



Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE

ATI Building, Elliptical Road, Diliman, Quezon City, Metro Manila 1100
Tel. Nos. (63-2) 8929-8541 to 49 & 8928-7397 | Fax No. (63-2) 8920-9792
Email: director@ati.da.gov.ph
URL: <http://www.ati.da.gov.ph> | www.e-extension.gov.ph

BIDDING DOCUMENTS

REPAIR/REHABILITATION OF THE FIRE DETECTION AND ALARM SYSTEM OF RDEC, MESS HALL, STAFF AND GUEST HOUSE AT ATI CENTRAL OFFICE

**ITB-ATI-CO-2025-03
November 5, 2024**

Reference:

**Philippine Bidding Documents
Sixth Edition, July 2020**

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Glossary of Terms, Abbreviations, and Acronyms

ABC – Approved Budget for the Contract.

ARCC – Allowable Range of Contract Cost.

BAC – Bids and Awards Committee.

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

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

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

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

CDA – Cooperative Development Authority.

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

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

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

CPI – Consumer Price Index.

DOLE – Department of Labor and Employment.

DTI – Department of Trade and Industry.

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

GFI – Government Financial Institution.

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

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

GOP – Government of the Philippines.

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

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PCAB – Philippine Contractors Accreditation Board.

PhilGEPS - Philippine Government Electronic Procurement System.

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

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

UN – United Nations.

Section I. Invitation to Bid



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ATI Building, Elliptical Road, Diliman, Quezon City, Metro Manila 1100
Tel. Nos. (63-2) 8929-8541 to 49 & 8928-7397 | Fax No. (63-2) 8920-9792
Email: director@ati.da.gov.ph
URL: <http://www.ati.da.gov.ph> | www.e-extension.gov.ph

INVITATION TO BID FOR THE REPAIR/REHABILITATION OF THE FIRE DETECTION AND ALARM SYSTEM OF RDEC, MESS HALL, STAFF AND GUEST HOUSE AT ATI CENTRAL OFFICE

1. The *Agricultural Training Institute* through the *FY 2025 National Expenditure Program (NEP)* intends to apply the sum of **TWO MILLION PESOS ONLY (Php2,000,000.00)**, being the Approved Budget for the Contract (ABC) to payments under the contract for the **REPAIR/REHABILITATION OF FIRE DETECTION AND ALARM SYSTEM OF RDEC, MESS HALL, STAFF AND GUEST HOUSE AT ATI CENTRAL OFFICE (ITB NO. ATI-CO-2025-03)**. Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Agricultural Training Institute* now invites bids for the above Procurement Project. Completion of the Works is required **Sixty (60) Calendar Days**. Bidders should have completed, within **five (5) years** from the date of submission and receipt of bids, a contract to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “*pass/fail*” criterion as specified in the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from the *Agricultural Training Institute – Bids and Awards Committee Secretariat* and inspect the Bidding Documents at the address given below from **8:00 AM to 5:00 PM**.
5. A complete set of Bidding Documents may be acquired by interested bidders on **November 5, 2024** from given address and website/s below *and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of Five Thousand Pesos (Php 5,000.00)*. The Procuring Entity shall allow the bidder to present its proof of payment for the fees.
6. The *Agricultural Training Institute* will hold a Pre-Bid Conference on **November 18, 2024, 1:00 PM** through videoconferencing/webcasting *via Google Meet* which shall be open to prospective bidders through this link: <https://tinyurl.com/FY2025EPA>.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address as indicated below on or before **December 02, 2024, at 8:00 AM at ATI BAC Secretariat Office located at the Basement**. 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 14**.

9. Bid opening shall be on **December 2, 2024, 9:00 AM** in the **Board Room, ATI-CO Main Building, Elliptical Road, Diliman, Quezon City**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The **Agricultural Training Institute** reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised Implementing Rules and Regulations (IRR) of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. In compliance to the Memorandum of the Department of Agriculture (DA) dated December 18, 2020, the public, especially the prospective suppliers/service providers, is hereby informed that DA does not condone any form of solicitation on any prospective winning and losing bidders by any of our staff/employees or any other party. Any sort of this kind shall be reported immediately to the Office of the Secretary or the National Bureau of Investigation (NBI) for entrapment and proper investigation.
12. For further information, please refer to:

Roy Son R. de la Cruz
Head, BAC Secretariat
Agricultural Training Institute
ATI Bldg. Elliptical Road, Diliman, Quezon City
bacsec@ati.da.gov.ph
632-8929-8541 / 09190662853
www.ati.da.gov.ph

13. You may visit the following websites:

For downloading of Bidding Documents: <https://ati.da.gov.ph/ati-main/announcements>

November 5, 2024

MILAGROS C. URBANO
BAC Chairperson

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, *Agricultural Training Institute* invites Bids for the **REPAIR/REHABILITATION OF FIRE DETECTION AND ALARM SYSTEM OF RDEC, MESS HALL, STAFF AND GUEST HOUSE AT ATI CENTRAL OFFICE** with Project Identification Number *ITB-ATI-CO-2025-03*.

The Procurement Project (referred to herein as “Project”) is for the repair and rehabilitation of the Fire Detection and Alarm System, as described in Section VI (Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for 2025 in the amount of **Two Million Pesos Only (PhP2,000,000.00)**

2.2. The source of funding is:

a. NGA, the National Expenditure Program.

3. Bidding Requirements

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

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

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

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

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

5. Eligible Bidders

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

A contract is considered to be "similar" to the contract to be bid if it has the major categories of work stated in the **BDS**.
- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

6. Origin of Associated Goods

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

7. Subcontracts

- 7.1. The 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:

- a. Subcontracting is allowed. The portions of the Project and the maximum percentage allowed to be subcontracted are indicated in the **BDS**, which shall not exceed fifty percent (50%) of the contracted Works.
- 7.1. The Bidder 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.
 - 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:*
- a. 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 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 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

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

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

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184.

- 19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 16 shall be submitted for each contract (lot) separately.
- 19.3. In all cases, the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184 must be sufficient for the total of the ABCs for all the lots participated in by the prospective Bidder.

20. Post Qualification

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

21. Signing of the Contract

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

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause																			
5.2	For this purpose, contracts similar to the Project refer to contracts that have the same major categories of work, which shall be: <i>FIRE DETECTION AND ALARM SYSTEM WORKS.</i>																		
7.1	<i>The maximum percentage allowed to be subcontracted is 40%</i>																		
10.3	<i>PCAB – SMALL B (General Building)</i>																		
10.4	The key personnel must meet the required minimum years of experience set below: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Key Personnel</u></th> <th style="text-align: center;"><u>General Experience</u></th> <th style="text-align: center;"><u>Relevant Experience</u></th> </tr> </thead> <tbody> <tr> <td>Project Manager</td> <td style="text-align: center;">10 years</td> <td style="text-align: center;">10 years</td> </tr> <tr> <td>Project Engineer</td> <td style="text-align: center;">8 years</td> <td style="text-align: center;">8 years</td> </tr> <tr> <td>Material Engineer</td> <td style="text-align: center;">5 years</td> <td style="text-align: center;">5 years</td> </tr> <tr> <td>Foreman</td> <td style="text-align: center;">10 years</td> <td style="text-align: center;">5 years</td> </tr> <tr> <td>Construction Safety Health</td> <td style="text-align: center;">5 years</td> <td style="text-align: center;">5 years</td> </tr> </tbody> </table>	<u>Key Personnel</u>	<u>General Experience</u>	<u>Relevant Experience</u>	Project Manager	10 years	10 years	Project Engineer	8 years	8 years	Material Engineer	5 years	5 years	Foreman	10 years	5 years	Construction Safety Health	5 years	5 years
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10.5	The minimum major equipment requirements are the following: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Equipment</u></th> <th style="text-align: center;"><u>Number of Units</u></th> <th style="text-align: left;"><u>Remarks</u></th> </tr> </thead> <tbody> <tr> <td>Cordless drill and bit</td> <td style="text-align: center;">2</td> <td>Owned</td> </tr> <tr> <td>Hand Drill</td> <td style="text-align: center;">2</td> <td>Owned</td> </tr> <tr> <td>Grinder</td> <td style="text-align: center;">2</td> <td>Owned</td> </tr> <tr> <td>Scaffolding</td> <td style="text-align: center;">10 sets</td> <td>Owned</td> </tr> </tbody> </table>	<u>Equipment</u>	<u>Number of Units</u>	<u>Remarks</u>	Cordless drill and bit	2	Owned	Hand Drill	2	Owned	Grinder	2	Owned	Scaffolding	10 sets	Owned			
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Hand Drill	2	Owned																	
Grinder	2	Owned																	
Scaffolding	10 sets	Owned																	
12	<i>Not allowed</i>																		
15.1	The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts: <p style="margin-left: 40px;">a. The amount of not less than Forty Thousand Pesos Only (Php 40,000.00) (2%) of ABCJ, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit;</p> <p style="margin-left: 40px;">b. The amount of not less than One Hundred Thousand Pesos Only (Php100,000.00) (5%) of ABCJ if bid security is in Surety Bond.</p>																		
19.2	Partial bids are not allowed.																		
21	Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as Construction All Risk Insurance (CARI), construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, and other acceptable tools of project scheduling.																		

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 a 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 in payment.

15. Operating and Maintenance Manuals

- 15.1. If required, the Contractor will provide “as built” Drawings and/or operating and maintenance manuals as specified in the **SCC**.
- 15.2. If the Contractor does not provide the Drawings and/or manuals by the dates stated above, or they do not receive the Procuring Entity’s Representative’s approval, the Procuring Entity’s Representative may withhold the amount stated in the **SCC** from payments due to the Contractor.

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause	
2	The Intended Completion Date is <u>Sixty (60) calendar days.</u>
4.1	<i>Within seven (7) days after issuance of Notice to Proceed.</i>
6	The site investigation reports are <i>Certificate Site Inspection</i> issued by an authorized representative of the Procuring Entity.
7.2	<i>The duration of the warranty is Fifteen (15) years.</i>
10	a. Dayworks are applicable at the rate shown in the Contractor's original Bid.
11.1	The Contractor shall submit the Program of Work to the Procuring Entity's Representative within <i>seven (7) days</i> of delivery of the Notice of Award.
11.2	The amount to be withheld for late submission of an updated Program of Work is 1% of the contract price.
13	The amount of the advance payment is the <i>amount as a percentage of the contract price that shall not exceed 15% of the total contract price and schedule of payment.</i>
14	Materials and equipment delivered on the site but not completely put in place shall be included in payment.
15.1	The date by which operating and maintenance manuals are required before issuance of final payment. The date by which "as built" drawings are required before issuance of final payment.

Section VI. Specifications

SPECIFICATION

I. GENERAL REQUIREMENTS

SECTION 1.1 Summary of Works

This includes the furnishing of all materials, labor, tools, and equipment and the performance of all operations necessary for the **REPAIR/REHABILITATION OF FIRE DETECTION AND ALARM SYSTEM OF RDEC, MESS HALL, STAFF AND GUEST HOUSE AT ATI CENTRAL OFFICE**, all in accordance with the plans and specifications, and subject to the terms and conditions of the contract documents.

SECTION 1.2 Mobilization and Mobilization

The contractor upon receipt of the Notice to Proceed shall immediately mobilize and transport his equipment, materials, and employees to the site within (7) calendar days and demobilize or remove the same after the project.

SECTION 1.3 Contractor's Facilities & Utilities

1.3a Field Office

During the performance of the contract, the Contractor shall construct and maintain a field office and facilities at the site of the work at which he or his authorized agent shall be holding office at all times, while the work is in progress. The dimensions of the Field Office including its storage should be at least thirty **(30) square meters** and should be located at the old tennis court of the ATI. This Field Office and Storage will be turned over to ATI after completion of the project.

The contractor shall be responsible for the maintenance and protection of all facilities to be provided during the entire duration of the Contract including the provision of adequate stock of all expendable items, such as light bulbs, light tubes, equipment, and supplies, etc. at all times to ensure proper and continuous functioning of all the facilities.

Construction shanties, sheds and temporary facilities provided as required for the Contractor's convenience shall be maintained in good condition and neat appearance including finishes as required by the ATI Representative.

1.3b Temporary light and power

The Contractor shall provide and maintain temporary electrical services including installation of temporary power & lighting within the construction site. The electrical services shall be adequate in capacity to supply power to construction tools and equipment without overloading the temporary facilities and shall be made available to supply power, lighting, and construction operation of all trades. All temporary equipment and wiring for power and lighting shall be by the applicable provisions of the local governing codes. After the construction works all temporary wiring, lighting, equipment, and devices shall be removed.

1.3c **Temporary toilet**

The contractor shall provide (if not available) and maintain in sanitary condition an enclosed toilet for the use of all construction personnel located within the contract limits, complete fixtures, water and sewer connections, and appurtenance.

1.3d **Temporary water supply**

The contractor shall provide and maintain water supply service, complete with necessary connections and appurtenances. Installed water supply shall be used as a source of water for construction purposes subject to the approval of the ATI Representative/Engineer/Architect.

1.3e **Project Identification and Signage**

The contractor shall provide and maintain a tarpaulin signboard which must be suitably framed for outdoor display at the project location and shall be posted as soon as the award has been made.

1.3f **First Aid**

The contractor shall provide and maintain a first aid kit available on-site office. The location of the kit must be accessible. The contractor shall have a trained and knowledgeable employee to give first aid to workers.

1.3g **Disposal area**

The proposed location of the disposal area shall be at the site designated by the ATI Representative. It is the responsibility of the contractor to dispose off site all construction debris and consider it in the preparation of his proposal.

SECTION 1.4

Temporary Works & Services

1.4a **Security**

An efficient watchman shall be provided for watching over the site and on the works from the theft, day and night. Temporary lighting shall be provided to light up hoarding and scaffoldings. Erect a complete fence around the perimeter of construction sites to shield them from view and prevent unauthorized access.

1.4b **Screens**

Where work is carried out in or adjacent to existing buildings, protection shall be provided against the spread of dust and other nuisances using dust sheets, tarpaulins, boards, and the like.

Safety screen nets & scaffolding should protect/prevent persons from falling, or avoid hurting people or property from falling debris from ongoing construction.

1.4c **Scaffolding**

All scaffolding, screens, covering, screen framings, and the like shall be properly constructed, wedged, braced, secured, and maintained by the best local practice. All

materials shall be of good quality and of adequate strength and stability to carry the loads to be sustained.

Metal scaffold system shall be a scaffold system constructed, as required, with a working platform adequately supported and other ancillary members including guardrails, toe boards, access ladders, **slope catch-fans**, safety screen, anchors, support brackets, foundation, and the like; and all the structural members of the scaffolding system shall be metal.

The scaffold system shall provide a suitable and sufficient safe means of access and workplace for carrying out work that cannot be conveniently executed from the ground or a floor in a building, or a ladder, etc.

The scaffold system shall be used for all construction, alteration, repair, and maintenance works. Unless other specified, other alternative scaffolding may be used for screening purposes.

The contractor shall be responsible for the design, planning and coordination, transportation, fabrication, erection, maintenance alteration, and dismantling of the scaffold system.

Scaffolding shall be inspected regularly, with the submission of an inspection form and certification by the competent and qualified person as per the statutory requirements.

SECTION 1.5 Coordination

1.5a **Supervision**

- › The contractor must employ only **competent and efficient key personnel** experienced in their specialization.
- › All personnel/laborers shall wear **proper uniforms and IDs** when entering and within ATI premises.

1.5b **Construction Safety and Health / Safety Management**

The contractor shall put up and continuously maintain **adequate safety measures** that shall prevent undue loss, damages, and injury of workers, or loss of properties.

Sufficient safety helmets, rubber boots, safety shoes, safety belt/harness, lifeline, umbrella, protective and waterproof clothing, personal protective devices such as ear mufflers and glasses, and other safety equipment necessary by reason of hazardous work process or environment, chemical or radiological or other mechanical irritants of hazard capable causing injury or impairment in the function of any part of the body through absorption, inhalation or physical agent shall be provided by the contractor for the use of workers, the ATI representatives and other authorized persons visiting the site.

1.5c **Parking and loading/unloading**

Availability, locations, and time of use of parking and loading/unloading shall be agreed with and approved by the ATI representatives.

SECTION 1.6
Regulatory and Other Requirements

1.6a Other Requirements

All requirements described in detail in the General Requirements shall be provided and shall be the sole responsibility of the Contractor in the execution of the work. These are, among others:

- a. Permits and Fees
- b. Materials Testing
- c. Project / Technical Meetings and Conferences

The Contractor and others working under his jurisdiction shall perform work in compliance with the rules, regulations, and ordinances of any kind required by the governmental authority or other agency having jurisdiction over his work.

1.6b Project / Technical Meetings

› Pre-Construction Conferences

A pre-construction meeting between the Implementing Office, or ATI representatives, and the Contractor shall be held at the site before the commencement of works.

The meeting shall be for the purpose of:

- 1. Resolving current problems;
- 2. Further orienting the contractor to the requirements of the Drawings and Specifications;
- 3. Working out with the contractor a general schedule of supervision.

› Progress Meeting

The contractor shall meet with the Implementing Office weekly or as required to verify the progress of the work.

1.6c Progress Report

The Contractor shall prepare and submit progress reports to the Implementing Office every **30 days (1 month)** after the start of the project up to its completion, showing the work completed, work remaining to be done, and status of construction equipment and materials at the site.

1.6d Survey Data

The Contractor shall lay out his work from established baselines and benchmarks indicated in the drawing and shall be responsible for all measurements 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 baselines and benchmarks. It shall be the responsibility of the Contractor to maintain and preserve all stakes and other marks until he is authorized to remove them.

1.6e **Cleaning-up**

The Contractor shall at all times keep the construction area including the storage area used by him free from accumulations of waste materials material or rubbish. Upon completion of the construction, the Contractor shall leave the work and premises in clean, neat womanlike conditions satisfactory to the Implementing Office or its representative. Demobilization.

1.6g **Document to be submitted**

› **Construction Schedule**

The Contractor shall contact the Implementing Office before covering up any work so that proper inspection may be made.

› **Network Analysis Schedules**

The Contractor shall prepare a PERT-CPM Construction Schedule to indicate the following:

- a. All activities necessary to complete the project; and
- b. Monthly value of each activity.

› **Close-Out Report**

Upon completion of the works, the Contractor shall furnish ATI (Agricultural Training Institute) with the required Close-Out Report shall be a prerequisite for the processing of the final payment.

The Close-Out Report shall include, but not be limited to, the following:

- a. “As-Built” Plans – three (3) copies in print (A1-size) and CD for AutoCAD file; The “As-Built” Plans shall reflect all pertinent information, complete in all aspects of the actual installation, and all new information not originally shown in the contract drawings.
- b. Material Book containing Materials Sample Approval Form, and list of all materials used, with corresponding pictures and description;

Provide a Table of Contents neatly typed, in complete and orderly sequence. Include complete information for each of the following:

- Product or work item;
 - Firm, with name of principal, address, and telephone number;
 - Scope;
 - Date of beginning of warranty or service and maintenance contract;
 - Duration of warranty or service maintenance contract;
 - Proper procedure in case of failure;
 - Instances that might affect the validity of warranty or bond; and
 - Contractor, name or responsible principal, address, and telephone number.
- c. Copy of equipment and material brochures;
 - d. Pictures of Work Progress (in print and on CD for electronic copy)
 - e. Report of the result of all conducted test

II. PAINTING WORKS

SECTION 2.1

General

2.1a Scope

This includes all materials, labor, tools and equipment, and performance of all operations to complete painting and varnishing work as indicated on the drawing and specification herein.

It covers the complete painting and finishing of wood, plasters, concrete, metal, or other surfaces, and external or internal parts of the building.

2.1b Samples

Submit sample panels of selected color or shade on 30cm x 30cm plywood panels for the approval of the implementing office. It shall be approved before ordering.

A sample panel of any finishing shall be prepared for approval if directed. The applied finish shall not vary in quality or color from the approved sample.

2.1c Delivery and Storage

Deliver on the job site in original containers with labels containing manufacturer's name, color of paints, and manufacturer's instruction, if any intact and seals unbroken. Storage of paints and paint materials at the site shall be restricted to locations designated by the Project Architect/Engineer or ATI's Representative and such place shall be kept neat and clean at all times. Necessary precautions to avoid fire must be observed by removing oily rags, waste, etc. at the end of daily work.

2.1d Protection

Provide all drop cloth and other covering requisite to the protection of floors, walls, aluminum, glass finishes, and other works.

2.1e General Painting

General Painting shall be interpreted to mean and include sealers, primers, fillers, intermediate and finish coats, emulsions, varnish, shellac, stain, or enamels.

All paint and necessary materials incorporated in or forming a part thereof shall be subject to prior approval and selection for color, tint, finish, or shade by the Project Architect/Engineer or ATI's Representative.

In connection with the Project Architect/Engineer or ATI's Representative determination of the color or tint of any particular surface, the depth of any color or tint selected or required shall in no instance be subject to an additional cost to the owner.

2.1f Schedule

> Interior concrete & masonry wall surfaces

1 st coat:	Acrylic flat latex paint (white)
2 nd & 3 rd coats:	Acrylic semi-gloss latex paint

- › Concrete Floor
 - 1st coat: Epoxy Primer (white)
 - 2nd & 3rd coats: Epoxy Enamel
- › Ceiling
 - 1st coat: Acrylic flat latex paint (white)
 - 2nd & 3rd coats: Acrylic flat latex paint
- › Steel
 - 1st coat: Red Oxide
 - 2nd & 3rd coat: Water-based acrylic epoxy

SECTION 2.2

Materials

2.2a Products

› Painting Materials

All paint materials meet the requirements of paint materials under classification class “A” as prepared by the Bureau of Product Standards. Substitutes shall only be entertained once the quoted preferred brands are not available in the market.

Except for ready-mixed materials in original containers, all mixing shall be done on the job site. No materials are to be reduced, changed, or mixed except as specified by the manufacturer of said materials.

› Tinting Colors

Shall be first-grade quality, pigment ground in alkyd resin that disperses and mixes easily with paint to produce the color desired. Use the same brand of paint and tinting color to effect good paint body.

› Concrete Neutralizer

Shall be first-grade quality concentrate diluted with clean water and applied as a surface conditioner of new interior and exterior walls thus improving paint adhesion and durability.

› Lacquer

Shall be any type of coating that dries rapidly and solely by evaporation of the solvent. Typical solvents are acetates, alcohols, and ketones. Although lacquer was generally based on nitrocellulose, manufacturers currently use vinyl resin, plasticizers, and reacted drying oils to improve adhesion and elasticity.

› Shellac

Shall be a solution of refined lac resin in denatured alcohol. It dries by evaporation of the alcohol. The resin is generally furnished in orange and bleached grades.

› Sanding Sealer

Shall be quick-drying lacquer, formulated to provide quick dry, good holdout of succeeding coats, and containing sanding agents such as zinc stearate to allow dry sanding of sealer.

SECTION 2.3

Execution

2.3a Surface Preparation

> General Requirement

All surfaces to be painted shall be examined carefully before beginning any work and see that all works of other trades or subcontractors are installed in a workmanlike manner; to receive paint, stain, or particular finish.

Before proceeding with any painting or finishing, thoroughly clean, sand, and seal, if necessary, by removing from all surfaces all dust, dirt, grease, or other foreign substances which would affect either the satisfactory execution or permanency of the work.

No work shall be done under the conditions that are unsuitable for the painting, nor at any time when the plastering is in progress or is being cured, or dried.

Finished hardware, lighting fixtures, plates, and other similar items shall be removed from all positions before painting is started. Each piece shall be installed in position once the painting is finished and dried.

Neither paint nor any other finish treatment shall be applied over wet surfaces. Allow at least two (2) days of drying time before application of the succeeding coat.

Voids, cracks, nicks, etc. will be repaired with proper patching metal and finished flush with surrounding surfaces.

Painting and varnishing works shall not commence when it is too hot or cold.

Begin work only when the Project Architect/Engineer has inspected and approved the prepared surface otherwise no credit for the coat shall be given. The Contractor shall assume full responsibility to recoat the work in question. Notify the Project Architect/Engineer when the particular coat applied is complete, and ready for inspection and approval.

> Concrete and Masonry Surfaces

All loose grid or mortar, contaminants, dirt, grease, oil, dust, and other deposits must be removed from the surface. Surfaces shall be coated with concrete neutralizer, applied either with brush or spray solution of one kilogram of zinc sulfate to four and 1 half liters of water. Allow to dry before any painting primer coat is applied. When the surface is dried apply one coating. Hairline cracks and unevenness shall be patched and sealed with approved putty or patching compound. After defects are corrected apply the finish coats as specified on the plans (Color scheme approved.)

> Metal

Surfaces shall be clean, dry, and free from mill scale and rust. Remove all grease and oil from surfaces. Rusty metal exposed to weathering for some time must be sanded, wire brushed, or scraped. Wash unprimed galvanized with an etching solution and allow it to dry before application of applicable primer.

2.3b **Workmanship**

All paints shall be evenly applied. Coats shall be of proper consistency and well brushed out to show a minimum of brush marks. All coats shall be thoroughly dry before the succeeding coat is applied. When surfaces are not fully covered or cannot be satisfactorily finished the number of coats as may be required shall be applied to attain the desired evenness of surface. Where the surface is not in proper condition to receive the coat, the project supervisor/Owner's Representative shall be notified immediately. Hardware, lighting fixtures, and other similar items shall be removed or protected during the painting, varnishing and other related work operations and re-installed after.

III. ELECTRICAL WORK

SECTION 3.1

General

3.1a **Scope**

The work consists of furnishing all materials and labor, tools and equipment, and all necessary services to complete and make ready for operation electrical works as indicated on electrical plans and in accordance with the Drawing & Specification.

The work shall include the furnishing and installing of the following each complete and in proper operating condition unless otherwise stated in the Specification.

- Wiring system including respective conduits, fittings wire gutter, junction box, utility boxes, and any other type of box and support and accessories required and/or as indicated on the Drawing;
- All the necessary feeder and branch circuits with all necessary conductors, conduits, fitting, and other items as indicated on the Drawings;
- All the necessary wiring devices, such as utilization outlets, wall switches, and receptacles all complete with their appropriate cover plates;
- All lighting fixtures and accessories including necessary supports; and
- All conduits, boxes, wires, and equipment.

3.1b **Codes and Regulation**

The Electrical Works shall be done in accordance with all the requirements of the latest issue of the Building Code of the Philippines, the Philippine Electrical Code, with rules regulations, and ordinances of the local enforcing authorities of the local electrical cooperative.

3.1c **Guarantee**

The Contractor shall guarantee that the electrical system is free from all grounds and defective material and workmanship for one (1) year from the date of acceptance of work. All defects arising within the guarantee period shall be remedied by the Contractor at their own expense.

3.1d **Drawing and Specification**

- Any apparent conflict between the Drawings and Specifications and any controversial or unclear points shall be referred to the Project Architect/Engineer for final decision.

- All dimensions and locations shown on the Plans are approximate and shall be verified in the field, as actual locations, distances, and levels are governed by actual conditions.
- No deviation from the plans shall be made unless with written consent or approval from the Project Architect/Engineer

3.1d **Samples**

The contractor shall submit a sample of any item he intends to install or use in this project to the Project Architect/Engineer for approval.

SECTION 3.2 **Material**

3.2a **Products**

All materials shall be unused, brand new, and shall be of the approved type meeting all the requirements of the Philippines Electrical Code.

> Conduits

Shall be UPVC pipes, electrical grade, must be flexible type. Conduits inside the ceiling shall be properly supported by steel braces other than the ceiling joist with spacing as specified by the Philippine Electrical Code.

> Conduits box

Shall be UPVC boxes, electrical grade. Utility/Octagon boxes shall be provided with adaptors to connect PVC conduits to the box. Utility/Octagon boxes shall be provided with proper cover plates.

> Wires and Cables

Wires should conform to the JIS and ASTM standards. No wire shall be drawn into a raceway until it is complete with all necessary fittings, boxes, and supports. Connections shall be securely fastened such as not to loosen under vibration or normal strain. All connections and splices shall be made with approved methods.

> Receptacles, Switches, Outlet

Shall be standard product of reputable Electrical Manufacturers and cover with proper cover plate.

> Lighting Fixtures

Unless otherwise specified shall be furnished and installed by the contractor. All fixtures shall be as required on Plans, of good quality materials. The contractor shall submit samples for approval of the Architect before installation.

> Insulation

All splices shall be properly insulated using 3M electrical type or approved equal. The application of insulation tape shall be equivalent to the insulation of the wire concerned.

› Control Panel

› Enclosure

IV. TECHNICAL SPECIFICATION OF FIRE ALARM AND DETECTION SYSTEM

SECTION 4.1

4.1 Conduit

For 50mm Φ and below, use EMT Above 50mm Φ , use IMC

½” PVC Pipe Conduit

4.2 Smoke Detector

1	Shall be UL Listed/FM Approved or approved equivalent.
2	Check based on system requirements: a) addressable and b) conventional.
3	Shall have a pulsating LED indicator.
4	With programmable sensitivity of up to 3 levels.
5	Features false alarm rejection, dustproof sensing chamber, and intelligent drift compensation.
6	Preferably addressed on base for ease of maintenance.
7	Detector addressed on Base.

4.3 Heat Detector

1	Shall be UL Listed/FM Approved or approved equivalent.
2	Check based on system requirements: a) addressable and b) conventional.
3	Shall have a pulsating LED indicator.
4	With programmable sensitivity of up to 3 levels.
5	Features false alarm rejection, dustproof sensing chamber, and intelligent drift
6	Preferably addressed on base for ease of maintenance.
7	Designed for the detection of abnormal heat in terms of Rate of Rise (ROR) and Fixed Rate
8	Detector addressed on Base.

4.4 Manual Pull Station

1	Shall be UL Listed/FM Approved or approved equivalent.
2	Shall be push-type resettable using a special reset key without break glass.
3	Red in color with Manual addressing dip switch.

4.5 Sounder and Strobe Lights

1	Shall be UL Listed/FM Approved or approved equivalent.
2	The sound level output of 84 to 95 dbA at 3 meters.
3	Beacon light frequency of 20 to 180 times.
4	With programmable alarm (evacuate or alarm mode).
5	With Manual addressing dip switch.

IV. 1.0 GENERAL REQUIREMENTS

- The **CONTRACTOR** will provide technical supervision, skilled manpower, tools, equipment, and suitable highest-quality materials within the specified period to complete the project.
- As-built Drawings are to be done and submitted by **CONTRACTOR**.
- Provide coordination and collaborative works with **ATI** to complete respective works by approved drawings, specifications, and method of installation.
- Provide all materials necessary to complete the works although not specifically mentioned in the Specifications, working drawings, or other contract documents without extra cost to the **ATI**.
- Comply with all applicable Environmental, Health, and Safety regulations required by law.
- Secure and submit all necessary bonds, permits, and insurance required in the contract.
- Submit on time, the required work schedule, delivery schedule, table of organization, manpower schedule, sample product data, safety plan, methodology, and other requirements deemed necessary.
- Ensure the quality of materials and workmanship needed to complete and render ready for acceptance by the owner.
- Responsible for the safety requirements (safety shoes, vest, hard hat, safety harness, lifeline) and provision of fire extinguishers and all other fire protection provisions in working areas.
- Compliance to provisions of safety provisions for warehousing/storage of their materials and equipment. Medical Requirements of **CONTRACTOR** workers will be part of the preliminaries of **CONTRACTORS**.
- Hauling and disposal of garbage inside the building perimeter.
- Protect and maintain the required acceptable conditions of all rehabilitation works and accessories during construction until handover.
- Ensure that the performance, appearance, and proper functioning of the works are not affected by any movements, settlement, or deflection in the building structure. Also, take into account the construction accuracy of works by others to which the rehabilitation works are attached.
- Hauling and disposal of garbage inside the building perimeter.
- Protect and maintain the required acceptable conditions of all rehabilitation works and accessories during construction until handover.
- Ensure that the performance, appearance, and proper functioning of the works are not affected by any movements, settlement, or deflection in the building structure. Also, take into account the construction accuracy of works by others to which the rehabilitation works are attached.

IV. 2.0 SCOPE OF WORK

- The **CONTRACTOR shall** undertake the works implementation of the “**Supply of Labor, Materials, Supervision and other Consumables for the Total Rehabilitation of Fire Detection and Alarm System of RDEC, Mess Hall, Guest and Staff House**”, all in accordance with the specifications and subject to the terms and conditions of the contract.
- Mobilization and Provision of Temporary Facilities
- The **CONTRACTOR** shall provide safety signage/early warning signs visible at the job site.
- The **CONTRACTOR** shall make available Protective gear for the workers.

- Temporary Facilities shall be of a design and materials acceptable to **ATI**.
- The **CONTRACTOR** shall provide suitable portable toilet facilities at an approved location with proper enclosures for the use of workmen and shall maintain the same in sanitary operable conditions, all in conformity with the local regulations.
- The **CONTRACTOR** shall provide such other temporary buildings as may be required for the use of his/her workers and safe storage of tools and materials. Such structures shall be located only where previously approved.
- **ATI** shall provide for a temporary power facility required for the entire rehabilitation works phase. The **CONTRACTOR** shall provide conduits, wires, connection accessories, and labor.
- **ATI** shall provide a temporary water facility that will be used during the entire rehabilitation works stage.
- The **CONTRACTOR** shall install, operate, and maintain an adequate number of temporary hoists, scaffolds, runways, ladders, and the like as required for the proper execution of the work. Safety precautions shall at all times be observed.
- All temporary services and facilities installed by the **CONTRACTOR** shall be removed by the **CONTRACTOR** on completion of this Contract or as directed by **ATI**. The **CONTRACTOR** shall restore any damage, or alteration, caused by such removal and during the project implementation.

IV. 3.0 AREA PREPARATION

- Skillfully prepare surfaces to produce finished work of first-class appearance and durability.
- Enforce any precautionary measures required to ensure work is safe and protected.
- All existing/old fire alarm control units (FACU), notification devices, initiating devices, power sources, auxiliary devices, electrical wirings, conduits, and others shall be removed/dismantled and shall be turned over to **ATI-authorized** representatives.
- Haul and dispose of debris properly and to be placed in designated areas provided by **ATI**.

IV. 4.0 INSTALLATION

- The **CONTRACTOR** shall perform the installation, integration, testing, and commissioning of all equipment. All necessary tests, services, and inspections to ensure the system functions shall be checked and approved before the acceptance test. Consideration shall be given to the fact that installation or tests of other systems within the same building may be carried out during the same period.
- The **CONTRACTOR** shall install all devices and equipment of the
- FDAS as per Drawings and Specifications.
- **CONTRACTOR** shall include a detailed implementation schedule of the project to avoid interruptions in the operation of **ATI**.
- Provide **ATI's** General Services Office with the right to observe during the installation procedures.
- **CONTRACTOR** shall provide complete schematics diagrams and operational manual for **ATI** reference.
- The **CONTRACTOR** shall ensure that all fits and finishes are precise with professional standards for quality and workmanship. All equipment shall be adjusted accordingly for proper symmetry and operation.

- **CONTRACTOR** shall install the FDAS equipment and devices without any changes or damage done in the room during any chipping works, etc. Any damage, accidental or not, shall be on the account and shall be restored to its original form and appearance by the **CONTRACTOR**.
- All outdoor cables should be properly installed inside the Electrical
- Metallic Tubing (EMT) conduit pipe.
- All roughing-ins, and civil works, including supports, boxes, fittings, mounting brackets, etc. should be provided by the **CONTRACTOR**.

IV. 5.0 MANUALS

- Manuals shall give a full overview of the integration of the various sub-systems.
- Documents and manuals shall give an outline of the complete system as delivered. It shall be adapted to the engineering and maintenance staff and describe how the system is composed and how it functions.
- It shall give a general overview of the sub-system and outline the structure of associated documentation.
- This manual shall give a detailed description of all system operation functions, including input actions and error response.

IV. 6.0 OPERATIONS MANUAL

- This manual shall give a detailed description of all functions,
- seen from the user's point of view.
- Equipment Manual:
- The Equipment Manual shall give full details of sub-systems or units on the following subjects a minimum, general description, complete line diagrams, and schematic diagrams.

IV. 7.0 TRAINING REQUIREMENTS

- The **CONTRACTOR** shall conduct Technical Training for **ATI-CO** personnel for the administration, operation, maintenance, and handling of the products to be supplied.
- This covers the requirements for operational and technical training to enable the correct use, operation, and maintenance of the FDAS.
- Training documentation requirements are included
- Comprehensive training shall be provided to ensure that operation and maintenance personnel will be capable of competently operating and maintaining the system.

IV. 8.0 PUNCH LIST, CLEANING, CLEARING AND TURN-OVER

- Correct all noted punch lists, defects, and/or needed replacements identified and observed.
- Provide an SLA (Service Level Agreement) including but not limited to three-level escalation support:
- Unlimited phone support indicating contact numbers.
- **CONTRACTOR** technical support with 24-hour response time starting from the time of the report and indicating all necessary contact information.
- Product manufacturer local technical support.
- The **CONTRACTOR** shall review the specifications and determine the numbers and nature of each shop drawing submittal. Five (5) sets of the duly signed and sealed

20"x30" sheets As-Built Drawings and CAD copy shall be submitted with reference made to the appropriate section of the specification.

- Detailed Electrical Plans containing but not limited to the following:
 1. Location and Site Plan;
 2. Legends and Abbreviations; and
 3. Power Layouts and Riser Diagram.
- Restore to its original condition any facilities and fixtures that have been damaged due to rehabilitation works and accidents arising during implementation, if any.
- Clean, and clearing of the area, and haul and dispose of debris properly before turn-over.
- Demobilize and turn over the entire project for acceptance of **ATI-CO** or its authorized representative.

IV. 9.0 MATERIALS REQUIREMENTS & SPECIFICATIONS

- The product and system's design shall be in accordance with the following Codes and Standards:
 - Codes:
 - National Building Code of the Philippines and its New IRR;
 - Fire Code of the Philippines;
 - Philippine Electrical Code;
 - National Electrical Code; and
 - Existing Local Codes and Ordinances.
 - Standards:
 - National Fire Protection Association;
 - British Standards Institution;
 - European Committee for Standardization;
 - Underwriters Laboratory;
 - Loss Prevention Certification Board Approved;
 - CE Marking;
 - Factory Mutual Approvals; and
 - National Electrical Manufacturer's Association (NEMA)
- The fire detection and alarm system shall be manufactured by an ISO9001:2008 certified company and meet the requirements of BS EN9001: ANSI/ASQC Q9001-1994.
- The system shall be certified for seismic application by the International Building Code (IBC). The basis for qualification of seismic approval shall be via shake table testing.
- The **CONTRACTOR** shall submit certificates confirming that the system or components being installed comply with the codes and standards mentioned above.
- All components should be **BRAND NEW**. The system components should be unused and completely new. The **CONTRACTOR** is required to submit a manufacturer's letter certifying that the components being supplied are brand new.
- The fire detection and alarm system shall be of multiplex, microprocessor-controlled addressable fire detection, alarm, and communication system.
- Actuation of the protective signaling system shall occur by manual pull station, automatic smoke or heat detector, sprinkler flow switch, and tamper switch.

- The system shall be able to monitor the status of flow switches and supervisory switches installed at the sprinkler system risers. These monitoring points are also addressable in the same way as the detectors are making them easily recognizable at the control panel.
- Occupant notification shall be accomplished automatically. Notification will be general, audible alarm type complying with the appropriate section of NFPA.
- Delivery of the materials must be supported by an official receipt duly signed by the authorized representative of the manufacturer attesting that the paint was sourced from the manufacturer which will be subject to inspection and document validation by the **ATI** or its authorized representative.

IV. 10.0 WARRANTY

- The **CONTRACTOR** shall guarantee the work done to be free from defects for **one (1) year** reckoned from acceptance of the project. The form of warranty shall be in accordance with the provisions in Section 62 of the Revised Implementing Rules and Regulations (IRR) of R.A. 9184.
- The **CONTRACTOR** shall provide one-year preventive maintenance for the FDAS starting from completion until acceptance of the project.

IV. 11.0 RESPONSIBILITIES OF THE CONTRACTOR

- The principal features of the work do not in any way limit the responsibilities of the **CONTRACTOR** to the general description of his/her scope of work. He/she shall perform all the work fully and make it operational to the intent of the project.
- The **CONTRACTOR** shall be responsible for the proper execution and coordination of his/her work. He/she shall schedule and program all necessary work activities according to the specified completion period.
- The **CONTRACTOR** shall observe the required standards of safety and procedures and that its contract and workers shall be properly insured against all risks. He/she shall provide/equip its workers with Personal Protective Equipment (PPE) during construction/installation. He/she shall observe the **ATI's** house regulations to be issued together with the Work Permit.
- The **CONTRACTOR** shall be responsible for securing **ATI-issued** work permits and compliance with other **ATI** rules and regulations related to the construction works. All workers/engineers working at the site are required to wear company uniforms indicating their company name.
- The **CONTRACTOR** is not allowed to erect quarters for workers within **ATI** premises; sleeping is also not allowed. **CONTRACTOR's** workers are limited to the designated working area only. Loitering around and inside the **ATI** premises is not allowed.
- The **CONTRACTOR** shall be responsible for clearing and cleaning the designated project site of unused materials, leftovers, and other debris at the site and disposal of the same outside of the **ATI** premises. A daily inspection of the work area shall be conducted by the **CONTRACTOR** and **ATI** or its authorized representative to ensure that the working area and storage area assigned to the **CONTRACTOR** are clean and in order at all times.
- The **CONTRACTOR** shall protect adjacent areas against any damage by his/her employees, or by his/her materials, equipment, and tools during the execution of the work. Any damage done by him/her or his/her employees shall be repaired at his own expense, without additional compensation beyond the contract.

- Permits, Laws, Ordinances, and Standards – the installation provided for and specified herein shall comply with the laws and regulations of the local government unit and any government agency having jurisdiction. All necessary permits and other requirements shall be secured and for the account of the **CONTRACTOR**. Said requirements shall be turned over to **ATI** upon project completion.
- The **CONTRACTOR** shall assign a full-time Engineer as Project-In-Charge (PIC) for the project to supervise the works mentioned herein. The PIC shall be a certified Registered Electrical Engineer designated for the project by the **CONTRACTOR**. Said PIC must be the one to report on a weekly/monthly basis of the status/progress of the project as agreed during the kick-off meeting and shall be the one responsible for all coordination works with the **ATI** or its authorized representative.
- All other items of work not specifically mentioned but are necessary to complete the works by the plans and specifications and other related documents shall be provided by the **CONTRACTOR** at no additional cost to the **ATI**.
- Final Project Report including photo documentation before, during, and after implementation works. Each photo documentation should have the date and time stamps in jpg format.
- As-built Plans – Plans should be approved by **ATI**. The **CONTRACTOR** shall submit shop drawings as required by **ATI**. A complete set of As-Built Drawings in printed form (20” x 30”) and/or A3 whichever is required by **ATI** and an electronic copy in AutoCAD.
- Warranty Certificate of at least two (2) years against poor workmanship and defects traceable to materials.

V. GENERAL GUIDELINES

Equipment and materials to be used in the work shall be standard products. **Substitutes will only be resorted or considered if the preferred original is not available and must be referred to the Project Architect/Engineer or ATI’s Representative for approval. If however, the decision shall be made between two equivalent products, the one with the higher price shall be chosen.** Other brands intended for a substitute, which is not approved by the Project Architect/Engineer or ATI’s Representative shall not be used. Submission of brochures and samples of materials shall be required of the Contractor (and approved by the ATI’s Representative) before implementation.

Section VII. Drawings

Drawings included in the Bidding Documents

Section VIII. Bill of Quantities

Project : REPAIR/REHABILITATION OF FIRE ALARM SYSTEM OF RDEC, MESSHALL, STAFF & GUEST HOUSE BUILDING

Location : ATI COMPOUND, Elliptical Road, Diliman, Quezon City

Subject : BILL OF QUANTITIES

CONTRACT DURATION: 60 CALENDAR DAYS

Date :

ITEM NO.	PARTICULARS	QTY	UNIT	MATERIAL COST		LABOR COST		UNIT COST	AMOUNT	10% OCM	8% PROFIT	5% TAX	INDIRECT COST	TOTAL AMOUNT
				UNIT MATERIAL COST	MATERIAL COST	UNIT LABOR COST	LABOR COST							
I. GENERAL REQUIREMENTS														
I.1	Temporary construction safety screen, platform, scaffolding and PPE's	1	lot											
I.2	Hauling of debris & Electrical Equipments & Materials	1	lot											
	sub-total I													
II. SUBMITTALS, SHOPDRAWING AND AS BUILT PLANS														
II.1	Submittals, Shopdrawings and As Built Plans	1	lot											
	sub-total II													
III. CIVIL WORKS														
III.1	Installation of Manholes for repair	1	lot											
III.2	Painting and Restoration of affected area	1	lot											
	sub-total III													
IV. FIRE ALARM AND DETECTION SYSTEM WORKS @ RDEC														
	Utilize existing wires and conduits for the installation of new devices													
IV.1	Supply and installation of new smoke detector	60.00	pcs											
IV.2	Supply and installation of new of alarm bell with strobe light	6.00	pcs											
IV.3	Supply and installation of new of manual pull station	6.00	pcs											
IV.4	Repair the existing of Fire alarm control panel (conventional)	1.00	set											
IV.5	Supply of Automatic voltage regulator	1.00	set											
IV.6	Transfer of FACP to RDEC bldg (Wirings, conduits & etc.)	1.00	lot											
	sub-total IV													
V. FIRE ALARM AND DETECTION SYSTEM WORKS @ MESS HALL														
	Utilize existing wires and conduits for the installation of new devices													
V.1	Supply and installation of new smoke detector	26.00	pcs											
V.2	Supply and installation of new heat detector	2.00	pcs											
V.3	Supply and installation of new of alarm bell with strobe light	9.00	pcs											

V.4	Supply and installation of new of manual pull station	9.00	pcs											
V.5	Repair the existing of Fire alarm control panel (conventional)	1.00	set											
V.6	Supply of Automatic voltage regulator	1.00	set											
V.7	Transfer of FACP to RDEC bldg (Wirings, conduits & etc.)	1.00	lot											
sub-total V														

VI. FIRE ALARM AND DETECTION SYSTEM WORKS @ STAFF & GUEST HOUSE

	Utilize existing wires and conduits for the installation of new devices													
VI.1	Supply and installation of new smoke detector	44.00	pcs											
VI.2	Supply and installation of new of alarm bell with strobe light	9.00	pcs											
VI.3	Supply and installation of new of manual pull station	9.00	pcs											
VI.4	Repair the existing of Fire alarm control panel (Addressable)	1.00	set											
VI.5	Supply of Automatic voltage regulator	1.00	set											
VI.6	Transfer of FACP to RDEC bldg (Wirings, conduits & etc.)	1.00	lot											
sub-total VI														

VII. PROGRAMMING, TESTING & COMMISSIONING

VII.1	Programming, Testing & commissioning of install devices	1.00	lot											
sub-total VII														

SUMMARY OF COST :
 DIRECT COST
 Material Cost :
 Labor Cost :
 INDIRECT COST
 OCM(10%)
 Profit(8%)
 Tax (5%) :

GRAND TOTAL PROJECT COST :

PREPARED BY:

Section IX. Checklist of Technical and Financial Documents

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

Legal Documents

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

Technical Documents

- (f) **Statement of the prospective bidder of all its ongoing government and private contracts**, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- (g) **Statement of the bidder's Single Largest Completed Contract (SLCC)** similar to the contract to be bid, except under conditions provided under the rules; **and**
- (h) **Philippine Contractors Accreditation Board (PCAB) License;**
or
Special PCAB License in case of Joint Ventures;
and registration for the type and cost of the contract to be bid; **and**
- (i) **Original copy of Bid Security.** If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;
or
Original copy of Notarized Bid Securing Declaration; and
- (j) **Project Requirements**, which shall include the following:
 - a. **Organizational chart for the contract to be bid;**
 - b. **List of contractor's key personnel** (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;

- c. **List of contractor’s major equipment units**, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- (k) **Original duly signed Omnibus Sworn Statement (OSS);** **and** if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.
- (l) **Certificate of Site Inspection.**

Financial Documents

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

Class “B” Documents

- (o) 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 ENVELOPE

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

Other documentary requirements under RA No. 9184

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

