

Republic of the Philippines
University of the Philippines Mindanao
Mintal, Tugbok District, Davao City

June 18, 2024

BID BULLETIN NO. 02
Detailed Architectural and Engineering Design (DAED) Services of the
University of the Philippines Mindanao 2-Storey School of Management Building Phase 3
(PBM 2024-02)

This Bid Bulletin is issued in answer to prospective bidders' inquiries:

Inquiry	Answer
1. Submission of Financial Bids	June 25, 2024 (Tue) 1:30 P.M. <ul style="list-style-type: none">• Deadline of submission for both the Technical and Financial Proposal of the shortlisted bidders• Opening of the Technical Proposal
2. Project Construction Budget	Funding Source: UPS General Fund Budget: P115,800,000.00 OR No.: 0612493 (note: Fund released to DPWH were already returned/deposited to the Bureau of Treasury)
3. Duration of Inception phase with Conceptual Design Stage per TOR	The submission of the Soil Investigation Report may extend beyond 20 CD. However, to avoid disrupting the schedule, the Soil Analysis Report as a deliverable output may be transferred from the Conceptual Design Stage to the Schematic Design Stage – Review no.1 period.
4. Under the Terms of Reference, Part IV, 2.0 Designer's Scope of work	See attached Part IV, Item 8.0 Construction Phase
5. Review and approval of deliverables by UP Mindanao	Upon receipt of the deliverables per milestone, the review and approval by UP Mindanao shall be a maximum of 14 days. The End-User, as per Part VI. Item 1.3.c The 240 calendar days project duration is exclusive of design review and approval period.
6. Request for an extension of the deadline for submitting bid proposals	The deadline of submission will still be on June 25, 2024 (Tue) 1:30 P.M.
7. Use of Electronic Signature	Electronic signatures may be accepted subject to the following: <ul style="list-style-type: none">• The electronic signature is affixed by the signatory himself/herself;• The document should be unalterable such as a PDF file;• The electronic signature was electronically affixed and not just a scanned document with a wet ink signature;

Republic of the Philippines
University of the Philippines Mindanao
Mintal, Tugbok District, Davao City

June 18, 2024

BID BULLETIN NO. 02

**Detailed Architectural and Engineering Design (DAED) Services of the
University of the Philippines Mindanao 2-Storey School of Management Building Phase 3
(PBM 2024-02)**

Inquiry	Answer
	<ul style="list-style-type: none">• Email verification as proof of the approval for the attachment of signature;• Email verification indicating the document to be signed. <p><i>Source: Administrative Order No. LAEM 2022-131 Guidelines on the Use of Electronic Documents, Electronic Signatures, and Digital Signatures in Procurement Transactions</i></p>

For guidance of all concerned.



ASST. PROF. MINERVA C. ROSEL

Chair, Bids and Awards Committee for Consulting Services

Received by the bidder:

Signature over printed name/Date received

Republic of the Philippines
University of the Philippines Mindanao
Mintal, Tugbok District, Davao City

June 18, 2024

BID BULLETIN NO. 02

**Detailed Architectural and Engineering Design (DAED) Services of the
University of the Philippines Mindanao 2-Storey School of Management Building Phase 3
(PBM 2024-02)**

Part IV, Item 8.0 Construction Phase

8.0 CONSTRUCTION PHASE

- 8.1 The Design Team shall make themselves available to attend periodic visits to the project during the construction phase and cover the following responsibilities as follows:
- 8.1.1 Assist and advise in securing, tabulating and evaluating bid results; make recommendations on the award of construction contracts; and prepare formal contract documents.
 - 8.1.2 Provide supplemental drawings and additional details or minor revisions to some elements of the project that may be required to suit actual field conditions as indicated in the Requests for Approval (RFA) and Requests for Information (RFI) from the contractor.
 - 8.1.3 Review, evaluate and approve detailed construction and as-built drawings, shop and erection drawings submitted by the contractor in accordance with the overall design.
 - 8.1.4 Assist the UP Mindanao TWG in evaluating the progress of work and compliance of the contractor to the Design documents and Technical Specifications in order to certify the timely release and approval of Contractor's progress billing and other project-related requests.
 - 8.1.5 Conduct monthly site visits to monitor the implementation of the design and the general progress and quality of work. Monthly reports shall be submitted to the Campus Planning and Development Office (CPDO) pertaining to the project's quality, workmanship and compliance with the plans and specifications.
 - 8.1.6 Record and document all observations and findings and formulate appropriate recommendations.
 - 8.1.7 Observe performance tests and start-up and make reports thereon.
 - 8.1.8 Together with technical representatives of UP Mindanao, prepare punch list for compliance by the Contractors.
 - 8.1.9 Perform final walk through along with UP Mindanao end—users and technical representatives to ensure that the punch list items have been satisfactorily completed and complied with.