



**SOCIAL SECURITY SYSTEM**

**PHILIPPINE BIDDING DOCUMENTS**

**Sixth Edition**

**Procurement of  
INFRASTRUCTURE  
PROJECTS**

**RENOVATION AT SSS MAIN BUILDING-  
ESPRESSO CAFÉ-LIBRARY**

**ITB-SSS-CIVIL-2025-004**

**Government of the Republic of the Philippines**

**APRIL 2025**

  
Eleanor Marie S. Parian  
TWG Chairperson

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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.

**SSS** – Social Security System.

**Supplier** – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

**UN** – United Nations.

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



Invitation to Bid

ITB-SSS-CIVIL-2025-004

RENOVATION AT SSS MAIN BUILDING-ESPRESSO CAFÉ-LIBRARY

Approved Budget for the Contract (ABC) & Source of Fund	Delivery/ Completion Period	Price of Bid Documents (non- refundable)	Schedule of Activities Date/Time	
			Pre-bid Conference	Deadline of submission and receipt of bids
<b>₱ 10,994,000.00</b>  Approved 2025 Corporate Operating Budget under Capital Outlay with Code (PAP) 2025-0358 of the Annual Procurement Plan (APP)	Within One Hundred Fifty (150) calendar days from receipt of Notice to Proceed and Signed Contract	<b>₱11,500.00</b>	May 15, 2025 (Thursday) 2:30pm	May 29, 2025 (Thursday) 2:00pm

1. The **SOCIAL SECURITY SYSTEM (SSS)** now invites bids for the above Procurement Project. **Completion of the Works is required within the period of One Hundred Fifty (150) Calendar Days. Bidders should have completed within five (5) years prior to the date of submission and receipt of bids, 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).
2. Bids received in excess of the ABC shall be automatically rejected at Bid opening.
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 SSS and inspect the Bidding Documents at the address in the last item of the ITB from Monday to Friday, 8:00 a.m. to 5:00 p.m.
5. A complete set of Bidding Documents may be acquired by interested Bidders **starting 06 May 2025 up to the scheduled submission & opening of bids** from the address stated in the last item of the ITB and upon payment of the applicable fee for the Bidding Documents, in the amount specified above.

The mode of payment will be on a cash basis payable at the SSS Cash Management Department, SSS Main Bldg., Ground floor, upon accomplishment of SSS Form R-6. The Bidding Documents shall be received personally by the prospective Bidder or his authorized representative.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the SSS, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The SSS will hold a Pre-Bid Conference on the date and time specified above at the Bidding Room, 2nd Floor, SSS Main Bldg., East Avenue, Diliman, Quezon City which shall be open to prospective bidders, but attendance shall not be mandatory. **To ensure completeness and compliance of bids, bidders are advised to send their authorized technical and/or administrative representatives who will prepare the bid documents.**

**The Pre-Bid Conference will be conducted through online conference using Microsoft Teams. Kindly e-mail us on or before 14 May 2025, through e-mail address [bac@sss.gov.ph](mailto:bac@sss.gov.ph), the following:**

- a. Name of the representative and e-mail address; and**
- b. Technical and administrative queries.**

7. Bids must be duly received by the BAC Secretariat at the Bidding Room, 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City on the deadline specified above. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in the **ITB** Clause 14.

Bid opening shall be on the date and time specified above at the Bidding Room, 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City. Bids will be opened in the presence of the Bidders' representatives who choose to attend at the address above. Late bids shall not be accepted.

8. References to the dates and times shall be based on Philippine Standard time. Should any of the above dates fall on a holiday, the deadline shall be extended to the same time on the immediately succeeding business day in Quezon City.
9. The SSS 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 IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
10. The SSS assumes no obligation to compensate or indemnify parties for any expense or loss that they may incur as a result of their participation in the procurement process, nor does SSS BAC guarantees that an award will be made as a result of this invitation. Furthermore, the SSS reserves the right to waive any defects or formality in the responses to the eligibility requirements and to this invitation and reserves the right to accept the proposal most advantageous to the agency.
11. For further information, please refer to:

**Bids & Awards Committee**

**The Secretariat**

2nd Flr., SSS Main Bldg., East Ave., Diliman, Q.C.  
Tel # (632) 8922-1070; 8709-7198 local 3421 & 3422  
Email – [bac@sss.gov.ph](mailto:bac@sss.gov.ph)

12. Bidding documents may be downloaded from the PROCUREMENT tab at [www.sss.gov.ph](http://www.sss.gov.ph) starting 06 May 2025.

  
**THE CHAIRPERSON**  
**BIDS & AWARDS COMMITTEE**

*ref.: itb-sss-civil-2025-004- Renovation at SSS Main Building-EspreSSSo Café-Library*



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

## 1. Scope of Bid

The Procuring Entity, *Social Security System* wishes to receive Bids for the **Renovation at SSS Main Building-EspreSSSo Café-Library**, with identification number ITB-SSS-CIVIL-2025-004.

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 CY 2025 in the amount of Ten Million Nine Hundred Ninety-Four Thousand Pesos (₱10,994,000.00).

2.2. The source of funding is: Approved 2025 Corporate Operating Budget under Capital Outlay with Code (PAP) 2025-0358 of the Annual Procurement Plan (APP).

## 3. Bidding Requirements

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

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

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

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

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

## 5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

5.2. The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA’s CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.

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

5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.

5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

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

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

## **7. Subcontracts**

7.1. The Procuring Entity has prescribed that: **Subcontracting is not allowed.**

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

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address **Bidding Room, 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City** and/or through online conference using **Microsoft Teams** 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 from the Date of the Bid Opening**. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

## 16. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid. The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission to the given website or any other electronic means, the Bidder shall submit an electronic copy of its Bid,

which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

## **17. Deadline for Submission of Bids**

The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

## **18. Opening and Preliminary Examination of Bids**

18.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

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

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

## **19. Detailed Evaluation and Comparison of Bids**

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

19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 15 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 refers to contracts which have the same major categories of work, which shall be comprised of:  a) Civil-architectural and electro-mechanical works; and b) Completed within five (5) years prior to the submission and opening of bid															
7.1	No further instruction.															
10.3	PCAB License and Registration:  License Category : C & D Size Range : Small B Classification : General Building  The bidder shall have at least five (5) years of experience in construction/ renovation works.															
10.4	The key personnel for the project must meet the required minimum years of experience set below: <table><tr><th>Key Personnel</th><th>Required no. of years of relevant work experience</th><th>Field of Experience</th></tr><tr><td>Project Manager (CE/Architect)</td><td>5 years</td><td>Construction / Renovation Works</td></tr><tr><td>Site Engineer/Architect</td><td>5 years</td><td>Construction / Renovation Works</td></tr><tr><td>Safety Officer</td><td>3 years</td><td>Construction / Renovation Works</td></tr><tr><td>Foreman</td><td>5 years</td><td>Construction / Renovation Works</td></tr></table> <b>The Project Manager and Site Engineer/Architect should be PRC-registered engineers / architects in good standing.</b>	Key Personnel	Required no. of years of relevant work experience	Field of Experience	Project Manager (CE/Architect)	5 years	Construction / Renovation Works	Site Engineer/Architect	5 years	Construction / Renovation Works	Safety Officer	3 years	Construction / Renovation Works	Foreman	5 years	Construction / Renovation Works
Key Personnel	Required no. of years of relevant work experience	Field of Experience														
Project Manager (CE/Architect)	5 years	Construction / Renovation Works														
Site Engineer/Architect	5 years	Construction / Renovation Works														
Safety Officer	3 years	Construction / Renovation Works														
Foreman	5 years	Construction / Renovation Works														
10.5	The minimum major equipment required for the project are as follows:  a) Welding machine  Note: 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.															
12	No further instruction.															
15.1	The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:  a. The amount of not less than ₱ 219,880.00 (2% of ABC) if bid security is in cash, cashier’s/manager’s check, bank draft/guarantee or irrevocable letter of credit:  b. The amount of not less than ₱ 549,700.00 (5% of ABC) if bid security is in Surety Bond:															



19.2	Partial bid is not allowed. The infrastructure project is packaged into 1 lot and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.
20	<p>The Lowest Calculated Bidder shall submit the following:</p> <ol style="list-style-type: none"> <li>1. Registration certificate from Securities and Exchange Commission (SEC) for corporation including Articles of Incorporation and General Information Sheet (GIS), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document</li> <li>2. 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;</li> <li>3. Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR)</li> <li>4. Latest Audited Financial Statements</li> <li>5. Latest income tax return corresponding to the Audited Financial Statements submitted, filed electronically (EFPS);</li> <li>6. Quarterly VAT (business tax returns) per Revenue Regulations 3-2005 for the last six (6) months prior to the submission &amp; opening of bids filed electronically (EFPS);</li> </ol>
21	Additional contract documents relevant to the Project that may be required by existing laws and/or the Procuring Entity, such as construction schedule and S-curve, manpower schedule, construction methods, equipment utilization schedule, construction safety and health program approved by the DOLE, 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 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

GCC Clause	
2	No sectional completion date
3.1	The <b>Procuring Entity</b> shall give possession of all parts of the Site to the Contractor for the duration of the Contract which shall commence upon receipt of the Notice to Proceed and Contract/Job Order.
6	Not Applicable
7.2	The defects liability period shall be one (1) year from the project completion up to Final Acceptance by the Engineering and Facilities Management Department (EFMD). During this period, the Contractor shall undertake the repair works, at his own expense, of any damage to the works on account of the use of materials of inferior quality, within (90) days from the time that SSS has issued an order to undertake repair.
8	<p><b>Data Privacy Act of 2012</b></p> <p>The bidder and its implementation partner/s, including its personnel who shall be assigned to the project, must comply with the pertinent provisions of Republic Act No. 10173 (Data Privacy Act of 2012), its Implementing Rules and Regulations (IRR), or any subsequent official issuance/guideline on Data Privacy, if applicable.</p> <p><b>Liability of the Contractor</b></p> <p>1. CONFIDENTIALITY. Neither party shall, without the prior written consent of the other, disclose or make available to any person, make public, or use directly or indirectly, except for the performance and implementation of the works, any confidential information, acquired from an information holder in connection with the performance of this Contract, unless: (i) the information is known to the disclosing party, as evidenced by its written records, prior to obtaining the same from the information holder and is not otherwise subject to disclosure restrictions on the disclosing party, (ii) the information is disclosed to the disclosing party by a third party who did not receive the same, directly or indirectly, from an information holder, and who has no obligation of secrecy with respect thereto, or (iii) required to be disclosed by law.</p> <p>The obligation of confidentiality by both parties, as provided herein, shall survive the termination of the Agreement.</p> <p>2. MERGER AND CONSOLIDATION. In case of merger, consolidation or change of ownership of the CONTRACTOR with other company, it is the responsibility of the surviving company/consolidated company/acquiring entity to inform SSS of the change in corporate structure/ownership. Failure to do so shall translate in such company assuming all liabilities of the acquired/merged company under the Agreement.</p> <p>3. FORCE MAJEURE. SUPPLIER shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that CONTRACTOR's delay in performance or other failure to perform its obligations under this Agreement is the result of a force majeure.</p> <p>For purposes of this Agreement the terms "force majeure" and "fortuitous event" may be used interchangeably. In this regard, a fortuitous event or force majeure shall be interpreted to mean an event which CONTRACTOR could not have foreseen, or which though foreseen, was inevitable. It shall not include ordinary unfavorable weather conditions; and any other cause the effects of which could</p>



	<p>have been avoided with the exercise of reasonable diligence by CONTRACTOR. Such events may include, but not limited to, acts of SSS in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.</p> <p>If a force majeure situation arises, CONTRACTOR shall promptly notify SSS in writing of such condition and the cause thereof. Unless otherwise directed by SSS in writing, CONTRACTOR shall continue to perform its obligations under this Agreement as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure.</p> <p>4. <b>NON-ASSIGNMENT.</b> CONTRACTOR shall not assign its rights or obligations under this Agreement, in whole or in part, except with SSS's prior written consent. CONTRACTOR shall not subcontract in whole or in part the PROJECT and deliverables subject of this Agreement without the written consent of SSS.</p> <p>5. <b>WAIVER.</b> Failure by either party to insist upon the other strict performance of any of the terms and conditions hereof shall not be deemed a relinquishment or waiver of any subsequent breach or default of the terms and conditions hereof, which can only be deemed made if expressed in writing and signed by its duly authorized representative. No such waiver shall be construed as modification of any of the provisions of the Agreement or as a waiver of any past or future default or breach hereof, except as expressly stated in such waiver.</p> <p>6. <b>CUMULATIVE REMEDIES.</b> Any and all remedies granted to the parties under the applicable laws and the Contract shall be deemed cumulative and may therefore, at the sole option and discretion, be availed of by the aggrieved party simultaneously, successively, or independently.</p> <p>7. <b>NO EMPLOYER-EMPLOYEE RELATIONSHIP.</b> It is expressly and manifestly understood and agreed upon that the employees of CONTRACTOR assigned to perform the PROJECT are not employees of SSS. Neither is there an employer-employee relationship between SSS and CONTRACTOR.</p> <p>The Agreement does not create an employer-employee relationship between SSS and the CONTRACTOR including its personnel; that the services rendered by the personnel assigned by CONTRACTOR to SSS in the performance of its obligation under the contract do not represent government service and will not be credited as such; that its personnel assigned to SSS are not entitled to benefits enjoyed by SSS' officials and employees such as Personal Economic Relief Allowance (PERA), Representation and Transportation Allowance (RATA), ACA, etc.; that these personnel are not related within the third degree of consanguinity or affinity to the contracting officer and appointing authority of SSS; that they have not been previously dismissed from the government service by reason of an administrative case; that they have not reached the compulsory retirement age of sixty-five (65); and that they possess the education, experience and skills required to perform the job. The CONTRACTOR hereby acknowledges that no authority has been given by SSS to hire any person as an employee of the latter. Any instruction given by SSS or any of its personnel to CONTRACTOR's employees are to be construed merely as a measure taken by the former to ensure and enhance the quality of project performed hereunder. The CONTRACTOR shall, at all times, exercise supervision and control over its employees in the performance of its obligations under the contract.</p> <p>8. <b>PARTNERSHIP.</b> Nothing in the contract shall constitute a partnership between the parties. No party or its agents or employees shall be deemed to be the agent, employee or representative of any other party.</p>
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	<p>9. <b>COMPLIANCE WITH SS LAW.</b> CONTRACTOR shall report all its employees to SSS for coverage and their contributions, as well as, all amortizations for salary/education/calamity and other SSS loans shall be updated. Should CONTRACTOR fail to comply with its obligations under the provisions of the SS Law and Employees' Compensation Act, SSS shall have the authority to deduct any unpaid SS and EC contributions, salary, educational, emergency and/or calamity loan amortizations, employer's liability for damages, including interests and penalties from CONTRACTOR's receivables under this Agreement.</p> <p>Further, prescription does not run against SSS for its failure to demand SS contributions or payments from CONTRACTOR. Moreover, CONTRACTOR shall forever hold in trust SS contributions or payments of its employees until the same is fully remitted to SSS.</p> <p>10. <b>COMPLIANCE WITH LABOR LAWS.</b> CONTRACTOR, as employer of the personnel assigned to undertake the PROJECT, shall comply with all its obligations under existing laws and their implementing rules and regulations on the payment of minimum wage, overtime pay, and other labor-related benefits as well as remittances or payment of the appropriate amount or contributions/payment (SSS, EC, Pag-IBIG, PhilHealth and taxes) with concerned government agencies/offices.</p> <p>It is agreed further, that prior to the release of any payment by SSS to SUPPLIER, its President or its duly authorized representative, shall submit a sworn statement that all monies due to all its employees assigned to the PROJECT as well as benefits by law and other related labor legislation have been paid by CONTRACTOR and that he/she assumed full responsibility thereof.</p> <p>11. <b>COMPLIANCE WITH TAX LAWS.</b> CONTRACTOR shall, in compliance with tax laws, pay the applicable taxes in full and on time and shall regularly present to SSS within the duration of the Contract, tax clearance from the Bureau of Internal Revenue (BIR) as well as copy of its income and business tax returns duly stamped by the BIR and duly validated with the tax payments made thereon. Failure by CONTRACTOR to comply with the foregoing shall entitle SSS to suspend payment of the Contract Price.</p> <p>As required under Executive Order (EO) 398, s. 2005, CONTRACTOR shall submit income and business tax returns duly stamped and received by the BIR, before entering and during the duration of this Agreement. CONTRACTOR, through its responsible officer, shall also certify under oath that it is free and clear of all tax liabilities to the government. CONTRACTOR shall pay taxes in full and on time and that failure to do so will entitle SSS to suspend or terminate this Agreement.</p> <p>12. <b>LIQUIDATED DAMAGES.</b> If CONTRACTOR fails to satisfactorily deliver any or all of the Goods and/or to perform the Services within the period(s) specified in the PBD inclusive of duly granted time extensions if any, SSS shall, without prejudice to its other remedies under this Agreement and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay until actual delivery or performance. Once the amount of liquidated damages reaches ten percent (10%), SSS may rescind or terminate this Agreement, without prejudice to other courses of action and remedies open to it.</p> <p>13. <b>HOLD FREE and HARMLESS.</b> SUPPLIER agrees to defend, indemnify, and hold SSS free and harmless from any and all claims, damages, expenses, fines,</p>
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	<p>penalties and/or liabilities of whatever nature and kind, whether in law or equity, that may arise by reason of the implementation of the Agreement. In addition,</p> <p>CONTRACTOR agrees to indemnify SSS for any damage as a result of said implementation.</p> <p>SUPPLIER hereby assumes full responsibility for any injury, including death, loss or damage which may be caused to SSS' employees or property or third person due to CONTRACTOR's employees' fault or negligence, and further binds itself to hold SSS free and harmless from any of such injury or damage. SSS shall not be responsible for any injury, loss or damage which CONTRACTOR or any of its employees may sustain in the performance of CONTRACTOR's obligations under this Agreement.</p> <p>14. SETTLEMENT OF DISPUTES. If any dispute or difference of any kind whatsoever shall arise between SSS and CONTRACTOR in connection with or arising out of this Agreement, the Parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.</p> <p>If after thirty (30) days, the Parties have failed to resolve their dispute or difference by such mutual consultation, then either SSS or CONTRACTOR may give notice to the other Party of its intention to commence arbitration, in accordance with RA No. 876, otherwise known as the "Arbitration Law" and RA No. 9285, otherwise known as the "Alternative Dispute Resolution Act of 2004," in order to settle their disputes.</p> <p>No arbitration in respect of this matter may be commenced unless such notice is given.</p> <p>Notwithstanding any reference to arbitration herein, the Parties shall continue to perform their respective obligations under this Agreement unless they otherwise agree.</p> <p>15. VENUE OF ACTIONS. In the event court action is necessary in order to promote Arbitration, such action shall be filed only before the proper courts of Quezon City, to the exclusion of all other venues.</p> <p>16. GOVERNING LAW. The Agreement shall be governed by and interpreted according to the laws of the Republic of the Philippines.</p> <p>17. AMENDMENTS. This Agreement may be amended only in writing and executed by the parties or their duly authorized representatives.</p> <p>18. SEPARABILITY. If any one or more of the provisions contained in the contract or any document executed in connection herewith shall be invalid, illegal or unenforceable in any respect under any applicable law, then: (i) the validity, legality and enforceability of the remaining provisions contained herein or therein shall not in any way be affected or impaired and shall remain in full force and effect; and (ii) the invalid, illegal or unenforceable provision shall be replaced by the parties immediately with a term or provision that is valid, legal and enforceable and that comes closest to expressing the intention of such invalid illegal or unenforceable term or provision.</p> <p>19. BINDING EFFECT. The Agreement shall be binding upon the Parties hereto, their assignee/s and successor/s-in-interest.</p>
10	Dayworks are applicable at the rate shown in the Contractor's original Bid.



11.1	The Contractor shall submit the Program of Work to the Engineering and Facilities Management Department (EFMD) within five (5) calendar days after the conduct of pre-construction meeting.										
11.2	<p>The Program of Work update must be submitted within seven (7) calendar days from notice of change in the general methods, arrangements, order, and timing for all the activities, if any.</p> <p>Ten percent (10%) of the progress billing will be withheld on top of applicable ten percent (10%) retention money for late submission of an updated Program of Work.</p>										
13	Advance payment is not allowed.										
14	<p>Progress payment may be made in four (4) progress billings and upon written request by the Contractor, following the matrix below:</p> <table><tr><th>PROGRESS PAYMENT</th><th>BASIS OF PAYMENT</th></tr><tr><td>1<sup>st</sup> Billing</td><td>30% or more work accomplishment. (Equivalent to 30% or more of the contract cost)</td></tr><tr><td>2<sup>nd</sup> Billing</td><td>50% or more work accomplishment (Equivalent to 50% or more of the contract cost)</td></tr><tr><td>3<sup>rd</sup> Billing</td><td>75% or more work accomplishment (Equivalent to 75% or more of the contract cost)</td></tr><tr><td>4<sup>th</sup> or Final Billing</td><td>One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the EFMD</td></tr></table> <p>Materials and equipment delivered on the site but not completely put in place shall not be included for payment.</p> <p>Processing of all payments shall commence upon submission of the complete required documents by the CONTRACTOR, as follows:</p> <ul style="list-style-type: none"><li>a. Billing Letter from Contractor</li><li>b. Statement of Work Accomplished/Progress Billing</li><li>c. Contractor's Affidavit on payment of laborers and materials and all indebtedness connected with the project as of current billing</li><li>d. Pictures (colored), before, during and after construction of items of work especially for embedded items</li><li>e. As-Built Plans (to be submitted only for the final billing/payment)</li><li>f. Sworn Contractor's Quit Claim (for release of retention)</li></ul> <p>The retention money and the cumulative value of the work previously certified and paid for shall be deducted from the progress payments as prescribed in item 5 of Annex E of the Revised IRR of RA 9184.</p>	PROGRESS PAYMENT	BASIS OF PAYMENT	1 <sup>st</sup> Billing	30% or more work accomplishment. (Equivalent to 30% or more of the contract cost)	2 <sup>nd</sup> Billing	50% or more work accomplishment (Equivalent to 50% or more of the contract cost)	3 <sup>rd</sup> Billing	75% or more work accomplishment (Equivalent to 75% or more of the contract cost)	4 <sup>th</sup> or Final Billing	One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the EFMD
PROGRESS PAYMENT	BASIS OF PAYMENT										
1 <sup>st</sup> Billing	30% or more work accomplishment. (Equivalent to 30% or more of the contract cost)										
2 <sup>nd</sup> Billing	50% or more work accomplishment (Equivalent to 50% or more of the contract cost)										
3 <sup>rd</sup> Billing	75% or more work accomplishment (Equivalent to 75% or more of the contract cost)										
4 <sup>th</sup> or Final Billing	One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the EFMD										
15.1	The contractor must submit the "as built" drawings within fourteen (14) calendar days from the completion of the project.										
15.2	SSS shall pay the Final Billing when the "as built" drawings and other required documents are submitted.										

## ***Section VI. Specifications***

## **I. GENERAL SPECIFICATIONS**

### **A. WORKMANSHIP**

The work throughout shall be executed in the best and most thorough manner under the direction of and to the satisfaction of the SSS Engineer or Representative who will interpret the meaning of the drawings and specifications and shall have the authority to reject any works and materials, which in their judgment, are not in full accordance therewith required phases of work shall be done by skilled and competent men who are engaged or specialized in the type of work specified.

### **B. SITE EXAMINATION**

Prospective bidders are required to conduct site inspection before the submission and opening of bid to determine all incidental materials and activities that are necessary to be furnished and executed to complete the project.

Examine the site premises and all conditions apparent and visible therein. Consider all such conditions that may affect work. Measure every existing work/structure at site. Verify all given dimensions and deviations in the plans/drawings and Bill of Quantities. It shall be understood that the work covers all exposed external surface regardless of measurements made.

### **C. PROTECTION OF WORK AND PROPERTY**

The contractor shall ensure protection of existing structures, properties and other areas not affected by the work specified. Any damage incurred during the activity shall be restored/repared by the Contractor at their own expense, and it shall be done in a satisfactory and approved manner.

Place warning signs where work is being undertaken. Remove work materials damaged by failure to provide protection, and replace with new work materials at no cost to the Owner.

### **D. SUBMITTALS**

The Contractor shall submit samples of finishes, furnished materials and equivalent materials for approval of the SSS Implementing Unit prior to installation or application.

### **E. QUALITY OF MATERIALS**

All materials shall be new, free from defects, passed and conformed to International Standard and Philippine Standard set forth by Bureau of Product Standards - Department of Trade and Industry.

### **F. CLEANING**

Leave premises clean, neat and orderly. Remove all excess materials, soil, used containers, tools, equipment and supplies out of the SSS premises during the progress of work and upon completion of work.

### **G. AS-BUILT PLAN AND ELECTRONIC FILE**

Three (3) sets as-built plans (11" x 17" or A3 paper size) duly signed and sealed by the Contractor's Civil Engineer or Architect for civil-architectural plans, Electrical Engineer for electrical plans, Mechanical Engineer for mechanical plans and Electronics and Communications Engineer for structured cabling (voice and data) plans.

The contractor shall likewise submit electronic copy as-built plan using AutoCAD software or other compatible CAD software.

## **II. SCOPE OF WORKS AND MATERIAL SPECIFICATIONS**

Materials and work deemed necessary to complete the project but not specifically mentioned in the Specifications, working drawings or in the other contracts documents are inferred and shall be supplied, installed and rendered by the contractor without extra cost to the owner. Such

material shall be of the highest quality available, installed and applied in workmanlike manner at prescribed or appropriate locations.

The work contemplated under this contract shall consist of furnishing of all materials, labor, plant, tools and equipment, work permits including the satisfactory performance of all work necessary for the complete execution of all the work as shown on the plans, specifications and other contract documents.

## **A. SCOPE OF WORKS**

### **1. General Requirements/Site Preparation**

- 1.1 Reproduction of construction plans and preparation/printing of signed-and-sealed as-built plans
- 1.2 Temporary board-up/site enclosure using fiber cement board on metal studs, protective covering for furniture/equipment and other on-site safety requirements (signages, fire extinguishers, first aid kit, etc.)
- 1.3 Demolition/dismantling/stripping/removal of existing floor tiles, walls/partitions, ceiling, doors, cabinets, toilets fixtures, waterline & sanitary plumbing roughing-ins & other items affected by the renovation works
- 1.4 Hauling and disposal of debris, waste/unusable materials, etc.

### **2. Civil/Architectural Works**

- 2.1 Supply & Installation of Floor/Wall Tiles
  - 2.1.1 Floor Tiles, 600mm x 600mm, Homogeneous Porcelain Tiles (Main Area)
  - 2.1.2 Floor Tiles, 600mm x 600mm, Glazed Porcelain Tiles (Toilet M/F)
  - 2.1.3 Wall tiles, 600mm x 600mm, homogenous ceramic wall tiles (Toilet M/F)
- 2.2 Ceiling works
  - 2.2.1 Installation of 6mm thick fiber cement board ceiling on suspended metal furring system (M/F Toilet, Lobby and café-library area)
  - 2.2.2 Decorative metal ceiling, 2" x 4" Aluminum tubular pre-painted including brackets/hangers (Library area, lounge area)
  - 2.2.3 Supply and installation, 200mm x 400mm Faux beam including framing on high pressure laminated finish (Lobby area)
- 2.3 Drywall and Specialty Partitions
  - 2.3.1 Supply/installation of double-face drywall partition using fiber cement board on metal framing
  - 2.3.2 Supply/installation of decorative metal partitions/walls, 2" x 4" Aluminum Tubular, pre-painted finish (café-library area)
  - 2.3.3 Supply/installation of 50mm x 150mm wood plastic composite (WPC) rotating decorative partition (lounge area)
  - 2.3.4 Supply and installation of phenolic board toilet cubicles including locks, hinges and other hardware/accessories (Male and Female Toilets)
- 2.4 Masonry and concreting works
  - 2.4.1 Wall partition, 4" Concrete Hollow block (CHB) with plastering (Male Toilet)
  - 2.4.2 Concrete counter with CHB wall/vertical support (Male and Female Toilets, Service and Kitchenette counters)
- 2.5 Waterproofing works – application of polyurethane waterproofing – 2 coats
- 2.6 Steel shelves/cabinets and desktop
  - 2.6.1 Supply and installation of steel shelves, customized
  - 2.6.2 Installation of built-in desk/counter in 3/4" marine plywood countertop and high pressure laminated finish with steel bracket/support

- 2.7 Specialty wall finishes
  - 2.7.1 Feature wall in high pressure laminated finish (lobby area)
  - 2.7.2 Wall accent using 300mm x 300mm ceramic accent tiles at bar counter
  - 2.7.3 Supply and installation of wainscot accent wall on 18mm thick marine plywood carcass/shell in high pressure laminate finish (lobby area)
  - 2.7.4 Supply and installation of WPC panel (to Service Counter)
- 2.8 Countertop in Lavatories, Service Counters and Kitchenette/Storage
  - 2.8.1 Granite countertop w/ under-counter cabinet in duco paint finish (service counter)
  - 2.8.2 Granite countertop and splashboard w/ under-counter and overhead cabinets in duco paint finish (kitchen counter at service/reservation area and at the Kitchenette/storage)
  - 2.8.3 Supply and installation of granite countertop with under-counter cabinet in 3/4" marine plywood in high pressure laminated finish (Male and Female toilets)
- 2.9 Wooden doors, glass doors and fixed glass panels – supply/delivery and installation
  - 2.9.1 GD-01 - 2100mm x 3000mm double-leaf frameless glass door on 12mm thick tempered clear glass panels, with fixed side glass panels on powder-coated aluminum frame and jamb in wood grain finish, complete with patch fittings, patch lock, stainless steel H-type door handle and hardware/accessories including vinyl frosted sticker (Entrance Doors)
  - 2.9.2 GD-02 - 2100mm x 1800mm automatic sliding glass door, 12mm thick tempered clear glass panels on powder-coated aluminum frame and jamb, wood grain finish, with patch lock and complete hardware/accessories including vinyl frosted sticker (Café-Library To Museum)
  - 2.9.3 GD-03 - 2400mm x 1025mm pocket door (flushed), 12mm thick tempered clear glass panels on powder-coated aluminum frame wood grain finish, with lock, door handle and complete hardware/accessories including vinyl frosted sticker (Lounge area)
  - 2.9.4 GD-04 - 2100mm x 2000mm double-leaf frameless glass door, 12mm thick tempered clear glass panels on powder-coated aluminum jamb wood grain finish, complete with patch fittings, patch lock, stainless steel H-type door handle and hardware/accessories including frosted sticker (Museum entrance)
  - 2.9.5 GD-05 - 2100mm x 1600mm double-leaf frameless glass door, 12mm thick tempered clear glass panels on powder-coated aluminum jamb wood grain finish, complete with patch fittings, patch lock, stainless steel H-type door handle and hardware/accessories including vinyl frosted sticker (Lobby entrance)
  - 2.9.6 WD-01 - 900mm x 2100mm single-leaf flush hollow-core wooden door and jamb in duco paint finish, w/ 6mm thick vision glass and bottom louver including complete door hardware and accessories
  - 2.9.7 WD-02 - 900mm x 2100mm single-leaf flush hollow-core wooden door and jamb in duco paint finish with bottom louver including complete door hardware and accessories
  - 2.9.8 WD-03 - 800mm x 800mm single-leaf flush hollow-core wooden door and jamb in duco paint finish, including complete door hardware and accessories
- 2.10 Supply and installation of signages
  - 2.10.1 Signage "EspreSSSo" (Wall) w/ complete lighting fixture and accessories
  - 2.10.2 Signage "EspreSSSo" (Counter) w/ complete lighting fixture and accessories
  - 2.10.3 Door-mounted signages at Male and Female Toilets
- 2.11 Painting Works
  - 2.11.1 Painting of fiber cement board ceiling/drop ceiling (Lobby, café-library, Toilets)

- 2.11.2 Painting of slab/beam soffit above ceiling baffles

2.11.3 Painting of masonry walls and drywall partitions
- 2.12 Supply and installation of facial mirror (Male and Female Toilets)

2.12.1 Facial Mirror, 1.480m x 1.12m

2.12.2 Facial Mirror, 2.220m x 1.110m
- 2.13 Plumbing Works

2.13.1 Water supply plumbing roughing-ins including chipping and repair on affected areas

2.13.2 Sanitary Line Plumbing Roughing-ins including chipping and repair on affected areas

2.13.3 Supply and installation of toilet fixtures and accessories

2.13.4 Single-tub kitchen sink with faucet, drain fittings and grease trap including rough-in works and complete accessories (Service counter and Kitchenette/Storage)
3. Electrical Works (w/ separate scope of works)
4. Mechanical Works (w/ separate scope of works)

B. MATERIAL SPECIFICATIONS

PARTICULARS	MATERIAL SPECIFICATION / DESCRIPTION	REMARKS
<b>1. CIVIL / ARCHITECTURAL WORKS</b>		
1.1 Floor /Wall Tiles	-Floor Tiles, 600mm x 600mm x 10mm thk, Homogeneous Porcelain Tiles (Lobby and Main Area) -Floor Tiles, 600mm x 600mm x 10mm thk, Non-skid Porcelain Tiles (M/F Toilet) -Wall tiles, 600mm x 600mm x 10mm thk, Homogeneous Ceramic Tiles (M/F Toilet)	Submit sample/swatch and/or brochure
1.2 Polyurethane Water Proofing (PU-D)	Color: Gray Adhesion to concrete: >1.2MPA Shore A Hardness: >40 Crack Bridging: up to 2mm Elongation at break: up to 400% Specific Gravity: 1.35kg/L Solid Content: at least 60% Toxicity: Non-Toxic Flammability: Non-Flammable	Submit sample/swatch and/or brochure
1.3 Masonry Wall Partition	Material: Concrete Hollow Blocks (CHB) Compressive strength: 400 psi Size: 100mm (4") Standard: Conforming to ASTM standards Mortar: Class A (1:2 mixture) Plaster: Class B (1:3 mixture) Plaster thickness: 20mm Reinforcement: Ø10mm Deformed bar, conforming to ASTM A615  INSTALLATION <ul style="list-style-type: none"> <li>Mark out wall positions according to architectural plans.</li> <li>Lay CHB starting from corners towards center.</li> <li>Apply mortar evenly and ensure joints are fully filled</li> <li>Place vertical rebar in specified spacing as per structural design.</li> <li>Place horizontal rebar for every third course or specified by designer.</li> <li>Ensure reinforcement is properly embedded in mortar.</li> <li>Apply mix cement and sand for plastering conforming to specified standard thickness.</li> </ul>	Submit sample/swatch and/or brochure
1.4 Drywall Partitions	Material: Gypsum board 12mm thick, Fiber cement board 6mm-12mm	Submit sample/swatch





	<p>Framing: Metal Studs Galvanized, Metal Track Galvanized Fasteners: Self tapping screw (flat head), Blind rivet for frames</p> <p>INSTALLATION</p> <ul style="list-style-type: none"> <li>• Install metal tracks on floors and ceiling, ensure alignment.</li> <li>• Set metal studs vertically within the tracks with a spacing of 400mm – 600mm.</li> <li>• Secure studs and tracks using blind rivets or appropriate screws.</li> <li>• Provide additional framing around openings for doors, windows, and other</li> </ul>	and/or brochure
1.5 Fiber Cement board Ceiling	<p>Material: Fiber cement board (moister-resistant) Thickness: 4.5mm</p> <p>FRAMING SYSTEM Carrying channel: 12mm x 38 x 5m G.24 Framing: Double furring 19mm x 50mm x 5m G.25 Wall angle: 25mm x 25mm x 3m, G.25 Clip: W-clip, double - 12mm x38mm Carrying Channel - 19mm x 50mm Double Furring - 25mm x 25mm Wall Angle</p>	Submit sample/swatch and/or brochure
1.6 Decorative Metal Ceiling	<p>Material: Tubular Steel Thickness: 1.5mm Size: 2" x 4" (50mm x 100mm) Painted finish, including brackets and hangers</p>	Submit sample/swatch and/or brochure
1.7 Decorative Metal Partitions/Walls	<p>-Decorative Metal Partition, 2" x 4" Aluminum Tubular, Prepainted -Decorative Metal Back Drop Wall, 2" x 4" Aluminum Tubular, Prepainted - Decorative Metal Design at Bar Counter, 2" x 4" Aluminum Tubular, Prepainted</p>	Submit sample/swatch and/or brochure
1.8 Painting of Fiber Cement Board Ceiling	<p>Primer: Acrylic or Latex primer Paint: Acrylic latex paint No. of coats: 2 SURFACE PREPARATION:</p> <ul style="list-style-type: none"> <li>• Ensure the fiber cement board surface is clean, dry, and free from dust, dirt, grease, and oil.</li> <li>• Lightly sand the surface with fine-grit sandpaper to smoothen and remove any rough edges.</li> <li>• Use and appropriate filler to fill any gaps, cracks, or imperfections. Allow the filler to dry completely and sand it smooth.</li> <li>• Apply one coat of primer using brush, roller, or spray. Ensure even coverage.</li> <li>• Allow the acrylic or latex primer to dry.</li> <li>• Apply the first coat using brush, roller, or spray. Ensure even coverage without runs or sags.</li> <li>• Allow the first coat to dry.</li> <li>• Apply a second coat for full coverage and durability.</li> </ul>	Submit sample/swatch and/or brochure
1.9 Painting of wall surfaces (interior)	<p>Primer: Acrylic or Latex primer (1 coat) Paint: High quality latex paint Color: As specified in Architectural drawings Surface imperfection: Use suitable putty Top coat paint: 2 coats SURFACE PREPARATION:</p> <ul style="list-style-type: none"> <li>• Inspect the wall for any damage, cracks or loose materials.</li> <li>• Clean the surface thoroughly to remove any dirt, dust, grease, or other contaminants. Use a stiff brush effective cleaning.</li> <li>• Remove any efflorescence (white powdery substance) with a wire brush or muriatic acid solution.</li> <li>• Repair any cracks, holes, or damaged mortar joints using appropriate patching materials or mortar.</li> <li>• Allow repairs to dry and cure completely.</li> <li>• Sand down any rough areas or raised patches to create a smooth and even surface.</li> <li>• Remove any sanding dust with a brush or damp cloth.</li> <li>• Apply a suitable primer to the entire surface.</li> <li>• Mask off any adjacent surfaces, fixtures, or areas not to be</li> </ul>	Submit sample/swatch and/or brochure



	<p>Painted using masking tape or paper sheeting.</p> <ul style="list-style-type: none"> <li>Ensure the masonry surface is completely dry and before applying primer and paint.</li> </ul>	
1.10 Steel Shelves/Cabinets, Customized	<p>-Steel Shelves/Cabinets, customized</p> <ul style="list-style-type: none"> <li>Vertical Post: G. #14 (2.0mm thk) cold-rolled steel and roll formed into a modified angle shape with 38mm x 38mm steel shelves</li> <li>Shelves: Fabricated in cold-rolled sheet G.#18 (1.27mm) double bended on all side with bottom support in rectangular form, welded</li> <li>Stiffener: G.#18 (1.27mm) Steel stiffener on both sides</li> </ul>	Submit sample/swatch and/or brochure
1.11 Faux Beam (Lobby Area)	<p>Cross section: 200mm x 400mm  Material: ¾" Marine Plywood  Finish: High pressure laminated veneer (1.0mm thick)  Color: Sienna wood  Bond: Suitable adhesive w/ complete hangers and brackets</p>	Submit sample/swatch and/or brochure
1.12 Specialty Wall Finishes	<p>-Feature Wall on High Pressure Laminates (Lobby)  -300mm x 300mm Accent Wall Tiles at Service Counter</p>	Submit sample/swatch and/or brochure
1.13 WPC Indoor Panel	<p>Material: Wood Plastic Composite  Size: 25mm x 155mm x 2900mm (per panel)  Finish: Wood grain texture  Must be termite-resistant, moisture-resistant and easy to clean.</p>	Submit sample/swatch and/or brochure
1.14 WPC Rotating Tube	<p>Material: Wood Plastic Composite  Size: 150mm x 50mm  Hinge: Pivot hinge  Finish: Wood Grain texture  Must be termite-resistant, moisture-resistant and easy to clean.  Complete w/standard hardware and accessories</p>	Submit sample/swatch and/or brochure
1.15 Wainscot accent wall	<p>Material: ¾" Marine Plywood  Finish: High Pressure laminated veneer (1.0mm thick)  Color: Sienna wood  Bond: Suitable adhesive</p>	Submit sample/swatch and/or brochure
1.16 Service Counter / Kitchen Counter	<p>- Service Counter w/ under-counter Cabinet, Laminate Finish, 4.2m x 0.6m x 0.8m  - Overhead Cabinet, Laminate Finish, 3.0m x 0.8m  - Low Partition, Laminated Finish at Bar Counter, 2.1m x 2.5m  - Kitchen Counter w/ undercounter &amp; overhead cabinets  - Kitchen Sink including Faucet, Drain Fittings, Grease Trap, Rough-ins &amp; complete accessories</p>	Submit sample/swatch and/or brochure
1.17 Wooden Door, Glass Doors/Panels	<p>- GD-01 - 2100mm x 3000mm double-leaf frameless glass door on 12mm thick tempered clear glass panels, with fixed side glass panels on powder-coated aluminum frame and jamb in wood grain finish, complete with patch fittings, patch lock, stainless steel H-type door handle and hardware/accessories including vinyl frosted sticker  - GD-02 - 2100mm x 1800mm automatic sliding glass door, 12mm thick tempered clear glass panels on powder-coated aluminum frame and jamb, wood grain finish, with patch lock and complete hardware/accessories including vinyl frosted sticker  - (GD-03) 2400mm x 1025mm pocket door (flushed), 12mm thick tempered clear glass panels on powder-coated aluminum frame wood grain finish, with lock, door handle and complete hardware/accessories including vinyl frosted sticker  - (GD-04) 2100mm x 2000mm double-leaf frameless glass door, 12mm thick tempered clear glass panels on powder-coated aluminum jamb wood grain finish, complete with patch fittings, patch lock, stainless steel H-type door handle and hardware/accessories including frosted sticker  - (GD-05) 2100mm x 1600mm double-leaf frameless glass door, 12mm thick tempered clear glass panels on powder-coated aluminum jamb wood grain finish, complete with patch fittings, patch lock, stainless steel H-type door handle and hardware/accessories including vinyl frosted sticker  - (WD-01) 900mm x 2100mm single-leaf flush hollow-core wooden door and jamb in duco paint finish, w/ 6mm thick vision glass and bottom louver including complete door hardware and accessories  - (WD-02) 900mm x 2100mm single-leaf flush hollow-core wooden</p>	Submit sample/swatch and/or brochure



	door and jamb in duco paint finish with bottom louver including complete door hardware and accessories - (WD-03) 800mm x 800mm single-leaf flush hollow-core wooden door and jamb in duco paint finish including complete door hardware and accessories	
1.18 Signages	-Signage "Esspresso" (Wall) w/ complete lightings & accessories -Signage "Esspresso" (Counter) w/ complete lightings & accessories -Door Mounted Signages, 203mm x 203mm (Toilet M/F)	Submit sample/swatch and/or brochure
1.19 Granite Countertop, Facial Mirror (Male/Female Toilets)	-Granite Countertop, polished, 2220mm x 600mm x 824mm & 1480mm x 600mm x 824mm -Facial Mirror in 6mm thick marine plywood backing/base, 1480mm x 1000mm x 4mm thick & 2220mm x 1150mm x 4mm thick	Submit sample/swatch and/or brochure
1.20 Toilet Cubicles	- 12mm thick Phenolic Board, waterproof toilet partition with back-to-back high pressure laminate with complete hardware/accessories (self-closing hinges, indicator lockset, bottom support, adjustable feet, wall bracket, hook, knob handle, top rail and L-Bracket Use: SS304 stainless steel for accessories/fittings	Submit sample/swatch and/or brochure
1.21 Toilet Fixtures	-Water Closet, Flush Valve Type, including fittings & accessories (690L x 370W x 400H) -Urinal, Wall hung, with push valve type, water spreader, adaptor and urinal bracket including fittings & accessories (400L x 300W x 700H) -Handheld Bidet, stainless coated including accessories -Lavatory , under counter type, including fittings & accessories -Lavatory faucet, Stainless steel ,single-hole single-lever basin faucet, including pop up drain, P trap, flexible hose, angle valve with complete fittings and accessories -Hand Soap Dispenser, automatic -Hand Dryer, automatic -Toilet Roll Dispenser, jumbo -4" stainless steel floor drain/grating with stainless steel cover -Grease trap, 10 gpm w/ 20 pound grease capacity, Stainless Steel	Fixtures: HCG, American Standard, or approved equivalent  Submit sample/swatch and/or brochure
1.22 Waterline Plumbing Roughing-ins	Pipe: Poly Propylene Pipes (PPR - PN20) & Fittings, heavy duty Fittings: PPR – PN20 Valves: Brass or Stainless Steel Ball, w/ PPR connection Accessories: Use compatible pipe clips, hangers, and supports Joining: Heat fusion method Quality Assurance <ul style="list-style-type: none"> <li>Ensure that all vertical and horizontal pipe runs are securely anchored.</li> <li>Conduct hydrostatic pressure testing at 1.5 times its working pressure.</li> </ul> Adhere to National Plumbing Code of The Philippines (NPCP) for design and installation.	Submit sample/swatch and/or brochure
1.23 Sanitary Plumbing Roughing-ins	Pipe: Unplasticized polyvinyl chloride (uPVC), series 1000(orange) & fittings, heavy duty Fittings: Unplasticized polyvinyl chloride (uPVC) Accessories: Use compatible pipe clips, hangers, and supports Joining: Solvent 400cc Slope: 1% (Minimum), 2% (Maximum) P-trap: Unplasticized polyvinyl chloride (uPVC), G.I. (for lavatory) Quality Assurance <ul style="list-style-type: none"> <li>Ensure that all vertical and horizontal pipe runs are securely anchored.</li> <li>Insulate pipes that pass through areas exposed to temperature variations to prevent condensation.</li> <li>Conduct Gravity/Water leak testing.</li> </ul> Adhere to National Plumbing Code of the Philippines (NPCP) for design and installation.	Submit sample/swatch and/or brochure
<b>2. ELECTRICAL WORKS</b> (w/ separate material specifications)		
<b>3. MECHANICAL WORKS</b> (w/ separate material specifications)		

### **III. WARRANTY**

The defects liability period shall be one (1) year from the project completion up to Final Acceptance by the Engineering and Facilities Management Department (EFMD). During this period, the Contractor shall undertake the repair works, at his own expense, of any damage to the works on account of the use of materials of inferior quality, within (90) days from the time that SSS has issued an order to undertake repair.

**ELECTRICAL WORKS**

**I. GENERAL CONDITIONS:**

- 1. All electrical works shall comply with the plan and specification in accordance with the latest edition of the Philippine Electrical Code (PEC).
- 2. Rough-in layout concealed between walls and exposed above ceiling shall be IMC and/or Polyvinyl Chloride (PVC) pipes and properly secured with clamps/ mounting supports. Exposed conduit must be RSC.
- 3. PVC pipe fitting layout shall be provided with appropriate PVC adapter with locknut and glued with PVC solvent and properly anchored with clamps/ supports.
- 4. Minimum size of conduit to be used shall be 15 mm diameter.
- 5. Minimum size of conduit for long runs exceeding 270° bends shall be 20 mm diameter and pull box shall be provided as necessary.
- 6. Color coding for wiring installations shall be as follows:  

For Normal & UPS Power Circuits- Lines - Red, Black, Yellow & Blue

Neutral - White
- 7. Name tagging for plate covers of receptacle outlet device shall be follows:  

For Normal Power Circuit - NORMAL POWER
- 8. All new wiring installations shall be tested and measured parameters shall be recorded and submitted accordingly.
- 9. Receptacle outlets shall be installed 300mm above finished floor level.
- 10. Labeling / marking for the proposed branch circuit as indicated in the drawing and panel board directory prior to turnover to the owner.
- 11. All materials and equipment to be use shall be brand new and must be of the approved type and intended application.
- 12. Prepare load schedule for all new installation, if necessary incorporate with the existing load schedule as applicable and provide legible markings within the new and existing schedule of loads panel directory.

**II. ELECTRICAL MATERIAL SPECIFICATIONS:**

1. CONDUITS & FITTINGS

Materials	Specifications
a. Electrical Metallic Tubing (EMT) (painted with black color)	20mmØ
b. Flexible Metallic Conduit (FMC) (painted with black color)	20mmØ



2. BOXES / GUTTERS WITH COVERS

Materials	Specifications
a. Junction Box	Metal Junction Box w/ plate cover (painted with black color)
b. Utility Box	Utility Box (4X2) Deep Type , GA #18 painted with black color

3. WIRES / CABLES & DEVICES

Materials	Specifications
a. 3.5 mm <sup>2</sup>	THHN/ THWN stranded wire, lead free
b. Convenience Outlet	<b>Pop-up Duplex convenience outlet</b> , 3 prong, parallel slot with ground, 15a, 2P, 230v  <b>Duplex convenience outlet</b> , 3 prong, parallel slot with ground, 15a, 2P, 230v  <b>Single convenience outlet</b> , 3 prong, parallel slot with ground, 15a, 2P, 230v, for Portable Emergency Light, Exit/ Fire Exit Signages cover
c. Switch	<b>Switch, single pole</b> , 15A, 250V, flush type (National/Panasonic Brand) (one, two & three gang)
d. Lighting Fixtures	<b>Surface mounted LED Downlight Fixtures</b> , Bulb: GU10 (Replaceable bulb), Dimensions: Ø 73mm x 120mm, Color: Black I White, Wattage: 9-12watts, Reflector: Black, IP Rating: IP20, Material: Aluminum, Color Temperature: CoolWhite 4000k



### III ELECTRICAL SCOPE OF WORKS:

- 1 The service provider/ contractor is required to conduct site inspection together with the Building Administration and EFMD Engineer or SSS representative to determine the nature and extent of necessary works, materials, services and consider these are essential and incidental requirement in the implementation of the project.
- 2 The contractor shall be responsible for the thorough coordination with the concern parties and, secure of all necessary work permits that maybe required of the project.
- 3 All works shall be properly coordinated with the Building Owner or SSS representative to discuss all phases of the works/ activities
- 4 Any changes and/ or modifications of the materials specification and work orders shall be subject to discussion with involve parties to address any conflicts before proceeding of the said changes prior to the approval of the Building Owner and the SSS representative.
- 5 The following layout materials to be used:  
Electrical Metallic Tubing - Feeder and sub-feeder layout
- 6 Supply and install of new electrical wiring and layout materials for the power supply of the following equipment, fixtures and devices as indicated in the plans:
  - Duplex Convenience Outlet, 3-prong, parallel slot with grounding terminal for UPS & normal power outlet.
  - Convenience Outlet, Duplex, 3-prong parallel slot, for UPS power outlet
  - Convenience Outlet, Duplex, 3-prong parallel slot, for normal power outlet
  - Convenience Outlet, Single, 3-prong parallel slot, for normal power outlet
  - Lighting Fixtures with Switches
  - Portable Emergency Light
  - Entrance/Exit and Fire Exit Signage
  - Exhaust Fan
- 7 Chipping & restoration works for electrical conduit that may be indirect to the raceway of the new installed modular/stationary tables
- 8 Supply and install of conduit support/ hangers and shall be rigidly secured with appropriate fittings using appropriate materials.
- 9 All areas affected during implementation of the project by chipping/ boring, dismantling works and other related activities shall be restored to original condition at the owner's satisfaction at no additional cost to the SSS.
- 10 Supply of labor, materials and devices that are essential to complete the project, may it be mention or not in the Terms of Reference (TOR), specified or not in Bill of Quantity (BOQ) and proposed plan layout.
- 11 Prepare and submission of blue print as-built plans in standard size (20inx30in) duly signed and sealed by the Professional Practitioners (Electrical/ Mechanical Engineer).
- 12 Testing and commissioning of the electrical wiring system, fixtures and other devices.

**IV FIRE DETECTION AND ALARM SYSTEM (FDAS) SPECIFICATION**

**MATERIAL SPECIFICATIONS**

Materials	Minimum Specification
Smoke Detector	Conventional Photoelectric, 24VDC
Manual Pull Station	Single Action, Break Glass Operation with Key Lock or Tool to Reset, Surface/ semi-flush Mounted or its equivalent approved type
Speaker/ horn	Indoor, Surface Mounted, Low current, High dB output, or its equivalent approved type
Wire	#14 Shielded Pair/ TF Twisted pair wires 3.5mm², THHN/ THWN stranded wire for power supply

**FADS SCOPE OF WORKS:**

- Supply and installation of the following materials and integrate to the existing FADS System:
  - Smoke Detectors
  - Manual stations
  - Horn with strobe light
- Testing, Commissioning and configuration of the FACP, if necessary.
- Perform other miscellaneous and incidental works and materials needed to complete the project and restoration of all areas affected at the satisfaction of the client.
- Submit all brochures, manuals, guidelines and other materials necessary for the maintenance and operation of the system including the As-built plans duly signed by registered professional practitioners.

**V OTHER WORKS**

Any damaged incurred during the activity shall be restored / repaired by the Contractor at his own expense and shall be done in a satisfactory and approved manner. Paint dropping and other stains relative to the project shall be removed from all areas.

**VI PERMITS AND FEES**

- The work under this contract shall be in accordance to the latest requirements of the following:
  - Philippine National Building Code
  - Philippine Electrical Code
  - Local Utility Company

Nothing contained in these specifications or shown on the drawings shall be construed as to conflict with the National and Local ordinances and these mentioned ordinances are hereby made part of this specification.
- All permits and electrical fees required in this work shall be obtained by and at the expense of the contractor. The Engineer shall be furnished by the contractor, the copy of the final certificate of electrical completion and approval by the government authorities.
- During the progress of work, the contractor shall keep a record of all changes where the actual installation differs from that shown in the contract drawings. Upon completion, the contractor shall





finalize the “as-built” drawings on tracing paper and submit to the Engineer for approval before reproduction.

## VII SUBMITTALS

- 1 Manufacturer’s data, shop drawings and samples required for the specific materials shall be submitted for approval to the Engineer prior to procurement and delivery to job site.
- 2 Manufacturer’s data shall be descriptive item catalog cut which shall include the manufacturer’s name, trade name, model number, name plate data, and others.
- 3 Shop drawings when required shall show type, size, sectional view, installation details, and elementary and wiring diagrams.
- 4 A certified test results for specific items when deemed necessary shall be submitted to the Engineer by the Contractor.
- 5 Manufacturer’s data or samples should be submitted of the following items:
  - Conduits and Fittings
  - Boxes and Accessories
  - Wires and Cables
  - Other items required by the Engineer

## VIII STANDARD OF MATERIALS

All materials to be used in this installation shall be of high quality, free to any defect and of proven acceptability for the purpose it is intended for application. It shall conform to the latest applicable standards of the following:

- Philippine Electrical Code
- ASTM and NSC
- PEC and NEC

### 8.1 Raceways, Conduit Pipes and Fittings

#### 8.1.1 Polyvinyl Chloride (PVC)

PVC conduits conforming to recognized standards for conduit as manufactured by Matsushita or approved equal.

#### 8.1.2 Outlet Boxes and Covers

Terminations of pipes to outlet boxes shall be provided with suitable fitting and other devices especially designed for the purpose.

Receptacles : 2” x 4” x 2.5”

Pull Boxes : depends on the number of conductor to occupy the boxes

### 8.2 Conductors, Wires and Cables

All wires and cables shall be copper, soft drawn and annealed with ninety-eight (98%) percent conductivity. For power systems, the conductors shall be thermoplastic and insulated to withstand a working pressure rated at 230 Volts, THHN/THWN type as indicated in the drawings. The feeder lines to panel boards shall be heat and moisture resistant, with size as indicated in the drawings.

The minimum size to be used in the installation shall be #3.5 mm sq. except for the controls where #2.0 mm sq. may be allowed. All conductors from sizes of #3.5 mm sq. or larger shall be stranded for additional flexibility while in transit inside pipe.

All wires and cables described above shall be of reputable manufactures.

### 8.3 Electrical and Wiring Devices

### 8.3.1 Wall Receptacles

Wall receptacles shall be of conventional type with an ampere rating of 15A, 230V, duplex, flush mounted. The mounting height shall be 300 mm above floor finish. It shall be as manufactured by National or approved equivalent.

### 8.3.2 Wall Plates for Switches and Receptacles

Wall plates for receptacles, in regards to colors shall be the sole choice of the Engineer. The brand shall be the same as specified above.

## 8.4 Standard of Workmanship

The workmanship required in this section shall be the generally accepted engineering practice standard of safety. Defective workmanship shall be redone outright without extra cost to the Owner. Conduit installations, boxes, fittings and accessories shall conform to the requirements of the Philippine Electrical Code and other standards required locally.

During installation, due to precautions shall be observed to protect the conduit and thread from mechanical injuries. The conduit ends shall be sealed in approved manner during the installation whenever the work is interrupted.

Conduit shall be checked for freedom from obstruction by pulling galvanized wire through the entire run of the conduit. The galvanized wire shall be maintained inside the pipe until the conductors have been pulled permanently. Termination boxes for conduits shall be free from dirt and other debris which may cause obstructions.

All joints between lengths of conduit shall be water tight with red lead paints or other approved sealing agent.

Conduit shall be held firmly on pipe termination by a pair of locknut and bushing. All outlets shall be truly centered, plumb and leveled. Any discrepancy on outlet location between the electrical plans and the architectural plans shall be submitted to the attention of the Engineer.

Wiring method in general shall be installed inside rigid steel conduit as required in the plan; no such wire shall be pulled inside the pipe if the conduit system is not complete in all aspect, so that the conductor will be protected from damages and abrasion.

Conductors terminated in any kind of outlet box shall have at least 150 mm of wire extended free from the box as allowance for splicing. Color coding shall be observed throughout the installation to provide easy identifications.

Installation of lighting fixtures, wall mounted receptacles and switches shall be given due care as to prevent contact of live wire parts to respective fixtures.

Conductor joints or splices will only be allowed in boxes and should be properly insulated by means of a wire nut fitted to the size of conductor being joined. Splices will never be tolerated inside pipe.

## 8.5 Material Testing and Workmanship

### 8.5.1 Grounding

All exposed non-current carrying parts of Electrical Equipment and apparatus shall be properly grounded by means of ground rod driven one (1) meter below the ground level or connect to existing cold water pipe line. All metal conduit system and other parts required at ground potential shall be efficiently grounded. All panel boards' cabinet shall likewise be solidly grounded.

### 8.5.2 Materials and Workmanship Tests

All wiring system has to be tested for shorts and grounds after the installation has been completed. The Contractor shall furnish all necessary apparatus and testing equipment and will have to make good whatever deficiencies may be found. Test shall be conducted in the presence of the authorized representative of the Owner or the Engineer.

## **8.6 Guarantee**

All materials and accessories furnished/installed under this part of the specifications shall be guaranteed for a period of one (1) year from date of acceptance thereof, and materials and equipment furnished shall be free from any defects in the materials, workmanship and design. At any time within one year after acceptance and upon proper notice the Contractor shall rectify any and all deficiencies including replacement of parts or the entire units without additional cost to the Owners, if such deficiencies have been caused directly or indirectly by inferior materials, faulty workmanship and/or defective design or parts. Expendable items are included in this one-year guarantee. During the guarantee period the Contractor shall perform free monthly inspection for the proper and efficient operation of the electrical system.

## **MECHANICAL WORKS**

### **SECTION I: GENERAL PROVISIONS**

#### **1.0 SUMMARY**

This section includes the scope of work, system description and general requirements to complete the air-conditioning systems of the project.

#### **2.0 GENERAL REQUIREMENTS:**

The contract drawings indicate the extent and general arrangement of the air conditioning systems. If departures from the drawings are deemed necessary, details of such departures and the reasons therefore shall be submitted to the Engineer and/or his representative for approval. No such departures shall be made without the prior written approval of the Engineer or his authorized representative.

2.1 APPLICABLE STANDARDS: All materials, machinery, and equipment shall be of the required quality used in good commercial and trade practice and shall be essentially the standard products of reputable manufacturers. The acceptability of these items including their workmanship and method of installation shall be established by the following:

- a. Philippine National Standard (PNS)
- b. The Philippine Mechanical Engineering Code.
- c. The Philippine Electrical Code.
- d. Fire Code of the Philippines.
- e. Building code of the Philippines
- f. American Society of Heating, Refrigerating & AC Engineers (ASHRAE).
- g. American Society of Mechanical Engineer (ASME).
- h. National Fire Protection Associations (NFPA).
- i. Air Moving and Conditioning Association (AMCA).

2.2 EQUIPMENT SCHEDULE: As soon as practicable, after date of the award of the contract, a complete schedule of the equipment proposed for installation shall be submitted for the approval of the Engineer showing dimensions and arrangement of the equipment necessary clearances. The schedule shall include catalogs, diagrams, and drawings. In the event any items or equipment contained in the schedule fails to comply with the specifications, such item may be rejected. ***If applicable***

2.3 SHOP DRAWINGS: As soon as practicable, after award of the contract and prior to installation, complete shop drawings, showing the sizes and the type of equipment, together with complete duct and piping layout and electrical connections shall be submitted to the Engineer for approval. ***If applicable***

2.4 AS-BUILT PLANS: "As -Built" drawings is required prior to issuance of certificate of completion. "As -Built" drawings shall be furnished the building owner. The As-Built plan shall be of 20" x 30" blueprint, signed and sealed by a Professional Mechanical Engineer. The As-Built plans shall include all contract drawings with the necessary revisions and modifications resulting in change from the original drawings, supplemented by such schematic, isometric, or other types of drawings as may be necessary to provide a clear understanding of installed systems "AS-BUILT".

1. LOCAL LAWS AND ORDINANCES: Aside from herein specified, the equipment and materials to be furnished and the installation of the systems shall conform to local laws, codes and other ordinances that are in force. If necessary, the contractor shall secure a permit to install from authorized agency having a jurisdiction over the place of installation and before final acceptance by the Owner a final certificate of inspection and a permit to operate the system shall be secured from the same government agency. Fees and other expenses due on these permits shall be borne by the contractor.

2.6 All tools, equipments, safety gadgets, medical kits shall be provided to ensure safety of the personnel and property against accidents and any untoward incidents that may affect the execution of the project.

**3.0 COORDINATION OR WORK DONE BY OTHER TRADES:**

- 3.1 It shall be the responsibility of this Contractor to closely coordinate his work with other trade concern to avoid conflicts and to insure the smooth and proper installation of the project.
- 3.2 This contractor shall carefully check space requirements to make sure that his equipment, air ducts, pipes, dampers, motor controllers, etc. can be installed in the space allotted for the same.

**4.0 TECHNICAL PUBLICATIONS**

The Contractor shall furnish the Owner three (3) copies of the maintenance and operational manual upon completion of the project. The manual shall be bound between hard covers and shall contain but is not limited to the installation and operating instruction, maintenance procedures, illustrations and drawings, detailed descriptions, tests, adjustments, safety precautions and parts list.

**5.0 GUARANTEE AND SERVICE**

The air conditioning equipment and accessories furnished/installed under this part of the specifications shall be guaranteed for a period of one (1) year from date of acceptance thereof, and materials and equipment furnished shall be free from any defects in the materials, workmanship, and design. At any time within the warranty period after acceptance and upon proper notice, the Contractor shall rectify all deficiencies including replacement of parts or the entire units without additional cost to the Owners/SSS, if such deficiencies have been caused directly or indirectly by inferior materials, faulty workmanship and/or defective design or parts. Expendable items such as oil, refrigerant, belts, filters, etc., are included in this one-year guarantee. During the guarantee period the Contractor shall perform free quarterly cleaning and servicing for all installed units and free monthly inspection for the proper and efficient operation of the system.

**6.0 HOUSE KEEPING**

Any damaged incurred during the activity shall be restored or repaired by the Contractor at his own expense and shall be done at the satisfaction of the client or SSS. Paint dropping and other stains relative to the project shall be removed from all areas. During the process of the work and on the completion of the project, the Contractor shall remove from premises all dirt, debris, rubbish, and waste materials caused by him in the performance of his work. He shall remove all tools, scaffolding and surplus materials after completion and acceptance of the work. All affected areas that will be damage for the access of roughing-in installation shall restored at its original state or conditions.

**SECTION II: MECHANICAL WORKS**

**DESCRIPTION OF MECHANICAL WORKS:**

The one (1) unit, 3TR floor mounted fan coil unit (FCU) shall be relocated at the proposed location. The air-cooled condensing units shall remain at the existing location.

**WORKS INCLUDED:**

In general, the work under this section shall include but is not limited to the following principal items:

- a. Relocation of existing floor mounted FCU, supply and installation of new refrigerant pipes, charging of R-32 refrigerant including electrical wiring and accessories per proposed plan layout with the following equipment details:

OUTDOOR UNIT	COOLING CAPACITY (kW)	INDOOR UNIT	TYPE	REMARKS
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ACCU 107	3 TR	FCU 107	FLOOR MOUNTED	FOR RELOCATION
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- b. Supply and Installation of Refrigerant Piping System (refer to manufacturer’s recommendation for refrigerant pipe sizes), Hard drawn for ALL Units and shall be properly insulated. Supply and Installation of 1inØ Drainage Piping System, complete with fittings and essential accessories and rigidly secured with appropriate supports and mounting brackets.
- c. Fabricated platforms, mounting brackets, supports and other metal structures shall be painted with epoxy primer and finish with QDE paint suitable for outdoor application. Provide rubber pads for all mounting platforms.
- d. Furnish and installation of refrigerant, flushing agents and other consumables.
- e. Supply and installation of materials and other services not mentioned but are necessary to be rendered to complete the installation of electro-mechanical equipment and facilities and all other works/services.
- f. Conduct appropriate testing and commissioning of all air-conditioning units and make sure that all mechanical and electrical parameters are operating in good working condition. Submit complete report of equipment operation supported with measured and recorded electrical and mechanical parameters obtained during the testing and commissioning.

**DESCRIPTION OF MECHANICAL EQUIPMENT**

**1.0 AIR-COOLED CONDENSING UNITS**

- a. Units shall have capacity and configuration as shown on the drawings and as manufactured by a reputable manufacturer. All units shall be furnished factory assembled, tested, and piped complete with compressors, fans, motors, integrally wired control panel, starters, appropriate vibration isolators, steel base, and refrigerant control accessories. Unit shall have heavy gauge corrosion protected weatherproofed casing.
- b. Compressors shall be scroll type and rated to operate at not more than 3,500 RPM at full load. Units shall be equipped with reversible oil pumps, shut-off valves, oil level sight glass, high- and low-pressure cut-outs, oil safety switches and crankcase heaters to control oil dilution during shut-down.
- c. Condenser coils shall be seamless copper with mechanically bonded aluminum plate fins. Coil size, refrigerant circuiting and number of rows deep shall be compatible with the compressor displacement and capacity at the specified operating conditions with minimum refrigerant pressure drop.
- d. Condenser fans shall be statically, and dynamically balanced propeller type fans directly driven by totally enclosed and inherently protected motors.
- e. Motor starters, control components and power terminal shall be grouped in an accessible control box inside the unit casing. Electrical components shall be pre-wired and control circuits shall be independently protected with fuses or breakers. Compressor protection shall include automatic relays to prevent excessive compressor short cycling.
- f. A complete operating charge of R-32 and compressor oil shall be furnished.

**2.0 FAN COIL UNITS**

- a. Unit shall be floor mounted units as specified in the equipment schedule.
- b. Unit shall have capacity at the operating conditions specified. They shall include the evaporator coil, expansion valve, centrifugal type air circulation blower, permanent type air filter,

condensate drip pans, and insulated decorative cabinet with discharge plenum, supply and return air grilles.

- c. Fan motors shall be equipped with overload protection.
- d. Provide appropriate layout for the drainage system based on the manufacturer's standard recommendations, provide common drain pipe header for the consolidated drainage system with at least 2inØ, complete with p-trap, clean-out and other fittings. Avoid using 90deg elbow or T-connectors.
- e. Individual drain system must be equipped with drain pumps and with appropriate clean-out fitting. Use 1inØ PVC pipe drain line as applicable.

## **BASIC MATERIALS AND METHODS**

### **1.0 REFRIGERANT PIPING**

- c. Refrigerant piping shall be type L, hard-drawn seamless copper, suitable for a working pressure of 1200-2600kPa/174-377psig for all units (refer to manufacturer's recommendation for refrigerant pipe sizes). Fittings shall be wrought copper or brass designed for use with high temperature solder and suitable for a working pressure of not less than 2413kPa/350psig. Joints from soldered to threaded joints shall be made with standard adapter fittings using high temperature solder. Pipes or tubing shall be cut accurately to measurements established at the building lines. All piping shall be laid straight, and no pipe shall be laid against other metal without insulation. After cutting, the tubing shall be reamed, all burrs removed, and the internal surfaces thoroughly cleaned. While soldering pipes and fittings together, a continuous flow of inert nitrogen gas must be applied to sweep the internal surface of the tubing to avoid the formation of oxide inside.
- d. Condensate drain piping shall be of PVC pipe and sized to liberally dispose of the condensate to the nearest floor drain. A P-trap with a clean out plugs shall be provided at the outlet for each drain pan.
- c. Pipe supports, and hangers shall be provided and fabricated in a workmanship manner out of steel angles, rods and flat bars. Metal to metal contact between pipes and hangers must be avoided by providing a 3mm. Thick rubber in between.
- d. Supports on horizontal lines shall be spaced at not more than 1.80 meters on center. All piping must be properly anchored so that no stress placed on equipment connection by expansion.
- e. Pipe sleeves shall be of standard PVC pipes with sufficient diameter to provide a minimum clearance of 6mm around the pipe and in case of insulated pipe approximately 6mm around the insulation. Pipe sleeves shall be installed whenever a pipe passes masonry or concrete and should not be permitted to pass through bearing walls, beams, or columns.
- f. Piping insulation shall be applied on all refrigerant suction and condensate drain lines. Insulation material shall be flexible elastomeric pipe insulation 2.5mm thick. Joints shall be sealed with appropriate contact adhesive. All refrigerant pipes shall be wrapped by polyethylene film cladding together with the wiring conduit.
- g. Refrigerant pipe sizes to be installed should be confirmed with the equipment supplier prior to installation at the job site.
- h. Upon completion of the installation, the entire refrigerant circuit shall be pressure and leak tested. Dry nitrogen gas should be used with a tracer of the type of refrigerant charge of the system. The high and low side shall be subjected to a pressure of 350 psig. These test pressures should be maintained for 24 hours, and any leaks found within the period must be immediately corrected. Leak detector to be used shall either be halide or electronic type. Dehydration should be in accordance with the equipment manufacturer recommendations. The triple evacuation



should be employed bringing down the vacuum to 0.180-inch mercury absolute in each step or equivalent to 32° F indicated by the wet bulb vacuum indicator.

## **2.0 REFRIGERANT VALVES**

- a. Refrigerant valves shall be installed in the suction and discharge lines adjacent to the compressor and on the liquid line discharge side of the condenser. The valves shall be wrought copper or brass for use with R-410A or R-32, suitable for a working pressure of 2413kPa.
- b. Thermostatic expansion valves of the proper capacity shall be installed in the refrigerant supply line to the evaporator. They shall be of the diaphragm type, externally equalized and must be of such optimum size as to maintain a full active evaporator under all load conditions and yet reduce the possibility of flooding the refrigerant to the compressors during part load conditions.
- c. Dehydrators in combination with strainers shall be installed in the refrigerant line on the inlet side of the thermostatic expansion and solenoid valves. They shall have brass or copper bodies designed for a working pressure of 2413 KPa.
- d. Sight glasses shall be combination of liquid and moisture indicators and shall be installed in the refrigerant lines to indicate whether the systems are properly charged and or with dry refrigerant in the system.

## **3.0 CONTROL SYSTEM**

- a. Operation of the air conditioning system shall be fully automatic. They shall be capable of maintaining at full or partial loads inside conditions of 25°C D.B. (plus or minus 1.11 C) and 50% relative humidity (plus or minus 5% RH). Room thermostat shall control the operation of the compressor thru relays.
- b. The controls shall be wired in such a way that whenever a condensing unit is in operation the fan coil unit is also in operation.
- c. The compressor crankcase heater must be of such capacity as to provide sufficient heat to the oil in the crankcase during inoperative periods so that serious oil foaming and slogging shall be prevented. The heater must be automatically energized whenever compressor operation stops and de-energized when the compressor starts.

## **4.0 WIRING**

All electric power and control wiring necessary to be provided by the Contractor shall be accomplished in accordance with the requirements of the electrical plans and specifications and shall conform to the PEC. Wiring system including materials shall also comply with the Manufacturer's Recommendation.

## **5.0 PAINTING AND FINISHING**

Pipe hangers, duct hangers, un-insulated piping and other ferrous metal work that have not received factory painting shall be thoroughly cleaned and apply two (2) coats of rust preventive paint such as epoxy primer or red oxide.

## **6.0 VIBRATION ABSORBING FOUNDATION**

All items for mechanical equipment shall be properly isolated from the building structure by means of vibration absorbing foundation. Each foundation shall include an adequate number of standard vibration isolation units. The Contractor is advised to submit a shop drawing of the proposed steel platform for the condensing units at the roof that is signed and sealed by a structural engineer for approval by the Architect prior to fabrication.

## **7.0 TESTING AND COMMISSIONIN**



Upon completion of installation and when the system is ready for operation, capacity and general test shall be conducted by a competent and experienced engineer to be furnished by the Contractor. These tests shall demonstrate the specified capacities of the equipment and in accordance with the manufacturer's recommendation.

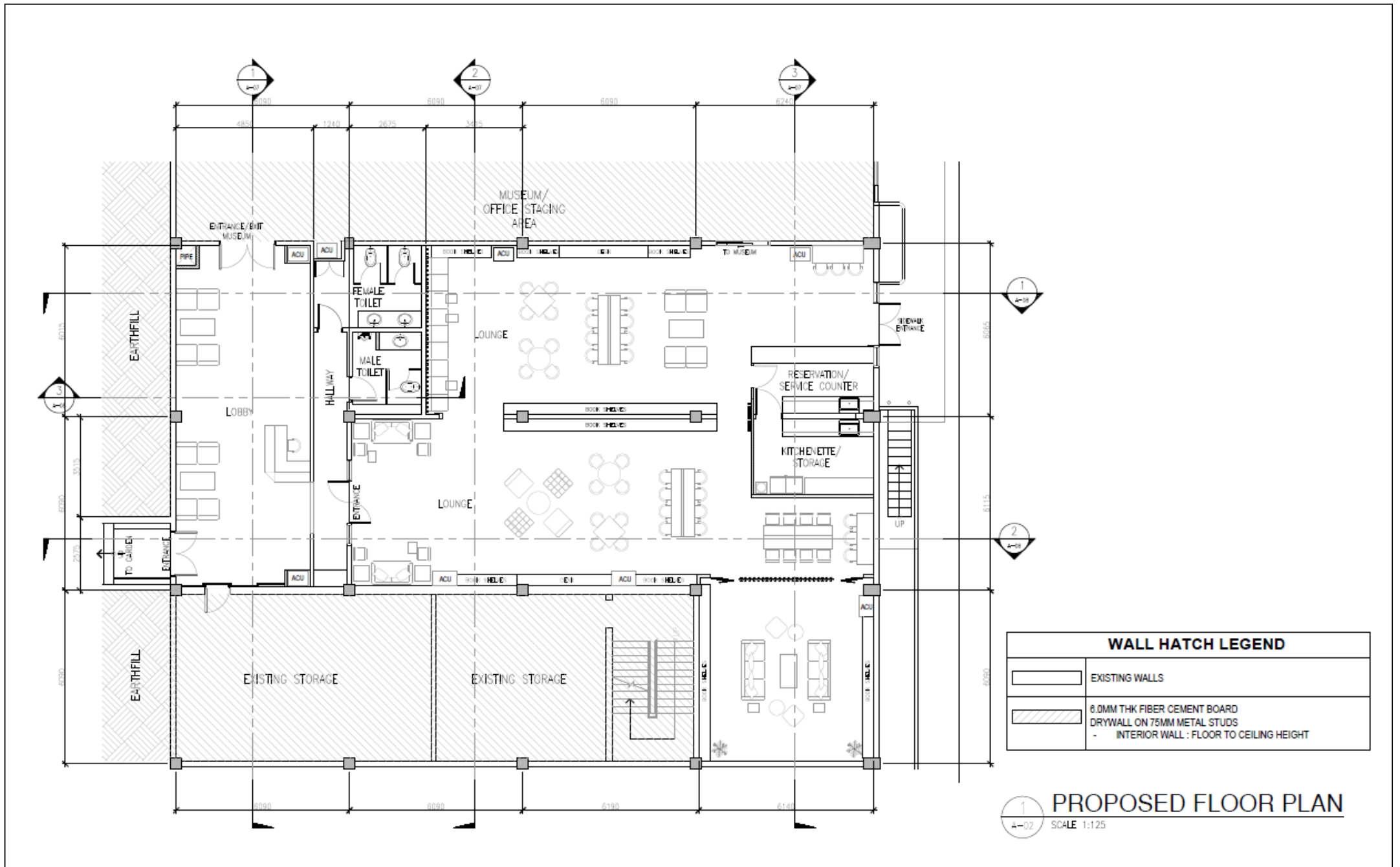
All instruments to be used shall be of the Industrial Grade, recently calibrated and of the proper type to suit the type of system being tested and balanced.

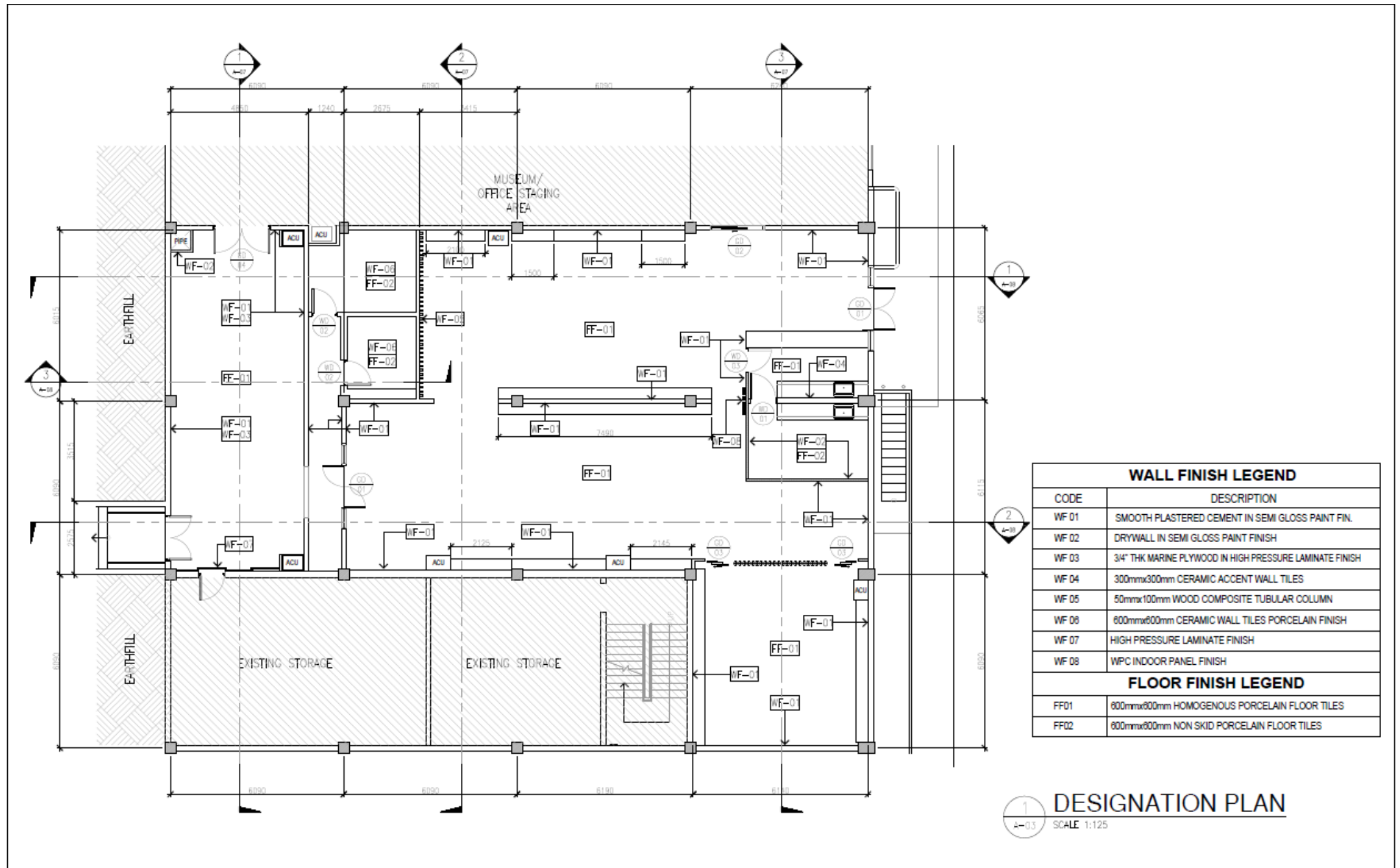
All piping shall be pressure tested at  $1\frac{1}{2}$  times the design working pressure. The pressure shall be held for 24 hours, and no pressure loss shall appear at the end of this period. All leaks shall be repaired and test repeated.

During this test, the Contractor shall demonstrate to the satisfaction of the Owner that all parts are installed correctly and operating properly. The Contractor shall be responsible for the satisfactory performance and all operating parameters such as temperature, current, voltage, electrical controls, etc.

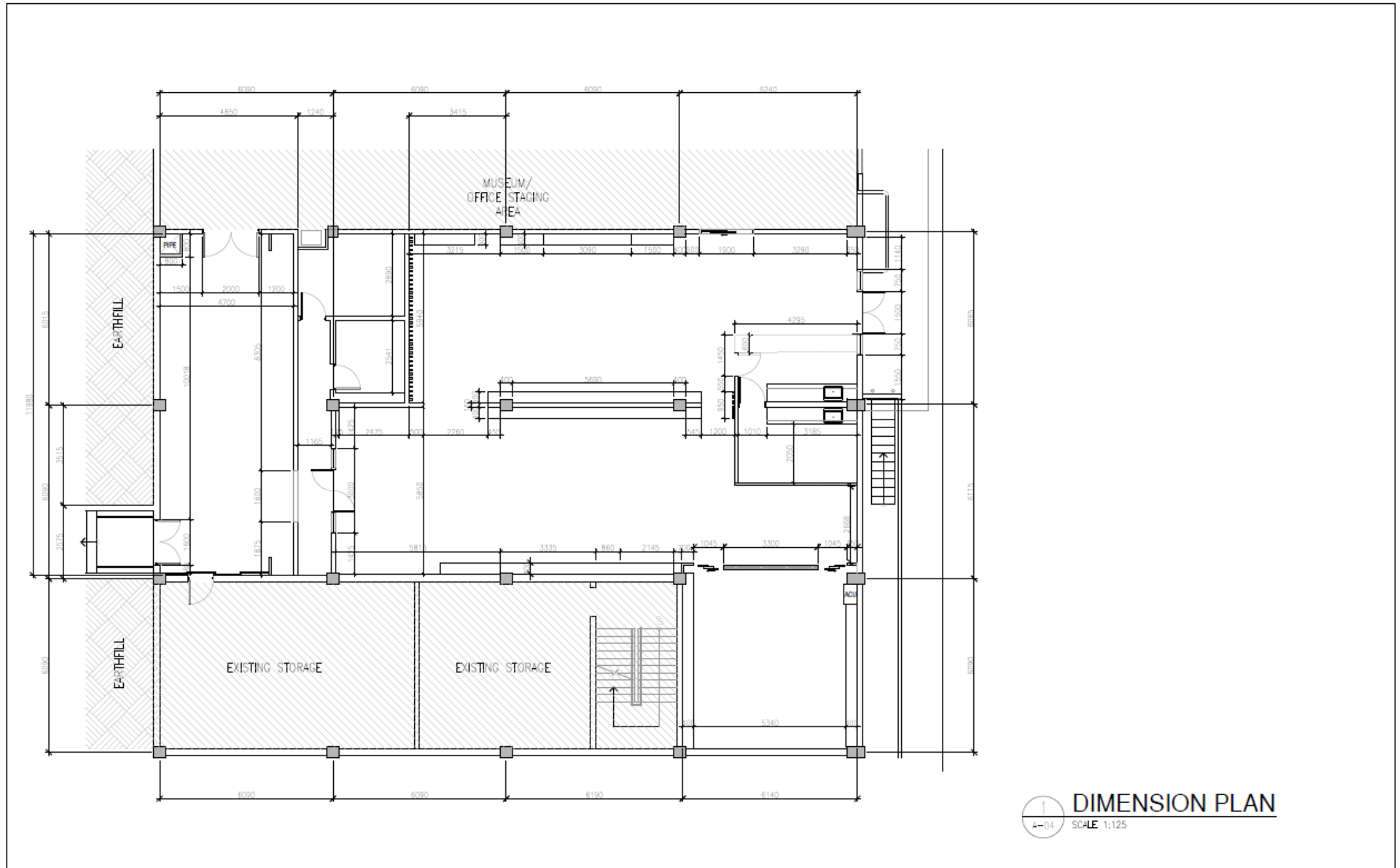
## *Section VII. Drawings*

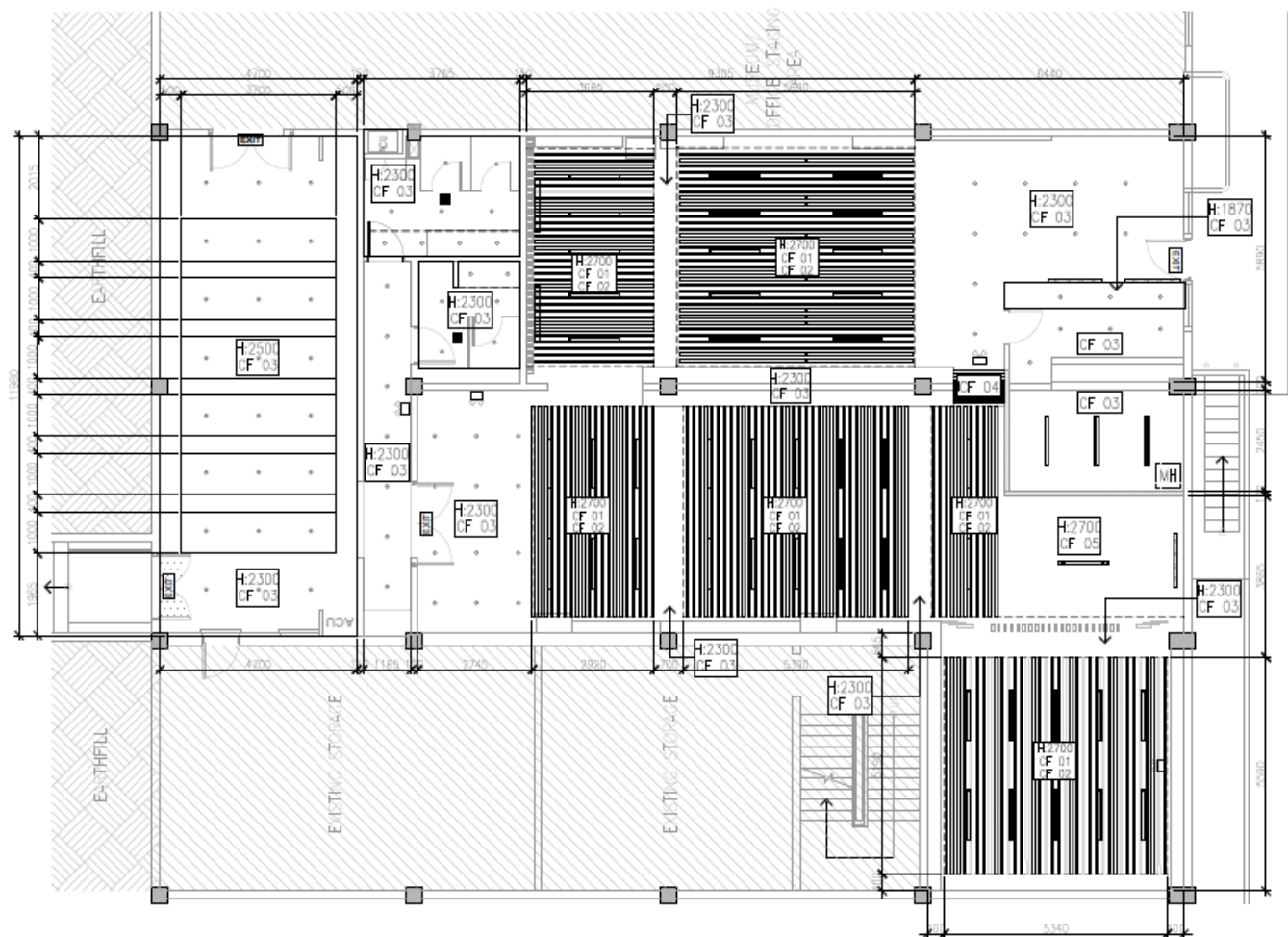






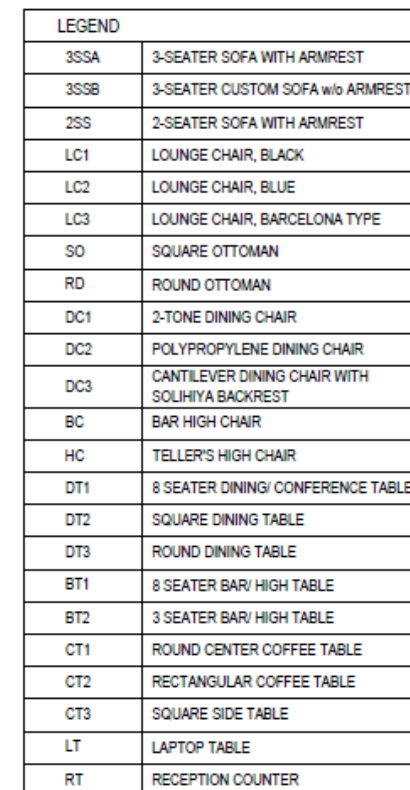




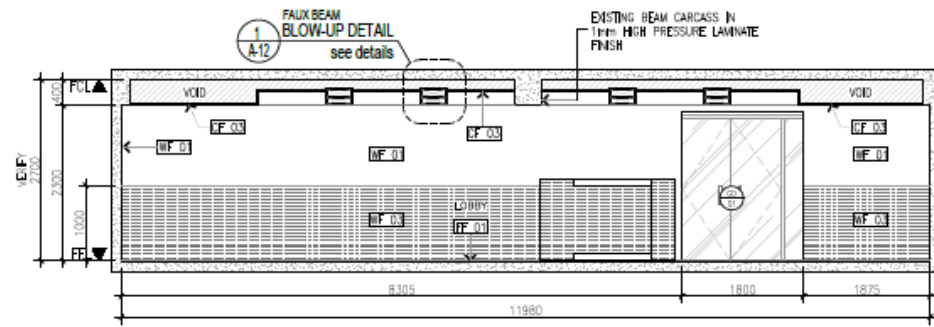


LIGHTING SCHEDULE	
	100MMX100MM RECESSED MOUNTED LED MULTI-DIRECTIONAL DOWNLIGHT FIXTURE
	100mm dia. SURFACE MOUNTED LED DOWNLIGHT FIXTURE
	MAX. 100mm X 1200mm SURFACE MOUNTED LED PANEL FIXTURE
	MAX. 100mm X 1200mm HANGING LED PANEL FIXTURE
	LED TRACK LIGHT
	LED STRIP LIGHT
	EXHAUST FAN
	EMERGENCY EXIT LIGHT
	EMERGENCY BATTERY UNIT WITH TWO LIGHT
CEILING HEIGHT LEGEND	
	FFL. TO CEILING HEIGHT
	FFL. TO CEILING HEIGHT
	FFL. TO SLAB SOFFIT
	FFL. TO CEILING HEIGHT
CEILING FINISH LEGEND	
	EXISTING SLAB SOFFIT PAINTED IN BLACK
	CEILING BAFFLES 2" x 4" TUBULAR
	FIBER CEMENT BOARD ON METAL FRAMES, PAINTED FINISH
	WPC INDOOR PANEL FINISH
	EXISTING SLAB SOFFIT IN SEMI GLOSS PAINT FINISH

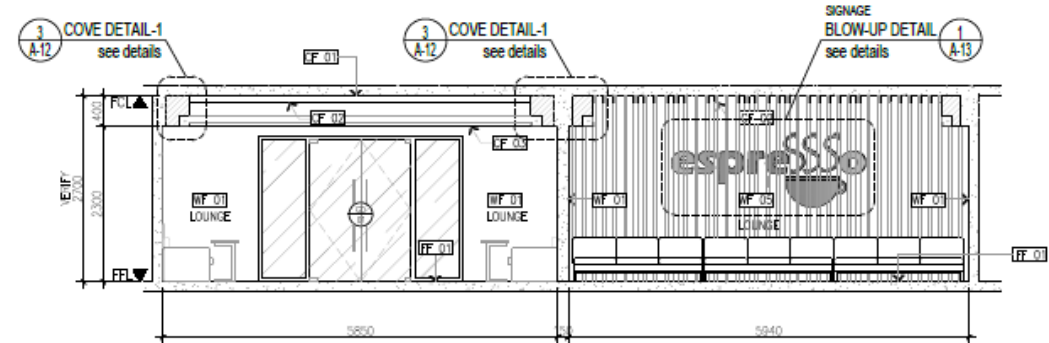
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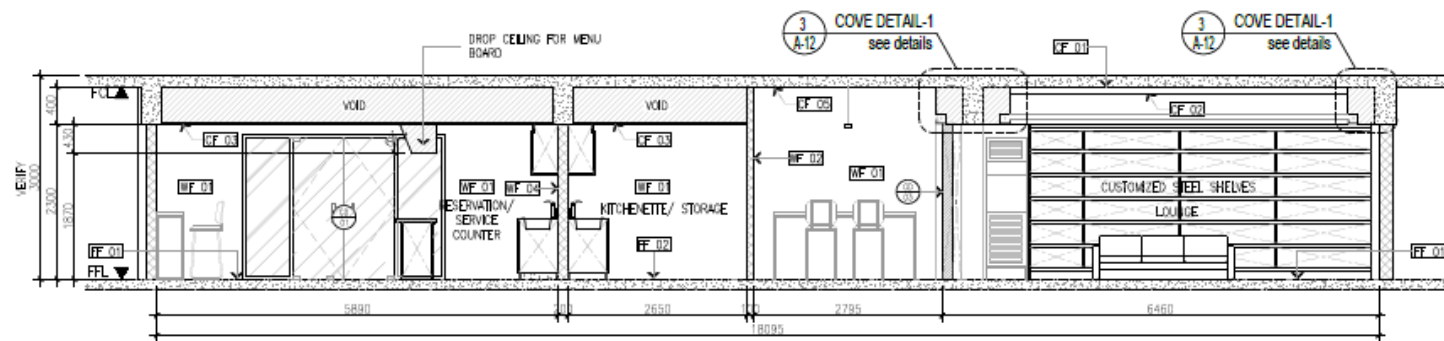




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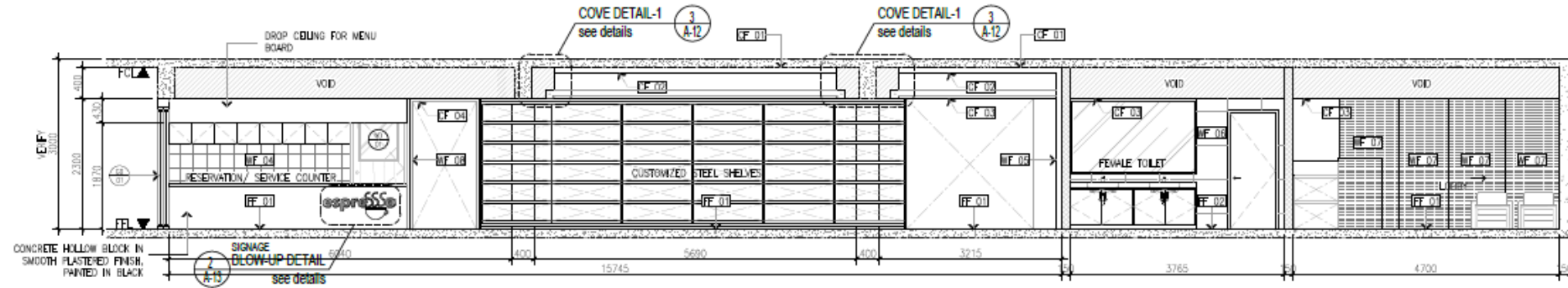


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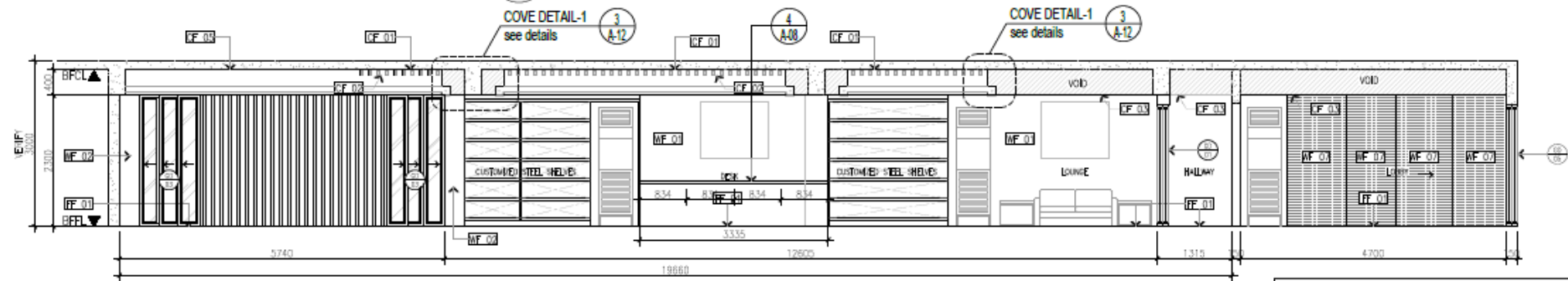


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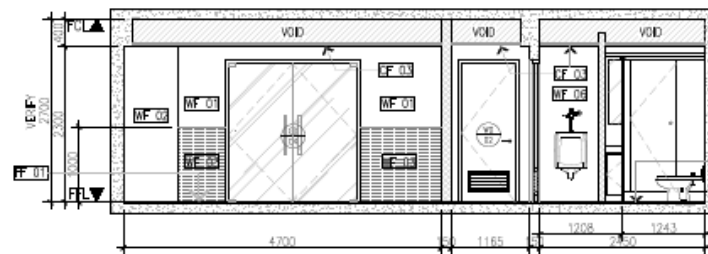
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CODE	DESCRIPTION
WF 01	SMOOTH PLASTERED CEMENT IN SEMI GLOSS PAINT FIN.
WF 02	DRYWALL IN SEMI GLOSS PAINT FINISH
WF 03	3/4" THK MARINE PLYWOOD IN HIGH PRESSURE LAMINATE FINISH
WF 04	300mmx300mm CERAMIC ACCENT WALL TILES
WF 05	50mmx100mm WOOD COMPOSITE TUBULAR COLUMN
WF 06	600mmx600mm CERAMIC WALL TILES PORCELAIN FINISH
WF 07	HIGH PRESSURE LAMINATE FINISH
WF 08	WPC INDOOR PANEL FINISH
FLOOR FINISH LEGEND	
FF 01	600mmx600mm HOMOGENOUS PORCELAIN FLOOR TILES
FF 02	600mmx600mm NON SKID PORCELAIN FLOOR TILES
CEILING FINISH LEGEND	
CF 01	EXISTING SLAB SOFFIT PAINTED IN BLACK
CF 02	CEILING BAFFLES 2" x 4" TUBULAR BAR, PAINT
CF 03	FIBER CEMENT BOARD ON METAL FRAMES, PAINTED FINISH
CF 04	WPC INDOOR PANEL FINISH
CF 05	EXISTING SLAB SOFFIT IN SEMI GLOSS PAINT FINISH



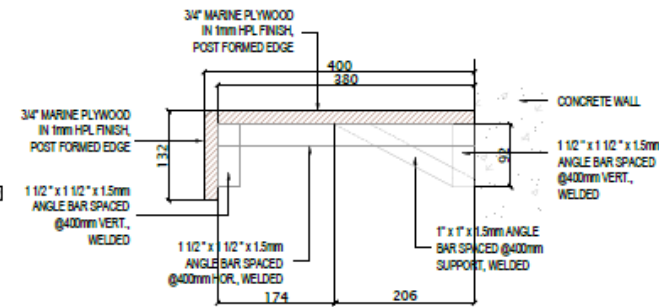
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A-08 SCALE 1:80



2 LONGITUDINAL SECTION - 2  
A-08 SCALE 1:80

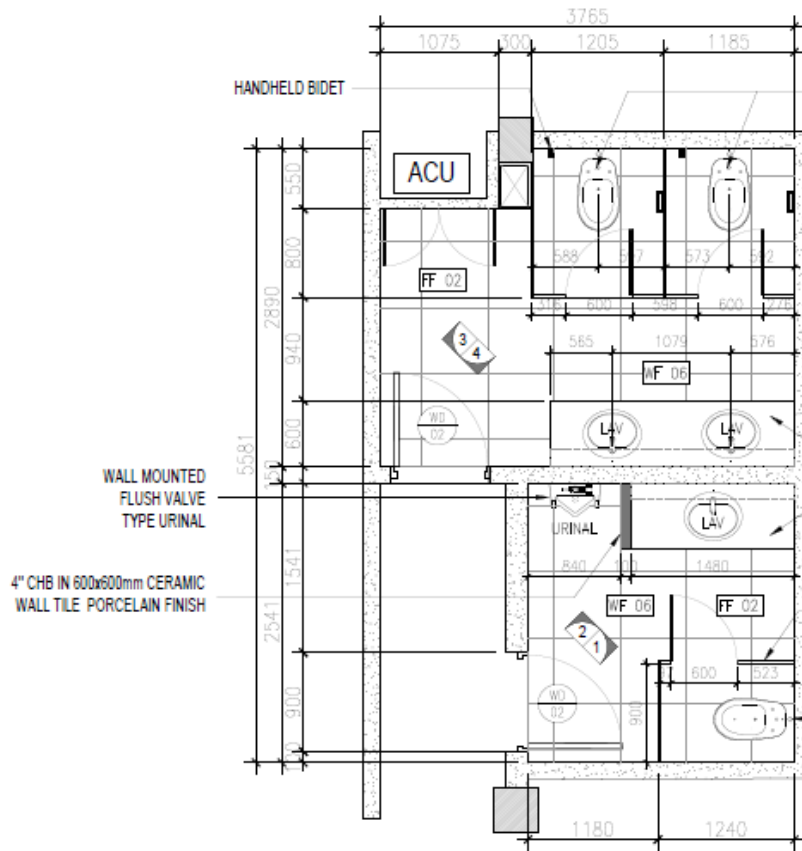


3 LONGITUDINAL SECTION - 3  
A-08 SCALE 1:80



4 SECTION DETAIL  
A-08 SCALE 1:8

WALL TYPE	
CODE	DESCRIPTION
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WF 02	DRYWALL IN SEMI GLOSS PAINT FINISH
WF 03	3/4" THK MARINE PLYWOOD IN HIGH PRESSURE LAMINATE FINISH
WF 04	300mmx300mm CERAMIC ACCENT WALL TILES
WF 05	50mmx100mm WOOD COMPOSITE TUBULAR COLUMN
WF 06	600mmx600mm CERAMIC WALL TILES PORCELAIN FINISH
WF 07	HIGH PRESSURE LAMINATE FINISH
WF 08	WPC INDOOR PANEL FINISH
FLOOR FINISH LEGEND	
FF 01	600mmx600mm HOMOGENOUS PORCELAIN FLOOR TILES
FF 02	600mmx600mm NON SKID PORCELAIN FLOOR TILES
CEILING FINISH LEGEND	
CF 01	EXISTING SLAB SOFFIT PAINTED IN BLACK
CF 02	CEILING BAFFLES 2" x 4" TUBULAR BAR, PAINT
CF 03	FIBER CEMENT BOARD ON METAL FRAMES, PAINTED FINISH
CF 04	WPC INDOOR PANEL FINISH
CF 05	EXISTING SLAB SOFFIT IN SEMI GLOSS PAINT FINISH



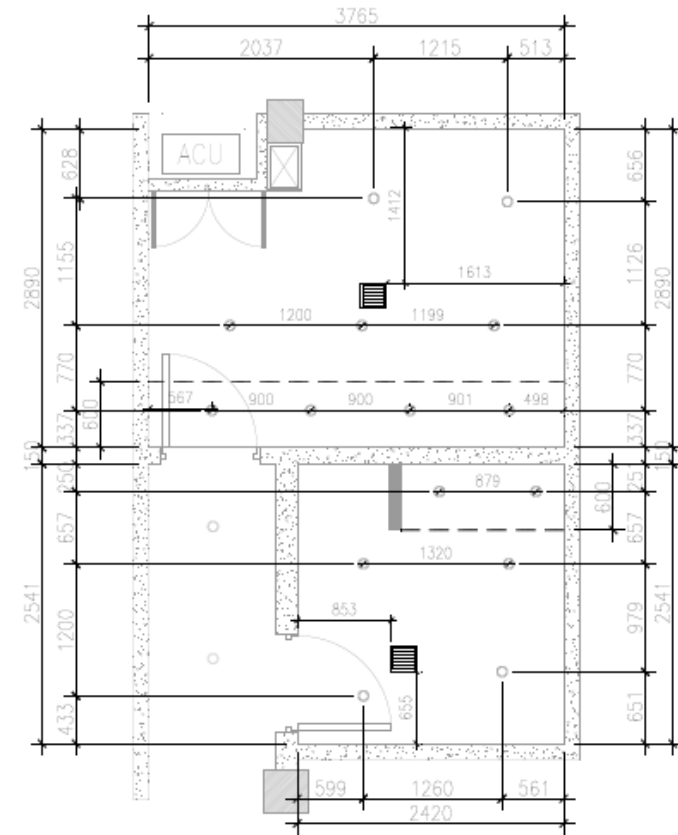
FLOOR PLAN

TYPICAL FLUSH VALVE TYPE  
WATER CLOSET w/  
HANDHELD BIDET  
& TISSUE HOLDER

LAVATORY w/ FAUCET  
ON POLISHED GRANITE  
COUNTERTOP (TYP.) w/  
BEVELED FACIAL MIRROR &  
HAND DRYER

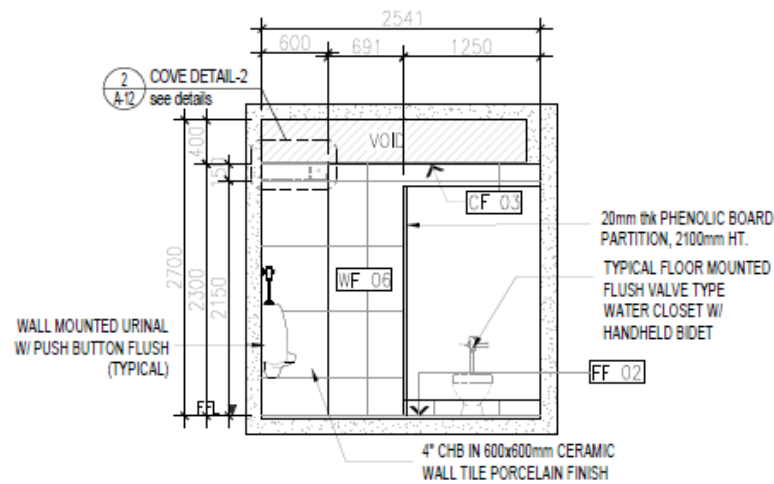
20mm thk PHENOLIC BOARD  
PARTITION, 2100mm HT.

TYPICAL FLUSH VALVE TYPE  
WATER CLOSET w/  
HANDHELD BIDET  
& TISSUE HOLDER

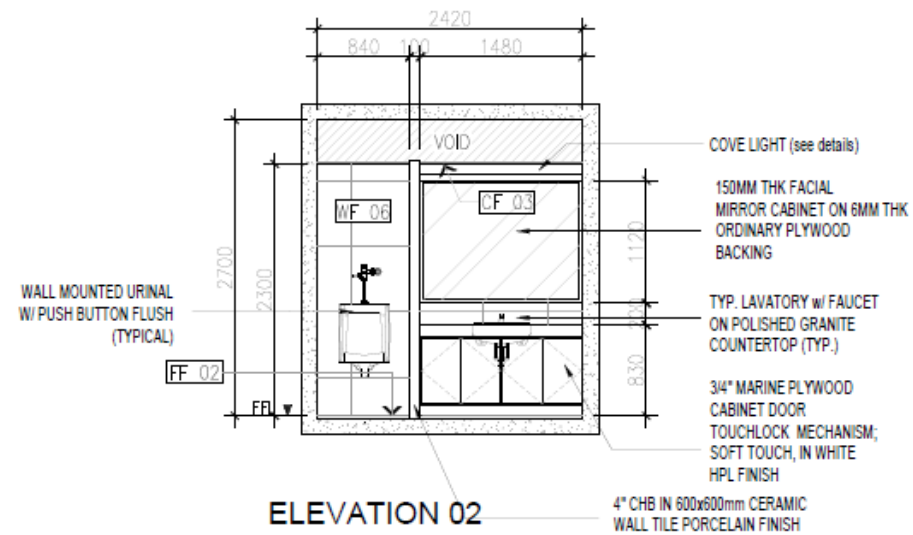


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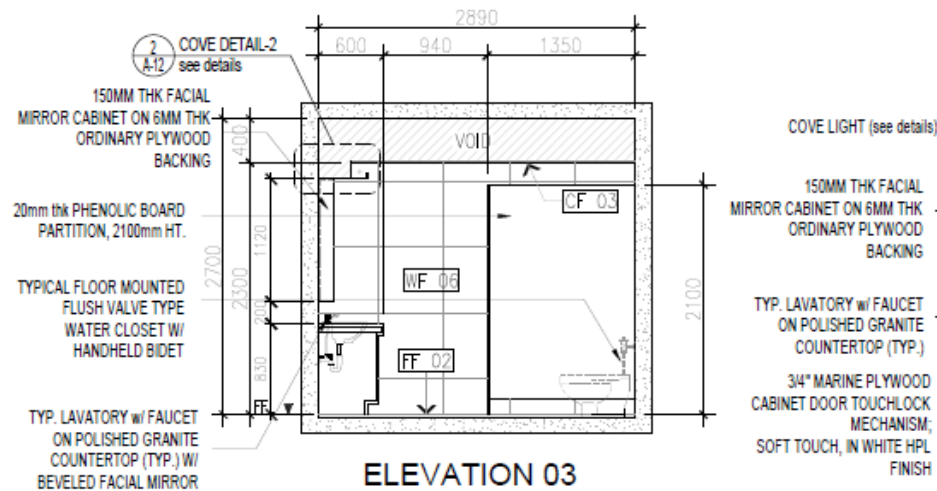
1 MALE & FEMALE TOILET DETAIL  
A-09 SCALE 1:50



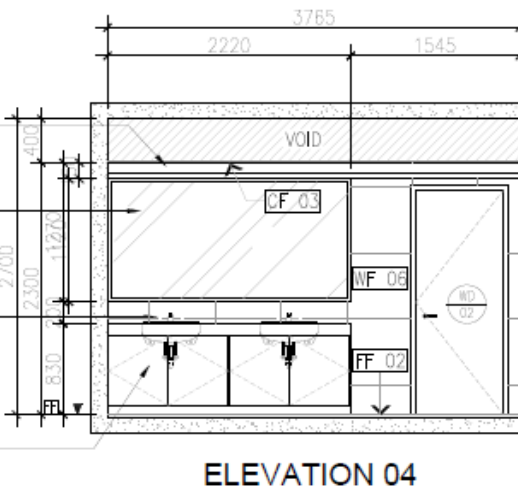
ELEVATION 01



ELEVATION 02



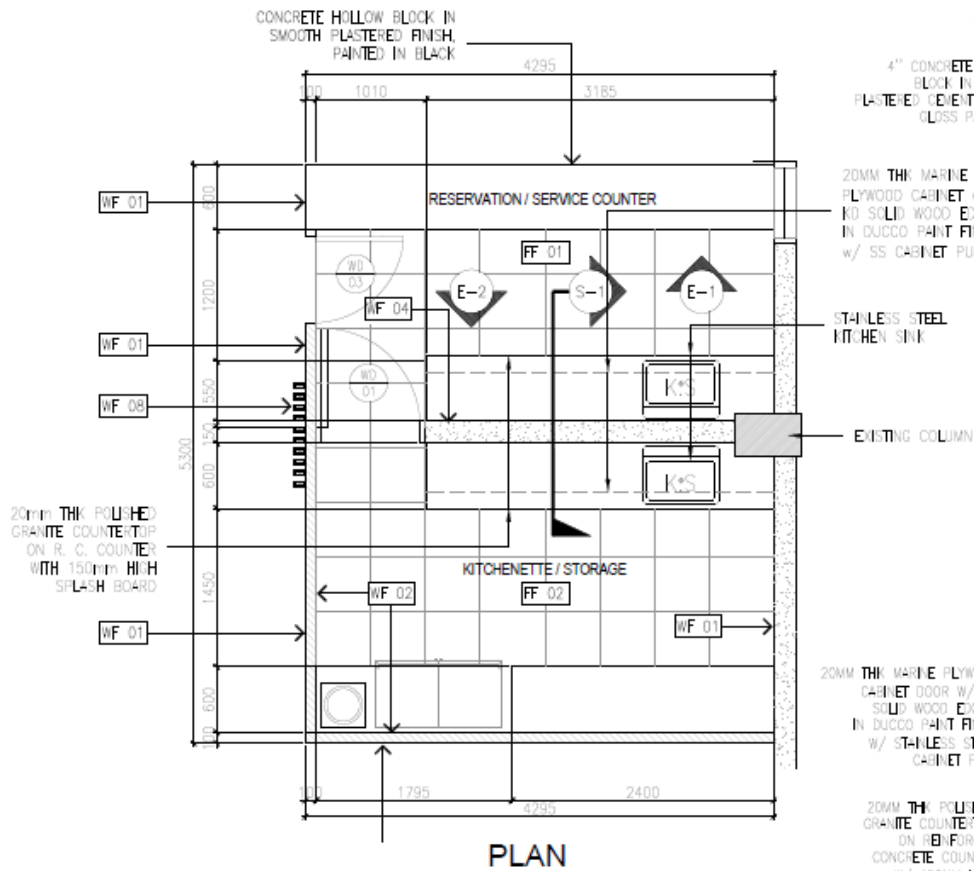
ELEVATION 03



ELEVATION 04

1 MALE & FEMALE TOILET DETAILS  
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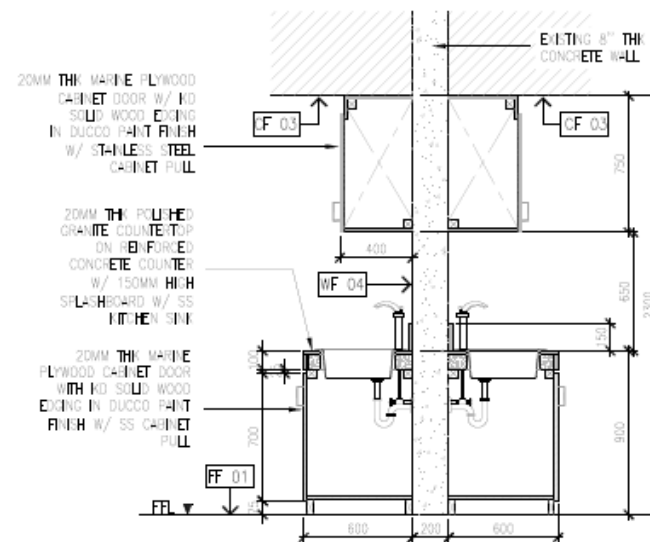
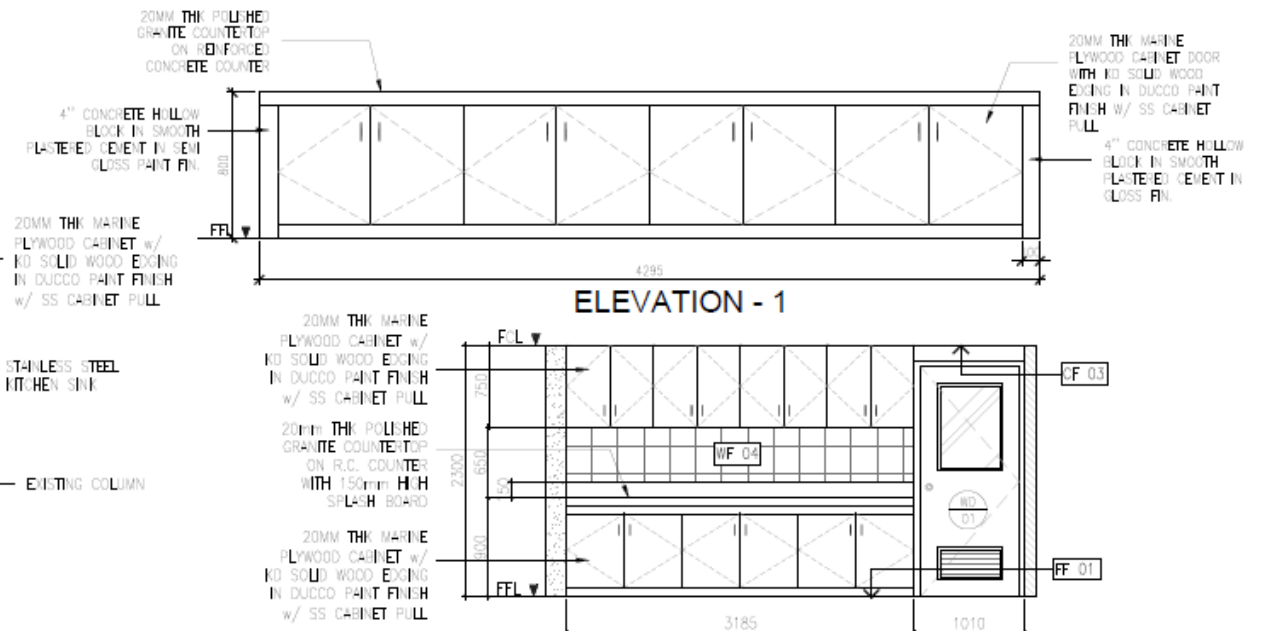
WALL TYPE	
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WF 02	DRYWALL IN SEMI GLOSS PAINT FINISH
WF 03	3/4" THK MARINE PLYWOOD N HIGH PRESSURE LAMINATE FINISH
WF 04	300mmx300mm CERAMIC ACCENT WALL TILES
WF 05	50mmx100mm WOOD COMPOSITE TUBULAR COLUMN
WF 06	600mmx600mm CERAMIC WALL TILES PORCELAIN FINISH
WF 07	HIGH PRESSURE LAMINATED FINISH
WF 08	WPC INDOOR PANEL FINISH
FLOOR FINISH LEGEND	
FF 01	600mmx600mm HOMOGENOUS PORCELAIN FLOOR TILES
FF 02	600mmx600mm NON SKID PORCELAIN FLOOR TILES
CEILING FINISH LEGEND	
CF 01	EXISTING SLAB SOFFIT PAINTED IN BLACK
CF 02	CEILING BAFFLES 2" x 4" TUBULAR BAR, PAINT
CF 03	FIBER CEMENT BOARD ON METAL FRAMES, PAINTED FINISH
CF 04	WPC INDOOR PANEL FINISH
CF 05	EXISTING SLAB SOFFIT IN SEMI GLOSS PAINT FINISH



## DETAILS OF SERVICE COUNTER & KITCHENETTE

1  
A-11

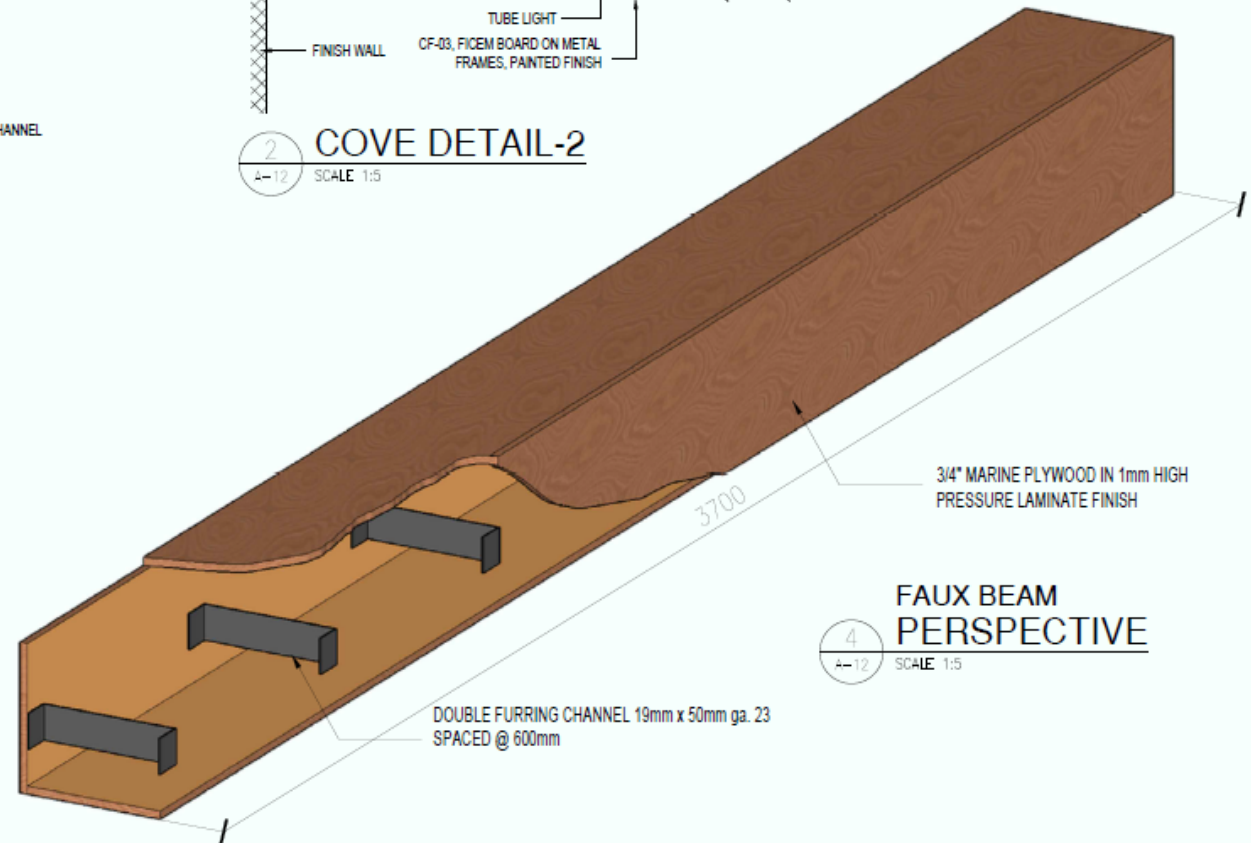
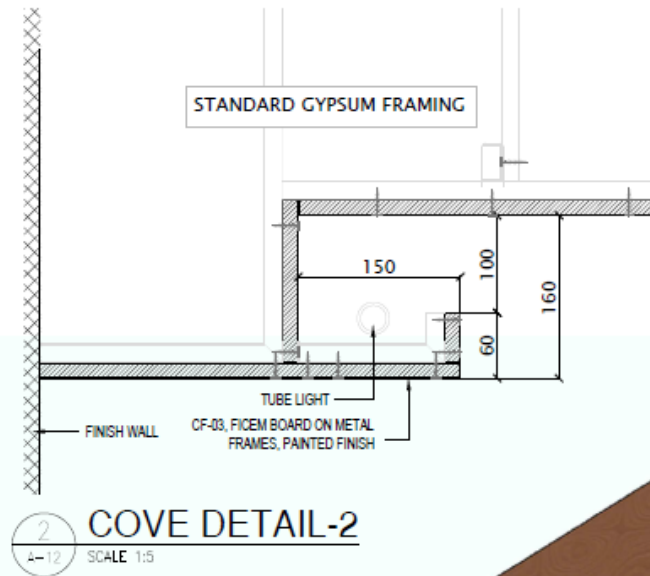
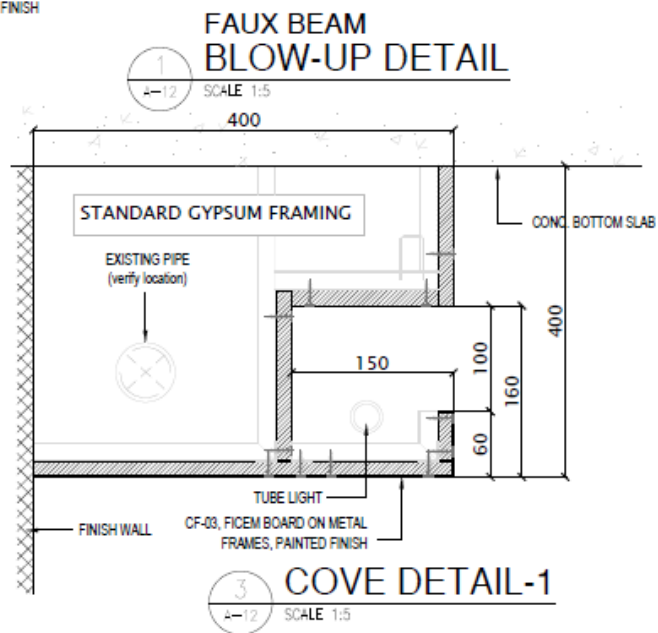
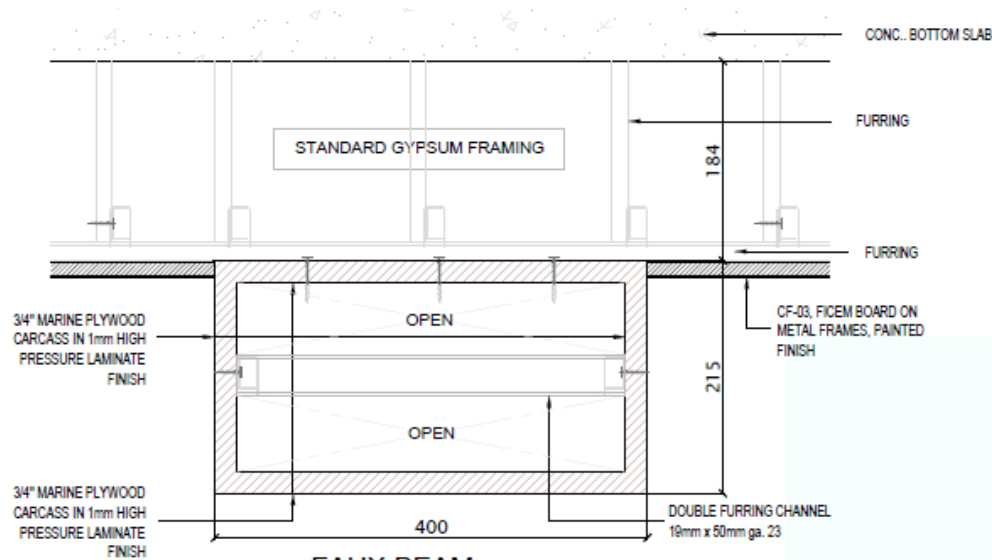
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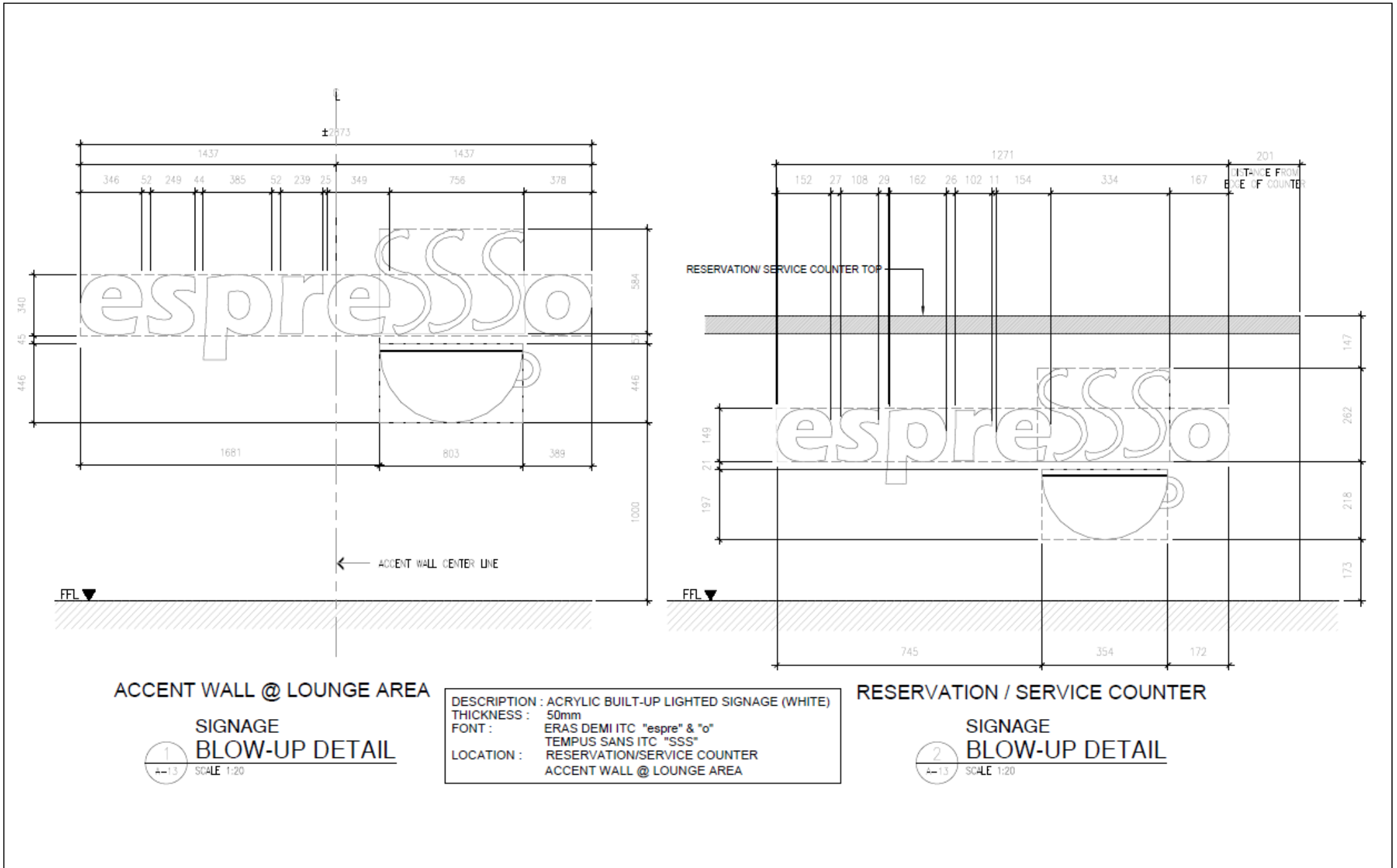


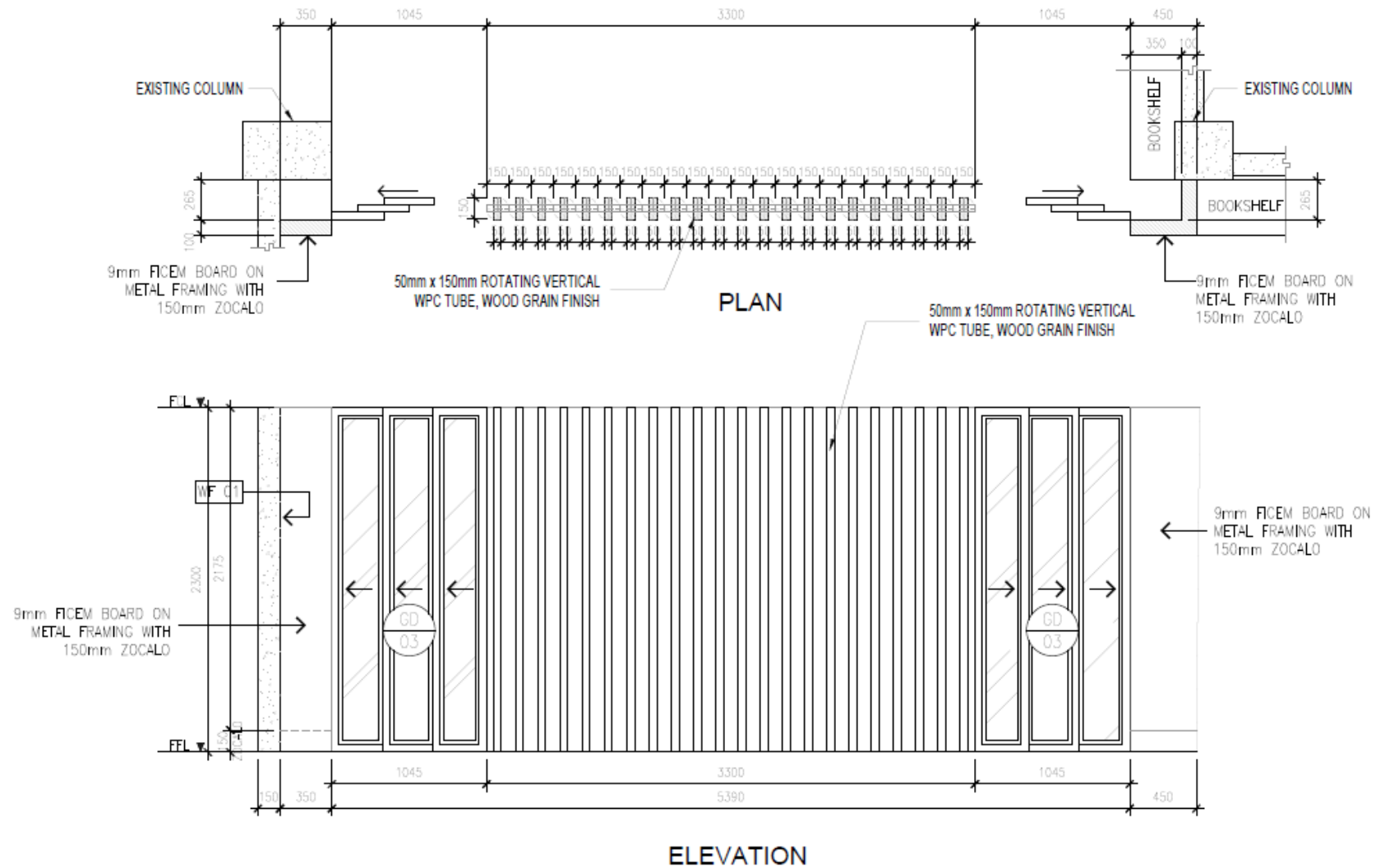
SECTION - 1

WALL TYPE	
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WF 04	300mmx300mm CERAMIC ACCENT WALL TILES
WF 05	50mmx100mm WOOD COMPOSITE TUBULAR COLUMN
WF 06	600mmx600mm CERAMIC WALL TILES PORCELAIN FINISH
WF 07	HIGH PRESSURE LAMINATE FINISH
WF 08	WPC INDOOR PANEL FINISH
FLOOR FINISH LEGEND	
FF 01	600mmx600mm HOMOGENOUS PORCELAIN FLOOR TILES
FF 02	600mmx600mm NON SKID PORCELAIN FLOOR TILES
CEILING FINISH LEGEND	
CF 01	EXISTING SLAB SOFFIT PAINTED IN BLACK
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CF 03	FIBER CEMENT BOARD ON METAL FRAMES, PAINTED FINISH
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CF 05	EXISTING SLAB SOFFIT IN SEMI GLOSS PAINT FINISH

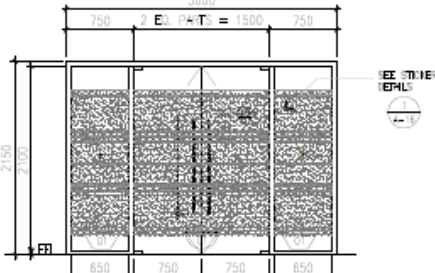
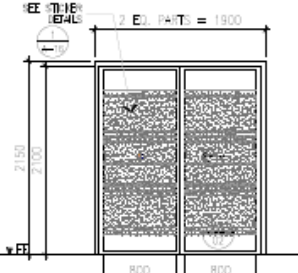
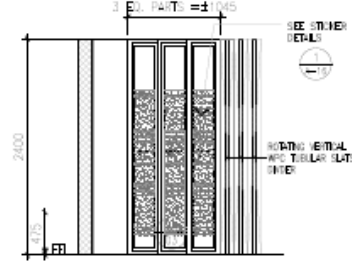
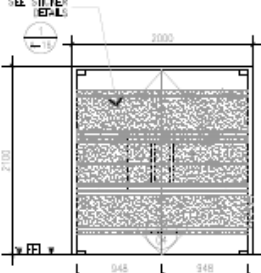
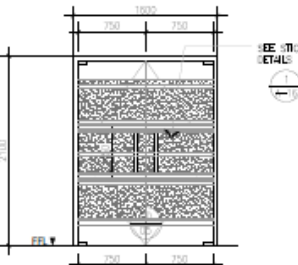
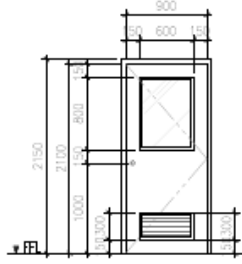
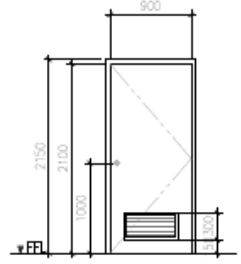
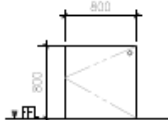




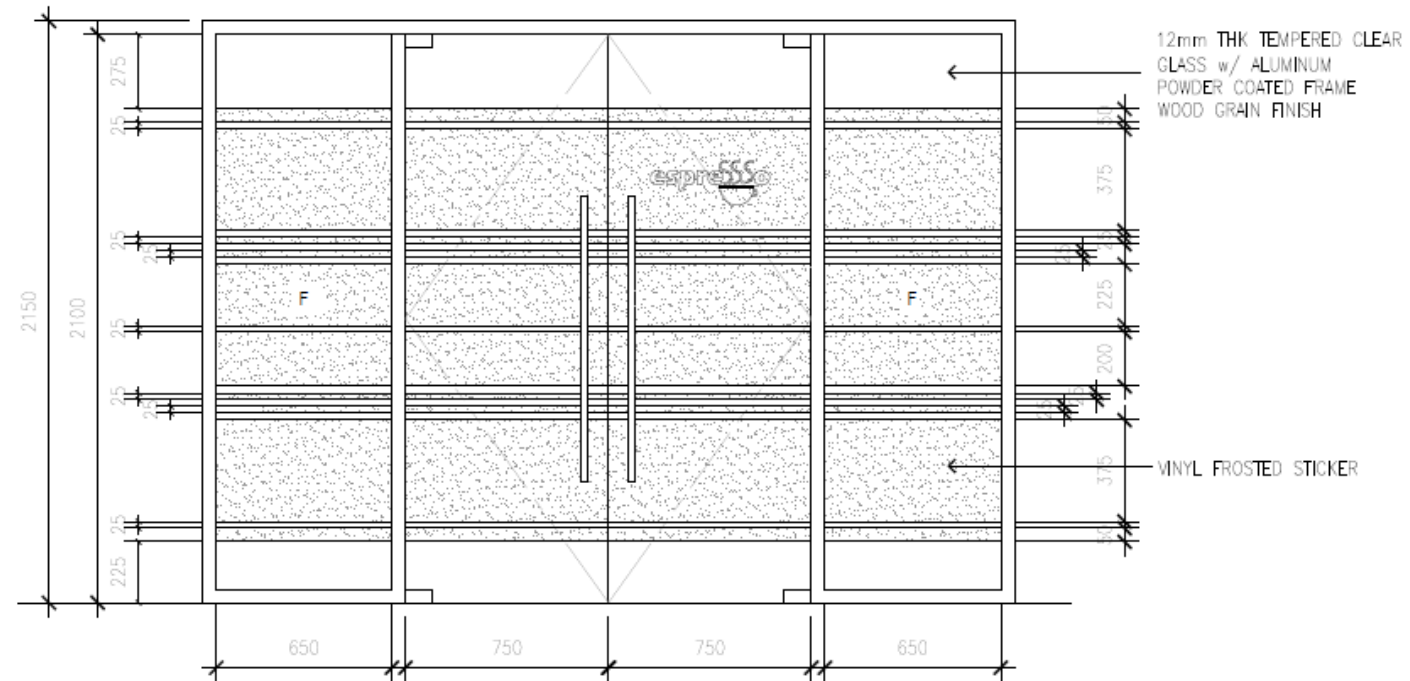






			
<p>DESIGNATION: GLASS DOOR 01</p> <p>DESCRIPTION: DOUBLE LEAF DOOR, 12mm THK TEMPERED CLEAR GLASS DOOR IN ALUMINUM POWDER COATED FRAME WOOD GRAIN FINISH w/ STAINLESS STEEL DOOR HANDLE H-TYPE COMPLETE w/ PATCH FITTINGS, HARDWARES &amp; ACCESSORIES</p> <p>2 SET/S</p> <p>LOCATION: LIBRARY ENTRANCE DOORS</p>	<p>DESIGNATION: GLASS PARTITION 01</p> <p>DESCRIPTION: 12mm THK TEMPERED CLEAR GLASS IN POWDER COATED ALUMINUM FRAME WOOD GRAIN FINISH w/ TRANSOM &amp; VINYL FROSTED STICKER AS SHOWN</p> <p>2 SET/S</p> <p>LOCATION: LIBRARY ENTRANCE DOORS</p>	<p>DESIGNATION: GLASS DOOR 02</p> <p>DESCRIPTION: 12mm THK TEMPERED CLEAR GLASS AUTOMATIC SLIDING DOOR WITH 12mm THK. TEMPERED CLEAR GLASS PANEL IN POWDER COATED ALUMINUM FRAME WOOD GRAIN FINISH, COMPLETE WITH HARDWARE AND ACCESSORIES, AND VINYL FROSTED STICKER AS SHOWN</p> <p>1 SET/S</p> <p>LOCATION: DOOR TO MUSEUM</p>	<p>DESIGNATION: GLASS DOOR 03</p> <p>DESCRIPTION: 12mm THK TEMPERED CLEAR GLASS SLIDING POCKET DOOR (FLUSHED) IN POWDER COATED ALUMINUM FRAME WOOD GRAIN FINISH, COMPLETE WITH HARDWARE AND ACCESSORIES, AND VINYL FROSTED STICKER AS SHOWN</p> <p>2 SET/S</p> <p>LOCATION: LOUNGE AREA</p>
			
<p>DESIGNATION: GLASS DOOR 05</p> <p>DESCRIPTION: DOUBLE LEAF DOOR, 12mm THK TEMPERED CLEAR GLASS DOOR IN ALUMINUM POWDER COATED FRAME WOOD GRAIN FINISH w/ STAINLESS STEEL DOOR HANDLE H-TYPE COMPLETE w/ PATCH FITTINGS, HARDWARES &amp; ACCESSORIES</p> <p>1 SET/S</p> <p>LOCATION: ENTRANCE LOBBY</p>	<p>DESIGNATION: WOOD DOOR 01</p> <p>DESCRIPTION: FLUSH TYPE HOLLOW CORE SINGLE LEAF WOOD DOOR WITH 6mm THK. FIXED GLASS VISION PANEL AND BOTTOM LOUVER, WITH LEVER TYPE LOCKSET, AND DOOR CLOSER, COMPLETE WITH HARDWARE AND ACCESSORIES</p> <p>1 SET/S</p> <p>LOCATION: KITCHEN STORAGE</p>	<p>DESIGNATION: WOOD DOOR 02</p> <p>DESCRIPTION: FLUSH TYPE HOLLOW CORE SINGLE LEAF WOOD DOOR, WITH BOTTOM LOUVER, LEVER TYPE LOCKSET, AND DOOR CLOSER, COMPLETE WITH HARDWARE AND ACCESSORIES</p> <p>2 SET/S</p> <p>LOCATION: TOILETS</p>	<p>DESIGNATION: WOOD DOOR 03</p> <p>DESCRIPTION: FLUSH TYPE, HOLLOW CORE, SINGLE LEAF WOOD BAR DOOR ON HPL FINISH, COMPLETE WITH HARDWARE AND ACCESSORIES</p> <p>1 SET/S</p> <p>LOCATION: SERVICE COUNTER</p>

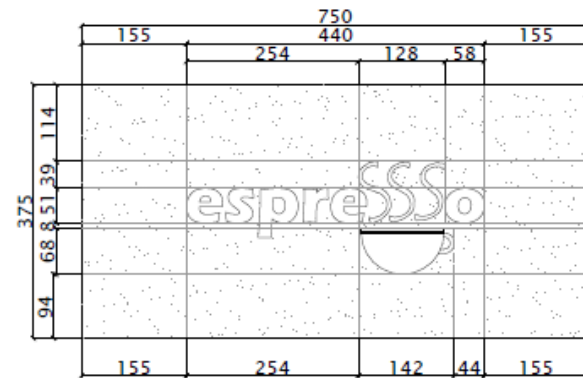
1 SCHEDULE OF DOORS  
SCALE 1:30



FROSTED STICKER DETAIL (TYPICAL)  
AT FIXED GLASS WALL & GLASS DOOR

1  
A-16

SCALE 1:30

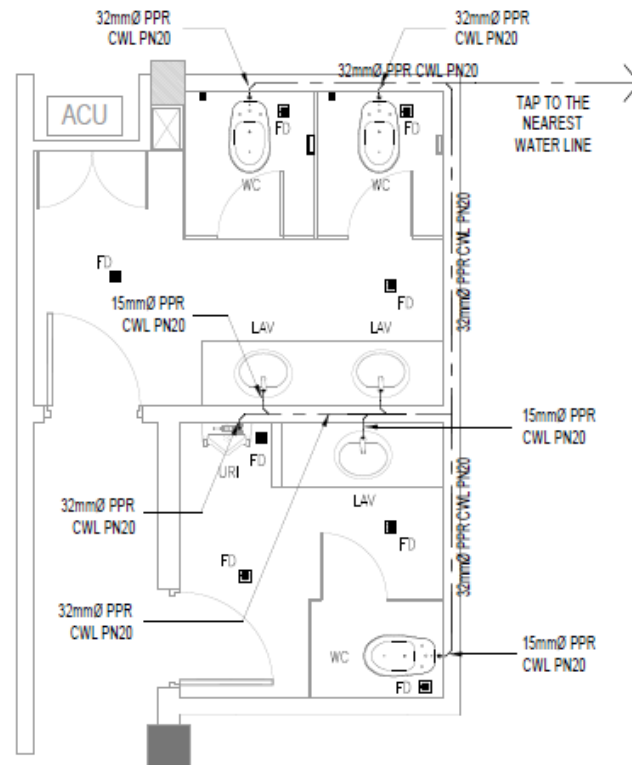


DESCRIPTION : 3M CUT-OUT STICKER ON VINYL FROSTED STICKER  
COLOR: WHITE  
FONT : ERAS DEMI ITC "espre" & "o"  
TEMPUS SANS ITC "SSS"  
LOCATION : LIBRARY ENTRANCE DOOR

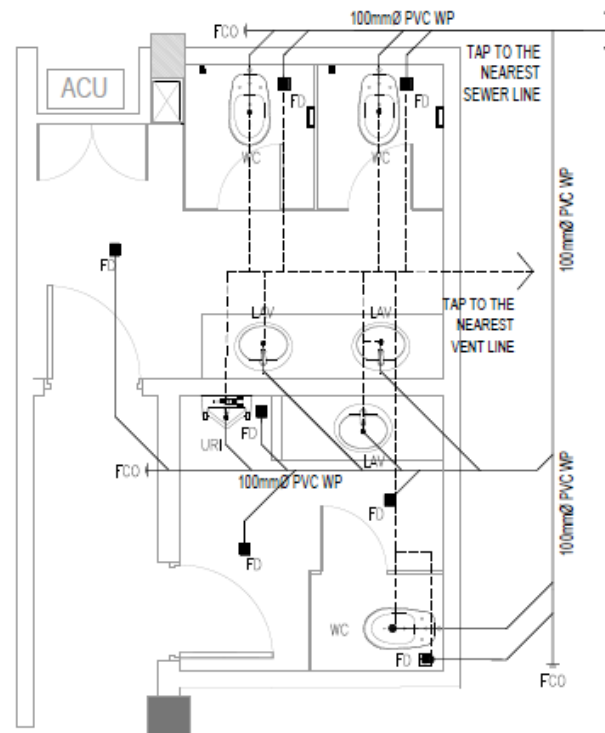
VINYL CUT-OUT STICKER (TYP.)  
AT GLASS DOOR SIGNAGE

2  
A-16

SCALE 1:30



1  
P-01  
TOILET (MALE & FEMALE)  
WATERLINE LAYOUT  
SCALE: 1:50



2  
P-01  
TOILET (MALE & FEMALE)  
SEWERLINE LAYOUT  
SCALE: 1:50

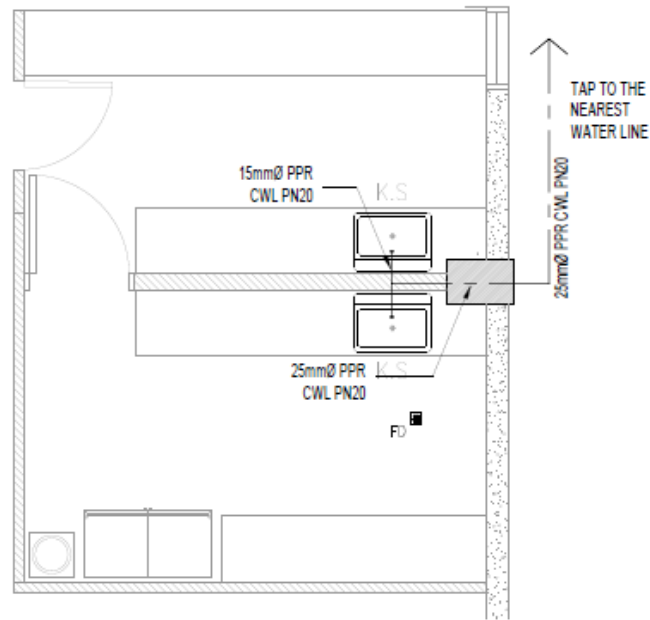
#### GENERAL NOTES

1. ALL PLUMBING WORKS INCLUDED HEREIN SHALL BE EXECUTED ACCORDING TO THE PROVISIONS OF THE NATIONAL PLUMBING CODE OF THE PHILIPPINES AND THE NATIONAL BUILDING CODE.
2. COORDINATE THE DRAWINGS WITH OTHER RELATED DRAWINGS AND SPECIFICATIONS REQUIRED BY THE ENGINEER OR ARCHITECT. SHALL BE NOTIFIED IMMEDIATELY OF ANY DISCREPANCY FOUND HEREIN.
3. GRADES OF HORIZONTAL PIPES  
RUN ALL HORIZONTAL PIPES IN PERFECT ALIGNMENT AND AT A FORM GRADE NOT LESS THAN 2 PERCENT (2%).
4. CHANGE IN DIRECTION  
ALL CHANGE IN DIRECTION SHALL BE MADE BY APPROPRIATE USE OF FORTY FIVE DEGREES (45°) WYES, LONG SWEEP QUARTER BENT, SIXTH-ELBOW OR SIXTEENTH BEND. WHEN THE CHANGE OF FLOW IS FROM HORIZONTAL TO VERTICAL, A SINGLE BENT COMBINATION MAYBE USED ON VERTICAL STACKS AND SHORT QUARTER BENDS MAYBE USED ON WASTE LINE, TEE, AND CROSSES MAYBE USED IN BENT PIPES.
5. PROHIBITED FITTINGS  
NO DOUBLE HUB OR TEE BRANCH SHALL BE USED ON HORIZONTAL SOIL AND WASTE LINES, THE DRILLINGS AND TAPPING OF HOUSE DRAIN, WASTE OR BENT PIPES AND USED OF SADDLE HUB AND BENT ARE PROHIBITED.
6. PIPE CLEAN-OUTS  
PROVIDE CLEAN-OUTS UNDER THE FOLLOWING CONDITIONS:  
a) EVERY CHANGE OF HORIZONTAL DIRECTION EXCEEDING TWENTY TWO (22°) AND ONE-HALF DEGREES (22 1/2°).  
b) ONE AND ONE-HALF METERS (1.50m) INSIDE THE PROPERTY LINES BEFORE THE HOUSE DRAINAGE CONNECTION.  
c) EVERY FIVE METERS (5.00) IN HORIZONTAL RUN OF PIPES.  
d) AT THE END OF ANY HORIZONTAL PIPES LINES.
7. PROVIDE 50mm Ø P-TRAP FOR EVERY 100mm X 100mm FLOOR DRAIN & PROVIDE STOP COCK FOR EVERY TOILET AND BATH FIXTURES.
8. ALL EXPOSED PIPES AND FITTINGS SHALL BE POLYVINYL CHLORIDE PIPES SERIES 1000 UNLESS OTHERWISE INDICATED.
9. ALL MAIN VERTICAL SOIL STACK AND WASTE STACK PIPE SHALL BE EXTENDED IN FULL SIZE ABOVE THE FLOOR LINE AS VENTS EXCEPT OTHERWISE SPECIALLY INDICATED.
10. SIZES OF WATER SUPPLY PIPES TO FIXTURES SHALL BE IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
11. MATERIALS TO BE USED SHALL BE IN ACCORDANCE WITH THE MATERIAL SPECIFICATIONS SET BY THE SOCIAL SECURITY SYSTEM GUIDELINES.
12. THE CONTRACTOR SHALL VERIFY ALL EXISTING UTILITIES AT SITE AND COORDINATE THE WORKS WITH THE SEWER LINE EFFLUENT DISPOSAL POINT AND WATER LINE SERVICE CONNECTING POINT.
13. ALL PLUMBING WORKS SHALL BE UNDER THE SUPERVISION OF LICENSED MASTER PLUMBER OR SANITARY ENGINEER AND A LICENSED PLUMBING CONTRACTOR.

#### LEGEND & SYMBOLS

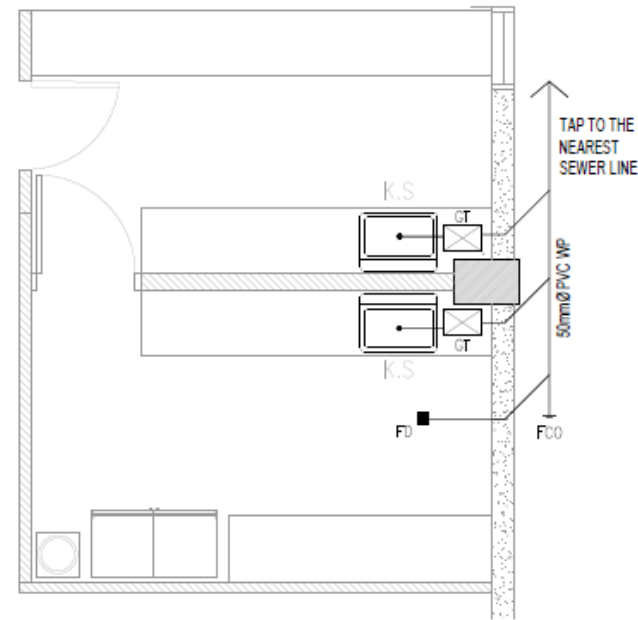
	WATER CLOSET		ONE-ELBOW		FLOOR CLEAN OUT
	URINAL		FLOOR DRAIN		PVC SOIL PIPE
	LAVATORY		GATE VALVE		PVC WASTE PIPE
	KITCHEN SINK		CHECK VALVE		DP / DRAIN PIPE
			COLD WATER LINE		
			PVC WASTE PIPE		

ABBREVIATIONS  
H = HOLE  
DS = DOWN SPOUT



**SERVICE COUNTER & KITCHENTTE  
WATERLINE LAYOUT**

1  
P-02 SCALE 1:50



**SERVICE COUNTER & KITCHENTTE  
SEWERLINE LAYOUT**

2  
P-02 SCALE 1:50

#### GENERAL NOTES

1. ALL PLUMBING WORKS INCLUDED HEREIN SHALL BE EXECUTED ACCORDING TO THE PROVISIONS OF THE NATIONAL PLUMBING CODE OF THE PHILIPPINES AND THE NATIONAL BUILDING CODE.
2. COORDINATE THE DRAWINGS WITH OTHER RELATED DRAWINGS AND SPECIFICATIONS REQUIRED THE ENGINEER OR ARCHITECT SHALL BE NOTIFIED IMMEDIATELY OF ANY DISCREPANCY FOUND HEREIN
3. GRADES OF HORIZONTAL PIPINGS  
RUN ALL HORIZONTAL PIPINGS IN PERFECT ALIGNMENT AND AT A FORM GRADE NOT LESS THAN 2 PERCENT (2%).
4. CHANGE IN DIRECTION  
ALL CHANGE IN DIRECTION SHALL BE MADE BY APPROPRIATE USE OF FORTY FIVE DEGREES (45°) WYES, LONG SWEEP QUARTER BENT, SIXTH-BOGT OR SIXTEENTH BEND, WHEN THE CHANGE OF FLOW IS FROM HORIZONTAL TO VERTICAL A SINGLE BENT COMBINATION MAYBE USED ON VERTICAL STACKS AND SHORT QUARTER BENDS MAYBE USED ON WASTE LINE, TEE, AND CROSSES MAYBE USED IN BENT PIPES.
5. PROHIBITED FITTINGS  
NO DOUBLE HUB OR TEE BRANCH SHALL BE USED ON HORIZONTAL SOLAND WASTE LINES, THE DRILLINGS AND TAPPING OF HOUSE DRAIN, WASTE OR BENT PIPES AND USED OF SADDLE HUB AND BENT ARE PROHIBITED.
6. PIPE CLEAN-OUTS  
PROVIDE CLEAN-OUTS UNDER THE FOLLOWING CONDITIONS:  
a) EVERY CHANGE OF HORIZONTAL DIRECTION EXCEEDING TWENTY TWO AND ONE-HALF DEGREES (22 1/2°)  
b) ONE AND ONE-HALF METERS (1.50m) INSIDE THE PROPERTY LINES BEFORE THE HOUSE DRAINAGE CONNECTION.  
c) EVERY FIVE METERS (5.00) IN HORIZONTAL RUN OF PIPES.  
d) AT THE END OF ANY HORIZONTAL PIPES LINES.
7. PROVIDE 60mmØ P-TRAP FOR EVERY 100mm X 100mm FLOOR DRAIN & PROVIDE STOP COCK FOR EVERY TOILET AND BATH FIXTURES
8. ALL EXPOSED PIPES AND FITTINGS SHALL BE POLYVINYL CHLORIDE PIPES SERIES 1000 UNLESS OTHERWISE INDICATED
9. ALL MAIN VERTICAL SOIL STACK AND WASTE STACK PIPE SHALL BE EXTENDED IN FULL SIZE ABOVE THE FLOOR LINE AS VENTS EXCEPT OTHERWISE SPECIALLY INDICATED
10. SIZES OF WATER SUPPLY PIPES TO FIXTURES SHALL BE IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS
11. MATERIALS TO BE USED SHALL BE IN ACCORDANCE WITH THE MATERIAL SPECIFICATIONS SET BY THE SOCIAL SECURITY SYSTEM GUIDELINES.
12. THE CONTRACTOR SHALL VERIFY ALL EXISTING UTILITIES AT SITE AND COORDINATE THE WORKS WITH THE SEWER LINE EFFLUENT DISPOSAL POINT AND WATER LINE SERVICE CONNECTING POINT
13. ALL PLUMBING WORKS SHALL BE UNDER THE SUPERVISION OF LICENSED MASTER PLUMBER OR SANITARY ENGINEER AND A LICENSED PLUMBING CONTRACTOR.

#### LEGEND & SYMBOLS

	WATER CLOSET		FLOOR DRAIN		FLOOR CLEAN OUT
	URINAL		GATE VALVE		PVC SOIL PIPE
	LAVATORY		CHECK VALVE		PVC WASTE PIPE
	KITCHEN SINK		COLD WATER LINE		DP / DRAIN PIPE
			PVC VENT PIPE		

ABBREVIATIONS  
 HB - HOLE HUB  
 DS - DOWN SPOUT



















## GENERAL NOTES

1. ALL ELECTRICAL WORKS HEREIN SHALL BE DONE IN ACCORDANCE WITH THE PROVISIONS OF THE LATEST EDITION OF THE PHILIPPINE ELECTRICAL CODE (PEC), LAWS AND ORDINANCES OF THE LOCAL CODE ENFORCING AUTHORITIES AND REQUIREMENT OF THE LOCAL POWER AND TELEPHONE COMPANY.
2. SERVICE POWER SHALL BE 230 VOLTS, THREE PHASE, 3 WIRES, 60 HZ + GROUND.
3. SMALLEST BRANCH CIRCUIT WIRE SHALL BE 3.5 MM<sup>2</sup> THHN FOR POWER AND LIGHTING AND SHALL BE INSULATED FOR 600 VOLTS.
4. WHENEVER NECESSARY PROVIDE PULL BOX OF PROPER SIZE AND DIMENSION ALTHOUGH NOT INDICATED IN THE PLAN.
5. ALL BRANCH CIRCUIT SHALL BE INSTALLED AS INDICATED IN THE PLAN, INDIVIDUAL BRANCH CIRCUIT HOMERUNS SHALL NOT BE COMBINED IN THE SAME CONDUIT.
6. ALL SWITCHES, PANEL BOARDS, LIGHTING FIXTURES AND ALL NON-CURRENT CARRYING METAL PARTS SHALL BE PROPERLY GROUNDED IN ACCORDANCE WITH THE LATEST EDITION OF THE PEC.
7. ROUGHING-IN CONDUITS SHALL BE OF APPROVED TYPE AND APPLICATION, RSC EXPOSED, IMC AND PVC FOR LATERAL AND EMBEDDED LAY-OUT.
8. THE ELECTRICAL CONTRACTOR IS REQUIRED TO VISIT AND SURVEY THE SITE TO ASCERTAIN THE LOCAL CONDITION THAT MAY AFFECT DURING THE IMPLEMENTATION OF THE PROJECT.
9. ALL AREA AFFECTED BY THE CHIPPING/REMOVAL WORKS SHALL BE PATCHED OR RESTORED TO ITS ORIGINAL AESTHETIC CONDITION.
10. MOUNTING HEIGHTS SHALL BE AS FOLLOWS:
 

PANELBOARD	---	1.40 m ABOVE FINISHED FLOOR
SWITCHES	---	1.40 m ABOVE FINISHED FLOOR
CONVENIENCE OUTLETS	---	0.30 m ABOVE FINISHED FLOOR (FOR WALL MOUNTED)
	---	MODULAR RACEWAY (ON MODULAR WORKSTATIONS)
11. ALL ELECTRICAL WORKS HEREIN SHALL BE DONE UNDER THE SUPERVISION OF DULY LICENSED ELECTRICAL ENGINEER OR MASTER ELECTRICIAN.

## SYMBOLS & LEGEND:

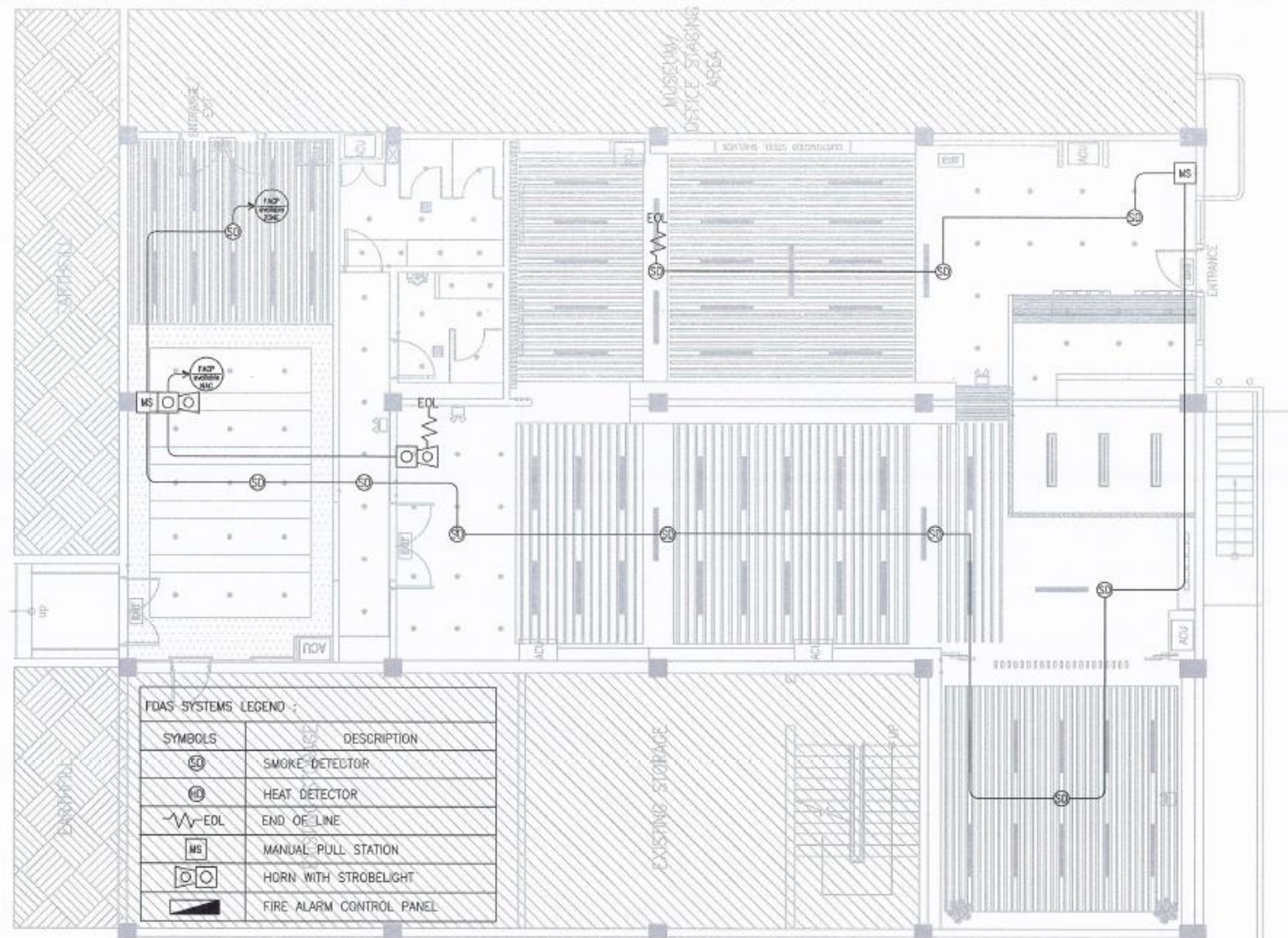
-  DUPLEX CONVENIENCE OUTLET, 3 PRONG, PARALLEL SLOT WITH GROUND, 15A, 2P 230V BY UPS POWER IN FLUSH MOUNTED TYPE WITH OFF-WHITE PLATE COVER
-  DUPLEX CONVENIENCE OUTLET, 3 PRONG, PARALLEL SLOT WITH GROUND, 15A, 2P 230V BY NORMAL POWER IN FLUSH MOUNTED TYPE WITH BEIGE PLATE COVER
-  SURFACE MOUNTED LED DOWNLIGHT FIXTURES, BULB: GU10 (REPLACEABLE BULB), DIMENSIONS: Ø 73MM X 120MM, COLOR: BLACK I WHITE, WATTAGE: 9-12WATTS, REFLECTOR: BLACK, IP RATING: IP20, MATERIAL: ALUMINUM COLOR TEMPERATURE: COOLWHITE 4000K
-  HANGING & SURFACE MOUNTED LED T8 PANEL FIXTURE, T8: 18WATTS (REPLACEABLE BULB), IP RATING: IP20, MATERIAL: PC+IRON, REFLECTOR: REFLECTIVE PAPER, COLOR: BLACK I WHITE, CUTOUT: 80MM, DIMENSIONS: LENGTH: 1233MM, WIDTH: 60MM, HEIGHT: 53MM, COLOR TEMPERATURE: COOLWHITE 4000K
-  LED TRACK LIGHT, LED TRACK LIGHT FIXTURES WITH 4 X 7 WATTS (REPLACEABLE BULB), COLOR: BLACK, COLOR TEMPERATURE: COOLWHITE 3000K
-  COVE LIGHT LED STRIP, LED STRIP: 3000K, 12V, 12WATTS, COLOR TEMPERATURE: WARMWHITE 3000K
-  EMERGENCY LIGHT, 2X3-5W MIN. LED, 220V, SEALED LEAD ACID BATTERY
-  ENTRANCE/EXIT LIGHT 3-5WATTS (MINIMUM) LED, 220VAC,
-  EXHAUST FAN, CEILING MOUNTED, 55-WATTS MIN., 90-120CFM MIN., 230V, 60HZ., WITH GRILL SHUTTER/ LOUVER OR ITS APPROVED TYPE EQUIVALENT
-  DISTRIBUTION PANEL
-  ECB, NEMA 3R ENCLOSURE, INDUSTRIAL TYPE (OUTDOOR)
-  ONE GANG SWITCH, SINGLE POLE 15A, 250 V FLUSH TYPE (NATIONAL/PANASONIC BRAND)
-  TWO GANG SWITCH, SINGLE POLE 15A, 250 V FLUSH TYPE (NATIONAL/PANASONIC BRAND)
-  THREE GANG SWITCH, SINGLE POLE 15A, 250 V FLUSH TYPE (NATIONAL/PANASONIC BRAND)
-  CIRCUIT DESIGNATION
-  BRANCH CIRCUIT HOMERUN











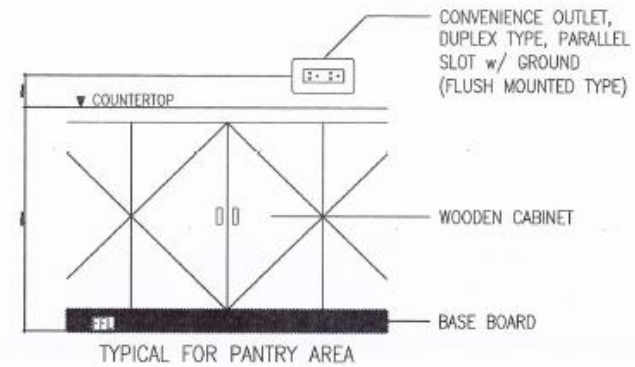
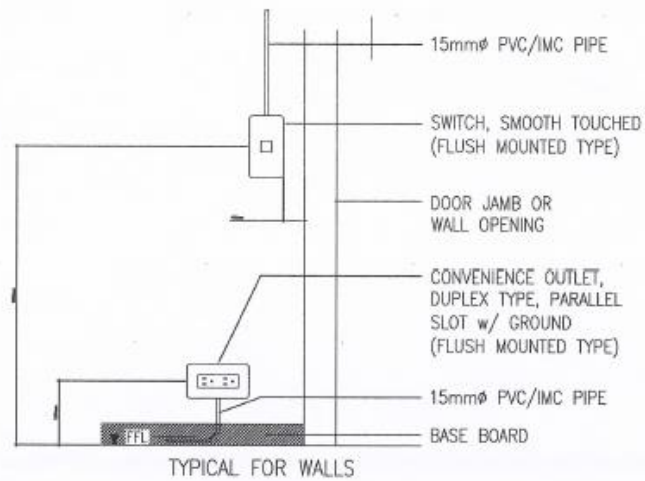
# PROPOSED SMOKE DETECTOR LAYOUT

1  
EE-07

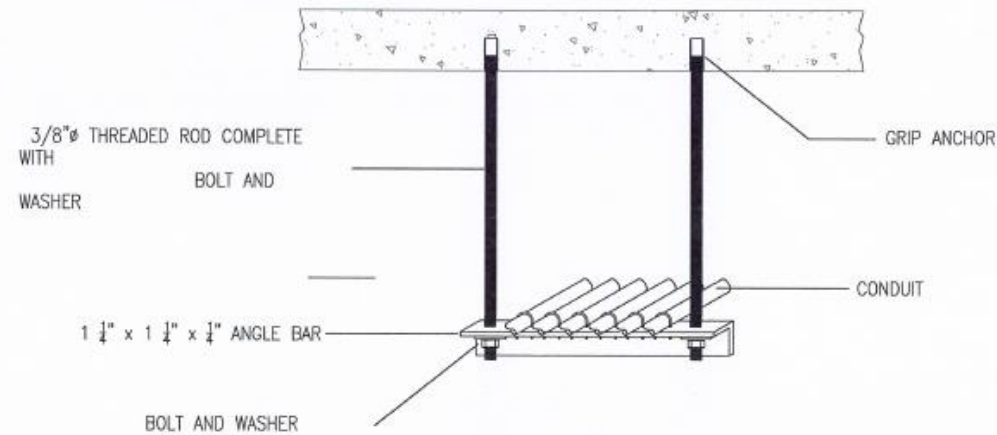
SCALE : 1:100M

*Signature*





### CONDUIT HANGER/SUPPORT



## GENERAL NOTES: MECHANICAL WORKS

1. ALL MECHANICAL DESIGN AND INSTALLATION WORKS SHALL BE IN ACCORDANCE WITH THE LATEST ASHRAE, SMACNA STANDARDS, PSME CODE, NATIONAL BUILDING CODE AND THE CITY ORDINANCES.
2. THE TOTAL SCOPE OF WORK SHALL INCLUDE ALL WORKS DESCRIBED IN PLANS AND LISTED IN THE TECHNICAL SPECIFICATIONS FOR MECHANICAL WORKS.
3. THE WORKS SHALL BE EXECUTED IN CLOSE COORDINATION WITH ALL TRADES SUPERVISED BY ENGINEERING PRACTITIONER.
4. ALL AIR CONDITIONED SPACES SHALL BE MAINTAINED AT 24°C TO 25°C Db @ 50% ±5 RH.
5. CONTRACTOR/SUPPLIER SHALL INSTALL ALL EQUIPMENT IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATION.
6. THIS CONTRACTOR SHALL BE RESPONSIBLE FOR ALL THE BALANCING, TESTING AND COMMISSIONING OF THE WHOLE VENTILATION AND AIR CONDITIONING SYSTEM AS INSTALLED.
7. ALL POWER WIRINGS UP TO CIRCUIT BREAKER SHALL BE BY ELECTRICAL CONTRACTOR AND FROM CIRCUIT BREAKER TO EQUIPMENT BY MECHANICAL CONTRACTOR, SEE NOTE UNDER SEQUENCE OF OPERATION.
8. VERIFY LOCATION OF THERMOSTAT IN COORDINATION TO ARCHITECTURAL LOCATION.
9. PROVIDE PIPE SLEEVES FOR ALL PIPING PASSING THROUGH BUILDING STRUCTURE.
10. PIPE INSULATION SHALL BE 15mm THK ELASTOMERIC RUBBER FOR DRAIN LINES AND 25mm THK ELASTOMERIC RUBBER WITH VAPOR BARRIER FOR REFRIGERANT LINES.
11. PIPE ALL EQUIPMENT CONDENSATE DRAIN LINE TO THE NEAREST FLOOR DRAIN, DRAIN STUB-OUT OR CATCH BASIN PROVIDED BY THE PLUMBING CONTRACTOR. USE MINIMUM OF 25mm, POC DRAIN LINE.
12. ALL REFRIGERANT PIPE SHALL BE TYPE "L" HARD DRAWN COPPER TUBING FOR 5TR AND TYPE "M" FOR BELOW 5TR.
13. PITCH ALL HORIZONTAL REFRIGERATION LINE WITH A MINIMUM OF 13mm IN 3m IN THE DIRECTION OF REFRIGERANT FLOW.
14. PROVIDE OIL TRAP WHEN EVER FAN COIL UNIT ELEVATION IS BELOW THE ACCU.
15. USE THE NEXT BIGGER SIZE REFRIGERANT PIPE WHEN THE TOTAL EQUIVALENT LENGTH IS MORE THAN 25M.
16. ALL INCIDENTAL MATERIALS AND SERVICES ESSENTIAL TO THE COMPLETION OF THE PROJECT SHALL BE PROVIDED AND RENDERED AT THE CONTRACTOR'S LIABILITY AND RESPONSIBILITIES.
17. APPROPRIATE MOUNTING AND SUPPORTS SHALL BE PROVIDED TO RIGIDLY SECURE ALL INSTALLATION
18. PROVIDE FLEXIBLE PIPE CONNECTION FROM EXHAUST FAN TO EXHAUST PIPE. VENT CAP TO BE INSTALLED AT THE END OF THE EXHAUST PIPE AT THE EXTERIOR OF THE BUILDING.

## MECHANICAL LEGEND & ABBREVIATION

ACCU	AIR-COOLED CONDENSING UNIT	●●	REFRIGERANT PIPE RISER	EF	EXHAUST FAN
FCU	FAN COIL UNIT	CHWP	CHILLED WATER PIPE	AC	AIR CURTAIN
←	AIR FLOW	S/R	SUPPLY/RETURN	CFM	CUBIC FEET PER MINUTE
□	AIR-COOLED CONDENSING UNIT	KW	KILOWATTS	PH	PHASE
⊠	FAN COIL UNIT	V	VOLTS	HZ	HERTZ
⊠	EQUIPMENT NUMBER	HP	HORSE POWER	N	BRAND NEW UNIT

## EQUIPMENT SCHEDULE: FAN COIL UNITS

DESIGNATION	DESCRIPTION	COOLING CAPACITY				BLOWER FAN DATA				LOCATION		REMARKS
		TR/HP	BTU/HR	DRIVE	VOLT	PHASE	HERTZ	FLOOR	AREA SERVED			
FCU 101	FLOOR MOUNTED CHW FCU	3 TR	36000	DIRECT	220	1	60	BSMNT	LOBBY			EXISTING UNIT
FCU 102	FLOOR MOUNTED CHW FCU	3 TR	36000	DIRECT	220	1	60	BSMNT	LOUNGE			EXISTING UNIT
FCU 103	FLOOR MOUNTED CHW FCU	3 TR	36000	DIRECT	220	1	60	BSMNT	RESERVATION/ SERVICE COUNTER			EXISTING UNIT
FCU 104	FLOOR MOUNTED INVERTER	3 TR	36000	DIRECT	220	1	60	BSMNT	LOBBY			EXISTING UNIT
FCU 105	FLOOR MOUNTED INVERTER	3 TR	36000	DIRECT	220	1	60	BSMNT	LOUNGE			EXISTING UNIT
FCU 106	FLOOR MOUNTED INVERTER	3 TR	36000	DIRECT	220	1	60	BSMNT	LOUNGE			EXISTING UNIT
FCU 107	WALL MOUNTED INVERTER	3 TR	36000	DIRECT	220	1	60	BSMNT	LOUNGE			EXISTING UNIT FOR RELOCATION

## EQUIPMENT SCHEDULE: AIR-COOLED CONDENSING UNITS

DESIGNATION	AIR DISCHARGE	CONDENSER DATA						REFRIGERANT PIPE SIZE		BREAKER DATA			SERIAL NUMBER	LOCATION		REMARKS
		NO. OF FAN	DRIVE	VOLT	PHASE	HERTZ	SUCTION	DISCHARGE	AT	PHASE	kA/IC	FLOOR		AREA		
ACCU 104	HORIZONTAL	1	DIRECT	220	1	60	TBD	TBD	40	1	18	TBD	BSMNT	ACCU LEDGE	EXISTING UNIT FOR RELOCATION	
ACCU 105	HORIZONTAL	1	DIRECT	220	1	60	TBD	TBD	40	1	18	TBD	BSMNT	ACCU LEDGE	EXISTING UNIT	
ACCU 106	HORIZONTAL	1	DIRECT	220	1	60	TBD	TBD	40	1	18	TBD	BSMNT	ACCU LEDGE	EXISTING UNIT	
ACCU 107	HORIZONTAL	1	DIRECT	220	1	60	TBD	TBD	40	1	18	TBD	BSMNT	ACCU LEDGE	EXISTING UNIT	

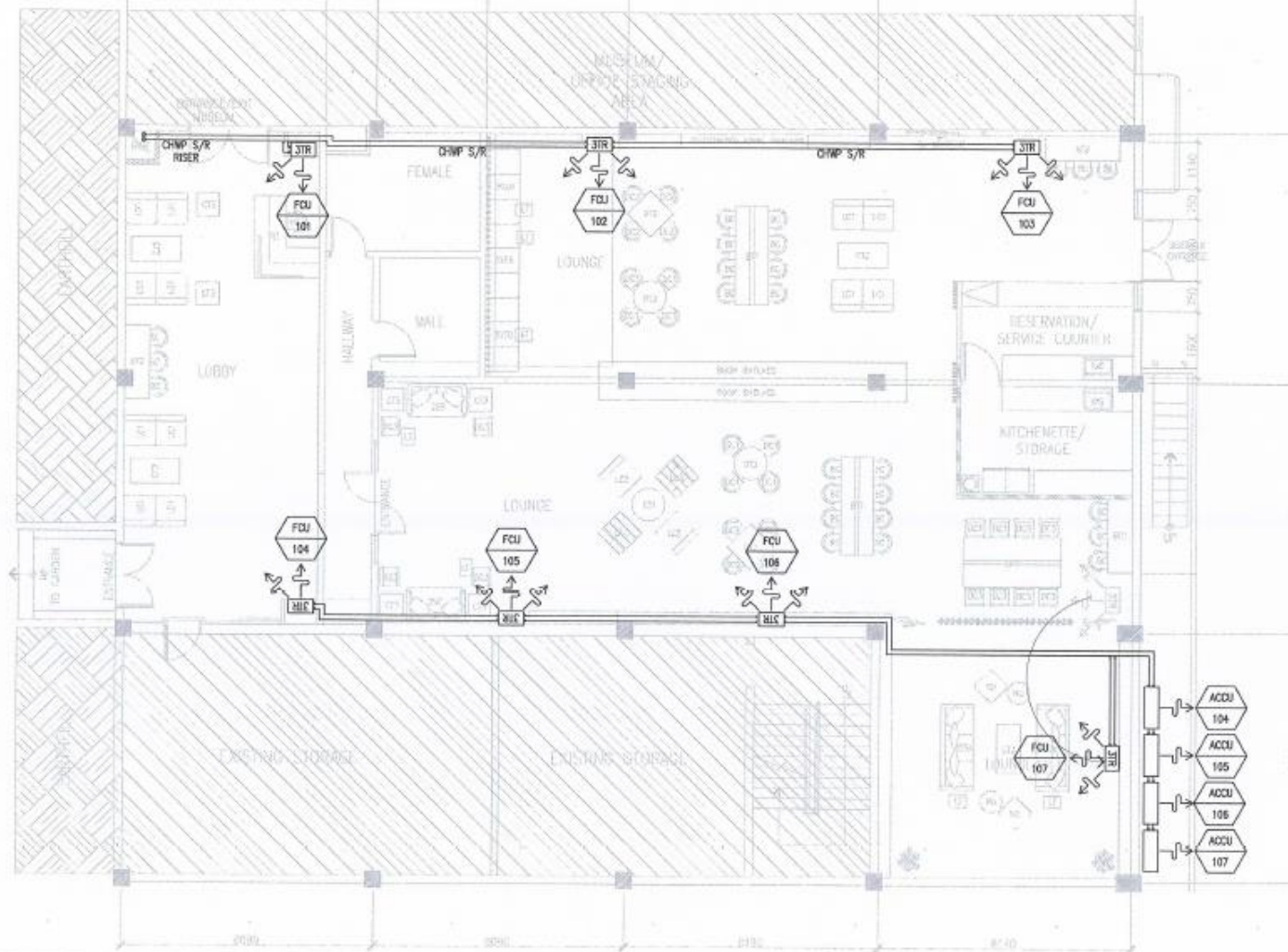


## GENERAL NOTES & EQUIPMENT SCHEDULE

SCALE NTS







1 PROPOSED MECHANICAL LAYOUT  
M-03 SCALE 1:125

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

PROJECT : RENOVATION AT SSS MAIN BUILDING - ESPRESSO CAFÉ-LIBRARY  
 LOCATION : Ground Floor, SSS Main Building, East Avenue, Diliman, Quezon City  
 ITB-SSS-CIVIL-2025-

BILL OF QUANTITIES FORM

ITEM	DESCRIPTION	QTY.	UNIT	MATERIALS		LABOR & EQUIPMENT		MOB. /	TOTAL	MARK-UP	VAT	TOTAL COST
				UNIT COST	TOTAL	UNIT COST	TOTAL	DEMOB.	DIRECT COST			
(A)	(B)	(C)	(D)	(E)	(F) = (C) * (E)	(G)	(H) = (C) * (G)	(I) = % * (F+H)	(J) = (F+H+I)	(K) = % * (J)	(L) = % * (J+K)	(M) = (J+K+L)
<b>I.</b>	<b>GENERAL REQUIREMENTS / SITE PREPARATION</b>											
1.1	Reproduction of construction plans and preparation/printing of signed-and-sealed as-built plans	1.00	lot		-		-		-		-	-
1.2	Temporary board-up/site enclosure using ficem board on metal studs, protective covering for furniture/equipment and other safety requirements (i.e. signages)	1.00	lot		-		-		-		-	-
1.3	Demolition/Dismantling/Stripping/Removal of existing floor tiles, walls/partitions, ceiling, doors, cabinets, toilets fixtures, waterline & sanitary plumbing roughing-ins & other items affected by the renovation works	1.00	lot		-		-		-		-	-
1.4	Hauling & Disposal of debris, waste/unusable materials, etc.	1.00	lot		-		-		-		-	-
	<b>Subtotal I - GENERAL REQUIREMENTS / SITE PREPARATION</b>											-
<b>II.</b>	<b>CIVIL-ARCHITECTURAL WORKS</b>											
<b>1</b>	<b>Architectural Finishes</b>											
<b>1.1</b>	<b>Floor/Wall tiles</b>											
1.1.1	Supply & installation, Floor Tiles, 600mm x 600mm, Homogeneous Porcelain Tiles (Main Area)	338.80	sq.m.		-		-		-		-	-
1.1.2	Supply & installation, Floor Tiles, 600mm x 600mm, Non-skid Porcelain Tiles (Toilet M/F)	18.70	sq.m.		-		-		-		-	-
1.1.3	Supply & installation, Wall tiles, 600mm x 600mm, Homogenous Porcelain wall tiles (Toilet M/F)	48.80	sq.m.		-		-		-		-	-
<b>1.20</b>	<b>Painting Works</b>											
1.2.1	Painting of Ceiling (Main Area, Toilet, Lobby)	363.83	sq.m.		-		-		-		-	-
1.2.2	Painting of Masonry Walls	272.50	sq.m.		-		-		-		-	-
1.2.3	Painting of DryWall partitions	53.85	sq.m.		-		-		-		-	-
<b>1.3</b>	<b>Special Wall Finishes</b>											
1.3.1	Supply & Installation, Feature Wall on High Pressure Laminated finish (lobby area)	10.00	sq.m.		-		-		-		-	-
1.3.2	Supply & Installation, 300mm x 300mm Ceramic Accent Wall Tiles (Service Counter)	6.00	sq.m.		-		-		-		-	-
1.3.3	Supply & Installation of Wainscot accent wall on 18mm THK Marine plywood in high pressure laminated finish (lobby area)	24.62	sq.m.		-		-		-		-	-
1.3.4	Supply & Installation, wpc indoor panel (to bar counter)	3.65	sq.m.		-		-		-		-	-
<b>2</b>	<b>Masonry/ Concreting</b>											
2.1	Masonry wall partition, 4" Concrete Hollow block (CHB) laying including plastering (Male toilet)	2.00	sqm		-		-		-		-	-

2.2	Supply and Installation, Concrete counter and Concrete Hollow block (CHB) for undercounter cabinet partition/perimeter enclosure (Service counter)	1.00	set		-		-		-		-	-
2.3	Supply and Installation, Concrete counter and Concrete Hollow block (CHB) for undercounter cabinet partition/perimeter enclosure (Kitchen counter)	2.00	sets		-		-		-		-	-
2.4	Supply and Installation, Concrete counter and Concrete Hollow block (CHB) for undercounter cabinet partition/perimeter enclosure (Female toilet)	1.00	set		-		-		-		-	-
2.5	Supply and Installation, Concrete counter and Concrete Hollow block (CHB) for undercounter cabinet partition/perimeter enclosure (Male toilet)	1.00	set		-		-		-		-	-
<b>3</b>	<b>Carpentry Works</b>											
<b>3.1</b>	<b>Ceiling Works</b>											
3.1.1	Supply & Installation, 6mm thick Fiber cement board ceiling on suspended metal furring system (Toilet M/F, lobby, Main area)	200.27	sq.m.		-		-		-		-	-
3.1.2	Supply & Installation, Decorative Metal Ceiling, 2" x 4" Aluminum Tubular pre-painted including brackets/hangers (Library area, Lounge area)	146.16	sq.m.		-		-		-		-	-
<b>3.2</b>	<b>Special Ceiling Works</b>											
3.2.1	Supply & Installation, 200mm x 400mm Faux Beam including framing on high pressure laminated finish (Lobby area)	5.00	sets		-		-		-		-	-
<b>3.3</b>	<b>Partitions</b>											
3.3.1	Supply & Installation, double face drywall partition using fiber cement board on metal framing	53.85	sq.m.		-		-		-		-	-
<b>3.4</b>	<b>Cabinetry</b>											
3.4.1	Supply & Installation, Overhead Cabinet, Duco finish, 3.2m x 0.8m x 0.4m (Service counter sink/Kitchenette)	2.00	set		-		-		-		-	-
3.4.2	Supply & Installation, 4.2m x 0.6m x 0.8m, Under Counter Cabinet, Duco finish (Service Counter)	1.00	set		-		-		-		-	-
3.4.3	Supply & Installation, 3.2m x 0.6m x 0.8m, Undercounter cabinet w/ complete hardware and accessories (Service counter/Kitchen counter)	2.00	sets		-		-		-		-	-
3.4.4	Supply & Installation, 2220mm x 600mm x 824mm, Undercounter cabinet, 3/4" marine plywood in High pressure laminated finish (Female toilet)	1.00	set		-		-		-		-	-
3.4.5	Supply & Installation, 1480mm x 600mm x 824mm, Undercounter cabinet 3/4" marine plywood in High pressure laminated finish (Male toilet)	1.00	set		-		-		-		-	-
<b>4</b>	<b>Specialty Works</b>											
<b>4.1</b>	<b>Wooden Door, Glass Doors/Panels</b>											
4.1.1	Supply & Installation, (GD-01 w/ GP-01) 2100mm x 3000mm Double leaf frameless glass door on 12mm thick tempered clear glass panels, with fixed side glass panels on powder coated aluminum frame & jamb in wood grain finish, complete with patch fittings, patch lock, Stainless steel H-type door handle and hardware/accessories including vinyl frosted sticker (Entrance Doors)	9.53	sq.m.		-		-		-		-	-
4.1.2	Supply & Installation, (GD-02) 2100mm x 1800mm Automatic sliding glass door, 12mm thick tempered clear glass panels on powder coated aluminum frame & jamb, wood grain finish with patch lock and complete hardware/accessories including vinyl frosted sticker (Cafe Library To Museum)	3.78	sq.m.		-		-		-		-	-
4.1.3	Supply & Installation, (GD-03) 2400mm x 1025mm pocket door (flushed), 12mm thick tempered clear glass panels on powder coated aluminum frame wood grain finish, with lock, door handle and complete hardware/accessories including vinyl frosted sticker (Lounge area)	4.92	sq.m.		-		-		-		-	-



4.1.4	Supply & Installation, (GD-04) 2100mm x 2000mm Double leaf frameless glass door, 12mm thick tempered clear glass panel on powder-coated aluminum jamb wood grain finish, complete with patch fittings, patch lock, stainless steel H-type door handle and hardware/accessories including frosted sticker (Museum entrance)	4.20	sq.m.		-	-	-	-	-	-
4.1.5	Supply & Installation, (GD-05) 2100mm x 1600mm Double leaf frameless glass door, 12mm thick tempered clear glass panels on powder coated aluminum jamb wood grain finish, complete with patch fittings, patch lock, Stainless steel H-type door handle and hardware/accessories including vinyl frosted sticker (Lobby entrance)	3.36	sq.m.		-	-	-	-	-	-
4.1.6	Supply & Installation, (WD-01) 900mm x 2100mm Flush hollowcore wooden door & jamb in duco paint finish, single leaf, w/ 6mm thick vision glass & bottom louver including complete door hardware and accessories (Kitchen storage)	1.00	set		-	-	-	-	-	-
4.1.7	Supply & Installation, (WD-02) 900mm x 2100mm Flush hollowcore wooden door & jamb in duco paint finish with bottom louver single leaf including complete door hardware and accessories (Toilets)	2.00	set		-	-	-	-	-	-
4.1.8	Supply & Installation, (WD-03) 800mm x 800mm Flush hollowcore wooden bar door & jamb in duco paint finish, single leaf including complete door hardware and accessories (Service counter)	1.00	set		-	-	-	-	-	-
<b>4.2</b>	<b>Steel Shelves/ Lounge desk</b>									
4.2.1	Supply & Installation, Steel Shelves, Customized, 0.4m (w) x 2.3m (ht)	24.40	l.m.		-	-	-	-	-	-
4.2.2	Supply & Installation, 3/4" marine plywood countertop lounge desk in high pressure laminated finish including steel bracket/support	6.50	l.m.		-	-	-	-	-	-
<b>4.3</b>	<b>Bar Counter/ Kitchen Counter / Lavatory counter</b>									
4.3.1	Supply & Installation, 4.2m x 0.6m x 0.8m Granite Service Counter	1.00	set		-	-	-	-	-	-
4.3.2	Supply & Installation, 3.2m x 0.6m Granite Kitchen Counter	2.00	sets		-	-	-	-	-	-
4.3.3	Supply & Installation, 2220mm x 600mm x 824mm Granite Countertop, (Female toilet)	1.00	set		-	-	-	-	-	-
4.3.4	Supply & Installation, 1480mm x 600mm x 824mm Granite Countertop, (Male toilet)	1.00	set		-	-	-	-	-	-
<b>4.4</b>	<b>Signages</b>									
4.4.1	Supply & Installation, Signage "Esspresso" (Wall) w/ complete lightings & accessories	1.00	set		-	-	-	-	-	-
4.4.2	Supply & Installation, Signage "Esspresso" (Counter) w/ complete lightings & accessories	1.00	set		-	-	-	-	-	-
4.4.3	Supply & Installation, Door Mounted Signages, 203mm x 203mm (Toilet M/F)	2.00	pcs		-	-	-	-	-	-
<b>4.5</b>	<b>Facial Mirror</b>									
4.5.1	Facial Mirror, 1480mm x 1120mm (Male toilet)	1.00	set		-	-	-	-	-	-
4.5.2	Facial Mirror, 2220mm x 1110mm (Female toilet)	1.00	set		-	-	-	-	-	-
<b>4.6</b>	<b>Special Partition</b>									
4.6.1	Supply & Installation, Decorative Metal Partitions/Walls, 2" x 4" Aluminum Tubular, Prepainted (Library area)	13.71	sq.m.		-	-	-	-	-	-
4.6.2	Supply & Installation, 50mm x 150mm Wpc rotating tube decorative partition (Lounge area)	22.00	sets		-	-	-	-	-	-
<b>5</b>	<b>Water proofing</b>									
5.1	Application of Polyurethane waterproofing - 2 coats (For toilet and kitchen area only)	40.37	sqm		-	-	-	-	-	-
<b>Subtotal II. - CIVIL / ARCHITECTURAL WORKS</b>										-

<b>III.</b>	<b>PLUMBING WORKS</b>											
<b>1</b>	<b>Plumbing Fixtures - Supply &amp; Installation</b>											
1.2	Toilet Cubicles, Phenolic Board with complete standard accessories	14.42	sqm		-		-		-		-	-
1.3	Water Closet, Flush valve Type, including fittings & accessories	3.00	unit		-		-		-		-	-
1.4	Urinal, Wallhung, with push valve type, water spreader, adaptor and urinal bracket including fittings & accessories	1.00	unit		-		-		-		-	-
1.5	Handheld Bidet, stainless steel including accessories	3.00	unit		-		-		-		-	-
1.6	Lavatory, undercounter type, including fittings & accessories	3.00	unit		-		-		-		-	-
1.7	Lavatory faucet, Stainless steel, single hole single lever basin faucet, including pop up drain, P trap, flexible hose, angle valve with complete fittings and accessories	3.00	unit		-		-		-		-	-
1.8	Hand Soap Dispenser, automatic	2.00	unit		-		-		-		-	-
1.9	Hand Dryer, automatic	2.00	unit		-		-		-		-	-
1.10	Toilet Roll Dispenser, jumbo	3.00	unit		-		-		-		-	-
1.11	4" S/S Floor Grating with stainless steel with cover	4.00	unit		-		-		-		-	-
1.12	Supply & Installation, Stainless Steel Single tub Kitchen Sink including Faucet, Drain Fittings, Grease Trap, Rough-ins & complete accessories (kitchen area)	2.00	sets		-		-		-		-	-
<b>2</b>	<b>Plumbing Roughing-ins</b>											
2.1	Supply and installation of Waterline Plumbing Roughing-ins including chipping and repair on affected areas	1.00	lot		-		-		-		-	-
2.2	Supply and installation of Sanitary Line Plumbing Roughing-ins including chipping and repair on affected areas	1.00	lot		-		-		-		-	-
	<b>Subtotal III. - PLUMBING WORKS</b>											-
<b>IV.</b>	<b>ELECTRICAL WORKS</b>											
<b>1</b>	<b>Conduits &amp; Fittings</b>											
1.1	20mmØ EMT Pipe (painted with black color)	1.00	lot		-		-		-		-	-
1.2	20mmØ EMT complete fittings and accessories painted with black color such as but not limited to:	1.00	lot		-		-		-		-	-
	a. coupling adapter/connector											
	b. elbow											
	c. locknut and bushing											
1.3	20mmØ Flexible Metal Conduit (FMC) (painted with black color)	1.00	lot		-		-		-		-	-
1.4	20mmØ FMC complete fittings and accessories painted with black color such as but not limited to:	1.00	lot		-		-		-		-	-
	a. coupling adapter/connector											
	b. elbow											
	c. locknut and bushing											
<b>2</b>	<b>Boxes</b>											
2.1	Metal Junction Box w/ plate cover (painted with black color)	1.00	lot		-		-		-		-	-
2.2	Utility Box (4X2) Deep Type, GA #18 painted with black color	1.00	lot		-		-		-		-	-
<b>3</b>	<b>Wires / Cables</b>											

3.1	3.5mm2 THHN wire (lead free)	1.00	lot		-		-		-		-	-
<b>4</b>	<b>Wiring Devices/ Lighting Fixtures</b>											
4.1	Surface mounted LED Downlight Fixtures	75.00	sets		-		-		-		-	-
	Bulb: GU10 (Replaceable bulb)											
	Dimensions: Ø 73mm x 120mm											
	Color: Black / White											
	Wattage: 9-12 watts											
	Reflector: Black											
	IP Rating: IP20											
	Material: Aluminum											
	Color Temperature: CoolWhite 4000k											
4.20	Hanging & Surface mounted LED T8 Panel Fixture	47.00	sets		-		-		-		-	-
	T8: 18watts (Replaceable bulb)											
	IP Rating: IP20											
	Material: PC+Iron											
	Reflector: Reflective Paper											
	Color: Black / White											
	Cutout: 80mm											
	Dimensions:											
	Length: 1233mm											
	Width: 60mm											
	Height: 53mm											
	Color Temperature: CoolWhite 4000k											
4.3	Led Track Light	4.00	sets		-		-		-		-	-
	Led track light fixtures with 4 x 7 Watts (Replaceable bulb)											
	Color: Black											
	Color Temperature: CoolWhite 3000k											
4.4	Cove Light Led Strip for Cove Lighting	6.00	sets		-		-		-		-	-
	Led Strip: 3000K, 12V, 12Watts											
	Color Temperature: WarmWhite 3000k											
4.5	Emergency Light, 2x3-5W min., LED, 220V, sealed LED acid battery	10.00	sets		-		-		-		-	-
4.6	Exhaust fan, ceiling mounted, 55-watts min., 90-120cfm min., 230v, 60hz., with grill shutter/ louver or its approved type equivalent	6.00	sets		-		-		-		-	-
4.7	Entrance/Exit Light 3-5watts (minimum) LED, 220VAC	5.00	sets		-		-		-		-	-
4.8	Single convenience outlet, 3 prong, parallel slot with ground, 15a, 2P, 230v	33.00	sets		-		-		-		-	-
4.9	Duplex convenience outlet 3 prong, parallel slot with ground, 15a, 2P, 230v	26.00	sets		-		-		-		-	-
4.10	Pop-up Duplex convenience outlet, 3 prong, parallel slot with ground, 15a, 2P, 230v	13.00	sets		-		-		-		-	-
4.11	One gang, switch, single pole, 15A, 250V, flush type	1.00	sets		-		-		-		-	-
4.12	Two gang, switch, single pole, 15A, 250V, flush type	2.00	sets		-		-		-		-	-
4.13	Three gang, switch, single pole, 15A, 250V, flush type	9.00	sets		-		-		-		-	-
<b>5</b>	<b>Related Projects</b>											
5.1	Additional loudspeaker for the paging system same specification or equivalent to the existing Bosch loudspeaker including wiring and conduit complete with conduit, wires and accessories that necessary for the integration to the existing connection to complete the functionality of the additional loudspeaker.	1.00	lot		-		-		-		-	-

6	<b>FIRE DETECTION &amp; ALARM SYSTEM (FDAS)</b>											
6.1	<b>Devices</b>											
	Conventional Smoke Detector with base	11	sets		-		-		-		-	-
	Conventional Manual Pull Station with break glass	2	sets		-		-		-		-	-
	Conventional Horn with Strobelight	1	sets		-		-		-		-	-
6.2	<b>Wires / Cable Devices</b>											
	TF#14 Twisted wire	1.00	lot		-		-		-		-	-
6.3	<b>Conduits and Fittings</b>				-		-		-		-	-
	20mmØ EMT Pipe (painted with black color)	1.00	lot									
	20mmØ Flexible Metal Conduit (painted with black color)	1.00	lot									
	20mmØ EMT Adapter with Lock Nut and Bushing (painted with black color)	1.00	lot									
	20 mm Ø FMC Straight Connector with Locknut Bushing (painted with black color)	1.00	lot									
6.4	<b>Boxes with covers, Ga.# 16, Metal</b>				-		-		-		-	-
	Utility Box (4X2) Deep Type, GA #18 painted with black color	1.00	lot									
	Metal Junction Box w/ plate cover (painted with black color)	1.00	lot									
6.5	<b>Incidental Works and Materials including labor</b>											
	Supply and installation of incidental works and materials needed including labor that necessary to complete the project.	1.00	lot		-		-		-		-	-
6.6	<b>Miscellaneous Items</b>											
	Supply and installation of miscellaneous and consumable materials such as but not limited to the following:	1.00	lot		-		-		-		-	-
	a. Conduit support / Hangers, boxes Electrical Tape, mica tube, screw, bolts & nuts, fittings, clamps, and the like materials											
	b. Fdas Interfacing to the existing system											
	c. Chipping & restoration works for electrical conduit that may be indirect to the raceway of the new installed modular/stationary tables											
6.7	<b>Testing, Commissioning and Configuration</b>	1.00	lot		-		-		-		-	-
	<b>Subtotal IV. - ELECTRICAL WORKS</b>											-
V.	<b>MECHANICAL WORKS</b>											
1	Relocation of existing of Floor Mounted Inverter Split Type Air – Conditioner with Horizontal Discharge Air – Cooled Condensing Unit complete with standard accessories											

1.1	Dismantling and transfer of existing floor mounted inverter split type air-conditioner-Daikin Brand	1.00	set		-		-		-		-
1.2	Installation of units including the following: - Materials for the first ten (10) feet such as refrigerant, refrigerant pipes and fittings, welding accessories, electrical wires and conduits, pipe insulation and polyethylene tape - Enclosed Circuit Breakers (ECB) - Feeder line wires and outdoor conduits from ACCU to ECB - Drain pipes and fittings - Mounting Platforms, Hangers and Supports - Other necessary materials to complete the installation	1.00	set		-		-		-		-
1.3	Installation cost in excess of the first ten (10) feet	1.00	lot		-		-		-		-
	<b>Subtotal V. - MECHANICAL WORKS</b>										-
	<b>TOTAL BID COST (Σtotal's I, II, III, IV,V) (Must not exceed the Total ABC P10,994,000.00)</b>										-

**GENERAL CONDITIONS:**

- For uniformity and evaluation purposes, a bidder shall adhere to the herein prescribed format of BOQ, specifically in the formula for computation, given quantity and exclusive pay items. Any deviation from the format shall be a ground for disqualification of bid.
- Fill up all required items/field in the BOQ form (yellow shaded cells). If item is given for free, indicate zero (0) value. Failure to indicate value on the required items/field in the BOQ form (yellow shaded cells) shall mean outright disqualification of bid and considered non-responsive.
- Each bidder shall be provided with hard copy of the BOQ Form (attached in the PBD) and an electronic copy for faster and easier encoding. The hard copy shall serve as the bidder's reference as to completeness of work items, quantity, formula, format, etc. in the BOQ Form considering that the electronic copy is prone to alterations during encoding. Any discrepancy on the contents (specially on the quantity and inclusive pay items) between the hard copy and electronic, the contents of the hard copy shall prevail.
- Bidder are not allowed to include any pay items that were not indicated in the form supplied Bill of Quantities. In instances where necessary work items are inadvertently left out in BOQ Form, a bidder should make a written query to the Bids and Awards Committee so that the same shall be addressed in the Bid Bulletin which will be issued to all participating bidders.
- Bidders shall include in the detailed estimate the breakdown of materials & labor for quantities specified in lot (unit of measure) in BOQ.
- All documents must be signed, and each and every page thereof must be initialed by the duly authorized representative/s of the Bidder.
- Mark-up shall include the following:  
a) Overhead expenses such as office expenses, supervision, transportation allowances, and financing costs (Premium on CARI, Bid Security, Performance Security, Surety for advance payment, Warranty bond, etc.)  
b) Contingencies, Miscellaneous Expenses and Contractor's Profit margin
- It is the responsibility of the Bidder to check the arithmetical computation provided herein.

Submitted by:

(Name of Bidder / Company Name)

Prepared by:

(Company Representative - Signature over printed name)

Address:

Telephone #:

Date:

## ***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 Certificate of Platinum Registration and Membership (Platinum Membership) (all pages);

#### Technical Documents

- ☐ (b) 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
- ☐ (c) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, **within five (5) years period** prior to the submission and opening of Bids; and
- ☐ (d) 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
- ☐ (e) 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
- ☐ (f) 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**
- ☐ (g) 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

- ☐ (h) 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**
- ☐ (i) The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC).



***Class “B” Documents***

- ☐ (j) 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**

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

**Other documentary requirements under RA No. 9184**

- ☐ (l) Original of duly signed Bid Prices in the Bill of Quantities; **and**  
☐ (m) 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**  
☐ (n) Cash Flow by Quarter.

**IMPORTANT REMINDERS**

- A. Each and every page of the **Bid Forms**, under Section VIII: Checklist of Technical and Financial Documents hereof, shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the bid.
- B. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the Bidder.
- C. Bid documents shall be compiled in a folder/binder with the Annexes properly labeled with tabs/separators.
- D. Bidders shall submit their bids through their duly authorized representative enclosed in separate sealed envelopes, which shall be submitted simultaneously:
- a) The first three individually sealed envelopes shall contain the folder/binder of the Eligibility Requirements and Technical Component of the bid; prepared in three copies labeled as follows:
- Envelop (1): ORIGINAL – Eligibility Requirements and Technical Component  
Envelop (2): COPY1 – Eligibility Requirements and Technical Component  
Envelop (3): COPY2 – Eligibility Requirements and Technical Component
- b) The next three individually sealed envelopes shall contain the folder/binder of the Financial Component of the bid; prepared in three copies labeled as follows:
- Envelop (4): ORIGINAL – Financial Component  
Envelop (5): COPY1 – Financial Component  
Envelop (6): COPY2 – Financial Component
- c) Bidders shall enclose, seal and mark the following:
- Envelop (7): Envelope (1) and Envelope (4) enclosed in one sealed envelope marked “ORIGINAL–BID”
- Envelop (8): Envelope (2) and Envelope (5) enclosed in one sealed envelope marked “COPY1–BID”



Envelop (9): Envelope (3) and Envelope (6) enclosed in one sealed envelope marked “COPY2–BID”

- d) Envelopes (7) to (9) shall then be enclosed in a single sealed, signed final/outer envelope/package/box
- e) All envelopes (Envelopes (1) to (9) and the final/outer envelope/package/box) shall indicate the following:
  - addressed to the Procuring Entity’s BAC
  - name and address of the Bidder in capital letters
  - name of the contract/project to be bid in capital letters
  - bear the specific identification/reference code of this bidding process
  - bear a warning “DO NOT OPEN BEFORE...” the date and time for the opening of bids

**THE CHAIRPERSON**  
  
BIDS AND AWARDS COMMITTEE  
  
2<sup>ND</sup> FLOOR, SSS MAIN BUILDING  
  
EAST AVENUE, DILIMAN, QUEZON CITY  
  
  
NAME OF BIDDER : \_\_\_\_\_  
  
ADDRESS : \_\_\_\_\_

- E. Bids submitted after the deadline shall only be marked for recording purpose, shall not be included in the opening of bids, and shall be returned to the bidder unopened.



FORMS

FORMS



**Bid Form for the Procurement of Infrastructure Projects**

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**BID FORM**

**RENOVATION AT SSS MAIN BUILDING-ESPRESSO CAFÉ-LIBRARY**

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

Project Identification No.: **ITB-SSS-CIVIL-2025-004**

To: **SOCIAL SECURITY SYSTEM**  
East Avenue, Diliman, Quezon City

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: **RENOVATION AT SSS MAIN BUILDING-ESPRESSO CAFÉ-LIBRARY**;
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is: **(insert information)**;
- d. The discounts offered and the methodology for their application are: **(insert information)**;
- e. The total bid price includes the cost of all taxes, such as, but not limited to: [specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties], which are itemized herein and reflected in the detailed estimates,
- f. Our Bid shall be valid within the period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of **[insert percentage amount]** percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines 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/conform 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 RENOVATION AT SSS MAIN BUILDING-ESPRESSO CAFÉ-LIBRARY of the SSS.
- l. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: \_\_\_\_\_

Legal capacity:\_\_\_\_\_

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

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

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

*GPPB Resolution No. 16-2020, dated 16 September 2020*



Bid Securing Declaration Form

REPUBLIC OF THE PHILIPPINES) CITY OF  
\_\_\_\_\_ ) S.S.

BID SECURING DECLARATION  
RENOVATION AT SSS MAIN BUILDING-ESPRESSO CAFÉ-LIBRARY  
Project Identification No.: ITB-SSS-CIVIL-2025-004

To: **SOCIAL SECURITY SYSTEM**  
East Avenue, Diliman, Quezon City

I/We, the undersigned, declare that:

- 1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
- 2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
- 3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
  - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
  - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
  - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this \_\_\_\_ day of [month]  
[year] at [place of execution].

[Insert NAME OF BIDDER OR ITS AUTHORIZED  
REPRESENTATIVE]  
[Insert signatory’s legal capacity] Affiant

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



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

CONTRACT AGREEMENT

ITB-SSS-CIVIL-2025-004

THIS AGREEMENT made between:

SOCIAL SECURITY SYSTEM, a government-owned and controlled corporation created pursuant to Republic Act No. 11199, with principal office address at SSS Building, East Avenue, Diliman, Quezon City, represented herein by its Approving Authority and (Position of Approving Authority), (Name of Approving Authority) and (Position of Signatory), (Name of signatory), duly authorized pursuant to Administrative Order \_\_\_\_\_, \_\_\_\_\_ (pertaining to Approving Authority) (Annex “A”) and Office Order \_\_\_\_\_, \_\_\_\_\_ (Annex “B”) (pertaining to signatories), hereinafter referred to as the “SSS”;

- a n d -

(NAME OF CONTRACTOR), of legal age, Filipino, single/married, with principal address at \_\_\_\_\_, hereinafter referred to as the “Contractor”.

If corporation

(NAME OF CONTRACTOR), a corporation duly created and existing pursuant to the laws of the Republic of the Philippines, with principal office address at \_\_\_\_\_, represented herein by its (Position of Signatory), (Name of Signatory), duly authorized pursuant to \_\_\_\_\_, \_\_\_\_\_, hereinafter referred to as 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 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 integral 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. Contractor's 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 SSS agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

*[Insert Name and Signature]*

*[Insert Signatory's Legal Capacity]*  
for:

SSS

*[Insert Name and Signature]*

*[Insert Signatory's Legal Capacity]*  
for:

*[Insert Name of Supplier]*

(In case of double acknowledgment)

SIGNED IN THE PRESENCE OF:

\_\_\_\_\_

(Name of Certifying officer as to availability of funds)  
(Position of Certifying Officer)  
(Department/Office of Certifying Officer)

FUNDS AVAILABLE:

APP No.: \_\_\_\_\_

FIRST ACKNOWLEDGMENT

Republic of the Philippines )  
\_\_\_\_\_ ) S.S.

BEFORE ME, a Notary Public for and in \_\_\_\_\_, Philippines, on this \_\_\_\_\_ day of \_\_\_\_\_ personally appeared:

Name	Competent Evidence of Identity	Date/Place of Issue

known to me to be the same person who executed the foregoing Agreement, consisting of \_\_\_\_\_ (\_\_\_\_) pages, including this page and excluding annexes, and he/she/they acknowledged to me that the same is his/her/their free and voluntary act and deed as well as the free and voluntary act and deed of the principal he/she /they represent/s in this instance.

WITNESS MY HAND AND SEAL on the date and place first above written.

Doc. No. \_\_\_\_\_;  
Page No. \_\_\_\_\_;  
Book No. \_\_\_\_\_;  
Series of 20\_\_\_\_.

SIGNED IN THE PRESENCE OF:

\_\_\_\_\_

SECOND ACKNOWLEDGMENT

Republic of the Philippines )  
\_\_\_\_\_ ) S.S.

BEFORE ME, a Notary Public for and in \_\_\_\_\_, Philippines, on this \_\_\_\_\_ day of \_\_\_\_\_ personally appeared:

Name	Competent Evidence of Identity	Date/Place of Issue

known to me to be the same person who executed the foregoing Agreement, consisting of \_\_\_\_\_ (\_\_\_\_) pages, including this page and excluding annexes, and he/she/they acknowledged to me that the same is his/her/their free and voluntary act and deed (if corporation to include succeeding phrase) as well as the free and voluntary act and deed of the principal he/she /they represent/s in this instance.

WITNESS MY HAND AND SEAL on the date and place first above written.

Doc. No. \_\_\_\_\_;  
Page No. \_\_\_\_\_;  
Book No. \_\_\_\_\_;  
Series of 20\_\_\_\_.



Omnibus Sworn Statement (Revised)

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 *[insert Name of Bidder]* with office address at *[insert address of Bidder]*;

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

2. *Select one, delete the other:*

*[If a sole proprietorship:]* As the owner and sole proprietor, or authorized representative of *[insert 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 *RENOVATION AT SSS MAIN BUILDING-ESPRESSO CAFÉ-LIBRARY* of the *SOCIAL SECURITY SYSTEM* 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 *RENOVATION AT SSS MAIN BUILDING-ESPRESSO CAFÉ-LIBRARY* of the *SOCIAL SECURITY SYSTEM*, 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. *[insert 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. *[insert 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, Procurement Agent if engaged, 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 *[insert Name of Bidder]* is related to the **Head of the Procuring Entity, Procurement Agent if engaged, 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, Procurement Agent if engaged, 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. *[insert Name of Bidder]* complies with existing labor laws and standards; and
8. *[insert 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 *RENOVATION AT SSS MAIN BUILDING-ESPRESSO CAFÉ-LIBRARY*.
9. *[insert 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]*

SECRETARY'S CERTIFICATE

I, <NAME OF CORPORATE SECRETARY>, of legal age, <Civil Status>, Filipino citizen and with business at <Company Address>, after being duly sworn, hereby depose and state that:

- 1. I am the Corporate Secretary of < insert COMPANY NAME>, a Corporation duly organized and existing under and by virtue of the laws of the Philippines, with principal office at < insert Office Address>.
- 2. As the Corporate Secretary, I have custody and access to the records of the Corporation.
- 3. I am familiar with the facts herein certified and duly authorized to certify the same.
- 4. I hereby certify that during a regular meeting of the Board of Directors of the Corporation held on <Date of Meeting>, at which meeting a quorum was present, the following Resolution/s was/were unanimously passed, approved and adopted:

- a) RESOLVED that < insert COMPANY NAME>, authorized and empowered the following to participate in the bidding for the RENOVATION AT SSS MAIN BUILDING-ESPRESSO CAFE-LIBRARY of the SOCIAL SECURITY SYSTEM:

NAME POSITION/DESIGNATION SIGNATURE

- 1.
- 2.

- b) RESOLVED FURTHER that, if awarded the Contract, the following is/are granted full power and authority to enter into contract with the SOCIAL SECURITY SYSTEM:

NAME POSITION/DESIGNATION SIGNATURE

- 1.
- 2.

- c) RESOLVED FURTHERMORE that, the designated representative/s of the Corporation has/have the full power to perform any and all acts necessary and/or to represent the Corporation as fully and effectively as the Corporation might do if personally present, and hereby satisfying and confirming all the said representative/s shall lawfully do or cause to be done by virtue hereof.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_ day of \_\_\_\_ at <CITY>.

NAME & SIGNATURE of Corporate Secretary

SUBSCRIBE AND SWORN to before me this \_\_ day of \_\_\_\_\_ at <CITY>, affiant having exhibited to me his/her <Government Issued ID and details [issued by, date and place issued if applicable]>).

Doc No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_





STATEMENT OF ALL ITS ON-GOING GOVERNMENT AND PRIVATE  
CONTRACTS, INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED

NAME OF CONTRACT	DATE OF CONTRACT	CONTRACT DURATION	CONTACT PERSON, CONTACT NO., ADDRESS, AND EMAIL ADDRESS	KINDS OF GOODS	AMOUNT OF CONTRACT	VALUE OF OUTSTANDING CONTRACT



**FORM-06**

**STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT SIMILAR TO  
THE PROJECT TO BE BID EQUIVALENT TO AT LEAST 50% OF THE ABC  
WITH ATTACHED SUPPORTING DOCUMENTS (i.e. P.O/CONTRACTS)**

NAME OF CONTRACT	KINDS OF GOODS	AMOUNT OF CONTRACT	CONTACT PERSON, CONTACT NO., ADDRESS, AND EMAIL ADDRESS



Formula in the Computation of NFCC

RENOVATION AT SSS MAIN BUILDING-ESPRESSO CAFÉ-LIBRARY  
NAME OF PROJECT

\_\_\_\_\_  
NAME OF COMPANY

NFCC = 15 (Current Assets – Current Liabilities) – Value of All Outstanding Works under On-going Contracts including Awarded Contracts yet to be started)

YEAR	CURRENT ASSETS	CURRENT LIABILITIES
TOTAL		

Value of Outstanding Works under On-going Contracts:

CONTRACT DESCRIPTION	TOTAL CONTRACT AMOUNT AT AWARD	PERCENTAGE OF PLANNED AND ACTUAL ACCOMPLISHMENT	ESTIMATED COMPLETION TIME
TOTAL			

Use additional sheet/s, if necessary

FORMULA:

15 ( \_\_\_\_\_ – \_\_\_\_\_ ) – \_\_\_\_\_ = \_\_\_\_\_  
Current Assets    minus    Current Liabilities    minus    Total Outstanding Works    NFCC

P \_\_\_\_\_  
NFCC

Prepared and Submitted by:

\_\_\_\_\_  
Signature over Printed Name



(Name of Bank)

COMMITTED LINE OF CREDIT CERTIFICATE

Date:

Social Security System (SSS)  
SSS Main Building, East Avenue  
Diliman, Quezon City

CONTRACT PROJECT :  
COMPANY/FIRM :  
ADDRESS :  
BANK/FINANCING :  
INSTITUTION :  
ADDRESS :  
AMOUNT :

This is to certify that the above Bank/Financing Institution with business address indicated above, commits to provide the (Supplier/Distributor/Manufacturer/Contractor), if awarded the above-mentioned Contract, a credit line in the amount specified above which shall be exclusively used to finance the performance of the above-mentioned contract subject to our terms, conditions and requirements.

The credit line shall be available within fifteen (15) calendar days after receipt by the (Supplier/Distributor/Manufacturer/Contractor) of the Notice of Award and such line of credit shall be maintained until issuance of Certificate of Acceptance by the Social Security System.

This Certification is being issued in favor of said (Supplier/Distributor/Manufacturer/Contractor) in connection with the bidding requirement of (Name of Procuring Entity) for the above-mentioned Contract. We are aware that any false statements issued by us make us liable for perjury.

The committed line of credit cannot be terminated or cancelled without the prior written approval of Social Security System.

Name and Signature of Authorized Financing Institution Office

Office Designation

Concurred by:

Name & Signature of (Supplier/Distributor/Manufacturer/Contractor) Authorized Representative

Official Designation

SUBSCRIBED AND SWORN TO BEFORE ME this day of at Philippines, Affiant exhibited to me his/her competent Evidence of Identity (as defines by the 2004 Rules on Notarial Practice issued on at , Philippines.

NOTARY PUBLIC

Doc No. :  
Page No. :  
Book No. :  
Series of :

(Note: The amount committed should be machine validated in the Certificate itself)



