

# TERMS OF REFERENCE

## DESIGN AND BUILD OF THE MWSS MULTI-LEVEL PARKING BUILDING (4-Levels (Roofdeck included))

### I. BACKGROUND

The MWSS Compound located in Balara Complex, Quezon City, housed the corporate offices of the MWSS-CO, MWSS-RO, The Office of the Government Corporate Counsel, Manila Water Company, Inc., Maynilad Water Services, Inc., North Rail, and other tenants. Considering the number of employees of each offices that bring their own cars, notwithstanding the corporate service vehicles of each offices, the existing parking space inside the complex is currently inadequate to accommodate the present number of vehicles of the employees and company vehicles, to include guests and visitors.

Following are the pertinent data:

PARTICULARS	MWSS	MAYNILAD WATER SERVICES INC (MWSI)	MANILA WATER COMPANY INC. (MWCI)
Estimated Number of employees within the MWSS Complex	154	Around 600	Around 500
Estimated number of employees bringing own cars	Around 20	Around 180	Around 250
Rented area	-	7061 sq.m	4108 sq.m
Free parking slots per lease contract (1slot per 100 sq.m of rented space)	-	70 slots	41 slots
Existing parking slots	50 slots within the MWSS Covered Parking which are used by the MWSS employees and MWSS Service vehicles	124 slots (4 slots within the MWSS Covered Parking)	119 slots along road, tennis court, front & back of central laboratory, and executive parking.
			62 slots within the Meter Tech Building for MWCI company vehicles
			35 slots at Windmill parking area
			15 slots along Balara Pumping Road side parking
Parking slots in excess to free slots	0	54 slots	190 slots

Maynilad is currently renting 1500 sq.m of space near the UP Footbridge that could accommodate additional 42 slots for parking their company vehicles.

Manila Water parked their company vehicles at the parking spaces within the MWCI Meter Tech Building that can accommodate 62 vehicles. The total MWCI company vehicles stationed within the Balara Complex is around 65.

The available 22-slot MWSS parking space within the Basketball Court was utilized by the Manila Water employees for parking.

## II. TERMINOLOGIES

"**MWSS**" refers to the Metropolitan Waterworks and Sewerage System

"The **PROJECT**" shall refer to the Proposed Multi-Level Parking Building of the MWSS to be constructed at the existing location of the current covered parking inside the MWSS Compound, Balara, Quezon City.

"**BIDDER**" or "**BIDDERS**" shall refer to pre-qualified respondent or respondents to this request for proposal, a reputable and experienced construction company.

"**CONTRACTOR**" shall refer to the winning bidder.

## III. OBJECTIVE OF THE PROCUREMENT

The objective of this procurement is to engage the services of an experienced contractor (the "**Contractor**") with Philippine Contractors Accreditation Board (PCAB) **License Category "A", Size Range of at least "Medium B", General Building Classification, with at least ten (10) years experience** in the field of building construction who will do the detailed architectural and engineering design and construction of the Project.

Eligible bidders should be a design-construction oriented affiliated group of professionals, who can successfully prepare "The Project". They should have experience and capability in the type of services, and the field under consideration, specifically on the design and build.

The procurement shall be undertaken pursuant to RA-9184 and its 2016 Implementing Rules and Regulations (2016 IRR).

## IV. PROJECT & EMPLOYER'S REQUIREMENTS

In order to complete the Project on time and build a cost-effective parking structure, the mode of procurement to be used shall be **the design/build concept of the RA 9184**. This concept will give a qualified contractor the sole responsibility in bringing together, from the beginning, all parties to design and construct the most resilient and cost-efficient structure and expedite the time of construction and bring the Project within the budget in accordance with the approved requirements.

The design and build of the Proposed MWSS Multi-Level Parking Building shall be guided by the following concepts and requirements, among others:

The Project	The Project is the Design and Build of the MWSS Multi-Level Parking Building
Project Location	The site of the Project is at the location of the existing covered parking, MWSS Compound, Katipunan Road, Balara, Quezong City
Project Image	Quality of architectural and engineering design, materials and workmanship with advance technology in construction, meeting the target deadlines.
Design Guidelines	<p>The Detailed Architectural and Engineering Design shall be governed by the following Design Codes and Standards, as minimum:</p> <ol style="list-style-type: none"> <li>1. Presidential Decree (PD) No. 1096, National Building Code of the Philippines</li> <li>2. Batas Pambansa (BP) Blg. 344, An Act to Enhance the Mobility of Disabled Persons by Requiring Certain Public Buildings, Institutions, Establishments and Public Utilities to Install Facilities and Other Devices</li> <li>3. National Structural Code of the Philippines (NSCP) Volume 1, 2015</li> <li>4. Philippine Electrical Code (PEC) 2009</li> <li>5. Republic Act (RA) No. 9514, Revised Fire Code of the Philippines</li> <li>6. Revised National Plumbing Code of the Philippines</li> <li>7. Philippine Society of Mechanical Engineers (PSME) Code</li> <li>8. Philippine Electronics and Communications Engineering Code</li> <li>9. Republic Act (RA) 10066, National Cultural Heritage Act of 2009</li> <li>10. Uniform Building Code, Volume 2, Structural/Engineering Design Provisions (UBC 1997)</li> <li>11. Specifications for Structural Joints using American Standard and Testing Materials (ASTM) A325 or A490 Research Council on Structural Connections</li> <li>12. Product Standard Agency (PSA) Publications Philippines</li> <li>13. American Concrete Institute (ACI) Publications : <ul style="list-style-type: none"> <li>• ACI 318-08 Building Code Requirements for Structural Concrete &amp; Commentary</li> <li>• ACI 315 Details and Detailing of Concrete Reinforcements</li> <li>• ACI 301 Specifications for Structural Concrete for Buildings</li> </ul> </li> </ol>

	<ul style="list-style-type: none"> <li>• ACI 224 Control of Cracking in Concrete Structures</li> <li>14. American Institute of Steel Construction (AISC) Publications</li> <li>15. American Welding Society (AWS) Publications</li> </ul>
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The Project involves among others, the design, development, construction, and commissioning of the Proposed Multi Level Parking that will contain the following mandatory major components/key elements. **The Key Elements shall be complied by the Bidder and are not subject to reservation, omission and deviation. Otherwise, it shall be a ground for disqualification.**

**MAJOR KEY ELEMENTS:**

1. Minimum car parking slots (including PWD Parking) = 203 slots
2. Minimum headroom clearance = 3m
3. All parking slots shall be provided with proper reinforced concrete wheel stops
4. Minimum motorcycle parking slots = 0
5. Commercial stalls in the Ground Floor Level only = 17 stalls
6. Elevator = None
7. Male, Female, and PWD rest rooms
8. Use of structural steel for the building framing system, steel decking and concrete for all floors is considered to speed up the construction
9. All parapets and façade shall be reinforced concrete
10. Fire Protection System, CCTV, and Paging System
11. Electrical supply and Water supply
12. Electronic parking monitoring system
13. Automatic vehicle barrier with RFID feature with guard post
14. Proper signages, markings, etc.
15. Provision for future connection to the multi-level parking proposed and to be constructed by Maynilad Water Services Inc.

**SPACE REQUIREMENTS :**

FLOOR LEVEL	DESCRIPTION	NO. OF FIXTURES & EQUIPMENT
Ground Level	Minimum Floor Area = 2516 sq.m including driveways and open spaces	Commercial Stalls = 17 Parking Slots = 33 Comfort Rooms = 2 Entrance & Exit Automatic Boom/Barrier
	Toilet (MALE) 12 sq.m (could accommodate PWD)	2 water closets 3 urinals 2 Lavatory 1-exhaust fan With toilet grab bar and safety handle
	Toilet (FEMALE) 12 sq.m (Could accommodate PWD)	2 water closets 3 urinals 2 Lavatory 1-exhaust fan With toilet grab bar and safety handle
	Fire exit	2 exits
	1 Guard booth - common for Entrance and exit	1.5 sq.m
2 <sup>nd</sup> Level	Minimum Floor Area = 2212 sq.m including driveways and open spaces	Commercial Stalls = 0 Parking Slots = 56
	Toilet (MALE)	0
	Toilet (FEMALE)	0
	Fire exit	2 exits
3 <sup>rd</sup> Level	Minimum Floor Area = 2212 sq.m including driveways and open spaces	Commercial Stalls = 0 Parking Slots = 56
	Toilet (MALE)	0
	Toilet (FEMALE)	0
	Fire exit	2 exits
Roofdeck (4 <sup>th</sup> Level)	Minimum Floor Area = 2212 sq.m including driveways and open spaces	Commercial Stalls = 0 Parking Slots = 56
	Toilet (MALE)	0
	Toilet (FEMALE)	0

	Fire exit	2 exits
<b>TOTAL INDICATIVE FLOOR AREA</b>		<b>9150 sq.m</b>
<b>TOTAL LOT AREA</b>		<b>2703 sq.m</b>
<b>TOTAL PARKING SLOT</b>		<b>203 vehicles</b>

**ENGAGEMENT**

The Design and Build Contract shall complete and implement the scope of the required works within **Three Hundred (300) calendar days** from receipt by the Contractor of the “**Notice To Proceed (NTP)**”. The following is the breakdown of the engagement periods, respectively:

1. **DESIGN** ----- The design period is within **SIXTY (60) Calendar days** from receipt of the “**Notice To Proceed (NTP)**”. The 60 calendar days period already includes :
  - a. The approval of the detailed architectural and engineering design plans by the MWSS thru the Design and Build Committee.
  - b. Shall be utilized by the contractor to perform the demolition works of the existing structures within the project limits as stated in this TOR.
  
2. **CONSTRUCTION** ----- The construction duration is not to exceed **Two Hundred Forty (240) calendar days** from receipt of the “**Notice To Proceed (NTP)**”

**V. SCOPE OF WORK**

The Contractor shall provide all the necessary labor, materials, instrument/equipment, vehicles, temporary office, safety equipment/procedures, including protection of adjacent/adjoining structures or areas, etc., necessary to perform satisfactorily the required works.

The scope of the works shall, but not limited to the following, with all documents to be prepared and submitted for approval by the MWSS-CO thru the Design and Build Committee (DBC) created for the purpose:

- a) Preparation and submission of the detailed architectural and engineering design plans. Only the plans approved by the Procuring Entity shall be signed and sealed by the Contractor and thereafter shall be used for the construction.
- b) Preparation and submission of the design calculations, technical specifications and standards, cost estimates and bill of quantities of the Project.
- c) Preparation and submission of the detailed scope of work, complete construction methodology, work program, Gantt Chart with S-curve, and manpower & equipment schedule based on the approved final detailed architectural and engineering design.
- d) Provide value engineering analysis.
- e) Upon approval of the final detailed architectural and engineering design plans, design calculations, and technical specifications, the Contractor shall then proceed with the construction works under the terms and conditions set forth herein.
- f) Shall secure all the necessary permits and clearances required by law prior to construction. He shall coordinate with all offices and agencies concerned, regarding the utility connections, national and local permits/clearances, and other needed requirements at no cost to the MWSS.
- g) Prepare/conduct site surveys, topographical surveys, soil boring/geotechnical tests, and other needed requirements as basis for the architectural and structural design of the Project.
- h) Demolition of the existing one-storey steel covered parking and turn-over to the MWSS, the spoil roofing materials, gutters, trusses, roof framing, pipe columns, etc., that were removed from the building to the stockyard as determined/designated by the MWSS.
- i) Excavation and removal of the existing underground fuel tank, pipings, and gasoline station located within the limits of the Project.
- j) Preparation and submission for approval, the As-Built Plans upon completion of the Project.
- k) Turnover for acceptance, the completed Project.

The design and technical specifications of the Project shall conform to the recent applicable prevailing codes and standards, which are, but not limited to the following:

1. Presidential Decree (PD) No. 1096, National Building Code of the Philippines
2. Batas Pambansa (BP) Blg. 344, An Act to Enhance the Mobility of Disabled Persons by Requiring Certain Public Buildings, Institutions, Establishments and Public Utilities to Install Facilities and Other Devices
3. National Structural Code of the Philippines (NSCP) Volume 1, 2015
4. Philippine Electrical Code (PEC) 2009
5. Republic Act (RA) No. 9514, Revised Fire Code of the Philippines
6. Revised National Plumbing Code of the Philippines
7. Philippine Society of Mechanical Engineers (PSME) Code
8. Philippine Electronics and Communications Engineering Code
9. Republic Act (RA) 10066, National Cultural Heritage Act of 2009
10. Uniform Building Code, Volume 2, Structural/Engineering Design Provisions (UBC 1997)

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12. Product Standard Agency (PSA) Publications Philippines
13. American Concrete Institute (ACI) Publications :
  - ACI 318-08 Building Code Requirements for Structural Concrete & Commentary
  - ACI 315 Details and Detailing of Concrete Reinforcements
  - ACI 301 Specifications for Structural Concrete for Buildings
  - ACI 224 Control of Cracking in Concrete Structures
14. American Institute of Steel Construction (AISC) Publications
15. American Welding Society (AWS) Publications

The Contractor shall be responsible for the acquisition of all the required permits and clearances. He shall be responsible for the stockpile of all the construction materials and equipment needed in the conduct of the works.

The works to be done shall be carried out without disturbing the regular operation of the offices within the MWSS Balara Complex. The noise level of any operating equipment that will be utilized shall be kept as low as possible. All operations shall be carried out after the approval of the method of statement or methodology by the MWSS. Available as-built drawings of the old structure will be provided by MWSS.

In the performance of the works, the Contractor shall comply with all applicable laws and codes governing safety, health, environment and sanitation. The Contractor shall provide all safeguards, safety devices and protective equipment and take any other needed actions, at his own responsibility, reasonable or necessary to protect the life and health of employees on the job and the safety of the public and to protect property, environment and existing equipment in connection with the performance of the work. He is likewise responsible for all necessary security measures at the site during the construction period.

Temporary facility, if needed by the Contractor in the conduct of his work on site, shall be at its own expense.

## **VI. DETAILED SCOPE OF WORKS**

### **A. PRE-PLANNING STAGE**

The prospective bidder, by submitting the proposal, represents that:

1. Has thoroughly read/examined carefully and understands fully all the proposal documents and the proposal will be in accordance therewith.
2. The proposal is based upon the conditions and requirements without exception.
3. Has visited and inspected the site of works and its surroundings and has determined for and satisfied all matters pertaining to the project, including the location and the nature of the work, climatic conditions, the nature and condition of the terrain, geological conditions at the site, transportation and communication facilities, the requirement and the availability of materials, labor, water, electric power, the locations and extent of the aggregate sources, and other factors that may affect the cost duration and execution of the work,



and has determined the general characteristics of the project and the conditions indicated above.

4. Has acquainted and familiarized all conditions, local or otherwise, affecting the carrying out of the contract work and has arrived at an estimate of the facilities available and the facilities needed for the project.
5. Is aware that the MWSS, as owner, shall not assume any responsibility regarding erroneous interpretations out of any data that will be furnished by the latter.
6. Has familiarized himself with all laws, decrees, regulations of the Philippines, local regulations and ordinances which may affect or apply to the operations and activities of the contractor.
7. Is aware of the construction timetable.

## B. SURVEY AND STUDIES

### 1. Survey of existing utilities:

- i. The prospective bidder is expected to conduct an actual site survey of the project area to identify/verify preliminarily, the parameters and boundaries of the proposed project including easements and property lines. In the process, the prospective bidder shall familiarize with the site condition and nearby occupancy.
- ii. It is also expected that the prospective bidder shall familiarize with existing relevant materials and literature of the project, to be able to come up with an intelligent proposal.
- iii. Determine existing and proposed infrastructure, facilities, utilities, etc., which may have a bearing on the planning and design exercise. The contractor shall identify/locate the existing utilities at the site, namely:
  - a. Electrical power supply system (underground and/or overhead)
  - b. Water supply system
  - c. Sewer and storm drainage system
  - d. Telephone and CCTV lines (underground and/or overhead)
  - e. Other utilities as informed by the MWSS

## C. PLANNING AND DESIGN PHASE

### 1. Architectural and Engineering Design Requirements/Considerations

#### i. General

- a. The detailed architectural and engineering design shall conform to the applicable prevailing codes and standards, including recent local regulations and ordinances, as a minimum.
- b. All design considerations/assumptions shall be based on the actual site conditions, soil boring data, and topographic survey.
- c. The design drawings and technical specifications shall clearly indicate all the details required to ascertain the care and thoroughness devoted in the preparation, accuracy and technical soundness, and their usefulness as a guide to project implementation.
- d. All materials equipment, systems, and accessories shall be brand new.

ii. Site Grading and Clearing

- a. Site clearing and relocation of existing structures (if any) shall be taken into consideration.
- b. All existing and design elevations shall be indicated in the architectural and engineering plans complete with established horizontal and vertical survey control references.

iii. Drainage and Sewerage System

- a. Sealed 3-compartment septic tank, in accordance with recent practices and standards, shall be provided.
- b. The drainage layout shall show all the required information such as the direction of flow, manhole to manhole distances and sizes of lines, invert elevations, location of outfall, etc.

iv. Water Supply System

- a. The Contractor shall carry out a detailed design for the water supply of the project. The design should be on the basis of the source and volume of water supply, consumption (domestic and fire protection system), piping network, and conveyance in accordance with the applicable laws, regulations, ordinances, and standards.
- b. Water supply shall be sourced from the existing water network within the MWSS Complex adjacent to the project area. The Contractor coordinate with the MWSS and shall bear all the expenses in the application and connection to the MWSS Concessionaire, Manila Water Company Inc.

v. Power and Lighting Supply and Distribution

- a. The Contractor shall coordinate with the MWSS for the application of the electric power to the MERALCO.
- b. The Contractor shall bear all the expenses for the application and connection.
- c. All lightings shall be LED.
- d. For the Roofdeck Parking, a high-mast pole LED parking lights shall be provided. The pole shall be hot-dip GI pole with mounting bracket and shall contain 2-sets of 250 watts LED white flood-light per pole, equipped with photo sensor. Location of poles shall be discussed with the MWSS.

vi. Mechanical Works

All mechanical equipment/s as may be required for the project shall take into consideration the objective and requirements of the project in accordance with the applicable prevailing laws, codes, standards, ordinances, and regulations.

vii. Audio and Telecommunication

All audio and IP telephone system and all of its accessories shall be brand new.

## 2. Design Considerations

### i. Parking Design

The general parking design objective is to maximize the total number of parking spaces in the space available with the following considerations :

- The number of parking slots shall not be below the minimum requirements stated in the Key Elements of this Terms of Reference.
- The parking layout should provide continuous flow of traffic through the parking building.
- The design should allow safe movement of pedestrians.

### ii. Pedestrian and vehicular circulation

- Circulation patterns shall be simple as possible and shall be designed to avoid conflicts between vehicular and pedestrian traffic.
- All likely pedestrian routes should be considered in the design.
- All site facilities and amenities shall be accessible to people with disabilities in accordance with the provisions of BP 344.
- Where pedestrian circulation crosses vehicular routes, a crosswalk with yellow striping in plastic paint, speed bumps, or signage shall be provided to emphasize the conflict point and improve its visibility and safety.

### iii. Driveway design

- The indicative location of the driveway is indicated in the concept design that will be provided by the MWSS. The contractor however can propose his design for approval by the MWSS.
- The driveway entrances shall be designed to accommodate all vehicle types having occasion to enter the parking building, including delivery and service vehicles with minimum height of 2.4 meters. Ten-wheeler trucks, tankers, and similar vehicles are not allowed to park inside.

### iv. Parking layout

- All parking spaces, exclusive of access drives or aisles, shall consist of rectangular area not less than 2.5 meters wide by 6.5 meters in length.
- Parking spaces for persons with disabilities (PWD) must conform to the details and guidelines of BP 344. One (1) parking slot for PWD shall be provided for every 50 parking slots. PWD parking shall be confined within a suitable area on every level.
- Signages and markings displaying the international access symbol/s should be provided and should be displayed on fixed mountings in an area where they are not hidden from view.

Pavement marking symbols must be used to supplement signs. Spaces intended for PWD parking should be marked accordingly. Refer to BP 344 for the detailed requirements for markings and signs.

v. Barrier Gates

- Barrier gates can be a two-way gate system or a single card gate with a separate controlled egress.

vi. Lighting

- Lighting on parking slots shall be designed to provide the minimum lighting necessary to ensure adequate vision and comfort. Recommended levels of lighting shall be :s

Particulars	Average (lux)	Minimum (lux)
Parking bays, access lanes	75	50
Ramps, corners, intersections	150	75
Entrance/exit zones (vehicular)	75 night	75 night
Pedestrian areas, stairs, lifts	100	50

vii. Markings

- Surface Markings
  - a. Parking spaces shall be marked on the parking building surface according to the layout shown in the project design drawings.
  - b. One-way and two-way access shall be identified by directional arrows.
  - c. Two-way access located at any angle other than 90 degrees to a street shall be marked with a traffic separation stripe over the length of the access. This requirement does not apply to aisles.
  
- Striping
  - a. Striping shall be one consistent color, semi-permanent, reflective traffic paint. Parking spaces will be striped white except at the end of each row of parking or at handicapped access aisles. These lines shall be painted yellow. All cross walks, no parking areas, and access walks shall be striped in yellow. Parking spaces shall be a minimum of 2.5 meters wide from center to center of stripe. All lines shall be 10 centimeters (4 inches) wide.

viii. Wheel stops

- All parking areas and spaces shall be provided with wheel stops.
- Approved wheel stops shall be pre-fabricated concrete with a minimum dimensions of 15cm wide x 15 cm height x 2 meters length. The wheel stops shall be firmly and permanently anchored to the pavement.

### 3. Basic Materials Minimum Specifications

#### i. Floor Finishes

- Public Toilet – 0.40m x 0.4m non-skid floor tiles
- Parking Area – Plain cement finish

#### ii. Wall Finishes

- Public Toilet – 0.40m x 0.4m glazed wall tiles (floor to ceiling)
- Fire Exit – Plain cement plaster finish, painted

#### iii. Ceiling Finishes

- Public Toilet – Fiber-ceiling board on metal framing system
- Parking Area – Exposed steel decking member

#### iv. Painting Works

- Interior walls without special finish – high end quality semi-gloss latex
- Exterior walls without special finish – high end quality semi-gloss liquid tile or approved equivalent
- Interior ceilings - high end quality white flat latex finish. Steel decking shall not be painted
- Structural steel paints – high end quality epoxy paint with primer

#### v. Doors and Windows

- Public Toilet : Doors – High end quality steel door with locks and hinges  
Windows – PVC Awning window with 6mm thick smoke glass
- Fire Exit – High end quality steel fire exit door with hinges and panic bar

#### vi. Hand rails

- 50mm diameter stainless steel both sides

#### vii. Finishing hardware

- Locksets, hinges, door stoppers, barrel bolts, etc – high end quality , heavy duty lever-type stainless steel

viii. Waterproofing

- a. Upper floor Public Toilets, decks, and canopy – Fluid-applied elastomeric waterproofing with at least 5-years warranty

ix. Sanitary and Plumbing Systems, Toilets, and Accessories

- a. Piping materials and fittings for all drainage lines, sewer lines, and vent pipings – uPVC Pipe Series 1000
- b. Waterline piping and fittings – PPRC high-quality fusion type
- c. Water closets and lavatories, complete with fittings and accessories – Flush valve high end porcelain water closets with top spud and seat (white)
- d. Mirror glass – 6mm thick high quality facial mirror
- e. Hand dryer – Surface mounted
- f. Soap dispenser – Surface mounted
- g. Toilet paper holder – Active paper holder
- h. Toilet partition – 10mm thick high pressure solid compact laminate
- i. Countertop - 20mm thick granite stone

x. Structural System

- a. Structural Steel Columns and Beams = ASTM A36 or equivalent (Minimum yield strength = 248 Mpa, Modulus of Elasticity = 200,000 Mpa, or reinforced concrete
- b. Cast-In-Place Concrete Minimum 28-day Compressive Strength :
  - Lean Concrete :  $f_c' = 8 \text{ MPa}$
  - Slab-on-Grade :  $f_c' = 24 \text{ Mpa}$  concrete, ready mix
  - Parking Slab :  $f_c' = 28 \text{ Mpa}$  structural concrete (ready-mix) on steel deck
  - Building Reinforced-Concrete Elements including Footings :  $f_c' = 28 \text{ Mpa}$  structural concrete (ready-mix)
- c. Cement : ASTM C150, Type I for general use in construction
- d. Aggregates : ASTM C33, Class 1N or 2N
- e. Non-shrink grout : COE CRD-C-621
- f. Admixtures :
  - Retarding : ASTM C494, Type B,D, or G
  - Water Reducing : ASTM C474, Type A or F
  - Fly Ash & Pozzolan : ASTM C618
- g. Reinforcing Steel Bars = ASTM 706 Grade 40 for 10mm $\phi$  and below  
= ASTM 706 Grade 60 (Weldable) for 12mm $\phi$  and above
- h. High Strength Bolts for structural steel member connections = shall conform to ASTM A325 or ASTM A490
- i. Anchor Bolts = shall conform to ASTM A 307, Grade A
- j. Mechanical connectors = ACI 301
- k. Welding Electrodes and Rods for structural members = E70xx and shall conform to AWS A5.5
- l. Waterstop : ASTM D412-80, Neoprene Hi-tensile rubber

waterstop, 150mm wide x 6mm thick, dumbbell with centerbulb type

m. Vapor Barrier : ASTM C171 Polyethylene Sheeting, Minimum of 6mil thickness

xi. Walling System

- a. All wall enclosures, toilets, and fire exits = structural concrete insulated panels, 6-inches thick when finished (made up of at least 1.5" plastering on both sides, 4.4mm round bar for warren trusses, 2"x2" Ga.14 wire mesh on both sides and Foam that shall be fire retardant. Fabrication and installation shall be with concrete plastering smooth-finish, paint ready. All walls shall have 1.5 hours fire rating, sound transmission coefficient rating of at least 50 and with R40 thermal performance. Shop drawing shall be submitted for approval.
- b. Commercial Stalls = 6" CHB plastered finish
- c. Toilet cubicles, urinal dividers = Solid wood laminates including all accessories.

xii. Electrical System

- a. Conduits and Fittings = High end quality uPVC, IMC/RSC metal conduits
- b. Wires and cables = Annealed copper, 98% or better conductivity, insulated, 600 volt class type
- c. Circuit breakers = Shall be "bolt-on" type molded case, thermal magnetic protective, quick make, quick break, trip free from handle, trip indicating.
- d. Grounding and bonding system = shall comply with PEC 2009. All underground connections shall be by means of exothermic welding. All exposed non-current carrying parts of electrical equipment shall be properly grounded. Ground rods shall be 20mm $\phi$  x 3m long copper clad steel.

xiii. Fire Protection Works and Alarm System

- a. Fire Sprinkler System
- b. Fire Hose Cabinet consisting of the following :
  - One (1) 40mm x 30mm single jacket hose with brass coupling
  - One (1) 40mm combination fog and solid stream brass nozzle
  - One (1) semi-automatic rack, brass finish and hose nipples
  - One (1) 40mm angle valve, brass finish
  - One (1) spanner wrench
  - One (1) 4.5kg dry chemical fire extinguisher, Class ABC, UL/FM
- c. Fire alarm system

Fire detection and alarm system shall be a complete, addressable, and supervised fire alarm reporting system, configured in accordance with NFPA standards and RA 9514. The control panel shall comply with UL 864 and shall be placed in a suitable location approved by the MWSS. Addressable manual fire alarm stations shall conform to UL38 and shall be provided in accordance with the spacing requirements.

#### 4. Architectural and Engineering Designs

##### i. Architectural Design

- a. The building should be designed with structural, electrical, mechanical, sanitary & plumbing, fire protection, parking monitoring, etc, natural ventilation, following the parking design standards.
- b. The bidder shall prepare and submit together with its Bid, the Preliminary Architectural Plans in accordance with the requirements of the National Building Code of the Philippines, Accessible Law (BP 344), including all other applicable laws and local ordinances as cited in this TOR.
- c. Submittals (at suitable scale on A3-size, prepared in AUTOCAD) shall be, but not limited to the following :
  1. Site Development Plan
  2. Vicinity Map
  3. Perspective
  4. Floor Plans showing the parking layout
  5. Elevations (Front, Rear, Right, Left)
  6. Sectional Elevations (Longitudinal and Cross section)
  7. Doors and Windows Schedule
  8. Plan and detail of stairs and ramps
  9. Reflected Ceiling Plan
  10. Schedule of Finishes for floors, walls, and ceilings.
  11. Framing Plan
  12. Floor system and details
  13. Foundation Plan
  14. Parking monitoring system
  15. Electrical and mechanical layout
  16. Sanitary and plumbing layout

##### ii. Structural Design

- The Contractor shall prepare and submit the necessary detailed structural analysis/calculation and design of the structural members of the building component in accordance with the latest prevailing National Structural Code of the Philippines with its referral codes such as the latest edition of the National Building Code of the Philippines. The design of the structure shall take into account, among others, the seismic requirements of the area to determine the optimum safety of the whole structure and to minimize earthquake damages.
- On the basis of the data obtained from the detailed site investigations, topographic survey, soil and geotechnical investigations, foundation investigations, material testing, the seismic requirements of the area, the load requirements of the building and other investigations required to obtain the data necessary to ensure the safety of the structure, the proponent



shall prepare the preliminary structural design plans of the structure.

- Submittals (at suitable scale on an A3-size prepared in AUTOCAD)
  1. Structural Design Criteria and Design Notes
  2. Foundation Plan
  3. Floor and Roof Deck Framing Plans
  4. Schedule of slab, beams, girders, columns, and footings
  5. Structural details of stairs, ramps, canopy, parapets, etc
  6. Other details
  7. Structural analysis and design calculations, sign and sealed by the Structural Engineer who undertake the design.

### iii. Sanitary/Plumbing Design

- The detailed design shall conform to the general standards adopted by the Sanitary and Plumbing Code of the Philippines and other prevailing pertinent laws and ordinances.
- All design considerations/assumptions shall be based on the results of the technical studies, detailed analyses, and design computations.
- The drawings and specifications shall clearly indicate all the details required to ascertain the care and thoroughness devoted in the preparation of the drawings.
- Drainage and sewerage system shall be built underground.
- The drainage layout shall show all the required information such as direction of flow, manhole to manhole distances, and size of lines, etc.
- Submittals (at suitable scale on an A3-size prepared in AUTOCAD)
  1. General notes
  2. Legend and Symbols
  3. Sewer, vent, and storm drainage layout
  4. Enlarged toilet plan
  5. Isometric diagram
  6. Miscellaneous details
  7. Septic tank and details

### iv. Water Supply and Distribution System

- The design should be on the basis of the source and volume of water supply, water consumption (domestic and fire protection), piping network, and conveyance in accordance with the applicable laws, rules, regulations, and ordinances governing health, safety, and sanitation.

- Water supply will be sourced from the existing water concessionaire.
- Submittals (at suitable scale on an A3-size prepared in AUTOCAD)
  1. General notes
  2. Legend and Symbols
  3. Waterline layout
  4. Isometric Diagram
  5. Cistern and Water tank plans and details, if found necessary
  6. Miscellaneous details

#### v. Electrical Design

- The bidder shall prepare a preliminary design plans for the electrical and power supply system and telephone/communications system of the building in accordance with the Electrical Code of the Philippines, Fire Code of the Philippines, National Building Code of the Philippines, and other relevant laws and ordinances.
- Submittals (at suitable scale on an A3-size prepared in AUTOCAD)
  1. General notes
  2. Legend and Symbols
  3. Power Riser Diagram
  4. Power and Lighting Layout System
  5. Fire Alarm System
  6. Local Area Network System, if applicable
  7. CCTV System
  8. Grounding System
  9. Load Schedules
  10. Other details as applicable

#### vi. Mechanical Design

- The proponent shall prepare a preliminary design plans for the Mechanical Equipment, fire protection system, and air conditioning system based on requirements of the project in conformity with the Mechanical Code of the Philippines, Fire Code of the Philippines, National Building Code of the Philippines, and other relevant laws and ordinances.
- Submittals (at suitable scale on an A3-size prepared in AUTOCAD)
  1. General notes
  2. Legend and Symbols
  3. Fire Protection System plans and layouts
  4. Air Conditioning System schedule and ventilation layout

## 5. Other details as applicable

### 5. Final Design and Construction Plans

Upon award of the contract, the contractor shall comply the following :

- Prepare the final draft of the architectural and engineering design plans incorporating all design refinements and revisions based on the project requirements or any maybe required by the Design and Build Committee within the scope of design parameters/requirements/considerations set forth in the TOR, at no additional cost to the MWSS.
- Submit to the Design and Build Committee for approval by the MWSS, the Final Architectural and Engineering Design Plans, Technical Specifications, Design Calculations, etc, , duly-signed and sealed by the concerned professional architect and engineers, incorporating all the necessary revisions and refinements.

### D. QUANTITY CALCULATIONS

The prospective bidder shall submit the quantities of the different works to be carried out. In particular, the quantities of each work item shall be calculated and the bill of quantities shall be prepared to be supported with detailed cost estimates based on the scope of the works as defined in the Bid Documents, to include among others, the following :

1. Architectural and engineering design services fees
2. Bill of Quantities for the construction
3. Detailed unit price analysis

### E. CONSTRUCTION PHASE

#### 1. Permits and Clearances

- All permits and clearances shall be to the account of the contractor. He shall make representations with the government agencies concerned to expedite the processing of all the required permits and certificates, such as, but not limited to the following:

- a. Building, Electrical, Sanitary/Plumbing, Mechanical Permits
- b. Occupancy Permit

- c. Environmental Compliance Certificate, if required.
  - d. All other permits/clearances as may be required for the construction
2. Temporary structures and facilities
    - The contractor shall provide the following:
      - a. Temporary office for the contractor’s project team personnel with water, light, and toilet facilities.
      - b. No temporary barracks or personnel quarters shall be erected.
      - c. The cost for the water and electrical consumption shall be to the account of the Contractor.
  3. Contract implementation guidelines shall be governed by RA 9184

**V. BIDDER’S QUALIFICATION**

The participating Bidder shall be a registered local firm who may be a sole proprietorship, partnership, corporation, or joint venture pursuant to the 2016 IRR of the RA 9184 (Section 23.4.2.1). The Bidder firm shall have the following minimum qualifications:

PARTICULARS	REQUIRED QUALIFICATIONS
1. PCAB Category	Classification : General Building Size Range : Medium B License Category : Class “A”
2. Experience	With <b>at least TEN (10) years</b> experience in the field of building construction.
3. Minimum Number of Projects Undertaken	Have successfully undertaken and completed within the last ten (10) years, at least one (1) multi-level parking building of reinforced concrete or steel framing system.
4. Single Largest Completed Contract (SLCC)	Have successfully completed at least one (1) <b>building construction project</b> having a cost equivalent to at least 50% of the Approved Budget for the Contract (ABC).

**Non-compliance to any of the above requirements constitute a ground to be classified as NON-ELIGIBLE.**

Only projects completed by the Bidder itself, or by any, or both of the JV partners, in case of a joint venture, duly supported by certificate of completion issued by the client, or any other equivalent document to prove successful completion of the project, shall be considered in the evaluation for determining the bidder’s score.

The Bidder shall demonstrate that he has adequate number of experienced and competent technical supervisors and skilled personnel to do the works.

The Bidder shall also demonstrate that he has on-going projects whether or not similar in nature with this project to be bid out by the MWSS.

**VI. PERSONNEL QUALIFICATIONS**

The list and qualifications of the Key and Support Personnel (Design and Build) to be assigned to the contract to be bid shall, but not limited to the following:

**A. KEY PERSONNEL**

<b>KEY PERSONNEL</b>	<b>GENERAL EXPERIENCE</b>	<b>RELEVANT EXPERIENCE</b>
One (1) Project Manager (Design and Construction)	Licensed Architect of Engineer with at least 5 years cumulative experience as Project Manager	Similar or comparable projects, with proven record of managerial capability and experience through directing/managing major civil engineering works, including projects of a similar magnitude.
One (1) Architect (Design and Construction)	Licensed Architect with at least 5 years cumulative experience in architectural design	Design of institutional facilities, with knowledge in the application of rapid construction technologies
One (1) Structural Engineer (Design and Construction)	Licensed Civil Engineer with Masters Degree in Structural Engineering at least 5 years cumulative experience in structural analysis and design, structural peer-review, proof-checking, and structural supervision.	Design of structural concrete and structural steel structures, with knowledge in the application of rapid construction technologies. Must be knowledgeable with latest codes and standards and has expertise in the use of structural analysis and design softwares.
One (1) Electrical Engineer (Design and Construction)	Licensed Professional Electrical Engineer with at least 5 years cumulative experience in the field of electrical engineering.	Design and supervision of installation of lighting, power distribution, communication systems (structural and local area network cabling, PABX), building management systems, with knowledge in developments in emergent efficient lighting technologies and energy management.
One (1) Mechanical Engineer (Design and Construction)	Licensed Professional Mechanical Engineer with at least 5 years cumulative experience in the field of mechanical engineering.	Design and supervision of the installation of HVAC and fire protection systems, with knowledge in emergent, alternative energy-efficient HVAC technologies.

One (1) Sanitary Engineer (Design and Construction)	Licensed Sanitary Engineer with at least 5 years cumulative experience in sanitary engineering design	Design and installation of building water supply and distribution system, plumbing, with knowledge in waste water management/treatment and emergent/alternative technologies in water and waste water systems.
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**B. MINIMUM TECHNICAL SUPPORT PERSONNEL**

<b>KEY PERSONNEL</b>	<b>GENERAL EXPERIENCE</b>	<b>RELEVANT EXPERIENCE</b>
Construction Engineers	Licensed Civil Engineer with at least 5 years cumulative experience in construction supervision of buildings	Similar or comparable projects
Materials Engineer	Licensed Engineer, Duly-accredited, with at least 3 years cumulative experience as Materials Engineer	Similar or comparable projects
Quantity and Cost Engineer	Licensed Engineer with at least 3 years cumulative experience as cost estimator and/or quantity surveyor in building construction	Similar or comparable projects
Contract Specialist	At least 5 years of experience in the practice of law, with experience in handling commercial contracts and arbitration disputes	Similar or comparable projects
Safety Officer	Must be an accredited safety practitioner by DOLE with at least three (3) years cumulative experience as safety officer in construction projects.	Have undergone the prescribed 40 hour Construction Safety and Health Training (COSH)
CAD Operator	At least 3 years experience in CAD drafting	

The key professionals listed are mandatory required. Prospective bidders shall attach/submit the resume of the above professional key personnel. Said key personnel shall possess and submit together with their resume, their valid license for the practice of engineering issued by the Professional Regulations Commission (PRC).

The Design and Build Contractor may, as needed and at its own expense, add additional professionals and/or support personnel for the optimal performance of all architectural and engineering design services, and construction services, as stipulated in the Terms of Reference for this Project.

**C. LIST OF EQUIPMENT**

The list of equipment which is owned, leased, and/or purchased agreement to be utilized for the project shall be, but not limited to the following, to be supported with proof of ownership, purchase agreement and certification of availability from the equipment lessor/vendor for the duration of the project.

DESCRIPTION OF EQUIPMENT	MINIMUM QUANTITY
1-Bagger Concrete Mixer	2
Backhoe (0.8 cu.m)	1
Payloader	1
Telescopic Crane (5 tons minimum)	1
Tower Crane	1
Roller Compactor	1
Dump Truck (10 cu.m)	1
Cargo Truck	1

**VII. WORKMANSHIP**

All works shall be of the highest quality of engineering practice and in accordance with the provisions of all the existing codes and standards, laws, city rules/ordinances and regulations. Any defects found or imperfections observed as a result of poor workmanship shall be corrected by the Contractor without any additional cost to the contract.

**VIII. WARRANTY**

All works shall be free from material defects and poor workmanship for the period of one (1) year. Any defects or imperfections as a result of inferior materials and poor workmanship, within the specified warranty period, shall be repaired and/or replaced by the Contractor. Any amount incurred in the repair as a result of the above defects shall be the full responsibility and expense of the Contractor.

**IX. SAFETY AND SECURITY**

All standard safety measures and precautions shall be exercised by the Contractor in the course of the project for the protection of the public and its workers.

All personnel and workers shall be equipped with proper working uniform, personal identification, and personal protective equipment (PPE) at all times. They must be registered with the MWSS-CO and must comply to the rules and regulations of the Complex.

The Contractor shall secure his/her own equipment and materials on site. The MWSS-CO shall not be held liable and accountable to any losses and damages incurred during the progress of the work and activity of the Contractor.

**X. SUBMITTALS/ DELIVERABLES**

Following are the required submittals/deliverables:

ITEM	PARTICULARS	DEADLINE	REPORT SPECIFICATIONS
1	Inception Report	Within 15 calendar days from receipt of the Notice to Proceed (NTP)	One (1) original hardcopy and three (3) photocopies respectively marked as copies 1, 2, and 3, printed in A4 size bond paper, properly binded. All drawings that will be attached in the report shall be prepared in AutoCAD, printed in A3 paper size.
2	Detailed Program of Work, Construction Schedule in Gantt Chart format with S-Curve, Cash Flow, including manpower and equipment list/schedule, Sequence of timing for inspections and tests, general description of the design and construction methods, number and names of personnel to be assigned for each stage of the work, and description of the quality control system to be utilized for the	Within 15 calendar days from receipt of the Notice to Proceed (NTP)	<b>a. Draft copy for review:</b>  One (1) original hardcopy printed in A1 paper size
		Within 45 calendar days from receipt of the Notice to Proceed (NTP)	<b>b. Final copy for signature/ approval after incorporation of the MWSS comments/ corrections:</b>  One (1) original hardcopy printed in A1 size Mylar Sheet, duly-signed by the Contractor.



	project for approval by the MWSS.		Once approved, the Contractor shall make photocopies for their own use. He shall return the approved original sheet to the MWSS for file and safekeeping, and provide three (3) photocopies in A1 paper size of the approved original.
3	Detailed Architectural and Engineering Design Drawings (DAED)	Within 60 calendar days from receipt of the Notice to Proceed (NTP).	<p><b>a. Draft copy for review:</b></p> <p>One (1) original hardcopy prepared in AUTOCAD, printed in A3 paper size</p>
			<p><b>b. Final copy for signature/ approval after incorporation of the MWSS comments/ corrections:</b></p> <p>One (1) original hardcopy printed in A1 size Mylar Sheet, duly-signed by the Contractor, and duly-signed/sealed by the discipline engineers and architect.</p> <p><b>c.</b> Once approved, the Contractor shall make photocopies for their own use. He shall return the approved original sheet to the MWSS for file and safekeeping, and provide three (3) photocopies in A1 paper size of the approved original drawings.</p>
	Structural Analysis & Design Calculations		One (1) original hardcopy printed in A4 size bond paper, properly binded, duly-signed and sealed by the structural engineer on record.
	Design Report including the Detailed Work Program/Methodology, Geotechnical		One (1) original hardcopy and three (3) photocopies respectively marked as copies 1, 2, and 3, printed in A4 size bond paper, properly

	Investigations, Detailed cost estimates, and Bill of Quantities		<p>binded, duly-signed by the Contractor.</p> <p>All drawings that will be attached in the Design Report shall be prepared in AutoCAD, printed in A3 paper size.</p>
4	Monthly Progress Report for Construction including Test Results and Progress Photographs	Start of submission is within 90 calendar days from receipt of the Notice To Proceed (NTP), then monthly thereafter, not later than every fifth day of the month.	<p>One (1) original hardcopy and three (3) photocopies respectively marked as copies 1, 2, and 3, printed in A4 size bond paper, properly binded, duly-signed by the Contractor.</p> <p>All drawings that will be attached in the report shall be prepared in AutoCAD, printed in A3 paper size.</p>
5	All acquired permits and clearances for the Project	Within 90 calendar days from receipt of the Notice To Proceed (NTP),	All original copies, properly binded. The contractor shall secure his own copy.
6	Draft As-Built Drawings for Review	Within thirty (30) calendar days before end of Contract	One (1) original hardcopy prepared in AUTOCAD, printed in A3 paper size
	Final As-Built Drawings for Approval after incorporation of the MWSS comments/corrections	Within five (5) calendar days before end of Contract	<p>One (1) original hardcopy printed in A1 size Mylar Sheet, duly-signed by the Contractor, and duly-signed/sealed by the discipline engineers and architect.</p> <p>Once approved, the Contractor shall make photocopies for their own use. He shall return the approved original sheet to the MWSS for file and safekeeping,</p>
	Certificate of Occupancy		Original Copy
7	Final Report	Within five (5) calendar days after the end of the Contract.	One (1) original hardcopy and three (3) photocopies respectively marked as copies 1, 2, and 3 in A4 size bond paper, properly binded,

			duly-signed by the Contractor.
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**XI. OWNERSHIP AND CONFIDENTIALITY OF PLANS AND DOCUMENTS**

All reports, drawings, documents, and materials compiled or prepared in the course of the performance of "The Project" by the Contractor shall be absolute properties of the MWSS and shall not be used by the Contractor for other purposes without the prior written consent of the MWSS.

The Contractor shall, at all times, keep in strict confidence and shall not disclose to any party any information, materials or document provided by the MWSS, or any part of any report, drawings, documents and materials as well including all confidential information with the Contractor may acquire by reason of its engagement, except those which are generally known or available to the public.

**XII. TERMS OF PAYMENT**

In consideration of the services required under this Terms of Reference, payment to the Contractor shall be made in the following breakdown. **No claims for payment shall be processed and paid unless duly-supported with complete documents.**

BILLING PARTICULARS	CONDITION / REQUIREMENTS
1. Advance Payment	<p>1. Equivalent to <b>15%</b> of the accepted contract amount, maximum of two (2) installments.</p> <p>First Installment = 15% of the contract price for the Design Services</p> <p>Second Installment = 15% of the price for the Construction Services upon approval of the Detailed Architectural and Engineering Design (DAED)</p> <p>2. Payment shall be upon written request and submission to and acceptance by the MWSS of a Bank Guarantee or a Surety Bond callable on demand issued by Surety or Insurance Company duly licensed by the Insurance Commission and confirmed by the MWSS, pursuant to Annex E Section 4.1 of RA 9184.</p> <p>3. Upon submission of Items 1 and 2 of the required deliverables of <b>Section X. SUBMITTALS/ DELIVERABLES</b> of the Terms Of Reference.</p> <p>5. The advance payment shall be re-paid/recouped by the Contractor by deducting fifteen percent (15%)</p>

	<p>from its progress payments a percentage equal to the percentage of the total contract price used for the advance payment, pursuant to Section 4.3 of RA 9184.</p>
<p>2. Progress Payment</p>	<ol style="list-style-type: none"> <li>1. First Progress Billing covering payment for the Design Services : <p>Upon complete submission Item 3 of the required deliverables of <b>Section X. Submittals/Deliverables</b> of the Terms of Reference and corresponding request for progress payment.</p> </li> <li>2. Second Progress Billing : <p>Covers first payment for Construction Services, with an actual progress accomplishment of the contract of at least twenty percent (20%) with proper documentation of the progress of the works and submission of the Statement of Works Accomplished including corresponding request for progress payment for the works accomplished, including the submission of Item 4 of the required deliverables on <b>Section X, Submittals/Deliverables</b> of the Terms of Reference.</p> </li> <li>3. Succeeding Monthly Progress Billings : <p><b><u>Upon submission of Item 4</u></b> of the required deliverables of <b>Section Submittals/Deliverables</b> of the Terms of Reference for the succeeding Progress Billings, with proper documentation of the progress of the works including submission of the Statement of Works Accomplished and corresponding request for progress payment for works accomplished.</p> </li> <li>4. Retention money equivalent to 10% of billing amount shall be withheld on each progress billing until fifty percent (50%) of the value of the works, as determined by the MWSS, are completed. If, after fifty percent (50%) completion, the work is satisfactorily done and on schedule, no additional retention shall be made; otherwise, the ten percent (10%) retention shall be imposed, pursuant to Section 6 of RA 9184.</li> <li>5. No billing will be processed if submission is incomplete.</li> </ol>
<p>4. Final Payment</p>	<ol style="list-style-type: none"> <li>1. Payment shall be upon complete submission of the required deliverables of <b>Item 6 and Item 7 of Section X. SUBMITTALS/ DELIVERABLES</b> of the Terms Of Reference, and upon rectification of defects noted during punch listing and Final Inspection by MWSS.</li> </ol>

	2. No billing will be processed if submission is incomplete.
5. Ten Percent (10%) Retention Money	Retention Money shall be released upon Final Acceptance of the Project. The Contractor may, however, request for its release prior to Final Acceptance subject to the guidelines set forth in RA 9184 and its Revised Implementing Rules and Regulations. .

### **XIII. APPROVED BUDGET FOR CONTRACT (ABC)**

The Approved Budget for the Contract (ABC) is **Two Hundred Twenty Million Pesos (Php 220,000,000.00)** inclusive of 12% VAT, other taxes and duties.

The ABC shall be the upper limit or ceiling for the Bid Price. Any bid with a financial component exceeding this amount shall not be accepted and shall be automatically rejected at opening of the financial bid.

Any bid, with the 12% VAT and other taxes and duties not included, shall be rejected at opening of the financial bid.

### **XIV. IMPLEMENTATION ARRANGEMENTS / ASSISTANCE TO BE PROVIDED BY THE MWSS**

The MWSS is responsible for overseeing the implementation of the works in accordance with the contract arrangement between the Contractor and MWSS.

#### **The MWSS shall:**

1. Provide any available as-built plans of existing structures that might be affected by the construction of the Project for reference of the Contractor.
2. Conduct kick-off meeting to discuss details in undertaking the scope of work and work schedule and to establish coordination flow process.
3. Provide assistance in acquisition of the required permits and clearances.
4. Directly monitor the Contractor's progress.
5. Review and approve all documents submitted by the Contractor.

### **XV. CONSTRAINTS**

The following constraints shall apply:

1. The Contractor shall not have been involved in the preparation of this Terms of Reference.
2. The provisions of Section 47 (Disclosure of Relations) of the 2016 IRR of RA 9184 shall apply to all personnel of the Contractor.
3. No employer-employee relationship shall exist between MWSS and the Contractor and its team members.
4. During the implementation of the project, Contractor shall ensure that the day to day activities of the MWSS and its tenants within the Complex shall not be disrupted. Board-ups shall be installed on strategic locations.

5. The Contractor will be allowed to work at night provided that construction noise shall be maintained at a minimum level.

**XVI. RESERVATION:**

MWSS reserves the right to cancel or modify this TOR or any other issuances, to refuse to accept or consider any proposal for any cause or reason, or otherwise not to proceed or defer with the implementation of this project.

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(END OF TOR)