



PROJECT : SUPPLY, DELIVERY, INSTALLATION, TESTING AND COMMISSIONING OF CCTV SURVEILLANCE SYSTEM FOR DBP SORSOGON BRANCH

LOCATION : RIZAL STREET CORNER BURGOS STREET, SORSOGON CITY, SORSOGON

SUBJECT : SCOPE OF WORKS AND TECHNICAL SPECIFICATION

MODE OF PROCUREMENT: SMALL VALUE PROCUREMENT (INFRASTRUCTURE)

I. APPROVED BUDGET FOR THE CONTRACT: THREE HUNDRED SEVENTY-THREE THOUSAND THREE HUNDRED EIGHT AND 47/100 PESOS– ₱ 373, 308.47 (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 REQUIREMENT

- 1.1 Construction health and safety program
- 1.2 Mobilization and demobilization
- 1.3 Site Maintenance
 - 1.3.1 Hauling/ disposal

2. SITE CONDITIONS

- 2.1. Dismantling works
 - Dismantling of the existing CCTV Surveillance System devices and Panel, and properly turning over and securing the dismantled items in the DBP-designated storage area

3. ELECTRONIC SECURITY SYSTEM

- 3.1. Installation of CCTV Surveillance System and Accessories
 - 3.1.1. 9U CCTV Cabinet (wall mounted)
 - 3.1.2. 32-channel 32" monitor
 - 3.1.3. 5MP CCTV Camera (bullet type)
 - 3.1.4. 5MP CCTV Camera (dome type)
 - 3.1.5. 32 channel network video recorder with 4nos 8TB internal hard drive
 - 3.1.6. POE Switch
- 3.2. Installation of wires and cables
 - 3.2.1. Cat5e UTP cable 4 pairs (305m/box)
- 3.3. Installation of conduits and fittings
 - 3.3.1. 25mmØ PVC pipe (3m/pc) with adapter and locknut
 - 3.3.2. 20mmØ flexible PVC pipe (50m/roll)
 - 3.3.3. 20mmØ straight connector
 - 3.3.4. 20mmØ angle connector
- 3.4. Installation of boxes
 - 3.4.1. Pullbox (ga#16)
 - 3.4.2. Junction box with cover (PVC)
- i. 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:

- Contractor must provide same brand with the existing CCTV system.
- In case of discrepancies between the working drawings and Technical Specifications, the Contractor shall coordinate, verify and confirm with DBP before proceeding with the works.
- Contractor must conduct an inspection and verify actual measurements on project site.
- Contractor shall ensure to isolate the power supply of the renovation affected area before starting the work.
- All work items cited above are based on the approved plans.
- Contractor must remove left over materials and debris from work area.
- Always refer to the Technical Specifications for details.

For clarifications or further details on Scope of Works/Technical Specifications, the contractor shall coordinate, verify and confirm first with DBP before proceeding with the works by submitting a Request for Information (RFI) memo addressed to the Head of Construction and Facilities Management Department (CFMD)

III. CONDITIONS OF THE CONTRACT:

1. The Contractor 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. 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. The 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 supply, delivery, installation, testing and commissioning of the CCTV Surveillance System for DBP Sorsogon Branch within **Thirty (30) calendar days** after receipt of Purchase Order (PO) / Notice to Proceed (NTP).
7. **Warranty:** One (1) year warranty upon acceptance of items by DBP.

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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 is issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty Percent (30%)

IV. DOCUMENTARY REQUIREMENTS:

- Proposal/Quotation
- Proof PhilGEPS Registration
- 2025 Mayor's/Business Permit
- Omnibus Sworn Statement
- Secretary Certificate (for Supplier under Partnership/Corporation)
- Signed Request for Quotation (RFQ)

V. 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

VI. LIQUIDATED DAMAGES:

Once the contractor fails to satisfactorily complete the works under the contract within the specified contract duration, inclusive of duly granted time extensions, if any, the contractor shall be liable for liquidated damages in an amount equal to at least one-tenth (1/10) of one percent (1%) of the cost of the unperformed portion of the works for every day of delay.

In computing liquidated damages, the DBP shall determine the usability of the project. A project or a portion thereof may be deemed usable when it starts to provide the desired benefits as certified by the targeted End-User or Implementing Units and the DBP.

To be entitled to liquidated damages, the DBP does not have to prove that it has incurred actual damages. Such amount shall be deducted from any money due, or which may become due the contractor under the contract, collected from the retention money or other

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securities posted by the contractor, or a combination thereof, whichever is convenient to the DBP.

In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, the DBP may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances. This does not, however, preclude the DBP in resorting to Termination of Contract under Section 71.4 of the IRR of R.A. 12009.

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Recommended by:

ENGR. JESSIE E. DELGADO

Acting Team Head, Luzon Team- PCMU
(Per Office Order No. 424 Dated 17 September 2025)

Approved by:

SM. ERICK M. VALIDO

Concurrent OIC, Construction & Facilities Management Department
(Per Group Order No.4042 Dated 19 November 2025)

SUPPLY, DELIVERY, INSTALLATION TESTING AND COMMISSIONING OF CCTV SURVEILLANCE SYSTEM FOR DBP SORSOGON BRANCH

Project Name
RIZAL STREET CORNER BURGOD STREET, SORSOGON CITY, SORSOGON

Project Location

BILL OF QUANTITIES													
ITEM NO.	DESCRIPTION	QTY.	UNIT	LABOR & MAT'L'S		MARK-UP OCM	PROFIT	TOTAL MARK-UP		VAT	TOTAL	TOTAL COST	UNIT COST
				DIRECT COST				%	VALUE		INDIRECT COST		
1 GENERAL REQUIREMENTS													
1.1	Construction health and safety program	1	lot	2,500.00		-	250.00	10%	250.00	137.50	387.50	2,887.50	2,887.50
1.2	Mobilization and demobilization	1	lot	10,000.00		-	-	0%	-	500.00	500.00	10,500.00	10,500.00
1.3	Site maintenance												
1.3.1	Hauling/disposal	1	lot	1,000.00		150.00	100.00	25%	250.00	62.50	312.50	1,312.50	1,312.50
Sub-total=											14,700.000		
2 SITE CONDITIONS													
2.1	Dismantling works	1	lot	5,000.00		750.00	500.00	25%	1,250.00	312.50	1,562.50	6,562.50	6,562.50
Sub-total=											6,562.500		
3 ELECTRONIC SAFETY AND SECURITY													
3.1 CCTV Surveillance System													
3.1.1	9U CCTV Cabinet (wall mounted)	1	set/s	9,636.00		1,445.40	963.60	25%	2,409.00	602.25	3,011.25	12,647.25	12,647.25
3.1.2	32-channel 32" monitor	1	set/s	21,945.00		3,291.75	2,194.50	25%	5,486.25	1,371.56	6,857.81	28,802.81	28,802.81
3.1.3	5MP CCTV camera (bullet type)	5	set/s	28,710.00		4,306.50	2,871.00	25%	7,177.50	1,794.38	8,971.88	37,681.88	7,536.38
3.1.4	5MP CCTV camera (dome type)	12	set/s	68,904.00		10,335.60	6,890.40	25%	17,226.00	4,306.50	21,532.50	90,436.50	7,536.38
3.1.5	32 channel network video recorder with 4Tbs 8TB internal hard drive	1	set/s	81,048.00		12,157.20	8,104.80	25%	20,262.00	5,065.50	25,327.50	106,375.50	106,375.50
3.1.6	POE Switch	1	set/s	12,012.00		1,801.80	1,201.20	25%	3,003.00	750.75	3,753.75	15,765.75	15,765.75
3.2 Wires and cables													
3.2.1	Cat5e UTP cable 4 pairs (305m/box)	2	boxes	10,780.00		1,617.00	1,078.00	25%	2,695.00	673.75	3,368.75	14,148.75	7,074.38
3.3 Conduits and fittings													
3.3.1	25mmØ PVC pipe (3m/pc), with adapter and locknut	125	set/s	21,378.50		3,206.78	2,137.85	25%	5,344.63	1,336.16	6,680.78	28,059.28	224.47
3.3.2	20mmØ flexible PVC pipe (50m/roll)	2	rolls	748.00		112.20	74.80	25%	187.00	46.75	233.75	961.75	490.88
3.3.3	20mmØ straight connector	40	pcs	840.00		126.00	84.00	25%	210.00	52.50	262.50	1,102.50	27.56
3.3.4	20mmØ angle connector	40	pcs	840.00		126.00	84.00	25%	210.00	52.50	262.50	1,102.50	27.56
3.4 Boxes													
3.4.1	Pullbox (ga#16)	1	set/s	1,144.00		171.60	114.40	25%	286.00	71.50	357.50	1,501.50	1,501.50
3.4.2	Junction box with cover (PVC)	30	set/s	660.00		99.00	66.00	25%	165.00	41.25	206.25	866.25	28.88
3.5 Other accessories													
3.5.1	Hanger and support	1	lot	6,500.00		975.00	650.00	25%	1,625.00	406.25	2,031.25	8,531.25	8,531.25
3.5.2	Consumables (tape, tagging, PVC cement and accessories)	1	lot	1,000.00		-	100.00	10%	100.00	55.00	155.00	1,155.00	1,155.00
3.5.3	Mounting termination, testing, commissioning and programming	1	lot	2,200.00		330.00	220.00	25%	550.00	137.50	687.50	2,887.50	2,887.50
Sub-total=											352,045.969		
Total=											373,308.47		

ENGR. MAICO IOWIE B. MOLINA
JO- Technical Staff

ENGR. JESSIE E. DELGADO
Acting Head, PM HQ, Luzon Team, PCMU-CFMD
(Per O.O. No. 424 dated 17 September 2025)

SM. ERICK M. VALIDO
Concurrent OIC, Construction & Facilities Management Dept.
(Per Group Order No. 4042 dated 19 November 2025)

Reviewed & Recommended by:

Approved by:



1 CCTV SURVEILLANCE SYSTEM LAYOUT		1 CCTV SURVEILLANCE SYSTEM RISER DIAGRAM	
ECC - 1001		ECC - 1001	
ARCHITECT		PROJECT TITLE	
TJAN		OWNER	
REG. NO.		DEVELOPMENT BANK OF THE PHILIPPINES	
PFR. NO.		CITY GENERAL AND CENTRAL UNIT	
ISSUED ON		CCTV SURVEILLANCE SYSTEM RISER DIAGRAM	
SCALE		DATE	
		1/11/2018	
		CHECKED BY	
		DATE	
		1 OF 1	

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