



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF TRANSPORTATION  
MARITIME INDUSTRY AUTHORITY

**TECHNICAL SPECIFICATIONS**

<b>Project Description</b>	Emergency Procurement of Service Provider for the Comprehensive Repair, Pull-out and Re-installation of the Facade Logo and Letter Signage of Marina Central Office Building
<b>Approved Budget for the Contract</b>	The Approved Budget for the Contract is Two Hundred Seventy Thousand Pesos ( <b>Php 270,000.00</b> ) inclusive of all applicable taxes, chargeable against the Fiscal Year 2026 MARINA Central Office Budget.
<b>Specifications / Deliverables</b> <i>(Ex. Size, color, materials used, and other specs requirements)</i>	<p>The service provider shall perform the following activities:</p> <ol style="list-style-type: none"><li>a. Conduct a full inspection and assessment of the MARINA facade logo and letter signages installed on the 4th floor facade facing 21st Street and Railroad Street, including the mounting frame, brackets, anchor bolts, and other structural support components.</li><li>b. Perform the safe pull-out and dismantling of the detached and remaining facade logo and letter signages, including any defective or weakened mounting assemblies.</li><li>c. Undertake the necessary repair, restoration, reinforcement, and reconditioning of the existing logo and letter signage components to ensure structural stability and proper alignment prior to reinstallation.</li><li>d. Replace or reinforce damaged brackets, anchor bolts, mounting frames, and other structural components as necessary to ensure that the signage system is securely installed and capable of withstanding normal environmental conditions.</li><li>e. Ensure that all works are carried out in accordance with standard engineering practices, safety protocols, and applicable occupational safety standards, particularly those relating to work at height.</li><li>f. Properly handle, protect, transport, and reinstall the detached MARINA logo to avoid any further damage during the repair and re-installation process.</li><li>g. Secure any necessary permits, clearances, or coordination requirements related to the conduct of the repair and installation works, at no additional cost to MARINA.</li><li>h. Provide all necessary manpower, tools, materials, and access equipment, including but not limited to scaffolding, lifting</li></ol>

equipment, safety harness, and other devices required to safely access elevated work. (See attached photo for reference.)



**Figure 1. 21st St. Facade MARINA Logo**



**Figure 2. Railroad St. Facade MARINA Logo**

- i. Submit a completion and accomplishment report upon project completion, including documentation of the works undertaken and materials used.

	<p><b>Technical Requirement</b></p> <p>Repair, Restoration, Pull-out, and Re-installation of MARINA Facade Logo and Letter Signage</p> <p>Quantity: 1 Lot (Lump Sum) Cost: Php 270,000.00</p>
<p><b>Other End-User Requirements</b> <i>(Ex. Warranty, photos of the product and other end-user requirements)</i></p>	<ul style="list-style-type: none"> <li>• All items supplied or used for the repair and maintenance must be compatible with the existing signage and mounting structure.</li> <li>• The service provider shall coordinate all activities with the MFAS – General Services Division, Building Maintenance Section, for approval of materials, procedures, and work schedule, within 5 (five) working days upon issuance of Notice to Proceed (NTP).</li> <li>• All personnel shall use proper Personal Protective Equipment (PPE) and comply with applicable safety standards, including work-at-height protocols</li> <li>• The service provider shall maintain cleanliness of the work area and ensure proper disposal of debris during and after completion of the project.</li> <li>• Any damage caused to the building facade, adjacent structures, or surrounding areas during the conduct of the works shall be immediately repaired or restored by the Service Provider at no additional cost to MARINA.</li> <li>• The Service Provider shall ensure that the repaired and reinstalled MARINA facade logo and letter signage are structurally stable, securely mounted, and capable of withstanding normal environmental and weather conditions.</li> <li>• In the event of loosening, detachment, structural instability, or installation failure arising from defective workmanship, improper installation, or substandard materials within three (3) years from project acceptance, the Service Provider shall undertake the necessary corrective repair or reinstallation at no additional cost to MARINA.</li> <li>• The Service Provider shall likewise be responsible for any damage to the building facade, adjacent structures, or property, and for any injury to persons resulting from defective installation, poor workmanship, or use of substandard materials associated with the project, subject to applicable laws and regulations.</li> <li>• The form of warranty shall be in accordance with the provisions in Section 62 of the Revised Implementing Rules and Regulations (IRR) of R.A. 9184 and R.A. 12009.</li> </ul>
<p><b>Delivery Terms</b></p>	<p>The Service Provider shall commence the pull-out, repair, and installation works within fifteen (15) calendar days from receipt of the Notice to Proceed (NTP).</p>

<i>(to be determined by the End-User)</i>	All works, including the complete re-installation and securing of the MARINA facade logo and letter signages, shall be fully completed within thirty (30) calendar days from the start of the actual works.
<b>Payment Terms</b> <i>(Government terms CD)</i>	<ol style="list-style-type: none"> <li>1. Send bill arrangement;</li> <li>2. Within twenty (20) calendar days upon receipt of the billing invoice/statement of account;</li> <li>3. Payment shall be made through the list of due and demandable accounts payable with advice debit account (LDDAP-ADA); and</li> <li>4. The supplier shall provide the bank account wherein payment will be credited, preferably LandBank of the Philippines account; otherwise, bank charges shall be borne by the supplier.</li> </ol>
<b>Note: Prospective suppliers must comply with all of the above requirements to become eligible for the said procurement project.</b>	

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