

After the final pass of the finishing machine and when the concrete has started to dry, the surface of the pavement shall be finished with an approved longitudinal float. The float may be operated either manually or by mechanical means. The float may be either of wood or metal shall be straight and smooth and light in weight so as not to displace or sink into the concrete surface.

To be effective, the float shall be at least 300mm wide and 3m long. When manually operated, the float shall be moved from edge to edge with a wiping motion and advance one (1) meter or more.

The succeeding trip shall overlap the previous trip. A light smoothing lute at least 3 meters long may be used provided approved by the Engineer.

The surface of the pavement shall be tested by the Contractor, before the final belting, with an approved standard straightedge 3 meter in length. Irregularities so detected shall be corrected immediately. Special attention shall be given to the concrete adjacent to transverse joints to insure that the edges thereof are not above the grade specified or the adjacent concrete below grade. All depressions or projections shall be corrected before any initial set has developed in the concrete.

After the concrete has been brought to the required grade, contour and smoothness, it shall be finished by passing over the concrete a drag of one or two burlap clothes, which give the surface the required roughness. The vehicles used to carry these cloths may be independent of the concrete-laying machine or may be incorporated with it and may be operated either by hand or mechanically.

Hand finishing will be permitted only on variable width sections of the pavement and other places where the use of the finishing machine would be impractical. Hand finishing shall be accomplished by means of the hand-operated strike-off template of either steel or steel-shod wood construction. The striking template shall be operated forward with a combined longitudinal and transverse motion and shall be so manipulated that neither end will be raised off the side forms. A similar tamper shall be used for tamping the concrete.

As soon as the concrete has attained its initial set, the edges of the pavement, the longitudinal joints, the construction dummy and expansion joints not sawn shall be carefully finished with an edging tool having radius of at least 5mm. The tools, the special accessories for cutting impressed joints and methods of workmanship shall be such as will produce a joint whose edges are of the same quality of concrete as the other portion of the pavement. Methods and workmanship which make use of excess mortar or grout in this area shall be eliminated. Unnecessary tool marks shall be eliminated during work, and the edges left smooth and true to line.

### Striking Forms

Forms shall remain in place at least 12 hours after the concrete has been placed. When working conditions are such that the early strength gain of the concrete is delayed, the forms shall remain in place for a longer period, as directed by the Engineer. Bars or heavy load shall not be used against the concrete when still in the forms. Any damage to concrete resulting from form removal shall be repaired promptly by the Contractor as directed by the Engineer without any additional payment to the Contractor.

## Curing Concrete

Unless otherwise ordered by the Engineer, curing of concrete shall be done by any method specified in the Section "Reinforced Concrete".

## Cleaning and Sealing Joints

After completion of the required curing and before opening of the pavement to traffic, all joints shall be thoroughly cleaned of all concrete aggregate fragments or other materials.

After removal of side forms, the ends at transverse expansion joints at the edges of the pavement shall be carefully cleaned of any concrete within the expansion spaces for the entire depth of slab, care being taken not to injure the ends of the joints. Expansion and contraction joints shall then be poured with a hot joint sealer to the depth as indicated on the Drawings. Joint sealer shall be poured using approved hand pouring pots, with liquid at a temperature not less than that recommended by the approved manufacturer.

## Opening to Traffic

The pavement shall be closed to traffic, including the vehicles of the Contractor, for a period of 10 days after the concrete is placed or longer if in the opinion of the Engineer, the weather conditions make it necessary to extend this time. The Contractor shall furnish, place and maintain satisfactory barricades and lights as directed, to exclude all traffic from the pavement.

Any damage to the pavement due to traffic shall be repaired or replaced at the expense of the Contractor. Paving mixers, mechanical concrete spreaders and finishers and other heavy paving equipment shall not be operated on completed concrete lanes in order to construct alternate lanes until after the regular curing period is completed. Even then, planks shall be laid on the finished pavement or other precautions taken to prevent damage to the concrete pavement.

## Pavement Smoothness, Thickness and Tolerance

Portland cement concrete pavement shall be constructed to the designed level and transverse slope shown on the Drawing. The allowable tolerance shall be as listed hereunder:

- |    |  |         |
|----|--|---------|
| 1. | Permitted variation from design thickness of layer | + - 5mm |
| 2. | Permitted variation from design level of surface   | + - 5mm |

The thickness of the pavement will be determined by measurement of cores from the completed pavement in accordance with AASHTO T 148.

The completed pavement shall be accepted on a lot basis. A lot shall be considered as 2,500 sq.m of pavement. The last unit in each slab constitutes a lot in itself when its length is at least  $\frac{1}{2}$  of the normal lot length. If the length of the last unit is shorter than  $\frac{1}{2}$  of the normal lot length, it shall be included in the previous lot.

Other areas such as intersections, entrances, crossovers, ramp, etc., will be grouped together to form a lot. Small irregular areas may be included with other unit areas to form a lot.

## **ITEM 11 : CONSTRUCTION JOINTS**

### **SCOPE OF WORK**

This item shall consist of the manufacturing and installation of construction joints / expansion joints in accordance with the details, and at the locations, lines, grades and dimensions shown in the drawings.

### **MATERIAL REQUIREMENTS**

1. All construction joints / expansion joints shall be hot-dipped galvanized inside and out in accordance with international standards for galvanizing BS EN1460.
2. Painted finish shall be rejected.
3. All steel gratings and angle bars for construction joints / expansion joints shall be hot-dipped galvanized except for the nuts, washers and bolts which shall be stainless steel.
4. Welding shall be in accordance with the AWS Code and as herein specified or any other welding standard, approved by the Engineer.

The Contractor shall be required to submit test certificates for steel materials for the construction / expansion joints used in its manufacture; and for hot-dip galvanizing which shall meet or exceed the specifications under "Zinc Coating".

### **EXECUTION**

#### **DELIVERY, STORAGE AND INSTALLATION**

1. Upon delivery at site, the hot-dipped galvanized construction joints / expansion joints shall not be subjected to the following activities:
  - a. Re-fabrication
  - b. Cutting
  - c. Grinding
  - d. Welding
  - e. Sawing
  - f. Any hot works or similar activities
2. Stainless steel nuts and bolts may be tack welded using stainless steel welding rods.
3. The construction joints / expansion joints shall not be exposed to sea water and other corrosive chemicals or substances prior to installation.

## **ITEM 12 : ZINC (HOT-DIP GALVANIZED) COATINGS ON IRON AND STEEL**

### **SCOPE OF WORK**

This specification covers the requirements for zinc coating (galvanizing) by the hot-dip process on iron and steel products made from rolled pressed and forged shapes, casting, plates, bars and strips.

This specification covers both fabricated and un-fabricated products, for example, assembled steel products, structural steel fabrications, large tubes already bent or welded before galvanizing, and wire work fabricated from uncoated steel wire. It also covers steel forgings and iron castings incorporated into pieces fabricated before galvanizing or which are too large to be centrifuged (or otherwise handled to remove excess galvanizing bath metal).

### **MATERIAL REQUIREMENTS**

#### **STEEL OR IRON**

The specification, grade or designation, and type and degree of surface contamination of the iron or steel in articles to be galvanized shall be supplied by the purchaser to the hot-dip galvanizer prior to galvanizing.

The presence in steels and weld metal, in certain percentages, of some elements such as silicon, carbon and phosphorus tends to accelerate the growth of the zinc-iron alloy layer so that the coating may have a matte finish with a little or no outer zinc layer.

### **EXECUTION**

#### **FABRICATION**

The design and fabrication of the product to be galvanized shall be in accordance to the plans and specifications. ASTM Practices A 143, A 384 and A 385 provide guidance for steel fabrication for optimum hot-dip galvanizing and shall be complied with in both design and fabrication.

#### **CASTINGS**

The composition of heat treatment of iron and steel castings shall conform to specifications designated by the purchaser. Some types of castings have been known to show potential problems being embrittled during normal thermal cycle of hot-dip galvanizing. The requirements for malleable iron castings to be galvanized are stipulated in ASTM specification A 47.

#### **ZINC**

The zinc used in the galvanizing bath shall conform to ASTM Specification B 6. If a zinc alloy is used as the primary feed to the galvanizing bath, then the base material used to make that alloy shall conform to ASTM Specification B 6.

#### **BATH COMPOSITION**

The molten metal in the working volume of the galvanizing bath shall contain not less than an average value of 98.0% zinc by weight.

## COATING PROPERTIES

Table 1 – Minimum Average Coating Thickness Grade by Material Category

Material Category	All Specimens Tested Steel Thickness Range (Measured), mm (in.)				
	< 1/16 (<1.6)	1/16 to < 1/8 (1.6 to < 3.2)	1/8 to < 3/16 (3.2 to 4.8)	> 3/16 to < 1/4 (> 4.8 to < 6.4)	≥ 1/4 (≥ 6.4)
Structural Shapes & Plate	45	65	75	85	100
Strip and Bar	45	65	75	85	100
Pipe and Tubing	45	45	75	75	75
Wire	35	50	60	65	80

## COATING THICKNESS

The average thickness of coating for all specimens tested shall conform to the requirements of Table 1 for the categories and thickness of the material being galvanized. Minimum average thickness of coating for any individual specimen is one coating grade less than that required in Table 1. Where products consisting of various material thicknesses or categories are galvanized, the coating thickness grades of each thickness range and material category of material shall be shown in Table 1. The specification of coating thickness heavier than those required by Table 1 shall be subject to mutual agreement between the galvanizer and Engineer.

For articles whose surface area is greater than 100,000 mm<sup>2</sup> (160 in.<sup>2</sup>) (multi-specimen articles), each test article in the sample must meet the appropriate minimum average coating thickness grade requirements of Table 1. Each specimen coating thickness grade comprising that overall average for each test article shall average not less than one coating grade below that required in Table 1.

For articles whose surface area is equal to or less than 100,000 mm<sup>2</sup> (160 in.<sup>2</sup>) (single-specimen articles), the average of all test articles in the sample must meet the appropriate minimum average coating thickness grade requirements of Table 1. For each test article, its specimen coating thickness shall not be less than one coating grade below that required in Table 1.

No individual measurement or cluster of measurements at the same general location on a test specimen shall be cause for rejection under this specification provided that when those measurements are averaged with the other dispersed measurements to determine the specimen coating thickness grade for that specimen, the requirements of the above specifications as appropriate are met.

The coating thickness grades in Table 1 represent the minimum value obtainable with a high level of confidence for the ranges typically found in each material category. While most coating thicknesses will be in excess of those values, some materials in each category may be less reactive (for example, because of chemistry or surface condition) than other materials of the steel category spectrum. Therefore, some articles may have a coating grade at or close to the minimum requirements shown in Table 1. In such cases, the precision and accuracy of the coating thickness measuring technique should be taken into consideration when rejecting such articles for coating thickness below that is required by this specification.

## FINISH

The coating shall be continuous (except as provided below), and as reasonably smooth and uniform in thickness as the weight size and shape of the item. Except for local excess coating thickness which would interfere with the use of the product or make it dangerous to handle (edge tears or spikes), rejection for non-uniform coating shall be made only for plainly visible excess coating not related to design factors such as holes, joints, or special drainage problems. Since surface smoothness is a relative term, minor roughness that does not interfere with the intended use of the product, or roughness that is related to the as-received (un-galvanized) surface condition, steel chemistry to zinc shall not be grounds for rejection.

Surfaces that remain uncoated after galvanizing may be renovated in accordance with the methods in ASTM Practice A 780 provided that the following conditions are met:

1. Each area subject to renovation shall be 25mm (1 in.) or less in its narrowest dimension.
2. The total area subject to renovation on each article shall be no more than  $\frac{1}{2}$  of 1% of the accessible surface area to be coated on that article, or 22,500mm<sup>2</sup> (36 in.<sup>2</sup>) per ton of piece weight, whichever is less. Inaccessible surface areas are those which cannot be reached for appropriate surface preparation and application of repair materials as described in ASTM Practice A 780.
3. The thickness of renovation shall be that is required by the thickness grade for the appropriate material category and thickness range in Table 1 in accordance with the coating thickness requirements, except that for renovation using zinc paints, the thickness of renovation shall be 50% higher than that required by table 1, but not greater than 0.0254mm (4.0 mils).
4. When areas requiring renovation exceed the criteria previously provide, or are inaccessible for repair, the coating shall be rejected.

## THREADED COMPONENTS IN ASSEMBLIES

The zinc coating on external threads shall not be subjected to a cutting, rolling or finishing tool operation, unless specifically authorized by the purchaser. Internal threads may be tapped or retapped after galvanizing. Coatings shall conform to the requirements of ASTM Specification A 153/A 153 M.

## APPEARANCE

Upon shipment from the galvanizing facility, galvanized articles shall be free from uncoated areas, blisters, flux deposits and gross dross inclusions. Lumps, projections, globules or heavy deposits of zinc which will interfere with the intended use of the material will not be permitted. Plain holes of 12.5mm (1/2 in.) diameter or more shall be clean and reasonably free from excess zinc. Marks in the zinc coating caused by tongs or other items used in handling the article during the galvanizing operation shall not be cause for rejection unless such marks have exposed the base metal, and the bare metal areas exceed the criteria provided in number 1 and 2 of Subsection "Finish".

Whenever dross is present in a form other than finely dispersed pimples in the coating and is present in such amount as to be susceptible to mechanical damage, it will be considered as "gross".

## ADHERENCE

The zinc coating shall withstand handling consistent with the nature and thickness of the coating and the normal use of the article, without peeling or flaking. Although some material may be formed after galvanizing, in general the zinc coating on the articles covered by this specification is too heavy to permit severe bonding without damaging the coating.

## SAMPLING

A lot is a unit of production or shipment from which a sample may be taken for testing. Unless otherwise agreed upon between the galvanizer and the purchaser, or established within this specification, the lot shall be as follows:

1. For testing at a galvanizer's facility, a lot is one or more articles of the same type and size comprising a single order or a single delivery load, whichever is smaller, or any number of articles identified as a lot by the galvanizer, when these have been galvanized within a single production shift and in the same bath.
2. For test by the purchaser after delivery, the lot consists of the single order or the single delivery load, whichever is smaller, unless the lot identify, established in accordance with the above, is maintained and clearly indicated in the shipment by the galvanizer.

The method of selection and number of test specimens shall be agreed upon between the galvanizer and the purchaser. Otherwise, the test specimens shall be selected random from each lot. In this case, the minimum number of specimens from each lot shall be as follows:

Number of Pieces in Lot	Number of Specimens
3 or less	All
4 to 500	3
501 to 1,200	5
1,201 to 3,200	8
3,201 to 10,000	13
10,001 and over	20

A test specimen which fails to conform to any requirement of this specifications shall not be used to determine the conformance to other requirements.

## TEST REQUIREMENTS

### Magnetic Thickness Measurements:

The thickness of the coating shall be determined by magnetic thickness gauge measurements in accordance with ASTM Practice E 376. For each specimen, five or more measurements shall be made at points widely dispersed throughout the volume occupied by the specimen so as to represent as much as practical, the entire surface area of the test specimen. The average of the five or more measurements thus made for each specimen is the specimen coating thickness.

For articles whose surface area is greater than 100,000 mm<sup>2</sup> (160 in<sup>2</sup>), in the average of the three specimen coating thickness grades comprising each test article is the average coating thickness for that test article. A specimen must be evaluated for each steel category and material thickness within the requirements for each specimen of the test article

For articles whose surface area is equal to or less than 100,000 mm<sup>2</sup> (160 in<sup>2</sup>), the average of all specimen coating thickness grades is the average coating thickness for the sample.

The use of magnetic measurement method is appropriate for larger articles, and may be appropriate for smaller articles when such is practical using ASTM Practice E 376.

### Stripping Method

The average weight of coating may be determined by stripping a test article, a specimen removed from a test article, or group of test articles in the case of very small items such as nails, etc., in accordance with Test method ASTM A 90/A 90m. The weight of coating per unit area thus determined is converted to equivalent coating thickness values in accordance with Table 2, Coating Thickness Grade (rounding up or down as appropriate). The thickness of coating thus obtained is the test article coating thickness, or in the case of a specimen removed from a test article, is the specimen average coating thickness.

Table 2 – Coating Thickness Grade <sup>A</sup>

Coating Grade	mils	oz/ft <sup>2</sup>	μm	g/m <sup>2</sup>
35	1.4	0.8	35	245
40	1.4	1.0	45	320
50	2.0	1.2	50	355
55	2.2	1.3	55	390
60	2.4	1.4	60	425
65	2.6	1.5	65	460
75	3.0	1.7	75	530
80	3.1	1.9	80	565
85	3.3	2.0	85	600
100	3.9	2.3	100	705

<sup>A</sup> Conversions in Table 2 are based on the metric thickness value equivalents from the next earlier version, using conversion factors consistent with Table X 2.1 in Specification A 653/A 653M, rounded to the nearest 5 μm (0.0002 in.). The conversion factors used are: mils = μm x 0.03937; oz/ft<sup>2</sup> = μm x 0.002316; g/m<sup>2</sup> = μm x 7.067.

### Weighing Before or After Galvanizing

The average of coating may be determined by weighing articles before and after galvanizing, subtracting the first weigh from the second and dividing the result by the surface area. The first weigh shall be determined after pickling and drying, and the second after cooling to ambient temperature. The weight of coating per unit area thus determined is converted to equivalent coating thickness values according to Table 2 (rounding up or down as appropriate). The thickness of coating thus obtained is the test article coating thickness.



## Microscopy

The thickness of coating may be determined by cross-sectional and optical measurement in accordance with ASTM Test Method B 487. The thickness thus determined is a point value. No less than five such measurements shall be made at locations on the test article which are as widely dispersed as practical, so as to be representative of the whole surface of the test article. The average of no less than five such measurement is the specimen coating thickness.

## Adhesion

Determine adhesion of the zinc coating to the surface of the base metal by cutting or prying with the point of a stout knife, applied with considerable pressure in a manner tending to remove a portion of the coating. The adhesion shall be considered inadequate if the coating flakes off in the form of a layer of the coating so as to expose the base metal in advance of the knife point. Do not use testing carried out at edges or corners (points of lowest coating adhesion) to determine adhesion of the coating. Likewise, do not use removal of small particles of the coating by paring or whittling to determine failure.

## Embrittlement

Test for embrittlement may be made in accordance with ASTM Practice A 143

The galvanized article should withstand a degree of bending substantially the same as the ungalvanized article. Flaking or spalling of the galvanized coating is not be constructed as an embrittlement failure.

## Inspection, Rejection and Retest

The material shall be inspected at the galvanizer's plant prior to shipment. However, by agreement the purchaser may make the tests which govern the acceptance or rejection of the materials in his own laboratory or elsewhere.

When inspection of materials to determine conformity with the visual requirements of Subsection "Finish" warrants rejection of a lot, the galvanizer may sort the lot and submit it once again for acceptance after he has removed any nonconforming articles and replace them with conforming articles.

Materials have been rejected for reasons other than embrittlement may be stripped and regalvanized, and again submitted for inspection and test at which time they shall conform to the requirements of this inspection.

## Transport and Storage

Galvanized components shall, wherever possible, be transported and stored under dry, well-ventilated conditions to prevent the formation of wet storage staining.

Either zinc phosphate or chromate passivation treatment after galvanizing may be used to minimize the wet storage staining which may occur on articles unable to be stored in dry, well-ventilated conditions.

Provided the coating thickness complies with the requirements of Subsection "Coating Thickness", no further remedial action is required to the stained areas.

## ITEM 13 : ELECTRICAL WORKS

### SCOPE OF WORK

The work to be done shall consist of fabricating, trenching, furnishing, delivering and installing electrical materials/fixtures completed in accordance with all the details of the electrical works as shown on the drawings including materials, labor, tools and equipment and all incidental works as found necessary.

Refer to electrical plans/drawings for location and extent of work involved.

### GENERAL REQUIREMENTS

- a) All works shall be done in accordance with the requirements of the publications and agencies having jurisdiction, as well as the requirements of the approved standards.
  1. National Fire Protection Association - (NFPA)
  2. National Electrical Manufacturer Association - (NEMA)
  3. Underwriter Laboratories, Inc. - (UL)
  4. Philippine Electrical Code - (PEC)  
Philippine National Standard - (PNS)
  5. Federation Specification:  
Circuit Breaker, Molded Case, Branch  
Circuit and Service
  6. American National Standard Institute - (ANSI)
  7. American Society for Testing and Materials - (ASTM)
  8. Illuminating Engineering Society - (IES)
  9. Light Emitting Diode - (LED)
- b) The electrical power will be connected to the existing supply. The supply voltages shall be 220 volt, single phase (1Ø), and 60 hertz.
- c) The Contractor shall employ a licensed Registered Electrical Engineer or Master electrician to perform or to supervise and to conduct the continuous inspection of all electrical work.
- d) The Contractor shall first obtain approval from the Authority before procurement, fabrication or delivery of electrical materials to the site. Partial submittals will not be acceptable and will be returned without review. Submittals shall include the Manufacturer's Name, Trade Name, Place of Manufacture, Catalog Model or Number, Nameplate Data, Size, Layout Dimensions, Capacity, Project Specification and Paragraph Reference, Technical Society Publication References and other information necessary to establish contract compliance of each item to be furnished.
- e) All excavations fill and backfill and concrete works involved herein, shall be carried to the required elevations and shall conform to the provisions of specification under Earthwork and Concrete Construction of this tender document.

- f) The materials and equipment to be furnished shall be standard products of reputable manufacturer engaged in the reproduction of such materials and equipment.
- g) All permits and electrical fees required for this work shall be obtained at the expense of the Contractor. The Contractor shall furnish the Engineer-in-Charge, the final Certificates of Inspections and approval from the proper government authorities after the completion of work. The Contractor shall prepare all as- built plans and all other paper works as required by the enforcing authorities.
- h) The Contractor shall furnish and install electrical materials as shown in the drawings. A licensed Electrical Engineer or Master Electrician is required to implement the installation of the electrical system. A licensed electrical contractor shall oversee/conduct the installation of the main circuit breaker.
- i) Electrical installation shall conform to the requirements of Philippine Electrical Code (PEC) and the other approved standards.
- j) The contractor shall install all electrical works with the supervision of the qualified Registered Electrical Engineer (REE) or Master Electrician. All electrical installation applications regardless of capacity and voltage whether new, addition or revision shall be accompanied by electrical plans signed and sealed by a duly licensed Professional Electrical Engineer (PEE).

## **MATERIAL REQUIREMENTS**

All materials shall be brand new and shall be of the approved type meeting all the requirements of the Philippine Electrical Code and bearing the Philippine Standard Agency (PSA) mark.

### **PRODUCTS**

#### **WIRES AND CABLES**

The conductor material to be furnished and installed shall be copper wire Heat-Resistant Thermoplastic (THHN/THWN-2). All conductors shall be rated 600 volts insulation and shall be standard for all sizes.

#### **CONDUIT AND FITTINGS**

Underground PVC conduit shall be polyvinyl chloride with concrete covered. It shall be manufactured to schedule 40 outside diameter. All fittings and bends shall be solvent bonded using manufacturers recommended product.

#### **LED ROADWAY FIXTURE 100 WATT**

Specifications:

Rated 100 LED watt or equivalent  
Color Temperature: warm white (ww)  
Luminous (Flux) Lumens: 11000  
Luminous Efficacy: 110 Lumens / Watt  
Light Angle: 120 degrees, 90\* 150 degrees  
Surge Protection: 6KV (Line to Line); 10 KV Line to Earth)  
Voltage: 90-305VAC  
IP Grade: IP 65  
Burning Hours :> 50,000

Color: 2700-6500K  
Material: Die Cast Aluminum

## PANEL BOARD

Panel board shall conform to the schedule of panel board as shown on the approved plans with respect to supply characteristics, rating of main lugs or main circuit breaker, number and ratings and capacities of branch circuit breakers.

Panel board shall consist of a factory completed dead front assembly mounted in an enclosing NEMA-3R cabinet consisting of code gauge galvanized sheet steel box with trim and door.

Main and branch circuit breakers for panel board shall have the rating, capacity and number of poles as shown on the approved plans. Breakers shall be thermal magnetic type solid state-type with interrupting capacity of 10,000 amperes symmetrical minimum. Breaker terminal shall be UL listed as suitable for type of conductor provided. Breaker shall be the bolt-in type (that is, bolted to the current carrying bus). Plug-in circuit breakers are not acceptable

## SINGLE ARM STEEL TAPERED LAMP POST

Lamp Post shall be 10.0 m ht. Single arm steel tapered lamp post, furnished installed and tested as shown on the approved plans. The post/s shall be dimensioned for a wind velocity of 185 km/hr. It shall be locally fabricated or manufactured. The post shall be Hot -Dipped Galvanized, prime-coated with red lead and shall be painted at site with the final coating preferably aluminum paint to be approved by the Engineer.

## EXECUTION

### INSTALLATION

Lamp Post shall be installed as shown on the approved plans.

Pole Setting:        Depth as shown on the approved plans.

Construction of reinforced concrete lamp post foundation shall be in accordance with the shape and dimensions as shown on the approved plans.

Excavations / backfilling required before /after installation of lamp post with the trench shall conform to the provisions of Earthwork and Concrete construction.

Concrete Pedestal shall be reinforced concrete with appropriate weatherproof fittings as constructed as shown in the approved plan. Reinforced concrete materials shall conform to the requirements of concrete. Concrete shall be of 21 Mpa (3000 psi) compressive strength.

Metering: the local utility company in Basiao Port, Ivisan, Capiz shall be responsible for the supply and installation of metering equipment, and its accessories, but it is part of the contractor responsibility and expense to coordinate with them on this regard.

## WORKMANSHIP

The work throughout shall be executed in the best and most thorough manner under the direction of and at the satisfaction of the Registered Electrical Engineer or Master Electrician, who will interpret the intent meaning of the drawings and specification and shall have the power to reject any work and materials which in his judgment, are not in full accordance therewith.

## TESTING OPERATIONS

When the electrical installation is completed, the Contractor shall test the installed electrical materials and equipment in the presence of Registered Electrical Engineer or Master Electrician. The system shall be free from any defects, shorts or grounds. The Contractor at no extra cost shall furnish all necessary instruments and personnel required for the testing.

## GUARANTEE

Upon completion and before final acceptance of the work, the Contractor shall furnish the Engineer a written guarantee stating that all works executed are free from defects on materials and workmanship. The guarantee shall be for a period of one year from the date of the final acceptance. Any work that becomes defective during the said period shall be corrected / replaced by the Contractor at his own expense in a manner satisfactory to the Authority.

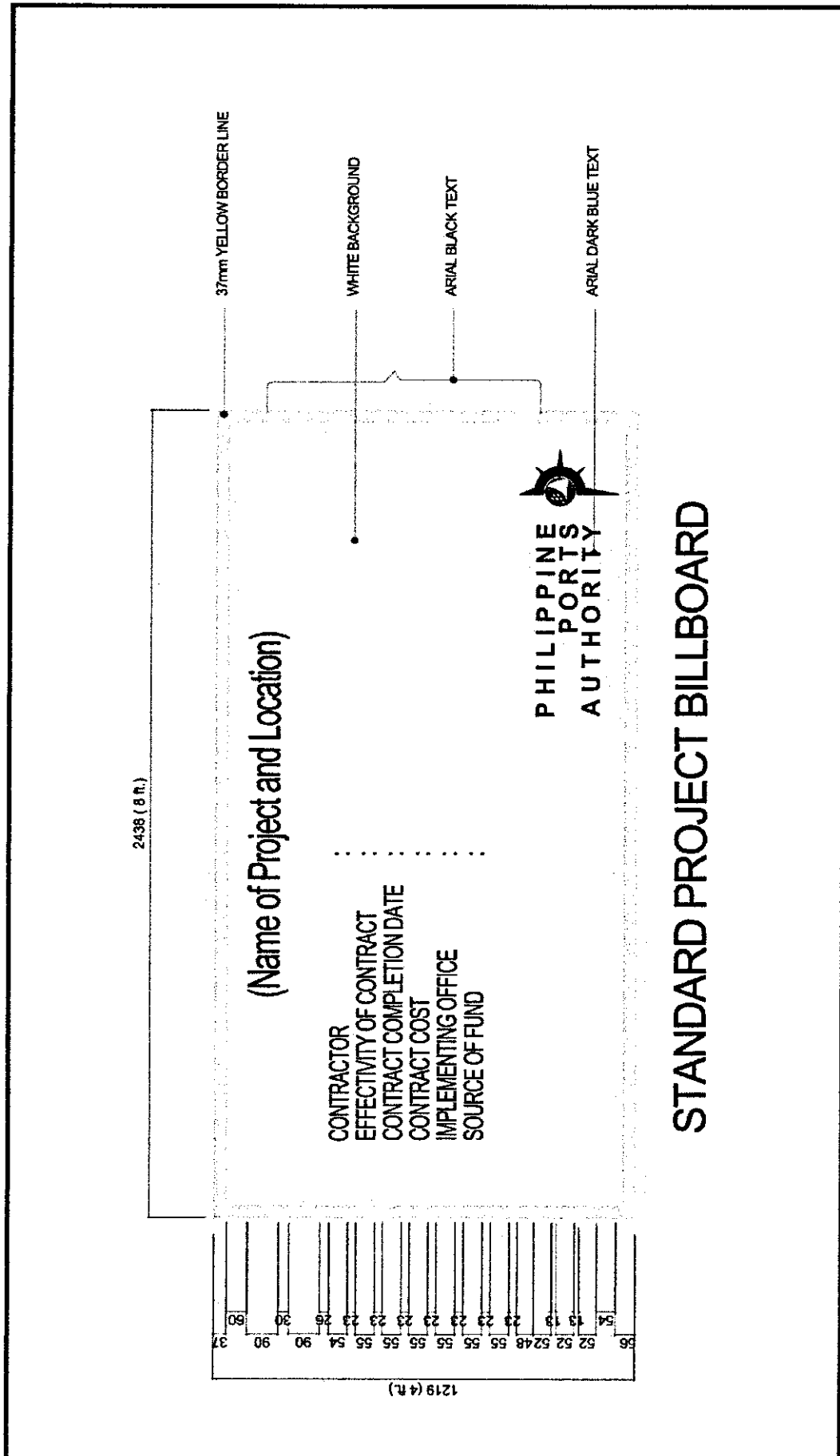
**ITEM 14 : PROJECT BILLBOARD****SPECIFICATION**

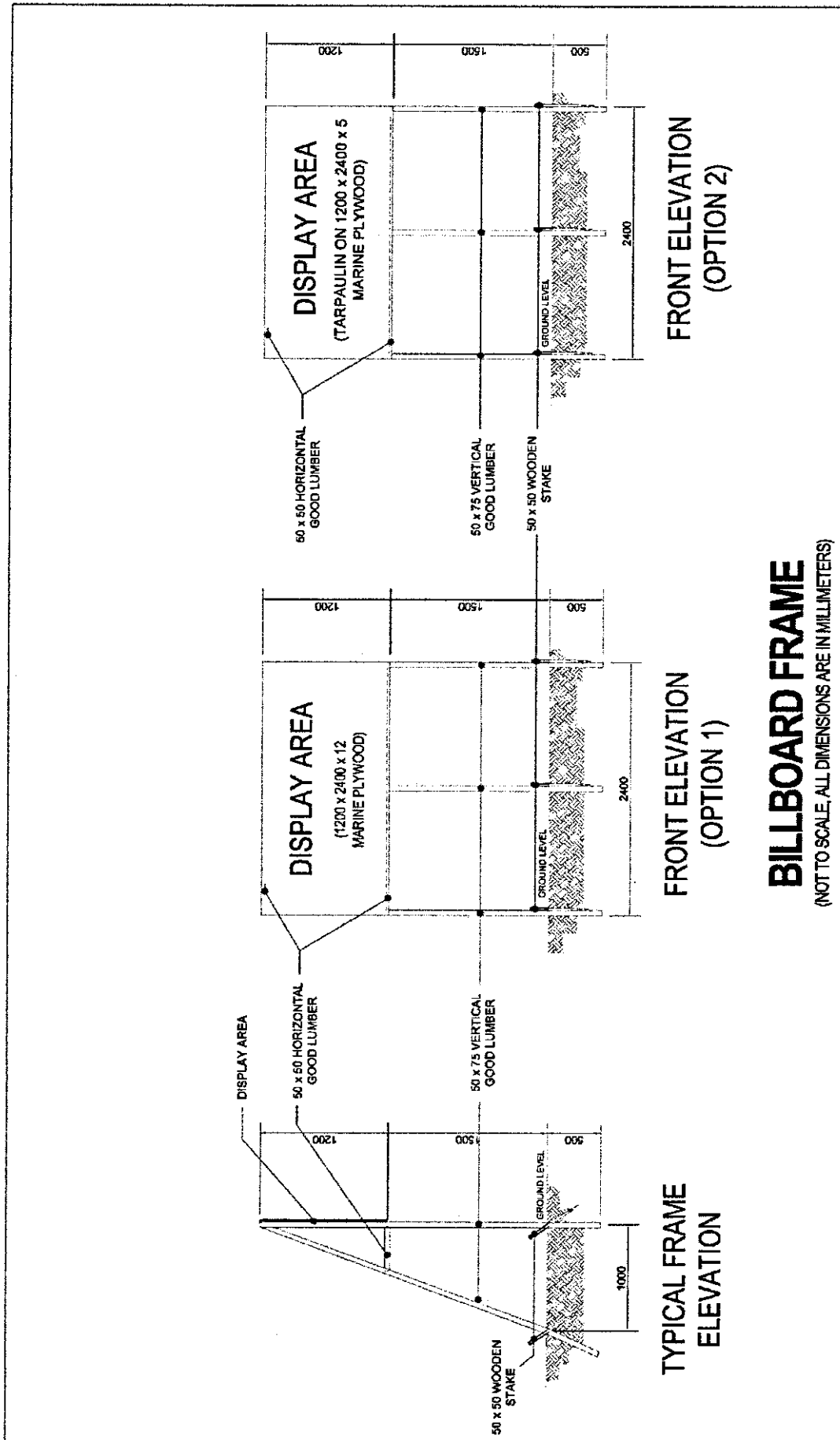
The Project Billboard shall be installed at location(s) designated by the Engineer.

The size and specifications of materials for the standard billboard shall be 4ft. x 8ft. (1,200mm x 2,400mm) using ½ inch (12mm) marine plywood or tarpaulin poster on 3/16 inch (5mm) marine plywood.

Project billboards shall not contain Name(s) and/or picture(s) of any personages.

See attached drawings for further details of the standard billboard.







“To all our contractors, suppliers, and service providers, all we ask is for you to

**SPEED UP**

your contracts and **FINISH**

**AHEAD** of schedule,

**WITHOUT SACRIFICING**

**QUALITY**

of work, and **REASONABLENESS OF COST** agreed upon. Gawin niyo ‘yan at hindi tayo maghihiwalay ng landas (Do that and we will not part ways).”

A Message from  
DOTr Secretary Arthur Tugade



 @DOTrPH

 @DOTrPH

[www.dotr.gov.ph](http://www.dotr.gov.ph)

## ITEM 15 : SAFETY SIGNAGES AND BARRICADES

### DESCRIPTION

This work includes the furnishing and installing of safety signages and barricades in accordance with the specifications and to the details shown below in the drawings, or as directed by the Engineer.

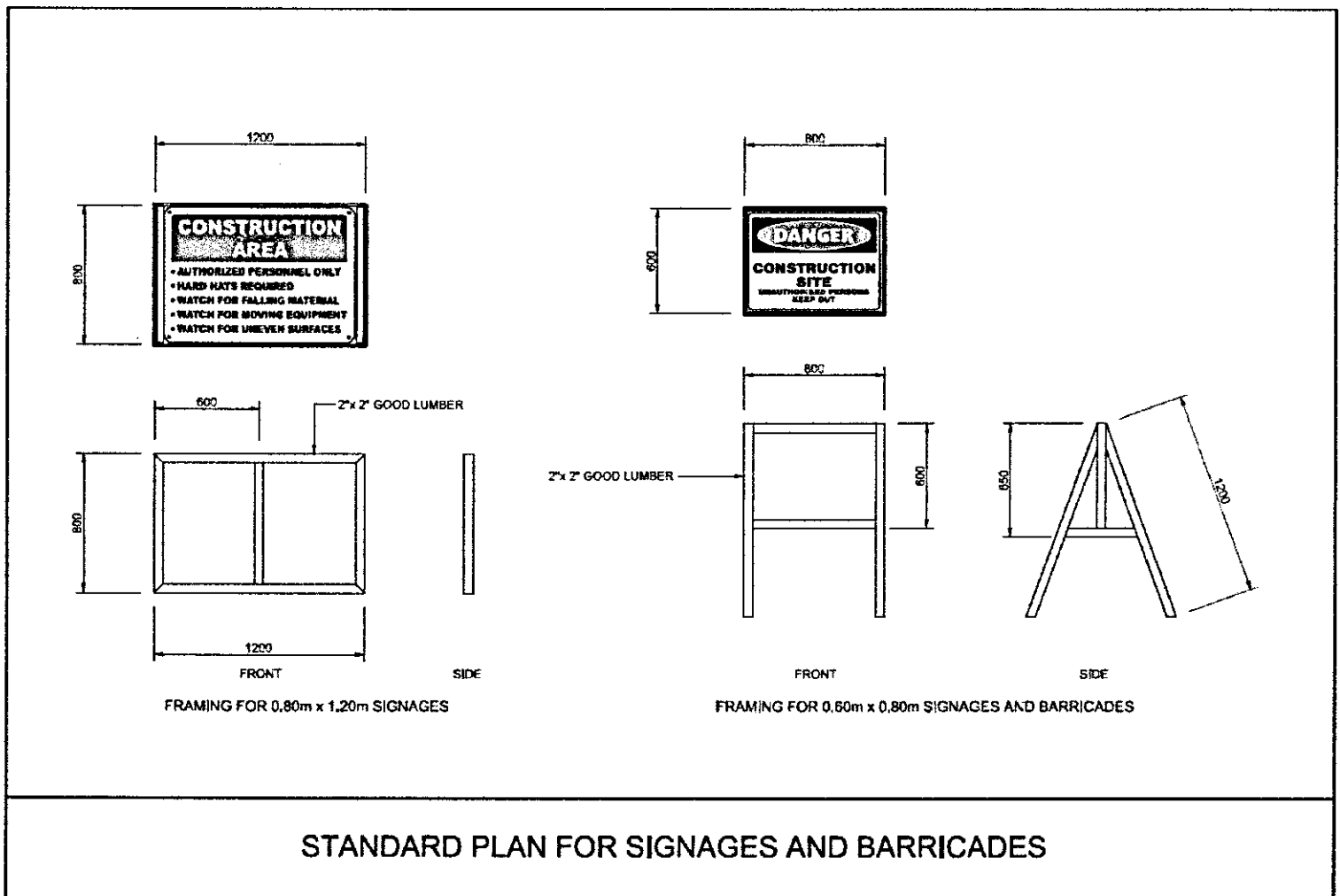
### SPECIFICATION

The Signage's and Barricades shall be installed at location(s) designated by the Engineer.

The sizes of the standard signages shall be 2-2/3ft x 4ft (800mm X 1,200mm) for fixed type and 2ft x 2-2/3ft (600mm x 800mm) for mobile type. For barricade standard 2ft x 2-2/3ft (600mm x 800mm) shall be provided.

The materials to be used for signages and barricades are ½ inch (12mm) marine plywood or tarpaulin poster on 2" x 2" (50mm x 50mm) good lumber frame (see drawing below).

The printing or painting shall be the discretion of the Engineer.



**SECTION VII**

**DRAWINGS**  
**(APPROVED PLANS)**

# SECTION VII

## DRAWINGS AND APPROVED PLANS

(SEE ISSUED APPROVED PLANS)

### LIST OF DRAWINGS:

- 1 OF 16 - DEVELOPMENT PLAN, VICINITY MAP, GENERAL NOTES  
LIST OF DRAWINGS
- 2 OF 16 - GENERAL PLAN
- 3 OF 16 - STA. 0+000, STA. 0+010, STA. 0+020, STA. 0+030
- 4 OF 16 - STA. 0+040, STA. 0+050, STA. 0+060, STA. 0+070
- 5 OF 16 - STA. 0+080, STA. 0+090, STA. 0+100, STA. 0+110
- 6 OF 16 - STA. 0+120, STA. 0+130, STA. 0+140, STA. 0+150
- 7 OF 16 - STA. 0+160, STA. 0+170, STA. 0+180, STA. 0+190
- 8 OF 16 - STA. 0+200, STA. 0+210, STA. 0+220, SECTION A, DETAIL OF MOORING  
CLEAT ATTACHMENT
- 9 OF 16 - PILING PLAN @ RC WHARF, DETAIL SHOWING SLAB REINFORCEMENTS  
@ RC PIER, DETAIL OF 300MM PCC PAVEMENT, DETAIL OF  
CONSTRUCTION JOINT
- 10 OF 16 - PILE SCHEDULE, DETAIL OF PILE CAP, DETAIL OF MOORING CLEAT  
ATTACHMENT
- 11 OF 16 - TYPICAL SECTION LONGITUDINAL BEAM, TYPICAL SECTION TRANVERSE  
BEAM, DETAIL OF RETAINING WALL, DETAIL OF CURTAIN WALL
- 12 OF 16 - DETAIL OF MOORING AND RDF ATTACHMENT  
DETAIL OF RC CURB
- 13 OF 16 - DETAIL OF RUBBER DOCK FENDER (V-500H X 1500L), DETAIL OF 35 TON  
MOORING BOLLARD
- 14 OF 16 - DETAIL OF PRE-STRESS CONCRETE PILE
- 15 TO 16 - ELECTRICAL

**SECTION VIII**

**BILL OF QUANTITIES**  
**and**  
**ATTACHMENTS**

**BILL OF QUANTITIES**  
**EXTENSION OF ROCK CAUSEWAY AND CONSTRUCTION OF RC PIER**  
 Port of Basiao, Ivisan, Capiz



NO. (1)	DESCRIPTION OF WORK (2)	UNIT (3)	QTY. (4)	UNIT PRICE (Pesos) (5)	AMOUNT (Pesos) (4) x (5)
<b>BILL NO.</b>	<b>1 GENERAL EXPENSES</b>				
1.01	Mobilization, demobilization and cleaning	lot	1		
1.02	Rental of site office and residence for the Engineer and staff	mo.	16		
1.03	Maintain temporary site office and residence for the Engineer and staff	mo.	16		
1.04	Provide Construction Safety and Health Program in the execution of the project including stringent Covid-19 protocols per Engineering circular No. 01-2020, and Construction Guidelines for Project Implementation during the period of Public Health Emergency, approved by PDCB and CIAP (as indicated in the Bid Documents)	mo.	16		
<b>TOTAL FOR BILL NO. 1</b>					

**Bidder's Authorized Signature**

**BILL OF QUANTITIES**  
**EXTENSION OF ROCK CAUSEWAY AND CONSTRUCTION OF RC PIER**  
 Port of Baslao, Ivlisan, Capiz



NO. (1)	DESCRIPTION OF WORK (2)	UNIT (3)	QTY. (4)	UNIT PRICE (Pesos) (5)	AMOUNT (Pesos) (4) x (5)
<b>BILL NO. 2</b>	<b>EXTENSION OF ROCK CAUSEWAY</b>				
2.01	Chip-off portion of existing R.C. Curb, flush to deck level and smoothen with mortar	l.m.	27		
2.02	Supply and place 3,500psi concrete for R.C. curb, retaining wall stair landing, and mooring block	cu.m.	275		
2.03	Supply and install steel reinforcement for R.C. curb, retaining wall stair landing, and mooring block	kg.	13,616		
2.04	Supply and place 50-100 kg core rocks	cu.m.	17,881		
2.05	Supply and place 1,000 kg armour rocks	cu.m.	6,340		
2.06	Supply and install geotextile fabric	sq.m.	2,224		
2.07	Supply and place sand and gravel fill	cu.m.	816		
2.08	Supply, spread and compact aggregate sub-base course	cu.m.	1,061		
2.09	Supply, spread and compact aggregate base course	cu.m.	252		
2.10	Construct portland cement concrete pavement (300mm thk.) including reinforcement	sq.m.	1,432		
2.11	Supply and deliver to site mooring cleat including accessories	set	24		
2.12	Install mooring cleat and accessories	set.	24		

**Bidder's Authorized Signature**

**BILL OF QUANTITIES**  
**EXTENSION OF ROCK CAUSEWAY AND CONSTRUCTION OF RC PIER**  
 Port of Baslao, Ivisan, Capiz



NO. (1)	DESCRIPTION OF WORK (2)	UNIT (3)	QTY. (4)	UNIT PRICE (Pesos) (5)	AMOUNT (Pesos) (4) x (5)
2.13	Supply, deliver and install Port Lighting System including wires, pipes and other accessories	lot.	1		
<b>TOTAL FOR BILL NO. 2</b>					

**Bidder's Authorized Signature**



**BILL OF QUANTITIES**  
**EXTENSION OF ROCK CAUSEWAY AND CONSTRUCTION OF RC PIER**  
 Port of Baslao, Ivisan, Capiz



NO. (1)	DESCRIPTION OF WORK (2)	UNIT (3)	QTY. (4)	UNIT PRICE (Pesos) (5)	AMOUNT (Pesos) (4) x (5)
<b>BILL NO. 3</b>	<b>CONSTRUCTION OF R.C. PIER</b>				
3.01	Supply and deliver to site 400mm x 400mm PSC Piles	l.m.	1,934		
3.02	Handle, pitch and drive 400mm x 400mm Vertical PSC Piles	l.m.	1,064		
3.03	Handle, pitch and drive 400mm x 400mm Batter PSC Piles	l.m.	870		
3.04	Chip/cut and dispose portion of newly driven PSC Piles	no.	68		
3.05	Supply and install steel reinforcements for the superstructure	kg.	30,212		
3.06	Supply and place 3,500 psi concrete for the superstructure	cu.m.	263		
3.07	Supply and install hot-dipped galvanized construction joint including dowel bars	l.m.	18		
3.08	Supply and deliver to site rubber dock fender (V-type, 500H x 1500L) including accessories	set	14		
3.09	Install rubber dock fender and accessories	set	14		
3.10	Supply and deliver to site mooring bollard (35 Tons, T-head) including accessories	set	8		
3.11	Install mooring bollards (T-head type) and accessories	set	8		
<b>TOTAL FOR BILL NO. 3</b>					

**Bidder's Authorized Signature**

**BILL OF QUANTITIES**  
**EXTENSION OF ROCK CAUSEWAY AND CONSTRUCTION OF RC PIER**  
 Port of Basiao, Ivisan, Capiz



NO. (1)	DESCRIPTION OF WORK (2)	UNIT (3)	QTY. (4)	UNIT PRICE (Pesos) (5)	AMOUNT (Pesos) (4) x (5)
<b>BILL NO. 4</b>	<b>REIMBURSABLE ITEMS</b>				
4.01	Provide reimbursable items necessary in the implementation of the project as determined by the Authority				
	a) Office furnitures and appliances	lot	1		
	b) Computers and Accessories	lot	1		
<b>TOTAL FOR BILL NO. 4</b>					

**Bidder's Authorized Signature**

## **BASIS OF PAYMENT FOR WORK ITEMS INCLUDED IN THE PROPOSAL**

The work items included in the proposal and the basis of payments are as follows:

### **BILL NO. 1**

#### **GENERAL EXPENSES**

**Item 1.01 Mobilization, demobilization and cleaning**

The quantity to be paid for shall be the minimum equipment requirement enumerated in the bid documents mobilized, demobilized and cleaning of the site and accepted by the Engineer. The contract lump sum price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to mobilize and demobilize all the minimum equipment requirement enumerated in the bid documents including cleaning of the site. Fifty percent (50%) of the total amount shall be payable after the mobilization activity while the remaining (50%) payable after demobilization and cleaning.

**Item 1.02 Rental of temporary site office and residence for the Engineer and staff**

The quantity to be paid for shall be the actual rental of site office and residence for the engineer and staff and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary for the provision of temporary site office and residence for the engineer and staff.

**Item 1.03 Maintain temporary site office and residence for the Engineer and staff**

The quantity to be paid for shall be the actual services rendered in maintaining the site office and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the maintenance of the temporary site office and residence as well as other expenses such as provision for electric power, telephone bill, potable water supply, janitorial and security services.

**Item 1.04 Provide construction safety and Health Program in the execution of the project including stringent Covid-19 protocols per PPA Engineering Circular No. 01-2020 and, construction guidelines for the project implementation during the period of public health emergency approved by PDCB and CIAP (as indicated in the bid documents)**

The quantity to be paid for shall be the actual implementation of construction safety and health program and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the implementation of the Construction Safety and Health Program, as required and approved by the Department of Labor and Employment (DOLE).

**BILL NO. 2**

**EXTENSION OF ROCK CAUSEWAY**

**Item 2.01      Chip-off portion of existing R.C. Curb, flush to deck level and smoothen with mortar**

The quantity to be paid for shall be the actual length in linear meter of portion of existing R.C. Curb to be chipped off, flushed to deck level and smoothened with mortar in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 2.02      Supply and place 3,500 psi concrete for RC curb, retaining wall, stair landing and mooring block**

The quantity to be paid for shall be the actual volume in cubic meter of 3,500 psi concrete for RC curb, retaining wall, stair landing and mooring block, supplied and set-in-place in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 2.03      Supply and install steel reinforcement for RC curb, retaining wall, stair landing and mooring block**

The quantity to be paid for shall be the actual weight in kilogram of reinforcing steel bars for RC curb, retaining wall, stair landing and mooring block, supplied and installed in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 2.04      Supply and place 50-100 kg. core rocks**

The quantity to be paid for shall be the actual volume in cubic meter of 50-100 kg. core rocks, supplied and set-in-place in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 2.05      Supply and place 1,000 kg. armour rocks**

The quantity to be paid for shall be the actual volume in cubic meter of 1,000 kg. armour rocks, supplied and set-in-place in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 2.06      Supply and install geotextile fabric**

The quantity to be paid for shall be the actual area in square meter of geotextile fabric, supplied and installed in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 2.07      Supply and place sand and gravel fill**

The quantity to be paid for shall be the actual volume in cubic meter of sand and gravel fill, supplied and set-in-place in accordance with the plans and specifications and accepted by the Engineer. Hydrographic/Topographic Surveys before and after placing of sand and gravel fill shall be made to determine the actual elevations along the cross sections and the actual quantities for payment. Volume due to settlement as established using settlement plates shall also be considered for payment. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 2.08      Supply, spread and compact aggregate subbase course**

The quantity to be paid for shall be the actual volume in cubic meter of aggregate subbase course to be supplied, spread and compacted in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 2.09      Supply, spread and compact aggregate base course**

The quantity to be paid for shall be the actual volume in cubic meter of aggregate base course to be supplied, spread and compacted in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 2.10      Construct Portland cement concrete pavement (300mm thick) including reinforcement**

The quantity to be paid for shall be the actual area in square meter of Portland cement concrete pavement (300mm thick) including reinforcement, to be constructed in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 2.11      Supply and deliver to site mooring cleat including accessories**

The quantity to be paid for shall be the actual set of mooring cleat including accessories, supplied and delivered to site in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 2.12      Install mooring bollard cleat including accessories**

The quantity to be paid for shall be the actual set of mooring cleat including accessories, installed in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 2.13      Supply, deliver and install port lighting system including wires, pipes and other accessories**

The quantity to be paid for shall be the actual lot of port lighting system including wires, pipes and other accessories, to be constructed in accordance with the plans and

specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

### BILL NO. 3

#### CONSTRUCTION OF RC PIER

**Item 3.01      Supply and deliver to site 400mm x 400mm PSC piles**

The quantity to be paid for shall be the actual length in linear meter of PSC piles (400mm x 400mm), supplied and delivered to site in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 3.02      Handle, pitch and drive 400mm x 400mm vertical PSC piles**

The quantity to be paid for shall be the actual length in linear meter of 400mm x 400mm vertical PSC piles, handled, pitched and driven in accordance with the plans and specifications, measured from the tip of piles to cut-off elevation and accepted by the Engineers. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 3.03      Handle, pitch and drive 400mm x 400mm batter PSC piles**

The quantity to be paid for shall be the actual length in linear meter of 400mm x 400mm batter PSC piles, handled, pitched and driven in accordance with the plans and specifications, measured from the tip of piles to cut-off elevation and accepted by the Engineers. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 3.04      Chip/cut and dispose portion of newly driven PSC piles**

The quantity to be paid for shall be the actual number of newly driven PSC piles, chipped/cut off up to required elevation and disposed in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 3.05      Supply and install steel reinforcement for the superstructure**

The quantity to be paid for shall be the actual weight in kilogram of reinforcing steel bars for the superstructure, supplied, fabricated and installed in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 3.06      Supply and place 3,500 psi concrete for the superstructure**

The quantity to be paid for shall be the actual volume in cubic meter of 3,500 psi concrete for the superstructure, supplied and set-in-place in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full

compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 3.07      Supply and install hot-dipped galvanized construction joint including dowel bars**

The quantity to be paid for shall be the actual lot of hot-dipped galvanized construction joint including dowel bars, supplied and installed in accordance with the plans and specifications and accepted by the Engineers. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 3.08      Supply and deliver to site rubber dock fender (V-type, 500H x 1500L) including accessories**

The quantity to be paid for shall be the actual set of rubber dock fenders (V-type, 500H x 1500L) including accessories, supplied and delivered to site in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 3.09      Install rubber dock fenders including accessories**

The quantity to be paid for shall be the actual set of rubber dock fenders including accessories, installed in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 3.10      Supply and deliver to site mooring bollard (35 Tons, T-head) including accessories**

The quantity to be paid for shall be the actual quantity in set of mooring bollard (35 Tons, T-head) including accessories, supplied and delivered to site in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**Item 3.11      Install mooring bollard (T-head type) including accessories**

The quantity to be paid for shall be the actual quantity in set of mooring bollard (T-head type) including accessories, installed in accordance with the plans and specifications and accepted by the Engineer. The contract unit price shall be full compensation for furnishing all materials, labor, equipment, tools and incidentals necessary to complete the work.

**BILL NO. 4**

**REIMBURSABLE ITEMS**

**Item 4.01      Provide reimbursable items necessary in the implementation of the project as determined by the Authority.**

- a. Office Furniture and Appliances**
- b. Computers and Accessories**

The quantity to be paid for shall be the actual quantity of determined items by the Authority deemed necessary in the implementation of the project, supplied, delivered and accepted by the Authority. Payment for said items shall be made only upon complete delivery/acceptance of such. The contract lump sum price shall be full compensation for providing all determined items. The Contractor's Profit and Overhead, Contingencies and Miscellaneous (OCM) should not be included in the cost of said items. Claims for payment shall be supported by Official Receipt(s) (OR) and at least three (3) canvasses. The amount to be paid for shall be the price indicated in the OR but should not exceed the contract lump sum price. The determined items shall be the property of PPA. Operation and maintenance shall be borne by PPA.



**FACILITIES TO BE PROVIDED FOR THE ENGINEER & HIS STAFF**

**RENTAL OF SITE OFFICE AND RESIDENCE FOR THE ENGINEER & STAFF**

The Contractor shall provide a temporary site office and residence (rental) with an area of at least 48 square meters for use of the Engineer and his staff for the whole duration of the project.

## OFFICE EQUIPMENT FOR USE OF THE PPA ENGINEER AND STAFF

The Contractor shall provide within thirty (30) days after notice to commence work, the following main items of brand new office equipment for use of the Engineer and his staff. The Contractor shall make available for use of the Engineer other equipment as may be necessary for the proper functioning of the office. The equipment shall be the property of PPA. Operation and maintenance shall be borne by PPA.

### a) Office Furniture and appliances

2	sets	Office table, 1.5 x 0.70m with chair
1	set	Conference table w/ chair (6-str.)
2	pcs.	Single bunk beds w/ mattress & beddings
2	pcs.	Waste paper basket
1	pc.	Calculator (Scientific, 12 digit capacity)
1	pc.	Communication system, Cell phone
1	pc.	Filing Steel Cabinet, 4-drawers
2	units	Air-conditioned unit (1.0 hp., wdo type)
1	unit	Refrigerator (6 cu.ft.)
1	set	Gas stove (2 burner with tank)
1	unit	Hot and cold water dispenser (5 gal. Cap.)
1	pc.	White board with eraser and marker
1	unit	Stand fan (16" dia.)

### b) Computers and Accessories

2	sets	Desktop Unit & Accessories
2	units	Uninterrupted Power Supply (UPS)
2	units	External Hard Drive (USB 3.0, 4TB)
1	unit	Computer Table
1	unit	Computer Chair

### c) Licensed Softwares

2	units	Microsoft Office (latest version)
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## COMPUTER AND ACCESSORIES

The Contractor shall provide within thirty (30) days after notice to commence work, **two (2) “Brand New Desktop”**, complete with accessories and licensed software for the use of the PPA Engineer and his Staff at the start of the project. The items shall be the property of PPA. Operation and maintenance shall be borne by PPA.

<b>Description / Specifications:</b>	<b>DESK TOP UNIT</b>
Brand/Model	<i>Asus, Apple, Lenovo, ACER, HP or Equivalent Branded</i>
Processor	<i>Intel® Core™ i7-9700K CPU</i>
System Memory	<i>8GB DDR4 Ram at 2666MHZ up to 32GB, 2DIMM slots</i>
Chipset	<i>Intel B360</i>
CD-ROM	<i>Tray load DVD Drive (Reads and Writes to DVD/CD)</i>
Graphics	<i>NVIDIA GeForce RTX 2060 6GDS</i>
SATA	<i>4 x SATA 6.0 Gbps</i>
HDD/SSD	<i>128GB SSD (M.2 PCIe 128GB) + 1TB HDD (3.5" 7200rpm)</i>
WIFI/ Bluetooth	<i>802.11ac 2x2/ Bluetooth 5.0</i>
LAN	<i>Realtek RTL8111H 10/ 100/ 1000Mbps</i>
Audio	<i>Realtek ALC887, DTS Headphone X</i>
Accessories	<i>Wireless Keyboard and Mouse</i>
Ports	<i>4 x USB 3.2, 2 X USB 2.0, HDMI, Audio Jack, RJ45 and Mic in/ headphone out</i>
<b>Display (Monitor)</b>	<i>27" inch. FHD (1920 x 1080 Display) with speaker, display ports, USB hub, earphone jack and PC audio inputs.</i>
OS Bundled (Certification/License)	<i><b>Windows 10 PRO</b> for business</i>
<b>External Hard Drive</b>	<i>Portable (USB 3.0 Interface, at least 4TB Capacity)</i>

## SOFTWARE

The Contractor shall provide within thirty (30) days after commence work, the specified **“License softwares” latest version** for the use of the PPA Engineer and staff. The software shall be the property of PPA. Operation and maintenance shall be borne by PPA.

**MINIMUM MAJOR EQUIPMENT REQUIREMENTS**

1	unit/s	Air-compressor (250cfm, minimum), owned
2	unit/s	Backhoe (0.40 cu.m., 94.30hp, minimum), 1- owned, 1 owned/leased
2	unit/s	Clamshell, owned
1	unit/s	Concrete cutter, owned
1	unit/s	Concrete Bucket, owned
1	unit/s	Concrete Screeder, owned
2	unit/s	Concrete Vibrator (3.50 hp, minimum), owned
1	unit/s	Crane Barge (319 GW, minimum) with 60T crane, owned
1	unit/s	Crawler Crane (30T, minimum), owned
1	unit/s	Pile Hammer (Diesel, 10,500 kg.m.), owned
1	unit/s	Drop Hammer (2T, minimum), owned
1	unit/s	Dump Truck (8 cu.m., minimum), owned
2	unit/s	Bar Bender (electric, 25mm dia min.), owned
2	unit/s	Bar Cutter (electric, 25mm dia min.), owned
1	unit/s	Jackhammer, owned
1	unit/s	Oxy/Acetylene Cutting Outfit, owned
2	unit/s	Payloader (80 hp, minimum), 1 – owned, 1 – owned/leased
1	unit/s	Road Grader (125hp, minimum), owned/leased
1	unit/s	Road Roller (12.05T, vibratory, minimum), owned/leased
2	unit/s	Transit Mixer (5-6 cu.m. cap., minimum), owned/leased
1	unit/s	Tugboat (500hp, minimum), owned/leased
1	unit/s	Water Truck (1,000 gal., minimum) with pump, owned
1	unit/s	Welding Machine (400 amp., minimum), owned
1	unit/s	Cargo Truck (5T, minimum), owned

## CONSTRUCTION SAFETY AND HEALTH REQUIREMENT

The Contractor shall implement the construction safety and health program in accordance with the applicable provisions of the Occupational Safety and Health Standards (OSHS) of the Department of Labor and Employment (DOLE) including stringent covid-19 protocols per PPA Engineering Circular No. 01-2020 and Construction Guidelines for Project Implementation during the period of public health emergency approved by PDCB and CIAP.

The Contractor, subject to the approval of the Engineer shall provide and maintain throughout the duration of the contract a medical room with at least 15 square meters together with all necessary supplies to be sited in the Contractor's main area.

The Contractor shall provide the following minimum requirements:

### LABOR

1	no.	Safety Engineer / Officer
1	no.	Nurse / Health Officer

### EQUIPMENT / MATERIALS

#### Personnel Protective Equipment

43	pcs.	Hard Hats
43	pcs.	Gloves (rubberized)
43	pcs.	Safety Glasses/Goggles (clear)
86	pcs.	Long sleeve T-shirt
4	pcs.	Aprons
4	pcs.	Safety Belts
43	pcs.	Safety Shoes
4	pcs.	Life Lines

#### Safety Devices

1	lot	Barricades
1	lot	Warning signs
2	unit/s	Fire extinguisher
1	lot	Disinfection Booth with Footbath
43	no.	PCR Test for Covid-19 (Initial Testing)
43	no.	PCR Test for Covid-19 (Confirmatory Testing)

Medical and First Aid System	-	Sixteen (16) mos.
Temporary shelter for workers	-	1 lot

### NOTE:

The Contractor shall provide the above-cited minimum construction safety and health requirements or as required by the Engineer.

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### REVISED SCHEDULE OF MINIMUM TEST REQUIREMENTS OF CONSTRUCTION MATERIALS FOR PPA INFRASTRUCTURE PROJECTS

<i>Materials/Items of Work</i>	<i>Required Tests</i>	<i>Minimum Incremental Frequency of Tests</i>
<b>I. Construction of Pier/Wharf, Platform and Ramp</b>		
Structural Concrete (SC)		
A Portland Cement	Quality Test	For every 2,000 bags (40kg) or fraction thereof
B Fine Aggregate	Quality Test for Grading, Elutriation (wash), Bulk Specific Gravity, Absorption, Mortar Strength, Soundness, Organic Impurities, Unit Weight, % Clay Lumps and Shale	For every 1,500 cubic meter or fraction thereof
C Coarse Aggregate	Quality Test for Grading, Bulk Specific Gravity, Absorption and Abrasion	For every 1,500 cubic meter or fraction thereof
D Water	Certificate from the Engineer or Quality Test for Density and Chloride Content	One per source
E Steel Bars	Mill Certificate and Quality Test for Chemical Composition and Mechanical Properties	For every 10,000 kg or fraction thereof
F Concrete	Compressive Strength on cylinder samples	1 set consisting of 3 concrete cylinder samples shall be taken from each day's pouring and to represent not more than 75 cu m of concrete or fraction thereof
	Slump Test	For every mix
G Admixture and Concrete Curing Materials	Quality Test	One per shipment
Piling (P)		
A Concrete Piles	Fabrication Report	One per fabrication
1 Concrete	Same test as for SC (F)	Same frequency as SC (F)
2 Steel Bars	Same test as for SC (E)	Same frequency as SC (E)
3 High Tension Strand	Test for Chemical Composition and Mechanical Properties	For every 20000kg or fraction thereof

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Materials/Items of Work	Required Tests	Minimum Incremental Frequency of Tests
4 Coarse Aggregates	Same Test as for SC (C)	Same frequency as SC (C)
5 Fine Aggregates	Same Test as for SC (B)	Same frequency as SC (B)
B Steel Pipe Piles	Fabrication Report, Mill Certificate and Quality Test for Chemical and Mechanical properties	One per fabrication
1 Steel	Chemical Composition (refer below) <ul style="list-style-type: none"> <li>- Under 14" (355 60mm) Outside Diameter</li> <li>- 14" to 36" (355 6 to 914mm) Outside Dia</li> <li>- Over 36" (914mm) Outside Diameter</li> </ul> Mechanical/Tensile	2 from 200 pipe or fraction thereof 2 from 100 pipe or fraction thereof 2 from 3000ft (914m) or fraction thereof One (1) tension test shall be made on one length or fraction thereof of each size, or one piece of skelp representing each lot of 200 lengths or fraction thereof of each size
2 Polyurethane Coating	Mill Certificate and Quality Test	One per fabrication
3 Concrete	Same test as for SC (F)	Same frequency as SC (F)
4 Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)
5 Coarse Aggregate	Same test as for SC (C)	Same frequency as SC (C)
6 Steel Bars	Same Test as SC (E)	Same frequency as SC (E)
7 Water	Same Test as SC (D)	Same frequency as SC (D)
Rubber Dock Fenders (RDF)	Physical Test Performance Test for Energy Absorption and Reaction Force	All units All units
Accessories Washer and Fixing Bolt, Anchor Bolt	Physical Test Quality Test for Chemical Composition and Mechanical Properties	All units One per fabrication

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<b>Materials/Items of Work</b>	<b>Required Tests</b>	<b>Minimum Incremental Frequency of Tests</b>
Mooring Bollard (MB) and Accessories (Hexagon Nuts, Plain Washer, Anchor Ring and Anchor Bolt)	Physical Test  Quality Test for Chemical Composition and Mechanical Properties	All Units  One per fabrication
<b>II. Construction of Back-Up Area, Causeway and Pavement</b>		
Sheet Piling (SP)		
A Concrete Sheet Piles		
1 Concrete	Same test as for SC (F)	Same frequency as SC (F)
2 Steel Bars	Same test as for SC (E)	Same frequency as SC (E)
3 High Tension Strands	Same test as for P (A 3)	Same frequency as P (A 3)
4 Fine Aggregates	Same test as for SC (B)	Same frequency as SC (B)
5 Coarse Aggregates	Same Test as for SC (C)	Same frequency as SC (C)
B Steel Pipe Piles		
1 Steel	Same test as for P (B1)	Same frequency as P (B1)
2 Concrete	Same test as for SC (F)	Same frequency as SC (F)
3 Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)
4 Steel Bars	Same test as for SC (E)	Same frequency as SC (E)



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<b>Materials/Items of Work</b>	<b>Required Tests</b>	<b>Minimum Incremental Frequency of Tests</b>
Rocks	Test for Apparent Specific Gravity and Abrasion	For every 1,500 cubic meter or fraction thereof
Geotextile Filter	Physical and Mechanical Test Mill Certificate	One per batch One per batch
Sand and Gravel Fill	Quality Test for Organic Impurities and Grading	For every 1,500 cubic meter or fraction thereof
Selected Fill	Quality Test for Grading, Plasticity and Laboratory Compaction Test  Laboratory California Bearing Ratio (CBR)  Field Density Test	For every 1,500 cubic meter or fraction thereof  For every 2,500 cubic meter or fraction thereof  For every layer of 150mm of compacted depth at least one group of three in-situ density test for every 500 sq m or fraction thereof
Aggregate Base Course	Quality Test for Grading and Plasticity  Quality Test for Grading, Plasticity, Abrasion and Laboratory Compaction Test  Laboratory California Bearing Ratio (CBR) Field Density Test	For every 300 cubic meter or fraction thereof  For every 1,500 cubic meter or fraction thereof  Same frequency as Selected Fill Same frequency as Selected Fill
Portland Cement Concrete Pavement (PCCP)		
A Portland Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)
C Coarse Aggregate	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Steel Bars (Dowels)	Same test as for SC (E)	Same frequency as SC (E)
F Joint Filler	Quality Test	One (1) per shipment

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<b>Materials/Items of Work</b>	<b>Required Tests</b>	<b>Minimum Incremental Frequency of Tests</b>
G Admixture and Concrete Curing Material	Same test as for SC (G)	Same frequency as SC (G)
H Concrete	Same test as for SC (F) Flexural Test	Same frequency as SC (F) 3 beam samples for every 330 sq m or fraction thereof
I Completed Pavement	Core Test	1 set (3 specimen) for every 2,500 sq m and fraction thereof
Interlocking Concrete Blocks		
A Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)
C Coarse Aggregate	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Admixture & Concrete Curing Materials	Same test as for SC (G)	Same frequency as SC (G)
F Completed Blocks	Physical Test and Compressive Strength	6 blocks per day of fabrication
Cement Treated Base Course (CTB)		
A Portland Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine & Coarse Aggregates	Quality Test for Grading, Abrasion and Soundness	For every 1,500 cubic meter or fraction thereof
C Water	Same test as for SC (D)	Same frequency as SC (D)
D Completed CTB	Field Density Test	For every layer of 150mm of compacted depth at least one group of three In-situ density test every 500 sq m or fraction thereof
Retaining Wall/Coping Wall/RC Curb/RC Ditch/Shear Key/Concrete Blocks/Lean Concrete		
A Portland Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregate	Same test as for SC (B)	Same frequency as SC (B)

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<b>Materials/Items of Work</b>	<b>Required Tests</b>	<b>Minimum Incremental Frequency of Tests</b>
C Coarse Aggregates	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Steel Bars	Same test as for SC (E)	Same frequency as SC (E)
F Admixture and Concrete Curing	Same test as for SC (G)	Same frequency as SC (G)
G Concrete	Same test as for SC (F)	Same frequency as SC (F)
Tie Rod		
A Steel	Same test as for SC (E)	One per batch
B Assembly	Performance Test (Tension)	One per batch
Tie Bars and Dowels	Same test as for SC (E)	For every 10,000 kg or fraction thereof per Tie bars and Dowels
Pipe Culverts and Storm Drains		
A Pipes	Test for Strength, Absorption and Physical	For every 50 pieces
B Mortar or Joint	Same Test as for SC (A, B and D) Alternative Test Same test as for SC (F) and Inspection Report	For every 25 pieces
Concrete Hollow Blocks		
A Portland Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregates	Same test as for SC (B)	Same frequency as SC (B)
C Water	Same test as for SC (D)	Same frequency as SC (C)
D Concrete	Same test as for SC (F)	Same frequency as SC (F)
E Completed CHB	Quality Test	One for every 500 pieces or fraction thereof
Construction Joints (CJ)		
A Angle Bars	Test for Physical and Mechanical Properties	One per batch
B Steel Bars	Same test as for SC (E)	One per batch
C Zinc (Hot Dip Galvanizing) Coatings	Physical Test for Appearance, Stripping, Weighing, Adherence and Adhesion  Coating Thickness Magnetic Thickness Measurement	All units  1 set (3 specimen) for every 100,000 sq mm or fraction thereof

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<b>Materials/Items of Work</b>	<b>Required Tests</b>	<b>Minimum Incremental Frequency of Tests</b>
<b>Sacked Concrete</b>		
A Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregates	Same test as for SC (B)	Same frequency as SC (B)
C Coarse Aggregates	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Concrete	Same test as for SC (F)	Same frequency as SC (F)
F Sack (jute)	Physical Test	One for every 50 pieces
<b>Rubble Concrete</b>		
A Cement	Same test as for SC (A)	Same frequency as SC (A)
B Fine Aggregates	Same test as for SC (B)	Same frequency as SC (B)
C Coarse Aggregates	Same test as for SC (C)	Same frequency as SC (C)
D Water	Same test as for SC (D)	Same frequency as SC (D)
E Concrete	Same test as for SC (F)	Same frequency as SC (F)
F Rocks	Same test as for ROCKS	Same frequency as ROCKS
<b>Earthworks</b>		
A Sub-grade preparation	Grading Test Plasticity Test (LL, PL, PI) Laboratory Compaction Test  Density Test	For every 1,500 cubic meter or fraction thereof   For every layer of 150mm of compacted depth at least one group of three In-situ density test every 500 sq m or fraction thereof
B Structure Excavation	If excavated materials shall be used as Backfill Grading Test Plasticity Test (LL, PL, PI) Laboratory Compaction Test  Density Test	For every 1,500 cubic meter or fraction thereof   For every layer of 150mm of compacted depth at least one group of three In-situ density test every 500 sq m or fraction thereof

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<b>Materials/Items of Work</b>	<b>Required Tests</b>	<b>Minimum Incremental Frequency of Tests</b>
<b>III Port Operations Building/Passenger Terminal Building/Transit Shed/Warehouse</b>		
<b>STRUCTURAL WORKS</b>		
Refer to Structural Concrete (SC) and Piling Works (P)		
<b>ARCHITECTURAL WORKS</b>		
Ceramic – Filled Liquid Membrane / Water Proofing, Hydrophobic Poreblocking Ingredients with Superplasticizer	Physical Property, Mechanical and Chemical Property, Leak Test / Flood Test	One per shipment
Paint	Quality Test	One 4-L can for every 100 cans or fraction thereof
Ceramic Tile	Inspection and Evaluation Report from the Engineer	One per shipment
Stainless Steel	Inspection and Evaluation Report from the Engineer	One per shipment
Roofing Materials	Inspection and Evaluation Report from the Engineer	One per shipment
Ceiling Materials	Inspection and Evaluation Report from the Engineer	One per shipment
<b>ELECTRICAL AND MECHANICAL WORKS</b>		
Wires / Cables	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per shipment
Electrical Devices	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per shipment
Fire Alarm System	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
Wiring Devices	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per shipment

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Materials/Items of Work	Required Tests	Minimum Incremental Frequency of Tests
Protective Devices	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per shipment
Telephone System	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
CCTV System	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
CATV System	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
Background Music and Paging System	Inspection and Evaluation Report from the Engineer, Testing and Commissioning	One per item
Air Conditioning Units & Ventilation	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
Conduit Pipes	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
Lighting Fixtures	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item
<b>PLUMBING WORKS</b>		
Pipes	Inspection and Evaluation Report from the Engineer Testing and Commissioning	One per item

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Materials/Items of Work	Required Tests	Minimum Incremental Frequency of Tests
Fixtures	Inspection and Evaluation Report from the Engineer  Testing and Commissioning	One per item
Pipe Culverts	Compression Strength  Inspection and Evaluation Report from the Engineer	For every size not more than 25 pipes cast in the field
<b>IV Miscellaneous Materials</b> Fencing A Barbed Wire, Cyclone Wire Mesh, Chain Link B Concrete Post	Physical Test (Dimensions and Coatings)  Refer to Superstructure (SC)	One per Batch  Refer to Superstructure (SC)
Lamp Post A Structural Steel B Zinc (Hot Dip Galvanizing) Coatings	Physical Test (Dimensions) Same test as for SC (E)  Same test as for CJ (C)	All units  One per batch
Drainage Steel Grating	Same test as for SC (E)  Inspection Report	One (1) batch
Metal Pipe (Cast Iron Galvanized, etc )	Physical Test (Dimensions and Coatings)	1 per delivery
Welding Works	Destructive and Non Destructive Test	One (1) per lot

- NOTES**
1. Testing of RDF shall be performed only by an independent Testing Laboratory duly accredited by BRS, DOST and PPA
  2. Testing of other materials shall be performed only by an independent Testing Laboratory duly accredited by BRS and PPA.
  3. All other issuances which are otherwise inconsistent herewith are hereby revoked or otherwise amended.

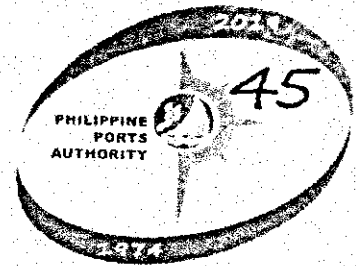
Approved

  
**RAUL T. SANTOS**  
Officer-In-Charge,  
Office of the General Manager



MAY 15 2020

ENGINEERING CIRCULAR NO. 01 2020



FOR : THE MANAGER, PCMD  
ALL PORT MANAGERS  
CONCERNED CONTRACTORS

FROM : THE ASSISTANT GENERAL MANAGER,  
ENGINEERING OFFICE

SUBJECT : SAFETY GUIDELINES FOR THE IMPLEMENTATION OF  
ALL PPA (CAPEX & RM) AND DOTr TOURISM AND  
SOCIAL REFORM PROJECTS DURING THE COVID-19  
PUBLIC HEALTH CRISIS

Pursuant to the Proclamation No. 929, series of 2020 issued by President Rodrigo Roa Duterte, declaring a State of Calamity throughout the Philippines due to the Coronavirus Disease 2019 (COVID-19) and in view of the extended implementation of Enhanced Community Quarantine (ECQ) and General Community Quarantine (GCQ) in the identified areas, the following guidelines, in addition to the existing safety standards approved by the DOLE and also to the PPA Memorandum Circular No. 18-2020, are hereby directed to be implemented in all on-going PPA infrastructure projects including the DOTr Tourism and Social Reform projects:

1. Only persons from Twenty-One (21) to Fifty-Nine (59) years of age, without pre-existing health conditions, such as, but not limited to immunodeficiency, comorbidities or other health risk and who did not come in contact with someone with COVID-19 shall be allowed to be included in the workforce for areas under ECQ and GCQ.
2. The Contractor shall provide for their personnel/workers the necessary welfare facilities and amenities, such as employees' quarters for board and lodging for the project area covered by the ECQ and GCQ, otherwise, prior to deployment, prescribed procedures shall be conducted at every instance of re-entry.
3. Adequate food, potable drinking water, disinfectants shall be made available by the Contractors for their in-house personnel/worker during the period of ECQ/GCQ.
4. Compliance to social distancing, proper hygiene and mandatory wearing of face masks and other protective personal equipment shall be ensured for all on-going projects as precautionary measures to avoid and contain the spread of COVID-19 in the work place.



5. Field Offices, employees' quarters, bunkhouses and other common areas shall be maintained to ensure cleanliness and daily disinfection of said areas must be conducted accordingly.
6. Contractors shall provide disinfection facilities such as handwashing station, foot bath and others to be placed at various locations of all on-going projects.
7. Contractors shall ensure that their projects are in compliance with the DOLE D.O. No. 13 series of 1998. Personnel and workers shall be provided with the supply of vitamins particularly Vitamin C and other over the counter medicines, quarantine facilities and oxygen tanks for emergency purposes.
8. Safety Officer of the Contractor shall regularly conduct briefing on the information regarding COVID-19 construction protocols on top of other safety requirements.
9. As preventive measure, daily monitoring of the pre and post work health conditions of workers shall be undertaken by the Contractor's health/safety officer particularly the temperature, blood pressure and exposure monitoring. Personnel with symptoms relative to COVID-19 shall be immediately isolated and quarantined for fourteen (14) days and if necessary, brought to the DOH COVID-19 treatment facility under strict confidentiality/privacy.
10. Daily health monitoring report shall be prepared by the Safety Officer and to be submitted to the assigned PPA Project Engineer/Port Engineer.
11. Proper protocols in accordance with the DTI and DOLE Interim Guidelines and the Local Government Unit policy on work place prevention and control of COVID-19 shall likewise be strictly observed.
12. Daily work activities shall be under strict monitoring by the Safety Officer to ensure compliance with safety standards and quarantine protocols.
13. Sharing of construction and office equipment is discouraged. However, if it cannot be avoided, disinfection of equipment in between transfer shall be conducted.
14. All materials and equipment brought inside the project site shall be disinfected, as much as possible.
15. Non-essential personnel, visitors and general public shall be restricted to enter the project site. All personnel entering the construction site premises on a temporary basis (e.g. Delivery truck drivers, inspectors, etc) shall be properly logged and checked for symptoms. Gatherings, liquors, and/or merry-making are strictly prohibited in the project site.

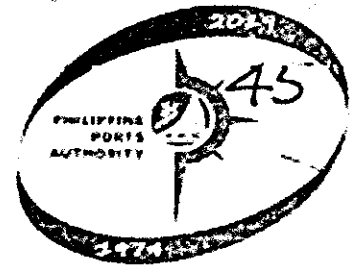
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16. PPA Port/Resident Engineer shall ensure strict compliance to DOLE D.O. No. 13, series of 1998 and implementation of the mentioned COVID -19 precautionary measures in the work place.
17. Clustered and staggered deployment of employees within the construction site shall be observed to minimize personnel contact.
18. Contractors shall submit to the implementing unit the inventory of work activities including the proposed sequencing of activities to be followed and undertaken to comply to the required social distancing. Break times shall be conducted in a staggered manner.

For strict compliance.

  
**CONSTANTE T. FARIÑAS, JR.**

*C - REMS*  
① Pto. furnish a set/copies  
of these Guidelines to  
each DM for their info,  
reference and guidance  
② OAGME file/inf



June 29, 2020

**MEMORANDUM**

**FOR :** The Assistant General Manager for Engineering  
Office of the Assistant General Manager for Engineering

**FROM :** The Manager  
Internal Audit Department (IAD)

**SUBJECT :** Construction Guidelines for Project Implementation during the  
period of Public Health Emergency

Last June 16, 2020, we received thru email the letter from the Construction Industry Authority of the Philippines (CIAP) to the General Manager dated June 15, 2020 (copy attached) regarding the above subject. CIAP is requesting PPA to assist them in disseminating the above Construction Guidelines to our stakeholders, including contractors and implementing units.

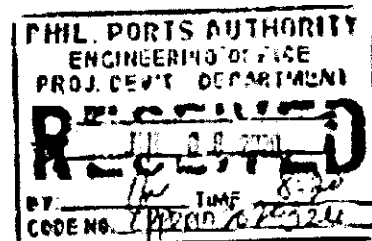
Relative to this, IAD being the implementing unit for Constructors Performance Evaluation System (CPES) and relative to its implementation, may we seek assistance from your good office in disseminating the attached guidelines to the PPA Engineering Units and PPA constructors.

Thank you for your kind consideration

  
VENICIUS V. VILLASEÑOR

Cc: The General Manager

Attachment/s: As stated





## Construction Guidelines for Project Implementation during the period of Public Health Emergency

### Background

The President declared a state of public health emergency through Presidential Proclamation No. 922 s. 2020 to address the Corona Virus Disease (COVID-19) threat, subsequently placing the whole of Luzon under Enhanced Community Quarantine (ECQ) on 16 March 2020.

The Inter-Agency Task Force for the Management of Emerging Infectious Diseases (IATF), based on its risk assessment recommended the extension of the ECQ in high risk geographic areas in Luzon and the imposition of the ECQ in some high risk areas in Visayas and Mindanao, while proposing a General Community Quarantine (GCQ) in all low risk and moderate risk areas in the country from 1 May 2020 to 15 May 2020.

Different parts of the country are expected to progress through various levels of public health emergency and declared as high, medium, or low risk areas depending on the prevalence of COVID-19 cases and related statistics, thereby placing them under corresponding community quarantine status.

The construction industry which contributes about 4.2 million workers to the country's labor force, in anticipation of the lifting of ECQ, is getting ready to return to work and would like to ensure the safety and welfare of people, most especially those of its employees/workers. Construction industry players would like to focus on preventing the occurrence of and controlling the spread of the virus in the workplace, mindful that a single case of COVID-19 can lead to an interruption, if not total work stoppage.

The global pandemic has affected livelihoods, lifestyles and industries including the construction industry which relies heavily on human resources. Total work stoppage from the time ECQ was declared has had debilitating effects not just on workers who are mostly project based and therefore paid on a daily basis but on contractors as well, majority of whom or 88% are small and medium enterprises (SMEs).

The Philippine Domestic Construction Board (PDCB), an implementing board of the Construction Industry Authority of the Philippines (CIAP), mandated to formulate policies, plans, programs, and strategies for the development of the Philippine construction industry organized a Technical Working Group (TWG) comprised of representatives from contractors of varying sizes and suppliers coming from Luzon, Visayas and Mindanao to draft the proposed protocols for the industry in preparation for resumption of construction work in areas under quarantine. The TWG drafted the "Construction Guidelines for Project Implementation during the period of Public Health Emergency" as a reference for contractors and implementing agencies, to ensure viability of projects and protection from and spread of the corona virus.

The TWG considered four (4) major components of the project cycle, namely; Materials, Manpower, Machinery and Money or the 4Ms of construction in creating the

**PHILIPPINE DOMESTIC CONSTRUCTION BOARD**  
CONSTRUCTION INDUSTRY AUTHORITY OF THE PHILIPPINES  
An Attached Agency of the Department of Trade and Industry

SE Executive Building Center  
309 SMC G. J. Reyes Ave. Cor. Alabang Ave.  
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guidelines. These were developed considering SME contractors which employ the biggest chunk of the industry's labor workforce and large contractors involved in both public and private infrastructure projects as well as vertical construction. The guidelines will give pointers in managing their human resources at this critical time but will likewise give important directions to contractors in managing their business not just for survival but to be able to contribute to the country's economic recovery program.

The TWG is presenting options or courses of actions which contractors may consider depending on applicability to the project's unique characteristics while maintaining minimum requirements based on guidelines by government authorities such as the IATF Omnibus Guidelines for the Implementation of Community Quarantine in the Philippines, Department of Trade and Industry (DTI) and Department of Labor and Employment (DOLE) Interim Guidelines on Workplace Prevention and Control of COVID-19, and DOH Department Memorandum No. 2020-220, Interim Guidelines on the Return-to-Work.

These guidelines are subject to periodic review to better respond to developments and ensure workers health and protection as well as compliance with government regulations.

### **Purpose**

The guidelines will set key principles and minimum requirements that define responsible, healthy and safe operations for construction related operations under COVID-19 and ensure the survival of business as well as the protection of workers.

### **Scope / Coverage**

The guidelines will include prevention, detection, and rapid response measures designed to achieve the principles above while maintaining business continuity across the construction industry.

### **Policy Content / Guidelines**

#### **Materials**

##### **I. Deliveries**

1. All equipment and material deliveries must be carefully planned and monitored.
2. Transition and delivery zones are identified and limited to select personnel, i.e., receivers and deliverers.
  - 2.1. Transition personnel are regularly monitored, always provided required Personal Protective Equipment (PPEs) and may be included for optional testing.
  - 2.2. Social distancing and other protocols by the Department of Health (DOH) should be followed.
3. As much as possible, cargo is unloaded only by the receivers, while the deliverers do not leave their vehicles. If the receivers are not enough to unload the cargo, the deliverers must unload while the receiver has to wait at a secured distance until completed.

4. All cargo should undergo proper disinfection procedures before use. Likewise, involved staff should also be properly disinfected before entering the jobsite.
  - 4.1. Materials, which are exposed to the sun, such as concrete and gravel, need not be disinfected.

## **Manpower**

### **I. Awareness and Communication**

1. Active communication between the workers, safety officers (as specified under Section 14 of R.A. 11058 and its Implementing Rules and Regulations (IRR) as specified in DOLE D.O. 198 S. 2018), site supervisors, and management is advised in planning and implementing the protocols.
  - 1.1. All languages and dialects should be accounted for to ensure proper communication.
2. Infographics (may adopt DOH's), signages, and posters on health and safety measures (see Annex A) must be posted at entry points and strategic areas:
  - 2.1. Daily updates on the latest developments.
  - 2.2. Self-screening measures.
  - 2.3. COVID-19 Hotline.
3. As much as possible, all workers should exercise the practices for reducing the risk of transmission, and proper hygiene as identified by the DOH:
  - 3.1. Social distancing [at least one (1) meter distance from next person].
  - 3.2. Proper handwashing using anti-bacterial soap (or use alcohol-based hand sanitizer when unavailable).
  - 3.3. Avoid contact with own eyes, nose, and mouth.
  - 3.4. Prohibit spitting.
  - 3.5. Covering of mouth with tissue or arm (if tissue is unavailable) when sneezing or coughing.
  - 3.6. Use and remove PPE with care.
  - 3.7. Do not share personal belongings such as phones, pens, PPEs.
  - 3.8. Avoid physical greetings (e.g. handshakes, hugs).
4. All workers' status on-site and off-site, are properly noted at all times by the safety officers.
  - 4.1. Fit to work
  - 4.2. Sick
  - 4.3. High temperature
  - 4.4. Other conditions
5. An acceptable level of health evaluation is properly communicated between new hires and management.
6. All workers would need to provide their location or place of residence prior to working. This is to help create a proper algorithm for contact tracing.
  - 6.1. Additionally, workers coming from COVID-19 hotspots would need to be identified.
7. Quarantined workers should also be kept track of under strict confidentiality and privacy.

### **II. Clearing for Return to Work**

1. Stringent qualification criteria for employees/workers:

- 1.1. Must be 21 to 59-year-old, without pre-existing health conditions, such as, but not limited to, immunodeficiency, comorbidities, or other health risks, including any person who resides with the aforementioned.
- 1.2. Employees or consultants who are 60-year-old or above may be part of the workforce for construction projects as may be allowed under General Community Quarantine (GCQ) and ECQ guidelines under Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines dated 15 May 2020 which states that those aged 60 and above may be allowed to work in permitted industries and offices.
- 1.3. Must have no COVID 19 symptoms.
2. Screening and entry at construction site. Item 4, Section 8 of the Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines, dated 15 May 2020, states that "Compliance with Joint DTI-DOLE Return-to-Work Guidelines and DOH Return-to-Work Guidelines shall be considered sufficient compliance with minimum health standards. In no case shall the testing of all returning workers be construed as a condition precedent for his/her return." The most important screening step is checking all returning workers for symptoms within the last 14 days and excluding anyone who is symptomatic. (Annex B) Contractors have the option to test workers for COVID-19 thru DOH prescribed testing protocols to determine if there is asymptomatic transmission.
  - 2.1. The Human Resource Department should undertake daily health pre-screening (see Annexes C & D – DOLE Work Resumption Protocol & pre-screening sample form). Returning employees/workers should be made aware of giving accurate information as specified in RA 11332.
  - 2.2. All returning employees/workers must declare (via SMS) any recent travel history to or residence in an area with a reported case of local transmission of COVID-19 over the 14-days prior to entry.
  - 2.3. Returning workers that do not show any symptoms will be quarantined for 14 days within the jobsite and will be allowed to work under a zoned or grouped area.
  - 2.4. Those who have been living/confined in the barracks during ECQ/GCQ period for at least 14 days and with no symptoms, will be allowed to work immediately.
  - 2.5. Management should have an understanding and plan on how the workers travel to and from the jobsites.
  - 2.6. A heightened gate entrance screening protocol (see Annex E – Sample Protocol for Screening Employees and Visitors per DTI-DOLE Interim Guidelines) with the use of non-contact thermal scanners on ALL personnel upon entry to construction premises will be implemented. He/She must declare recent possible exposure to confirmed COVID-19 cases, including travel history to or residence in an area with reported local transmission of COVID-19 disease. The individual should also attest that they are not experiencing the following symptoms: (see Annex F – Daily COVID-19 Health Checklist Form)
    - 2.6.1. Fever
    - 2.6.2. Cough
    - 2.6.3. Shortness of breath
    - 2.6.4. Colds
    - 2.6.5. Sore throat

- 2.6.6. Runny nose
- 2.6.7. Nasal congestion
- 2.6.8. Muscle pains
- 2.6.9. Headache
- 2.6.10. Difficulty of breathing
- 2.6.11. Diarrhea
- 2.6.12. Loss of sense of smell
- 2.6.13. Loss of sense of taste
- 2.7. Security guard or assigned personnel/ safety engineers on duty will then refer these personnel to the Safety and Health Personnel, who will then conduct the DOH Decision Tool for COVID-19 Assessment.
- 2.8. Employers shall provide the DOLE through its Regional Office copy furnished DOH, monthly report of illness, diseases and injuries utilizing the DOLE Work Accident/Illness Report Form (WAIR) (see Annex G).
- 3. Suspected Cases (Possible cases of COVID-19)
  - 3.1. Any individual exhibiting flu-like symptoms should not report to work. Instead, they should do the following:
    - 3.1.1. Self-isolate, alert their safety officers or other applicable authorities.
    - 3.1.2. Contact proper health authorities for additional guidance.
  - 3.2. Employees/workers, who had the COVID-19 virus, should do the following before reporting to work:
    - 3.2.1. Fulfill the adequate time for self-quarantining as recommended by the DOH.
    - 3.2.2. Test negative for COVID-19.
    - 3.2.3. Receive proper medical clearance, before reporting to work.
  - 3.3. In the event of a worker contracting COVID-19 while working, the management should do the following:
    - 3.3.1. Isolate the worker immediately in a separate well-ventilated holding area (or in site isolation room) in the workplace, away from other workers.
    - 3.3.2. Contact local government and health authorities.
    - 3.3.3. Gather records of all people who have worked with the infected worker, who tested positive within the past four weeks.
    - 3.3.4. Gather information on those who have been in location or shared equipment with the person.
    - 3.3.5. Provide COVID-19 testing to all workers, who have been working closely with the infected individual.
    - 3.3.6. Be ready to present the information to the appropriate authorities.
    - 3.3.7. Inform the wider workforce of the situation while protecting the privacy of the individual.
    - 3.3.8. Clean and disinfect all site surfaces and equipment.
    - 3.3.9. Follow any additional directions from local government and health authorities.
  - 3.4. For senior personnel, who are working in multiple jobsites, they are expected to self-quarantine for at least 14 days, if there has been a breach in one of their jobsites.
  - 3.5. The safety officer should have a knowledge on the proximate hospitals or quarantine facilities to ensure that in the event of a COVID-19 incident, workers can be given proper healthcare.



### III. Monitoring

1. Health Checks
  - 1.1. Regular monitoring of personnel's health, especially for COVID-19 symptoms (e.g., mandatory regular no contact temperature check).
  - 1.2. Day to day monitoring of personnel's health.
2. Workers Hygiene
  - 2.1. Constant reminder on proper coughing etiquette.
3. Limit number of Work Personnel
  - 3.1. Limited mobilization of personnel and minimized skeletal staff.

### IV. Proper Work Attire

1. All workers must wear the prescribed clothing of the DOLE-OSHC:
  - 1.1. Shirt with sleeves
  - 1.2. Pants
  - 1.3. Closed-toe boots
  - 1.4. Hard hat
  - 1.5. High visibility vest
  - 1.6. Other necessary Personal Protective Equipment (i.e. face masks, gloves, goggles, face shields, etc.) shall be prescribed based on specific characteristics of project.
2. As per the DOH, all workers are expected to wear proper face masks.

### V. Social Distancing and Precautionary Measures

1. Social distancing should be observed at the construction site and in the office:
  - 1.1. All workers should respect social distancing guidelines, as much as possible.
2. Provision for transport compliant with social distancing requirements.
3. Provision of On-/Near-Site accommodations/barracks, where available.
  - 3.1. Enough space should be provided for every employee/worker staying in the barracks to ensure that social distancing (at least 50% reduction in density of people) are adequately implemented. This can be achieved either by providing additional space/facilities or by having occupants work (and sleep) in shifts.
  - 3.2. Segregate employees/workers who are coming back to work from those who originally stayed in the barracks during the ECQ period.
  - 3.3. Barracks should have at least one (1) meter of physical distance from each occupant and/or provision of a physical barrier in between occupants.
  - 3.4. Should be well ventilated / windows opened to allow fresh air circulation.
4. Provision of dedicated point-to-point shuttle service (residence-workplace-residence and compliant with social distancing).
5. Observe social distancing (e.g., no sharing of workspaces, staggered lunch breaks, use of large conference rooms only) and hygiene measures (e.g., provide hand washing and disinfection stations, mandatory use of face masks) in workplaces, shuttles and accommodations.
  - 5.1. Split/alternating shifts are encouraged to avoid extensive intermingling.
  - 5.2. Breaks should be staggered to limit the number of people in proximity with each other.

- 5.3. Individuals are expected to clean up their own areas after eating with proper disinfectants.
- 5.4. Limit the number of people operating or occupying freight elevators.
- 5.5. Designate smoking area:
  - 5.5.1. Smokers/vapers must use designated area or do so off-site and butts are to be placed in the designated receptacle. Hands must be washed before and after smoking.
  - 5.5.2. Stand so that smoke or vapor produced is not going into another person's breathing zone.
- 5.6. Site meetings:
  - 5.6.1. Only absolutely necessary meeting participants should attend.
  - 5.6.2. Attendees should be one (1) meter apart from each other.
  - 5.6.3. Rooms should be well ventilated / windows opened to allow fresh air circulation.
  - 5.6.4. Hold meetings in open areas where possible.
  - 5.6.5. Conduct toolbox meetings in wide open spaces to enable workers to keep the required physical distance of at least one (1) meter. (see Annex H).
  - 5.6.6. Meetings are to be held through teleconferencing or videoconferencing, where possible.

#### VI. Site Operations / Construction Work Site

- 1. Access and Movement to/from Construction Site
  - 1.1. If possible, establish one-way staircases and walkways to minimize workers' contact.
  - 1.2. Management can lock up possible decontamination chambers (e.g. swimming pool grade-chlorine).
  - 1.3. All people entering and exiting the workplace should be registered, for easier contact tracing in the event of an outbreak.
  - 1.4. All non-essential workers are prohibited from entering the jobsite.
- 2. Limiting and Removing Internal touch points areas.
- 3. Compartmentalization
  - 3.1. If possible, divide the construction site into zones or other methods to keep workers physically separated. This will promote social distancing and will make containment of possible outbreak easier.
    - 3.1.1. Limit on the number of people per zone is advised.
    - 3.1.2. Management can consider reducing workforce in the jobsite.
- 4. Construction Site Cleaning
  - 4.1. Regular disinfection of workplaces, shuttles, and accommodations.
  - 4.2. All offices and jobsites should disinfect the following at least twice per day:
    - 4.2.1. Door handles
    - 4.2.2. Railings
    - 4.2.3. Ladders
    - 4.2.4. Switches
    - 4.2.5. Controls
    - 4.2.6. Shared equipment
    - 4.2.7. Common and eating areas
    - 4.2.8. Personal workstations

- 4.3. Hands and common tools/equipment are cleaned or disinfected after each task.
- 4.4. Awareness on location of commonly used items
5. All offices and jobsites should implement additional cleaning measures of common areas as recommended by the DOH.
6. Management can look up possible decontamination chambers (e.g. chlorine, iodine, betadine, potassium persulfate).
  - 6.1. Demisting only decontaminates the surface, thus the need for PPEs.
  - 6.2. Suggested additional sanitary measures to be implemented/installed on site but are not limited to the following:
    - 6.2.1. Water stations
    - 6.2.2. Proper handwashing areas and hand washing protocol.
    - 6.2.3. Alcohol-based hand sanitizer shall be provided in all department areas, entrances, canteens, beside hand punch machines and other facilities.
    - 6.2.4. Disinfectant wiping products.
    - 6.2.5. Footwear disinfection treatment units (foot baths) before entering site premises or facilities (staff houses, barracks, canteens/mess halls, site offices and others).
7. Limit and remove internal touch point areas (e.g. coffee machines, water fountains, common pens). If possible, also remove doors/ door handles for jobsites.
8. A proper waste and disposal area must be provided, as well as proper disposal of contaminated products.

#### *VII. Additional Guidelines for Vertical and Horizontal Projects*

1. If possible, all construction workers are to be housed in either on-site barracks, or off-site barracks. This would make monitoring of workers' activities easier.
  - 1.1. All workers must use the same vehicles they came into work in, if returning to the off-site barracks.
  - 1.2. All vehicles would need to be disinfected, before being ready for use the next day.
2. Management can also look into using the floors of buildings, as barracks, with proper permission of the owners.

#### **Machinery**

1. All equipment deliveries must be carefully planned, monitored and managed to avoid the risk of COVID-19 transmission.
2. All delivered equipment must be cleaned and disinfected before use.
3. Assign regular worker to use the equipment, if possible. If sharing cannot be prevented, take precautions and follow the cleaning guide before and after each use.
4. Clean equipment before and after each day's work with a disinfectant, concentrating on points of contact such as handles.
5. If equipment needs to be transferred to other construction sites, the following action must be taken into considerations:
  - 5.1. Plan, monitor and manage the transfer of equipment.
  - 5.2. Equipment should be disinfected before transporting.

- 5.3. Transporting driver must be recorded including the assistant.
- 5.4. At the delivery site, equipment should be properly endorsed.
- 5.5. Once the equipment is received at the project site, number 2, 3 and 4 must be done.

## **Money**

*Contracting parties need to discuss, before resumption or start of work, contract provisions on: Payments, Variations and Timelines considering the effects of current government health and safety standards that have to be complied with to prevent the spread of the coronavirus pandemic and ensure workers' protection from the contagious disease. Contractors' concern on cash flow, price escalation, time extensions and productivity will need to be established and agreed with project owners. Contractors need to devise project implementation plan aligned with government approved health and safety protocols.*

Contractors need to familiarize themselves with Republic Act (R.A.) 11469 or Bayanihan to Heal As One Act; R.A. 11058 and its IRR as specified in DOLE D.O. 198 S. 2018, and DOLE's D.O. 13 and ensure contracts are aligned with these landmark regulations. For projects with signed contracts before the onset of the coronavirus pandemic, contractors need to check on DOLE's guidelines on drafting new contracts so provisions on employment details, i.e. accommodations, meals, etc. can be included as these are expected to be heavily affected by new guidelines on health and safety. Company code of disciplines may likewise need to be reviewed and re-written to consider pandemic guidelines and ensure employees/workers' full support and cooperation.

Pursuant to Section 21 of DOLE D.O. 198, s. 2018, *"The total cost of implementing a OSH program shall be an integral part of the operations cost. It shall be a separate pay item in construction and in all contracting or subcontracting arrangements."* to cover the cost inflicted during this Public Health Emergency. These costs include, but are not limited, to testing kits; personal protective equipment; workers' barracks; quarantine facilities; isolation rooms; disinfectants; sanitation equipment and facilities; and other expenses relative to compliance with safety and health standards during construction.

Contractors should conduct periodic audits (frequency to be determined based on a project scale and scope) to verify that the appropriate measures have been implemented and are maintained.

The site supervisors and safety officers are expected to conduct daily audits, and safety reports to management in order to make sure that the appropriate measures are implemented and followed.

Construction companies should expect to deal with heightened safety and health guidelines until such time that the pandemic has fully been eradicated, and:

1. Analyze contract requirements;
2. Comply with contractual notice requirements;
3. Adapt and Adjust schedule;
4. Coordinate and Cooperate with all participants; and

5. Document everything.

*Risk Assessment and Response:*

1. All contractors would need to guarantee the minimum level of standards to protect the health of the workers engaged in the construction sites.
2. Before any activity is resumed, all hazards, due to the halting of work, must be reviewed and controlled.
  - 2.1. Workers involved should have proper understanding of the operations and environment condition checking
3. An integrated continuity plan should also be provided in the event of a partial or complete shutdown of jobsite or if jobsite operations are severely limited.
4. All contractors should complete an integrated continuity plan to respond to partial or complete shutdown of construction sites or in the case of a severe limitation of site operations.

The COVID-19 pandemic affects working hours and earnings in all businesses, globally. However, the construction industry is unique with respect to the COVID-19 because construction contracts typically contain provisions about time for performance and fees for failing to perform on time. There is no question that all participants in the construction industry have experienced, and will continue to experience, impacts on their operations because of COVID-19 and experts say the fallout is one more factor poised to affect construction firms. These impacts include, among others, schedule delays, workforce disruptions, equipment and supply chain disruptions, reduced productivity due to on site health and safety measures (e.g., social distancing, staggering of work, enhanced sanitary measures, etc.), permit delays or restrictions on new permits, and financing restrictions or cash flow shortages.

Therefore, it is critical that construction companies be proactive rather than reactive in dealing with the COVID-19 and it is highly recommended that they take the following steps with respect to the coronavirus:

1. Define – identify the company's main vulnerabilities (convene a meeting with senior management and decision-makers to identify potential impacts on the company).
2. Assess – understand if and how the company is prepared to deal with the company's main vulnerabilities (review any existing plans and procedures to ensure they are current and begin preparing business continuity and crisis management plans and procedures aimed at minimizing potential impacts on the company).
3. Implement and Manage – ensure the company's plans and procedures work (work with senior management and decision-makers to establish and embed response and recovery arrangements and confirm senior management and decision-makers understand their roles and support how the plans and procedures will be used).
4. Communicate and Remain Vigilant – ensure the company's teams are informed (assign clear responsibilities for internal and external communications).

This pandemic was not foreseeable and unfortunately, its duration and fallout remain uncertain. What is certain is that the world is transitioning. Being prepared for this will be essential to managing the outcome and minimizing negative impacts.

## Monitoring

DTI-CIAP is revitalizing its Joint Administrative Order No. 01, S. 2011 with DOLE, DPWH, DILG and the Professional Regulation Commission (PRC) to strengthen coordination and enhance the implementation of the Construction Guidelines on Project Implementation for the period of Public Health Emergency, DOLE D.O. 13 and R.A. 11058 and its IRR as specified in DOLE D.O. 198 S. 2018, and specifically, enforce strict monitoring of construction activities.

The DOLE shall refer to the Philippine Contractors Accreditation Board (PCAB) its findings, after due process, on any act or omission committed by construction contractors in violation of labor standards, safety rules and regulations and other pertinent policies.

## Effectivity

These guidelines shall take effect after approval by the CIAP Board and posting in the official gazette ([www.officialgazette.gov.ph](http://www.officialgazette.gov.ph)) and CIAP website ([www.ciap.dti.gov.ph](http://www.ciap.dti.gov.ph)).

## References

1. WHO – Getting your workplace ready for COVID-19, 19 March 2020
2. Philippines – Omnibus Guidelines on the Implementation of Community Quarantine in the Philippines as of 15 May 2020
3. Philippines – COVID-19 Protocols for Construction Sites Workers Safety and Security Version 3 by Philippine Constructors Association (PCA) as of 25 April 2020
4. Australia – Building and Construction Industry: Minimizing the Risk and exposure to COVID-19 as of 9 April 2020
5. Canada – COVID-19 – Standardized Protocols for all Canadian Construction Sites Version 4
6. New Zealand COVID-19: V&H Construction Protocols Version 2
7. New Zealand – COVID-19 Health and Safety Protocols for New Zealand Residential Construction Sites Version 3, 22 April 2020
8. DOH – Administrative Order No. 2020-015, "Guidelines on the Risk-Based Public Health Standards for COVID-19 Mitigation"
9. DOH Department Memorandum No. 2020-151, Interim Guidelines on Expanded Testing for COVID-19, reiterated under DOH D.M. No. 2020-174
10. DOH D.M. No. 2020-0220, s. 2020, Interim Guidelines on the Return-to-Work as of 11 May 2020
11. DPWH D.O. 39, S. 2020, Revised Construction Safety Guidelines for the Implementation of Infrastructure Projects during the COVID-19 Public Health Crisis, repealing D.O. No. 35, S. 2020
12. DTI - DOLE Interim Guidelines on Workplace Prevention and Control of COVID-19
13. DTI and DOLE Webinar on 8 May 2020
14. DOLE Labor Advisory No. 18, S. 2020, Guidelines on the Cost of COVID-19 Prevention and Control Measures, 16 May 2020
15. DOLE Department Order 13: Guidelines Governing Occupational Safety and Health in the Construction Industry
16. R.A.11058, "An Act Strengthening Compliance with Occupational Safety and Health Standards and Providing Penalties for Violations thereof" and its Implementing Rules and Regulations as specified in DOLE D.O. 198 S. 2018
17. DOLE-DPWH-DTI-DILG-PRC Joint Administrative Order No. 1, Series of 2011

18. *EEI Guidelines on the COVID-19 Prevention and Control at the Workplace (Alert level code RED sub-level 2)*
19. *DMCI Work Resumption Protocols as of 22 April 2020*

### **Acknowledgment**

The Construction Guidelines for Project Implementation during the period of Public Health Emergency would not have been possible without the patience, diligence and selfless dedication of the following members of the Technical Working Group (TWG) who religiously participated in the deliberations and drafting work:

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#### **Government**

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 Assistant Secretary Antonio Molano Jr. – DPWH

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15 June 2020

Atty. JAY DANIEL R. SANTIAGO  
General Manager  
Philippines Ports Authority (PPA)  
Bonifacio Drive, South Harbor  
Port Area, Manila

**Subject: Construction Guidelines for Project Implementation during the period of Public Health Emergency**

Dear Atty. Santiago:

Greetings!

In line with the President's declaration of Public Health Emergency in the country to address COVID-19, the Philippine Domestic Construction Board (PDCB), an implementing board of the Construction Industry Authority of the Philippines (CIAP), mandated to formulate policies, plans, programs, and strategies for the development of the Philippine construction industry organized a **Technical Working Group (TWG)** comprised of representatives from contractors of varying sizes and suppliers coming from Luzon, Visayas and Mindanao to formulate protocols for the industry for resumption of construction work in areas under quarantine.

As a result, we have developed the "Construction Guidelines for Project Implementation during the period of Public Health Emergency" to serve as reference for contractors and implementing agencies, to ensure viability of projects and protection from and spread of the coronavirus. The Guidelines were approved by the PDCB and CIAP Board on May 18 and June 2020, respectively.

These guidelines set key principles and minimum requirements that define responsible, healthy and safe operations for construction-related operations under COVID-19 and ensure the survival of business as well as the protection of workers. These guidelines include prevention, detection, and rapid response measures designed to achieve the principles above while maintaining business continuity across the construction industry.

These also present options or courses of actions which contractors may consider depending on applicability to the project's unique characteristics while maintaining minimum requirements based on guidelines by government authorities such as the IATF Omnibus Guidelines for the Implementation of Community Quarantine in the Philippines, Department of Trade and Industry (DTI) and Department of Labor and Employment (DOLE) Interim Guidelines on Workplace Prevention and Control of COVID-19, and DOH Department Memorandum No. 2020-220, Interim Guidelines on the Return-to-Work.

In this regard, may we respectfully furnish you with the copy of the approved **Construction Guidelines (copy attached)**, for your reference. Further, may we also

**PHILIPPINE DOMESTIC CONSTRUCTION BOARD**  
**CONSTRUCTION INDUSTRY AUTHORITY OF THE PHILIPPINES**  
*An Attached Agency of the Department of Trade and Industry*

PPA Executive Building Complex  
3700 San Gil, P.O. Box 110, Alabang, Muntinlupa City

Tel: (02) 8399-1801  
E: [www.pdcbb.gov.ph](mailto:www.pdcbb.gov.ph)

Tel: (02) 8397-0791  
E: [FOC@pdcbb.gov.ph](mailto:FOC@pdcbb.gov.ph)



request your kind assistance in disseminating these Construction Guidelines among your stakeholders, including contractors and implementing agencies.

You may also visit CIAP's website at [www.ciap.dti.gov.ph](http://www.ciap.dti.gov.ph) for the latest updates and version of these Construction Guidelines.

For questions and clarifications, kindly email POCB Secretariat at [podcb@dti.gov.ph](mailto:podcb@dti.gov.ph).  
Thank you for your usual support.

Sincerely,



DORIS U. GACHO

Executive Director, POCB



## **SECTION IX**

# **CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS**

# Checklist of Technical and Financial Documents

## I. TECHNICAL COMPONENT ENVELOPE

### *Class "A" Documents*

#### Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages); **or**
- ☐ (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document;  
**and**
- ☐ (c) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;  
**and**
- ☐ (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

#### Technical Documents

- ☐ (e) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; **and**
- ☐ (f) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided under the rules; **and**
- ☐ (g) Philippine Contractors Accreditation Board (PCAB) License; **or**  
Special PCAB License in case of Joint Ventures;  
**and** registration for the type and cost of the contract to be bid; **and**
- ☐ (h) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;  
**or**  
Original copy of Notarized Bid Securing Declaration; **and**
- ☐ (i) Project Requirements, which shall include the following:
  - ☐ a. Organizational chart for the contract to be bid;
  - ☐ b. List of contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
  - ☐ c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- ☐ (j) Original duly signed Omnibus Sworn Statement (OSS);  
**and** if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

#### Financial Documents

- ☐ (k) The prospective bidder's audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; and
- ☐ (l) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC).

***Class "B" Documents***

- ☐ (m) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence;  
or  
duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

**II. FINANCIAL COMPONENT ENVELOPE**

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

*Other documentary requirements under RA No. 9184*

- ☐ (o) Original of duly signed Bid Prices in the Bill of Quantities; and
- ☐ (p) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; and
- ☐ (q) Cash Flow by Quarter.

**SECTION X**

**BIDDING FORM**

## Bid Form for the Procurement of Infrastructure Projects

*[shall be submitted with the Bid]*

---

### BID FORM

Date : \_\_\_\_\_  
Project Identification No. : \_\_\_\_\_

To: **Philippine Ports Authority**  
PPA Building, Bonifacio Drive,  
South Harbor, Port Area, Manila

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers \_\_\_\_\_, the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: **Extension of Rock Causeway and Construction of R.C. Pier, Port of Basiao, Ivisan, Capiz**;
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is: \_\_\_\_\_;
- d. The discounts offered and the methodology for their application are: \_\_\_\_\_;
- e. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein and reflected in the detailed estimates,
- f. Our Bid shall be valid within the period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of \_\_\_\_\_ percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines<sup>1</sup> for this purpose;
- h. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- i. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and

---

<sup>1</sup> currently based on GPPB Resolution No. 09-2020

- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- k. We likewise certify/confirm that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the **Extension of Rock Causeway and Construction of R.C. Pier, Port of Basiao, Ivisan, Capiz of the Philippine Ports Authority.**
- l. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

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

Legal Capacity: \_\_\_\_\_

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

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

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

**STATEMENT OF ALL ON-GOING GOVERNMENT AND PRIVATE CONTRACTS,  
INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED, WHETHER SIMILAR OR NOT SIMILAR IN NATURE**

Name of the Contract or Title Of the Project 1]	Owner's Name and Address	Nature/ Scope of Work 2]	Contractor's Role (in percentage) 3]	Total Contract Value At		Date of Award 5]	Value of Outstanding Works	Estimated Time of Completion	% of Accomplishment		Contract Duration 5]	
				Award	Project Completion Escalated Value to Present Prices 4]				Planned	Actual	Start	Completed
A) Government Contracts i. On-going ii. Awarded but not yet started B) Private Contracts i. On-going ii. Awarded but not yet started												

**NOTE:**

- 1] As appearing or defined in the contract entered/executed by the parties  
2] With special reference to the Scope of Works as described/enumerated in the advertised Invitation To Bid.  
3] Indicate whether as Sole Contractor, Sub-Contractor or Member in a Joint Venture / Consortium  
4] Indicate the FOREX used if Contract Value is expressed in a currency other than the Philippine Peso. Specify the "Escalation Factor" used to escalate the Contract Value from completion date to the advertisement date of the Invitation to Bid per section 23.11.2 (3) of R.A. 9184.  
5] State Month and Year.

This Statement shall be supported by:

- a) Notice of Award and/or Contract  
b) Notice to Proceed

\_\_\_\_\_  
Name of Firm/Applicant

\_\_\_\_\_  
Authorized Signing Official

\_\_\_\_\_  
Date



**STATEMENT OF THE BIDDER'S SINGLE LARGEST COMPLETED CONTRACT (SLCC) SIMILAR TO THE CONTRACT TO BE BID**

Name of the Contract or Title Of the Project	Owner's Name and Address	Nature/Scope of Work	Contractor's Role and Percentage Of Participation	Total Contract Value At		Date of Award	Value of Outstanding Works	Contract Duration	
				Award	Completion			Start	Completed

**NOTE :**

1. The prospective bidder must have completed an SLCC that is similar to the contract to be bid, and whose value, adjusted to current prices using the PSA consumer price indices, must be at least fifty percent (50%) of the ABC to be bid.
2. This Statement shall be supported by:
  - a. Notice of Award and / or Notice to Proceed.
  - b. Project Owner's Certificate of Final acceptance issued by the owner other than the Contractor or Constructors Performance Evaluation System (CPES) Final Rating, which must be at least satisfactory.
  - c. Recapitulation/Bill of Quantities.

\_\_\_\_\_  
Name of Firm/Applicant

\_\_\_\_\_  
Authorized Signing Official

\_\_\_\_\_  
Date

## EXPERIENCE RECORD ON SIMILARLY COMPLETED PROJECTS

Similar Major Categories of Work 1]	Unit of Measure	Quantity	Title of the Project				Unit of Measure	Quantity
			Title of the Project	Title of the Project	Title of the Project	Title of the Project		
1. R.C. Pile Driving Works (Offshore)	I.m.	967						
2. Reinforced Concrete Works	cu.m.	269						
3. Rockworks (50-1,000 kg./pc.)	cu.m.	24,221						
4. Placing of Fill materials	cu.m.	939						
5. Construction of Portland cement concrete pavement	sq.m.	716						

NOTE: 1] Submit the Certificate of Completion/Certificate of Acceptance by the project owner, Final Recapitulation/Bill of Quantities and/or Constructor Performance Evaluation System (CPES) ratings, 1<sup>st</sup>, 2<sup>nd</sup> & Final visit (if applicable). Projects with no Certificate of Completion/Acceptance and Recapitulation/Bill of Quantities shall not be considered.

2] The Owner's Certificate of Final Acceptance, or the Constructors Performance Evaluation Summary (CPES) Final Rating and/or the Certificate of Completion, must be satisfactory.

Name of Firm/Applicant

Authorized Signing Official

Date

(Revised Form : September 2012)

## FINANCIAL DATA

- A. The prospective bidder's audited Financial Statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "RECEIVED" by the Bureau of Internal Revenue (BIR), or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission.

	Year
1. Total Assets	
2. Current Assets	
3. Total Liabilities	
4. Current Liabilities	
5. Net worth (1-3)	
6. Net Working Capital (2-4)	

- B. The computation of the bidders Net Financial Contracting Capacity (NFCC) must be at least equal to the ABC to be bid, as follows:

NFCC = [ (Current assets minus current liabilities) (15) ] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid.

NFCC = \_\_\_\_\_

Attached herewith are certified true copies of the audited financial statements stamped received by the BIR or BIR authorized collecting agent for the latest/immediately preceding calendar year.

\_\_\_\_\_  
Name of Firm/Applicant

\_\_\_\_\_  
Authorized Signing Official

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

### NOTES:

If Partnership or Joint Venture, each Partner or Member Firm of Joint venture shall submit separate financial statements.

## LIST OF CONTRACTOR'S PERSONNEL

I hereby declare that the following key personnel enumerated below, with attached resume/bio-data, including valid PRC License, for the various positions / functions, are available for the project applied for:

Position of Key Personnel	Name	No. of Key Personnel	Similar Experience in the Position (Years) <sup>1)</sup>	Total Experience in the Position (Years)	Attachment(s)	Annex(es)
Project Manager					PRC License (CE Preferred) Complete Qualification and Experience Data Certificate of Commitment	Annex " " _
Project Engineer					PRC License (CE Preferred) Complete Qualification and Experience Data Certificate of Commitment	Annex " " _
Materials Engineer II					PRC License (CE Preferred) Submit Valid and Renewed DPWH Certificate of Accreditation Submit Accreditation Identification Card as Materials Engineer Complete Qualification and Experience Data Certificate of Commitment	Annex " " _
Construction Safety and Health Officer					Certificate of Safety and Health Construction Related Course issued by DOLE Accredited Trainings Complete Qualification and Experience Data Certificate of Commitment	Annex " " _
Foreman					Complete Qualification and Experience Data Certificate of Commitment	Annex " " _
Other Position(s)					Complete Qualification and Experience Data Certificate of Commitment	Annex " " _

NOTE: 1. Minimum qualification requirements: (work experience is similar in nature and complexity to the project to be bid with regard to Registration Particulars of the Contractor's License)

Project Manager - Five (5) years	Materials Engineer - One (1) year
Project Engineer - Three (3) years	Materials Engineer I - for projects costing up to 100M
Foreman - Five (5) years	Materials Engineer II - for projects costing more than 100M
Construction Safety and Health Officer - One (1) year	

Name of Firm/Applicant  
REVISED FORM (September 2012)

Authorized Signing Official

Date

## LIST OF CONTRACTOR'S EQUIPMENT UNITS

I hereby declare that the following equipment listed below which are owned, leased or under purchase agreement are in good operating condition and are available for the duration of the project:

DESCRIPTION (Type, Model, Make)	No. of Unit(s)	Capacity Output 2]	Owned, Leased and/or under purchase agreement 1]	Submitted Proof of Ownership/Leased/ Purchase Agreement (Mark as Annex "A.....Z")	OTHER INFORMATIONS (As Applicable)				
					Manufacturer	Engine Serial No.	Chassis No./ Name of Vessel	Location	Status

1] Indicate if owned or leased as listed in the Checklist/Bidding Documents. For owned equipment, as required, submit proof of ownership (i.e. deed of sale, sales invoice, official receipt). For Water Truck, Dump Truck and Transit Mixer submit LTO Certificate of Registration and valid Official Receipt. For owned barge/tugboat, submit Marina Certificate of Ownership and valid Cargo Ship Safety Certificate. For newly purchased barge/tugboat, submit Deed of Sale together with an application for Marina Certificate of Ownership duly received/authenticated by Marina with corresponding valid Cargo Ship Safety Certificate. For leased equipment, submit duly notarized copy of lease contract together with a copy of the Marina Owner's (Lessor's) Certificate and valid Cargo Ship Safety Certificate.

2] The unit of each equipment shall be as indicated in the Checklist/Bidding Documents, i.e GW (for crane barge), DWT (for deck barge and hopper barge), TON (for crane, road roller and drop hammer), kg.-m/blow (for diesel hammer), cu.m (for dump truck), hp. (for tugboat, road grader, bulldozer and concrete vibrator), cfm (for compressor), gal. (for water truck with pump), amp. (for welding machine), bagger (for concrete mixer).

3] All proof of ownership should reflect/bear the model and capacity of the pledge equipment, otherwise, submit proof of its unit capacity such as brochures or other verifiable print-outs that indicate its model name, model number, specifications and other important details that will match the actual equipment owned/leased by the contractor.

Name of Firm/Applicant

Authorized Signing Official

Date

**Omnibus Sworn Statement for Sole Proprietorship**  
*[shall be submitted with the Bid]*

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

**AFFIDAVIT**

I, \_\_\_\_\_, of legal age, [Civil Status], [Nationality], and residing at \_\_\_\_\_, after having been duly sworn in accordance with law, do hereby depose and state that:

1. I am the sole proprietor or authorized representative of \_\_\_\_\_ with office address at \_\_\_\_\_;
2. As the owner and sole proprietor, or authorized representative of \_\_\_\_\_, 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 **Extension of Rock Causeway and Construction of R.C. Pier, Port of Basiao, Ivisan, Capiz of the Philippine Ports Authority**, as shown in the attached duly notarized Special Power of Attorney;
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 as defined and provided for in the Uniform Guidelines on Blacklisting;**
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_ day of \_\_, 20\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Name of Bidder/ Authorized Representative  
(Signatory's Legal Capacity)  
AFFIANT

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

**Omnibus Sworn Statement for Partnership or Cooperative**  
*[shall be submitted with the Bid]*

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

**AFFIDAVIT**

I, \_\_\_\_\_, of legal age, [Civil Status], [Nationality], and residing at \_\_\_\_\_, after having been duly sworn in accordance with law, do hereby depose and state that:

1. I am the duly authorized and designated representative of \_\_\_\_\_ with office address at \_\_\_\_\_;
2. 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 **Extension of Rock Causeway and Construction of R.C. Pier, Port of Basiao, Ivisan, Capiz of the Philippine Ports Authority**, as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];
3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any



form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Name of Bidder/ Authorized Representative  
(Signatory's Legal Capacity)  
AFFIANT

**[Jurat]**

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

**Omnibus Sworn Statement for Corporation or Joint Venture***[shall be submitted with the Bid]*

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

**AFFIDAVIT**

I, \_\_\_\_\_, of legal age, [Civil Status], [Nationality], and residing at \_\_\_\_\_, after having been duly sworn in accordance with law, do hereby depose and state that:

1. I am the duly authorized and designated representative of \_\_\_\_\_ with office address at \_\_\_\_\_;
2. 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 **Extension of Rock Causeway and Construction of R.C. Pier, Port of Basiao, Ivisan, Capiz**, as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];
3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. None of the officers, directors, and controlling stockholders of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;
7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a. Carefully examining all of the Bidding Documents;
  - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or

representative of the government in relation to any procurement project or activity.

10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

---

Name of Bidder/ Authorized Representative  
(Signatory's Legal Capacity)  
AFFIANT

**[Jurat]**

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

**Bid Securing Declaration Form**  
*[shall be submitted with the Bid if bidder opts to provide this form of bid security]*

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

**BID SECURING DECLARATION**  
**Project Identification No.:** \_\_\_\_\_

To: **Philippine Ports Authority**  
PPA Building, Bonifacio Drive,  
South Harbor, Port Area, Manila

I/We, the undersigned, declare that:

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

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

---

Name of Bidder/ Authorized Representative  
(Signatory's Legal Capacity)  
AFFIANT

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

## CONSTRUCTION METHODOLOGY

Name of Project : \_\_\_\_\_  
Proposed Project Description : \_\_\_\_\_  
Location : \_\_\_\_\_

### MINIMUM SCOPE OF CONSTRUCTION METHODOLOGY

#### A. EXTENSION OF ROCK CAUSEWAY

1. Chipping & disposal of existing R.C. Curb (27 l.m.)
2. Supply & placing of 3,500 psi concrete (275 cu.m.)
3. Supply & installation of steel reinforcement (13,616 kg.)
4. Supply & placing of core rocks & armour rocks (24,221 cu.m.)
5. Supply & placing of fill materials (1,877 cu.m.)
6. Construction of PCC Pavement including Agg. Base Course (1,432 sq.m.)
7. Supply & installation of Mooring cleats (24 sets)
8. Supply & installation of Portlighting system (1 lot)

#### B. CONSTRUCTION OF R.C. PIER

1. Supply, delivery, driving & cutting of PSC square pile (1,934 l.m.)
2. Supply & placing of 3,500 psi concrete for Superstructure (263 cu.m.)
3. Supply & installation of steel reinforcement for Superstructure (30,212)
4. Supply & installation of construction joints (18 l.m.)
5. Supply & installation of Rubber dock fenders (14 sets)
6. Supply & installation of Mooring bollards (8 sets)

#### NOTES:

The narrative construction method will guide and familiarize the contractor and the PPA on how the project shall be carried out in accordance with the highest standard of workmanship.

The construction method shall be consistent with the Bar Chart / S-Curve Schedule, Equipment Schedule and Manpower Schedule.

\_\_\_\_\_  
Signature  
(Authorized Signing Official)

**MANPOWER SCHEDULE**

Name of Project : \_\_\_\_\_

Proposed Project Description : \_\_\_\_\_

Location : \_\_\_\_\_

MANPOWER (Minimum)	CONTRACT DURATION (_____ Calendar Days)															
	M O N T H L Y															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Project Manager																
Project Engineer																
Materials Engineer II																
Construction Safety and Health Officer																
Foreman																
Specify other applicable positions, ie.:																
- Carpenter																
- Steelman																
- Mason																
- Electrician																
- Rigger																
- Others																

\_\_\_\_\_  
Signature  
(Authorized Signing Official)

Name of Project : \_\_\_\_\_

Proposed Project Description : \_\_\_\_\_

Location : \_\_\_\_\_

[illegible]

Signature  
(Authorized Signing Official)

## CASHFLOW BY QUARTER AND PAYMENT SCHEDULE

Name of Project: : \_\_\_\_\_

Proposed Project Description : \_\_\_\_\_

Location : \_\_\_\_\_

Project Duration (days or months)	Payment Schedule (Monthly, in Pesos)	Cash flow (Quarterly, in Pesos)
<b>TOTAL</b>		

### NOTES

- The cash flow by quarter and payment schedule should be consistent with the Bar Chart and S-curb.
- Payment schedule shall not be more than once a month.

\_\_\_\_\_  
Signature  
(Authorized Signing Official)



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

*[not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]*

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### **CONTRACT AGREEMENT**

THIS AGREEMENT, made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ between **Philippine Ports Authority** with principal office at PPA Building, Bonifacio Drive, South Harbor, Port Area, Manila (hereinafter called the "Entity") and **[name and address of Contractor]** (hereinafter called the "Contractor").

WHEREAS, the Entity is desirous that the Contractor execute **[name and identification number of contract]** (hereinafter called "the Works") and the Entity has accepted the Bid for **[contract price in words and figures in specified currency]** by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

#### **NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:**

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - a. Philippine Bidding Documents (PBDs);
    - i. Drawings/Plans;
    - ii. Specifications;
    - iii. Bill of Quantities;
    - iv. General and Special Conditions of Contract;
    - v. Supplemental or Bid Bulletins, if any;
  - b. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;

- c. Performance Security;
- d. Notice of Award of Contract and the Bidder's conforme thereto; and
- e. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as

**the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**

3. In consideration for the sum of [total contract price in words and figures] or such other sums as may be ascertained, [Named of the bidder] agrees to [state the object of the contract] in accordance with his/her/its Bid.
4. The **Philippine Ports Authority** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

**JAY DANIEL R. SANTIAGO**  
General Manager

for:

**Philippine Ports Authority**

**Name of Bidder/ Authorized  
Representative  
(Signatory's Legal Capacity)**

for:

**Contractor**

**Acknowledgment**

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