



Republic of the Philippines
SOCIAL SECURITY SYSTEM
LUZON CENTRAL 2 DIVISION
SSS Bldg. Diosdado Macapagal Government Center
Brgy. Maimpis, City of San Fernando, Pampanga

Project : **VARIOUS REPAIRS AND MAINTENANCE OF PAMPANGA BRANCH**
Location : **DMGC, Brgy. Maimpis, City of San Fernando, Pampanga**
Subject : **SCOPE OF WORKS**

I. SCOPE OF WORK

The work contemplated under this contract shall consist of furnishing of all materials, labor, tools and equipment, permits including the satisfactory performance of all work necessary for the complete execution of the plans, specification and other contract documents. The following are the scope of works.

1. REPAIR OF GUARD HOUSE
 - 1.1 Provision of Access Door, Window Opening and Counter.
 - 1.1.1 Demolition for the provision of Door & Window Opening.
 - 1.1.2 Removal of existing PVC Door Jamb.
 - 1.1.3 Plastering and finishing of openings using cement, sand, water mixtures
 - 1.1.4 Reinstallation of existing Window. (use the existing aluminum window)
 - 1.1.5 Fabrication of Wood Counter using ¾" marine plywood with wood edging..
2. REPAIR OF PUBLIC COMFORT ROOM
 - 2.1 Replacement of Vanity Mirror
 - 2.1.1 Female Public Comfort Room - 800mm (H)x1300mm(W)
 - 2.1.2 Male Public Comfort Room - 770mm (H)x950mm(W)
 - 2.1.3 PWD area - 800mm(H)x1200mm(W)
 - 2.1.4 G/F Female Employees Comfort Room - 800mm (H)x600mm(W)
 - 2.1.5 2/F Female Employees Comfort Room - 800mm (H)x2400mm(W)
 - 2.1.6 2/F Male Employees Comfort Room - 770mm (H)x1600mm(W)
 - 2.2 Repair of Ceiling
 - 2.2.1 Replace deformed and uneven level of ceiling fiber cement board and metal frames.
 - 2.2.2 Installation of fiber cement board and metal frames on the existing location of lighting fixtures.
 - 2.3 Replacement and installation of Pinlights.
 - 2.3.1 Replace the existing fluorescent lighting fixture with 150mm Ø pinlights.
 - 2.3.2 Installation of 150mm Ø Downlight fixture, white-painted housing w/ 0.4mm specular finish aluminum w/ 9W LED bulb, 70 Lumens/Watts (min) w/ clear glass cover and white mounting ring.
3. STEEL GATE DOOR
 - 3.1 Provision of Steel Gate Door. (see plans for details)
 - 3.1.1 Demolition of opening for the provision of steel gate. (including restoration and finishing of opening)
 - 3.2.1 Fabrication and Installation of steel gate. (1000mm(W)x1400mm(H) Steel Tubular Frame and Plain Metal Sheet. (Complete with Hardware and Accessories)
4. PAINTING WORKS
 - 4.1 Repainting of Guardhouse including counter.
 - 4.2 Repainting of Comfort Rooms Ceiling. (Male & Female Public CR, PWD CR, Male & Female Employees CR)
 - 4.3 Painting of Steel Door and wall opening.
 - 4.4 Surface preparation including application of putty and sanding of surfaces.
 - 4.5 Application of one (1) coat primer and two (2) top coats for concrete, metal and wood surfaces.

II. WORKMANSHIP

The work throughout shall be executed in the best and most thorough manner under the direction of and the satisfaction of the SSS Engineer or Representative who will interpret the meaning of the drawings and shall have the authority to reject any works and materials, which in their judgement, are not in full accordance therewith.

III. SITE EXAMINATION

Examine the site premises and all condition apparent and visible therein. Consider all such conditions that may affect work. Measure every existing work/structure at site. Verify all given dimensions and deviations in the plans/drawings and Bill of Quantities. It shall be understood that the work covers all exposed external surfaces regardless of measurements made.

IV. PROTECTION OF WORK AND PROPERTY

Provide adequate protection for existing structures and other areas not affected by the work specified and the ground below. Place warning signs where work is being undertaken. Remove work materials damaged by failure to provide protection. Replace with new work materials at no extra cost to the Owner.

V. CLEANING

Leave premises clean, neat and orderly. Remove all stains, spots, blemishes, soil dirt from all finished work. Remove all excess materials, tools, equipment and supplies out of the SSS premises during the progress of work and upon completion of work.

VI. WARRANTY

The liability period of the Project shall be one (1) year from the Contract Completion up to the Final Acceptance by the SSS. During this period, the Contractor shall, at his own expense, undertake the repair works of any damage to the project on account of the use of materials of inferior quality within ninety (90) days from the time the SSS has issued an order to undertake repair.

VII. WORK HOURS

Weekdays: 8:00 AM – 5:00 PM
5:00 PM onwards (works which generate intolerable disturbances like noise and odor)
Weekends/Holiday: 8:00 AM onwards

VIII. DELIVERY TERMS

Delivery terms of sixty (60) calendar days upon receipt of approved JO/PO.

Statement of Compliance

Owner/Authorized Representative
(Signature Over Printed Name)