



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

BIDS AND AWARDS COMMITTEE
2330 Roxas Boulevard, Pasay City
Tel. Nos.: 834-4823; Fax No.: 831-9584
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SUPPLEMENTAL / BID BULLETIN No. 1

Project : **DFA CAGAYAN DE ORO PROPERTY RENOVATION AND REHABILITATION WORKS**
Reference : PB-IN-01-2023
ABC : Php 11,194,525.06
Date : 9 February 2023

This supplemental/bid bulletin is being issued to inform prospective proponents/bidders of the following changes to the Technical Specifications of the Bidding Documents:

1. For the duration of the project, kindly refer to *Item XIII. Schedule of Works*, providing for **six (6) months project duration**, not 150 days as indicated in the attached *BOQ*.
2. Revised *Minimum Contractor's Equipment Requirements* as stated in *Item VIII*.
3. On the units and quantity in the *BOQ* and *DUPA*, specifically the part of painting works, the decimal places may be rounded off. However, in terms of gallons versus 4-liters (or liters) the Contractor can change its units only to painting materials.
4. On *Item V. Scope of Works*:
 - a. On the proper disposal of waste material with value such as rebar, GI sheets and the like, all must be stored on the site. The Contractor must submit a list of these items with value and turn over to the End User representative for Government disposal procedure.
 - b. On *Plumbing and Sanitary*, the Contractor shall proceed with the de-clogging works as indicated and report to the End-User representative of its outcome.
 - c. For *Fire Protection*, the required fire extinguishers remain without the need of additional installation of Fire Detection and Alarm System (FDAS).

The Bidding Documents are amended accordingly.

For the information and guidance of all concerned.

CHARLIE P. MANANGAN
BAC Chairperson

Republic of the Philippines
DEPARTMENT OF FOREIGN AFFAIRS
2330 Roxas Boulevard, Pasay City

TECHNICAL SPECIFICATIONS
DFA CAGAYAN DE ORO PROPERTY RENOVATION AND REHABILITATION WORKS

ITEM	PARTICULARS	
I.	<p>BACKGROUND</p> <p>The DFA Building is located in the Limketkai Center near Robinsons Mall, Cagayan de Oro City. It was purchased in 2007 from Metrobank.</p> <p>The property was left uninhabited when CO Cagayan de Oro transferred to Ayala Land's Centrio Mall in June 2014. It is mostly used now as a passport records storage and stockroom of old properties of CO CDO.</p> <p>The property is required to be renovated to be used again as an office building.</p>	
II.	<p>OBJECTIVE</p> <p>The Department is in need of a reputable construction company that will provide reliable and efficient works with the deployment of skilled manpower, materials, equipment and supervision. The project aims to:</p> <ol style="list-style-type: none"> 1. Give its occupants safe and convenient working environment; 2. Ensure safe working conditions at the DFA premises preventing injury and loss of life; 3. Comply with statutory requirements such as the National Building Code, Fire Code of the Philippines, Philippine Green Building Code and other related codes/laws. 	
III.	<p>GENERAL DESCRIPTION</p> <p>The project shall cover the full renovation and rehabilitation works of the DFA Cagayan de Oro property in Limketkai Drive, LKKS, Lapasan, Cagayan de Oro. The project site is approximately 1,369.31 square meters of floor area within the existing lot area of 1,161 sq.m. lot.</p> <p>The building has 2 floors and a roof deck. The property has a parking space located at the rear side of the building. Based on recent reports the property is said to be located in a flood prone area. Due to its elevation, flood coming from the main road does not enter the building however access to the building from outside may be difficult.</p> <p>The property roof deck shows deterioration and requires to have new water proofing (bitumen-based liquid membrane and/or bitumen-based roll membrane material)</p>	
IV.	<p>PROJECT LOCATION</p> <p>Southern Homes Limketkai Drive, LKKS, Lapasan, Cagayan de Oro</p> <p>Lot Area: 1,161 sq.m.</p> <p>Building Area: 1,369.31 sq.m.</p> <p>No. of floors: 2 floors and a roof deck.</p>	
V.	<p>SCOPE OF WORKS</p>	<p>STATEMENT OF COMPLIANCE</p>

SCOPE OF WORKS ARE AS FOLLOWS:

General Requirements

1. Mobilization and Demobilization works;
2. Inception reports and engineering design;
3. Temporary facilities;
4. Permit, fees and clearances;
5. Application of electricity connection to an existing Electrical Utility Company;
6. Conduct testing and commissioning including leak test;
7. Produce and provide shop drawings
8. Prepare and submit Bill of Quantities, Contract Drawings, Complete As-built drawings, technical specifications;
9. Temporary safety, first aid facilities and equipment;
10. Safety requirements against COVID 19;
11. Cleaning and Waste Management.

Architectural

1. Exterior wall finishes repainting works
2. Other Wall finishes
 - a. Tiling works: Accent state tiles (60cm x60 cm)
3. Signage
 - a. Installation of brass DFA Logo with backlight
 - b. Installation of 20mm aluminum C-channel for signage framing.
4. Plant box finishes
 - a. Application of new stucco finish in lace trowel texture ("anay" texture);
5. Exterior Ceiling
 - a. 12mm thick moisture resistant gypsum board with flat white painted finish;
 - b. 7"x2.95m PVC ceiling panels (White wood grain finish)
6. Exterior flooring
 - a. Replacement of existing pavers to square concrete pavers 60cm x 60cm;
 - b. Non-skid 30x30 cm beige slate-like tiles for stairs;
 - c. Cement flooring in textured brush finish for PWD ramp.
7. Exterior windows;
 - a. Replacement of broken glass window left side of the building
 - b. Cleaning of existing windows including window frames.
8. Waterproofing works
 - a. Surface preparation for installation of new hot membrane bitumen-based liquid membrane and/or bitumen-based roll membrane material for roof deck including exterior surfaces at the roof deck area.
9. Painting works using vanilla ice semi-gloss latex for interior walls;
10. Tiling works
 - a. Removal of existing wall tiles
 - b. Supply and installation of 30 x 30 cm gloss white wall tiles for toilet;
 - c. Installation of new 10 x 20 cm subway white tiles for kitchen backsplash.
11. Operable wall
 - a. Installation of operable wall/ accordion door in laminated MDF finish for conference room including all accessories and consumables in

	<p>accordance to plans and specifications. Repainting works of interior partitions, stairs and wall finishes;</p> <ul style="list-style-type: none"> b. Masonry works; c. Painted CHB wall at entrance; d. Painted CHB wall at kitchen; e. Painted CHB wall at holding area; <p>12. Interior ceiling</p> <ul style="list-style-type: none"> a. New ceiling boards including hangers supports, accessories and consumables; <ul style="list-style-type: none"> i. Toilet areas 3.5mm 4' x 8' fiber cement board and painted finish ii. General ceiling at storage and other non-office/ support areas: 3.5mm x 4' x 8' fiber cement board and with painted finish; iii. Office areas: 60 x 60 cm acoustic ceiling panel boards. <p>13. Interior flooring</p> <ul style="list-style-type: none"> a. Removal of existing floor tiles; b. Supply and installation of new tiles; <ul style="list-style-type: none"> i. General flooring on all areas: 60cm x 60cm white carrara marble-look porcelain tiles; ii. Toilet and kitchen: 30cm x 30cm non-skid white tiles. <p>14. Doors and windows;</p> <ul style="list-style-type: none"> a. Doors; <ul style="list-style-type: none"> i. Relocation kitchen door; ii. Removal of pantry door; iii. Removal of unnecessary entrance door in front; iv. Re-painting/Re-staining of wooden doors including installation of new hardware such as door hinges and door knobs. Repainting works of roofing, eaves and gutters; b. Windows <ul style="list-style-type: none"> i. Repair of deteriorated window framing and accessories ii. Cleaning of window glasses and frames iii. Repainting works of window steel grills <p>15. Modular works</p> <ul style="list-style-type: none"> a. Kitchen <ul style="list-style-type: none"> i. Kitchen countertop ii. Supply and Installation of ¾" Granite Slab in Bullnose finish including consumables and accessories Kitchen rehabilitation iii. Fabrication of kitchen cabinet using ¾" Marine Plywood in Ducco Painted Finish or Laminated Finish (preferred) including hardware, consumables and accessories b. Others <ul style="list-style-type: none"> i. Furnishings: Supply and installation of combi blinds for windows. <p>16. Waterproofing works for roof deck, balcony, parapet walls. concrete reservoir, concrete roof, adjacent walls and plant box;</p> <p>17. Repair of crack slab using low viscosity injected epoxy resin suitable in both dry and damp conditions.</p>	
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Mechanical

1. Supply and Installation of air-conditioning units including consumables and accessories.
 - a. 5 TR Floor Mounted Inverter Type (Lounge/Waiting Area);
 - b. 5 TR Floor Mounted Inverter Type (Processing Section);
 - c. 3 TR Floor Mounted Inverter Type (Releasing & Cashier)
 - d. 1 TR Wall Mounted Inverter Type (Conference Room);
 - e. 4 TR Floor Mounted Inverter Type (Open Office Area);
 - f. 2 TR Wall Mounted Inverter Type (Function Hall); and
 - g. Widow Inverter Type (Office 1 and Office 2).
2. Supply and installation of ventilation units
 - a. Ceiling mounted exhaust fan (toilets); and
 - b. Air Cooler (holding area).

Electrical

1. Installation of lighting fixtures including supports, boxes and dropped flexible metal conduit.
 - a. 2 x 18 watts LED troffer light (600mm x 1200mm);
 - b. 9 watts LED recessed mounted down light;
 - c. 20 watts LED tube light batten type;
 - d. Emergency lights; and
 - e. 3 watts LED exit lights.
2. Complete electrical works for power and lighting system including wiring devices;
3. Conduits works include necessary fittings, supports, painting works. fire retardant sealants, and other accessories;
4. Installation of sub-feeder cables (MDP to lighting and power panes); and
5. Installation of Panel boards.
6. Others
 - a. Electric meter;
 - b. 1.5 HP, 230V, 3P, 60Hz, Automatic Water Booster Pump; and
 - c. Surface type utility box.

Plumbing and Sanitary

1. De-clogging works of existing plumbing and sanitary system.
2. Complete plumbing and sanitary works including lavatory and water closet for toilet and bath;
3. Complete plumbing and sanitary works for kitchen

4. The Contractor shall proceed with the de-clogging works as indicated and report to the End-user representative of its outcome.

Fire Protection

1. Supply and installation of portable fire extinguishers 10 lbs ABC Dry powder.
2. The required fire extinguishers remain without the need of additional installation of Fire Detection and Alarm System (FDAS).

Others

1. Installation of CCTV system including cameras, monitoring and data storage system, conduiting works, wiring and cables.
2. On the proper disposal of waste material with value such as rebar, GI sheets and the like, all must be stored on the site. The Contractor must submit a list of those items with the value and turn over to the End user representative for Government disposal procedure.

The Contractor Shall:

1. Provide inception reports and methodologies to be submitted to OAMSS-EMD prior to commencement of works;
2. Presumed to have inspected the site thoroughly before the commencement of work to the extent that it has satisfied itself as to the suitability and accessibility of the site for the purpose of execution and completion of all works specified in this contract. In this regard, the Contractor is estopped from claiming work and change orders arising from site conditions which could have been inspected by the Contractor before the commencement of work;
3. Provide all labor, supervision, equipment and materials for the supply, delivery, dismantling, installation and commissioning related to the project;
4. Provide brand new items for the project with the technical specifications approved and to the satisfaction of the Department not limited to the following;
5. Erect and properly maintain at all times, as required by the conditions and progress of the work, such as barriers, shoring, supports, braces, lights, danger signs and necessary safeguards, as will protect workmen and the public and as will effectively prevent any injury to persons and damage to property in consequence of his work;
6. Accept the existing property as-is where is;
7. Ensure safety of its workers all the time by deploying safety elements such as, but not limited to, personal protective equipment (PPEs), personnel identification paraphernalia, safety orientation activities, health and safety provisions, etc.;

	<ol style="list-style-type: none"> 8. Take all necessary precautions for the safety of employees and workmen on the project, and comply with all Laws to prevent injury to persons on, about, or adjacent to the premises where the project is being performed; 9. Take photographs of all works that will be done in the project. Photographs should include before and after photos; 10. Submit for approval of OAMSS-EMD an inception report including program of works in Gantt chart form, plans, and unit technical specifications, bill of quantities before completion of the complete engineering design; 11. Submit the electronic and hard-copy of the complete engineering design plans, specifications, and as-built plans of the project signed and sealed by duly Licensed Professional/s as required by the Building Code; 12. Dismantle, pack, and store the existing equipment for proper disposal procedure of the DFA; 13. Conduct coordination meetings with the DFA representative/s; 14. Provide key personnel for the supervision and project management for the project. designate a responsible member of his organization at the site, whose duty shall be the prevention of accidents and damage to the project, the DFA's property, and adjoining property. 15. Execute the necessary mobilization/demobilization of manpower, equipment, and materials on site for the project 16. Secure and pay necessary securities/bonds, including the appropriate performance security upon award of contract and valid until the issuance of a Certificate of Final Acceptance, in accordance with Section 39 of RA 9184's IRR; 17. Secure and pay necessary insurance and permits needed for the completion of the project; 18. Provide provisions for all necessary formwork and steelworks as needed in the project; and, 19. Supply materials and services not expressly indicated in the technical specification, drawings, or in other contract documents, which may be necessary for the complete and proper design, installation, and commissioning of works. All such necessary works shall be provided by the Contractor to ensure a functional and efficient system without extra cost to the Department. 	
<p>VI.</p>	<p>DRAWINGS</p> <p>Refer to "Annex B" for the drawings.</p>	

VII.	<p>TECHNICAL SPECIFICATIONS</p> <p>Refer to "Annex C" for Bill of Quantities and "Annex D" for the Detailed Unit Price Analysis (DUPA).</p> <p>Please note that in case of discrepancy between the BOQ and the DUPA, the BOQ shall prevail.</p>																																		
VIII.	<p>MINIMUM CONTRACTOR'S EQUIPMENT REQUIREMENTS</p> <table border="1" data-bbox="363 544 1145 987"> <thead> <tr> <th>No.</th> <th>Qty</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1 vehicle</td> <td>Delivery truck/Dump truck or Boom Truck</td> </tr> <tr> <td>2</td> <td>1 set</td> <td>Welding machine</td> </tr> <tr> <td>3</td> <td>2 sets</td> <td>Electrical Drill/ Driving tools</td> </tr> <tr> <td>4</td> <td>10 sets</td> <td>Sched. 20 GI Scaffolding set including bracing (1.2m x 1.7m)</td> </tr> <tr> <td>5</td> <td>1 set</td> <td>Portable Generator set including fuel</td> </tr> <tr> <td>6</td> <td>2 pcs</td> <td>ABC type fire extinguishers</td> </tr> <tr> <td>7</td> <td>1 pc</td> <td>Multi-tester</td> </tr> <tr> <td>8</td> <td>1 set</td> <td>Cement mixer or Bag Mixer</td> </tr> <tr> <td>9</td> <td>1 set</td> <td>Tile Cutter</td> </tr> <tr> <td>10</td> <td>1set</td> <td>Pipe cutter</td> </tr> </tbody> </table> <p>The Contractor shall submit the proof of rental/ownership of all equipment listed above during the Post-Qualification.</p>	No.	Qty	Description	1	1 vehicle	Delivery truck/Dump truck or Boom Truck	2	1 set	Welding machine	3	2 sets	Electrical Drill/ Driving tools	4	10 sets	Sched. 20 GI Scaffolding set including bracing (1.2m x 1.7m)	5	1 set	Portable Generator set including fuel	6	2 pcs	ABC type fire extinguishers	7	1 pc	Multi-tester	8	1 set	Cement mixer or Bag Mixer	9	1 set	Tile Cutter	10	1set	Pipe cutter	
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IX.	<p>QUALIFICATION</p> <p>The Contractor shall comply with the following minimum requirements:</p> <ol style="list-style-type: none"> 1. With at least 10 years of experience in renovation and construction works; 2. PCAB License with a minimum size range of Small B, category C & D General Building GB-1; 																																		
X.	<p>CONTRACTOR'S OBLIGATION</p> <p>The Contractor shall:</p> <ol style="list-style-type: none"> 1. Abide by all existing laws, codes, rules and regulations set forth by all government units and authorities; 2. Submit all documents produced as part of the design services to OAMSS-EMD for review and approval, in accordance with the terms of the contract; 3. Ensure that skilled experience craftsmen will undertake the renovation works to ensure first class quality, appearance and durability of completed work; 4. Secure and pay from their own funds, the necessary permits including but not limited to, building permit, licenses, clearances and other documents required under National Building Code and other related laws, rules and regulations, and bear all costs, duties, fees and other charges thereof. 																																		

5. Provide the services in a proper, professional and workmanlike manner at all times;
6. Retain sufficient number of personnel with the expertise required to provide the services;
8. Provide the Department a dedicated hotline for emergency calls. This includes weekdays and Holidays;
9. Ensure that service personnel wear proper uniforms and identification cards inside the Department's premises;
10. Be responsible for the safety and cleanliness of the working area at all times. At the end of the day's work, all tools, equipment, and unused materials shall be put away in an orderly manner inside the designated areas in the site;
11. Deem to have inspected, and be satisfied as to the suitability and accessibility of the site required to execute and complete all works specified in this contract;
12. Provide weekly progress reports to OAMSS-EMD with photographs indicating corresponding dates;
13. Submit working drawings of any modification prior to the execution of work subject for review and approval of OAMSS-EMD;
14. Submit As-Built Drawings of the project in A3 size and electronic copy using editable 2013 CAD format, including measurements of all works performed in the project;
15. Submit the methodologies and plans for all phases of the work to the Department for review and approval. Such approval shall not be construed to relieve the Contractor of its responsibilities, liabilities and obligations in the Contract.
16. Ensure complete coordination with OAMSS-EMD and DFA Security regarding hot works (welding or cutting works) to be done in the DFA Premises. The Contractor must provide fire extinguishers during hot works and safety personnel to oversee hot works operations.
17. Be solely responsible for the protection, security and safety of their personnel, third parties, equipment, installation, the public, building structure and others.
18. The Contractor shall be primarily responsible for all safety measures in prosecuting the Work in accordance with the safety manual approved by the Construction Industry Authority of the Philippines (CIAP) (30.01).
19. Provide necessary protection, including sheet piles, barricades, sufficient warning lights, danger signals, and other signs, if needed, against harm or damage to adjacent properties, persons, shrubs, trees, lawns, structures, and utilities therein.
20. Ensure that the permanent connections to the local utility lines for water, drainage, electrical and sewer lines including

	<p>materials, equipment, facilities, fees, and/or work are in proper working order.</p> <p>21. Provide barracks bunk houses for temporary shelter and or sleeping quarters for their construction personnel. It must be properly maintained for the duration of the project. If not allowable the Contractor must provide accommodations outside the project site.</p> <p>22. Remove paint drips, stains, oils, plaster-drop splatters on adjacent surfaces and clean the entire project site. Properly dispose of all waste at the end of the day to prevent fire hazards</p> <p>23. Remove and dispose, upon completion of work, all temporary offices, storage, bunk houses, staging, equipment, scaffoldings, paint containers, scraps and debris.</p> <p>24. Provide Storage/Sheds facilities includes the following requirements:</p> <ul style="list-style-type: none"> a. Provide storage and sheds for stockpiling of cement, steel bars, hardware and other construction materials intended for the project; b. Storage for cement shall be stored in an elevated platform and properly enclosed to protect from weather. <p>25. Provide and assist the DFA Inspection team round trip airfare, accommodation and meal allowance during the following project completion starting from 0%, 50% and 90% of works. The team will be composed of 6 DFA representatives.</p>	
<p>XI.</p>	<p>CONTRACTOR'S PERSONNEL QUALIFICATIONS</p> <p>The minimum requirements of Contractor's key personnel to be assigned to the Contract is as follows:</p> <p>1. Project Engineer/Architect</p> <p>Qualified Engineering (Architect/ Civil/ Mechanical/ Electrical) expert/s with relevant experience.</p> <p>The qualified expert/s shall be in charge of the design, implementation and supervision of works on the project. For the qualified expert/s and other proposed key members, the Contractor shall provide the following information:</p> <ul style="list-style-type: none"> a. Professional Qualifications; b. Relevant Education and levels and dates; c. Chronological employment history, including role in any previous similar projects; and d. At least five (5) years of experience in similar projects. <p>2. Health and Safety Officer</p> <p>Assigned Safety Officer will be responsible for the overall safety of the project. He/She shall ensure safe working conditions and compliance with all safe operating procedures in the site.</p>	

	<p>The Contractor shall provide the following information:</p> <ol style="list-style-type: none"> a. DOLE Certification; b. Relevant Education and levels and dates; c. Chronological employment history, including role in any previous similar projects; and d. At least two (2) years of experience in similar projects. <p>3. Foreman</p> <p>Assigned foreman will work under the direction of the Contractor/Project Engineer to identify phases of the work. He/She shall be responsible with the timely progress monitoring of the project and ensure workers are knowledgeable and qualified, and assign them according to their skill sets.</p> <p>The Contractor shall provide the following information:</p> <ol style="list-style-type: none"> a. Relevant Education and levels and dates; b. Chronological employment history, including role in any previous similar projects; and c. At least two (2) years of experience in similar projects. 	
XII.	<p>WARRANTY SECURITY</p> <ol style="list-style-type: none"> 1. The Contractor shall provide a warranty against defects in the workmanship in accordance with Section 62.2 of RA 9184's IRR. 2. The Contractor shall post any allowable form of warranty security in the appropriate amount, valid for at least one (1) year from the issuance of a Certificate of Final Acceptance. 	
XIII.	<p>SCHEDULE OF WORKS</p> <p>The Contract will be implemented upon the issuance of the Notice to Proceed. The duration of the contract is Six (6) months from the start of the implementation.</p>	
XIV.	<p>COVID-19 PREVENTION</p> <p>The Contractor shall:</p> <ol style="list-style-type: none"> 1. Ensure that assigned personnel are COVID free before entering the premises; 2. Provide and ensure that assigned personnel observe IATF prescribed safety protocols (ie. face mask, and observe social distancing) within the DFA premises and comply with DFA security requirements; 3. Provide during work and submit and secure the approval of OAMSS-EMD of the Contractor's COVID-19 health & safety protocols for the duration of their contract; and 4. Provide its personnel isopropyl alcohol and hand soap for personal hygiene. 	

XV.	<p>TERMS OF PAYMENT</p> <p>Terms of Payment</p> <ol style="list-style-type: none"> 1. Progress billing and payment shall be as follows: <ol style="list-style-type: none"> a. 5% of the Contract Price: Upon submission of Inception Reports (refer to "Annex A" for Inception report overview). b. 10% of Contract Price: Upon complete delivery of engineering design and details. c. 20% of the Contract Price: Upon mobilization of construction materials. d. 35% of the Contract Price: Upon completion of 50% construction accomplishment and complete delivery of materials. e. 30% of the Contract Price: Upon completion of the project. <p>Ten percent (10%) of the gross amount due for each of the progress billings shall be withheld by the Department as retention money. The retention money shall be released only after the issuance of the Certificate of Final Acceptance by OAMSS, and submission by the Contractor of the required warranty security, as stated in these Technical Specifications.</p> <p>The Contractor shall be paid within thirty (30) working days upon the submission of the sales invoice, or its equivalent, and other supporting documents examined by the Office of Financial Management Services-Financial Resource Management Division (OFMS-FRMD). Payments shall be made through List of Due and Demandable Accounts Payable (LDDAP).</p> <p>All payments shall be inclusive of all applicable taxes and other lawful charges.</p>	
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Bidder must state compliance to each of the provisions in the Terms of Reference/Technical Specifications, as well as to the Schedule of Requirements. The Statement of Compliance must be signed by the authorized representative of the Bidder, with proof of authority to sign and submit the bid for and in behalf of the Bidder concerned. If the Bidder is a joint venture, the representative must have authority to sign for and in behalf of the partners to the joint venture. All documentary requirements should be submitted on or before the deadline for the submission of bids.

Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification

or the execution of the Contract may be regarded as fraudulent and render the Bidder or Supplier liable for prosecution subject to the provisions of ITB Clause 3.1 (a)(ii) and/or GCC Clause 2.1 (a)(ii).

Conformê:

[Signature/s]

[Name of the Bidder/ Bidder's Authorized Representative/s]

[Position]

ANNEX A

INCEPTION REPORT TITLE PAGE AND TABLE OF CONTENTS

(COMPANY NAME AND LOGO)

CONTRACTOR

DEPARTMENT OF FOREIGN AFFAIRS

CLIENT

**“DFA CAGAYAN DE ORO PROPERTY RENOVATION
AND REHABILITATION WORKS”**

PROJECT TITLE

INCEPTION REPORT

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DEPARTMENT OF FOREIGN AFFAIRS/OFFICE OF ASSET MANAGEMENT AND SUPPORT SERVICES

BILL OF QUANTITIES

PROJECT: DFA Cagayan de Oro property renovation works

LOCATION: Limketkai, Cagayan de Oro

PROJECT DURATION: 6 Months

ITEM NO.	QTY.	UNIT	DIRECT COST				MARK-UPS IN PERCENT			TOTAL MARK-UP VALUE	5% VAT	TOTAL INDIRECT COST	TOTAL COST	
			MATERIAL	LABOR	EQUIPMENT	UNIT COST	TOTAL	OCM	PROFIT					%
	(1)		(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
						(2+3+4)	(1+5)	(7+8)	(7+8)	(6 X 9)	(5% X (6+10))	(10+11)	(6+12)	
PART I														
GENERAL REQUIREMENTS														
1. Mobilization/ Demobilization and Inception reports	1	L.S						4%	8%	P	-	P	-	
2. Temporary Facilities (Offices, work shops, storage, office supplies and workmen accommodation for contractor)	1	L.S						4%	8%	P	-	P	-	
4. Permits, Fees and Clearances	1	L.S						4%	8%	P	-	P	-	
6. Conduct Testing and commissioning including leak tests	1	L.S						4%	8%	P	-	P	-	
8. Produce and provide shop drawings.	1	L.S						4%	8%	P	-	P	-	
9. Produce and print Bill of Materials, Bill of Quantities and As-Built Drawings including Architectural, Structural, Sanitary/Plumbing, Electrical, Mechanical and Fire Protection. Three (3) blueprint copies size ARCH D (24x36 inches) and one (1) electronic copy in PDF format	1	L.S						4%	8%	P	-	P	-	
10. Temporary Safety, First Aid Facilities & Equipment	1	L.S						4%	8%	P	-	P	-	
11. Inspection provisions for DFA inspection team (0%, 50% and	3	trips						0%	4%	P	-	P	-	
12. Safety requirements against COVID19 under DPWH DO.39	1	L.S						4%	8%	P	-	P	-	
13. Cleaning and Waste Management	4	month/s						4%	8%	P	-	P	-	
SUB-TOTAL PART I														
PART II														
ARCHITECTURAL														
A. Exterior Architectural														
1. Exterior wall														
1.1 Painting Works														
1.1.1. Repainting works														
1.1.1.1. Dark Blue Elastomeric/ Semi-Gloss Paint	15,465	sq.m.						8%	16%	P	-	P	-	
1.1.1.2. Blue Gray Elastomeric/ Semi-Gloss Paint	16,87825	sq.m.						8%	16%	P	-	P	-	
1.1.1.3. Off White Elastomeric/ Semi-Gloss Paint	87,49515	sq.m.						8%	16%	P	-	P	-	
1.2. Tiling works														
1.2.1 Accent Slate Tiles (60x60 cm)	38,1443	sq.m.						8%	16%	P	-	P	-	
1.3. Signage														
1.3.1. Supply and installation of acetyl-brass DFA logo with backlight	1	set						8%	16%	P	-	P	-	
1.3.2. Supply and installation of stainless steel signage in accordance to the Architects design and specifications	1	set						8%	16%	P	-	P	-	
1.4. Supply and installation of 20mm aluminum C-channel	8,168	l.m.						8%	16%	P	-	P	-	
1.5. Plant box finishes								8%	16%					
1.5.1. Application of new stucco finish in lace trowel texture ("anay" texture)	66.9	sq.m.						8%	16%	P	-	P	-	

FULL NAME AND SIGNATURE

DATE: