



SOROSORO IBABA DEVELOPMENT COOPERATIVE

Progressive life now and beyond!

Main Office: Sorosoro Ibaba, Batangas City • Tels.: (+6343) 300-4058 to 59
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**Supply, Delivery, Installation, Testing and Commissioning of Silo System for SIDC
Grains Terminal and Trading Project**

Terms and Conditions

A. CONDITIONS DURING ACQUISITION FROM SUPPLIER

1. SUPPLIER should bring-in their Silo technical guy (FROM MANUFACTURER) during installations, commissioning and turnover.
2. SUPPLIER should provide in advance shop drawing of silo, all conveying systems, mechanical plan layout, and civil works for silo foundation.
3. SUPPLIER should provide in advance electrical load schedule, motor layout, and short circuit analysis computations.

B. CONDITIONS DURING COMMISSIONING AND FORMAL TURNOVER

1. SUPPLIER presence is required preferably with excellent hands on experience.
2. SIDC shall prepare and submit problems encountered during the so-called trial run.
3. SIDC shall prepare manpower needed in collaboration with SUPPLIER.
4. Electrical facts:
 - i. Measurement of power quality (phase voltage, harmonic, power factor, frequency, kilowatt, ampere) before machine start up and during operation 4 hours thereafter. Then, work instruction will be prepared by the undersigned.
 - ii. All field wires and motors should undergo an Insulation resistance test.
 - iii. All motors must have summary of no load and load current.
 - iv. All terminal lugs for the control panel, main circuit protection and lugs of motors will also undergo an actual checking complying with the electrical code and to be undergo a temperature checking. (Work instruction will be prepared by the undersigned)

Note: Electrical tools and instrument should be prepared, namely lugs, crimper, multi tester, clamp meter, insulation resistance tester, temperature tester and intelligent metering system

- v. SUPPLIER should provide periodic maintenance checklist.



5. Mechanical Facts:

- A. Evaluate the silo system (to be performed by the undersigned).
- B. Evaluate silo capacity and reliability.
- C. SUPPLIER should provide periodic maintenance checklist.

6. Spare Parts procurement with recommendation by the SUPPLIER.

7. Turnover of checklist and logbook.

C. VARIATION ORDERS

a. Any errors, omissions, inconsistencies, inadequacies or failure submitted by the SUPPLIER that do not comply with the requirements shall be rectified, resubmitted and reviewed at the SUPPLIER's cost. If the SUPPLIER wishes to modify any document which has been previously submitted, reviewed and approved, the SUPPLIER shall notify SIDC within seven (7) calendar days and shall shoulder the cost of such changes.

b. As a rule, changes in construction requirements shall be limited only to those that have not been anticipated in the contract documents prior to contract signing and approval. The following guidelines shall govern approval for change or variation orders:

c. Provided that the SUPPLIER suffers delay and/or incurs costs due to changes or errors in the procuring entity's performance specifications and parameters, he shall be entitled to either one of the following:

- a. an extension of time for any such delays under IRR of SIDC's Procurement Policy; or
- b. payment for such costs as specified in the contract documents, provided, that the cumulative amount of the variation order was approved by the appropriate approving authority.

D. DEFECTS AND LIABILITY

A. All in shall have a Minimum Defects Liability Period of one (1) year after contract completion or as provided for in the contract documents.

B. This "turn-key" project must be subject to one (1) year warranty from the date of commissioning against defects in workmanship, the silo system itself, and its parts (except, those that is subject to wear and tear, like consumable parts).



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C. Time is of the essence. The Supplier must inform the OWNER fourteen (14) calendar days in writing in case the project will not be possible to be completed on the target date of completion. The said notification letter will be subject for approval of the OWNER. The Contractor will be subject to 0.01% of the Contract Price or Ten Thousand Pesos (P10,000.00) whichever is higher as penalty in every calendar day of delay without any justifiable reason.

D. In any defect and/or malfunction occurred after the project acceptance, the Contractor must respond within seven (7) calendar days from the notification date. Provided, that they will bring-in their silo technical guy (FROM MANUFACTURER).

V. OVERALL PROJECT TIME SCHEDULE

The EQUIPMENT SUPPLIER shall propose the most reasonable time schedule for the completion of the project (fabrication, logistics, installation, commissioning, turnover).

It is expected that this period will not exceed 180 calendar days from the date of the issuance of the Notice to Proceed (NTP):

VI. THE IMPLEMENTING UNIT GENERAL RESPONSIBILITY

The implementing unit for the project is SIDC with final approval for all decisions and actions from the Engineering and General Services Department, TWG Committee, and BAC. The TWG Committee shall:

- a) Prepare the requirements for the project in accordance with SIDC policies, existing codes, traditions, standards, and the conditions and design criteria enumerated in the Terms of Reference.
- b) Coordinate with SUPPLIER and the BAC of SIDC with regards to the implementation of the project.
- c) Assist in the coordination of the SUPPLIER with various utility agencies during the implementation phases of the project.
- d) Conducts regular coordination meetings between the SUPPLIER and SIDC to facilitate the implementation of the project every first week of a month for "update and progress report".



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VII. THE SUPPLIER'S GENERAL RESPONSIBILITY

- a) The SUPPLIER shall certify that he has, at his own expense, inspected and examined the proposed project site, its surroundings and existing infrastructure and facilities related to the execution of the work and has obtained all the pieces of information that are considered necessary for the proper execution of the work covered under these Terms of Reference.
- b) The SUPPLIER shall ensure that all works at the stages of installation, restoration of affected areas, and testing and commissioning shall be carried out efficiently and effectively.
- c) The SUPPLIER will be held accountable for accidents that might occur during the execution of the project. The SUPPLIER is required to install warning signs and barriers for the safety of the general public and the avoidance of any accidents and provide appropriate and approved type personal protective equipment for their construction personnel
- d) All works constructed should be guaranteed to seamlessly fit into the overall design requirements of SIDC.

VIII. MANNER OF PAYMENT

- a) SIDC shall pay the winning SUPPLIER up to 40% downpayment and the remaining balance thru progress billing scheme.
- b) The following documents must be submitted to the TWG Committee before processing of payments to the SUPPLIER can be made:
 - i. Progress Report / Accomplishment Report
 - ii. Request for payment by the SUPPLIER
 - iii. Pictures/photographs of original site conditions (for EVERY Billing Request)



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IX. CONTRACTOR'S ALL RISK INSURANCE (CARI)

The SUPPLIER shall secure CARI equivalent to 100% of the contract price at his own expense and shall cover the duration of the construction period of the project.

Prepared by:


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