



REPUBLIC OF THE PHILIPPINES
CATANDUANES STATE UNIVERSITY
VIRAC, CATANDUANES

PUBLIC BIDDING DOCUMENTS

**Construction of Two-Storey Main
Campus Senior High School Building,
College of Education Laboratory
Schools, Phase 1 (EPA for FY 2024)
(2nd Bidding)**

**With an Approved Budget for the Contract (ABC) of
Php29,700,000.00
(Project ID No. INFRA-2024-001)**

Section I. Invitation to Bid



Invitation to Bid for the
CONSTRUCTION OF TWO-STOREY MAIN CAMPUS SENIOR HIGH
SCHOOL BUILDING, COLLEGE OF EDUCATION LABORATORY
SCHOOLS, PHASE 1
(EARLY PROCUREMENT ACTIVITY FOR FY 2024)

1. The Catanduanes State University, through the *National Expenditure Program for Fiscal Year 2024* intends to apply the sum of **Twenty Nine Million Seven Hundred Thousand Pesos (Php29,700,000.00)** being the Approved Budget for the Contract (ABC) to payments under the contract for **Construction of Two-Storey Main Campus Senior High School Building, College of Education Laboratory School, Phase 1**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The Catanduanes State University now invites bids for the above Procurement Project:

Description	Approved Budget for the Contract	Completion Period	Location
Construction of Two-Storey Main Campus Senior High School Building, College of Education Laboratory School, Phase 1	Php29,700,000.00	Two hundred ten (210) calendar days	CatSU Main Campus, Virac, Catanduanes

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 Catanduanes State University Procurement Services and inspect the Bidding Documents at the address given below from 9:00a.m. to 4:00p.m. (Mondays-Fridays).
5. A complete set of Bidding Documents may be acquired by interested bidders on **December 13, 2023 to January 3, 2024** from the 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 **Twenty Five Thousand Pesos (Php25,000.00)**. Payment shall be made directly to the CatSU Cashiering Services or thru deposit to CatSU LBP Account. The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person, by facsimile, or through electronic means. Transmittal of scanned deposit slip is required for the issuance of Official Receipt. Bank Account details are as follows:

Account Name:	Catanduanes State University Trust Liability Account
Account Number:	0892-103330

Bidders who have been declared eligible in the first bidding (Reference No. 10285492) may acquire bidding documents free of charge upon presentation of Official Receipt.

6. The Catanduanes State University will hold a Pre-Bid Conference on **December 20, 2023, 2:00pm** at the BAC Conference Room, 1st Floor, Administration Building, Catanduanes State University, Virac, Catanduanes, 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 **January 3, 2024 at 2:00pm**. 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 **January 3, 2024 at 2:15pm** at the BAC Conference Room, 1st Floor, Administration Building, Catanduanes State University, Virac, Catanduanes. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.

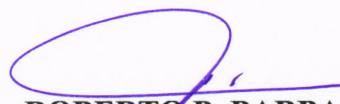
Only representative/s of the bidder with the prescribed **Authorization Letter/Special Power of Attorney** shall be allowed to participate in the procurement activities of the stated project.

10. The **Catanduanes State University** 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:
Office of the Procurement Services
1st Floor, Administration Building,
Catanduanes State University,
Virac, Catanduanes,
Contact No. 09491369639 or 09979249902
Email Address: catsc_bacsec@yahoo.com/catsu.bac2020@gmail.com

12. You may visit the following websites:

For downloading of Bidding Documents: www.philgeps.gov.ph
www.catanduanesstateu.edu.ph

13 December 2023


ROBERTO B. BARBA, JR., Ph.D.
BAC Chairperson

Section II. Instructions to Bidders

1. **Scope of Bid**

The Procuring Entity, **CATANDUANES STATE UNIVERSITY** invites Bids for the **Construction of Two-Storey Main Campus Senior High School Building, College of Education Laboratory Schools, Phase 1 (EPA for FY 2024)**, with Project Identification Number *Infra-2024-001*.

[Note: The Project Identification Number is assigned by the Procuring Entity based on its own coding scheme and is not the same as the PhilGEPS reference number, which is generated after the posting of the bid opportunity on the PhilGEPS website.]

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 **FY 2024** in the amount of **Twenty Nine Million Seven Hundred Thousand Pesos (Php29,700,000.00)**.

2.2. The source of funding is:

- a. NGA, the National Expenditure Program.

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 Procuring Entity has prescribed that **SUBCONTRACTING IS NOT ALLOWED**.

8. **Pre-Bid Conference**

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time at its physical address 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 tradeable 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 for **ONE HUNDRED TWENTY (120) CALENDAR DAYS FROM THE DATE OF BID OPENING**. 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

Bid Data Sheet

ITB Clause	
5.2	<p>The bidder should have a similar completed project whose Contract value (adjusted to current prices using the PSA consumer price indices) is at least fifty percent (50%) of the ABC to be bid;</p> <p>A contract is considered to be “similar” to the contract to be bid if it has the major categories of work.</p>
7.1	Subcontracting is not allowed.
10.1	<p>Bidders shall submit the following:</p> <p>A. ELIGIBILITY DOCUMENTS</p> <p><u>Class “A Documents</u></p> <ol style="list-style-type: none"> 1. Photocopy of Registration Certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI), or Cooperative Development Authority (CDA), whichever is applicable; 2. Photocopy of valid Mayor’s or Business permit issued by the city or municipality where the principal place of business is located or its equivalent document; 3. Photocopy of Tax Clearance Certificate per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue; 4. Photocopy of audited Financial Statement (Independent Auditor’s Report, Balance Sheet & Income Statement), 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; 5. Photocopy of valid PCAB License and Registration with at Least Small B (Size Range) and C & D (License Category) or Special PCAB License in case of Joint Ventures; <p><u>OR</u></p> <p>Valid PHILGEPS Registration Certificate (Platinum Membership) (all pages).</p> <ol style="list-style-type: none"> 6. Statement of <u>ALL</u> 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 supported by a Notice of Award and/or Contract, Notice to Proceed issued by the owner and Statement of Work Accomplishments. Submit accomplished FORM 4: STATEMENT OF ALL ONGOING GOVERNMENT & PRIVATE CONSTRUCTION CONTRACTS INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED; 7. Statement of its Single Largest Completed Contract (SLCC), in accordance with BDS clause 5.2, similar to the contract to be bid and supported by a Contract, Certificate of Completion and Certificate of Final Acceptance issued by the owner <u>or</u> the Constructors Performance Evaluation System (CPES) Final Rating, which must be at least satisfactory. In case of contracts with the private sector, an equivalent document shall be submitted. Submit accomplished FORM 5: STATEMENT OF SINGLE LARGEST COMPLETED

CONTRACT SIMILAR TO THE CONTRACT TO BE BID.

8. Duly signed Net Financial Contracting Capacity (NFCC) computation of at least equal to the ABC of the project.

Class "B" Documents

- A. 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**
- B. Duly notarized statements from all 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.

B. TECHNICAL DOCUMENTS

1. 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. (Submit accomplished **FORM 2: BID SECURING DECLARATION**);
2. Organizational Chart for the contract to be bid;
3. List of **Bidder's Key Personnel** to be assigned to the contract to be bid. Submit accomplished **FORM 6. LIST OF KEY PERSONNEL PROPOSED TO BE ASSIGNED TO THE CONTRACT**;
4. An accomplished Curriculum Vitae (CV) or Bio-Data of the proposed key personnel to be assigned to the project with their complete qualification & work experience data. Bidder shall attach photocopy of valid PRC license of the professional personnel, Certificate of DOLE/DPWH Accreditation as applicable and Certificate of Training in Occupational Safety and Health. (Please refer to **FORM 7: SAMPLE FORMAT OF BIO-DATA**);
5. Original duly Notarized Key Personnel's Affidavit of Commitment to Work on the Contract. Submit accomplished **FORM 8: KEY PERSONNEL'S AFFIDAVIT OF COMMITMENT TO WORK ON THE CONTRACT**;
6. List of Bidder's Major Equipment Units, which are owned, leased, and/or under purchase agreement supported by proof of ownership, lease and/or purchase agreement (proof must include certification of availability of equipment from the lessor/vendor for the duration of the project). Submit accomplished **FORM 9: LIST OF EQUIPMENT, OWNED OR LEASED AND/OR UNDER PURCHASE AGREEMENT, PLEDGED TO THE PROPOSED CONTRACT**;
7. Duly notarized Omnibus Sworn Statement **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. Submit accomplished (please refer to **FORM 3: OMNIBUS SWORN STATEMENT**);

Under Item 2 of the Omnibus Sworn Statement:

The representative authorized and named in the Special Power of Attorney (SPA) should be:

- a) An employee of the company/business entity (certified as bonafide employee by the owner/bidder (if sole proprietorship) and by the Corporate Secretary or Chairman of the BOD, if a corporation,

	<p>partnership or joint venture) (Certification attached in the (SPA);</p> <p>b) Included in the Organizational Chart for the Contract to be bid;</p> <p>c) One of the Contractor's personnel to be assigned to the contract to be bid.</p> <p>11. Duly signed Construction Schedule and S-curve;</p> <p>12. Duly signed PERT/CPM;</p> <p>13. Duly signed Construction Methods in Narrative Form on how the contractor will undertake the works under the contract;</p> <p>14. Duly signed Manpower Schedule;</p> <p>15. Duly signed Equipment Utilization Schedule;</p> <p>16. Duly signed Construction Safety and Health Program (to be approved by DOLE prior to contract signing);</p> <p>17. Duly signed and notarized Affidavit of Site Inspection. (please refer to FORM 10: AFFIDAVIT OF SITE INSPECTION);</p> <p>Note: For the conduct of Site Inspection, bidders are required to bring their technical personnel. Technical personnel must be a licensed Civil Engineer. Affidavit of Site Inspection must be duly conformed/noted by Ar. Mae Lizza D. Bublo, Planning Officer III.</p>
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10.4 The Bidder's key personnel must meet the required minimum qualification and work experience requirements set below:

<i>Key Personnel</i>	<i>Qualification and Experience</i>
1. Supervising Project Engineer	<ul style="list-style-type: none"> • Registered Civil Engineer; • With at least five (5) years of experience in the construction industry; and • Shall render full time services for this Project until its completion and turn-over.
2. Materials Engineer	<ul style="list-style-type: none"> • DPWH accredited Materials Engineer; • With at least three (3) years of experience as Materials Engineer; and • Shall render services as required for this Project.
3. Electrical Engineer	<ul style="list-style-type: none"> • Registered Electrical Engineer; • With at least three (3) years of experience in the construction industry; and • Shall render services as required for this Project.
4. Master Plumber	<ul style="list-style-type: none"> • Registered Master Plumber; • With at least three (3) years of experience in the construction industry; and • Shall render services as required for this Project.
5. Safety & Health Officer	<ul style="list-style-type: none"> • With at least three (3) years of experience as Safety Officer in the construction industry; • With Construction Occupational Safety & Health (COSH) Training from any training provider accredited by the DOLE; and

	<ul style="list-style-type: none"> • Shall render full-time services for this Project.
6. Foreman	<ul style="list-style-type: none"> • At least High School Graduate; • With at least three (3) years of experience as Foreman in the construction industry; and • Shall render full-time services for this Project until its completion and turn-over
7. First Aider	<ul style="list-style-type: none"> • Accredited First Aider practitioner by the Red Cross of the Philippines; • With at least 1 year of experience in the construction industry; and • Shall render services for this project.

Each of the Bidder's Key Personnel must be supported by the following documents:

- Accomplished CV or Bio-Data with their complete qualification and work experience data;
- Valid Professional License issued by Professional Regulation Commission (PCR) and if for renewal, submit a copy of the recently expired Professional Identification Card and official receipt as proof of payment for the application for renewal;
- Valid Certificate of Accreditation as Materials Engineer issued by DPWH;
- Certificate of Training on Construction Occupational Safety and Health (COSH) issued by a DOLE accredited training center/agency for the Safety Officer.

NOTE: DESIGNATION OF KEY PERSONNEL TO MORE THAN ONE OF THE ABOVE STATED PROFESSIONS IS NOT ALLOWED EXCEPT FOR MATERIALS ENGINEER.

10.5

The minimum major equipment requirements are the following:

<i>Equipment</i>	<i>Number of Units</i>
Pumpcrete	1
One bagger mixer	1
Submersible waterpump	2
Transit mixer	3
Backhoe breaker, SE 130 LC-2, 0.80m ³	1
Plate compactor	1
Jack hammer	1
Concrete vibrator	2
Backhoe crawler, 1.09 cu.m. EL 200B	1
Tig Welding Machine	1
Various masonry and carpentry hand tools	Enough
Bar Cutter	1
Bar bender 42mm	1
Welding machine	1
Standby Generator Set, 301-350kW	1
Scaffoldings and formworks rental	Lumpsum
Dump truck, 12 yd ³	1
10 Wheeler Truck	1
Various electrical & Plumbing hand tools	Enough

	Oxy Acetylene Cutting Outfit	1
11.1	<p>• Failure of the bidder to state a complete technical description of the pledged equipment and the specific location, whether owned, leased or under purchased agreement shall result in the <u>bidder's disqualification</u></p> <p>Bidders shall submit the following documents using the prescribed forms;</p> <ol style="list-style-type: none"> 1. Original of duly signed and accomplished Financial Bid Form (please refer to FORM 1: BID FORM); 2. Original of duly signed Bill of Quantities; 3. Duly accomplished Detailed Estimates, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; 4. Cash Flow by Quarter and Payment Schedule. <p>NOTE: BIDS NOT ADDRESSING OR PROVIDING ALL THE REQUIRED ITEMS IN THE BIDDING DOCUMENTS INCLUDING, WHERE APPLICABLE, BILL OF QUANTITIES, SHALL BE CONSIDERED NON-RESPONSIVE AND, THUS, AUTOMATICALLY DISQUALIFIED. IN THIS REGARD, WHERE A REQUIRED ITEM IS PROVIDED, BUT NO PRICE IS INDICATED, THE SAME SHALL BE CONSIDERED AS NON-RESPONSIVE, BUT SPECIFYING A ZERO (0) OR A DASH (-) FOR THE SAID ITEM WOULD MEAN THAT IT IS BEING OFFERED FOR FREE TO THE GOVERNMENT (SECTION 32.2.1.A OF THE 2016 REVISED IRR OF RA 9184).</p>	
12	No further instructions.	
15.1	<p>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</p> <ol style="list-style-type: none"> a. The amount of not less than <u>Five Hundred Ninety Four Thousand pesos (Php594,000.00)</u> [Two percent (2%) of ABC], if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; b. The amount of not less than <u>One Million Four Hundred Eighty Five Thousand Pesos (Php1,485,000.00)</u> [Five percent (5%) of ABC] if bid security is in Surety Bond. <p>NOTE:</p> <ol style="list-style-type: none"> 1. THE SURETY COMPANY SHALL NOT BE INCLUDED IN THE GPPB'S NEGATIVE LIST OF INSURERS PURSUANT TO GPPB GUIDELINES FOR THE ESTABLISHMENT OF NEGATIVE LIST OF SURETY AND/OR INSURANCE COMPANIES. 	
16	<p>Each Bidder shall submit ONE (1) SET original and ONE (1) SET copy of the first and second components of its bid, enclose in one mother envelope. Each set shall be properly fastened with tabbing for each requirement.</p> <p><i>Requirements and instructions for markings and sealing of bid envelopes is on the last page.</i></p>	

19.2	Partial bid is not allowed. The infrastructure project is packaged in a single lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.
20	<p>Bidder shall submit the following documents within a non-extendible period of five (5) calendar days from receipt of the Notice of Post-Qualification Evaluation from the BAC:</p> <ul style="list-style-type: none"> a. Latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS); b. Original Copy of the Legal Documents such as DTI/SEC Registration Certificate, Business Permit, Tax Clearance Certificate and PCAB License. Said documents will be returned after verification and validation.
21	<p>List of additional contract documents:</p> <ul style="list-style-type: none"> a. Company Profile; b. Contractors All Risk Insurance (CARI); c. Construction Schedule and S-curve; d. PERT/CPM; e. Manpower Schedule; f. Equipment Utilization Schedule; g. Construction Methods in narrative form on how the contractor will undertake the works under the contract; h. Construction Safety and Health Program (to be approved by DOLE prior to contract signing). <p>For the following items of work, if the winning bidder does not have an employed certified installer, he shall submit to the agency an agreement with the supplier and its certified installer which will deliver and/or perform special services, equipment, and other appurtenances required:</p> <ul style="list-style-type: none"> a. Item X – Soil Poisoning <i>Accredited Pest Controller</i> b. Item XXVIII – Toilet Partition System <i>Expert Installer of Toilet Partition System</i>

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**

4.1. 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.

4.2. 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 RA 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

Special Conditions of Contract

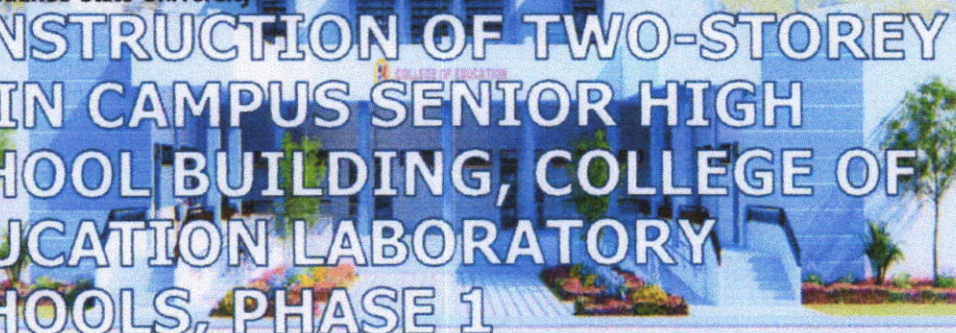
GCC Clause										
2	The Intended Completion Period is within Two Hundred Ten (210) calendar days from the date stated in the Notice to Proceed.									
4.1	The Procuring Entity shall give possession of all parts of the Site to the Contractor immediately after the issuance of the Notice to Proceed.									
5.1	<p>The performance security shall be submitted by the winning bidder, within ten (10) calendar days from receipt of the Notice of Award in any of the following acceptable forms:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Form of Performance Security</th> <th style="text-align: center;">Amount of Performance Security (Not less than the required percentage of the Total Contract Price)</th> </tr> </thead> <tbody> <tr> <td>1. Cash or Cashier's /Manager's Check issued by a Universal Bank (UB) or Commercial Bank (CB).</td> <td style="text-align: center;">10%</td> </tr> <tr> <td>2. Bank Draft/Guarantee or Irrevocable Letter of Credit issued by a UB or CB: Provided, however, That it shall be confirmed or authenticated by a UB or CB, if issued by a foreign bank.</td> <td style="text-align: center;">10%</td> </tr> <tr> <td> 3. Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security. <ul style="list-style-type: none"> ➤ The surety company must be authorized by the Insurance Commissioner to act as sureties in government transactions. ➤ The surety company shall not be included in the GPPB'S negative list of insurers pursuant to GPPB guidelines for the establishment of negative list of surety and/or insurance companies. </td> <td style="text-align: center;">30%</td> </tr> </tbody> </table>		Form of Performance Security	Amount of Performance Security (Not less than the required percentage of the Total Contract Price)	1. Cash or Cashier's /Manager's Check issued by a Universal Bank (UB) or Commercial Bank (CB).	10%	2. Bank Draft/Guarantee or Irrevocable Letter of Credit issued by a UB or CB: Provided, however, That it shall be confirmed or authenticated by a UB or CB, if issued by a foreign bank.	10%	3. Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security. <ul style="list-style-type: none"> ➤ The surety company must be authorized by the Insurance Commissioner to act as sureties in government transactions. ➤ The surety company shall not be included in the GPPB'S negative list of insurers pursuant to GPPB guidelines for the establishment of negative list of surety and/or insurance companies. 	30%
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	<p>NOTES:</p> <ul style="list-style-type: none"> • THE PERFORMANCE SECURITY SHALL BE DOMINATED IN PHILIPPINE PESOS AND POSTED IN FAVOR OF THE CATANDUANES STATE UNIVERSITY, WHICH SHALL BE FORFEITED IN THE EVENT IT IS ESTABLISHED THAT THE WINNING BIDDER IS IN DEFAULT IN ANY OF ITS OBLIGATIONS UNDER THE CONTRACT. 									

	<ul style="list-style-type: none"> • THE PERFORMANCE SECURITY SHALL REMAIN VALID UNTIL ISSUANCE OF THE CERTIFICATE OF FINAL ACCEPTANCE. • THE PERFORMANCE SECURITY MAY BE RELEASED AFTER THE ISSUANCE OF THE CERTIFICATE OF FINAL ACCEPTANCE, SUBJECT TO THE FOLLOWING CONDITIONS: <ul style="list-style-type: none"> a. CATANDUANES STATE UNIVERSITY HAS NO CLAIM FILED AGAINST THE CONTRACT AWARDEE OR THE SURETY COMPANY; b. IT HAS NO CLAIM FOR LABOR AND MATERIALS FILED AGAINST THE CONTRACTOR; AND c. OTHER TERMS OF THE CONTRACT.
6	The site investigation reports shall be conducted by the Project Monitoring Committee (PMC) of the Agency duly noted by the Contractor.
7.2	One (1) year against defects traceable to materials and equipment supplied/installed upon acceptance by the Procuring Entity and subject to the provisions on warranties in Section 62 of the Revised IRR of R.A. 9184.
10	Dayworks are applicable at the rate shown in the Contractor's original Bid.
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within seven (7) days of delivery of the Letter of Acceptance.
11.2	The amount to be withheld for late submission of an updated Program of Work shall be discussed with the winning bidder.
13	Upon written request of the Contractor, advance payment in an amount not exceeding fifteen percent (15%) of the total contract price shall be made in one (1) lump sum payment.
14	The first progress payment may be paid provided that at least twenty percent (20%) of the work has been accomplished as certified by the Procuring Entity's Representative.
15.1	The date by which "as built" drawings are required is on the date of the completion of the contract.
15.2	The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals shall be discussed with the winning bidder.

Section VI. Specifications
(Scope of Works)



Catanduanes State University



CONSTRUCTION OF TWO-STOREY
MAIN CAMPUS SENIOR HIGH
SCHOOL BUILDING, COLLEGE OF
EDUCATION LABORATORY
SCHOOLS, PHASE 1

SCOPE OF WORKS

September 2023

Planning and Development Services

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FACILITIES FOR THE ENGINEERS

- I. **Provision of Field Office/ Laboratory for the Engineers,**
 1. The Contractor shall provide site/laboratory office for the Engineer including toilet and temporary barricades as per plan.
 2. The Contractor shall provide and maintain field offices and laboratories, including all the necessary supplies of electricity, potable water supply, drainage, toilets for proper sanitation as specified in the Plan.
 3. Temporary facilities provided by the Contractor shall be near in the job site, where necessary, and shall conform to the best standard for the required types.
 4. Upon project completion, the facilities provided by the Contractor, including the utilities and communication facilities, shall revert to the Implementing Agency, including temporary facility materials, office equipment, apparatus, furniture, and laboratory equipment. with proper documentation and corresponding inventory and certificate/proof of turned over materials, prepared by the Contractor, under the supervision of the Project Monitoring Committee and Project Management Office, and received by the Buildings and Grounds Services

OTHER GENERAL REQUIREMENTS

II. Project Billboard

The work under this Item shall consist of furnishing all required materials, tools, equipment, and labor for performing all operations necessary for the satisfactory completion of the project billboard.

1. The Contractor shall provide two (2) sets of Project Standard Billboard, (1) as prescribed by the Catanduanes State University, and (2) as mandated by the Commission on Audit, through Circular No. 2013-004 dated January 30, 2013.
2. The prescribed CatSU billboard design layout, dimension and letter sizes on white background, as shown on the plan, shall be depicted on a standard billboard measuring 1220mm x 2440mm (4ft. x 8ft.) using 2" x 2" Coco Lumber for frames, braces, and 1/4" thk. Marine Plywood, Class A. The project billboard shall be placed along site premises and shall contain necessary contractual data which includes the following:
 - a. Contractor
 - b. Date Started
 - c. Contract Completion Date
 - d. Contract Cost
 - e. Implementing Office
 - f. Source of Fund
3. As per COA Circular No. 2013-004, the design and format of the tarpaulin, as shown in Annex "A", shall have the following specifications:
 - a. Tarpaulin, white 8ft x 8ft
 - b. Resolution: 70 dpi
 - c. Font: Helvetica
 - d. Font Size: Main Information - 3"
 - e. Sub-Information - 1"
 - f. Font Color: Black

III. Occupational Safety and Health

1. All works shall comply with the safety procedure or instruction as set out in Occupational Safety and Health Standards Strictly.
2. All workers must use appropriate tools and PPE's to ensure the safety of individuals.
3. The Contractor shall provide Personal Protective Equipment (PPE) to all staffs and laborers such as Safety Helmet, Safety Shoes, Safety Gloves, Safety Vest, Rain Coats, Dust Mask, Eye Goggles, Ear Muff, Body Harness & Lanyard, Surgical Mask and Rubber Boots
4. Basic Personal Protective Equipment (PPE) shall be worn by all staff or laborers whenever within the project site.

5. The Contractor shall provide medical kits, medicines & accessories as well as antiseptics and disinfectants such as sanitizing solutions, ethyl alcohol, and liquid hand soap within the project site.
6. The Contractor shall provide Temporary Barricades and Signages. The contractor shall also provide traffic management within the site premises as included on this item.
7. Only trained operators or banksman shall engage to control or operate heavy equipment machines.
8. The Contractor shall assign a one (1) fulltime Safety Officer/Safety Engineer and one (1) fulltime First Aider.
9. The full-time Safety Engineer/Officer assigned at the site who shall strictly monitor work activities. Said Safety Engineer/Officer shall ensure strict compliance with regard to the wearing of additional personal protective equipment (PPE) required such as, but not limited to, face masks, safety glasses/goggles, face shields, and long sleeve T-shirts, and other measures to contain the spread of COVID-19 in the workplace.
10. Work activities shall be strictly monitored daily by the Safety Officer on site to ensure compliance with safety standards and quarantine protocols.
11. Proper waste disposal shall be provided for infectious waste such as PPEs and other waste products coming from outside the construction premises.
12. Contractor shall submit a copy of the approved OSH Program to the Agency through PMC.
13. The Contractor shall strictly adhere to the provisions of this scope. Non-compliance of this requirement shall be a valid ground for suspension and/or termination of contract.

IV. Permits, Fees, and Clearances

The work under this Item shall consist of furnishing all required fees and payments for building permit processing, material testing as well as permanent electrical service connection processing and performing all operations necessary for the satisfactory completion of all project.

1. Payments for building permit application with the maximum amount of **256,718.22php** including direct and indirect cost will be charged to the Contractor. This includes payment for signing professionals, Building Permit Processing Fee, ECC Processing & Clearance Fee, Zoning Clearance Fee, Fire Protection Certificate, Occupancy Permit Fee, Material Testing Fee, Demolition Permit Fee, Tree Cutting Permit Fee.
2. During project implementation, the Contractor shall conduct material testing at any testing materials agency recognized by the DPWH under the supervision of a representative from the Project Management Office. All material testing shall be in accordance with the DPWH Standards. In addition, payments for such Material Testing are included in this Item and will be charged to the Contractor.
3. Prior to the removal of existing structures and obstruction designated not to remain at the project site, the Contractor shall secure the Demolition Permit and Tree Cutting Permit. Payments for processing said permit is included in this item.
4. Proof of implementation of Item IV – Permits, Fees, & Clearances amounting to the specified pay item cost should be submitted to the implementing entity particularly the Project Monitoring Committee (PMC), as verified by the Project Management Office (PMO), to be submitted to the auditor as documentary evidence such as, but not limited to, "official receipts".

V. Mobilization/ Demobilization

1. This Item includes the mobilization/demobilization of materials and equipment, construction of Temporary Facilities, Bunkhouse, Warehouse storage & Project Site Office.
2. All materials used for billboards, signages, bunkhouses shall be new and be turned over to the implementing unit after the project is completed; please refer to the temporary facilities item.
3. This item includes demobilization of all construction debris from the site after all works has been completed.

CIVIL, MECHANICAL, ELECTRICAL, & PLUMBING/ SANITARY WORKS

PART A. EARTHWORKS

VI. Clearing and Grubbing

This item shall consist of clearing, grubbing, removing and disposing of all vegetation and debris as designated in the Contract, except those objects that are designated to remain in place or are to be removed in consonance with other provisions of this Specification. The work shall also include the preservation from injury or defacement of all objects designated to remain.

All surface objects and all trees, stumps, roots and other protruding obstructions, not designated to remain, shall be cleared and/or grubbed, including mowed as required, except as provided below:

1. Removal of undisturbed stumps and roots and nonperishable solid objects with a minimum depth of one (1) meter below subgrade or slope of the embankment will not be required.
2. In areas outside of the grading limits of cut and embankment areas, stumps and nonperishable solid objects shall be cut off not more than 150 mm above the ground line or low water level.
3. In areas to be rounded at the top of cut slopes, stumps shall be cut off flush with or below the surface of the final slope line.
4. Grubbing of pits, channel changes, and ditches will be required only to the depth necessitated by the proposed excavation within such areas.
5. In areas covered by cogon/ talahib, wild grass and other vegetation, topsoil shall be cut to a maximum depth of 150 mm below the original ground surface or as designated by the Engineer and disposed outside the clearing and grubbing limits.
6. Except in areas to be excavated, stump holes and other holes from which obstructions are removed shall be backfilled with suitable material and compacted to the required density.
7. If perishable material is burned, it shall be burned under the constant care of component watchmen at such times and in such a manner that the surrounding vegetation, other adjacent property, or anything designated to remain will not be jeopardized. If permitted, burning shall be done in accordance with applicable laws, ordinances, and regulation.
8. Material and debris which cannot be burned and perishable materials may be disposed off by methods and at locations approved by the implementing agency, on or off the project site.
9. If disposal is by burying, the debris shall be placed in layers with the material so disturbed to avoid nesting. Each layer shall be covered or mixed with earth material by the land-fill method to fill all voids. The top layer of material buried shall be covered with at least 300mm (12 inches) of earth or other approved material and shall be graded, shaped and compacted to present a pleasing appearance.
10. This scope involves clearing and grubbing of the entire building footprint as well as site clearing where the septic tank will be located as per plan.
11. The construction site shall also be cleared and free from construction debris upon completion of the project. The cost involved in the disposal activities shall be included in the unit bid price.

VII. Removal of Existing Structures and Obstructions

This Item shall consist of the removal wholly or in part, and satisfactory disposal of buildings, fences, old pavements, abandoned pipe lines, and any other obstruction which are not designated or permitted to remain, except for the obstructions to be removed and disposed off under other items in the Contract. It shall also include the salvaging of designated materials and backfilling the resulting trenches, holes, and pits.

1. No demolition works should be commenced without the necessary demolition permit secured through the municipal office. The permit should be verified by the Project

- Monitoring Committee (PMC), and be submitted to the Project Management Office (PMO) for filing. The Disposal Committee of the University should then be informed by the management thru the PMO, for the proper inventory of the unserviceable items.
2. All designated salvable material shall be removed, without unnecessary damage, in sections or in pieces which may be transported, and shall be stored by the Contractor at specified places on the project or as otherwise directed by the monitoring committee and project management office.
 3. Basements or cavities left by the structure removal shall be filled with acceptable material to level of surrounding ground and, if within the prism of construction, shall be compacted to the required density.
 4. Unless otherwise provided, all pipes shall be carefully removed and every precaution taken to avoid breakage or damage. Pipes to be re-laid shall be removed and stored when necessary, so that there will be no loss of damage before re-laying. The Contractor shall replace sections of lost from storage or damage by negligence, at his own expense.
 5. All concrete pavement, base coarse, sidewalks, curbs, gutters, designated for removal, shall be:
 - a. Broken into pieces and used for riprap on the projects, or
 - b. Broken into pieces, the size of which shall not exceed 300mm (12 inches) in any dimension and stockpiled at designated location as directed by the monitoring committee and project management office.
 - c. Otherwise demolished and disposed off as directed by the Engineer. When specified, ballast, gravel, bituminous materials or other surfacing or pavement materials shall be removed and stockpiled as required, otherwise such materials shall be disposed off as directed.

VIII. Structure Excavation

This Item shall consist of the necessary excavation for the foundation of structural columns, tie beams, and other structures not otherwise provided for in the Specifications. Except as otherwise provided for pipe culverts, the backfilling of completed structures and the disposal of all excavated surplus materials shall be in accordance with these specifications and in reasonably close conformity with the plans or as established by the Engineer.

All earthwork excavation shall be confined to the construction area as shown on the plans and shall be done in an approved manner with proper equipment. Excavation shall be suspended during rain and inclement weather, or when unsatisfactory field conditions are encountered unless otherwise directed by the ENGINEER. At all times during construction, the CONTRACTOR shall maintain proper drainage in the construction area and shall take all measures necessary for erosion and sediment control.

1. Excavation work shall be done in all kinds of soils.
2. This scope includes the excavation of column footing, tie beam, transformer pad and wall footing for masonry wall and removal of materials within the staked - out line of the building as well as excavation for septic tank and catch basin located as per plan.
3. The Contractor shall furnish all the necessary labor, place and maintain all support and shoring as maybe required for the excavation, including the removal/pumping of storm/waste water from the excavation.
4. The Contractor shall take every precaution to protect existing utility services from damage during construction operations. If damage occurs, the Institution shall be notified immediately and repairs shall be made promptly at the Contractor's expense. All repair works shall be satisfactory to the Engineer and the Institution. When interruptions of existing utilities occur, temporary service shall be provided as approved by the Engineer and Owner of the utility.
5. For construction of retaining walls, the Contractor shall provide a working space allowance of 0.5 m each face of the structural element (for footing, wall footings and tie beams) for an excavation of 1.0 m depth and .8m for 2.0 m depth of excavation, respectively.

6. Contractor to provide for de-watering of excavations from either surface water, groundwater, or seepage.

IX. Embankment (Incl. Backfilling and Gravel Bedding)

This item shall consist of the construction of an embankment as per this specification and in conformity with the lines, grades, and dimensions shown on the plans or established by the engineer.

1. Excavated areas around structures shall be backfilled with free-draining granular material approved by the Engineer and placed in horizontal layers not over 150 mm in thickness, to the level of the original ground surface. Each layer shall be moistened or dried as required and thoroughly compacted with mechanical tampers at 90% MDD.
2. All excavated materials, so far as suitable, shall be utilized as backfill or embankment. The surplus materials shall be disposed of in such a manner as not to obstruct the stream or otherwise impair the efficiency or appearance of the structure. No excavated materials shall be deposited at any time that may endanger the partly finished structure.
3. Utilization of excavated material from column footing, transformer pad, tie beam, and wall footing for embankment up to the Natural grade line and an additional volume of suitable backfilling materials.
4. The concrete strength of column and tie beams must be attained up to its considerable strength before backfilling and compaction is done on-site.
5. Gravel bedding for Slab on Grade and Wall Footing must be properly observed on-site and must have a minimum compacted thickness of 50mm.
6. The finished grade line of the structure must refer to the finished roadway as per standard construction practice.
7. No footing shall rest on fill.
8. The Contractor shall include backfilling and compaction works at 1.5m offset distance (outside) from the building footprint at 90% MDD.

X. Soil Poisoning and Anti-Termite Treatment

This Item shall consist of furnishing and applying termite control chemicals, including the use of equipment and tools in performing such operations in accordance with this Specification.

Termite control chemicals or toxicants shall be able to immediately exterminate termites or create barriers to discourage entry of subterranean termites into the building areas.

Before any termite control work is started, thorough examination of the site shall be undertaken so that the appropriate method of soil poisoning can be applied. The Contractor shall coordinate with other related trades through the Engineer to avoid delay that may arise during the different phases of application of the termite control chemicals.

1. This scope includes soil poisoning of areas covered by the structure's slab on grade and ramps on grade as well as building landscape, planters and concrete pavement.
2. All chemical materials utilized by this sub shall be handled by professionals trained in doing so. All material will be stored in and disbursed from proper containers with no unused materials left on site unless secured in an approved storage area.
3. The Contractor must provide all necessary materials for the safe performance of work, The Contractor must use the chemical that is standard to the industry for its intended use.
4. Remove all wooden pieces, concrete debris, plastic strips, tree stump roots, and deleterious materials, etc. shall be completed as well as soil shall be leveled and compacted before treatment starts.
5. All construction-related tests shall be approved by the PMC prior to treatment.

6. The application shall immediately begin by first preparing and mixing the solutions of Approved Anti-termite/ soil poisoning material diluted with water at a rate of 1:49 Liter water as per manufacturer's recommendation.
7. The solution of approved Anti-termite material diluted with water shall be sprayed with an application rate of 4 to 5 liter per square meter into the leveled and compacted backfilling material of the whole building footprint and shall extend 10 meters from the outside perimeter of the building.
8. For foundations and other excavation, treat the bottom and side of trenches until a height of 300mm from the base with the solution at a rate of 5 liters per square meter.
9. After the foundation/ grade beams/ wall footings are built, the backfill which is in immediate contact with the foundation shall be treated at a rate of 7.5 liters per square meter. Treating shall be done on each side of the vertical surface.
10. The top surface of the consolidated earth shall also be treated at a rate of 5 liters per square meter before the gravel bedding is laid. If the filled earth does not allow the emulsion to be absorbed, make holes of 50mm to 75mm deep and 150mm apart to facilitate saturation of the soil with the termiticide solution.
11. Wall and floor junction shall be treated on the inner wall surface from ground level at a rate of 7.5 liters of vertical wall or column surface to be used. Solution shall reach the soil at the bottom.
12. Application of termiticide solution shall be sprayed to all wooden surfaces with an application rate of 4 to 5 liter per square meter prior to painting works.
13. The treated area shall then be covered, it can be opened free until 2 hours, and then casting can be started. Casting must be completed by 2 to 24 hours after the Anti-termite application.
14. This Contractor must not treat soils in adverse weather conditions.
15. The work area must be cleaned up daily ensuring that chemical containers and rags or any other expended material items have been safely removed from the site.
16. The contractor shall guarantee the work for one (1) year after final acceptance.
17. The Contractor must employ accredited workmen who are trained in working with chemical compounds and pesticides and have a full understanding of handling and safety procedures and first aid emergency care.

PART B. PLAIN AND REINFORCED CONCRETE WORKS

XI. Forms and Falseworks

This Item shall consist of designing, constructing, and removing forms and falsework to temporarily support, concrete, girders, and other structural elements until the structure is completed to the point it can support itself.

Formwork

The material used for smooth form finish shall be phenolic board (maximum of 4 uses), tempered concrete-form-grade hardboard, metal, plastic, paper, or other acceptable materials capable of producing the desired finish for form-facing material. Form-facing materials with raised grain, torn surfaces, worn edges, patches, dents, or other defects that will impair the texture of concrete surfaces shall not be permitted for use. No form-facing material shall be specified for rough form finish.

Falsework

The material to be used in the falsework construction shall be of the quantity and quality necessary to withstand the stresses imposed; it may be timber or steel or a combination of both. The workmanship shall be of such quality that the falsework will support the loads imposed on it without excessive settlement or take-up beyond as shown on the falsework drawings.

1. Shop drawings for forms and false works shall be submitted by the Contractor to the PDS approval before fabrication/ installation.
2. Submission of shop drawings to the PDS for evaluation/ approval shall be submitted 7 days before fabrication/ installation.
3. The Contractor shall submit a detailed calculation of scaffolds if it can withstand the *imposed loads due to the self-weight of the structural element*, construction loads, and impact loads.
4. Used formworks & scaffolds shall not be utilized in the construction to avoid surface imperfection in all concrete works.
5. Formworks shall be coated with non-staining mineral oil or non-staining form coating compound (form oil) in all contact surfaces with concrete before rebar installation and closure of forms.
6. Provide formworks with clean-out openings to permit inspection and removal of debris.
7. The Contractor shall remove debris before concrete casting.
8. Forms submerged in water shall be watertight.
9. Use $\frac{3}{4}$ " thk. Phenolic Board – construction form for beam runners, sidings, and suspended slabs.
10. All forms and scaffolds used by the Contractor during construction, completion, or repair of the said project shall be turned over to the Administration after the construction except for the Personal Steel Forms and scaffolds (H-Frame).
11. Use of round wood as scaffoldings may be allowed upon recommendation and approval of the PMO in coordination with the Design Engineer.
12. Re-shoring must be done on-site when necessary.

XII. Reinforcing Steel Bars

This item shall consist of furnishing, bending, fabricating, and placing of steel reinforcement of the type, size, shape, and grade required per standard specifications and in conformity with the requirements shown on the plans or as directed by the Engineer.

1. The Reinforcing Steel Bars shall conform to the latest specification of the ACI and the National Structural Code of the Philippines with a minimum grade equivalent to Grade 40 (276 MPa) unless otherwise specified or as directed by the Engineer.
2. Shop drawings/ Rebar cutting list shall be submitted by the Contractor for PDS approval before rebar fabrication and installation.
3. Submission of shop drawings/Rebar Cutting list for evaluation/ approval shall be submitted 7 days before rebar fabrication.
4. All cut off points of RSB in all tie beams, suspended beams, and girder must be observed as specified on plans and as per approved design and as per standard construction practices and methodology.
5. Reinforcing Steel bars shall undergo material testing for strength verification.
6. The Contractor shall submit to the PMC, PDS and PMO a mill certificate of reinforcing steel bars for yield strength verification and its content.
7. Steel bars shall not be coated with form oil.
8. Standard hooks, Splicing, and Development length shall be observed on site.
9. All Hooks for stirrup/lateral ties and main reinforcement shall be seismic hooks.
10. This scope includes all reinforcing bars required for reinforced concrete works including other items where it is necessary as per plan and specifications.
11. The Contractor shall perform dewatering activities whenever such occasion is necessary due to unexpected downpours and floodings. This is also due to the fact

that the University present low level of water table which may affect excavation activities through the course of the project implementation.

XIII. Structural Concrete

This item shall consist of furnishing, placing, and finishing concrete in all structures except pavements per this Specification and conforming to the lines, grades, and dimensions shown on the plans. Concrete shall consist of a mixture of Portland cement, fine aggregate, coarse aggregate, admixture when specified, and water mixed in the proportions specified or approved by the Engineer.

1. Structural concrete must attain a minimum compressive strength $f_c' = 21.0$ MPa (3000 Psi) at 28 days and as per structural specification.
2. Use clean fine aggregates & crushed gravel (maximum 19mmØ) as per plan and structural specification for Structural members. The use of uncrushed gravel is prohibited.
3. Concrete pouring of columns shall be terminated anywhere within the upper thirds of the column clear height.
4. Monolithic concrete pouring of slab on fill/suspended slab/girder and beams shall be observed.
5. This scope includes the concrete pouring of the framing system before masonry works.
6. Proper concrete sampling and testing shall be done on-site as per specifications.
7. Proper concrete curing must be observed on site.
8. Lean concrete must be provided for column footings with a minimum thickness of 50mm.
9. Proper concrete pouring methodology shall be observed on-site to avoid the segregation of aggregates.
10. Structural Concrete shall attain its acceptable strength before Stripping/Dismantling of bottom forms.
11. This scope also includes the construction of foundation, column footings, columns, tie beams, girders, beams, slab-on-grade, suspended slabs, canopies, and other items necessary as per plan and specifications.
12. The Contractor shall only adapt Class C Mixture on F.2.1 column, from roof up to 1.35m. high. This type of mixture shall be used for efficiency and economic purposes, pending the re-continuation of the project.

PART C. ARCHITECTURAL FINISHES & OTHER CIVIL WORKS

XIV. Masonry Works

Contractor shall supply all the specified materials, expertise, supervision, labor, layout, equipment, tools, scaffold and miscellaneous items required for a complete masonry job in accordance with the drawings, plans and specifications as specified herein. All masonry works shall be performed by skilled craftsmen in a workmanlike manner throughout and shall be in accordance with all relevant codes, standards and regulations as deemed necessary.

1. Concrete Hollow Blocks (CHB) shall be applicable for non-load-bearing applications as specified in the drawings. CHB shall have fine, even texture, well defined edges and shall be sound and free from cracks and other defects.
2. Masonry units should be delivered and stored on wooden pallets to prevent moisture absorption from the soil and covered with water-repellent tarps or plastic covers to prevent wetting, staining, or discoloration.

3. Aggregates should be protected against contamination from rain and from blowing dust and soil during construction to prevent staining or reduced mortar bond strength.
4. Different aggregates should be stored in separate stockpiles and all aggregate stockpiles covered with a waterproof tarp or plastic covering when not in use.
5. CHB shall be laid with full mortar coverage on both horizontal and vertical shells. Requirements for the mortar are as follows:
 - Portland Cement: ASTM C150, Type 1
 - Sand: Clear, Sharp, graded from fine to coarse, ASTM C-144
 - Water: Clean and potable
 - Mixture: Class "B" Mixture
6. If needed, provide a guide chord stretched out from end to end to establish desired CHB alignment.
7. After erecting 4 layers of CHB, observe 3 to 4 hours' interval before proceeding with the next layer of CHB.
8. A 20mm thick gap shall be provided in between walls and columns, walls and beams, walls and slab on top.
9. Provide 20mm thick Styropor as joint filler between walls and columns/ walls and beams/slab on top.
10. The contractor shall establish and ensure desired CHB alignment and plumbness. The Contractor shall reconstruct any inadequate work.
11. This includes all masonry works required for the completion of the building as well as parapet walls and other decorative masonry works.
12. CHB shall be piled on plank platforms in dry locations, and shall be protected with appropriate cover or other suitable material until laid in the wall. Reinforcement and other metal items shall be protected from the elements. All mortar materials shall be stored under cover in a dry place so that damage from moisture, freezing and other sources are prevented.

XIV.A. 4" thk. Masonry Wall (incl Reinforcing Steel Bars)

- a. Use 4" non-load bearing concrete hollow blocks mainly for interior walls, as indicated in the plans.
- b. This item also includes reinforcing steel bars of concrete hollow blocks. Use 10mm diameter RSB spaced at 600mm for vertical reinforcement and 10mm diameter RSB at every three (3) layers of CHB for horizontal reinforcement.
- c. Use gauge no. 16 G.I. tire wire to secure the steel bars into its designated position.

XIV.B. 5" thk. Masonry Wall (incl Reinforcing Steel Bars)

- a. Use 5" non-load bearing concrete hollow blocks for exterior walls, side walls, and parapet walls as indicated in the plans.
- b. This item also includes reinforcing steel bars of concrete hollow blocks. Use 10mm diameter RSB spaced at 600mm for vertical reinforcement and 10mm diameter RSB at every three (3) layers of CHB for horizontal reinforcement.
- c. Use gauge no. 16 G.I. tire wire to secure the steel bars into its designated position.

XV. Doors

This Item shall consist of furnishing all aluminum glass door, panel doors, flush doors, steel doors and glass doors materials, labor, tools and equipment required in undertaking the proper installation as shown on the Plans and in accordance with this Specification.

1. This scope of work includes fabrication and installation of Doors including all items required to be fabricated like doorjamb and provision of complete accessories including heavy duty handle set and locking devices.
2. This scope of work includes provision of Doors and door frames conforming to the sizes, dimensions and designs as shown and specified in the schedule of doors or as per the bill of materials.
3. Contractor to ensure that all materials to be used shall be in accordance with the required specifications.
4. Provide glass panels conforming with the recommended design, thickness, type, and color as shown in the detail and schedule of doors.

5. All doors shall be provided with corresponding heavy-duty stainless handle set, locking devices, as well as fixing accessories such as stainless door hinges, as shown in the detail and schedule of doors.
6. All door sizes and design shall be verified prior to fabrication and installation.
7. Frame and panel members shall be fabricated from extruded aluminum sections true to details with clean, straight, sharply defined profiles and free from defects impairing strength or durability.
8. Screws, nuts, washers, bolts, rivets and other miscellaneous fastening devices shall be made of non-corrosive materials such as aluminum, stainless steel, etc.
9. Hardware for fixing and locking devices shall be closely matched and adaptable to the type and method of opening.
10. For all assembly and fabrication works the cut ends shall be true and accurately jointed, free of burrs and rough edges. Cut-out recesses, mortising, grinding operation for hardware shall be accurately made and properly reinforced when necessary.
11. This scope includes provision of all doors as listed below:

XV.A. Panel Door

GENERAL SPECIFICATIONS	DOOR TAG	NO. OF SET	DIMENSIONS / SPECIFIC DETAILS
Panel Type Door with Vision 1000mmW x 2100mmH + 250mm H Transom Lauan Panel Door on 50mm x 150mm Lauan Door Jamb with (1 - 6mm thk. x 900mm x 250mm, 2 - 620mm x 240mm Clear Vision Glass); Stainless Steel Door Knob; and complete hardware accessories (Note: Use Kiln Dried Lauan Wood or equivalent)	D1	10 sets	1000mmW x 2100mmH + 250mmH Transom With 6mm thk. Fixed Clear Vision Glass

XV.B. Hollow Core Flush Doors

GENERAL SPECIFICATIONS	DOOR TAG	NO. OF SET	DIMENSIONS / SPECIFIC DETAILS
Flush Door 1000mmW x 2100mmH Hollow Core Flush Door on 50mm x 150mm Lauan Door Jamb with Stainless Steel Door Knob Set SS Door Knob and complete hardware accessories (Note: Use Kiln Dried Lauan Wood or equivalent)	D3	2 sets	1000mmW x 2100mmH

XV.C. Glass Door

GENERAL SPECIFICATIONS	DOOR TAG	NO. OF SET	DIMENSIONS / SPECIFIC DETAILS
Double Acting Glass Door (Swing Type) 1700mmW x 2100mmH + 1700mmW x 400mmH Fixed Transom - 6mm Thk. Double Leaf, Tempered Glass (Clear) Double Acting Door on 2.0mm thk. Powder Coated Aluminum Frame (Brown) with H-Type Door Handle Set; AL1202 Double Cylinder Mortise Lock; and complete hardware accessories	D5	1 set	1700mmW x 2100mmH + 1700mmW x 400mmH Fixed Transom - 6mm Thk. Double Leaf, Tempered Glass (Clear) Double Acting Door on 2.0mm thk. Powder Coated Aluminum Frame (Brown)

XV.D. Panic Doors

GENERAL SPECIFICATIONS	DOOR TAG	NO. OF SET	DIMENSIONS / SPECIFIC DETAILS
Panic Doors 1000mmW x 2100mmH Single Leaf Panic Door Door: 44mm thk. Citytech Steel Door, Ga.# 18 (± 1.0 mm) GI Door Panel Insulation: Honeycomb Jamb Type: Ga.# 16 (± 1.2 mm) GI Single Rabbet Jamb (50 x 100mm) Finish: Epoxy Primer Finish Fire Rating: 90 minutes Hardware & Accessories: 4" X 4" X 3.0mm, 2-Ball Bearing Hinge, Satin Stainless-Steel Finish Touch Bar Exit Device No Keyhole Eiffel Straight Type Lever Trim US32D (Trim for Exit Device) K740YDC-PB-SIL Door Closer with Parallel Arm Bracket (Silver), 85 Kgs Capacity	D2	2 sets	1000mmW x 2100mmH swing type panic door

XV.E. Steel Door

GENERAL SPECIFICATIONS	DOOR TAG	NO. OF SET	DIMENSIONS / SPECIFIC DETAILS
Steel Door General Specs - GA# 18 Galvannealed Color Grey Finish, Steel Louver and Stainless-Steel Door Knob Set SS Door Knob with 50mm x 150 mm Steel Door Jamb, and Complete Hardware Accessories	D4	1 set	800mmW x 2100mmH Steel Door with Louver with 50mm x 150mm Steel Door Jamb

XVI. Windows

This Item shall consist of furnishing all aluminum glass window and typhoon guard support materials, labor, tools and equipment required in undertaking the proper installation as shown on the Plans and in accordance with this Specification.

1. This item shall consist of all fabricated Powder Coated Aluminum Swing/Awning Windows fully equipped with fixing accessories and locking devices as shown on Plans and per this Specification.
2. This scope of work includes provision of window and window frames conforming to the sizes, dimensions and designs as shown and specified in the schedule of windows or as per the bill of materials.
3. The Contractor shall verify the correct window sizes and specifications to the Project Monitoring Committee and Project Management Office before fabrication and installation.
4. Screws, nuts, washers, bolts, rivets and other miscellaneous fastening devices shall be made of non-corrosive materials such as aluminum, stainless steel, etc.
5. Hardware for fixing and locking devices shall be closely matched and adaptable to the type and method of opening.
6. For all assembly and fabrication works the cut ends shall be true and accurately jointed, free of burrs and rough edges. Cut-out recesses, mortising, grinding operation for hardware shall be accurately made and properly reinforced when necessary.
7. This scope of work also includes provision of Windows and frames conforming to the sizes, dimensions and designs as shown and specified in the details and schedule of Windows.
8. Use 6mm thick tempered clear glass panel for all powder coated aluminum frame, awning windows, and fixed transom.
9. Use 6mm thick tempered clear glass panel for all powder coated aluminum frame awning/ fixed windows
10. All windows sizes shall be verified prior to fabrication and installation.
11. This scope includes provision of all windows as listed below:

XVIA. Powder Coated Aluminum Framed Glass Windows (Fixed Awning Windows)

GENERAL SPECIFICATIONS	WINDOW TAG	NO. OF SET	TECHNICAL DIMENSIONS
General Specification: 6mm Thk. Tempered Glass (Clear) on 2mm thk. Powder Coated Aluminum Frame (Dark Brown) complete with locking devices and fixing accessories - Fixed + Awning Type Window	W1	12 sets	1800mmW x 1800mmH
	W5	2 sets	1350mmW x 1150mmH
General Specification: 6mm Thk. Tempered Glass (Clear) on 2mm thk. Powder Coated Aluminum Frame (Dark Brown) complete with locking devices and fixing accessories - Awning Type Window	W2	6 sets	1500mmW x 450mmH
	W3	6 sets	1950mmW x 450mmH
	W4	1 set	525mmW x 450mmH

XVII. Metal Works

This Item shall consist of furnishing all materials, labor, tools and equipment required in undertaking all metal works as shown on the Plans and in accordance with this Specification.

- All materials to be incorporated in the metal works shall be of good quality. Before incorporation in work, all materials shall have been inspected/accepted by the Project Monitoring Committee and Project Management Office.
- Pure stainless steel, G.I./B.I pipes/tubular, and other metallic structural materials either plain or fabricated shall be stored above the ground upon platforms, skids, or other supports. It shall be kept free from dirt, grease, or other foreign matter and shall be protected as far as practicable from corrosion.
- The steel bars and other metallic structural materials shall be coated with red oxide primer (two coats) before installation or after welding works.
- Workmanship and finish shall be per the best general practice. Portions of the work exposed to view shall be finished neatly. Shearing, flame-cutting, and chipping shall be done carefully and accurately.
- No welding works shall be done on areas coated with paint.
- Shop drawings shall be submitted by the Contractor for PDS approval before fabrication and installation.
- Submission of shop drawings for evaluation/approval shall be submitted seven (7) days before fabrication and installation.

8. All materials for metal works to be used shall be brand new. Usage of scrap and tarnishing metals is strictly prohibited. The Contractor shall promptly remove and replace any scrap, old, and used materials installed on site.
9. Provide and install the following as specified (see details):

XVIIA. Metal Works (Steel Railings - Corridor)

- a. This scope includes fabrication and installation of steel railings as per plan and specifications.
- b. Contractor to ensure that all materials to be used shall be in accordance with the required specifications as stated on this scope:
 - 25mm x 50mm x 1.5mm thk. x 6m Black Iron Tubular (see detail on plan)
 - 50mm x 75mm x 1.5mm thk. x 6m Black Iron Tubular (see detail on plan)
 - 25mm x 5mm thk. x 6m Flat Bar (see detail on plan)
 - Complete fixing Accessories

XVIIIB. Metal Works (Stainless Steel Railings - Ramps)

- a. This scope includes fabrication and installation of stainless-steel ramp railing as per plan and specifications.
- b. Contractor to ensure that all materials to be used shall be in accordance with the required specifications as stated on this scope:
 - 1.5mm thk. X 50mmØ X 6m. Round Tube, Stainless Steel (SS-304) (see detail on plan)
 - 2.0mm thk. 100mm x 100mm Stainless Steel (SS-304) Plate (See Detail on plan)
 - Complete fixing Accessories

XVIIC. Metal Works (Temporary Stair Roof Framing)

- c. This scope includes fabrication and installation of temporary stair roof framing as per plan and specifications.
- d. Contractor to ensure that all materials to be used shall be in accordance with the required specifications as stated on this scope:
 - *HT-1 Truss = 4 sets*
 - L65x65x6mm thk. x 6.0m Long Angle Bar (see detail on plan)
 - L38x38x6.0mm thk. x 6.0m Long Angle Bar (See Detail on plan)
 - *ST-1 Strut = 2 sets; ST-2 Strut = 2 sets;*
 - L38x38x6.0mm thk. x 6.0m Long Angle Bar (see detail on plan)
 - *FF-1 FASCIA FRAME = 2 sets*
 - L25x25x3.0mm thk. x 6.0m Long Angle Bar
 - *PURLINS & ACCESSORIES*
 - LC150x50x1.50mm thk. x 6.0m Long C-Purlins
 - L38x38x6.0mm thk. x 6.0m Long Angle Bar (for purlin stand)
 - 12mmØ x 6.m Long Plain Round Bar (for Sagrod)
 - 25x3.0mm thk. x 6.0m Long Flatbar (sagrod plate connector)
 - Purlin Bolts

XVIII. Cement Plaster Finish

This Item shall consist of furnishing all cement plaster materials, labor, tools and equipment required in undertaking cement plaster finish as shown on the Plans and in accordance with this Specification.

1. Use Portland cement that conform to the requirements as defined in Item 700, Hydraulic Cement.
2. Fine aggregates shall be clean, washed, and free from dirt, clay, organic matter or other deleterious substances.

3. Finish coat shall be pure Portland Cement properly graded conforming to the requirements of Item 700, Hydraulic Cement and mixed with water to approved consistency and plasticity.
4. Surfaces to receive cement plaster shall be cleaned of all projections, dust, loose particles, grease and bond breakers. Before any application is commenced all surfaces that are to be plastered shall be wetted thoroughly with clean water to produce a uniformly moist condition.
5. Cement plaster shall not be applied directly to concrete or masonry surface that had been coated with bituminous compound and surfaces that had been painted and previously plastered.
6. Cement plaster finish shall be true to details and plumbed. Finish surface shall have no visible junction marks where one (1) day's work adjoins the other.
7. All cement plaster finish shall be measured in square meters or part thereof for work actually completed in the building.
8. All cement plaster finish shall be 25mm thick minimum on vertical concrete or masonry walls. Plaster shall be Class A, one (1) part of Portland Cement and two (3) parts of fine aggregate by loose volume.
9. Cement plaster finish shall be true to details and plumbed. Finish surface shall have no visible junction marks where one day's work adjoins the other.
10. The contractor must provide competent person to execute the plastering works
11. The contractor must follow the specifications written at (part XVIII-Cement Plaster Finish)

XIX. Cement Floor Topping Finish

This item shall consist of furnishing all materials, labor, tools, and equipment necessary to undertake cement floor finishing where shown on the plans and in accordance with this specification.

1. Use Portland cement conforming to the DPWH requirement for Item 700, Hydraulic Cement.
2. Fine aggregates shall be clean, washed, and free from dirt, clay, organic matter or other deleterious substances.
3. Concrete topping materials shall be measured accurately. Mortar topping shall be Class A, one (1) part Portland cement and two (2) parts fine aggregate by loose volume.
4. Surface to receive mortar concrete topping shall be cleaned of all projections, dust, loose particles and other foreign matters. Finish elevation shall be established over the areas indicated on the Plans.
5. Before any mortar concrete topping is applied, the prepared concrete base surface shall first be wetted and grouted with Portland cement.
 - a. Mortar topping shall have a minimum thickness of 50mm to be spread over the prepared concrete base and shall be float finished using wood hand trowel. Batches of mortar topping shall be emplaced within one hour of mixing thereof.
 - b. As soon as the water sheen has disappeared the surface shall be lightly scratched with a stiff bristle broom
 - c. The finish topping mixture shall be spread over the lightly scratched surface before final set taken place and hand troweled to produce a smooth surface.
 - d. The finished surface shall be free of trowel marks, have uniform texture and true to a plane within an allowable tolerance of 3 mm in 3.0 meters.
6. Cement floor finished surface shall be covered with appropriate covering to avoid injurious action by sun, rain, flowing water and mechanical injury.
7. Cement floor shall be finished level and true to finish elevation as shown on the Plans.

8. Finish topping shall have no visible junction marks where one (1) day's work adjoins the other.
9. Finish topping shall be properly graded to drain rainwater. Provide a minimum pitch of 1 on 100 satisfactorily drain rainwater freely into the drainage lines, gutters and downspouts.
10. All cement floor finish shall be measured in square meters or part thereof for work actually completed and accepted.

XX. Cementitious Waterproofing

This Item shall consist of furnishing all waterproofing materials, labor, tools, equipment and other facilities and undertaking the proper installation works required as shown on the Plans and in accordance with this Specification.

1. Cement-base waterproofing powder mix shall be cement-base, aggregate type, heavy duty, water-proof coating for reinforced concrete surface and masonry exposed to water. When mixed with other ingredients are free flowing, water-proof coatings that possesses strength durability and density.
2. Water shall be clean, clear and potable.
3. Ground floor male and female comfort rooms, roof deck, and parapet walls and other area indicated on the plans to be waterproof shall first be rendered with cement-based waterproofing before any type of waterproofing is applied.
4. Concrete surface to be applied with waterproofing shall be structurally sound, clean and free of dirt, loose mortar particles, paints films oil, protective coats, efflorescence laitance, etc.
5. All defects shall be properly corrected and carefully formed to provide a smooth surface that is free of marks and properly cured prior to application works.
6. Drainage connections and weep holes shall be set to permit the free flow of water.
7. Any expansion and contraction joints shall be cleaned, primed, fitted with a backing rod and
8. caulked with sealant.
9. Prepared surfaces shall be cured and kept wet by sprinkling with water at regular intervals for a period of at least three days and allow surface to actually set within seven days.
10. Ensure that the prepared surface has completely set and all defects repaired.
11. Prior to application of membrane concrete surfaces should be sound and cured without the use of curing compound.
12. Application shall be done one direction strip to assure uniform thickness. Apply 3-4 coats of waterproofing membrane at ground floor male and female comfort rooms, roof deck, and parapet walls.
13. Allow primer to dry until it is ready to receive next coat or layer as specified in the manufacturing instructional manual.
14. After application, surface shall be uniformly smooth, free from irregularities folds and knots.
15. Where weather disturbance interrupts the work and exposing the membrane to moisture remove the layer exposed to moisture and repeat procedure until completion of the process.
16. Provide concrete cement topping of at least 50mm thick on the membrane after five days where protective coatings have been applied in accordance with Item XIX.

XXI. Ceiling Works

The work under this Item shall consist of furnishing all required materials, tools, equipment and labor and performing all operations necessary for the satisfactory

completion of all ceiling works in strict accord with applicable drawings, details and these Specifications.

1. All materials to be incorporated in this item of work shall be brand new and of good quality. Before incorporation in work, all materials shall have been inspected/accepted by the Project Monitoring Committee or the agency's authorized representative.
2. All materials shall be protected from dampness during and after delivery at the site. Materials shall be delivered well in advance of actual need and in adequate quantity to preclude delay in the work. Ceiling boards shall be piled in orderly stack at least 150 mm above ground and at sheltered place where it will be of least obstruction to the work.
3. Ceiling boards shall be cut and laid precisely to ensure that there are no gaps and/or overlap between adjacent boards and panels. Slits between adjacent boards and panels shall not be greater than 4mm. Any visible slits greater than the acceptable and/or overlapping boards and panels shall be removed and replaced by the contractor.
4. Nails, screws, rivets, suspension hangers and other fasteners shall be provided and used at specified spacing as per plan and whenever necessary for ceiling systems to prevent ceiling boards from sagging. All fasteners shall also be brand new and of adequate size to ensure rigidity of connections.
5. Workmanship and finish shall be in accordance with the best general practice. Portions of the work exposed to view shall be finished neatly.
6. The Contractor shall deliver all materials to be used in accordance with the required specifications as follows:

Note: Ceiling height shall be verified per actual site condition prior to installation of ceiling system.

XXIA. Fiber Cement Board Ceiling

This Item shall consist provision of fiber cement board ceiling, materials, labor tools, and equipment required in undertaking the proper installation as shown on the plans in accordance with this specification listed below.

- a. Use 4.5mm thk. x 1200mm x 2400mm fiber cement board
- b. Provide ceiling furring and suspension rod as per plan and specification.
- c. Use carrying Double Furring Channel 17mm x 49mm x 17mm x 5m, 0.6 mm thk. spaced at 600mm o.c. perpendicular to shorter span and 600mm o.c. perpendicular to longer span.
- d. Use metal carrying channel joist 11mm x 37mm x 11mm x 5m x 0.8mm thk. Spaced @ 800mm o.c. perpendicular to longer span.
- e. Provide 10 mm Ø suspension rod, use bolts w/ nuts and washers and carrying channel clip for metal carrying connection spaced at 800mm o.c. perpendicular to longer span and 600mm o.c perpendicular to shorter span. See spacing as specified per plan.
- f. Use metal furring clip for metal carrying channel and double furring channel connection.
- g. Provide Wall angle 38mm x 38mm x 5m x 0.8mm thk. Attached to wall at perimeter with teks screw spaced at 300mm o.c.
- h. Use fiber cement board screws to fasten fiber cement ceiling panels to the metal furring ceiling joist.

Note: Ceiling height shall be verified as per actual site conditions prior to the installation of the ceiling system.

XXII. Tile Works

This Item shall consist of furnishing and installing all ceramic tiles, cementitious materials, Granite, tools and equipment including labor required in undertaking the proper installation of walls and floor tiles as shown on the Plans and in accordance with this Specification.

1. Trims are manufactured to match wall tile color, texture and to coordinate it with dimension.
2. Accessories like some soap holders and shall be made wall mounted type with colors to reconcile with the color of the adjacent wall tiles.
3. Tile work shall not be started until roughing-ins for plumbing, electrical and other trades have been completed and tested. The work of all other trades shall be protected from damage.
4. Surface to receive tile must be level, true to elevation, dry, free from dirt, oil and other ointments. Allow at least seven days curing of scratch coat and setting bed.
5. Installation work shall not be allowed to proceed until unsatisfactory conditions are corrected.
6. Thoroughly dampen surfaces of masonry or concrete walls before scratch coat and/or tile adhesive is applied.
7. On masonry or concrete surface first apply a thin coat with pressure, then bring it out sufficiently to compensate for the major irregularities of the surface to a thickness not less than 10 mm. at any point.
8. Evenly rate scratch coat to provide good mechanical key before the mortar/ tile adhesive mix has fully hardened.
9. Use tile adhesive as prescribed by the tile manufacturer. No voids are allowed between tile adhesive and tiles before installation.
10. The tile setting shall be properly leveled.
11. Tile adhesive shall be applied to the surface with a notched trowel to a thickness of approximately 3-4 mm.
12. Tiles shall be pressed into the adhesive, tapped firmly into position, and cleaned as soon as the bedding is complete.
13. Grouting mortar shall be applied over the tile by float or squeegee stroked diagonally across the joints. Remove excess mortar with a wet squeegee stroked diagonally or in a circular motion after 12-15 minutes. Follow with a barely damp or dry sponge to remove the remaining haze while smoothing all grouted joints.
14. Finish tiled flooring shall be properly graded to drain rainwater. Provide a minimum pitch of 1 on 100 satisfactorily drain rainwater freely into the floor drain, drainage lines, gutters and downspouts.
15. Tile setting finish must be observed in proper setting, fit, and stable. Any improper setting shall be reworked/reinstalled by the Contractor.
16. Clean tile surfaces thoroughly as possible upon completion of grouting. Remove all grout haze, observing tile manufacturers recommendations as to use of acid or chemical cleaners. Rinse tile thoroughly with clean water before and after using chemical cleaners. Polish surface of tile with soft cloth.

XXIA. Wall Tiles

- a. Surface shall be tested for levelness or uniformity of slope by flooding it with water. Area where water ponds are filled or levelled, shall be retested before the setting bed is applied.
- b. Establish lines of borders and center of the walls at the field work in both directions to permit the pattern to be laid with a minimum of cut tiles.
- c. Apply and spread mortar mix and/ or tile adhesive for setting bed and tamp to assure good bond over the entire area to be laid with tile.

- *300mm x 600mm Ceramic Tiles, Nueva Biege Color – Matte Texture*
 - *Ground Floor Level (see details on plan)*
 - *Common CR - Female*

- *300mm x 600mm Ceramic Tiles, Nueva Grey Color – Matte Texture*
 - *Ground Floor Level (see details on plan)*
 - *Common CR - Male*

XXIB. *Floor Tiles*

- d. Floor surface shall be tested for levelness or uniformity of slope by flooding it with water. Area where water ponds are filled or levelled, shall be retested before the setting bed is applied.
- e. Establish lines of borders and center of the walls at the field work in both directions to permit the pattern to be laid with a minimum of cut tiles.
- f. Apply and spread mortar mix and/ or tile adhesive for setting bed and tamp to assure good bond over the entire area to be laid with tile.
 - *600mm x 600mm Ceramic Tiles, Light Grey Color – Rustic Texture*
 - *Ground Floor Level*
 - *Corridors*
 - *600mm x 600mm Ceramic Tiles, Marble White Color – Glossy Texture*
 - *Ground Floor*
 - *Faculty Room and Lecture Rooms*
 - *300mm x 300mm Ceramic Tiles, Light Grey Color – Matte Texture*
 - *Ground Floor*
 - *Male Common CR*
 - *Electrical Room*
 - *300mm x 300mm Ceramic Tiles, Ivory Color – Matte Texture*
 - *Ground Floor*
 - *Female Common CR*
 - *300mm x 600mm Ceramic Step Tiles with nosing, Light Grey Color – Rustic Finish*
 - *Ground Floor Level*
 - *Stairs (Run)*
 - *300mm x 600mm Ceramic Step Tiles with nosing, Light Grey Color – Rustic Finish*
 - *Ground Floor Level*
 - *Stairs (Rise)*

XXIC. *Granite Countertop*

- *20mm thk. x 600mm x 2400mm Granite – Beige Porrino*
 - *Ground Floor Level*
 - *Female Common CR*
 - *Pantry (including backsplash, 600mm. high)*
- *20mm thk. x 600mm x 2400mm Granite – Misty White*
 - *Ground Floor Level*
 - *Male Common CR*

XXIII. *Carpentry and Joinery Works*

The work under this Item shall consist of furnishing all required materials, fabricated woodwork, tools, equipment and labor and performing all operations necessary for the satisfactory completion of all carpentry and joinery works in strict accord with applicable drawings, details and these Specifications.

1. All materials to be incorporated in the carpentry and joinery works shall be of good quality. Before incorporation in work, all materials shall have been inspected/accepted by the Project Monitoring Committee.
2. Materials shall be protected from dampness during and after delivery at the site. Materials shall be delivered well in advance of actual need and in adequate quantity to preclude delay in the work.
3. Fabricated woodwork shall be done preferably at the shop. It shall be done true to details and profiles indicated on the Plans.
4. In case of variations or changes in the design per actual site condition, shop drawings complete with essential dimensions and details of construction, as may be required by

the Engineer in connection with carpentry and joinery work, shall be submitted for approval before proceeding with the work.

5. Where set against concrete or masonry, woodwork shall be installed when curing is completed.
6. Exposed wood surfaces shall be free from disfiguring defects such as raised grains, stains, uneven planning, sanding, tool marks and scratches.
7. Exposed surfaces shall be machine or hand sanded to an even smooth surface, ready for finish.
8. Exposed edges of plywood or plywood for cabinets shall be provided with select grade hardwood strips and/or wood trims, rabbeted as necessary, glued in place and secured with finishing nails. To prevent splitting, hardwood for trims shall be drilled before fastening with nails or screws.
9. Nails, screw, belts and straps shall be provided and used where suitable for fixing carpentry and joinery works. All fasteners shall be brand new and of adequate size to ensure rigidity of connections.
10. Plywood shall be good grade and made of laminated wood strips of uniform width and thickness bounded together with water resistant resin glue. It shall be free from defects such as split in veneer, buckling or warping.
11. Shop drawings complete with essential dimensions and details of construction, as may be required by the Engineer in connection with carpentry and joinery work, shall be submitted for approval before proceeding with the work.

XXIII.A. Carpentry and Joinery Works (Typhoon Guards)

WINDOW TYPE	TYPHOON GUARD DIMENSIONS		TOTAL NO OF TYPHOON GUARDS
	Width (mm)	Height (mm)	
W1	1800	1800	12
W2	1500	450	6
W3	1950	450	6
W4	525	450	1
W5	1350	1150	2

XXIII.B. Carpentry and Joinery Works (Built - In Cabinets)

Location	Description	Unit	Quantity Required
Kitchen Cabinets Counter & Hanging			
Pantry Under Counter Cabinets	Materials: 3/4" thk. Marine plywood, Class A, 2"x2"x10' Good Lumber Cabinet Frame, 20mm x 20mm Liston Wood Edging with Hydraulic Buffer Concealed Hinges (Inset), Aluminum handle, and complete accessories	set	1
Pantry Overhead Cabinet	Materials: 3/4" thk. Marine plywood, Class A, 2"x2"x10' Good Lumber Cabinet Frame, 20mm x 20mm Liston Wood Edging with Hydraulic Buffer Concealed Hinges (Inset), Aluminum handle, and complete accessories	set	1

XXIV. Painting Works

This Item shall consist of furnishing all paint materials, and other related products, labor, tools, equipment and plant required in undertaking the proper application of painting and related works indicated on the Plans and in accordance with this Specification.

- a. The Contractor prior to commencement of the painting, and related work shall examine the surfaces to be applied in order not to jeopardize the quality and appearances of the painting varnishing and related works.
- b. Voids, cracks, nick etc. will be repaired with proper patching material and finished flushed with surrounding surfaces.
- c. Marred or damaged shop coats on metal shall be spot primed with appropriate metal primer.
- d. Painting and varnishing works shall not be commenced when it is too hot or cold.
- e. Allow appropriate ventilation during application and drying period.
- f. All hardware will be fitted and removed or protected prior to painting and varnishing works.
- g. At the time of application paint shall show no sign of deterioration. Paint shall be thoroughly stirred, strained and kept at a uniform consistency during application. Paints of different manufacture shall not be mixed together. When thinning is necessary, this may be done immediately prior to application in accordance with the manufacturer's directions
- h. All material to be used under this Item shall be stored in a single place to be designated by the Engineer and such place shall be kept neat and clean at all time. Necessary precaution to avoid fire must be observed by removing oily rags, waste, etc. at the end of daily work.
- i. Upon completion of the work, all staging, scaffolding and paint containers shall be removed. Paint drips, oil, or stains on adjacent surfaces shall be removed and the entire job left clean and acceptable to the implementing agency.
- j. All paints shall be evenly applied. Coats shall be of proper consistency and well brushed out so as to show a minimum of brush marks.
- k. The paint when applied shall be so manipulated as to produce a uniform even coating in close contact with the surface being painted, and shall be worked into all corners and crevices.
- l. All coats shall be thoroughly dry before the succeeding coat is applied.
- m. Where surfaces are not fully covered or cannot be satisfactorily finished in the number of coats specified such preparatory coats and subsequent coats as may be required shall be applied to attain the desired evenness of surface without extra cost to the agency.
- n. Where surface is not in proper condition to receive the coat the monitoring committee shall be notified immediately. Work on the questioned portion(s) shall not start until clearance be proceed is ordered by the PMC.
- o. Hardware, lighting fixture and other similar items shall be removed or 'protected during the painting varnishing and related work operations and re-installed after completion of the work.
- p. If repainting, remove all loose, scaling, flaking and peeling off paint using wire brushing, scraping or water blasting.
- q. For chalking old paint, apply a water-based, low VOC paint for priming.
- r. In case of mildew infestation, treat with fungicidal wash solution or bleach solution (1:3, laundry bleach to water, respectively) by swabbing or brushing.

To ensure proper treatment, allow to stand on surface for overnight before washing off residue.

- s. Paint colors shall be following as per plan

XXIII.A. Painting Works (Concrete)

- a. Concrete and masonry surfaces shall be coated with concrete neutralizer and allowed to dry before any painting primer coat is applied. When surface is dried apply first coating.
- b. Hairline cracks and unevenness shall be patched and sealed with approved putty or patching compound.
- c. After all defects are corrected apply the finish coats as specified on the Plans (color scheme approved).
- d. Allow new masonry to dry for 14 days (for exterior surfaces) to 28 days (for interior surfaces) under normal weather conditions before painting.
- e. Use premium paint only for all interior and exterior concrete surfaces. The contractor shall also follow the painting schedule and paint finishes as specified below:
 - o For interior and exterior concrete surfaces:
 - Primer (1st Coat): Flat latex - one (1) coat
 - Putty: Skimcoat - one (1) coat, full
 - Top Coat (2nd & 3rd): Semi-gloss/Flat latex - two (2) coats
 - o Ceiling surfaces:
 - Primer (1st Coat): Flat Latex - one (1) coat
 - Putty: Skimcoat - one (1) coat
 - Top Coat (2nd & 3rd Coat): Flat Latex - two (2) coats
 - o Wall Color Top Coat Semi-Gloss (Tulle White)
 - (refer to plan)
 - o Wall Color Top Coat Semi-Gloss (Fantastic Blue)
 - (refer to plan)
 - o Ceiling Color Top Coat Semi-Gloss (Tulle White)
 - (refer to plan)

XXIII.B. Painting Works (Metal)

- a. Metal shall be clean, dry and free from mill scale and rust. Remove all grease and oil from surfaces.
- b. Wash unprimed galvanized metal with etching solution and allow it to dry.
- c. Where required to prime coat surface with Red Lead Primer same shall be approved by the Engineer.
- d. Use premium paint only for all painting works. The contractor shall also follow the painting schedule and paint finishes as specified below:
 - o For all metal surfaces:
 - Primer (1st & 2nd Coat): Red Oxide Primer #4310 - two (2) coats
 - Top Coat: Quick Drying Enamel Dark Brown - B600 - two (2) coats

XXIII.C. Painting Works (Wood)

- a. Woodworks shall be hand-sanded smooth and dusted clean.
- b. All knotholes pitch pockets or sappy portions shall be sealed with natural wood filler. Nail holes, cracks or defects shall be carefully puttied after the first coat, matching the color of paint.
- c. Interior woodworks shall be sandpapered between coats.
- d. Cracks, holes or imperfections in plaster shall be filled with patching compound and smoothed off to match adjoining surfaces.
- e. Use premium paint only for all woodworks. The contractor shall also follow the painting schedule and paint finishes as specified below:
 - o For all wooden surfaces:
 - Primer (1st Coat) : Flat wall enamel #800 - one (1) coat
 - Putty: Glazing putty - two (2) coats
 - Top Coat (2nd & 3rd): Semi-gloss/gloss enamel, Light Brown – two (2) coats

PART D. PLUMBING/ SANITARY WORKS

XXV. Plumbing & Sanitary Works

Contractors shall do necessary plumbing works under the direct supervision of a licensed Master Plumber and in strict accordance with these specifications. Provide decent quality plumbing works that strictly follow the National Plumbing Code of the Philippines.

GENERAL REQUIREMENTS

1. Registered Master Plumbers shall install plumbing with due regard to the preservation of the strength of structural members and the prevention of damage to walls and other surfaces through fixture usage.
2. All plumbing pipes shall be durable NAMPAP APPROVED materials, free from bad quality, designed and constructed by Registered Master Plumbers to ensure satisfactory service.
3. Vertical Piping shall be secured at sufficiently close intervals to keep the pipes in alignment and to carry their weight and contents. Provide support on plastic pipe stacks at every one (1) meter interval.
4. Provide supports at horizontal pipes at close intervals to prevent sagging. Install hangers and support every 500mm interval.
5. Plumbing systems shall be subjected to such tests to effectively disclose all leaks and defects in the quality. Perform complete water leak testing of plumbing works before the closing of installed pipes.
6. No substance which will clog the pipes, produce an explosive mixture, destroy the pipes or their joints or interfere unduly with the sewage-disposal process shall be allowed to enter the building drainage system.
7. Pipe sleeve shall not be located within the distance two times the depth of the beam from the face of support.
8. Journeyman plumbers must be skilled in performing plumbing works and have a competency Certificate for plumbing installations (NCII).
9. Provide proper pipe sleeves on all pipes crossing along Structural and Architectural members (see structural details and pipe sleeves details on plan).
10. Registered Master Plumbers shall install plumbing with due regard to the preservation of the strength of structural members and the prevention of damage to walls and other surfaces through fixture usage.
11. Relocation or modification of pipes required proper execution and provide shop drawings approved by the Monitoring/Planning Engineer.

XXIV.A. Water Line Distribution

- a. Contractor must provide all premises intended for human habitation, occupancy, or use with a supply of pure and wholesome water, neither connected with unsafe water supplies nor subject to hazards of backflow or back-siphonage.
- b. Plumbing shall be designed and adjusted to use the minimum quantity of water consistent with proper performance and cleaning.
- c. Use 20mm Ø x 2.8mm THK PPR on the waterline distribution system.
- d. All pipes and fittings shall be cleaned before joining.
- e. All waterline and fittings shall be PPR pipes.
- f. Use Weld Socket Fusion Machine in joining pipes and fittings.
- g. Provide an air chamber for each fixture.
- h. Contractor must install properly and accordingly all necessary plumbing fittings to ensure good quality and installation.



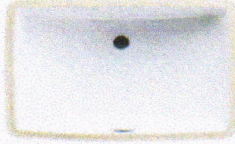


- i. Provide heavy-duty type PPR Gate Valves, Stainless Steel flush valves for urinals, and Stainless-Steel angle valves for sanitary fixtures located as per plan. Install all valves, pipes, and fittings in the correct relationship to the flow direction.
- j. Use Stainless Steel Cylindrical Water Storage Tank, 1000 liters capacity, horizontal stand frame included.
- k. Roughing-in connection with waterline distribution, must be installed on Student Regent's office CR and Conference Room CR, Pantry.



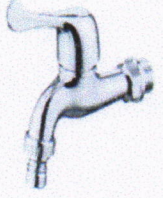



XXIV.B. Drainage, Waste & Ventilation Plumbing

- a. The drainage system shall be designed, constructed, and maintained to safeguard against fouling, a deposit of solids, and clogging, with adequate cleanouts for easy cleaning of pipelines.
- b. Each fixture directly connected to the drainage system shall be equipped with a water-sealed trap.
- c. The drainage piping system shall be designed to provide adequate air circulation free from siphonage, aspiration, or forcing of trap seals under regular use.
- d. Where a plumbing drainage system may be subject to the backflow of sewage, suitable provision shall be made to prevent its overflow in the building.
- e. All pipes and fittings shall be cleaned before joining.
- f. All PVC pipes and fittings shall be 2.5MM THK PNS 1650 Series 1000 for DWV
- g. Provide P-traps on lavatory, Urinals, and floor drains located as per plan.
- h. Provide cast iron cover for all floor cleanouts.
- i. All cleanouts shall be accessible for maintenance purposes.
- j. Contractors must connect all storm drainage pipes to the existing drainage system, as shown in the detailed drawing.
- k. Vent terminals shall extend to the outer air and be installed to preempt clogging and the return of foul air to the building. Vent stacks shall be raised 500mm above roof level and provide an insect screen. (See details)
- l. Provide pipe casing (plaster) for all pipe riser downspouts and exposed pipes.
- m. Roughing-in connection with drainage, waste, and vent must be installed on Student Regent's office CR and Conference Room CR, Pantry.
- n. Other consumable items and materials necessary to provide before installation not stated in the scope of work must be provided to ensure good quality and a serviceable condition of the waterline distribution system of the building.

XXIV.C. Plumbing Fixtures

- a. Plumbing fixtures, devices and appurtenances shall be supplied with water in sufficient volume and at pressure adequate to enable them to function satisfactorily and without undue noise under all normal conditions of use.
- b. Plumbing fixtures shall be made of smooth nonabsorbent material free from concealed fouling surfaces and shall be located in ventilated enclosures.
- c. All plumbing fixtures shall be installed properly spaced, to be accessible for their intended use.
- d. fixtures shall be set level and in proper alignment about adjacent walls. No water closet or bidet shall be set closer than 0.315 meters from its center to any side wall or obstruction nor closer than 0.7: meters from center to center to any similar fixture. No urinal shall be set closer than 0.3 meters from its center to any sidewall or partition nor closer than the 0.6-meter center to center.
- e. Provide and Install Fixtures as per specifications as follows:

No.	TYPE OF FIXTURE	SPECIFICATION	QTY/ LOCATION	IMAGE
1	Water Closet	Dimensions: 700mm x 365mm x 805mm, Color: American White, Flushing System: Siphon Jet, Bowl Shape: Elongated, Material: Vitreous China; Grade A	7 sets – Male & Female CR	
2	Bidet	Bidet Material: SUS304 Stainless Steel Satin Finish, Description: Brushed SUS304 bidet spray w/ nickel plated holder and 1.2m stainless steel double locked hose. All accessories included, ready for installation	7 sets – Male & Female CR	
3	Lavatory	Vessel Basin Square Undercounter Lavatory, Dimension: 420 x 595 x 220 mm, Finish: Glossy, Model: PUE-3069, Material: Vitreous China Stainless Steel (SS304) Kitchen Single Sink, 22" x 18" L x 8"	5 sets – Male & Female CR 1 set - Pantry	
4	Stainless Steel Faucet	Coldline Lavatory Faucet (Single Lever), Finish: Satin, Model: Lj-5025, Material: Stainless Steel 304 Stainless steel (SS304) Heavy Duty Gooseneck Faucet	5 sets- Male & Female CR 1 set - Pantry	 

5	Urinal	Urinal Top Inlet Urinal, Dimensions: 480 x 335 x 745 mm, Color: American White, Inlet Type: Top Inlet, Installation Type: Wall Hung, Material: Vitreous China, Grade A	4 sets- Male & Female CR	
6	Urinal Push Valve	Water Consumption: 0.5LPF, Material: Brass with Chrome Finish	4 sets – Male & Female CR	
7	Hose Bibb	Stainless Steel (SS304), Heavy Duty Wall Mounted Faucet	2 sets – Male & Female CR	
8	Toilet Paper Holder	Dimensions: 115 x 111 mm, Material: Zinc Alloy in Chrome Finish, Description: Tissue holder with cover design	7 sets – Male & Female CR	
9	Floor Drain	Dimensions: 100 x 100mm, Material: SUS304 Stainless Steel Satin Finish, Description: Brushed floor drain with rust-resistant feature and trap seal design	10 sets – Male & Female CR	
10	Roof Drain	Stainless Roof Drain Dome, 3"Ø Material: 304 Stainless Steel (For Roof Deck)	14 sets – Male & Female CR	

- f. Install and provide stainless steel wash basin P-trap set complete with accessories size 1 1/2" for all wash basin and lavatories located as per plan.

- g. Use High Quality ½" flexible Supply hose SU304 stainless steel complete with accessories for water supply of lavatories, sink and wash basin located as per plan.
- h. Use One way angle valve SUS304 Stainless steel complete with accessories as water control valve for lavatories, sink and wash basin located as per plan.
- i. Use Two Way Angle Valve SUS304 Stainless Steel (1/2"x1/2") as water control valve for Bidet and water closet.
- j. Provide Scupper drain 3" SUS304 stainless steel, same floor side wall type dual purpose on roof drain walls located as per plan.
- k. Provide 1 ¼" x 60mm grab bar stainless steel for PWD CR located as per plan.
- l. Other consumable items and materials that are necessary to provide prior to installation not stated in the scope of work must be provided to ensure proper workmanship and in serviceable condition of plumbing fixtures and appurtenances.

XXIV.D. *Septic Tank*

- a. Construction septic tank
 - Septic Tank A: 1unit (5.0m x 3.0m), digestive chamber 2units (2.0m x 1.5m), 1 unit (3.0m x 3.0m) leaching chamber
 - Each septic tank shall be 1.4 m wetted clear height and 0.20 m Additional height for air chamber (see detailed plan)
- b. Use 4" Thick for septic tank walls and apply 20mm thick plastering for all internal surfaces. Ensure watertight construction of septic tank.
- c. Septic tank effluent shall be discharged properly and shall be tapped to the nearest sewage treatment plant conveyor pipe.
- d. Provide solid vent pipe with vent cap extending 300 mm above top of mounds.
- e. Install cleanouts and extension from piping to clean out at grade as indicated. Use 4-inch- (100-mm-) PVC pipe with threaded PVC cap.
- f. Apply cementitious waterproofing and 20mm plastering on inner faces and bottom floor of septic tanks.
- g. Perform testing of completed septic tank system piping and structures according to authorities having jurisdiction. Fill underground structures with water and let stand overnight. If water level recedes, locate and repair leaks and retest. Repeat tests and repairs until there is no leakage.

XXIV.E. *Catch Basin*

- a. Provide eighteen (18) sets of 0.60x0.60x0.695m catch basin with movable cover located as per plan (see detail).
- b. Use 4" thick Apply 12mm thick plastering on inner faces and exposed surfaces of catch basin.

- c. Storm drains shall be connected to nearest drainage with 1% slope.

XXIV.F. Water Meter Cover

- a. Provide water meter as show on the detailed plan.
- b. Use 4" thk CHB for walls.
- c. Provide covering, use plain GI sheet, GA. 24 on 25mm x 25mm angle bar frame.
- d. Use metal hinges.

PART E. ELECTRICAL WORKS

XXVI. Electrical Works

All electrical works shall comply with the provisions of the Philippine Electrical Code (PEC) 2017 Edition with rules and regulations of the national and local authorities concerned in the enforcement of electrical laws and regulations of the utility companies concerned.

All electrical works shall be performed by a Registered Master Electrician (RME). Provided, that if the installation or the machinery is rated in excess of five hundred kilovolt-amperes (500 KVA), or in excess of six hundred volts (600 V) the work shall be under the supervision of a Professional Electrical Engineer (PEE) or a Registered Electrical Engineer (REE).

1. The scope of work covers furnishing of all materials, labor, equipment, accessories, and all necessary services to complete the electrical system of the project as per plan and specifications.
2. The Contractor shall verify site conditions and dimensions before ordering equipment or performing work to avoid conflicts and ensure compatibility of materials and equipment before installation.
3. Items, materials, and equipment not specifically mentioned in this scope or drawing, but are necessary and critical for safety and efficient operation of the entire electrical system shall be deemed included within this scope and shall be provided by the Contractor.
4. All materials & equipment shall be brand new and approved type for the purpose and location.
5. All materials & equipment shall be installed as per manufacturer's specifications and instructions.
6. Upon completion of all works, the building shall be energized.

XXVI.A. Conduits, Boxes, Fittings & Accessories

- a. This scope covers provision and installation of conduits / conduit rough-ins, boxes, fittings & accessories for lighting, power and fire alarm system.
- b. This scope also includes conduit rough-ins for power at second floor and conduit riser for fire alarm zone 2. All exposed open ends of conduit rough-ins shall be capped to prevent ingress of foreign materials.
- c. All conduits shall be embedded on concrete where possible.
- d. Conduits or raceways through which moisture may contact live parts shall be sealed or plugged at either or both ends.
- e. Provide and install end bells / locknut and bushing for 32mmØ and larger conduits terminating on panelboards, boxes and wireways.
- f. Additional pull boxes shall be provided, if necessary, to facilitate wire pulling and for maintenance purposes and shall be installed in an inconspicuous location. Pull boxes shall be accessible to the front. Pull boxes installed outdoor shall be NEMA 3R type.

XXVI.B. Wires & Wiring Devices

- a. This scope covers provision and installation of electrical wirings such as, but not limited to, branch circuit conductors, switch wirings, feeder conductors, grounding conductors.
- b. This scope also includes provision and installation of wiring devices such as convenience outlets, special purpose outlets and switches.
- c. Provide and install duplex convenience outlet for emergency lights and exit signs.
- d. All receptacle outlets shall be 3 prong, universal type with ground.
- e. All conductors of the same circuit and, where used, the grounded conductor and all equipment grounding conductors and bonding conductors shall be contained within the same raceway, auxiliary gutter, cable tray, trench, cable, or cord.

XXVI.C. Power Load Center, Switchgear and Panelboards, and other Overcurrent Protection Devices

- a. This scope covers provision and installation of power load center, switchgear and panelboards and other overcurrent devices.
- b. All panelboards shall have plastic engraved nameplate & circuit directory. A name plate with the Panel's designation in bold letters shall be fixed at the upper front of the panel. Nameplates shall be fastened with screw and not by adhesive.
- c. The contractor shall furnish specification / data sheet of panelboards prior to installation.

TABLE 1. Panelboard and Circuit Breaker Specification






PANEL	UNIT	QTY	CIRCUIT BREAKERS	ENCLOSURE / AUX.
MDP / MTS	Assy.	1	<p>Main: 2 – 400AT / 600AF, 3P, 240V 65KAIC bolt-on Molded Case Circuit Breaker (MCCB) with Mechanical interlock, Mechanical Lugs & Phase Barrier</p> <p>Branches: 4 – 100AT / 160AF, 3P 240V 35KAIC bolt-on Molded Case Circuit Breaker (MCCB) 4 – 150AT / 160AF, 3P 240V 35KAIC bolt-on Molded Case Circuit Breaker (MCCB)</p>	NEMA 3R GA#16 enclosure with LED Indicator Lights for Backup and Utility Power, Digital Multimeter for Voltage, Current & Frequency, Surface mounted, c/w grounding bus and door latch w/ key & mounting accessories
PP1	Assy.	1	<p>Main: 1 – 150AT / 160AF, 3P, 240V 35KAIC bolt-on Molded Case Circuit Breaker (MCCB) with Mechanical Lugs</p> <p>Branches: 3 – 20AT / 63AF, 2P 240V 10 KAIC bolt-on Miniature Circuit Breaker (MCB) 15 – 30AT / 63AF, 2P 240V 10 KAIC bolt-on Miniature Circuit Breaker (MCB)</p>	NEMA 3R Enclosure, surface mounted, gray finish c/w grounding bus and mounting accessories
LPP1	Assy.	1	<p>Main: 1 – 100AT / 160AF, 3P, 240V 35KAIC bolt-on Molded Case Circuit Breaker (MCCB) with Mechanical Lugs</p> <p>Branches: 9 – 15AT / 63AF, 2P 240V 10KAIC bolt-on Miniature Circuit Breaker (MCB) 12 – 20AT / 63AF, 2P 240V 10KAIC bolt-on Miniature Circuit Breaker (MCB) 3 – 30AT / 63AF, 2P 240V 10KAIC bolt-on Miniature Circuit Breaker (MCB)</p>	NEMA 3R Enclosure, surface mounted, gray finish c/w grounding bus and mounting accessories


Enclosed Circuit Breaker (ECB)	Set	12	30AT, 2P, 240V, 60Hz MCCB (FOR ACU)	Plastic Enclosure
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XXVI.D. Lighting Fixtures

- a. This item includes provision and installation of lighting fixtures, emergency lights, exit signs, including lamp holders and accessories. See Table 2

TABLE 2. Lighting Fixture Specifications

DESCRIPTION	UNIT	QTY	FIXTURE
LED Bulb 15W 230V, 6500K daylight, 1500lm E27 base	Piece	32	
LED Bulb 19W 230V, 6500K daylight, 2300lm E27 base	Piece	56	
LED Automatic Emergency Light Light Source: 2x1W High Power SMT LED Battery: 4V 4.0Ah Sealed Lead Acid Charging Time: <20 hours Performance Time: ≤6 hours (at full charge)	Unit	12	
Single-Face Exit Light with Wall / Ceiling Mount Option (Exit Text) Battery Rating/ Type: 3.6V 350mAh Ni-CD Battery Voltage: 220V – 60Hz Dimension: 310 x 257 x 110mm	Set	3	
Single-Face Directional Exit Light with Wall / Ceiling Mount Option (Exit Right Arrow) Battery Rating/ Type: 3.6V 350mAh Ni-CD Battery Voltage: 220V – 60Hz Dimension: 310 x 257 x 110mm	Set	1	

Single-Face Exit Light with Wall / Ceiling Mount Option (Exit Double Arrow) Battery Rating/ Type: 3.6V 350mAh Ni-CD Battery Voltage: 220V – 60Hz Dimension: 310 x 257 x 110mm	Set	1	
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XXVI.E. Metering Equipment

- This scope covers the provision and installation of metering equipment such as KWH meter and current transformer including meter box and CT Box.
- All installation shall be in conformance with the local electric utility FICELCO.

XXVI.F. Grounding System

- This scope covers provision and installation of grounding system.
- The grounding electrode shall be Copper bonded steel rod 20mmØ x 3m. The ground rod shall be flushed underground with a vertical orientation. Use clamp suitable for direct burial.
- Ground resistance shall not exceed 25ohms. A single ground rod that does not have a resistance to ground of 25 ohms or less shall be augmented by one additional rod. Where multiple rods are installed to meet the requirements of the code (PEC), they shall not be less than 1.8m apart.
- All non-current-carrying conductive materials enclosing electrical conductors or equipment, or forming part of such equipment shall be grounded.
- Grounding conductors and bonding jumpers shall be connected by listed pressure connectors or listed clamps. Connection devices or fittings that depend solely on solder shall not be used. Sheet metal screws shall not be used to connect grounding conductors or connection devices to enclosures.
- Ground clamps or other fittings shall be protected from physical damage.

XXVI.G. Fire Detection and Alarm System (FDAS)

- Fire Detection & Alarm System installation shall be in compliance with the Fire Code of the Philippines 2019 Edition and all applicable NFPA codes and standards. All installations shall be performed and supervised by persons who are qualified and experienced in the installation, inspection and testing of fire alarm systems.
- The contractor shall verify site conditions and dimensions prior to ordering of equipment or performing work to avoid conflicts and ensure the compatibility of all equipment before installation. All materials & equipment shall be installed as per manufacturer's specifications and instructions.
- Provide and install Fire Detection and Alarm System (FDAS) as specified in plan and Table 3.

TABLE 3. Fire Detection and Alarm System Specifications

DESCRIPTION	UNIT	QTY
FIRE ALARM CONTROL PANEL, CONVENTIONAL 4 ZONES Technical parameters: •AC Input: 220VAC 60Hz +10% -15% •DC Output: 24VDC typical •Voltage for MCU: 5V for power board MCU, 3.3V for others • Current at 24VDC from PSE: 450mA standby current •Maximum current from PSE: 2A except batteries charge •Batteries current: 1.85A maximum, current limited •Auxiliary output: 24VDC +/- 10%, 100 mA max, current limited, monitored •Batteries: 2*12V/ 2.3Ah sealed lead acid gel, self-regulated •Detectors connection allowed each zone: 20 (except MCPs) •Zone alarm current: 6mA minimum/ 27mA maximum	Unit	1

DESCRIPTION	UNIT	QTY
<ul style="list-style-type: none"> •Sounder output: 2*0.75A maximum •EOL resistor for zone: 6.8K 1W •EOL resistor for outputs: 6.8K 1W 		
SMOKE DETECTOR, CONVENTIONAL Technical parameters: <ul style="list-style-type: none"> •Operating Voltage Range: 9 to 28 VDC Volts Non-polarized •Standby Current: $\leq 120\text{A}@24\text{VDC}$ •Maximum Alarm Current (LED on): $\leq 15\text{mA}@24\text{VDC}$ (1K Ohm current-limiting resistance) •Fix temperature Alarm: •Rate of rise Alarm: 7.10C/5S A1R •Height: 48.2 mm installed in Base •Diameter: 99.45 mm •Operating Humidity Range: $\leq 95\%RH$ (400C\pm20C) Relative Humidity, Non-condensing •Operating Temperature Range: -100C to 500C (140F to 1220F) •Smoke Alarm Sensitivity: 1.06\pm. 26%FT 	Set	10
FIRE ALARM BELL 8", CONVENTIONAL Technical parameters: <ul style="list-style-type: none"> •Diameter: 8"(200mm) •Working voltage: 20VDC to 28VDC •Work current @24VDC: $\leq 50\text{mA}$ •Volume(dB) @1m: $\geq 100\text{dB}$ •Dimensions: •Net Weight: 	Unit	2
MANUAL CALL POINT, CONVENTIONAL Technical parameters: <ul style="list-style-type: none"> •Working Voltage: 24VDC •Max. Current: 8A, 24VDC •Contact Resistance: $\leq 0.02\Omega$ •Working Conditions: Temp. -10\sim+65$^{\circ}\text{C}$ Humidity: 10%-90% RH 	Set	3
FIRE EXTINGUISHER <ul style="list-style-type: none"> •Type: ABC •Weight: 10 lbs. 	Piece	4

- d. Provide riser for zone 2 and 3 at second and third floor respectively.
- e. Smoke detectors shall not be installed until after construction is completed and the subject area has been cleaned.
- f. All devices shall be hard wired. Use Fire Alarm cable #16AWG (2conductor) @20mm \varnothing uPVC.
- g. The Contractor shall verify that the voltage up to the last device is within the acceptable range for to ensure proper operation.
- h. Upon completion of installation, the contractor shall perform testing and commissioning to verify that all system components are fully operational. A representative from CatSU shall witness the testing and commissioning.

XXVI.H. Equipment

- a. This scope covers provision and installation of one (1) unit wall mounted exhaust fan and twenty-three (23) units ceiling mounted orbit fans:

Wall Mounted Exhaust Fan Specifications

- Size: 8": (30x12x30cm)
- Cutout Size: 8": (24.5x24.5cm)
- Voltage: 230V
- Frequency: 60Hz
- Power: 8": (33W)
- Airflow: 8": (8.1m 3 /min)
- Noise Level: 8": (50dB)

Ceiling Mounted Orbit Fan Specifications

- 230VAC, 60Hz
- 18" Metal blade
- High performance motor
- 4 Speed rotary switch
- With thermal fuse protection

XXVI.I. Electric Utility Services

- a. Transformer testing. The three (3) units 50KVA DT shall be tested at the FICELCO prior to installation. Test certificate shall be turned over to the PMC/PMO.
- b. Extension of three phase Line, installation and banking of three units 50KVA DT. The Contractor shall request to FICELCO the extension of three phase line from nearest tapping pole going to the Senior High School Building and banking of the three (3) units 50KVA DT.
- c. Electric Service Connection. The Contractor shall be responsible for the Turn on application for the permanent electrical service connection / energization of the Senior High School Building.
- d. This scope also includes the relocation of existing three 75KVA DT @ College of Education Laboratory Building.

XXVI.J. Pole Mounted Distribution Transformer (OISC) w/ Complete Accessories

- a. This item includes supply, delivery and installation of three (3) units distribution transformer, pole type, conventional, amorphous, 50KVA, 13.2kV / 7.6kV / 240V 1 ϕ , 60Hz double bushing OISC w/ mounting bracket, fuse cut-out and lighting arrester, complete with standard accessories.
- b. This scope also includes three phase banking of the secondary side of the distribution transformers in delta corner ground connection. The transformers shall be tested prior to installation.

XXVI.K. Installation of COED Lab. Overhead Service Conductors

- a. This scope includes provision and installation of overhead service conductors of CoEd Laboratory Building.
- b. The conductors shall span from the new location of the three 75KVA DT going to CoEd. Lab. bldg. existing service entrance.

PART IV – OTHER SPECIALTY WORKS

XXVII. Supply, Delivery, & Installation: Wall Mirrors

1. Rectangular Type – 3700mmW x 1000mmH – Common C.R., She – 1set
2. Rectangular Type – 2650mmW x 1000mmH – Common C.R. he – 1set

XXVIII. Supply, Delivery, & Installation: Toilet Partition System

This Item shall consist of furnishing all phenolic toilet doors and partition materials, labor, tools and equipment required in undertaking the toilet doors & partitions system as shown on the plans and in accordance with this specification.

1. For all assembly and fabrication works the cut ends shall be true and accurately jointed, free of burrs and rough edges. Cut-out recesses, mortising, grinding operation for hardware shall be accurately made and properly reinforced when necessary.
2. Upon delivery, phenolic boards and accessories shall be stored on a flat and stable surface to avoid cambers upon installation.

3. Provide and install 1/2inch thk. Toilet Partition System with the specified color – AMERICAN OAK for comfort rooms male and female common CR.
4. Provide stainless steel partition profile and accessories such as Top rail, h-profile, U profile and corner profile.
5. Provide partition accessories for such as adjustable foot and other accessories for every cubicle. See phenolic comfort room cubicles isometric details. All accessories shall be made of Stainless Steel.
6. Use proper profile fittings on all corners and edges of the partition system.
7. Use appropriate cutting equipment. Clearances in fitting phenolic boards shall be avoided.
8. Any improper work shall be reconstructed by the Contractor.
9. Use phenolic door & Phenolic Frame with complete accessories; Stainless Hinge, Stainless Coat Hook, Stainless Indicator Handle and locking accessories.
10. The Contractor shall assign well-versed personnel in the installation procedure of the phenolic toilet doors & partition system.

NOTE: Verify size and location in actual site condition prior for installation

XXIX. Temporary Stair Roofing

This Item shall consist provision of temporary stair roofing as shown on plans and accordance with this specification

1. Materials must be Brand new and properly handled on site.
2. Avoid materials to be in contact with wet surfaces, the contractor must secure the proper storage on site.
3. Prior for installation, apply redoxide primer to the surfaces of steel members.
4. Provide Specified materials listed below
 - G.A. 24, Pre-painted, Wall Capping (24" width x 8' Long), color: Blue
 - G.A. 24, Pre-painted, Rib Type, Long Span Roof Panel, color: Blue
 - Teks Roofing Screw, Rivets, Elastomeric Sealant
 - Fascia Board (4' x 8' x 3/16" thk.)

GENERAL NOTES

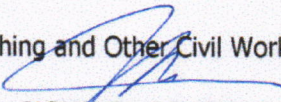
1. The Contractor shall provide all labor, material tools, equipment, supervision, and other related items required to complete the project as per the scope of works and specifications. Contractors are advised to visit the site, verify the existing site conditions to develop their proposal.
2. Site inspection shall be conducted by the PMO together with a representative from the Contractor to determine the exact measurement and actual site conditions.
3. All Materials delivered on-site shall have an Approved Material Inspection Report from the Project Monitoring Committee.
4. The whole project shall be completed within 210 calendar days.
5. An area to be used as storage for construction materials will be designated by the IU.
6. Water and electricity to be used during the construction will be charged to the Contractor.
7. Workers shall follow IU rules and regulations like wearing of ID's, PPE'S, No Smoking, etc.
8. Workers will be allowed to use a specified comfort room.
9. The Contractor shall coordinate with the PMO with regards to documents required for building permit applications.

10. If the Contractor determines that some portion of the drawing, specification, or contract document requires clarification or interpretation by the agency, the Contractor shall initiate and submit formally a written Request for Information (RFI).
11. In case there is a variation, a letter of justification with full and detailed particulars to support claims for change order shall be provided by the Contractor to the recommending unit to the PMC and PMO for evaluation and recommendation before its implementation. All variation orders, change orders, extra work orders, should be subject for evaluation, review, and recommendation of the Project Management Office (PMO).
12. In case of changes in the plans, additional works shall be charged to the Overhead, Contingencies, & Miscellaneous (OCM) of the project per Contractor's original bid and incur no additional cost to the project if the computed cost is within the OCM since OCM's are included in the project estimate to cover any unforeseen expenses and unknown issues during construction.
13. Shop drawings shall be submitted by the Contractor to the PMC for approval before implementation specifically structural details installation and fabrication.
14. The Contractor shall notify the PMC and PMO during every material delivery for inspection. Relatively, a Material Inspection Report shall be submitted by the Contractor to the PMC.
15. Reinforcing Steel Bars shall bear company markings, with the attached mill certificate for yield strength verification.
16. The Contractor shall furnish copies of the results of the testing of materials (for concrete design mix and RSB) to the PDS and PMO for approval and proper documentation before the concrete pouring request.
17. A concrete design mix shall be submitted by the Contractor to the TPC, PMO, and PMC for approval before the concrete pouring request.
18. The Contractor shall provide a rebar cutting list for PDS approval before fabrication/installation.
19. An approved form closure requests with an affixed signature of the implementing unit (PMC & PMO) must be submitted by the Contractor at least a day before the closure of forms in preparation for concrete pouring.
20. An approved concrete pouring requests with an affixed signature of the implementing unit (PMC) must be submitted by the Contractor at least a day before concrete pouring.
21. Proper plumbness of Column Reinforcement assemblies and Column forms shall be observed before closure of forms and concrete pouring
22. All lumber shall conform with the specifications required by the IU.
23. All Electrical works shall be done under the supervision of a Professional Electrical Engineer, Registered Electrical Engineer, or Registered Master Electrician.
24. All Plumbing works shall be done under the supervision of a Registered Master Plumber.
25. The Contractor shall verify the design and specifications of any furniture, fixtures, and the likes, as well as the equipment and appliances before procurement.
26. Removed/recovered materials that can be utilized should be turned over to IU.
27. If the Contractor does not have an employed certified installer, he shall submit to the Agency thru PMC an agreement with the supplier and its certified installer which will deliver and/or perform special services, equipment, and other appurtenances for special items.
28. If in case the Contractor requests additional/ extra copies of plans and/or plans for building permit application, they shall pay a printing fee per sheet of A3 sized paper scheduled as follows; 10.00php for black and white and 20.00php for colored. All transactions shall be paid through the cashiering services.
29. The Contractor is required to update figures and data of actual accomplishment of the project every 15th and 30th of the month. This information together with other supporting documents (i.e. equipment and workforce, utilization chart, weather chart, PERT/CPM, etc.) shall be made available and posted at the field office.
30. Proof of implementation of Item IV – Permits, Fees, & Clearances amounting to the specified pay item cost should be submitted to the implementing entity particularly the Project Monitoring Committee (PMC), as verified by the Project Management Office (PMO), to be submitted to the auditor as documentary evidence such as, but not limited to, "official receipts".

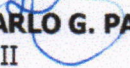
31. **No demolition or dismantling works should be commenced without the proper and necessary demolition permit applied from the Municipality of Virac Building Official.** The permit should be verified by the Project Monitoring Committee (PMC), and be submitted to the Project Management Office (PMO) for filing and coordination with the Disposal Committee. Upon demolition, the unserviceable property should be disposed through the Disposal Committee and Accountable Officer, pursuant to Department of Budget and Management (DBM) National Budget Circular (BC) No. 425 dated January 28, 29912 or otherwise known as Manual on the Disposal of Government Property. After the disposal of property and duly supported with the required necessary documents, the accountant shall drop the demolished property from the books of accounts and recognize the proceeds from sale of unserviceable property by drawing appropriate Journal Entry Voucher (JEV) for the purpose (Section 39.d, Chapter 10 of the Government Accounting Manual (GAM) for National Government Agencies (NGAs), Volume 1).

Prepared by:


Finishing and Other Civil Works:


Engr. HOWARD JOWEN T. MAGCALAYO
Engineer I

Structural Works:


Engr. MARLO G. PANTI
Engineer II


Plumbing & Sanitary Works:


Engr. NARDINE ROSE C. TURREDA, RMP
Engineering Assistant


Electrical Works:


Engr. MARVIN RAY R. VARGAS
Engineer I

Checked By:


Engr. JOSHUA PATRICK A. TADOY
Planning Officer II, Planning and Development Services

Submitted By:


Ar. MAE LIZZA D. BUBLO
Planning Officer III, Planning and Development Services

Section VII. Drawings
[in a separate folder]

Section VIII. Bill of Quantities

Name of Project: **CONSTRUCTION OF TWO-STOREY MAIN CAMPUS SENIOR HIGH SCHOOL BUILDING, COLLEGE OF EDUCATION LABORATORY SCHOOLS, PHASE 1**

Location of Project: **Catanduanes State University, Main Campus, Virac, Catanduanes**

Bill of Quantities

Item No.	Description of Work to Be Done	Unit	Quantity	Unit Price (pesos)	Amount (Pesos)
PART I FACILITIES FOR THE ENGINEER					
I	Provision of Field Office/Laboratory for the Engineers	l.s.	1.00		
PART II OTHER GENERAL REQUIREMENTS					
II	Project Billboard	l.s.	1.00		
III	Occupational Safety and Health	l.s.	1.00		
IV	Permits, Fees and Clearances	l.s.	1.00		
V	Mobilization/Demobilization	l.s.	1.00		
PART III CIVIL, MECHANICAL, ELECTRICAL & PLUMBING/SANITARY WORKS					
Part A. EARTHWORKS					
VI	Clearing and Grubbing	s.m.	834.00		
VII	Removal of Existing Structures and Obstructions	l.s.	1.00		
VIII	Structure Excavation	cu.m.	672.96		
IX	Embankment (Incl. Backfilling & gravel bedding)	cu.m.	572.91		
X	Soil Poisoning and Anti-Termite Treatment	sq.m.	834.46		
Part B. PLAIN AND REINFORCED CONCRETE WORKS					
XI	Forms and Falseworks	l.s.	1.00		
XII	Reinforcing Steel Bars	kgs.	88,072.23		
XIII	Structural Concrete (incl. Lean Concrete)	cu.m.	579.66		
Part C. ARCHITECTURAL FINISHES & OTHER CIVIL WORKS					
XIV	Masonry Works				
XIV.A	4" Masonry Wall (Incl. Reinforcing Steel Bars)	sq.m.	153.99		
XIV.B	5" Masonry Wall (Incl. Reinforcing Steel Bars)	sq.m.	1,132.87		
XV	Doors				
XV.A	Panel Doors	sq.m.	26.95		
XV.B	Hollow Core Flush Doors	sq.m.	4.73		
XV.C	Glass Doors	sq.m.	4.68		
XV.D	Panic Doors	sq.m.	4.73		
XV.E	Steel Doors	sq.m.	1.72		
XVI	Windows				
XVI.A	Powder Coated Aluminum Framed Glass Windows (Fixed/Awning Windows)	sq.m.	51.54		
XVII	Metal Works				
XVII.A	Metal Works (Steel Railings - Corridor)	l.s.	1.00		
XVII.B	Metal Works (Stainless Steel Railings - Ramps)	l.s.	1.00		
XVII.C	Temporary Stair Roof Steel Framing	Kgs.	1,416.29		
XVIII	Cement Plaster Finish	sq.m.	2,573.72		
XIX	Cement Floor Topping Finish	sq.m.	818.31		
XX	Cementitious Waterproofing	sq.m.	772.86		
XXI	Ceiling Works				
XXI.A	Ceiling Works (Ficem Board Ceiling)	sq.m.	419.83		
XXII	Tile Works				
XXI.A	Wall Tiles	sq.m.	142.64		
XXI.B	Floor Tiles	sq.m.	730.11		
XXI.C	Granite Countertop	sq.m.	14.40		
XXIII	Carpentry & Joinery Works				

XXIII.A	Carpentry and Joinery Works (Typhoon Guards)	I.s.	1.00		
XXIII.B	Carpentry and Joinery Works (Built-in Cabinets)	lot	1.00		
XXIV	Painting Works				
XXIV.A	Painting Works (Concrete & Ceiling)	sq.m.	3,149.07		
XXIV.B	Painting Works (Metal)	sq.m.	47.74		
XXIV.C	Painting Works (Wood)	sq.m.	132.04		
Part D.	PLUMBING & SANITARY WORKS				
XXV	Plumbing & Sanitary Works				
XXV.A	Water Line Distribution	I.s.	1.00		
XXV.B	Drainage, Waste & Ventilation Plumbing	I.s.	1.00		
XXV.C	Plumbing Fixtures	I.s.	1.00		
XXV.D	Septic Tank	I.s.	1.00		
XXV.E	Catch Basin	I.s.	1.00		
XXV.F	Water Meter Cover	I.s.	1.00		
Part E.	ELECTRICAL WORKS				
XXVI	Electrical Works				
XXVI.A	Conduits, Boxes, Fittings & Accessories (Conduit Works/Conduit Rough-in)	I.s.	1.00		
XXVI.B	Wires & Wiring Devices	I.s. I.s.	1.00		
XXVI.C	Power Load Center, Switchgear & Panelboards & Other Overcurrent Protection Devices	I.s.	1.00		
XXVI.D	Lighting Fixtures	I.s.	1.00		
XXVI.E	Metering Equipment	I.s.	1.00		
XXVI.F	Grounding System	I.s.	1.00		
XXVI.G	Fire Detection & Alarm System	I.s.	1.00		
XXVI.H	Equipment	I.s.	1.00		
XXVI.I	Electric Utility Service	I.s.	1.00		
XXVI.J	Pole Mounted Distribution Transformer (OISC) with Complete Accessories	I.s.	1.00		
XXVI.K	Installation of COED Lab. Overhead Service Conductors	I.s.	1.00		
PART IV	OTHER SPECIALTY WORKS				
XXVII	Supply, Delivery & Installation: Wall Mirrors	I.s.	1.00		
XXVIII	Supply, Delivery & Installation: Toilet Partition System	I.s.	1.00		
XXIX	Temporary Stair Roofing	sq.m.	52.80		
					Total

Signature

in the capacity of

Duly authorized to sign the Bid and on behalf of _____

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

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 (*Full time Supervising Project Engineer, DPWH Accredited Materials Engineer, Registered Electrical Engineer, Registered Master Plumber, Full time DOLE Accredited Safety & Health Officer, Construction Foreman, First Aider*) to be assigned to the contract to be bid, with their complete qualification and experience data and Written Commitment to Work on the Contract;
 - 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.

Other Requirements

- (o) Duly signed Construction Schedule and S-Curve;
- (p) Duly signed PERT/CPM;
- (q) Duly signed Construction Methods in Narrative Form on how the contractor will undertake the works under the contract;
- (r) Duly signed Manpower Schedule;
- (s) Duly Signed Equipment Utilization Schedule;
- (t) Duly signed Construction Safety and Health Program (to be approved by DOLE prior to contract signing)
- (u) Duly signed and notarized Affidavit of Site Inspection

II. FINANCIAL COMPONENT ENVELOPE

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

Other documentary requirements under RA No. 9184

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

Section X. Bidding Forms

Form 1	Bid Form
Form 2	Bid Securing Declaration
Form 3	Omnibus Sworn Statement
Form 4	Statement of Single Largest Completed Contract Similar to the Contract to be Bid
Form 5	Statement of All Ongoing Government & Private Construction Contracts Awarded But Not Yet Started
Form 6	List of Key Personnel Proposed to be Assigned to the Contract
Form 7	Sample Format of Bio-Data
Form 8	Key Personnel's Affidavit of Commitment to Work on the Contract
Form 9	List of Equipment, Owned or Leased and/or Under Purchase Agreement, Pledged to the Proposed Contract
Form 10	Affidavit of Site Inspection

Bid Form for the Procurement of Infrastructure Projects
[shall be submitted with the Bid]

BID FORM

Date: _____

Project Identification No. : _____

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

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: *[insert name of contract]*;
 - b. We offer to execute the Works for this Contract in accordance with the PBDs;
 - c. The total price of our Bid in words and figures, excluding any discounts offered below is: *[insert information]*;
 - d. The discounts offered and the methodology for their application are: *[insert information]*;
 - e. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein and reflected in the detailed estimates,
 - f. Our Bid shall be valid within the period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
 - g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of *[insert percentage amount]* percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines¹ for this purpose;
 - h. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
 - i. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
-

- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- k. We likewise certify/confirm that the undersigned is the duly authorized representative of the bidder, and 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 the *[Name of Project]* of the *[Name of the Procuring Entity]*.
- l. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____

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

REPUBLIC OF THE PHILIPPINES)
 CITY OF _____) S.S.

BID SECURING DECLARATION
Project Identification No.: _____

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]

Omnibus Sworn Statement (Revised)
[Shall be submitted with the Bid]

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]

STATEMENT OF ALL ONGOING GOVERNMENT & PRIVATE CONSTRUCTION CONTRACTS INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED

Business Name: _____
 Business Address: _____

Name of Contract/Location/ Project Cost	a. Owner Name b. Address c. Telephone Nos.	Nature of Work	Contractor's Role		a. Date Awarded b. Date Started c. Date of Completion		% of Accomplishment		Value of Outstanding Works
			Description	%	Planned	Actual			
<i>Government</i>									
<i>Private</i>									
Total Cost:									

Note:

1. State all ongoing contracts including those awarded but not yet started (government & private contracts which may be similar or not similar to the project called for bidding).
2. If there is no ongoing contract, state none or equivalent term.

This statement shall be supported with:

1. Notice of Award and/or Contract
2. Notice to Proceed issued by the owner and
3. Certificate of Accomplishments signed by the owner or authorized representative

Submitted by: _____
 (Printed Name & Signature)

Designation: _____

Date: _____

STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT SIMILAR TO THE CONTRACT TO BE BID

Business Name: _____
 Business Address: _____

Name of Contract	a. Owner Name b. Address c. Telephone Nos.	Nature of Work	Contractor's Role		a. Amount of Award b. Amount of Completion	a. Date Awarded b. Contract Effectivity c. Date Completed
			Description	%		
Government						
Private						

The statement shall be supported with:

1. Contract
2. Certificate of Completion
3. Certificate of Final Acceptance or the Constructors Performance Evaluation System (CPES) Final Rating, which must be at least satisfactory.
4. In case of contracts with the private sector, an equivalent document shall be submitted.

Submitted by: _____
 (Printed Name & Signature)

Designation: _____
 Date: _____

LIST OF KEY PERSONNEL PROPOSED TO BE ASSIGNED TO THE CONTRACT

Business Name : _____
 Business Address : _____

	<i>Project Engineer</i>	<i>Materials Engineer</i>	<i>Electrical Engineer</i>	<i>Master Plumber</i>	<i>Safety & Health Officer</i>	<i>Construction Foreman</i>	<i>First Aider</i>
1. Name							
2. Address							
3. Date of Birth							
4. Employed Since							
5. Previous Employment							
6. Education							
7. PRC License/Accreditation from DOLE (for the Health & Safety Officer)							
8. Years of Related Experience in Proposed Position							

Note: Attached individual bio-data/CV, PRC License of the professional personnel, Certificate of DOLE/DPWH/Red Cross of the Philippines Accreditation as applicable, Certificate of Training in Construction Occupational Safety and Health & Affidavit of Commitment to Work on the Contract.

Submitted by : _____
 (Printed Name & Signature)
 Designation : _____
 Date : _____

**KEY PERSONNEL
(SAMPLE FORMAT OF BIO-DATA)**

Give the detailed information of the following personnel who are scheduled to be assigned as full-time field staff for the project. Fill up a form for each person.

1. Name : _____
2. Nationality : _____
3. Education and Degrees : _____
4. Proposed Position : _____
5. Length of Service with the Firm : _____
6. Years of Related Experience for the proposed position : _____
7. List of Projects Handled : *(use additional sheet/s if necessary)*
 - Name of Project : _____
 - Name of Owner : _____
 - Type of Project : _____
 - Position : _____
 - Period of Assignment : _____

In the event that *[Name of the Bidder]* is awarded the contract for the project, I, firmly commit to assume the post of *[Designation]*.

Signature of Key Personnel

KEY PERSONNEL'S AFFIDAVIT OF COMMITMENT TO WORK ON THE CONTRACT

1. I, _____ have committed my services for the position of _____ for
(Name of Professional/Individual) *(Key Personnel Position)*
 the Contract if it is awarded to the Bidder.
2. I, therefore, commit to assume the said position for the Contract once it is awarded to the Bidder, and I shall employ the best care, skill and ability to perform the duties of such position in accordance with the Conditions of Contract, Specifications, Drawings, and other provisions of the Contract Agreement. I am aware that I have to stay in the jobsite for the duration of the project.
3. I do not allow the use of my name to enable the Bidder to qualify for the Contract without my commitment to assume the said position, since I understand that to do so shall be a sufficient ground for my disqualification from this Contract and future biddings of the Catanduanes State University.
4. I submit, and certify as true and correct, the following information:
 - a. Name : _____
 - b. Date of Birth : _____
 - c. Nationality : _____
 - d. Profession : _____
 - e. PRC License No. and Date of Validity : _____
 - f. Employment Record and Work Experience relevant to the Project *(Please fill in the table below; use additional sheet(s) if necessary)*

i. Project Name & Location ii. Project Owner's Name & Address iii. Employer's Name & Address iv. Position	i. Project Description ii. Total Cost Project	i. Part of Project Handled ii. Cost of Part	i. Start Date of the Project ii. Completion Date of the Project iii. Total Period of Engagement to the Project
Completed Projects:			
On-going Projects:			

Name and Signature of Professional/Individual Committing to the Contract

(Date)

REPUBLIC OF THE PHILIPPINES)
 CITY/MUNICIPALITY OF _____) S.S.

SUBSCRIBED AND SWORN to before me this ___ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ___ at _____.

Witness my hand and seal this ___ day of [month] [year].

NAME OF NOTARY PUBLIC
 Serial No. of Commission _____
 Notary Public for _____ until _____
 Roll of Attorneys No. _____
 PTR No. _____ [date issued], [place issued]
 IBP No. _____ [date issued], [place issued]

Doc. No. _____
 Page No. _____
 Book No. _____
 Series of 2023

LIST OF EQUIPMENT, OWNED OR LEASED AND/OR UNDER PURCHASE AGREEMENT, PLEDGED TO THE PROPOSED CONTRACT

Business Name: _____

Business Address: _____

Description	Model/Year	Capacity/ Performance/Size	Plate No.	Motor No./ Body No.	Location	Condition	Proof of Ownership/ Lessor/Vendor
A. Owned							
B. Leased							
C. Under Purchase Agreement							

Note: This list must be supported by proof of ownership, lease and/or purchase agreement. For lease and purchase agreement, such proof must include a certification of availability of equipment from the lessor/vendor for the duration of the project.

Submitted by: _____
(Printed Name & Signature)

Designation: _____

Date: _____

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT OF SITE INSPECTION

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. That I am the *[Position of the Authorized Representative]* of the *[Name of Bidder]* with office at *[Address of the Bidder]*.
2. That I have inspected the site for *[Name of the Project]*, located at Catanduanes State University, Main Campus, Virac, Catanduanes on *[Date of Inspection]*.
3. That I am making this statement as part of the requirement for the Technical Proposal of the *[Name of Bidder]* for the *[Name of the Project]* of the Catanduanes State University.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Affiant

SUBSCRIBED AND SWORN to before me this ___ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ___ at _____.

Witness my hand and seal this ___ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. _____ *[date issued]*, *[place issued]*

IBP No. _____ *[date issued]*, *[place issued]*

Doc. No. _____

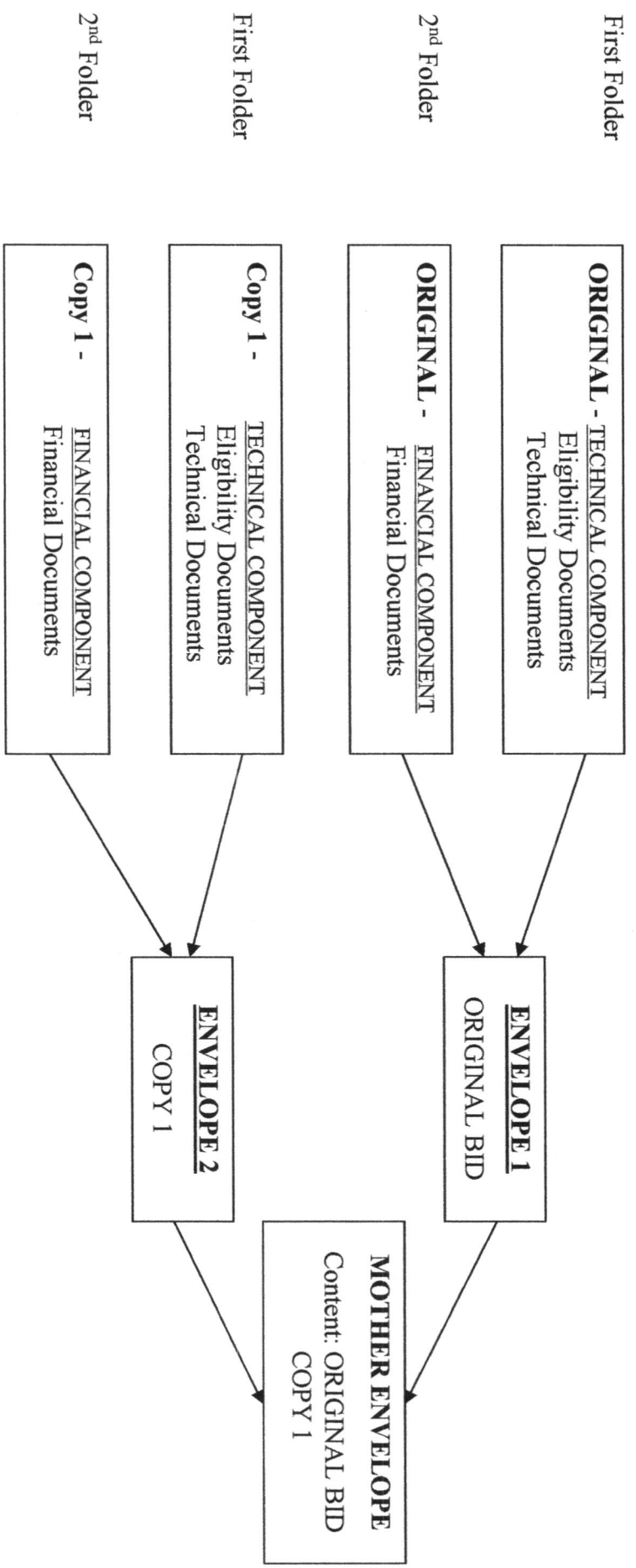
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***Section XI. Instructions for
Markings & Sealing***

**REQUIREMENTS AND INSTRUCTIONS OF THE CATANDUANES STATE UNIVERSITY
FOR MARKINGS AND SEALING OF BID ENVELOPPES - INFRASTRUCTURE PROJECTS**



**REQUIREMENTS AND INSTRUCTIONS OF THE CATANDUANES STATE UNIVERSITY
FOR MARKINGS AND SEALING OF BID ENVELOPES - INFRASTRUCTURE PROJECTS**

All bid envelopes shall:

1. Typed or written in indelible ink and the seal shall be signed by the bidder or his duly qualified and authorized representative.
2. Contain the name of the contract to be bid in capital letters (* refer to BDS Clause 1.0 for the name of the Project).
3. Bear the name and address of the bidder in capital letters.
4. All envelopes shall be sealed and marked as illustrated below:

For Envelope 1 and 2

<p>BIDDER'S NAME AND ADDRESS</p> <p>THE BIDS AND AWARDS COMMITTEE Catanduanes State University Virac, Catanduanes</p>
BID DOCUMENTS FOR: _____ (Name of the Contract) *
CONTENTS: ORIGINAL BID OR COPY 1 1) Technical Component 2) Financial Component
DO NOT OPEN BEFORE _____ (Date of Bid Opening)

Mother Envelope

<p>BIDDER'S NAME AND ADDRESS</p> <p>THE BIDS AND AWARDS COMMITTEE Catanduanes State University Virac, Catanduanes</p>
BID DOCUMENTS FOR: _____ (Name of the Contract) *
CONTENTS: 1) ORIGINAL BID 2) COPY 1
DO NOT OPEN BEFORE _____ (Date of Bid Opening)

- If the bids are not sealed and marked as required, the Procuring Entity will assume no responsibility for the misplacement of the contents of the improperly sealed or marked bid, or for its premature opening. Moreover, **FAILURE TO COMPLY WITH THE REQUIRED SEALING AND MARKING OF BIDS SHALL BE A GROUND FOR DISQUALIFICATION.**

