



PROJECT : SUPPLY OF LABOR AND MATERIALS FOR THE REPAIR OF JARDINE-SCHINDLER ELEVATOR
LOCATION : DBP ANNEX BUILDING, MAKATI AVENUE, MAKATI CITY
SUBJECT : SCOPE OF SERVICES

The Project shall cover the supply of labor and materials for the repair of Jardine-Schindler Elevator per Scope of Services at the DBP Annex Building.

MODE OF PROCUREMENT: SMALL-VALUE PROCUREMENT

I. APPROVED BUDGET FOR THE CONTRACT (ABC): FOUR HUNDRED SEVENTY THOUSAND EIGHT HUNDRED THIRTY-NINE PESOS AND 13/100 CENTAVOS (P 470,839.13)

II. SCOPE OF WORKS

The Contractor shall hold all the obligations, duties and responsibilities necessary to the successful completion of the contract assigned to or be undertaken by the Contractor, including all labor, materials, equipment and services, other incidentals and furnishings thereof in accordance with the drawings, specifications and all addenda prepared by DBP.

- a. Delivery of materials, tools, and equipment.
- b. Dismantling of parts/materials.
- c. Supply, delivery, and installation of replacement parts per specification.
- d. Supervision of the project.
- e. General cleaning and hauling of debris.
- f. All replaced parts shall be turned over to RMU-CFMD personnel for safe keeping.

III. REQUIREMENTS/CONDITIONS

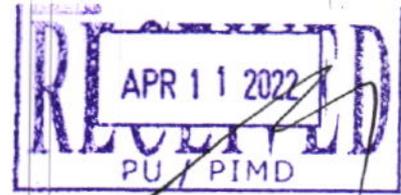
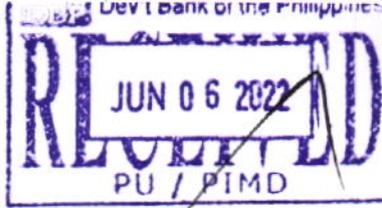
A. TECHNICAL SPECIFICATIONS

| Item/Description | Quantity |
|--------------------------------------|----------|
| Replacement kit ASIXA 32Q by ASIXA34 | 1 Piece |
| PCB GCIOA 360.Q | 1 Piece |
| Roller Varidor 30 for hole dia 10mm | 12 Piece |
| Guide Shoe (for sheet 1.5mm) | 12 Piece |
| PCB FSIMM 32.Q (nowe ID => 59800170) | 1 Piece |
| Door motor IDD32.001 | 1 Piece |

B. OTHER REQUIREMENTS

1. Workers should wear their company uniform and I.D.
2. Defective works and materials may be rejected by DBP at any before the final acceptance of the work rebuild/replace in accordance with the specifications with the resulting expenses chargeable to his account.
3. The Contractor shall employ a competent supervisor acceptable to the DBP who will supervise the work on a full-time basis.
4. All trash, debris, including hazardous waste should be placed in trash bags, sacks, or appropriate container before disposal. DBP is an ISO 14001 certified bank and the contractor is required to observe and abide by its rules and

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- regulations. Upon completion of works, the contractor shall remove all temporary structures and surplus materials before leaving the premises.
5. The Contractor shall be fully responsible for the safety of his men (and will be provided Personal Protective Equipment) and clearly understands and agree that no employer-employee relationship shall exist between the Contractor's men and the DBP. Any damage caused by the Contractor or his men to any property of the DBP or injury or death to a third party shall be the sole responsibility of the contractor and the latter shall pay the cost or shoulder the burden thereof.
 6. The DBP shall be free and made harmless from any and all kind of claims, damages, liabilities arising from the Contractor's non-compliance with the requirement of the Workmen's compensation, Social Security and other labor laws.
 7. Other terms, regulations and conditions shall follow the Revised IRR of R.A. 9184
 8. The Contractor must comply to COVID-19 protocols inside DBP premises
 9. To confirm date/schedule of repair of the elevator reckoned from the date of signing of Purchase Order as specified in the Notice of Award.
 10. The Contractor must submit a certificate of authorized distributorship/service provider of the elevator to be repaired.
 11. All other defects and needed parts/materials found during repair shall be quoted by the Contractor and shall be subject for approval as supplemental work to be covered by a separate Purchase Order (PO).

C. MANNER OF DELIVERY

1. The Contractor shall handle freight shipments from its Sales Office to Delivery location.
2. Authorized DBP representatives will inspect and receive the parts to be delivered by the Contractor.

D. DELIVERY PERIOD

The Contractor shall complete all works withing **forty-five (45) calendar days** after receipt of Notice to Proceed (NTP).

E. DOCUMENTARY REQUIREMENTS

Interested Supplier/s must submit the following:

1. Proposal/Quotation
2. Proof of PhilGEPS Registration
3. 2022 Mayor's/Business Permit
4. Omnibus Sworn Statement

IV. WARRANTY

The Contractor shall warrant that the goods subject of the Purchase Order is free from latent defects which are not apparent during the inspection and testing periods.

In case of defect and/or any occurrence of malfunction within the next six (6) months from delivery and acceptance, the Contractor shall be required to replace/repair the affected part/s with another new part/s with the same brand and model.

V. PAYMENT

Payment shall be processed only upon issuance of Certificate of Acceptance by DBP, which Certificate of Acceptance will be based on completion of all repairs.

VI. LIQUIDATED DAMAGES

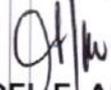
The Contractor must pay DBP liquidated damages, not by way of penalty, an amount equal to one-tenth (1/10) of one percent (1%) of the cost of delayed goods scheduled for delivery for every day of delay. The liquidated damages will be imposed until such goods are finally delivered and accepted by DBP.

In no case shall the sum of liquidated damages reach ten percent (10%) of the contract amount. If it does, the contract shall automatically be rescinded by DBP, without prejudice to other courses of action and remedies open to it.

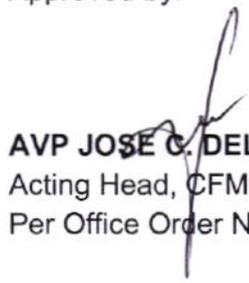
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Per Office Order No. 234 date 01 July 2021

