



Republic of the Philippines
EASTERN VISAYAS STATE UNIVERSITY
Tacloban City

BID SUPPLEMENT

Date: October 20, 2023

Title: IB-2023-09-12 PROCUREMENT OF SMART CAMPUS ENHANCEMENT PROGRAM OF EASTERN VISAYAS STATE UNIVERSITY (EVSU)

Reference No.: 10194420

SUPPLEMENTAL/BID BULLETIN No. 2

This Supplemental/Bid Bulletin is issued to all prospective bidders to clarify, modify and/or amend items in the Bidding Documents as discussed and agreed during the Pre-Bid Conference held on October 13, 2023 for the above-mentioned procurement project. This shall form an integral part of the Bid Documents.

REFERENCE	AMMENDMENTS/ CLARIFICATIONS
3.2.6 Supply delivery and installation of Smart Campus Integrated Modules and at a minimum must consist of the following: 3.2.6.16 5,000 pcs PVC blank cards for RFID card printing	3.2.6.16 5,000 15,000 pcs PVC blank cards for RFID card printing
3.1 Innovation Hub Building Development	For the construction details of the Three (3)-Storey Innovation Hub Building, please refer to Annex "A1".
3.23 Electrical Works and Power Back-Up System	For the construction details of the Three (3) Storey Power House Building, please refer to Annex "B1".

All statements and formats referring to this clause should be amended/corrected accordingly.

For guidance and information of all concerned.

For further information, please refer to:

VINCENT B. CABANTOC

Head, BAC Secretariat

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Noted:

(SGD.)

BENEDICTO T. MILITANTE, JR., Ph.D., J.D.

Vice President for Administration & Finance

Chairperson, Bids and Awards Comm

ANNEX “A1”

TERMS OF REFERENCE

PROCUREMENT OF SMART CAMPUS ENHANCEMENT PROGRAM OF EASTERN VISAYAS STATE UNIVERSITY (EVSU)

(Three (3) Storey Innovation Hub Building Development)

A. GENERAL SCOPE OF WORK

The contract shall consist of two (2) stages:

A.1 STAGE I:

ARCHITECTURAL AND ENGINEERING (A&E) DESIGN OF THE SMART CAMPUS ENHANCEMENT PROGRAM (CONSTRUCTION OF THREE (3) STOREY INNOVATION HUB BUILDING)

A.1.1 **Pre-Design Phase** where the specific parameter, size and scope of the works to the building shall be established. Preliminary schematic maps/ drawings shall be presented by the Winning Bidder for approval by the procuring entity before Final Detailed Architectural and Engineering Design (DAED) Plans are completed. It includes, but not limited to:

A.1.1.1 Conduct of reconnaissance, engineering surveys on utilities locations, on-site investigations of connection/tapping points; and

A.1.1.2 Preparation of preliminary architectural and engineering designs, layouts, outline specifications, preliminary cost estimates, value engineering/value analysis study and specific recommendations prior to final design.

A.1.2 **Basic Design Phase** includes preparation of final detailed plans and designs, working drawings, specifications, detailed cost estimates for the construction of the Smart Campus Enhancement Program (Construction of Three (3) Storey Innovation Hub Building) Project. Complete Detailed Architectural and Engineering Design (DAED) Plans, Technical Specifications and Design Calculations for the construction of the building. Such plans, designs and specifications shall be subject to review and approval by EVSU. The Design Development (DD) and the Contract Documents (CD) phases of the design shall continue after the bid is awarded. It shall likewise be subject to review and approval by the EVSU.

Aside from the A&E professional design fees, other incidental expenses that are also to the account of the winning bidder shall include the geodetic survey of the project lot and other design and construction requirements.

A.1.3 **Contract Documentation Phase** will cover preparation of necessary documents for audit purposes until the project’s completion and acceptance.

A.2 STAGE II:

CONSTRUCTION OF THE SMART CAMPUS ENHANCEMENT PROGRAM (CONSTRUCTION OF THREE (3) STOREY INNOVATION HUB BUILDING)

Stage II shall be the Construction Smart Campus Enhancement Program (Construction of Three (3) Storey Innovation Hub Building):

A.2.1 Winning bidder shall prepare supplementary drawings required to suit actual field conditions.

A.2.2 The winning bidder shall demolish/haul the existing obstructions in the assigned lot area based on the site development map and complete the construction of the structural

component of the building from the foundation up to the roof deck. From the ground floor up to the Roof Deck floor; all the building’s systems (electrical, mechanical/fire protection, plumbing/sanitary, and information and communication) shall be rendered fully functional; and with complete architectural finishes. From 1st floor to the roof deck, a complete roughing-in works and exterior walls are painted plain cement finish. Waterproofing shall be provided at the roof deck.

A.2.3 Winning Bidder shall adhere to the strict compliance of all applicable permits/licensing and documentary requirements.

A.2.4 All other related tasks until completion and acceptance of the project.

B. CONTRACT IMPLEMENTATION FOR THE DESIGN AND BUILD SCHEME

As a rule, contract implementation guidelines for the procurement of infrastructure projects shall comply with Annex “E” of the IRR of RA 9184, as amended. The following provisions shall supplement the procedures specified in Annex “E”.

- 1.) No works shall commence unless the contractor has submitted the required documentary requirements and the procuring entity has given written approval. Work execution shall be in accordance with reviewed and approved documents.
- 2.) The contractor shall be responsible for obtaining all necessary information as to risks, contingencies which may affect the works and shall prepare and submit all necessary documents specified by the procuring entity to meet all regulatory approvals as specified in the contract documents.
- 3.) The contractor shall submit a detailed program of work within seven (7) calendar days after issuance of the Notice to Proceed (NTP) for approval by the procuring entity that shall include, among others:
 - a.) The order in which it intends to carry out the work including anticipated timing for each stage of design/ detailed engineering and construction,
 - b.) Periods for review of specific outputs and any other submissions and approvals,
 - c.) Sequence of timing for inspections and tests as specified in the contract documents,
 - d.) General description of the design and construction methods to be adopted,
 - e.) Number and names of personnel to be assigned for each stage of the work,
 - f.) List of equipment required on site for each major stage of the work, and,
 - g.) Description of the quality control system to be utilized for the project.
- 4.) Any errors, omissions, inconsistencies, inadequacies, or failures submitted by the contractor that do not comply with the requirements shall be rectified, resubmitted, and reviewed at the contractor’s cost. If the Contractor wishes to modify any design or documents which have been previously submitted, reviewed and approved, the contractor shall notify the procuring entity within a reasonable period of time and shall shoulder the cost of such changes.
- 5.) As a rule, changes in design and construction requirements shall be limited only to those that have not been anticipated in the contract documents prior to contract signing and approval. The following guidelines shall govern approval for change or variation orders:
 - a.) Change Orders resulting from design errors, omissions or non-conformance with the parameters and the contract documents by the contractor shall be implemented by the contractor at no additional cost to the procuring entity.
 - b.) Provided that contractor suffers delay and/or incur costs due to changes or errors in the procuring entity’s performance specifications and parameters, he shall be entitled to either one of the following:
 - ✓ an extension of time for any such delays under Section 10 of Annex “E”; or
 - ✓ payment for such costs as specified in the contract documents, provided, the cumulative amount of the variation order does not exceed ten percent (10%) of the original contract price.

- 6.) The contract documents shall include the manner and schedule of payment specifying the estimated contract amount and installments in which the contract price will be paid.
- 7.) The contractor shall be entitled to advance payment subject to the provisions of RA 9144”.
- 8.) The procuring entity shall define the quality control procedures for the design and construction in accordance with agency guidelines and shall issue the proper certificates of acceptance for sections of the works or the whole of the works as provided for in the contract documents.
- 9.) The contractor shall provide all necessary equipment, personnel, instruments, documents, and others to carry out specified tests.
- 10.) All design and builds projects shall have a minimum Defects Liability Period of one (1) year after contract completion or as provided for in the contract documents. This is without prejudice, however, to the liabilities imposed upon the engineer/architect who drew up the plans and specification for a building sanctioned under Section 1723 of the New Civil Code of the Philippines.
- 11.) The contractor shall be held liable for design and structural defects and/or failure of the completed project within the warranty periods specified in Section 62.2.3.2 of the IRR.
 - a.) Implement the project taking into consideration the communities and their landscape, and achieve enhanced environmental performance and comprehensive environmental compliance.
 - b.) Stimulate the local economy by maximizing local business participation in implementing the project.
 - c.) Maximize use of minority or local business enterprises.
 - d.) Gender perspective.
 - e.) Engage communities and stakeholders to proactively participate in the project from planning stage up to implementation/ construction stage.
 - f.) Develop and implement an effective Quality Program.
 - g.) Achieve swift commencement and timely completion of the project.
 - h.) Provide cost-effective solutions and cost-containment methodologies.
 - i.) Increase Work Zone safety with engineering improvements and enhanced awareness through public information.
 - j.) Minimize life-cycle cost of the project.
 - k.) Any additional project goals will be included in the Special Provisions.

C. OBLIGATIONS OF THE WINNING BIDDER/CONTRACTOR

The Contractor shall be responsible for furnishing all labor, material, plant, equipment, services, and support facilities for the following:

- a.) Design and Construction of structures in the Project components including utility relocations, if any,
- b.) All Project reference provided by the client shall be field check and verified by the Winning Bidder/Contractor,
- c.) Project construction management including Health and Safety Measures as stated in Department of Public Works (DPWH) Order No. 39, Series of 2020 “Revised Construction Guidelines for the Implementation of Infrastructure Projects During the COVID-19 Public Health Crisis”,
- d.) Project-related Public Information activities,
- e.) Coordination with Project stakeholders, other contractors, and utility Client EVSUs, if any,
- f.) Design Quality of temporary structures,
- g.) Construction Quality and Workmanship,
- h.) Maintenance and protection of traffic and access to properties (both temporary and permanent access),
- i.) Project safety and security, as per DOLE RA 9514,
- j.) Preliminary Engineering (PE), such as surveys, bore hole testing, etc.
- k.) Harmful and hazardous materials remediation (design and construction),
- l.) Drainage and erosion control
- m.) Construction waste disposal and handling,

- n.) Ancillary Work, such as access roads, driveways, temporary fencing, relocation of drainage, work sites, and temporary works,
- o.) Transportation permits for construction materials,
- p.) Coordination and relocation of utilities and municipal drainage facilities (when required),
- q.) Soil poisoning and earthworks to comply with finished ground elevation,
- r.) Administration of the project during the contract period, and,

- s.) Implementation and administration of the required to plan, implement, and maintain a Quality Plan for the Work. The quality plan will detail how the Contractor will establish and operate its quality program management structure, independent from design and construction production, and document its procedures pertaining to all aspects of the work listed below. The quality plan will be established and maintained by the Contractor such that it provides an agency- auditable system that assures the Contractor complies with all contract requirements pertaining to the general areas of the construction work.

D. RESPONSIBILITIES OF THE DESIGNER/CONTRACTOR:

D. 1 STAGE I:

ARCHITECTURAL AND ENGINEERING (A&E) DESIGN OF THE SMART CAMPUS ENHANCEMENT PROGRAM (CONSTRUCTION OF THREE (3) STOREY INNOVATION HUB BUILDING)

- 1) The Designer/Contractor shall undertake all works necessary for the A&E Design of the Smart Campus Enhancement Program (Construction of Three (3) Storey Innovation Hub Building) project;
- 2) Conduct preliminary engineering studies and activities required for the A&E Design of the proposed building project, in compliance with the provisions of relevant laws, ordinances, codes, rules and regulations;
- 3) Consult and verify with EVSU to ascertain the requirements of the proposed project;
- 4) The Designer/Contractor shall provide TEN (10) COMPLETE SETS in A1 Standard Size (including one original in tracing paper) of the approved plans/drawings, specifications and other documents of the project. However, when extra sets of plans/drawings are required, the cost of production shall be at the expense of EVSU. The Designer/Contractor shall also provide a soft copy of plans/drawings, cost estimates and other documents related to the A&E Design of the project to EVSU.

D.2 STAGE II:

CONSTRUCTION OF THE SMART CAMPUS ENHANCEMENT PROGRAM (CONSTRUCTION OF THREE (3) STOREY INNOVATION HUB BUILDING)

- 1) The Designer/Contractor shall undertake all necessary Construction Works of the Smart Campus Enhancement Program (Construction of Three (3) Storey Innovation Hub Building) project;
- 2) Acquire all clearances and permits necessary for the Project by providing all documentary requirements without incurring require payments of fees to the Government or Agency of the Government;
- 3) The Designer/Contractor shall verify existing drawings/plans that were the basis of the project and shall make sure that all works conform to regulatory requirements.

The Designer/Contractor shall also assist EVSU in the Post-Construction Services such as but no limited to:

- a) Preparation of checklist/punch lists of the defects/deficiencies and monitor rectification works thereof;
- b) Providing As-Built plans duly signed and sealed by the concerned engineers/designer with

- c) his/her valid PRC license number, validity of license. and current PTR number affixed/stamped on every page/sheet of the document of the following:
 - 1. Architectural
 - 2. Structural/Civil
 - 3. Electrical
 - 4. Electronics
 - 5. Mechanical
 - 6. Fire Protection/Fire Prevention
 - 7. Other Specialty Works

- d) All As-Built Plans and Documents shall be delivered in sets as follows:
 - 1. One (1) set Original Copies, with the working drawings in the smallest scale of 1:100 meters prepared in CAD format, printed/plotted in Mylar paper original copies;
 - 2. Five (5) sets of Blueprint copies for each plan
 - 3. Two (2) sets of soft copies of AutoCAD plans/drawings and PDF format of Cost Estimates, Specifications, PERT-CPM, Schedule of Timeline, and other related documents in CD-ROM/Flash Drive Storage device;
 - 4. Other documents processed and issued in favor of EVSU during the construction period (i.e., Inspection Reports, Record Book, Building/ Mechanical/ Electrical Permits, Fire Safety Reports, Clearances, Certificates and related documents)

- e) Consolidated Project Records, Operating and Maintenance Manuals and Guides for easy reference.

- f) Assist in the preparation and issuance of Certificate of Completion of Works and Turn-Over Ceremonies.

ANNEX “B1”

TERMS OF REFERENCE

PROCUREMENT OF SMART CAMPUS ENHANCEMENT PROGRAM OF EASTERN VISAYAS STATE UNIVERSITY (EVSU)

(Three (3) Storey Power House Building)

A. GENERAL DESCRIPTION:

The project shall cover the design and construction of the Smart Campus Enhancement Program (Construction of Three (3) Storey Power House Building) at EVSU Main Campus as one of the infrastructure parts of the ₱1,500,000,000.00 For Later Release Projects approved by the Department of Budget and Management (DBM) per General Appropriations Act (GAA) FY 2023 under Republic Act (RA) 11639. The general objective is to provide a steady power in times of interruption for the innovation center and other buildings addressing SDG 4 and SDG 9 by creating a conducive learning environment for students, teachers, and a vital resource for all relevant requirements by administrators. The Power House Building will house the Generator Room, Transformer Room, Switch Panel Board Room, and Offices. It will also serve as the main alternative power source during interruptions in the university. Specifically, the project seeks to provide a structurally safe and secure power source through its facilities.

The project is approximately 211.31 q. m. with area that takes into account BP 344 or the Accessibility Law that caters to the needs of PWD's.

B. PROJECT COMPONENTS:

The winning bidder shall determine the placements or location of components and rating of components (i.e., generator room, switchboard room, office, transformer room, etc.) with the approval of the committee. Safety, maintenance and replacement works and standards must be considered in selecting the placements of different components.

The site shall be developed to accommodate the standard requirements of a modern state university that complies with the standards prescribed by the National Building Code of the Philippines, the relevant Accessibility Law, the inclusivity of the Gender and Development (GAD) Program, Post-COVID-19 design standards, and other referral codes for design standard of buildings. All mitigation interventions on site to address DRR-CCA concerns should be taken into consideration.

C. GENERAL SCOPE OF WORK

The contract shall consist of two (2) stages:

C.1 STAGE I:

ARCHITECTURAL AND ENGINEERING (A&E) DESIGN OF THE SMART CAMPUS ENHANCEMENT PROGRAM (CONSTRUCTION OF THREE (3) STOREY POWER HOUSE BUILDING)

C.1.1 **Pre-Design Phase** where the specific parameter, size and scope of the works to the building shall be established. Preliminary schematic maps/ drawings shall be presented by the Winning Bidder for approval by the procuring entity before Final Detailed Architectural and Engineering Design (DAED) Plans are completed. It includes, but not limited to:

C.1.1.1 Conduct of reconnaissance, engineering surveys on utilities locations, on-site investigations of connection/tapping points; and

C.1.1.2 Preparation of preliminary architectural and engineering designs, layouts, outline specifications, preliminary cost estimates, value engineering/value analysis study

and specific recommendations prior to final design.

- C.1.2 **Basic Design Phase** includes preparation of final detailed plans and designs, working drawings, specifications, detailed cost estimates for the construction of the Smart Campus Enhancement Program (Construction of Three (3) Storey Innovation Hub Building) Project. Complete Detailed Architectural and Engineering Design (DAED) Plans, Technical Specifications and Design Calculations for the construction of the building. Such plans, designs and specifications shall be subject to review and approval by EVSU. The Design Development (DD) and the Contract Documents (CD) phases of the design shall continue after the bid is awarded. It shall likewise be subject to review and approval by the EVSU.

Aside from the A&E professional design fees, other incidental expenses that are also to the account of the winning bidder shall include the geodetic survey of the project lot and other design and construction requirements.

- C.1.3 **Contract Documentation Phase** will cover preparation of necessary documents for audit purposes until the project’s completion and acceptance.

C.2 STAGE II:

CONSTRUCTION OF THE SMART CAMPUS ENHANCEMENT PROGRAM (CONSTRUCTION OF THREE (3) STOREY POWER HOUSE BUILDING)

Stage II shall be the Construction Smart Campus Enhancement Program (Construction of Three (3) Storey Power House Building):

- C.2.1 Winning bidder shall prepare supplementary drawings required to suit actual field conditions.
- C.2.2 The winning bidder shall demolish/haul the existing obstructions in the assigned lot area based on the site development map and complete the construction of the structural component of the building from the foundation up to the roof deck. From the ground floor up to the Roof Deck floor; all the building’s systems (electrical, mechanical/fire protection, plumbing/sanitary, and information and communication) shall be rendered fully functional; and with complete architectural finishes. From 1st floor to the roof deck, a complete roughing-in works and exterior walls are painted plain cement finish. Waterproofing shall be provided at the roof deck.
- C.2.3 Winning Bidder shall adhere to the strict compliance of all applicable permits/licensing and documentary requirements.
- C.2.4 All other related tasks until completion and acceptance of the project.

D. CONTRACT IMPLEMENTATION FOR THE DESIGN AND BUILD SCHEME

As a rule, contract implementation guidelines for the procurement of infrastructure projects shall comply with Annex “E” of the IRR of RA 9184, as amended. The following provisions shall supplement the procedures specified in Annex “E”.

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- 2) The contractor shall be responsible for obtaining all necessary information as to risks, contingencies which may affect the works and shall prepare and submit all necessary documents specified by the procuring entity to meet all regulatory approvals as specified in the contract documents.

- 3) The contractor shall submit a detailed program of work within seven (7) calendar days after issuance of the Notice to Proceed (NTP) for approval by the procuring entity that shall include, among others:
 - a. The order in which it intends to carry out the work including anticipated timing for each stage of design/ detailed engineering and construction,
 - b. Periods for review of specific outputs and any other submissions and approvals,
 - c. Sequence of timing for inspections and tests as specified in the contract documents,
 - d. General description of the design and construction methods to be adopted,
 - e. Number and names of personnel to be assigned for each stage of the work,
 - f. List of equipment required on site for each major stage of the work, and,
 - g. Description of the quality control system to be utilized for the project.
- 4) Any errors, omissions, inconsistencies, inadequacies, or failures submitted by the contractor that do not comply with the requirements shall be rectified, resubmitted, and reviewed at the contractor’s cost. If the Contractor wishes to modify any design or documents which have been previously submitted, reviewed and approved, the contractor shall notify the procuring entity within a reasonable period of time and shall shoulder the cost of such changes.
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 - b. Provided that contractor suffers delay and/or incur costs due to changes or errors in the procuring entity’s performance specifications and parameters, he shall be entitled to either one of the following:
 - ✓ an extension of time for any such delays under Section 10 of Annex “E”; or
 - ✓ payment for such costs as specified in the contract documents, provided, the cumulative amount of the variation order does not exceed ten percent (10%) of the original contract price.
- 6) The contract documents shall include the manner and schedule of payment specifying the estimated contract amount and installments in which the contract price will be paid.
- 7) The contractor shall be entitled to advance payment subject to the provisions of Section 4 of Annex “E”.
- 8) The procuring entity shall define the quality control procedures for the design and construction in accordance with agency guidelines and shall issue the proper certificates of acceptance for sections of the works or the whole of the works as provided for in the contract documents.
- 9) The contractor shall provide all necessary equipment, personnel, instruments, documents, and others to carry out specified tests.
- 10) All design and builds projects shall have a minimum Defects Liability Period of one (1) year after contract completion or as provided for in the contract documents. This is without prejudice, however, to the liabilities imposed upon the engineer/architect who drew up the plans and specification for a building sanctioned under Section 1723 of the New Civil Code of the Philippines.
- 11) The contractor shall be held liable for design and structural defects and/or failure of the completed project within the warranty periods specified in Section 62.2.3.2 of the IRR.

- a) Implement the project taking into consideration the communities and their landscape, and achieve enhanced environmental performance and comprehensive environmental compliance.
- b) Stimulate the local economy by maximizing local business participation in implementing the project.
- c) Maximize use of minority or local business enterprises.
- d) Gender perspective.
- e) Engage communities and stakeholders to proactively participate in the project from planning stage up to implementation/ construction stage.
- f) Develop and implement an effective Quality Program.
- g) Achieve swift commencement and timely completion of the project.
- h) Provide cost-effective solutions and cost-containment methodologies.
- i) Increase Work Zone safety with engineering improvements and enhanced awareness through public information.
- j) Minimize life-cycle cost of the project.
- k) Any additional project goals will be included in the Special Provisions.

E. OBLIGATIONS OF THE WINNING BIDDER/CONTRACTOR

The Contractor shall be responsible for furnishing all labor, material, plant, equipment, services, and support facilities for the following:

- a. Design and Construction of structures in the Project components including utility relocations, if any,
- b. All Project reference provided by the client shall be field check and verified by the Winning Bidder/Contractor,
- c. Project construction management including Health and Safety Measures as stated in Department of Public Works (DPWH) Order No. 39, Series of 2020 “Revised Construction Guidelines for the Implementation of Infrastructure Projects During the COVID-19 Public Health Crisis”,
- d. Project-related Public Information activities,
- e. Coordination with Project stakeholders, other contractors, and utility Client EVSUs, if any,
- f. Design Quality of temporary structures,
- g. Construction Quality and Workmanship,
- h. Maintenance and protection of traffic and access to properties (both temporary and permanent access),
- i. Project safety and security, as per DOLE RA 9514,
- j. Preliminary Engineering (PE), such as surveys, bore hole testing, etc.
- k. Harmful and hazardous materials remediation (design and construction),
- l. Drainage and erosion control
- m. Construction waste disposal and handling,
- n. Ancillary Work, such as access roads, driveways, temporary fencing, relocation of drainage, work sites, and temporary works,

- o. Transportation permits for construction materials,
- p. Coordination and relocation of utilities and municipal drainage facilities (when required),
- q. Soil poisoning and earthworks to comply with finished ground elevation,
- r. Administration of the project during the contract period, and,
- s. Implementation and administration of the required to plan, implement, and maintain a Quality Plan for the Work. The quality plan will detail how the Contractor will establish and operate its quality program management structure, independent from design and construction production, and document its procedures pertaining to all aspects of the work listed below. The quality plan will be established and maintained by the Contractor such that it provides an agency- auditable system that assures the Contractor complies with all contract requirements pertaining to the general areas of the construction work.

F. RESPONSIBILITIES OF THE DESIGNER/CONTRACTOR:

F. 1 STAGE I:

ARCHITECTURAL AND ENGINEERING (A&E) DESIGN OF THE SMART CAMPUS ENHANCEMENT PROGRAM (CONSTRUCTION OF THREE (3) STOREY POWER HOUSE BUILDING)

- 1) The Designer/Contractor shall undertake all works necessary for the A&E Design of the Smart Campus Enhancement Program (Construction of Three (3) Storey Power House Building) project;
- 2) Conduct preliminary engineering studies and activities required for the A&E Design of the proposed building project, in compliance with the provisions of relevant laws, ordinances, codes, rules and regulations;
- 3) Consult and verify with EVSU to ascertain the requirements of the proposed project;
- 4) The Designer/Contractor shall provide TEN (10) COMPLETE SETS in A1 Standard Size (including one original in tracing paper) of the approved plans/drawings, specifications and other documents of the project. However, when extra sets of plans/drawings are required, the cost of production shall be at the expense of EVSU. The Designer/Contractor shall also provide a soft copy of plans/drawings, cost estimates and other documents related to the A&E Design of the project to EVSU.

F.2 STAGE II:

CONSTRUCTION OF THE SMART CAMPUS ENHANCEMENT PROGRAM (CONSTRUCTION OF THREE (3) STOREY POWER HOUSE BUILDING)

- 1) The Designer/Contractor shall undertake all necessary Construction Works of the Smart Campus Enhancement Program (Construction of Three (3) Storey Power House Building) project;
- 2) Acquire all clearances and permits necessary for the Project by providing all documentary requirements without incurring require payments of fees to the Government or Agency of the Government;
- 3) The Designer/Contractor shall verify existing drawings/plans that were the basis of the project and shall make sure that all works conform to regulatory requirements.

The Designer/Contractor shall also assist EVSU in the Post-Construction Services such as but no limited to:

- a) Preparation of checklist/punch lists of the defects/deficiencies and monitor rectification works thereof;
- b) Providing As-Built plans duly signed and sealed by the concerned engineers/designer with his/her valid PRC license number, validity of license. and current PTR number affixed/stamped on every page/sheet of the document of the following:
 - 1. Architectural
 - 2. Structural/Civil
 - 3. Electrical
 - 4. Electronics
 - 5. Mechanical
 - 6. Fire Protection/Fire Prevention
 - 7. Other Specialty Works
- c) All As-Built Plans and Documents shall be delivered in sets as follows:
 - 1. One (1) set Original Copies, with the working drawings in the smallest scale of 1:100 meters prepared in CAD format, printed/plotted in Mylar paper original copies;
 - 2. Five (5) sets of Blueprint copies for each plan
 - 3. Two (2) sets of soft copies of AutoCAD plans/drawings and PDF format of Cost Estimates, Specifications, PERT-CPM, Schedule of Timeline, and other related documents in CD-ROM/Flash Drive Storage device;
 - 4. Other documents processed and issued in favor of EVSU during the construction period (i.e., Inspection Reports, Record Book, Building/ Mechanical/ Electrical Permits, Fire Safety Reports, Clearances, Certificates and related documents)
- d) Consolidated Project Records, Operating and Maintenance Manuals and Guides for easy reference.
- e) Assist in the preparation and issuance of Certificate of Completion of Works and Turn-Over Ceremonies.