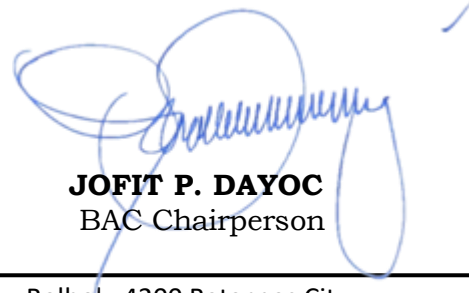
**The required Key Personnel for one project should not be the same person assigned to another project. Each project must have its own separate and distinct key personnel.**

**Non-key Personnel:**

- Steel men, Electricians, Masons, Welders, Carpenters, Plumbers, Painters and Laborers

A template for the List of Contractor's Key/ Non- Key Personnel is provided in Annex A to be included in the Technical Documents.

For guidance and information of all concerned.



**JOFIT P. DAYOC**  
 BAC Chairperson



**Address:** Provincial Sports Complex, Bolbok, 4200 Batangas City

**Telephone:** (043)722-1840 / 722-1796

**Email Address:** deped.batangas@deped.gov.ph

**Website:** www.depedbatangas.com

|                       |               |             |        |
|-----------------------|---------------|-------------|--------|
| <b>Doc. Ref. Code</b> | SDO-OSDS-F123 | <b>Rev</b>  | 00     |
| <b>Effectivity</b>    | 03.10.25      | <b>Page</b> | 2 of 2 |