



**UNIVERSITY OF THE PHILIPPINES MANILA**  
**Campus Planning, Development and Maintenance Office**  
 Padre Faura St. Ermita, Manila 1000, Philippines  
 Tel: (632) 525 2233 • (632) 526 8420 • (632) 814 1258 • (632) 814 1257



**PROJECT** : PROPOSED RENOVATION OF SPMO STORAGE ROOM  
**LOCATION** : Campus Planning Development and Maintenance Office  
 University of the Philippines Manila  
**SUBJECT** : BIDFORM

ITEM	DESCRIPTION	QTY.	UNIT	UNIT COST	TOTAL COST
1.00	CONTAINER VAN				
	Site preparation (setting up existing pedestal)	1.00	lot		
	20 Feet Cargo Steel	4.00	units		
	Shipping, Delivery of Container Van	4.00	units		
	<b>TOTAL GENERAL REQUIREMENTS</b>				

**\*\*\*SUMMARY\*\*\***

1.00 CONTAINER VAN

SUB-TOTAL COST

VAT

@ 12.00%

TOTAL PROJECT COST

PhP \_\_\_\_\_

PhP \_\_\_\_\_

PhP \_\_\_\_\_

Amount in Words: \_\_\_\_\_

Note:

\*Indirect Cost (OCM, & Profit) included per item unit cost

\* Bonds & Securities (including CAR) and power & water supply consumption are considered as overhead expenses while Plans (As-built plan) is considered as miscellaneous expense which are already included in the computation of OCM (mark-up).

By the act of submitting this bid, I/we hereby confirm that I/we:

- have inspected the site
- determined the characteristics of the contract works and the conditions for this project
- examined all instructions, forms, terms and project requirements in the Bidding Documents
- was/were given the opportunity to submit queries at least ten(10) calendar days before the submission of bids
- have examined and agreed to the correctness of the Bill of Quantities

Submitted by:

Name and Signature: \_\_\_\_\_

Position: \_\_\_\_\_

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

University of the Philippines Manila  
PROCUREMENT MANAGEMENT OFFICE

CHECKLIST OF REQUIREMENTS FOR PROCUREMENT  
(INFRASTRUCTURE)

PROJECT TITLE: Supply and Installation of SPMD and COA  
Storage Container Yeh, University of the Philippines Manila.

END-USER: SPMD & COA

PR No. 17084

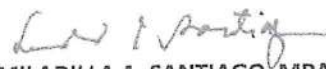
- Complete signatures:  
Technical Documents: Plans/Drawing, Technical  
Specs. & Scope of Works, Detailed Estimates,
  - CPDMO/OETS Technical Staff
  - VCPD
  - Reviewed and initialed by the Tech  
Consultant.
  - VCA
  - PGH Director
  - Chancellor
  
- Certification that detailed engg surveys & designs  
have been conducted according to the prescribed  
agency standards and specification and that the  
detailed engg outputs are adequate for the  
procurement at hand ( as per 2016 Revised IRR 9184)
  
- PERT-CPM
- Purchase Request
- Budget Clearance: ABC 907,018.00
- Fund Source: UPM Funds
- Duration of the Contract: 15 calendar Days
- Inclusion in the APP/SPPMP SAPP attached

Mode of Procurement :

- For Public Bidding (BAC 2)
- Small Value (CPDMO/OETS) c/o BAC3

BAC3-2022- 28

Other instructions/remarks:

  
MILADILLA A. SANTIAGO, MPA  
Director I

UPM-PrO-F1 Date: \_\_\_\_\_



# UNIVERSITY OF THE PHILIPPINES MANILA

Taft Avenue, Manila, Metro Manila, NCR  
VAT Reg. TIN: 000-864-006-00005

CPDMD 120 476 73

## Purchase Request

Entity Name: UP Manila Fund Cluster: - PPMP No.:

Office/Section: UPM Campus Planning Development and Maintenance Office	PR No.: 17084 Responsibility Center Code: MA03033001 - -	Date: Apr 26, 2022			
Stock/Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	lot	Supply and Installation of SPMO and COA Storage Container Van, University of the Philippines Manila	1	907,018.00	907,018.00
<b>Grand Total</b>					<b>907,018.00</b>

Purpose: Supply and Installation of SPMO and COA Storage Container Van, University of the Philippines Manila

Signature: _____	Requested by: <u><i>[Signature]</i></u>	Approved by: <u><i>[Signature]</i></u>
Printed Name: _____	Flores, Bernardo, Ms. Rosalia Gutierrez	Samaniego, Dr. Arlene Alcid, MD
Designation: _____	Architect V	Vice Chancellor for Administration

MAY 05 2022

Certified that all items listed in Purchase Request No. 17084 were included in the 2022 Annual Procurement Plan submitted to the UPM Manila (UPMP) Mode of Procurement SMALL VALUE PROCUREMENT

*[Signature]*  
MILADILLA A. SANTIAGO, CPA  
Director, UPM-Procurement Office *5/12/2022*

Budget Clearance:  
*[Signature]*  
LOVELLE C. SAGUID  
Chief, Budget Office *5/12/22*

UPM Funds = 907,018.00

*May 16, 2022*  
UPM Procurement Office  
**RECEIVED**  
*May 26 2022*  
ER D. SESE  
Office Aide (DD)  
*[Signature]*

2-35 UPM *[Signature]*



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Campus Planning, Development and Maintenance Office  
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PROJECT TITLE : SUPPLY AND INSTALLATION OF SPMO AND COA STORAGE CONTAINER VAN

University of the Philippines Manila

SUBJECT : SCOPE OF WORK AND TECHNICAL SPECIFICATIONS

DIVISION 1 - GENERAL

01000 General Requirements

1. The Contractor shall furnish all materials, equipment, tools, apparatus, appliances, accessories, transportation, labor and supervision required for the complete construction of the subject project, as shown on the drawings and called for in these specifications, ready for use.
2. All Contractors submitting proposal for this project shall first examine the site. All proposals shall take into consideration all such conditions that may affect the work under this contract. The specifications and plans shall form part as one. Anything mentioned on plans and not mentioned on the scope of work and specifications and vice versa shall be properly consulted to the CPDMO Project Architect/Engineer for clarification. Any work or materials not in accordance with the drawings or specifications shall be replaced with new at the Contractor's expense.
3. The Contractor shall coordinate his work with all parties to ensure proper phasing or comply with the approved schedule of works. The Contractor shall engage under him, a registered Engineer or Architect to supervise his work. He shall remain at all times in the construction site.
4. A logbook shall be available at the site. It shall contain the daily activities in the site, including but not limited to weather condition, delivery, manpower and other matter pertaining to the condition of the project. It will also serve as data for Contractor and the Project Inspector and shall be surrendered to the CPDMO at the end of the project.
5. Identification Card of construction workers and engineer/representative shall be supplied by CPDMO with corresponding fees; it should be worn at all times while inside the building/campus premises. Those without IDs shall not be allowed to enter the premises for security purposes.
6. No alteration or additional work that will result in an additive or deductive cost change from the Contract shall be allowed without the approval of the chancellor.
7. The contractor shall submit at least three (3) options per item for approval. Complete specifications with product sample shall be submitted by the contractor to CPDMO and end-user for evaluation. Inspection of the Project Architect/Engineer in-charge shall be required prior to installation of any item/material on the construction.
8. Regular coordination meeting shall be conducted with CPDMO, Contractor and End-user for proper project monitoring.

Handwritten notes and stamps: *10:55 Vange*, *APR 20 2022*, *APR 20 2022*

9. Existing condition of the work site shall be documented by the contractor and photos shall be taken before commencement of work to ensure such status. Any damage on the areas due to the contractor's on-going work shall be refurbished at his expense.
10. The Contractor shall provide a complete copy of "As built plans" of the project/unit concerned which shall include all the civil, architectural, plumbing, electrical and other related layouts in 20" x 30" original sheets. It should be properly drawn indicating all the specifications, layouts, tables and necessary data. An initial layout should be submitted in a A3 sheet for checking and approval of Project Architect/Engineer. Final "As built plans" shall be submitted in 20" x 30" tracing sheets, 3 blue prints with signature of project engineer, and an electronic Autocad drawing file. A copy of the technical documents and warranties of the items shall also be submitted in soft and hard copies.
11. The Contractor shall promptly remove from the premises all rubbish, trash, debris, and all superfluous building materials weekly. After the completion of all works, restore all areas that were damaged as affected by the construction works and leave the site clean to the satisfaction of the Project Inspector or his representative and End-user.
12. All materials removed from the unit shall be properly documented prior to turn-over to the End-user for proper safe keeping. The turn-over document shall be attached to the contractor's final billing.

**01500 Temporary Facilities**

- Supply and installation of 20ft steel container van, as storage for the end-user.
- Charges for restoration or replacement of any damaged facility, equipment, material and the like shall be made on the contractor due to his negligence in providing suitable temporary covering.
- Provide the appropriate scaffoldings, board ups, safety nets and related items to ensure proper installation of all framing systems and protection of the area, at the expense of the contractor as its basic equipment.

**NOTE**

The foregoing list of items of works does not in anyway limit the responsibility of the Contractor to perform all other works necessary for the completion of the project, **SUPPLY AND INSTALLATION OF SPMO AND COA STORAGE CONTAINER VAN.**


**GUARANTEE**


The Contractor shall guarantee all works under this contract to be free from any technical, material, workmanship and/or factory defects and shall replace and repair to the satisfaction of the Project Architect / Engineer and/or to the Chief of CPDMO on any part or portion of the work which may fail within a period of one (1) year after the final acceptance of the system.

**COMPLETION PERIOD**


The Contractor is given **Fifteen (15) calendar days** to execute the renovation works including the installation all system requirements. The Contractor shall coordinate to the CPDMO Inspector and End-users for the schedule of testing of systems and other related job.

Prepared by:

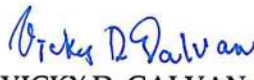
  
TRISTAN A. MENDOZA  
Engineer I, Civil


  
AR. LEONARD P. CORDERO  
Administrative Officer V (Architect of Record)  
3/9/2022

  
ENGR. RENATO B. REMORQUE  
Engineer III, Electrical


Certified Correct:  
  
AR. ROSALIE G. FLORES-BERNARDO  
Chief, CPDMO

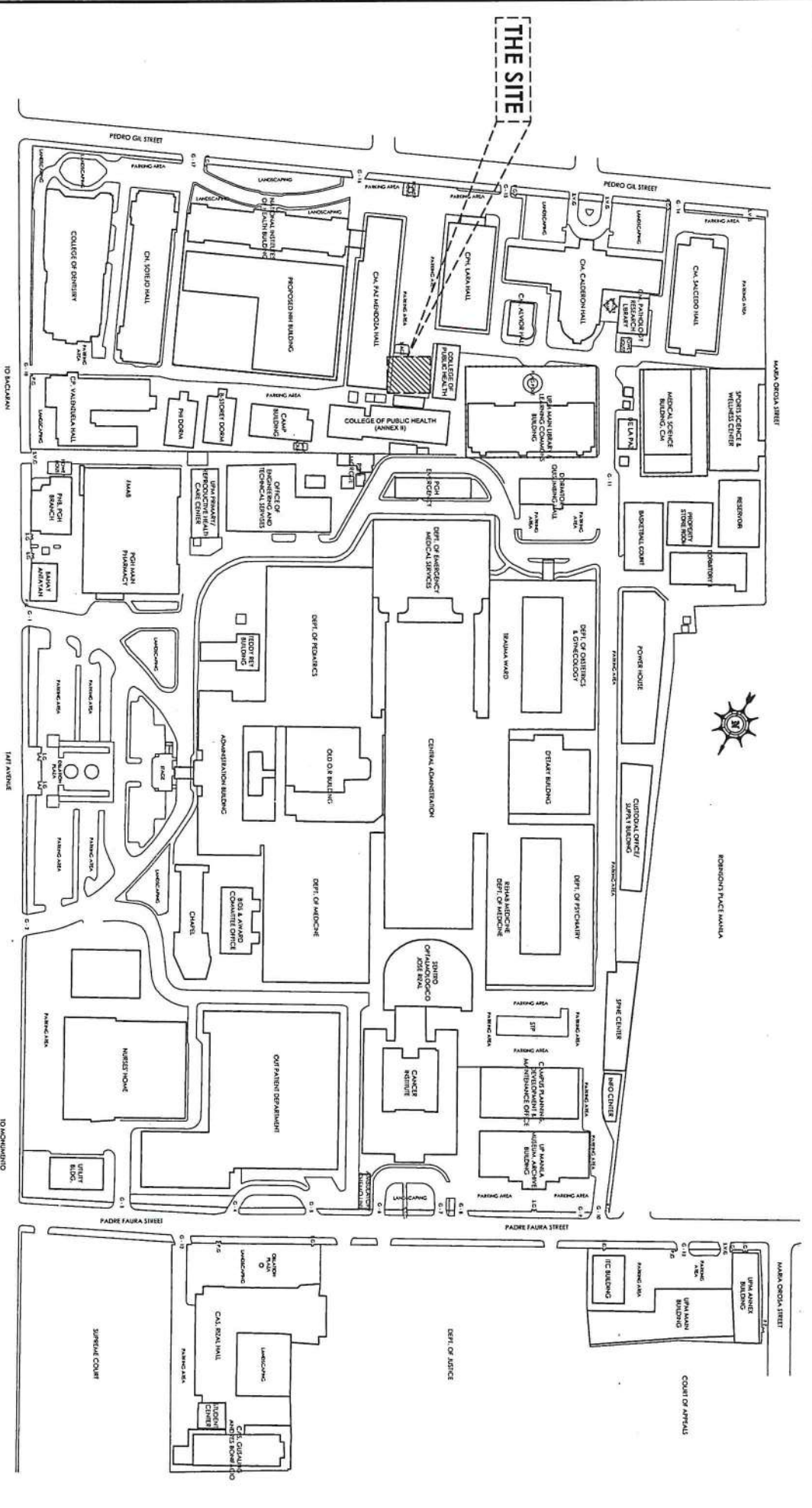
Recommending Approval:

  
VICKY D. GALVAN *30 Mar 2022*  
Chief, Supply and Property Management Office

  
MICHAEL L. TEE, MD, MPIPEd, MBA  
Vice Chancellor for Planning and Development  
06 APR 2022

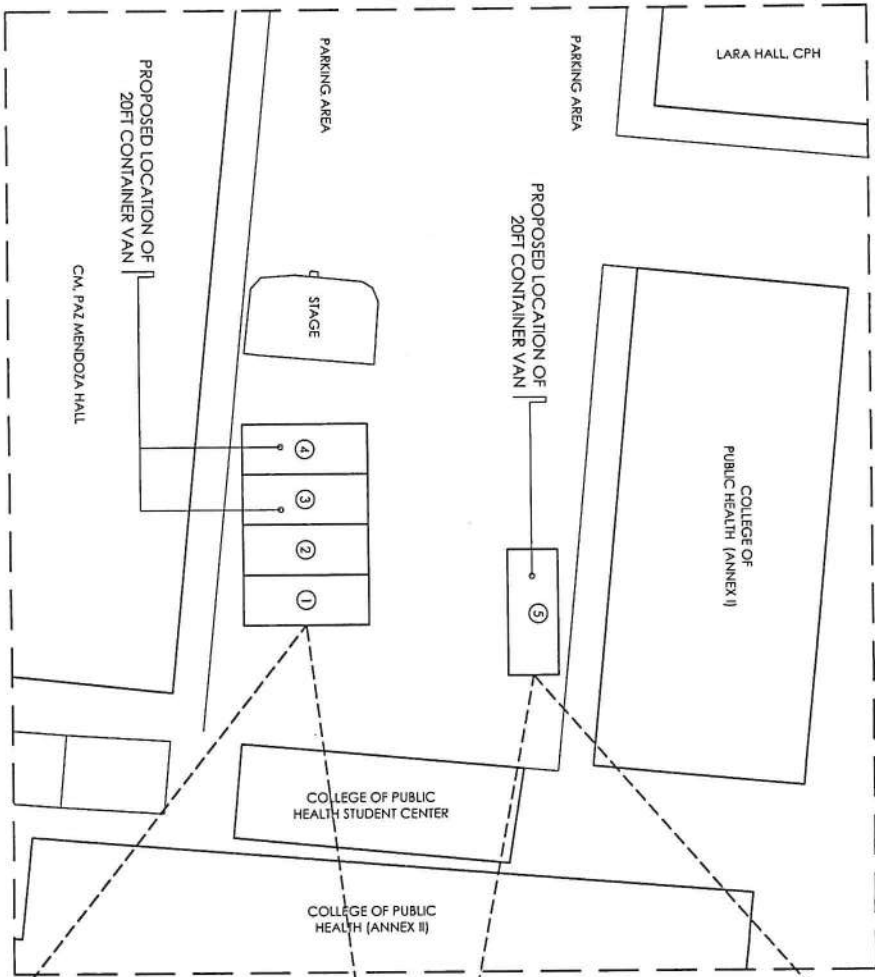
Approved:

  
ARLENE A. SAMANIEGO, MD  
Vice Chancellor for Administration  
*APR 22 2022*

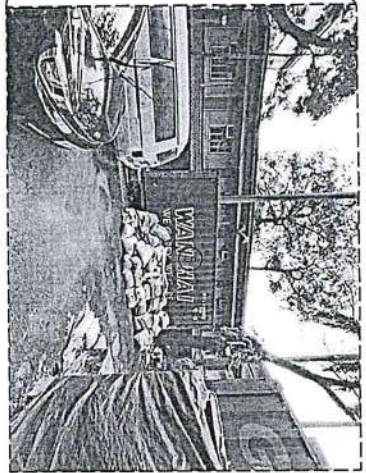


**1**  
A-1  
LOCATION PLAN  
SCALE: 1 : 1,750 m

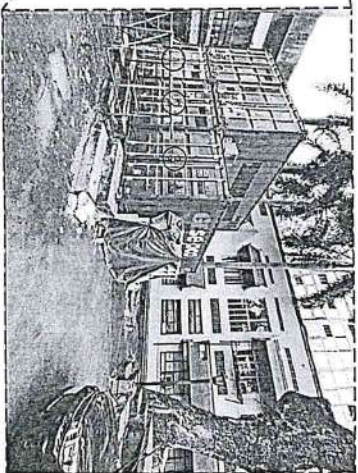
<p><b>UP MANILA</b> R. Paredes Street, Ermita, Manila Tel. No. 525-2929 Telex No. 525-2929</p>	<p><b>CPDMO</b> PLANNING DEVELOPMENT &amp; MAINTENANCE OFFICE</p>	<p><b>CAMPUS</b> CHIEF OF PROJECT:</p>	<p><b>AR. ROSALE F. FLORES-BERNARDO</b> CHIEF, CPDMO</p>	<p><b>PROJECT TITLE:</b></p>	<p><b>P R O P O S E D</b> SUPPLY &amp; INSTALLATION OF SPMO &amp; COA STORAGE CONTAINER VAN UNIVERSITY OF THE PHILIPPINES MANILA</p>	<p><b>RECOMMENDING APPROVAL:</b></p>	<p><b>APPROVED:</b></p>	<p><b>SHEET CONTAINS:</b></p>	<p><b>DATE SUBMITTED:</b></p>	<p><b>DATE EDITED:</b></p>	<p><b>SHEET NO.:</b></p>
	<p><b>UP MANILA</b> R. Paredes Street, Ermita, Manila Tel. No. 525-2929 Telex No. 525-2929</p>	<p><b>AR. ROSALE F. FLORES-BERNARDO</b> CHIEF, CPDMO</p>	<p><b>PROJECT TITLE:</b></p>	<p><b>P R O P O S E D</b> SUPPLY &amp; INSTALLATION OF SPMO &amp; COA STORAGE CONTAINER VAN UNIVERSITY OF THE PHILIPPINES MANILA</p>	<p><b>RECOMMENDING APPROVAL:</b></p>	<p><b>APPROVED:</b></p>	<p><b>SHEET CONTAINS:</b></p>	<p><b>DATE SUBMITTED:</b></p>	<p><b>DATE EDITED:</b></p>	<p><b>SHEET NO.:</b></p>	



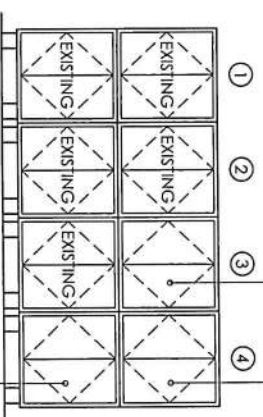
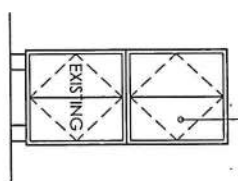
1 SITE DEVELOPMENT PLAN  
A-2 SCALE: 1 : 250 m



PROPOSED LOCATION OF 20FT CONTAINER VAN (SPMO)



PROPOSED LOCATION OF 20FT CONTAINER VAN (COA)



2 CONTAINER VAN LOCATION  
A-2 SCALE: NIS

**CPDMO**  
CAMPUS PLANNING & DEVELOPMENT & MAINTENANCE OFFICE  
P. FERRER STREET, TEL. NO. 526-8420  
UNIVERSITY OF THE PHILIPPINES MANILA

DATE SUBD.:  
DATE COMPLETED:  
REVISION NO./DATE:  
CHECKED BY:  
AS APPROVED:  
DATE: 2 OF 3

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**DESIGNED BY:**  
A.R. ROSALES, FLORES-BERNARDO  
CHIEF, CPDMO

**PERMANENT:**  
A. LEONARDO P. CORBERO  
DIRECTOR

**RECOMMENDING APPROVAL:**  
VICEN D. GALVAN  
CHIEF, SPMO  
EVERLYN MARAGAS  
STATE AUDITOR & AUDIT TEAM LEADER

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**PROJECT TITLE:**  
SUPPLY & INSTALLATION OF SPMO & COA STORAGE CONTAINER VAN  
UNIVERSITY OF THE PHILIPPINES MANILA

**APPROVED:**  
ARLEN A. SAMANIEGO, MD  
VICE CHANCELLOR FOR ADMINISTRATION

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**RECOMMENDING APPROVAL:**  
MICHAEL J. JEMD, MHPED, MBA  
VICE CHANCELLOR FOR PLANNING AND DEVELOPMENT

**AS SHOWN**



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