



**PHILIPPINE CONTRACTORS ACCREDITATION BOARD
RENEWAL OF CONTRACTOR'S LICENSE
APPLICATION**

PCAB		
F	PCAB-PAD-REN-F01	
O	Revision	02
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REQUIRED ITEMS <i>The following pertinent documents and information shall be submitted in support to PCAB license renewal application. (Applicant may initially fill out the check boxes subject for final validation by PCAB/DTI-ROG pre-screener)</i>	Complied		
	Yes	No	N/A
A. LEGAL			
1. Affidavit of Attestation and General Information (Page 3 of 23 and Page 4 of 23)			
1.1 Certified true copy of subsequent amendments (if any) to Articles of Incorporation and/or By-Laws in case of Corporate or Partnership applicant;	[]	[]	[]
1.2 In case of corporate applicant with <u>foreign content</u> , proofs/documents showing that election of aliens in the Board of Directors is allowed in proportion to their share in capital:	[]	[]	[]
1.2.1 Original copy of Secretary's Certification as to the present composition of the firm's Shareholdings and Board of Directors showing the names, nationalities, shareholdings of Stockholders and directors;	[]	[]	[]
1.2.2 Certified copy of the pertinent pages of the firm's latest General Information Sheet (GIS) submitted to SEC showing the updated list of stockholders and directors.			
1.3 In case of renewal of application filed after June 30 deadline, an upfront payment of P 5,000.00 Additional License Fee shall be required.			
B. FINANCIAL			
2. Certified copy of the Annual Income Tax Return filed with the BIR for the taxable year immediately preceding the filing of renewal application;	[]	[]	[]
3. Audited Financial Statements (AFS) with accompanying Auditor's notes for the preceding taxable year duly stamped-received by the BIR (<u>duly audited and signed on each & every page by an Independent CPA with valid PRC-BOA accreditation</u>) and a CD-R (compact disc recordable) containing the firm's Audited Balance Sheet & Income Statement in the prescribed template to be uploaded by the CIAP-RID in CIAP database. The PCAB Financial Statement Forms A & B can be downloaded from the DTI website www.dti.gov.ph.	[]	[]	[]
3.1 In case of increase in network:			
3.1.1 <u>Cash</u> - Original copy of Bank Certification/Bank statement of account certified by Bank Manager of cash deposits as of the Balance Sheet date;	[]	[]	[]
<ul style="list-style-type: none"> ▪ Authorization to Depository Bank (Page 7 of 23); (NOTE: Amounts in excess of ½ of 1% of the minimum network required for the contractor's existing category or P 50,000 Reflected as "Cash on Hand" will be deducted from the Network if unsupported). 	[]	[]	[]
3.1.2 <u>Land and Building</u> - List of Land and Building/s owned by the company and registered in its name (Page 10 of 23);	[]	[]	[]
<ul style="list-style-type: none"> ▪ Certified copy of TCT including back page for <u>newly acquired</u> land and/or condominium which were not previously reported/submitted to PCAB or previously reported to PCAB but which were not supported by the said documents. ▪ Certified copy of Deed of Sale or Tax Declaration of newly acquired / newly constructed building which were not previously reported / submitted to PCAB. 	[]	[]	[]
3.1.3 <u>Transportation & Construction Equipment</u> - List of Construction and/or Transportation/Delivery Vehicles/Equipment/Machineries/Plants owned by the company and registered in its name, (page 11 of 23)	[]	[]	[]
<ul style="list-style-type: none"> ▪ Certified copy by the LTO of the LTO Certificate of Registration and current Official Receipt of Registration of <u>newly acquired</u> registrable Construction and/or Transportation / Delivery Vehicles/Equipment ▪ Certified copy of Deed of Sale or sales invoices/official receipts for <u>newly acquired</u> non-registrable construction equipment/machineries/plants, or <u>newly acquired</u> construction equipment 	[]	[]	[]
3.1.4 <u>Other Assets</u> - (i.e. investment in Banks and / or Shares of stocks and other accounts)			
<ul style="list-style-type: none"> ▪ Certified true copies of certificates of Stock, time deposits, & other pertinent proofs of ownership of other assets 	[]	[]	[]
3.2 If increase is due to appraisal of properties			
3.2.1 Independent Appraisers Report duly licensed by the Professional Regulation Commission	[]	[]	[]
3.3 Schedules of Receivables and Inventory accounts if the values of the said accounts exceed 50% & 20%, respectively, of the Contractor's Network per Audited Balance Sheet duly signed by AMO and certified by External Auditor (page 13 of 23)	[]	[]	[]
4. Authorization to verify documents from BIR & other agencies and/or quarterly income tax return to cover income reported on interim financial statements. (Page 8 of 23 and Page 9 of 23)	[]	[]	[]
C. EXPERIENCE OF THE FIRM			
5. Statement of Annual Value of Work Accomplished (Page 5 of 23);	[]	[]	[]

AFFIDAVIT OF ATTESTATION

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In behalf of _____,
(Name of Firm)

holder of Contractor's License No. _____, originally issued on _____, I hereby request for Renewal of its Contractor's License for Contracting Fiscal Year 01 July 20____ to 30 June 20____.

I hereby request that its application for Contractor's License be approved.

I certify to the completeness of the information/documents contained in this application appertaining to the category/classification the company is applying for and that the information/documents are true and correct.

I further certify that the business name and/or SEC registration of this firm is valid and existing.

I certify furthermore that the SSS, Pag-IBIG, and PhilHealth contributions were remitted in favor of the employees of this firm.

I am fully aware that:

1. All documents submitted in support to this application are subject to verification before PCAB action;
2. Any discovered misrepresentation of information and/or manifestations of fraud on the application documents submitted by my firm applicant or its Authorized Representative/Agent/Liaison Officer shall be subjected to investigation which may result to the disapproval of my application, denial/suspension/revocation of license and blacklisting of my firm and myself as its Authorized Managing Officer; and
3. Unconfirmed information/documents submitted to support my firm's qualifications shall be excluded for categorization/classification purposes.
4. The evaluation of my qualification shall be solely based on the documents submitted at the time the application was filed/accepted by PCAB.

Authorized Managing Officer
(Signature over Printed Name)

Republic of the Philippines)
Province of _____)
City/Municipality of _____) S.S

SUBSCRIBED AND SWORN TO before me this _____ day of _____ 20____ at _____; affiant exhibited to me his Community Tax Certificate No. _____ issued at _____ on _____ 20 ____.

Doc. No.
Page No.
Book No.
Series of 20 ____.

NOTARY PUBLIC
Until December 20 ____

CONTRACTOR'S GENERAL INFORMATION

Name of Firm: <i>(as per SEC or DTI or CDA Registration)</i>						
Main Office Address					Tel./Fax No.	
If Provincial based, contact address in Manila, if any					Tel./Fax No.	
Website			E-mail Address			
Type of Firm <i>(please check)</i>						
<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Cooperative						
SEC / Business Name Registration No.		Registration Date		Expiry Date		
Firm's SSS No:		Tax Identification No.		PhilHealth No.		PAG-IBIG No.
Original Contractor's License No.		Date of Issue		Last Renewal of License		
				CFY 20____ - 20____		
Present Category : <i>(encircle only one below)</i>		Principal Classification: <i>(encircle only one below)</i>		Other Classification/s: <i>(please encircle, if any)</i>		
AAA AA A B C D Trade		General Building / General Engineering / Trade / Specialty <i>(please specify below)</i> : _____		General Building / General Engineering / Specialty <i>(please specify)</i> :		
Owners / Stockholders / Officers <i>(for corporation / partnership)</i>						
NAME	POSITION	NATIONALITY	CAPITAL SUBSCRIPTION	PAID-UP CAPITAL	PERCENTAGE	
					Shares	Peso value
Directors / Officers <i>(for corporation only)</i>						
NAME	POSITION	NATIONALITY	ADDRESS			
Certified Correct by:						
_____ Authorized Managing Officer (Signature over printed name)						

STATEMENT OF ANNUAL VALUE OF WORK ACCOMPLISHED

As of the year ending _____

PROJECT PARTICULARS:				1	2	3
Title of project:	▶					
Project owner:	▶					
Location:	▶					
Classification/Total Cost :	▶	/P		/P		/P
CONTRACT PARTICULARS						
Date of contract:	▶					
Contract completion time :	▶					
Scope of work:	▶					
Amount of contract:	▶	P		P		P
Name of Main Contractor or Joint Venture Partner, if any:	▶					
WORK ACCOMPLISHMENT						
As of start of year:	▶	_____ %		_____ %		_____ %
As of end of year :	▶	_____ %		_____ %		_____ %
TECHNICAL EMPLOYEE(S)						
Name and Profession:	▶					
Position Title:	▶					

*** NOTES: See instructions at the next page before filling out this form. This may be reproduce if necessary. ***

INSTRUCTIONS ON FILLING OUT STATEMENT OF ANNUAL VALUE OF WORK ACCOMPLISHED

PROJECT TITLE refers to the name of the particular project as stated in the contract.

PROJECT OWNER refers to either government infrastructure agencies (e.g. DPWH, LWUA, MWSS, NIA, DOTC, etc.)

LOCATION refers to the site of the particular project.

CLASSIFICATION refers to the coverage or type of the work as stipulated in the contract. Choose a code of the following: (e.g. GE-1, GE-3, GB-1, SP-5, etc.)

GENERAL ENGINEERING

- GE-1 Road, Highway Pavement, Railways
Airport hor. Structure & Bridges
- GE-2 Irrigation or Flood Control
- GE-3 Dam, Reservoir or Tunneling
- GE-4 Water Supply
- GE-5 Port, Harbor or Offshore Engineering

GENERAL BUILDING

- GB-1 Building and Industrial Plant
- GB-2 Sewerage and Sewage System
- GB-3 Water Treatment Plant & System
- GB-4 Park, Playground or Recreational Work

SPECIALTY

- SP-FW Foundation or Piling Work
- SP-SS Structural Steel Work
- SP-CC Concrete Pre-Casting, Pre-stressing, or Post-Tensioning
- SP-PS Plumbing and Sanitary Work
- SP-EE Electrical Work
- SP-ME Mechanical Work
- SP-AC Air-Conditioning or Refrigeration
- SP-ES Elevator or Escalator
- SP-FP Fire Protection Work
- SP-WP Water Proofing Work
- SP-PN Painting Work
- SP-WD Well Drilling Work
- SP-CF Communication Facilities
- SP-MS Metal Roofing & Siding Installation
- SP-SD Structural Demolition
- SP-LS Landscaping
- SP-EM Electro Mechanical Work
- SP-NF Navigational Facilities

TOTAL COST refers to the overall project cost inclusive of owner furnished materials but exclusive of design and engineering fees and may be in the nature of a budgetary estimate.

DATE OF CONTRACT refers to the date the contract was signed.

CONTRACT COMPLETION TIME refers to the date the project will be finished or completed.

SCOPE OF WORK refers to the extent of involvement in the contract whether:
(a) Main Contractor, (b) Sub-Contractor or (c) Joint Venture.

AMOUNT OF CONTRACT refers to the contract sum of the applicant firm inclusive of any change/variation/order/addition or deduction.

NAME OF MAIN CONTRACTOR or JOINT VENTURE PARTNER indicate the name of the Main Contractor or Joint Venture Partner if the project undertaken is a sub-contract.

WORK ACCOMPLISHMENTS - AS OF START AND END OF YEAR refers to the stage of completion of the contract work as of the first day and the last day, respectively, of the calendar/fiscal year, based on the contract billings (indicate the value and percent accomplishments).

TECHNICAL EMPLOYEE(S) IN-CHARGE OF PROJECT refers to the Engineer or Architect assigned to supervise the actual construction implementation (indicate the name, profession and position title of the STE).

AUTHORITY TO VERIFY BANK ACCOUNT

THE MANAGER

Subject: Bank Account # _____

Sir:

Please provide the **Philippine Contractors Accreditation Board (PCAB)**, a government agency under the Department of Trade and Industry, any information they need regarding the subject account with your bank.

I am applying for a contractor's license from PCAB and part of their evaluation process is the verification of bank deposits and other assets of an applicant.

This will serve as your authorization to release any information that may be requested by PCAB regarding the above subject account.

Thank you.

Very truly yours,

Name of Firm:

By: _____

Signature over Printed Name
 of Authorized Managing Officer
 or Authorized Signatory with the Bank

Date: _____

Type of Application: (Pls. check)

- New
- Upgrading
- Renewal
- Others, pls. specify

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AUTHORITY TO VERIFY ITR / AFS FROM B.I.R.

THE REVENUE DISTRICT OFFICER

Subject: Income Tax Return and Audited Financial Statement as of _____

Sir:

Please provide the **Philippine Contractors Accreditation Board (PCAB)**, a government agency under the Department of Trade and Industry, any information they need regarding the subject ITR and AFS filed with your office.

I am applying for a contractor's license from PCAB and part of their evaluation process is the verification of ITR and AFS, of an applicant.

This will serve as a waiver on the confidentiality provision of Section 270 of the National Internal Revenue Code of 1997 (memorandum circular No.28, 2006 dated May 08, 2006) and your authorization to release any information that may be requested by PCAB regarding the above subject document/s.

Thank you.

Very truly yours,

 Signature over Printed Name
 of Authorized Managing Officer

Date: _____

Type of Application: (Pls. check)

- New
- Upgrading
- Renewal
- Others, pls. specify

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AUTHORITY TO VERIFY FROM GOVERNMENT AGENCY/IES

AUTHORIZATION

The **Philippine Contractors Accreditation Board (PCAB)** is hereby authorized to verify and secure information and/or copies of documents submitted by or in the name of the firm to any or all of the following agencies relative to its application filed with the PCAB:

1. Securities and Exchange Commission
2. Land Registration Authority
3. Land Transportation Office
4. Social Security System
5. Professional Regulation Commission

 Signature over Printed Name
 of Authorized Managing Officer

Date: _____

Type of Application: (Pls. check)

- New*
 Upgrading
 Renewal
 Others, pls. specify

LIST OF CONSTRUCTOR'S PLANTS, VEHICLES AND EQUIPMENT

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A. DELIVERY AND TRANSPORTATION EQUIPMENT OF THE FIRM AS OF BALANCE SHEET DATE

COMPLETE DESCRIPTION				ACQUISITION		BOOK VALUE (in Php)
Vehicle Brand / Type	Plate No.	Year Model	OR No. / Date	Date	Cost (in Php)	
OVER ALL TOTAL VALUE					Php	Php

Please reproduce if additional sheets are needed.

B. MACHINERIES/PLANTS AND OTHER CONSTRUCTION EQUIPMENT OF THE FIRM AS OF BALANCE SHEET DATE

COMPLETE DESCRIPTION	SERIAL NO.	ACQUISITION		BOOK VALUE (in Php)
		Date	Cost (in Php)	
OVER ALL TOTAL VALUE			Php	Php

Type of Application: (Pls. check)

New

Upgrading

Renewal

Others, pls. specify

By: _____
Signature over Printed Name
of Authorized Managing Officer

Date: _____

LIST OF NOMINATED SUSTAINING TECHNICAL EMPLOYEES

NAME OF STE	PRC REGISTRATION				Date Employed	Position in the Firm
	Prof.	License Number	Date of			
			Registration	Validity		
Previously Nominated						
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
Newly Nominated						
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

By: _____
 Signature over Printed Name
 of Authorized Managing Officer

Date: _____

Type of Application: (Pls. check)

- New
- Upgrading
- Renewal
- Others, pls. specify

SCHEDULES

RECEIVABLES

To be accomplished if the applicant's receivable accounts (accounts/contracts & other receivable) exceed 50% of the total networth/equity as of the latest audited balance sheet submitted in support of its application.

NAME OF PROJECTS	AMOUNT DUE FOR COLLECTION	AGE	CLIENT NAME COMPLETE ADDRESS

Please use additional sheets if necessary

Certified Correct by:

Printed Name and Signature of External Auditor

Printed Name and Signature of AMO

INVENTORIES

To be accomplished if the applicant's inventory accounts exceed 20% of the total networth/equity as of the latest audited balance sheet submitted in support of its application.

Types	Amount	Age/Date Acquired	Intended Use or Purpose for Storing	Physical Condition	Place of Storage

Certified Correct by:

Printed Name and Signature of External Auditor

Printed Name and Signature of AMO

SUSTAINING TECHNICAL EMPLOYEE AFFIDAVIT

Please accomplish this affidavit properly. Refer to the next page for STE qualification requirements.)

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Republic of the Philippines) Province of _____) City/Municipality of _____) S.S							Passport size Picture of STE
I,	SURNAME	FIRSTNAME		MIDDLE NAME			
Born on	DD	MM	YYYY	Single / Married to	SURNAME	FIRSTNAME	MIDDLE NAME
and residing at:	ST. # & NAME		BARANGAY	DISTRICT	CITY/MUNICIPAL	PROVINCE	ZIPCODE
having duly sworn to in accordance with law depose and say: 1. That I am a duly licensed _____ and holder of PRC License No.. _____ (PROFESSION) valid up to _____.							
2.	That I hold a Bachelor's Degree in			COURSE / PROFESSION			
	Given at:	NAME OF SCHOOL			Given on:	INCLUSIVE DATES	
3.	That my Tax Identification Number is :						
	And my Social Security System Number:						
4.	That I am employed by: (name of firm)			NAME OF FIRM			
	With position of			POSITION IN THE FIRM	as a STE for		CFY
5. That I am not presently employed by either a private company or any government office or government owned/controlled corporation, nor a full time instructor, nor working abroad; 6. That I am not a holder of a valid contractor's license; 7. That I am not involved in any construction malperformance suggestive of negligence, incompetence or malpractice or any act or omission liable for disciplinary action by myself or in collaboration with any other person; 8. That I have not been convicted by a court of competent jurisdiction of any offense involving moral turpitude; 9. That I am fully aware that my failure to notify the PCAB of my disassociation with my present employer shall cause my disqualification to be a Sustaining Technical Employee or an Authorized Managing Officer or an applicant for a contractor's license with PCAB; 10. That I authorize the PCAB to verify and investigate any or all information in this affidavit from whatever sources PCAB may consider appropriate; 11. That I am executing this affidavit to attest to the truth of the foregoing.							
FURTHER AFFIANT SAYETH NAUGHT.							
							_____ Affiant
SUBSCRIBED and sworn to before me this ____ day of _____, 20__ affiant exhibited his/her Community Tax Certificate No. _____ issued at _____ on _____.							
Doc. No. Page No. Book No. Series of 20 ____				Notary Public Until December 20 ____			
PASTE PROF. I.D. CARD VALID FOR CURRENT YEAR (Front) (photocopy)				PASTE PROF. I.D. CARD VALID FOR CURRENT YEAR (Back) (photocopy)			

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QUALIFICATION REQUIREMENTS FOR STE

1. A technology professional, such as engineer or architect, duly licensed by the Professional Regulation Commission (PRC).
2. Holder of a valid PRC I.D.
3. With three (3) years minimum actual construction experience.
4. A full-time employee of the nominating contractor, not associated professionally or by employment with any other party, particularly a party engaged in construction or construction-related activities.
5. Have none of the following disqualifications:
 - a) Involvement, in any capacity, in any construction malperformance of grave consequence, suggestive of his negligence, incompetence and/or malpractice;
 - b) Involvement, by himself or in collaboration with any other person or firm, in any act or omission liable for disciplinary action of which he/she is or the other person or firm was found guilty by the PCAB Board ;
 - c) Conviction by a court of competent jurisdiction of any offense involving moral turpitude; and
 - d) If formerly a Sustaining Technical Employee or an Authorized Managing Officer of any construction firm but disassociated there from, failure to notify the Board of his disassociation in accordance with paragraph 5 and 6 of the Affidavit of Undertaking.

This is to certify that I have verified with PRC the abovestated professional eligibility/registration of the Sustaining Technical Employee. Affiant herein and found the same to be true and correct.

Signature over Printed Name of the AMO

Date: _____

Type of Application: (Pls. check)

New

Upgrading

Renewal

Others, pls. specify

AFFIDAVIT OF STE CONSTRUCTION WORK EXPERIENCE

Please use additional sheets if necessary

Republic of the Philippines)
Province of _____)
City/Municipality of _____) S.S

I, _____, single/married, Filipino, of legal age, with postal address at _____, having been duly sworn in accordance with law depose and say that the projects enumerated below constitute my full & complete construction experience.

NAME and COMPLETE ADDRESS of EMPLOYER/ NAME & LOCATION of PROJECTS UNDERTAKEN	Work Classification (GE, GB, SP)	Nature/Scope of Work Assignment (Proj. Engr.)	PROJECT DURATION (mm/dd/yy)	
			From	To

That I authorize the PCAB to verify and investigate any or all information in this affidavit from whatever sources PCAB may consider appropriate;

That I am executing this affidavit to attest to the truth of the foregoing.

FURTHER AFFIANT SAYETH NAUGHT.

_____ Affiant

SUBSCRIBED and sworn to before me this _____ day of _____, 20__ affiant exhibited his/her Community Tax Certificate No. _____ issued at _____ on _____.

Doc. No ;
Page No. ;
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Series of 20 _____.

Notary Public
Until December 20 ____

STE PERSONAL APPEARANCE

(TO BE ACCOMPLISHED BY THE STE)

NAME OF STE: _____
LAST NAME FIRST NAME MIDDLE NAME

Profession: _____ PRC ID No: _____ Expiration Date: _____

Present Employer: _____

I hereby confirm the following:

1. The veracity of the information reflected on the STE Affidavit and Affidavit of Construction Experience that I executed in favor of the above present employer;
2. That I am fully aware that my failure to notify the PCAB of my disassociation from the above-stated nominating firm and any misrepresentation in the attached forms shall cause my disqualification as sustaining technical employee, or authorized managing officer, or a licensee applicant with PCAB per Board Resolution No. 401, Series of 2001.
3. That I have been previously connected with the following companies and disassociated therefore:

Previous Employers	Date of Employment	Date of Resignation	Position

4. Other Remarks: _____

Valid I.D.(s) Presented:

1. _____ No: _____

 STE's Signature
2. _____ No: _____

 Date Signed

To be filled up by PCAB/DTI Personnel

_____ Signature over Printed Name PCAB / DTI Office: _____ Date : _____	_____ STE's Specimen Signature (during interview): _____
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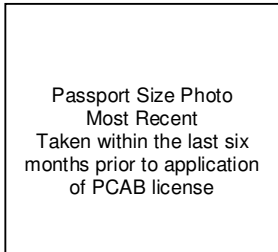
AFFIDAVIT OF REPRESENTATIVE

Republic of the Philippines)
 Province of _____)
 City/Municipality of _____) S.S

I, _____, of legal age, Filipino, married/single with postal address at _____, after having been sworn to in accordance with law, hereby depose and say:

1. That I am the Proprietor/Authorized Managing Officer (AMO) of _____;

 (Name of Firm)
2. That I appoint _____, whose picture and signature appear below, to transact business with PCAB; i.e, present for pre-screening my application for contractor's license or any application related thereto, file/follow-up, submit documents, receive notices/license in connection with the said application and the like.



Representative Signature over printed

Address: _____

3. That I am aware that I am responsible/liable for any or all acts/representation made by my representative in connection with the functions stated herein.
4. That I undertake to notify PCAB in the event that this appointment is modified, amended or revoked.

AFFIANT
 (Authorized Managing Officer of Firm)

SUBSCRIBED and sworn to before me this _____ day of _____, 20____, affiant exhibited his/her Community Tax Certificate No. _____ issued at _____ on _____.

NOTARY PUBLIC
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GUIDELINES FOR CLASSIFICATION AND CATEGORIZATION OF CONTRACTORS

1. Classification means the area of operation that a contractor can engage is based on the technical experience of his sustaining technical employee (STE). A contractor may apply for and be issued more than one classification, one of which shall be designated as his principal classification.
2. Category indicates the graded level of aggregate capability of a contractor with respect to his principal classification and is based on predetermined qualification criteria which include financial capacity, experience of STE, track record and equipment. Evaluation of category shall be based on the following criteria quantified by credit points in scales as determined by the Board.

2.1 Financial capacity

Financial capacity shall be in term of Networth based on the latest audited financial statements submitted to the Bureau of Internal Revenue (BIR), or paid-up capital based on the latest audited financial statements submitted to the Securities and Exchange Commission (SEC), if a newly-organized partnership or corporation. PCAB has the right to reject or reduce portion thereof if, upon verification, the reported assets of the contractor were found to be erroneous or not adequately supported with appropriate documents. Corresponding credit points is 1 for every P100,000.00 of the value of Networth/Stockholder's Equity.

2.2 Equipment Capacity

Equipment capacity shall be in term of book value as reflected in the constructor's latest audited financial statement submitted to the BIR or the SEC, whichever is applicable, or equipment owned which are in operational condition and applicable to construction of the classification in which the constructor is to be categorized. Said owned equipment shall include units under installment and/or under lease purchase. Corresponding credit points is 1 for every P100,000.00 of the NBV of the contractor owned equipment.

2.3 Experience of firm

Experience of firm shall be in terms of:

- 2.3.1 Aggregate number of years in which the constructor firm, under the same business identify, has been actively engaged in construction contracting operation. Corresponding credit points is 10 for every year of actual construction operation as a licensed contractor; and
- 2.3.2 Average annual value of work completed by the firm during the past three (3) years or, if constructor's license is less than three (3) years, since being licensed, based on the audited financial statements submitted to the BIR. Corresponding credit points is one (1) for every P100,000.00 of the annual value of work accomplishment.

2.4 Experience of technical personnel

Experience of technical personnel shall be the sum total of individual experience of each STE nominated to the classification and shall be subject to the qualification requirement of each category as indicated in the PCAB Classification and Categorization Table. Said individual experience of the STE shall be as defined and qualified below:

2.4.1 The experience shall be in term of aggregate number of years in which the STE, in his present employment as well as previous, has been involved in construction is to be categorized.

2.4.2 It shall include only the years in which he was performing in managerial/supervisory capacity bearing on construction operation and/or contract implementation.

2.4.3 It shall be subject to a creditable ceiling of thirty (30) years, over which no excess shall be recognized.

Corresponding credit point is five (5) for every year of experience in construction.

The category of a contractor shall be determined on the basis of the number of points credited on the aggregate/combined experience of all its qualified STE. Only STEs who meet the minimum individual experience required shall be considered in determining aggregate experience and credit points. Thus, in order to qualify to the technical capacity requirement for category "AAA", the contractor must have qualified STEs whose individual experience is not less than ten (10) years with a creditable ceiling of thirty (30) years and have an aggregate/combined experience of at least sixty (60) years.

3. In determining a contractor's category, his qualification must satisfy all the minimum requirements, corresponding to the classification and category applied for, qualified and rated according to equivalent credit points and shall be the lowest sustainable by all three determinants as follows:

- 3.1 Financial Capacity
- 3.2 Experience of STE
- 3.3 Over all credit points based on the four qualification criteria referred to in item 2 of these guidelines.

CATEGORIZATION – CLASSIFICATION TABLE

CLASSIFICATION	C A T E G O R Y	MINIMUM QUALIFICATION REQUIREMENTS						(3) OVERALL CREDIT POINTS REQUIRED
		(1) FINANCIAL CAPACITY		(2) STE MIN. CONST. EXP. REQUIREMENT				
		STOCKHOLDER'S EQUITY	CREDIT POINTS (C.P.) REQ'D.	INDIVI- DUAL	AGGRE- GATE	MIN. C.P. REQ'D.		
I. GENERAL ENGINEERING	AAA	P90,000,000.00	900.00	10	60	300	1,950.00	
GE-1 Road, Highways, Pavement, Railways, Airport horizontal Structure, and Bridges	AA	45,000,000.00	450.00	10	50	250	915.15	
	A	9,000,000.00	90.00	7	21	105	265.00	
GE-2 Irrigation or Flood Control	B	4,500,000.00	45.00	5	10	50	122.50	
GE-3 Dam, Reservoir or Tunneling	C	3,000,000.00	30.00	3	3	15	75.50	
GE-4 Water Supply	D	900,000.00	9.00	3	3	15	24.00	
GE-5 Port, Harbor or Offshore Engineering								
II. GENERAL BUILDING	AAA	P90,000,000.00	900.00	10	60	300	1,910.00	
GB-1 Building or Industrial Plant	AA	45,000,000.00	450.00	10	50	250	895.00	
GB-2 Sewerage or Sewage System	A	9,000,000.00	90.00	7	21	105	261.00	
GB-3 Water Treatment Plant & System	B	4,500,000.00	45.00	5	10	50	120.50	
GB-4 Park, Playground or Recreational Work	C	3,000,000.00	30.00	3	3	15	66.50	
	D	900,000.00	9.00	3	3	15	24.00	
III. SPECIALTY	AAA	P90,000,000.00	900.00	10	60	300	1,510.00	
SP-FW Foundation Work								
SP-SS Structural Steel Work	AA	45,000,000.00	450.00	10	50	250	695.00	
SP-CC Concrete Pre-casting, Pre-Stressing or Post- tensioning	A	9,000,000.00	90.00	7	21	105	211.00	
SP-PS Plumbing & Sanitary Work								
SP-EE Electrical Work	B	4,500,000.00	45.00	5	10	50	110.50	
SP-ME Mechanical Work								
SP-AC Air-conditioning or Refrigeration	C	3,000,000.00	30.00	3	3	15	60.50	
SP-ES Elevator or Escalator								
SP-FP Fire Protection Work	D	900,000.00	9.00	3	3	15	24.00	
SP-WP Waterproofing Work								
SP-PN Painting Work								
SP-WD Well-Drilling Work								
SP-CF Communication Facilities								
SP-MS Metal Roofing & Siding Installation								
SP-SD Structural Demolition								
SP-LS Landscaping								
SP-EM Electro Mechanical Work								
SP-NF Navigational Facilities								
IV. SP-TRADE	TRADE	45,000.00	0.40	none	none	none	0.45	

* Minimum Qualification Requirements for Principal Classification

** For Other Classification/s, Minimum of 3 Years Actual Construction Experience

*** Overall credit points inclusive of Equipment Capacity (1 point/P100Th); Experience of Firm (10 points/year of active existence; & 1 point/P100Th of 3 year Average Annual Volume of Work Accomplished; and COMTCP points if STEs are COMTCP certified

CATEGORIZATION – CLASSIFICATION TABLE

FOR GOVERNMENT REGISTRATION					
ADJUSTMENT TO TRACK RECORD & ALLOWABLE RANGES OF CONTRACT COST (ARCC)					
Size Range	License Category	CFYs 2004-2007 (1 st Stage)		2 nd Stage 01 July 2009	
		SLP	ARCC	SLP	ARCC
Large B	AAA	Above P75M	< or above P150 M	Above P150M	< or above P300 M
Large A	AA	Above P50M Up to P75M	Up to P150M	Above P100M Up to P150M	Up to P300M
Medium B	A	Above P25M Up to P50M	Up to P100M	Above P50M Up to P100M	Up to P200M
Medium A	B	Above P5M Up to P25M	Up to P50M	Above P10M Up to P50M	Up to P100M
Small B	C & D	≤ P5.0M	Up to P10M	≤ P10M	Up to P15M
Small A	Trade	≤ P500T	Up to P500T	≤ P500T	Up to P500T

* Par. 3 of Sec. 23.11.2 of the IRR of RA 9184 allows Small A and Small B contractors without similar experience to bid only for contracts not more than fifty percent (50%) of the allowable range of contract cost of their respective size ranges.

LICENSING FEE STRUCTURE

TYPE OF FEES		AAA (Pesos)	AA (Pesos)	A (Pesos)	B (Pesos)	C (Pesos)	D (Pesos)	TRADE (Pesos)
New Application	Filing Fee	600	600	600	600	600	600	600
	Classification Fee							
	Principal Classn.	2,400	1,200	240	120	72	24	exempt
	Others (<i>Chargeable for each classn.</i>)	1,200	600	120	60	36	12	exempt
	Categorization Fee	21,600	10,800	3,600	2,400	1,200	600	exempt
	License Fee	50	50	50	50	50	50	50
Renewal Application	Filing Fee	600	600	600	600	600	600	600
	Category Review	14,400	7,200	2,400	1,800	960	480	exempt
	License Renewal Fee	50	50	50	50	50	50	50
	Surcharge for late Renewal	20	20	20	20	20	20	20
Special License	New Application							
	Filing Fee	600	600	600	600	600	600	600
	License Fee (<i>per project basis</i>)	50	50	50	50	50	50	50
	Categorization Fee (<i>per CFY basis</i>)	21,600	10,800	3,600	2,400	1,200	600	exempt
	Renewal Application							
	Filing Fee	600	600	600	600	600	600	600
	License Fee	50	50	50	50	50	50	50
	Categorization Fee	14,400	7,200	2,400	1,800	960	480	exempt
Additional Classification								
	Principal Classification License	1,200	600	120	60	36	12	N. A.
	Revision/Re-issue	50	50	50	50	50	50	N. A.
Upgrading of Category								
	Categorization Fee	21,600	10,800	3,600	2,400	1,200	600	N. A.
	License Revision/Re-issue	50	50	50	50	50	50	N. A.
Other Types of Petitions								
	Change of AMO; Change of Business Name /Status & License Replacement License revision (for each type of petition)	50	50	50	50	50	50	50

REGISTRATION FEES

TYPE OF FEES	SIZE RANGE		
	Large A & B (Pesos)	Medium A & B (Pesos)	Small A & B (Pesos)
1. New Registration			
a. Filing Fee	60	60	60
b. Project Kind (PK) Fee			
First Project Kind	3,600	2,400	1,200
Succeeding PK (if any)	600	600	600
2. Re-Registration			
a. Filing Fee	60	60	60
b. Project Kind (PK) Fee			
First Project Kind	3,600	2,400	1,200
Succeeding PK (if any)	600	600	600
3. Upgrading of Size Range			
a. Filing Fee	60	60	60
b. Size Range (SR) Fee			
Small A to Small B			60
Small A/B to Medium A/B		1,200	
Small A/B to Large A/B	2,400		
Medium A to Medium B		60	
Medium A/B to Large A/B	1,200		
Large A to Large B	60		
4. Additional Project Kind			
a. Filing Fee	60	60	60
b. Project Kind Fee (if any)	600	600	600

Revised Miscellaneous Fees	
Listing (per page)	₱ 12
Certification (per page)	₱ 24
Replacement of License	₱ 60

PHILIPPINE OVERSEAS CONSTRUCTION BOARD Revised Schedule of Fees, effective CFY 2001-2002	
Registration (new)	₱ 20,000
Renewal of registration	₱ 10,000