

TERMS OF REFERENCE

MAINTENANCE OF TMO BUILDING'S ELECTRICAL SYSTEM AT PORT OF CASIGURAN, AURORA (MPF-BNA-21-2026)

ABC : Php 999,032.98

I. BACKGROUND & RATIONALE

The Terminal Management Office (TMO) Building at the Port of Casiguran, Aurora serves as the primary office for port operations and administrative functions. Over time, the building's electrical system has deteriorated due to prolonged use, resulting in old, worn-out, and defective electrical components that may compromise the reliability, efficiency, and safety of electrical services within the facility.

To address these concerns, the proposed Maintenance of the TMO Building's Electrical System aims to replace the existing outdated and damaged electrical components with new, energy-efficient, and reliable electrical equipment. The project also supports the Philippine Ports Authority's commitment to promoting renewable energy and sustainable infrastructure by incorporating electrical system improvements that are compatible with energy-efficient technologies and future renewable energy applications.

The implementation of this project will enhance the safety and operational reliability of the building's electrical system, reduce maintenance requirements and power losses, improve energy efficiency, and ensure uninterrupted delivery of essential services to port users and personnel. Moreover, the project aligns with the government's energy conservation initiatives and the PPA's objective of providing safe, efficient, and environmentally sustainable port facilities.

II. SCOPE OF WORKS

The contracted service provider shall furnish all labor, tools, equipment, materials and supervision necessary to complete the following works:

BILL NO. I GENERAL EXPENSES

- 1.01 Mobilization and Demobilization
- 1.02 Provision of Construction Safety and Health Program

BILL NO. II ELECTRICAL WORKS

- 2.01 Supply and Installation of electrical Wires, convenience outlet, lighting switch including removal and restoration at TMO Building
- 2.02 Supply and Installation of Solar Panels, Inverter, Battery and accessories

III. EQUIPMENT AND MANPOWER REQUIREMENT

The Contractor shall provide the following key personnel:

1. Project Manager
2. Project Engineer
3. Foreman/ Leadman
4. Skilled Worker

The contractor shall provide the following minimum equipment:

1. 1 unit - Electric Grinder
2. 1 unit - Electric Drill
3. 1 unit - Scaffolding H Frame Set

IV. PROJECT REQUIREMENTS

1. The Contractor shall submit a list of manpower and equipment or affidavit of availability of manpower, tools/equipment (notarized) necessary for the project;
2. The Contractor shall submit a narrative report to the PMO –Bataan/Aurora Engineering Services Division on the status of the activity:
 - a. Pre-Repair and Maintenance condition
 - b. On-going work status
 - c. Post – repair and maintenance completion

V. QUALIFICATION OF SERVICE PROVIDER

The Contractor shall submit the following requirements:

1. Mayor's Permit
2. PhilGeps Registration Number
3. Valid PCAB License
4. Income/Business Tax return
5. Omnibus Sworn Statement (NGPA Form)
6. Bill of Quantities
7. Detailed Estimate
8. Certificate of Site Inspection signed by duly Authorized PMO-BNA Personnel

VI. WARRANTY AND LIABILITY

The Contractor shall be responsible for the quality of the work performed and shall correct, at its own expense, any defects or deficiencies resulting from poor workmanship or failure to comply with the approved specifications that are identified within one (1) year from the date of project acceptance.

The Contractor shall also be liable for any damage to existing port facilities, equipment, or third-party property, as well as any injury or loss arising from its operations due to negligence or non-compliance with applicable laws, safety regulations, and contract requirements. All necessary

repairs or restoration shall be undertaken by the Contractor at no additional cost to the Philippine Ports Authority (PPA).

VII. PROJECT DURATION AND LOCATION

The contracted service provider shall completed the Maintenance of TMO Building's Electrical System at Port of Casiguran, Aurora within **Forty (40) calendar days** from date of Notice to Proceed

VIII. TERMS OF PAYMENTS

Payment shall be made based on the actual project accomplishment, as computed and certified by the Philippine Ports Authority (PPA) PMO – Bataan/Aurora, and upon submission by the Contractor of the corresponding progress billing, narrative accomplishment report and dated photographs documenting the completed work. All payments shall be subject to inspection, verification, acceptance of the completed works, and compliance with all applicable contract requirements.

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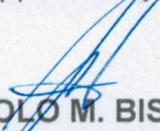
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