

# DEVELOPMENT BANK OF THE PHILIPPINES

## SCOPE OF WORKS

### REPAIR WORKS FOR STA. CRUZ BRANCH

#### I. APPROVED BUDGET FOR THE CONTRACT

**PESOS: THREE HUNDRED FORTY-SIX THOUSAND FIVE HUNDRED AND 53/100 (346,500.53) INCLUSIVE OF ALL APPLICABLE TAXES**

Description	Quantity	Amount
Repair of Branch Ceiling and Comfort Rooms	1 lot	₱ 346,500.53

#### II. REQUIREMENTS

##### 1. Scope of Services

Complete repair of **DBP Sta. Cruz (Davao) Branch** ceiling (interior and exterior) and comfort rooms, including general cleaning and hauling of debris.

##### **Exterior Ceiling**

- Fiber Cement Board : 4.5mm thick fiber cement boards, properly fastened to furring channels using corrosion-resistant self-tapping screws at the recommended spacing

##### **Interior Ceiling**

- Gypsum board : 12.5mm thick moisture resistant gypsum board screw attached on 2" GI double furring channel spaced 0.60m on center
- Acoustic board : 600mm x 600mm x 10mm thickness acoustic board ceiling on tee runners (main tee, cross tee, wall angle) complete with clips and threaded hanger rods at every 0.60m both ways

##### **Ceiling Finishes**

- Gypsum board : acrylic/latex, flat finish, color: white
- Fiber Cement board : acrylic/latex, flat finish, color: white

##### **Comfort Rooms (Toilet Fixtures and Accessories)**

- Above-counter faucet : stainless, lever handle, standard spout
- Soap dispenser : wall-mounted, push-button type
- Water closet : tank type, lever type (including other accessories)
- Hygienic spray/bidet : stainless steel finish (1m long)

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

## 2. Other Requirements

- a. Supplier shall carefully dismantle the damaged ceiling, including framing members, without affecting adjacent structures.
- b. Supplier shall submit a phasing plan subject for DBP's approval.
- c. Supplier shall remove one (1) unit cassette-type air conditioning unit near the Branch Head area, including refrigerant piping, drain line, and electrical connections.
- d. Supplier shall temporarily remove and reinstall the existing lighting fixtures and security/fire protection devices (if any) mounted on the ceiling.
- e. Supplier shall test all lighting fixtures and devices to ensure proper functionality after reinstallation.
- f. Supplier shall install hanger rods anchored to the roof framing at 0.60m spacing both ways, complete with suspension clips and accessories.
- g. Supplier shall ensure all installed plumbing fixtures undergo leak and flood test.
- h. All items must conform with the standards implemented by the Bureau of Philippine Standards of the Department of Trade and Industry (DTI-BPS).

## III. CONDITIONS OF THE CONTRACT

1. The supplier shall ensure that the items delivered are in accordance with the specifications required by the DBP. DBP has the right to reject delivery if item/s delivered were found to be defective and not according to the required specifications/model.
2. Upon completion of works, the supplier shall remove all temporary structures and surplus materials before leaving the premises. All old materials removed from the site shall be carefully piled up.
3. The supplier shall be fully responsible for the safety of his men 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 supplier or his men to any property of the DBP or injury or death to a third party shall be the sole responsibility of the Supplier and the latter shall pay the cost or shoulder the burden thereof.
4. The DBP may terminate/cancel the Purchase Order (PO)/Notice to Proceed (NTP) should the supplier fail to deliver, perform and comply with its obligation.
5. **Delivery Period:** The supplier shall complete all works within **forty-five (45) calendar days** after receipt of PO/NTP.
6. **Point of Delivery:** DBP Sta. Cruz Branch, Sta. Cruz Public Market, National Highway Sta. Cruz, Davao del Sur
7. The supplier to submit a detailed estimate (see attached blank BOQ).
8. The supplier to submit Performance Security (see attached)

Conforme:
_____ Bidder's Company Name
_____ Name & Signature of Authorized Representative
_____ Designation
_____ Date

#### IV. PAYMENT

1. **One-time, full payment** shall be issued upon completion/acceptance of all works.
2. When the supplier fails to satisfactorily complete all works under the contract within the specified delivery schedule, inclusive of duly granted time extensions, if any, the supplier shall be liable for damages-in an amount equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods scheduled for delivery for every day of delay until such goods are finally delivered and accepted by DBP following the provisions stipulated in RA 12009.

#### V. WARRANTY

In order to assure that manufacturing defects shall be corrected by the supplier, a warranty shall be required from the contract awardee for a minimum period of **one (1) year** after completion/acceptance by the procuring entity of the delivered items

Recommended by:

SIGNED

ENGR. JASON G. ABALAJEN

Concurrent SM-OIC, CFMD-WEU

(per Department Order No. 2025-117 dated 09 October 2025)

Approved by:

SIGNED

ENGR. JOSE FRANCISCO E. PEREZ

SM-OIC, CFMD

(per Group Order No. 3459 dated 06 October 2025)

Conforme:

Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date

**REPAIR WORKS FOR STA. CRUZ BRANCH**  
Project Name  
**STA. CRUZ PUBLIC MARKET, NATIONAL HIGHWAY STA. CRUZ, DAVAO DEL SUR**  
Project Location

ITEM	DESCRIPTION	QTY	UNIT	ESTIMATED DIRECT COST LABOR & MAT'L'S	MARK-UP		TOTAL MARK-UP		VAT	TOTAL INDIRECT COST	TOTAL COST	UNIT COST
					OCM	PROFIT	%	VALUE				
<b>1</b>	<b>GENERAL REQUIREMENTS</b>											
1.1	Mobilization/demobilization	1.00	lot	5,000.00	-	-	0%	0.00	250.00	250.00	5,250.00	5,250.00
1.2	Health and safety	1.00	lot	7,500.00	-	750.00	10%	750.00	412.50	1,162.50	8,662.50	8,662.50
1.3	Temporary scaffoldings and platfor ms	1.00	lot	12,000.00	1,800.00	1,200.00	25%	3,000.00	750.00	3,750.00	15,750.00	15,750.00
1.4	Temporary Utilities (power/water)	1.00	lot	5,000.00	750.00	500.00	25%	1,250.00	312.50	1,562.50	6,562.50	6,562.50
										<b>sub-total</b>	<b>36,225.00</b>	
<b>2</b>	<b>SITE WORKS</b>											
2.1	Dismantling/Replacement of damaged gypsum board ceiling, including the removal of one (1) unit cassette type air conditioner Location: Banking Hall and Branch Head area	1.00	lot	10,500.00	1,575.00	1,050.00	25%	2,625.00	656.25	3,281.25	13,781.25	13,781.25
2.2	Temporary removal and reinstallation of ceiling mounted utilities, including lighting fixtures, security/fire protection devices (if any) Location: Banking Hall, Branch Head area Back Office, Pantry and Storage Room	1.00	lot	14,000.00	2,100.00	1,400.00	25%	3,500.00	875.00	4,375.00	18,375.00	18,375.00
2.3	General cleaning and Hauling of debris	1.00	lot	5,000.00	750.00	500.00	25%	1,250.00	312.50	1,562.50	6,562.50	6,562.50
										<b>sub-total</b>	<b>38,718.75</b>	
<b>3</b>	<b>FINISHES</b>											
3.1	Ceiling Finishes											
	3.1.1 CF-1: 12mm thk. Gypsum board on furring channel on carrying channel complete with clips and hanger rods at every 0.60m both ways Location: Banking Hall, Branch Head area, and Exterior Ceiling (Front and Side)	47.26	sq.m	40,171.00	6,025.65	4,017.10	25%	10,042.75	2,510.69	12,553.44	52,724.44	1,115.63
	3.1.2 CF-2: 4.5mm thk. Fiber cement board on furring channel on carrying channel complete with clips and hanger rods at every 0.60m both ways Location: Exterior Ceiling (Front and Side)	58.52	sq.m	49,742.00	7,461.30	4,974.20	25%	12,435.50	3,108.88	15,544.38	65,286.38	1,115.63
	3.1.3 CF-3: Replacement of 600mm x 600mm x 10mm thk acoustic board ceiling on tee runners (main tee, cross tee, wall angle) complete with clips and threaded hanger rods at every 0.60m both ways Location: Back Office, Pantry and Storage Room	41.10	sq.m	34,935.00	5,240.25	3,493.50	25%	8,733.75	2,183.44	10,917.19	45,852.19	1,115.63
3.2	Painting works											
	3.2.1 Exterior Ceiling											
	3.2.1.2 PW-E: Flocmboard ceiling: acrylic/latex, flat finish, color: white	64.32	sq.m	13,507.20	2,026.08	1,350.72	25%	3,376.80	844.20	4,221.00	17,728.20	275.63
	3.2.2 Interior Ceiling											
	3.2.2.1 PW-I: All gypsum ceiling: acrylic/latex, flat finish, color: white	101.95	sq.m	21,409.50	3,211.43	2,140.95	25%	5,352.38	1,338.09	6,690.47	28,099.97	275.63
										<b>sub-total</b>	<b>209,691.18</b>	
<b>4</b>	<b>PLUMBING WORKS</b>											
4.1	Toilet Fixtures and Accessories											
	4.1.1 Above-counter faucet (stainless, lever handle, standard spout)	2.00	set/s	2,500.00	375.00	250.00	25%	625.00	156.25	781.25	3,281.25	1,640.63
	4.1.2 Soap dispenser (wall-mounted, push-button type)	2.00	set/s	1,700.00	255.00	170.00	25%	425.00	106.25	531.25	2,231.25	1,115.63
	4.1.3 Water closet (tank type, lever type) including other accessories	2.00	set/s	15,600.00	2,340.00	1,580.00	25%	3,900.00	975.00	4,875.00	20,475.00	10,237.50
	4.1.4 Hygienic spray/ bidet (stainless steel finish)	2.00	set/s	1,882.00	282.30	188.20	25%	470.50	117.63	588.13	2,470.13	1,235.07
4.2	Other item of work necessary to complete the intent of the plan and specs (specify): - Consumables (tape, sealant, fittings, etc)	1.00	lot	2,143.00	-	214.30	10%	214.30	117.87	332.17	2,475.17	2,475.17
										<b>sub-total</b>	<b>30,932.80</b>	
										<b>TOTAL COST</b>	<b>346,960.53</b>	

Prepared by:

**SIGNED**

ENGR. ADRIAN D. BAUTISTA  
Property & Facilities Specialist

Reviewed by:

**SIGNED**

ENGR. JUSTIN ROY C. PAGWAGAN  
Senior Property & Facilities Specialist

Recommended by:

**SIGNED**

ENGR. JASON C. ABALAJEN  
Concurring DIO-MEU  
(per Department Order No. 2025-117 dtd 10/09/2025)

Approved by:

**SIGNED**

ENGR. PEREZ  
SM-OIC,  
(per Group Order No. 3459 dtd 10/06/2025)

Conforme:

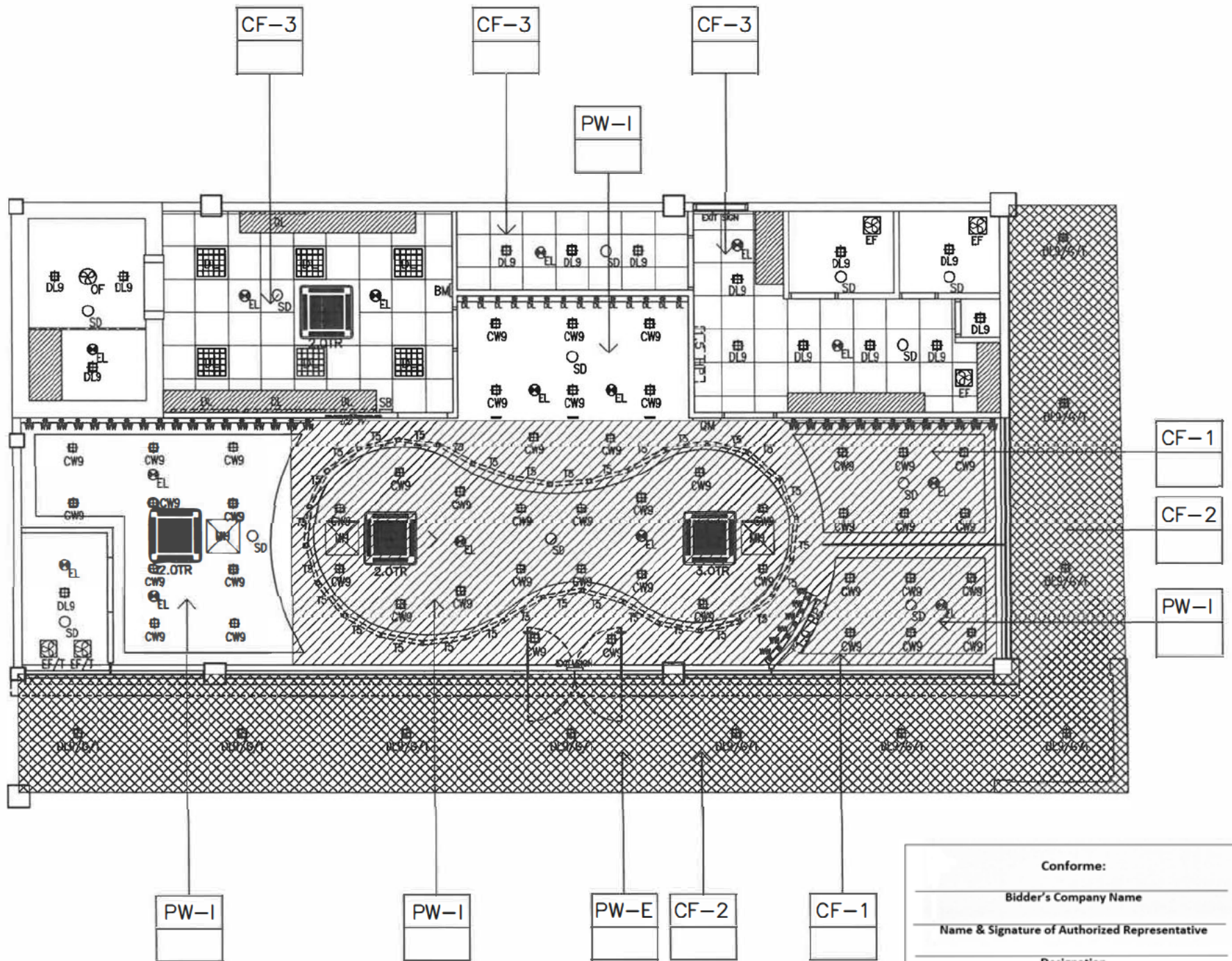
Bidder's Company Name

Name & Signature of Authorized Representative

Designation

Date





Conforme:	
Bidder's Company Name	
Name & Signature of Authorized Representative	
Designation	
Date	

*Handwritten signature/initials*