UNITED CITIES AND LOCAL GOVERNMENTS
ASIA PACIFIC

United Cities and Local Governments Asia-Pacific

CALL FOR PROPOSAL

Procurement No	010/UH-UCLG ASPAC/VII/2026
Procurement Title	Building Cooler, Resilient Cities and Communities Through Urban Pocket Gardens in Iloilo City
Purpose	To engage a qualified vendor/contractor to develop final site-specific designs and supply, deliver, install, commission, and hand over plants, growing media, climate-responsive hardscape materials, microclimate monitoring equipment, and related landscaping components for up to seven (7) urban pocket gardens that reduce localized heat exposure and improve shade and thermal comfort in Iloilo City.
Division	Programme Division
Duty Station	Iloilo City, the Philippines
Date	August 2026 – September 2026
Posting Date	11 August 2026
Closing Date	18 August 2026

A. BACKGROUND / INTRODUCTION

The United Cities and Local Governments Asia-Pacific (UCLG ASPAC) is the regional section of the global network of local and regional governments, supporting cities and local governments across the Asia-Pacific region in advancing sustainable development, climate action, and inclusive urban transformation. Through collaboration with local governments and development partners, UCLG ASPAC promotes practical solutions that strengthen urban resilience and improve the quality of life of communities.

Iloilo City, the regional center of Western Visayas, has demonstrated strong commitment to sustainable urban development and climate action. However, increasing impervious surfaces, expanding commercial and transport infrastructure, and limited urban tree canopy have contributed to localized urban heat hotspots, particularly in commercial areas and densely developed communities.

Under the project "Enabling Urban Action to Enhance Climate Resilience in Asia" (CARA) Project, UCLG ASPAC, as the implementing partner of the United Nations Economic and Social Commission for Asia and the Pacific (UN ESCAP), supports selected cities in strengthening resilience to extreme heat through the development and implementation of Urban Heat Action Plans (UHAPs). The project promotes practical, city-led interventions that respond to locally identified heat risks, demonstrate tangible impacts, foster local ownership, and generate lessons that can be replicated and scaled up in the future.

Through the Urban Heat Action Planning (UHAP) Workshop in Iloilo City, urban greening and Nature-based Solutions (NbS) were identified as priority strategies to address localized heat risks and enhance urban climate resilience in Iloilo City. Building on these outcomes, UCLG ASPAC, in collaboration with the City Government of Iloilo and UN ESCAP, is implementing a pilot initiative to establish up to seven (7) urban pocket gardens across selected government-owned and privately owned sites in Iloilo City. The initiative aims to demonstrate how

small-scale green infrastructure can contribute to reducing heat exposure, improving community thermal comfort, enhancing urban livability, and creating more climate-responsive public spaces.

To support the implementation of this pilot initiative, UCLG ASPAC seeks to engage a qualified vendor/contractor to finalise site-specific designs and to supply, deliver, and install the required plants, growing media, hardscape materials, and related landscaping components in accordance with the approved technical specifications and site designs developed in consultation with the City Government of Iloilo and relevant stakeholders.

B. Objectives

The purpose of this engagement is to support implementation of a priority action identified through Iloilo City's Urban Heat Action Planning process by establishing pocket gardens at up to seven (7) selected pilot sites, subject to final site confirmation. The procument aims to enhance urban green infrastructure, improve local microclimate conditions, and contribute to urban heat risk reduction and climate resilience at the pilot sites. The selected vendor shall provide the technical, material, and implementation support required to establish the pocket gardens as functional and maintainable urban cooling interventions. The pocket gardens should prioritise heat reduction, user comfort, usability, durability, and long-term maintenance, rather than decorative landscaping alone.

The selected vendor shall be responsible as follows

1. Finalising and refining the existing site-specific pocket garden designs in consultation with UCLG ASPAC and relevant stakeholders.
2. Procuring, supplying, delivering, and ensuring the availability of all materials, plants, equipment, tools, and other necessary inputs required for the successful establishment of the pocket gardens.
3. Providing the necessary documentation, technical guidance, and handover materials to support the long-term maintenance, sustainability, and potential replication of the pocket garden model.

C. Scope of Work / Services

The vendor shall be responsible for undertaking and delivering the following tasks:

1. Final Design Development and Site Preparation

The vendor shall be responsible for carrying out site preparation activities for/up to seven (7) sites confirmed by UCLG ASPAC and the City Government, including the following:

- Coordinate with UCLG ASPAC, the City Government, and designated site representatives regarding site access, work schedules, delivery arrangements, safety requirements, and inspection points. UCLG ASPAC and the City Government will facilitate the applicable site access and partnership arrangements; the vendor will not be responsible for negotiating land rights.
- Assess and document site dimensions, existing vegetation and shade, pedestrian use, solar exposure, surface conditions, drainage, water access, utilities, accessibility, traffic or safety constraints, and maintenance feasibility before finalizing each design.
- Prepare site-specific concept and detailed design layouts, planting schedules, material specifications, and bills of quantities for review and written approval before procurement or installation at each site.

- Each design shall demonstrate how the intervention will contribute to localized heat reduction, increased shade, improved thermal comfort, public-facing benefit, safe and accessible circulation, adequate drainage, and long-term plant viability. Cooling performance and site suitability shall take precedence over maximizing plant numbers.
- Supply and deliver all required site preparation materials, including soil conditioners, compost, mulch, base materials, approved edging, drainage or permeable-surface components, and other necessary inputs specified in the approved site-specific bills of quantities.
- Prepare and implement a site-specific work method and occupational health and safety plan, including pedestrian and traffic protection, personal protective equipment, protection of existing utilities and vegetation, waste management, and final site cleanup.

2. Procurement and Delivery of Plants, Landscaping Materials, and Equipment

The vendor shall procure, transport, deliver, and securely store all approved plants, landscaping materials, equipment, tools, and incidental inputs required to complete the pocket gardens, including:

- Native and climate-resilient canopy and small trees of planting-ready size and maturity, in accordance with the approved site-specific plant schedule and available soil volume;
- Climate-resilient shrubs, flowering plants, and groundcovers suitable for local sun, rainfall, drainage, and maintenance conditions;
- Garden soil, compost, mulch, soil conditioners, planting containers where required, staking and tree protection materials, and watering or irrigation components included in the approved design;
- Permeable, slip-resistant, durable, and low-heat-retaining pavers, edging, and other hardscape components. Any proposed “eco-brick” product shall be clearly specified, fit for the intended non-structural application, and subject to prior written approval; and
- All labour, transport, tools, equipment, temporary works, consumables, protection measures, and incidental materials necessary for complete and safe implementation

All plants shall be healthy, pest- and disease-free, true to species, structurally sound, and suitable for planting. The vendor shall submit a plant schedule identifying the common and scientific names, quantities, minimum nursery or container size, approximate height or caliper where applicable, planting spacing, mature canopy characteristics, site suitability, and maintenance requirements. Any substitution of plant species, equipment, or materials shall require prior written approval.

3. Pocket Gardens Construction and Landscape Installation

The vendor shall undertake the establishment of the pocket gardens, including:

- Provide, supervise, and be fully responsible for the labour, tools, equipment, installation, testing, and site cleanup required to complete planting beds, approved permeable paving, edging, irrigation or watering provisions, and other landscape elements at each confirmed pilot site, except for any in-kind inputs expressly identified in writing as the responsibility of the City Government or site owner.
- Implement the approved layered planting approach, including canopy, shrub, and groundcover layers, to maximize effective shade and evapotranspirative cooling while maintaining safe sightlines, accessible routes, adequate soil volume, drainage performance, and compatibility with utilities and adjacent uses.

- Install practical water-efficiency and establishment measures, including mulch, appropriate watering access or irrigation components, staking and protection where required, and arrangements that support plant survival during the establishment period.
- Protect existing structures, drainage systems, utilities, trees, pedestrian routes, and adjacent property during the works; remove waste and surplus materials; and restore any areas affected by installation.
- Apply the technical guidance in the locally developed Tree Planting and Creating Pocket Gardens in Iloilo City Module, developed with the Department of Environment and Natural Resources Region VI (DENR R6), together with the approved site-specific designs and technical specifications.

4. Micro-climate Monitoring Equipment

The vendor shall supply, deliver, install, configure, test, calibrate where applicable, and commission microclimate monitoring equipment at the designated pilot sites. The equipment will support baseline and follow-up monitoring of the pocket garden interventions.

- Provide one (1) unit per confirmed pilot site, unless otherwise approved. At minimum, each unit shall measure and log air temperature and relative humidity and shall include a weatherproof enclosure, appropriate solar-radiation shielding, configurable logging intervals, sufficient data storage and battery life for the intended monitoring period, secure mounting hardware, and export of data in a commonly usable format. Bidders shall state the proposed operating range, measurement accuracy, storage capacity, power source, warranty, and data-access method.
- Provide equipment specifications, calibration or verification records where applicable, installation and commissioning records, warranty information, user manuals, and practical orientation for designated UCLG ASPAC and City Government personnel on operation, data retrieval, routine checks, and basic troubleshooting. All equipment and project-generated data shall be handed over in accordance with UCLG ASPAC instructions.
- The City Government and project team will lead longer-term monitoring and analysis after handover. The vendor shall ensure that the equipment is functional and that data can be accessed and exported at the time of acceptance.

5. Signage and IEC Materials Installation

- The vendor shall supply and install project signage and Information, Education, and Communication (IEC) materials at each confirmed pilot site, including project identification signage, botanical labels, and heat-awareness or safety information approved by UCLG ASPAC and the City Government. Signage at private commercial sites shall communicate the public urban-cooling purpose of the intervention and shall not imply UN or project endorsement of the participating business.

6. Documentation, Completion, and Handover

The vendor shall provide completion documentation and handover materials, including:

- Actual delivery receipts and relevant supporting documents;
- Photo documentation of implementation progress and completed works;
- As-built records and final site layouts, including the approved plant schedule, site-specific bill of quantities, equipment inventory, and record of approved substitutions; and
- Site-specific maintenance and watering guidance, warranty and replacement information, training records, inspection and acceptance forms, waste-disposal or cleanup records, and any other documentation required to support monitoring, maintenance, asset handover, and project reporting.

7. Quality Assurance, Safety, and Acceptance

The vendor shall implement the following quality, safety, and acceptance requirements:

- Comply with applicable laws, permits, occupational health and safety requirements, and site-specific access and work-hour restrictions.
- Use only approved species, materials, and equipment. No substitution or material reallocation may be made without prior written approval from UCLG ASPAC.
- Participate in joint inspections at agreed milestones and promptly correct defects, unsafe conditions, incomplete work, or non-compliant materials identified before final acceptance.
- Meet the approved site-specific acceptance criteria, including completion of all works, functional monitoring equipment, safe and accessible circulation, satisfactory workmanship, complete documentation, and healthy plants at handover.

D. Deliverables

The vendor shall provide the following outputs:

1. **Inception / Work Plan Report:** A comprehensive inception report detailing the implementation methodology, work plan, and delivery schedule for each site; final site validation findings; site-specific design layouts; planting schedule; technical specifications; site-specific bill of quantities; procurement and logistics plan; method statement; occupational health and safety plan; and proposed inspection and approval points.
2. **Pocket Gardens Construction and Installation Package**: The completed establishment of pocket gardens at up to seven (7) confirmed sites, including site preparation; supply and installation of approved plants, growing media, permeable or climate-responsive landscape materials, watering or irrigation components, signage, and related works; installation and commissioning of microclimate monitoring equipment; site cleanup; and correction of defects identified during implementation
3. **Final Completion Report: A** comprehensive completion report summarising all activities undertaken and outputs delivered, including before-and-after photographs, approved and as-built site layouts, final plant schedule and bills of quantities, delivery and inspection records, equipment documentation, training records, maintenance arrangements, acceptance forms, and relevant handover materials.
4. **Maintenance and Handover Package**: A complete package of handover materials, including site-specific watering and maintenance manuals; asset and equipment inventory; plant and equipment warranty information; designated maintenance contacts; orientation for City Government and site personnel; and documented handover of project-funded assets and data.
5. **Post-Completion Support and Defects Liability Period:**.
   A minimum three (3)-month post-completion support and defects liability period commencing from the date of final acceptance. During this period, the vendor shall:
   - Replace plants that die or become severely diseased due to poor quality, improper supply, or defective installation;
   - Rectify defective workmanship, materials, or installed components;
   - Provide reasonable technical support and troubleshooting for the microclimate monitoring equipment; and

- Address issues identified during the defects liability period in a timely manner

Any exclusions resulting from a site owner's failure to provide agreed watering, security, or routine maintenance shall be properly documented and verified by UCLG ASPAC and the City Government.

E. Qualifications

Interested vendors must meet the following minimum requirements:

1. Be a legally registered business entity in the Philippines (e.g., DTI/SEC registration, Mayor's/Business Permit, BIR registration).
2. Demonstrate a minimum of five (5) years of relevant experience in landscaping, nursery supply, urban greening, Nature-based Solutions, and/or comparable climate-responsive public-realm works, supported by at least two (2) relevant reference projects.
3. Demonstrate proven capacity to source native and climate-resilient plant species suitable for Western Visayas / Iloilo growing conditions.
4. Have access to qualified technical and field personnel necessary for the successful implementation of the assignment, including, as appropriate, a landscape architect or qualified landscape designer, horticulturist, agronomist, landscape technician, site supervisor, and Occupational Health and Safety (OHS) focal person.
5. Demonstrate the operational and logistical capacity to mobilize personnel, materials, equipment, and other resources across multiple sites within Iloilo City and complete the works within the prescribed implementation period.
6. Possess demonstrated experience in coordinating and delivering projects with local government units, public institutions, private site owners, development partners, or other institutional stakeholders, including the ability to manage approvals, multiple work sites, and time-sensitive operational requirements.
7. Demonstrate the capacity to supply, install, commission, and support the proposed microclimate monitoring equipment directly or through a clearly identified qualified technical partner.
8. Maintain established systems and procedures for quality assurance, occupational health and safety, environmental management, warranty, and post-installation support arrangements.
9. Have no record of blacklisting or adverse findings by government agencies or development partners.
10. Be willing to enter into a supply-and-install contract with defined warranty and/or replacement terms for plant establishment and related works.

F. Supporting Team

The vendor shall work under the direct supervision of the UCLG ASPAC project team and in close coordination with the City Government of Iloilo, through the Office of the Greening and Beautification Division, with support from the Office of the City Environment and Natural Resources Officer (OCENRO). UCLG ASPAC and the City Government will confirm the final sites, review and approve designs and technical submissions, facilitate site access arrangements, and participate in inspections and acceptance. Participating site owners or managing offices will be responsible for the agreed water access, routine maintenance, security, and long-term stewardship following handover.

G. Timeline

The estimated timeline for the implementation of the assignment is outlined below:

Week	Key Activities
Week 1: Mobilisation and Planning	• Contract signing, Notice to Proceed, and submission of Inception / Work Plan Report. • Final site validation, site measurements, stakeholder coordination, and submission and approval of site-specific designs, plant schedules, technical specifications, bills of quantities, method statement, and safety plan. • Commencement of procurement and mobilisation only for approved designs, quantities, materials, and equipment.
Weeks 2–3: Delivery and Site Preparation	• Delivery and inspection of approved plants, materials, and equipment at or before deployment to the pilot sites. • Site preparation, soil improvement, drainage and permeable-surface preparation, protection measures, and readiness activities in coordination with the City Government and site representatives.
Weeks 3–5: Installation and Establishment	• Implementation of approved pocket garden designs, including planting, watering or irrigation provisions, climate-responsive landscape installation, signage, site protection and cleanup, and installation and commissioning of monitoring equipment. • Initial establishment and plant-health checks; sensor testing and data-export verification; required rectifications or replacements; maintenance orientation; and preparation of as-built documentation, equipment records, and handover materials
Weeks 6–7: Monitoring and Documentation	• Joint inspection against the approved site-specific acceptance criteria and completion of any outstanding corrective actions. • Submission and acceptance of the Final Completion Report and Maintenance and Handover Package. The three-month post-completion support period will begin on the date of final acceptance

H. Application Procedure

Interested vendors/firms shall submit the following administrative documents:

1. Technical Proposal
   - Statement of relevant experience, including at least two (2) comparable reference projects, client contact details, contract value, implementation period, scope, and photographs or completion evidence where available.
   - Proposed methodology, work plan, and delivery schedule per site, consistent with Section I and demonstrating how the bidder will complete site validation, design approval, procurement, multi-site

mobilization, installation, commissioning, inspection, handover, and post-completion support within the required period.

- Proposed technical personnel and roles, curriculum vitae, equipment and logistics capacity, proposed plant and material sourcing approach, microclimate equipment specifications, quality assurance and occupational health and safety arrangements, and warranty or aftercare approach.
- Failure to provide any of the required documents may result in the bid being declared non-responsive.

2. Financial Proposal

- Itemized and site-specific cost proposal following Annex 2 and the bidder's proposed technical approach, within the Approved Budget for the Contract of maximum USD 27,500 or its stated equivalent. The proposal shall include all taxes, labour, delivery, installation, tools, equipment, commissioning, site protection, cleanup, documentation, training, warranty, post-completion support, and incidental costs required for complete delivery.
- Breakdown of unit costs, quantities, assumptions, and total amount per line item and per site. The proposal shall clearly state the currency used and, where a Philippine peso equivalent is provided, the exchange rate and date applied.
- Company profile, including organisational structure and relevant experience.
- Valid business registration documents (e.g.SEC Registration for corporations, DTI Business Name Registration for sole proprietorships, or CDA Registration for cooperatives, Mayor's/Business Permit, BIR registration).
- Latest Tax Clearance or equivalent tax compliance document, where applicable

Evaluation of proposals shall be based on the following weighted criteria: Technical Capacity and Experience (50%), Proposed Work Plan (20%), and Financial Proposal (30%). Incomplete applications will not be considered.

How to apply:
Interested vendors/firms should submit their application by 9 August 2026 (COB) to procurement@uclg-aspac.org copy to zati.mazaya@uclg-aspac.org

Note: UCLG ASPAC reserves the right to clarify or negotiate the final scope, confirmed sites, quantities, allocation among approved line items, and implementation schedule with the selected vendor, based on site conditions, available budget, written approvals, and project requirements, without reducing the required quality, public benefit, or urban-cooling purpose of the assignment.

I. Annexes
The following documents form an integral part of this Call for Quotation and provide additional technical and implementation guidance for prospective bidders:
1. Annex 1: Pilot sites 2. Annex 2: Indicative Pilot Site Design 3. Annex 3: Technical Specifications and Indicative Quantities

Annex 1. Pilot sites

The vendor shall deliver goods and services to up to seven (7) pilot sites, subject to final confirmation by UCLG ASPAC and the City Government based on site readiness, executed access and maintenance arrangements, public benefit, water availability, safety, and technical feasibility:

No.	Pilot Site	Property Type	Location	Area (sq.m)
1	Burger King	Commercial (Private)	Diversion Road, Iloilo City	100
2	Isuzu Iloilo	Commercial (Private)	Diversion Road, Iloilo City	50
3	RCBC	Commercial (Private)	Iloilo City Proper	100
4	DBC Homes	Commercial (Private)	Mandurriao, Iloilo City	80
5	ICARE Building	Government-owned	Nabitasan, La Paz, Iloilo City	120
6	ICARE Building	Government-owned	Gaisano ICC, Mandurriao, Iloilo City	100
7	ICARE Building	Government-owned	Bo. Obrero, Iloilo City	150

Before the Notice to Proceed, UCLG ASPAC and the City Government will provide or confirm the complete site address, site boundary, approximate available area, designated representative, access conditions, water source, maintenance focal point, and any applicable site-specific restrictions. A listed site may be replaced or omitted if it is not ready or technically feasible, subject to written approval and the available budget.

Annex 2. Indicative Pilot Site Design

UCLG ASPAC
United Cities and Local Governments Asia-Pacific

UNITED CITIES AND LOCAL GOVERNMENTS
ASIA PACIFIC

Lapuz ICare Center

UCLG ASPAC

United Cities and Local Governments
Asia-Pacific

UNITED CITIES AND LOCAL GOVERNMENTS
ASIA PACIFIC

United Cities and Local Governments
Asia-Pacific

UNITED CITIES AND LOCAL GOVERNMENTS
ASIA PACIFIC

STRATEGIC CANOPY SELECTION FOR MAXIMUM FOOTPRINT

ICARE GAISANO

Callout 1:
Narra (*Pterocarpus indicus*): Broad, domed canopy for wide-cast shade.

Callout 2:
Narra (*Pterocarpus indics*): Broad, domed canopy for wide-cast shade.

Callout 2:
Molave (*Vitex parviflora*): Dense foliage resists high heat stress.

Callout 3:
Banaba (*Pride of India*): Native resilience with aesthetic flowering.

Effective urban cooling requires climate-resilient, native, broad-leaf species to maximize the shade footprint without increasing maintenance burdens.

United Cities and Local Governments
Asia-Pacific

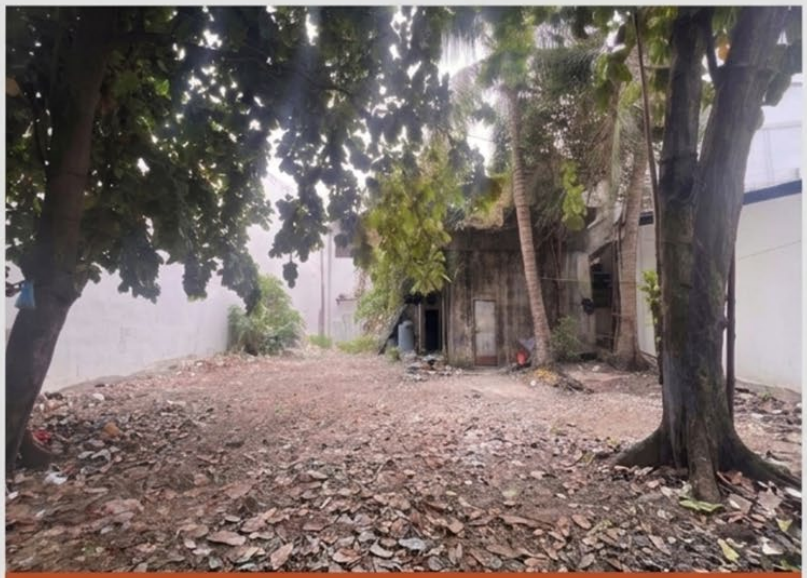
UNITED CITIES AND LOCAL GOVERNMENTS
ASIA PACIFIC

United Cities and Local Governments
Asia-Pacific

UNITED CITIES AND LOCAL GOVERNMENTS
ASIA PACIFIC

Reversing the Urban Heat Trap

THE POCKET SEEDLING



THE PROBLEM: Narrow, walled urban lots frequently become severe heat traps, blocking wind and baking in stagnant solar radiation.

THE SOLUTION: Filling the total vertical and horizontal volume with potted plants, ground beds, and trailing vines transforms a dead-zone into an actively transpiring cooling corridor.

Annex 3. Technical Specifications and Indicative Quantities

The following items constitute the indicative minimum categories of goods, equipment, labour, and services to be priced. Final site-specific quantities shall be validated through the approved designs and bills of quantities.

Quantities are cumulative across up to seven (7) confirmed pilot sites unless otherwise indicated. Cooling performance, public benefit, plant viability, site capacity, accessibility, and maintenance feasibility shall take precedence over numerical planting targets. UCLG ASPAC may approve reallocations among line items within the contract ceiling based on site conditions and written technical justification.

Bidders may propose additional or alternative items beyond this minimum scope where justified by site conditions or where these offer added value toward the project's urban heat objectives. Any such additional items shall be clearly itemised and costed separately from the minimum scope, and the total proposed cost shall not exceed the maximum budget allocated for this procurement. Any such additional items shall only be incorporated into the final scope of work upon written approval by UCLG ASPAC and the Iloilo City Government.

ITEM 1. MICROCLIMATE MONITORING SENSORS AND DATA COLLECTION EQUIPMENT

Field	Detail
BOQ Item Description	Supply, delivery, installation, commissioning, calibration, and testing of complete outdoor microclimate monitoring stations, including sensors, mounting systems, data logging and transmission equipment, power supply, training, warranty, and all accessories necessary for continuous operation.
Unit	1 pc (maximum one (1) per confirmed pilot site; up to seven (7) units)

Specifications:

Minimum Functional Requirements

Monitoring parameters	Capable of measuring particulate matter (PM), CO_2, TVOC/NOx, temperature, relative humidity, and atmospheric pressure
Location tracking	Integrated GPS/GNSS for recording monitoring location
Connectivity	Wireless connectivity for data transmission and/or device synchronisation

Data storage	Internal storage for recording and retaining monitoring data
Display	Integrated display for viewing monitoring parameters and device status
Mobility	Portable, lightweight, and suitable for field-based air quality monitoring
Power supply	Rechargeable battery suitable for portable field operation
Device configuration	Fully assembled, ready-to-use monitoring device
Data access	Monitoring data should be downloadable or accessible for further analysis
Calibration & quality assurance	The device shall be supplied with relevant calibration information and manufacturer documentation
Support	Supplier/manufacturer technical support and after-sales service
Documentation	Technical documentation, user manual, calibration/quality assurance information, and warranty

ITEM 2. PLANTING MATERIALS

Field	Detail
BOQ Item Description	Supply, transport, preparation, installation, and establishment of all planting materials, including topsoil, compost, soil conditioners, native trees, shrubs, ornamental plants, flowering plants, and groundcovers, together with all associated planting works required under the approved site-specific landscape design.
Unit	700 m^2 (planting area, per approved site-specific design)

2.1 Soil, Compost, and Planting Media

Technical Specification

- Weed-free loamy topsoil suitable for landscape planting, pH suited to selected species (typically 6.0–7.0), free from debris and contaminants.
- Compost: well-decomposed organic compost, blended with topsoil at a ratio of approximately 3:1 or per soil-test recommendation.
- Backfill/media depth: minimum 600 mm for tree pits; minimum 200–300 mm topsoil layer for shrub and groundcover beds.
- Soil conditioner: applied as needed based on site-specific soil testing, particularly for compacted or clay-heavy urban soils.
- Nursery containers or biodegradable pots where propagation stock is required..

2.2. Native and Climate-Resilient Trees

Technical Specification

- Species shall follow the approved planting design and DENR Region VI planting guidance or as suggested by the Iloilo City Government.
- Typical species may include: Narra (Pterocarpus indicus), Molave (Vitex parviflora, Banaba (Lagerstroemia speciosa), Balitbitan (Tarenna asiatica)
- Planting size: minimum 1 m height at delivery for canopy trees; structurally sound, free of pest, disease, or mechanical damage.
- Planting pit: minimum depth 600 mm, backfilled with amended topsoil/compost blend.
- Tree protection: root/trunk guards required in high-pedestrian or vehicular-adjacent commercial zones (e.g., Burger King, Isuzu Iloilo).
- Establishment maintenance: scheduled watering for a minimum 3-month establishment period.
- Replacement: 100% replacement of dead or failed trees within the establishment/warranty period, at no additional cost.

2.3. Climate-Resilient Shrubs, Ornamental Plants, and Groundcovers

Technical Specification

Shrubs

- Minimum height 300–600 mm.
- Healthy branching.
- Climate-resilient species consistent with approved planting design (e.g., Melendres, Bougainvillea)

Ornamental and Flowering Plants

- Minimum pot size 150–200 mm.
- Healthy plants capable of flowering during the planting season.

Groundcovers

- Established plants with healthy root systems.

- Minimum 70% canopy coverage at installation.

General Requirements

- Planting density shall follow the approved site-specific design.
- All plants shall be healthy and free from pests and disease.
- Installation shall include planting media, watering, mulching, fertilisation, and establishment maintenance.
- Failed plants shall be replaced during the warranty period.

ITEM 3. SITE PREPARATION AND GARDEN ESTABLISHMENT

Field	Detail
BOQ Item Description	Supply and execution of site clearing, subgrade/substrate preparation, temporary protection and drainage works, watering/irrigation provisions, tree and plant protection devices, and site cleanup necessary to prepare each pilot site for pocket garden establishment, in accordance with the approved site-specific design..
Unit	lump sum (1 per site)

Technical Specification

- Site clearing: removal of existing debris, gravel, or degraded pavement, prior to planting.
- Subgrade preparation: scarifying/loosening of compacted substrate to a minimum depth of 300 mm, with soil conditioners incorporated as needed.
- Watering/irrigation: temporary hose-bib connection or manual watering point per site, sized for the establishment period.
- Protection: tree guards, temporary fencing, or barriers to protect newly planted material in vehicular or high-traffic commercial areas.
- Site cleanup: removal and proper disposal of construction debris and green waste upon completion of works.

ITEM 4. PROJECT SIGNAGE AND INFORMATION, EDUCATION, AND COMMUNICATION (IEC) MATERIALS

Field	Detail

UNITED CITIES AND LOCAL GOVERNMENTS
ASIA PACIFIC

BOQ Item Description	Design, fabrication, supply, and installation of project signage and IEC materials at each pilot site, including main site identification signage, plant/species identification labels, and informational panels on urban heat and Nature-based Solutions, subject to approval by UCLG ASPAC and the City Government.
Unit	lump sum (1 per site)

Technical Specification

Main Signage

- Minimum dimensions: 600 mm × 900 mm.
- Constructed from UV-resistant, weatherproof materials (e.g., powder-coated aluminum composite panel or equivalent).
- Mounted on galvanized steel posts with reinforced concrete footing or equivalent foundation suitable for site conditions.
- Installed in a visible and publicly accessible location as approved by UCLG ASPAC and the City Government.

Content Requirements

- The main signage shall include, at a minimum:
- The site name and the designation "Public Pocket Park" (or other wording approved by UCLG ASPAC and the City Government)
- The project title.
- Partner logos (UCLG ASPAC, City Government, ESCAP, UK FCDO, and other approved partners as applicable).
- A brief description of the pilot project's objectives, highlighting its Nature-based Solution (NbS) approach for mitigating urban heat and enhancing climate resilience.

Botanical Labels

- Weatherproof plant identification labels for selected tree, shrub, and groundcover species.
- Labels shall include, where appropriate, the common name, scientific name, and other information consistent with the Botanical Signposting approach

Information, Education, and Communication (IEC) Panel

- Minimum one (1) panel per pilot site
- Content shall explain the urban heat challenge, the role of Nature-based Solutions, and the environmental and community benefits of the Public Pocket Park.
- May include illustrations, before-and-after visuals, maintenance messages, or educational graphics approved by UCLG ASPAC.\\
- QR code linking to project information or digital awareness materials, where applicable.

Warranty and Approval

- Minimum one (1) year warranty against fading, cracking, corrosion, or weather-related damage.

- All signage layouts, artwork, wording, and branding shall be submitted to UCLG ASPAC and the City Government for written approval prior to fabrication.

Notes:

1. Bidders shall submit a site-specific bill of quantities and clearly state all proposed plant sizes, species, material specifications, sensor specifications, labour assumptions, delivery and installation costs, and warranty provisions. Lump-sum pricing shall be supported by sufficient detail to permit technical and financial evaluation.
2. The final number of plants and hardscape components will be approved based on the available site area, expected cooling and shade function, adequate soil volume, safe circulation, water and maintenance capacity, and the contract ceiling. The numerical quantities in the City concept note shall not require overcrowding or compromise plant survival and cooling performance.
3. Any proposed eco-brick, permeable-paving, or recycled-content product shall be accompanied by product specifications and evidence that it is safe, durable, slip-resistant, appropriate for the intended loading and exposure, and suitable for the proposed application. Untested products shall not be used for structural or high-traffic applications.