
 <p><b>LBP RESOURCES AND DEVELOPMENT CORPORATION</b> 24<sup>TH</sup> Floor LBP Plaza 1598 M.H Del Pilar cor. Dr. J. Quintos St. Malate Manila</p>	<p><b>CONSTRUCTION MANAGEMENT DEPARTMENT MANUAL</b></p>	<p><b>Class Code: D</b></p>
	<p><b>CHAPTER 9: PROJECT COMPLETION</b></p>	<p>Reference Code: <b>OM-CMD</b> Revision Number: <b>00</b> Effective Date: <b>Nov. 20, 2018</b> <b>Page 75 of 93</b></p>

## A. Project Completion

After construction project is finally completed, LBRDC will turn-over the completed project to the Procuring Agency. To support the turn-over and acceptance of the completed project, LBRDC shall submit the following documents;

1. Certificate of Completion of the punch listed items issued by the Procuring Agency's End-user to LBRDC indicating the actual date the punch listed items have been completed;
2. Three (3) complete sets of As-Built Drawings, signed and sealed by the respective professionals, as verified and certified by the Procuring Agency;
3. Pictures/Photos (prior to and upon completion of project);
4. Certificate of Warranty (Deed of Undertaking) from LBRDC;
5. Sworn Statement issued by LBRDC indicating that all taxes due from Procuring Agency, and all obligations on materials used and labor employed in connection with the Agreement/Project have been fully paid;
6. Certification/Clearance from the Procuring Agency's End-user that LBRDC has paid/settled its monetary obligations to the Procuring Agency in the event that the Procuring Agency has undertaken the works within their level as a result of long overdue completion of balance of works or incomplete rectification of punch listed items;
7. Authority to deduct any other expenses incurred by LBRDC during the implementation of the project i.e. telephone, electricity, water bills, etc. (if included in LBRDC's scope of works);
8. Original copy of Certificate of Occupancy issued by the Building Official's Office (if applicable);
9. Original copy of Electrical Permit (if applicable);
10. Original copy of Certificate of completion of Electrical works (if applicable);
11. Original copy of Fire Safety Inspection Certificate (if applicable);

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12. Standard Safety Testing Report i.e. tensile test for reinforcing steel bars, compression test for concrete, etc.

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