

**PHILIPPINE PORTS AUTHORITY
PMO NORTHERN LUZON**

TERMS OF REFERENCE

**CONSULTANCY SERVICES FOR THE CONDUCT OF PORT ZONE
DELINEATION SURVEY, PORT OF SALOMAGUE, CABUGAO, ILOCOS SUR
AND PORT OF CLAVERIA, TAGGAT NORTE, CLAVERIA, CAGAYAN**

I. INTRODUCTION

The Philippine Ports Authority – PMO Northern Luzon wishes to engage services of eligible service provider for the conduct of Port Zone Delineation Survey (PZD) at:

1. Port of Salomague, Cabugao, Ilocos Sur; and
2. Port of Claveria, Taggat Norte, Claveria, Cagayan

This Terms of Reference (TOR) is intended to convey the scopes, obligations and responsibilities required of the prospective service provider.

II. UNDERTAKINGS

1. The consultant shall undertake and complete the survey services within the specified contract duration;
2. Survey works shall be undertaken in accordance with the Geodetic Engineering Law and Manual Land Surveys in the Philippines;
3. In the conduct of the survey, the consultant shall comply with all applicable laws, rules and regulations of the PPA and Local Government Units;
4. The consultant shall comply with the applicable provisions of the *Implementing Rules and Regulations of RA 9184*;
5. Required outputs as specified in Item V shall be submitted to PPA-PMO Northern Luzon not later than fifteen (15) Calendar Days after the target completion date;
6. The consultant shall coordinate with PPA-PMO Northern Luzon Engineers at all times in the duration of the survey works. In no case shall the consultant proceed with any activity relative to the Port Zone Delineation Survey without prior information and notice of PPA Engineers.

III. SCOPE OF WORK

A. The scope of work to be undertaken for the conduct of PZD Survey

- Mobilization/Demobilization
- Conduct of Port Zone Delineation (PZD) Survey
- CAD Plotting and Printing and sign and seal of a licensed Geodetic Engineer

The port zone delineation survey is intended to establish the metes and bounds and planimetric position of existing port facilities, access roads and coastline formations of the administrative jurisdiction of the Philippine Ports Authority.

The PZD survey shall include the determination of public and private properties and be reflected in the PZD plan. The cadastral plan of the LGU shall all be superimposed together with the PZD plan.

B. Equipment Requirements

- 1 unit – Total Station with accessories or equivalent
- 1 unit – Real Time Kinematic (RTK) with complete accessories
- 1 unit – Motorized Banca

C. Contract Duration

The contract effective start date is Seven (7) calendar days after receipt of Notice to Proceed. Contract duration is Thirty (30) calendar days.

IV. STAFF REQUIREMENTS

The Consultant shall specify the key personnel or experts that will be utilized in the performance of these services, their qualifications (education, training and experience) at the times that they will serve shown in the Approved Manpower Schedule. The following minimum specialization is anticipated to be required in the project:

- a) Licensed Geodetic Engineer
- b) Instrument Man
- c) Survey Aide

V. EXPECTED OUTPUT AND DELIVERABLES

A. Submission of PZD Survey Plans signed by a Licensed Geodetic Engineer to Philippine Ports Authority – PMO Northern Luzon:

- a. Soft copy of CAD per port
- b. 2 sets 15.5" x 20" per port
- c. 5 sets white prints (standard size) per port
- d. 2 sets copy in A3 size paper per port

VI. TERMS OF PAYMENT

- A. Payment shall be made after acceptance of deliverables per project with complete supporting documents.
- B. Payment shall be subject to taxes, auditing and accounting rules and regulations and existing rules and regulations of the PPA relative to payment of procurement contracts.
- C. Penalty of 1/10 of 1% shall be imposed for each day of delay in the completion of the project.

VII. MODE OF PROCUREMENT

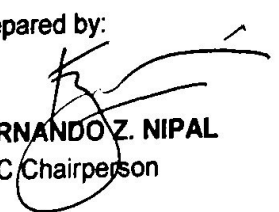
The procurement of the consulting services shall be undertaken through Alternative Mode-Small Value Procurement (AM-SVP) pursuant to RA9184 and its Revised IRR.

Bids shall be evaluated using the Quality-Cost Based Evaluation (QCBE) wherein Technical Proposals shall be given a weight of 50% and the Financial Proposal shall be given a weight of 50%. The consultant obtaining the highest total score shall be declared by the BAC as the bidder with highest Rated Bid (HRB)

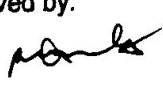
VIII. ASSISTANCE TO BE PROVIDED BY PPA

Technical description, as finally approved, will be provided by PPA-PMO Northern Luzon to prospective bidders as their survey reference. Corrections, if any, shall be made by the survey team provided that prior consultation and approval from PPA-PMO Northern Luzon authorized personnel shall be made, otherwise it will not be accepted and will be subjected to appropriate rectifications.

Prepared by:


FERNANDO Z. NIPAL
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Approved by:


REYNALDO C. BAUTISTA
Officer-in-Charge