



**PROJECT : SUPPLY, DELIVERY, INSTALLATION AND TESTING & COMMISSIONING OF FIRE DETECTION ALARM SYSTEM FOR DBP LEGAZPI BRANCH**

**LOCATION : DBP BUILDING QUEZON AVE., LEGAZPI CITY, ALBAY**

**SUBJECT : SCOPE OF WORKS AND TECHNICAL SPECIFICATIONS**

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MODE OF PROCUREMENT: SMALL VALUE PROCUREMENT (INFRASTRUCTURE)

**I. APPROVED BUDGET FOR THE CONTRACT (ABC):** TWO HUNDRED TWENTY-FIVE THOUSAND SEVEN HUNDRED SEVENTY-FIVE PESOS AND 32/100 (₱225,775.32) INCLUSIVE OF VAT/APPLICABLE TAXES

**II. SCOPE OF WORKS AND TECHNICAL SPECIFICATIONS:**

The Contractor shall hold all obligations, duties and responsibilities necessary for the successful completion of the contract assigned to or be undertaken, including all labor, materials, equipment and services, other incidentals, i.e., bonds and insurance, contractor's all risk insurance (CARI); and furnishings thereof in accordance with the specifications and all addenda prepared by DBP.

**1. GENERAL REQUIREMENTS**

- 1.1 Construction health and safety program
- 1.2 Clearances/permit requirements (certificate)
- 1.3 Mobilization & demobilization
- 1.4. Site maintenance
  - 1.4.1. Hauling/disposal

**2. SITE CONDITIONS**

- 2.1. Dismantling Works
  - 2.1.1. Dismantling of existing Fire Detection Alarm System (FDAS) device and Fire Alarm Panel, and properly turning over and securing the dismantled items in the DBP-designated storage area

**3. FIRE DETECTION ALARM SYSTEM WORKS**

- 3.1. Installation of Fire Detection Alarm System and Accessories
  - 3.1.1. New fire Alarm control panel (addressable) with batteries
  - 3.1.2. New auto dialer (line / GSM Ready)
  - 3.1.3. New smoke detector (addressable)
  - 3.1.4. New heat detector (addressable)
  - 3.1.5. New manual call point with strobe sounder (addressable)
- 3.2. Installation of wires and cables
  - 3.2.1. CAT5e UTP cable 4 pairs (305m/box)
  - 3.2.2. #16 2C AWG stranded TF wire
- 3.3. Installation of conduits and fittings
  - 3.3.1. 25mm dia PVC pipe (3m/pc) with adapter and locknut
  - 3.3.2. 20mm dia flexible PVC pipe (50m/roll)
  - 3.3.3. 20mm dia straight connector
  - 3.3.4. 20mm dia angle connector
- 3.4. Installation of boxes
  - 3.4.1. Junction box with cover (PVC)
  - 3.4.2. Utility box (PVC)

- 3.5. Other accessories
  - 3.5.1. Hanger and support
  - 3.5.2. Consumables (tape, tagging, PVC cement and accessories)
  - 3.5.3. Mounting termination, testing & commissioning and programming.

Notes:

- The Contractor to disable supervisory notification before working on devices to prevent unnecessary alarms during execution of the project.
- The Contractor to remove the power supply of Fire Alarm Control Panel (FACP) before the work started.
- System and operation (automatic call to fire department) shall be aligned with Bureau of Fire Protection standard.
- The Contractor shall ensure that no damage occurs to the existing devices/panel and ceiling during dismantling of existing Fire Detection Alarm System.
- The Contractor shall provide temporary protection in all work areas affected by the activities to minimize disruption and ensure safety.
- Any damages caused during work shall be assessed and charged accordingly.
- Contractor shall provide all manuals and must schedule and conduct operation/training for the DBP Branch personnel for the maintenance and upkeep of the installed Fire Detection Alarm System.

### III. CONDITIONS OF THE CONTRACT:

1. The Contractor shall ensure that the items delivered are in accordance with the specifications required by DBP. DBP has the right to reject delivery if item/s delivered were found to be defective and not according to the required specifications.
2. The Contractor shall submit, construction schedule reflecting all activities needed to complete the project, their sequence and duration.
3. The Contractor must submit sample/s of materials and devices for approval by DBP before installation.
4. The Contractor shall designate or employ a full-time project coordinator that will supervise on-site works and activities.
5. DBP may terminate/cancel the Purchase Order (PO) / Notice to Proceed (NTP) when the Contractor fails to deliver, perform and comply with its obligation.
6. Project Period: The Contractor shall complete the project within **thirty (30) calendar days** after receipt of Purchase Order (PO) / Notice to Proceed (NTP).
7. Warranty: One (1) year warranty upon completion of all works.

8. Performance Security: To guarantee the faithful performance of obligations, the winning bidder is required to post within ten (10) calendar days from receipt of Notice of Award, a performance security (to expire upon completion of the project) in any of the following forms and percentages:

Forms of Performance Security	Minimum % of Contract Price
Cash, cashier's/manager's check issued by a Universal or Commercial Bank.	Ten Percent (10%)
Bank draft/guarantee or Irrevocable letter of credit issued by a Universal or Commercial Bank; provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty Percent (30%)

#### IV. PAYMENT:

A one-time full payment shall be processed after the completion of the project subject to submission of the following complete documents:

- Letter of Request for Payment
- Statement of Work Accomplishment'
- Contractor's Affidavit
- Project Pictures

#### V. LIQUIDATED DAMAGES:

1. Once the contract duration expires, including any time extension duly granted, and the Contractor refuses or fails to satisfactorily complete the work, DBP shall impose upon the Contractor in default liquidated damages. Liquidated damage is an amount equal to at least one tenth (1/10) of one (1) percent of the cost of the unperformed portion of the works for everyday of delay.
2. In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, DBP may terminate the contract or allow the contractor to continue the works without prejudice to the continued imposition of liquidated damages until the works have been completed. This does not, however, preclude DBP in resorting to Termination of Contract under Annex I of the 2016 revised IRR of RA No. 9184.

## **VI. DOCUMENTARY REQUIREMENTS**

1. Signed Quotation
2. Valid and Current Business Permit
3. Proof of PhilGEPS Registration
4. Notarized Omnibus Sworn Statement signed by owner / authorized representative.
5. For sole proprietorship, duly notarized special power of attorney, if to designate a representative.

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Recommended by:

**MGR. MICHAEL ANTOLIN F. CANCIO**

The Head, PCMU-CFMD

Approved by:

**SM ALBERTO SANTIAGO A. BERMEJO**

Concurrent OIC, CFMD

(Per Office Order No. 458 Dated 19 November 2024)