



**PAMBANSANG MUSEO NG PILIPINAS**  
**NATIONAL MUSEUM OF THE PHILIPPINES**

**BIDS AND AWARDS COMMITTEE**

## **BIDDING DOCUMENTS**

for the

# **IMPROVEMENT OF ROCHA HOUSE IN SITIO UBOS IN TAGBILARAN CITY, BOHOL, A DECLARED IMPORTANT CULTURAL PROPERTY (ICP)**

***(Reference No. 9691136)***

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



**PAMBANSANG MUSEO NG PILIPINAS**  
**NATIONAL MUSEUM OF THE PHILIPPINES**

**Invitation to Bid**  
**for**  
**IMPROVEMENT OF ROCHA HOUSE IN SITIO UBOS IN TAGBILARAN**  
**CITY, BOHOL, A DECLARED IMPORTANT CULTURAL PROPERTY (ICP)**

1. The **National Museum of the Philippines**, through the **General Fund FY 2023** intends to apply the sum of **Six Million Pesos (PHP 6,000,000.00)**, being the Approved Budget for the Contract (ABC), to payments under the contract indicated above. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The **National Museum of the Philippines** now invites bids for the above Procurement Project. Completion of the Works is required within **One Hundred Twenty (120) calendar days**. Bidders should have completed a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders)
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary "pass/fail" criterion as specified in 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from the **National Museum of the Philippines Bids and Awards Committee** and inspect the Bidding Documents at the address given below from **Mondays - Fridays at 9:30 A.M. to 3:30 P.M.**
5. A complete set of Bidding Documents may be acquired by interested bidders on **26 April 2023**, from the given address below and upon payment of the applicable non-refundable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Ten Thousand Pesos (PHP 10,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees presented in person, or through electronic means.
6. **Pre-Bid Conference** shall be on **5 May 2023, 9:30 A.M.** at the given address below, 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 **19 May 2023, at 9:30 A.M. 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 **19 May 2023, at 9:30 A.M.** at given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **National Museum of the Philippines** 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 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:

**Mr. Edwin J. dela Rosa**

Head, BAC Secretariat

2<sup>nd</sup> Floor, BAC Room, North Annex of the

National Museum of Fine Arts Building (Motorpool)

Padre Burgos Street, Manila 1000

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**(SGD)**

**ATTY. MA. ROSENNE M. FLORES-AVILA**

Chairperson

Bids and Awards Committee

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

## 1. **Scope of Bid**

The Procuring Entity, **National Museum of the Philippines**, invites Bids for **IMPROVEMENT OF ROCHA HOUSE IN SITIO UBOS IN TAGBILARAN CITY, BOHOL, A DECLARED IMPORTANT CULTURAL PROPERTY (ICP)**, with Project Identification Number ***NMPBAC-PB-2023-04-03***.

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 2023** in the amount of **Six Million Pesos (PHP 6,000,000.00)**.

2.2. The source of funding is: **NGA, the General Appropriations Act or Special Appropriations**.

## 3. **Bidding Requirements**

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

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

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

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

The Procuring Entity, as well as the Bidders and Contractors, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex "I" of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

## **5. Eligible Bidders**

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

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

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

## **6. Origin of Associated Goods**

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

## **7. Subcontracts**



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

The Procuring Entity has prescribed that:

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

- 7.1. If the bidder has already identified and has an existing contract with its subcontractor(s) during the procurement stage, it must submit together with its Bid the documentary requirements of the subcontractor(s) complying with the eligibility criteria stated in **ITB** Clause 5 in accordance with Section 23.4 of the 2016 revised IRR of RA No. 9184 pursuant to Section 23.1 thereof, or
- 7.2. The Supplier may identify its subcontractor during the contract implementation stage. Subcontractors identified during the bidding may be changed during the implementation of this Contract. Subcontractors must submit the documentary requirements under Section 23.1 of the 2016 revised IRR of RA No. 9184 and comply with the eligibility criteria specified in **ITB** Clause 5 to the implementing or end-user unit.
- 7.3. Subcontracting of any portion of the Project does not relieve the Contractor of any liability or obligation under the Contract. The Supplier will be responsible for the acts, defaults, and negligence of any subcontractor, its agents, servants, or workmen as fully as if these were the Contractor's own acts, defaults, or negligence, or those of its agents, servants, or workmen.

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

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address 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 until **One Hundred Twenty (120)** calendar days. 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 6 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>For this purpose, contracts similar to the Project refer to contracts which have the same major categories of work, which shall be</p> <p>The contractor must have completed declared or presumed heritage building projects of government-recognized importance, whether as National Cultural Treasure (NCT), Important Cultural Property (ICP), or National Historical Landmark (NHL)</p>			
7.1	<p>The contractor may subcontract any portion of works under the project, subject to the approval of proper authorities and the National Museum of the Philippines, so long as the works intended to be subcontracted is not significant and material. The subcontracted works shall not exceed fifty percent (50%) of the contracted Works.</p>			
10.3	<p>The Contractor must have a <b>PCAB License of Category B or higher under General Building</b></p>			
10.4	<p>The key personnel must meet the required minimum years of experience set below:</p> <table><tr><td><u>Key Personnel</u></td><td><u>General Experience</u></td><td><u>Relevant Experience</u></td></tr></table> <p><b>**Note:</b> <b><i>Kindly refer to the Specification for the qualifications of personnel.</i></b></p>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>
<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>		
10.5	<p>The minimum major equipment requirements are the following:</p> <table><tr><td><u>Equipment</u></td><td><u>Capacity</u></td><td><u>Number of Units</u></td></tr></table> <p><b>**Note:</b> <b><i>Kindly refer to the Specification for the qualifications of personnel.</i></b></p>	<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>
<u>Equipment</u>	<u>Capacity</u>	<u>Number of Units</u>		
12	<p>Not applicable.</p>			
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> <div><div>a.</div><div>The amount of not less than <b>2% of the ABC</b>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</div></div> <div><div>b.</div><div>The amount of not less than <b>5% of the ABC</b> if bid security is in Surety Bond.</div></div>			

19.2	Partial bids are not allowed. The project was for one (1) lot and not divided to sub-lots.
20	If needed, Environmental Compliance Certificate, Certification that the project site is not within a geohazard zone, among others is required.
21	<p>Additional contract documents to be submitted by the winning bidder relevant to the Project that are required by existing laws and/or the National Museum of the Philippines;</p> <ol style="list-style-type: none"> <li>1. Construction schedule and S-curve</li> <li>2. Manpower schedule</li> <li>3. Construction methods</li> <li>4. Equipment utilization schedule</li> <li>5. Construction safety and health program approved by the DOLE,</li> <li>6. PERT/CPM</li> </ol>



## ***Section IV. General Conditions of Contract***

## 1. Scope of Contract

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

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

## 2. Sectional Completion of Works

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

## 3. Possession of Site

- 3.1 The Procuring Entity shall give possession of all or parts of the Site to the Contractor based on the schedule of delivery indicated in the **SCC**, which corresponds to the execution of the Works. If the Contractor suffers delay or incurs cost from failure on the part of the Procuring Entity to give possession in accordance with the terms of this clause, the Procuring Entity's Representative shall give the Contractor a Contract Time Extension and certify such sum as fair to cover the cost incurred, which sum shall be paid by Procuring Entity.
- 3.2 If possession of a portion is not given by the above date, the Procuring Entity will be deemed to have delayed the start of the relevant activities. The resulting adjustments in contract time to address such delay may be addressed through contract extension provided under Annex "E" of the 2016 revised IRR of RA No. 9184.

## 4. The Contractor's Obligations

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

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

## **5. Performance Security**

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

5.2. The Contractor, by entering into the Contract with the Procuring Entity, acknowledges the right of the Procuring Entity to institute action pursuant to 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

<b>GCC Clause</b>	
<b>2</b>	Not Applicable
<b>4.1</b>	The project starts after seven (7) calendar days after receipt of NTP by the contractor.
<b>10</b>	Day works are applicable at the rate shown in the Contractor's original Bid.
<b>11.1</b>	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within ten (10) calendar days of delivery of the Notice of Award
<b>13</b>	The amount of the advance payment is 15% of ABC = PHP 900,000.00
<b>14</b>	Materials and equipment delivered on the site but not completely put in place shall be included for payment at 50% of the weighted percentage of the specific work item.
<b>15.1</b>	<p>The date by which operating and maintenance manuals are required is 15 days from date of completion.</p> <p>The date by which "as built" drawings are required is 15 days from date of completion</p>
<b>15.2</b>	The amount to be withheld for failing to produce the operating and maintenance manuals by the date required is 1% of ABC = PHP 60,000.00

## ***Section VI. Specification and Scope of Work***




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# **TECHNICAL SPECIFICATIONS**


For the

## **IMPROVEMENT OF ROCHA HOUSE IN TAGBILARAN, BOHOL, A DECLARED IMPORTANT CULTURAL PROPERTY (ICP)**


As prepared by

  
**Ar. BENJAMIN CONCEPCION E. EMPLEO**  
Senior Museum Researcher

Checked and Reviewed by:

  
**Ar. ARNULFO F. DADO**  
Museum Curator II, and Division Head

Recommending Approval:

  
**JORELL M. LEGASPI**  
Deputy Director- General for Museums

Approved by:

  
**JEREMY BARNS, CESO III**  
Director- General

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## **DIVISION 01 GENERAL REQUIREMENTS**

### **1. SCOPE OF WORK**

This section shall include the mobilization and demobilization of Contractor's plant, equipment, materials and employee to the site; construction of Temporary Facilities; compliance with the contract requirements, and maintaining the project site.

This section shall include the furnishing of labor, materials, transportation, tools, supplies, plant, equipment and appurtenances to complete satisfactorily the construction of the proposed project.

### **2. MOBILIZATION AND DEMOBILIZATION**

The Contractor upon receipt of the Notice-to-Proceed shall immediately mobilize and transport his plant, equipment, materials and employees to the site and demobilize or remove the same at the completion of project and level/ clear the site acceptable to the Project-in-charge and the National Museum.

Mobilization and Demobilization are incidental to other items of work and will not be measured for payment.

### **3. TEMPORARY FACILITIES**

#### **3.1 Combined Field Office, and Quarters**

During the performance of the contract, the Contractor shall provide and maintain one unit of field office with living room/kitchen, quarter and bathroom within the site of the work at designated location approved by the Procuring Entity's representative at which the Project-in-charge shall be holding office at all times, while the work is in progress.

#### **3.2 Temporary Light and Power**

The Contractor shall provide and maintain temporary electrical service including installation of temporary power and lighting within the construction site and facilities constructed thereat. The electrical services shall be adequate in capacity to supply power to construction tools and equipment without over-loading the temporary facilities and shall be made available to supply power, lighting and construction operations of all trades. All temporary equipment and wiring for power and lighting shall be in accordance with the applicable provisions of the local governing codes. At the completion of the construction work all temporary wiring, lighting, equipment and devices shall be removed.

#### **3.3 Temporary Toilets**

The Contractor shall provide and maintain in sanitary condition enclosed toilets for the use of all construction personnel located within the contract limits, complete with fixtures, water and sewer

connections and all appurtenances. Installation shall be in accordance with all applicable codes and regulations of the local authorities having jurisdiction thereof. Upon completion of the work, temporary toilet and their appurtenances shall be removed.

### 3.4 Temporary Water Service

The Contractor shall provide and maintain temporary water supply service, complete with necessary connections and appurtenances. Installed water supply lines shall be used as a source of water for construction purposes subject to the approval of the Engineer. The Contractor shall pay the cost of operation, maintenance and restoration of the water system. All temporary water service including equipment and piping shall be removed upon completion of the work and all worn out and damaged parts of the permanent system shall be replaced and restored in first class condition equal to new.

### 3.5 Security

The Contractor shall provide sufficient security in the construction site to prevent illegal entry or work damaged during nights; holidays and other period when work is not executed; and during working hours. The Contractor shall take ample precautions against fire by keeping away flammable materials, and ensure that such materials are properly handled and stored. Fires shall not be allowed within the area of construction, except when permitted by the Project-in-charge.

### 3.6 Disposal Area

The proposed location of disposal area shall be at the site designated by the Project-in-charge/ representative of National Museum. It is the responsibility of the Contractor to disposed off-site all construction debris and be considered in the preparation of his proposal.

## 4. DOCUMENTATION

The Contractor shall provide record progress photographs taken as, when and where directed by the Project-in-charge at intervals of not more than one month. The photographs shall be attached every submission of request for progress billing.

## 5. AS- BUILT DRAWINGS

After completion of the project, the Contractor shall produce and submit to the National Museum, seven (7) sets of As-Built Drawings in 30 x 40 size paper. These shall include correctly amended version of all Contract Drawings to freely and accurately describe the As-built condition of all elements of the project within the Contractor's scope of work. All drawings shall be clearly marked "AS BUILT".

No separate payment for the As-built Drawings as this is deemed to be included as incidental to other items of work.

## **6. PROJECT SIGNAGE**

The Contractor shall furnish, erect and maintain one (1) 4' x 8' project identification signage, following COA requirements. All signs shall be placed at strategic location. Upon completion of the work, all signs installed shall be removed from the site.

## **7. COMPLIANCE WITH CONTRACT REQUIREMENTS**

### **7.1 Control of on-Site Construction**

Prior to the start of any definable feature of the work, the Contractor must perform the necessary inspection to include as follows:

- a) Review of Contract Documents to make sure that materials, equipment and products have been tested, submitted and approved.

- b) Physical examination of materials and equipment to assure its conformity to the specifications, plans, shop drawings and other data.

- c) As soon as the work has been started the Contractor shall conduct initial inspection to check and review the workmanship in compliance with the contract requirements for a particular item of work.

- d) The Contractor shall perform these inspections on a regular basis to assure continuing compliance with the contract requirements until completion of a particular type of work.

### **7.2 Preconstruction Meetings**

Prior to the start of construction, Contractor's material men or vendors whose presence are required, must attend preconstruction meetings as directed for the purpose of discussing the execution of work.

### **7.3 Progress Meetings**

Progress meetings shall be called upon by the following for the purpose of discussing the implementation of the work:

a) When called upon by the Owner or his representative for the purpose of discussing the execution of work. Contractor's material men or vendors whose presence is necessary or requested must attend progress meetings. Each of such meeting shall be held at the time and place designated by the Project-in-charge or his representative. Decisions and instructions agreed on these meetings shall be binding and conclusive on the contract. Minutes of this meeting shall be recorded and reasonable number of copies shall be furnished to the Contractor for distribution to various materials men and vendors involved.

b) The Contractor may also call for a progress meeting for the purpose of coordinating, expediting and scheduling the work. In such meeting Contractor's material men or vendors, whose presence is necessary or requested are required to attend.

#### 7.4 Progress Reports

The Contractor shall faithfully prepare and maintain progress reports through a Project Gantt Chart Schedule showing the work completed, work remaining to be done, the status of construction equipment and materials at the site. This shall be displayed on-site at the Temporary Office for convenience, and reference of visiting National Museum representatives.

#### 7.5 Survey Data

The Contractor shall layout his work from established based lines and bench mark indicated in the drawing and shall be responsible for all measurement in connection therewith. The Contractor shall furnish, at his own expense, all stakes, templates, platforms, equipment, tools, materials and labor as may be required in laying out any part of the work, out of established base lines and bench mark. It shall be the responsibility of the Contractor to maintain and preserve all stakes and other marks until he is authorized to remove them. If such marks are destroyed by the Contractor through his negligence prior to the authorized removal, they shall be replaced at the expense of the Contractor.

#### 7.7 General Housekeeping

The Contractor shall at all times keep the construction area including storage area used by him free from accumulations of waste material or rubbish. Upon completion of construction, the Contractor shall leave the work and premises in a clean, neat and workmanlike conditions satisfactory to the Owner.

*END OF SECTION*

## **DIVISION 02 EXISTING CONDITIONS**

### **PART I-GENERAL**

#### **1. SITE ASSESSMENT AND SITE SURVEY**

General Contractor involved in site assessment and survey must have a thorough review of its scope to be able to delineate the boundary of development. The Supervising Engineer must be familiar with the provision of the latest edition of the National Building Code and the regulations of the local authority concerned in the enforcement of the laws and ordinances.

Coordinate as necessary with other trades concerned to assure proper knowledge of scope of works.

Site assessment and survey shall be conducted using appropriate technologies including the use of standard and agreed –upon procedures.

#### **2. SELECTIVE DEMOLITION/ DISMANTLING**

Existing concrete pavements, and incompatible structures at the line of development and to be affected by foundation works as per Plan shall be demolished as approved by the Supervising/Consulting Engineer.

No other portions which are not included in the scope of works shall be altered, moved or demolished unless with written approval of Consulting Architect/Engineer.

Haul routes shall be designated by the Procuring Entity and Consulting Architect/Engineer.

#### **3. GEOTECHNICAL AND MATERIAL INVESTIGATION**

The General Contractor shall be responsible for geotechnical and material investigation as necessary to assess the existing soils, its composition and existing materials for proper coordination of work.

### **PART II- PRODUCTS**

The work shall include the furnishing of all labor, materials, equipment like portable jack hammers, concrete cutters and services necessary for complete assessment, survey, testing, investigation and selective demolition as per Plan. In case of conflict between Plans and these Specifications, the Consulting Architect shall be notified.

### **PART III-EXECUTION**

The work throughout will be executed in quality and most thorough manner known to the satisfaction of Consulting Architect/Engineer.

*END OF SECTION*

## **DIVISION 03 SITE WORKS**

### **PART I-GENERAL**

The General Contractor shall control the grading in the vicinity of all excavated areas to prevent surface drainage running into excavations. Excavation and filling shall be performed in manner and sequence that will provide proper drainage at all times. Water which accumulates in excavated areas shall be removed by pumping before fill or concrete is placed therein. He shall perform excavation of every type of material encountered within the limits of project to the lines, grades and elevations indicated and as specified herein.

The General Contractor shall protect and maintain existing utility lines or notify authorities concerned for removal or discontinuance of said utilities in accordance with the instructions and requirements of notified parties in the event that it would interfere with the excavation.

Any excess material remaining after completion of the site works shall be disposed of by hauling and spreading in nearby spoil areas designated by the Procuring Entity. Excavated material deposited in spoil areas shall be graded to a uniform surface.

### **PART II- PRODUCT**

#### **1. SITE CLEARING AND GRUBBING**

The work shall include the furnishing of all labor, materials, equipment and services necessary for complete clearing of trees not marked for preservation, snags, logs, brush, stump, rubbish and disposal to designated areas.

#### **2. SITE MOVING**

**2.1 Common Fill** – shall be approved site – excavated material free from roots stumps and other perishable or objectionable matter.

**2.2 Select Fill** – shall be placed where indicated and shall consist of crushed gravel, crushed rock, or a combination thereof. The materials shall be free from adobe vegetable matters and shall be thoroughly tamped after placing.

**2.3 Equipment like vibratory compactors** and other equipment necessary for complete and proper procedure.

### **PART III-EXECUTION**

#### **1. SITE CLEARING AND GRUBBING**

The General Contractor shall consult with the Procuring Entity and Consultants prior to begin clearing, and a full understanding is to be reached as to procedure.



Site clearing, as shown in Plans, shall be undertaken to allow the succeeding phase of works to proceed with limited constraints for grading, trench excavation, and other utility preparation.

The work shall consist of clearing and grubbing within the boundary limits. Clearing and grubbing shall be done prior to pipe installations. Existing structure shall be protected against damage.

### **1.2 Selective Tree and Shrub Removal and Trimming**

Trees to be left standing and uninjured shall be designated by special markings that are conducive to preventing injury to the tree. All trees not marked for preservation and all snags, logs, brush, stumps, shrubs, rubbish and similar materials shall be cleared from within the limits of the designated areas.

## **2. SITE MOVING**

### **2.1 Excavation and Fill**

#### **2.1.1 Subgrade Preparation**

Sub-grade shall be shaped to line, grade, and cross-section, and compacted as specified. This operation shall include plowing, disking, and any moistening or aerating required to obtain proper compaction. Soft or otherwise unsatisfactory excavated materials or other approved materials as directed in writing. Low areas resulting from removal of unsatisfactory materials or excavation of rock shall be brought up to required grade with satisfactory materials, and entire sub-grade shaped as specified. Elevation of finish sub-grade shall conform to elevation as shown.

Stake out accurately the lines of the building and of the other structures included in the contract, and establish grades therefore, after which secure approval by Consulting Architect and Engineer before any excavation work is commenced.

Erect basic batter boards and basic reference marks at such places where they will not be disturbed during the construction of the foundations.

Footings or foundations which may be affected by the excavation shall be underpinned adequately, or otherwise, protected against settlement and/or against lateral movement.

#### **2.1.2 Excavation**

During construction, any excavation shall be kept shaped and drained. Ditches and drains shall be maintained in such a manner as to drain effectively at times. Storage or stockpiling of materials on the sub-grade will not be permitted. Graded areas shall be protected against action of elements prior to acceptance of work. Settlement or washing that may have occurred shall be repaired and grades re-established to the required elevations and slopes immediately prior to installation of paving.

Excavation carried below indicated depths will not be permitted except to remove unsatisfactory material. Unauthorized materials removed below depths indicated shall be replaced at no additional cost to the Procuring Entity.

Excavations shall be to the depths indicated bearing values. Excavations for footings and foundations carried below required depths shall be filled with concrete and bottom of such shall be level. All structural excavations shall extend to sufficient distance from the walls and footings to allow for proper erection and

dismantling of forms for installation of service and for inspection. All excavations shall be inspected and approved before pouring any concrete laying underground services or placing select fill materials.

### 2.1.3 Trenching

Trenches shall be of necessary width for proper laying of pipe, while concrete lining, duct, or cable, and banks shall be nearly vertical as practicable. Trench excavation shall be coordinated to avoid open trenches for prolonged periods. Bottoms of trenches shall be accurately graded to provide uniform bearing and support for each section of pipe on undisturbed soil at every point along its entire length, except for portions of pipe sections where it is necessary to excavate for bell holes and for proper making of pipe joints.

Pile materials suitable for backfilling a sufficient distance from banks or trenches to prevent slides or cave-ins. Excavated materials shall be piled to one side only of trenches and in such a manner as to permit ready access to and use of existing utilities system. Sheathing and shoring shall be done as necessary for protection of work and for safety of personnel.

Backfilling shall be coordinated with testing of utilities. Trenches shall be carefully backfilled with satisfactory materials, free of large clod of earth or stones not over 25mm in size and deposited 0.20m max. layer, loose depth. Care shall be taken not to damage pipe. Trenches and excavation pits improperly backfilled, or where settlement occurs, shall be reopened to depth required for proper compaction, then refilled and compacted, with the surface restored to required grade and compaction.

### 2.1.4 Rock Removal

Hard material shall be defined as solid ledge rock, any boulder, masonry or concrete except pavements exceeding ½ cubic meter in volume, firmly cemented unstratified mass or conglomerate deposits possessing the characteristics of solid rock shall be removed through systematic drilling and blasting as directed or approved by the Engineer and at the General Contractor's expense.

### 2.1.5 Dewatering

Excavate in such manner that immediate surrounding will be continually drained. Water shall not be allowed to accumulate in excavations. Keep all excavations dry and protected from the weather. Drained water shall be connected to the nearest storm drainage system.

### 2.1.6 Backfill

Backfilling can only begin with the construction below finish grade approved, forms removed, underground utilities had been inspected, tested and approved, excavation cleaned of trash and debris. Backfill material shall be free of roots, other organic matters, trash, debris and stones larger than 75 centimeter in any dimension. Place backfill in 0.20 cm. maximum layers loose depth, each layer being thoroughly compacted and rammed by wetting, tamping or rolling.

Satisfactory excavated material required for fill and backfill shall be separately stockpiled as directed. Unsatisfactory and surplus excavated materials not required for fill and backfill shall be disposed of in a designated waste area. Stockpiles of excavated material shall be graded and sloped for proper drainage.

Before placing fill material, the surface upon which it will be placed shall be cleared of all brush roots, vegetable matter and debris, scarified and thoroughly wetted to ensure good bonding between the ground.

#### **2.1.7 Compaction**

Compaction shall be by rolling with approved tamping rollers or other approved equipment well –suited to the particular soil being compacted. Materials shall be moistened or aerated as necessary to provide moisture content that will facilitate obtaining the specified compaction with the equipment utilized. Each layer shall be compacted to not less than 95% maximum dry density.

### **2.2 Grading**

Cutting, filling and grading will be done to bring all areas of respective surfacing as fixed by the finished grade. Site grading shall conform to the lines and grades indicated by the finish contours on the Plans. Where topsoil, pavement, aggregate surfacing and other items are shown, rough grade shall be finished to such depth below finish grade as necessary to accommodate these items. All areas where structures are to be built on fill, shall be stripped to such depth as necessary to remove turf, roots, organic matter and other objectionable materials.

## **3. EARTHWORK METHODS**

### **3.1 Soil Treatment**

#### **3.1.1 Termite Control**

The General Contractor shall termite-proof the project in applicable termite controls as approved by the Consulting Architect/Engineer. 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. The General Contractor shall give in Service guarantee covering the treatment of termite infestation without extra cost to the Procuring Entity if any infestation or recurrence of infestation occurs during the guarantee period of one year.

At the time soil poisoning is to be applied, the soil to be treated shall be in friable condition with low moisture content so as to allow uniform distribution of the toxicant agents.

Treatment of the soil on the exterior sides of the foundation walls, grade beams and similar structures shall be done prior to final grading and planting or landscaping work to avoid disturbance of the toxicant barriers by such operations.

Areas to be covered by concrete slab shall be treated before placement of granular fill after it has been compacted and set to required elevation. Additional treatment shall be applied in critical areas such as utility openings for pipes, conduits and ducts, along the exterior perimeter of the slab and under expansion joint.

Prior to landscaping of the lawn, saturate the building perimeter of about 3.0m wide with soil poison working solution. Earth fill shall be treated thoroughly with poison working solution as soon as fill is packed and levelled. Every square area shall be drenched with solution

#### **3.1.2 Rodent Control Traps**

Enclosed hollow spaces between ceiling and double sidings or partitions shall be rat proof in accordance with DOH requirements.

Hollow spaces between ceilings shall be rendered rat-proof by laying continuous strips of galvanized iron sheet or 10mm wire mesh, about 25cm wide and centered along floor plates or sills of partitions and exterior walls.

The rat proofing strips shall be sandwiched between floor joists/plates and sills of partitions of sidings. The strips shall be nailed to the top of the joists as well as to underside of sills and floor boards.

All exterior openings between adjoining floor joist and girders or beam that might give rats direct access into the hollow space inside shall when not closed by fascia board or the like, be covered with strips of the same rat proofing material of sufficient size to close entirely the opening in question.

#### **4. SHORING AND UNDERPINNING**

Shoring and underpinning of all excavations are necessary to protect workers, side banks, adjacent paving, structures and utilities. Shoring, bracing and sheathing shall be removed as excavations are backfilled in a manner to prevent caving or uneven ground settlements

The bracing and shoring systems required to provide temporary support of a structure shall be designed to support the dead, live, soil, earthquake and wind loads that maybe imposed on the structure during construction with standards and engineering principles.

*END OF SECTION*

## **DIVISION 16 ELECTRICAL**

### **PART I-GENERAL**

This Item shall consist of the furnishing and installation of the complete conduit work consisting of electrical conduits; conduit boxes such as junction boxes, utility boxes, octagonal and square boxes; conduit fittings such as couplings, locknuts and bushing and other electrical materials needed to complete the conduit roughing-in works. Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the work. Do not proceed until unsatisfactory conditions are corrected.

All works shall comply with the provision of the latest edition of the Philippine Electrical Code, the regulations of the local authority concerned in the enforcement of the electrical laws and ordinances and with the rules and regulations of the utility company.

Coordinate as necessary with other trades to assure proper adequate provision in the work of those trades for interface of the work of this section.

Coordinate the installation of electrical items with the schedule for work of other trades to prevent unnecessary delays in the total work.

Where lighting fixtures and other electrical items are shown in conflict with locations of structural members or other equipment, provide required support and wiring to clear the encroachment.

Data indicated on the Plans and in these Specifications are exact as could be secured, but their absolute accuracy is not warranted. The exact locations, distances, levels, and other conditions will be governed by actual construction and the Drawings and Specifications should be used only for guidance in such regard.

Where outlets are not specifically located on the Drawings, locate as determined in the field by the Architect. Where outlets are installed without such specific direction, relocate as directed by the Architect and at no additional cost to the Owner.

Verify all measurements at the building. No extra compensation will be allowed because of differences between work shown on the Plans and actual measurements at the site of construction.

Branch circuit wiring and arrangement of home runs have been designed for maximum economy consistent with adequate sizing for voltage drops and other considerations. Install the wiring with circuits arranged exactly as shown on the Drawings, except as otherwise approved in advance by the Architect.

The Electrical Drawings are Diagrammatic, but are required to be followed as closely as actual construction and work of other trades will permit. Deviations shall be without additional cost to the Procuring Entity.

### **1. IDENTIFICATION**

Identify all panel boards, cabinets, safety switches, and other apparatus used for operation and control of circuits, appliances, and equipment.

Provide plastic laminate nameplates, black face with white core letters, showing proper and completion identification.

## 2. TEST AND GUARANTEE

All installation shall be completed on or before final acceptance of the project including the tests and commissioning. Equipment shall be demonstrated to operate in accordance with the requirements of this specification. The Contractor shall furnish all instruments, tools and personnel required for the tests. As an exception to requirements that may be stated elsewhere in the contract agreement, the Engineer shall be given five (5) working days notice prior to each test. All defects disclosed as a result of such test that are due to the Contractor and shall be remedied to the satisfaction of the Engineer.

Upon completion of the electrical construction work, the Contractor shall provide all test equipment and personnel and to submit written copies of all test results. The Contractor shall guarantee the electrical installation are done and in accordance with the approved Plans and Specifications. The Contractor shall guarantee that the electrical system are free from all grounds from all defective workmanship and materials and will remain so for a period of one year from date and acceptance of works. Any defect shall be remedied by the Contractor at his own expense.

Upon completion of the work of this Section, thoroughly clean all exposed portions of the electrical installation, removing all trades of soil, labels, grease, oil, and other foreign material, and using only the type cleaner recommended by the manufacturer of the item being cleaned.

After the installation is completed, the contractor shall conduct test as required and an operating test for approval. Equipment shall be demonstrated to operate in accordance with the requirement of this specification. Test shall be performed in the presence of the owner or their authorize representatives. The contractor shall furnish all instruments required for the test and shall furnish the owners/ representative all catalogs/ manuals of equipment tested. All defects disclosed as result such test shall be remedied by and at the expense of the contractor.

Make written notice to the Consulting Architect adequately in advance of each of the following stages of construction:

In the underground condition prior to placing concrete floor slab when all associate electrical work is in place.

When all rough-in is complete, but not covered;

At completion of the work of this section.

When material and/or workmanship is found to not comply with the specified requirements, within three days after receipt of notice such non-compliance remove the non complying items from the job site and replace them with items complying with the specified requirements, all at no additional cost to the owner.

In the Architect's presence:

Test all parts off the electrical system proves that all such items provided under this section function electrically in the required manner.

Immediately submit to the Consulting Architect a report of maximum and minimum voltages and a copy the recording voltmeter chart.

Also measure voltages between phases and between phase wires and neutrals, and report these voltages to the Architect.

The electrical system installation furnished under this contract shall be guaranteed for a period of one year from date of acceptance thereof against defective materials, equipment and workmanship. Upon the receipt of notice from the architect of the failure of any part or parts of this installation or equipment parts shall be replaced promptly with new parts at the expense of the contractor and in a manner satisfactory to the owner.

## **2.1 Devices Subject to Manual Operation**

Each device subject to manual operation shall be tested five (5) times demonstrating satisfactory operation each time.

## **2.2 Test On 600 Volts Wiring**

Test of all 600 volts wiring to verify that no circuits or accidental grounds exist. Perform insulation resistance test on all wiring using an instrument which apply a voltage of approximately 500 volts to provide a direct reading of resistance; minimum resistance shall be 250,000 ohms that the resistance to ground is not excessive. Test each ground rod for resistance to ground before making any connections to the rod, then tie entire grounding system together and test for resistance to ground. Make resistance measurements in normally dry weather condition, not less than 48 hours after rainfall. Submit written results of each test to the Engineer and indicate the locations of the rod as well as the resistance and soil conditions at the time of the measurements were made.

## **2.3 Standards**

The materials to be furnished under these specifications shall be the "STANDARD". Products or manufacturers regularly engaged in the production of such equipment, materials, devices, and shall be the manufacturers latest standard design that complies with the standard approving authority such as; JIS- JAPAN ELECTRICAL STANDARD, UL- AMERICAN STANDARD, IEC-EUROPEAN ELECTRICAL STANDARD and PS- PHILIPPINE STANDARD.

## **PART II- PRODUCTS**

All materials shall be brand new and shall be of the approved type meeting all the requirements of the Philippine Electrical Code and bearing the Philippine Standard Agency (PSA) mark. The electrical materials to be used shall be of the standard products of the manufacturers regularly engaged in the production of equipment and materials required for this project and shall be the manufacturer's latest standard design that complies with the specification requirements. The Contractor shall submit for approval a complete description of all materials and equipment to be used before commencing the work. The descriptions shall include catalogue numbers, illustrations, diagrams, dimensional data, etc., as required to describe fully the materials.

### **1. CONDUITS**

Rigid Steel Conduit shall be electrical metal tubing (EMT) conduit, hot dip galvanized, conforming to ANSI Standard C80.1, or "American Standard Specifications for Steel Conduit, zinc coated" unless shown otherwise in the Plans. The conduit fittings and covers shall be galvanized, threaded, or cadmium plated,

grey iron or malleable iron castings. Composite rubber gasket shall be provided in all openings requiring covers. Outlets and pull boxes shall be of the sizes and types shown in the Plan.

Rigid uPVC Conduit shall be NEMA TC2, type EPC-PVC and shall be schedule 40. Enamel coated steel conduits and conduits with rough inner surfaces are not acceptable.

## **2. CONDUIT BOXES AND FITTINGS**

All conduit boxes and fittings shall be Code gauge steel and galvanized. Outlet boxes and fittings shall be galvanized pressed steel of standard make. In general, outlet boxes shall be at least 100 mm. square or octagonal, 53 mm. deep and 16 mm. minimum gauge.

Pull boxes shall be of 4"x 4" uPVC for 20mm diameter and 25mm diameter conduit if required. Larger sizes than 4"x4" boxes shall be made galvanized metal box gauge 18 minimum fitted with screws and metal cover. The feeders/ wires passing through this pull shall be tagged to indicate circuit, panel numbers, or other necessary electrical characteristics/ designations.

## **3. LIGHTING FIXTURES**

All lighting fixtures and lamps of type and sizes as specified and listed on the Lighting Fixture Schedule and shall be furnished and installed complete. Color characteristics shall be approved by Consulting Architect/Engineer.

Provide units having an attached pull box, and with UL label. Provide local label in addition if so required by governmental agencies having jurisdiction.

Fixtures are designated by letters and illustrations shall be indicative of the general type desired and shall not restrict selection to fixtures of any particular manufacturer. Fixtures of similar design and equivalent light distribution and brightness characteristics having equal finish and quality may be acceptable but subject to the approval of the Consulting Engineer/Architect.

## **4. GROUNDING SYSTEM**

All materials to be used shall conform to the Bureau of Product Standards (BPS) specifications.

## **5. WIRES AND WIRING DEVICES.**

Wires and cables shall be of the approved type meeting all the requirements of the Philippine Electrical Code and bearing the PSA mark unless specified or indicated otherwise, all power and lighting conductor shall be insulated for 600 Volts. All wires shall be copper, soft drawn and annealed, smooth and cylindrical form and shall be centrally located inside the insulation. All wiring devices shall be standard product of reputable electrical manufacturers. Wall switches shall be rated at least 10A, 250 Volts and shall be spring



operated, flush, tumbler type. Duplex convenience receptacles shall be rated at least 15A, 250 Volts, flush, parallel slot single heavy duty receptacles shall be rated at least 20 A, 250 Volts, wire, flush, polarize type.

Conductors in conduits shall be moisture and heat-resistant rubber or thermoplastic insulated. In dry locations, wires and cables shall be type THW for sizes 8 mm. and smaller and type THW or THHN for sizes 14 sq. mm. and larger. In damp or wet locations as defined by the Philippine Electric Code, wires and cables shall be type THW. All conductors shall have 600 volts insulation unless otherwise specified in the drawings. Wire shall be stranded copper for 5.5 mm. diameter and larger sizes. Wires for the telephone and signaling systems shall be twisted telephone wires, thermoplastic insulated. The number and sizes shall be as specified in the Plans.

Each outlet in the wirings shall be provided with an outlet box suit the conditions encountered. Boxes shall be of uPVC; shall have a sufficient volume to accommodate the number of conductors entering the box in accordance with the requirements of the Philippine Electrical Code. Location of outlets shown on the drawing is approximate; the contractor shall study the building plans in relation to the spaces and equipment surrounding each outlet so that the outlets are symmetrically located according to room layout. Boxes shall be installed in concealed location, weatherproofed outlets covers shall be installed for outdoor locations. Convenience outlet shall be duplex type 1- 20 A, 220V 2 wires. Special purpose outlets shall be 1- 30 A, 380V and 1 – 40A 380V 3 wires configuration. For hallways, lobby and offices referred to detail drawings.

Proposed lighting circuit homeruns shall be 3.5 mm<sup>2</sup> THHN stranded and laid from panel to load as indicated in the plan. This is a spare load for future used (flood lighting and landscaping lighting).

## **6. SWITCHGEAR AND PANELBOARDS**

This Item shall consist of the furnishing and installation of low voltage switchgear and distribution panel boards at the location shown or the approved Plans complete with circuit breakers, cabinets and all accessories, completely wired and ready for service.

All materials shall be brand new and shall be of the approved type. It shall conform with the requirements of the Philippine Electrical Code and shall bear the Philippine Standard Agency (PSA) mark.

The service entrance shall be installed in concrete encasement, these includes power, communication and television. There is no definite location layout of the building service entrance on the plan. The contractor shall coordinate with the owner representative for the actual location.

### **6.4 Low-Voltage Switchboard Section**

The low-voltage switchboard shall be standard modular-unitized units, metal-built, dead front, safety type construction and shall consist of the following:

#### **6.5 Switchboard Housing**

The housing shall be heavy gauge steel sheet, dead front type, gray enamel finish, complete with frame supports, steel bracings, steel sheet panelboard, removable rear plates, copper busbars, and all other necessary accessories to ensure sufficient mechanical strength and safety. It shall be provided with grounding bolts and clamps.

#### **6.6 Secondary Metering Section**

The secondary metering section shall consist of one (1) ammeter, AC, Indicating type; one voltmeter, AC, Indicating Type, one (1) ammeter transfer switch for 3-phase; one (1) voltmeter transfer switch for 3-phase; and current transformers of suitable rating and capacity.

The abovementioned instruments shall be installed in one compartment above the main breaker and shall be complete with all necessary accessories completely wired, ready for use.

### **6.7 Main Circuit Breaker**

The main circuit breaker shall be draw-out type, manually or electrically operated, manual trip bottom, magnetic tripping devices, adjustable time over current protection and instantaneous short circuit trip and all necessary accessories to ensure safe and efficient operation.

### **6.8 Feeder Circuit Breakers**

There shall be as many feeder breakers as are shown on the single line diagram or schematic riser diagram and schedule of loads and computations on the Plans. The circuit breaker shall be drawn out or molded case as required. The circuit breakers shall each have sufficient interrupting capacity and shall be manually operated complete with trip devices and all necessary accessories to insure safe and efficient operation. The number, ratings, capacities of the feeder branch circuit breakers shall be shown on the approved Plans.

Circuit breakers shall each be of the indicating type, providing "ON" – "OFF" and "TRIP" positions of the operating handles and shall each be provided with nameplate for branch circuit designation. The circuit breaker shall be so designed that an overload or short on one pole automatically causes all poles to open.

### **6.9 Low-Voltage Switchgear (For projects requiring low-voltage Switchgear only)**

The Contractor shall furnish and install a low-voltage switchgear at the location shown on the Plans. It shall be metal-clad, dead front, free standing, safety type construction and shall have copper busbars of sufficient size, braced to resist allowable Root Mean Square (RMS) symmetrical short circuit stresses, and all necessary accessories.

The low-voltage switchgear shall consist of the switchgear housing, secondary metering, main breaker and feeder branch circuit breakers and all necessary accessories, completely wired, ready for service.

### **6.10 Grounding System**

All non-current carrying metallic parts like conduits, cabinets and equipment frames shall be properly grounded in accordance with the Philippine Electrical Code, latest edition.

The size of the ground rods and ground wires shall be as shown on the approved Plans. The ground resistance shall not be more than 5 ohms.

### **6.11 Panelboards and cabinets**

Panelboards shall conform to the schedule of panelboards as shown on the approved Plans with respect to supply characteristics, rating of main lugs or main circuit breaker, number and ratings and capabilities of branch circuit breakers.

Panelboards shall consist of a factory completed dead front assembly mounted in an inclosing flush type cabinet consisting of code gauge 14 (2.0 mm thick) galvanized sheet steel box with trim and door. Each

door shall be provided with catch lock and two (2) keys. Panelboards shall be provided with directories and shall be printed to indicate load served by each circuit.

Panelboard cabinets and trims shall be suitable for the type of mounting shown on the approved Plans. The inside and outside of panelboard cabinets and trims shall be factory painted with one rust-proofing primer coat and two finish shop coats of pearl gray enamel paint.

Main and branch circuit breakers for panelboards shall have the rating, capacity and number of poles as shown on the approved Plans. Breakers shall be thermal magnetic type. Multiple breaker shall be of the common trip type having a single operating handle. For 50-ampere breaker or less, it may consist of single-pole breaker permanently assembled at the factory into a multi-pole unit.

Panel boards shall be of the dead front safety type components to UL and provided with size and number of circuit. As indicated (panel directory) MDPI and MDP2 panelboard shall be free standing type. Other power panel shall be installed flush on walls. Panelboards main breaker shall be molded case, center main. All branch breakers shall be of bolt-on type. A ground terminal bus shall be installed at bottom of every panel with branch terminal screw equivalent to the number of branch circuit. A cable trench under the free standing panel shall be provided. The trench dimension shall be of suitable clearance for cable bends.

### **PART III-EXECUTION**

All works throughout shall be executed in the best practice in a workmanlike manner by qualified and experienced electricians under the immediate supervision of a duly licensed Electrical Engineer.

#### **1. CONDUITS**

Conduits should be cut square with hacksaw and ends reamed. Running or non-tapered threads shall not be used. Each run of conduit between boxes or equipment shall be electrically continuous. Threads shall conform to the American Standard for tapered pipe threads. In making bends only conduit bending apparatus will be used. The use of a pipe tee or vise for bending conduits shall not be permitted. Conduits entering slip holes in boxes shall be secured with a locknut on each side of the box wall and terminated with a bushing.

All joints between lengths of conduits and threaded connections to boxes, fittings and equipment enclosures shall be made watertight. Conduits shall be sloped towards drain points. Conduits shall be rigidly supported and braced to avoid shifting during placement of concrete. Conduits extending out of floors, walls, or beams shall be at right angles to the surfaces.

Spacing of conduits shall be such as to permit the flow of concrete between them. A minimum spacing of not less than 5 cm. shall be maintained, except where conduits enter boxes. Where conduits are placed in two or more layers or rows, the conduits in the upper or inner layers shall be placed directly over or behind the lower or outer layers, respectively.

Conduits terminating at the face of concrete for initial or future extensions as exposed runs shall be terminated with plugged couplings set flush with the floor, ceilings or wall. Galvanized iron plugs shall be provided for conduits, which are to be extended in the future. Where it is not practical to employ flush couplings, the conduit ends shall be suitably boxed or otherwise protected and plugged.

Conduits running in floors and terminating at motors or other equipment mounted on concrete bases shall be brought up to the equipment within the concrete base wherever possible. Conduit boxes shall be flush with the finished wall with covers and openings easily accessible. The Contractor shall remove and reset all boxes not properly installed or shifted out of line during concreting to the satisfaction of the Engineer.

## **2. CONDUIT BOXES & FITTINGS**

Each outlet in the drawing or raceway system shall be provided with an outlet box to suit the conditions encountered. Boxes for exposed work or in wet locations shall be of the cast metal type having threaded hubs. Boxes for concealed work shall be the cadmium-plated or zinc-coated sheet metal type. Each box shall have sufficient volume to accommodate the number of conductors entering the box.. Boxes shall not be less than 50 mm deep unless shallower boxes are required by structural conditions that are specifically approved by the Engineer. Ceiling and bracket outlet boxes shall not be less than 100 mm octagonal except that smaller boxes may be used where required by the particular fixtures to be installed. Switch and receptacle boxes shall be approximately 100 mm x 50 mm x 50 mm. Telephone outlets shall be 100 mm square except that 100 mm x 54 mm x 40 mm boxes may be used where only one raceway enter the outlet. Boxes installed in concealed locations shall be set flush with the finished surfaces and shall be provided with the proper extension rings or plaster covers where required. Boxes shall be installed in a rigid and satisfactory manner and shall be supported by bar hangers in frame construction, or shall be fastened directly with wood screws on wood. Location of outlets shown on the drawings are approximates; the Contractor shall study the building plans in relation to the spaces and equipment surrounding each outlet so that the lighting fixtures are symmetrically located according to the room layout. When necessary, with the approval of the Consultant, outlets shall be relocated to avoid interference with mechanical equipment or structural features.

Provide conduit boxes for pulling and splicing wires and outlet boxes for installation of wiring devices. As a rule, provide junction boxes or pull boxes in all runs greater than 30 meters in length, for horizontal runs. For other lengths, provide boxes as required for splices or pulling. Pull boxes shall be installed in conspicuous but accessible locations.

Support boxes independently of conduits entering by means of bolts, rod hangers or other suitable means.

Conduit boxes shall be installed plumb and securely fastened. They shall be set flush with the surface of the structure in which they are installed where conduits are run concealed.

All convenience and wall switch outlet boxes for concealed conduit work shall be deep, rectangular flush type boxes. Four inch octagonal flush type boxes shall be used for all ceiling light outlets and shall be of the deep type where three or more conduits connect to a single box. Floor mounted outlet boxes required shall be waterproof type with flush brass floor plate and brass bell nozzle.

All boxes shall be painted with anti-rust red lead paint after installation. All conduits shall be fitted with approved standard galvanized bushing and locknuts where they enter cabinets and conduit boxes.

Junction and pull boxes of code gauge steel shall be provided as indicated or as required to facilitate the pulling of wires and cables.

## **3. GROUNDING SYSTEM**

All grounding system installation shall be executed in accordance with the approved plans. Grounding system shall include building perimeter ground wires, ground rods, clamps, connectors, ground wells and ground wire taps as shown in the approved design.

#### **4. WIRES AND WIRING DEVICES**

This Item shall consist of the furnishing and installation of all wires and wiring devices consisting of electrical wires and cables, wall switches, convenience receptacles, heavy duty receptacles and other devices shown on the approved Plans but not mentioned in this Specification.

All wiring installation herein shall be done under the direct supervision of a licensed Electrical Engineer at the expense of the Contractor. The Contractor shall submit the request for the Clearance to Proceed duly approved by the owner's representative.

Conductors of wires shall not be drawn in conduit until after the cement plaster is dry and the conduits are thoroughly cleaned and free from dirt and moisture. In drawing wires into conduits, sufficient slack shall be allowed to permit easy connection for fixtures, switches, receptacles and other wiring devices without the use of additional splice:

All conductors of convenience outlets and lighting branch circuit home runs shall be wired with a minimum of 3.5 mm. in size. Circuit homeruns to panel boards shall not be smaller than 3.5 mm. but a homerun to panel board more than 30 meters shall not be smaller than 5.5 mm. No conductor shall be less than 2 mm. in size.

All wires of 14 mm. and larger in size shall be connected to panel and apparatus by means of approved type lugs or connectors of the solderless type, sufficiently large enough to enclose all strands of the conductors and securely fasten. They shall not loosen under vibration of normal strain.

All joints, taps and splices on wires larger than 14 mm. shall be made of suitable solderless connectors of the approved type and size. They shall be taped with rubber and PVC tapes providing insulation no less than that of the conductors.

No splices or joints shall be permitted in either feeder or branch conductors except within outlet boxes or accessible junction boxes (pull boxes). All joints in branch circuit wiring shall be made mechanically and electrically secured by approved splicing devices taped with rubber and PVC tapes in a manner which will make their insulation as that of the conductor.

All wall switches and receptacle shall be fitted with standard bakelite face plate covers. Device plate for flush mounting shall be installed with all four edges in continuous contract finished wall surfaces without the use of coiled wire or similar devices. Plaster fillings will not be permitted. Plate installed in wet locations shall be gasketed.

When more than one switch or device is indicated in a single location gang plate shall be used.

*END OF SECTION*

## **DIVISION 18 EXTERIOR IMPROVEMENTS**

### **PART I-GENERAL**

Contractor shall accept actual conditions at the project site and do work specified without additional compensation for possible variation from grades and conditions shown, whether surface or subsurface. All grading work shall be unclassified except for rock removal.

### **PART II- PRODUCTS**

#### **1. GROUND PAVING**

Gravel bedding for ground covering

Approved 0.20m x 0.20m square pervious paving blocks for façade pavement

#### **2. LIGHTING**

Spotlights shall be 3 watts LED, configuration and location as shown in Plans.

#### **3. PLANTING/ SOFTSCAPE**

Topsoil and Planting Mix as approved by the Consulting Architect.

Planting to be chosen shall be low lying grasses and turfs, perennial plants and shrubs that are low maintenance and will not obstruct the view of the building. Samples of which shall be approved by the Consulting Architect.

### **PART III-EXECUTION**

#### **1. GROUND PAVING**

Verify compacted subgrade, granular base or stabilized soil is acceptable and ready to support paving and imposed loads.

If soil fill is necessary, all fill material shall be free of organic or foreign material.

All fill materials shall be placed in minimum six-inch lifts and shall be compacted to 100% of maximum density

Install paving system(s) in accordance with manufacturer's recommendations and as indicated.

##### **1.1 Others Materials**

Provide other materials, not specifically described, but required for a complete and proper installation, as selected by the Contractor, subject to the approval of the Consulting Architect.

## 1.2 Surface Conditions

Examine the areas and conditions under which work of this Section will be performed. Correct conditions detrimental to timely and proper completion of the work. Do not proceed until unsatisfactory conditions are corrected.

## 2. LIGHTING

Install in accordance with Plans and Shop drawings as approved by Consulting Architect/Engineer.

## 3. PLANTING/ SOFTSCAPE

Soils for all landscaped areas will conform to soil types, either topsoil or planting mix.

Unless specified elsewhere, prior to completing the project, there shall be a 6-inch layer of organic top soil across the site in areas where any planting is to occur. If there is top soil on site, the Contractor may store it within the Project Limit.

Plants shall be provided as approved by the Consulting Architect. All plant material furnished shall be well branched and proportioned, full-foliaged, and in a healthy condition, free of disease and insect infestation. There shall be no substitutions without express written permission of the Grounds Superintendent. The following requirements pertain to all plant material:

Quality: Unless specifically noted otherwise, all plants shall be of specimen quality, exceptionally heavy, symmetrical, thickly branched, so trained or treated in their development and appearance as to be unquestionably of first quality in form, branch structure, buds, fruit, compactness and symmetry.

Disease and Damage: All plants shall be free of disease, insect infestations, eggs or larvae; and shall have thickly developed, well-proportioned and healthy root systems. Plant material shall be free from physical damage or conditions that prevent the desired quality appearance and growth characteristics; or inhibit the plants thriving ability, hardiness, or adaptability

***END OF SECTION***

## **CONSERVATION GUIDELINES**

### **REPLACING DETERIORATED WOODWORK**

#### **PART 1 PRODUCTS**

##### **1.01 MATERIALS**

###### **A. New or Replacement Materials:**

1. Wood Moisture Content: Provide kiln-dried lumber with an average moisture content range of 6% to 11% for interior work. Maintain temperature and relative humidity during fabrication, storage, and finishing operations so that moisture content values for woodwork at time of installation do not exceed the above range.
2. Replacement Wood: Match species, grade, grain pattern, and other special characteristics of existing woodwork.

###### **B. Clean, soft cloths**

#### **PART 2 EXECUTION**

##### **2.01 PREPARATION**

###### **A. Surface Preparation:**

1. Condition woodwork to average prevailing humidity conditions in installation areas prior to installing.
2. Back prime woodwork on all surfaces, which will be concealed with one coat of wood primer. Schedule delivery to allow time for application and drying of back prime coat before installation of woodwork.
3. Remove miscellaneous hardware, nails, etc., from all existing woodwork as required to provide a first class installation of new or replacement woodwork.
4. Prior to installation of new architectural woodwork, examine shop fabricated work for completion, and complete work as required, including back priming and removal of packing.

##### **2.02 ERECTION, INSTALLATION, APPLICATION**

- ###### **A. Carefully remove at locations indicated any damaged or deteriorated woodwork.**



Unless indicated otherwise, replace the entire length of the existing damaged piece to the next butt joint.

B. For partial replacement of existing pieces, use a neat, well-fitted level cut with grain aligned in transparent finished wood.

C. Install new pieces as described below:

1. Install the work plumb, level, true and straight with no distortions. Shim as required using concealed shims.

2. Cut to fit unless specified to be shop-fabricated or shop-cut to exact size. Where woodwork abuts other finished work, scribe, and cut for accurate fit. Before making cutouts, drill pilot holes at corners.

3. Standing and Running Trim: Install with minimum number of joints possible, using full-length pieces (from maximum length of lumber available) to the greatest extent possible. Stagger joints in adjacent and related members. Cope at returns, miter at corners, and comply with Quality Standards for joinery.

4. Anchor woodwork to anchors or blocking built-in or directly attached to

substrates. Secure to grounds, stripping and blocking with countersunk, concealed fasteners and blind nailing as required for a complete installation. Except where prefinished matching fasteners heads are required, use fine finishing nails for exposed nailing, countersunk and filled flush with woodwork, and matching final finish where

transparent finish is indicated.

D. Finish replacement woodwork to match adjacent woodwork surfaces. See

06400-05-R and 06400- 10-R for guidance.

## 2.03 ADJUSTING/CLEANING

1. Upon completion of this work, all floors, walls, and other adjacent surfaces that are stained, marred, or otherwise damaged by work under this section shall be cleaned and repaired and all work and the adjacent areas shall be left in a clean and perfect condition.

2. All completed work shall be adequately protected from damage by subsequent building operations and effects of weather. Protection shall be by methods recommended by the manufacturer of installed materials and as approved by the Architect.

3. Repair damaged and defective woodwork wherever possible to eliminate functional and visual defects. Where it is not possible to repair properly, replace woodwork, and adjust joinery for uniform appearance.

4. Clean woodwork: Dust and damp wipe woodwork with a soft cloth dampened in clean water; dry rub with soft cloth to maintain the polish, rubbing along the grain of the wood.

5. Stain and Spot Removal:

1. Stains may be cleaned by prompt damp wiping with cloth dampened in clear water or rubbing with cloth dampened in solvent. Dry the wood with a soft cloth.

2. White spots may be removed by rubbing them with a small amount of linseed oil.

***END OF SECTION***

## SCOPE OF WORKS

PROJECT TITLE AND LOCATION

# **IMPROVEMENT OF ROCHA HOUSE IN SITIO UBOS IN TAGBILARAN CITY, BOHOL, A DECLARED IMPORTANT CULTURAL PROPERTY (ICP)**



*Front facade of Rocha House in Sitio Ubos, Tagbilaran City, Bohol*

*Photo credit to Ar. Marvin M. Belgica*



## I. PROJECT BACKGROUND

The Casa Rocha in Sitio Ubos, Tagbilaran City, Bohol traces its completion in 1831 after an inscription in one of the dressed coral stones that enclose its silong. The structure is considered to be the oldest surviving Spanish colonial house in the province of Bohol after the unfortunate demolition of the 1820 Casa Boholana.

The Casa Rocha stands in the historic town of Sitio Ubos in Tagbilaran City, Bohol. This 1.7 hectare district which used to be Tagbilaran's old wharf where trade and commerce come into play was once an area where wealthy merchants of Chinese- Mestizo ancestry built massive homes of wood and stone

History suggests that the development of Sitio Ubos is credited to the foresight of the Rocha family, to where they saw the economic potential of the district. The very first structure that was built in the area was owned by Doña Carmen, which was then followed by many other houses that were built by different members of the family. Unfortunately, at the turn of the twentieth century, when the newly built causeway to Panglao Island blocked shipping lanes, Sitio Ubos' economy gradually declined. This was aggravated when businesses moved to the uplands behind the capitol now the area museum of the National Museum of the Philippines in Bohol.

Today, about 600 meters away from the present commercial district of Tagbilaran City, the Casa Rocha is still standing at Lot No. 67, a 951 square meter relatively flat gated property along Franklin Street, Sitio Ubos, Tagbilaran City. It is bounded on the North East, along Lot Nos. 66 and 69; on the South East by Lot No. 69; on the South West by Franklin Street; and on the North West by Lot No. 64.

The Casa Rocha along with the four other heritage houses (see Figure 2) within the vicinity that was collectively declared by the National Museum of the Philippines as Important Cultural Properties are prominent displays of the once opulent district in Tagbilaran City. All of these structures are found in Barangay Poblacion I, a very high risk commercial area along Franklin Street, which is an almost 4 meter wide one-way interior road that connects to the Butalid causeway which joins the main island of Bohol to the island of Panglao.

Registered under the principal owner Juan Rocha , the property is adjacent to the abovementioned heritage houses. To its west the Casa Rocha- Suarez which was built by the patriarch of the family- Julian Rocha. To its east, the Hontanosas house which is next to the Yap house that is owned by the political yap family, and a few blocks across Franklin street, is the now called Beldia house, which was built by the Butalid family.

One of the trust of the National Museum of the Philippines (NMP) is to undertake and prescribe the manner of restoration, conservation, and protection of the country's historical and cultural movable and immovable objects. In line with this, the NMP included in its 2023 locally funded projects the improvement of Rocha House.

## **II. OBJECTIVE**

The National Museum of the Philippines as the primary institution of the State for the management and development of museums and collections of national scope or significance is mandated to preserve cultural and historical artefacts that represents the artistic and cultural heritage of the Filipino people.

This being said, the primary objective of this project is to conserve and provide the necessary intervention works to one of the country's recognized Important Cultural Properties.

## **III. SCOPE OF WORKS**

This shall pertain to necessary works needed to complete the proposed project and shall include but is not limited to the supply, fabrication and installation of all materials, labour and equipment; provision for specialized activities, technical knowledge and skills; together with the liaison and coordination of applicable works such as applications of permits, licenses and notices to statutory authorities.

### **GENERAL WORKS:**

1. The Contractor is expected to have conducted a site inspection prior to the actual mobilization, so as to acquaint and familiarize themselves with the location and condition of the project.
2. The Contractor shall obtain all official documents and payment of required fees and other costs incidental to the fulfillment of the requirements of the contract.
3. The Contractor shall safeguard the works and all building materials whether acquired or existing through proper warehousing and timely inventory. This shall include but is not limited to the installation of temporary facilities such as repository or warehouse, office and bunkhouse, as well as the installation of 2.40 meter high perimeter board-up.
4. The Contractor is held responsible in ensuring the safety and protection of all persons engaged in the execution of the project. They shall also provide good general housekeeping practices.
5. The Contractor must secure and maintain all salvaged original materials on site. No original material can be removed, altered or transported without the authority from the National Museum.
6. The Contractor must report to the National Museum any archeological finding during excavation works. An automatic work stoppage shall take effect after National Museum's confirmation.

7. The Contractor must submit as-built plans of the project upon completion and request for final billing.

**A. GENERAL REQUIREMENTS**

1. Mobilization & Demobilization;
2. Installation of Temporary Facilities (TEMFACIL) including bunkhousing, office & utility consumption;
3. Safety, Security & Housing, including Covid-19 safety equipment;
4. Supply & installation of 2.40m high perimeter board-up (rental);
5. Project Signage (4' x 8'); and
6. Rental of Equipment.

**B. DEMOLITION/ DISTMANTLING/ CLEARING & HAULING WORKS** (as determined by the architect-in-charge)

1. Dismantling of incompatible/ additional structures within the site;
2. Dismantling of existing concrete fence and steel gate; and
3. Site clearing (Removal/ cutting of identified vegetation and trees and clearing of backyard).



Front view of the Rocha House from A. Torralba St.



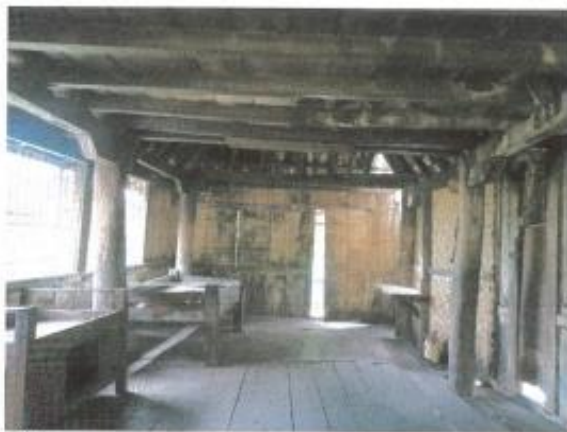
**C. IMPROVEMENT OF THE STRUCTURE**





### C. IMPROVEMENT OF THE STRUCTURE

1. Supply & installation of lighting fixtures including wires, conduits & necessary accessories (building and perimeter);
2. Improvement of "*silong*" area flooring in preparation for the future gallery; and
3. Repair of kitchen area (flooring and dilapidated wood sidings) includes application of termite protection;



Kitchen area



Dinning area



Damaged areas of the kitchen.





View from the outside of the kitchen area.



#### **D. SITE DEVELOPMENT AND SITE DRAINAGE WORKS**

1. Supply & installation of ground pavement at façade;
2. Supply & installation of gravel bedding to cover ground;
3. Construction of new septic tank;
4. Construction of 1.50m x 1.50m x 2.5m underground rain water harvesting system; and
5. Repair & restoration of as found stone well in front of the structure + dredging of interior to revive its function.

#### **IV. EXPECTED OUTPUT**

1. The Contractor must provide confirmation of National Museum's building design requirements.
2. The Contractor shall provide all the materials, labor, equipment and services necessary for the construction of the project.
3. The Contractor shall secure the property, provide temporary utilities on site, manage their own personnel, dispose and recycle construction waste, monitor schedule and cash flows and maintain daily logbook of activities.



4. Submit for approvals plan that outlines the safety measures that will be implemented to the people not directly related to the construction of the project, the safety and protection of their workers during the construction, prevention and occurrence of fire.

5. Abide with the contract including the General Condition and Specification which form part of the contract.

## **V. EXPECTED TIME FRAME**

The Project's actual construction is expected to be completed in **one hundred twenty (120) calendar days**.

## **VI. CONSTRUCTION SUPERVISION**

The project will be implemented under the direct supervision of the National Museum of the Philippines – Architectural Arts and Built Heritage Division.

## **VII. NOTE**

All works shall be read in conjunction with the working drawings, any discrepancy shall be timely coordinated with the National Museum of the Philippines- Architectural Arts and Built Heritage Division.

## **VIII. THE CONTRACTOR**

The National Museum of the Philippines requires the services of a building contractor with legal, technical and financial capability to implement the abovementioned project. The contractor must have completed or implemented similar built heritage projects of government recognized importance, whether as National Cultural Treasure (NCT), Important Cultural Property (ICP) or National Historical Landmark (NHL).

The Contractor must have also proven relevant experience within ten (10) years that deals with retrofitting, restoration and/ or reconstruction of unreinforced masonry (URM) structures with proper client references. A PCAB License of Category B under General Building is also required and the Contractor must also have completed a Single Largest Project amounting up to 50% of the ABC or Php 3,000,000.00

## **XI. SOURCE OF FUND**

The General Appropriations Act through C.O fiscal year 2023 has appropriated **Six Million Pesos and 00/100 Only (Php 6,000,000.00)** for the proposed restoration works.

## X. LIQUIDATED DAMAGES

All contracts executed in accordance with the Act and this IRR shall contain a provision on liquidated damages which shall be payable by the contractor in case of breach thereof. For the procurement of Infrastructure Projects, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches 10% of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under circumstances.

## XI. PROCUREMENT PROCESS

Procurement of services of a building contractor for the abovementioned project shall be in accordance with the provisions of the Government Procurement Reform Act (R.A 9184) and its Revised Implementing Rules and Regulations.

Prepared by:

  
**BENJAMIN CONCEPCION E. EMPLEO**  
Senior Museum researcher, AABHD

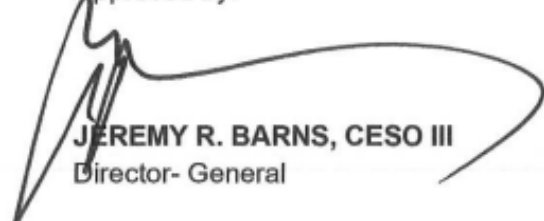
Checked & Reviewed by:

  
**ARNULFO E. DADO**  
Museum Curator II and Chief, AABHD

Recommending Approval:

  
**JORELL M. LEGAZPI**  
Deputy Director-General for Museums

Approved by:

  
**JEREMY R. BARNES, CESO III**  
Director- General

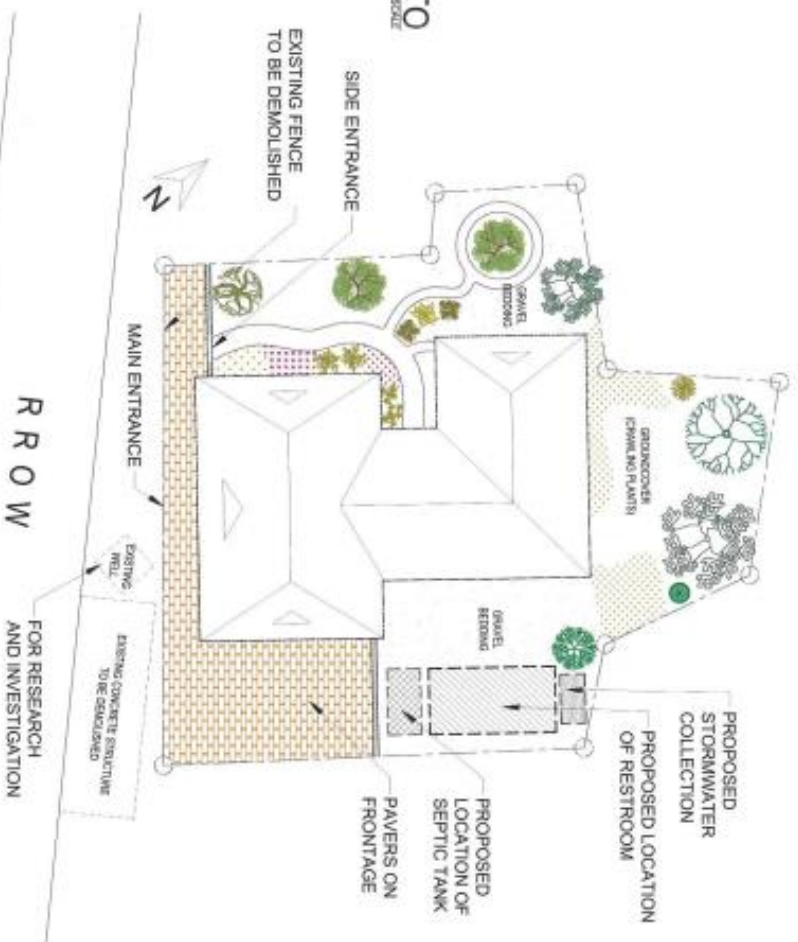
## ***Section VII. Drawings***



1  
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CASA ROCHA  
ACTUAL PHOTO



2  
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FOR  
SCALE  
CASA ROCHA  
LOCATION MAP



3  
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FOR  
SCALE  
CASA ROCHA  
PROPOSED SITE PLAN



NATIONAL MUSEUM OF  
THE PHILIPPINES  
ARCHITECTURAL ARTS AND BUILT  
HERITAGE DIVISION  
7 RECTOR BRUNO, MANILA 1008

PROJECT TITLE  
IMPROVEMENT OF ROCHA HOUSE  
IN TAGBILARA, BOHOL  
A DECLARED IMPORTANT  
CULTURAL PROPERTY (ICP)

PREPARED BY  
MR. KAMILE BERNARDO GAYSA  
ARCHITECT/ENGINEER/PLANNER

CHECKED AND DESIGNED BY  
MR. WARREN W. BELGICA  
REGISTERED ARCHITECT/PLANNER

RECOMMENDING APPROVAL  
JOYELL M. LEGASPI  
OFFICIAL DIRECTOR/ENGINEER  
FOR BOHOL

APPROVED BY  
JERRY R. BARRIO, CESO III  
DIRECTOR/ADMINISTRATIVE

REVISIONS  
NO. REVISIONS  
DATE

SHEET CONTENT  
SHEET NO.  
A00

## ***Section VIII. Bill of Quantities***

# CONTRACTOR'S LOGO

Project: **IMPROVEMENT OF ROCHA HOUSE IN SITIO UBOS IN TAGIBILARAN CITY, BOHOL**  
A DECLARED IMPORTANT CULTURAL PROPERTY (ICP)

Location: Tagbilaran, Bohol  
Duration: 120 Calendar Days

Project No.  
Date Prepared:

## APPROVED BUDGET FOR THE CONTRACT (ABC)

ITEMS	SCOPE OF WORKS	QTY	UNIT	DIRECT COST (DC)		INDIRECT COST (IC)			TOTAL (DC + IC)
				MATERIAL	LABOR	Sub Total (L & M)	O&MP 20%	Sub Total	
A. GENERAL REQUIREMENTS				Unit Cost	Total Cost	Unit Cost	Total Cost		
	1. Mobilization/ Demobilization	1.00	lot						
	2. Installation of Temporary Facilities (TENFACs) including bunkhousing, office & utility consumption	40.00	sq.m						
	3. Safety, Security & Housing, including Covid-19 safety equipment	120.00	C.D						
	4. Supply & installation of 2.40m high perimeter board-up (rental)	99.68	sq.m						
	a. Rib type G.I sheets	20.00	pcs						
	b. 32mm diameter G.I pipes (frame)	120.00	pcs						
	c. Swivel clamps	720.00	pcs						
	d. Assorted common wire nails	19.85	kgs						
	5. Project Storage (4' x 8')	1.00	set						
	6. Rental of Equipment								
	a. 1 unit Backhoe	30.00	days						
	b. 1 unit Dump truck (for hauling of debris)	30.00	days						
	c. 1 unit Payloader (for hauling of debris)	30.00	days						
	d. 1 unit Compactor	30.00	days						
</									

[illegible]

Prepared by:

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



# Components of Bid Proposal

## Checklist of Technical and Financial Documents

### I. TECHNICAL COMPONENT ENVELOPE (FIRST ENVELOPE)

#### *Class "A" Documents*

##### Legal Documents

- ☐ 1. Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

##### Technical Documents

- ☐ 2. 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**
- ☐ 3. 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**
- ☐ 4. Special PCAB License in case of Joint Ventures;  
**and**  
registration for the type and cost of the contract to be bid;
- ☐ 5. 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**

##### Project Requirements, which shall include the following:

- ☐ 6. Organizational chart for the contract to be bid; **and**
- ☐ 7. List of contractor's key personnel (*e.g.*, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;  
**And**
- ☐ 8. 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**
- ☐ 9. 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

- ☐ 10. The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

***Class "B" Documents***

- ☐ 11. 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.

**II. FINANCIAL COMPONENT (SECOND ENVELOPE)**

- ☐ 1. Original of duly signed and accomplished Financial Bid Form; **and**

Other documentary requirements under RA No. 9184

- ☐ 2. Original of duly signed Bid Prices in the Bill of Quantities; **and**
- ☐ 3. 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**
- ☐ 4. Cash Flow by Quarter.

**Note: Please submit the following requirements in separate envelope:**

- 1. E-copy of all the Eligibility, Technical and Financial components save in any storage device;**
- 2. Bid Bulletin, if any; and**
- 3. Photocopy of the Official Receipt of the Bidding Documents**

# *Annex A Packaging and Labelling Instructions*

## PACKAGING AND LABELLING INTRUCTIONS

1. Two Envelope System

The ORIGINAL - TECHNICAL COMPONENTS requirements stated below shall be enclosed into a folder, same as with the ORIGINAL - FINANCIAL COMPONENTS requirements which will also be done in a separate folder. These two (2) folders shall be placed into separate envelope forming the **Two-Envelope System**.

Envelope 1: Technical Components (see attached listing)

Envelope 2: Financial Components (see attached listing)

2. The First Envelope, ORIGINAL - TECHNICAL COMPONENTS and the Second Envelope, ORIGINAL - FINANCIAL COMPONENTS should be sealed in an outer envelope marked as ORIGINAL BID. Each copy of the first and second envelopes shall be similarly sealed duly marking the inner envelopes as "COPY NO. \_\_\_\_ - TECHNICAL COMPONENT" and "COPY NO. \_\_\_\_ – FINANCIAL COMPONENT" and the outer envelope as "COPY NO. \_\_\_\_", respectively. The First and Second envelope should be produced into three (3) copies marked as Copy No. 1 , Copy No. 2 and Copy No. 3.
3. All four (4) envelopes, Original, Copy No. 1, Copy No. 2 and Copy No. 3, shall be enclosed in a single envelope referred to as the **Mother Envelope**.
4. All documents must be marked with **Ear tabs**. There must be a Table of Contents indicating all the documents to be submitted per folder.
5. All envelopes should properly be **sealed, signed and labelled**. The folders should also be be labelled properly.
6. All copies must be **Certified True Copy** and signed.

TO: ATTY. MA. ROSENNE M. FLORES-AVILA  
Chairperson  
Bids and Awards Committee  
National Museum of the Philippines  
Padre Burgos Avenue, ermita Manila

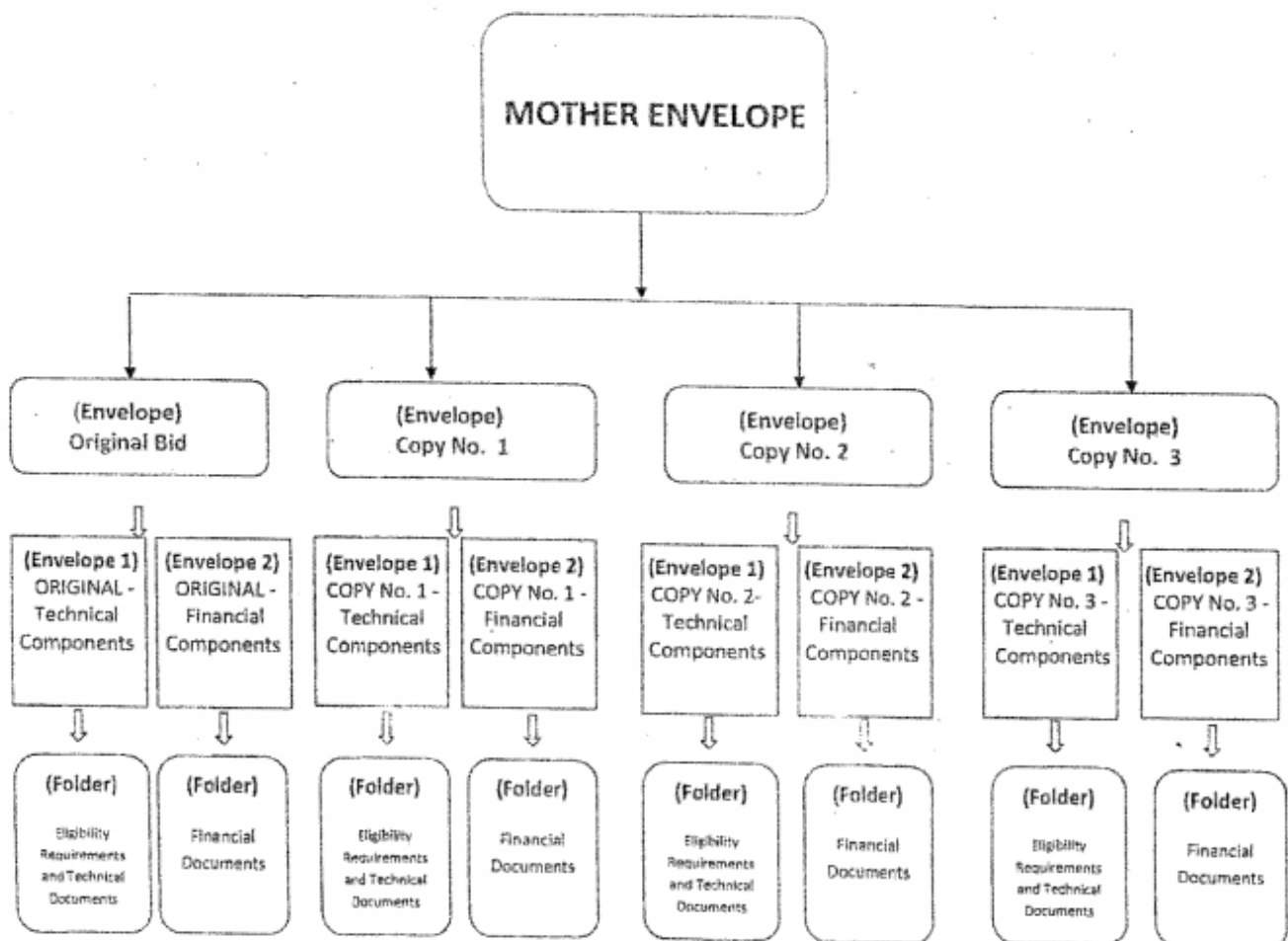
FROM: Name of Company  
Address & Telephone Number

Reference No.

Project Title  
Location

Do not Open Before: date and time of the Submission and Opening of Bids

## PACKAGING AND LABELING INSTRUCTIONS (DIAGRAM)



## *Annex B Bidding Form*

# **Contract Agreement Form for the Procurement of Infrastructure Projects (Revised)**

*[not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]*

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## **CONTRACT AGREEMENT**

THIS AGREEMENT, made this *[insert date]* day of *[insert month]*, *[insert year]* between *[name and address of PROCURING ENTITY]* (hereinafter called the "Entity") and *[name and address of Contractor]* (hereinafter called the "Contractor").

WHEREAS, the Entity is desirous that the Contractor execute *[name and identification number of contract]* (hereinafter called "the Works") and the Entity has accepted the Bid for *[contract price in words and figures in specified currency]* by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as part of this Agreement, *viz.*:
  - a. Philippine Bidding Documents (PBDs);
    - i. Drawings/Plans;
    - ii. Specifications;
    - iii. Bill of Quantities;
    - iv. General and Special Conditions of Contract;
    - v. Supplemental or Bid Bulletins, if any;
  - b. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;

- c. Performance Security;
  - d. Notice of Award of Contract and the Bidder's conforme thereto; and
  - e. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**
3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.
4. The *[Name of the procuring entity]* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

*[Insert Name and Signature]*

*[Insert Name and Signature]*

*[Insert Signatory's Legal Capacity]*

*[Insert Signatory's Legal Capacity]*

*for:*

*for:*

*[Insert Name of Supplier]*

*[Insert Procuring Entity]*

### **Acknowledgment**

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



## Omnibus Sworn Statement (Revised)

*[shall be submitted with the Bid]*

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REPUBLIC OF THE PHILIPPINES )

CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

### AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

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

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

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

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

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

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

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**
  
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
  
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
  
6. *[Select one, delete the rest:]*

*[If a sole proprietorship:]* The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a partnership or cooperative:]* None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a corporation or joint venture:]* None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
  
7. *[Name of Bidder]* complies with existing labor laws and standards; and

8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
- a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

**10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

**IN WITNESS WHEREOF**, I have hereunto set my hand this \_\_ day of \_\_, 20\_\_ at \_\_\_\_\_, Philippines.

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

*[Insert signatory's legal capacity]*

Affiant

**[Jurat]**

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

## Performance Securing Declaration (Revised)

*[if used as an alternative performance security but it is not required to be submitted with the Bid, as it shall be submitted within ten (10) days after receiving the Notice of Award]*

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REPUBLIC OF THE PHILIPPINES)

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

### PERFORMANCE SECURING DECLARATION

Invitation to Bid: [Insert Reference Number indicated in the Bidding Documents]

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacturer/contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.
2. I/We accept that: I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year for the first offense, or two (2) years **for the second offense**, upon receipt of your Blacklisting Order if I/We have violated my/our obligations under the Contract;
3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:

- a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
  - i. Procuring Entity has no claims filed against the contract awardee;
  - ii. It has no claims for labor and materials filed against the contractor; and
  - iii. Other terms of the contract; or
- b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 revised IRR of RA No. 9184 as required by the end-user.

**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]*

## Bid Form for the Procurement of Infrastructure Projects

*[shall be submitted with the Bid]*

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### 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 a 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 guidelines<sup>1</sup> 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: \_\_\_\_\_

\_\_\_\_\_

<sup>1</sup> currently based on GPPB Resolution No. 09-2020

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

Date: \_\_\_\_\_