DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
Field Office MiMaRoPa Region
1680 F.T. Benitez corner Malvar Sts., Malate, Manila

REQUEST FOR QUOTATION

RFQ No. **2025-11-1163**
Date: **November 24, 2025**

Company Name :
Company Address :
Contact Person :
Contact No. :
Email Address :
Company TIN :
PhilGEPS Reg. No. :

BAC SECRETARIAT
POSTED
PHILGEPS REF. NO.:
DATE:

Sir/Madam:

The Department of Social Welfare and Development MIMAROPA Region through its Bids and Awards Committee intends to procure the item/s indicated in this Request for Quotation (RFQ) in accordance with **Section 34 (Small Value Procurement) of the IRR of Republic Act 12009** with an Approved Budget of the Contract of **One Million Nine Hundred Twenty Three Thousand Two Hundred Nineteen Pesos and Seventy Three Centavos Only (Php 1,923,219.73)**

Name of Project :	**Repair and Replacement of Water Line of DSWD Field Office MIMAROPA**
Approved Budget for the Contract :	**One Million Nine Hundred Twenty Three Thousand Two Hundred Nineteen Pesos and Seventy Three Centavos Only (Php 1,923,219.73)**

Award of contract shall be made to the bidder with the lowest quotation for the subject goods that comply with the minimum technical specifications and other terms and conditions stated herein. All bids higher than the Approved Budget for the Contract (ABC) shall automatically be disqualified.

Interested contractors are requuired to submit the following technical and financial documents listed in Annex A. Please accomplish and submit this form together with Bill of Quantities , Program of Works , Technical Specifications and Terms of Reference to DSWD MIMAROPA Region -BAC Secretariat at 2nd Floor 1680 F.T. Benitez corner Malvar Sts., Malate, Manila via **SEALED ENVELOPE or email to procurement.fomimaropa@dswd.gov.ph** not later than **10:00 AM of December 1, 2025.**

The Head of the Procuring Entity (HoPE) of the DSWD Field Office MIMAROPA reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract at any time prior to contract award in accordance with Section 70 of RA 12009, without thereby incurring any liability to the affected bidder or bidders.

Very truly yours,

KENNETH M. MONTENEGRO
Administrative Officer V
Procurement Section Head

Received by:
(Signature over Printed Name)
Date:

Annex A

List of Documents for Submission:

1. Valid PHILGEPS Platinum Certificate(all pages)
2. Company's Business Permit/Mayor's Permit
3. SEC Registration (if applicable)
4. Valid Tax Clearance
5. BIR 2303 (Certificate of Registration)
6. Valid PCAB License

* General Contractor- Minimum Requirement
*Principal Classification- General Building/ General Engineering
*License Category-License C & D (Minimum)
*Kind of Project- General Building/General Engineering
*Respective Size Range- (Minimum Requirement) - Small B

7. Notarized Omnibus Sworn Statement (Please see attached form)

8. Statement 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;

9. Statement of the Bidder's Single Largest Completed Contract within five(5) years on the deadline of submission of bid

** The SLCC shall be supported by an Owner's Certificate of Final Acceptance issued by the project owner other than the Contractor, or a final rating of at least satisfactory in the CPES, or a similar performance and monitoring system. In case of contracts with the private sector, an equivalent document shall be submitted*
Note: Contractors under Small A and Small B categories without similar experience on the procurement project to be bid may be allowed to bid if the cost of such contract is not more than the Allowable Range of Contract Cost of their registration based on the guidelines as prescribed by the PCAB.

10. Project Requirements, which shall include the following

a. Organizational chart of the personnel to be deployed for the procurement project to be bid

b. List of Contractor's key personnel , to be assigned to the procurement project to be bid, with their complete qualifications and experience data. These personnel must meet the required minimum years of experience
** Project Manager/Supervisor - with a minimum of 3 years general and relevant experience*
** Site/Project Engineer-minimum of 2 years general and relevant experience*
** Safety Officer- minimum of 2 years general and relevant experience*

c. List of Contractor's major equipment units which are owned, leased, or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor or vendor for the duration of the project, as the case may be,

11. Authority of Signatory/Secretary's Certificate(if applicable)
12. 2024 Audited Financial Statements
13. Net Financial Contracting Capacity (NFCC) or Committed Line of Credit

Note: Each and every page of the Bill of Quantities and Program of Works 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. Any insertions, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the Bidder.

The Bidder by the act of submitting its quotation shall have deemed to have inspected the site, determined the general characteristics of the contract works, and the condition for this Project, and examine all instructions, forms, terms, and project requirements .

DSWD
Department of Social Welfare and Development

BAGONG PILIPINAS

Administrative Division
General Services Section

BILL OF QUANTITIES

DRN: DRN:

Name of Project:	REPAIR AND REPLACEMENT OF THE WATERLINE SYSTEM OF DSWD FIELD OFFICE MIMAROPA MAIN	Location:	1680 FT Benitez St. cor Malvar Street Malate, Manila
Total Project Cost:	PHP -	Project Duration:	40 working days
Source of Fund:		Mode of Procurement:	Small Value Procurement
Date:		Source of Manpower:	Outsourced Service Provider/Contractor

Item No.	Item Description	Quantity	Unit	Material Unit Direct Cost	Material Direct Cost	Labor Unit Direct Cost	Labor Direct Cost	Unit Direct Cost	Amount
A	**General Requirements**								
A.1	Mobilization/Demobilization	1.00	lot						-
A.2	Bonds and Insurance	1.00	lot						-
A.3	Temporary Facilities	1.00	lot						-
A.4	Temporary Water and Electricity	1.00	lot						-
A.5	Project Bill Boards and Sign Board								
	DSWD Project Sign Boards, 8'x4' including wooden framing and boardup	1.00	set						-
	COA Bill Boards (Tarpaulin), 8'x4' including wooden framing and boardup	1.00	set						-
A.6	Occupational Safety and Health Program								
	Hard Hat, Color White, Green and/or Yellow	20.00	pcs						-
	Safety Boots, Size Varies (Black and White)	20.00	pcs						-
	Safety Gloves	20.00	pcs						-
	Medicine Cabinet	3.00	sets						-
	SUB - TOTAL (General Requirements)								-
B	**Earthworks**								
B.1	Staking and Layout	12.00	sqm						-
B.2	Site Clearing	12.00	sqm						-
B.3	Excavation	1.00	cum						-
B.4	Back Fill and Compaction	1.00	cum						-
B.5	Gravel Bedding	1.00	cum						-
B.6	Hauling of Debris	1.00	lot						-
	SUB - TOTAL (Earthworks)								-
C	**Reinforcement Works**								
C.1	Concrete Pad Slab	112.00	kgs						-
C.2	Concrete Pad Mat Footing	55.00	kgs						-
	SUB - TOTAL (Reinforcement Works)								-
D	**Formworks**								
D.1	Concrete Pad Slab	18.50	sqm						-
D.2	Concrete Pad Mat Footing	12.00	sqm						-
	SUB - TOTAL (Formworks)								-
E	**Concrete Works**								
D.1	Concrete Pad Slab	3.60	cum						-
D.2	Concrete Pad Mat Footing	2.40	cum						-
	SUB - TOTAL (Concrete Works)								-
F	**Steel Works**								
F.1	Water Tank								
	SS Grade 304 2000 liters Water tank	3	sets						-
F.2	Steel Pad for Water Tank	1.00	lot						-
F.3	Steel Casing for the Pump with Roof	1.00	lot						-
	SUB - TOTAL (Steel Works)								-
G	**Plumbing Works**								
G.1	Pipe Laying								
	32mm dia. PPR Pipe	20	pcs						-
	25mm dia. PPR Pipe	50	pcs						-
	20mm dia. PPR Pipe	30	pcs						-
	32mm dia. PPR Coupling	19	pcs						-
	25mm dia. PPR Coupling	49	pcs						-
	20mm dia. PPR Coupling	29	pcs						-
	32mm dia. PPR Elbow 90 deg.	45	pcs						-

	25mm dia. PPR Elbow 90 deg.	45	pcs						-
	32mm dia PPR Tee	45	pcs						-
	20mm dia PPR Tee	45	pcs						-
	32mm x 25mm PPR Tee Reducer	49	pcs						-
	25mm x 20mm PPR Tee Reducer	49	pcs						-
	32mm dia. PPR Gate Valve	2	pcs						-
	25mm dia. PPR Gate Valve	5	pcs						-
	20mm dia. PPR Gate Valve	42	pcs						-
	32mm dia. PPR Union	3	pcs						-
	PPR Adaptor (Female), 1"	5	pcs						-
	PPR Adaptor (Male), 1"	5	pcs						-
	PPR Adaptor (Female), 1/2"	45	pcs						-
	Teflon Tape, 3/4"	10	rolls						-
G.2	Pipe Laying Labor	1	lot						-
G.3	Plumbing Fixture Installation								
	Water Closet with Flush Tank	1	sets						-
	Lavatory	1	sets						-
G.4	Pump and Accessories								
	Pressure Tank, 50 Gallons 56cm diameter X 127 cm height	1	sets						-
	Booster Pump 2 Hp	1	unit						-
	SUB - TOTAL (Plumbing Works)								-
H	**Electrical Works**								
H.1	Wiring For Pump								-
	Power Roughing in	1	lot						-
	Junction Box for Power	1	lot						-
	Wiring for Power	1	lot						-
	Circuit Breaker	1	sets						-
	Panel Board and Accessories	1	sets						-
	SUB - TOTAL (Electrical Works)								-

A	**TOTAL DIRECT COST (Material, Labor and Equipment)**	-
	INDIRECT COST	
B	Overhead, Contingencies & Miscellaneous Expenses (15% of A)	-
C	Contractor's Profit (10% of A)	-
D	Value Added Tax (5% of A+B+C)	-
E	Pre & During Construction Phase: Processing of Building Permit including its Fees, Gov't Clearances and fees, Location Clearance fees, conducting DSWD-CO Lot Survey for Location clearance application with signed and sealed by the Geodetic Engineer, MERALCO Temporary Connections Fees , Water District Temporary Connections, Provision of Complete Signed & Sealed Detailed Engineering Design Plans for Securing Permits, Structural Analysis Signed & Sealed by Structural Engineer (Tax Inclusive for all permits), Preparation of grounds breaking ceremonies & Inauguration ceremonies	-
F	Post Construction Phase: Engineering Services for Six (6) sets of Complete As-Built Detailed Engineering Design w/ Signed & Sealed by complete engineering dicipline & Program of Works, Actual Quantities, Processing of Testing and Commisioning and Securing Permanent Water District Connections and other Necessary requirements	-
H	**TOTAL INDIRECT COST**	-
	TOTAL PROJECT COST	**PHP -**

AMOUNT IN WORDS : ______________________________

Submitted by :

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Signature over Printed Name

Name of Company : ______________________________

Date : ______________________________

DSWD
Department of Social Welfare and Development

BAGONG PILIPINAS

Administrative Division
General Services Section

PROGRAM OF WORKS

DRN: ____________

Name of Project:	REPAIR AND REPLACEMENT OF THE WATERLINE SYSTEM OF DSWD FIELD OFFICE MIMAROPA MAIN	Location:	1680 FT Benitez St. cor Malvar Street Malate, Manila
Total Project Cost:	PHP -	Project Duration:	40 Working Days
Source of Fund:		Mode of Procurement:	Small Value Procurement
Date:		Source of Manpower:	Outsourced Service Provider/Contractor

Item No.	Item Description	Quantity	Unit	Unit Cost	Amount	%
A	**General Requirements**					
A.1	Mobilization/Demobilization	1.00	lot			
A.2	Bonds and Insurance	1.00	lot			
A.3	Temporary Facilities	1.00	lot			
A.4	Temporary Water and Electricity	1.00	lot			
A.5	Project Bill Boards and Sign Board					
	DSWD Project Sign Boards, 8'x4' including wooden framing and boardup	1.00	set			
	COA Bill Boards (Tarpaulin), 8'x4' including wooden framing and boardup	1.00	set			
A.6	Occupational Safety and Health Program					
	Hard Hat, Color White, Green and/or Yellow	20.00	pcs			
	Safety Boots, Size Varies (Black and White)	20.00	pcs			
	Safety Gloves	20.00	pcs			
	Medicine Cabinet	3.00	sets			
	SUB - TOTAL (General Requirements)					
B	**Earthworks**					
B.1	Staking and Layout	12.00	sqm			
B.2	Site Clearing	12.00	sqm			
B.3	Excavation	1.00	cum			
B.4	Back Fill and Compaction	1.00	cum			
B.5	Gravel Bedding	1.00	cum			
B.6	Hauling of Debris	1.00	lot			
	SUB - TOTAL (Earthworks)					
C	**Reinforcement Works**					
C.1	Concrete Pad Slab	112.00	kgs			
C.2	Concrete Pad Mat Footing	55.00	kgs			
	SUB - TOTAL (Reinforcement Works)					
D	**Formworks**					
D.1	Concrete Pad Slab	18.50	sqm			
D.2	Concrete Pad Mat Footing	12.00	sqm			
	SUB - TOTAL (Formworks)					
E	**Concrete Works**					
E.1	Concrete Pad Slab	3.60	cum			
E.2	Concrete Pad Mat Footing	2.40	cum			
	SUB - TOTAL (Concrete Works)					
F	**Steel Works**					
F.1	Water Tank					
	SS Grade 304 2000 liters Water tank	3	sets			
F.2	Steel Pad for Water Tank	1.00	lot			
F.3	Steel Casing for the Pump with Roof	1.00	lot			
	SUB - TOTAL (Steel Works)					

G	**Plumbing Works**					
G.1	Pipe Laying					
	32mm dia. PPR Pipe	20	pcs			
	25mm dia. PPR Pipe	50	pcs			
	20mm dia. PPR Pipe	30	pcs			
	32mm dia. PPR Coupling	19	pcs			
	25mm dia. PPR Coupling	49	pcs			
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	32mm dia. PPR Elbow 90 deg.	45	pcs			
	25mm dia. PPR Elbow 90 deg.	45	pcs			
	32mm dia PPR Tee	45	pcs			
	20mm dia PPR Tee	45	pcs			
	32mm x 25mm PPR Tee Reducer	49	pcs			
	25mm x 20mm PPR Tee Reducer	49	pcs			
	32mm dia. PPR Gate Valve	2	pcs			
	25mm dia. PPR Gate Valve	5	pcs			
	20mm dia. PPR Gate Valve	42	pcs			
	32mm dia. PPR Union	3	pcs			
	PPR Adaptor (Female), 1"	5	pcs			
	PPR Adaptor (Male), 1"	5	pcs			
	PPR Adaptor (Female), 1/2"	45	pcs			
	Teflon Tape, 3/4"	10	rolls			
G.2	Pipe Laying Labor	1	lot			
G.3	Plumbing Fixture Installation					
	Water Closet with Flush Tank	1	sets			
	Sink	1	sets			
G.4	Pump and Accessories					
	Pressure Tank, 82 Gallons 79cm diameter X 151 cm height	1	sets			
	Booster Pump 1.5 Hp	1	unit			
	SUB - TOTAL (Plumbing Works)					
H	**Electrical Works**					
H.1	Wiring For Pump					
	Power Roughing in	1	lot			
	Junction Box for Power	1	lot			
	Wiring for Power	1	lot			
	Circuit Breaker	1	sets			
	Panel Board and Accessories	1	sets			
	SUB - TOTAL (Electrical Works)					

A	**TOTAL DIRECT COST (Material, Labor and Equipment)**	
	INDIRECT COST	
B	Overhead, Contingencies & Miscellaneous Expenses (15% of A)	-
C	Contractor's Profit (10% of A)	-
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H	TOTAL INDIRECT COST	-
	TOTAL PROJECT COST	PHP -

AMOUNT IN WORDS : ____________________

Submitted by :

____

Signature over Printed Name

Name of Company : ____________________

Date : ____________________

TECHNICAL SPECIFICATIONS

REPAIR AND REPLACEMENT OF THE WATERLINE SYSTEM OF DSWD FIELD OFFICE MIMAROPA MAIN BUILDING

1680 FT Benitez St. cor Malvar Street Malate, Manila

A. GENERAL CONDITIONS

1. The work under this specification is in conjunction with the plans, working drawings & cost breakdown (bill of quantities) and it includes all supply of labor and materials necessary to complete the proposed Rehabilitation of the Water Line System of the Main Building at 1680 ft benitez st. cor malvar street malate, manila.

2. The Contractor shall guarantee that all Labor and Materials shall conform to these Specifications and in Accordance with the Best Quality of Workmanship and Methods and the Laws of the Local Governing Body.

B. SITE PREPARATION

1. Site preparation work consists of site clearance, survey, cutting, imported fill, embankment and construction of ditches for drainage. Work of this section includes all measurement and materials required to complete the supply, execution and construction of site preparation.

   The contractor shall clear, from all areas planned for the work, all buildings, materials, debris, etc, prior to the cutting and filling work taking all necessary precautions to prevent damage to the existing road structures and buildings or other facilities, in the area, which shall not be demolished.

2. In case of rain, the day's work shall be stopped so as to confine damage due to rainfall to a minimum. According to the site conditions, temporary drainage ditches shall be provided. In cases where ditches, damaged ditches etc. become blocked with sand, earth, etc, such shall be immediately removed. Broken slopes shall be immediately repaired. In case where swamps, pools etc. which are not shown on the Drawings are found, such shall be drained.

C. EARTHWORKS

1. Earthworks consist of excavation, back filling and disposal of surplus materials. Work of this section includes all measures and materials required to complete the design, supply, support, use, construction, removal of earth work.

2. Excavation - The ground shall be excavated to the lengths, widths and exact depths required for the construction of the works as specified in the approved design plans. The contractor shall examine any unsuitable or weak ground material, standards of which are given below and shall report the situation in writing to the Architect/Design Engineer before executing concrete or any other Works. If the surface of a subgrade is found to be

unstable or to include any type of refuse subject to removal in the opinion of the Architect/Design Engineer, the contractor shall excavate and remove such unsuitable Material to the width and depth required by the Architect/Design Engineer.

Weather due to negligence or error on the part of the contractor or at the request of the Architect/Design Engineer owing to an unstable sub grade, the contract price shall be deemed to cover the whole cost of all excavation, inclusive of replacement with suitable material, necessary in whatsoever type of earth or ground conditions encountered, e.g. earth with boulders, hard pan, rock, old concrete foundation, roadways, paved areas, etc.

All excavation works shall be kept dry and clean in order that work may not be affected or interfered with by water entering the excavation. The contractor shall pump out all water which may occur or be brought into the excavation employing such equipment as engines, pumps pipe work, chutes and other necessary devices to keep the water level below the bottom of the permanent works during the period required by the Architect/Design Engineer, Raised water shall be conveyed away in such manner as not to cause any nuisance or injury to the occupants of adjacent properties or sites. If pumping is required it shall be carried out continuously and may not be stopped without the permission of the Architect/Design Engineer .

Excavated material, approved by the Architect/Design Engineer for re-use for filling shall be selected, loaded and hauled to the specified location for temporary stockpiling. Excavation materials containing brushy roots or other vegetable materials shall be classified as unsuitable for fill. The sides of excavation shall be supported as necessary to maintain a vertical face and to prevent fall or slip of any nature at any - time during the duration of excavation and back filling works. The contractor shall be responsible for the design, supply, fixing and removal of the shoring, sheet piling or any works required to support the side of the excavation. It is also the contractors responsibility to protect existing structures and utilities from damage or interruption of services due to excavation work .

3. Excess of Excavation - The contractor shall be responsible for all excess soil of excavated material not suitable for re-use. The Architect/Design Engineer may require the contractor to transport such material to a disposal area and /or may instruct the contractor to dispose of the surplus to a disposal area to be procured by the contractor himself - This shall all be carried out by the contractor at no extra expense to the employer.

4. Backfilling - Excavation shall not be backfilled until such structures and properties as drainage, insulation pipes, construction details, and water tightness have been inspected, tested and approved by the Architect/Design Engineer. All available precautions shall be taken during back filling to ensure that the pipes, insulation and construction details are not damaged. All backfill material shall be approved and free from vegetable or organic material, mud, refuse, boulders, rock, stones of over 15 cm and other materials which, in the opinion of the Architect/Design

Engineer, are unsuitable. Filling shall be carried out in such a way and to such a generous depth as to ensure that the final surfaces after settlement and compaction conform to the levels indicated in the Drawings and specifications.

5. Compaction - Compaction of fill. All soil fill material used shall be thoroughly compacted by mechanical means until the specified degree of compaction is obtained. The filling Material shall be approved by the Architect/Design Engineer and placed in even layers of a depth not greater than 30cm. A power-driven roller shall make at least 10 trips for each layer unless otherwise specified. Every effort shall be made to compact the fill material at its optimum moisture content for compaction. In any case, the dry density of compacted soil shall not be less than 95% of the value obtained in a standard laboratory test. When spade will not permit the use of rollers, other types of approved equipment shall be used to achieve the same degree of compaction specified. Filling and compacting around pipes, cables and conduits shall be done by hand using selected Materials to depth of the least 50cm. above such pipes, cables and conduit.

D. CONCRETE WORKS

1. Concrete works shall conform and in accordance with ACI 318-14, it consists of mixing, conveying, and placing of concrete, for work and reinforcement Work, (it is inclusive of all measures and materials required for removal of concrete forms and reinforcement).

   All materials used in the work shall be the best of their kind and shall conform in quality and treatment to the conditions herein specified. The contractor shall submit to the Design Engineer when required and at his own expense, samples of all materials to be used in the works. The quality of the samples so provided being representative of the bulk of such materials. The construction of all concrete and reinforced concrete work shall commence at points approved by the Design Engineer and shall be continued and completed in accordance with the program of work to be submitted to the Engineer for approval before the concrete work is commenced. Any work considered by the Engineer to be of inferior workmanship and therefore, to present a potential point of weakness in any part of the work shall be demolished and rebuilt at the expense of the contractor.

2. CEMENT - Portland cement for all structural concrete shall conform to ASTM C 150, for all concrete construction below ground level and water-retaining structures, sulphate resisting Portland cement Type II of ASTM C 150 or equivalent shall be used and for above ground level Type I shall be used. The contractor shall provide appropriate dry, well-ventilated weather and water proof sheds of capacity sufficient to store cement so that the cement can be stored in such a manner as to prevent deterioration or intrusion of foreign matter. Floors of the sheds shall be at least 30 cm above ground. The cement while being conveyed to the site in trucks or other vehicles shall be adequately from the weather. The cement shall be used

as soon as possible after delivery. Any cement that has deteriorated or has been contaminated shall not be used for concrete.

3. AGGREGATES - All aggregates shall conform to the requirements of ASTM C33 or equivalent and be locally available. Aggregates failing to meet above mentioned specifications but which have been shown by special test or to actual service to produce concrete of adequate strength and durability may be used when authorized by the engineer. The aggregates shall be dense, hard durable and free from harmful amounts of reactive minerals and other chemical compounds and shall conform to the above-mentioned standards. Samples of aggregates used in the work shall be provided from the same aggregate sources stockpile at the site and be submitted to the laboratory authorized by the employer and the written approval of the authorized laboratory shall be given to the engineer for his approval.

4. WATER - Water use in mixing concrete shall be clean and free from injurious amounts of oil, acids, alkalis, salts, organic material, or other substance which may be deleterious to concrete or reinforcement. The temperature of water uses for making concrete in hot weather shall be low enough to attain the proper mixing temperature of concrete, and in any case shall be lower than 30 degrees centigrade. The contractor shall store on the site an adequate supply of fresh water to meet all needs.

5. STEEL REINFORCING BARS - Reinforcing bar should be deformed bars for all reinforced concrete work, and should have minimum yield strength of 230 N/mm2 (33000 psi) in accordance to PNS 49:2002 ASTM Grade33 (ASTM A 615 and A 615M-16). Representative samples of all steel reinforcement that the contractor proposes to use in the Works together with manufacturer's certificate stating clearly for each sample, the place of manufacture expected date and size of deliveries to site, and all relevant details as regards composition manufacture, strength and other qualities of the steel shall be submitted to the Engineer for written approval.

   Steel Bars shall comply with PNS 49:2002 ASTM Grade33, Random Testing by accredited DPWH Testing Center shall be done at least once for the duration of this Project and shall be submitted to DSWD NCR FO for Recording.

6. FORMWORKS – Ordinary plywood, 5-ply, 12 mm thick, or wood boards shall be used. Wood boards or plywood for shuttering shall be such as not to damage the placed concrete owing to its containing impurities and shall be able to withstand loading occurring during placing of concrete.

7. Concrete Mixes - Concrete shall be proportioned to have the following specified compressive strengths, as determined by the specified testing and test evaluation procedure, specified compressive strength (f'c) shall be as indicated on the drawings.

8. Water-cement ratio - Water-cement ratio shall be determined so as to achieve the required workability and to obtain the specified concrete strength, which shall be subject to the approval of the Design Engineer.

9. Test of Concrete Work cylinder test shall be made on concrete sampled during the works. Samples shall be taken for each new grade concrete, from each 100 m3 of concrete when the same grade is being used continuously, except for lean concrete and other non-load bearing concrete. The number of specimens taken shall not be less than 3 for each compressive strength test, all tests shall be performed in accordance with ASTM C39 and ACI 318-14 and shall be carried out in an authorized & accredited laboratory at the contractor's own expense. If the results of the 28 days' test are unsatisfactory, all concrete work shall be stopped at contractor's expense and shall not proceed further without the written permission of the Design Engineer. Should the test prove that the concrete is not satisfactory or the Design Engineer ascertain any section to be defective, the condemned concrete shall be cut out, removed and replaced by the contractor. All Test Results shall be submitted to DSWD NCR FO for recording.

10. Mixing and placing concrete – Mechanical Mixing, batching. All concrete shall be Machine Mixed. The contractor must also submit details on the type or types of mixers and machines to be used and proposals for the means of conveying mixed concrete from the mixer to the points of deposition. All concrete shall be batched using appropriate means shall be of a type approved by the Engineer and shall be kept in good condition while in use at the works. Each mixer shall be fitted with a water measuring device. If aggregate batching by volume is allowed, the cement shall be batched by weight and the water by weight or volume. Any deposit of old concrete in the mixer drum shall be cleaned out by rotating clean aggregate and water in the drum before any fresh concrete is mixed.

11. Placing and compacting Immediately after mixing, the concrete shall be transported to the place of final deposit- by method which prevents separation , loss contamination of any of the ingredients.. Any method involving the use of pipes or chutes for transporting concrete shall not be permitted, except with the written approval of the Design Engineer.

    Transport of concrete from the mixers must be as rapid. as possible and the contractor shall always be responsible to place and compact the concrete.
    Before any concrete is poured, the formwork must be thoroughly cleaned of all dirt, shavings, loose stones, etc, and the wood form which will come in contact with the concrete shall be soaked well with an approved mould oil. The concrete shall be placed gently in position and shall normally not have a free fall of more than one meter. To convey the concrete as near as possible to its final position, rubber or metal drop chutes shall be used for small sections, and bottom opening buckets or other suitable vessels for large sections. The concrete shall be placed in such a manner so as to prevent water from collecting at the ends, corner or along the faces of the forms, and it shall not be placed in large quantities at a given point and

allowed to run or work over a long distance in the form . All concrete shall be placed and compacted in even layers with each batch adjoining the previous one. The thickness of the layers shall be between 15-30 cm for reinforced concrete and up to 45 cm. for un-reinforced concrete in relation to the width of the forms.

The concrete shall be carefully and continuously compacted and worked around the reinforcement and into the corners of the formwork so that it will be in close contact with the reinforcement and free from honeycombing. Over-vibration causing segregation shall be carefully avoided and the redistribution of concrete in the formwork by means of vibrators shall not be permitted.

The concrete shall be compacted by mechanical or electro-mechanical vibrators of a type approved by the Engineer. The plunger type vibrators shall have a diameter compatible with the spacing of the reinforcement., and sufficiently high frequency.

All vibration, compaction and finishing operations shall be completed immediately after placing of the concrete in its final position, workers shall not be permitted to walk over freshly placed concrete until it has hardened sufficiently to carry their weight without distortion, and great care shall be taken to ensure that reinforcement projecting from recently placed concrete is not shaken or disturbed so as not to destroy or damage the initial set of the concrete in contact with it.

Concreting in any one part or section of the work shall be carried out in one continuous operation and no interruption of concreting work shall be allowed without the approval of the Design Engineer.

12. Curing - Curing shall start as soon as practical after placing or finishing, concrete shall be cured with water unless membrane curing is employed. The surface of placed concrete shall be covered with damped mats or other approved materials for a suffocation period taking into consideration weather conditions during the period. Horizontal surfaces shall be covered by a suitable method so as to avoid the effect of sunshine, drying wind and other harmful effects, vertical surfaces such as walls and column sides shall be wetted for a sufficient period by sprinkling water to forms, or other suitable methods.

13. Bending and anchorage - Bending specifications shall be drawn up as applicable in accordance with the approved codes, and each reinforcement bar shall be bent to the exact dimensions specified in the relevant specification. All bars shall be bent cold. Bars shall not be welded without the approval of the Design Engineer. No splices shall be made in the reinforcement except where approved by the Design Engineer, and all splices or overlaps shall comply entirety with the requirements of proved.

14. Fixing of reinforcement. The steel reinforcement shall be assembled to the exact shapes and dimensions as approved by the Design Engineer. The rods shall have the approved cross-sectional area and shall be fixed

accurately in the moulds. The ends of all tying wires shall be turned into the main body of the concrete and shall not be allowed to project towards the surface. Spacing blocks shall be used to ensure accurate cover to the reinforcement, where necessary, and these blocks shall be of precast concrete of a strength at least equal to that of the concrete being placed. They shall be as small as possible in view of practicality and shall be securely fixed in position by means of wires to be cast into them. No temporary supports for the reinforcement shall be allowed to be incorporated into the finished concrete. At the time of concreting all reinforcement shall have been thoroughly cleaned and made free of all loss rust (crude oil or any other coatings that might destroy or reduce the bond). Unless otherwise specified or shown on the drawings, minimum cover shall be determined in accordance with ACI 318- 14 as indicated on the following table:

<table>
<tr><td colspan="3">Description</td><td>Minimum Thickness Cover</td></tr>
<tr><td colspan="3">Cast against and permanently exposed to earth</td><td>75</td></tr>
<tr><td colspan="2" rowspan="2">Exposed to earth and weather</td><td>D16 and smaller</td><td>50</td></tr>
<tr><td>D20 - D25</td><td>40</td></tr>
<tr><td rowspan="2">Not Exposed to weather and not in contact with earth</td><td>Slabs, joists and walls</td><td>D25 and smaller</td><td>20</td></tr>
<tr><td>Beams, girder columns & pedestals</td><td>main bars , ties, stirrups</td><td>40</td></tr>
</table>

15. Form work - This section covers the fabrication, erection and removal of forms and other necessary work thereof, including material and design of forms. All works, covered by this section shall conform to ACI 347-14 or relevant Code & standards unless otherwise specified herein.

Design of forms

a. Forms shall be constructed complete with centering, sleeves and molds to conform to the shape, form, line and grade required and shall be maintained rigid to prevent deformation under load where required forms shall provide for adequate protection of the precast units placed within the forms, before pouring concrete.

b. Joints shall be leak proof and arranged vertically or horizontally to conform to the design pattern. Forms shall be placed on successive units for continuous surfaces and fitted to accurate alignment to secure smooth completed surfaces free from irregularities, in long span, where intermediate supports are not possible, the form deflection due to fresh concrete shall be compensated for. Members shall have true surfaces in accordance with desired lines, planes and elevations. If adequate foundation for shores cannot be secured, trussed supports shall be provided.

c. Form surfaces shall be coated before placing of reinforcement, when oil is used, surplus oil shall be removed from form surfaces. All oil stains shall be cleaned from reinforcing steel before pouring of concrete,

d. Forms shall not be removed without the approval of the Design Engineer. This approval shall not relieve the contractor of responsibility for the safety of the work, the minimum period of time that must elapse between the pouring of the concrete and the slackening of the form work shall be as follows: The removal of form works shall in all cases be supervised by an experienced foreman. All form works shall be removed without such shock or vibration as would damage the concrete, and before the form works and props are removed the concrete surface should be exposed, where necessary, in order to ascertain that the concrete has hardened sufficiently, any work showing signs of damage due to premature loading is to be removed and entirely reconstructed at the contractor's expense.

16. Finishing - The finishes described below must not cause any deviation outside the specified allowable deviation from plumb or level or from alignment, profile grades or dimensions specified in the paragraph on tolerance. Offsets caused by displaced or misplaced sheathing, lining or form sections, or by knots in forms or by otherwise defective items shall be checked by direct measurement. All other irregularities can be checked by use of straight edges or by use of templates. Surfaces shall be corrected so as to meet the requirements specified in the paragraph or tolerances.

a. Formed surfaces to be hidden by backfill, plaster or other finish material shall not require treatment after form removal except for patching defective concrete, the filling of holes and the specified curing; correction of surface irregularities shall be required for depression exceeding a limit not affecting the subsequent finish. Formed surfaces for exposed walls, water conduit, parapets, curbs, stair faces and other areas shall be smooth and regular when completed. Ridges or lips on exposed concrete shall be removed by tooling, grinding or rubbing.

b. Fair faced concrete this type of finish is for surfaces which are permanently exposed to view. Forms to provide this finish shall be faced with wrought tongued and grooved boards or plywood or metal panels, arranged in a uniform approved pattern, free from defects likely to detract from the general appearance of the finished surface. This finish shall be such as to require no general filling of surface pitting, but fins, surface discoloration and other minor defects shall be remedied by methods approved by the Design Engineer without extra cost to the contract. All forms shall be removed without damages to the concrete. The use of non-staining mould oil or other material to facilitate this shall not have a deleterious effect on either the strength or appearance of the concrete and

c. Unformed Surfaces Unformed screeded finish surfaces to be covered by-backfill or concrete and surfaces of sub-floors to be covered by concrete floor topping: Finishing operations shall include sufficient levelling and screeding to produce flat uniform surfaces. Unformed floated finish surfaces not permanently concealed by backfill or concrete and for which other finishes are not specified, including concrete to be permanently exposed to view such as outside decks, floor of sumps, tope of walls, surfaces of gutters, sidewalks and outside entrance slabs, when trowel finishes are needed, floating shall be continued until a small amount of mortar without excess water is brought to the surface, permitting effective trowelling. Surfaces to receive mastic water proofing or asphalt water proofing shall not have any prominence likely to cause damage or other harmful irregularity. Surfaces irregularities shall be reduced or eliminated by grinding, after concrete has hardened.

E. CONCRETE WORKS

1. All concrete blocks shall conform to ASTM C129 or equivalent unless otherwise specified as follows:

   a. Concrete block shall be manufactured in accordance with the specification stated herein, block shall be manufactured of Portland cement and locally available aggregate by mixing and compacting using an electric machine, Joint mortar materials cement shall be specified in section D (concrete work)

   b. Sand shall be clean sharp, coarse, well-graded and shall conform to ASTM C-144 (Aggregate for Mortar) or ASTM C33

   c. block shall be reasonably uniform in compressive strength and in all dimensions and shall be straight and free from cracks, chips or other defects. Specification of the materials shall be in accordance with Section D “Concrete work”.

   d. Where full height walls are constructed with concrete hollow blocks, these shall extend up to the bottom of the beam or slab unless otherwise indicated on plans. Provide stiffener columns & lintel beams as specified in the structural drawings or as specified or as deemed required to assure a stabilized wall due to height & other considerations.

2. Joint mortar materials

   a. Cement shall be specified in section D (concrete work)

   b. Sand shall be sharp S-1, washed, clean and greenish in color, coarse, well-graded and shall conform to ASTM C-144 (Aggregate for Mortar)

   c. One part “Portland” cement and two parts sand and water but not more than three parts sand and water.

   d. Plaster bond: N and H Plaster bond - Apply to all wall areas prior to plastering.

F. FINISHING WORKS

Refer to Architectural Plans for location. Verify plans for other finishes not specified or omitted herein. Sample of all materials shall be submitted to the Procuring Entity for approval as to color and quality workmanship.

FLOOR FINISHES

1. Ceramic Tiles: Supply and installation of 600 mm x 600 mm unglazed tiles; polished / unpolished / textured and colored: set on tile adhesive setting with 3 - 5 mm spacing between tiles. For All areas except toilet or approved equal by the end-user. See Design. Submit Samples for approval.

2. Ceramic Unglazed Tiles: Supply and installation of 300 mm x 600 mm for Toilet Wall & 300mmx300mm for Floor Tiles. Refer to Schedule of finishes. Submit sample for Procuring Entity"s approval.

WALL FINISHES

1. Plain Cement Plaster Finish: 10 mm. thick. on vertical, on masonry and for all concrete hollow block surfaces, painted finish as indicated in the Drawings and for all areas not otherwise noted with other finishes.

2. Sand for finish coats shall be clean and well graded from coarse fine as specified in concrete work.

Cement shall be specified in section D (concrete work).

Plastering accessories shall be approved on samples by the Engineer before starting plastering work. Such accessories, including corner beads, casing beads, lath and other materials, shall be used where and necessary for workmanlike plastering work.

Surface preparation Dust, Oil, grease and other undesirable substances that might hinder the forming of a good bond with plaster bases on concrete or masonry shall be removed immediately prior to plastering.

Moistening underbed immediately before applying plastering work, concrete surfaces shall be wet-down sufficiently to reduce suction but shall not be excessively wet.

All plastering shall be executed in a workmanlike manner leaving all finished plaster surfaces free from waves or imperfections.

Mixing Plaster materials shall be thoroughly mixed with the correct amount of water, in accordance with the specific requirements of the Manufacturer.

G. PLUMBING

1. System Description

The proposed water supply system provides a continuous and pressurized water distribution for a three-storey office building occupied by 100 to 150 persons. The system is designed to ensure adequate pressure and flow to all plumbing fixtures during peak demand periods, utilizing a 2.0 HP booster pump with pressure tank, supplied from a 6,000-liter elevated storage tank connected to the Maynilad water supply line.

The Maynilad line serves as the primary water source. Water flows into the 6,000-liter ground-level tank, which is fitted with a float valve for automatic level control and overflow and drain provisions for maintenance. The tank is elevated 1 meter above ground, ensuring a flooded suction condition for the pump.

From the tank, water passes through a 1¼-inch (32 mm) suction line to the booster pump assembly, consisting of a 2 HP horizontal multistage centrifugal pump and a 60–100 liter diaphragm-type pressure tank. The booster set pressurizes the waterline that serves the building's distribution network.

2. Booster Pump and Pressure Tank System

The booster pump operates automatically via a pressure switch and pressure tank system. The pump activates when system pressure drops below a set cut-in point (around 1.8 bar) and stops when the pressure reaches the cut-out point (around 3.0 bar). The pressure tank, pre-charged to about 1.5–2.0 bar, stores compressed water and air, minimizing pump cycling and ensuring steady pressure.

For a three-storey building with 100–150 occupants, the 2.0 HP pump can adequately meet average daily and moderate peak demands, but it is recommended to install provisions for a future parallel (standby) pump to handle higher peak loads or maintenance downtime.

Typical booster pump characteristics:

- Rated Power: **2 HP (1.1 kW)**
- Flow Capacity: **80–100 L/min**
- Head Capacity: **35–45 meters**
- Operating Pressure: **2–3 bar**
- Voltage: **230 V single-phase, 60 Hz**
- Control: Automatic pressure switch with manual override

If the demand profile indicates simultaneous use of multiple washrooms, sinks, and pantry fixtures during peak hours, a dual-pump (lead-lag) booster system with automatic alternation control is recommended to maintain consistent performance and extend equipment lifespan.

3. Hydraulic Design Basis

The building's total height is approximately **9 meters**, with **3 meters per floor**. Including the **1-meter tank elevation** and friction losses estimated at **8–10 meters**, the **total dynamic head (TDH)** is approximately **20–25 meters**.

The estimated **peak water demand** for 100–150 office occupants is:

- Approx. 60–80 liters per person per day, equivalent to 6,000–12,000 liters daily total.
- Peak demand flow rate: 100–120 liters per minute (assuming 10–15% of occupants use water simultaneously).
  Given this load, the 2.0 HP pump can meet demand under normal conditions, but if peak loads are frequent, a 2.0 HP upgrade or twin-pump configuration is advisable to ensure continuous pressure without excessive cycling.

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4. Piping System and Distribution Network

The **distribution piping network** consists of:

- **Pump suction line:** 32 mm (1¼") PVC or HDPE
- **Pump discharge line:** 25 mm (1") PPR
- **Floor risers:** 25 mm (1") PPR
- **Branch lines:** 20 mm (¾") PPR
- **Fixture branches:** 15 mm (½") PPR
  Valves and fittings include:
- **Gate valve** on suction and discharge lines
- **Non-return valve (NRV)** on discharge line to prevent backflow
- **Pressure gauge** (0–6 bar) for monitoring
- **Bypass line** from Maynilad to building supply (for maintenance or emergencies)
- **Drain valve** at tank and lowest pipe point
- **Air release valves** at high points
  The system provides full coverage across all three floors, supplying restrooms, pantries, and utility areas.

5. Electrical and Control Provisions

The booster pump motor operates on 230 V single-phase, drawing about 6 amperes. The system is protected by a 15 A circuit breaker, with a thermal overload relay integrated into the control circuit. The control panel includes:

- Power ON/OFF switch
- Pressure switch terminals
- Indicator lights for pump operation
- Manual/Auto selector switch

The system is grounded for electrical safety, and all wiring complies with the Philippine Electrical Code (PEC) standards. For systems serving more than 100 users, a control panel with automatic alternation feature is recommended if a second pump is added.

6. System Operation

1. **Filling Phase:** Maynilad water automatically fills the 6,000-liter tank via float valve.
2. **Distribution Phase:** The booster pump draws water from the tank and pressurizes the supply network.
3. **Pressure Control:** The pressure switch maintains system pressure automatically using the pressure tank.
4. **Demand Response:** During high-demand periods, the pump runs continuously to maintain pressure; during low demand, it shuts off automatically when pressure stabilizes.
5. **Backup Operation (optional):** In a twin-pump configuration, one pump operates while the other remains on standby, alternating per cycle or running simultaneously at peak demand.

7. Performance Summary

Parameter	**Specification**
Source of Water	Maynilad main line
Storage Capacity	6,000 liters
Pump Rating	2.0 HP
Flow Capacity	80–100 L/min
Total Dynamic Head	20–25 meters
Pressure Range	2–3 bar
Pressure Tank	60–100 liters diaphragm type
Building Height	3 storeys (~9 meters)
Occupancy	100–150 persons
Voltage	230 V single-phase
Daily Demand	6,000–12,000 liters/day

Parameter	Specification
Operation	Fully automatic, pressure-controlled

H. ELECTRICAL SPECIFICATIONS

1.0 GENERAL DESCRIPTION

1.1 The work to be done under this DIVISION of the Specifications consist of the fabrication, furnishing delivery and installation, complete in all details of the Electrical Work, at the subject premises and all work materials incidental to the proper completion of the installation, except those portions of the work which are expressly stated to be done by others.

All work shall be done in accordance with the governing Codes and Regulations and with the Specifications, except where same shall conflict with such codes etc., which latter shall then govern. The requirements with regards to materials and workmanship specify the required standard for the furnishing of all labor, materials and appliances necessary for the complete installation of the work specified herein and indicated on the drawings.

The Specifications are intended to provide a broad outline of the requirement and are not intended to include all details of design and construction.

1.2 LAWS/CODES and REGULATIONS:
The work under this DIVISION shall be executed in accordance with the latest requirements of the following:

- -Building Code of the Philippines
- -Philippine Electrical Code
- -Laws, ordinances, and regulations of the locality having jurisdiction over the project.
- -Power and telephone utility companies
- -UAP Doc. 301

The requirements of the above-mentioned governing laws/codes and the requirements of the companies having involvement/participation are hereby made part of this Specifications and the CONTRACTOR is required to comply with the same.

This does not relieve the CONTRACTOR from complying with requirements of specifications or drawings more than above laws and ordinances, codes and requirements which are not prohibited by the same.

1.3 GUARANTEE
The CONTRACTOR shall guarantee that the electrical system is free from all grounds and defective materials and workmanship for a period of one (1) year from the date of acceptance of the work. All defects arising within the guarantee period shall be reminded of by the CONTRACTOR at his own expense.

The CONTRACTOR shall indemnify and save harmless PROCURING ENTITY from and against all claims, suits, actions, or liabilities for damages arising from injuries, disabilities, or loss of life to persons or damage to public or private properties resulting from fault or any act of contractor or his representative in the execution of this work.

The partial acceptance of the work for the purpose of making partial payments, based on the estimated cost satisfactorily completed by the CONTRACTOR, shall not be considered as final acceptance of that portion of the work.

1.4 DRAWINGS & SPECIFICATIONS

1.4.1 The electrical plans, which constitute an integral part of these Specifications, shall serve as the working drawings. The plans indicate the general layout and arrangement of the complete electrical system and other works.

1.4.2 The drawings and specifications are meant specifically to be complementary to each other and where it is called for by one shall be binding as if called for by both. Anything which is basically required to complete the installation for proper operation but not expressly mentioned on the drawings and/or specifications shall be furnished and installed by the CONTRACTOR at no extra cost to the PROCURING ENTITY as though specifically stipulated or shown in both.

1.4.3 The Procuring Entity shall have the final decision on any apparent conflict between the drawings and specifications or on any under and controversial point in either or both.

1.4.4 All dimensions and locations shown on the plans are approximate and shall be verified in the field, as actual locations, distances, and levels are governed by actual conditions.

2.0 SCOPE OF WORK

2.1 Work Included

The work to be done under this DIVISION shall include the furnishing of all tools, labor, equipment, fixtures, and materials, each complete and in proper working condition unless one or other is specifically excluded or stated otherwise in these Specifications but not limited to the following principal items of work:

2.1.1 Furnish and install a complete wiring and raceway system for the underground power and telephone distribution system including concrete pedestals, concrete hand holes and necessary wiring gutters and boxes.
2.1.2 Furnish and install a complete grounding system.
2.1.3 Perform terminations for all electrical systems.
2.1.4 Complete testing of all electrical systems.

2.1.5 Preparation of "As-built" drawings.

2.1.6 If any item of works or material has been omitted which are necessary for the completion of the Electrical Work as outlined herein before, then such items shall be and hereby included in this section of work.

3.0 PROCEDURE

3.1 Workmanship

The CONTRACTOR shall execute the work in the most thorough, prompt and workmanlike manner and in accordance with the plans and specifications. The installation shall be done through standard methods and good engineering practices.

3.2 Materials

All materials to be installed shall be brand new except as otherwise noted on the plans or specifications. The materials shall be as specified. No substitution of materials is allowed. Should the CONTRACTOR find it necessary to use another type/brand of materials instead of the specified item, he shall first obtain approval from the PROCURING ENTITY prior to installation. Any substituted material installed without the approval of the PROCURING ENTITY shall be subject to replacement.

3.3 Coordination

It is the sole responsibility of the CONTRACTOR to conduct coordination of his activities with the following:

3.3.1 Other trades and suppliers

3.3.2 Procuring Entity/Engineer

3.3.3 Local Government Authority

3.4 Deviation from The Plans

No deviation from the plans is to be made unless given notice or approval by the PROCURING ENTITY.

3.5 Record Drawings and "As-Built" plan.

The CONTRACTOR is required to keep an active record of the actual installation during the progress of the job. This shall be the reference in the preparation of the "As Built" plans which shall include all pertinent information, complete in all aspects of the actual installation, and all new information not originally shown in the contract drawings. The "As-Built" plans shall be prepared by the CONTRACTOR at his expense and shall be submitted to the Procuring Entity for approval upon the completion of the work. The approval of the "As-Built" drawings shall be a pre-requisite for the final acceptance of the electrical works.

Submit two (2) copies of the "As-Built" drawings signed and dry sealed by the CONTRACTOR'S. Registered Professional Electrical Engineer. Original tracing/ reproducible copy together with CAD File in CD shall also be submitted to the PROCURING ENTITY.

3.6 Samples & Shop Drawings

3.6.1 30 days prior to the installation or fabrication of materials the CONTRACTOR shall submit to the Procuring Entity the following for approval.

a. Shop drawings of panel boards showing arrangements of circuit breakers, bus bar sizes, lugs, etc. Indicate all dimensions.

b. Shop drawings or samples required as noted in the drawings.

c. Samples and catalogs of materials intended to be installed.

3.6.2 The CONTRACTOR shall also submit to the Procuring Entity without delay shop drawings and other submittals which may be required by Procuring Entity during the progress of construction.

3.6.3 The above requirements shall be submitted to the Procuring Entity at the earliest possible time to give allowance for checking and verification. These shall be complete in all aspects.

3.6.4 Submit four (4) sets of each shop's drawings.

3.7 Electric Power

The CONTRACTOR shall be responsible for his own electric power needed for the execution of the job.

3.8 TEST

Conduit tests on all electrical conductors installed in the presence of the PROCURING ENTITY's representative.

3.8.1 check for grounds
3.8.2 insulation resistance test
3.8.3 continuity test for all outlets
3.8.4 voltage level test
3.8.5 phase relationship
3.8.6 check circuit connections at panel boards, all single-phase circuits shall be connected to phase as shown in the load schedule.

3.9 Submit Reports on Tests

All reports must be formal, typewritten and properly identified.

3.10 All defects found during the test shall be repaired immediately by the CONTRACTOR.

3.11 All tools, equipment and instruments needed to conduct tests shall be on the account of the CONTRACTOR.

4.0 METHODS & MATERIALS

4.1 Conduits

4.4.1 Rigid Steel Conduits (RSC) and Intermediate Metal Conduit (IMC):

a. Standard trade sizes, hot dipped galvanized with inside enamel or epoxy coating.
b. Joints-threaded coupling for joints.
c. Use for power & lighting.

4.4.2 Polyvinyl Chloride Conduit (PVC)

a. Standard trade sizes, schedule 40.

b. Coupling & fittings - standard couplings for joints by solvent weld process.

c. Telephone System & other auxiliary system.

4.4.3 Installation of Conduits

a. Installation is in accordance with PEC and with good engineering practice.

b. Use standard trade sizes locknut and bushing at each end terminating in boxes/panel boards. Ensure electrically continuous conduit systems.

c. Provide independent conduits support using hangers, supports or fastenings spaced in accordance with good engineering practice and PEC.

d. Use adjustable trapeze hangers for horizontal parallel runs.

e. Conduit bends shall not be more than the equivalent of three (3) 90 degree bends between pulling points.

f. Conduit threads cut on job shall have the same effective lengths, thread dimensions, and taper as factory threads.

g. Cut ends of conduit square with hand or power saw and ream to remove burrs and sharp edges. Do not use a wheel cutter.

h. Clamps shall be galvanized malleable iron one-hole straps, beam clamps or other approved device with necessary bolts and expansion shields.

i. Trapeze hangers shall be used for parallel runs of conduits. Install conduit clamps at the end of each run and at each elbow. Paint hangers one prime coat of red lead or zinc chromate, and one finish coat of an approved color. Hangers are not detailed but must be adequate to support combined weight of conduit, conductors, and hangers. Submit shop drawings for approval.

j. All underground conduits installed shall be provided with concrete encasement of at least 8cm. thick outer face of conduit.

4.2 Wires

1. Wires shall be annealed copper, 98% or better conductivity, insulated, stranded, except as noted in the drawings.

2. 600-volt class type as indicated in the plans.

3. Minimum size shall be #3.5 THHN for power and lighting circuits.

4. Telephone wires shall be no. 22 AWG jacketed type, 4 wires.

5. Use standard methods in pulling wires.

6. Splices of wires/cables shall be done inside junction boxes or auxiliary gutters using standard connectors. No wires shall be spliced inside conduits.

7. All wires and cables shall be color coded as follows:

Phase A Red
Phase B Yellow
Phase C Black
Ground Green
Neutral White

1.3 Connectors

Use solderless mechanical pressure - type lugs, copper

4.4 Insulation

All splices shall be properly insulated using 3M electrical tape. Application of insulation tape shall be equivalent to the insulation of the wire concerned. Use filler compound, "Scotch fill at sharp edges to provide a smooth surface before taping.

4.5 Panel board & Circuit Breaker

4.5.1 NEMA type/enclosure unless noted, PEC rules and regulations, circuit breaker type shall be 230V, number of poles as required.

4.5.2 Panel boards shall contain a single brand of circuit breakers.

4.5.3 All circuit breakers used as main shall be "Bolt on" type molded case, thermal magnetic protective, quick make, quick break, trip free from handle, trip indicating, number and size as shown in the schedule. Internal common trip for 2 and 3 pole breakers.

4.5.4 Breaker minimum interrupting capacities shall be based on NEMA and UL test procedures.

a. 230-volt breakers - 10,000 rms. Symmetrical amperes at 240V A/C (minimum)

4.5.5 All circuit breakers used as branches rated at below 100 AT and specifically installed in lighting panel boards shall be „bolt-on".
4.5.6 Word "space" indicated in the schedule shall mean that complete bus, insulators, etc. shall be included ready to accept future circuit breakers of the same frame size as the largest branch circuit breaker.

Conforme:

I hereby certify to comply with all the requirements of the project.

____
Signature over Printed Name

Name of Company: ______________________________

Date: ____

TERMS OF REFERENCE

ELIGIBILITY REQUIREMENTS

Prospective bidders shall have to submit the following documents:

a. Valid PHILGEPS Registration/PHILGEPS Registration Number
b. Updated Business Permit/ Mayors Permit
c. Business/Income Tax Return
d. Notarized Omnibus Sworn Statement
e. PCAB License:
   Minimum Requirement:
   Principal Classification: General Building/General Engineering
   Category: C&D
   Registration Particulars:
   Kind of Project: General Building /General Engineering
   Respective Size Range (Minimum Requirement): Small B
f. Statement 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;
g. Statement of the Bidder's Single Largest Completed Contract within three (3) years on the deadline of submission of bid:
   ** The SLCC shall be supported by an Owner's Certificate of Final Acceptance issued by the project owner other than the Contractor, or a final rating of at least satisfactory in the CPES, or a similar performance and monitoring system. In case of contracts with the private sector, an equivalent document shall be submitted*
h. Project Requirements, which shall include the following
   a. Organizational chart of the personnel to be deployed for the procurement project to be bid
   b. List of Contractor's key personnel , to be assigned to the procurement project to be bid, with their complete qualifications and experience data. These personnel must meet the required minimum years of experience
   c. List of Contractor's major equipment units which are owned, leased, or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor or vendor for the duration of the project, as the case may be,
i. Authority of Signatory/Secretary's Certificate(if applicable)
j. 2024 Audited Financial Statements
k. Net Financial Contracting Capacity (NFCC) or Committed Line of Credit

DSWD Field Office MIMAROPA, 1680 F. T Benitez cor Malvar Sts, Malate, Manila, Philippines, 1004
Website: http://www.fo4b.dswd.gov.ph Tel Nos.: _(02) -5336-8107

Prospective bidders shall acquire/submit the following requirements/documents ;

a. Minimum of three (3) years in the engineering industry
b. Have sufficient qualified personnel, equipment and materials
c. Service Provider must submit one (1) Client Satisfaction Rating as proof of satisfactorily providing a similar service with another government agency or private entity.

GENERAL REQUIREMENTS

The Contractor shall be responsible for the following:

1. *Provide technical supervision, skilled manpower, tools, equipment, and suitable materials within the specified period to complete the project;*
2. *Submit an offer that provides for superior quality and/or better terms and conditions advantageous to the DSWD at no extra cost;*
3. *If the activity to be conducted requires securing and submit bonds, permits, and insurance from other entities or government agencies, the Contractor will be responsible at their own expense;*
4. *Submit on time, the required work schedule, delivery schedule, table of organization, manpower schedule, safety plan, methodology, and other requirements deemed necessary;*
5. *Comply with all Environmental, Health, and Safety regulations required by law;*
6. *Comply with the provisions for warehousing and storage of their materials and equipment;*
7. *Responsible for the hauling and disposal of garbage inside the building perimeter;*
8. *Ensure that all materials for the repair are of high quality and the activities to be conducted is within the standard of the field of engineering;*
9. *All bids shall be considered as fixed prices and not subject to price escalation during contract application.*

SCOPE OF WORKS

8.1 The CONTRACTOR shall undertake the works implementation of the "Supply of Labor, Materials, Supervision and other Consumables for the Repair and Replacement of Water Line of DSWD MIMARPA Main Building, all in accordance with the specification and subject to the terms and conditions of the contract.

8.1.1. MOBILIZATION AND PROVISION OF TEMPORARY FACILITIES

a. The CONTRACTOR shall provide safety signage/early warning signs visible at the job site;

b. The CONTRACTOR shall make available Protective Gears for its Workers;

c. The CONTRACTOR shall install, operate, and maintain an adequate number of temporary hoists, scaffolds, runways, ladders, and the like as required for the proper execution of the work. Safety precautions shall at all times be observed.

d. All temporary services and facilities installed by the CONTRACTOR shall be removed by the CONTRACTOR on completion of this contract or as directed by DSWD. The CONTRACTOR shall restore any damage, or alteration, caused by such removal and during the project implementation.

8.2 SITE PREPARATION (Please refer to technical specifications for the details)

a. Site preparation work consists of site clearance, survey, cutting, imported fill, embankment and construction of ditches for drainage. Work of this section includes all measurement and materials required to complete the supply, execution and construction of site preparation.

8.3 EARTHWORKS (Please refer to technical specifications for the details)

a. Earthworks consist of excavation, back filling and disposal of surplus materials. Work of this section includes all measures and materials required to complete the design, supply, support, use, construction, removal of earth work.

8.4 CONCRETE WORKS (Please refer to technical specifications for the details)

a. Concrete works shall conform and in accordance with ACI 318-14, it consists of mixing, conveying, and placing of concrete, for work and reinforcement Work, (it is inclusive of all measures and materials required for removal of concrete forms and reinforcement).

8.5 FINISHING WORKS (Please refer to technical specifications for the details)

a. Refer to Architectural Plans for location. Verify plans for other finishes not specified or omitted herein. Sample of all materials shall be submitted to the Procuring Entity for approval as to color and quality workmanship

8.6 PLUMBING

8.6.1 Systems Distribution

a. The proposed water supply system provides a continuous and pressurized water distribution for a three-storey office building occupied by 100 to 150 persons. The system is designed to ensure adequate pressure and flow to all plumbing fixtures during peak demand periods, utilizing a 2.0 HP booster pump with pressure tank, supplied from a 6,000-liter elevated storage tank connected to the Maynilad water supply line.

8.6.2 Booster Pump and Pressure Tank System

b. The booster pump operates automatically via a pressure switch and pressure tank system. The pump activates when system pressure drops below a set cut-in point (around 1.8 bar) and stops when the pressure reaches the cut-out point (around 3.0 bar). The pressure tank, pre-charged to about 1.5–2.0 bar, stores compressed water and air, minimizing pump cycling and ensuring steady pressure.

8.6.3 Hydraulic Design Basis

8.6.4 . Piping System and Distribution Network

8.6.5 Electrical and Control Provisions

8.6.6 Systems Operation

8.7 ELECTRICAL SPECIFICATIONS

a. The work to be done under this DIVISION of the Specifications consists of the fabrication, furnishing delivery and installation, complete in all details of the Electrical Work, at the subject premises and all work materials incidental to the proper completion of the installation, except those portions of the work which are expressly stated to be done by others.

8.8 Punchlist, Clearing and Turn Over

a. Correct all noted punch lists, defects, and/or needed replacements identified and observed.
b. Restore to its original condition any facilities and fixtures that have been damaged due to repairs.
c. Clean, and clear the area, and haul and disposal of debris properly before turn-over.
d. Demobilize and turn over the entire project for acceptance of DSWD or its authorized representative.

WARRANTY

a. The CONTRACTOR shall guarantee the work done to be free from defects for a period of three (3) years reckoned from acceptance of the project. The form of warranty shall be in accordance with the provisions in Section 90.2 of the Implementing Rules and Regulations (IRR) of R.A. 12009.

RESPONSIBILITIES OF THE CONTRACTOR

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

h. Permits, Laws, Ordinances, and Standards - the installation provided for and specified herein shall comply with laws and regulations of the local government unit and any government agency having jurisdiction. All necessary permits and other requirements shall be secured and for the account of the CONTRACTOR. Said requirements shall be turned over to DSWD upon project completion.

i. The CONTRACTOR shall assign full-time personnel as Project-In-Charge (PIC) for the project to supervise the works mentioned herein. The PIC shall be certified and designated for the project by the CONTRACTOR. Said PIC must be the one to report on a weekly/monthly basis of the status/progress of the project as agreed during the kick-off meeting and shall be the one responsible for all coordination works with the Division Chief of Administrative Division through the General Services Section

j. All other items of work not specifically mentioned but are necessary to complete the works in accordance with the plans and specifications and other related documents shall be provided by the CONTRACTOR at no additional cost to the DSWD.

SUBMITTALS

1. Before commencing any work or providing any materials at the jobsite for this project, the CONTRACTOR shall submit samples for the DSWD's approval.
2. The CONTRACTOR shall submit to DSWD the proposed delivery of materials, tools, and equipment, and manpower schedules for proper monitoring five (5) calendar days after the Pre-construction/kick-off meeting.
3. The CONTRACTOR shall submit samples and/or technical brochures of all materials to be used in the project within ten (10) calendar days upon receipt of the Notice to Proceed
4. Prior to issuance of the Certificate of Completion (COC) the following shall be submitted to DSWD. DSWD reserves the right not to issue a Certificate of Satisfactory Performance on the basis of the non-submission of any of the items below:
    a. Final Project Report including photo documentation before, during, and after implementation works.
    b. Warranty Certificate of at least three (3) years against poor workmanship and defects traceable to materials.
    c. The CONTRACTOR is required to have a suitable Construction Safety Procedure, which must be in accordance with the Occupational Safety and Health (OSH) Standard. The procedure shall state the following;
        - Specific safety policies that the CONTRACTOR shall observe in the area of construction, which include but are

not limited to Fall Protection, Chemical Hazards, and Materials Handling and Storage.

- The manner of disposing of waste arising from the construction.
- The safety procedure shall also include the appointment of a full-time safety officer in charge of the implementation of the said program

PAYMENT TERMS

a. Payments to the CONTRACTOR will be based on the schedule of activities submitted, actual accomplishment and/or material utilized, certified by the DSWD as performed by the CONTRACTOR in accordance with the plans, specifications, and program of works/construction schedule.

Payment Tranches	Output /Deliverables
1st Tranche: 15% payment of the total contract cost (Mobilization fee based on RA 12009)	Upon written request of the contractor which shall form part of the contract document; and b) Submission of an irrevocable standby Letter of Credit of equivalent value from a bank as confirmed by the Procuring Entity; a bank guarantee; or a surety bond callable upon demand issued by a duly licensed surety or insurance company, at the option of the Procuring Entity.
2nd Tranche: 50% of the total contract cost (subject for deduction of 10% Retention and 15% Mobilization Fee	Must be Fifty Percent (50%) of the project completion /physical accomplishment with the submission of Billing Statement , Progress/Accomplishment Report , Statement of Work Accomplished , Progress Photos and Narrative Report
3rd Tranche: 35% of the total contract cost (subject for deduction of 10% Retention)	Must be Eighty Five Percent (85%) of the project completion /physical accomplishment with the submission of Billing Statement , Progress/Accomplishment Report , Statement of Work Accomplished , Progress Photos and Narrative Report
Last Tranche: Final Billing 100% Accomplishments payment of the contract price (Subject for Deduction of 10% Retention)	Must be One Hundred Percent (100%) of the project completion /physical accomplishment with the submission of Billing Statement, Progress/Accomplishment Report, Statement of Work Accomplished, Progress Photos and Narrative Report. Must be two (2) months from the liability period and or from date of Final Acceptance and without damage /defect of installed items upon submission of Contractor's Warranty security which equivalent to the amount of retention money and issued by the private insurance company , notarized Certificate of Warranty, signed and approved punch list report

2. Payment shall be made 15- 30 working days after submission of required documents, such as the following:

a. Request for payment
b. Billing Statement /Service Invoice
c. Statement of Work Accomplished
d. Accomplishment Report
e. Progress Photos
f. As Built Plans
g. Warranty Security
h. Statement of Contractor's Affidavit

CONTRACT PERIOD

The target number of days to complete the project is forty (40) Working Days, reckoned from seven (7) calendar days upon receipt by the winning bidder of the Notice to Proceed (NTP).

LIQUIDATED DAMAGES

In case the winning bidder fails to perform or satisfactorily deliver the project within the specified time frame agreed upon, inclusive of the allowable granted period of extensions, if any, the winning bidder shall be held liable for damages for the delay and shall pay the procuring entity liquidated damages, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed project scheduled for delivery, for every day of delay until such project is finally delivered and accepted by the procuring entity concerned.

Conforme:

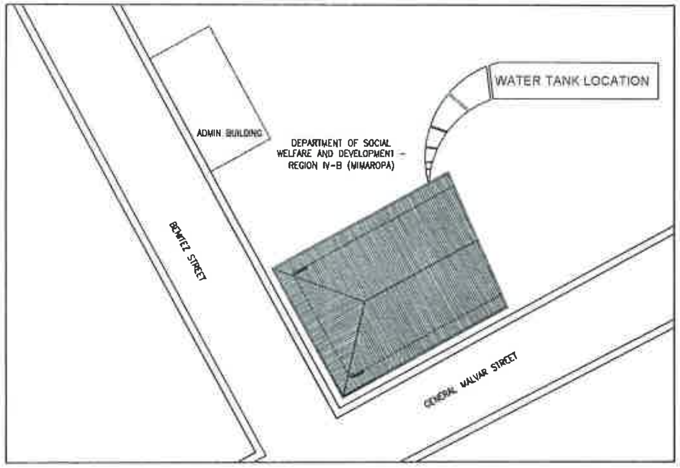
I hereby certify to comply with all the requirements of the project.

____
Signature over Printed Name

Name of Company: ______________________________

Date: ____

1 P-1 ACTUAL LOCATION OF THE ELEVATED WATER TANK
SCALE NTS



2 P-1 SITE DEVELOPMENT PLAN
SCALE NTS

3 P-1 VICINITY MAP
SCALE NTS

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GENERAL DRAWINGS

DSWD
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
FIELD OFFICE MIMAROPA

PROJECT NAME:
REPAIR AND REPLACEMENT OF THE WATERLINE SYSTEM OF DSWD FIELD OFFICE MIMAROPA MAIN BUILDING

LOCATION:
1680 FT Benitez St. cor Malvar Street Malate Manila

SHEET CONTENT
Table of Contents
Actual Location of the Elevated Water Tank
Site Development Plan
Vicinity Map

APPROVED BY
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Officer-In-Charge
DSWD MIMAROPA REGION

CONFORMED BY
PRINCESS T. VAGILIDAD
Director III
ARD for Administration

CHECKED AND REVEIWED BY
ENGR. DEAN GUECO
Project Development Officer IV for Infrastructure

PREPARED/DESIGNED BY
ENGR. ERNIE F. FAELDONIA
Regional Infrastructure Officer III

PROJECT/TA No:

DATE SUBMITTED: 13-NOVEMBER-2025

DRAWING STATUS

DATE	DESCRIPTION/REMARKS	BY

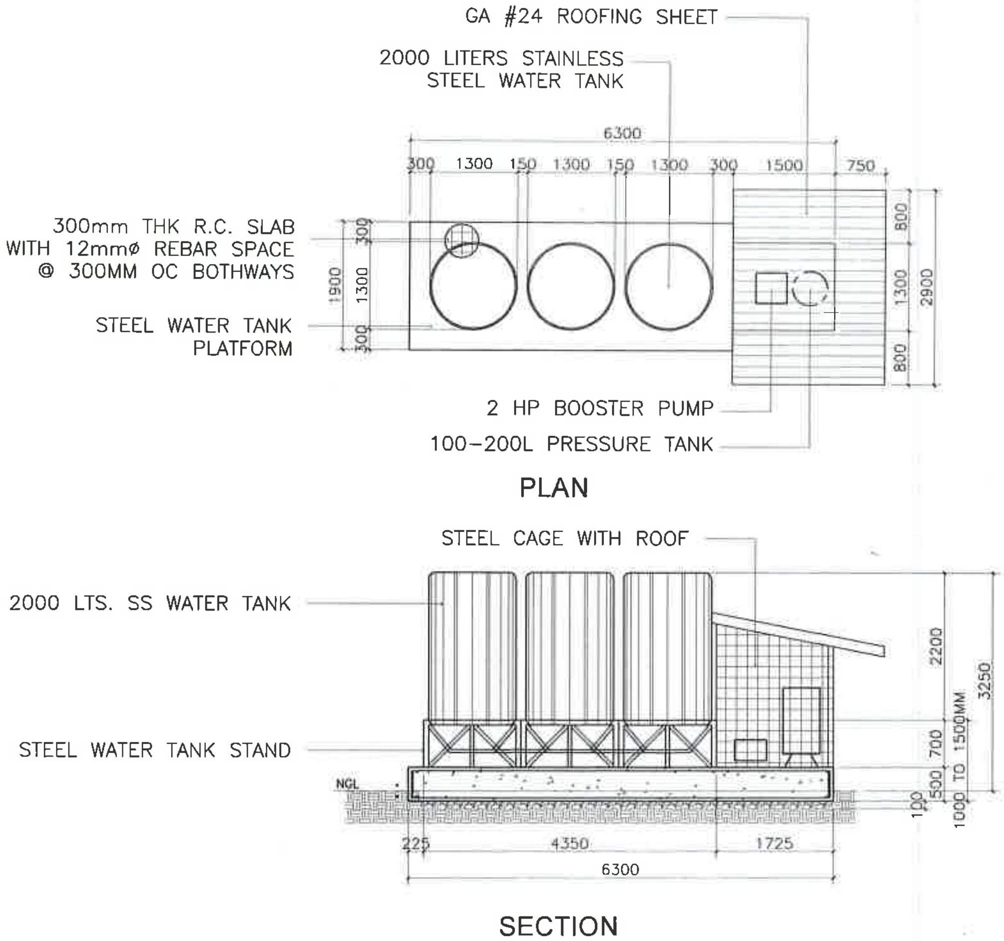
PLAN CATEG	SHEET NUMBER	PAPER SIZE
P	1/5	A3

PLUMBING NOTES:

1. SYSTEM:
   A DIRECT WATER SUPPLY SYSTEM, WATER FROM AN ELEVATED TANK IS SUPPLIED DIRECTLY TO THE FIXTURES USING PRESSURE FROM THE PUMP, NOT BY GRAVITY.
2. WATER SOURCE:
   WATER IS TAKEN FROM THE MAIN SUPPLY OR BOREHOLE AND DELIVERED TO THE TANK BY A PUMP.
3. ELEVATED TANK PURPOSE:
   THE TANK ACTS AS A STORAGE RESERVOIR TO ENSURE A CONSTANT SUPPLY, ESPECIALLY WHEN THE MAIN SUPPLY IS OFF.
4. PUMP OPERATION:
   A BOOSTER PUMP (1.5HP) DRAWS WATER DIRECTLY FROM THE TANK AND DISTRIBUTES IT TO TAPS, TOILETS, AND OTHER FIXTURES UNDER PRESSURE.
5. PIPE ARRANGEMENT:
   THE SYSTEM INCLUDES A RISING MAIN FROM THE SOURCE TO THE TANK AND A DISTRIBUTION LINE FROM THE TANK TO THE FIXTURES THROUGH THE PUMP.
6. VALVES AND CONTROLS:
   FLOAT VALVES CONTROL TANK FILLING, CHECK VALVES PREVENT BACKFLOW, AND PRESSURE SWITCHES CONTROL PUMP OPERATION.
7. PIPE MATERIALS:
   USED PPR PIPE WHICH CAN HANDLE PRESSURIZED FLOW AND RESIST CORROSION.
8. PRESSURE REGULATION:
   A PRESSURE CONTROL UNIT OR PRESSURE RELIEF VALVE IS INSTALLED TO MAINTAIN SAFE AND STEADY PRESSURE IN THE SYSTEM.
9. TESTING AND COMMISSIONING:
   THE SYSTEM IS PRESSURE TESTED FOR LEAKS, THEN FLUSHED AND DISINFECTED BEFORE BEING PUT INTO SERVICE.
10. MAINTENANCE:
    REGULARLY CHECK PUMP PERFORMANCE, CLEAN THE TANK, AND INSPECT PIPES AND VALVES TO ENSURE SMOOTH OPERATION.

1 P-2 GENERAL NOTES

SCALE NTS



2 P-2 WATER TANK DETAILS

SCALE NTS

DSWD
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
FIELD OFFICE MIMAROPA

PROJECT NAME	REPAIR AND REPLACEMENT OF THE WATERLINE SYSTEM OF DSWD FIELD OFFICE MIMAROPA MAIN BUILDING
LOCATION	1680 FT Benitez St. cor Malvar Street Malate, Manila
SHEET CONTENT	General Notes Water Tank Details
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CONFORMED BY	PRINCESS T. VAGILIDAD Director III ARD for Administration
CHECKED AND REVIEWED BY	ENGR. DEAN GUECO Project Development Officer IV for Infrastructure
PREPARED/DESIGNED BY	ENGR. ERNIE F. FAELDONIA Regional Infrastructure Officer III
PROJECT/TA No:	
DATE SUBMITTED:	13-NOVEMBER-2025

DRAWING STATUS

DATE	DESCRIPTION/REMARKS	BY

PLAN CATEG.	SHEET NUMBER	PAPER SIZE
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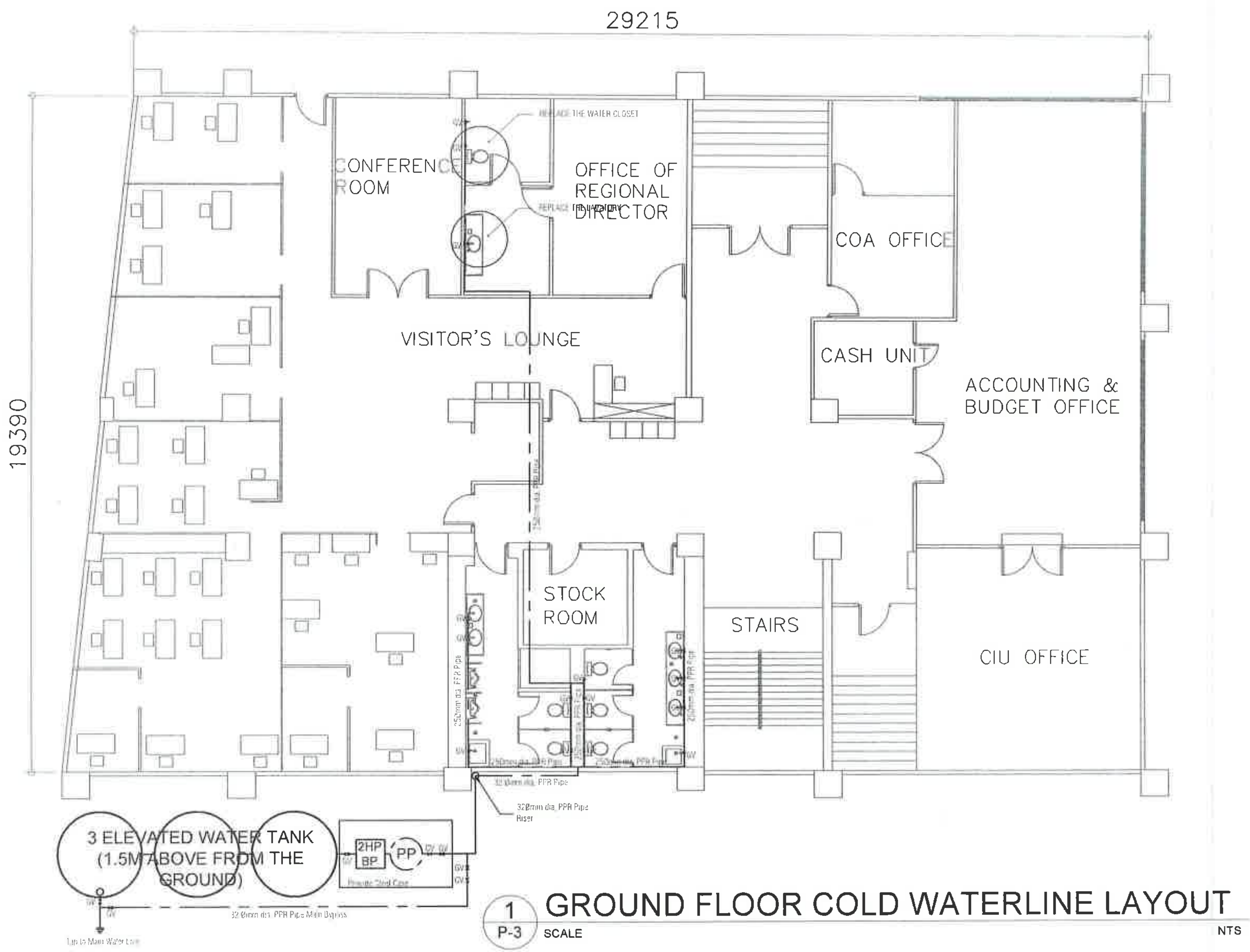

1
P-3

GROUND FLOOR COLD WATERLINE LAYOUT

SCALE NTS

DSWD
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
FIELD OFFICE MIMAROPA

PROJECT NAME
REPAIR AND REPLACEMENT OF THE WATERLINE SYSTEM OF DSWD FIELD OFFICE MIMAROPA MAIN BUILDING

LOCATION
1680 FT Benitez St. cor Malvar Street Malate, Manila

SHEET CONTENT
Ground Floor Cold Waterline Layout

APPROVED BY
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ARD for Administration

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Regional Infrastructure Officer III

PROJECT/IA No

DATE SUBMITTED: 13-NOVEMBER-2025

DRAWING STATUS

DATE	DESCRIPTION/REMARKS	BY

PLAN CATEG	SHEET NUMBER	PAPER SIZE
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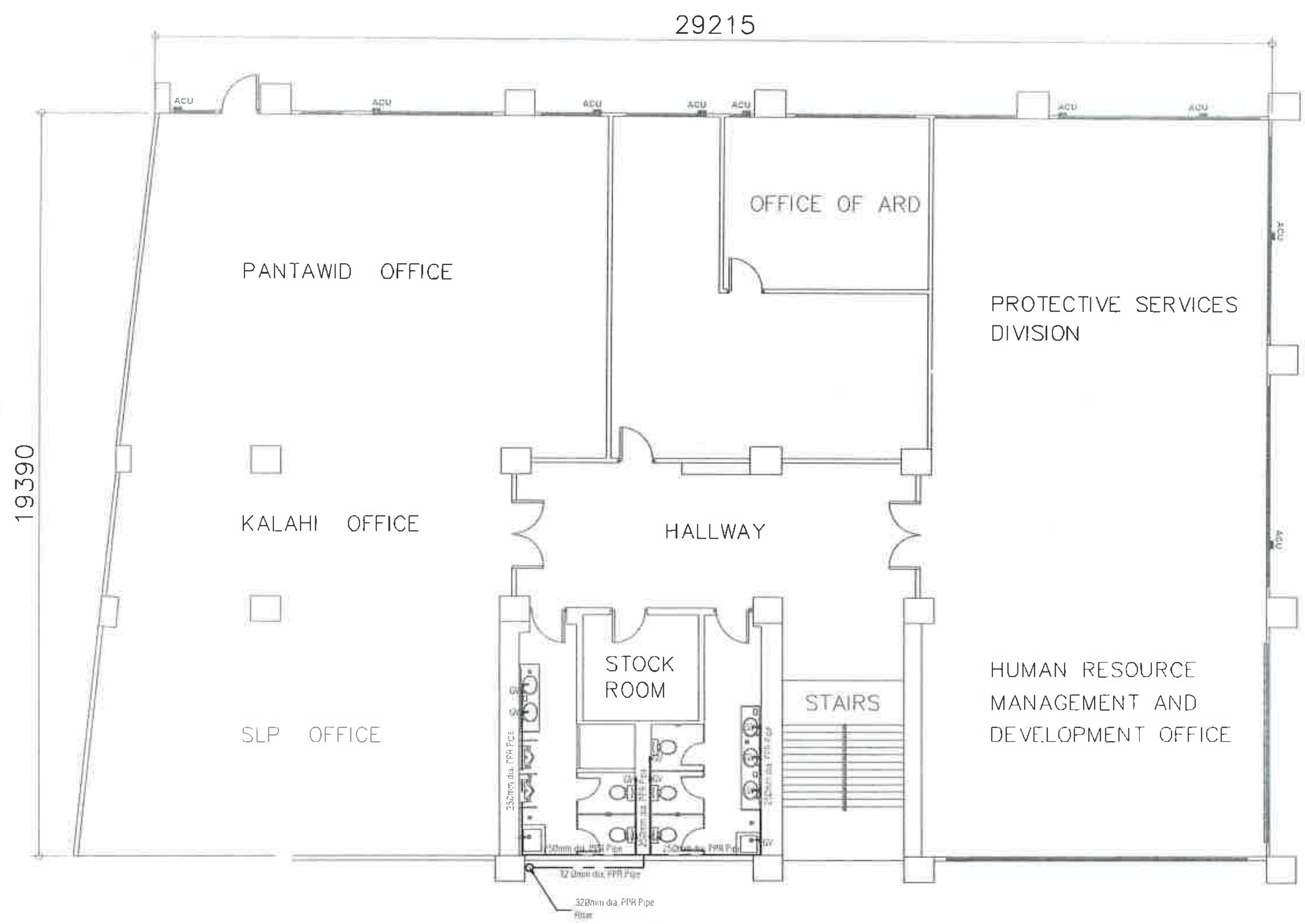

SECOND FLOOR COLD WATER LINE LAYOUT

1 / P-4 SCALE NTS

DSWD
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
FIELD OFFICE MIMAROPA

PROJECT NAME:	REPAIR AND REPLACEMENT OF THE WATERLINE SYSTEM OF DSWD FIELD OFFICE MIMAROPA MAIN BUILDING
LOCATION:	1680 FT Benitez St. cor Malvar Street Malate, Manila
SHEET CONTENT:	Second Floor Cold Waterline Layout
APPROVED BY	BENCHIE B. GONZALES, Officer-in-Charge, DSWD MIMAROPA REGION
CONFORMED BY	PRINCESS T. VAGILIDAD, Director III, ARD for Administration
CHECKED AND REVIEWED BY	ENGR. DEAN GUECO, Project Development Officer IV for Infrastructure
PREPARED/DESIGNED BY	ENGR. ERNIE F. FAELDONIA, Regional Infrastructure Officer III
PROJECT/TA No:	
DATE SUBMITTED:	13-NOVEMBER-2025

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DATE	DESCRIPTION/REMARKS	BY

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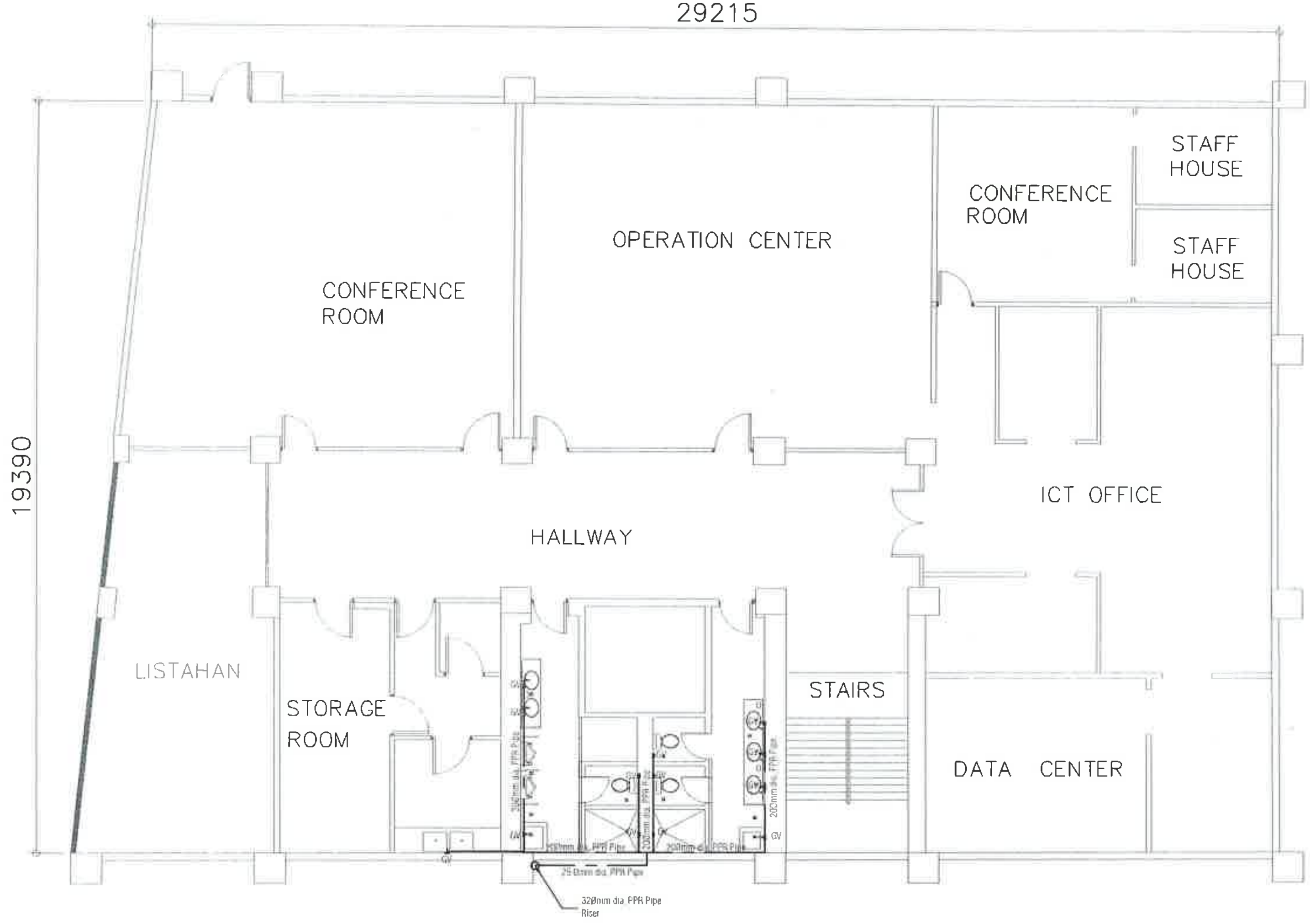

1 P-5 THIRD FLOOR COLD WATER LINE LAYOUT

SCALE NTS

DSWD
DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT
FIELD OFFICE MIMAROPA

PROJECT NAME: REPAIR AND REPLACEMENT OF THE WATERLINE SYSTEM OF DSWD FIELD OFFICE MIMAROPA MAIN BUILDING

LOCATION: 1680 FT Benitez St. cor Malvar Street Malate, Manila

SHEET CONTENT: Third Floor Cold Waterline Layout

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PREPARED/DESIGNED BY

ENGR. ERNIE F. FAELDONIA
Regional Infrastructure Officer III

PROJECT/TA No.

DATE SUBMITTED: 13-NOVEMBER-2025

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DATE	DESCRIPTION/REMARKS	BY

PLAN CATEG	SHEET NUMBER	PAPER SIZE
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Omnibus Sworn Statement Form

[Note: The duly accomplished form shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF ______) S.S.

OMNIBUS SWORN STATEMENT

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

1) *Select one, delete the others:*
   - *If sole proprietorship:* I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

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

   - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* I am the individual consultant or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

2) *Select one, delete the others:*

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

   - *If 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 *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable*;*

   - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* As the individual consultant or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney *for authorized representative*;

3) *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board; by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity;

4) Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5) *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6) *Select one, delete the others:*

- *If sole proprietorship :* The *[Name of Bidder]* and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

- *If partnership :* The partnership itself and the partners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

- *If cooperative:* The cooperative itself and members of the board of directors, general manager, or chief executive officer of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

- *If corporation, or joint venture:* The corporation or joint venture itself, and officers, directors, and controlling stockholders of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* The individual consultant and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

7) It is understood that failure to faithfully disclose its relationship with the HoPE, members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit or implementing unit, and the project consultants of the Procuring Entity, or of the procurement agent by consanguinity or affinity up to the third civil degree, as well as its submission of beneficial ownership information containing false entries shall be subject to blacklisting under Section 100 of the IRR of RA No. 12009, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

Select one, delete the rest:

- *In case of corporations: [Name of Bidder]* declares its beneficial ownership information consistent with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the SEC and has maintained a valid and updated file therein in compliance with Sections 20.2.9.1, 81, and 82 of the IRR of Republic Act (RA) No. 12009.

- *In case of Foreign Bidders: [Name of Bidder]* submitted an appropriate equivalent document in English issued by the country of the bidder concerned in accordance with Section 20.2.9.2 of the IRR of RA No. 12009.

8) *[Name of Bidder]* complies with existing labor laws and standards; and

9) *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:
   a) Carefully examine all of the Bidding Documents;
   b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
   c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
   d) Inquire or secure Supplemental Bid Bulletin(s) issued for the *[Project Title].*

10) *[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.

11) In case advance payment was made or given to *[Name of Bidder]*, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability under existing laws.

IN WITNESS WHEREOF, I have hereunto set my hand this __ day of ___, 20__ at ____________, Philippines.

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Affiant's Signature over Printed Name]
[Position/Designation]
[Date]

JURAT

SUBSCRIBED AND SWORN to before me this _____ day of *[month] [year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. ______.

WITNESS MY HAND AND SEAL this ___ day of *[month] [year].*

NAME OF NOTARY PUBLIC
Notarial Commission No. ___________
Notary Public for ______ until ________
Roll of Attorneys No. _____
PTR No. __, *[date issued], [place issued]*
IBP No. __, *[date issued], [place issued]*

Doc. No. ________
Page No. _______
Book No. _______
Series of _______.