

Name of Project: **REPAIR & IMPROVEMENT OF COMMERCIAL STALLS ALONG SAN MARCELINO**

Subject: **SCOPE OF WORKS**

GENERAL:

The Work consists of supervision, supply of materials, labor, and equipment, as well as all other items and services required to finish the Project. The Work must be fully executed and completed by the Contractor in a professional manner with the highest level of workmanship.

The Contractor must abide by all applicable laws, city ordinances, government regulations, and other legal obligations. He is accountable for any injuries to people or damage to property that may result from carrying out the Work. He is expected to study the details, confirm all dimensions on site, and bring to the attention of the Procuring Entity any discrepancy for clarification.

SCOPE OF DIRECT WORKS:

Unless otherwise specified in the contract documents, the Contractor shall be fully responsible for all the direct work required to complete the project including, but not limited to the following:

I. GENERAL REQUIREMENTS

1. Mobilization and demobilization of workers, materials, and construction equipment to be supplied by the contractor.
2. Furnishing of ID cards and uniforms, PPEs, and other safety equipment necessary for the complete protection of workers against the dangers of injury, sickness, or death. Also, installation of temporary protection and cover of school facilities.
3. Construction of temporary facilities for temporary office, warehouse and workshop or staging area.
4. Rental, erection, and dismantling of scaffoldings and temporary platforms to be done by personnel who have appropriate trainings and certifications.
5. Winning bidder Securing/obtaining all licenses and permits required by national and local regulations without expenses to the procuring entity.
6. PCAB License Principal Classification General Building Category C & D or higher with specialty of electrical work and fire protection work.
7. Bidder shall submit the following documents during bid opening:
 - Bid prices in the Bill of Quantities;
 - Detailed estimates, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid;
 - Detailed Unit Price Analysis (DUPA); and
 - Cash flow by quarter or payment schedule
8. The Contractor shall employ the following Key Personnel:

- Bidder shall have one (1) Project-in-Engineer; one (1) License Architect; one (1) Foreman; one (1) Safety Officer; one (1) Materials Engineer; one (1) Registered Master Plumber and one (1) Professional Electrical Engineer. Bidder shall submit the photocopy of latest PRC ID Licenses of Engineers, License of Master Plumber, License Architect and latest PTR, and Curriculum Vitae of Foreman during bid opening.
9. Similar contracts shall refer to contracts that have the same major categories of work. The Bidder must have completed, within ten (10) years from the submission of bids, a similar Contract to this Project which must be at least fifty percent (50%) of the Approved Budget for the Contract (ABC). Prospective Bidders must submit this Contract and will form part of the Technical Specifications as evidence.
 10. The bidder shall submit a technical data sheet and evidences (in the form of manufacturer sales literature/catalogs/brochures) during bid opening. The technical data sheet and evidences shall be part of the criteria for evaluation.
 11. The bidder/s must conduct an onsite inspection on the project mentioned above and submit a site inspection certificate issued by the PNU Facilities Management and Sustainability Office (FMSO) during bid opening. A certificate of site inspection will be given to the bidder/s who procured the bid documents.
 12. Subcontracting is allowed subject to the compliance with the RA 12009 requirements.
 13. Request of extension will be on the following conditions:
 - Due to weather conditions with supporting documents from Philippine Atmospheric, Geophysical and Astronomical Services Administration (PAGASA).
 - Due to unavailability of materials and equipment subject to attached justification from the manufacturer.
 - Due to the noise produced by construction, which is affecting university events, conferences, classes and meetings.
 - Due to unforeseen site conditions, client-initiated changes and non-acquisition of permits.
 - Due to sudden declaration and suspension of works by the government.
 - No extension will be granted due to regular holidays. All regular holidays have been included in the contract duration.

II. STRUCTURAL WORKS

A. Demolition and Earthworks

1. Removal of roofing and ceiling, including framing and all unnecessary attachments.
2. Removal of spiral stairs, existing doors and windows, including roll-up doors.
3. Removal of bathroom and kitchen fixtures and plumbing accessories.
4. Demolition of walls, where needed, and removal of loose concrete, plasters, etc.
5. Trimming of trees attached to walls.
6. Repair of walls and other restoration works
7. Demolition of slab for foundation and plumbing works.

8. Excavation for foundation, trimming and backfilling.
9. Gravel bedding works.
10. Hauling and disposal of debris and site cleanup.

B. Reinforced Concrete Works

1. Supply, fabrication, and installation of rebars.
2. Supply, fabrication, and installation of formworks.
3. Concreting of new footings, columns, beams, and slab on fill.
4. Supply and installation of concrete hollow blocks, complete with steel reinforcements.
5. Wall plastering and floor leveling works.

C. Steel Works

1. Supply, fabrication, and installation of new steel trusses and rafters, complete with supports and accessories.
2. Supply and installation of purlins and supports, including steel cleats.
3. Supply and installation of ceiling support frame, including supports/brackets and other framing accessories.
4. Installation of steel supports, bracings, etc. using existing recyclable angle bars and purlins.
5. Application of rust remover/converter and epoxy primer on new and existing steel framing.

III. ARCHITECTURAL WORKS

A. Reinforced Concrete Works

1. Supply and installation of concrete hollow blocks, complete with steel reinforcements.
2. Wall plastering and floor leveling works.

B. Tiling Works

1. Supply and installation of porcelain floor tiles on heavy-duty tile adhesive for ground floor.
2. Supply and installation of glazed wall tiles for toilet walls.
3. Supply and installation of non-skid tiles for toilet floors.
4. Supply and installation of vinyl tiles for second floor.

C. Ceiling and Cladding Works

1. Supply and installation light gauge metal framing system, complete with hangers and supports.
2. Supply and installation of outdoor PVC ceiling panel complete with ceiling accessories for eaves ceiling.
3. Supply and installation of fiber cement ceiling boards for interior ceiling
4. Supply and installation WPC fluted panels on facade.

D. Painting Works

1. Complete surfaces preparation works ready to receive painting works.
2. Painting of masonry walls and concrete surfaces using semi-gloss acrylic latex paint.
3. Painting of fiber cement ceiling board and slab soffit using semi-gloss or flat acrylic latex.
4. Painting of parapet and firewalls using elastomeric paint.
5. Painting of exposed wood and metal surfaces using quick-dry enamel.

E. Doors and Windows

1. Supply and installation of manually operated metal roll-up doors.
2. Supply and installation of marine plywood flush doors with louvers for toilets.
3. Supply and installation of tempered glass windows in aluminum frames.

F. Countertop and Cabinet Works

1. Supply and installation of granite countertops, complete with edges and backsplashes.
2. Supply and installation of undercounter cabinets and overhead cupboards

G. Roofing Works

1. Supply and installation of pre-painted rib-type roofing, complete with roofing accessories.
2. Supply and installation of fiber cement fascia boards.
3. Installation of polyethylene insulation foam with aluminum foils on both sides.
4. Supply and installation of aluminum mesh gutter guard.

H. Miscellaneous Steel Works

1. Supply and installation of spiral stairs, including landing and railing, complete with supports and other accessories.
2. Supply and installation of retractable steel fire exit ladder, complete with support and other accessories.

IV. PLUMBING WORKS

1. Supply and installation of water closets, complete with plumbing accessories.

2. Supply and installation of wall-hung lavatories, complete with faucets and plumbing accessories.
3. Supply and installation of kitchen sinks, complete with faucets and plumbing accessories.
4. Supply and installation of floor drain strainers and clean out cover plates.
5. Supply and installation of PVC sanitary lines, complete with fittings and accessories, connecting to existing main sewer line.
6. Supply and installation of PPR cold water lines, fittings, and accessories.
7. Supply and installation of downspouts, complete with fittings and accessories.
8. Construction of catch basins connecting to existing drainage system.

V. ELECTRICAL WORKS

1. Conduct a thorough inspection of the existing electrical system to determine its condition and identify any potential hazards or deficiencies.
2. Remove all outdated and worn-out electrical panels and circuit breakers.
3. Dismantle the existing electrical wiring and conduits.
4. Remove the existing lighting fixtures and power outlets and switches.
5. Disconnect and remove any electrical equipment that is no longer needed.
6. Install new electrical wiring and conduits as needed to support the updated electrical system.
7. Install new LED fixtures, battery-operated smoke detectors, power outlets and switches as needed to support the electrical requirements.
8. Install, test, and commission the new electrical system, ensuring that it meets all safety and performance standards.
9. Perform chiseling, concreting, boring holes on concrete or masonry, and restoring the integrity and appearance of the same wall and all other items shown on the plans as specified.
10. Complete Testing of the Electrical System and submit the following test result.
 - a. Insulation Test Result
 - b. Continuity Test Result
 - c. Live test Result
11. As-built electrical drawings showing the updated electrical system.

SCOPE OF INDIRECT WORKS:

The following services shall be included in the indirect work/expenses as deemed necessary:

1. Overhead expenses which include but not limited to the following: Engineering and Administrative Supervision, transportation allowances, office expenses, and premiums on bonds and insurances.
2. Contingency works, which include meetings, coordination, design and construction of temporary works, if necessary, and other unforeseen events.
3. Miscellaneous works to include material testing whenever necessary for quality control, preparation and submission of shop drawing, documents and/or material samples as required, and preparation of as-built plans.
4. Contractor's profit and value-added tax.

Structural and Architectural Works

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