



TERMS OF REFERENCE

Consulting Services for the Detailed Architectural and Engineering Design (DAED) of the proposed Construction of Dormitory, UP Cebu

BACKGROUND

UP Cebu was given the a budget of 63.7M for a dormitory project. The Basis for the Project is the latest BOR approved LUDIP of UP Cebu. Ironically, the budget was given without a DAED yet, hence we are requesting a budget for DAED for this project. The total projected cost to construct a 4-Storey Building considering the site where it will be constructed is about PhP 161,994,000.00. The PhP 63,700,000.00 will just compensate the structural foundation of the said building considering the deep foundation as recommended by the previous geotechnical report from adjacent 4-storey Learning commons building. However, it is recommended to have a separate geotechnical investigation prior to final structural design of this proposed structure. Part of the Phase also will be a finish ground floor that is ready for occupancy but will consider the complete 4-storey structure in the future.

Driven by the need of UP Cebu to build more dormitories to cater to the increasing number of students because of the new courses and programs being offered, this 4-storey building is envisioned as a faculty, REPS, staff, and visiting professors' dormitory with 1 Bedroom units or rooms with its own living area, kitchen and dining and toilet and bath for the users convenience.

DESIGN BRIEF

Sustainability and Environmental Impact:

The TOR could benefit from a stronger emphasis on sustainable design principles. This includes the use of eco-friendly materials, energy-efficient systems, and integration of renewable energy sources. Consideration of the building's environmental impact, with strategies for minimizing carbon footprint and promoting green building standards.

Accessibility and Inclusivity:

Ensure that the design complies with accessibility standards, making the dormitory inclusive for students with disabilities. This might involve ramps, elevators, and accessible bathrooms. The TOR should specify requirements for universal design to accommodate diverse needs. Gender neutral CR.

Community Integration and Stakeholder Engagement:

Could be enhanced by including a process for community and stakeholder engagement. This would ensure the dormitory meets the actual needs and expectations of the students and staff. Feedback mechanisms for ongoing stakeholder engagement throughout the project could be beneficial.

Safety and Security Features:

detail specific safety and security measures, including fire safety, emergency exits, surveillance systems, and secure access controls. Design elements that promote the safety and well-being of the residents should be emphasized.

Technological Integration:

Incorporate modern technological features like smart building systems for energy and water conservation, Wi-Fi connectivity, and digital security systems. Plan for future-proofing the building to accommodate technological advancements.

Flexible and Modular Design:

Consider a design that allows for future expansions or modifications with minimal disruptions. Modular design elements could be beneficial for adapting to changing needs over time.

Environmental Analysis:

Include a comprehensive environmental analysis to assess factors like sunlight, wind patterns, and local climate, which can inform energy-efficient design decisions.

Cultural and Contextual Relevance:

The design should reflect and respect the cultural context of the location, possibly incorporating local architectural styles or materials.

Cultural and Social Spaces:

The inclusion of communal areas that promote social interaction and cultural activities, like common rooms, study areas, and event spaces, can foster a sense of community among residents.

Noise and Acoustic Management:

include specifications for acoustic design to minimize noise transmission between rooms and from external sources.

Water Conservation Measures:

Details on water-saving fixtures and systems, such as low-flow toilets and showers, rainwater harvesting, and greywater recycling, can be more explicitly outlined.

I. BASIC INFORMATION OF THE PROJECT

I.1 Site : UP Cebu - SRP-Campus, South Road Properties, Cebu City

I.2 Type of Building: 4-Storey Dormitory

I.3 Floor Area :

- Ground Floor = 710.48 m²
- Second Floor = 710.48 m²
- Third Floor = 710.48 m²
- Forth Floor = 710.48 m²

GROSS FLOOR AREA = 2,841.00 m²

I.3 ABC for this consultancy service: PhP 3,000,000.00 for the whole structure
Plus PhP 500,000.00 (Soil Investigation)

Php 161,994,000.00 (Projected Construction Cost considering a bore pile or deep foundation in SRP since it was a reclaimed area)

Phase 01 - 63,700,000.00 (Possible for structural Foundation only considering deep foundation plus ground floor ready to occupy but is ready for the 4-storey building)

Phase 02 - 98,294,000.00 (Other remaining works to complete the project)

PhP 3,000,000.00 (DAED cost 1.852% OF Construction Cost)

PhP 500,000.00 (Soil Investigation)

TABLE 1. SPACE PROGRAM

3-Storey Dormitory Building in UP-SRP Campus			
SPACE ROOM	DETAILS	AREA	NO. OF ROOMS
A. Ground Floor (Concession Area)			
Common Areas	Corridors, Elevator shaft, lobby and stairs	226.97 sqm	1
Concession Units	Open Space Concession Units with Restroom stub-outs	54.23 sqm	4
B. Typical Second to Forth Floor (Dormitory Units)			
Common Areas	Corridors, Elevator shaft, lobby and stairs	226.97 sqm	1
Room Units	1 bedroom dormitory unit, with own kitchen, living area and toilet and bath	54.23 sqm	4
C. Utility Deck			
Roof deck	Serves as Utility area for water tank, pressure tank or Utility Room for Solar Panel and the like	96.62 sqm	1
Roof	Roof area for solar panel, 2 wing area	322.32 sqm	2

TABLE 2. POWER REQUIREMENTS

SPACE ROOM	LIST OF EQUIPMENT	NO. OF UNIT	POWER REQUIREMENT PER UNIT (Watts)	TOTAL POWER REQUIREMENTS (Watts)	PHASE
A. Ground Floor (Concession Area)					
Miscellaneous Requirements	Elevator Power	1	1,000	1,000	3
	Fire Pump	1	25,000	25,000	3
	Jockey Pump	1	3,500	3,500	1
	Transfer Pump for Potable Water	1	2,500	2,500	1
Common Areas	Lighting Fixtures	lot	3,400	3,400	1
	Power Outlets	lot	3,200	3,200	1
Concession Units	Air-conditioners	8	4,500	36,000	1
	Lighting Fixtures	8	814	6,512	1
	Power Outlets	8	1,600	12,800	1
B. Typical Second to Forth Floor (Dormitory Units)					
Common Areas	Lighting Fixtures	lot	3,400	3,400	1
	Power Outlets	lot	3,200	3,200	1
Room Units	Air-conditioners	24	4,500	108,000	1
	Water Heaters	24	3,800	91,200	1
	Lighting Fixtures	24	542	13,008	1
	Power Outlets	24	1,600	38,400	1
D. UTILITY AREA					
Electrical Room	Booster Pump and Pressure Tank	1	2,500	2,500	1
	Lighting Fixtures	1	1,450	1,450	1
	Power Outlets	1	1,600	1,600	1
Sub-total for Ground Floor				356,670	

Auxiliary Facilities Stub-outs

- Parking space and Site development plan
- Fire escape and signage
- Fire Detection and Alarm System
 - Heat and Smoke sensors
 - Annunciator
- Heating, Ventilation and Air-conditioning
- Door access control system for all rooms
- Internet and Communication Facilities for all rooms
- Paging system, LAN, CCTV
- Energy Management System
- Hybrid Solar System (Lithium Battery) for Primary energy use

BRIEF GENERAL SCOPE OF WORKS:

The Consultant is given **160 Calendar Days (Maximum)** to prepare and submit the documents needed for construction and other documents needed for permits from other government agencies for the 3-storey building with roof deck.

II. PROJECT TIMETABLE

- II.1 TIME FRAME. The period for the ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT's services is expected to be **160 Calendar Days** excluding periods used during construction.
- II.2 The schedule of submissions for ARCHITECTURAL AND ENGINEERING DESIGN Documentation shall be implemented following the scheme in Table 4.
- II.3 Bidding and Construction activities shall proceed thereafter.

III. CONSULTANT QUALIFICATION

- III.1 The ARCHITECTURAL AND ENGINEERING (A&E) DESIGN CONSULTANT shall be:
 - III.1.1 A firm/company providing DETAILED ARCHITECTURAL AND ENGINEERING DESIGN services, duly registered with the Security and Exchange Commission (SEC) or the Department of Trade and Industry (DTI) and owned and managed by professionals qualified to undertake work in ARCHITECTURAL AND ENGINEERING DESIGN;
 - III.1.2 An Architectural Firm, at least 70% owned by a Filipino Architect, who must be registered and licensed to practice architecture in the Philippines, in full compliance with R.A. No. 9266 (Architecture Act of 2004), registered under Philippine Laws, a sole proprietorship, partnership or corporate entity;
 - III.1.3 An Architectural and Engineering (A&E) Firm, partly owned by a Filipino Architect, registered and licensed to practice architecture in the Philippines, in compliance with R.A. No. 9266, registered under Philippine Laws, a sole proprietorship, partnership or corporate entity, provided that said Architect shall be nominated in the bid documents as the professional responsible to



- lead the Consultant's team in the design and who shall be tasked with signing all contract and permit documents;
- III.1.4 Or a Joint Venture (JV), Association or Consortium of Firms where the lead firm must be an architectural or architectural and engineering firm, following the same conditions cited in paragraphs III.1.1 and III.1.2 above, provided that all member firms of said JV, association or consortium shall satisfy the pertinent eligibility requirements.
- III.2 The A&E DESIGN CONSULTANT shall have demonstrated competence and creativity to address the design problem for projects of similar complexity, use and character. The ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT shall show previous experience in **design of a 4-storey dormitory and other similar projects.**

The Bidder shall indicate in his technical proposal, a description of completed and ongoing projects, citing features and merits of particular projects where the above-mentioned requirements have been fulfilled.

- III.3 The A&E DESIGN CONSULTANT must be operational for at least Ten (10) years and shall have proven capacity to complete the project and provide the appropriate experts and project staffing.
- III.4 The A&E DESIGN CONSULTANT must have a local and registered Office in Cebu that is in operation for a minimum of 3 years for easy communication and logistics.

IV. MANPOWER AND QUALIFICATION REQUIREMENTS

The ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT shall provide the manpower requirements upon the effectivity of the contract with the following qualifications and functions:

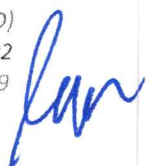
- IV.1 The ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT manpower requirement for the A&E design shall include the following:

TABLE 2. PROJECT KEY PERSONNEL

Position	Responsibilities	Qualifications
Principal Architect/ Designer	Project management - leads in the Consulting team in the formulation of concepts and plans. Key professional responsible for signing construction documents.	Licensed Filipino Architect; At least Ten (10) years of experience in Architectural Engineering and Design; Preferably with certification/accreditation from international or local green building organization and has




		similar experience in designing building with green building strategies or technologies
Project Manager / Coordinator	Project coordination – coordinates the work of project personnel; coordinates production of reports and other outputs; coordinates the project schedules and requirements with the Client in behalf of the Consultant.	Registered Architect with minimum Ten (10) years' experience in work programming of Architectural and Engineering services
Civil Works and Structural Engineer	Conceptualizes and prepares civil works and structural designs; professional responsible for signing structural design drawings, design analysis and specifications.	Registered Civil Engineer with minimum Ten (10) years' experience in structural and civil works design with expertise in earthquake engineering. Should hold an MS or PhD in Civil or Structural or Earthquake Engineering. Should show experience in addressing vibration sensitive building requirements
Professional Electrical Engineer	Conceptualizes, recommends and prepares electrical and electrical auxiliaries systems and illumination designs for buildings and sites, professional responsible for signing electrical design drawings, design analysis and specifications.	Professional Electrical Engineer with minimum Ten (10) years of experience in Electrical Design and Supervision involving the design of electrical, security and fire alarm system requirements for commercial, institutional, industrial buildings or projects of similar or greater magnitude and complexity; Preferably with experience in various codes such as PEC, NFPA, NEC and can do electrical load computation, lighting analysis, voltage drop calculation and short circuit analysis

Professional Mechanical Engineer	Conceptualizes, recommends and prepares mechanical systems for: HVAC, Automated transport systems and Fire protection; In-charge of coordination for whole-building engineering design; professional responsible for signing HVAC, ATS, fire protection and piped utilities design drawings, design analysis and specifications	Professional Mechanical Engineer with minimum Ten (10) years of experience in Mechanical Design and Supervision involving design of air-conditioning, ventilation, fire protection system, elevator system and other mechanical requirements for commercial, institutional, industrial buildings or projects of similar or greater magnitude and complexity
Master Plumber or Sanitary Engineer	Conceptualizes, recommends and prepares domestic and water distribution, sewer and drainage systems designs for buildings and sites, solid waste management strategy and SWM facility designs; Professional responsible for signing plumbing plans and details, design analysis and specifications.	Licensed Sanitary Engineer with minimum Ten (10) years of experience in Sanitary Design or Licensed and Registered Master Plumber with minimum of Ten (10) years of experience in Plumbing Design and Supervision involving design of sanitary/plumbing and water distribution system for commercial, institutional, industrial buildings or projects of similar or greater magnitude and complexity
Electronics and Communications Engineer	Conceptualizes, recommends and prepares communications systems, security and alarm systems design, and design for acoustic control of vibration-sensitive environments.	Licensed Electronics and Communications Engineer with minimum of Ten (10) years of experience in Electronics and Communications Design and Supervision involving design of electronics and communication/IT system for commercial, institutional, industrial buildings or projects of similar or greater magnitude and complexity






IV.2 The A&E DESIGN CONSULTANT may assign tasks of Project Key Personnel to professionals outside of his firm or organization provided that the necessary documents to support the agreement between the ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT and Key Personnel are submitted with the Bid.

IV.3 The A&E DESIGN CONSULTANT may assign other support personnel in addition to those listed below, for the optimal performance of all DETAILED ARCHITECTURAL AND ENGINEERING DESIGN Services at no additional cost to UPLB.

The following is an indicative list of technical support personnel with their qualifications that may be assigned by the ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT.

TABLE 3. PROJECT SUPPORT PERSONNEL*

Position	Responsibilities
Senior Draftsman (1 personnel)	B.S. Engineering or Architecture graduate; 5-year work experience in AutoCAD drafting and managing the production of construction drawings; must be a regular staff of the CONSULTANT / primary consulting firm.
Junior Draftsmen (1 personnel)	B.S. Engineering or Architecture graduate; AutoCAD and Sketch-up capable; must be a regular staff of the CONSULTANT / primary consulting firm or any of the associate key personnel named above.
Cost and Quantity Estimator (1 personnel)	B.S. Civil Engineering or Architecture graduate with 3-year experience in value engineering and cost estimation; Must be a regular staff of the CONSULTANT / primary consulting firm or any of the associate key personnel named above.
Specification Writers (1 personnel)	B.S. Civil Engineering or Architecture graduate with 3-year experience in specifications writing; Must be a regular staff of the CONSULTANT / primary consulting firm or any of the associate key personnel named above.
Cost Engineer and Quantity Surveyor (1 personnel)	B.S. Civil Engineering or Architecture graduate with 3-year experience in quantity and costing; Must be a regular staff of the CONSULTANT / primary consulting firm or any of the associate key personnel named above.


Planner/Scheduler (1 personnel)	B.S. Civil Engineering or Architecture graduate with 3-year experience in planning the schedule or making PERT/CPM or equivalent method in schedule making; Must be a regular staff of the CONSULTANT / primary consulting firm or any of the associate key personnel named above.
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* To be named in the Bidder's Proposal

IV.4 The A&E DESIGN CONSULTANT shall provide the Curriculum Vitae (CVs) (Annex "A") of their KEY AND SUPPORT personnel staff clearly showing the relevant skills, work experience, trainings and professional certifications issued by the respective organization/association. The CVs must be accompanied with certified true copy of the following:



- IV.4.1 Valid Professional Regulation Commission (PRC) License and Current Professional Tax Receipt (PTR);
- IV.4.2 Diploma for college degree
- IV.4.3 Diploma for post graduate degree, if applicable
- IV.4.4 Professional certifications issued by the respective organization/association
- IV.4.5 Certificate of Employment for the last five (5) years stating satisfactory performance of the employee
- IV.4.6 Job Description/s on the projects handled

V. SCOPE OF SERVICES

V.1 General Scope of Work

The scope of the Consultant's work shall include the preparation of building plan schemes, design developed drawings and final contract documents for the construction work to be done on the building. In general, the design engagement shall include, but not limited, to the following:

- a) ARCHITECTURAL PLANS
- b) STRUCTURAL PLANS
- c) ELECTRICAL PLANS
- d) ELECTRONICS AND COMMUNICATIONS
- e) SANITARY AND PLUMBING PLANS
- f) MECHANICAL PLANS
- g) FURNITURE, FURNISHING AND EQUIPMENT PLANS
- h) OUTLINE SPECIFICATIONS
- i) TECHNICAL SPECIFICATIONS
- j) BILL OF QUANTITIES AND DETAILED UNIT PRICE ANALYSIS
- k) MASTER CONSTRUCTION SCHEDULE (Ghant chart and S-curve as baseline schedule for the project duration)


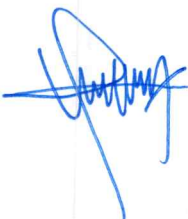




Additional Important Notes and Deliverable(s)

1. The Consultant must submit a complete set of Structural Analysis and design data and parameters signed and sealed by the Structural Engineer
2. The Consultant must submit a complete set of Plumbing Analysis and design data and parameters signed and sealed by the Master Plumber
3. The Consultant must assist UPC for the best Construction Methodology presented by the Contractors in relation to the final duration of the Construction Schedule to finish the Proposed Project on time. In this connection, the Manpower and Equipment Schedule, Construction Safety and Health Program (CSHP) will have a direct relation to the cost, based on the best Methodology identified, Furthermore, The Consultant will also assist UPC for the realistic Master Construction Schedule (MCS) that will be reflected on the final contract between the UPC and the Contractor to build the project.
4. The Consultant must include the in the BOQ a Line Item that the Contractor will Provide the Exact Location of the Building footprint (definition of points) by giving Survey coordinate locations and also design elevation with fixed existing reference Above mean sea level.
5. The Consultant must submit a T.O. (table of organization) or organizational chart with complete contact numbers of the personnel directly involved in this particular project for easy communication.
6. If in case of a variation order that was a fault of the submitted construction drawings, the Consultant will correct the said drawings without cost. If in case the fault is due to other circumstances, the Consultant shall be consulted prior to final decision for cost implication or other matter.
7. The Consultant will prepare and release a blueprint for Construction with FCD (For Construction Drawing) markings or initials as the only basis for construction implementation so as not to confuse with other drawings that are not approved.
8. The Consultant will address all RFA (Request for Approval) and RFI (Request for Information) within max of 3 working days.
9. In the event that the Consultant cannot respond the request mentioned above within the prescribe time, UPC-OCA may address such request but will give notice to the Consultant for its decision and implications so as to not delay the construction.
10. The Consultant will submit periodic schedule of site inspection and or as per request by UPC.
11. BOQ must strictly coincide with the construction drawing as well as all the details.
12. Furthermore, Provisions on the R.A. 9184, 2016 revised IRR, Annex E, Contract Implementation Guidelines for the Procurement of Infrastructure Projects Section 1.4 under Variation Orders - Change order/extra work order shall be observed.

V.2 Detailed Scope of Work

The CONSULTANT shall execute this assignment through a graduated, consultative and iterative process starting with the architectural space program and design schematics, thence into more detailed architectural design (during the Design Development Phase) and then finally to the preparation of detailed architectural and engineering contract document services of the proposed building. The process shall



be consultative, engaging the client and facility end-users through all stages of the consultancy work.

V.2.1 **Project Inception Stage**– The **CONSULTANT** shall:

- V.2.1.1 Consult and verify with the UPC Adhoc Committee for this project to ascertain project requirements, establish protocols for reporting and project coordination, and to firm-up the project work program, schedule of coordination meetings and submission of project outputs.
- V.2.1.2 Conduct ocular visit of the site and topographic survey/s to gather the necessary data from the organization and administration patterns as well as procedures in order to optimize space allocation and increase productivity.
- V.2.1.3 Consult with a Geo-technical Engineer for a site survey/assessment and soil investigation in order to evaluate the site and soil conditions of the proposed location of the building.
- V.2.1.4 Present and submit the **Inception Report** documenting the:
- Work program and project schedule.
 - Project organizational chart and protocols for reporting and project coordination.
 - Rapid site assessment and review of site data identifying site potentials and constraints.
 - Request for additional site and project information.


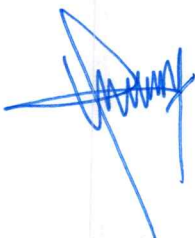
V.2.2 **Conceptual Framework Plan and Architectural Program Report Stage** – The **CONSULTANT** shall:

- V.2.2.1 Conduct studies required for the project in compliance with government laws, ordinances, codes, rules and regulations, functional relationships, cost and effectiveness and others.
- V.2.2.2 Present and submit the **Conceptual Framework Plan and Architectural Program Report** containing;
- Description and illustration of the Master Development Plan for the project integrating all space requirements, immediate and future developments, and adjacent and ancillary services; and
 - Recommended options and strategies for architectural and engineering development.

V.2.3 **Schematic Building Design and Preliminary Site Development Design Stage**

The work under this phase includes the analysis of the design problem and the presentation of solutions in the form of schematic plans. The **Schematic Report** shall include, but is not limited, to the following:

- a) Site development plan showing landscape scheme
- b) Schematic floor plans, elevations, sections, interior and exterior perspectives.
- c) Space Program and preliminary scope of construction work
- d) Budgetary estimates



V.2.4 Design Development Stage

The work under this phase includes the preparation of developmental designs and design data including recommended systems and corresponding costs in aid of finalizing the design program and plans prior to the preparation of dialed and final construction drawing and contract documents.

The following design development submissions are to be made based on the latest and approved building schematic and preliminary site development plans:

- a) Design developed architectural and engineering plans
- b) Detailed floor plans and sections
- c) Scope of construction work
- d) Schedule of materials and finishes
- e) Outline specifications
- f) Updated budgetary estimates

NOTE: The end-users and other parties or UPC Department involved must signed the documents as an approval prior for the preparation of the Contract Documents:

V.2.5 Contract Document Stage

Based on the approved design development plans, the Consultant proceeds to the preparation of the following:

- a) Detailed architectural and engineering construction drawing
- b) Scope of work and schedule of materials and finishes
- c) Technical Specifications
- d) Detailed bill of quantities and cost estimates

The Consultant shall ensure that all Final Contract Documents are coordinated across all design disciplines and outputs.

NOTE: In case there will be a variation orders due the errors with the contract documents, the Consultant must correct the documents without additional cost; if the variation is due to other circumstances the Consultant must acknowledge such variation with or without cost implication due to the Consultant.

V.2.6 Bidding Phase and Construction Stage



The **CONSULTANT's** work includes assistance and advice to the University Office of the Campus Architect (OCA) and BIDS AND AWARDS Committee (BAC) in the preparation of Bid Documents during this phase.

V.2.6.1 During **Bidding Phase**, the Consultant is expected to:

- Attend pre-bid conferences; and
- Respond to questions from bidders.

V.2.6.2 During **Construction Phase**, the Consultant is expected to:

- a) Advise the UPC-OCA and the appointed Project Construction Management Team regarding decisions on all claims of the Client



- and Contractors on all matters relating to the execution and progress of work or the interpretation of the Contract Documents.
- b) Make periodic visits (at least twice a month) to the project site to:
- familiarize himself with the general progress and quality of work and to ascertain that the work in progress is proceeding in accordance with the Contract Documents and report; and
 - report to UPC-OCA, defects and deficiencies noted in the work of Contractors and hall condemn
- c) As needed, advise the UPC-OCA and the appointed Project Construction Management Team in:
- preparation of variation orders and in the review of written guarantees required of the Contractor and Sub-contractors;
 - determining the amount owing and due to the Contractor and certifying that the quality of work performed by the Contractor is in accordance with the Contract Documents; and
 - work found failing to conform to the Contract Documents


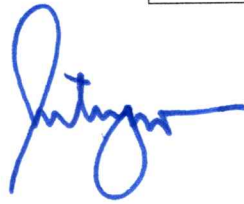
VI. PROJECT DOCUMENTATION

VI.1 The following are the submissions and output requirements of the Project:

TABLE 4. SUBMISSION REQUIREMENTS AND SCHEDULE

Stage	Submission Schedule	Review and Approval Schedule	Outputs	Format	Payment
Project Inception	Due 15 CD after NTP	Max 6 CD after receipt of inception report	Project Inception and Site Analysis Report: Project Methodology	3 copies of bound A3 size report, CD containing an electronic file in PDF.	5%
			<ul style="list-style-type: none"> • Project Timetable & Schedule • Review of Project Data • Initial Site Analysis • Photo Survey of the site • Initial recommendations 		
			Presentation of Findings	PowerPoint/Visual Presentation	
Conceptual Framework Plan Stage	Due 15 CD after receipt of the	Max 6 CD after receipt of conceptual	Conceptual Framework Plan Report	3 copies of bound A3 size report, CD	10%

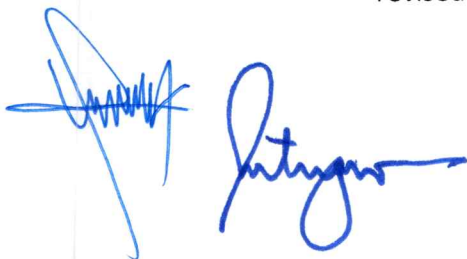
	approved inception report	design		containing an electronic file in PDF.	
			Presentation of the Conceptual Framework Plans	Visual Presentation in PowerPoint	
Schematic Design Stage	Due 15 CD after receipt of the approved Conceptual framework plan report	Max 7 CD after receipt of schematic design	Schematic Design Stage Report	3 copies of bound A3 size report, CD containing an electronic file in PDF.	20%
			Presentation of the Schematic Designs	Visual Presentation in PowerPoint	
Design Development Stage	Due 30 CD after receipt of approved schematic plans and designs	Max 7 CD after receipt of design development report	Design Development Report	3 copies of bound A3 size report, CD containing an electronic file in PDF.	25%
			Presentation of the Design Development Plans	Visual Presentation in PowerPoint	
Final Report and Final Contract Documents Submission	Max 45 CD after receipt of the approved design development report	Max 14 CD after receipt of contract documents	Presentation of the Final Report and Final Contract Documents	Visual Presentation in PowerPoint	30%
			Architectural Programming and Conceptual Framework Plan Final Report	First submission (for review and approval): 3 copies of bound A3 size report CD containing an electronic file in PDF) Second submission (as approved by UPLB): 3 copies of bound A3 size	


			report CD containing an electronic file in PDF.	
			Architectural and Engineering construction plans and detailed drawings	7 copies of A1 size white prints with 1 set of Tracing Paper (thick) prints and electronic files of CAD drawings
			Technical Specifications	5 copies Bound A4size report, electronic file in Word format and PDF.
			Bill of Materials and Cost Estimates	5 copies Bound A4size report, electronic file in excel format and PDF.
			Blank Forms for Proposal of Bidders/Contractors	1 copy of bound A4 size report
TOTAL number of CD	120 CD	40 CD	160 CD	Total= 90% + (10% retention fee to be paid according to the percentage of progress of the project) = 100%

VI.2 Oral/ visual presentation meetings shall be scheduled with the Client at least 2-3 days after the submission of the report to be presented.

VI.3 Succeeding revisions in schemes and design development plans including revised cost estimates, resulting from consultations with the Client, should be




submitted in bound A3 size compilations, but need not contain full report contents, to be attached in the original report as "ANNEXES."

VII. PLAN REVIEW AND APPROVAL



- VII.1 UPC shall designate personnel responsible for plan review and approval. All plans submitted shall use the UPC-recommended title blocks, with the following signatories;
- (a) the appointed End-user representative
 - (b) the UPC - OCA
 - (c) the UPC Vice Chancellor
 - (d) the UPC Chancellor
- VII.2 Prior to progressing to succeeding stages of design, a final copy of the plans should be submitted for signature of the above University personnel.
- VII.2.1

VIII. CONFIDENTIALITY OF DATA

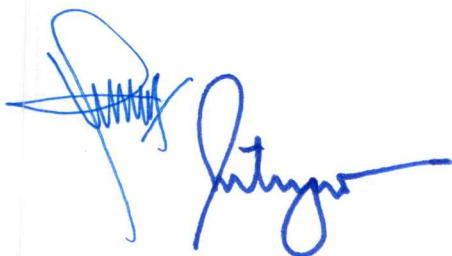
The ownership of all designs, drawings, specifications and copies thereof including electronic files, prepared and furnished by the **CONSULTANT** in the performance of the services subject of this Agreement shall be vested with the UPC.

IX. WARRANTIES OF THE CONSULTANT

- IX.1 The ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT warrants that it shall conform strictly with the terms and conditions of these Terms of Conditions.
- IX.2 The ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT warrants, represents and undertakes reliability of the service required to the satisfaction of the UPC. It shall employ highly skilled, well behaved and honest employee with ID displayed conspicuously while working within the compound. It shall not employ UPC employees to work in any category.
- IX.3 The ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT shall comply with the laws, governing employees' compensation, rules and regulations applicable to its personnel employed on account of contract services. The CONSULTANT shall pay its personnel not less than the minimum wage and benefits mandated by law.
- IX.4 The ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT in the performance of its service shall secure and maintain at its own expense all registration, license or permits required by national or local laws and shall comply with the rules, regulations and directives of the regulatory Authorities and Commissions.
- IX.5 The ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT's personnel shall take all necessary precautions for the safety of all persons and properties at or near their area of work and shall comply with all the standards and established safety regulations, rules and practices.



- IX.6 The ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT shall coordinate with any authorized and/or designated UPC personnel in the performance of their jobs.
- IX.7 The ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT shall be liable for loss, damage or injury as may be due directly through the fault or negligence of its personnel. It shall assume responsibility thereof and the UPC shall be specifically released from any responsibility arising therefrom.
- IX.8 The ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT shall comply with all documents to be required by the Commission on Audit even after completion of the project at no additional cost to the UPC.
- IX.9 The ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT shall neither assign, transfer, pledge, nor sub contract any part or interest therein.
- IX.10 The ARCHITECTURAL AND ENGINEERING DESIGN CONSULTANT shall tender service at no cost in the UPC in case of any extension of the contract duration.



The **Terms of Reference** for the **Consulting Services for the Detailed Architectural and Engineering Design (DAED)** of the **Proposed Construction of Dormitory, UP Cebu** is hereby approved.



Atty. Leo B. Malagar
Chancellor, UP Cebu



THE SITE

OFFICE OF THE BUILDING OFFICIAL
 REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF PUBLIC WORKS & HIGHWAYS
 CEBU CITY

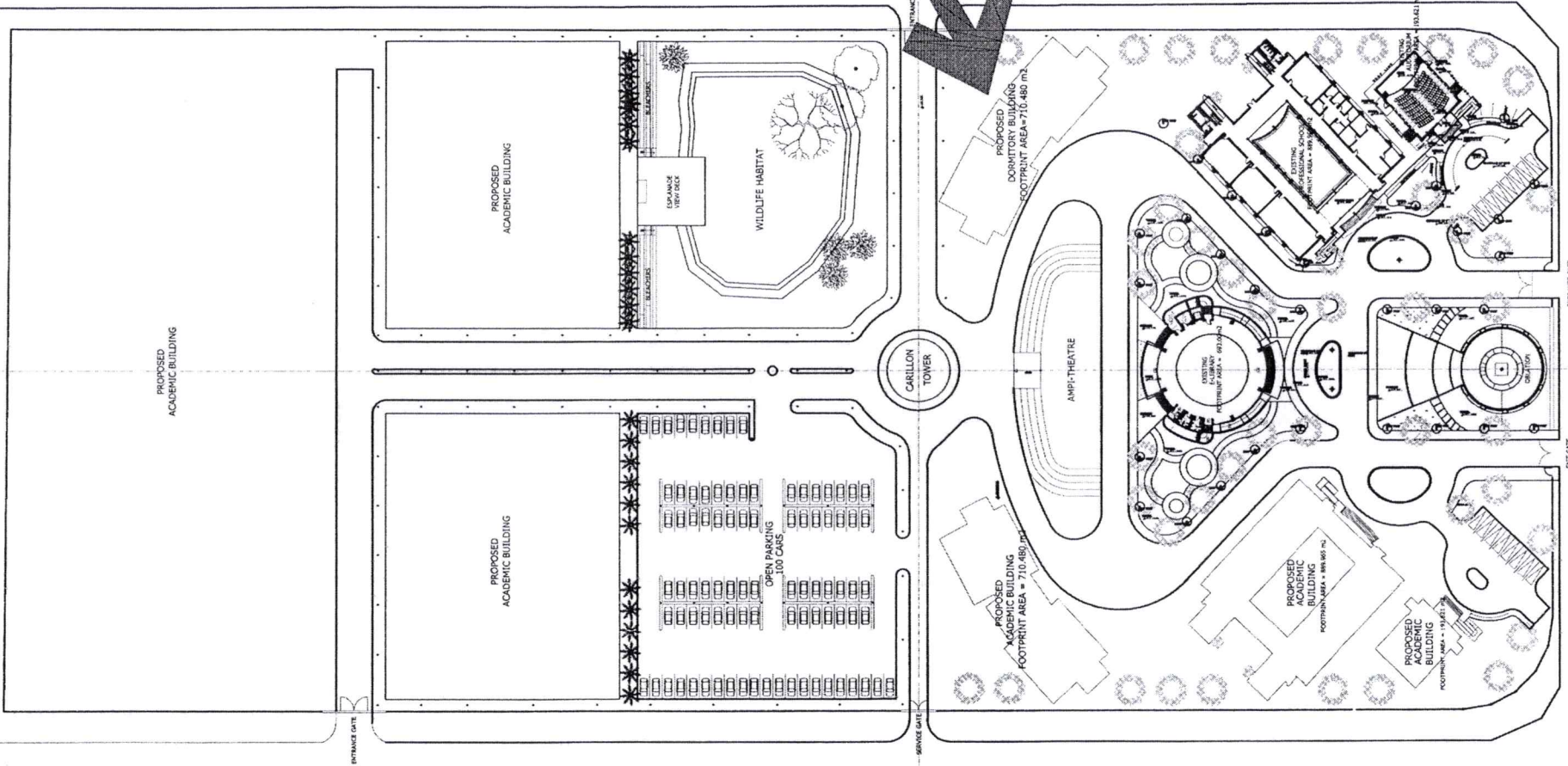
RECOMMENDING APPROVAL:

HEAD, ARCHITECTURAL SECTION DATE

BUILDING OFFICIAL DATE

DPWH

SRP-SITE DEVELOPMENT PLAN



1
 A 02
 AREA = 710.48 sq m
 SITE DEVELOPMENT PLAN
 SCALE 1:500 METERS



UNIVERSITY OF THE PHILIPPINES CEBU

OCA
 OFFICE OF THE CAMPUS ARCHITECT

RA 9266
 Drawings and specifications duly signed, stamped or sealed, as instruments of service, are the intellectual properties and documents of the architect, whether the object for which they are made is executed or not, it shall be unlawful for any person, without the consent of the architect or author of said documents, to duplicate or to make copies of said documents for use in the repetition of and for other projects or buildings, whether executed partly or in whole. [Art. 111, Sec. 20, Item 4]

PROJECT IN CHARGE

RYAN ANTHONY G. GENABACON
 ARCHITECT / ENVIRONMENTAL PLANNER

PRC No. 27419 VALIDITY: 02.08.2023
 PTR No. DATE:
 PLACE: CEBU CITY TEL: 401-158-118-000

PROJECT TITLE:

A PROPOSED CONSTRUCTION OF DORMITORY
 UNIVERSITY OF THE PHILIPPINES CEBU
 LAHUG, CEBU CITY

OWNER'S APPROVAL:

Atty. Leo B. Malaga
 UP CEBU CHANCELLOR

DEC 12 2023

SHEET CONTENTS:

AS SHOWN

DESIGN BY:
 R. A. G.
 CAD BY:
 R. A. G.
 CHECKED BY:

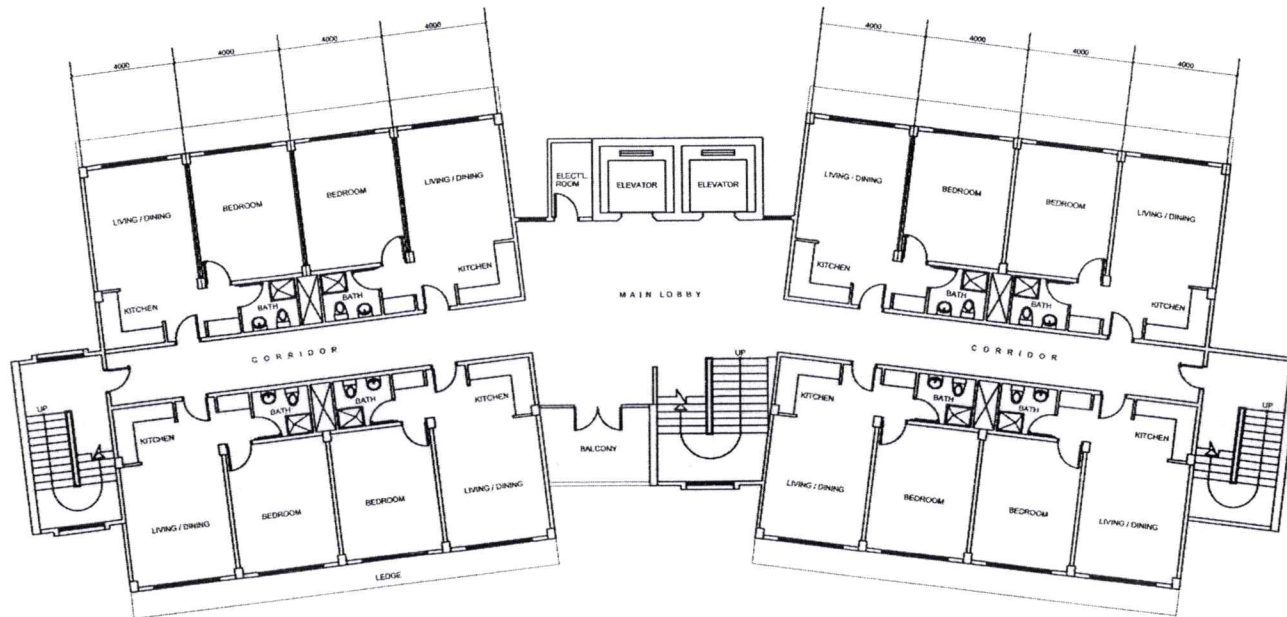
SHEET NO.

A 01
 06

RECOMMENDING APPROVAL:

HEAD, ARCHITECTURAL SECTION DATE

BUILDING OFFICIAL DATE



AREA = 710.48 sq m
TYPICAL 2ND-4TH FLOOR PLAN
SCALE 1:100 METERS



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OCA
OFFICE OF THE CAMPUS ARCHITECT

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PROJECT IN CHARGE
RYAN ANTHONY G. GENOBIAGON
ARCHITECT / ENVIRONMENTAL PLANNER
PTR No. 27419 VALIDITY: 02.08.2023
DATE:
PLACE: CEBU CITY TIN: 401-196-119-000

PROJECT TITLE:
A PROPOSED CONSTRUCTION OF DORMITORY
UNIVERSITY OF THE PHILIPPINES CEBU
LAHUG, CEBU CITY

OWNER'S APPROVAL:
Leo B. Malagar
Atty. Leo B. Malagar
UP CEBU CHANCELLOR

DEC 12 2023

SHEET CONTENTS:
AS SHOWN

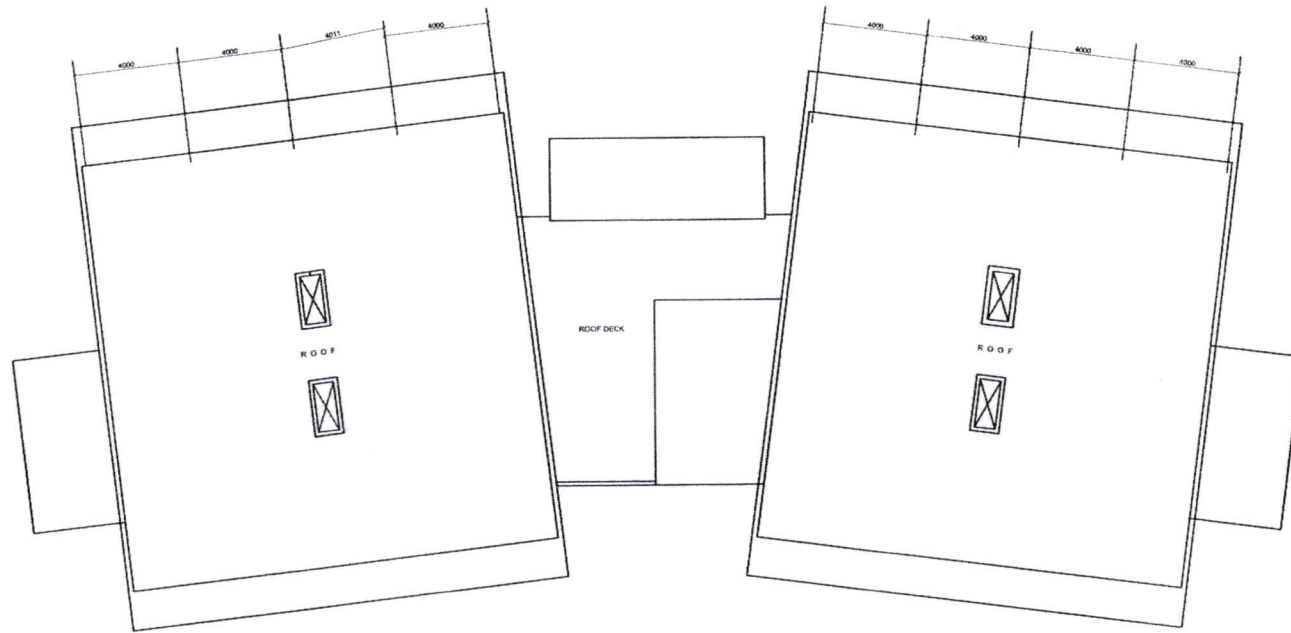
DESIGN BY:
R. A. G.
CAD BY:
R. A. G.
CHECKED BY:

SHEET NO.
A 03
06

RECOMMENDING
APPROVAL:

HEAD, ARCHITECTURAL SECTION DATE

BUILDING OFFICIAL DATE



1
A 02
AREA = 710.48 sq m
GROUND FLOOR PLAN
SCALE 1:100 METERS



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OFFICE OF THE CAMPUS ARCHITECT

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PROJECT IN CHARGE
RYAN ANTHONY G. GENOBIASON
ARCHITECT / ENVIRONMENTAL PLANNER
PTR No. 27419 VALIDITY: 02.08.2023
DATE:
PLACE: CEBU CITY TIN: 401-185-119-000

PROJECT TITLE:
A PROPOSED CONSTRUCTION OF DORMITORY
UNIVERSITY OF THE PHILIPPINES CEBU
LAHUG, CEBU CITY

OWNER'S APPROVAL:
Leo B. Malagar
Atty. Leo B. Malagar
UP CEBU CHANCELLOR

SHEET CONTENTS:
AS SHOWN

DESIGN BY:
R. A. G.
CAD BY:
R. A. G.
CHECKED BY:

SHEET NO.
A
04
06

Leo B. Malagar
12 2023

OFFICE OF THE BUILDING OFFICIAL
 REPUBLIC OF THE PHILIPPINES
 DEPARTMENT OF PUBLIC WORKS & HIGHWAYS
 CEBU CITY

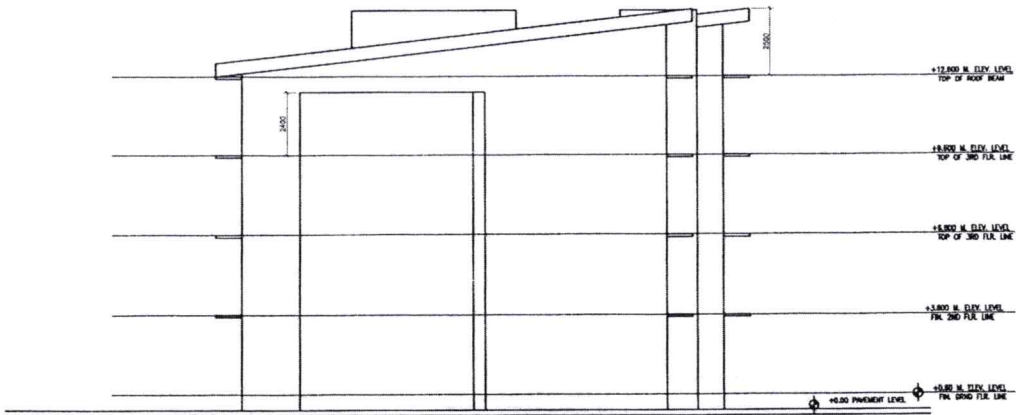
RECOMMENDING APPROVAL:

 HEAD, ARCHITECTURAL SECTION DATE _____

BUILDING OFFICIAL _____ DATE _____



1 FRONT ELEVATION
 A 02 SCALE 1:100 METERS



1 SIDE ELEVATION
 A 02 SCALE 1:100 METERS



UNIVERSITY OF THE PHILIPPINES CEBU
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 OFFICE OF THE CAMPUS ARCHITECT

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PROJECT IN CHARGE
RYAN ANTHONY G. GENOBIAGON
 ARCHITECT / ENVIRONMENTAL PLANNER
 PTR No. 27419 VALIDITY 02.08.2023
 PLACE: CEBU CITY

PROJECT TITLE:
A PROPOSED CONSTRUCTION OF DORMITORY
UNIVERSITY OF THE PHILIPPINES CEBU
 LAHUG, CEBU CITY

OWNER'S APPROVAL:
 Atty. Leo B. Malaga
 UP CEBU CHANCELLOR

SHEET CONTENTS:
 AS SHOWN

DESIGN BY:
 R. A. G.
 CAD BY:
 R. A. G.
 CHECKED BY:

SHEET NO.
 A 05
 06

DEC 12 2021