



Catanduanes State University

A photograph of a modern, multi-story building with a blue and white facade, identified as the Services Building. The building has a prominent blue horizontal band across its upper section and is surrounded by greenery and palm trees.

REPAIR/ REHABILITATION/ RETROFITTING/ RENOVATION/ REPLACEMENT OF EXTENSION SERVICES BUILDING

SCOPE OF WORKS

March 2021

PDISS – Technical Planning Committee

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PART I. FACILITIES FOR THE ENGINEERS

I. Provision of Field Office/ Laboratory for the Engineers, including Equipment and Other Utilities

1. The Contractor shall provide site/laboratory office for the Engineer including toilet and temporary barricades as per plan including equipment as follows:
 - a. 6 sets - Cylinder Mold Apparatus, Cast Iron, Split lengthwise Ø150mm x 300mmH
 - b. Slump Test Apparatus with Testing Rod and Base Plate.
2. The Contractor shall provide and maintain field offices and laboratories, including all the necessary supply of electricity, potable water supply, drainage, toilets for proper sanitation as specified in the Plan.
3. All facilities provided by the Contractor shall be near 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 utilities and communication facilities shall revert to the implementing unit including office equipment, apparatus, pieces of furniture, laboratory equipment, etc. unless otherwise specified in the contract documents.

PART II. OTHER GENERAL REQUIREMENTS

II. Project Billboard

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 project billboard.

1. The Contractor shall provide a 1 piece - 4'x8' Project Standard Billboard before the start until the end of the project.
2. Use 2" x 2" Coco Lumber for frames and braces, and ¼" thk. Marine Plywood, Class A.
3. The project billboard shall be placed along site premises and shall contain necessary contractual data which includes the following:
 - a. Project Title;
 - b. Project Location;
 - c. Contract I.D.;
 - d. Contractor;
 - e. Contract Start Date;
 - f. Contract Completion Date; and
 - g. Contract Amount

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 quality result and safety.
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, 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.
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 **150,000.00php** will be charged to the Contractor. This includes payment for signing engineers, Building Permit Processing Fee, Zoning Clearance Fee, Fire Protection Certificate, Occupancy Permit Fee, Material Testing Fee, Demolition Permit Fee, Tree Cutting Permit Fee, Transformer Testing and Commissioning Fee, Permanent Electrical Service Connection Processing Fee, Three Phase Line Extension Processing Fee, Height Clearance & Height Limitation Permit Processing 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 Monitoring Committee. All material testing shall be in accordance with the DPWH Standards. In addition, payments for such Material Testing is included in this Item and will be charged to the Contractor.
3. Prior to 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. This item also includes payments for testing and commissioning of all distribution/instrument transformer units and metering equipment at FICELCO.
5. Upon completion of all works, the Contractor shall apply for the permanent electrical service connection of the building. Any additional fees required shall be covered by this Item.

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 completion of the project.
3. This item includes demobilization of all construction debris from the site after all works has been completed.