



SCOPE OF WORK

CONSTRUCTION OF DORMITORY BUILDING III (MALE) OF PHILIPPINE SCIENCE HIGH SCHOOL - ZAMBOANGA PENINSULA REGION CAMPUS BRGY. COGON, DIPOLOG CITY

I. BACKGROUND AND OBJECTIVE

The Construction of Dormitory Building III (Male) was initiated to accommodate the growing number of scholars who reside far from the campus. The said building upholds a home-away-from-home ambience and an educational and a recreational environment.

Proposed on a 3-Phase project, the Construction of Dormitory Building III (Male)-Phase 1 was started in 2020.

As a continuation of the implementation of the Construction of Dormitory Building III (Male) project, the PHILIPPINE SCIENCE HIGH SCHOOL-ZAMBOANGA PENINSULA REGION CAMPUS (PSHS-ZRC), through an approved allocation for capital outlays under FY 2021 General Appropriation Act, intends to apply the sum of **TWENTY MILLION PESOS (P20,000,000.00)** being the Approved Budget for the Contract (ABC) for the **CONSTRUCTION OF DORMITORY BUILDING III (MALE) project**. This Second Phase of the project will utilize the design made during the first phase and will have a work duration of **290 calendar days**.

This Second Phase of the project aims to be able to complete the Upper Ground and the Second Floors of the building so that these can already be utilized once finished.

II. PROJECT DESCRIPTION AND LOCATION

The **Construction of Dormitory Building III (Male)-Phase II** of the PSHS-ZRC in Brgy. Cogon, Dipolog City is located across the Dormitory Building I and adjacent to the Dormitory Building II. The second phase shall follow the design made in the first phase but design improvements can also be effected as maybe decided with and approved by the head of the procuring entity.

The project has an ABC of **TWENTY MILLION PESOS (P20,000,000.00)**, inclusive of all taxes and applicable permits, licenses and clearance required for the second phase of the project.

Figure 1 below shows the conceptual completion of the first phase of the project and where the second phase leads off.

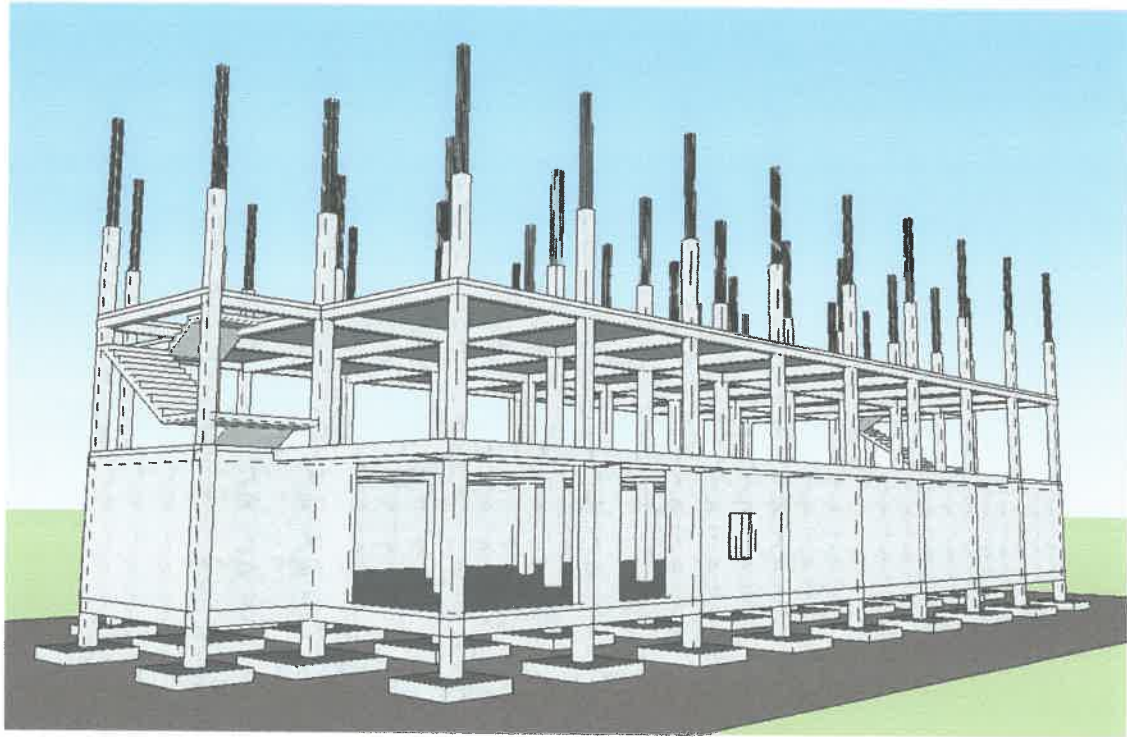


Fig. 1 Conceptual Completion of Phase 1

III. SCOPE OF WORKS

The bidder shall prepare and submit:

- Bill of Quantities (BOQ) and Detailed Cost Estimates of the scope of work of Phase 2 based on the given quantity of the items and from the attached set of plans.

Note:

- The labor component of the cost estimates shall follow the ranges provided in the latest wage order of DOLE Region IX.
- Units in lots/Lump sums in the BOQ shall be provided with itemized breakdown of the materials and their corresponding unit costs in the Detailed Cost Estimates.

ITEM NO.	DESCRIPTION	QTY	UNIT	DELINEATION OF WORK /ANNOTATIONS
PART A.	GENERAL REQUIREMENTS/DESIGN SERVICES			
A.1	Mobilization / Demobilization	1.00	lot	
A.2	Temporary Facilities and Project Bill Board	1.00	lot	
A.3	Construction Safety and Health	1.00	lot	PPEs for Construction, Medicines, and Others
A.4	Permits and Clearances	1.00	lot	a) Certificate of Occupancy (For occupancy on Upper Ground Floor and Second Floor) b) Fire Safety Inspection Certificate

				c) All other necessary documents required by the procuring entity related to this phase
PART B. CONCRETE WORKS				
B.1	Column	17.50	cu.m	The column concreting begins at the 2/3 section of the column from the 2nd floor top slab. (See attached Structural Plan)
B.2	Suspended Slab	70.00	cu.m	Third Floor Slab (See attached Structural Plan)
B.3	Beams/Girders	58.00	cu.m	-Third Floor beams/girders -Roof Beams (See attached Structural Plan)
B.4	RC gutter	10.00	cu.m.	For Concrete Mixture Ratio (See attached Structural Plan)
B.5	Stairs/Ramp/Canopy	30.00	cu.m.	(See attached Structural Plan)
PART C.	REBAR WORKS (Def Bars Grade 40)	23,497.73	kgs	
PART D.	FORMWORKS AND FALSEWORKS	1,132.60	sq.m.	Formwork material shall be phenolic board. It shall be considered in the costing and that such material shall be usable up to three (3) times during the construction. Cost for falseworks or steel scaffoldings shall be as for RENTAL of these items only.
PART E. MASONRY WORKS				
E.1	CHB (Including Reinforcing Steel)			
E.1.1	CHB (Including Reinforcing Steel) (Lower Ground Floor)	68.52	sq.m.	4" CHB (See attached Structural Plan for CHB Piling Details)
E.1.2	CHB (Including Reinforcing Steel) (Upper Ground Floor)	541.97	sq.m.	4" CHB (See attached Structural Plan for CHB Piling Details)
E.1.3	CHB (Including Reinforcing Steel) (Second Floor)	931.90	sq.m.	4" CHB (See attached Structural Plan for CHB Piling Details)
E.2	Interior Plastering (Wall, Columns, Beams)			
E.2.1	Interior Plastering (Upper Ground Floor)	876.24	sq.m.	Rough Finish
E.2.2	Interior Plastering (Second Floor)	1,616.61	sq.m.	Rough Finish
E.3	Exterior Plastering (Wall, Columns, Beams)			
E.3.1	Exterior Plastering (Upper Ground Floor)	395.06	sq.m.	Rough Finish
E.3.2	Exterior Plastering (Second Floor)	316.44	sq.m.	Rough Finish
PART F. ROOF WORKS				
F.1	Roof Framing	1.00	lot	(See attached Structural Plan for Roof Framing, Truss Details)

F.2	Pre-painted Roofing	1.00	lot	<ul style="list-style-type: none"> ❖ GA 24 Pre-painted & Long-span Rib-Type Roofing Sheets (Same color as Dorm 1& 2) ❖ GA 24 Pre-form & Pre-painted Ridge Roll ❖ GA 24 Pre-form & Pre-painted Wall Flashing & Cupping (Same on both side)
PART G. ARCHITECTURAL FINISHES				
G.1 Doors and Windows				
G.1.1	Doors and Windows (Upper Ground Floor)	1.00	lot	Provision and Installation (See attached Architectural Plan for Schedule of Doors and Windows attached)
G.1.2	Doors and Windows (Second Floor)	1.00	lot	Provision and Installation (See attached Architectural Plan for Schedule of Doors and Windows attached)
G.2 Tile Works				
G.2.1	Tile Works (Upper Ground Floor)	558.24	sq.m.	<ul style="list-style-type: none"> ❖ 0.60m x 0.60m Porcelain Tiles ❖ 0.30m x 0.30m Non-skid Porcelain Tiles (Bathroom/Toilet) ❖ 0.30m x 0.60m Wall Tiles (Up to Toilet Partition's Height)
G.2.2	Tile Works (Second Floor)	648.37	sq.m.	<ul style="list-style-type: none"> ❖ 0.60m x 0.60m Porcelain Tiles ❖ 0.30m x 0.30m Non-skid Porcelain Tiles (Bathroom/Toilet) ❖ 0.30m x 0.60m Wall Tiles (Up to Toilet Partition's Height)
G.3. Ceiling Works				
G.3.1	Ceiling Works (Upper Ground Floor)	501.92	sq.m.	<ul style="list-style-type: none"> ❖ Fiber Cement Board 4' x 8' x 3/16" thk ❖ PVC Laminated Panel Board (250mm x 8mm x 2.95m) <p>(See attached Architectural Plan for Ceiling Details for Specific Design)</p>
G.3.2	Ceiling Works (Second Floor)	501.92	sq.m.	<ul style="list-style-type: none"> ❖ Fiber Cement Board 4' x 8' x 3/16" thk ❖ PVC Laminated Panel Board (250mm x 8mm x 2.95m) <p>(See attached Architectural Plan for Ceiling Details for Specific Design)</p>
G.4	Railings and Handrails	1.00	lot	<p>STAIRS</p> <ul style="list-style-type: none"> ❖ 2" x 3" Wooden Handrail (Glossy Polyurethane finish) ❖ 2" x 1/2" thk x 6m Flat Bar Vertical Frame (Applied with zinc chromate primer then

				<p>painted with Glossy Black Finish)</p> <ul style="list-style-type: none"> ❖ 1 1/2" x 3/16" thk x 6m Flat Bar Horizontal Frame (Applied with zinc chromate primer then painted with Glossy Black Finish) <p>RAMP</p> <ul style="list-style-type: none"> ❖ 2" Ø x 6m Stainless Steel Railing
G.5.	Carpentry Works			
G.5.1	Carpentry Works (Toilet Partition)	1.00	lot	Phenolic compact laminate Partition 3/4" x 5' x 6' with coat hook on each cubicle
G.5.2	Carpentry Works (Kitchen Cabinetry)	1.00	lot	Designed with overhead cabinets and cabinets below the sink (Use 1/2" thk Plywood)
PART H.	PAINTING WORKS			
H.1	Interior Paint			
H.1.1	Interior Paint (Upper Ground Floor)	876.24	sq.m.	All interior paint should be Glossy White
H.1.2	Interior Paint (Second Floor)	1,616.61	sq.m.	All interior paint should be Glossy White
H.2	Ceiling Paint			
H.2.1	Ceiling Paint (Upper Ground Floor)	501.92	sq.m.	All interior paint should be Glossy White
H.2.2	Ceiling Paint (Second Floor)	501.92	sq.m.	All interior paint should be Glossy White
PART I.	PLUMBING WORKS			
I.1	Septic Tank	1.00	lot	(See attached Plumbing Plan for Septic Tank Details)
I.2	Rainwater Tank	1.00	lot	Apply interior waterproofing (See attached Plumbing for Rainwater Tank Details)
I.3	Potable Cistern Tank	1.00	lot	Apply interior waterproofing (See attached Plumbing Plan for Cistern Tank Details)
I.4	Plumbing Fixtures			
I.4.1	Plumbing Fixtures (Upper Ground Floor)	1.00	lot	<ul style="list-style-type: none"> ❖ Water Closet with complete accessories (e.g., bidet and tissue holder; install handrails in PWD comfort Room); See Annex "A" for the sample unit. ❖ Urinal Set (Flush valve above) with complete accessories; See Annex "A" for the sample unit. ❖ Lavatory with complete accessories; See Annex "A" for the sample unit. ❖ Shower Head and Double Towel Bar; See Annex "A" for the sample unit.

				<ul style="list-style-type: none"> ❖ Floor Drain (Ensure that the floor slope should be directed to the floor drain) <p>Note: Install necessary sanitary fittings (e.g., P-trap) to all plumbing fixtures to prevent bad odor from leaking.</p>
I.4.2	Plumbing Fixtures (Second Floor)	1.00	lot	<ul style="list-style-type: none"> ❖ Water Closet with complete accessories (e.g., bidet and tissue holder; install handrails in PWD comfort Room); See Annex "A" for the sample unit. ❖ Urinal Set (Flush valve above) with complete accessories; See Annex "A" for the sample unit. ❖ Lavatory with complete accessories; See Annex "A" for the sample unit. ❖ Shower Head and Double Towel Bar; See Annex "A" for the sample unit. ❖ Floor Drain (Ensure that the floor slope is directed towards the floor drain) <p>Note: Install necessary sanitary fittings (e.g., P-trap) to all plumbing fixtures to prevent bad odor from leaking.</p>
I.5	Sanitary and Waterline	1.00	lot	<p>See attached Plumbing Plan for Waterline and Sanitary Layout. Provide a separate Waterline distribution for flushing of the water closet and separate Waterline distribution for shower, faucets and others.</p> <ul style="list-style-type: none"> ❖ Lower Ground Floor <ul style="list-style-type: none"> - Completed Sanitary and Waterline provided with an end cap for the absence of fixtures or for future connections. ❖ Upper Ground Floor <ul style="list-style-type: none"> - Completed Sanitary and Waterline (Fully Functional). ❖ Second Floor <ul style="list-style-type: none"> - Completed Sanitary and Waterline (Fully Functional). ❖ Third Floor <ul style="list-style-type: none"> - Applicable Sanitary and Waterline embedded on Slab or Column provided with an

				<p>end cap for the absence of fixtures or for future connections.</p> <p>Note: Provision and installation of the following. (See attached Plumbing Plan for waterline Diagram).</p> <ol style="list-style-type: none"> 1. Two (2) units of 2100 Liters Capacity Stainless Steel Tank. 2. Two (2) sets of 2.0HP Booster Pump. 3. One (1) sets of 1.0 HP Booster Pump. 4. Two (sets) of 2.0 HP Transfer Pump.
PART J.	ELECTRICAL AND AUXILIARY WORKS			
J.1	Wires, Conduits, Boxes, and Conduit; ROUGH-INS for Auxiliary Systems	1.00	lot	<p>(See attached Electrical Plan for Electrical Line Layout)</p> <ul style="list-style-type: none"> ❖ Lower Ground Floor <ul style="list-style-type: none"> - Wires (Lighting & Power); Conduits; Boxes - Rough-ins only for Auxiliary Systems ❖ Upper Ground Floor <ul style="list-style-type: none"> - Wires (Lighting & Power); Conduits; Boxes (Fully Functional) - Rough-ins only for Auxiliary Systems ❖ Second Floor <ul style="list-style-type: none"> - Wires (Lighting & Power); Conduits; Boxes (Fully Functional) - Rough-ins only for Auxiliary Systems ❖ Third Floor <ul style="list-style-type: none"> - Applicable Rough-ins embedded on Slab and Column for Lighting, Power, Fans, and Auxiliary Systems for the Lobby and Rooms.
J.2	Panel Boards and Circuit Breakers	1.00	lot	(See attached Electrical Plan for Electrical Line Diagram)
J.3	Electrical Fixtures (Outlets, Lightings & Accessories)			
J.3.1	Electrical Fixtures (Upper Ground Floor)	1.00	lot	Provision and Installation (Fully Functional)
J.3.2	Electrical Fixtures (Second Floor)	1.00	lot	Provision and Installation (Fully Functional)
J.4	Air-conditioning System w/ Accessories	3.00	sets	Provision and Installation (Fully Functional) of Split Type (1.5 T.R.) AIRCON w/ Accessories

				Upper Ground Floor Only 1. Manager's Room 2. Office 3. Computer Room
J.5	Ceiling Fan System	30.00	sets	Provision and Installation (Fully Functional) of three-blade decorative ceiling fan. Specific design shall be verified before provision. See attached Electrical Plan for Ceiling Fan Layout for their locations; See Annex "A" for the sample unit. ❖ Upper Ground Floor - Fourteen (14) sets of three-blade decorative ceiling fan. ❖ Second Floor - Sixteen (16) sets of three-blade decorative ceiling fan.
PART K.	FIRE SPRINKLER SYSTEM	1.00	lot	Design and installation of the system shall be in accordance with NFPA 13. ❖ Lower Ground Floor - Stand Pipe Only that shall be provided with an applicable end cap for future piping distribution. ❖ Upper Ground Floor - Fully Functional Fire Sprinkler System ❖ Second Floor - Fully Functional Fire Sprinkler System ❖ Third Floor - Stand Pipe Only provided with an applicable end cap for future piping distribution.
PART L.	MECHANICAL WORKS - Centralized Exhaust System	1.00	lot	❖ Upper Ground Floor - Fully Functional Centralized Exhaust System ❖ Second Floor - Fully Functional Centralized Exhaust System

The design and construction implementation of the project shall supplement the specifications found in the attached set of plans. Otherwise, if not specified, always refer to the standards set forth by the National Building Code of the Philippines (R.A. 6541); Civil Engineering Law (R.A. 544); National Plumbing Code of the Philippines (NPCP); Philippine Electrical Code; Fire Code of the Philippines, and other laws and regulations covering environmental concerns and local ordinances and regulations

The CONTRACTOR shall pay for the installation of/acquisition of connections for electricity and water and the monthly bills for these during the construction phase.

IV. SELECTION OF CONTRACTOR

The procurement and implementation of the project shall be in accordance with the provisions of RA 9184 (specifically Annex A and Annex E). Bidding shall be conducted by the Bids and Awards Committee (BAC) constituted to conduct the procurement of the project. The DBC and TWG shall prepare the design brief and performance specifications and parameters, review the detailed engineering design, and assist the BAC in the evaluation of technical proposals in accordance with the criteria set.

1. Eligibility Requirements

The eligibility requirements for infrastructure projects shall comply with the applicable provisions of Section 23-25 of the IRR of RA9184.

a. Eligibility Documents

Class "A" Documents

- i. PhilGEPS Certificate of Registration and Membership (Platinum)
- ii. Mayor's/Business permit issued by the city or municipality where the principal place of business of the prospective bidders is located;
- iii. Registration Certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives;
- iv. Tax clearance per E.O. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR)
- v. Statement of all on-going, completed, awarded but not yet started design/design and build-related contracts;
- vi. Single Largest Completed Contracts (SLCCs) similar to the project to be bid that must be at least fifty percent (50%) of the ABC to be bid (in a joint venture/consortia, one shall have at least one similar project, both in design and construction, with at least 50% of the cost)
SLCC must be supported by any of the following documents:
 - Owner's Certificate of Final Acceptance issued by the project owner other than the contractor
 - Final rating of at least Satisfactory in the Constructors Performance Evaluation System (CPES). *In case of contracts with the private sector, an equivalent document shall be submitted.*
- vii. PCAB licenses and registration for the type and cost of the contract for this project; **(General Building; License Category - C&D; Size Range - Small B)**
- viii. Audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR for the preceding calendar year which shall not be earlier than two (2) years from the date of bid submission;
- ix. NFCC computation
NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts,

NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.

Class “ B ” Documents

- i. Joint Venture agreement, if applicable.
- ii. Special PCAB license in case of a Joint Venture.

b. Technical Documents

- i. Bid Security (in any form)
- ii. Project Requirements
 - ii1. Organizational Chart
 - ii2. List of Contractor’s Personnel with complete qualification and experience data (with valid licenses issued by the PRC for design professionals).
 - ii3. List of Contractor’s Equipment units, which are owned, leased, and/or under purchase agreements, supported by certification of availability of equipment from the equipment lessor/vendor for the duration of the project.
- iii. Omnibus Sworn Statement
- iv. Design and Construction Methods
- v. Value engineering analysis of design and construction method. Prospective bidders shall prepare a value engineering analysis report of their proposed design and construction method to be applied for the PROJECT. Importance shall be made on the following criteria:
 - Cost-saving, measured on a per square meter average figure
 - Time-saving in design and construction duration, measured using the HOPE approved PERT-CPM of the project.
 - Operational efficiency to take advantage of natural lighting and ventilation in some areas and use of efficient toilet.

c. Financial Component

- i. Financial Bid Form
- ii. Bill of Quantities (BOQ) - Indirect Cost (OCM, Contractor’s Profit and VAT) should follow the percentage of Estimated Direct Cost set by DPWH
- iii. Detailed Cost Estimates
- iv. Summary Sheet indicating the unit prices of materials, labor rates and equipment rental
- v. Payment schedule

Three (3) sets of documents [i.e., one (1) original and two (2) photocopies] - each set containing the eligibility, technical and financial components shall be submitted. These sets of documents should be hard-bound or soft-bound or ring-bound, provided with bookmarks on the side corresponding to the table of contents.

2. Eligibility Criteria

- a) The eligibility of the contractors shall be based on the legal, technical and financial requirements above-mentioned. In the technical requirements, the contractor (as solo or in joint venture/consortia) should be able to comply with the experience requirements under the IRR of RA 9184, where one of the parties (in a joint

(in a joint venture/consortia) shall have at least one similar project, both in design and construction, with at least 50% of the cost of the Approved Budget for the Contract (ABC).

- b) If the bidder has no experience in design and build projects on its own, it may enter into subcontracting, partnerships or joint venture with design or engineering firms for the design portion of the contract.
- c) The relevant provisions under Section 23.5.2 of the IRR of RA 9184 on eligibility requirements shall be observed.

V. CONSTRUCTION PERSONNEL

The key professionals and the respective qualifications of the **CONSTRUCTION PERSONNEL** shall be as follows:

A. Project Manager

The Project Manager shall be a licensed architect or engineer with at least three (3) years relevant experience on similar and comparable projects in different locations. The Project Manager shall have a proven record of managerial capability through the directing/managing of major civil engineering works, including projects of a similar magnitude.

B. Project Engineer/ Architect

The Project Engineer/Architect shall be a licensed engineer or architect with at least three (3) years of experience in similar and comparable projects and shall preferably be knowledgeable in the application of rapid construction technologies.

C. Materials Engineer

The Materials Engineer must be duly accredited with at least three (3) years of experience in similar and comparable projects and shall preferably be knowledgeable in the application of rapid construction technologies.

D. Electrical Engineer

The Electrical Engineer must be duly-licensed with at least three (3) years of experience in similar and comparable projects in the installation of lighting, power distribution, communication systems, building management systems.

E. Electronics and Communication Engineer

The Electronics and Communication Engineer must be a registered Electronics Engineer with at least five (5) years of experience in the related field and knowledgeable in communication systems (specifically on structured and local area network cabling, PABX) and building management systems.

F. Mechanical Engineer

The Mechanical Engineer must be duly-licensed with at least three (3) years of experience in similar and comparable projects in Waste Water Management Systems and preferably knowledgeable in emergent, alternative effluent collection and treatment systems.

G. Sanitary Engineer or Master Plumber

The Sanitary Engineer or Master Plumber must be duly-licensed with at least three (3) years of experience in similar and comparable projects in Drainage Systems and Waste Water Management Systems and preferably knowledgeable in emergent, alternative effluent collection and treatment systems.

H. Foreman

The Foreman must have at least three (3) years of experience in similar and comparable projects and shall preferably be knowledgeable in Drainage Systems and Waste Water Management Systems, and emergent, alternative effluent collection and treatment systems.

I. Safety Officer

The safety officer must be an accredited safety practitioner by the Department of Labor and Employment (DOLE) and has undergone the prescribed 40-hour Construction Safety and Health Training (COSH).

The above key personnel listed are required. The **CONTRACTOR** may, as needed and at its own expense, add additional professionals and/or support personnel for the optimal performance of all Construction Services, as stipulated in this Scope of Work, for the PROJECT. Prospective bidders shall attach each individual's resume and PRC license (if applicable), proof of qualifications, and related documents as necessary.

VI. DETAILED ENGINEERING REQUIREMENT

1. Upon award of the contract, the winning bidder shall be responsible for the review of all necessary detailed engineering investigations, surveys, and designs under the provisions of Annex "A" of this IRR (except for the Bidding Documents and the ABC), and make written suggestions and recommendations thereof to the procuring entity.
2. The procuring entity shall ensure that all the necessary schedules with regard to the submission, confirmation and approval of the detailed engineering design and the details of the construction methods and procedures shall be included in the contract documents.
3. The procuring entity shall review, order rectification, and approve or disapprove - for implementation only - the submitted suggestions and recommendations within these schedules. All instructions for rectification shall be in writing stating the reasons for such rectification. The contractor shall be solely responsible for the integrity of the recommended detailed engineering design and the performance of the structure irrespective of the approval/confirmation by the procuring entity.

VII. PROJECT IMPLEMENTATION

As a rule, contract implementation guidelines for the procurement of infrastructure projects shall comply with Annex "E" of the IRR of RA 9184.

In compliance with the Scope of Work, the **CONTRACTOR** shall submit a detailed program of work within fourteen (14) calendar days after the issuance of the Notice to Proceed for approval by the procuring entity that shall include, among others:

- a. The order in which it intends to carry out the work including anticipated timing for each stage of construction;
- b. Periods for review of specific outputs and any other submissions and approvals;
- c. Sequence of timing for inspections and tests as specified in the contract documents;
- d. General description of the construction methods to be adopted;
- e. Number and names of personnel to be assigned for each stage of the work;
- f. List of equipment required on site for each major stage of the work;
- g. Description of the quality control system to be utilized for the project.
- h. Provide value engineering analysis on all prepared construction documents.

A. Pre-Construction

- a) Secure all necessary permits prior to construction. All incidental fees shall be included in the cost estimate of the building.
- b) Preparation of the PERT-CPM of the construction phase.
- c) Coordinate with all offices and agencies concerned, within and outside the Campus regarding utility connections, permits and other requirements needed.
- d) Provide all other necessary documents that shall be required by the procuring entity.

B. Construction Phase

- a) Implement all works indicated in the approved construction drawings and documents. All revisions and deviation from the approved plans, especially if these shall impact the overall cost of the project, shall be subject for approval.
- b) Construct the buildings and other necessary structures, complete with utilities and finishes, resulting in operable and usable structures.
- c) Layout piping, conduits, manholes, boxes and other lines for utilities including tapping to existing utility lines. Assist in facilitating the connection of all utilities (power, water, sewer, structured cabling and telephone) with their corresponding utility companies.
- d) Coordinate with the Procuring entity regarding the scheduling of delivery and installation of all owner-furnished materials and equipment during construction.
- e) Rectifies punch-listing works to be inspected and issued by the procuring entity and/or the End-user.
- f) Complies with the DOLE-OSH requirements and submit periodic reports concerning occupational safety and health.
- g) Provides all other necessary documents that shall be required by the procuring entity.

C. Post Construction Phase

- a) Preparation of as-built plans (Works completed from Phase-I to Phase-II)
- b) Turn-over of all manuals, certificates and warranties of installed items.
- c) Secures building certificate of occupancy and fire safety inspection certificate. (For occupancy on Upper Ground Floor and Second Floor)

D. Variation Orders

Variation Orders shall be governed by Annex "E" of the IRR of the RA 9184.

Any errors, omissions, inconsistencies, inadequacies or failure submitted by the contractor that do not comply with the requirements shall be rectified, resubmitted and reviewed at the contractor's cost. If the Contractor wishes to modify any design or document which has been previously submitted, reviewed and approved, the contractor shall notify the procuring entity within a reasonable period of time and shall shoulder the cost of such changes.

As a rule, changes in design and construction requirements shall be limited only to those that have not been anticipated in the contract documents prior to contract signing and approval. The following guidelines shall govern approval for change or variation orders:

- i. Change Orders resulting from design errors, omissions or non-conformance with the performance specifications and parameters and the contract

documents by the contractor shall be implemented by the contractor at no additional cost to the procuring entity.

- ii. Provided that the contractor suffers delay and/or incurs costs due to changes or errors in the procuring entity's performance specifications and parameters, he shall be entitled to either one of the following:
 - a. an extension of time for any such delays under Section 10 of Annex "E"; or
 - b. payment for such costs as specified in the contract documents, provided, that the cumulative amount of the variation order does not exceed ten percent (10%) of the original contract.

E. Defects and Liability

- a. All projects shall have a minimum Defects Liability Period of one (1) year after contract completion or as provided for in the contract documents. This is without prejudice, however, to the liabilities imposed upon the engineer/architect who drew up the plans and specification for a building sanctioned under Section 1723 of the New Civil Code of the Philippines.
- b. The contractor shall be held liable for design and structural defects and/or failure of the completed project within the warranty periods specified in Section 62.2.3.217 of the IRR.

VIII. OVERALL PROJECT TIME SCHEDULE

The CONTRACTOR shall propose the most reasonable time schedule for the completion of the project. It is expected that this period will not exceed 290 calendar days, counted from ten (10) days after the receipt of the Notice to Proceed (NTP).

IX. THE IMPLEMENTING AGENCY'S GENERAL RESPONSIBILITY

The implementing agency for the project is the PSHS-ZRC, with final approval for all decisions and actions from the Campus Director through FAD Chief and the TWG on Infrastructure. The Procuring entity shall:

- a) Prepare the design brief for the project in accordance with PSHS Systems' policies, existing codes, traditions, standards, and the conditions and design criteria enumerated in the Scope of Work.
- b) Coordinate with the CONTRACTOR and the Campus Director of PSHS-ZRC concerning the design and implementation of the project.
- c) Assist in the coordination of the CONTRACTOR with various utility agencies during the detailed design (if any) and implementation phases of the project.
- d) Conduct regular coordination meetings between the CONTRACTOR and the end-user to facilitate the implementation of the project.

X. CONTRACTOR'S GENERAL RESPONSIBILITY

- a) The CONTRACTOR shall certify that he has, at his own expense, inspected and examined the proposed project site, its surroundings and existing infrastructure and facilities related to the execution of the work and has obtained all the pieces of information that are considered necessary for the proper execution of the work covered under this Scope of Work.

- b) The CONTRACTOR shall ensure that all works at the stages of design, construction, restoration of affected areas, and testing and commissioning shall be carried out efficiently and effectively.
- c) The CONTRACTOR shall provide the school with complete reports such as technical analysis, maps and details regarding the existing conditions and proposed improvements within the site.
- d) The CONTRACTOR shall consider the academic calendar and critical dates and occasions within the School, in order to align his work schedule with the academic calendar of the school to avoid unnecessary disruption of school activities due to construction activities such as closure of water and power supply and non-usage of the existing roads.
- e) The CONTRACTOR shall inform the school of critical events during construction, especially when such events can potentially disrupt school activities.
- f) The CONTRACTOR shall be PCAB-accredited and shall have a Construction Safety and Health Program approved by DOLE and designed specifically for the CONSTRUCTION OF DORMITORY BUILDING III (MALE)-PHASE II.
- g) The CONTRACTOR will be held accountable for accidents that might occur during the execution of the project. The CONTRACTOR is required to install warning signs and barriers for the safety of the general public and the avoidance of any accidents and provide appropriate and approved type personal protective equipment for their construction personnel.
- h) All works designed and constructed shall be guaranteed to seamlessly fit into the overall system general design standards of the PSHS System.

XI. PROJECTED SUBMITTALS DURING THE PROJECT

The following submittals and accomplished documents shall be duly completed and turned-over by the CONTRACTOR for the project:

A. FOR THE CONSTRUCTION PHASE (7 sets hard copy; and a soft copy)

- a) As-built plans (signed and sealed). Electronic copies shall also be submitted in native files Autodesk software and pdf.
- b) All necessary permits (Fees shall be included in the contract)
- c) PERT-CPM
- d) Material Test results
- e) Guarantees, warranties and other certificates
- f) Fire and Life Safety Assessment Report 2 and 3 (FALAR 2 and 3)
- g) All other necessary documents that will be required by the Procuring Entity

B. FOR POST-CONSTRUCTION PHASE

- d) Certificate of Occupancy (For occupancy on Upper Ground Floor and Second Floor)
- e) Fire Safety Inspection Certificate
- f) All other necessary documents required by the procuring entity

Note: All these submittal documents are all pertaining only to PHASE II.

XII. CODES AND STANDARDS

The project shall be designed, engineered, installed, tested, commissioned and handed over in conformity with the Building and Design Standards of the PSHS System and with the latest editions of the National Building Code of the Philippines, the National Structural Code of the Philippines, the Philippine Electrical Code, Philippine Mechanical Code, the National Plumbing Code of the Philippines, National Fire Code of the Philippines and other relevant codes and standards.

XIII. INSTALLATION AND WORKMANSHIP

Personnel of the CONTRACTOR shall be specialists who are highly skilled in their respective trades, performing all labor according to first-class standards. A full time Project Engineer/Architect and Construction Safety Engineer shall be assigned by the CONTRACTOR at the job site during the construction of the project.

All works to be subcontracted shall be declared by the CONTRACTOR and shall be approved by the Campus Director of PSHS-ZRC and its technical team. Tapping for utilities such as power supply, water supply and sewage drainage shall be coordinated with their respective utilities / service provider / companies, and all works involved, including access to utilities tapping point, excavation, removal of obstructions, concrete breaking, backfilling and restoration of affected areas, shall be coordinated and included in the scope of work and cost of the project.

Any errors, omissions, inconsistencies, inadequacies or failures submitted by the CONTRACTOR that do not comply with the requirements shall be rectified, resubmitted and reviewed at the CONTRACTOR'S cost. If the CONTRACTOR wishes to modify any design or document which has been previously submitted, reviewed and approved, the CONTRACTOR shall notify the procuring entity within a reasonable period of time and he shall shoulder the cost of such changes.

XIV. MATERIALS

All materials and equipment shall be standard products of manufacturers engaged in the production of such materials and equipment and shall be the manufacturer's latest standard design.

The materials and workmanship supplied shall be of the best grade and constructed and/or installed in a practical and first class manner. It will be completed in operation, nothing being omitted in the way of labor and materials required and it will be delivered and turned over in good condition, complete and perfect in every respect.

All materials shall be in conformance with the latest standards and with inspection and approval from Procuring entity.

XV. MODE OF PAYMENT

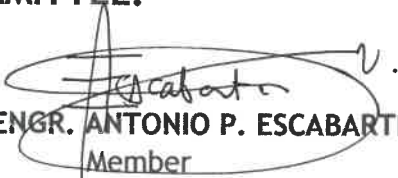
- a) The PSHS-ZRC shall pay the winning CONTRACTOR progress payments based on billings for actual works accomplished, as certified by Procuring entity of the PSHS System. In no case shall progress billing be made more than once every thirty (30) calendar days. Materials or equipment delivered on the site but not completely put in place or used in the project shall not be included for payment.

- b) All progress payment shall be subject to retention of ten percent (10%) based on the amount due to the winning CONTRACTOR prior to any deduction. The total retention money shall be released only upon Final Acceptance of the Project. The winning CONTRACTOR may, however, request for its release prior to Final Acceptance subject to the guidelines set forth in R.A. 9184 and its Implementing Rules and Regulations.
- c) The CONTRACTOR may request in writing - which must be submitted to form part of the Contract Documents - for an advance payment equivalent to fifteen percent (15%) of the total Contract Price. The advance payment shall be made once the CONTRACTOR issues its irrevocable standby letter of credit from a reputable bank acceptable to the PSHS System, or GSIS Surety Bond of equivalent value, within fifteen (15) days from the signing of the Contract Agreement to cover said advance payment. An amortization of this advance payment shall be deducted from every billing based on the corresponding percentage of completion in that particular billing.
- d) First Payment/Billing shall have an accomplishment of at least 20%.
- e) The following documents must be submitted to the Procuring entity before processing of payments to the CONTRACTOR can be made:
 - i. Progress Billing
 - ii. Request for payment by the CONTRACTOR
 - iii. Pictures/photographs of original site conditions (for First Billing only)
 - iv. Pictures/photographs of work accomplished
 - v. Accomplishment Report
 - vi. Material Testing Results (if applicable)
 - vii. Payment of utilities (power and water consumption)
 - viii. CONTRACTOR's affidavit (if accomplishment is more than 60%)

Prepared by:

DESIGN AND BUILD COMMITTEE:


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