



UNIVERSITY OF THE PHILIPPINES CEBU

# **PHILIPPINE BIDDING DOCUMENTS**

**Repair and Rehabilitation of Ceiling and Roof Of  
Various Buildings**

**APPROVED BUDGET FOR THE CONTRACT**

**One Million Three Hundred Seventy Four Thousand  
Pesos Only**

**(PHP 1,374,000.00)**

**Government of the Republic of the Philippines  
Sixth Edition**

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# *Glossary of Terms, Abbreviations, and Acronyms*

**ABC** – Approved Budget for the Contract.

**ARCC** – Allowable Range of Contract Cost.

**BAC** – Bids and Awards Committee.

**Bid** – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

**Bidder** – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

**Bidding Documents** – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

**BIR** – Bureau of Internal Revenue.

**BSP** – Bangko Sentral ng Pilipinas.

**CDA** – Cooperative Development Authority.

**Consulting Services** – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

**Contract** – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

**Contractor** – is a natural or juridical entity whose proposal was accepted by the Procuring Entity and to whom the Contract to execute the Work was awarded. Contractor as used in these Bidding Documents may likewise refer to a supplier, distributor, manufacturer, or consultant.

**CPI** – Consumer Price Index.

**DOLE** – Department of Labor and Employment.

**DTI** – Department of Trade and Industry.

**Foreign-funded Procurement or Foreign-Assisted Project** – Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

**GFI** – Government Financial Institution.

**GOCC** – Government-owned and/or –controlled corporation.

**Goods** – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

**GOP** – Government of the Philippines.

**Infrastructure Projects** – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

**LGUs** – Local Government Units.

**NFCC** – Net Financial Contracting Capacity.

**NGA** – National Government Agency.

**PCAB** – Philippine Contractors Accreditation Board.

**PhilGEPS** - Philippine Government Electronic Procurement System.

**Procurement Project** – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

**PSA** – Philippine Statistics Authority.

**SEC** – Securities and Exchange Commission.

**SLCC** – Single Largest Completed Contract.

**UN** – United Nations.

# ***Section I. Invitation to Bid***



## ***University of the Philippines Cebu***

### **Invitation to Bid for Repair and Rehabilitation of Ceiling and Roof of Various Buildings**

1. The *University of the Philippines Cebu*, through the *GAA 2020* intends to apply the sum of *One Million Three Hundred Seventy Four Thousand Pesos Only (PhP 1,374,000.00)* being the Approved Budget for the Contract (ABC) to payments under the contract for *Repair and Rehabilitation of Ceiling and Roof Various Buildings* with contract ID *I-2022-010*. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *University of the Philippines Cebu* now invites bids for the above Procurement Project. Completion of the Works is required **45 (forty five) Calendar Days**. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from *University of the Philippines Cebu* and inspect the Bidding Documents at the address given below from *8:00 AM – 12:00 NN, 1:00 PM – 5:00 PM*.
5. A complete set of Bidding Documents may be acquired by interested bidders on *October 7, 2022* from given address and website/s below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of One Thousand Five Hundred Pesos Only (PhP 1,500.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person or through email*.
6. The *University of the Philippines Cebu* will hold a Pre-Bid Conference on *October 17, 2022, 10:00AM* at *UP Cebu BAC Office, Room 207 2<sup>nd</sup> Floor UP Cebu Administration Building, Gorordo Ave., Lahug, Cebu City* and via **ZOOM**  
Meeting ID: 923 8480 7023 Passcode: BACPRE-BID  
which shall be open to prospective bidders.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address as indicated below on or before *October 31, 2022, 10:00AM*. Late bids shall not be accepted.

8. All bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 16.
9. Bid opening shall be on *October 31, 2022, 10:00AM* at the given address below *UP Cebu BAC Office, Room 207 2<sup>nd</sup> Floor UP Cebu Administration Building, Gorordo Ave., Lahug, Cebu City*. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity face to face or via ZOOM  
Meeting ID: 912 0780 3445 Passcode: OPENINGBID
10. The *University of the Philippines Cebu* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

*Emma Gandionco  
BAC Secretariat Chair  
Bids and Awards Committee  
UP Cebu, Lahug, Cebu City  
bac\_sec.upcebu@up.edu.ph  
(032) 232-8187 loc 316*

12. You may visit the following websites:



For downloading of Bidding Documents:

***Dr. Lorel S. Dee***  
*BAC Chairperson*

## ***Section II. Instructions to Bidders***

### **1. Scope of Bid**

The Procuring Entity, *University of the Philippines Cebu* invites Bids for the *Repair and Rehabilitation of Ceiling and Roof Various Buildings*, with Project Identification Number *I-2022-010*.

The Procurement Project (referred to herein as “Project”) is for the construction of Works, as described in Section VI (Specifications).

### **2. Funding Information**

2.1. The GOP through the source of funding as indicated below for *2022* in the amount of *One Million Three Hundred Seventy Four Thousand Pesos Only (Php 1,374,000.00)*.

2.2. The source of funding is:

NGA, the General Appropriations Act or Special Appropriations.

### **3. Bidding Requirements**

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manual and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or invitation to bid by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have inspected the site, determined the general characteristics of the contracted Works and the conditions for this Project, such as the location and the nature of the work; (b) climatic conditions; (c) transportation facilities; (c) nature and condition of the terrain, geological conditions at the site communication facilities, requirements, location and availability of construction aggregates and other materials, labor, water, electric power and access roads; and (d) other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

### **4. Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices**

The Procuring Entity, as well as the Bidders and Contractors, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and

obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

## 5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA’s CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.

A contract is considered to be “similar” to the contract to be bid if it has the major categories of work stated in the **BDS**.

- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

## 6. Origin of Associated Goods

There is no restriction on the origin of Goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN.

## 7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than fifty percent (50%) of the Project.

The Procuring Entity has prescribed that:

Subcontracting is allowed. The portions of Project and the maximum percentage allowed to be subcontracted are indicated in the **BDS**, which shall not exceed fifty percent (50%) of the contracted Works.

- 7.1. The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.

- 7.2. Subcontracting of any portion of the Project does not relieve the Contractor of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Contractor's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

## **8. Pre-Bid Conference**

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address BAC Office Rm 207, 2<sup>nd</sup> Floor Administrative Building, and/or through videoconferencing/webcasting via Zoom as indicated in paragraph 6 of the **IB**.

## **9. Clarification and Amendment of Bidding Documents**

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

## **10. Documents Comprising the Bid: Eligibility and Technical Components**

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.
- 10.3. A valid PCAB License is required, and in case of joint ventures, a valid special PCAB License, and registration for the type and cost of the contract for this Project. Any additional type of Contractor license or permit shall be indicated in the **BDS**.
- 10.4. A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the **BDS**.
- 10.5. A List of Contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of

availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, must meet the minimum requirements for the contract set in the **BDS**.

## **11. Documents Comprising the Bid: Financial Component**

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 11.2. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.3. For Foreign-funded procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

## **12. Alternative Bids**

Bidders shall submit offers that comply with the requirements of the Bidding Documents, including the basic technical design as indicated in the drawings and specifications. Unless there is a value engineering clause in the **BDS**, alternative Bids shall not be accepted.

## **13. Bid Prices**

All bid prices for the given scope of work in the Project as awarded shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances as determined by the NEDA and approved by the GPPB pursuant to the revised Guidelines for Contract Price Escalation guidelines.

## **14. Bid and Payment Currencies**

- 14.1. Bid prices may be quoted in the local currency or tradable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 14.2. Payment of the contract price shall be made in:

Philippine Pesos.

## **15. Bid Security**

- 15.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

- 15.2. The Bid and bid security shall be valid until **February 28, 2023** Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

## **16. Sealing and Marking of Bids**

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission to the given website or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

## **17. Deadline for Submission of Bids**

The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

## **18. Opening and Preliminary Examination of Bids**

- 18.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 18.2. The preliminary examination of Bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

## **19. Detailed Evaluation and Comparison of Bids**

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 16 shall be submitted for each contract (lot) separately.
- 19.3. In all cases, the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184 must be sufficient for the total of the ABCs for all the lots participated in by the prospective Bidder.

**20. Post Qualification**

Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS), and other appropriate licenses and permits required by law and stated in the **BDS**.

**21. Signing of the Contract**

The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

## *Section III. Bid Data Sheet*

<b>ITB Clause</b>													
5.2	The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) in the last <i>year</i> that is similar to this Project. Major category of work is <i>Construction, Rehabilitation, repairs, retrofitting of building</i>												
7.1	<i>Subcontracting may be allowed for portions of the work not to exceed 50% of the contract amount.</i>												
<b>10.3</b>	<i>PCAB license must be at least a category C</i>												
10.4	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Key Personnel</u></th> <th style="text-align: left;"><u>General Experience</u></th> <th style="text-align: left;"><u>Relevant Experience</u></th> </tr> </thead> <tbody> <tr> <td><i>Site Engineer or architect (for contracts 1M and above)</i></td> <td><i>5 years</i></td> <td><i>3 years</i></td> </tr> <tr> <td><i>Site Foreman ( for contracts below 1M)</i></td> <td><i>5 years</i></td> <td><i>3 years</i></td> </tr> <tr> <td><i>Safety Officer (for all contracts)</i></td> <td><i>5 years</i></td> <td><i>3 years</i></td> </tr> </tbody> </table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	<i>Site Engineer or architect (for contracts 1M and above)</i>	<i>5 years</i>	<i>3 years</i>	<i>Site Foreman ( for contracts below 1M)</i>	<i>5 years</i>	<i>3 years</i>	<i>Safety Officer (for all contracts)</i>	<i>5 years</i>	<i>3 years</i>
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10.5	The minimum major equipment requirements are the following: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Equipment</u></th> <th style="text-align: left;"><u>Capacity</u></th> <th style="text-align: left;"><u>Number of Units</u></th> </tr> </thead> <tbody> <tr> <td>Power tools</td> <td></td> <td></td> </tr> <tr> <td>Welding machine</td> <td></td> <td></td> </tr> <tr> <td>scaffoldings</td> <td></td> <td></td> </tr> </tbody> </table>	<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>	Power tools			Welding machine			scaffoldings		
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scaffoldings													
12.0	<i>No further instructions.</i>												
15.1	The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts: <p style="margin-left: 20px;">a. The amount of not less than <i>Twenty Two Thousand Pesos Only (PhP 22,000.00)</i>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</p> <p style="margin-left: 20px;">b. The amount of not less than <i>Fifty Five Thousand Pesos Only (PhP 55,000.00)</i>, if bid security is in Surety Bond.</p>												
19.2	Partial bids are allowed, as follows: <i>Lot 1 Ceiling Rehabilitation of Library ABC= ₱488,000.00</i> <i>Lot 2 Roof Rehabilitation of HS Bldg ( faculty room) = ₱396,000.00</i> <i>Lot 3 Ceiling and Concrete Gutter Rehabilitation AS Extension = ₱490,000.00</i>												
20	<i>No further instructions.</i>												
21	Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, The following shall be submitted together with the bid.  A. The bidder's proposed <ul style="list-style-type: none"> <li>• <i>Program of Works</i></li> <li>• <i>Work Schedule</i></li> </ul>												

	<ul style="list-style-type: none"><li>• <i>Bill of Quantities</i></li><li>• <i>Manpower Schedule</i></li><li>• <i>Equipment Schedule</i></li><li>• <i>Construction Methods</i></li><li>• <i>Construction safety and health program ( to be approved by the DOLE if given the award)</i></li><li>• <i>Plans/ Drawings ( if any)</i></li></ul> <p>B. Certificate of site inspection signed by OCA</p>
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## ***Section IV. General Conditions of Contract***

### **1. Scope of Contract**

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

### **2. Sectional Completion of Works**

If sectional completion is specified in the **Special Conditions of Contract (SCC)**, references in the Conditions of Contract to the Works, the Completion Date, and the Intended Completion Date shall apply to any Section of the Works (other than references to the Completion Date and Intended Completion Date for the whole of the Works).

### **3. Possession of Site**

3.1 The Procuring Entity shall give possession of all or parts of the Site to the Contractor based on the schedule of delivery indicated in the **SCC**, which corresponds to the execution of the Works. If the Contractor suffers delay or incurs cost from failure on the part of the Procuring Entity to give possession in accordance with the terms of this clause, the Procuring Entity's Representative shall give the Contractor a Contract Time Extension and certify such sum as fair to cover the cost incurred, which sum shall be paid by Procuring Entity.

3.2 If possession of a portion is not given by the above date, the Procuring Entity will be deemed to have delayed the start of the relevant activities. The resulting adjustments in contract time to address such delay may be addressed through contract extension provided under Annex "E" of the 2016 revised IRR of RA No. 9184.

### **4. The Contractor's Obligations**

The Contractor shall employ the key personnel named in the Schedule of Key Personnel indicating their designation, in accordance with **ITB** Clause 10.3 and specified in the **BDS**, to carry out the supervision of the Works.

The Procuring Entity will approve any proposed replacement of key personnel only if their relevant qualifications and abilities are equal to or better than those of the personnel listed in the Schedule.

## **5. Performance Security**

5.1. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR.

5.2. The Contractor, by entering into the Contract with the Procuring Entity, acknowledges the right of the Procuring Entity to institute action pursuant to R.A. No. 3688 against any subcontractor be they an individual, firm, partnership, corporation, or association supplying the Contractor with labor, materials and/or equipment for the performance of this Contract.

## **6. Site Investigation Reports**

The Contractor, in preparing the Bid, shall rely on any Site Investigation Reports referred to in the SCC supplemented by any information obtained by the Contractor.

## **7. Warranty**

7.1. In case the Contractor fails to undertake the repair works under Section 62.2.2 of the 2016 revised IRR, the Procuring Entity shall forfeit its performance security, subject its property(ies) to attachment or garnishment proceedings, and perpetually disqualify it from participating in any public bidding. All payables of the GOP in his favor shall be offset to recover the costs.

7.2. The warranty against Structural Defects/Failures, except that occasioned-on force majeure, shall cover the period from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity. Specific duration of the warranty is found in the SCC.

## **8. Liability of the Contractor**

Subject to additional provisions, if any, set forth in the SCC, the Contractor's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Contractor is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

## **9. Termination for Other Causes**

Contract termination shall be initiated in case it is determined *prima facie* by the Procuring Entity that the Contractor has engaged, before, or during the implementation of the contract, in unlawful deeds and behaviors relative to contract acquisition and implementation, such as, but not limited to corrupt, fraudulent, collusive, coercive, and obstructive practices as stated in ITB Clause 4.

## **10. Dayworks**

Subject to the guidelines on Variation Order in Annex “E” of the 2016 revised IRR of RA No. 9184, and if applicable as indicated in the **SCC**, the Dayworks rates in the Contractor’s Bid shall be used for small additional amounts of work only when the Procuring Entity’s Representative has given written instructions in advance for additional work to be paid for in that way.

## **11. Program of Work**

11.1. The Contractor shall submit to the Procuring Entity’s Representative for approval the said Program of Work showing the general methods, arrangements, order, and timing for all the activities in the Works. The submissions of the Program of Work are indicated in the **SCC**.

11.2. The Contractor shall submit to the Procuring Entity’s Representative for approval an updated Program of Work at intervals no longer than the period stated in the **SCC**. If the Contractor does not submit an updated Program of Work within this period, the Procuring Entity’s Representative may withhold the amount stated in the **SCC** from the next payment certificate and continue to withhold this amount until the next payment after the date on which the overdue Program of Work has been submitted.

## **12. Instructions, Inspections and Audits**

The Contractor shall permit the GOP or the Procuring Entity to inspect the Contractor’s accounts and records relating to the performance of the Contractor and to have them audited by auditors of the GOP or the Procuring Entity, as may be required.

## **13. Advance Payment**

The Procuring Entity shall, upon a written request of the Contractor which shall be submitted as a Contract document, make an advance payment to the Contractor in an amount not exceeding fifteen percent (15%) of the total contract price, to be made in lump sum, or at the most two installments according to a schedule specified in the **SCC**, subject to the requirements in Annex “E” of the 2016 revised IRR of RA No. 9184.

## **14. Progress Payments**

The Contractor may submit a request for payment for Work accomplished. Such requests for payment shall be verified and certified by the Procuring Entity’s Representative/Project Engineer. Except as otherwise stipulated in the **SCC**, materials and equipment delivered on the site but not completely put in place shall not be included for payment.

## **15. Operating and Maintenance Manuals**

15.1. If required, the Contractor will provide “as built” Drawings and/or operating and maintenance manuals as specified in the **SCC**.

15.2. If the Contractor does not provide the Drawings and/or manuals by the dates stated above, or they do not receive the Procuring Entity’s Representative’s approval, the Procuring Entity’s Representative may withhold the amount stated in the **SCC** from payments due to the Contractor.

## ***Section V. Special Conditions of Contract***

<b>GCC Clause</b>	
2.0	<p><i>Completion of works under the contract will be <b>as follows</b> regardless of sectional works completed, reckoning from the date of receipt of the NTP</i></p> <p><i>Lot 1 Ceiling Rehabilitation of Library= 45 CD</i></p> <p><i>Lot 2 Roof Rehabilitation of HS Bldg ( faculty room) = 45 CD</i></p> <p><i>Lot 3 Ceiling and Concrete Gutter Rehabilitation AS Extension = 45CD</i></p> <p><i>If a bidder wins more than 1 lot, the bidder is expected to complete the works within the number of days specified above</i></p>
4.0	<p><i>The procuring entity shall give possession the part of the site to the contractor on the date of receipt of NTP by the successful bidder.</i></p> <p><i><b>Work start notice</b> shall be given by the contractor to the PE specifying the area of works to be approved by the PE through the Office of the Campus Architect (OCA) prior to commencement of works</i></p> <p><i>Submission of <b>IT Plan</b> and <b>quality program</b> is required prior to commencement of works.</i></p> <p><i><b>CARI</b> with amount coverage equivalent to the contract amount shall be submitted by the contractor to the OCA prior to commencement of works</i></p>
6	No further instructions
7.2	Warranty against structural defects shall cover a period of Two (2) years from the date of issuance of the Certificate of Final Acceptance.
10	No dayworks are applicable to the contract.
11.1	The Contractor shall submit the <b>Program of Works</b> to the <i>Office of the Campus Architect</i> within <i>five (5)</i> calendar days from the delivery of the Notice of Award.
11.2	<b>Updated Program of works</b> must be submitted weekly together with the <b>progress reports</b> . The amount to be withheld for late submission of an updated Program of Work is 1% of the contract amount.
13	<i><b>No advance payment shall be allowed for this project</b></i>
14	Materials and equipment delivered on the site but not completely put in place shall be included for payment. <b>Materials submittal</b> shall be submitted by the contractor prior to delivery.
15.1	No further instructions
15.2	No further instructions

***Section VI. Specifications***  
***Section VII. Drawings***  
***Section VIII. Bill of Quantities***

Sections VI, VII and VIII are itemized per lot as follows:

- Lot 1 Ceiling Rehabilitation of Library = 45 CD*  
*Lot 2 Roof Rehabilitation of HS Bldg ( faculty room) = 45 CD*  
*Lot 3 Ceiling and Concrete Gutter Rehabilitation AS Extension = 45CD*

**PROJECT TITLE** : REPAIR AND REHABILITATION OF VARIOUS INFRASTRUCTURE DAMAGED DURING TYPHOON ODETT  
**LOCATION** : A.S. EXTENSION BUILDING  
**SUBJECT** : COST ESTIMATE AND SCOPE OF WORKS  
**DURATION** : 45 CALENDAR DAYS

**SCOPE OF WORK :**

- 1 Removal of all existing damaged ceiling at room 08 and Housekeeping of debris to proper place outside UP Cebu Campus.
- 2 Supply and Install 4.2mm-5mm thick New Fiber cement board ceiling (same description as the existing).
- 3 Repair and replace Possible damaged Light Metal Frame in the ceiling.
- 4 Supply and Paint all surface area of the new ceiling with proper surface preparation prior to final coating.
- 5 Check all roof area for leaking and apply approved material to repair roof leaking.
- 6 Repair of possible bended and dented roof surface that causes leaks all over the roofing area.
- 7 Supply and replace to new all Flourescent lamp that is installed in the new ceiling.
- 8 Clean and proper surface preparation for the concrete gutter for torch membrane water proofing.
- 9 Supply and application of torch membrane type waterproofing in accordance with the manufacturer's specification including 300mmH upstand, surface preparation, all necessary fixing, usage of tools in accordance with the manufacturer's specification.
- 10 Temporary removal of protruded roofing as access for water proofing application.
- 11 Supply and install Outdoor Lamp Post(same as existing which is damaged by Typhoon Odette)- to coordinate with OCA for the location.
- 12 Provide Appropriate Personal Protective equipment for workers.
- 13 Provide Project sign Board as per requirement by COA.
- 14 Clearing, Housekeeping and handover.

**SPECIFICATIONS :**

- 1 Removed debris and construction trashes will be transported outside UP Cebu campus (as per contractor choice of dumpsite)
- 2 Fiber Cement Board, FCB, shall be 4.2mm-5mm thick in an existing light metal frame.
- 3 Proper surface preparation prior to painting of FCB and will use paint that produced color the same as the existing.
- 4 Use metal first class roof SILICON Sealant for leaks and apply to all tekscrew connection.
- 5 Use suitable materials for repair and extra care not to further damage the roofing.
- 6 Use 4" diameter G.I. pipe with paint(same as the existing)
- 7 Use 18watts flourescent lamp as replacement for all lighting fixtures inside the room.
- 8 Use approved by client a torch on membrane(2mm-4mm thick) type water proofing
- 9 Cover all area with torch on membrane waterproofing as per required by client(Please see attached drawing)

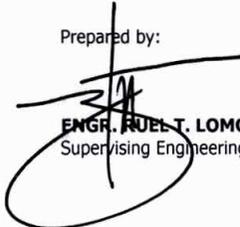
**CLIENTS DIRECTION :**

- 1 Removal of Existing damaged ceiling must be in accordance with the safe methodolgy and safety standards
- 2 Working at heights above 1.70m shall provide safety harness with double lanyard and properly hooked to lifeline.
- 3 Prepare material approval request prior to material procurements.
- 4 Request for inspection must be requested on all activities.
- 5 Submit Method statement on all important activities like the water proofing.
- 6 Provide safe access for inspection.
- 7 Comply and follow all the rules and regulation of the UP CEBU Campus.
- 8 Strictly implement maximum construction safety standards at all times as per DOLE D.O. 13

Note:

- \* Power and water consumption must be paid by the contractor.
- \* Handtools and minor equipment will be provided by the contractor.
- \* Provide Scaffolding or any for safe access to roof and working at heights

Prepared by:

  
**ENGR. RUEL T. LOMOD**  
Supervising Engineering Associate

Approved by:

  
**ENGR. ROBERTO G. BASADRE**  
Chief

PROJECT TITLE : REPAIR AND REHABILITATION OF VARIOUS INFRASTRUCTURE DAMAGED DURING TYPHOON ODETTE  
 LOCATION : A.S. EXTENSION BUILDING  
 SUBJECT : COST ESTIMATE AND SCOPE OF WORKS  
 DURATION : 45 CALENDAR DAYS

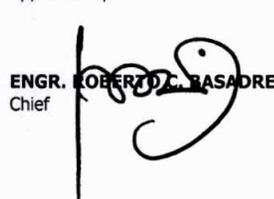
**BILL OF QUANTITIES**

ITEM. NO.	WORK DESCRIPTION	UNIT	QTY.	UNIT COST	AMOUNT
<b>I</b>	<b>GENERAL REQUIREMENTS</b>	Lot	1.00		
	Mobilization/Demobilization				
	Removal and Clearing of existing structure				
	Power and water Consumptions				
	Bonds and Insurance				
	Health, Safety and Environment				
	Project Billboard and signage				
	Temporary Facility				
	<b>Sub-total for Item No. I</b>				
<b>II.</b>	<b>PROVISION FOR SCAFFOLDINGS</b>	Lot	1.00		
	<b>Sub-total for Item No. II</b>				
<b>III.</b>	<b>ROOF LEAKING WORKS</b>	sq.m.	420.00		
	Metal Roof Silicon Sealant for Leaks				
	Minor Roof repair (if any)				
	<b>Sub-total for Item No. III</b>				
<b>IV.</b>	<b>CEILING AND PAINTING WORKS</b>	sq.m.	59.00		
	<b>Sub-total for Item No. IV</b>				
<b>V.</b>	<b>DAMP PROOFING/MOISTURE CONTROL WORKS</b>	sq.m.	138.94		
	Torch Membrane Type waterproofing				
	<b>Sub-total for Item No. V</b>				
<b>VI.</b>	<b>ELECTRICAL WORKS</b>	lot	1.00		
	Flourescent Lamp 18watts & Supply, Delivery, and Installation of Lamp post				
	<b>Sub-total for Item No. VI</b>				
	<b>TOTAL PROJECT COST</b>				

Prepared by:

  
**ENGR. RUEL T. LOMOD**  
 Supervising Engineering Associate

Approved by:

  
**ENGR. ROBERTO C. BASADRE**  
 Chief

PROJECT TITLE : REPAIR AND REHABILITATION OF VARIOUS INFRASTRUCTURE DAM  
 LOCATION : A.S. EXTENSION BUILDING  
 SUBJECT : COST ESTIMATE AND SCOPE OF WORKS  
 DURATION : 45 CALENDAR DAYS  
 ABC

**UNIT COST ANALYSIS**

**ITEM I. GENERAL REQUIREMENTS**

Quantity: 1  
 Unit: Lot

<b>A. Materials:</b>					
Description	Qty.	Unit	Unit Cost	Amount	
Mobilization/Demobilization	1	Lot			
Removal and Clearing of existing structure	1	Lot			
Power and water Consumptions	1	Lot			
Bonds and Insurance	1	Lot			
Health, Safety and Environment	1	Lot			
Project Billboard and signage	1	Lot			
Temporary Facility	1	Lot			
			<b>Material Cost:</b>	<b>P</b>	<b>0.00</b>
<b>B. Equipment:</b>					
Description	Qty.	Days	Rental / Day	Amount	
			<b>Equipment Cost:</b>	<b>P</b>	<b>0.00</b>
<b>C. Labor:</b>					
Description	Qty.	Days	Rate/Day	Amount	
			<b>Labor Cost:</b>	<b>P</b>	<b>0.00</b>

**ITEM II. PROVISION FOR SCAFFOLDINGS**

Quantity: 1  
 Unit: Lot

<b>A. Materials:</b>					
Description	Qty.	Unit	Unit Cost	Amount	
Scaffolding rental/month complete sets	12	sets			
			<b>Material Cost:</b>	<b>P</b>	<b>0.00</b>
<b>B. Equipment:</b>					
Description	Qty.	Days	Rental / Day	Amount	
			<b>Equipment Cost:</b>	<b>P</b>	<b>0.00</b>
<b>C. Labor:</b>					
Description	Qty.	Days	Rate/Day	Amount	
Foreman	1	1			
Carpenter	1	2			
labourer/helpers	1	1			
			<b>Labor Cost:</b>	<b>P</b>	<b>0.00</b>

**ITEM III. ROOF LEAKING WORKS**

Quantity: 420  
 Unit: sq.m.

<b>A. Materials:</b>					
Description	Qty.	Unit	Unit Cost	Amount	
Metal Roof Silicon Sealant for Leaks	15	Tubes			
Minor Roof repair (if any)	1	Lot			
<b>Material Cost:</b>				<b>P</b>	<b>0.00</b>
<b>B. Equipment:</b>					
Description	Qty.	Days	Rental / Day	Amount	
Minor Tools(Silicon gun)	1	Lot			
<b>Equipment Cost:</b>				<b>P</b>	<b>0.00</b>
<b>C. Labor:</b>					
Description	Qty.	Days	Rate/Day	Amount	
Foreman	1	2			
Skilled worker for roofing	1	3			
<b>Labor Cost:</b>				<b>P</b>	<b>0.00</b>

**ITEM IV. CEILING AND PAINTING WORKS**

Quantity: 59.00  
 Unit: sq.m.

<b>A. Materials:</b>					
Description	Qty.	Unit	Unit Cost	Amount	
Ceiling FCB = 58.00 sq.m. (*with labor installation*)	59.00	sq.m.			
Painting(same description as the existing) (*with labor installation*)	59.00	sq.m.			
<b>Material Cost:</b>				<b>P</b>	<b>0.00</b>
<b>B. Equipment:</b>					
Description	Qty.	Days	Rental / Day	Amount	
<b>Equipment Cost:</b>					
				<b>P</b>	<b>0.00</b>
<b>C. Labor:</b>					
Description	Qty.	Days	Rate/Day	Amount	
<b>Labor Cost:</b>					
				<b>P</b>	<b>0.00</b>

**ITEM V. DAMP PROOFING/MOISTURE CONTROL WORKS**

Quantity: 138.94  
 Unit: sq.m.

<b>A. Materials:</b>					
Description	Qty.	Unit	Unit Cost	Amount	
Supply and application of torch membrane type waterproofing in accordance with the manufacturer's specification including 300mmH upstand, surface preparation, all necessary fixing, usage of tools in accordance with the manufacturer's specification.					
1 Concrete Gutter *Materials, equipment and labor included*	138.94	sq.m.			
<b>Material Cost:</b>				<b>P</b>	<b>0.00</b>
<b>B. Equipment:</b>					
Description	Qty.	Days	Rental / Day	Amount	
<b>Equipment Cost:</b>				<b>P</b>	<b>0.00</b>

<b>C. Labor:</b>				
Description	Qty.	Days	Rate/Day	Amount
<b>Labor Cost:</b>				<b>P 0.00</b>

**ITEM VI. ELECTRICAL WORKS**

Quantity: 1  
Unit: lot

<b>A. Materials:</b>				
Description	Qty.	Unit	Unit Cost	Amount
Flourescent Lamp 18watts (*Same length as the existing*)	8	lot		
Supply, Delivery, and Installation of Lamp post				
G.I. pipe Dia. 4" sched. 40 at 6.00m welded	1	Length		
12mm thick MS Plate 300mm x 300m	3	pcs.		
Welding elctrodes 6011	3	kg.		
Metal Cutting Disc 110mm dia.	5	pcs.		
2" x 2" square tube 1.50mm thick x 6.0m	1	length		
Painting(same as existing)	1	Lot		
Solar Lamp(same as the existing)	1	units		
<b>Material Cost:</b>				<b>P 0.00</b>

<b>B. Equipment:</b>				
Description	Qty.	Days	Rental / Day	Amount
<b>Equipment Cost:</b>				<b>P 0.00</b>

<b>C. Labor:</b>				
Description	Qty.	Days	Rate/Day	Amount
Electrician	2	4		
labourer/Helper	1	4		
<b>Labor Cost:</b>				<b>P 0.00</b>

Prepared by:

Approved by:

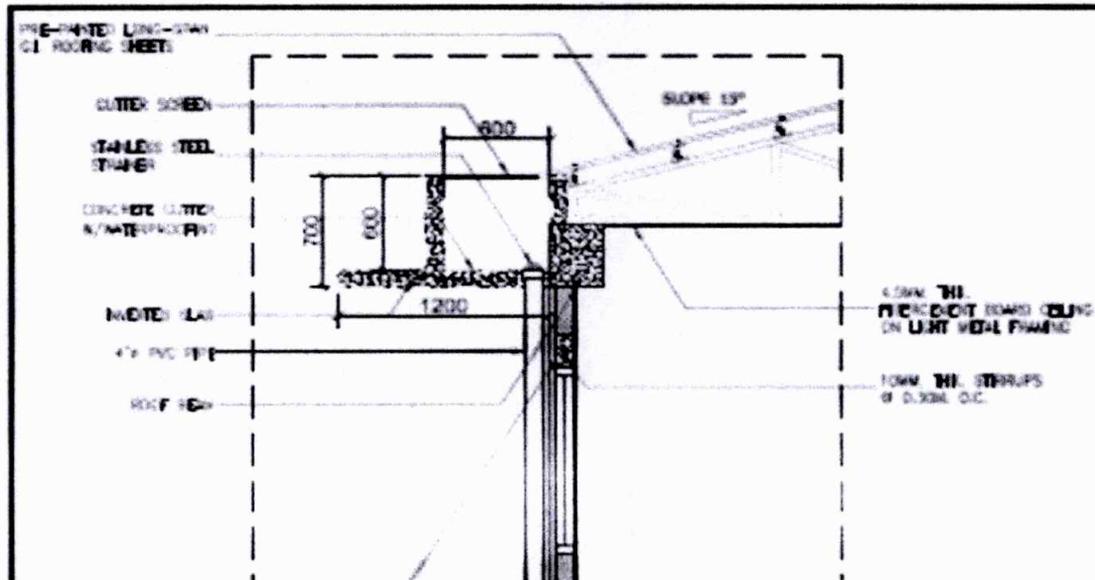
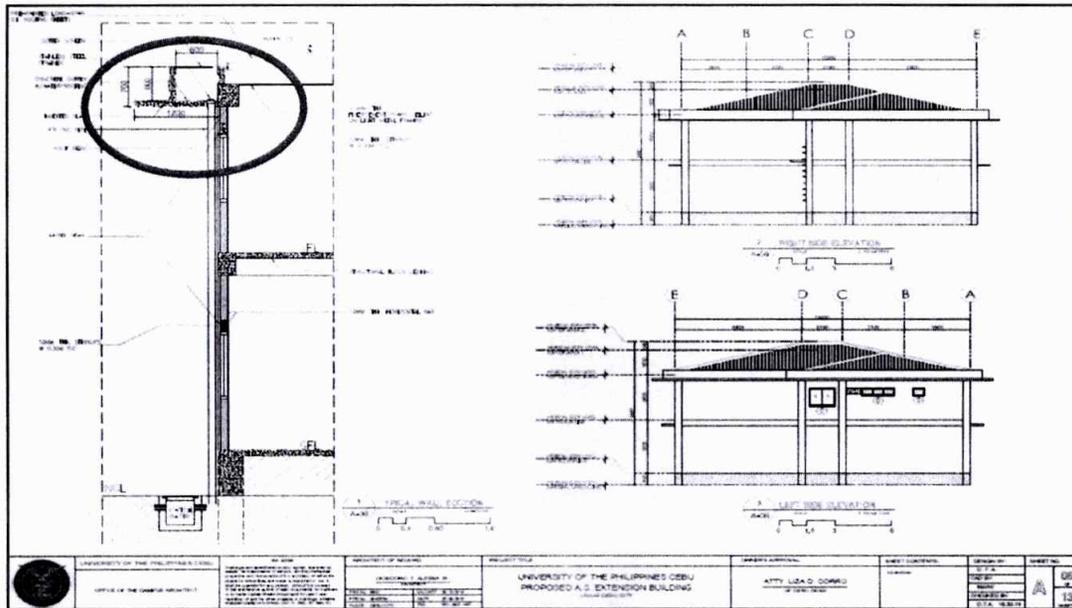


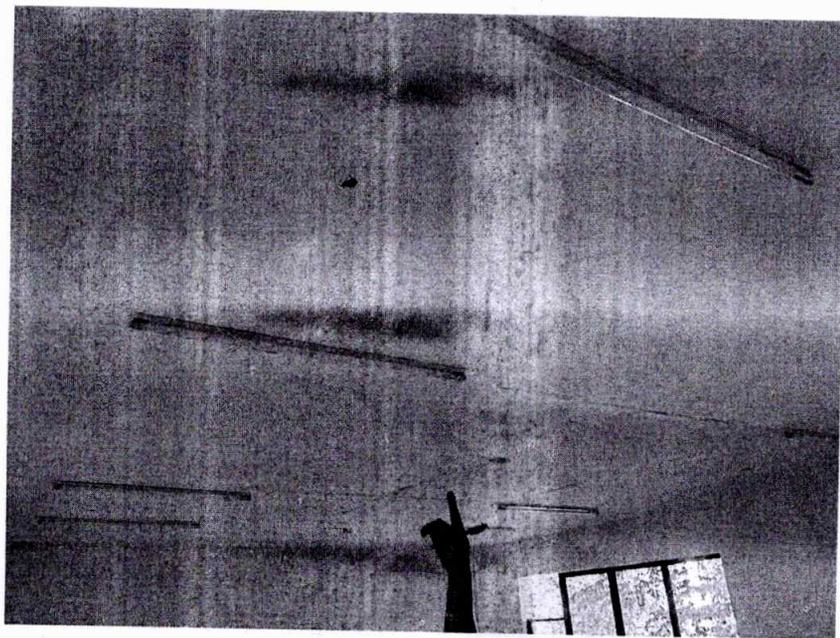
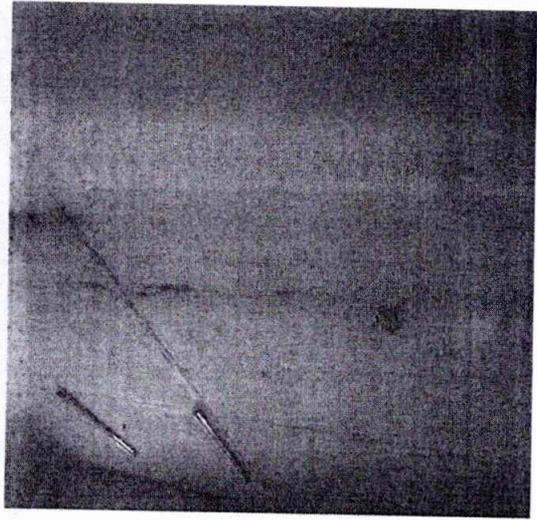
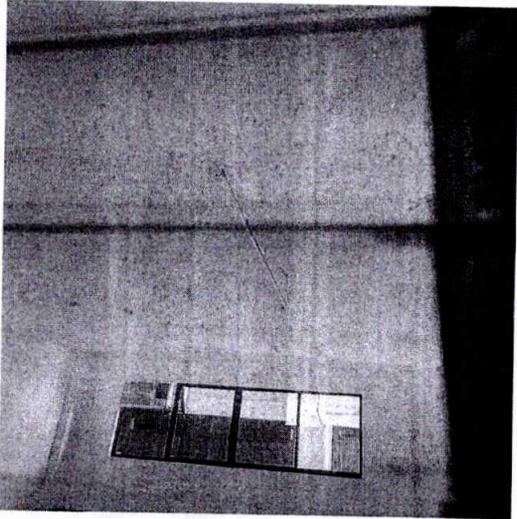
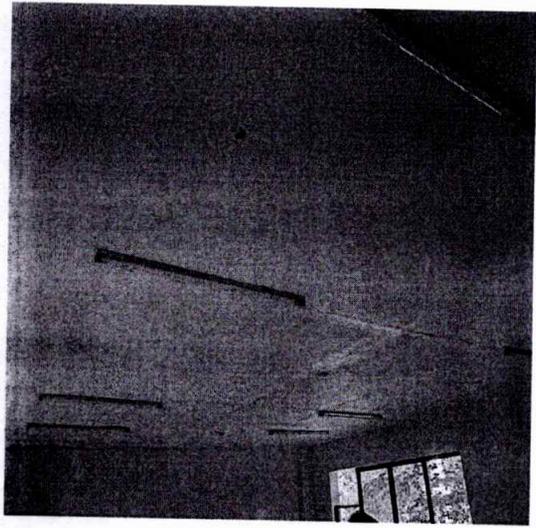
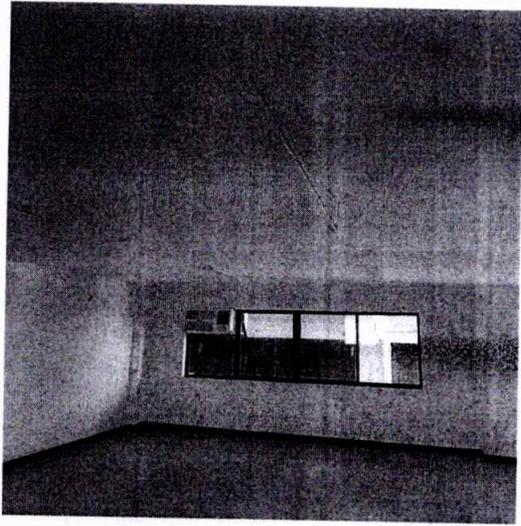
**ENGR. RUEL T. LOMOD**  
Supervising Engineering Associate



**ENGR. ROBERTO C. BASADRE**  
Chief









Aug 4, 2022 08:08:01



Aug 4, 2022 08:07:48

PROJECT TITLE : REPAIR AND REHABILITATION OF BUILDINGS  
 BLDG. CONCERN : OLD FACULTY HIGH SCHOOL BUILDING  
 LOCATION : UPC, GORORDO AVE. LAHUG, CEBU CITY  
 DURATION : 30 CALENDAR DAYS  
 TOTAL ROOF AREA : Approx. 370 sq.m Faculty Room

**BILL OF QUANTITIES**

**ITEM DESCRIPTIONS**

<b>I. ROOFING AND REHABILITATION WORKS</b>	<b>1.0</b>	<b>LOT</b>	<b>396,500.00</b>
A. Removal of existing roofing and bended materials B. Supply and install long span rib type color roof 0.40mm thk (Please verify end user for color) C. Complete roofing accessories from tex screws, blind rivets, and touch up paint (if necessary) D. Supply and install for bended panels like ridge roll & flashings E. Supply and install 5mm pe foam single sided insulation with g.i tie wire accessories. F. Replace all damaged wooden purlins/trusses (if necessary) G. Provide electrical power for power tools to be used during repair H. Cleaning and housekeeping			

Note: Scaffoldings to be provided by the contractor.  
 Removal of debris are inclusive, except disposal.

PROJECT TITLE : REPAIR AND REHABILITATION OF BUILDINGS  
 BLDG. CONCERN : LIBRARY ( LEARNING COMMONS)  
 LOCATION : UPC, GORORDO AVE. LAHUG, CEBU CITY  
 DURATION : 30 CALENDAR DAYS  
 TOTAL AREA CEILING : Approx. 107 sq.m  
 TOTAL INSIDE GUTTER AREA : Approx. 180 sq.m

**BILL OF QUANTITIES**

**ITEM DESCRIPTIONS**

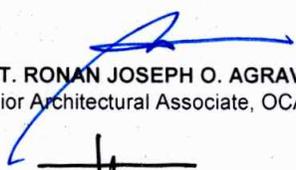
<b>I. CEILING (Exterior ceiling, soffits) AND REHABILITATION WORKS.</b>	<b>1.0</b>	<b>LOT</b>	<b>488,000.00</b>
1.A. Replacement of existing ceiling. 1.B. Ceiling use metal ceiling prepainted with strategic position of perforated ceiling for ceiling breather. 1.C. Checking of electrical wirings and replacement of damage pinlights.			
<b>II. WATERPROOFING INSIDE GUTTER</b>			
2.A. Cleaning of inside gutter. 2.B. Repair of any cracks found. 2.C. Application of Waterproofing.			

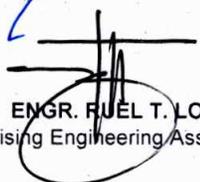
Note: Scaffoldings to be provided by the contractor.  
 Removal of debris are inclusive, except disposal.

**PROJECT COST INCLUDES VALUE ADDED TAX AND CONTINGENCIES**

**PROJECT TOTAL COST**

**884,500.00**

Prepared by:  
  
**ARCHT. ROMAN JOSEPH O. AGRAVANTE**  
 Senior Architectural Associate, OCA UPC

Endorsed by:  
  
**ENGR. RUEL T. LOMOD**  
 Supervising Engineering Associate, OCA UPC

Endorsed by:  
  
**ARCHT. JOSE DAMOCLES C. MILITAR**  
 Campus Architect, OCA UPC

Approved by:  
  
**ENGR. ROBERTO C. BASADRE**  
 Chief, OCA UPC

**SCOPE OF WORKS**

**PROJECT TITLE** : REPAIR AND REHABILITATION OF BUILDINGS  
**BLDG. CONCERN** : OLD FACULTY HIGH SCHOOL BUILDING  
**LOCATION** : UPC, GORORDO AVE. LAHUG, CEBU CITY  
**DURATION** : 30 CALENDAR DAYS  
**TOTAL ROOF AREA** : Approx. 370 sq.m Faculty Room

	ITEM DESCRIPTIONS	UNIT	QUANTITY
<b>A. SUPPLY</b>	DELIVERY OF MATERIALS 1. ITEMS SHOULD BE CHECKED AND FREE FROM DEFECTS AND COMPLETE IN QUANTITY. 2. DELIVERED MATERIALS ARE RESPONSIBILITY OF THE CONTRACTOR. 3. ROOFING MATERIALS AND BENDED PANELS SHOULD MET MINIMUM SPECIFICATIONS INDICATED ON B.O.Q (0.40mm thk). 4. 5MM PE FOAM INSULATION (SINGLE-SIDED ALUMINUM FOIL)	1	LOT
<b>B. CONSTRUCTION</b>	1. REMOVAL AND REPLACED OF DAMAGE ROOFING, PE FOAM INSULATION INSTALLATION, AND INSTALLATION OF BENDED PANELS AND ACCESSORIES. 2. CHECKING AND RESTORE MINOR DAMAGES OF EXISTING PURLINS FOR FACULTY ROOM BUILDING. 3. THE CONSTRUCTION SHOULD HAVE PREVENTIVE MEASURES AWAY FROM PEOPLE NOT INVOLVED ON REPAIR AND RECONSTRUCTIONS WORKS. 4. SCAFFOLDINGS ARE TO BE PROVIDED BY THE CONTRACTOR. 5. HOUSEKEEPING SHOULD BE OBSERVED AT ALL TIMES DURING AND AFTER THE CONSTRUCTION. PRE-CONSTRUCTION SHOULD BE CONDUCTED BEFORE COMMENCEMENT OF THE PROJECT. 6. WATER AND ELECTRICITY CONSUMPTION DURING THE REPAIR AND RECONSTRUCTION OF THE STATED BUILDING IS SHOULDERED BY THE CONTRACTOR. TAPPING OF POWER AND WATER IN UP PREMISES IS ALLOWED AND SHOULD BE COORDINATED FOR PROPER MONITORING ON CHARGING CONSUMPTIONS THRU CAMPUS MAINTENANCE OFFICE (CMO). 7. UP CEBU REQUIRES UP CAMPUS PASS BEFORE COMMENCEMENT OF THE PROJECT. 8. CONTRACTOR MUST OBSERVE SAFE WORKING ENVIRONMENT & MUST PROVIDE COMPLETE PPE FOR WORKERS.	1	LOT
<b>C. INSURANCE</b>	1. CONTRACTOR SHOULD PROVIDE C.A.R.I (CONSTRUCTION ALL RISK INSURANCE) OF THE PROJECT.	1	LOT

**SCOPE OF WORKS**

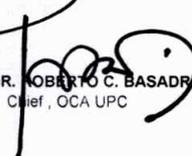
**PROJECT TITLE** : REPAIR AND REHABILITATION OF BUILDINGS  
**BLDG. CONCERN** : LIBRARY ( LEARNING COMMONS)  
**LOCATION** : UPC, GORORDO AVE. LAHUG, CEBU CITY  
**DURATION** : 30 CALENDAR DAYS  
**TOTAL AREA CEILING** : Approx. 107 sq.m  
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	ITEM DESCRIPTIONS	UNIT	QUANTITY
<b>A. SUPPLY</b>	DELIVERY OF MATERIALS 1. ITEMS SHOULD BE CHECKED AND FREE FROM DEFECTS AND COMPLETE IN QUANTITY. 2. DELIVERED MATERIALS ARE RESPONSIBILITY OF THE CONTRACTOR. 3. CEILING MATERIALS SHOULD MET MINIMUM SPECIFICATIONS INDICATED ON B.O.Q (METAL CLADDING). 4. WATERPROOFING MATERIALS SHOULD BE APPROVED QUALITY. (VERIFY OCA-PMT)	1	LOT
<b>B. CONSTRUCTION</b>	1. REPLACEMENT OF EXISTING CEILING. 2. INSTALL OF CEILING BREATHER ALIGNED TO NEWLY INSTALLED CEILING. 3. CLEANING, REPAIR OF CRACKS AND APPLICATION OF WATERPROOFING ON INSIDE GUTTER. 4. THE CONSTRUCTION SHOULD HAVE PREVENTIVE MEASURES AWAY FROM PEOPLE NOT INVOLVED ON REPAIR AND RECONSTRUCTIONS WORKS. 5. SCAFFOLDINGS ARE TO BE PROVIDED BY THE CONTRACTOR. 6. HOUSEKEEPING SHOULD BE OBSERVED AT ALL TIMES DURING AND AFTER THE CONSTRUCTION. PRE-CONSTRUCTION SHOULD BE CONDUCTED BEFORE COMMENCEMENT OF THE PROJECT. 7. WATER AND ELECTRICITY CONSUMPTION DURING THE REPAIR AND RECONSTRUCTION OF THE STATED BUILDING IS SHOULDERED BY THE CONTRACTOR. TAPPING OF POWER AND WATER IN UP PREMISES IS ALLOWED AND SHOULD BE COORDINATED FOR PROPER MONITORING ON CHARGING CONSUMPTIONS THRU CAMPUS MAINTENANCE OFFICE (CMO). 8. UP CEBU REQUIRES UP CAMPUS PASS BEFORE COMMENCEMENT OF THE PROJECT.	1	LOT
<b>C. INSURANCE</b>	1. CONTRACTOR SHOULD PROVIDE C.A.R.I (CONSTRUCTION ALL RISK INSURANCE) OF THE PROJECT.	1	LOT

Prepared by:  
  
**ARCHT. RONAN JOSEPH O. AGRAVANTE**  
 Senior Architectural Assistant, OCA UPC

Endorsed by:  
  
**ENGR. RUEL T. LOMOD**  
 Supervising Engineering Associate, OCA UPC

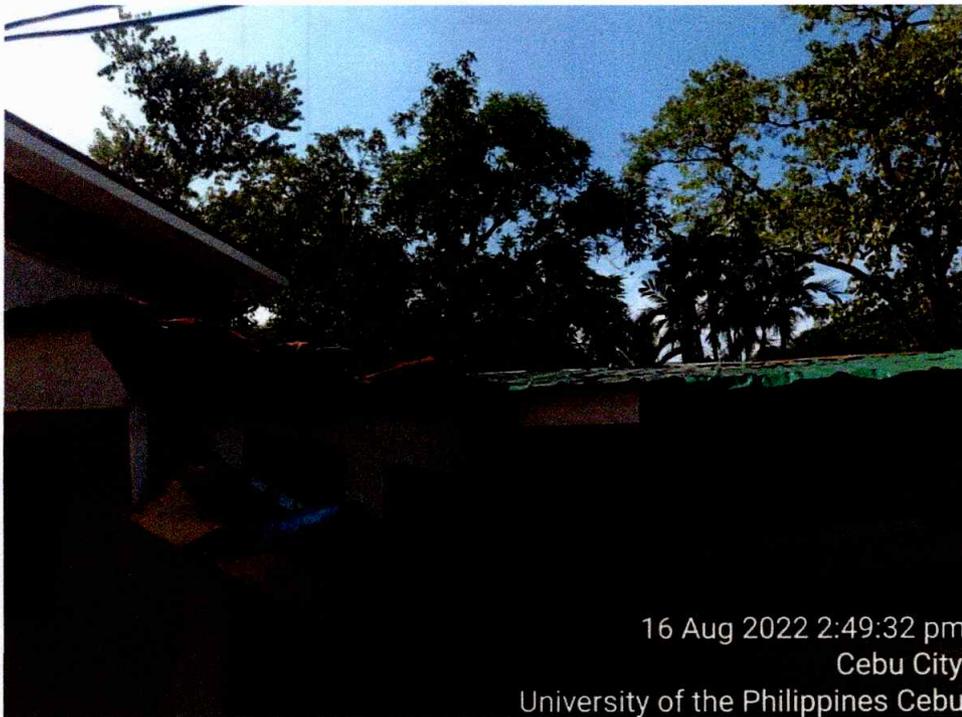
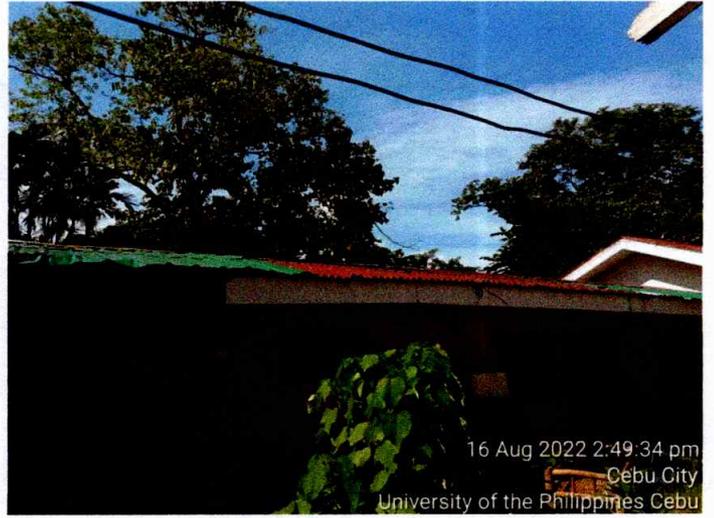
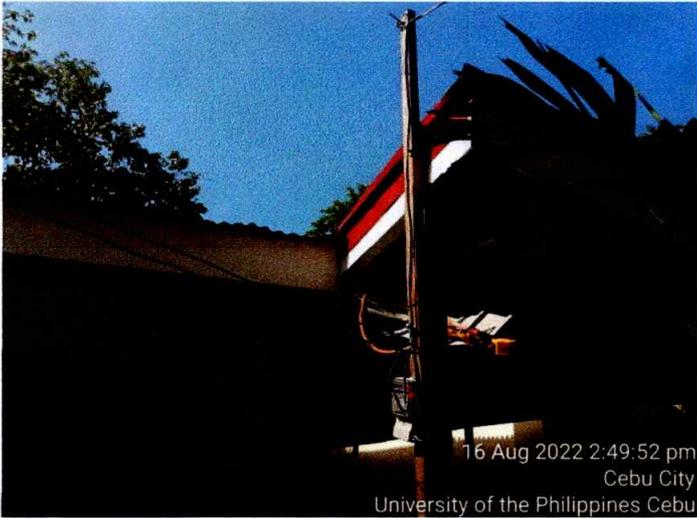
Endorsed by:  
  
**ARCHT. JOSE DAMOCLES C. MILITAR**  
 Campus Architect, OCA UPC

Approved by:  
  
**ENGR. ROBERTO C. BASADRE**  
 Chief, OCA UPC

**REPAIR AND REHABILITATION OF VARIOUS INFRASTRUCTURE DAMAGED DURING TYPHOON ODETTA**

**Old Faculty HS Bldg.**

**ROOFING AND REHABILITATION WORKS**



**PROJECT TITLE** : REPAIR AND REHABILITATION OF VARIOUS INFRASTRUCTURE DAMAGED DURING TYPHOON ODETTE  
**LOCATION** : A.S. EXTENSION BUILDING  
**SUBJECT** : COST ESTIMATE AND SCOPE OF WORKS  
**DURATION** : 45 CALENDAR DAYS

**SCOPE OF WORK :**

- 1 Removal of all existing damaged ceiling at room 08 and Housekeeping of debris to proper place outside UP Cebu Campus.
- 2 Supply and Install 4.2mm-5mm thick New Fiber cement board ceiling (same description as the existing).
- 3 Repair and replace Possible damaged Light Metal Frame in the ceiling.
- 4 Supply and Paint all surface area of the new ceiling with proper surface preparation prior to final coating.
- 5 Check all roof area for leaking and apply approved material to repair roof leaking.
- 6 Repair of possible bended and dented roof surface that causes leaks all over the roofing area.
- 7 Supply and replace to new all Flourescent lamp that is installed in the new ceiling.
- 8 Clean and proper surface preparation for the concrete gutter for torch membrane water proofing.
- 9 Supply and application of torch membrane type waterproofing in accordance with the manufacturer's specification including 300mmH upstand, surface preparation, all necessary fixing, usage of tools in accordance with the manufacturer's specification.
- 10 Temporary removal of protruded roofing as access for water proofing application.
- 11 Supply and install Outdoor Lamp Post(same as existing which is damaged by Typhoon Odette)- to coordinate with OCA for the location.
- 12 Provide Appropriate Personal Protective equipment for workers.
- 13 Provide Project sign Board as per requirement by COA.
- 14 Clearing, Housekeeping and handover.

**SPECIFICATIONS :**

- 1 Removed debris and construction trashes will be transported outside UP Cebu campus (as per contractor choice of dumpsite)
- 2 Fiber Cement Board, FCB, shall be 4.2mm-5mm thick in an existing light metal frame.
- 3 Proper surface preparation prior to painting of FCB and will use paint that produced color the same as the existing.
- 4 Use metal first class roof SILICON Sealant for leaks and apply to all tekscrew connection.
- 5 Use suitable materials for repair and extra care not to further damage the roofing.
- 6 Use 4" diameter G.I. pipe with paint(same as the existing)
- 7 Use 18watts flourescent lamp as replacement for all lighting fixtures inside the room.
- 8 Use approved by client a torch on membrane(2mm-4mm thick) type water proofing
- 9 Cover all area with torch on membrane waterproofing as per required by client(Please see attached drawing)

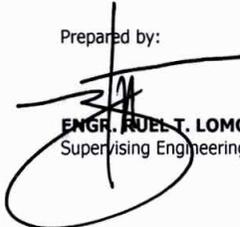
**CLIENTS DIRECTION :**

- 1 Removal of Existing damaged ceiling must be in accordance with the safe methodolgy and safety standards
- 2 Working at heights above 1.70m shall provide safety harness with double lanyard and properly hooked to lifeline.
- 3 Prepare material approval request prior to material procurements.
- 4 Request for inspection must be requested on all activities.
- 5 Submit Method statement on all important activities like the water proofing.
- 6 Provide safe access for inspection.
- 7 Comply and follow all the rules and regulation of the UP CEBU Campus.
- 8 Strictly implement maximum construction safety standards at all times as per DOLE D.O. 13

Note:

- \* Power and water consumption must be paid by the contractor.
- \* Handtools and minor equipment will be provided by the contractor.
- \* Provide Scaffolding or any for safe access to roof and working at heights

Prepared by:

  
**ENGR. RUEL T. LOMOD**  
Supervising Engineering Associate

Approved by:

  
**ENGR. ROBERTO G. BASADRE**  
Chief

PROJECT TITLE : REPAIR AND REHABILITATION OF VARIOUS INFRASTRUCTURE DAMAGED DURING TYPHOON ODETTE  
 LOCATION : A.S. EXTENSION BUILDING  
 SUBJECT : COST ESTIMATE AND SCOPE OF WORKS  
 DURATION : 45 CALENDAR DAYS

**BILL OF QUANTITIES**

ITEM. NO.	WORK DESCRIPTION	UNIT	QTY.	UNIT COST	AMOUNT
<b>I</b>	<b>GENERAL REQUIREMENTS</b>	Lot	1.00		
	Mobilization/Demobilization				
	Removal and Clearing of existing structure				
	Power and water Consumptions				
	Bonds and Insurance				
	Health, Safety and Environment				
	Project Billboard and signage				
	Temporary Facility				
	<b>Sub-total for Item No. I</b>				
<b>II.</b>	<b>PROVISION FOR SCAFFOLDINGS</b>	Lot	1.00		
	<b>Sub-total for Item No. II</b>				
<b>III.</b>	<b>ROOF LEAKING WORKS</b>	sq.m.	420.00		
	Metal Roof Silicon Sealant for Leaks				
	Minor Roof repair (if any)				
	<b>Sub-total for Item No. III</b>				
<b>IV.</b>	<b>CEILING AND PAINTING WORKS</b>	sq.m.	59.00		
	<b>Sub-total for Item No. IV</b>				
<b>V.</b>	<b>DAMP PROOFING/MOISTURE CONTROL WORKS</b>	sq.m.	138.94		
	Torch Membrane Type waterproofing				
	<b>Sub-total for Item No. V</b>				
<b>VI.</b>	<b>ELECTRICAL WORKS</b>	lot	1.00		
	Flourescent Lamp 18watts & Supply, Delivery, and Installation of Lamp post				
	<b>Sub-total for Item No. VI</b>				
	<b>TOTAL PROJECT COST</b>				

Prepared by:

  
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 Supervising Engineering Associate

Approved by:

  
**ENGR. ROBERTO C. BASADRE**  
 Chief

PROJECT TITLE : REPAIR AND REHABILITATION OF VARIOUS INFRASTRUCTURE DAM  
 LOCATION : A.S. EXTENSION BUILDING  
 SUBJECT : COST ESTIMATE AND SCOPE OF WORKS  
 DURATION : 45 CALENDAR DAYS  
 ABC

**UNIT COST ANALYSIS**

**ITEM I. GENERAL REQUIREMENTS**

Quantity: 1  
 Unit: Lot

<b>A. Materials:</b>					
Description	Qty.	Unit	Unit Cost	Amount	
Mobilization/Demobilization	1	Lot			
Removal and Clearing of existing structure	1	Lot			
Power and water Consumptions	1	Lot			
Bonds and Insurance	1	Lot			
Health, Safety and Environment	1	Lot			
Project Billboard and signage	1	Lot			
Temporary Facility	1	Lot			
			<b>Material Cost:</b>	<b>P</b>	<b>0.00</b>
<b>B. Equipment:</b>					
Description	Qty.	Days	Rental / Day	Amount	
			<b>Equipment Cost:</b>	<b>P</b>	<b>0.00</b>
<b>C. Labor:</b>					
Description	Qty.	Days	Rate/Day	Amount	
			<b>Labor Cost:</b>	<b>P</b>	<b>0.00</b>

**ITEM II. PROVISION FOR SCAFFOLDINGS**

Quantity: 1  
 Unit: Lot

<b>A. Materials:</b>					
Description	Qty.	Unit	Unit Cost	Amount	
Scaffolding rental/month complete sets	12	sets			
			<b>Material Cost:</b>	<b>P</b>	<b>0.00</b>
<b>B. Equipment:</b>					
Description	Qty.	Days	Rental / Day	Amount	
			<b>Equipment Cost:</b>	<b>P</b>	<b>0.00</b>
<b>C. Labor:</b>					
Description	Qty.	Days	Rate/Day	Amount	
Foreman	1	1			
Carpenter	1	2			
labourer/helpers	1	1			
			<b>Labor Cost:</b>	<b>P</b>	<b>0.00</b>

**ITEM III. ROOF LEAKING WORKS**

Quantity: 420  
 Unit: sq.m.

<b>A. Materials:</b>					
Description	Qty.	Unit	Unit Cost	Amount	
Metal Roof Silicon Sealant for Leaks	15	Tubes			
Minor Roof repair (if any)	1	Lot			
<b>Material Cost:</b>				<b>P</b>	<b>0.00</b>
<b>B. Equipment:</b>					
Description	Qty.	Days	Rental / Day	Amount	
Minor Tools(Silicon gun)	1	Lot			
<b>Equipment Cost:</b>				<b>P</b>	<b>0.00</b>
<b>C. Labor:</b>					
Description	Qty.	Days	Rate/Day	Amount	
Foreman	1	2			
Skilled worker for roofing	1	3			
<b>Labor Cost:</b>				<b>P</b>	<b>0.00</b>

**ITEM IV. CEILING AND PAINTING WORKS**

Quantity: 59.00  
 Unit: sq.m.

<b>A. Materials:</b>					
Description	Qty.	Unit	Unit Cost	Amount	
Ceiling FCB = 58.00 sq.m. (*with labor installation*)	59.00	sq.m.			
Painting(same description as the existing) (*with labor installation*)	59.00	sq.m.			
<b>Material Cost:</b>				<b>P</b>	<b>0.00</b>
<b>B. Equipment:</b>					
Description	Qty.	Days	Rental / Day	Amount	
<b>Equipment Cost:</b>					
				<b>P</b>	<b>0.00</b>
<b>C. Labor:</b>					
Description	Qty.	Days	Rate/Day	Amount	
<b>Labor Cost:</b>					
				<b>P</b>	<b>0.00</b>

**ITEM V. DAMP PROOFING/MOISTURE CONTROL WORKS**

Quantity: 138.94  
 Unit: sq.m.

<b>A. Materials:</b>					
Description	Qty.	Unit	Unit Cost	Amount	
Supply and application of torch membrane type waterproofing in accordance with the manufacturer's specification including 300mmH upstand, surface preparation, all necessary fixing, usage of tools in accordance with the manufacturer's specification.					
1 Concrete Gutter *Materials, equipment and labor included*	138.94	sq.m.			
<b>Material Cost:</b>				<b>P</b>	<b>0.00</b>
<b>B. Equipment:</b>					
Description	Qty.	Days	Rental / Day	Amount	
<b>Equipment Cost:</b>				<b>P</b>	<b>0.00</b>

<b>C. Labor:</b>				
Description	Qty.	Days	Rate/Day	Amount
<b>Labor Cost:</b>				<b>P 0.00</b>

**ITEM VI. ELECTRICAL WORKS**

Quantity: 1  
Unit: lot

<b>A. Materials:</b>				
Description	Qty.	Unit	Unit Cost	Amount
Flourescent Lamp 18watts (*Same length as the existing*)	8	lot		
Supply, Delivery, and Installation of Lamp post				
G.I. pipe Dia. 4" sched. 40 at 6.00m welded	1	Length		
12mm thick MS Plate 300mm x 300m	3	pcs.		
Welding elctrodes 6011	3	kg.		
Metal Cutting Disc 110mm dia.	5	pcs.		
2" x 2" square tube 1.50mm thick x 6.0m	1	length		
Painting(same as existing)	1	Lot		
Solar Lamp(same as the existing)	1	units		
<b>Material Cost:</b>				<b>P 0.00</b>

<b>B. Equipment:</b>				
Description	Qty.	Days	Rental / Day	Amount
<b>Equipment Cost:</b>				<b>P 0.00</b>

<b>C. Labor:</b>				
Description	Qty.	Days	Rate/Day	Amount
Electrician	2	4		
labourer/Helper	1	4		
<b>Labor Cost:</b>				<b>P 0.00</b>

Prepared by:

Approved by:

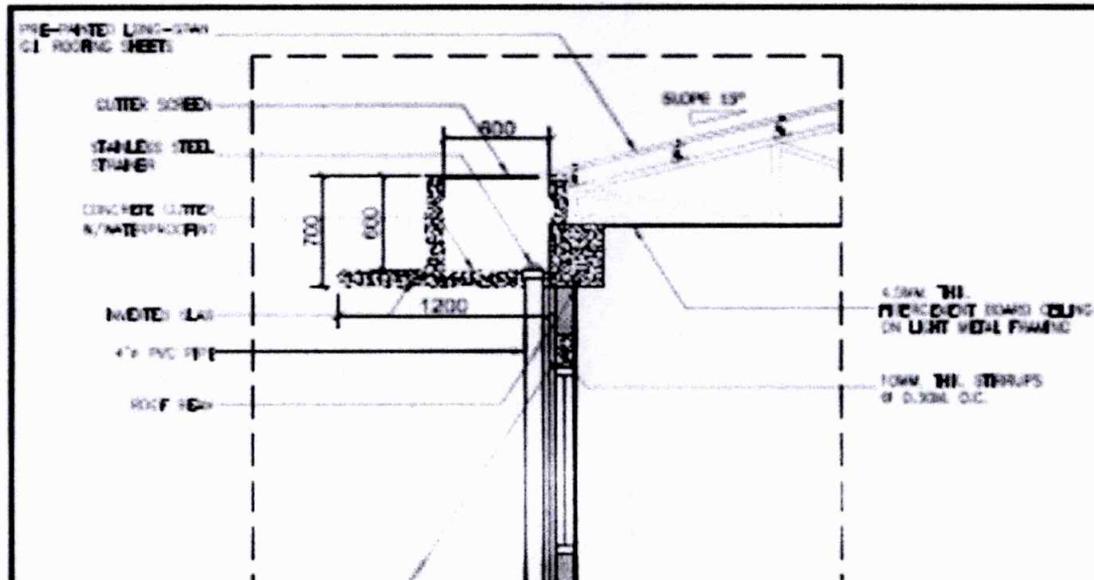
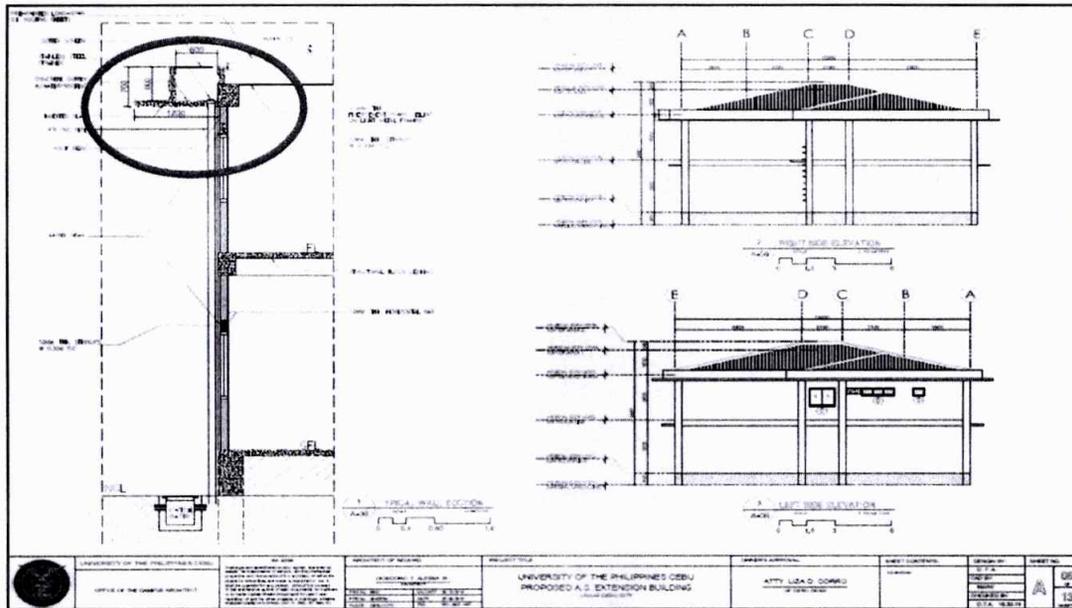


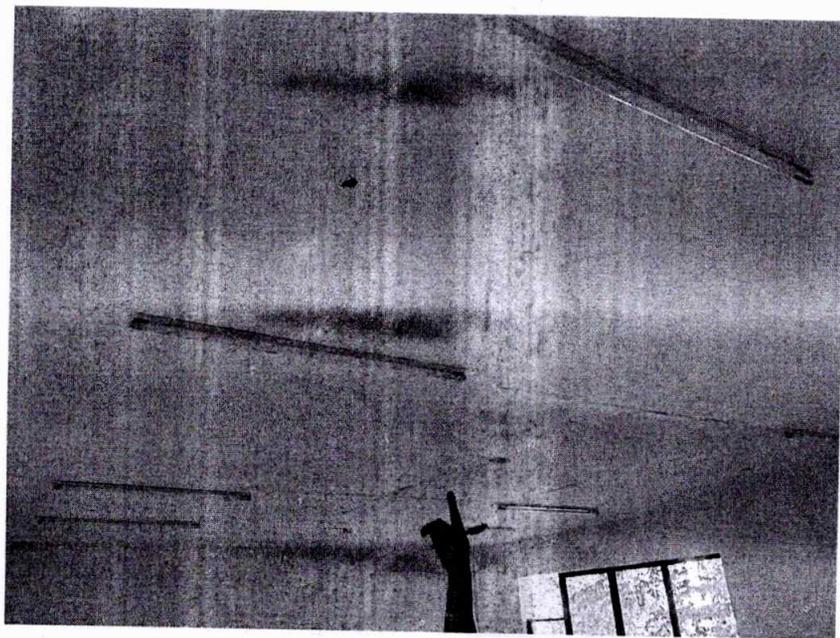
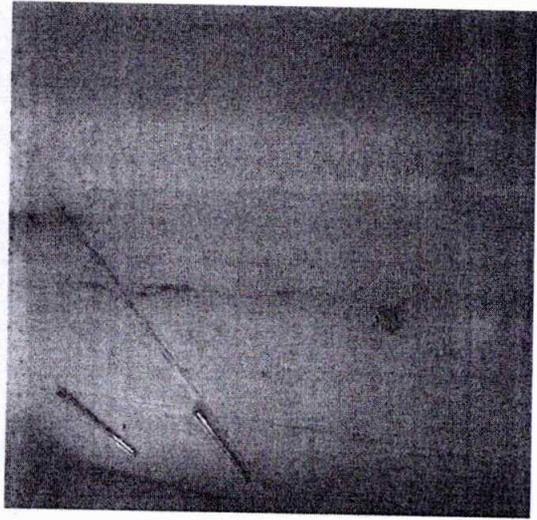
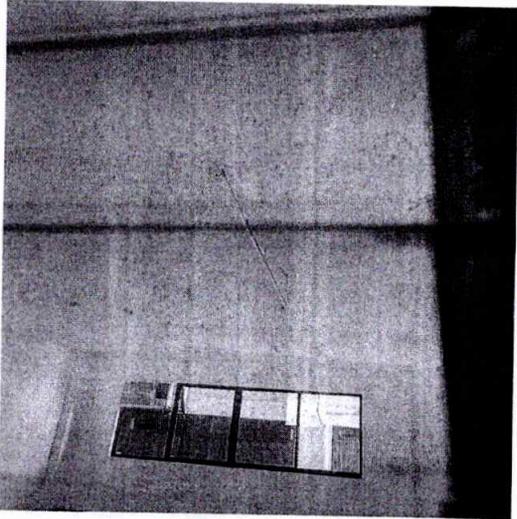
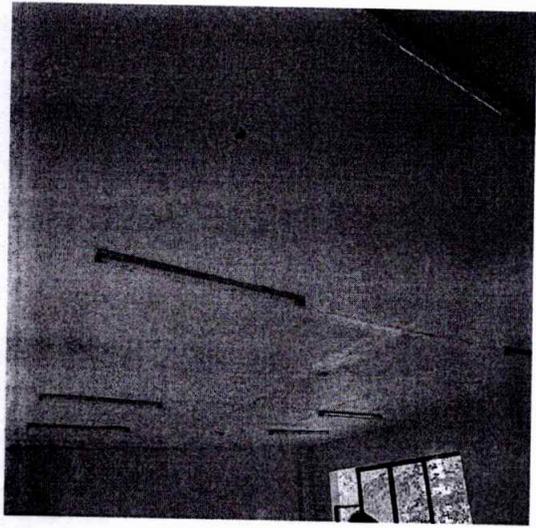
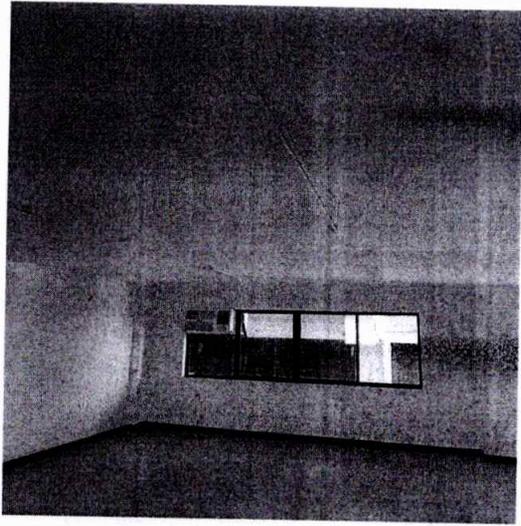
**ENGR. RUEL T. LOMOD**  
Supervising Engineering Associate



**ENGR. ROBERTO C. BASADRE**  
Chief









PROJECT TITLE : REPAIR AND REHABILITATION OF BUILDINGS  
 BLDG. CONCERN : OLD FACULTY HIGH SCHOOL BUILDING  
 LOCATION : UPC, GORORDO AVE. LAHUG, CEBU CITY  
 DURATION : 30 CALENDAR DAYS  
 TOTAL ROOF AREA : Approx. 370 sq.m Faculty Room

**BILL OF QUANTITIES**

**ITEM DESCRIPTIONS**

<b>I. ROOFING AND REHABILITATION WORKS</b>	<b>1.0</b>	<b>LOT</b>	<b>396,500.00</b>
A. Removal of existing roofing and bended materials B. Supply and install long span rib type color roof 0.40mm thk (Please verify end user for color) C. Complete roofing accessories from tex screws, blind rivets, and touch up paint (if necessary) D. Supply and install for bended panels like ridge roll & flashings E. Supply and install 5mm pe foam single sided insulation with g.i tie wire accessories. F. Replace all damaged wooden purlins/trusses (if necessary) G. Provide electrical power for power tools to be used during repair H. Cleaning and housekeeping			

Note: Scaffoldings to be provided by the contractor.  
 Removal of debris are inclusive, except disposal.

PROJECT TITLE : REPAIR AND REHABILITATION OF BUILDINGS  
 BLDG. CONCERN : LIBRARY ( LEARNING COMMONS)  
 LOCATION : UPC, GORORDO AVE. LAHUG, CEBU CITY  
 DURATION : 30 CALENDAR DAYS  
 TOTAL AREA CEILING : Approx. 107 sq.m  
 TOTAL INSIDE GUTTER AREA : Approx. 180 sq.m

**BILL OF QUANTITIES**

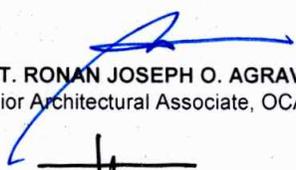
**ITEM DESCRIPTIONS**

<b>I. CEILING (Exterior ceiling, soffits) AND REHABILITATION WORKS.</b>	<b>1.0</b>	<b>LOT</b>	<b>488,000.00</b>
1.A. Replacement of existing ceiling. 1.B. Ceiling use metal ceiling prepainted with strategic position of perforated ceiling for ceiling breather. 1.C. Checking of electrical wirings and replacement of damage pinlights.			
<b>II. WATERPROOFING INSIDE GUTTER</b>			
2.A. Cleaning of inside gutter. 2.B. Repair of any cracks found. 2.C. Application of Waterproofing.			

Note: Scaffoldings to be provided by the contractor.  
 Removal of debris are inclusive, except disposal.

**PROJECT COST INCLUDES VALUE ADDED TAX AND CONTINGENCIES**

**PROJECT TOTAL COST 884,500.00**

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Endorsed by:   
**ARCHT. JOSE DAMOCLES C. MILITAR**  
 Campus Architect, OCA UPC

Approved by:   
**ENGR. ROBERTO C. BASADRE**  
 Chief, OCA UPC

**SCOPE OF WORKS**

**PROJECT TITLE** : REPAIR AND REHABILITATION OF BUILDINGS  
**BLDG. CONCERN** : OLD FACULTY HIGH SCHOOL BUILDING  
**LOCATION** : UPC, GORORDO AVE. LAHUG, CEBU CITY  
**DURATION** : 30 CALENDAR DAYS  
**TOTAL ROOF AREA** : Approx. 370 sq.m Faculty Room

	ITEM DESCRIPTIONS	UNIT	QUANTITY
<b>A. SUPPLY</b>	DELIVERY OF MATERIALS 1. ITEMS SHOULD BE CHECKED AND FREE FROM DEFECTS AND COMPLETE IN QUANTITY. 2. DELIVERED MATERIALS ARE RESPONSIBILITY OF THE CONTRACTOR. 3. ROOFING MATERIALS AND BENDED PANELS SHOULD MET MINIMUM SPECIFICATIONS INDICATED ON B.O.Q (0.40mm thk). 4. 5MM PE FOAM INSULATION (SINGLE-SIDED ALUMINUM FOIL)	1	LOT
<b>B. CONSTRUCTION</b>	1. REMOVAL AND REPLACED OF DAMAGE ROOFING, PE FOAM INSULATION INSTALLATION, AND INSTALLATION OF BENDED PANELS AND ACCESSORIES. 2. CHECKING AND RESTORE MINOR DAMAGES OF EXISTING PURLINS FOR FACULTY ROOM BUILDING. 3. THE CONSTRUCTION SHOULD HAVE PREVENTIVE MEASURES AWAY FROM PEOPLE NOT INVOLVED ON REPAIR AND RECONSTRUCTIONS WORKS. 4. SCAFFOLDINGS ARE TO BE PROVIDED BY THE CONTRACTOR. 5. HOUSEKEEPING SHOULD BE OBSERVED AT ALL TIMES DURING AND AFTER THE CONSTRUCTION. PRE-CONSTRUCTION SHOULD BE CONDUCTED BEFORE COMMENCEMENT OF THE PROJECT. 6. WATER AND ELECTRICITY CONSUMPTION DURING THE REPAIR AND RECONSTRUCTION OF THE STATED BUILDING IS SHOULDERED BY THE CONTRACTOR. TAPPING OF POWER AND WATER IN UP PREMISES IS ALLOWED AND SHOULD BE COORDINATED FOR PROPER MONITORING ON CHARGING CONSUMPTIONS THRU CAMPUS MAINTENANCE OFFICE (CMO). 7. UP CEBU REQUIRES UP CAMPUS PASS BEFORE COMMENCEMENT OF THE PROJECT. 8. CONTRACTOR MUST OBSERVE SAFE WORKING ENVIRONMENT & MUST PROVIDE COMPLETE PPE FOR WORKERS.	1	LOT
<b>C. INSURANCE</b>	1. CONTRACTOR SHOULD PROVIDE C.A.R.I (CONSTRUCTION ALL RISK INSURANCE) OF THE PROJECT.	1	LOT

**SCOPE OF WORKS**

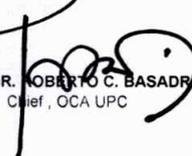
**PROJECT TITLE** : REPAIR AND REHABILITATION OF BUILDINGS  
**BLDG. CONCERN** : LIBRARY ( LEARNING COMMONS)  
**LOCATION** : UPC, GORORDO AVE. LAHUG, CEBU CITY  
**DURATION** : 30 CALENDAR DAYS  
**TOTAL AREA CEILING** : Approx. 107 sq.m  
**TOTAL INSIDE GUTTER ARE** : Approx. 180 sq.m

	ITEM DESCRIPTIONS	UNIT	QUANTITY
<b>A. SUPPLY</b>	DELIVERY OF MATERIALS 1. ITEMS SHOULD BE CHECKED AND FREE FROM DEFECTS AND COMPLETE IN QUANTITY. 2. DELIVERED MATERIALS ARE RESPONSIBILITY OF THE CONTRACTOR. 3. CEILING MATERIALS SHOULD MET MINIMUM SPECIFICATIONS INDICATED ON B.O.Q (METAL CLADDING). 4. WATERPROOFING MATERIALS SHOULD BE APPROVED QUALITY. (VERIFY OCA-PMT)	1	LOT
<b>B. CONSTRUCTION</b>	1. REPLACEMENT OF EXISTING CEILING. 2. INSTALL OF CEILING BREATHER ALIGNED TO NEWLY INSTALLED CEILING. 3. CLEANING, REPAIR OF CRACKS AND APPLICATION OF WATERPROOFING ON INSIDE GUTTER. 4. THE CONSTRUCTION SHOULD HAVE PREVENTIVE MEASURES AWAY FROM PEOPLE NOT INVOLVED ON REPAIR AND RECONSTRUCTIONS WORKS. 5. SCAFFOLDINGS ARE TO BE PROVIDED BY THE CONTRACTOR. 6. HOUSEKEEPING SHOULD BE OBSERVED AT ALL TIMES DURING AND AFTER THE CONSTRUCTION. PRE-CONSTRUCTION SHOULD BE CONDUCTED BEFORE COMMENCEMENT OF THE PROJECT. 7. WATER AND ELECTRICITY CONSUMPTION DURING THE REPAIR AND RECONSTRUCTION OF THE STATED BUILDING IS SHOULDERED BY THE CONTRACTOR. TAPPING OF POWER AND WATER IN UP PREMISES IS ALLOWED AND SHOULD BE COORDINATED FOR PROPER MONITORING ON CHARGING CONSUMPTIONS THRU CAMPUS MAINTENANCE OFFICE (CMO). 8. UP CEBU REQUIRES UP CAMPUS PASS BEFORE COMMENCEMENT OF THE PROJECT.	1	LOT
<b>C. INSURANCE</b>	1. CONTRACTOR SHOULD PROVIDE C.A.R.I (CONSTRUCTION ALL RISK INSURANCE) OF THE PROJECT.	1	LOT

Prepared by:  
  
**ARCHT. RONAN JOSEPH O. AGRAVANTE**  
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Endorsed by:  
  
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 Supervising Engineering Associate, OCA UPC

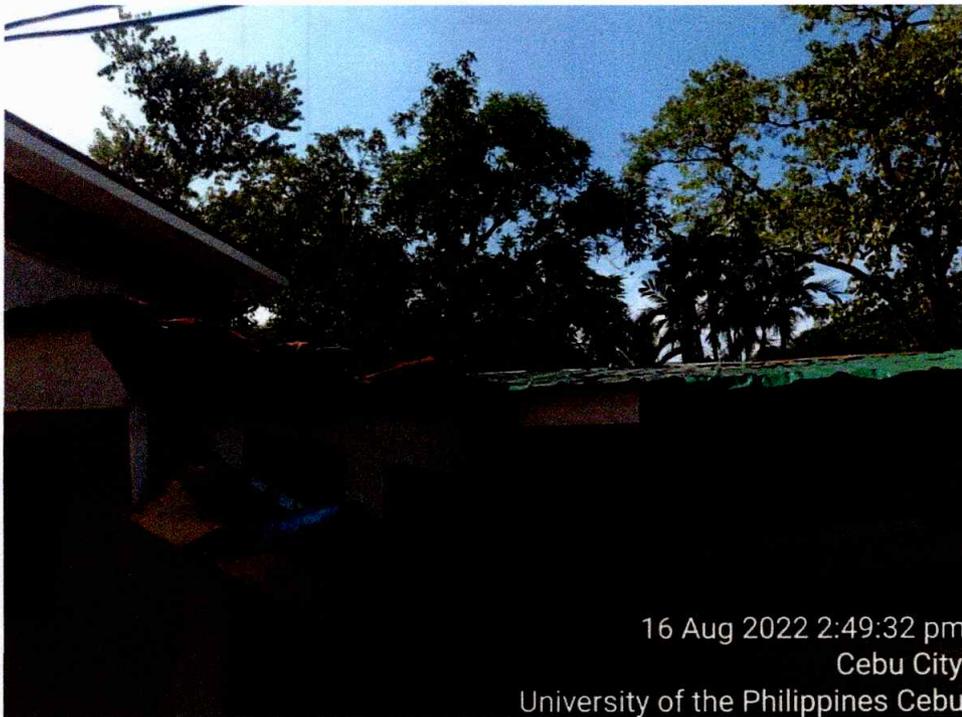
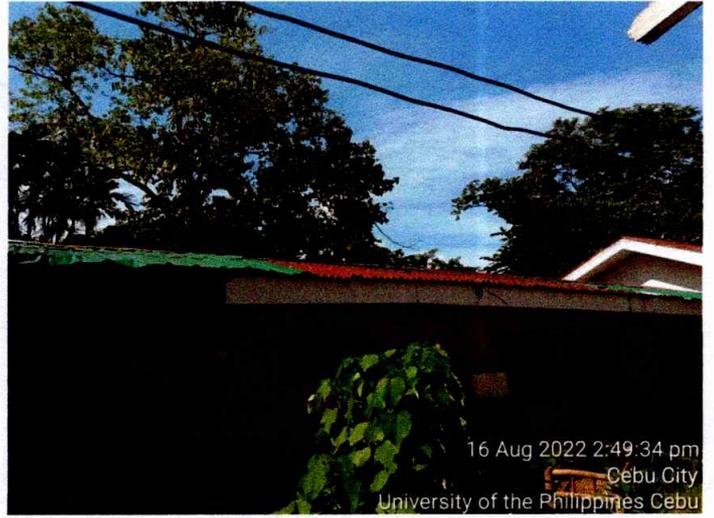
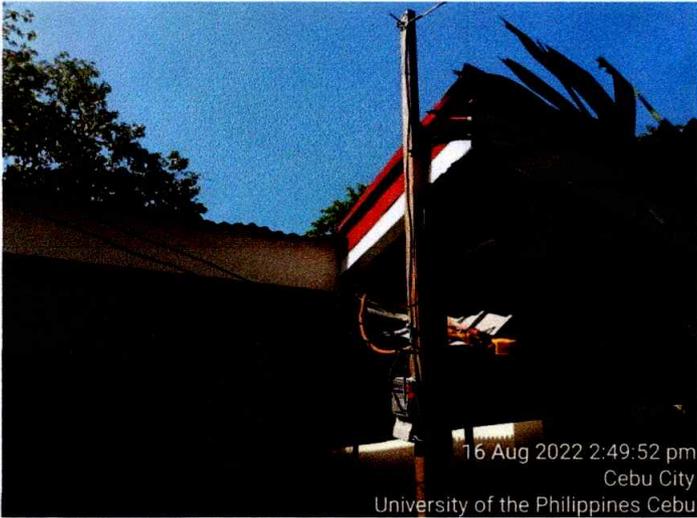
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 Campus Architect, OCA UPC

Approved by:  
  
**ENGR. ROBERTO C. BASADRE**  
 Chief, OCA UPC

**REPAIR AND REHABILITATION OF VARIOUS INFRASTRUCTURE DAMAGED DURING TYPHOON ODETTA**

**Old Faculty HS Bldg.**

**ROOFING AND REHABILITATION WORKS**



# ***Section IX. Checklist of Technical and Financial Documents***

## **I. TECHNICAL COMPONENT ENVELOPE**

### ***Class “A” Documents***

#### **Legal Documents**

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);  
**or**
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document;  
**and**
- (c) Mayor’s or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;  
**and**
- (e) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

#### **Technical Documents**

- (f) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (g) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules; **and**
- (h) Philippine Contractors Accreditation Board (PCAB) License;  
**or**  
Special PCAB License in case of Joint Ventures;  
**and** registration for the type and cost of the contract to be bid; **and**
- (i) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;  
**or**  
Original copy of Notarized Bid Securing Declaration; **and**
- (j) Project Requirements, which shall include the following:
  - a. Organizational chart for the contract to be bid;
  - b. List of contractor’s key personnel (*e.g.*, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
  - c. List of contractor’s major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- (k) Original duly signed Omnibus Sworn Statement (OSS);

**and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- (l) The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- (m) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

**Class "B" Documents**

- (n) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence; **or** duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.
- (o) Other documents required for this project  
The following shall be submitted together with the bid.
  - A. The bidder's proposed
    - Program of Works
    - Work Schedule
    - Bill of Quantities
    - Manpower Schedule
    - Equipment Schedule
    - Construction Methods
    - Construction safety and health program ( to be approved by the DOLE if given the award)
    - Plans/ Drawings ( if any)
  - B. Certificate of site inspection signed by OCA

**II. FINANCIAL COMPONENT ENVELOPE**

- (p) Original of duly signed and accomplished Financial Bid Form; **and**

Other documentary requirements under RA No. 9184

- (q) Original of duly signed Bid Prices in the Bill of Quantities; **and**
- (r) Duly accomplished Detailed Estimates Form, including a summary shee indicating the unit prices of construction materials, labor rates, and equipmen rentals used in coming up with the Bid; **and**
- (s) Cash Flow by Quarter.

## Omnibus Sworn Statement (Revised)

*[shall be submitted with the Bid]*

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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. *[Select one, delete the other:]*

*[If a sole proprietorship:]* I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

*[If a partnership, corporation, cooperative, or joint venture:]* I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. *[Select one, delete the other:]*

*[If a sole proprietorship:]* As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

*[If a partnership, corporation, cooperative, or joint venture:]* I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another**

**blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. *[Select one, delete the rest:]*  
  
*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;  
  
*[If a partnership or cooperative:]* None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;  
  
*[If a corporation or joint venture:]* None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the*

*Project].*

9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **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 of \_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*

*[Insert signatory's legal capacity]*

Affiant

**[Jurat]**

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

## **Bid Securing Declaration Form**

*[shall be submitted with the Bid if bidder opts to provide this form of bid security]*

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REPUBLIC OF THE PHILIPPINES)

CITY OF \_\_\_\_\_) S.S.

### **BID SECURING DECLARATION**

**Project Identification No.:** *[Insert number]*

To: *[Insert name and address of the Procuring Entity]*

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
  - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
  - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and

- c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this \_\_\_\_ day of *[month]* *[year]* at *[place of execution]*.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*

*[Insert signatory's legal capacity]*

Affiant

**[Jurat]**

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

