



Republic of the Philippines
DEPARTMENT OF HEALTH
HEALTH FACILITIES ENHANCEMENT PROGRAM

ANNEX "A-1"

| TERMS OF REFERENCE | |
|--------------------|--|
| 1. | ESTABLISHMENT OF TOBACCO CONTROL RESOURCE CENTER San Lazaro Compound, Rizal Avenue, Sta. Cruz, Manila, 1003 <i>(as of February 08, 2021)</i> |
| | Requirements (which may be included in the Technical Bid Form) (TOR may be attached to the bidding documents for bidder's signature and for Conformance). |
| 2. | Components (if a LOT/ System composed of various equipment) Please SEE ATTACHED ORIGINAL copies of: <ol style="list-style-type: none"> a. Individual Project Program of Works b. Scope of Works c. Detailed Architectural & Engineering Design (DAED) Plans d. Detailed Estimates e. Bill of Quantities f. Technical Specifications |
| 3. | Scope of Work (if SERVICES are required) Please SEE ATTACHED original SCOPE OF WORKS. |
| 4. | Technical Specifications for the item/s <u>OR</u> each equipment/ the item (Lump Sum of Total) Please SEE ATTACHED original TECHNICAL SPECIFICATIONS AND BILL OF QUANTITIES. |
| 5. | Other requirements to be required/submitted by the Bidder for bid opening: |
| | <ol style="list-style-type: none"> 1. Site Inspection Provide BIDDER'S CERTIFICATE OF SITE INSPECTION FROM DOH - GENERAL SERVICES DIVISION |
| | <ol style="list-style-type: none"> 2. Certificate of Performance Evaluation for Completed/On-going Projects (any of the following). <ul style="list-style-type: none"> • Constructors Performance Evaluation System (CPES) Rating (For Government Projects) • Certificate of Owner's Acceptance (For Private Projects) |
| | <ol style="list-style-type: none"> 3. Required Licenses or Certification : <ul style="list-style-type: none"> • Philippine Contractors Accreditation Board (PCAB) License of the Contractor • Professional Regulation Commission (PRC) License to the following Personnel assigned to the project: <ol style="list-style-type: none"> a. Project Manager (Architect/Engineer) b. Electrical Engineer c. Mechanical Engineer d. Occupational Health and Safety Officer e. Quality Control Officer |
| | FOR INFRASTRUCTURE PROJECTS, following may be required as applicable: |
| | <ol style="list-style-type: none"> a. PCAB License (as applicable to the project) License Category Trade/E, for Size Range – Small A Similar Contract: <ul style="list-style-type: none"> • Commercial or Office Interior Fit-out b. Bill of Quantities/Materials Please SEE ATTACHED original BILL OF QUANTITIES. |

| | |
|----|--|
| 6. | Requirement/s if the contract is awarded: |
| | <p>1. Technical Specification:</p> <p>a. Auxiliary Devices (Please specify the Brand and Model: Technical Specification is subject for approval of Design Electrical Engineer)</p> <p>b. Lighting Fixtures (Please specify the Brand and Model: Technical Specification is subject for approval of Design Electrical Engineer)</p> <p>c. Air-condition Unit 1 unit - 2 hp Inverter type, with vertical or horizontal air swing, with at least four, bio active filters (dust, bacteria, dust mites 7, odor, Low noise air low with high EER, 220 volts/ 60Hz, Single phase, Programmable Timer, with remote control, five (5) years warranty on compressor, Minimum one (1) year warranty on parts and services, Provide circuit breaker industrial type for outdoor unit.</p> <p>Please SEE ATTACHED ORIGINAL copies of:</p> <ul style="list-style-type: none"> • Bill of Quantities • Scope of Works |
| | <p>2. Delivery Place</p> <p>Please SEE ATTACHED ORIGINAL Site Plan at Architectural Sheet No. 1 Department of Health</p> <ul style="list-style-type: none"> • Building No. 14 - A, DOH Compound, Rizal Avenue, Sta. Cruz, Manila |
| | <p>3. Supply and Installation Period /Place of the following:</p> <p>a. Auxiliary Devices b. Lighting Fixtures c. Air-condition Unit</p> <p>Please SEE ATTACHED ORIGINAL copies of:</p> <ul style="list-style-type: none"> • Bill of Quantities • Scope of Works <p>Per Approved CONSTRUCTION SCHEDULE - to be prepared by the Contractor.</p> |
| | <p>4. Testing Parameters/Procedure for the following:</p> <p>a. Electrical Works b. Sanitary Works c. Mechanical Works</p> |
| | <p>5. Warranty Period/ Coverage of Warranty</p> <p>1 Year Warranty for the following:</p> <p>a. Workmanship b. Auxiliary Devices c. Air-condition Unit</p> |
| | <p>6. (Required) Manuals (as applicable)</p> <p>Operation and Maintenance Manual for:</p> <p>a. Auxiliary Devices b. Air-condition Unit</p> |
| | <p>7. Post Qualification and/or Acceptance Parameters (as applicable). Maybe limited to visual and functional inspection and testing.</p> <p>Compliance with the FOLLOWING original copies of:</p> <p>a. Individual Project Program of Works b. Scope of Works c. Detailed Architectural & Engineering Design (DAED) Plans d. Detailed Estimates e. Bill of Quantities f. Technical Specification</p> |
| | <p>8. Quality Assurance and Control</p> <ul style="list-style-type: none"> • Conduct of the following Technical Meeting (Schedule per End-user) - Pre-construction |

| | <ul style="list-style-type: none"> - Construction Progress • Submission of Accomplishment of the following (Schedule Per Approved During Technical Meeting) • List of minimum equipment required on site for each stage of the work such as <table border="1" data-bbox="454 286 1340 459"> <thead> <tr> <th data-bbox="454 286 901 347">Equipment Units</th> <th data-bbox="901 286 1189 347">Capacity</th> <th data-bbox="1189 286 1340 347">Number of</th> </tr> </thead> <tbody> <tr> <td data-bbox="454 347 901 380">Grinder</td> <td data-bbox="901 347 1189 380">220-240V</td> <td data-bbox="1189 347 1340 380">One (1) unit</td> </tr> <tr> <td data-bbox="454 380 901 414">Electric Drill</td> <td data-bbox="901 380 1189 414">220-240V</td> <td data-bbox="1189 380 1340 414">One (1) unit</td> </tr> <tr> <td data-bbox="454 414 901 459">Circular Saw</td> <td data-bbox="901 414 1189 459">220-240V</td> <td data-bbox="1189 414 1340 459">One (1) unit</td> </tr> </tbody> </table> • Inventory Report of Materials for Disposal • Construction Materials Quality Approval based on DTI Standards • Demolition and Dismantling Work Request • Punch list Accomplishment Checklist • Contractor's Certification of Warranty: <ol style="list-style-type: none"> a. Workmanship b. Auxiliary Devices c. Lighting Fixtures d. Air-condition Unit • As-built Drawings – Electronic (E-file) and three (3) sets of A3 size print signed by Licensed Architect and Engineers. | Equipment Units | Capacity | Number of | Grinder | 220-240V | One (1) unit | Electric Drill | 220-240V | One (1) unit | Circular Saw | 220-240V | One (1) unit |
|------------------------|--|------------------------|-----------------|------------------|---------|----------|--------------|----------------|----------|--------------|--------------|----------|--------------|
| Equipment Units | Capacity | Number of | | | | | | | | | | | |
| Grinder | 220-240V | One (1) unit | | | | | | | | | | | |
| Electric Drill | 220-240V | One (1) unit | | | | | | | | | | | |
| Circular Saw | 220-240V | One (1) unit | | | | | | | | | | | |
| 9. | <ul style="list-style-type: none"> • Schedule of Billing (Preferably) • Mobilization - 15 % of the Contract Amount • Final Billing - at 100% of Work Accomplishment | | | | | | | | | | | | |