



February 13, 2026

**Bid Bulletin No. 1**  
**Modification in the Technical Specifications and Eligibility Requirements**

<b>Name of Project:</b>	<b>2026-01-INFRA- Design and Build of Multi Purpose Academic Building with Solar Panel and Rainwater Harvesting Facility</b>
<b>ABC:</b>	<b>Php33,000,000.00</b>

This Bid Bulletin No. 1 is issued to modify or amend items in the Bidding Documents for the above cited project. This shall form an integral part of the said Bidding Documents.

**SECTION VI. TECHNICAL SPECIFICATIONS**

**Terms of Reference**

Terms of Reference for the **Design and Build** for the **Construction of Multi-Purpose Academic Building with Solar Panel and Rainwater Harvesting Facility**

**1.0 Project Information**

**1.1 The Project**

The Bulacan Agricultural State College hereinafter referred to as "*the Procuring Entity*" has an allocated fund of Thirty-Three Million Pesos (*PHP33,000,000.00*), being the Approved Budget for the Contract (ABC), as the cost for the "**Construction of Multi-Purpose Academic Building with Solar Panel and Rainwater Harvesting Facility**" and hereinafter referred to as "*the project*" by way of Design and Build scheme.

**1.2 Adoption of Annex "G" / IRR R.A. No. 9184**

The procurement of the Design - Build and Contract Implementation of the Project shall be governed by Annex "G" *Guidelines for the Procurement and Implementation of Contracts for Design and Build Infrastructure Projects* of the Revised Implementing Rules and Regulations of R.A. No. 9184 and all applicable building codes, regulations, and Department Orders issued by DPWH.

**1.3. Qualification of Bidders**

Bidders should possess the necessary qualification per the Bidding Documents, including Annex "G"/IRR R.A. No. 9184. Prospective bidders shall have experience and capability in designing, implementation and supervision of a two-storey building.

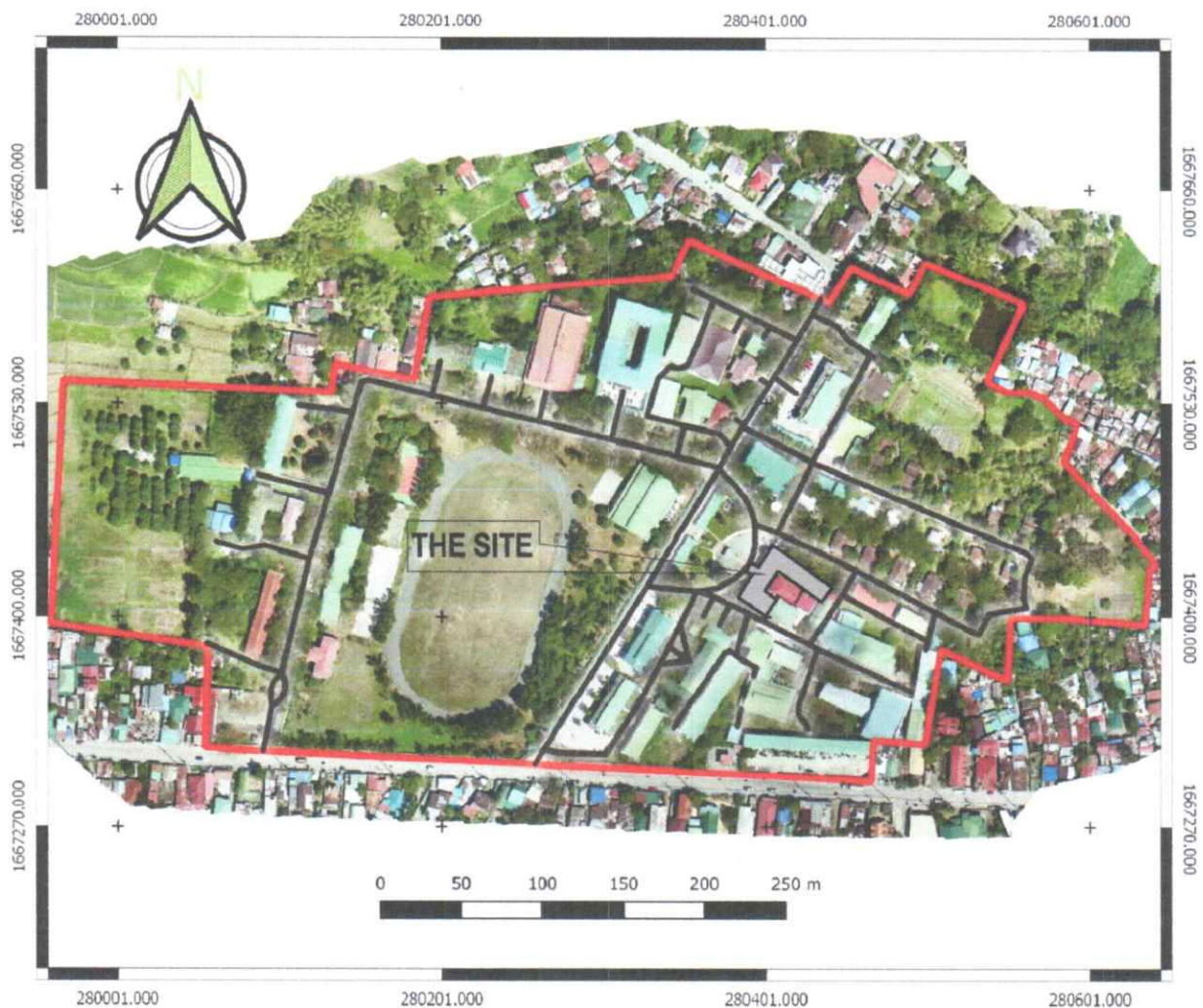
**1.4 Contractual Framework**

Annex "G"/IRR R.A. No. 9184 provides the guidelines for design and build procurement. Briefly, the contractual arrangement for the Project is the Design and Build scheme. Under this scheme, the Procuring Entity awards a single contract for the architectural and Engineering (A&E) design and construction to a single firm, partnership, corporation, joint venture, or consortium.



## 2.0 Project Description

### 2.1 Location



### 2.2 Total Floor Area

The project is a two-storey building with an estimated Total Gross Floor Area (TGFA) of approximately **1,250** sq.m. as shown in Table 2.1. The following table shows the space programming of the project.

<b>Table 2.1 Total Gross Floor Area (TGFA) for the Two Storey Building</b>		
Floor / Lever	Estimated Floor Area	Use (Type of Occupancy)
Ground Floor Level	770 sqm.	Mixed use of administrative offices, meeting room and other academic activities
Ground Floor Level (Gender Neutral and PWD Compliant Toilet Facility)	47.85 sqm	PWD, GAD and Gender-Neutral Compliant Toilet



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**  
**Office of Bids and Awards Committee**  
 Pinaod, San Ildefonso, Bulacan, Philippines 3010

Second Floor Level	480 sqm.	Administrative Offices, President's Office and Conference Rooms
--------------------	----------	---

### 2.3 Project Components

Table 2.2 shows the Project Components.

Component	Particulars
Detailed Architectural and Engineering Design	<p>Production of the Contract Documents as indicated below, and other documents required by the Client.</p> <ol style="list-style-type: none"> <li>1. Complete Signed and Sealed Plans of the following disciplines;           <ul style="list-style-type: none"> <li><b>Architectural</b> <ul style="list-style-type: none"> <li>• Design shall adhere to local government building codes and the National Building Code of the Philippines.</li> </ul> </li> <li><b>Structural Engineering</b> <ul style="list-style-type: none"> <li>• Structural design shall consider seismic, and typhoon loads as standard practice.</li> <li>• Structural design shall adhere to local government building codes and the National Structural Code of the Philippines</li> </ul> </li> <li><b>Plumbing / Sanitary Engineering</b> <ul style="list-style-type: none"> <li>• Sanitary Engineering and Plumbing design shall adhere to local government building codes and the National Plumbing Code of the Philippines.</li> </ul> </li> <li><b>Electrical Engineering</b> <ul style="list-style-type: none"> <li>• Design engineering of basic lighting and power requirement of building.</li> <li>• Provide provision for future Solar Energy use through a photovoltaic roof top array system.</li> <li>• Design shall adhere to local government building codes and the Philippine Electric Code.</li> </ul> </li> </ul> </li> <li>2. Technical Specifications</li> <li>3. Bill of Quantities and Estimates           <ul style="list-style-type: none"> <li>• Bill of Quantities and cost estimates shall show the total amount and quantities of the project.</li> </ul> </li> <li>4. Construction Management</li> <li>5. Investigation Reports</li> <li>6. Progress Reports</li> <li>7. Claims for payments</li> <li>8. Completion Reports</li> </ol>
Architectural Works	Complete architectural works as shown in DAED plans and drawings.
Structural Works	Complete Structural works as shown in DAED plans and drawings.



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**

**Office of Bids and Awards Committee**

Pinaod, San Ildefonso, Bulacan, Philippines 3010

Electrical Works	Complete electrical works as shown in DAED plans and drawings.
Plumbing / Sanitary Works	Complete plumbing works as shown in DAED plans and drawings.
Sanitary Works	Complete sanitary work as per DAED plans.
Fit-out Works	Fit-out works as shown in DAED fit-out plan.

#### 2.4 Concept Plans and Images

The DBC shall use the approved conceptual design to produce the complete detailed engineering design. However, authorship of the design shall belong to Ar. Raymart M. Fajardo, Project Development Officer III (Planning and Development Office) of Bulacan Agricultural State College. The DBC's Architect shall serve as the Architect of Record.

### 3.0 Scope of Design and Build Contract Agreement

#### 3.1 General Activities. The Design-Build Contractor (DBC) shall conduct the following:

##### 3.1.1 Conduct Architectural and Engineering (A&E) Surveys.

Annex "G" / IRR R.A. No. 9184 specifies that the DBC shall conduct the surveys in its Bid Proposal and present to BASC their results and findings, which would impact the detailed A&E designs of the Project. The DBC shall include the findings, recommendations, and effects on the Technical and Financial Components of its Bid Proposal in its report on the Conceptual Engineering Designs of the Project. The DBC shall be responsible for the accuracy and verification of data and compliance with policies in Annex "G":

a. *"Section 13.2 The contractor shall be responsible for obtaining all necessary information as to risks, contingencies, and other circumstances which may affect the works and shall prepare and submit all necessary documents specified by the procuring entity to meet all regulatory approvals as specified in the contract documents."*

b. *"Section 13.5 As a rule, changes in design and construction requirements shall be limited only to those that have not been anticipated in the contract documents prior to contract signing and approval."*

*"Change Orders resulting from design errors, omissions or non-conformance with the performance specifications and parameters and the contract documents by the contractor shall be implemented by the contractor at no additional cost to the procuring entity."*

c. *Section 13.9 The contractor shall provide all necessary equipment, personnel, instruments, documents, and others to carry out specified tests."*

d. *"Section 13.11 The contractor shall be held liable for design and structural defects and/or failure of the completed project within the warranty periods specified in Section 62.2.2 of the IRR-A."*



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**

**Office of Bids and Awards Committee**

Pinaod, San Ildefonso, Bulacan, Philippines 3010

---

e. DPWH Engineering Survey Guidelines

a1. All surveys shall follow Chapter II, Part I, Volume I, Survey and Investigation, DPWH Design Guidelines, Criteria and Standards, and Manual on Technical Requirements for Surveying and Investigation of Public Works and Highways Projects provisions of existing laws, codes or Department Orders.

a2. Topographic Survey shall be undertaken using an electronic total station or RTK GPS survey equipment or a combination of both to gather the precise position of existing waterways, drainage, structures, utilities, and other features as needed. The client shall be given a copy of the official result of the survey, a scaled printed copy using AO paper size, signed and sealed by DBC's Geodetic Engineer. A reduced copy using A3-sized paper, signed and sealed by DBC's Geodetic Engineer and softcopy in .dwg and pdf formats of the official result shall also be provided.

**3.1.2 Preparation of the Conceptual and Pre-Detailed Engineering Designs (CED) for the Project Component.**

The DBC shall prepare and submit to BASC the draft Conceptual Architectural and Engineering Design (CAED) for each component of the building. The CAEDs shall conform to Section VI. Minimum Performance Specifications and Parameters. The DBC shall submit a report on the CAED to BASC.

Building design shall conform to the provisions of the National Building Code of the Philippines (PD 1096), National Structural Code of the Philippines, Philippine Green Building Code, Accessibility Law (BP 344), Electrical Engineering Law (RA 7920), Plumbing Code (RA 1378, 1993-1994 Revisions), Code on Sanitation of the Philippines (PD 856), Fire Code (RA 9514) and other laws and regulations covering environmental concerns and local ordinances and regulations.

**3.1.3 Preparation of the Revised Conceptual Engineering Design (RCEDs).**

The DBC shall prepare and submit the Revised CAED for each Project Component following the minutes of discussion with BASC. In addition, the DBC shall submit a report on the RCEDs for the issuance of a "Notice of No Objection" from the BASC following the minutes of discussion.

**3.1.4 Preparation of the Detailed Architectural and Engineering Design (DAED) for approval of BASC.**

a.) After the Procuring Entity, BASC and DBC have agreed on the CEDs, the DBC shall adopt a format acceptable to BASC for its report.

b.) Guidelines under Annex "G"/IRR RA No. 9184 defines the following:

b.1) "Section 8. Detailed Engineering Requirements provide

"8.1 Upon award of the design and build contract, the winning bidder shall be responsible for the preparation and submission of all necessary



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**  
**Office of Bids and Awards Committee**  
Pinaod, San Ildefonso, Bulacan, Philippines 3010

*detailed engineering investigations, surveys and designs in accordance with the provisions of Annex "A" of this IRR, (with the exception of the bid documents and the ABC)."*

*"8.2 The procuring entity shall ensure that all necessary schedules with regard to the submission, confirmation, and approval of the detailed engineering design and the details of the construction methods and procedures shall be included in the contract documents."*

*8.3 The procuring entity shall review, order rectification, and approve or disapprove - for implementation only the submitted plans within these schedules. All instructions for rectification shall be in writing stating the reasons for such rectification. The design and build Contractor shall be solely responsible for the integrity of the detailed engineering design and the performance of the structure irrespective of the approval/confirmation by the procuring entity."*

c.) Contractor's Responsibility. The data and information in the Bidding Documents are for reference only. The Procuring Entity does not guarantee that these data are entirely correct, up to date, and applicable to the Project.

The Contractor is responsible for the accuracy and applicability of all data used in its design and build proposal and services as stated in Section 7, Annex "G"/IRR R.A. No. 9184.

**3.2 Scope of Construction. The DBC shall fully undertake the Construction Works for all Project components.**

- 3.2.1** The DBC shall implement the construction of the Project in accordance with its Bid Proposal and any modifications which may be agreed upon during the discussion on Conceptual Engineering Design (CAED) as officially recorded in the Minutes of Discussion with BASC and final Detailed Engineering Designs approved by BASC.
- 3.2.2** The DBC shall undertake the construction of the Project in accordance with Section VI. Minimum Performance Standards and Parameters and the DPWH Blue Book, Volume II.

**4.0 Preliminary Studies and Design Activities**

The DBC shall conduct and/or undertake the following:

**4.1 Site Inspection and Survey**

- 4.1.1** Reconnaissance shall include ocular inspection of the project site and its surrounding area.
- 4.1.2** The lot area shall be subject to a preliminary detailed engineering survey.
- 4.1.3** The survey shall determine the area, topography, contours, elevation, and surveys of existing trees and buildings at the project site.



#### **4.2 Conceptual Designs**

- 4.2.1 Refer to Section 2.40 of this TOR.
- 4.2.2 Cost estimates following Bid Forms in Envelope No. 2.

#### **4.3 Detailed Architectural and Engineering Design Services**

- 4.3.1 All Architectural and Engineering Design of the project shall adhere to existing local government building codes or ordinances, and the following;
  - a. National Building Code of the Philippines
  - b. National Structural Code of the Philippines
  - c. National Plumbing Code of the Philippines
  - d. Fire Code of the Philippines
  - e. Philippine Electrical Code
  - f. Philippine Mechanical Engineering Code
- 4.3.2 Prepare from the approved conceptual design, schematic or design development drawings, and design parameters, including any revisions and refinements as approved and required by the BASC; including but not limited to:
  - a. Detailed Architectural Plans that shall include the following;
    - Permit Plans -- for submission to Local Government Unit (LGU) Office of the Building Official (OBO).
    - Complete Construction drawings shall include details of rooms, ceiling, etc. and other items as deemed necessary by the Client.
  - b. Structural Engineering plans with structural analysis and computations. Load computation shall take into account seismic and typhoon loads.
  - c. Detailed Electrical Design shall include plans, schedule of loads and shall include provisions for future use of a renewable energy source in the form of solar energy by the use of photovoltaic panels mounted on the roof.
  - d. Detailed Sanitary and Plumbing Plans that shall include rainwater catchment systems as required by local building codes.
  - e. General Notes and Technical Specifications describe the type and quality of materials and equipment to be used, the manner of construction, and the general conditions under which the Project is to be constructed. Technical specifications shall be crafted in coordination with the Client. Final draft of the specifications shall be approved by the Client.
  - f. Bill of Quantities, Detailed Cost Estimates, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals;
  - g. Complete contract documents shall be submitted in accordance with the work required for the architectural, structural, electrical, plumbing/sanitary and other service-connected equipment, utilities, site planning aspects, related works, and the site development plan of the Project's immediate environs.
- 4.3.3 Prepare the scope of work for construction.
- 4.3.4 Coordinate and present the status of the design phase to BASC.



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**  
**Office of Bids and Awards Committee**  
Pinaod, San Ildefonso, Bulacan, Philippines 3010

---

- 4.3.5** Periodically coordinate and present the status of the design phase to BASC.
- 4.3.6** All drawings included in the contract documents should be drawn using BIM and/or AutoCAD software. All the drawings shall be scaled and plotted on a 20" x 30" sheet or on a larger format deemed appropriate by the CBD. A reduced size copy of the drawings shall be printed on an A3 size paper. All other textual submittals shall be printed and ring-bound on A4-sized sheets.
- 4.3.7** All submitted plans, cost estimates, specifications and other documents shall all be signed and sealed by the DBC's design team.
- 4.3.8** Design components shall be designed in coordination with the agencies concerned [e.g., local water and sewage companies].
- 4.3.9** Partial and earlier submission of the construction drawings, such as those affecting the preliminary stages of construction [site works, the foundation works, etc.], shall be allowed. After the Procuring Entity issues a "Notice of No Objection" to the Detailed Engineering Plans, the DBC may immediately proceed with the Construction Phase provided all necessary Pre-Construction tasks have been accomplished.

#### **4.4 Construction Services**

##### **4.4.1 Pre Construction Phase**

- a. Secure all necessary building permit from the LGU OBO and other required permits from other relevant agencies before construction. All incidental fees shall be included in the cost estimate of the building;
- b. Preparation of the PERT-CPM, Bar Chart, S-Curve, Cash flow Schedule, Manpower and Equipment Utilization Schedule of the construction phase;
- c. Provide all other necessary documents that the Client shall require, that includes the following;
  1. Topographic survey results in printed and soft copy (.dwg and PDF formats)
- d. Prepare Construction Safety and Health (COSH) Program and it should be approved from the DOLE.

##### **4.4.2 Construction Phase**

- a. Implement all works indicated in the approved construction drawings and documents. All revisions and deviations from the approved plans, especially if will impact the overall cost of the Project, shall be subject to approval;
- b. Provide soil filling, grading, and other soil protection measures for the building and other elements of the site, in response to the results of soil testing and materials testing;
- c. Construct the building and other necessary structures, complete with utilities and finishes, resulting in operable and usable structures;
- d. Construct sidewalks and curb cutouts, paving, driveways, parking slots, and walkways within the project site;



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**  
**Office of Bids and Awards Committee**  
Pinaod, San Ildefonso, Bulacan, Philippines 3010

- e. Provide protection or relocation of existing trees affected by construction [if any];
- f. Preparation of shop drawings for approval;
- g. Coordinate with the BASC regarding the scheduling of delivery and installation of all owner-furnished materials and equipment during construction;
- h. Conduct all necessary tests and issue reports of results;
- i. Rectification of punch-listing works to be inspected and issued by the BASC;
- j. Provide all other necessary documents that shall be required by the BASC;

#### **4.4.3 Post Construction Phase**

- a. Preparation of as-built plans, signed and sealed by the DB's consultant;
- b. Turn-over of all manuals, certificates, and warranties of installed items; and
- c. Provide all other necessary documents that BASC shall require;
- d. Application and submission of Occupancy Permit, BFP Fire Safety Inspection Certificate (FSIC), and other required permits prior to turnover.

### **5.0 Approved budget for the Contract**

The Approved Budget for the Contract (ABC) is Thirty-Three Million (PHP 33,000,000.00). This is the ceiling for eligible, acceptable bids for all works. The bidder shall submit only one total cost for all works. Bids higher than the ABC shall be automatically rejected following Annex "G" of the Revised Implementing Rules and Regulations of R.A. 9184, otherwise known as the "Government Procurements Reform Act."

### **6.0 Contract Duration and Implementation Schedule**

**6.1 Contract Duration.** The Contract Duration shall be for twelve (10) months, and shall commence from the date of the issuance of the Notice to Proceed (NTP). The duration shall be divided into two timelines;

- Detailed Architectural and Engineering Design -- One (1) Month
- Construction Phase – Nine (9) Months. This shall include permit processing, and the like.

### **7.0 Contract Implementation**

The implementation of the project shall comply with Annex "E" *Contract Implementation Guidelines for The Procurement of Infrastructure Projects* and Annex "G" / IRR R.A. No. 9184 with reference to the following provisions:

**7.1** No construction works shall commence without a building permit, approved prescribed detailed design drawings submitted by the DBC, issuance of a Building Permit secured by DBC. Work execution shall be in accordance with reviewed and approved documents.

**7.2** The DBC shall be responsible for obtaining all necessary information about risks, contingencies, and other circumstances that may affect the works and shall prepare and submit all necessary documents specified by the concerned Building Official to meet all regulatory approvals as specified in the contract documents.

**7.3** The DBC shall submit a detailed program of works after the issuance of the Notice to Proceed for approval by the procuring entity that shall include, among others:



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**  
**Office of Bids and Awards Committee**  
Pinaod, San Ildefonso, Bulacan, Philippines 3010

---

- 7.3.1** The order in which it intends to carry out the work, including anticipated timing for each stage of design/detailed engineering and construction;
- 7.3.2** Periods for review of specific outputs and any other submissions and approvals;
- 7.3.3** A sequence of timing for inspection and tests;
- 7.3.4** General description of the design and construction methods to be adopted;
- 7.3.5** Number and names of personnel to be assigned for each stage of the work;
- 7.3.6** List of equipment required on-site for each stage of the work; and
- 7.3.7** Description of the quality control system to be utilized for the Project.
- 7.4** Any errors, omissions, inconsistencies, inadequacies, or failures submitted by the Contractor that does not comply with the requirements shall be rectified, resubmitted, and reviewed at the Contractor's cost. If the Contractor wishes to modify and design or document previously submitted, reviewed, and approved, the Contractor shall notify the BASC within a reasonable period and shoulder the cost of such changes. As a rule, changes in design and construction requirements shall be limited only to those that have not been anticipated in the contract documents before contract signing and approval. The following guidelines shall govern approval for change or variation orders:
- 7.4.1** Change Orders resulting from design errors, omissions, or non-conformance with the performance specifications and parameters and the contract documents by the Contractor shall be implemented by the Contractor at no additional cost to the BASC.
- 7.4.2** Provided that the DBC suffers delay and/or incurs costs due to changes or errors in the BASC performance specifications and parameters, the Contractor shall be entitled to either the following:
1. An extension of time for any such delays under Section 10 of Annex "E" of IRR (RA 9184); or
  2. Payment for such costs as specified in the contract documents, provided that the cumulative amount of the variation order does not exceed ten percent (10%) of the original project cost.
- 7.4.3** The contract documents shall include the manner and schedule of payment specifying the estimated contract amount and installments in which the contract will be paid.
- 7.4.4** The Contractor shall be entitled to advance payment subject to the provisions of Section 4 of Annex "E", IRR (RA 9184).
- 7.4.5** The Contractor shall provide all necessary equipment, personnel, instruments, documents, and others to conduct specified tests.
- 7.4.6** This design and build project shall have a minimum Defects Liability Period of one (1) year after contract completion or as provided in the contract documents. This is without prejudice to the liabilities imposed upon the engineer/architect who drew up the plans and specifications for the building sanctioned under Section 1723 of the New Civil Code of the Philippines.
- 7.4.7** The DBC shall be held liable for design and structural defects and/or failure of the completed Project within the warranty period of 15 years for permanent structures/buildings as specified in Section 62.2.3. of the IRR (RA 9184).

## **8.0 Obligation of the Procuring Entity**



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**  
**Office of Bids and Awards Committee**  
Pinaod, San Ildefonso, Bulacan, Philippines 3010

---

In general, the Procuring Entity shall:

**8.1** Provide available data to the DBC. The Procuring Entity informs that data and information in the Bidding Documents are for reference and does not guarantee that these are entirely correct, up to date, and applicable to the Project. The DBC is responsible for the accuracy and applicability of all data, including the above, that it would use in its design and build proposal and services, as provided in Annex "G" specifies that the data are for reference only;

**8.2** Acquire Road right of way, if required;

**8.3** Approve the Contractor's design without diminishing its sole full responsibility for the quality and integrity thereof as DBC;

**8.4** Monitor the implementation of the projects in coordination;

**8.5** Pay the Contractor's submitted accomplishment accepted in conformity with the payment schedule in the approved build contract; in accordance with the designs approved by the Procuring Entity and government accounting and auditing rules and regulations;

**8.6** Designate an on-site Representative for the Project; and

**8.7** Perform other responsibilities as may be specified in the contract agreement.

**9.0 Obligation of the Design and Build Contractor (DBC)**

The **DBC** shall:

**9.1** Certify that it has inspected and examined the proposed project site, its surroundings, and existing infrastructure and facilities related to the execution of the work and has obtained all the pieces of information that are considered necessary for the proper implementation of the work covered in the Bidding Documents;

**9.2** Ensure that all works at the stages of design, construction, restoration of affected areas, and testing and commissioning shall be carried out efficiently and effectively;

**9.3** Provide the BASC with complete reports such as technical analysis, maps, and details regarding the existing conditions and proposed improvements within site;

**9.4** Be accountable for accidents that might occur during the execution of the Project and install warning signs and barriers in accordance with Department of Labor and Employment (DOLE) guidelines and construction safety procedures in the Bidding Documents for the safety of the general public and the avoidance of any accidents;

**9.5** Contractor shall be liable for design and structural defects and/or failure of completed projects within the period specified in IRR/R.A. No. 9184;

**9.6** Implement designs, plans, and drawings in accordance with Annex 2 Minimum Performance Standards and Specifications [MPSP] approved by DILG; and submit basic



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**  
**Office of Bids and Awards Committee**  
Pinaod, San Ildefonso, Bulacan, Philippines 3010

architectural plans as required in its Approach and Methodology, Bid Forms and Qualification Information.

**9.7** Implement Flood Mitigating Measures as proposed in the Geo-Hazard Certifications issued by the DENR.

**9.8** Perform other responsibilities in the contract agreement.

## **10.0 Project Deliverables of the Design and Build Contractor**

The following submittals and accomplished documents shall be duly completed and turned over by the DESIGN & BUILD CONTRACTOR for the Project:

### **10.1 Pre-Design Phase**

- 10.1.1** Reconnaissance Report
- 10.1.2** Survey Sketch Plans [with technical description]
- 10.1.3** Site survey, topographic survey, geotechnical report, and all other pertinent data related to the conditions of the project site
- 10.1.4** Preliminary Architectural and Engineering designs and layouts
- 10.1.5** Outline specifications and cost estimates.

### **10.2 Design Phase**

- 10.2.1** Construction plans [signed and sealed] that include Architectural, Civil, Structural, Electrical, and Plumbing plans [8 sets hardcopy and 1 softcopy]
- 10.2.2** Technical Specifications [8 sets hardcopy and 1 softcopy]
- 10.2.3** Detailed Cost Estimate [8 sets hardcopy and 1 softcopy]
- 10.2.4** Bill of Quantities [8 sets hardcopy and 1 softcopy]
- 10.2.5** Documents required for securing the Building Permit
- 10.2.6** Drawings and reports that BASC may need for the periodic update concerning the status of the design phase.

### **10.3 Construction Phase**

- 10.3.1** Monthly Progress Reports
- 10.3.2** All necessary permits [Fees shall be included in the contract]
- 10.3.3** Shop drawings
- 10.3.4** PERT-CPM and Gantt Chart with S-Curve
- 10.3.5** Test results
- 10.3.6** All other documents necessary in line with the construction as may be required by BASC.

### **10.4 Post Construction Phase**

- 10.4.1** As-built plans of the project, signed and sealed by the DBC's consultants, and submitted in the following formats.
  - 20x 30 or a larger size format as deemed necessary by DBC- Four (4) sets.
  - A3 size format - Four (4) sets.
  - Soft copy in .dwg format and PDF.
- 10.4.2** Submission of all test reports and surveys.
- 10.4.3** Submission of guarantees, warranties and other certificates.
- 10.4.4** Submission of Occupancy permit, Fire Safety Inspection Certificate and other permits required by the LGU OBO prior to the turnover of the facility to the Client.



## 11.0 Warranty Period

The Contractor shall guarantee the completed Works against structural defects and failure for its satisfactory performance vis-a-vis the prescribed minimum performance specifications during the structure's lifetime. For this purpose, the Contractor shall post warranty security in a form of a surety bond, callable on demand issued by a reputable institution, and based on the prescribed percentage of the contract price provided in the Bidding Documents.

## 12.0 Submission and Receipt of Bids

**12.1** In the submission of bids, the first envelope (Technical Proposal) shall contain all the required documents for infrastructure projects under Section 25.2(b) of the IRR of R.A 9184 and the following additional documents:

1. Preliminary Conceptual Design Plans in accordance with the degree of details specified by the procuring entity;
2. Design and construction methods;
3. List of design and construction personnel to be assigned to the contract to be bid, with their complete qualification and experience data; and
4. Value engineering analysis of design and construction method.

## 13.0 Procedure and Criteria for Bid Evaluation

**13.1** Two-Step Evaluation Procedure in Annex "G" / IRR RA 9184.

For the detailed evaluation of the design and build proposals a two-step procedure shall be adopted by the BAC, which may be undertaken with the assistance of the DBC.

### 13.1.1 First-Step Procedure

a. Eligibility Checklist and Detailed Review of Bidder's Compliance with Qualification Information

**A1.** The first activity of the evaluation involves the compliance of a Bidder in the submission of the Checklist of Eligibility Requirements using a non-discretionary "Pass/Fail" criteria. Only those Bidders who pass the checklist shall be eligible for the second activity.

**A2.** The second activity involves a detailed review and checking of the completeness, sufficiency, and compliance of a Bidder's Class "A" Requirements, including Experience in Similar Design and Build Projects with at least 50% of the ABC; and Class "B" Requirements including Bidder's Joint Venture/Consortium with a Contractor or Design Entity with at least one completed Design and Build Project with applicable criteria in cost of Project or design.

A Bidder who fails to meet any of the requirements at any stage in the Checklist and Detailed Evaluation shall no longer qualify for the evaluation of the remaining requirements and shall be disqualified.

b. Technical Evaluation of Design and Build Bid Requirements.



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**  
**Office of Bids and Awards Committee**  
Pinaod, San Ildefonso, Bulacan, Philippines 3010

A Bidder shall be evaluated based on compliance and submission of the technical requirements in Bid Forms and Qualification Information for Design and Build using a non-discretionary "Pass/Fail" as follows:

CRITERIA	PASS / FAIL
<b>CONCEPTUAL ARCHITECTURAL DESIGN</b>	
a. Compliance with space programming requirements	
b. Consistency with existing BASC campus architectural character	
c. Integration of Solar Panel System	
d. Integration of Rainwater Harvesting Facility	
e. Compliance with National Building Code, BP 344, Fire Code, NSCP, PEC, and Plumbing Code	
f. Submission of required conceptual drawings (Site Plan, Floor Plans, Elevations, Sections, Perspectives, Solar & Rainwater Layouts)	
g. Architectural Design Narrative	
<b>ENGINEERING DESIGN CONCEPT</b>	
a. Structural design criteria and preliminary computations	
b. Structural framing concept	
c. Preliminary MEPF layout	
d. Solar panel capacity computation	
e. Rainwater tank capacity computation	
f. Wind and seismic design parameters	
<b>PROJECT IMPLEMENTATION PLAN</b>	
a. Construction methodology	
b. Work Breakdown Structure (WBS)	
c. Detailed Construction Schedule (not exceeding contract duration)	
d. Manpower Loading Schedule	
e. Equipment Utilization Plan	
f. Quality Assurance and Quality Control Plan	
g. Construction Safety and Health Program	
<b>KEY PERSONNEL REQUIREMENTS</b>	
a. Project Manager	
b. Licensed Architect	
c. Structural Engineer	
d. Electrical Engineer	
e. Mechanical Engineer	
f. Sanitary / Plumbing Engineer	
g. Safety Officer	
h. Submission of PRC License, CV and other relevant experience certificates	



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**  
**Office of Bids and Awards Committee**  
Pinaod, San Ildefonso, Bulacan, Philippines 3010

c. Quality of personnel to be assigned to the project which covers suitability of key staff to perform the duties of the particular assignments and general qualifications and competence, including education and training of the key staff. For this purpose, the bidder must meet the following minimum requirements for education and experience of the key personnel:

Role	Responsibilities / Experience / Skills / Education
Team Leader	<p>Responsibilities:</p> <ol style="list-style-type: none"> <li>a. Oversees overall project management</li> <li>b. Prioritizes, plans, tracks, and reports project progress Supervises project deliverables per requirement and timeline</li> <li>c. Ensures that issues and concerns are resolved</li> <li>d. Engages with the PDO to ensure that project expectations are met</li> <li>e. Ensures that the necessary resources are available and adequate to enable the completion of the deliverables on time</li> <li>f. Conducts the required workshops and consultation activities</li> </ol> <p>Experience/Skills:</p> <ol style="list-style-type: none"> <li>a. At least five (5) years of work experience as project manager or team leader for similar projects.</li> <li>b. At least two (2) completed projects in the private, locally, for space planning and design of the same scope as the project.</li> </ol> <p>Education/Certification: <b>Registered and Licensed Architect / Registered and Licensed Engineer</b></p>
Lead Architect / Architect of Record	<p>Responsibilities:</p> <ol style="list-style-type: none"> <li>a. Oversees and supervises the works of the junior architect/s and the design team of the DBC.</li> <li>b. Prepares the perspectives of facilities required in the contract.</li> <li>c. Drafts, signs and seals all documents required for the building permit, and occupancy permit.</li> <li>d. Sets up design standards to be followed by the junior architects and the design team of the DBC to ensure clarity in direction with respect to the requirements set forth by the Client.</li> <li>e. Facilitates timely submission of deliverables to the PM.</li> <li>f. Reviews the works submitted by the junior architects.</li> </ol>



Republic of the Philippines

**BULACAN AGRICULTURAL STATE COLLEGE**

**Office of Bids and Awards Committee**

Pinaod, San Ildefonso, Bulacan, Philippines 3010

	<p>g. Prepares the perspectives of facilities required in the contract.</p> <p>Experience/Skills:</p> <ul style="list-style-type: none"> <li>a. At least five (5) years of work experience as project manager or team leader for similar projects.</li> <li>b. Skilled in the use of CADD, Sketch-Up, Lumion and other 3D design software.</li> <li>c. At least two (2) completed projects in the private, locally, for space planning and design of the same scope as the project.</li> </ul> <p>Education/Certification: <b>Registered and Licensed Architect</b></p>
<p>Junior Architect</p>	<p>Responsibilities:</p> <ul style="list-style-type: none"> <li>a. Prepares architectural plans of assigned facilities.</li> <li>b. Conducts site inspection, design research and other data gathering activities needed for the development of landscape and special purpose uses such as but not limited to parks, gardens and the like</li> <li>c. Assists in the preparation of site development plans</li> <li>d. Performs other tasks as may be required by the Architect and the Project Manager</li> </ul> <p>Experience/Skills:</p> <ul style="list-style-type: none"> <li>a. At least Three (3) years of work experience as an architect with working exposure in the design of buildings, domestically or internationally</li> <li>b. Skilled in the use of CADD, Sketch-Up, Lumion and other 3D design software</li> <li>c. Knowledgeable of Google Earth and or other Imagery platforms</li> <li>d. At least two (2) completed projects in the private, locally, for space planning and design.</li> </ul> <p>Education/Certification: <b>Registered and Licensed Architect</b></p>
<p>Structural Engineer</p>	<p>Responsibilities:</p> <ul style="list-style-type: none"> <li>a. Prepares structural engineering plans for the building as designed by the Architect of the DBC.</li> <li>b. Drafts, signs and seals all documents required for the building permit, and occupancy permit.</li> </ul>



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**  
**Office of Bids and Awards Committee**  
Pinaod, San Ildefonso, Bulacan, Philippines 3010

	<ul style="list-style-type: none"> <li>c. Assists in the projection of infrastructure costs or estimates</li> <li>d. Drafts, signs and seals all documents required for the building permit, and occupancy permit.</li> <li>e. Assist the architect in the identification of design alternatives related to structural requirements.</li> </ul> <p>Experience/Skills:</p> <ul style="list-style-type: none"> <li>a. At least Three (3) years of work experience as a registered structural engineer with working exposure in the structural design of buildings locally.</li> <li>b. Skilled in the use of STAAD, AutoCAD, Sketch-Up, and other 3D design software</li> <li>c. Knowledgeable of Google Earth and or other Imagery platforms</li> <li>d. At least two (2) completed projects in the local private or government sector.</li> </ul> <p>Education/Certification: <b>Registered and Licensed Structural Engineer</b></p>
Professional Electrical Engineer	<p>Responsibilities:</p> <ul style="list-style-type: none"> <li>a. Prepares electrical engineering plans for the building as designed by the Architect of the DBC.</li> <li>b. Drafts, signs and seals all documents required for the building permit, and occupancy permit.</li> <li>c. Assists in the projection of infrastructure costs estimates.</li> <li>d. Assist the architect in the identification of design alternatives related to electrical engineering requirements.</li> </ul> <p>Experience/Skills:</p> <ul style="list-style-type: none"> <li>a. At least Three (3) years of work experience as a professional electrical engineer with working exposure in the electrical design of buildings locally.</li> <li>b. Skilled in the use AutoCAD, MS Office applications, and other relevant design software.</li> <li>c. Knowledgeable of Google Earth and or other Imagery platforms</li> <li>d. At least two (2) completed projects in the local private or government sector.</li> </ul>



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**  
**Office of Bids and Awards Committee**  
Pinaod, San Ildefonso, Bulacan, Philippines 3010

Registered Master Plumber	<p>Education/Certification: <b>Professional Electrical Engineer</b></p> <p>Responsibilities:</p> <ol style="list-style-type: none"> <li>a. Prepares plumbing and sanitary engineering plans for the building as designed by the Architect of DBC.</li> <li>b. Drafts, signs and seals all documents required for the building permit, and occupancy permit.</li> <li>c. Assists in the projection of infrastructure costs estimates.</li> <li>d. Assist the architect in the identification of design alternatives related to sanitary engineering and plumbing requirements.</li> </ol> <p>Experience/Skills:</p> <ol style="list-style-type: none"> <li>a. At least Three (3) years of work experience as a registered master plumber with working exposure in the design of buildings locally.</li> <li>b. Skilled in the use AutoCAD, MS Office applications, and other relevant design software.</li> <li>c. Knowledgeable of Google Earth and or other Imagery platforms</li> <li>d. At least two (2) completed projects in the local private or government sector.</li> </ol> <p>Education/Certification: <b>Registered and Licensed Master Plumber</b></p>
Geodetic Engineer Consultant	<p>Responsibilities:</p> <ol style="list-style-type: none"> <li>a. Gathers and analyzes documents submitted pertaining to land ownership;</li> <li>b. Identifies land ownership issues and assist in providing solutions.</li> <li>c. Reports the status of ownership and settlements issues and provide recommendation.</li> <li>d. Helps finalize road network, utility distribution network, drainage water discharge system, and ICT infrastructure.</li> <li>e. Assists in gathering geographic information about the different campus sites, including vulnerability issues.</li> </ol> <p>Experience/Skills:</p> <ol style="list-style-type: none"> <li>a. At least Three (3) years of work experience as a Geodetic Engineer with working exposure in surveying.</li> </ol>



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**

**Office of Bids and Awards Committee**

Pinaod, San Ildefonso, Bulacan, Philippines 3010

	<ul style="list-style-type: none"> <li>b. Skilled in the use AutoCAD, and other survey applications.</li> <li>c. Knowledgeable of Google Earth and or other Imagery platforms</li> <li>d. At least two (2) completed projects in the local private or government sector.</li> </ul> <p>Education/Certification: <b>Registered and Licensed Geodetic Engineer</b></p>
Quantity Surveyor	<p>Responsibilities:</p> <ul style="list-style-type: none"> <li>a. Prepares the detailed cost estimates of the project.</li> <li>b. Drafts, signs and seals all documents required for the building permit, and occupancy permit.</li> <li>c. Assists in the projection of infrastructure costs estimates.</li> <li>d. Assist the DBC and its design team in value engineering for a cost-efficient design of the building.</li> </ul> <p>Experience/Skills:</p> <ul style="list-style-type: none"> <li>a. At least Three (3) years of work experience as a Quantity Surveyor with working exposure in the design of a building of the same scope as the project.</li> <li>b. Skilled in the use AutoCAD, MS Office applications and other relevant design software.</li> <li>c. Knowledgeable of Google Earth and or other Imagery platforms</li> <li>d. At least two (2) completed projects in the local private or government sector.</li> </ul> <p>Education/Certification: <b>Registered and Licensed Civil Engineer or Registered and Licensed Architect</b></p>
CAD Operator	<p>Responsibilities:</p> <ul style="list-style-type: none"> <li>a. Assists in the plotting of plans.</li> <li>b. Assists in the geo-modelling of existing structures.</li> <li>c. Performs other tasks as may be assigned from time to time.</li> </ul> <p>Experience/Skills:</p> <ul style="list-style-type: none"> <li>a. At least three (3) years of work experience as an CAD Operator with working exposure in surveying, architectural and engineering drafting works.</li> <li>b. Skilled in the use of CADD, Sketch Up and animation Software.</li> </ul>



Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**  
**Office of Bids and Awards Committee**  
 Pinaod, San Ildefonso, Bulacan, Philippines 3010

	Education/Certification: <b>College Graduate with background in Engineering or Architectural CAD Drafting</b>
Administrative Office Staff	Responsibilities: a. Assists in the monitoring of work accomplishments. b. Records and safe keep work submissions. c. Submits deliverables to client. d. Prepares payroll and payment requests. e. Performs other tasks as may be assigned from time to time.  Experience/Skills: a. At least three (3) years of work experience in project coordination works  Education/Certification: <b>College Graduate</b>

**13.1.2**

Second-Step Procedure

1. Only those bids that passed the above criteria shall be subjected to the second step of evaluation. The Procuring Entity shall inform the results, and Eligible Bidders shall be notified.
2. The BAC shall open the Financial Proposal of each "Passed" eligible bidder in the presence of the Bidder's Authorized Representatives and shall read out the process. The "As Read" financial bids shall be ranked, in ascending order, from lowest to highest.
3. The BAC shall automatically disqualify any total calculated bid prices exceeding the ABC.
4. The BAC shall review the bid process of eligible Bidders and determine the Lowest Calculated Bid [LCB].




Republic of the Philippines  
**BULACAN AGRICULTURAL STATE COLLEGE**  
**Office of Bids and Awards Committee**  
Pinaod, San Ildefonso, Bulacan, Philippines 3010

**B. Eligibility Requirements**

**Changes in the Technical Documents letter (j) in the Checklist of Eligibility Requirements**

From	To
<p>Project Requirements, which shall include the following:</p> <ol style="list-style-type: none"><li>a. Organizational chart for the contract to be bid;</li><li>b. List of contractor's key personnel (<i>e.g.</i>, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;</li><li>c. List of contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be;</li><li>d. Preliminary Conceptual Design Plans in accordance with the degree of details specified in the TOR such as, but not limited to:<ol style="list-style-type: none"><li>1. CAD 3D Rendered Perspective</li><li>2. Site Development Plans</li><li>3. Architectural Plans (Floor Plans, Elevations, Sections)</li></ol></li></ol>	<p>Project Requirements, which shall include the following:</p> <ol style="list-style-type: none"><li><b>1. CONCEPTUAL ARCHITECTURAL DESIGN</b><ol style="list-style-type: none"><li>a. Compliance with space programming requirements</li><li>b. Consistency with existing BASC campus architectural character</li><li>c. Integration of Solar Panel System</li><li>d. Integration of Rainwater Harvesting Facility</li><li>e. Compliance with National Building Code, BP 344, Fire Code, NSCP, PEC, and Plumbing Code</li><li>f. Submission of required conceptual drawings (Site Plan, Floor Plans, Elevations, Sections, Perspectives, Solar &amp; Rainwater Layouts)</li><li>g. Architectural Design Narrative</li></ol></li><li><b>2. ENGINEERING DESIGN CONCEPT</b><ol style="list-style-type: none"><li>a. Structural design criteria and preliminary computations</li><li>b. Structural framing concept</li><li>c. Preliminary MEPF layout</li><li>d. Solar panel capacity computation</li><li>e. Rainwater tank capacity computation</li><li>f. Wind and seismic design parameters</li></ol></li><li><b>3. PROJECT IMPLEMENTATION PLAN</b><ol style="list-style-type: none"><li>a. Construction methodology</li><li>b. Work Breakdown Structure (WBS)</li><li>c. Detailed Construction Schedule (not exceeding contract duration)</li><li>d. Manpower Loading Schedule</li><li>e. Equipment Utilization Plan</li><li>f. Quality Assurance and Quality Control Plan</li><li>g. Construction Safety and Health Program</li></ol></li><li><b>4. KEY PERSONNEL REQUIREMENTS</b><ol style="list-style-type: none"><li>a. Project Manager</li><li>b. Licensed Architect</li><li>c. Structural Engineer</li><li>d. Electrical Engineer</li><li>e. Mechanical Engineer</li><li>f. Sanitary / Plumbing Engineer</li><li>g. Safety Officer</li><li>h. Submission of PRC License, CV and other relevant experience certificates</li></ol></li></ol>

For the guidance and information of all concerned.

  
**RONALD REAGAN T. ALONZO, Ph.D.**  
BAC Chairperson