



**SOCIAL SECURITY SYSTEM**

**PHILIPPINE BIDDING DOCUMENTS**

**Sixth Edition**


# **Procurement of INFRASTRUCTURE PROJECTS**

**RENOVATION OF DCOD AREA AND VP  
OFFICES, OFFICE OF THE SENIOR VICE  
PRESIDENT-INFORMATION TECHNOLOGY  
MANAGEMENT GROUP (OSVP-ITMG), AND  
IMPROVEMENT OF FACADE AND REAR  
EXTERIOR WALL OF SSS BAGUIO BUILDING  
AND ANNEX BUILDING**

**ITB-SSS-CIVIL-2024-015**

**Government of the Republic of the Philippines**

**SEPTEMBER 2024**

  
**REGINE M. IGNACIO**  
**TWG Chairperson**

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# ***Glossary of Terms, Abbreviations, and Acronyms***

**ABC** – Approved Budget for the Contract.

**ARCC** – Allowable Range of Contract Cost.

**BAC** – Bids and Awards Committee.

**Bid** – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

**Bidder** – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

**Bidding Documents** – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

**BIR** – Bureau of Internal Revenue.

**BSP** – Bangko Sentral ng Pilipinas.

**CDA** – Cooperative Development Authority.

**Consulting Services** – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

**Contract** – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

**Contractor** – is a natural or juridical entity whose proposal was accepted by the Procuring Entity and to whom the Contract to execute the Work was awarded. Contractor as used in these Bidding Documents may likewise refer to a supplier, distributor, manufacturer, or consultant.

**CPI** – Consumer Price Index.

**DOLE** – Department of Labor and Employment.

**DTI** – Department of Trade and Industry.

**Foreign-funded Procurement or Foreign-Assisted Project** – Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

**GFI** – Government Financial Institution.

**GOCC** – Government-owned and/or –controlled corporation.



**Goods** – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

**GOP** – Government of the Philippines.

**Infrastructure Projects** – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

**LGUs** – Local Government Units.

**NFCC** – Net Financial Contracting Capacity.

**NGA** – National Government Agency.

**PCAB** – Philippine Contractors Accreditation Board.

**PhilGEPS** - Philippine Government Electronic Procurement System.

**Procurement Project** – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

**PSA** – Philippine Statistics Authority.

**SEC** – Securities and Exchange Commission.

**SLCC** – Single Largest Completed Contract.

**SSS** – Social Security System.

**Supplier** – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

**UN** – United Nations.

## ***Section I. Invitation to Bid***



REPUBLIC OF THE PHILIPPINES  
SOCIAL SECURITY SYSTEM  
East Avenue, Diliman, Quezon City  
Tel. Nos. (632)8709-7198  
E-mail: [usssaptayo@sss.gov.ph](mailto:usssaptayo@sss.gov.ph)\*Website <http://www.sss.gov.ph>

Invitation to Bid  
*ITB-SSS-Civil-2024-015*

RENOVATION OF DCOD AREA AND VP OFFICES, OFFICE OF THE SENIOR VICE  
PRESIDENT-INFORMATION TECHNOLOGY MANAGEMENT GROUP (OSVP-  
ITMG), AND IMPROVEMENT OF FACADE AND REAR EXTERIOR WALL OF SSS  
BAGUIO BUILDING AND ANNEX BUILDING

| Approved Budget for the Contract<br>(ABC)<br>& Source of Fund  | Delivery/<br>Completion Period  | Price of Bid<br>Documents<br>(non-<br>refundable) | Schedule of Activities<br>Date/Time      |  |
|--|---|---|--|--|
|  |   |   | Pre-bid Conference                       | Deadline of<br>submission and<br>receipt of bids |
| Lot 1 – Renovation of DCOD<br>Area and VP Offices<br>₱ 14,273,797.00<br><br>With code PAP 2024-0285  | Within one hundred<br>fifty (150) calendar<br>days upon receipt of<br>Notice to Proceed<br>(NTP) and signed<br>contract | ₱11,500.00  | October 7, 2024<br>(Monday)<br>2:10 p.m. | October 21, 2024<br>(Monday)<br>2:00 p.m.        |
| Lot 2 – Renovation of<br>OSVP-ITMG<br>₱ 1,517,000.00<br><br>Included in the APP Update for<br>the month of September (1 <sup>st</sup><br>Update) with Code PAP 2024-<br>0291 | Within seventy-five<br>(75) calendar days<br>upon receipt of<br>Notice to Proceed<br>(NTP) and signed<br>contract       | ₱2,000.00   |  |  |
| Lot 3 – Improvement of Facade<br>and Rear Exterior Wall of SSS<br>Baguio Building and Annex<br>Building<br>₱ 20,657,475.00<br><br>With code PAP 2024-0233                    | Within two hundred<br>ten (210) calendar<br>days upon receipt of<br>Notice to Proceed<br>(NTP) and signed<br>contract   | ₱13,500.00  |  |  |
| Approved 2024 Corporate Operating Budget under Capital Outlay of<br>the Annual Procurement Plan (APP)  |   |   |  |  |

1. The **SOCIAL SECURITY SYSTEM (SSS)** now invites bids for the above Procurement Project. **Completion of the Works is required within the delivery/completion period for the following: Lot 1 - One Hundred Fifty (150) Calendar Days; Lot 2 - Seventy-Five (75) Calendar Days; and Lot 3 - Two Hundred Ten (210) Calendar Days. Bidders should have completed within five (5) years prior to the date of submission and receipt of bids, a contract similar to the Projects.** The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
2. Bids received in excess of the ABC shall be automatically rejected at Bid opening.
3. Bidding will be conducted through open competitive bidding procedures using non-discretionary “pass/fail” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.
4. Interested bidders may obtain further information from SSS and inspect the Bidding Documents at the address in the last item of the ITB from Monday to Friday, 8:00 a.m. to 5:00 p.m.

5. A complete set of Bidding Documents may be acquired by interested **Bidders starting 29 September 2024 up to the scheduled submission & receipt of bids** from the address stated in the last item of the ITB and upon payment of the applicable fee for the Bidding Documents, in the amount specified above.

The mode of payment will be on a cash basis payable at the SSS Cash Department, SSS Main Bldg., Ground floor, upon accomplishment of SSS Form R-6. The Bidding Documents shall be received personally by the prospective Bidder or his authorized representative.

It may also be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) and the website of the SSS, provided that Bidders shall pay the applicable fee for the Bidding Documents not later than the submission of their bids.

6. The SSS will hold a Pre-Bid Conference on the date and time specified above at the Bidding Room, 2nd Floor, SSS Main Bldg., East Avenue, Diliman, Quezon City which shall be open to prospective bidders, but attendance shall not be mandatory.

**The Pre-Bid Conference will be conducted through online conference using Microsoft Teams. Kindly e-mail us on or before 06 October 2024, through e-mail address [bac@sss.gov.ph](mailto:bac@sss.gov.ph), the following:**

- a. **Name of the representative and e-mail address; and**
- b. **Technical and administrative queries.**

7. Bids must be duly received by the BAC Secretariat at the Bidding Room, 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City on the deadline specified above. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in the ITB Clause 14.

Bid opening shall be on the date and time specified above at the Bidding Room, 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City. Bids will be opened in the presence of the Bidders' representatives who choose to attend at the address above. Late bids shall not be accepted.

8. References to the dates and times shall be based on Philippine Standard time. Should any of the above dates fall on a holiday, the deadline shall be extended to the same time on the immediately succeeding business day in Quezon City.
9. The SSS reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
10. The SSS assumes no obligation to compensate or indemnify parties for any expense or loss that they may incur as a result of their participation in the procurement process, nor does SSS BAC guarantees that an award will be made as a result of this invitation. Furthermore, the SSS reserves the right to waive any defects or formality in the responses to the eligibility requirements and to this invitation and reserves the right to accept the proposal most advantageous to the agency.
11. For further information, please refer to:

**Bids & Awards Committee**

**The Secretariat**

2nd Flr., SSS Main Bldg., East Ave., Diliman, Q.C.

Tel # (632) 8922-1070; 8920- 6401 local 5492 & 6382

Email – [bac@sss.gov.ph](mailto:bac@sss.gov.ph)

12. Bidding documents may be downloaded from the PROCUREMENT tab at [www.sss.gov.ph](http://www.sss.gov.ph) starting **29 September 2024**.

  
**THE CHAIRPERSON**  
**BIDS & AWARDS COMMITTEE** 

ref.: itb-sss-civil-2024-015-Renovation of Renovation of DCOD Area and VP Offices, Renovation of OSVP-ITMG, & Improvement of Façade and Rear Exterior Wall of SSS Baguio Building and Annex Building

## ***Section II. Instructions to Bidders***

1.     **Scope of Bid**

The Procuring Entity, *Social Security System* wishes to receive Bids for the Lot 1: Renovation of DCOD Area and VP Offices, Lot 2: Renovation of Office of the Senior Vice President, Information Technology Management Group & Lot 3: Improvement of Façade and Rear Exterior Wall of SSS Baguio Building and Annex Building, with identification number ITB-SSS-Civil-2024-015.

The Procurement Project (referred to herein as “Project”) is for the construction of Works, as described in Section VI (Specifications).

2.     **Funding Information**

2.1.    The GOP through the source of funding as indicated below for *CY 2024* in the amount of Thirty-Six Million Four Hundred Forty-Eight Thousand Two Hundred Seventy Two Pesos (₱36,448,272.00).

2.2.    The source of funding is: Approved 2024 Corporate Operating Budget under Capital Outlay of the 2024 Annual Procurement Plan:

|         |  |  |
|---------|--|--|
| Lot 1 - | Renovation of DCOD Area and VP Offices   | With code PAP2024-0285   |
| Lot 2 - | Renovation of Office of the Senior Vice President, Information Technology Management Group | Included in the APP Update for the month of September (1st Update) with Code PAP 2024-0291 |
| Lot 3   | Improvement of Façade and Rear Exterior Wall of SSS Baguio Building and Annex Building     | With code PAP 2024-0233  |

3.     **Bidding Requirements**

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manual and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or invitation to bid by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have inspected the site, determined the general characteristics of the contracted Works and the conditions for this Project, such as the location and the nature of the work; (b) climatic conditions; (c) transportation facilities; (c) nature and condition of the terrain, geological conditions at the site communication facilities, requirements, location and availability of construction aggregates and other materials, labor, water, electric power and access roads; and (d) other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4.     **Corrupt, Fraudulent, Collusive, Coercive, and Obstructive Practices**

The Procuring Entity, as well as the Bidders and Contractors, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices

defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

## **5. Eligible Bidders**

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. The Bidder must have an experience of having completed a Single Largest Completed Contract (SLCC) that is similar to this Project, equivalent to at least fifty percent (50%) of the ABC adjusted, if necessary, by the Bidder to current prices using the PSA’s CPI, except under conditions provided for in Section 23.4.2.4 of the 2016 revised IRR of RA No. 9184.

A contract is considered to be “similar” to the contract to be bid if it has the major categories of work stated in the **BDS**.

- 5.3. For Foreign-funded Procurement, the Procuring Entity and the foreign government/foreign or international financing institution may agree on another track record requirement, as specified in the Bidding Document prepared for this purpose.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.2 of the 2016 IRR of RA No. 9184.

## **6. Origin of Associated Goods**

There is no restriction on the origin of Goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN.

## **7. Subcontracts**

The Procuring Entity has prescribed that: **Subcontracting is not allowed.**

## **8. Pre-Bid Conference**

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address **Bidding Room, 2nd Floor, SSS Main Building, East Avenue, Diliman, Quezon City and/or through online conference using Microsoft Teams** as indicated in paragraph 6 of the **IB**.

## **9. Clarification and Amendment of Bidding Documents**

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

## **10. Documents Comprising the Bid: Eligibility and Technical Components**

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.



- 10.2. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. For Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.
- 10.3. A valid PCAB License is required, and in case of joint ventures, a valid special PCAB License, and registration for the type and cost of the contract for this Project. Any additional type of Contractor license or permit shall be indicated in the **BDS**.
- 10.4. A List of Contractor's key personnel (e.g., Project Manager, Project Engineers, Materials Engineers, and Foremen) assigned to the contract to be bid, with their complete qualification and experience data shall be provided. These key personnel must meet the required minimum years of experience set in the **BDS**.
- 10.5. A List of Contractor's major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership, certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be, must meet the minimum requirements for the contract set in the **BDS**.

## **11. Documents Comprising the Bid: Financial Component**

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section IX. Checklist of Technical and Financial Documents**.
- 11.2. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.3. For Foreign-funded procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

## **12. Alternative Bids**

Bidders shall submit offers that comply with the requirements of the Bidding Documents, including the basic technical design as indicated in the drawings and specifications. Unless there is a value engineering clause in the **BDS**, alternative Bids shall not be accepted.

## **13. Bid Prices**

All bid prices for the given scope of work in the Project as awarded shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation, except under extraordinary circumstances as determined by the NEDA and approved by the GPPB pursuant to the revised Guidelines for Contract Price Escalation guidelines.

## **14. Bid and Payment Currencies**

- 14.1. Bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 14.2. Payment of the contract price shall be made in Philippine Pesos.

## 15. Bid Security

- 15.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 15.2. The Bid and bid security shall be valid until **One Hundred Twenty (120) Calendar Days from the Date of the Bid Opening**. Any bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

## 16. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid. The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission to the given website or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

## 17. Deadline for Submission of Bids

The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

## 18. Opening and Preliminary Examination of Bids

- 18.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 18.2. The preliminary examination of Bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

## 19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*" using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, all Bids and combinations of Bids as indicated in the **BDS** shall be received by the same deadline and opened and evaluated simultaneously so as to determine the Bid or combination of Bids offering the lowest calculated cost to the Procuring Entity. Bid Security as required by **ITB** Clause 15 shall be submitted for each contract (lot) separately.

- 19.3. In all cases, the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184 must be sufficient for the total of the ABCs for all the lots participated in by the prospective Bidder.

## **20. Post Qualification**

Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS), and other appropriate licenses and permits required by law and stated in the **BDS**.

## **21. Signing of the Contract**

The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

***Section III. Bid Data Sheet***

# Bid Data Sheet

| ITB Clause                 |   |                                    |   |                     |                            |         |                                    |         |         |                                    |               |   |                     |                            |         |                                    |         |         |                                    |
|----------------------------|---|------------------------------------|---|---------------------|----------------------------|---------|------------------------------------|---------|---------|------------------------------------|---------------|---|---------------------|----------------------------|---------|------------------------------------|---------|---------|------------------------------------|
| 5.2                        | <p>For this purpose, contracts similar to the Projects refers to contracts which have the same major categories of work, which shall be comprised of:</p> <p>a) Lot 1 – Renovation of DCOD Area and VP Offices<br/>Civil-Architectural, Sanitary, Electro-Mechanical, and Structured Cabling works or as detailed in the Specifications and Bill of Quantities (BOQ) Form</p> <p>Lot 2 – Renovation of OSVP-ITMG<br/>Civil-Architectural, Sanitary, Electro-Mechanical, and Structured Cabling works or as detailed in the Specifications and Bill of Quantities (BOQ) Form</p> <p>Lot 3 – Improvement of Facade and Rear Exterior Wall of SSS Baguio Building and Annex Building<br/>Civil-Architectural, Cladding, Sanitary, and Electrical works or as detailed in the Specifications and Bill of Quantities (BOQ) Form</p> <p>b) Completed within (5) five years prior to the submission and opening of bids</p>  |                                    |   |                     |                            |         |                                    |         |         |                                    |               |   |                     |                            |         |                                    |         |         |                                    |
| 7.1                        | No further instruction.   |                                    |   |                     |                            |         |                                    |         |         |                                    |               |   |                     |                            |         |                                    |         |         |                                    |
| 10.3                       | <p>PCAB License and Registration:</p> <p>License Category : C &amp; D<br/>Size Range : Small B<br/>Classification : General Building<br/>The bidder shall have at least five (5) years of experience in construction/ renovation works, as indicated in the BOQ and Specifications.</p>   |                                    |   |                     |                            |         |                                    |         |         |                                    |               |   |                     |                            |         |                                    |         |         |                                    |
| 10.4                       | <p>The key personnel must meet the required minimum years of experience set below:</p> <p>Lot 1: Renovation of DCOD Area and VP Offices</p> <table><tr><th>Key Personnel</th><th>Required no. of years of relevant work experience</th><th>Field of Experience</th></tr><tr><td>Project Engineer/Architect</td><td>5 years</td><td>Building Construction / Renovation</td></tr><tr><td>Foreman</td><td>5 years</td><td>Building Construction / Renovation</td></tr></table> <p>Lot 2: Renovation of Office of the Senior Vice President - Information Technology Management Group</p> <table><tr><th>Key Personnel</th><th>Required no. of years of relevant work experience</th><th>Field of Experience</th></tr><tr><td>Project Engineer/Architect</td><td>5 years</td><td>Building Construction / Renovation</td></tr><tr><td>Foreman</td><td>5 years</td><td>Building Construction / Renovation</td></tr></table> | Key Personnel                      | Required no. of years of relevant work experience | Field of Experience | Project Engineer/Architect | 5 years | Building Construction / Renovation | Foreman | 5 years | Building Construction / Renovation | Key Personnel | Required no. of years of relevant work experience | Field of Experience | Project Engineer/Architect | 5 years | Building Construction / Renovation | Foreman | 5 years | Building Construction / Renovation |
| Key Personnel              | Required no. of years of relevant work experience   | Field of Experience                |   |                     |                            |         |                                    |         |         |                                    |               |   |                     |                            |         |                                    |         |         |                                    |
| Project Engineer/Architect | 5 years   | Building Construction / Renovation |   |                     |                            |         |                                    |         |         |                                    |               |   |                     |                            |         |                                    |         |         |                                    |
| Foreman                    | 5 years   | Building Construction / Renovation |   |                     |                            |         |                                    |         |         |                                    |               |   |                     |                            |         |                                    |         |         |                                    |
| Key Personnel              | Required no. of years of relevant work experience   | Field of Experience                |   |                     |                            |         |                                    |         |         |                                    |               |   |                     |                            |         |                                    |         |         |                                    |
| Project Engineer/Architect | 5 years   | Building Construction / Renovation |   |                     |                            |         |                                    |         |         |                                    |               |   |                     |                            |         |                                    |         |         |                                    |
| Foreman                    | 5 years   | Building Construction / Renovation |   |                     |                            |         |                                    |         |         |                                    |               |   |                     |                            |         |                                    |         |         |                                    |

|                             | <div>Lot 3: Improvement of Facade and Rear Exterior Wall of SSS Baguio Building and Annex Building</div> <table><tr><th>Key Personnel</th><th>Required no. of years of relevant work experience</th><th>Field of Experience</th></tr><tr><td>Project Manager (CE)</td><td>5 years</td><td>Building Construction / Renovation</td></tr><tr><td>Project Engineer</td><td>5 years</td><td>Building Construction / Renovation</td></tr><tr><td>Construction Safety Officer</td><td>3 years</td><td>Building Construction / Renovation</td></tr><tr><td>Foreman</td><td>5 years</td><td>Building Construction / Renovation</td></tr></table> <div>Except for the Construction Safety Officer and Foreman, all key personnel should be PRC-registered engineers / architects in good standing.</div>   | Key Personnel                      | Required no. of years of relevant work experience | Field of Experience | Project Manager (CE) | 5 years | Building Construction / Renovation | Project Engineer | 5 years | Building Construction / Renovation | Construction Safety Officer | 3 years | Building Construction / Renovation | Foreman | 5 years | Building Construction / Renovation |
|-----------------------------|--|------------------------------------|---|---------------------|----------------------|---------|------------------------------------|------------------|---------|------------------------------------|-----------------------------|---------|------------------------------------|---------|---------|------------------------------------|
| Key Personnel               | Required no. of years of relevant work experience  | Field of Experience                |   |                     |                      |         |                                    |                  |         |                                    |                             |         |                                    |         |         |                                    |
| Project Manager (CE)        | 5 years  | Building Construction / Renovation |   |                     |                      |         |                                    |                  |         |                                    |                             |         |                                    |         |         |                                    |
| Project Engineer            | 5 years  | Building Construction / Renovation |   |                     |                      |         |                                    |                  |         |                                    |                             |         |                                    |         |         |                                    |
| Construction Safety Officer | 3 years  | Building Construction / Renovation |   |                     |                      |         |                                    |                  |         |                                    |                             |         |                                    |         |         |                                    |
| Foreman                     | 5 years  | Building Construction / Renovation |   |                     |                      |         |                                    |                  |         |                                    |                             |         |                                    |         |         |                                    |
| 10.5                        | <div>The minimum major equipment required for the project are as follows:</div> <div>Lot 1 : Renovation of DCOD Area and VP Offices</div> <div>a) Truck</div> <div>Lot 2: Renovation of OSVP-ITMG</div> <div>a) Truck</div> <div>Lot 3: Improvement of Facade and Rear Exterior Wall of SSS Baguio Building and Annex Building</div> <div>a) Truck</div> <div>b) H-Frames/Scaffolding</div> <div>Equipment and hand tools necessary for the completion of the project shall be made available on site (by the winning contractor) during project implementation.</div> <div>List of contractor’s major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project.</div> |                                    |   |                     |                      |         |                                    |                  |         |                                    |                             |         |                                    |         |         |                                    |
| 12                          | No further instruction.  |                                    |   |                     |                      |         |                                    |                  |         |                                    |                             |         |                                    |         |         |                                    |
| 15.1                        | <div>The bid security shall be in the form of a Bid Securing Declaration or any of the following forms and amounts:</div> <div>a. The amount of not less than 2% of ABC if bid security is in cash, cashier’s/manager’s check, bank draft/guarantee or irrevocable letter of credit;</div> <div>Lot 1 - ₱ 285,475.94</div> <div>Lot 2 - ₱ 30,340.00</div> <div>Lot 3 - ₱ 413,149.50</div> <div>b. The amount of not less than 5% of ABC if bid security is in Surety Bond:</div> <div>Lot 1 - ₱ 713,689.85</div> <div>Lot 2 - ₱ 75,850.00</div> <div>Lot 3 - ₱ 1,032,873.75</div>  |                                    |   |                     |                      |         |                                    |                  |         |                                    |                             |         |                                    |         |         |                                    |
| 19.2                        | Partial bid is not allowed. The infrastructure project is packaged into 3 lots and the lot shall not be divided into sub-lots for the purpose of bidding, evaluation, and contract award.  |                                    |   |                     |                      |         |                                    |                  |         |                                    |                             |         |                                    |         |         |                                    |

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| 20 | <p>The Lowest Calculated Bidder shall submit the following:</p> <ol style="list-style-type: none"><li>1. Registration certificate from Securities and Exchange Commission (SEC) for corporation including Articles of Incorporation and General Information Sheet (GIS), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document</li><li>2. Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;</li><li>3. Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR)</li><li>4. Latest Audited Financial Statements</li><li>5. Latest income tax return corresponding to the Audited Financial Statements submitted, filed electronically (EFPS);</li><li>6. Quarterly VAT (business tax returns) per Revenue Regulations 3-2005 for the last six (6) months prior to the submission &amp; opening of bids filed electronically (EFPS);</li></ol> |
| 21 | No further instruction.  |

## ***Section IV. General Conditions of Contract***



## 1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

## 2. Sectional Completion of Works

If sectional completion is specified in the **Special Conditions of Contract (SCC)**, references in the Conditions of Contract to the Works, the Completion Date, and the Intended Completion Date shall apply to any Section of the Works (other than references to the Completion Date and Intended Completion Date for the whole of the Works).

## 3. Possession of Site

3.1 The Procuring Entity shall give possession of all or parts of the Site to the Contractor based on the schedule of delivery indicated in the **SCC**, which corresponds to the execution of the Works. If the Contractor suffers delay or incurs cost from failure on the part of the Procuring Entity to give possession in accordance with the terms of this clause, the Procuring Entity's Representative shall give the Contractor a Contract Time Extension and certify such sum as fair to cover the cost incurred, which sum shall be paid by Procuring Entity.

3.2 If possession of a portion is not given by the above date, the Procuring Entity will be deemed to have delayed the start of the relevant activities. The resulting adjustments in contract time to address such delay may be addressed through contract extension provided under Annex "E" of the 2016 revised IRR of RA No. 9184.

## 4. The Contractor's Obligations

The Contractor shall employ the key personnel named in the Schedule of Key Personnel indicating their designation, in accordance with **ITB** Clause 10.3 and specified in the **BDS**, to carry out the supervision of the Works.

The Procuring Entity will approve any proposed replacement of key personnel only if their relevant qualifications and abilities are equal to or better than those of the personnel listed in the Schedule.

## 5. Performance Security

5.1. Within ten (10) calendar days from receipt of the Notice of Award from the Procuring Entity but in no case later than the signing of the contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR.

- 5.2. The Contractor, by entering into the Contract with the Procuring Entity, acknowledges the right of the Procuring Entity to institute action pursuant to RA No. 3688 against any subcontractor be they an individual, firm, partnership, corporation, or association supplying the Contractor with labor, materials and/or equipment for the performance of this Contract.

## **6. Site Investigation Reports**

The Contractor, in preparing the Bid, shall rely on any Site Investigation Reports referred to in the **SCC** supplemented by any information obtained by the Contractor.

## **7. Warranty**

- 7.1. In case the Contractor fails to undertake the repair works under Section 62.2.2 of the 2016 revised IRR, the Procuring Entity shall forfeit its performance security, subject its property(ies) to attachment or garnishment proceedings, and perpetually disqualify it from participating in any public bidding. All payables of the GOP in his favor shall be offset to recover the costs.
- 7.2. The warranty against Structural Defects/Failures, except that occasioned-on force majeure, shall cover the period from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity. Specific duration of the warranty is found in the **SCC**.

## **8. Liability of the Contractor**

Subject to additional provisions, if any, set forth in the **SCC**, the Contractor's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Contractor is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

## **9. Termination for Other Causes**

Contract termination shall be initiated in case it is determined *prima facie* by the Procuring Entity that the Contractor has engaged, before, or during the implementation of the contract, in unlawful deeds and behaviors relative to contract acquisition and implementation, such as, but not limited to corrupt, fraudulent, collusive, coercive, and obstructive practices as stated in **ITB** Clause 4.

## **10. Dayworks**

Subject to the guidelines on Variation Order in Annex "E" of the 2016 revised IRR of RA No. 9184, and if applicable as indicated in the **SCC**, the Dayworks rates in the Contractor's Bid shall be used for small additional amounts of work only when the Procuring Entity's Representative has given written instructions in advance for additional work to be paid for in that way.

## **11. Program of Work**

- 11.1. The Contractor shall submit to the Procuring Entity's Representative for approval the said Program of Work showing the general methods, arrangements, order, and timing for all the activities in the Works. The submissions of the Program of Work are indicated in the **SCC**.

- 11.2. The Contractor shall submit to the Procuring Entity's Representative for approval an updated Program of Work at intervals no longer than the period stated in the **SCC**. If the Contractor does not submit an updated Program of Work within this period, the Procuring Entity's Representative may withhold the amount stated in the **SCC** from the next payment certificate and continue to withhold this amount until the next payment after the date on which the overdue Program of Work has been submitted.

## **12. Instructions, Inspections and Audits**

The Contractor shall permit the GOP or the Procuring Entity to inspect the Contractor's accounts and records relating to the performance of the Contractor and to have them audited by auditors of the GOP or the Procuring Entity, as may be required.

## **13. Advance Payment**

The Procuring Entity shall, upon a written request of the Contractor which shall be submitted as a Contract document, make an advance payment to the Contractor in an amount not exceeding fifteen percent (15%) of the total contract price, to be made in lump sum, or at the most two installments according to a schedule specified in the **SCC**, subject to the requirements in Annex "E" of the 2016 revised IRR of RA No. 9184.

## **14. Progress Payments**

The Contractor may submit a request for payment for Work accomplished. Such requests for payment shall be verified and certified by the Procuring Entity's Representative/Project Engineer. Except as otherwise stipulated in the **SCC**, materials and equipment delivered on the site but not completely put in place shall not be included for payment.

## **15. Operating and Maintenance Manuals**

- 15.1. If required, the Contractor will provide "as built" Drawings and/or operating and maintenance manuals as specified in the **SCC**.
- 15.2. If the Contractor does not provide the Drawings and/or manuals by the dates stated above, or they do not receive the Procuring Entity's Representative's approval, the Procuring Entity's Representative may withhold the amount stated in the **SCC** from payments due to the Contractor.

***Section V. Special Conditions of Contract***

# Special Conditions of Contract

| GCC Clause |  |
|------------|--|
| 1          | <p>Scope of Works</p> <p>Prospective Bidders are required to conduct ocular inspection to be coordinated with designated EFMD personnels.</p> <p>For Lot 3, processing and securing of necessary permits is already included in the 210 calendar days duration. The actual work may only commence after necessary permits has been secured by the winning Contractor.</p>  |
| 2          | No sectional completion date.  |
| 3.1        | The <b>Procuring Entity</b> shall give possession of all parts of the Site to the Contractor for the duration of the Contract which shall commence upon receipt of the Notice to Proceed and Contract/Job Order.   |
| 6          | No further instructions.   |
| 7.2        | <p>Warranty against defects/failure due to poor workmanship and inferior materials quality shall be for a period of One (1) year for Office Renovations from the date of issuance of Certificate of Acceptance.</p> <p>Warranty against Structural Defects/Failures on all the installed facilities for the project, except that occasioned-on force majeure, shall cover the period from the date of issuance of the Certificate of Final Acceptance by the Procuring Entity. All ACP, as specified, shall be warranted for a minimum of 15 years from material breakdown such as but not limited to bond failure, chipping and oxidation. ACP paint finish as specified shall likewise be warranted for a minimum of 5 years from paint tarnishing, paint peeling and discoloration.</p>   |
| 8          | <p><b>Liability of the Contractor</b></p> <p>1. CONFIDENTIALITY. Neither party shall, without the prior written consent of the other, disclose or make available to any person, make public, or use directly or indirectly, except for the performance and implementation of the works, any confidential information, acquired from an information holder in connection with the performance of this Contract, unless: (i) the information is known to the disclosing party, as evidenced by its written records, prior to obtaining the same from the information holder and is not otherwise subject to disclosure restrictions on the disclosing party, (ii) the information is disclosed to the disclosing party by a third party who did not receive the same, directly or indirectly, from an information holder, and who has no obligation of secrecy with respect thereto, or (iii) required to be disclosed by law.</p> <p>The obligation of confidentiality by both parties, as provided herein, shall survive the termination of the Agreement.</p> <p>2. MERGER AND CONSOLIDATION. In case of merger, consolidation or change of ownership of the CONTRACTOR with other company, it is the responsibility of the surviving company/consolidated company/acquiring entity to inform SSS of the change in corporate structure/ownership. Failure to do so shall translate in such company assuming all liabilities of the acquired/merged company under the Agreement.</p> |

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|  | <p>3. <b>FORCE MAJEURE.</b> SUPPLIER shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that CONTRACTOR's delay in performance or other failure to perform its obligations under this Agreement is the result of a force majeure.</p> <p>For purposes of this Agreement the terms "force majeure" and "fortuitous event" may be used interchangeably. In this regard, a fortuitous event or force majeure shall be interpreted to mean an event which CONTRACTOR could not have foreseen, or which though foreseen, was inevitable. It shall not include ordinary unfavorable weather conditions; and any other cause the effects of which could have been avoided with the exercise of reasonable diligence by CONTRACTOR. Such events may include, but not limited to, acts of SSS in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.</p> <p>If a force majeure situation arises, CONTRACTOR shall promptly notify SSS in writing of such condition and the cause thereof. Unless otherwise directed by SSS in writing, CONTRACTOR shall continue to perform its obligations under this Agreement as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the force majeure.</p> <p>4. <b>NON-ASSIGNMENT.</b> CONTRACTOR shall not assign its rights or obligations under this Agreement, in whole or in part, except with SSS's prior written consent. CONTRACTOR shall not subcontract in whole or in part the PROJECT and deliverables subject of this Agreement without the written consent of SSS.</p> <p>5. <b>WAIVER.</b> Failure by either party to insist upon the other strict performance of any of the terms and conditions hereof shall not be deemed a relinquishment or waiver of any subsequent breach or default of the terms and conditions hereof, which can only be deemed made if expressed in writing and signed by its duly authorized representative. No such waiver shall be construed as modification of any of the provisions of the Agreement or as a waiver of any past or future default or breach hereof, except as expressly stated in such waiver.</p> <p>6. <b>CUMULATIVE REMEDIES.</b> Any and all remedies granted to the parties under the applicable laws and the Contract shall be deemed cumulative and may therefore, at the sole option and discretion, be availed of by the aggrieved party simultaneously, successively, or independently.</p> <p>7. <b>NO EMPLOYER-EMPLOYEE RELATIONSHIP.</b> It is expressly and manifestly understood and agreed upon that the employees of CONTRACTOR assigned to perform the PROJECT are not employees of SSS. Neither is there an employer-employee relationship between SSS and CONTRACTOR.</p> <p>The Agreement does not create an employer-employee relationship between SSS and the CONTRACTOR including its personnel; that the services rendered by the personnel assigned by CONTRACTOR to SSS in the performance of its obligation under the contract do not represent government service and will not be credited as such; that its personnel assigned to SSS are not entitled to benefits enjoyed by SSS' officials and employees such as Personal Economic Relief Allowance (PERA), Representation and Transportation Allowance (RATA), ACA, etc.; that these personnel are not related within the third degree of consanguinity or affinity to the contracting officer and appointing authority of SSS; that they have not been previously dismissed from the government service by reason of an administrative case; that they have not reached the compulsory retirement age of sixty-five (65); and that they possess the education, experience and skills required to perform the job. The CONTRACTOR hereby acknowledges that no authority has been given by SSS to hire any person as an employee of the latter. Any instruction given by SSS</p> |
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|  | <p>or any of its personnel to CONTRACTOR's employees are to be construed merely as a measure taken by the former to ensure and enhance the quality of project performed hereunder. The CONTRACTOR shall, at all times, exercise supervision and control over its employees in the performance of its obligations under the contract.</p> <p>8. PARTNERSHIP. Nothing in the contract shall constitute a partnership between the parties. No party or its agents or employees shall be deemed to be the agent, employee or representative of any other party.</p> <p>9. COMPLIANCE WITH SS LAW. CONTRACTOR shall report all its employees to SSS for coverage and their contributions, as well as, all amortizations for salary/education/calamity and other SSS loans shall be updated. Should CONTRACTOR fail to comply with its obligations under the provisions of the SS Law and Employees' Compensation Act, SSS shall have the authority to deduct any unpaid SS and EC contributions, salary, educational, emergency and/or calamity loan amortizations, employer's liability for damages, including interests and penalties from CONTRACTOR's receivables under this Agreement.</p> <p>Further, prescription does not run against SSS for its failure to demand SS contributions or payments from CONTRACTOR. Moreover, CONTRACTOR shall forever hold in trust SS contributions or payments of its employees until the same is fully remitted to SSS.</p> <p>10. COMPLIANCE WITH LABOR LAWS. CONTRACTOR, as employer of the personnel assigned to undertake the PROJECT, shall comply with all its obligations under existing laws and their implementing rules and regulations on the payment of minimum wage, overtime pay, and other labor-related benefits as well as remittances or payment of the appropriate amount or contributions/payment (SSS, EC, Pag-IBIG, PhilHealth and taxes) with concerned government agencies/offices.</p> <p>It is agreed further, that prior to the release of any payment by SSS to SUPPLIER, its President or its duly authorized representative, shall submit a sworn statement that all monies due to all its employees assigned to the PROJECT as well as benefits by law and other related labor legislation have been paid by CONTRACTOR and that he/she assumed full responsibility thereof.</p> <p>11. COMPLIANCE WITH TAX LAWS. CONTRACTOR shall, in compliance with tax laws, pay the applicable taxes in full and on time and shall regularly present to SSS within the duration of the Contract, tax clearance from the Bureau of Internal Revenue (BIR) as well as copy of its income and business tax returns duly stamped by the BIR and duly validated with the tax payments made thereon. Failure by CONTRACTOR to comply with the foregoing shall entitle SSS to suspend payment of the Contract Price.</p> <p>As required under Executive Order (EO) 398, s. 2005, CONTRACTOR shall submit income and business tax returns duly stamped and received by the BIR, before entering and during the duration of this Agreement. CONTRACTOR, through its responsible officer, shall also certify under oath that it is free and clear of all tax liabilities to the government. CONTRACTOR shall pay taxes in full and on time and that failure to do so will entitle SSS to suspend or terminate this Agreement.</p> |
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|  | <p>12. <b>LIQUIDATED DAMAGES.</b> If CONTRACTOR fails to satisfactorily deliver any or all of the Goods and/or to perform the Services within the period(s) specified in the PBD inclusive of duly granted time extensions if any, SSS shall, without prejudice to its other remedies under this Agreement and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay until actual delivery or performance. Once the amount of liquidated damages reaches ten percent (10%), SSS may rescind or terminate this Agreement, without prejudice to other courses of action and remedies open to it.</p> <p>13. <b>HOLD FREE and HARMLESS.</b> SUPPLIER agrees to defend, indemnify, and hold SSS free and harmless from any and all claims, damages, expenses, fines, penalties and/or liabilities of whatever nature and kind, whether in law or equity, that may arise by reason of the implementation of the Agreement. In addition,</p> <p>CONTRACTOR agrees to indemnify SSS for any damage as a result of said implementation.</p> <p>SUPPLIER hereby assumes full responsibility for any injury, including death, loss or damage which may be caused to SSS’ employees or property or third person due to CONTRACTOR’s employees’ fault or negligence, and further binds itself to hold SSS free and harmless from any of such injury or damage. SSS shall not be responsible for any injury, loss or damage which CONTRACTOR or any of its employees may sustain in the performance of CONTRACTOR’s obligations under this Agreement.</p> <p>14. <b>SETTLEMENT OF DISPUTES.</b> If any dispute or difference of any kind whatsoever shall arise between SSS and CONTRACTOR in connection with or arising out of this Agreement, the Parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.</p> <p>If after thirty (30) days, the Parties have failed to resolve their dispute or difference by such mutual consultation, then either SSS or CONTRACTOR may give notice to the other Party of its intention to commence arbitration, in accordance with RA No. 876, otherwise known as the “Arbitration Law” and RA No. 9285, otherwise known as the “Alternative Dispute Resolution Act of 2004,” in order to settle their disputes.</p> <p>No arbitration in respect of this matter may be commenced unless such notice is given.</p> <p>Notwithstanding any reference to arbitration herein, the Parties shall continue to perform their respective obligations under this Agreement unless they otherwise agree.</p> <p>15. <b>VENUE OF ACTIONS.</b> In the event court action is necessary in order to promote Arbitration, such action shall be filed only before the proper courts of Quezon City, to the exclusion of all other venues.</p> <p>16. <b>GOVERNING LAW.</b> The Agreement shall be governed by and interpreted according to the laws of the Republic of the Philippines.</p> <p>17. <b>AMENDMENTS.</b> This Agreement may be amended only in writing and executed by the parties or their duly authorized representatives.</p> |
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|                                  | <p>18. <b>SEPARABILITY.</b> If any one or more of the provisions contained in the contract or any document executed in connection herewith shall be invalid, illegal or unenforceable in any respect under any applicable law, then: (i) the validity, legality and enforceability of the remaining provisions contained herein or therein shall not in any way be affected or impaired and shall remain in full force and effect; and (ii) the invalid, illegal or unenforceable provision shall be replaced by the parties immediately with a term or provision that is valid, legal and enforceable and that comes closest to expressing the intention of such invalid illegal or unenforceable term of provision.</p> <p>19. <b>BINDING EFFECT.</b> The Agreement shall be binding upon the Parties hereto, their assignee/s and successor/s-in-interest.</p>   |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |                  |                  |                         |                                  |                                  |  |
|----------------------------------|---|------------------|------------------|-------------------------|----------------------------------|-------------------------|---------------------------------|-------------------------|---------------------------------|----------------------------------|--|------------------|------------------|-------------------------|----------------------------------|----------------------------------|--|
| 10                               | Dayworks are applicable at the rate shown in the Contractor’s original Bid.   |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |                  |                  |                         |                                  |                                  |  |
| 11.1                             | The Contractor shall submit the Program of Work to the Engineering and Facilities Management Department (EFMD) within five (5) calendar days after the conduct of pre-construction meeting.   |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |                  |                  |                         |                                  |                                  |  |
| 11.2                             | <p>The Program of Work update must be submitted within seven (7) calendar days from notice of change in the general methods, arrangements, order, and timing for all the activities, if any.</p> <p>Ten percent (10%) of the progress billing will be withheld on top of applicable ten percent (10%) retention money for late submission of an updated Program of Work.</p>  |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |                  |                  |                         |                                  |                                  |  |
| 13                               | Advance payment is <b>not allowed</b> .   |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |                  |                  |                         |                                  |                                  |  |
| 14                               | <p>Progress payment may be made in progress billings and upon written request by the Contractor, following the matrix below:</p> <p>Lot 1: Renovation of DCOD Area and VP Offices</p> <table><tr><th>PROGRESS PAYMENT</th><th>BASIS OF PAYMENT</th></tr><tr><td>1<sup>st</sup> Billing</td><td>20% or more work accomplishment.</td></tr><tr><td>2<sup>nd</sup> Billing</td><td>50% or more work accomplishment</td></tr><tr><td>3<sup>rd</sup> Billing</td><td>75% or more work accomplishment</td></tr><tr><td>4<sup>th</sup> or Final Billing</td><td>One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the EFMD</td></tr></table> <p>Lot 2: Renovation of Office of the Senior Vice President - Information Technology Management Group</p> <table><tr><th>PROGRESS PAYMENT</th><th>BASIS OF PAYMENT</th></tr><tr><td>1<sup>st</sup> Billing</td><td>50% or more work accomplishment.</td></tr><tr><td>2<sup>nd</sup> or Final Billing</td><td>One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the EFMD</td></tr></table> | PROGRESS PAYMENT | BASIS OF PAYMENT | 1 <sup>st</sup> Billing | 20% or more work accomplishment. | 2 <sup>nd</sup> Billing | 50% or more work accomplishment | 3 <sup>rd</sup> Billing | 75% or more work accomplishment | 4 <sup>th</sup> or Final Billing | One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the EFMD | PROGRESS PAYMENT | BASIS OF PAYMENT | 1 <sup>st</sup> Billing | 50% or more work accomplishment. | 2 <sup>nd</sup> or Final Billing | One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the EFMD |
| PROGRESS PAYMENT                 | BASIS OF PAYMENT  |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |                  |                  |                         |                                  |                                  |  |
| 1 <sup>st</sup> Billing          | 20% or more work accomplishment.  |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |                  |                  |                         |                                  |                                  |  |
| 2 <sup>nd</sup> Billing          | 50% or more work accomplishment   |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |                  |                  |                         |                                  |                                  |  |
| 3 <sup>rd</sup> Billing          | 75% or more work accomplishment   |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |                  |                  |                         |                                  |                                  |  |
| 4 <sup>th</sup> or Final Billing | One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the EFMD  |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |                  |                  |                         |                                  |                                  |  |
| PROGRESS PAYMENT                 | BASIS OF PAYMENT  |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |                  |                  |                         |                                  |                                  |  |
| 1 <sup>st</sup> Billing          | 50% or more work accomplishment.  |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |                  |                  |                         |                                  |                                  |  |
| 2 <sup>nd</sup> or Final Billing | One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the EFMD  |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |                  |                  |                         |                                  |                                  |  |

|                                  | <div>Lot 3: Improvement of Facade and Rear Exterior Wall of SSS Baguio Building and Annex Building</div> <table><tr><th>PROGRESS PAYMENT</th><th>BASIS OF PAYMENT</th></tr><tr><td>1<sup>st</sup> Billing</td><td>20% or more work accomplishment.</td></tr><tr><td>2<sup>nd</sup> Billing</td><td>50% or more work accomplishment</td></tr><tr><td>3<sup>rd</sup> Billing</td><td>75% or more work accomplishment</td></tr><tr><td>4<sup>th</sup> or Final Billing</td><td>One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the BSSD</td></tr></table> <div>Materials and equipment delivered on the site but not completely put in place shall not be included for payment.</div> <div>The retention money and the cumulative value of the work previously certified and paid for shall be deducted from the progress payments as prescribed in item 5 of Annex E of the Revised IRR of RA 9184.</div> | PROGRESS PAYMENT | BASIS OF PAYMENT | 1 <sup>st</sup> Billing | 20% or more work accomplishment. | 2 <sup>nd</sup> Billing | 50% or more work accomplishment | 3 <sup>rd</sup> Billing | 75% or more work accomplishment | 4 <sup>th</sup> or Final Billing | One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the BSSD |
|----------------------------------|---|------------------|------------------|-------------------------|----------------------------------|-------------------------|---------------------------------|-------------------------|---------------------------------|----------------------------------|--|
| PROGRESS PAYMENT                 | BASIS OF PAYMENT  |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |
| 1 <sup>st</sup> Billing          | 20% or more work accomplishment.  |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |
| 2 <sup>nd</sup> Billing          | 50% or more work accomplishment   |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |
| 3 <sup>rd</sup> Billing          | 75% or more work accomplishment   |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |
| 4 <sup>th</sup> or Final Billing | One hundred percent (100%) completion of the project and upon issuance of Certificate of Completion as certified by the BSSD  |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |
| 15.1                             | The contractor must submit the “as built” drawings within fourteen (14) calendar days from the completion of the project.   |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |
| 15.2                             | SSS shall pay the Final Billing when the “as built” drawings and other required documents are submitted.  |                  |                  |                         |                                  |                         |                                 |                         |                                 |                                  |  |

*Section VI. Specifications*

PROJECT : **RENOVATION OF DCOD OFFICE AREA AND VP OFFICES**  
SUBJECT : **Technical Specifications**

## **I. GENERAL SPECIFICATIONS**

### **1. WORKMANSHIP**

The work throughout shall be executed in the best and most thorough manner under the direction of and to the satisfaction of the SSS Engineer or Representative who will interpret the meaning of the drawings and specifications and shall have the authority to reject any works and materials, which in their judgment, are not in full accordance therewith required phases of work shall be done by skilled and competent men who are engaged or specialized in the type of work specified.

### **2. SITE EXAMINATION**

Prospective bidders are required to conduct site inspection before the submission and opening of bid to determine all incidental materials and activities that are necessary to be furnished and executed to complete the project.

Examine the site premises and all conditions 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 surface regardless of measurements made.

### **3. PROTECTION OF WORK AND PROPERTY**

The contractor shall ensure protection of existing structures, properties and other areas not affected by the work specified. Any damage incurred during the activity shall be restored/repaired by the Contractor at their own expense, and it shall be done in a satisfactory and approved manner.

Place warning signs where work is being undertaken. Remove work materials damaged by failure to provide protection and replace with new work materials at no cost to the Owner.

### **4. SUBMITTALS**

The Contractor shall submit samples of finishes, furnished materials and equivalent materials for approval of SSS Implementing Unit prior to installation or application.

### **5. QUALITY OF MATERIALS**

All materials shall be new, free from defects, passed and conformed to International Standard and Philippine Standard set forth by Bureau of Product Standards - Department of Trade and Industry.

### **6. CLEANING**

Leave premises clean, neat and orderly. Remove all excess materials, soil, used containers, tools, equipment and supplies out of the SSS premises during the progress of work and upon completion of work.

### **7. AS-BUILT PLAN AND ELECTRONIC FILE**

Three (3) sets as-built plans (11" x 17" or A3 paper size) duly signed and sealed by the Contractor's Civil Engineer or Architect for civil-architectural plans, Electrical Engineer for electrical plans, Mechanical Engineer for mechanical plans and Electronics and Communications Engineer for structured cabling (voice and data) plans.

The contractor shall likewise submit an electronic file copy of as-built plans using AutoCAD software or other compatible CAD software.

**II. SCOPE OF WORKS AND MATERIAL SPECIFICATIONS**

Materials and work deemed necessary to complete the project but not specifically mentioned in the Specifications, working drawings or in the other contract documents are inferred and shall be supplied, installed and rendered by the contractor without extra cost to the owner. Such material shall be of the highest quality available, installed and applied in workmanlike manner at prescribed or appropriate locations.

The work contemplated under this contract shall consist of furnishing of all materials, labor, plant, tools and equipment, work permits including the satisfactory performance of all work necessary for the complete execution of all the work as shown on the plans, specifications and other contract documents.

**A. SCOPE OF WORKS**

- 1. General Requirements/Site Preparation
  - 1.1 Reproduction of construction plans and preparation/printing of signed-and-sealed as-built plans
  - 1.2 Temporary board-up/site enclosure, protective covering for furniture/equipment and other safety requirements e.g. signage, medical kit, fire extinguisher, etc.
  - 1.3 Demolition/dismantling/stripping/removal of existing floor tiles, walls/partitions, ceiling, doors, cabinets & other items affected by the renovation works
  - 1.4 Hauling and disposal of waste materials
- 2. Civil-Architectural Works
  - 2.1 Floor/Wall tiles
    - 2.1.1 Supply & installation of composite vinyl planks flooring, 150mm x 900mm x 3mm thick, wood grain finish (VP Offices - DCOD Office Area 1)
    - 2.1.2 Supply & installation of composite vinyl planks flooring, 150mm x 900mm x 3mm thick, wood grain finish (Conference Room - PMO, ITGSD)
    - 2.1.3 Supply & installation of homogeneous vinyl tiles flooring, 300mm x 300mm x 3mm thick (DCOD Office Area 1)
    - 2.1.4 Supply & installation of homogeneous vinyl tiles flooring, 300mm x 300mm x 3mm thick (General Office - PMO, ITGSD)
    - 2.1.5 Supply & installation of floor tiles, 600mm x 600mm, Porcelain Tiles (Toilet M/F - DCOD Area 1)
    - 2.1.6 Supply & installation of wall tiles, 600mm x 600mm, Porcelain Tiles (Toilet M/F - DCOD Area 1)
  - 2.2 Ceiling Works
    - 2.2.1 Supply & Installation of acoustic ceiling board on CMT powder-coated aluminum frame (DCOD Office Area 1)
    - 2.2.2 Supply & Installation of acoustic ceiling board on CMT powder-coated aluminum frame (General Office - PMO, ITGSD)
    - 2.2.3 Supply & Installation of 6mm thick fiber cement board ceiling, moisture resistant on suspended metal furring system (Toilet M/F-DCOD Office Area 1)
    - 2.2.4 Supply & Installation of 6mm thick fiber cement board on suspended metal furring system (DCOD Office Area 1)
    - 2.2.5 Supply & Installation of 6mm thick fiber cement board on suspended metal furring system (General Office Area – PMO, ITGSD)

## 2.3 Masonry Walls/Drywall Partitions/ Doors/ Cabinets/ Counter/Toilet Cubicle

### 2.3.1 Construction of CHB Wall including plastering works (Toilet M/F-DCOD Office Area 1)

### 2.3.2 Supply and installation of the following:

- Double-face drywall partition using fiber cement board on metal framing (DCOD Office Area 1)
- Single-face drywall cladding using fiber cement board (VP Offices - DCOD Office Area 1)
- Door & Jamb, WD-01, 1.00m x 2.15m, flush hollow core wood door w/ 6mm thick fixed clear glass vision panel & bottom louver, wooden jamb, including lever type lockset, door closer, complete w/ hardware & accessories (DCOD Office Area 1)
- Door & Jamb, WD-02, 0.80m x 2.15m, flush hollow core wood door w/ bottom louver, wooden jamb, including lever type lockset, door closer, complete w/ hardware & accessories (Toilet M/F - DCOD Office Area 1)
- Door & Jamb, WD-01, 1.00m x 2.15m, flush hollow core wood door w/ 6mm thick fixed clear glass vision panel & bottom louver, wooden jamb, including lever type lockset, door closer, complete w/ hardware & accessories (General Office - PMO, IT-GSD)
- Overhead and under-counter cabinets, 20mm thick marine plywood in in HPL finish & Duco paint finish including hardware & accessories (Pantry-DCOD Office Area 1)
- Overhead and under-counter cabinets, 20mm thick marine plywood in in HPL finish & Duco paint finish including hardware & accessories (Toilet M/F - DCOD Office Area 1)
- Overhead and under-counter cabinets, 20mm thick marine plywood in in HPL finish & Duco paint finish including hardware & accessories (General Office - PMO, IT-GSD)
- Marine plywood countertop in post-formed HPL finish (Pantry-DCOD Office Area 1)
- Granite Countertop, including masonry/concrete base counter (Toilet M/F - DCOD Office Area 1)
- 12mm thick Phenolic Board Anti-Bacterial, Waterproof Toilet Door/Partition with back to back High Pressure Laminate including Stainless Steel Accessories: Self Closing Hinges, Indicator Lockset, Bottom Support, Adjustable Feet, Wall Bracket, Hook, Knob Handle, Top Rail, L-Bracket (Toilet M/F DCOD Office Area 1)
- Supply and installation of drywall insulation, drywall partition with 50mm thick mineral wool board insulator (Data Center)

## 2.4 Glass Doors/Partitions/Vinyl Frosted Sticker

### Supply/delivery and installation of the following:

- 2.4.1 GD-01/GD-02/GD-03/GD-04/GD-05/GD-06/GD-07, 0.90m x 2.15m, 12mm thick tempered clear glass, single leaf swing door on FD-100 top & bottom aluminum frame including jamb, powder coated finish complete w/ fittings, 1"Ø H-type stainless steel handle 0.60m length, locksets, hardware & accessories w/ vinyl frosted sticker and cut-out vinyl sticker signage (DCOD Office Area 1)
- 2.4.2 GD-10, 1.80m x 2.15m, 12mm thick tempered clear glass, double leaf swing door on FD-100 top & bottom aluminum frame including jamb, powder coated finish complete w/ fittings, 1"Ø H-type stainless steel handle 0.60m length, locksets, hardware & accessories w/ vinyl frosted sticker and cut-out vinyl sticker signage (Main Entrance-DCOD Office Area 1)

- 2.4.3 GD-01/GD-02/GD-03/GD-04, 0.90m x 2.15m, 12mm thick tempered clear glass, single leaf swing door on FD-100 top & bottom aluminum frame including jamb, powder coated finish complete w/ fittings, 1"Ø H-type stainless steel handle 0.60m length, locksets, hardware & accessories w/ vinyl frosted sticker and cut-out vinyl sticker signage (General Office - PMO, ITGSD)
- 2.4.4 GSF-01/GSF-02/GSF-03/GSF-04/GSF-06/GSF-07, 12mm thick tempered fixed clear glass panels in aluminum frame powder-coated finish w/ vinyl frosted sticker (DCOD Office Area 1)
- 2.4.5 GSF-01/GSF-02/GSF-03/GSF-04/GSF-05, 12mm thick tempered fixed clear glass panels in aluminum frame powder-coated finish w/ vinyl frosted sticker (General Office - PMO, ITGSD)
- 2.4.6 GSF-01/GSF-02/GSF-03/GSF-04/GD-05/GSF-06/GSF-07/GD-10, 12mm thick tempered fixed clear glass transom in aluminum frame powder-coated finish (DCOD Office Area 1)
- 2.4.7 GSF-01/GD-02/GSF-02/GSF-03/GSF-04/GSF-05, 12mm thick tempered fixed clear glass transom in aluminum frame powder-coated finish (General Office-PMO, ITGSD)
- 2.5 Wallpaper/Acrylic Signages/Sunscreen Roller Shades  
Supply and installation of the following:
  - 2.5.1 Wallpaper (VP Offices - DCOD Office Area 1)
  - 2.5.2 Ceiling-Mounted Acrylic Office Signages 3mm thk on Stainless Steel Signage Hanger with adjustable Clip/Clamp (DCOD Office Area 1)
  - 2.5.3 Ceiling-Mounted Acrylic Office Signages 3mm thk on Stainless Steel Signage Hanger with adjustable Clip/Clamp (General Office - PMO, ITGSD)
  - 2.5.4 Sunscreen Roller Shades (DCOD Office Area 1)
- 2.6 Plumbing Roughing-ins - Supply & Installation  
(Toilet M/F - DCOD Office Area 1)
  - 2.6.1 Waterline Plumbing Roughing-ins pipes & fittings including chipping works, excavation, tapping to existing waterline, restoration, water leak/pressure testing
  - 2.6.2 Sanitary Line Plumbing Roughing-ins pipes & fittings including chipping works, excavation, tapping to existing sanitary line, restoration, water leak/flow testing
- 2.7 Plumbing Fixtures
  - 2.7.1 Supply and installation of plumbing fixtures at the Male and Female Toilets - DCOD Office Area 1
- 2.8 Painting Works  
  
Painting works which include the necessary surface preparation and application of primer and topcoat paints:
  - 2.8.1 Pebble Washout Surface - Posts/Columns (DCOD Office Area 1/ PMO, ITGSD Office)
  - 2.8.2 Plain Wall Surface (DCOD Office Area 1/ PMO, ITGSD Office)
  - 2.8.3 Ceiling (DCOD Office Area 1/ PMO, ITGSD Office)
  - 2.8.4 Window Frames (DCOD Office Area 1/ PMO, ITGSD Office)
  - 2.8.5 Wooden Doors & Cabinet, Duco Finish (DCOD Office Area 1/ PMO, ITGSD Office)
  - 2.8.6 Ceiling-mounted Aircon Diffusers (DCOD Office Area 1/ PMO, ITGSD Office)

B. MATERIAL SPECIFICATIONS

| PARTICULARS   | DESCRIPTION   | REMARKS                              |
|---|---|--------------------------------------|
| <b>1. CIVIL-ARCHITECTURAL WORKS</b>   |   |                                      |
| 1.1 Floor/Wall Tiles  |   |                                      |
| Vinyl planks flooring   | - Composite vinyl planks flooring, 150mm x 900mm x 3mm thick, wood grain finish<br>-Vinyl tile adhesive   | Submit sample/swatch and/or brochure |
| Vinyl tiles flooring  | - Homogeneous vinyl tiles flooring, 300mm x 300mm x 3mm thick<br>-Vinyl tile adhesive   | Submit sample/swatch and/or brochure |
| Porcelain Floor/Wall Tiles  | Floor Tiles, 600mm x 600mm, Porcelain glazed Tiles, anti-skid   | Submit sample/swatch and/or brochure |
| 1.2 Ceiling Works   |   |                                      |
| Acoustic Ceiling  | Acoustic board, fine fissured design 2' x 2' x 5/8"<br>CMT - Main Tee, 1" x 1-1/2"<br>CMT - Cross Tee, 1" x 1" x 2'<br>CMT - wall angle, 1" x 1"<br>Twisted Hanger<br>Expansion shield 1/4"<br>Threaded Bolt 1/4" x 3m  | Submit sample/swatch and/or brochure |
| Fiber Cement Board Ceiling  | Fiber Cement board 1.20m x 2.40m x 6mm, moisture resistant<br>Carrying channel 12mm x 38m x 5m ga. 25<br>Double Furring Channel 19mm x 50mm x 5m ga. 26<br>Wall angle 25mm x 25mm x 3m, ga. 26<br>W-Clip, double<br>Expansion shield 3/8"<br>Threaded Bolt 3/8" x 3m<br>Hanger Bracket (for threaded rod)<br>Blind Rivet<br>Mesh Tape 2"x 250ft | Submit sample/swatch and/or brochure |
| 1.3 Masonry Walls/Drywall Partitions/ Doors/ Cabinets/ Counter/Toilet Cubicle |   |                                      |
| CHB Wall including plastering   | - 100mm / 150mm thk. Concrete Hollow Blocks, Non-load bearing blocks w/ class A mortar<br>- Cement, Portland<br>- Sand, Screened<br>- Gravel, Crushed<br>- Deformed Steel Reinforcing Bars, Grade 40  | Submit sample/swatch and/or brochure |
| Single/Double-Face Drywall partition  | Metal studs, 35mm x 76mm x 3m x 0.60mm<br>Metal track, 50mm x 75mm x 3m x 0.60mm<br>Fiber Cement Board 6mm x 1.2m x 2.4m<br>Blind Rivet<br>Fiber glass Mesh Tape<br>Fiber Cement screw<br>Screw with tox  | Submit sample/swatch and/or brochure |



| PARTICULARS                                      | DESCRIPTION  | REMARKS                              |
|--|--|--------------------------------------|
| Wooden Door & Jamb                               | -WD-01, 1.00m x 2.15m, flush hollow core wood door w/ 6mm thick fixed clear glass vision panel & bottom louver, wooden jamb, including lever type lockset, door closer, complete w/ hardware & accessories<br><br>-WD-02, 0.80m x 2.15m, flush hollow core wood door w/ bottom louver, wooden jamb, including lever type lockset, door closer, complete w/ hardware & accessories  | Submit sample/swatch and/or brochure |
| Overhead and under-counter cabinet               | -20mm thick marine plywood in in HPL finish & Duco paint finish including hardware & accessories   | Submit sample/swatch and/or brochure |
| Granite Countertop                               | Granite Countertop, Natural Granite 12mm thk., including masonry/concrete base counter and granite splashboard   | Submit sample/swatch and/or brochure |
| Toilet Cubicles                                  | 12mm Thk Phenolic Board Anti-Bacterial, Waterproof Toilet Partition with back-to-back High-Pressure Laminate.<br>Including Stainless Steel Accessories: Self Closing Hinges, Indicator Lockset, Bottom Support, Adjustable Feet, Wall Bracket, Hook, Knob Handle, Top Rail, L-Bracket.   | Submit sample/swatch and/or brochure |
| 1.4 Glass Doors/Partitions/Vinyl Frosted Sticker |  |                                      |
| Glass Doors                                      | -GD-01/GD-02/GD-03/GD-04/GD-05/GD-06/GD-07, 12mm thick tempered clear glass, single-leaf swing door on FD-100 top & bottom aluminum frame including jamb, powder coated finish complete w/ fittings, 1"Ø H-type stainless steel handle 0.60m length, locksets, hardware & accessories w/ vinyl frosted sticker and cut-out vinyl sticker signage<br><br>-GD-10, 12mm thick tempered clear glass, double-leaf swing door on FD-100 top & bottom aluminum frame including jamb, powder coated finish complete w/ fittings, 1"Ø H-type stainless steel handle 0.60m length, locksets, hardware & accessories w/ vinyl frosted sticker and cut-out vinyl sticker signage | Submit sample/swatch and/or brochure |
| Glass Partitions/Transom                         | - 12mm thick tempered clear glass panels in aluminum frame powder coated finish w/ vinyl frosted sticker<br><br>- 12mm thick tempered clear glass transom in aluminum frame powder coated finish   | Submit sample/swatch and/or brochure |
| Frosted Sticker                                  | vinyl frosted sticker  | Submit sample/swatch and/or brochure |

| PARTICULARS  | DESCRIPTION   | REMARKS                              |
|--|---|--------------------------------------|
| 1.5 Wallpaper/Acrylic Signages/Sunscreen Roller Shades |   |                                      |
| Wallpaper  | -0.3mm thick vinyl wallpaper<br>-vinyl wallpaper adhesive   | Submit sample/swatch and/or brochure |
| Acrylic Signage  | -Ceiling Mounted Acrylic Office Signages<br>3mm thk on Stainless Steel Signage Hanger with adjustable Clip/Clamp  | Submit sample/swatch and/or brochure |
| Sunscreen Roller Shades                                | <p>Hardware and Mechanism:</p> <ul style="list-style-type: none"> <li>- Roll-up Polyester/Polymer Shade</li> <li>- Chain Operated roller system with #10 plastic bead chain operating loop</li> <li>- Universal mounting brackets (includes hardware and accessories).</li> <li>- Provide headrails where applicable.</li> <li>- Extruded aluminum roller tube made with alloy 6063-T5 Standard Roll</li> <li>- (White Color – Series 5000)</li> </ul> <p>Sunscreen Fabric Specifications:</p> <ul style="list-style-type: none"> <li>- Composition: 30% Polyester, 70% PVC</li> <li>- Openness Factor: 1%</li> <li>- Width: 200cm / 250cm</li> <li>- Length: Approx. 30m/roll</li> <li>- Thickness: 1.08mm</li> <li>- Weight: 810g/m2 ±5%</li> <li>- Tensile Strength: warp 291.5kg/weft 100.3kg</li> <li>- Tearing Strength: warp 10.9kg /weft 5.8kg</li> <li>- UV Blockage: 98%</li> <li>- Fire Rating: U.S.A. NFPA 701</li> <li>- Color Fastness (AATCC16-2003): Class 4.5</li> <li>- Environmental Certifications: Oeko-Tex® Standard 100</li> </ul> | Submit sample/swatch and/or brochure |
| 1.6 Plumbing Roughing-ins                              |   |                                      |
| Waterline Plumbing Roughing-ins pipes & fittings       | -Poly Propylene Pipes (PPR - PN20) & Fittings, heavy duty   | Submit sample/swatch and/or brochure |
| Sanitary Line Plumbing Roughing-ins pipes & fittings   | -uPVC, Series 1000 (Orange) & Fittings, heavy duty  | Submit sample/swatch and/or brochure |
| 1.7 Plumbing Fixtures                                  | <p>-Water Closet, tank type, rimless w/ soft closing seat &amp; cover including complete fittings &amp; accessories (690L x 370W x790H)</p> <p>-Urinal, wall hung, with push valve type, water spreader, adaptor and urinal bracket including complete fittings &amp; accessories (400L x 300W x 700H)</p> <p>-Handheld Bidet, stainless coated including accessories</p> <p>-Lavatory, undercounter type, including fittings &amp; accessories</p>   | Submit sample/swatch and/or brochure |

| PARTICULARS  | DESCRIPTION   | REMARKS                                     |
|--|---|---|
|  | -Lavatory faucet, Stainless steel, single hole single lever basin faucet, including pop up drain, P trap, flexible hose, angle valve with complete fittings and accessories<br>-Hand Soap Dispenser, automatic<br>-Hand Dryer, automatic<br>-Toilet Roll Dispenser, jumbo<br>-Facial Mirror<br>-Kitchen Sink, Stainless Steel, including Faucet, Drain Fittings, Grease Trap, In-sink Erator, Rough-ins & complete accessories<br>-4" S/S Floor Grating with stainless steel with cover |   |
| 1.8 Painting Works   |   |   |
| Painting of Pebble Washout Surface (Posts/Columns)   | -Concrete Sealer, clear gloss (2 coats)   | Submit paint color swatches and/or brochure |
| Painting of Plain Wall Surface   | -flat latex primer (1 coat)<br>-semi-gloss latex topcoat (2 coats)<br>-gypsum putty   | Submit paint color swatches and/or brochure |
| Painting of Ceiling  | -flat latex primer (1 coat)<br>-semi-gloss latex topcoat (2 coats)<br>-gypsum putty   |   |
| Painting of Window Frames  | -QDE, black topcoat (2 coats)<br>-putty   |   |
| Painting of Wooden Doors & Cabinet, Duco Finish  | -lacquer primer (1 coat)<br>-automotive lacquer topcoat (3 coats)<br>-lacquer putty   |   |
| Painting of Ceiling Aircon Diffusers 600mm x 600mm   | -lacquer primer (1 coat)<br>-Automotive lacquer topcoat (2 coats)<br>-putty   |   |
| Surface preparation for painting works: <ul style="list-style-type: none"> <li>- Clean off loose materials such as dust, rust, old paint or anything that can be manually removed by using a broom, a chisel, scraper, sandpaper or steel brush.</li> <li>- Repair voids, cracks, nicks, holes, etc. with the proper patching/sealant material or same material as the surface finish.</li> <li>- All areas to be painted must be dry and thoroughly clean.</li> </ul> |   |   |

**III. WARRANTY**

The defects liability period shall be one (1) year from the project completion up to Final Acceptance by the SSS. During this period, the Contractor shall undertake the repair works, at his own expense, of any damage to the works 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.

**ELECTRICAL WORKS**

**I. GENERAL CONDITIONS:**

1.

All electrical works shall comply with the plan and specification in accordance with the latest edition of the Philippine Electrical Code (PEC).
2.

Rough-in layout concealed between walls and exposed above ceiling shall be IMC and/or Polyvinyl Chloride (PVC) pipes and properly secured with clamps/ mounting supports.
3.

PVC pipe fitting layout shall be provided with appropriate PVC adapter with locknut and glued with PVC solvent and properly anchored with clamps/ supports.
4.

Minimum size of conduit to be used shall be 15 mm diameter.
5.

Minimum size of conduit for long runs exceeding 270° bends shall be 20 mm diameter and pull box shall be provided as necessary.
6.

Color coding for wiring installations shall be as follows:

For Normal Power Circuits

-

Line 1 - Black wire, 230 VAC  
Line 2 - Red wire  
Ground - Green wire

For UPS Power Circuits

-

Line 1 - White wire, 220 VAC  
Line 2 - White wire  
Ground - Green wire
7.

Color coding for receptacle outlet device plate covers shall be follows:

For Normal Power Circuit

-

Beige color

For UPS Power Circuits

-

White color

8.

All new wiring installations shall be tested and measured parameters shall be recorded and submitted accordingly.

9.

Receptacle outlets shall be installed 300mm above finished floor level.

10.

Labeling / marking for the proposed branch circuit as indicated in the drawing and panel board directory prior to turnover to the owner.

11.

All materials and equipment to be used shall be brand new and must be of the approved type and intended application.

12.

Prepare load schedule for all new installations, if necessary, incorporate with the existing load schedule and provide legible markings between new and existing schedule of loads.
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**II. ELECTRICAL MATERIAL SPECIFICATIONS:**

**1. CONDUITS & FITTINGS**

| Materials  | Specifications |
|--|----------------|
| a. uPVC Pipe Neltex, Emerald, Atlanta or approved equivalent | 20mmØ          |
| b. Intermediate Metal Conduit (IMC)                          | 15mmØ, 25mmØ   |
| c. Flexible Metal Conduit (indoor)                           | 15mmØ          |

**2. BOXES / GUTTERS WITH COVERS**

| Materials       | Specifications   |
|-----------------|--|
| a. Junction Box | steel sheet gauge 16   |
| b. Utility Box  | 2" x 4", steel sheet gauge 16                                    |
| c. Square Box   | 2" x 4", steel sheet gauge 16                                    |
| d. Pull Box     | (100x100x100) mm, Gauge No. 14<br>(150x150x100) mm, Gauge No. 14 |

**3. WIRES / CABLES & DEVICES**

| Materials   | Specifications   |
|---|--|
| a. 3.5 mm <sup>2</sup>                                      | THHN/ THWN stranded wire, lead free  |
| b. Convenience outlet                                       | Duplex, 15Amp, 230VAC, 3-prong, parallel slot, w/ grounding, complete with plate and cover.<br><br>Single Outlet, 230VAC, 3-prong, parallel slot, complete with plate and cover, for Portable Emergency Light, Exit/ Fire Exit Signages cover  |
| c. Switch   | Single pole, 15Amp, 230VAC, 60Hz., complete with plate and cover (one, two & three gang face plate cover)  |
| d. Lighting Fixtures Assembly (300x1200) mm, (600x1200) mm, | Recessed Lighting Fixtures, T8, 2x18watts LED, 1620 lumens with built-in driver, Bi pin terminal, 200-250VAC, 60Hz., 140° Beam Angle, 50,000 burning hours, (600x1200) mm with aluminum large cell parabolic louver type, anodized reflector, cool daylight complete with essential wiring system. |

|  |   |
|--|---|
|  | Recessed Lighting Fixtures, T8, 1x18watts LED, 1620 lumens with built-in driver, Bi pin terminal, 200-250VAC, 60Hz., 140deg. Beam Angle, 50,000 burning hours, (300x1200) mm with aluminum large cell parabolic louver type, anodized reflector, cool daylight complete with essential wiring system. |
| e. Down Lighting Fixtures                | Down Light, Recessed Type Spun Aluminum with 12watts LED Lamp, .6" dia., Clear Glass cover with white mounting ring complete with standard accessories and essential wirings  |
| f. Rechargeable Portable Emergency Light | 2 x 3-5watt LED, 4-6VDC, 4AH min, Sealed Lead Acid Battery  |
| g. Exit Signage                          | 3-5watts min., LED with back -up battery  |
| h. Exhaust Fan                           | Ceiling/ Wall Mounted, 40-watts min., 200cfm, 230V, 60Hz., with grill shutter/ louver or approved equivalent  |

4. CONDUIT SUPPORT & OTHER MISCELLANEOUS & INCIDENTAL MATERIALS REQUIRED TO COMPLETE THE INSTALLATION

| Materials              | Specifications                |
|------------------------|-------------------------------|
| a. Conduit support     | Threaded bar with Grip Anchor |
| b. Conduit clamp       | U-bolts/ strapped             |
| c. Mounting of conduit | Angular bar, 1 ¼' x 1 ¼" x ¼" |

III. SCOPE OF WORKS:

A. ELECTRICAL WORKS: RENOVATION OF DCOD OFFICEA AND VP OFFICES

1. The service provider/ contractor is required to conduct site inspection together with the building Administration and EFMD Engineer or SSS representative to determine the nature and extent of necessary works, materials, services and consider these are essential and incidental requirement in the implementation of the project.
2. The contractor shall be responsible for the thorough coordination with the concerned parties and, secure of all necessary work permits that maybe required of the project.
3. All works shall be properly coordinated with the Building Owner or SSS representative to discuss all phases of the works/ activities.
4. Any changes and/ or modifications of the materials specification and work orders shall be subject to discussion with involve parties to address any conflicts before proceeding of the said changes prior to the approval of the Building Owner and the SSS representative.

5. Any changes and/ or modifications of the materials specification and work orders shall be subject to discussion with involve parties to address any conflicts before proceeding of the said changes prior to the approval of the Building Owner and the SSS representative.
6. Dismantling of all electrical wiring, fixtures, devices, mechanical piping and other unnecessary layout that may not be included in the renovation works at DCOD offices, VP offices and ITOAD/ ITGSD and other area.
7. The following layout materials to be used:
  - Intermediate Metal Conduit - exposed layout at electrical room (pull box to panel)
  - PVC conduit - for embedded/ concealed and above ceiling layout  
- (switches shall be mounted embedded on the wall)
8. Supply and install of new electrical wiring and layout materials, fixtures and devices for the power supply of the following equipment, fixtures and devices:
  - Duplex Convenience Outlet, 3-prong, parallel slot with grounding terminal for UPS and Normal power outlet.
  - Convenience Outlet, Single, 2-prong parallel slot, for Emergency Lights and Exit Signage.
  - Lighting Fixtures with Switches
  - Down Lighting Fixtures
  - Portable Emergency Light
  - Exit Signage
  - Exhaust Fan
9. The normal power and lighting circuit layout shall be tapped to the nearest existing normal Power/ Lighting Distribution Panel at electrical room, to be verified on-site.
10. The UPS power circuit homerun shall be tapped to the UPS Distribution Panel (UPSDP) at the nearest electrical room, to be verified on-site.
11. Supply and install of wiring and layout materials for the relocation of detectors and other devices that may be affected by the renovation works.
12. Supply and install of conduit support/ hangers and shall be rigidly secured with appropriate fittings using appropriate materials.
12. All areas affected during implementation of the project by chipping/ boring, dismantling works and other related activities shall be restored to original condition at the owner's satisfaction at no additional cost to the SSS.
13. Supply of labor, materials and devices that are essential to complete the project, may it be mention or not in the Terms of Reference (TOR), specified or not in Bill of Quantity (BOQ) and proposed plan layout.
14. Testing and commissioning of the electrical wiring system, fixtures and other devices.

#### **IV. OTHER WORKS**

Any damage incurred during the activity shall be restored / repaired by the Contractor at his own expense and shall be done in a satisfactory and approved manner. Paint dropping and other stains relative to the project shall be removed from all areas.

**V. PERMITS AND FEES**

5.1 The work under this contract shall be in accordance to the latest requirements of the following:

- Philippine National Building Code
- Philippine Electrical Code
- Local Utility Company

Nothing contained in these specifications or shown on the drawings shall be construed as to conflict with the National and Local ordinances and these mentioned ordinances are hereby made part of this specification.

- 5.2 All permits and electrical fees required in this work shall be obtained by and at the expense of the contractor. The Engineer shall be furnished by the contractor, the copy of the final certificate of electrical completion and approval by the government authorities.
- 5.3 During the progress of work, the contractor shall keep a record of all changes where the actual installation differs from that shown in the contract drawings. Upon completion, the contractor shall finalize the "as-built" drawings on tracing paper and submit to the Engineer for approval before reproduction.

**VI. STANDARD OF MATERIALS**

All materials to be used in this installation shall be of high quality, free to any defect and of proven acceptability for the purpose it is intended for application. It shall conform to the latest applicable standards of the following:

- Philippine Electrical Code
- ASTM and NSC
- PEC and NEC

**6.1 Raceways, Conduit Pipes and Fittings**

**6.1.1 Polyvinyl Chloride (PVC)**

PVC conduits conforming to recognized standards for conduit as manufactured by Matsushita or approved equal.

**6.1.2 Outlet Boxes and Covers**

Terminations of pipes to outlet boxes shall be provided with suitable fitting and other devices especially designed for the purpose.

- Receptacles : 2" x 4" x 2.5"
- Pull Boxes : depends on the number of conductor to occupy the boxes

**6.2 Conductors, Wires and Cables**

All wires and cables shall be copper, soft drawn and annealed with ninety-eight (98%) percent conductivity. For power systems, the conductors shall be thermoplastic and insulated to withstand a working pressure rated at 230 Volts, THHN/THWN type as indicated in the drawings. The feeder lines to panel boards shall be heat and moisture resistant, with size as indicated in the drawings.

The minimum size to be used in the installation shall be #3.5 mm sq. except for the controls where #2.0 mm sq. may be allowed. All conductors from sizes of #3.5 mm sq. or larger shall be stranded for additional flexibility while in transit inside pipe.

All wires and cables described above shall be of reputable manufactures.



### 6.3 Electrical and Wiring Devices

#### 6.3.1 Wall Receptacles

Wall receptacles shall be of conventional type with an ampere rating of 15A, 230V, duplex, flush mounted. The mounting height shall be 300 mm above the floor finish. It shall be manufactured by National or approved equivalent.

#### 6.3.2 Wall Plates for Switches and Receptacles

Wall plates for receptacles, regarding colors, shall be the sole choice of the Engineer. The brand shall be the same as specified above.

### 6.4 Standard of Workmanship

The workmanship required in this section shall be the generally accepted engineering practice standard of safety. Defective workmanship shall be redone outright without extra cost to the Owner. Conduit installations, boxes, fittings and accessories shall conform to the requirements of the Philippine Electrical Code and other standards required locally.

During installation, due to precautions shall be observed to protect the conduit and thread from mechanical injuries. The conduit ends shall be sealed in an approved manner during the installation whenever the work is interrupted.

Conduit shall be checked for freedom from obstruction by pulling galvanized wire through the entire run of the conduit. The galvanized wire shall be maintained inside the pipe unit the conductors have been pulled permanently. Termination boxes for conduits shall be free from dirt and other debris which may cause obstructions.

All joints between lengths of conduit shall be watertight with red lead paints or other approved sealing agent.

Conduit shall be held firmly on pipe termination by a pair of locknut and bushing. All outlets shall be truly centered, plumb and leveled. Any discrepancy in outlet location between the electrical plans and the architectural plans shall be submitted to the attention of the Engineer.

Wiring method in general shall be installed inside rigid steel conduit as required in the plan; no such wire shall be pulled inside the pipe if the conduit system is not complete in all aspect, so that the conductor will be protected from damages and abrasion.

Conductors terminated in any kind of outlet box shall have at least 150 mm of wire extended free from the box as allowance for splicing. Color coding should be observed throughout the installation to provide easy identification.

Installation of lighting fixtures, wall mounted receptacles and switches shall be given due care as to prevent contact of live wire parts to respective fixtures.

Conductor joints or splices will only be allowed in boxes and should be properly insulated by means of a wire nut fitted to the size of conductor being joined. Splices will never be tolerated inside pipes.

### 6.5 Material Testing and Workmanship

#### 6.5.1 Grounding

All exposed non-current carrying parts of Electrical Equipment and apparatus shall be properly grounded by means of ground rod driven one (1) meter below the ground level or connect to existing cold water pipeline. All metal conduit

systems and other parts required at ground potential shall be efficiently grounded. All panel boards' cabinet shall likewise be solidly grounded.

6.5.2        Materials and Workmanship Tests

All wiring system has to be tested for shorts and grounds after the installation has been completed. The Contractor shall furnish all necessary apparatus and testing equipment and will have to make good whatever deficiencies may be found. Test shall be conducted in the presence of the authorized representative of the Owner or the Engineer.

6.6        **Guarantee**

All materials and accessories furnished/installed under this part of the specifications shall be guaranteed for a period of one (1) year from date of acceptance thereof, and materials and equipment furnished shall be free from any defects in the materials, workmanship and design. At any time within one year after acceptance and upon proper notice the Contractor shall rectify any and all deficiencies including replacement of parts or the entire units without additional cost to the Owners, if such deficiencies have been caused directly or indirectly by inferior materials, faulty workmanship and/or defective design or parts. Expendable items are included in this one-year guarantee. During the guarantee period the Contractor shall perform free monthly inspection for the proper and efficient operation of the electrical system.

PROJECT                :        **Proposed Renovation of DCOD and VP Offices**  
SUBJECT                :        **TECHNICAL SPECIFICATIONS – Mechanical Works**

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**SECTION I:    GENERAL PROVISIONS**

**1.0        SUMMARY**

This section includes the scope of work, system description and general requirements to complete the air-conditioning systems of the project.

**2.0        GENERAL REQUIREMENTS:**

The contract drawings indicate the extent and general arrangement of the air conditioning systems. If departures from the drawings are deemed necessary, details of such departures and the reasons therefore shall be submitted to the Engineer and/or his representative for approval. No such departures shall be made without the prior written approval of the Engineer or his authorized representative.

- 2.1        APPLICABLE STANDARDS: All materials, machinery, and equipment shall be of the required quality used in good commercial and trade practice and shall be essentially the standard products of reputable manufacturers. The acceptability of these items including their workmanship and method of installation shall be established by the following:
- a.        Philippine National Standard (PNS)
  - b.        The Philippine Mechanical Engineering Code.
  - c.        The Philippine Electrical Code.
  - d.        Fire Code of the Philippines.
  - e.        Building code of the Philippines
  - f.        American Society of Heating, Refrigerating & AC Engineers (ASHRAE).
  - g.        American Society of Mechanical Engineer (ASME).
  - h.        National Fire Protection Associations (NFPA).
  - i.        Air Moving and Conditioning Association (AMCA).

- 2.2 EQUIPMENT SCHEDULE: As soon as practicable, after date of the award of the contract, a complete schedule of the equipment proposed for installation shall be submitted for the approval of the Engineer showing dimensions and arrangement of the equipment necessary clearances. The schedule shall include catalogs, diagrams, and drawings. In the event any item or equipment contained in the schedule fails to comply with the specifications, such item may be rejected.  
***If applicable***
- 2.3 SHOP DRAWINGS: As soon as practicable, after award of the contract and prior to installation, complete shop drawings, showing the sizes and the type of equipment, together with complete duct and piping layout and electrical connections shall be submitted to the Engineer for approval. ***If applicable***
- 2.4 AS-BUILT PLANS: "As -Built" drawings are required prior to issuance of certificate of completion. "As -Built" drawings shall be furnished by the building owner. The As-Built plan shall be of 20" x 30" blueprint, signed and sealed by a Professional Mechanical Engineer. The As-Built plans shall include all contract drawings with the necessary revisions and modifications resulting in change from the original drawings, supplemented by such schematic, isometric, or other types of drawings as may be necessary to provide a clear understanding of installed systems "AS-BUILT".
- 2.5 LOCAL LAWS AND ORDINANCES: Aside from herein specified, the equipment and materials to be furnished and the installation of the systems shall conform to local laws, codes and other ordinances that are in force. If necessary, the contractor shall secure a permit to install from authorized agency having a jurisdiction over the place of installation and before final acceptance by the Owner a final certificate of inspection and a permit to operate the system shall be secured from the same government agency. Fees and other expenses due on these permits shall be borne by the contractor.
- 2.6 All tools, equipment, safety gadgets, medical kits shall be provided to ensure safety of the personnel and property against accidents and any untoward incidents that may affect the execution of the project.

### **3.0 COORDINATION OR WORK DONE BY OTHER TRADES:**

- 3.1 It shall be the responsibility of this Contractor to closely coordinate his work with other trade concern to avoid conflicts and to insure the smooth and proper installation of the project.
- 3.2 This contractor shall carefully check space requirements to make sure that his equipment, air ducts, pipes, dampers, motor controllers, etc. can be installed in the space allotted for the same.

### **4.0 TECHNICAL PUBLICATIONS**

The Contractor shall furnish the Owner three (3) copies of the maintenance and operational manual upon completion of the project. The manual shall be bound between hard covers and shall contain but is not limited to the installation and operating instruction, maintenance procedures, illustrations and drawings, detailed descriptions, tests, adjustments, safety precautions and parts list.

### **5.0 GUARANTEE AND SERVICE**

The air conditioning equipment and accessories furnished/installed under this part of the specifications shall be guaranteed for a period of one (1) year from date of acceptance thereof, and materials and equipment furnished shall be free from any defects in the materials, workmanship, and design. At any time within the warranty

period after acceptance and upon proper notice, the Contractor shall rectify all deficiencies including replacement of parts or the entire units without additional cost to the Owners/SSS, if such deficiencies have been caused directly or indirectly by inferior materials, faulty workmanship and/or defective design or parts. Expendable items such as oil, refrigerant, belts, filters, etc., are included in this one-year guarantee. During the guarantee period the Contractor shall perform free quarterly cleaning and servicing for all installed units and free monthly inspection for the proper and efficient operation of the system.

**6.0 HOUSE KEEPING**

Any damaged incurred during the activity shall be restored or repaired by the Contractor at his own expense and shall be done at the satisfaction of the client or SSS. Paint dropping and other stains relative to the project shall be removed from all areas. During the process of the work and on the completion of the project, the Contractor shall remove from premises all dirt, debris, rubbish, and waste materials caused by him in the performance of his work. He shall remove all tools, scaffolding and surplus materials after completion and acceptance of the work. All affected areas that will be damage for the access of roughing-in installation shall restored at its original state or conditions.

**SECTION II: AIR-CONDITIONING WORKS**

**DESCRIPTION OF AIR-CONDITIONING:**

The air-conditioning units shall be split type. The fan coil units shall be floor mounted for 3TR and wall mounted for 1.5 HP. The Compressor shall be rotary or scroll type compressor. The air-cooled condensing units shall be installed at the outdoor open deck as recommended by the Building Administrator.

**WORKS INCLUDED:**

In general, the work under this section shall include but is not limited to the following principal items:

- 1. Supply, delivery and installation of split-type air conditioning units, complete with standard accessories per proposed plan layout with the following equipment details:

| OUTDOOR UNIT | COOLING CAPACITY (kW) | INDOOR UNIT | LOCATION        | TYPE          | REMARKS       |
|--------------|-----------------------|-------------|-----------------|---------------|---------------|
| ACCU 103     | 1.5 HP                | FCU 103     | DCOD DM OFFICE  | WALL MOUNTED  | PROPOSED UNIT |
| ACCU 104     | 1.5 HP                | FCU 104     | ITOAD DM OFFICE | WALL MOUNTED  | PROPOSED UNIT |
| ACCU SVP     | 3 TR                  | FCU SVP     | SVP OFFICE      | FLOOR MOUNTED | PROPOSED UNIT |

- 2. Relocation of two (2) existing toilet exhaust fans for DCOD and ITOAD Male and Female Toilet per proposed plan layout.
- 3. Supply and Installation of Refrigerant Piping System (refer to manufacturer’s recommendation for refrigerant pipe sizes), Hard drawn for ALL Units and shall be properly insulated. Supply and Installation of 1inØ Drainage Piping System, complete with fittings and essential accessories and rigidly secured with appropriate supports and mounting brackets.
- 4. Fabrication and installation of FCU and ACCU platforms and refrigerant hangers.
- 5. Fabricated platforms, mounting brackets, supports and other metal structures shall be painted with epoxy primer and finish with QDE paint suitable for outdoor application. Provide rubber pads for all mounting platforms.

6. Furnish and installation of refrigerant, flushing agents and other consumables.
7. Supply and installation of brand-new feeder line from Air-con Power Panel up to Outdoor Units including Enclosed Circuit Breakers (ECB's) and electrical field and control wiring system from indoor units up to outdoor units. Supply and installation of other electrical components that may not be included in the bill of quantities but necessary to complete the project.
8. Supply and installation of materials and other services not mentioned but are necessary to be rendered to complete the installation of electro-mechanical equipment and facilities and all other works/services.
9. Conduct appropriate testing and commissioning of all air-conditioning units and make sure that all mechanical and electrical parameters are operating in good working condition. Submit complete report of equipment operation supported with measured and recorded electrical and mechanical parameters obtained during the testing and commissioning.
10. The contractor is required to perform/conduct complete maintenance servicing and cleaning of all brand-new A/C equipment within the warranty period.

## **DESCRIPTION OF MECHANICAL EQUIPMENT**

### **1.0 AIR-COOLED CONDENSING UNITS**

- a. Units shall have capacity and configuration as shown in the drawings and as manufactured by a reputable manufacturer. All units shall be furnished factory assembled, tested, and piped complete with compressors, fans, motors, integrally wired control panel, starters, appropriate vibration isolators, steel base, and refrigerant control accessories. Unit shall have heavy gauge corrosion protected weatherproofed casing.
- b. Compressors shall be scroll type and rated to operate at not more than 3,500 RPM at full load. Units shall be equipped with reversible oil pumps, shut-off valves, oil level sight glass, high- and low-pressure cut-outs, oil safety switches and crankcase heaters to control oil dilution during shut-down.
- c. Condenser coils shall be seamless copper with mechanically bonded aluminum plate fins. Coil size, refrigerant circuiting and number of rows deep shall be compatible with the compressor displacement and capacity at the specified operating conditions with minimum refrigerant pressure drop.
- d. Condenser fans shall be statically, and dynamically balanced propeller type fans directly driven by totally enclosed and inherently protected motors.
- e. Motor starters, control components and power terminal shall be grouped in an accessible control box inside the unit casing. Electrical components shall be pre-wired and control circuits shall be independently protected with fuses or breakers. Compressor protection shall include automatic relays to prevent excessive compressor short cycling.
- f. A complete operating charge of R-32 and compressor oil shall be furnished.

## **2.0 FAN COIL UNITS**

- a. Units shall be ceiling mounted or suspended and wall mounted units as specified in the equipment schedule.
- b. Unit shall have capacity at the operating conditions specified. They shall include the evaporator coil, expansion valve, centrifugal type air circulation blower, permanent type air filter, condensate drip pans, and insulated decorative cabinet with discharge plenum, supply and return air grilles.
- c. Fan motors shall be equipped with overload protection.
- d. Provide appropriate layout for the drainage system based on the manufacturer's standard recommendations, provide common drainpipe header for the consolidated drainage system with at least 2inØ, complete with p-trap, clean-out and other fittings. Avoid using 90deg elbow or T-connectors.
- e. Individual drain systems must be equipped with drain pumps and with appropriate clean-out fitting. Use 1inØ PVC pipe drain line as applicable.

## **BASIC MATERIALS AND METHODS**

### **1.0 REFRIGERANT PIPING**

- a. Refrigerant piping shall be type L, hard-drawn seamless copper, suitable for a working pressure of 1200-2600kPa/174-377psig for all units (refer to manufacturer's recommendation for refrigerant pipe sizes). Fittings shall be wrought copper or brass designed for use with high temperature solder and suitable for a working pressure of not less than 2413kPa/350psig. Joints from soldered to threaded joints shall be made with standard adapter fittings using high temperature solder. Pipes or tubing shall be cut accurately to measurements established at the building lines. All piping shall be laid straight, and no pipe shall be laid against other metal without insulation. After cutting, the tubing shall be reamed, all burrs removed, and the internal surfaces thoroughly cleaned. While soldering pipes and fittings together, a continuous flow of inert nitrogen gas must be applied to sweep the internal surface of the tubing to avoid the formation of oxide inside.
- b. Condensate drain piping shall be of PVC pipe and sized to liberally dispose of the condensate to the nearest floor drain. A P-trap with clean out plugs shall be provided at the outlet for each drain pan.
- c. Pipe supports, and hangers shall be provided and fabricated in a workmanship manner out of steel angles, rods and flat bars. Metal to metal contact between pipes and hangers must be avoided by providing a 3mm. Thick rubber in between.
- d. Supports on horizontal lines shall be spaced at not more than 1.80 meters on center. All piping must be properly anchored so that no stress is placed on equipment connection by expansion.
- e. Pipe sleeves shall be of standard PVC pipes with sufficient diameter to provide a minimum clearance of 6mm around the pipe and in the case of insulated pipe approximately 6mm around the insulation. Pipe sleeves shall be installed whenever a pipe passes masonry or concrete and should not be permitted to pass through bearing walls, beams, or columns.

- f. Piping insulation shall be applied on all refrigerant suction and condensate drain lines. Insulation material shall be flexible elastomeric pipe insulation 2.5mm thick. Joints shall be sealed with appropriate contact adhesive. All refrigerant pipes shall be wrapped by polyethylene film cladding together with the wiring conduit.
- g. Refrigerant pipe sizes to be installed should be confirmed with the equipment supplier prior to installation at the job site.
- h. Upon completion of the installation, the entire refrigerant circuit shall be pressure and leak tested. Dry nitrogen gas should be used with a tracer of the type of refrigerant charge of the system. The high and low side shall be subjected to a pressure of 350 psig. These test pressures should be maintained for 24 hours, and any leaks found within the period must be immediately corrected. Leak detector to be used shall either be halide or electronic type. Dehydration should be in accordance with the equipment manufacturer recommendations. The triple evacuation should be employed bringing down the vacuum to 0.180-inch mercury absolute in each step or equivalent to 32° F indicated by the wet bulb vacuum indicator.

## **2.0 REFRIGERANT VALVES**

- a. Refrigerant valves shall be installed in the suction and discharge lines adjacent to the compressor and on the liquid line discharge side of the condenser. The valves shall be wrought copper or brass for use with R-410A or R-32, suitable for a working pressure of 2413kPa.
- b. Thermostatic expansion valves of the proper capacity shall be installed in the refrigerant supply line to the evaporator. They shall be of the diaphragm type, externally equalized and must be of such optimum size as to maintain a full active evaporator under all load conditions and yet reduce the possibility of flooding the refrigerant to the compressors during part load conditions.
- c. Dehydrators in combination with strainers shall be installed in the refrigerant line on the inlet side of the thermostatic expansion and solenoid valves. They shall have brass or copper bodies designed for a working pressure of 2413 KPa.
- d. Sight glasses shall be a combination of liquid and moisture indicators and shall be installed in the refrigerant lines to indicate whether the systems are properly charged and or with dry refrigerant in the system.

## **3.0 CONTROL SYSTEM**

- a. Operation of the air conditioning system shall be fully automatic. They shall be capable of maintaining at full or partial loads inside conditions of 25°C D.B. (plus or minus 1.11 C) and 50% relative humidity (plus or minus 5% RH). Room thermostat shall control the operation of the compressor thru relays.
- b. The controls shall be wired in such a way that whenever a condensing unit is in operation the fan coil unit is also in operation.
- c. The compressor crankcase heater must be of such capacity as to provide sufficient heat to the oil in the crankcase during inoperative periods so that serious oil foaming and slogging shall be prevented. The heater must

be automatically energized whenever compressor operation stops and de-energized when the compressor starts.

**4.0 WIRING**

All electric power and control wiring necessary to be provided by the Contractor shall be accomplished in accordance with the requirements of the electrical plans and specifications and shall conform to the PEC. Wiring system including materials shall also comply with the Manufacturer’s Recommendation.

**5.0 PAINTING AND FINISHING**

Pipe hangers, duct hangers, un-insulated piping and other ferrous metal work that have not received factory painting shall be thoroughly cleaned and apply two (2) coats of rust preventive paint such as epoxy primer or red oxide.

**6.0 VIBRATION ABSORBING FOUNDATION**

All items for mechanical equipment shall be properly isolated from the building structure by means of vibration absorbing foundation. Each foundation shall include an adequate number of standard vibration isolation units. The Contractor is advised to submit a shop drawing of the proposed steel platform for the condensing units at the roof that is signed and sealed by a structural engineer for approval by the Architect prior to fabrication.

**7.0 TESTING AND BALANCING**

Upon completion of installation and when the system is ready for operation, capacity and general test shall be conducted by a competent and experienced engineer to be furnished by the Contractor. These tests shall demonstrate the specified capacities of the equipment and in accordance with the manufacturer’s recommendation.

All instruments to be used shall be of the Industrial Grade, recently calibrated and of the proper type to suit the type of system being tested and balanced.

All piping shall be pressure tested at 1½ times the design working pressure. The pressure shall be held for 24 hours, and no pressure loss shall appear at the end of this period. All leaks shall be repaired and test repeated.

During this test, the Contractor shall demonstrate to the satisfaction of the Owner that all parts are installed correctly and operating properly. The Contractor shall be responsible for the satisfactory performance and all operating parameters such as temperature, current, voltage, electrical controls, etc.

**SECTION III: DUCTING WORKS**

**DESCRIPTION OF DUCTING WORKS:**

The ducting works shall be the relocation of exiting two (2) units 4-way supply air diffusers and additional one (1) unit 4-way supply air diffuser at IT Governance and Standards Department (ITGSD).

**BASIC MATERIALS AND METHODS:**

1. Thickness list of sheet metal for the ductwork is as follows:



| Dimension<br>longest side<br>(mm.) | Galvanized<br>Sheet Metal<br>Thickness<br>(all four sides)<br>(mm.) | Minimum reinforcing angle size<br>and longitudinal spacing<br>between transverse joints and<br>intermediate reinforcing (mm.) |
|------------------------------------|---|---|
| Up to 300                          | 0.50  | None required   |
| 325 to 450                         | 0.60  | None required   |
| 475 to 750                         | 0.60  | 25 x 25 x 3 at 1200   |
| 775 to 1050                        | 0.80  | 25 x 25 x 3 at 1200   |
| 1075 to 1350                       | 0.80  | 38 x 38 x 3 at 1200   |
| 1375 to 1500                       | 1.00  | 38 x 38 x 3 at 1200   |
| 1525 to 2150                       | 1.00  | 38 x 38 x 3 at 1200   |
| 2175 to 2450                       | 1.20  | 38 x 38 x 6 at 1200   |
| Over 2450                          | 1.20  | 50 x 50 x 6 at 1200   |

- Ducts tapped to the existing ducting system shall be braced and reinforced with angles, supported and securely anchored to the building in an approved manner so as to be quiet and completely vibration free.
- Curved elbows shall have a centerline radius of not less than 1-1/2 times width of the duct.
- Flexible round ducts if used shall be fully annealed aluminum formed into a multi-ply corrugation and encased with 25-mm. thick fiberglass having a reinforced aluminum foil vapor barrier.
- Square diffusers shall be suitable for horizontal installation with a fixed diffusion pattern. They shall be equipped with guide vanes for efficient and uniform flow of air into them and shall be fabricated from 22-gauge BI sheets.
- All ducts carrying cooled and dehumidified air shall be insulated. The duct surface should first be de-greased using methylated spirits or acetone before application of insulation. Insulation shall be polyolefin with 50mm thickness.
- All new ducting works shall be isolated to the existing ducting before testing. Smoke testing shall be conducted on the newly installed system. No leaks shall appear during testing and all leaks shall be repaired and test repeated

**STRUCTURED CABLING OF DCOD, ITMG VP’S, PMO, ITGSD, NON-IMPACT PRINTING, PRODUCTION MONITORING ROOM OFFICES**

| Item | Specification   |
|------|---|
|      | <b>SSS Structured Cabling</b>   |
| 1    | Cat5e Information Outlet – 293 pcs.   |
| 2    | Cat5e Patch Panel 24 ports - 13 pcs   |
| 3    | Modular Faceplates 2 ports – 137 pcs.   |
| 4    | Modular Faceplates 1 port – 19 pcs.   |
| 5    | 1 RU (19") Horizontal Cable Manager- 10 pcs.  |
| 6    | Cat5e UTP Cable solid – 33 rolls(305m)  |
| 7    | Cat5e UTP Patch cord (1 meter)-150 pcs.   |
| 8    | Cat5e UTP Patch cord (3 meter)-150 pcs.   |
| 9    | S110 Terminal block (25 pairs) – 1 piece  |
| 10   | Roughing-ins 2"x 4" & 3"x 6" (15mm) w/ cover Cable raceways, PVC, Plastic/square boxes, pull boxes, angle bars, connectors, couplings, bolts, support hangers, etc. |
| 11   | Supply necessary materials manpower, tools, and technical personnel for the full implementation of the project  |
| 12   | Supply of network cabinet 42u (800mm x 800mm x 7ft) with power strip, 12 pcs. 3 pronge,220v c.o., exhaust fan on top frame & vertical cable manager.                |

|    |   |
|----|---|
| 13 | Installation, cable pulling, termination and testing for 293 data/voice from cat5e patch panels and information outlets shall be in accordance with ANSI/TIA 568 standard |
| 14 | Re-routing/re-termination of existing 2 units optical distribution frame (ODF) to the new IDF network cabinet   |
| 15 | Conduits and hangers should be installed with proper supports (prefabricated or special fabrication if necessary)   |
| 16 | Any other materials necessary to complete the project but not included in the BOQ shall be the accountability of the supplier without additional cost to SSS.             |
| 17 | Termination, commissioning, tagging and submission of test result of data and voice outlet  |

PROJECT : **RENOVATION OF OFFICE OF THE SENIOR VICE PRESIDENT,  
INFORMATION TECHNOLOGY MANAGEMENT GROUP**  
SUBJECT : Technical Specifications

**I. GENERAL SPECIFICATIONS**

**1. WORKMANSHIP**

The work throughout shall be executed in the best and most thorough manner under the direction of and to the satisfaction of the SSS Engineer or Representative who will interpret the meaning of the drawings and specifications and shall have the authority to reject any works and materials, which in their judgment, are not in full accordance therewith required phases of work shall be done by skilled and competent men who are engaged or specialized in the type of work specified.

**2. SITE EXAMINATION**

Prospective bidders are required to conduct site inspection before the submission and opening of bid to determine all incidental materials and activities that are necessary to be furnished and executed to complete the project.

Examine the site premises and all conditions 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 surface regardless of measurements made.

**3. PROTECTION OF WORK AND PROPERTY**

The contractor shall ensure protection of existing structures, properties and other areas not affected by the work specified. Any damage incurred during the activity shall be restored/repared by the Contractor at their own expense, and it shall be done in a satisfactory and approved manner.

Place warning signs where work is being undertaken. Remove work materials damaged by failure to provide protection and replace with new work materials at no cost to the Owner.

**4. SUBMITTALS**

The Contractor shall submit samples of finishes, furnished materials and equivalent materials for approval of SSS Implementing Unit prior to installation or application.

**5. QUALITY OF MATERIALS**

All materials shall be new, free from defects, passed and conformed to International Standard and Philippine Standard set forth by Bureau of Product Standards - Department of Trade and Industry.

**6. CLEANING**

Leave premises clean, neat and orderly. Remove all excess materials, soil, used containers, tools, equipment and supplies out of the SSS premises during the progress of work and upon completion of work.

**7. AS-BUILT PLAN AND ELECTRONIC FILE**

Three (3) sets as-built plans (11" x 17" or A3 paper size) duly signed and sealed by the Contractor's Civil Engineer or Architect for civil-architectural plans, Electrical Engineer for electrical plans, Mechanical Engineer for mechanical plans and Electronics and Communications Engineer for structured cabling (voice and data) plans.

The contractor shall likewise submit electronic file copy as-built plan using AutoCAD software on USB flash drive.

**II. SCOPE OF WORKS AND MATERIALS SPECIFICATION**

The work contemplated under this contract shall consist of furnishing of all materials, labor, plant, tools and equipment, work permits including the satisfactory performance of all work necessary for the complete execution of all the work as shown on the plans, specifications and other contract documents.

Materials and work deemed necessary to complete the project but not specifically mentioned in the Specifications, working drawings or in the other contract documents are inferred and shall be supplied, installed and rendered by the contractor without extra cost to the owner. Such material shall be of the highest quality available, installed and applied in workmanlike manner at prescribed or appropriate locations.

**A. SCOPE OF WORKS**

- 1. General Requirements and Site Preparation
  - 1.1 Reproduction of construction plans and preparation/printing of signed-and-sealed as-built plans
  - 1.2 Temporary board-up/site enclosure, protective covering for furniture/equipment and other safety requirements e.g. signage, medical kit, fire extinguisher, etc.
  - 1.3 Demolition/dismantling/stripping/removal of existing floor tiles, walls/partitions, ceiling, doors, cabinets and other items affected by the renovation works
  - 1.4 Hauling and disposal of debris, unusable/waste materials, etc.
- 2. Civil - Architectural Works
  - 2.1. Floor/Wall tiles
    - 2.1.1 Supply and installation of composite vinyl planks flooring, 150mm x 900mm x 3mm thick, wood grain finish (SVP Office, Conference Room)
    - 2.1.2 Supply and installation of homogeneous vinyl tiles flooring, 300mm x 300mm x 3mm thick (SVP-Staff Area)
  - 2.2 Ceiling Works
    - 2.2.1 Supply and installation of 6mm thick fiber cement board ceiling, moisture-resistant, on suspended metal furring system (SVP Office, OSVP-Staff Area and General Office Area)
    - 2.2.2 Supply and installation of 6mm thick fiber cement board ceiling, moisture-resistant on suspended metal furring system (Toilet)
  - 2.3 Drywall Partition
    - 2.3.1 Door opening to be permanently closed using double-face drywall partition, fiber cement board on metal framing (SVP Office)
  - 2.4 Wallpaper/Acrylic Signage/Sunscreen Roller Shades
    - 2.4.1 Supply & Installation of wallpaper (SVP Office)
    - 2.4.2 Supply & Installation of Sunscreen Roller Shades (SVP Office)
  - 2.5 Plumbing Roughing-ins - Supply & Installation (Pantry & Toilet)
    - 2.5.1 Waterline plumbing roughing-in pipes and fittings including chipping works,

- excavation, tapping to existing waterline, restoration, water leak/pressure testing (Pantry Area)
  - 2.5.2 Sanitary Line Plumbing Roughing-ins pipes & fittings including chipping works, excavation, tapping to existing sanitary line, restoration, water leak/flow testing (Pantry Area)
  - 2.5.3 Cleaning and re-grouting of existing floor and wall tiles including repair works due to plumbing works at Pantry Space (Toilet)
  - 2.5.4 Repair of leaks on existing sanitary pipes, vent pipe connections and provision of sufficient pipe supports/hangers - for sanitary and vent pipes located in the ceiling of OSVP-ITMG office space
- 2.6 Plumbing Fixtures
- 2.6.1 Supply and installation of fixtures including fittings and accessories (Pantry and Toilet)
- 2.7 Painting Works
- 2.7.1 Painting of the following items/surfaces including necessary surface preparation and application of primer and topcoat finishes:
    - Pebble Washout Surface (posts/columns)
    - Plain Wall Surface
    - Ceiling
    - Window Frames
    - Wooden doors and cabinets
    - Ceiling-mounted aircon diffusers

B. MATERIAL SPECIFICATIONS

| PARTICULARS   | DESCRIPTION   | REMARKS                              |
|---|---|--------------------------------------|
| 1. Civil - Architectural Works                                  |   |                                      |
| 1.1 Floor/Wall Tiles  |   |                                      |
| Vinyl planks flooring   | - Composite vinyl planks flooring, 150mm x 900mm x 3mm thick, wood grain finish<br>-Vinyl tile adhesive   | Submit sample/swatch and/or brochure |
| Vinyl tiles flooring  | - Homogeneous vinyl tiles flooring, 300mm x 300mm x 3mm thick<br>-Vinyl tile adhesive   | Submit sample/swatch and/or brochure |
| 1.2 Ceiling Works   |   |                                      |
| Fiber Cement Board Ceiling                                      | Fiber Cement board 1.20m x 2.40m x 6mm, moisture resistant<br>Carrying channel 12mm x 38m x 5m ga. 25<br>Double Furring Channel 19mm x 50mm x 5m ga. 26<br>Wall angle 25mm x 25mm x 3m, ga. 26<br>W-Clip, double<br>Expansion shield 3/8"<br>Threaded Bolt 3/8" x 3m<br>Hanger Bracket (for threaded rod)<br>Blind Rivet<br>Mesh Tape 2"x 250ft | Submit sample/swatch and/or brochure |
| 1.3 Drywall Partitions/ Doors/ Cabinets/ Counter/Toilet Cubicle |   |                                      |
| Single/Double Face Drywall partition                            | Metal studs, 35mm x 76mm x 3m x 0.60mm  | Submit sample/swatch and/or brochure |

| PARTICULARS  | DESCRIPTION  | REMARKS                              |
|--|--|--------------------------------------|
|  | Metal track, 50mm x 75mm x 3m x 0.60mm<br>Fiber Cement Board 6mm x 1.2m x 2.4m<br>Blind Rivet<br>Fiber glass Mesh Tape<br>Fiber Cement screw<br>Screw with tox   |                                      |
| Overhead and under-counter cabinet                     | -20mm thick marine plywood in in HPL finish & Duco paint finish including hardware & accessories   | Submit sample/swatch and/or brochure |
| 1.4 Glass Doors/Partitions/Vinyl Frosted Sticker       |  |                                      |
| Glass Doors  | -GD-08, 1.60m x 2.15m, 12mm thick tempered clear glass, double leaf swing door on FD-100 top & bottom aluminum frame including jamb, powder coated finish complete w/ fittings, 1"Ø H-type stainless steel handle 0.60m length, locksets, hardware & accessories w/ vinyl frosted sticker and cut-out vinyl sticker signage<br><br>-GD-10, 1.80m x 2.15m, 12mm thick tempered clear glass, double leaf swing door on FD-100 top & bottom aluminum frame including jamb, powder coated finish complete w/ fittings, 1"Ø H-type stainless steel handle 0.60m length, locksets, hardware & accessories w/ vinyl frosted sticker and cut-out vinyl sticker signage | Submit sample/swatch and/or brochure |
| Glass Doors (cont)                                     | -GD-09, 0.90m x 2.15m, 12mm thick tempered clear glass, single leaf swing door on FD-100 top & bottom aluminum frame including jamb, powder coated finish complete w/ fittings, 1"Ø H-type stainless steel handle 0.60m length, locksets, hardware & accessories w/ vinyl frosted sticker and cut-out vinyl sticker signage  | Submit sample/swatch and/or brochure |
| Glass Partitions/Transom                               | - 12mm thick tempered clear glass panels in aluminum frame powder coated finish w/ vinyl frosted sticker<br><br>- 12mm thick tempered clear glass transom in aluminum frame powder coated finish   | Submit sample/swatch and/or brochure |
| Frosted Sticker  | vinyl frosted sticker  | Submit sample/swatch and/or brochure |
| 1.5 Wallpaper/Acrylic Signages/Sunscreen Roller Shades |  |                                      |
| Wallpaper  | -0.3mm thick vinyl wallpaper<br>-vinyl wallpaper adhesive  | Submit sample/swatch and/or brochure |
| Acrylic Signage  | -Ceiling Mounted Acrylic Office Signages 3mm thk on Stainless Steel Signage Hanger with adjustable Clip/Clamp  | Submit sample/swatch and/or brochure |

| PARTICULARS  | DESCRIPTION   | REMARKS                              |
|--|---|--------------------------------------|
| Sunscreen Roller Shades                              | <p>Hardware and Mechanism:</p> <ul style="list-style-type: none"> <li>- Roll-up Polyester/Polymer Shade</li> <li>- Chain Operated roller system with #10 plastic bead chain operating loop</li> <li>- Universal mounting brackets (includes hardware and accessories).</li> <li>- Provide headrails where applicable.</li> <li>- Extruded aluminum roller tube made with alloy 6063-T5 Standard Roll</li> <li>- (White Color – Series 5000)</li> </ul> <p>Sunscreen Fabric Specifications:</p> <ul style="list-style-type: none"> <li>- Composition: 30% Polyester, 70% PVC</li> <li>- Openness Factor: 1%</li> <li>- Width: 200cm / 250cm</li> <li>- Length: Approx. 30m/roll</li> <li>- Thickness: 1.08mm</li> <li>- Weight: 810g/m2 ±5%</li> <li>- Tensile Strength: warp 291.5kg/weft 100.3kg</li> <li>- Tearing Strength: warp 10.9kg /weft 5.8kg</li> <li>- UV Blockage: 98%</li> <li>- Fire Rating: U.S.A. NFPA 701</li> <li>- Color Fastness (AATCC16-2003): Class 4.5</li> <li>- Environmental Certifications: Oeko-Tex® Standard 100</li> </ul> | Submit sample/swatch and/or brochure |
| 1.6 Plumbing Roughing-ins                            |   |                                      |
| Waterline Plumbing Roughing-ins pipes & fittings     | -Poly Propylene Pipes (PPR - PN20) and Fittings, heavy-duty   | Submit sample/swatch and/or brochure |
| Sanitary Line Plumbing Roughing-ins pipes & fittings | -uPVC, Series 1000 (Orange) and fittings, heavy-duty  | Submit sample/swatch and/or brochure |
| Re-grouting of existing floor & wall tiles           | Tile grout  | Submit sample/swatch and/or brochure |
| 1.7 Plumbing Fixtures                                | <ul style="list-style-type: none"> <li>-Water Closet, Tank Type, rimless with soft closing seat and cover including fittings and accessories (690L x 370W x 790H)</li> <li>- Kitchen Sink, Portable, including Faucet, Drain Fittings, Grease Trap, In-sink Erator, Rough-ins &amp; complete accessories</li> <li>-Hand-held Bidet, stainless coated including accessories</li> </ul>   | Submit sample/swatch and/or brochure |
| 1.8 Painting Works                                   |   |                                      |
| Painting of Pebble Washout Surface (Posts/Columns)   | -Concrete Sealer, clear gloss (2 coats)   |                                      |

| PARTICULARS   | DESCRIPTION   | REMARKS                                     |
|---|---|---|
| Painting of Plain Wall Surface  | -flat latex primer (1 coat)<br>-semi-gloss latex topcoat (2 coats)<br>-gypsum putty | Submit paint color swatches and/or brochure |
| Painting of Ceiling   | -flat latex primer (1 coat)<br>-semi-gloss latex topcoat (2 coats)<br>-gypsum putty |   |
| Painting of Window Frames   | -QDE, black topcoat (2 coats)<br>-putty   |   |
| Painting of Wooden Doors & Cabinet, Duco Finish   | -lacquer primer (1 coat)<br>-automotive lacquer topcoat (3 coats)<br>-lacquer putty |   |
| Painting of Ceiling Aircon Diffusers 600mm x 600mm  | -lacquer primer (1 coat)<br>-Automotive lacquer topcoat (2 coats)<br>-putty         |   |
| Surface preparation for painting works:<br>- Clean off loose materials such as dust, rust, old paint or anything that can be manually removed by using a broom, a chisel, scraper, sandpaper or steel brush.<br>- Repair voids, cracks, nicks, holes, etc. with the proper patching/sealant material or same material as the surface finish.<br>- All areas to be painted must be dry and thoroughly clean. |   |   |
| 2. Electro-Mechanical Works (w/ separate technical specifications)  |   |   |
| 3. Structured Cabling Works (w/ separate technical specifications incorporated in the drawing plan)   |   |   |

III. WARRANTY

The defects liability period shall be one (1) year from the project completion up to Final Acceptance by the SSS. During this period, the Contractor shall undertake the repair works, at his own expense, of any damage to the works 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.



**ELECTRICAL WORKS**

**I. GENERAL CONDITIONS:**

1.

All electrical works shall comply with the plan and specification in accordance with the latest edition of the Philippine Electrical Code (PEC).
2.

Rough-in layout concealed between walls and exposed above ceiling shall be IMC and/or Polyvinyl Chloride (PVC) pipes and properly secured with clamps/ mounting supports.
3.

PVC pipe fitting layout shall be provided with appropriate PVC adapter with locknut and glued with PVC solvent and properly anchored with clamps/ supports.
4.

Minimum size of conduit to be used shall be 15 mm diameter.
5.

Minimum size of conduit for long runs exceeding 270° bends shall be 20 mm diameter and pull box shall be provided as necessary.
6.

Color coding for wiring installations shall be as follows:

For Normal Power Circuits

-

Line 1 - Black wire, 230 VAC  
Line 2 - Red wire  
Ground - Green wire

For UPS Power Circuits

-

Line 1 - White wire, 220 VAC  
Line 2 - White wire  
Ground - Green wire
7.

Color coding for receptacle outlet device plate covers shall be follows:

For Normal Power Circuit

-

Beige color

For UPS Power Circuits

-

White color

8.

All new wiring installations shall be tested and measured parameters shall be recorded and submitted accordingly.

9.

Receptacle outlets shall be installed 300mm above finished floor level.

10.

Labeling / marking for the proposed branch circuit as indicated in the drawing and panel board directory prior to turnover to the owner.

11.

All materials and equipment to be used shall be brand new and must be of the approved type and intended application.

12.

Prepare load schedule for all new installations, if necessary, incorporate with the existing load schedule and provide legible markings between new and existing schedule of loads.
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**II. ELECTRICAL MATERIAL SPECIFICATIONS:**

1. CONDUITS & FITTINGS

| Materials  | Specifications |
|--|----------------|
| a. uPVC Pipe Neltex, Emerald, Atlanta or approved equivalent | 20mmØ          |
| b. Intermediate Metal Conduit (IMC)                          | 15mmØ, 25mmØ   |
| c. Flexible Metal Conduit (indoor)                           | 15mmØ          |

2. BOXES / GUTTERS WITH COVERS

| Materials       | Specifications   |
|-----------------|--|
| a. Junction Box | steel sheet gauge 16   |
| b. Utility Box  | 2" x 4", steel sheet gauge 16                                    |
| c. Square Box   | 2" x 4", steel sheet gauge 16                                    |
| d. Pull Box     | (100x100x100) mm, Gauge No. 14<br>(150x150x100) mm, Gauge No. 14 |

3. WIRES / CABLES & DEVICES

| Materials   | Specifications   |
|---|--|
| a. 3.5 mm <sup>2</sup>                                      | THHN/ THWN stranded wire, lead free  |
| b. Convenience outlet                                       | Duplex, 15Amp, 230VAC, 3-prong, parallel slot, w/ grounding, complete with plate and cover.<br><br>Single Outlet, 230VAC, 3-prong, parallel slot, complete with plate and cover, for Portable Emergency Light, Exit/ Fire Exit Signages cover  |
| c. Switch   | Single pole, 15Amp, 230VAC, 60Hz., complete with plate and cover (one, two & three gang face plate cover)  |
| d. Lighting Fixtures Assembly (300x1200) mm, (600x1200) mm, | Recessed Lighting Fixtures, T8, 2x18watts LED, 1620 lumens with built-in driver, Bi pin terminal, 200-250VAC, 60Hz., 140° Beam Angle, 50,000 burning hours, (600x1200) mm with aluminum large cell parabolic louver type, anodized reflector, cool daylight complete with essential wiring system. |

|  |   |
|--|---|
| e. Down Lighting Fixtures                | Recessed Lighting Fixtures, T8, 1x18watts LED, 1620 lumens with built-in driver, Bi pin terminal, 200-250VAC, 60Hz., 140deg. Beam Angle, 50,000 burning hours, (300x1200) mm with aluminum large cell parabolic louver type, anodized reflector, cool daylight complete with essential wiring system. |
| f. Rechargeable Portable Emergency Light | Down Light, Recessed Type Spun Aluminum with 12watts LED Lamp, .6" dia., Clear Glass cover with white mounting ring complete with standard accessories and essential wirings  |
| g. Exit Signage                          | 2 x 3-5watt LED, 4-6VDC, 4AH min, Sealed Lead Acid Battery  |
| h. Exhaust Fan                           | 3-5watts min., LED with back -up battery  |
|  | Ceiling/ Wall Mounted, 40-watts min., 200cfm, 230V, 60Hz., with grill shutter/ louver or approved equivalent  |

4. CONDUIT SUPPORT & OTHER MISCELLANEOUS & INCIDENTAL MATERIALS REQUIRED TO COMPLETE THE INSTALLATION

| Materials              | Specifications                |
|------------------------|-------------------------------|
| a. Conduit support     | Threaded bar with Grip Anchor |
| b. Conduit clamp       | U-bolts/ strapped             |
| c. Mounting of conduit | Angular bar, 1 ¼' x 1 ¼" x ¼" |

III. SCOPE OF WORKS:

A. ELECTRICAL WORKS: RENOVATION OF SVP-ITMG OFFICE

- The contractor is required to conduct site inspection together with the EFMD Engineer or SSS representative to determine the nature and extent of necessary works, materials, services and consider these are essential and incidental requirement in the implementation of the project.
- The contractor shall be responsible for the thorough coordination with the concerned parties and, secure of all necessary work permits that maybe required of the project.
- Any changes and/ or modifications of the materials specification and work orders shall be subject to discussion with involve parties to address any conflicts before proceeding of the said changes prior to the approval of the Building Owner and the SSS representative.
- Dismantling of all electrical lighting fixtures and roughing-ins of the existing lighting layout at SVP ITMG office area.
- Supply and install of new electrical wiring and layout materials, fixtures and devices for the power supply of the following equipment, fixtures and devices:
  - Duplex Convenience Outlet, 3-prong, parallel slot with grounding terminal for UPS and Normal power outlet.

- Convenience Outlet, Single, 2-prong parallel slot, for Emergency Lights and Exit Signage.
  - Lighting Fixtures with Switches
  - Down Lighting Fixtures
  - Portable Emergency Light
  - Exhaust Fan
6. The existing lighting circuit homerun shall be retained/ re-used as tapping point of the new lighting layout at SVP-ITMG office.
  7. Re-utilize the existing location of the switches layout and replace by new devices/ switch, if applicable.
  8. Re-installation of the existing one (1) lighting fixture (300x1200) mm, as indicated in the plan.
  9. Supply and install of new emergency lights complete with single outlet as tapping point, as indicated in the proposed plan.
  10. Retain all the power outlet and wiring layout, to avoid repair works at SVP-ITMG office
  11. Replacement of the existing switches/ devices using the same location or layout of switches, to avoid repair works.
  12. Supply and install of new duplex outlet for the power supply of the existing Refrigerator and Other equipment at Pantry area, may use plastic moulding for the expose layout.
  13. Supply and installation of wiring and layout materials for the relocation of detectors and other devices that may be affected by the renovation works.
  14. Supply and installation of support/ hangers and shall be rigidly secured with appropriate fittings and materials with standard spacing.
  15. Supply of labor, materials and devices that are essential to complete the project, may it be mentioned or not in the Terms of Reference (TOR), specified or not in Bill of Quantity (BOQ) and proposed plan layout.
  16. All areas affected during implementation of the project by chipping, dismantling works and other related activities shall be restored to original aesthetic condition at the owner's satisfaction and to the sole account of the contractor.
  17. Testing and commissioning of the electrical wiring system, fixtures and other devices.

#### **IV. OTHER WORKS**

Any damage incurred during the activity shall be restored / repaired by the Contractor at his own expense and shall be done in a satisfactory and approved manner. Paint dropping and other stains relative to the project shall be removed from all areas.

#### **V. PERMITS AND FEES**

- 5.1 The work under this contract shall be in accordance to the latest requirements of the following:
  - Philippine National Building Code
  - Philippine Electrical Code
  - Local Utility Company

Nothing contained in these specifications or shown on the drawings shall be construed as to conflict with the National and Local ordinances and these mentioned ordinances are hereby made part of this specification.

- 5.2 All permits and electrical fees required in this work shall be obtained by and at the expense of the contractor. The Engineer shall be furnished by the contractor, the copy of the final certificate of electrical completion and approval by the government authorities.
- 5.3 During the progress of work, the contractor shall keep a record of all changes where the actual installation differs from that shown in the contract drawings. Upon completion, the contractor shall finalize the "as-built" drawings on tracing paper and submit to the Engineer for approval before reproduction.

**VI. STANDARD OF MATERIALS**

All materials to be used in this installation shall be of high quality, free to any defect and of proven acceptability for the purpose it is intended for application. It shall conform to the latest applicable standards of the following:

- Philippine Electrical Code
- ASTM and NSC
- PEC and NEC

**6.1 Raceways, Conduit Pipes and Fittings**

6.1.1 Polyvinyl Chloride (PVC)

PVC conduits conforming to recognized standards for conduit as manufactured by Matsushita or approved equal.

6.1.2 Outlet Boxes and Covers

Terminations of pipes to outlet boxes shall be provided with suitable fitting and other devices especially designed for the purpose.

- Receptacles : 2" x 4" x 2.5"
- Pull Boxes : depends on the number of conductor to occupy the boxes

**6.2 Conductors, Wires and Cables**

All wires and cables shall be copper, soft drawn and annealed with ninety-eight (98%) percent conductivity. For power systems, the conductors shall be thermoplastic and insulated to withstand a working pressure rated at 230 Volts, THHN/THWN type as indicated in the drawings. The feeder lines to panel boards shall be heat and moisture resistant, with size as indicated in the drawings.

The minimum size to be used in the installation shall be #3.5 mm sq. except for the controls where #2.0 mm sq. may be allowed. All conductors from sizes of #3.5 mm sq. or larger shall be stranded for additional flexibility while in transit inside pipe.

All wires and cables described above shall be of reputable manufactures.

**6.3 Electrical and Wiring Devices**

6.3.1 Wall Receptacles

Wall receptacles shall be of conventional type with an ampere rating of 15A, 230V, duplex, flush mounted. The mounting height shall be 300 mm above the floor finish. It shall be manufactured by National or approved equivalent.

### 6.3.2 Wall Plates for Switches and Receptacles

Wall plates for receptacles, regarding colors, shall be the sole choice of the Engineer. The brand shall be the same as specified above.

## 6.4 Standard of Workmanship

The workmanship required in this section shall be the generally accepted engineering practice standard of safety. Defective workmanship shall be redone outright without extra cost to the Owner. Conduit installations, boxes, fittings and accessories shall conform to the requirements of the Philippine Electrical Code and other standards required locally.

During installation, due to precautions shall be observed to protect the conduit and thread from mechanical injuries. The conduit ends shall be sealed in an approved manner during the installation whenever the work is interrupted.

Conduit shall be checked for freedom from obstruction by pulling galvanized wire through the entire run of the conduit. The galvanized wire shall be maintained inside the pipe until the conductors have been pulled permanently. Termination boxes for conduits shall be free from dirt and other debris which may cause obstructions.

All joints between lengths of conduit shall be watertight with red lead paints or other approved sealing agent.

Conduit shall be held firmly on pipe termination by a pair of locknut and bushing. All outlets shall be truly centered, plumb and leveled. Any discrepancy in outlet location between the electrical plans and the architectural plans shall be submitted to the attention of the Engineer.

Wiring method in general shall be installed inside rigid steel conduit as required in the plan; no such wire shall be pulled inside the pipe if the conduit system is not complete in all aspect, so that the conductor will be protected from damages and abrasion.

Conductors terminated in any kind of outlet box shall have at least 150 mm of wire extended free from the box as allowance for splicing. Color coding should be observed throughout the installation to provide easy identification.

Installation of lighting fixtures, wall mounted receptacles and switches shall be given due care as to prevent contact of live wire parts to respective fixtures.

Conductor joints or splices will only be allowed in boxes and should be properly insulated by means of a wire nut fitted to the size of conductor being joined. Splices will never be tolerated inside pipes.

## 6.5 Material Testing and Workmanship

### 6.5.1 Grounding

All exposed non-current carrying parts of Electrical Equipment and apparatus shall be properly grounded by means of ground rod driven one (1) meter below the ground level or connect to existing cold water pipeline. All metal conduit systems and other parts required at ground potential shall be efficiently grounded. All panel boards' cabinet shall likewise be solidly grounded.

### 6.5.2 Materials and Workmanship Tests

All wiring system has to be tested for shorts and grounds after the installation has been completed. The Contractor shall furnish all necessary apparatus and testing equipment and will have to make good whatever deficiencies may be found. Test shall be conducted in the presence of the authorized representative of the Owner or the Engineer.

## **6.6 Guarantee**

All materials and accessories furnished/installed under this part of the specifications shall be guaranteed for a period of one (1) year from date of acceptance thereof, and materials and equipment furnished shall be free from any defects in the materials, workmanship and design. At any time within one year after acceptance and upon proper notice the Contractor shall rectify any and all deficiencies including replacement of parts or the entire units without additional cost to the Owners, if such deficiencies have been caused directly or indirectly by inferior materials, faulty workmanship and/or defective design or parts. Expendable items are included in this one-year guarantee. During the guarantee period the Contractor shall perform free monthly inspection for the proper and efficient operation of the electrical system.

SECTION I: GENERAL PROVISIONS

1.0 SUMMARY

This section includes the scope of work, system description and general requirements to complete the air-conditioning systems of the project.

2.0 GENERAL REQUIREMENTS:

The contract drawings indicate the extent and general arrangement of the air conditioning systems. If departures from the drawings are deemed necessary, details of such departures and the reasons therefore shall be submitted to the Engineer and/or his representative for approval. No such departures shall be made without the prior written approval of the Engineer or his authorized representative.

- 2.1 APPLICABLE STANDARDS: All materials, machinery, and equipment shall be of the required quality used in good commercial and trade practice and shall be essentially the standard products of reputable manufacturers. The acceptability of these items including their workmanship and method of installation shall be established by the following:

a. Philippine National Standard (PNS)

b. The Philippine Mechanical Engineering Code.

c. The Philippine Electrical Code.

d. Fire Code of the Philippines.

e. Building code of the Philippines

f. American Society of Heating, Refrigerating & AC Engineers (ASHRAE).

g. American Society of Mechanical Engineer (ASME).

h. National Fire Protection Associations (NFPA).

i. Air Moving and Conditioning Association (AMCA).
- 2.2 EQUIPMENT SCHEDULE: As soon as practicable, after date of the award of the contract, a complete schedule of the equipment proposed for installation shall be submitted for the approval of the Engineer showing dimensions and arrangement of the equipment necessary clearances. The schedule shall include catalogs, diagrams, and drawings. In the event any item or equipment contained in the schedule fails to comply with the specifications, such item may be rejected.  
*If applicable*
- 2.3 SHOP DRAWINGS: As soon as practicable, after award of the contract and prior to installation, complete shop drawings, showing the sizes and the type of equipment, together with complete duct and piping layout and electrical connections shall be submitted to the Engineer for approval. *If applicable*
- 2.4 AS-BUILT PLANS: "As -Built" drawings are required prior to issuance of certificate of completion. "As -Built" drawings shall be furnished by the building owner. The As-Built plan shall be of 20" x 30" blueprint, signed and sealed by a Professional Mechanical Engineer. The As-Built plans shall include all contract drawings with the necessary revisions and modifications resulting in change from the original drawings, supplemented by such schematic, isometric, or other types of drawings as may be necessary to provide a clear understanding of installed systems "AS-BUILT".



- 2.5 LOCAL LAWS AND ORDINANCES: Aside from herein specified, the equipment and materials to be furnished and the installation of the systems shall conform to local laws, codes and other ordinances that are in force. If necessary, the contractor shall secure a permit to install from authorized agency having a jurisdiction over the place of installation and before final acceptance by the Owner a final certificate of inspection and a permit to operate the system shall be secured from the same government agency. Fees and other expenses due on these permits shall be borne by the contractor.
- 2.6 All tools, equipment, safety gadgets, medical kits shall be provided to ensure safety of the personnel and property against accidents and any untoward incidents that may affect the execution of the project.

### **3.0 COORDINATION OR WORK DONE BY OTHER TRADES:**

- 3.1 It shall be the responsibility of this Contractor to closely coordinate his work with other trade concern to avoid conflicts and to insure the smooth and proper installation of the project.
- 3.2 This contractor shall carefully check space requirements to make sure that his equipment, air ducts, pipes, dampers, motor controllers, etc. can be installed in the space allotted for the same.

### **4.0 TECHNICAL PUBLICATIONS**

The Contractor shall furnish the Owner three (3) copies of the maintenance and operational manual upon completion of the project. The manual shall be bound between hard covers and shall contain but is not limited to the installation and operating instruction, maintenance procedures, illustrations and drawings, detailed descriptions, tests, adjustments, safety precautions and parts list.

### **5.0 GUARANTEE AND SERVICE**

The air conditioning equipment and accessories furnished/installed under this part of the specifications shall be guaranteed for a period of one (1) year from date of acceptance thereof, and materials and equipment furnished shall be free from any defects in the materials, workmanship, and design. At any time within the warranty period after acceptance and upon proper notice, the Contractor shall rectify all deficiencies including replacement of parts or the entire units without additional cost to the Owners/SSS, if such deficiencies have been caused directly or indirectly by inferior materials, faulty workmanship and/or defective design or parts. Expendable items such as oil, refrigerant, belts, filters, etc., are included in this one-year guarantee. During the guarantee period the Contractor shall perform free quarterly cleaning and servicing for all installed units and free monthly inspection for the proper and efficient operation of the system.

### **6.0 HOUSE KEEPING**

Any damaged incurred during the activity shall be restored or repaired by the Contractor at his own expense and shall be done at the satisfaction of the client or SSS. Paint dropping and other stains relative to the project shall be removed from all areas. During the process of the work and on the completion of the project, the Contractor shall remove from premises all dirt, debris, rubbish, and waste materials caused by him in the performance of his work. He shall remove all tools, scaffolding and surplus materials after completion and acceptance of the work. All affected areas that will be damage for the access of roughing-in installation shall restored at its original state or conditions.

**SECTION II: AIR-CONDITIONING WORKS**

**DESCRIPTION OF AIR-CONDITIONING:**

The air-conditioning units shall be split type. The fan coil units shall be floor mounted for 3TR and wall mounted for 1.5 HP. The Compressor shall be rotary or scroll type compressor. The air-cooled condensing units shall be installed at the outdoor open deck as recommended by the Building Administrator.

**WORKS INCLUDED:**

In general, the work under this section shall include but is not limited to the following principal items:

- 1. Supply, delivery and installation of split-type air conditioning units, complete with standard accessories per proposed plan layout with the following equipment details:

| OUTDOOR UNIT | COOLING CAPACITY (kW) | INDOOR UNIT | LOCATION        | TYPE          | REMARKS       |
|--------------|-----------------------|-------------|-----------------|---------------|---------------|
| ACCU 103     | 1.5 HP                | FCU 103     | DCOD DM OFFICE  | WALL MOUNTED  | PROPOSED UNIT |
| ACCU 104     | 1.5 HP                | FCU 104     | ITOAD DM OFFICE | WALL MOUNTED  | PROPOSED UNIT |
| ACCU SVP     | 3 TR                  | FCU SVP     | SVP OFFICE      | FLOOR MOUNTED | PROPOSED UNIT |

- 2. Relocation of two (2) existing toilet exhaust fans for DCOD and ITOAD Male and Female Toilet per proposed plan layout.
- 3. Supply and Installation of Refrigerant Piping System (refer to manufacturer’s recommendation for refrigerant pipe sizes), Hard drawn for ALL Units and shall be properly insulated. Supply and Installation of 1inØ Drainage Piping System, complete with fittings and essential accessories and rigidly secured with appropriate supports and mounting brackets.
- 4. Fabrication and installation of FCU and ACCU platforms and refrigerant hangers.
- 5. Fabricated platforms, mounting brackets, supports and other metal structures shall be painted with epoxy primer and finish with QDE paint suitable for outdoor application. Provide rubber pads for all mounting platforms.
- 6. Furnish and installation of refrigerant, flushing agents and other consumables.
- 7. Supply and installation of brand-new feeder line from Air-con Power Panel up to Outdoor Units including Enclosed Circuit Breakers (ECB’s) and electrical field and control wiring system from indoor units up to outdoor units. Supply and installation of other electrical components that may not be included in the bill of quantities but necessary to complete the project.
- 8. Supply and installation of materials and other services not mentioned but are necessary to be rendered to complete the installation of electro-mechanical equipment and facilities and all other works/services.
- 9. Conduct appropriate testing and commissioning of all air-conditioning units and make sure that all mechanical and electrical parameters are operating in good working condition. Submit complete report of equipment operation supported with measured and recorded electrical and mechanical parameters obtained during the testing and commissioning.
- 10. The contractor is required to perform/conduct complete maintenance servicing and cleaning of all brand-new A/C equipment within the warranty period.

# DESCRIPTION OF MECHANICAL EQUIPMENT

## 1.0 AIR-COOLED CONDENSING UNITS

- a. Units shall have capacity and configuration as shown in the drawings and as manufactured by a reputable manufacturer. All units shall be furnished factory assembled, tested, and piped complete with compressors, fans, motors, integrally wired control panel, starters, appropriate vibration isolators, steel base, and refrigerant control accessories. Unit shall have heavy gauge corrosion protected weatherproofed casing.
- b. Compressors shall be scroll type and rated to operate at not more than 3,500 RPM at full load. Units shall be equipped with reversible oil pumps, shut-off valves, oil level sight glass, high- and low-pressure cut-outs, oil safety switches and crankcase heaters to control oil dilution during shut-down.
- c. Condenser coils shall be seamless copper with mechanically bonded aluminum plate fins. Coil size, refrigerant circuiting and number of rows deep shall be compatible with the compressor displacement and capacity at the specified operating conditions with minimum refrigerant pressure drop.
- d. Condenser fans shall be statically, and dynamically balanced propeller type fans directly driven by totally enclosed and inherently protected motors.
- e. Motor starters, control components and power terminal shall be grouped in an accessible control box inside the unit casing. Electrical components shall be pre-wired and control circuits shall be independently protected with fuses or breakers. Compressor protection shall include automatic relays to prevent excessive compressor short cycling.
- f. A complete operating charge of R-32 and compressor oil shall be furnished.

## 2.0 FAN COIL UNITS

- a. Units shall be ceiling mounted or suspended and wall mounted units as specified in the equipment schedule.
- b. Unit shall have capacity at the operating conditions specified. They shall include the evaporator coil, expansion valve, centrifugal type air circulation blower, permanent type air filter, condensate drip pans, and insulated decorative cabinet with discharge plenum, supply and return air grilles.
- c. Fan motors shall be equipped with overload protection.
- d. Provide appropriate layout for the drainage system based on the manufacturer's standard recommendations, provide common drainpipe header for the consolidated drainage system with at least 2inØ, complete with p-trap, clean-out and other fittings. Avoid using 90deg elbow or T-connectors.
- e. Individual drain systems must be equipped with drain pumps and with appropriate clean-out fitting. Use 1inØ PVC pipe drain line as applicable.

## **BASIC MATERIALS AND METHODS**

### **1.0 REFRIGERANT PIPING**

- a. Refrigerant piping shall be type L, hard-drawn seamless copper, suitable for a working pressure of 1200-2600kPa/174-377psig for all units (refer to manufacturer's recommendation for refrigerant pipe sizes). Fittings shall be wrought copper or brass designed for use with high temperature solder and suitable for a working pressure of not less than 2413kPa/350psig. Joints from soldered to threaded joints shall be made with standard adapter fittings using high temperature solder. Pipes or tubing shall be cut accurately to measurements established at the building lines. All piping shall be laid straight, and no pipe shall be laid against other metal without insulation. After cutting, the tubing shall be reamed, all burrs removed, and the internal surfaces thoroughly cleaned. While soldering pipes and fittings together, a continuous flow of inert nitrogen gas must be applied to sweep the internal surface of the tubing to avoid the formation of oxide inside.
- b. Condensate drain piping shall be of PVC pipe and sized to liberally dispose of the condensate to the nearest floor drain. A P-trap with clean out plugs shall be provided at the outlet for each drain pan.
- c. Pipe supports, and hangers shall be provided and fabricated in a workmanship manner out of steel angles, rods and flat bars. Metal to metal contact between pipes and hangers must be avoided by providing a 3mm. Thick rubber in between.
- d. Supports on horizontal lines shall be spaced at not more than 1.80 meters on center. All piping must be properly anchored so that no stress is placed on equipment connection by expansion.
- e. Pipe sleeves shall be of standard PVC pipes with sufficient diameter to provide a minimum clearance of 6mm around the pipe and in the case of insulated pipe approximately 6mm around the insulation. Pipe sleeves shall be installed whenever a pipe passes masonry or concrete and should not be permitted to pass through bearing walls, beams, or columns.
- f. Piping insulation shall be applied on all refrigerant suction and condensate drain lines. Insulation material shall be flexible elastomeric pipe insulation 2.5mm thick. Joints shall be sealed with appropriate contact adhesive. All refrigerant pipes shall be wrapped by polyethylene film cladding together with the wiring conduit.
- g. Refrigerant pipe sizes to be installed should be confirmed with the equipment supplier prior to installation at the job site.
- h. Upon completion of the installation, the entire refrigerant circuit shall be pressure and leak tested. Dry nitrogen gas should be used with a tracer of the type of refrigerant charge of the system. The high and low side shall be subjected to a pressure of 350 psig. These test pressures should be maintained for 24 hours, and any leaks found within the period must be immediately corrected. Leak detector to be used shall either be halide or electronic type. Dehydration should be in accordance with the equipment manufacturer recommendations. The triple evacuation should be employed bringing down the vacuum to 0.180-inch mercury absolute in each step or equivalent to 32° F indicated by the wet bulb vacuum indicator.

## **2.0 REFRIGERANT VALVES**

- a. Refrigerant valves shall be installed in the suction and discharge lines adjacent to the compressor and on the liquid line discharge side of the condenser. The valves shall be wrought copper or brass for use with R-410A or R-32, suitable for a working pressure of 2413kPa.
- b. Thermostatic expansion valves of the proper capacity shall be installed in the refrigerant supply line to the evaporator. They shall be of the diaphragm type, externally equalized and must be of such optimum size as to maintain a full active evaporator under all load conditions and yet reduce the possibility of flooding the refrigerant to the compressors during part load conditions.
- c. Dehydrators in combination with strainers shall be installed in the refrigerant line on the inlet side of the thermostatic expansion and solenoid valves. They shall have brass or copper bodies designed for a working pressure of 2413 KPa.
- d. Sight glasses shall be a combination of liquid and moisture indicators and shall be installed in the refrigerant lines to indicate whether the systems are properly charged and or with dry refrigerant in the system.

## **3.0 CONTROL SYSTEM**

- a. Operation of the air conditioning system shall be fully automatic. They shall be capable of maintaining at full or partial loads inside conditions of 25°C D.B. (plus or minus 1.11 C) and 50% relative humidity (plus or minus 5% RH). Room thermostat shall control the operation of the compressor thru relays.
- b. The controls shall be wired in such a way that whenever a condensing unit is in operation the fan coil unit is also in operation.
- c. The compressor crankcase heater must be of such capacity as to provide sufficient heat to the oil in the crankcase during inoperative periods so that serious oil foaming and slogging shall be prevented. The heater must be automatically energized whenever compressor operation stops and de-energized when the compressor starts.

## **4.0 WIRING**

All electric power and control wiring necessary to be provided by the Contractor shall be accomplished in accordance with the requirements of the electrical plans and specifications and shall conform to the PEC. Wiring system including materials shall also comply with the Manufacturer's Recommendation.

## **5.0 PAINTING AND FINISHING**

Pipe hangers, duct hangers, un-insulated piping and other ferrous metal work that have not received factory painting shall be thoroughly cleaned and apply two (2) coats of rust preventive paint such as epoxy primer or red oxide.

## **6.0 VIBRATION ABSORBING FOUNDATION**

All items for mechanical equipment shall be properly isolated from the building structure by means of vibration absorbing foundation. Each foundation shall include an adequate number of standard vibration isolation units. The Contractor is advised to submit a shop drawing of the proposed steel platform for the

condensing units at the roof that is signed and sealed by a structural engineer for approval by the Architect prior to fabrication.

**7.0 TESTING AND BALANCING**

Upon completion of installation and when the system is ready for operation, capacity and general test shall be conducted by a competent and experienced engineer to be furnished by the Contractor. These tests shall demonstrate the specified capacities of the equipment and in accordance with the manufacturer’s recommendation.

All instruments to be used shall be of the Industrial Grade, recently calibrated and of the proper type to suit the type of system being tested and balanced.

All piping shall be pressure tested at 1½ times the design working pressure. The pressure shall be held for 24 hours, and no pressure loss shall appear at the end of this period. All leaks shall be repaired, and test repeated.

During this test, the Contractor shall demonstrate to the satisfaction of the Owner that all parts are installed correctly and operating properly. The Contractor shall be responsible for the satisfactory performance and all operating parameters such as temperature, current, voltage, electrical controls, etc.

**SECTION III: DUCTING WORKS**

**DESCRIPTION OF DUCTING WORKS:**

The ducting works shall be the relocation of exiting two (2) units 4-way supply air diffusers and additional one (1) unit 4-way supply air diffuser at IT Governance and Standards Department (ITGSD).

**BASIC MATERIALS AND METHODS:**

- 1. Thickness list of sheet metal for the ductwork is as follows:

| Dimension<br>longest side<br>(mm.) | Galvanized<br>Sheet Metal<br>Thickness<br>(all four sides)<br>(mm.) | Minimum reinforcing angle size<br>and longitudinal spacing<br>between transverse joints and<br>intermediate reinforcing (mm.) |
|------------------------------------|---|---|
| Up to 300                          | 0.50  | None required   |
| 325 to 450                         | 0.60  | None required   |
| 475 to 750                         | 0.60  | 25 x 25 x 3 at 1200   |
| 775 to 1050                        | 0.80  | 25 x 25 x 3 at 1200   |
| 1075 to 1350                       | 0.80  | 38 x 38 x 3 at 1200   |
| 1375 to 1500                       | 1.00  | 38 x 38 x 3 at 1200   |
| 1525 to 2150                       | 1.00  | 38 x 38 x 3 at 1200   |
| 2175 to 2450                       | 1.20  | 38 x 38 x 6 at 1200   |
| Over 2450                          | 1.20  | 50 x 50 x 6 at 1200   |

- 2. Ducts tapped to the existing ducting system shall be braced and reinforced with angles, supported and securely anchored to the building in an approved manner so as to be quiet and completely vibration free.
- 3. Curved elbows shall have a centerline radius of not less than 1-1/2 times width of the duct.
- 4. Flexible round ducts if used shall be fully annealed aluminum formed into a multi-ply corrugation and encased with 25-mm. thick fiberglass having a reinforced aluminum foil vapor barrier.

5. Square diffusers shall be suitable for horizontal installation with a fixed diffusion pattern. They shall be equipped with guide vanes for efficient and uniform flow of air into them and shall be fabricated from 22-gauge BI sheets.
6. All ducts carrying cooled and dehumidified air shall be insulated. The duct surface should first be de-greased using methylated spirits or acetone before application of insulation. Insulation shall be polyolefin with 50mm thickness.
7. All new ducting works shall be isolated to the existing ducting before testing. Smoke testing shall be conducted on the newly installed system. No leaks shall appear during testing and all leaks shall be repaired and test repeated

**STRUCTURED CABLING OF SVP - ITMG**

| Item | Specification  |
|------|--|
|      | <b>SSS Structured Cabling</b>  |
| 1    | CAT5e Information Outlet – 24 pcs.   |
| 2    | CAT5e Patch Panel 24 ports - 1 pcs   |
| 3    | Modular Faceplates 2 ports – 11 pcs.   |
| 4    | Modular Faceplates 1 port – 2pcs.  |
| 5    | Cat5e UTP Cable solid - 4 rolls(305m)  |
| 6    | Roughing-ins shall be PVC of various sizes with fittings, Plastic/square boxes, pull boxes, angle bars, connectors, couplings, bolts, support hangers, etc.              |
| 7    | Supply necessary materials manpower, tools, and technical personnel for the full implementation of the project   |
| 8    | Installation, cable pulling, termination and testing for 24 data/voice from cat5e patch panels and information outlets shall be in accordance with ANSI/TIA 568 standard |
| 9    | Conduits and hangers should be installed with proper supports (prefabricated or special fabrication if necessary)  |
| 10   | Any other materials necessary to complete the project but not included in the BOQ shall be the accountability of the supplier without additional cost to SSS.            |
| 11   | Termination, commissioning, tagging and submission of test result of data and voice outlet   |

**PROJECT : IMPROVEMENT OF FAÇADE AND REAR EXTERIOR WALL OF SSS**  
**SUBJECT : BAGUIO BUILDING AND ANNEX BUILDING**  
**TECHNICAL SPECIFICATIONS**

**I. GENERAL SPECIFICATIONS**

**1. WORKMANSHIP**

The work throughout shall be executed in the best and most thorough manner under the direction of and to the satisfaction of the SSS Engineer or Representative who will interpret the meaning of the drawings and specifications and shall have the authority to reject any works and materials, which in their judgment, are not in full accordance therewith required phases of work shall be done by skilled and competent men who are engaged or specialized in the type of work specified.

**2. SITE EXAMINATION**

Prospective bidders are required to conduct site inspection to determine all incidental materials and activities that are necessary to be furnished and executed to complete the project. Examine the site premises and all conditions 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 surface regardless of measurements made.

**3. PROTECTION OF WORK AND PROPERTY**

The contractor shall ensure protection of existing structures, properties and other areas not affected by the work specified, including office furniture and equipment. Any damage incurred during the activity shall be restored/repared by the Contractor at their own expense, and it shall be done in a satisfactory and approved manner.

Place warning signs where work is being undertaken. Remove work materials damaged by failure to provide protection and replace with new work materials at no cost to the Owner.

**4. SUBMITTALS**

The Contractor shall submit samples of finishes, furnished materials and equivalent materials for approval of SSS Implementing Unit prior to installation or application.

**5. QUALITY OF MATERIALS**

All replacement materials shall be new, free from defects, passed and conformed to International Standard and Philippine Standard set forth by Bureau of Product Standards - Department of Trade and Industry.

**6. CLEANING**

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

**7. AS-BUILT PLAN AND ELECTRONIC FILE**

Three (3) sets 20" x 30" blue print as-built plans duly signed and sealed by the Contractor's Civil Engineer or Architect for Civil and Architectural plans and Electrical Engineer for Electrical plans.



The contractor shall likewise submit electronic file copy of as-built construction plans using AutoCAD software in USB flashdrive.

## **II. SCOPE OF WORKS AND MATERIAL SPECIFICATIONS**

### **A. SCOPE OF WORKS**

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

#### **1) GENERAL REQUIREMENTS**

- a) Permits/Clearances and other requirements from the Local Government Unit and other agencies
  - Processing/securing of permits/clearances and related requirements/documents including fees e.g. Construction safety and health program, Brgy. Clearance, locational clearance, building/renovation permit, etc.
  - Preparation/reproduction of construction plans, as-built plans, detailed plans for the structural supports/carrier system of the ACP cladding (with structural computation/analysis, if required for permit purposes) including fees for the signing and sealing of plans/documents
- b) Temporary Facilities
- c) Provision of Safety Equipment and other safety requirements
- d) Scaffolding system for the removal of pebble washout, painting works, ACP installation, glass refurbishment, etc.

#### **2) SITE PREPARATION**

- a) Temporary board-up/site enclosure including protective covering for affected equipment and facilities
- b) Hauling and disposal of waste/unusable materials, debris, etc.
- c) Removal/chipping of pebble-washout finish including loose plastering/mortar
- d) Demolition/dismantling of tempered glass at the ground floor front elevation and twin roof at the Main Entrance canopy
- e) Plastering of exterior walls upon removal of pebble washout finish
- f) Restoration/repair of damaged portion of walls and other areas affected by stripping

#### **3) CIVIL/ARCHITECTURAL WORKS**

##### **a. Face-lifting/Improvement of Façade**

- Supply and installation of plain 4mm thick Aluminum Composite Panels (ACP) for exterior façade/walls including frames/carrier system, sealant and other installation/fixing accessories
- Supply and installation of 1.2mm thick perforated aluminum metal sheet for exterior façade/wall including frames/carrier system, sealant and other installation/fixing accessories
- Replacement of exterior ceiling using G.18 (1.2mm thick) perforated aluminum metal sheet on suspended metal frames/carrier system at the balcony area (front, right, and left side elevation) and Main Entrance canopy.
- Replacement of exterior plywood ceiling using 6mm thick fiber cement

board on suspended metal frames/carrier system including painting works (Main Building rear side and Annex Building exterior ceiling)

- Refurbishment of existing exterior/perimeter glass windows/panels and doors (cleaning/repair of glass panels, re-application of exterior sealant, repainting of window/door frames including replacement of broken glass panes), including repainting of powder-coated aluminum frames and jambs
- Installation of rib-type G.I. Roofing G.24 0.5mm thick (Blue) w/ Profile distance of 143mm and profile height of 22mm attached on 2"x3"x1.5mm thick G.I. C-purlins with 2"x3"x1.5mm thick tubular rafter frame/s at Façade canopy entrance connected to existing inside concrete gutter W/ 10mm PE foam Insulation.
- Cleaning and repair of PWD access ramp/sidewalk
- Waterproofing of existing interior concrete gutter at the Main Entrance canopy using polyurethane waterproofing membrane, 0.5mm per coat - 3 coats
- Dismantling, repainting and reinstallation of existing exterior metal signages

**b. Plumbing Works**

- De-clogging of existing concrete gutters/100mm Ø storm drainpipes at the Main Entrance canopy

**c. Glass Doors/Partitions**

- Supply and Installation, 1.8m x 2.2m, 12mm thick tempered clear glass, double leaf swing door on FD-100 top & bottom aluminum frame including jamb, powder coated finish complete w/ fittings, 1"Ø H-type stainless steel handle 0.60m length, locksets, hardware's & accessories (front elevation)
- Supply and installation of 12mm THK tempered glass partitions/glass window with powder coated finish aluminum frame (ground floor-front elevation)
- Installation of cut out vinyl Frosted Sticker at ground floor entrance and ground floor glass façade

**d. Plastering/Painting Works**

- Concrete wall paint before installation of ACP Cladding (Concrete Neutralizer, Concrete Primer - white); Surface preparation and application of paint including miscellaneous materials i.e. thinners, tinting colors, rags, paint brush, roller pan, putty, masking tape & other consumables- 1 coat only
- Concrete wall paint from ground-fourth floor balconies (Concrete Neutralizer, Concrete Primer - white); Surface preparation and application of paint including miscellaneous materials i.e. thinners, tinting colors, rags, paint brush, roller pan, putty, masking tape & other consumables - 2 coats

B. MATERIAL SPECIFICATIONS

| PARTICULARS                            | MATERIAL SPECIFICATION / DESCRIPTION   | REMARKS                              |
|--|--|--------------------------------------|
| I. FACELIFTING / IMPROVEMENT OF FAÇADE |  |                                      |
| ALUMINUM COMPOSITE PANEL (ACP)         | <p>Base Material: High-strength aluminum alloy coils<br/>Core: Non-toxic low-density polyethylene<br/>Coating Type: Nano-PVDF<br/>Overall Thickness: 4.0 mm<br/>Skin Thickness: 0.5 mm per side<br/>Unit Weight: 5.50 kgs/square meter<br/>Bending Strength: &gt; 100 Mpa<br/>Impact Resistance: &gt; 1500 kg.<br/>High water repellency, dirt can easily be cleaned by a heavy rain, pollution and oil resistant, strong acid and alkali resistant.<br/>Color: to submit sample brochure/swatches<br/>Frames/carrier system: as designed by the Structural Engineer, with metal frames/carrier components in painted finish using appropriate primer and topcoat materials<br/><br/>Panels should be corrosion-resistant and should require minimal maintenance and be easy to clean.</p> <p>SUBMITTALS:<br/>The Contractor shall submit the following documents / sample of materials prior to implementation / installation of ACP cladding:</p> <p>a) Shop Drawings/Plans duly signed and sealed by a Structural Engineer</p> <ul style="list-style-type: none"><li>- Detailed drawings of installation, connections and attachments of ACP to aluminum and steel framings</li><li>- Detailed drawings of aluminum and steel framing connections and attachment to the building</li><li>- Any deviation or configuration from the approved plan or shop drawings</li></ul> <p>b) Product Data: Manufacture’s Technical Data of ACP, fasteners, clips, backer rod, sealant, wafertex, expansion bolt</p> <p>c) Product Samples: ACP fasteners, clips, backer rod, sealant, wafertex, expansion bolt</p> <p>DESIGN REQUIREMENTS:</p> <ul style="list-style-type: none"><li>• Material Components – must be designed and manufactured to withstand dead and live loads caused by positive and negative wind pressure acting normally to plane of composite wall panels in accordance with National Structural Code of the Philippines.</li><li>• Wall Panel Deflection – L/180</li><li>• Perimeter Framing Deflection – L/180</li><li>• Thermal Movement – Can accommodate vertical and horizontal thermal movement of components without causing distortion, excessive stress on fasteners, or oil canning when subjected to recurring temperature variations</li><li>• Seismic Design – must conform to the National Structural</li></ul> | Submit sample/swatch and/or brochure |

|                                  |   |                                      |
|----------------------------------|---|--------------------------------------|
|                                  | <p>Code of the Philippines for seismic category appropriate for the location where the system will be installed</p> <p>DELIVERY, STORAGE, AND HANDLING:</p> <ul style="list-style-type: none"> <li>• Deliver components, sheets, aluminum composite panels, and other manufactured items to prevent damage or deformity.</li> <li>• Package ACPs for protection during transportation and handling.</li> <li>• Unload, store and erect ACPs in a manner to prevent bending, warping, twisting and surface damage in a safe and dry place. Avoid contact with other materials that may cause staining, twisting or other surface damage.</li> <li>• Storage space must not exceed 120 degrees Fahrenheit.</li> </ul>   |                                      |
| <b>PERFORATED ALUMINUM METAL</b> | <p>Aluminum Grade: A3003 or A5052<br/> Thickness: G.18 – 1.2mm<br/> Finish: powder coated or PVDF coated<br/> Perforation Pattern: Round<br/> Perforation size: 25mm, must be evenly distributed<br/> Open area: 20%-40%</p> <p>Frames/carrier system: as designed by the Structural Engineer, with metal frames/carrier components in painted finish using appropriate primer and topcoat materials</p> <p>Panels should be corrosion-resistant and should require minimal maintenance and be easy to clean.</p> <p>SUBMITTALS:<br/> The Contractor shall submit the following documents / sample of materials prior to implementation / installation of Perforated Aluminum cladding:</p> <p>a) Shop Drawings/Plans duly signed and sealed by a Structural Engineer</p> <ul style="list-style-type: none"> <li>- Detailed drawings of installation, connections and attachments of ACP to aluminum and steel framings</li> <li>- Detailed drawings of aluminum and steel framing connections and attachment to the building</li> <li>- Any deviation or configuration from the approved plan or shop drawings</li> </ul> <p>b) Product Data: Manufacture’s Technical Data of ACP, fasteners, clips, backer rod, sealant, wafertex, expansion bolt</p> <p>c) Product Samples: ACP fasteners, clips, backer rod, sealant, wafertex, expansion bolt</p> <p>DESIGN REQUIREMENTS:</p> <ul style="list-style-type: none"> <li>• Material Components – must be designed and manufactured to withstand dead and live loads caused by positive and negative wind pressure acting normally to plane of composite wall panels in accordance with National Structural Code of the Philippines.</li> <li>• Wall Panel Deflection – L/180</li> <li>• Perimeter Framing Deflection – L/180</li> <li>• Thermal Movement – Can accommodate vertical and horizontal thermal movement of components without causing distortion, excessive stress on fasteners, or oil</li> </ul> | Submit sample/swatch and/or brochure |

|   |  |                                      |
|---|--|--------------------------------------|
|   | <p>canning when subjected to recurring temperature variations</p> <ul style="list-style-type: none"> <li>Seismic Design – must conform to the National Structural Code of the Philippines for seismic category appropriate for the location where the system will be installed</li> </ul> <p>DELIVERY, STORAGE, AND HANDLING:</p> <ul style="list-style-type: none"> <li>Panels should be securely package to prevent damage during transit. Use protective materials such as foam padding, plastic wrap, and wooden crates or pallets.</li> <li>Secure panels during transport to prevent shifting or sliding</li> <li>Inspect panels upon delivery for any signs of damage or defects.</li> <li>Store panels in a dry, clean. And well-ventilated area.</li> <li>Avoid direct sunlight, extreme temperature to prevent material degradation.</li> <li>Store panels flat on level ground, preferably on pallets or supports; if stacking, ensure panels are evenly supported and do not exceed the manufacturer’s recommended stacking height.</li> </ul> |                                      |
| <b>GLASS PARTITION /FIXED PANELS</b>      | Material: 12mm thick frameless tempered glass w/ Aluminum frame powder coated finish   | Submit sample/swatch and/or brochure |
| <b>GLASS DOORS</b>                        | Material: Tempered Glass<br>Thickness: 12mm<br>Jamb: Aluminum powder coated finish<br>Handle: H-type 25mm Ø stainless steel, 0.6m Length<br>Lockset: Floor latch lock  | Submit sample/swatch and/or brochure |
| <b>AWNING WINDOWS</b>                     | Material: Aluminum Frame w/ glass panel<br>Finish: Powder Coated (Gray)<br>Glass: 6mm Tempered Glass<br>Handle: Multilock type<br>W/ complete set of necessary hardware’s and accessories  | Submit sample/swatch and/or brochure |
| <b>LIGHTING FIXTURES</b>                  | (w/ separate technical specifications)   | Submit sample/swatch and/or brochure |
| <b>POLYURETHANE WATER PROOFING (PU-D)</b> | Color: Gray<br>Adhesion to concrete: >1.2MPA<br>Shore A Hardness: >40<br>Crack Bridging: up to 2mm<br>Elongation at break: up to 400%<br>Specific Gravity: 1.35kg/L<br>Solid Content: at least 60%<br>Toxicity: Non-Toxic<br>Flammability: Non-Flammable<br><br>SURFACE PREPARATION: <ul style="list-style-type: none"> <li>Substrate must be clean and free from all traces of loose materials, old coatings, curing compounds, release agents, laitance, oil grease, and it should be saturated-surface-dry (SSD condition)</li> <li>Structurally unsound layers or surface contaminants</li> </ul>  | Submit sample/swatch and/or brochure |

|   |  |  |
|---|--|--|
|   | <p>must be mechanically removed by abrasive blast tracking, shot blasting, scarifying or grinding.</p> <ul style="list-style-type: none"> <li>• Substrate heavily impregnated with oil must be cleaned by torching, using suitable solvent or degreaser substance.</li> <li>• Weak concrete must be removed and surface defects such as blowholes and voids must be fully exposed.</li> <li>• All ducts, loose and friable material must be fully completely removed from all surfaces, preferably by brush and/or vacuum, before application of product.</li> </ul> <p>DELIVERY, STORAGE, AND HANDLING:</p> <ul style="list-style-type: none"> <li>• Protect from water and adverse weather conditions.</li> <li>• Keep dry and cool on wooden pallets at between +10C – 25C in moisture free conditions.</li> <li>• The opened products should be closed immediately and consumed first.</li> <li>• Maximum 3 buckets should be stock on each other</li> </ul>   |  |
| <b>REFURBISHMENT OF EXTERIOR GLASS PANELS</b> | <p>REQUIREMENTS:</p> <p>REPAINTING OF ALUMINUM POWDER COATED FRAMES:</p> <ul style="list-style-type: none"> <li>• Thoroughly clean the aluminum frame to remove any dirt, grease, or contaminants. Use a mild detergent solution and a soft cloth or sponge to wipe down the surface. Rinse with clean water and allow it to dry completely.</li> <li>• Apply a suitable degreasing agent to eliminate any residual oils or grease that might interfere with the adhesion of the paint.</li> <li>• Lightly sand the powder-coated surface using fine-grit sandpaper (220-320 grit).</li> <li>• After sanding, thoroughly remove all dust and debris using a tack cloth or a vacuum cleaner w/ brush attachment.</li> <li>• Apply an etching primer specifically designed for aluminum surfaces.</li> <li>• Mask off any areas of the glass to avoid unwanted paints using masking tape, plastic sheeting or paper.</li> <li>• Apply paint using Paint sprayer and allow each coat to dry completely before applying for the next coat.</li> </ul> <p>CLEANING/REPAIR OF GLASS PANELS, SEALANT AND FRAMES ON WINDOWS AND FIXED GLASS PANELS:</p> <ul style="list-style-type: none"> <li>• Wash exterior glass surfaces with water, detergent and appropriate glass cleaner solution.</li> <li>• Wipe off excess water with a squeegee.</li> <li>• Wipe dry with scrap newspaper or vacuum cleaner.</li> </ul> <p>Use heavy duty clear sealant on windows with defective sealant</p> |  |
| <b>CANOPY ROOFING</b>                         | <p>Roofing: RIB TYPE ROOFING G.24<br/> Color: BLUE, pre-painted<br/> Profile Distance: 143mm<br/> Profile Height: 22mm<br/> Rafter: 2"x3"x1.5mm THK G.I. Spaced @1200mm<br/> C-Purlins: 2"x3"x1.5mm THK G.I. Spaced @600mm</p>   |  |

|   |   |                                      |
|---|---|--------------------------------------|
|   | <p>Gutter: 260mmX230mm<br/>Insulation: Double sided aluminized PE, foam sheet 10mm thick</p> <p>DESIGN/INSTALLATION REQUIREMENTS:</p> <ul style="list-style-type: none"> <li>• Use materials that meet the Philippine national standards for roofing materials</li> <li>• Rafter and C-purlins should be appropriately sized and spaced according to the load requirements and span.</li> <li>• Ensure all connections between roofing components are durable.</li> <li>• Proper Insulation should be checked.</li> </ul>   |                                      |
| <b>II. SITE PREPARATION</b>               |   |                                      |
| <b>TEMPORARY BOARD-UP/ SITE ENCLOSURE</b> | <p>Enclosure: G.I. Rib type roofing sheet G.24, pre-painted<br/>Structural Frame: G.I. pipe Sched.40, H-frame, G.I. Tubular</p> <p>PREPARATION, SAFETY AND ACCESSABILITY</p> <ul style="list-style-type: none"> <li>• Use tin snips or appropriate tools to cut rib type roofing</li> <li>• Ensure tek screws penetrate into the framing or secure backing to provide adequate support</li> <li>• Ensure that temporary board-ups do not obstruct emergency exits, windows, air-conditioning and ventilation systems and other critical building egress/ingress.</li> <li>• Clearly mark temporary board-up with warning signs or labels to alert personnel and visitors</li> <li>• Repair or replace damaged roofing sheets to maintain the integrity of the board-up</li> </ul>   |                                      |
| <b>SCAFFOLDING</b>                        | <p>STEEL/ALUMINUM TUBES:<br/>Material: High strength, hot-dipped galvanized steel/High grade aluminum alloy<br/>Dimensions: 48.3mm-50.8mm Dia., 4mm THK for heavy duty application<br/>Standard Compliances: BS1139, EN39, ANSI A10.8, EN 1004 or equivalent</p> <p>COUPLERS AND FASTENERS:<br/>Material: Aluminum or steel, corrosion resistant.<br/>Standards: Comply with relevant international standards</p> <p>PLATFORM AND DECKING:<br/>Material: Perforated or non-perforated galvanized steel<br/>Dimensions: 1.5m-3m, vary according to scaffold design<br/>Load Capacity: Must support at least four times the intended load<br/>Features: Anti-slip surface</p> <p>Wooden planks:<br/>Material: Solid, High-quality lumber hardwood<br/>Load Capacity: Must be capable of supporting the intended loads safely</p> <p>Additional Decking/Subfloor platform:</p> | Submit sample/swatch and/or brochure |

|  |   |                                      |
|--|---|--------------------------------------|
|  | <p>Material: Phenolic Board</p> <p>Capacity: Designed to support construction debris and other loads</p> <p>SAFETY FEATURES:</p> <p>Guardrails and mid-rails</p> <ul style="list-style-type: none"> <li>• Steel or aluminum</li> <li>• Guardrails must be 42" and midrails at 21" from the platform</li> </ul> <p>Toe boards</p> <ul style="list-style-type: none"> <li>• Steel, Aluminum, or wood</li> <li>• Minimum height of 4"</li> </ul> <p>Must be compliant with Occupational Safety and Health Standards (OSHS)</p>   |                                      |
| <b>DEMOLITION OF PEBBLE-WASHOUT FINISHES</b>           | <p>Material: Pebble Washout finish</p> <p>Thickness: 50mm-125mm (average) including mortar and loose plaster</p> <p>Area: Exterior Walls</p> <p>DEMOLITION REQUIREMENTS:</p> <ul style="list-style-type: none"> <li>• Ensure all utilities that can potentially affects the demolition are safely disconnected</li> <li>• Erect scaffolding to provide safe access to all levels of the building. Ensure scaffolding is stable and complies with safety standards.</li> <li>• Start demolition from the top floor and work downward to minimize the risk of structural instability.</li> <li>• Divide work area into manageable sections to control debris and ensure systematic removal.</li> <li>• Use hand tools (sledgehammers, hammers, chisels) to manually remove the pebble wash layer.</li> <li>• For large sections or tougher areas, use mechanical tools (angle grinders, chipping guns)</li> <li>• Install construction-grade nets for all open or unprotected sides to contain any falling debris which may cause harm to persons and damage to properties/equipment and other building components.</li> <li>• For thick pebble-washout layers, use phenolic board or any heavy-duty subfloor or platform to contain the large chunks of falling debris or to minimize falling debris.</li> </ul> |                                      |
| <b>III. REPAINTING / RESTORATION OF EXTERIOR WALLS</b> |   |                                      |
| <b>EXTERIOR MASONRY SURFACES</b>                       | <p>1 coat - Acrylic / Latex paint primer</p> <p>2 coats – Acrylic / Latex paint top coat</p>  | Submit sample/swatch and/or brochure |
| <b>EXTERIOR METAL/WOOD SURFACES</b>                    | <p>1 coat – QDE / Epoxy paint primer</p> <p>2 coats – QDE / Epoxy paint top coat</p>  | Submit sample/swatch and/or brochure |
| <b>EXTERIOR MASONRY SURFACES RESTORATION</b>           | <ul style="list-style-type: none"> <li>• Portland cement</li> <li>• Sand</li> <li>• Skim coat</li> </ul> <p>SURFACE PREPARATION:</p>  | Submit sample/swatch and/or brochure |

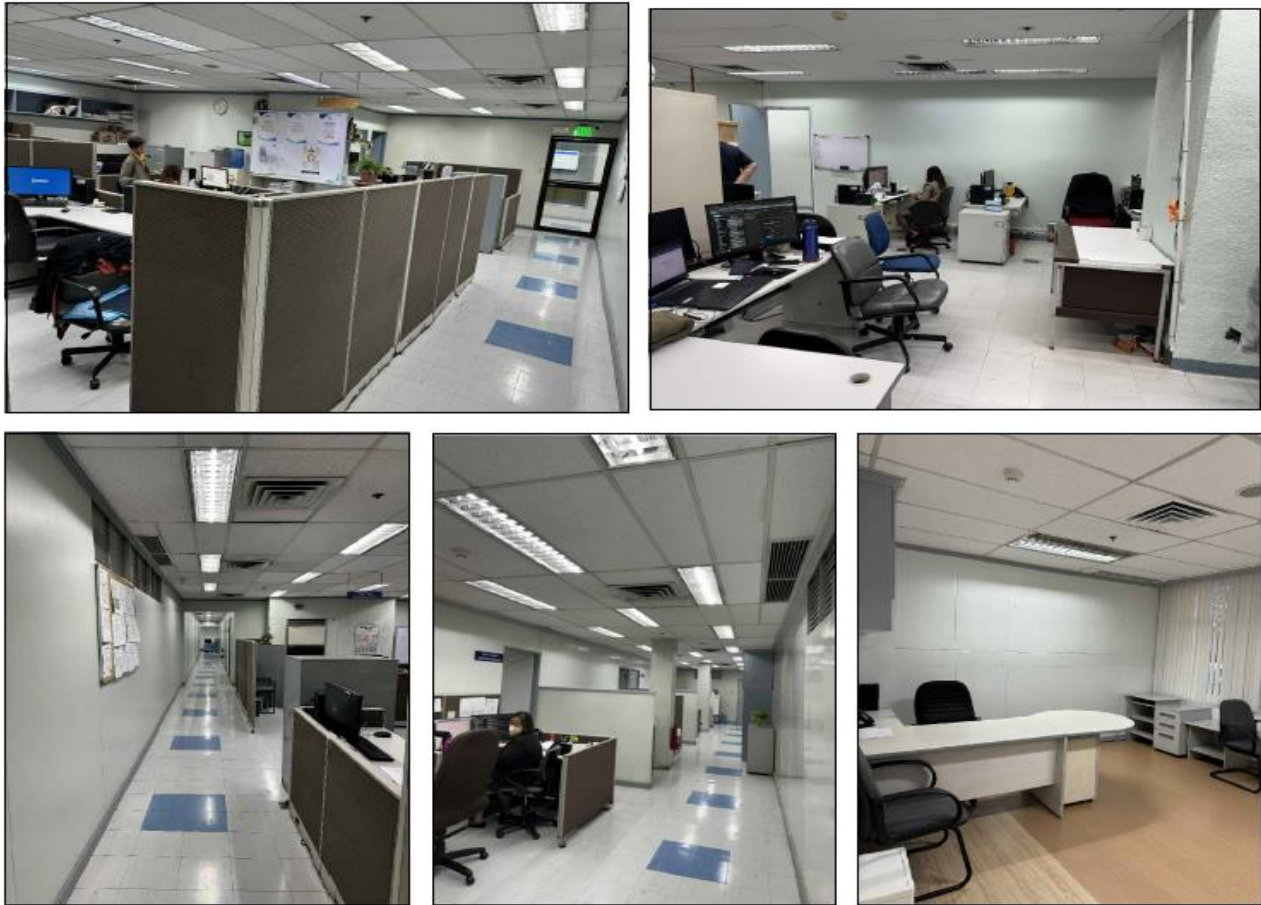


|  |  |  |
|--|--|--|
|  | <ul style="list-style-type: none"><li>• Clean off loose materials such as dust, rust, old paint or anything that can be manually removed by using a broom, a chisel, scraper, sandpaper or steel brush.</li><li>• Use power equipment or chemicals to remove stubborn tight chemical materials on the surface, like grease, chemicals, gums or anything that may lift or take off the surface coating with it or that may prevent adhesion of the coating.</li><li>• Repair voids, cracks, nicks, holes, etc. with the proper patching material or same material as the surface finish especially on areas affected by refrigerant pipes or drainpipes.</li><li>• All areas to be painted must be dry and thoroughly clean.</li><li>• All mildewed surfaces must be scrubbed clean with mildewcide solution. Allow to stand for 15 minutes. Rinse well, let dry and paint as soon as possible to prevent re-infection.</li><li>• If the existing paint is sound and adheres well, wash down with clean water and let dry before repainting with a similar or compatible finish coat.</li><li>• Putty hairline cracks and other minor surface imperfections. Spot prime puttied areas.</li><li>• Cleared surfaces must be immediately primed with metal primers.</li><li>• Apply anti-corrosive metal primer by roller or brush. Allow overnight drying.</li><li>• Wire brush or scrape rust on affected metal surface.</li><li>• Apply Metal Etching Solution. Let stay for 10 to 15 minutes.</li><li>• Wash surface thoroughly with water, letting it dry before applying paint</li><li>• Surfaces must be free from oil, grease, dust and rust, mill scale, paint and other contaminant.</li></ul> <p>All paint colors must be pre-mixed at the factory. Samples of paint colors must be submitted to SSS for approval before application.</p> |  |
|--|--|--|

Materials and work deemed necessary to complete the project but not specifically mentioned in the Specifications, working drawings or in the other contract documents are inferred and shall be supplied, installed and rendered by the contractor without extra cost to the owner. Such material shall be of the highest quality available, installed and applied in workmanlike manner at prescribed or appropriate locations

*Section VII. Drawings*

LOT 1 – RENOVATION OF DCOD OFFICE AREA AND VP OFFICES

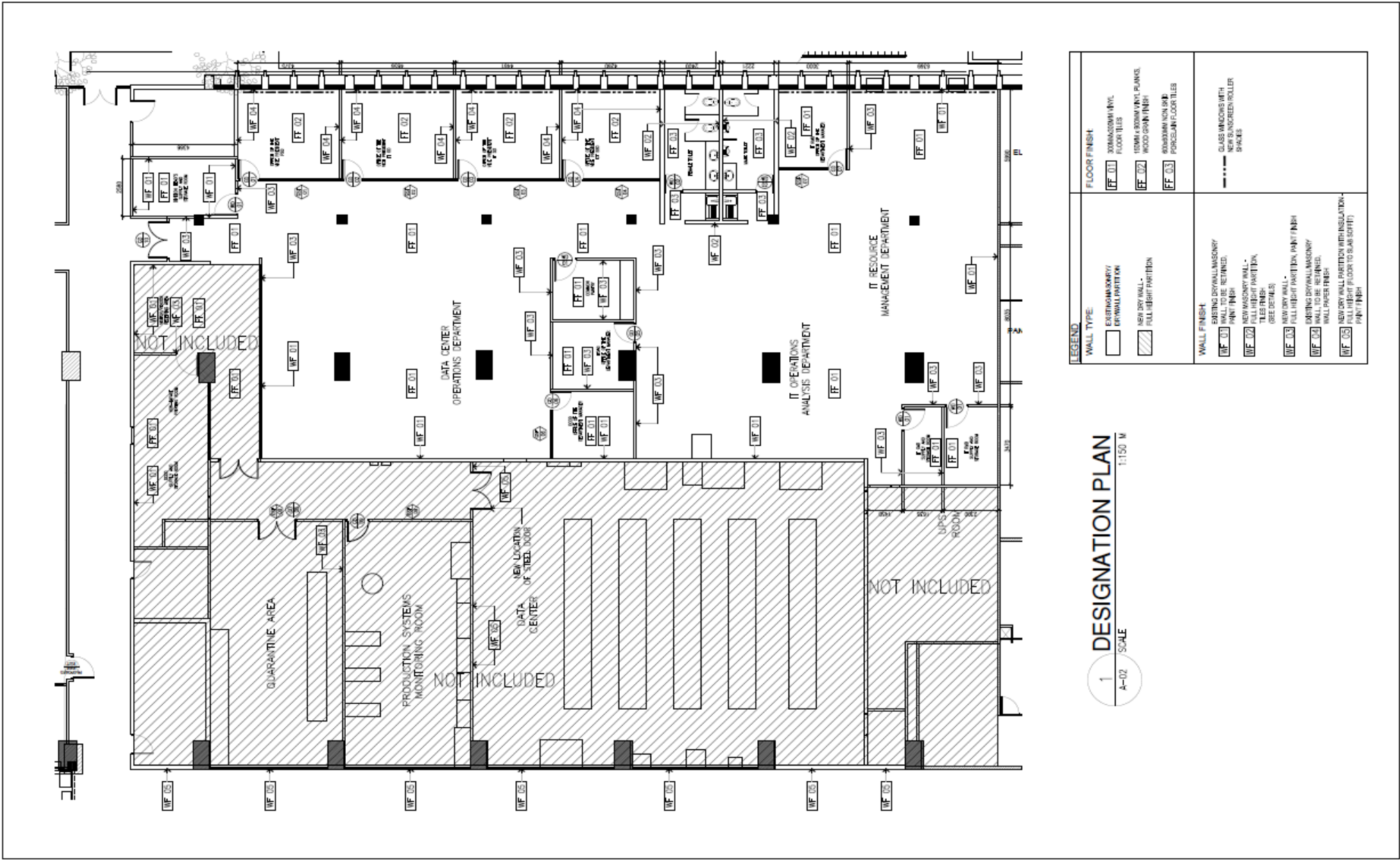


1 EXISTING SITE PHOTOS  
A-00 NOT TO SCALE

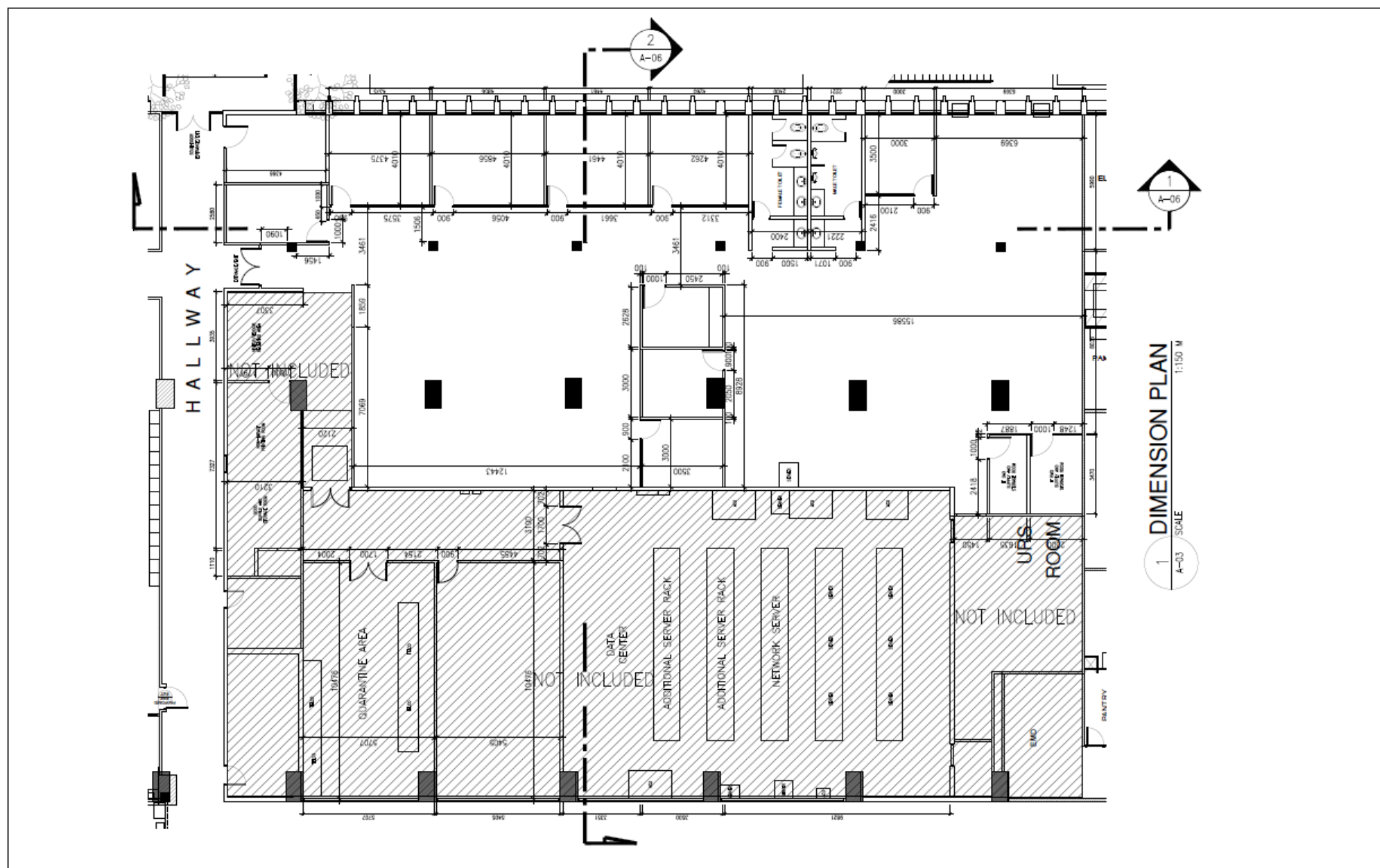
TABLE OF CONTENTS

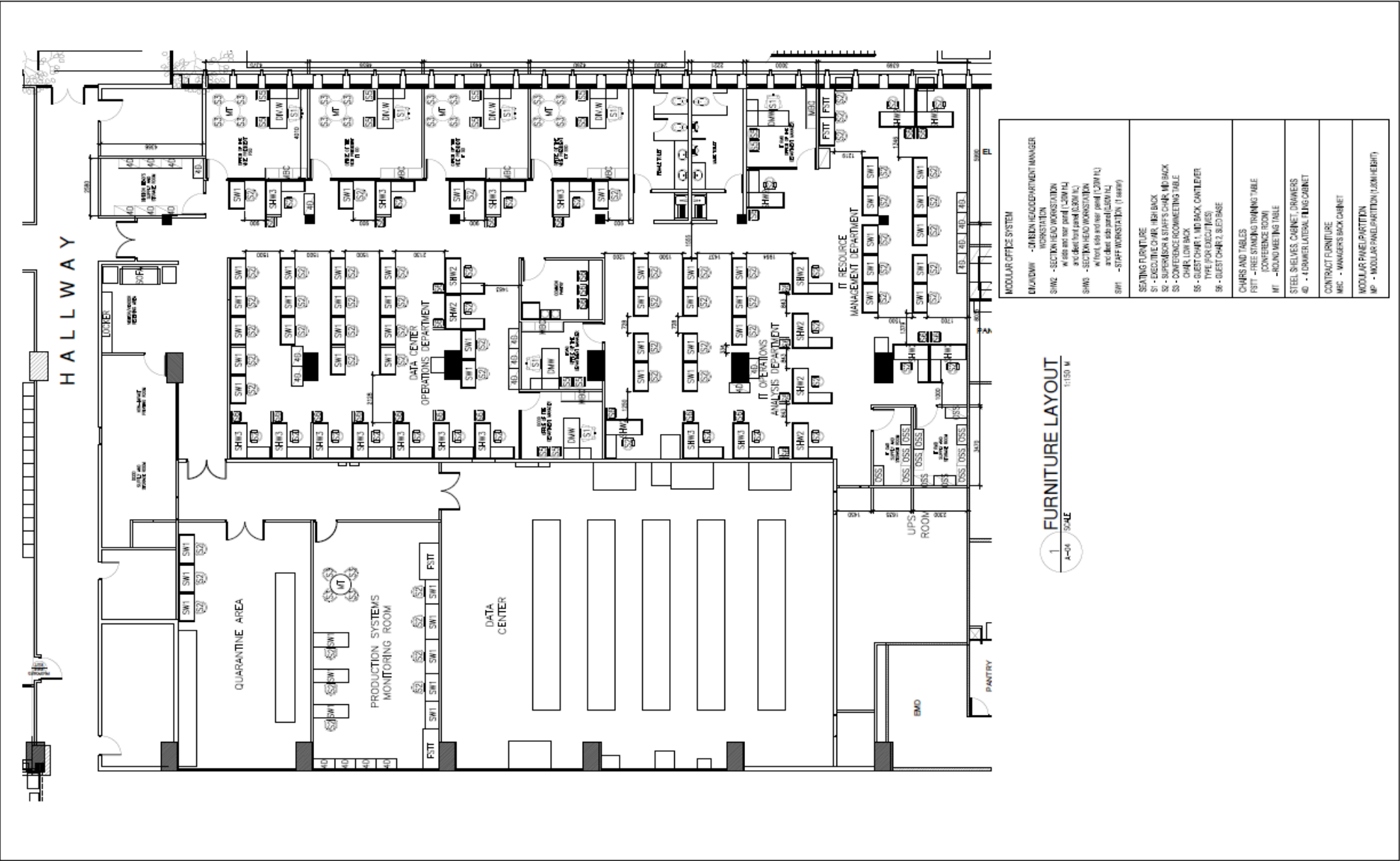
|                |   |
|----------------|---|
| ARCHITECTURAL  |   |
| A-00           | TABLE OF CONTENTS, SITE PHOTOS              |
| A-01           | PROPOSED FLOOR LAYOUT - DCOD AREA           |
| A-02           | DESIGNATION PLAN                            |
| A-03           | DIMENSION PLAN                              |
| A-04           | FURNITURE LAYOUT                            |
| A-05           | REFLECTED CEILING PLAN                      |
| A-06           | SECTIONS                                    |
| A-07           | SCHEDULE OF GLASS DOORS AND PARTITIONS      |
| A-08           | SCHEDULE OF GLASS DOORS AND PARTITIONS      |
| A-09           | SCHEDULE OF WOOD/GLASS DOORS AND PARTITIONS |
| A-10           | FROSTED STICKER DETAILS, GLASS DOOR SIGNAGE |
| A-11           | FROSTED STICKER DETAILS, GLASS DOOR SIGNAGE |
| A-12           | TOILET DETAILS                              |
| A-13           | TOILET DETAILS                              |
| A-14           | PANTRY DETAILS                              |
| A-15           | PROPOSED FLOOR LAYOUT - ITGSD, PMO          |
| A-16           | DESIGNATION PLAN                            |
| A-17           | DIMENSION PLAN                              |
| A-18           | FURNITURE LAYOUT                            |
| A-19           | REFLECTED CEILING PLAN                      |
| A-20           | SECTIONS                                    |
| A-21           | SCHEDULE OF GLASS DOORS AND PARTITIONS      |
| A-22           | SCHEDULE OF GLASS DOORS AND PARTITIONS      |
| A-23           | SCHEDULE OF GLASS DOORS AND PARTITIONS      |
| PLUMBING       |   |
| P-01           | WATERLINE LAYOUT                            |
| P-02           | SEWERLINE LAYOUT                            |
| MECHANICAL     |   |
| ME-01          | GENERAL NOTES & EQUIPMENT SCHEDULE          |
| ME-02          | MISCELLANEOUS DETAILS                       |
| ME-03          | MISCELLANEOUS DETAILS                       |
| ME-04          | PROPOSED MECHANICAL LAYOUT - DCOD AREA      |
| ME-05          | PROPOSED MECHANICAL LAYOUT - ITGSD, PMO     |
| ELECTRICAL     |   |
| E-01           | GENERAL NOTES AND LEGENDS AND SYMBOLS       |
| E-02           | PROPOSED POWER LAYOUT - DCOD AREA           |
| E-03           | PROPOSED LIGHTING LAYOUT - DCOD AREA        |
| E-04           | PROPOSED POWER LAYOUT - ITGSD, PMO          |
| E-05           | PROPOSED LIGHTING LAYOUT - ITGSD, PMO       |
| STRUCTURAL     |   |
| S-01           | STRUCTURAL GENERAL NOTES                    |
| VOICE AND DATA |   |
| VD-01          | VOICE AND DATA LAYOUT - DCOD AREA           |
| VD-02          | DATA CABINET SPECIFICATION - DCOD AREA      |
| VD-03          | VOICE AND DATA LAYOUT - ITGSD, PMO          |
| VD-04          | DATA CABINET SPECIFICATION - ITGSD, PMO     |
|                |   |
|                |   |

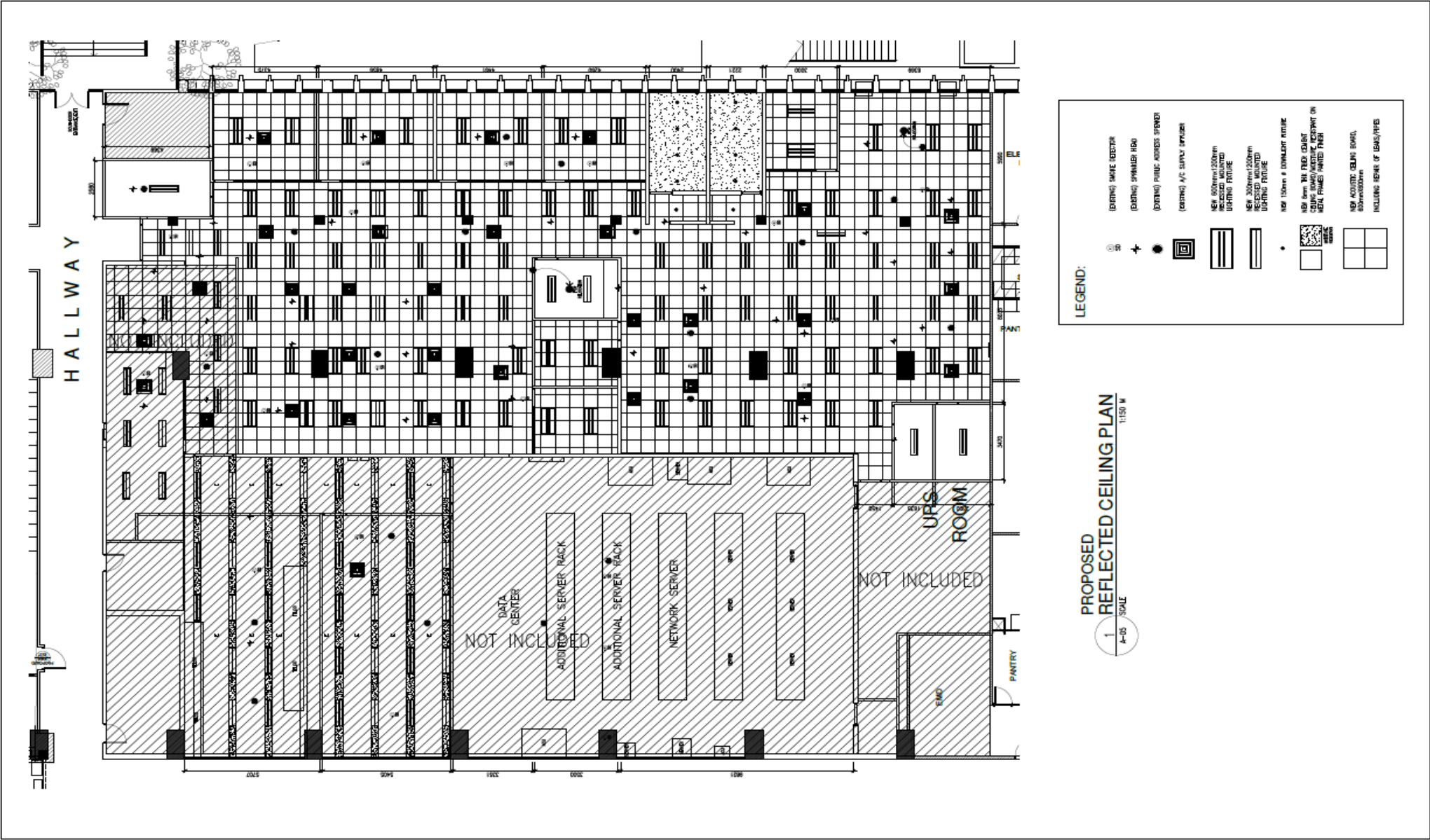




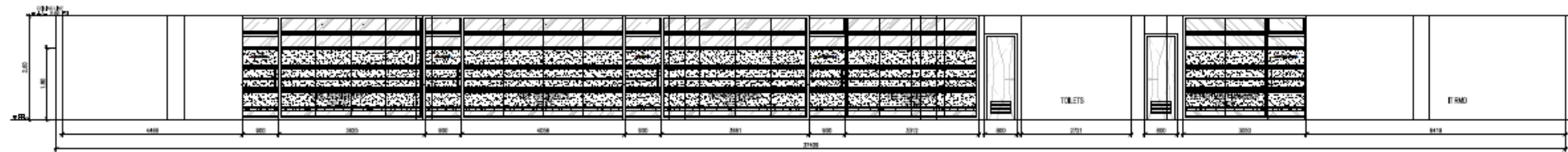




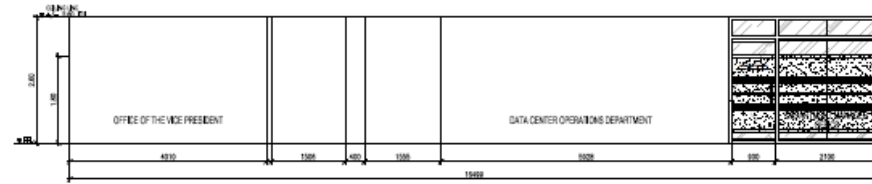




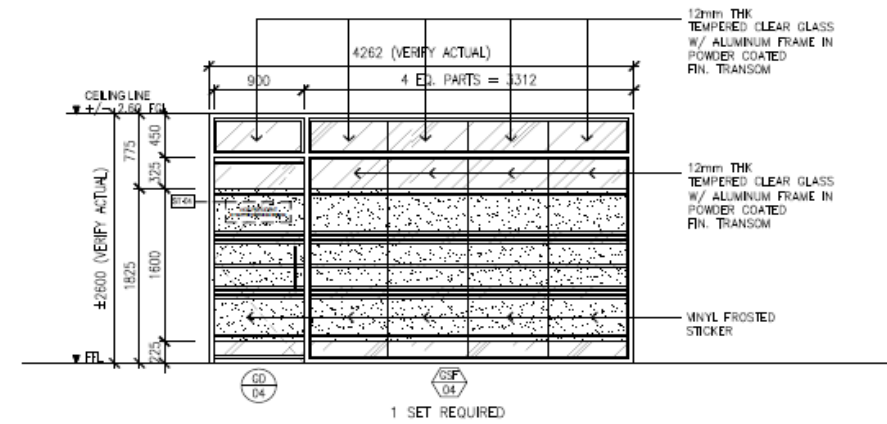
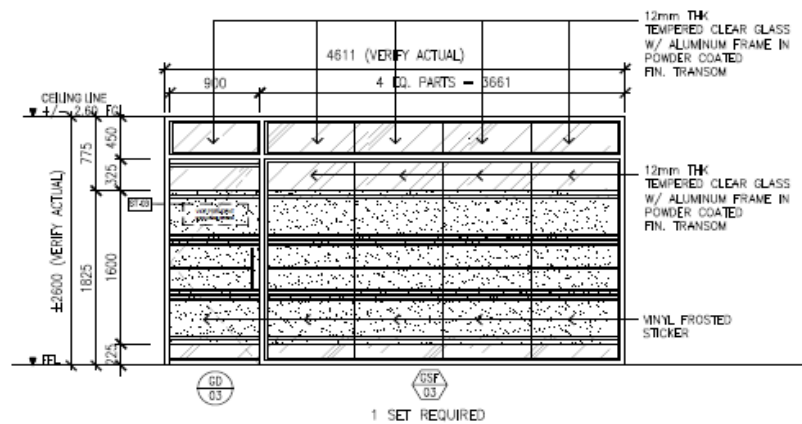
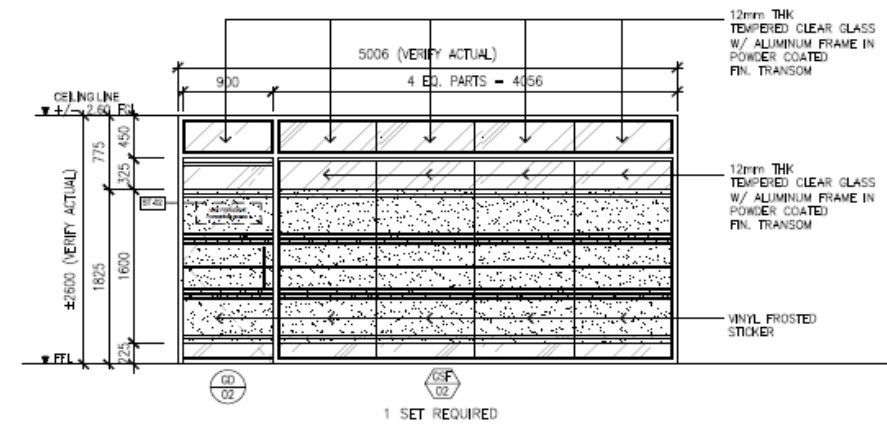
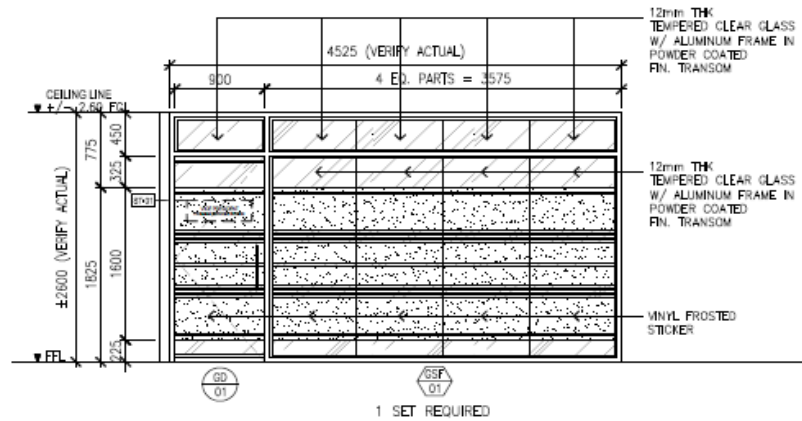




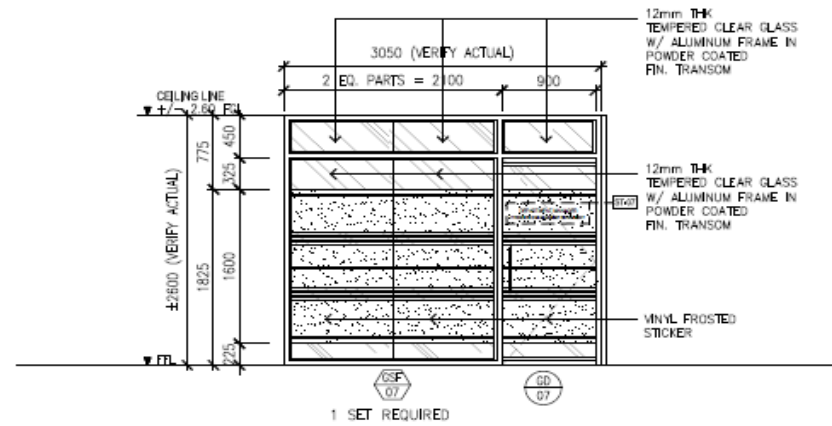
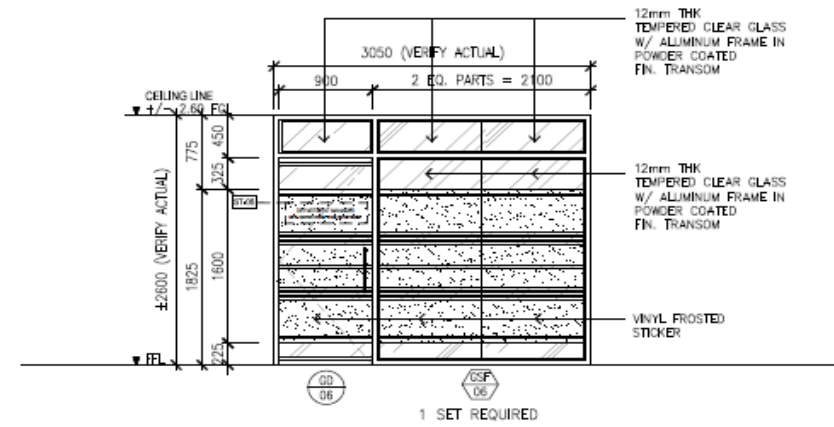
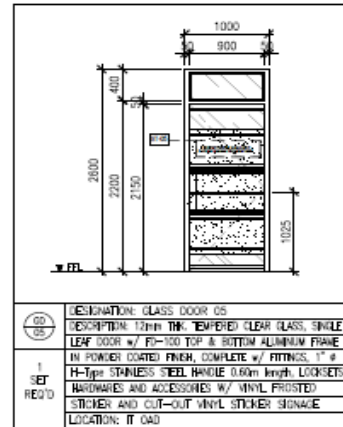
1 LONGITUDINAL SECTION  
A-06 SCALE 1:100 M



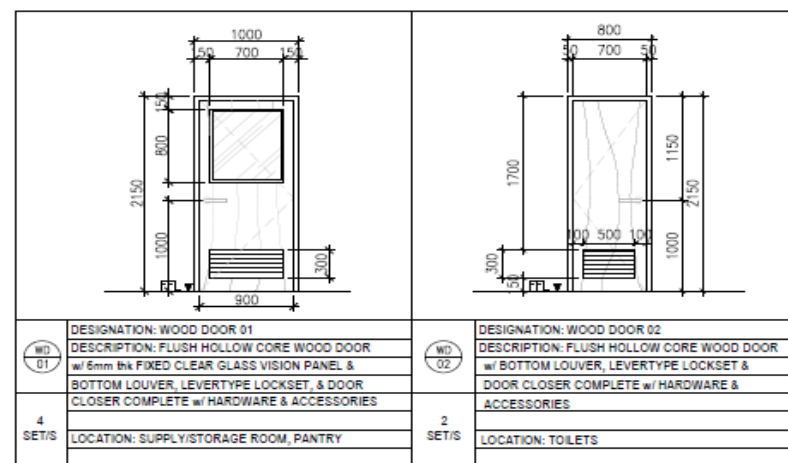
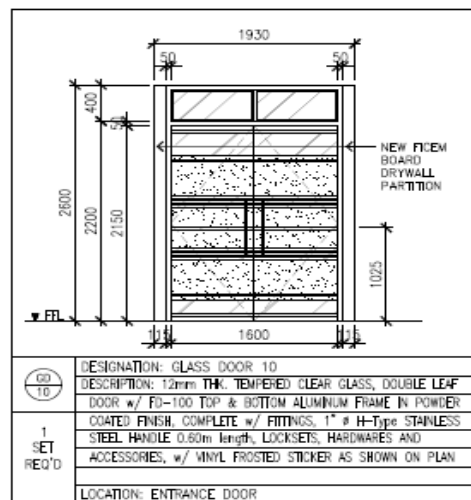
2 TRANSVERSE SECTION  
A-06 SCALE 1:100 M



# 1 SCHEDULE OF GLASS DOORS & PARTITIONS A-07 SCALE 1:50

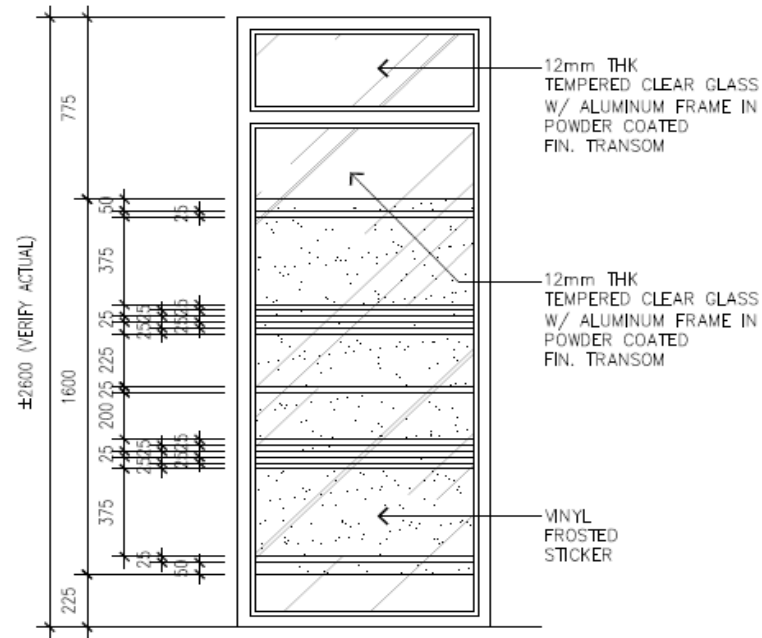


# 1 **SCHEDULE OF GLASS DOORS & PARTITIONS** A-08 SCALE 1:50

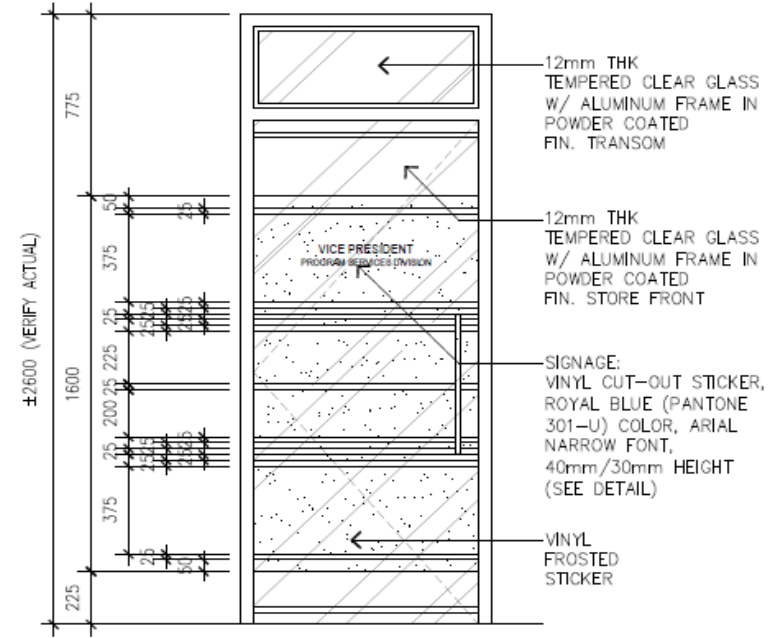


## 2 SCHEDULE OF WOOD DOORS

A-09 SCALE 1:50

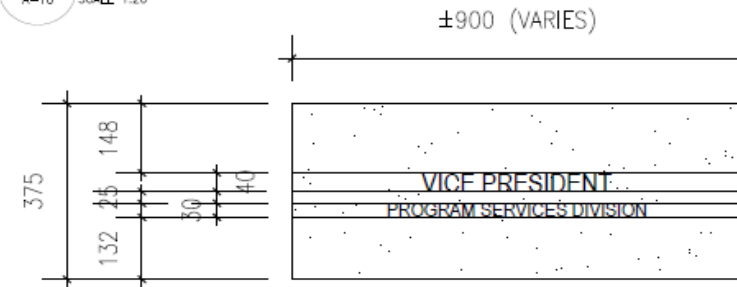


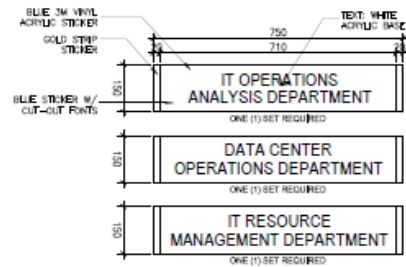
1  
A-10  
SCALE 1:20  
TYPICAL  
FROSTED STICKER DETAIL @ FIXED GLASS WALL



2  
A-10  
SCALE 1:20  
TYPICAL  
FROSTED STICKER DETAIL @ GLASS DOOR

3  
A-10  
SCALE 1:10  
TYPICAL  
VINYL CUT-OUT STICKER GLASS DOOR SIGNAGE

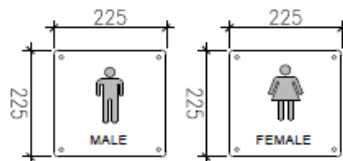




SIGNAGE PANEL : 3mm THK ACRYLIC PLASTIC BASE, COLOR: WHITE  
USE: BLUE, WHITE, ORANGE GOLD, RED 3M VINYL ACRYLIC STICKER  
SIGNAGE TEXT : 40mm HIGH ARIAL NARROW FONT  
ANCHORAGE : ALUMINUM TUBULAR W/ CLIP

## 1 INDOOR SIGNAGES CEILING MOUNTED

A-11 SCALE 1:15 M



WHITE LETTERINGS & FIGURES WITH ROYAL BLUE (PANTONE 3014U)  
BACKGROUND ON PLASTIC PLATE & 1/2" THK CLEAR ACRYLIC COVER  
PROVIDED w/ 4PCS STAND-OFF BOLT ON COVER  
TYPE OF STICKER : 3M  
TEXT HEIGHT: 20mm  
ONE (1) SET REQUIRED

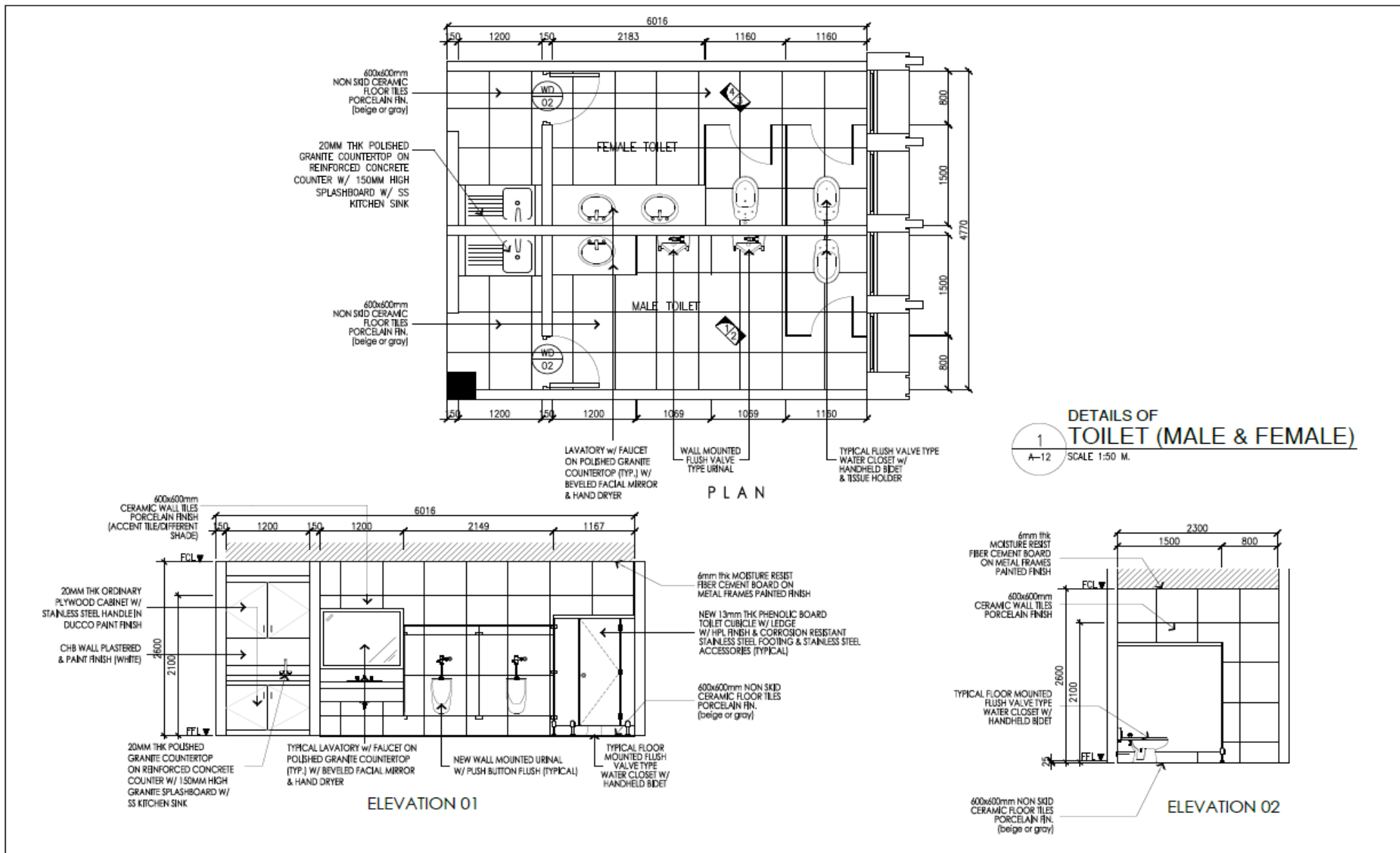
## 2 TOILET DOOR MOUNTED SIGNAGES

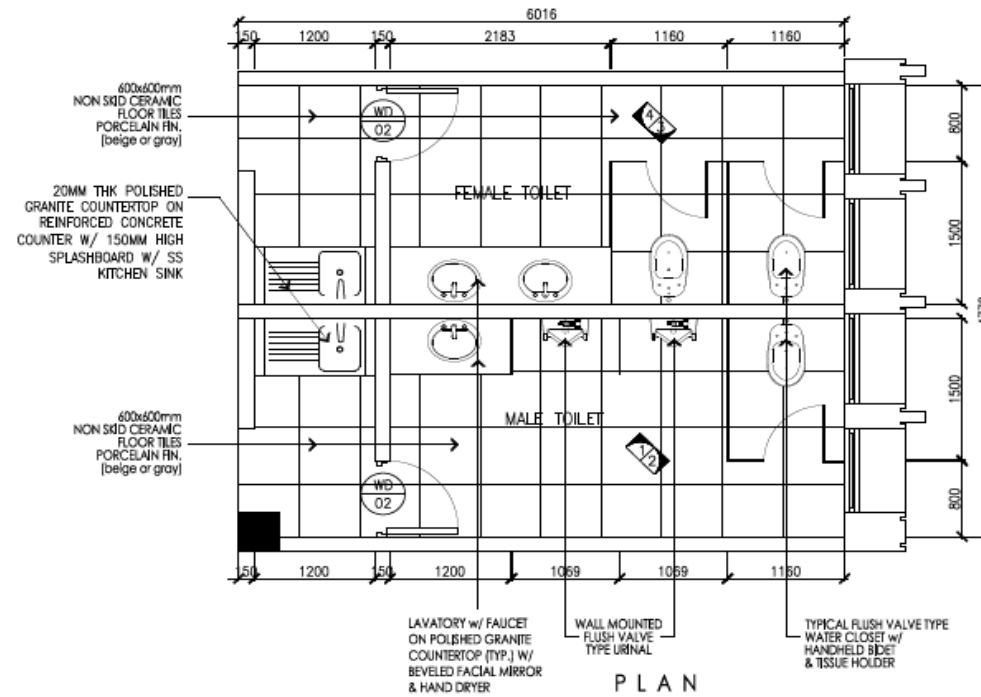
A-11 SCALE 1:10 M

|       |  |   |       |  |   |
|-------|--|---|-------|--|---|
| ST-01 | VICE PRESIDENT<br>PROGRAM SERVICES DIVISION<br>1 SET             | 3M CUT-OUT STICKER<br>COLOR : PANTONE BLUE<br>FONT : ARIAL NARROW<br>SIZE : 40mm, 30mm<br>LOCATION : VP PSD     | ST-06 | DEPARTMENT MANAGER<br>DATA CENTER OPERATIONS DEPARTMENT<br>1 SET | 3M CUT-OUT STICKER<br>COLOR : PANTONE BLUE<br>FONT : ARIAL NARROW<br>SIZE : 40mm, 30mm<br>LOCATION : DM DCOO    |
| ST-02 | VICE PRESIDENT<br>IT OPERATIONS DIVISION<br>1 SET                | 3M CUT-OUT STICKER<br>COLOR : PANTONE BLUE<br>FONT : ARIAL NARROW<br>SIZE : 40mm, 30mm<br>LOCATION : VP IT OD   | ST-07 | DEPARTMENT MANAGER<br>IT RESOURCE MANAGEMENT DEPARTMENT<br>1 SET | 3M CUT-OUT STICKER<br>COLOR : PANTONE BLUE<br>FONT : ARIAL NARROW<br>SIZE : 40mm, 30mm<br>LOCATION : IT RMD     |
| ST-03 | VICE PRESIDENT<br>IT SOLUTIONS DIVISION<br>1 SET                 | 3M CUT-OUT STICKER<br>COLOR : PANTONE BLUE<br>FONT : ARIAL NARROW<br>SIZE : 40mm, 30mm<br>LOCATION : VP IT SD   |       | STORAGE / SUPPLIES<br>3 SETS                                     | 3M CUT-OUT STICKER<br>COLOR : PANTONE BLUE<br>FONT : ARIAL NARROW<br>SIZE : 30mm<br>LOCATION : STORAGE/SUPPLIES |
| ST-04 | VICE PRESIDENT<br>ICT SUPPORT SERVICES DIVISION<br>1 SET         | 3M CUT-OUT STICKER<br>COLOR : PANTONE BLUE<br>FONT : ARIAL NARROW<br>SIZE : 40mm, 30mm<br>LOCATION : VP ICT SSD |       | PANTRY<br>1 SET  | 3M CUT-OUT STICKER<br>COLOR : PANTONE BLUE<br>FONT : ARIAL NARROW<br>SIZE : 30mm<br>LOCATION : PANTRY           |
| ST-05 | DEPARTMENT MANAGER<br>IT OPERATIONS ANALYSIS DEPARTMENT<br>1 SET | 3M CUT-OUT STICKER<br>COLOR : PANTONE BLUE<br>FONT : ARIAL NARROW<br>SIZE : 40mm, 30mm<br>LOCATION : DM IT OAD  |       |  |   |

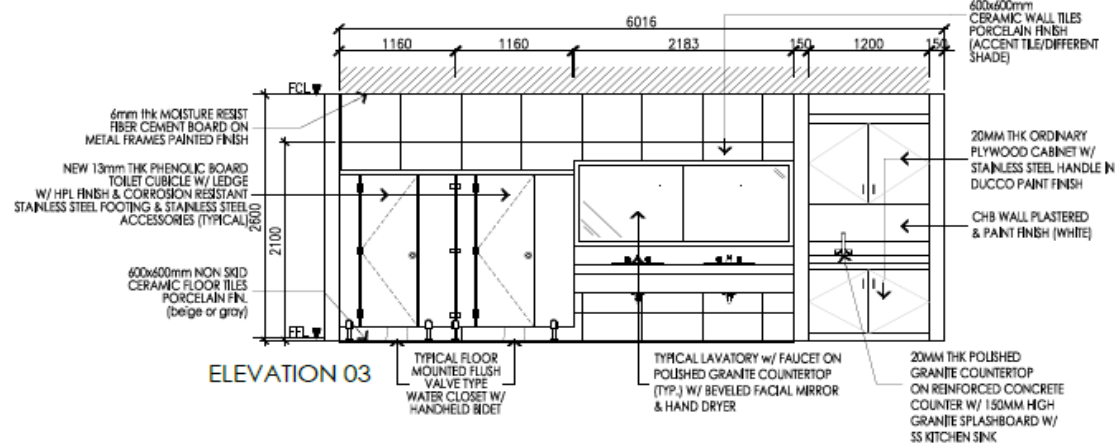
## 3 VINYL STICKER WOOD/GLASS DOOR SIGNAGE

A-11 SCALE 1:15 M

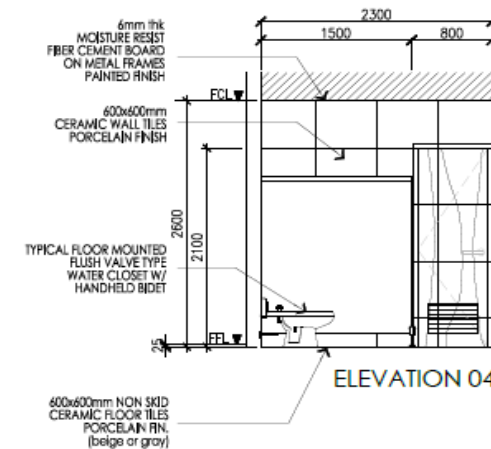




DETAILS OF  
TOILET (MALE & FEMALE)  
1  
A-13 SCALE 1:50 M.

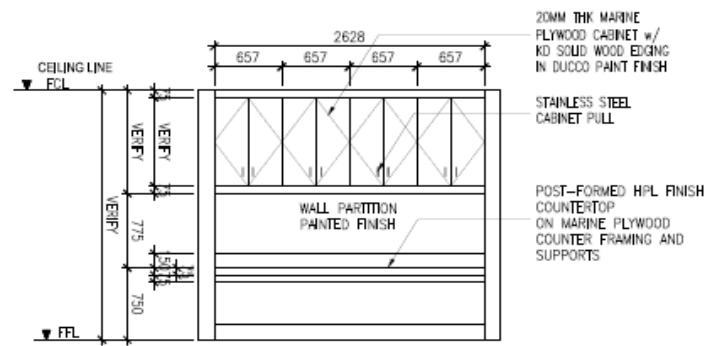


ELEVATION 03

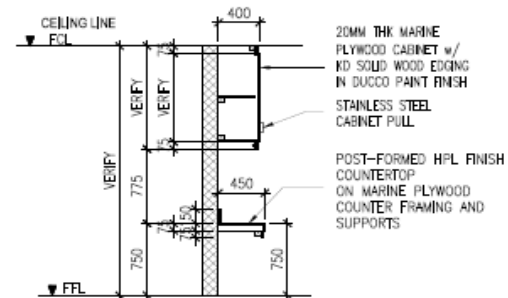


ELEVATION 04





ELEVATION - 01



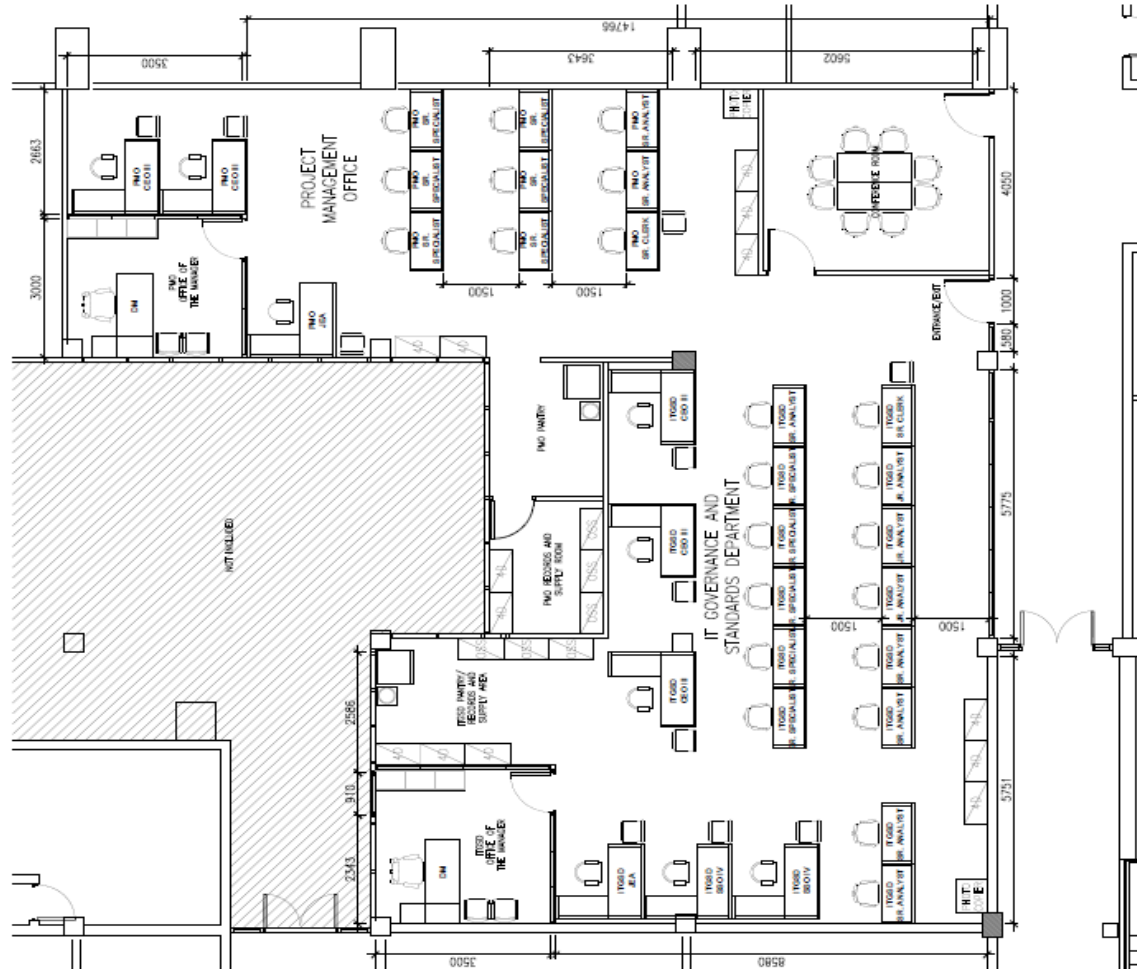
SECTION - 01

1 DETAILS OF PANTRY

A-14 SCALE 1:50 M.



Ground Floor  
KEYPLAN  
2  
1:15 SCALE



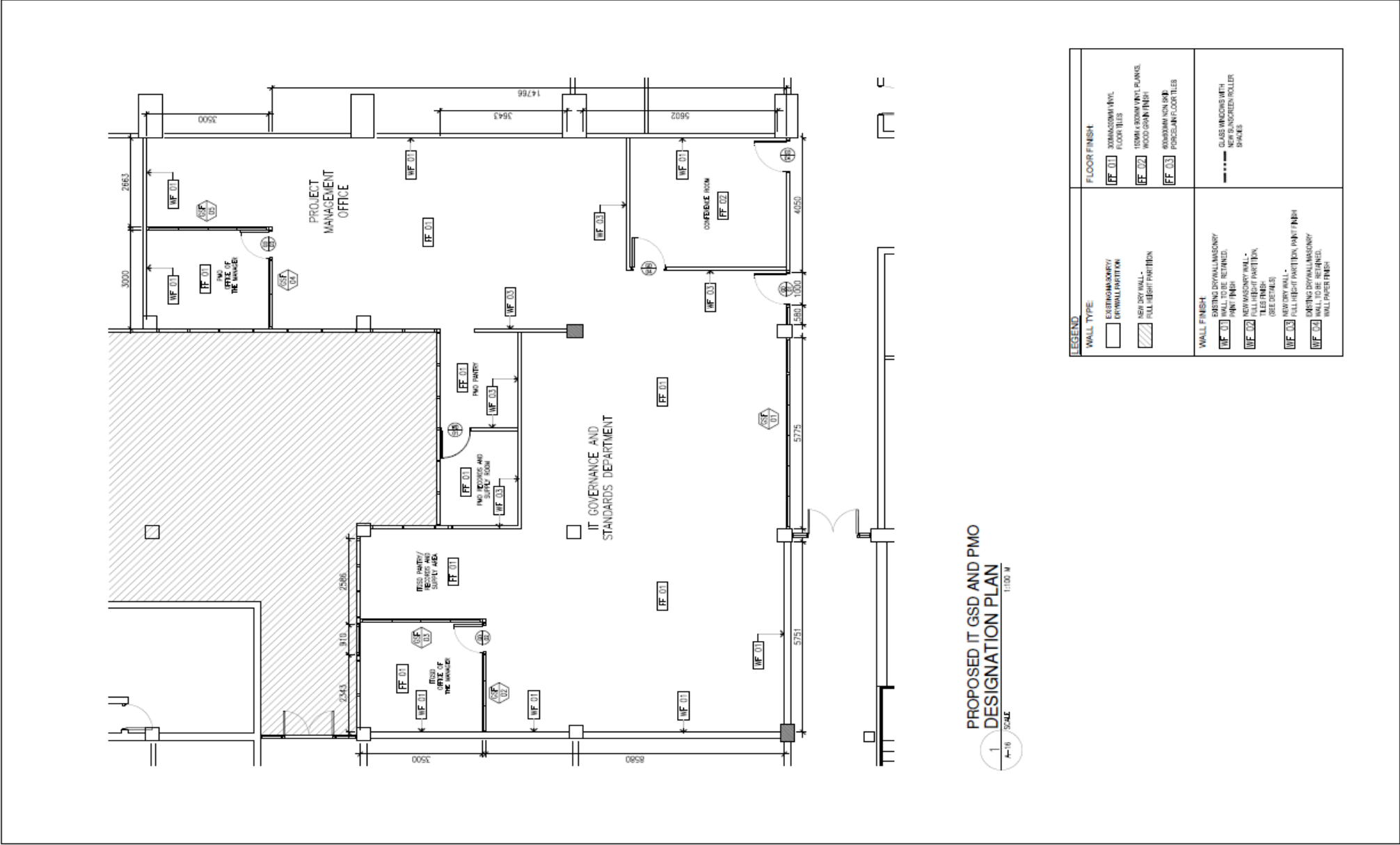
PLANTILLA OF PERSONNEL

| PROJECT MANAGEMENT OFFICE (PMO) |           |
|---------------------------------|-----------|
| PROJECT MANAGER                 | 1         |
| SUPERVISORY MONITORING          | 3         |
| NON SUPERVISORY MONITORING      | 9         |
| <b>TOTAL</b>                    | <b>13</b> |

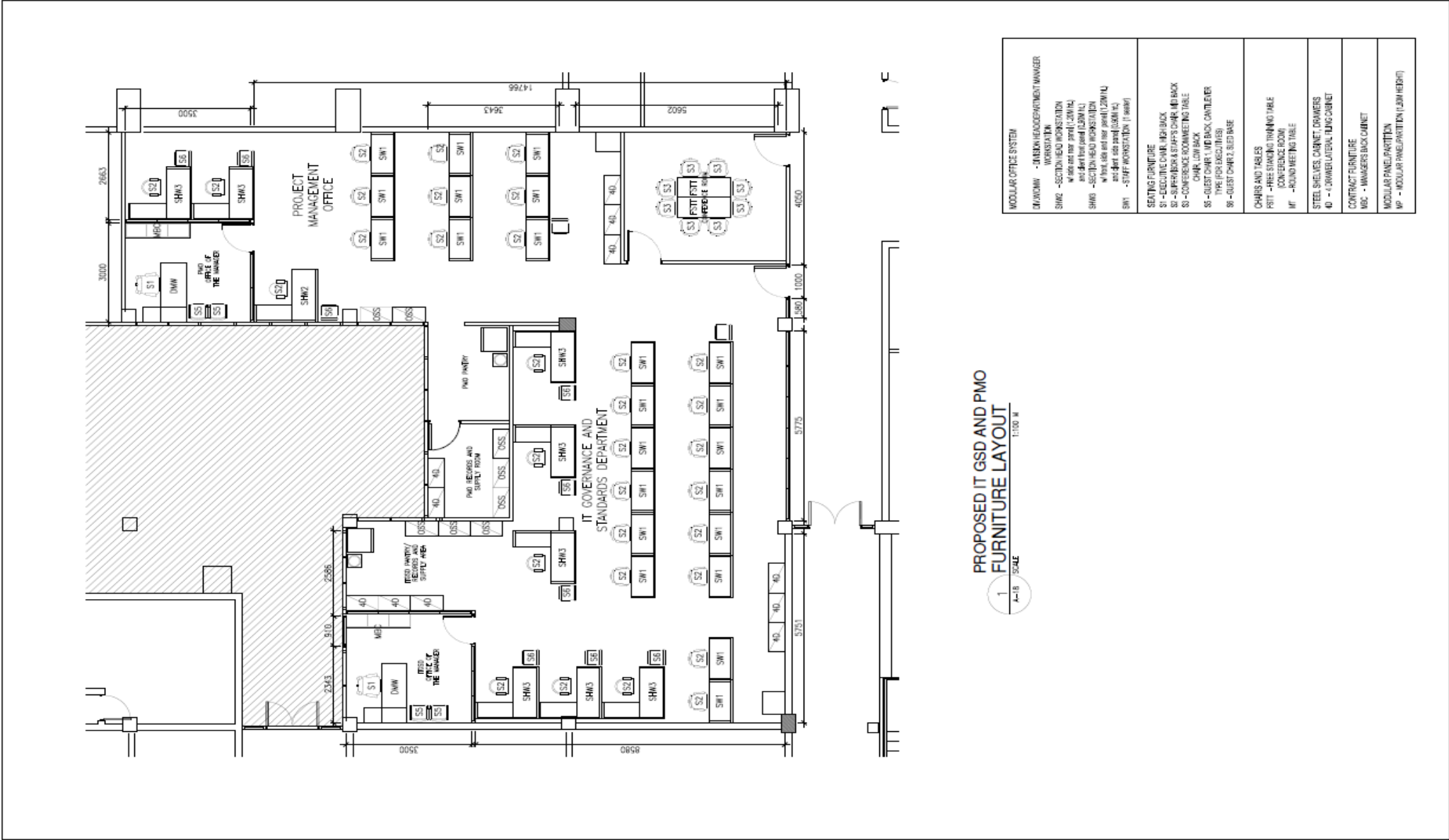
PLANTILLA OF PERSONNEL

| IT GOVERNANCE AND STANDARDS DEPT. (IT GSD) |           |
|--|-----------|
| PROJECT MANAGER                            | 1         |
| SUPERVISORY MONITORING                     | 6         |
| NON SUPERVISORY MONITORING                 | 14        |
| <b>TOTAL</b>                               | <b>21</b> |

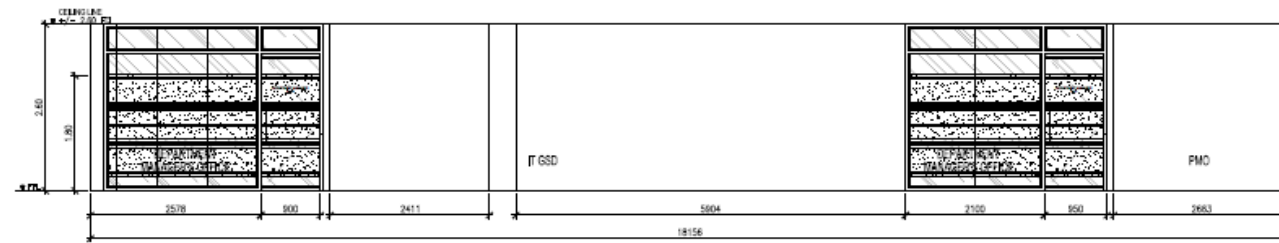
PROPOSED IT GSD AND PMO  
FLOOR LAYOUT  
1  
1:100 M  
1:15 SCALE



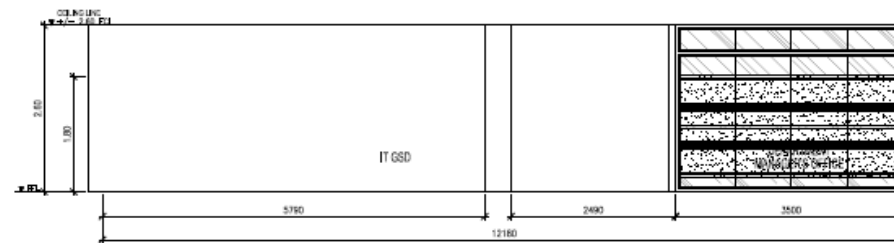




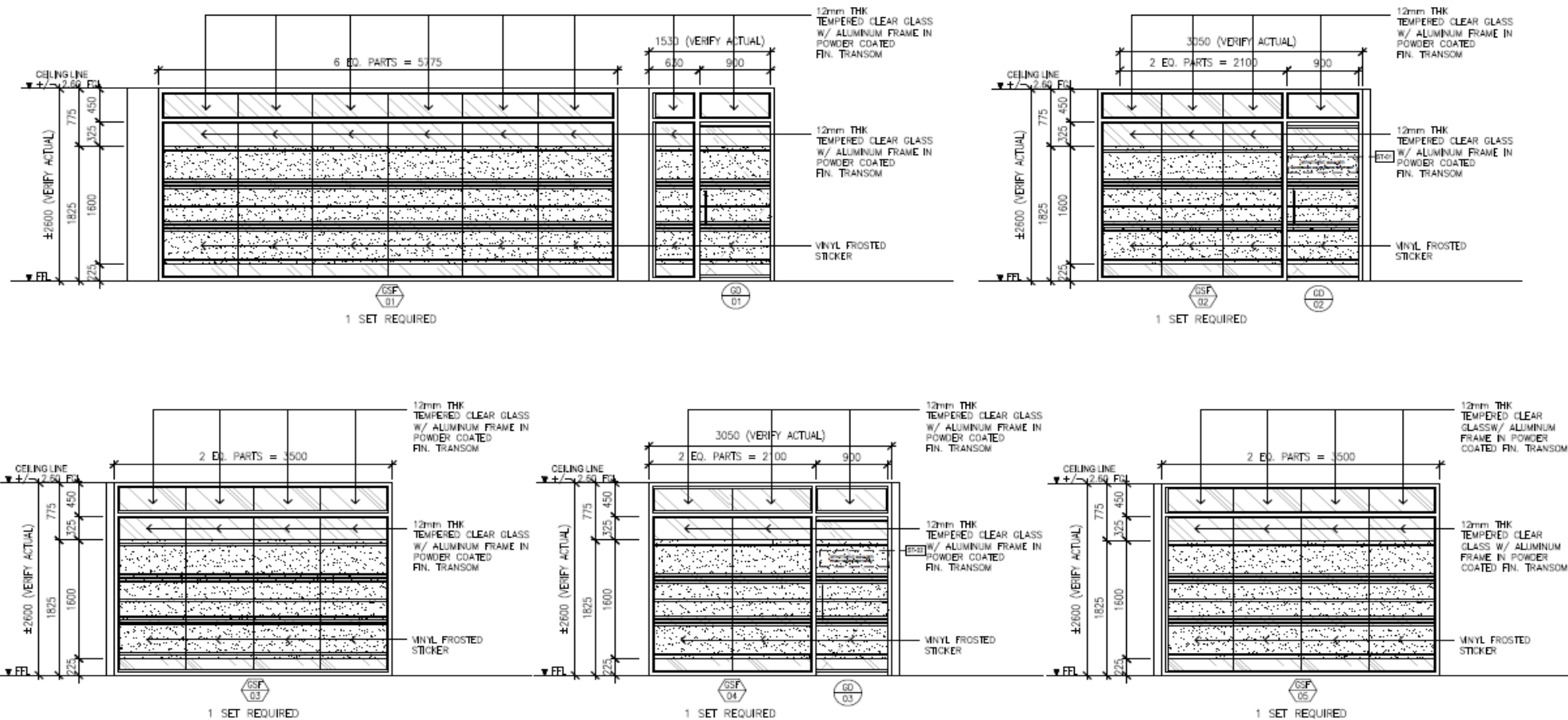




1 LONGITUDINAL SECTION  
A-20 SCALE 1:75 M



2 TRANSVERSE SECTION  
A-20 SCALE 1:75 M

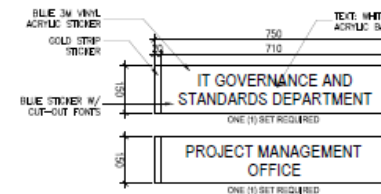


1 SCHEDULE OF GLASS DOORS & PARTITIONS  
A-21 SCALE 1:50



|   |  |
|---|--|
|   |  |
| <p><b>GD-04</b></p> <p>DESIGNATION: GLASS DOOR 04</p> <p>DESCRIPTION: 12mm THK. TEMPERED CLEAR GLASS, SINGLE LEAF DOOR w/ RD-100 TOP &amp; BOTTOM ALUMINUM FRAME</p> <p>IN POWDER COATED FINISH, COMPLETE w/ FITTINGS, 1" # H-TYPE STAINLESS STEEL HANDLE 0.60m length, LOCKSETS, HARDWARES AND ACCESSORIES w/ VINYL FROSTED STICKER AND CUT-OUT VINYL STICKER SIGNAGE</p> <p>LOCATION: CONFERENCE ROOM</p> | <p><b>WD-01</b></p> <p>DESIGNATION: WOOD DOOR 01</p> <p>DESCRIPTION: FLUSH HOLLOW CORE WOOD DOOR w/ 6mm thk FIXED CLEAR GLASS VISION PANEL &amp; BOTTOM LOUVER, LEVERTYPE LOCKSET, &amp; DOOR CLOSER COMPLETE w/ HARDWARE &amp; ACCESSORIES</p> <p>LOCATION: SUPPLY STORAGE ROOM</p> |

**1 SCHEDULE OF GLASS DOORS & PARTITIONS**  
A-22 SCALE 1:50

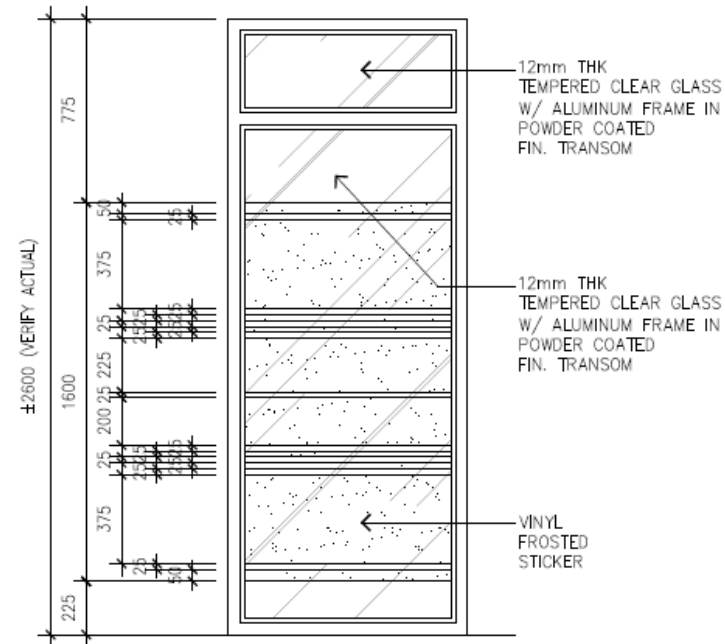


SIGNAGE PANEL: 3mm THK ACRYLIC PLASTIC BASE, COLOR: WHITE  
USE: BLUE, WHITE, ORANGE GOLD, RED 3M VINYL ACRYLIC STICKER  
SIGNAGE TEXT: 40mm HIGH ARIAL NARROW FONT  
ANCHORAGE: ALUMINUM TUBULAR W/ CLIP

**2 INDOOR SIGNAGES  
CEILING MOUNTED**  
A-22 SCALE 1:15 M

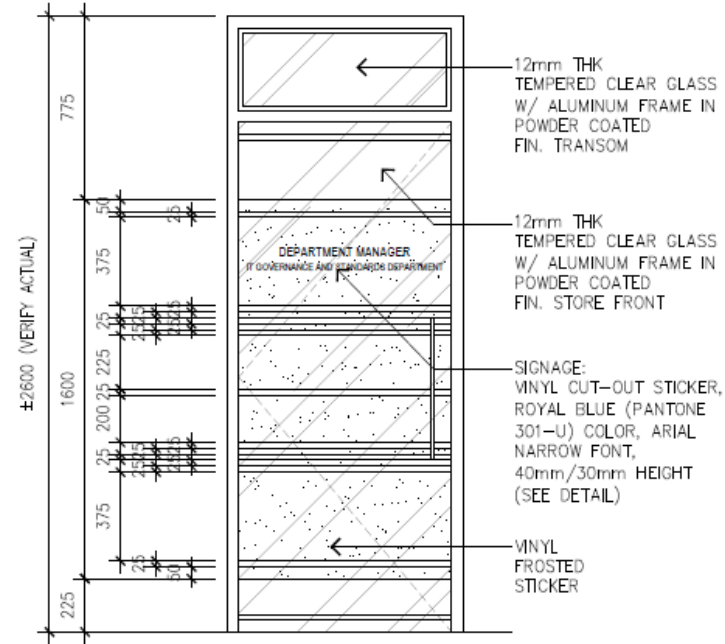
|       |  |  |
|-------|--|--|
| ST-01 | DEPARTMENT MANAGER<br>IT GOVERNANCE AND STANDARDS DEPARTMENT | 3M CUT-OUT STICKER<br>COLOR : PANTONE BLUE<br>FONT : ARIAL NARROW<br>SIZE : 40mm, 30mm<br>LOCATION : VP PSD<br>1 SET         |
| ST-02 | DEPARTMENT MANAGER<br>PROJECT MANAGEMENT OFFICE              | 3M CUT-OUT STICKER<br>COLOR : PANTONE BLUE<br>FONT : ARIAL NARROW<br>SIZE : 40mm, 30mm<br>LOCATION : VP IT OD<br>1 SET       |
| ST-03 | STORAGE / SUPPLIES   | 3M CUT-OUT STICKER<br>COLOR : PANTONE BLUE<br>FONT : ARIAL NARROW<br>SIZE : 30mm<br>LOCATION : PMO STORAGE/SUPPLIES<br>1 SET |

**3 VINYL STICKER  
WOOD/GLASS DOOR SIGNAGE**  
A-22 SCALE 1:15 M



**1**  
TYPICAL  
FROSTED STICKER DETAIL @ FIXED GLASS WALL

A-23 SCALE 1:20

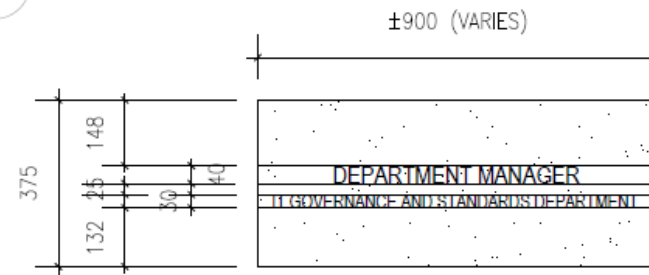


**2**  
TYPICAL  
FROSTED STICKER DETAIL @ GLASS DOOR

A-23 SCALE 1:20

**3**  
TYPICAL  
VINYL CUT-OUT STICKER GLASS DOOR SIGNAGE

A-23 SCALE 1:10





## GENERAL NOTES

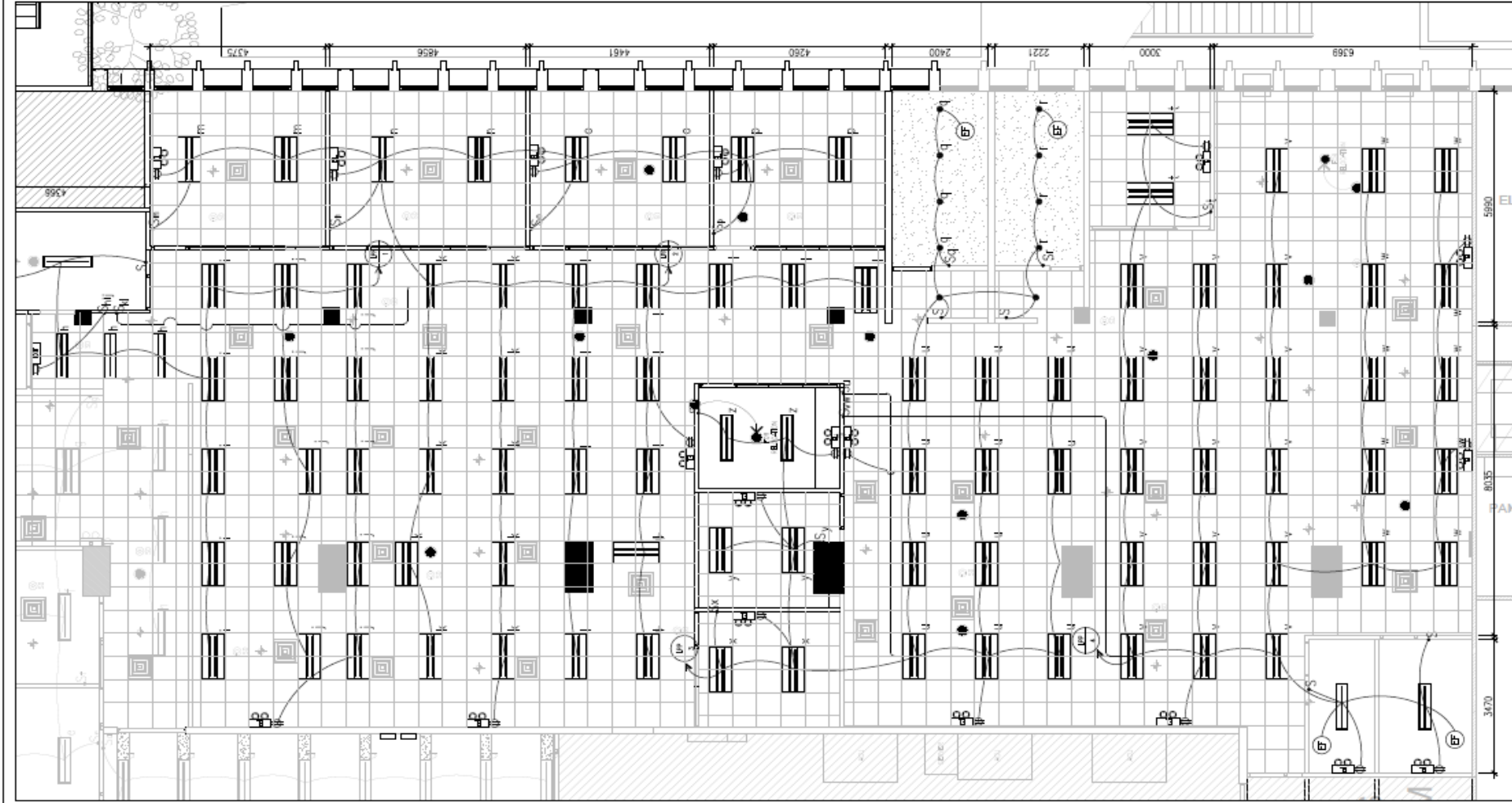
1. ALL ELECTRICAL WORKS HEREIN SHALL BE DONE IN ACCORDANCE WITH THE PROVISIONS OF THE LATEST EDITION OF THE PHILIPPINE ELECTRICAL CODE (PEC), LAWS AND ORDINANCES OF THE LOCAL CODE ENFORCING AUTHORITIES AND REQUIREMENT OF THE LOCAL POWER AND TELEPHONE COMPANY.
2. SERVICE POWER SHALL BE 230 VOLTS, SINGLE PHASE, 3 WIRES, 60 HZ.
3. SMALLEST BRANCH CIRCUIT WIRE SHALL BE 3.5 MM<sup>2</sup> THHN FOR POWER AND LIGHTING AND SHALL BE INSULATED FOR 600 VOLTS.
4. WHENEVER NECESSARY PROVIDE PULL BOX OF PROPER SIZE AND DIMENSION ALTHOUGH NOT INDICATED IN THE PLAN.
5. ALL BRANCH CIRCUIT SHALL BE INSTALLED AS INDICATED IN THE PLAN, INDIVIDUAL BRANCH CIRCUIT HOMERUNS SHALL NOT BE COMBINED IN THE SAME CONDUIT.
6. ALL SWITCHES, PANEL BOARDS, LIGHTING FIXTURES AND ALL NON-CURRENT CARRYING METAL PARTS SHALL BE PROPERLY GROUNDED IN ACCORDANCE WITH THE LATEST EDITION OF THE PEC.
7. ROUGHING-IN CONDUITS SHALL BE OF APPROVED TYPE AND APPLICATION, RSC EXPOSED, IMC AND PVC FOR LATERAL AND EMBEDDED LAY-OUT.
8. THE ELECTRICAL CONTRACTOR IS REQUIRED TO VISIT AND SURVEY THE SITE TO ASCERTAIN THE LOCAL CONDITION THAT MAY AFFECT DURING THE IMPLEMENTATION OF THE PROJECT.
9. ALL AREA AFFECTED BY THE CHIPPING/REMOVAL WORKS SHALL BE PATCHED OR RESTORED TO ITS ORIGINAL AESTHETIC CONDITION.
10. MOUNTING HEIGHTS SHALL BE AS FOLLOWS:
 

|                     |     |  |
|---------------------|-----|--|
| PANELBOARD          | --- | 1.40 m ABOVE FINISHED FLOOR                    |
| SWITCHES            | --- | 1.40 m ABOVE FINISHED FLOOR                    |
| CONVENIENCE OUTLETS | --- | 0.30 m ABOVE FINISHED FLOOR (FOR WALL MOUNTED) |
|                     | --- | MODULAR RACEWAY (ON MODULAR WORKSTATIONS)      |
11. ALL ELECTRICAL WORKS HEREIN SHALL BE DONE UNDER THE SUPERVISION OF DULY LICENSED ELECTRICAL ENGINEER OR MASTER ELECTRICIAN.

## SYMBOLS & LEGEND:

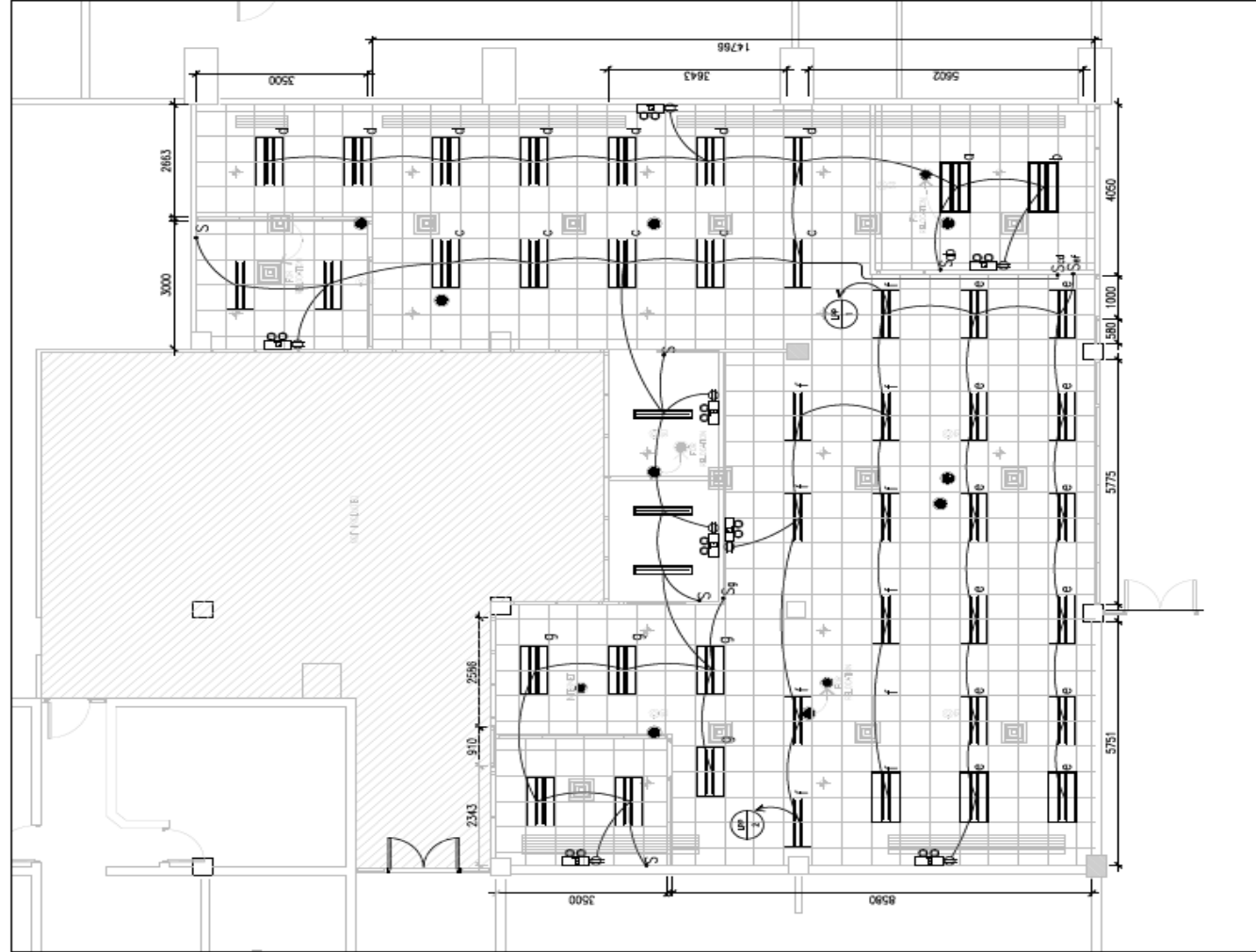
|   |  |
|---|--|
|    | DUPLEX CONVENIENCE OUTLET, 3 PRONG, PARALLEL SLOT WITH GROUND, 15A, 2P 230V BY UPS POWER IN FLUSH MOUNTED TYPE WITH OFF-WHITE PLATE COVER  |
|    | DUPLEX CONVENIENCE OUTLET, 3 PRONG, PARALLEL SLOT WITH GROUND, 15A, 2P 230V BY NORMAL POWER IN FLUSH MOUNTED TYPE WITH BEIGE PLATE COVER   |
|    | RECESSED MOUNTED, LIGHTING FIXTURE, 1X18WATTS LED TUBE, 220V, T8, 1800 LUMENS, 120 LIGHT ANGLE, SIZE (150MMX1200)MM WITH ALUMINUM LARGE CELL PARABOLIC LOUVER TYPE AND ANODIZED REFLECTOR, COOL DAYLIGHT, COMPLETE WITH CIRCUIT WIRING         |
|    | RECESSED LIGHTING FIXTURES, T8, 2X18WATTS LED, 1800 LUMENS WITH BUILT-IN DRIVER, BI PIN TERMINAL 200-250VAC, 60HZ., 120 DEG. LIGHT ANGLE, 50,000 BURNING HOURS, (600X1200)MM W/ ALUMINUM LARGE CELL PARABOLIC LOUVER TYPE, ANODIZED REFLECTOR, |
|    | COVE LIGHTING, T8, LED, 1X18WATTS LED TUBE, 220V, 1800 LUMENS, 120 LIGHT ANGLE, COOL DAYLIGHT, COMPLETE WITH CIRCUIT WIRING  |
|    | DOWN LIGHT, RECESSED TYPE SPUN ALUMINUM WITH 12WATTS LED LAMP, .6" DIA., CLEAR GLASS CONCAVE COVER WITH WHITE MOUNTING RING COMPLETE WITH STANDARD ACCESSORIES AND ESSENTIAL WIRINGS   |
|    | EXHAUST FAN, CEILING MOUNTED, 55-WATTS MIN., 90-120CFM MIN., 230V, 60HZ., WITH GRILL SHUTTER/ LOUVER OR ITS APPROVED TYPE EQUIVALENT   |
|  | ENTRANCE/EXIT LIGHT 3-SWATTS (MINIMUM) LED, 220VAC,  |
|  | TRANSFER FAN, WALL MOUNTED, 33-WATTS MIN., 915CMH MIN., 230V, 60HZ., WITH GRILL SHUTTER/ LOUVER OR ITS APPROVED TYPE EQUIVALENT  |
|  | EMERGENCY LIGHT, 2X3-5W MIN. LED, 220V, SEALED LEAD ACID BATTERY   |
|  | DISTRIBUTION PANEL   |
|  | ECB, NEMA 3R ENCLOSURE, INDUSTRIAL TYPE (OUTDOOR)  |
|  | ONE GANG SWITCH, SINGLE POLE 15A, 250 V FLUSH TYPE (NATIONAL/PANASONIC BRAND)  |
|  | TWO GANG SWITCH, SINGLE POLE 15A, 250 V FLUSH TYPE (NATIONAL/PANASONIC BRAND)  |
|  | THREE GANG SWITCH, SINGLE POLE 15A, 250 V FLUSH TYPE (NATIONAL/PANASONIC BRAND)  |
|  | CIRCUIT DESIGNATION  |
|  | BRANCH CIRCUIT HOMERUN   |
|  | SPECIAL OUTLET, 3 PRONG, PARALLEL SLOT WITH GROUND, 15A, 2P, 230V  |















PROPOSED  
LIGHTING LAYOUT AT DCOD, IT OAD, OVP-PSD, IT OD, IT SD, ICT SSD, IT RMD  
1  
E-40 SCALE 1:100





PROPOSED  
1 LIGHTING LAYOUT AT IT GSD AND PMO  
E-08 SCALE 1:100 M

LEGEND:

-  EXISTING SHINE REFLECTOR
-  EXISTING SPRINKLER HEAD
-  EXISTING FLOOR ACCESS SHOWER
-  EXISTING A/C SPLIT UNIT
-  NEW 600mm x 120mm RECESSED DOWNLIGHT
-  NEW 300mm x 120mm RECESSED DOWNLIGHT
-  NEW 150mm x 150mm DOWNLIGHT
-  NEW 150mm x 150mm DOWNLIGHT
-  NEW 150mm x 150mm DOWNLIGHT
-  NEW 150mm x 150mm DOWNLIGHT

GENERAL NOTES: MECHANICAL WORKS

1. ALL MECHANICAL DESIGN AND INSTALLATION WORKS SHALL BE IN ACCORDANCE WITH THE LATEST ASHRAE, SMACNA STANDARDS, PSME CODE, NATIONAL BUILDING CODE AND THE CITY ORDINANCES.
2. THE TOTAL SCOPE OF WORK SHALL INCLUDE ALL WORKS DESCRIBED IN PLANS AND LISTED IN THE TECHNICAL SPECIFICATIONS FOR MECHANICAL WORKS.
3. THE WORKS SHALL BE EXECUTED IN CLOSE COORDINATION WITH ALL TRADES SUPERVISED BY ENGINEERING PRACTITIONER.
4. ALL AIR CONDITIONED SPACES SHALL BE MAINTAINED AT 22°C TO 24°C Db @ 50% ±5 RH.
5. CONTRACTOR/SUPPLIER SHALL INSTALL ALL EQUIPMENT IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATION.
6. THIS CONTRACTOR SHALL BE RESPONSIBLE FOR ALL THE BALANCING, TESTING AND COMMISSIONING OF THE WHOLE VENTILATION AND AIR CONDITIONING SYSTEM AS INSTALLED.
7. ALL POWER WIRINGS UP TO CIRCUIT BREAKER SHALL BE BY ELECTRICAL CONTRACTOR AND FROM CIRCUIT BREAKER TO EQUIPMENT BY MECHANICAL CONTRACTOR, SEE NOTE UNDER SEQUENCE OF OPERATION.
8. VERIFY LOCATION OF THERMOSTAT IN COORDINATION TO ARCHITECTURAL LOCATION.
9. APPROVIDE PIPE SLEEVES FOR ALL PIPING PASSING THROUGH BUILDING STRUCTURE.
10. PIPE INSULATION SHALL BE 15mm THK ELASTOMERIC RUBBER FOR DRAIN LINES AND 25mm THK ELASTOMERIC RUBBER WITH VAPOR BARRIER FOR REFRIGERANT LINES.
11. PIPE ALL EQUIPMENT CONDENSATE DRAIN LINE TO THE NEAREST FLOOR DRAIN, DRAIN STUB-OUT OR CATCH BASIN PROVIDED BY THE PLUMBING CONTRACTOR. USE MINIMUM OF 25mm, POC DRAIN LINE.
12. ALL REFRIGERANT PIPE SHALL BE TYPE "L" HARD DRAWN COPPER TUBING FOR STR AND TYPE "M" FOR BELOW STR.
13. PITCH ALL HORIZONTAL REFRIGERATION LINE WITH A MINIMUM OF 13mm IN 3m IN THE DIRECTION OF REFRIGERANT FLOW.
14. PROVIDE OIL TRAP WHEN EVER FAN COIL UNIT ELEVATION IS BELOW THE ACCU.
15. USE THE NEXT BIGGER SIZE REFRIGERANT PIPE WHEN THE TOTAL EQUIVALENT LENGTH IS MORE THAN 25M.
16. ALL INCIDENTAL MATERIALS AND SERVICES ESSENTIAL TO THE COMPLETION OF THE PROJECT SHALL BE PROVIDED AND RENDERED AT THE CONTRACTOR'S LIABILITY AND RESPONSIBILITIES.
17. APPROPRIATE MOUNTING AND SUPPORTS SHALL BE PROVIDED TO RIGIDLY SECURE ALL INSTALLATION.
18. ALL EXHAUST FANS TO BE CONNECTED TO A FLEXIBLE DUCT PIPE THEN, TAPPED TO EXISTING EXHAUST STUB-OUT PROVISION.

EQUIPMENT SCHEDULE FOR AIR-CONDITIONING SYSTEM

| DESIGNATION | DESCRIPTION   | COOLING CAPACITY |        | BLOWER FAN DATA |      |       |       | AREA SERVED                        | DESIGNATION | AIR DISCHARGE | CONDENSER DATA |      |       |       | AT | PHASE | IAC | LOCATION   |
|-------------|---------------|------------------|--------|-----------------|------|-------|-------|------------------------------------|-------------|---------------|----------------|------|-------|-------|----|-------|-----|------------|
|             |               | TR/HP            | BTU/HR | DRIVE           | VOLT | PHASE | HERTZ |                                    |             |               | DRIVE          | VOLT | PHASE | HERTZ |    |       |     |            |
| FCU 101     | FLOOR MOUNTED | 5 TR             | 24000  | DIRECT          | 220  | 1     | 60    | QUARANTINE AREA                    | ACCU 101    | HORIZONTAL    | DIRECT         | 220  | 1     | 60    | 40 | 1     | 18  | AC LEISURE |
| FCU 102     | FLOOR MOUNTED | 5 TR             | 18000  | DIRECT          | 220  | 1     | 60    | PRODUCTION SYSTEMS MONITORING ROOM | ACCU 102    | HORIZONTAL    | DIRECT         | 220  | 1     | 60    | 40 | 1     | 18  | AC LEISURE |
| FCU 103     | WALL MOUNTED  | 1.5 HP           | 24000  | DIRECT          | 220  | 1     | 60    | DOCK DM OFFICE                     | ACCU 103    | HORIZONTAL    | DIRECT         | 220  | 1     | 60    | 40 | 1     | 18  | AC LEISURE |
| FCU 104     | WALL MOUNTED  | 1.5 HP           | 18000  | DIRECT          | 220  | 1     | 60    | IT/DAD DM OFFICE                   | ACCU 104    | HORIZONTAL    | DIRECT         | 220  | 1     | 60    | 40 | 1     | 18  | AC LEISURE |

MECHANICAL LEGEND & ABBREVIATION

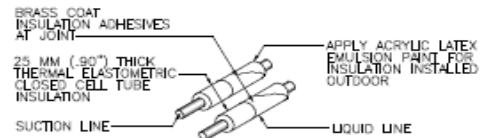
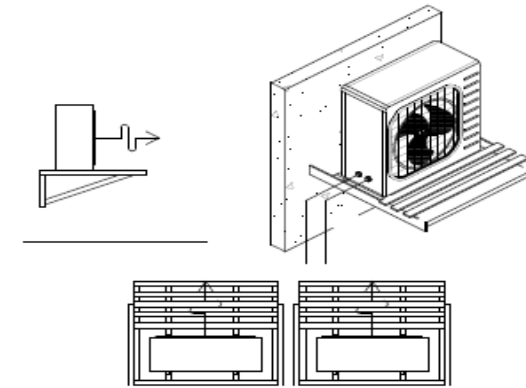
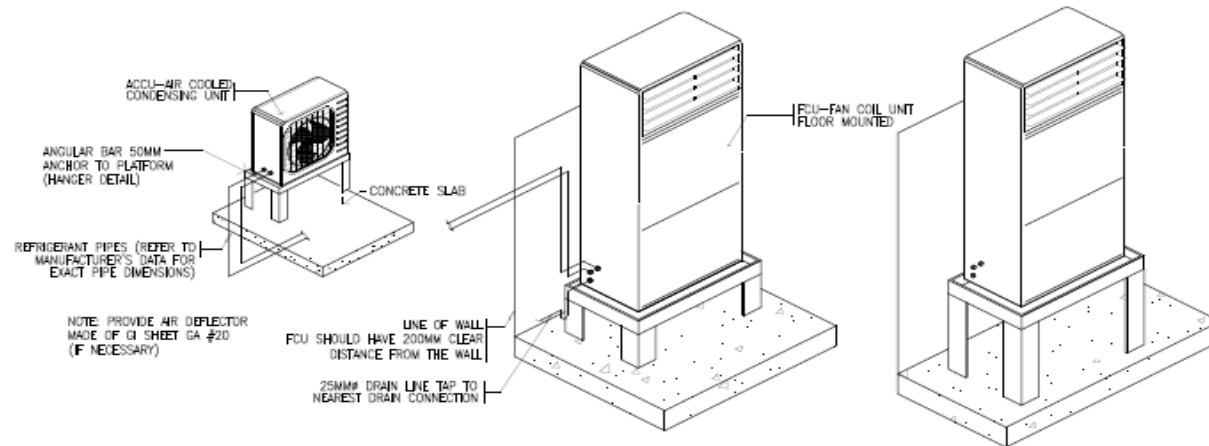
|      |                            |     |                             |     |                       |
|------|----------------------------|-----|-----------------------------|-----|-----------------------|
| ACCU | AIR-COOLED CONDENSING UNIT | ⊗   | REFRIGERANT PIPE RISER      | EF  | EXHAUST FAN           |
| FCU  | FAN COIL UNIT              | ⊕   | CEILING MOUNTED EXHAUST FAN | AC  | AIR CURTAIN           |
| ← →  | AIR FLOW                   | — — | AIR-CURTAIN                 | CFM | CUBIC FEET PER MINUTE |
| □    | AIR-COOLED CONDENSING UNIT | KW  | KILOWATTS                   | PH  | PHASE                 |
| ⊗    | FAN COIL UNIT              | V   | VOLTS                       | HZ  | HERTZ                 |
| ⊕    | EQUIPMENT NUMBER           | HP  | HORSE POWER                 | N   | BRAND NEW UNIT        |

EQUIPMENT SCHEDULE: VENTILATING FANS

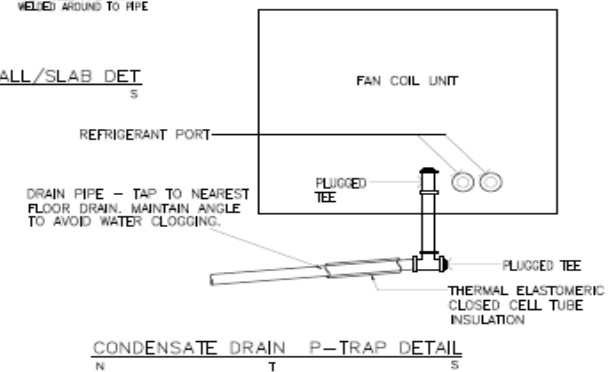
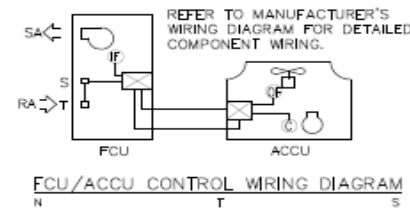
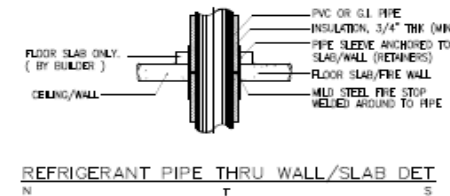
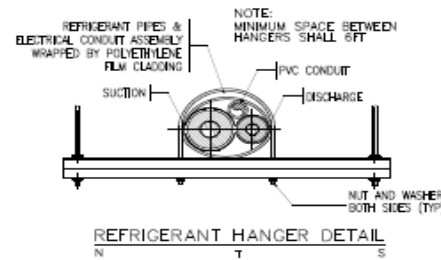
| DESIGNATION | TYPE        | DESCRIPTION             | SUPPLY AIR CFM | MOTOR RATINGS WATTS | FAN EFFICIENCY (MINIMUM) | DRIVE  | ELECTRICAL CHARACTERISTICS |       |       | LOCATION |               | REMARKS      |
|-------------|-------------|-------------------------|----------------|---------------------|--------------------------|--------|----------------------------|-------|-------|----------|---------------|--------------|
|             |             |                         |                |                     |                          |        | VOLTS                      | PHASE | HERTZ | FLOOR    | AREA SERVED   |              |
| EF 101      | EXHAUST FAN | CEILING TYPE W/ SHUTTER | 200 (MINIMUM)  | 30-50               | 80                       | DIRECT | 230                        | 1     | 60    | GF       | FEMALE TOILET | TO BE REUSED |
| EF 102      | EXHAUST FAN | CEILING TYPE W/ SHUTTER | 200 (MINIMUM)  | 30-50               | 80                       | DIRECT | 230                        | 1     | 60    | GF       | MALE TOILET   | TO BE REUSED |

1 GENERAL NOTES & EQUIPMENT SCHEDULE  
NE-01 SCALE N T S

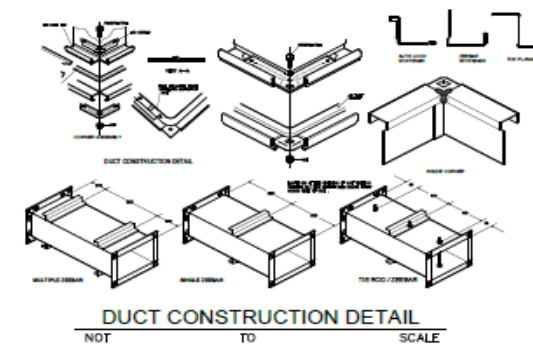
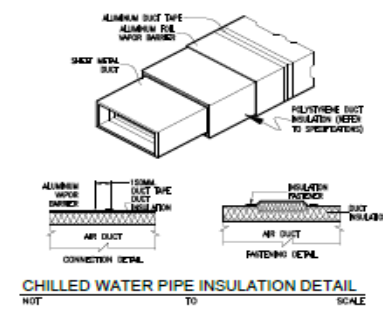
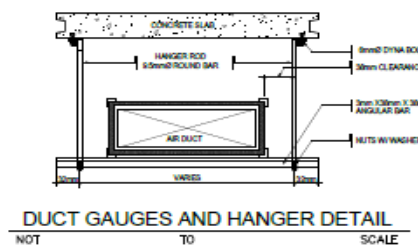
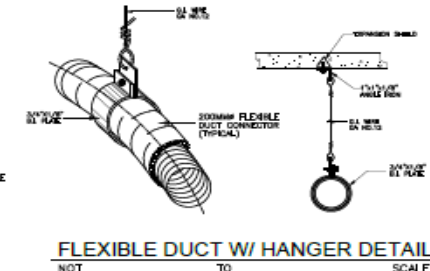
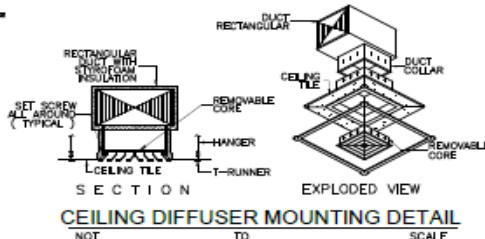
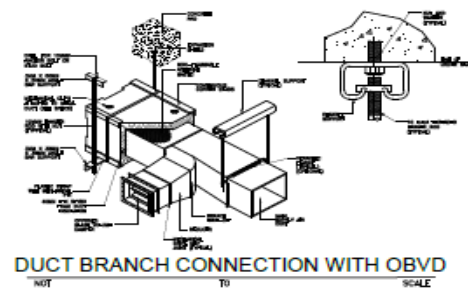




- NOTES :
1. ADHESIVE AND LATEX PAINT SHOULD BE COMPATIBLE TO INSULATION USED.
  2. REFRIGERANT PIPES SHOULD BE WRAPPED BY POLYETHYLENE FILM CLADDING TOGETHER WITH THE ELECTRICAL CONDUIT.
  3. PROVIDE #18 INSULATION SHIELDS AT POINT OF SUPPORT.



1 MISCELLANEOUS DETAILS  
ME-02 SCALE



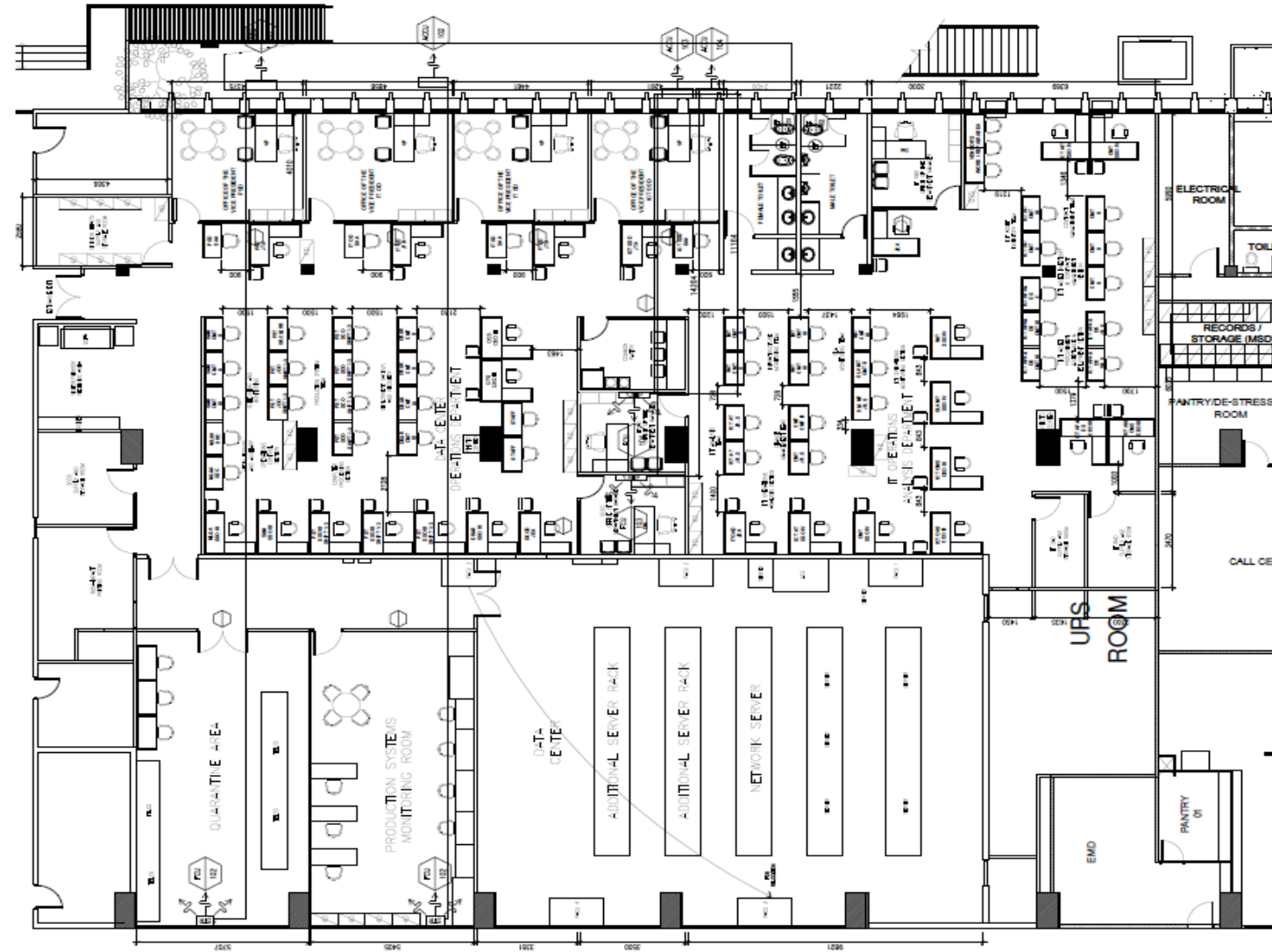
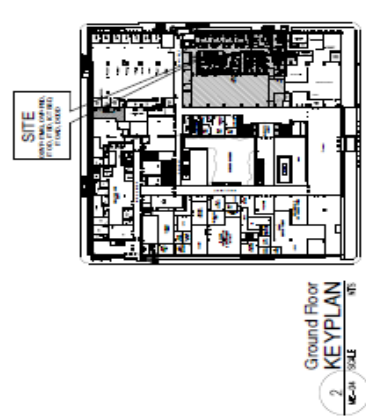
#### MATERIAL SPECIFICATIONS:

| MATERIALS                   | SPECIFICATIONS   |
|-----------------------------|--|
| 01. DUCTWORKS. SHEET METAL  | A/C : GA. 24 G.L., GALFAN, GALVA BOND OR APPROVED EQUAL. |
| 02. DUCT INSULATION         | A/C : 25MM THK POLYURETHAN DUCT INSULATION.              |
| 03. DUCT INS. ADHESIVE      | NON- FLAMMABLE.  |
| 04. SUPPLY CEILING DIFFUSER | PERFORATED, PLENUMED, W/ OBVD, EXTENDED FRAME            |
| 05. DUCT TAPE               | ALUMINUM, 75MM WIDE                                      |
| 06. DUCT SEALANT            | NON-FLAMMABLE, WATER BASE SEALANT                        |
| 07. FLEX. ROUND DUCT        | 150mm Dia. "WIRE-MOLD" WITH FIBERGLASS INSULATION        |
| 08. SUPPLY AIR GRILLE       | 4-WAY, FIXED BLADE                                       |
| 09. RETURN AIR GRILLE       | SINGLE DEFLECTION, FIXED BLADE                           |

#### LEGEND & SYMBOLS:

| ABB. | DESCRIPTION               |
|------|---------------------------|
|      | 4-WAY SUPPLY AIR DIFFUSER |
|      | RETURN AIR DIFFUSER       |

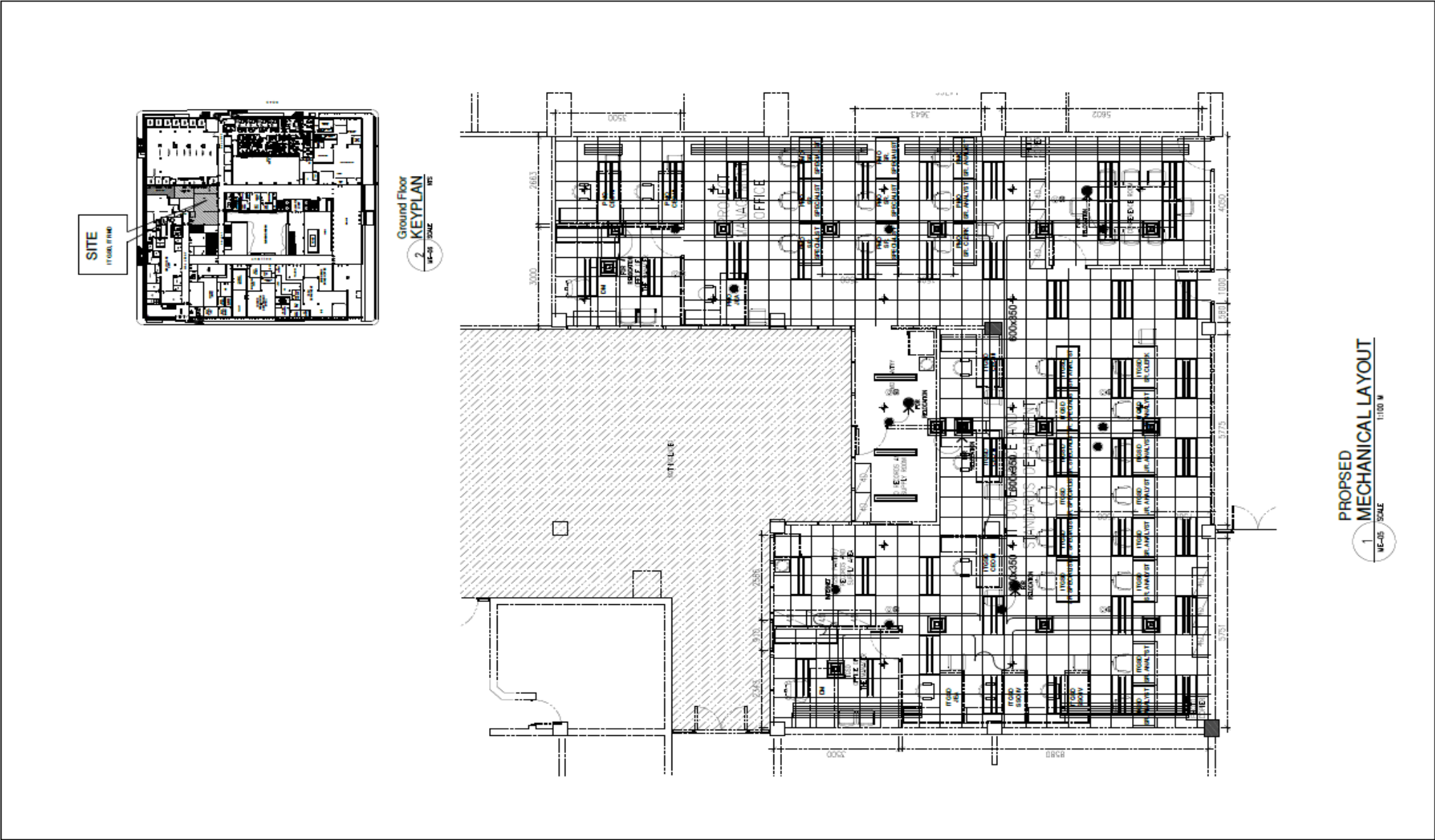
#### 1 MISCELLANEOUS DETAILS

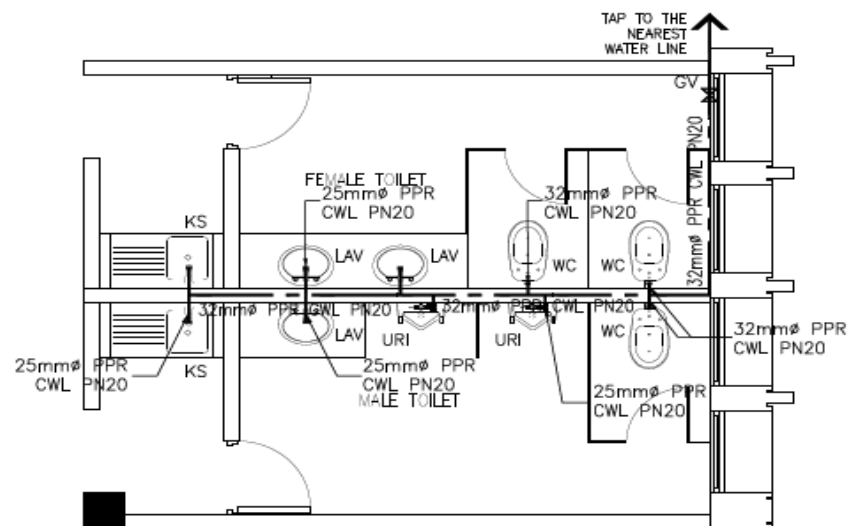


PROPOSED  
MECHANICAL LAYOUT

1

WE-04 SCALE 1:100 M





#### GENERAL NOTES

1. ALL PLUMBING WORKS INCLUDED HEREIN SHALL BE EXECUTED ACCORDING TO THE PROVISIONS OF THE NATIONAL PLUMBING CODE OF THE PHILIPPINES AND THE NATIONAL BUILDING CODE.
2. COORDINATE THE DRAWINGS WITH OTHER RELATED DRAWINGS AND SPECIFICATIONS REQUIRED. THE ENGINEER OR ARCHITECT SHALL BE NOTIFIED IMMEDIATELY OF ANY DISCREPANCY FOUND HEREIN.
3. GRADES OF HORIZONTAL PIPING  
RUN ALL HORIZONTAL PIPING IN PERFECT ALIGNMENT AND AT A FORM GRADE NOT LESS THAN 2 PERCENT (2%).
4. CHANGE IN DIRECTION  
ALL CHANGE IN DIRECTION SHALL BE MADE BY APPROPRIATE USE OF FORTY FIVE DEGREES (45°) WYES, LONG SWEEP QUARTER BENT, SIXTH EIGHT OR SIXTEENTH BEND, WHEN THE CHANGE OF FLOW IS FROM HORIZONTAL TO VERTICAL. A SINGLE 45° BENT COMBINATION MAY BE USED ON VERTICAL STACKS AND SHORT QUARTER BENDS MAY BE USED ON WASTE LINE, TEE, AND CROSSES MAY BE USED IN BENT PIPES.
5. PROHIBITED FITTINGS  
NO DOUBLE HUB OR TEE BRANCH SHALL BE USED ON HORIZONTAL SOIL AND WASTE LINES, THE DRILLINGS AND TAPPING OF HOUSE DRAIN, WASTE OR BENT PIPES AND USED OF SADDLE HUB AND BENT ARE PROHIBITED.
6. PIPE CLEAN-OUTS  
PROVIDE CLEAN-OUTS UNDER THE FOLLOWING CONDITIONS:  
a) EVERY CHANGE OF HORIZONTAL DIRECTION EXCEEDING TWENTY TWO AND ONE-HALF DEGREES (22 1/2°)  
b) ONE AND ONE-HALF METERS (1.5m) INSIDE THE PROPERTY LINES BEFORE THE HOUSE DRAINAGE CONNECTION.  
c) EVERY FIVE METERS (5.0) IN HORIZONTAL RUN OF PIPES.  
d) AT THE END OF ANY HORIZONTAL PIPES LINES.
7. PROVIDE 50mm Ø P-TRAP FOR EVERY 100mm X 100mm FLOOR DRAIN & PROVIDE STOP COCK FOR EVERY TOILET AND BATH FIXTURES.
8. ALL EXPOSED PIPES AND FITTINGS SHALL BE POLYVINYL CHLORIDE PIPES SERIES 1000 UNLESS OTHERWISE INDICATED.
9. ALL MAIN VERTICAL SOIL STACK AND WASTE STACK PIPE SHALL BE EXTENDED IN FULL SIZE ABOVE THE FLOOR LINE AS VENTS EXCEPT OTHERWISE SPECIALLY INDICATED.
10. SIZES OF WATER SUPPLY PIPES TO FIXTURES SHALL BE IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
11. MATERIALS TO BE USED SHALL BE IN ACCORDANCE WITH THE MATERIAL SPECIFICATIONS SET BY THE SOCIAL SECURITY SYSTEM GUIDELINES.
12. THE CONTRACTOR SHALL VERIFY ALL EXISTING UTILITIES AT SITE AND COORDINATE THE WORKS WITH THE SEWER LINE EFFLUENT DISPOSAL POINT AND WATER LINE SERVICE CONNECTING POINT.
13. ALL PLUMBING WORKS SHALL BE UNDER THE SUPERVISION OF LICENSED MASTER PLUMBER OR SANITARY ENGINEER AND A LICENSED PLUMBING CONTRACTOR.

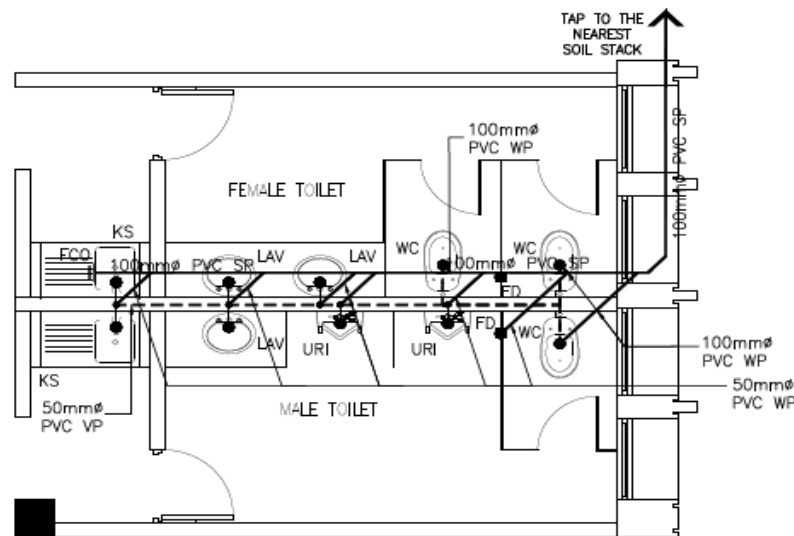
#### LEGEND & SYMBOLS

|  |              |  |                 |  |                 |
|--|--------------|--|-----------------|--|-----------------|
|  | WATER CLOSET |  | GREASE TRAP     |  | FLOOR CLEAN OUT |
|  | URINAL       |  | FLOOR DRAIN     |  | PVC SOIL PIPE   |
|  | LAVATORY     |  | GATE VALVE      |  | PVC WASTE PIPE  |
|  | KITCHEN SINK |  | CHECK VALVE     |  | DP / DRAIN PIPE |
|  |              |  | COLD WATER LINE |  | ABBREVIATIONS   |
|  |              |  | PVC VENT PIPE   |  | HB - HOSE HUB   |
|  |              |  |                 |  | DS - DOWN SPOUT |

1  
P-01













## WATERLINE LAYOUT

SCALE 1:50 M.



#### GENERAL NOTES

1. ALL PLUMBING WORKS INCLUDED HEREIN SHALL BE EXECUTED ACCORDING TO THE PROVISIONS OF THE NATIONAL PLUMBING CODE OF THE PHILIPPINES AND THE NATIONAL BUILDING CODE.
2. COORDINATE THE DRAWINGS WITH OTHER RELATED DRAWINGS AND SPECIFICATIONS REQUIRED. THE ENGINEER OR ARCHITECT SHALL BE NOTIFIED IMMEDIATELY OF ANY DISCREPANCY FOUND HEREIN.
3. GRADES OF HORIZONTAL PIPINGS  
RUN ALL HORIZONTAL PIPINGS IN PERFECT ALIGNMENT AND AT A FORM GRADE NOT LESS THAN 2 PERCENT (2%).
4. CHANGE IN DIRECTION  
ALL CHANGE IN DIRECTION SHALL BE MADE BY APPROPRIATE USE OF FORTY FIVE DEGREES (45°) WYES, LONG SWEEP QUARTER BENT, SIXTH EIGHT OR SIXTEENTH BEND, WHEN THE CHANGE OF FLOW IS FROM HORIZONTAL TO VERTICAL A SINGLE ½ BENT COMBINATION MAYBE USED ON VERTICAL STACKS AND SHORT QUARTER BENDS MAYBE USED ON WASTE LINE, TEE, AND CROSSES MAYBE USED IN BENT PIPES.
5. PROHIBITED FITTINGS  
NO DOUBLE HUB OR TEE BRANCH SHALL BE USED ON HORIZONTAL SOIL AND WASTE LINES, THE DRILLINGS AND TAPPING OF HOUSE DRAIN, WASTE OR BENT PIPES AND USED OF SADDLE HUB AND BENT ARE PROHIBITED.
6. PIPE CLEAN-OUTS  
PROVIDE CLEAN-OUTS UNDER THE FOLLOWING CONDITIONS:  
a) EVERY CHANGE OF HORIZONTAL DIRECTION EXCEEDING TWENTY TWO AND ONE-HALF DEGREES (22 ½°).  
b) ONE AND ONE-HALF METERS (1.50M) INSIDE THE PROPERTY LINES BEFORE THE HOUSE DRAINAGE CONNECTION.  
c) EVERY FIVE METERS (5.00) IN HORIZONTAL RUN OF PIPES.  
d) AT THE END OF ANY HORIZONTAL PIPES LINES.
7. PROVIDE 50mmØ P-TRAP FOR EVERY 100mm X 100mm FLOOR DRAIN & PROVIDE STOP COCK FOR EVERY TOILET AND BATH FIXTURES.
8. ALL EXPOSED PIPES AND FITTINGS SHALL BE POLYVINYL CHLORIDE PIPES SERIES 1000 UNLESS OTHERWISE INDICATED.
9. ALL MAIN VERTICAL SOIL STACK AND WASTE STACK PIPE SHALL BE EXTENDED IN FULL SIZE ABOVE THE FLOOR LINE AS VENTS EXCEPT OTHERWISE SPECIALLY INDICATED.
10. SIZES OF WATER SUPPLY PIPES TO FIXTURES SHALL BE IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
11. MATERIALS TO BE USED SHALL BE IN ACCORDANCE WITH THE MATERIAL SPECIFICATIONS SET BY THE SOCIAL SECURITY SYSTEM GUIDELINES.
12. THE CONTRACTOR SHALL VERIFY ALL EXISTING UTILITIES AT SITE AND COORDINATE THE WORKS WITH THE SEWER LINE EFFLUENT DISPOSAL POINT AND WATER LINE SERVICE CONNECTING POINT.
13. ALL PLUMBING WORKS SHALL BE UNDER THE SUPERVISION OF LICENSED MASTER PLUMBER OR SANITARY ENGINEER AND A LICENSED PLUMBING CONTRACTOR.

| LEGEND & SYMBOLS  |              |   |             |   |                 |
|---|--------------|---|-------------|---|-----------------|
|  | WATER CLOSET |  | GREASE TRAP |  | FLOOR CLEAN OUT |
|  | URINAL       |  | FLOOR DRAIN |  | PVC SOIL PIPE   |
|  | LAVATORY     |  | GATE VALVE  |  | PVC WASTE PIPE  |
|  | KITCHEN SINK |  | CHECK VALVE |  | DP / DRAIN PIPE |
| ABBREVIATIONS   |              |   |             |   |                 |
| CWL — COLD WATER LINE   |              |   |             |   |                 |
| HD — HOSE HUBB  |              |   |             |   |                 |
| DS — DOWN SPOUT   |              |   |             |   |                 |
| PVC SP — PVC VENT PIPE  |              |   |             |   |                 |

## 1 SEWERLINE LAYOUT

P-02 SCALE 1:50 M.



## GENERAL NOTES:

### 1.0 GENERAL:

- 1.1 ALL DIMENSIONS ARE SHOWN IN MILLIMETERS, ELEVATIONS ARE IN METERS, UNLESS NOTED OTHERWISE.
- 1.2 THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS AT THE SITE, AND SHALL NOTIFY THE ENGINEER OF DISCREPANCIES BETWEEN ACTUAL CONDITIONS AND INFORMATION SHOWN ON THE DRAWINGS BEFORE PROCEEDING WITH THE WORK. THIS SHALL INCLUDE THE LOCATIONS AND DIMENSIONS OF GROOVES, HOLETS, SLEEVES, CURBS, OPENINGS, EMBEDDED OR ATTACHED ITEMS, ETC. REFER TO ARCHITECTURAL, MECHANICAL, ELECTRICAL AND PLUMBING DRAWINGS.
- 1.3 ALL DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALE SHOWN ON PLANS, SECTIONS OR DETAILS. NOTES AND DETAILS ON DRAWINGS SHALL TAKE PRECEDENCE OVER GENERAL NOTES AND TYPICAL DETAILS.
- 1.4 THE CONTRACT STRUCTURAL DRAWINGS AND SPECIFICATIONS REPRESENT THE FINISHED STRUCTURES. THEY DO NOT INDICATE THE METHOD OF CONSTRUCTION UNLESS SO STATED. THE CONTRACTOR SHALL PROVIDE ALL NECESSARY MEASURES TO PROTECT THE STRUCTURES, ADJACENT PROPERTIES, WORKMEN AND OTHER PERSONS DURING ALL PHASES OF CONSTRUCTION. THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE OWNER AND/OR THE ENGINEER OF ANY CONDITION WHICH IN HIS OPINION MIGHT ENDANGER THE STABILITY OF THE STRUCTURES OR CAUSE DISTRESS IN THE STRUCTURES.
- 1.5 TYPICAL DETAILS AND GENERAL NOTES ON 5-1 APPLY TO ALL PARTS OF THE JOB UNLESS OTHERWISE SHOWN ON THE DRAWINGS.

### 2.0 STANDARDS AND REFERENCES:

THE FOLLOWING SHALL GOVERN THE DESIGN, FABRICATION AND CONSTRUCTION OF THE PROJECT:

- 2.1 AMERICAN CONCRETE INSTITUTE (ACI PUBLICATIONS):  
ACI 308-90 BUILD CODE REQUIREMENTS FOR REINFORCED CONCRETE  
ACI 308-97 (90) DESIGN HANDBOOK, VOL. 1  
ACI 308-97 (90) DESIGN HANDBOOK, VOL. 2  
ACI 308-94 MANUAL OF STANDARD PRACTICE FOR DETAILS AND DETAILING OF CONCRETE REINFORCEMENT.
- 2.2 AMERICAN SOCIETY FOR TESTING MATERIALS (ASTM)
- 2.3 NATIONAL STRUCTURAL CODE OF THE PHILIPPINES (NSCP) VOL. 1, SEVENTH EDITION, 2005
- 2.4 UNIFORM BUILDING CODE (UBC), VOL. 2 1997 EDITION

### 3.0 BASIC DESIGN LOADS:

- 3.1 DEAD LOADS (DL)  
3.1.1 - METAL ROOFING 95 Pa  
3.1.2 - ELECTRICAL/MECHANICAL UTILITIES 240 Pa  
3.1.3 - TRUSS & BRACINGS SELFWEIGHT OR AS COMPUTED  
3.1.4 - FURNISH 100 Pa  
3.1.5 - CONCRETE 24 kN/m<sup>2</sup>  
3.1.6 - STEEL 77.5 kN/m<sup>2</sup>
- 3.2 LIVE LOADS (LL)  
- ROOF 1000 Pa  
- COMMON AREA 4900 Pa  
- STOCK ROOMS 7200 Pa
- 3.3 WIND LOAD (WL)  
WIND LOADS ARE CALCULATED BASED ON THE RECOMMENDATIONS OF THE NSCP-2005 WITH A MINIMUM BASIC WIND SPEED OF 250 kph.
- 3.4 SEISMIC LOAD, E  
SEISMIC LOADS FOR BUILDING ARE CALCULATED BASED ON THE RECOMMENDATION OF THE NSCP VOL. 1, 7TH ED.  
  
SEISMIC SOURCE TYPE C  
SOIL PROFILE C = 0.64 Nv  
SEISMIC COEFFICIENT, Cv C = 0.44 Nv  
SEISMIC ZONE FACTOR, (ZONE 4) Z = 0.40  
IMPORTANCE FACTOR I = 1.0  
NUMERICAL COEFFICIENT R = 8.5  
NEAR SOURCE FACTOR, Nv Nv = 1.0  
NEAR SOURCE FACTOR, N4 N4 = 1.0

### 4.0 MATERIALS:

#### 4.1 NORMAL WEIGHT CONCRETE

- 4.1.1 CONCRETE USED IN THIS WORK SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH @ 28 DAYS FOR ALL REINFORCED CONCRETE ELEMENTS AS FOLLOWS:  
FOR FOUNDATION  $f_c = 28$  MPa (4000 Psi)  
FOR SLAB AND STAIR  $f_c = 21$  MPa (3000 Psi)
- 4.1.2 ALL CONCRETE SHALL BE DEFORMED, VIBRATED AND CURED IN ACCORDANCE WITH ACI STANDARD 308-93.
- 4.1.3 CONCRETE COVER OVER REINFORCING BARS SHALL BE IN ACCORDANCE WITH ACI STANDARD 308-93.
- 4.1.4 BEFORE CONCRETE IS POURED, CHECK WITH ALL TRADES TO ENSURE PROPER PLACEMENT OF ALL OPENINGS, SLEEVES, CURBS, CONDUITS, ETC. RELATIVE TO THE WORK.

#### 4.2 REINFORCING BARS

- 4.2.1 UNLESS OTHERWISE SPECIFIED ON THE PLANS, ALL REINFORCING BARS SHALL BE DEFORMED WITH A MINIMUM YIELD STRENGTH:  
 $f_y = 275$  MPa (40000 Psi) FOR 30mm & SMALLER  
 $f_y = 414$  MPa (60000 Psi) FOR 30mm & LARGER
- 4.2.2 ALL REINFORCING BARS SHALL BE CLEAN OR RUST, GREASE OR OTHER MATERIALS WHICH TEND TO IMPAIR BOND.
- 4.2.3 ALL REINFORCING BARS SHALL BE ACCURATELY AND SECURELY PLACED BEFORE POURING CONCRETE OR APPLYING MORTAR OR GROUT.
- 4.2.4 LAPPED SPICES SHALL BE STAGGERED WHERE POSSIBLE.
- 4.2.5 UNLESS INDICATED OTHERWISE, SPACING OF REINFORCEMENT SHALL BE IN ACCORDANCE WITH ACI STANDARD 308-93.
- 4.2.6 UNLESS SHOWN OTHERWISE ON PLANS, SPICES SHALL BE AS FOLLOWS:  
BEAMS: TOP AND BOTTOM BARS SHALL NOT BE SPICED WITHIN THE COLUMN OR WITHIN A DISTANCE OF TWICE THE MEMBER DEPTH FROM THE FACE OF THE COLUMN. STIRRUPS SPACING ENCLOSED THE LAP SPICES SHALL BE 100mm. THE SPICE LENGTH SHALL NOT BE LESS THAN THE LENGTH IN ITEM 4.2.9 BELOW.  
COLUMNS: SPICES WHEN PROVIDED SHALL BE MADE WITHIN THE CENTER HALF OF COLUMN HEIGHT AND LAP SPICE SHALL NOT BE LESS THAN 40 BAR DIAMETERS. THE USE OF APPROVED MECHANICAL DEVICES MAY BE SPICED AT ANY LEVEL AND THE MINIMUM VERTICAL DISTANCE BETWEEN TWO ADJACENT LAP SPICES SHALL BE 600mm.  
CHB WALLS: VERTICAL BARS SHALL BE SPICED AT THE TOP OF WALL FOOTING OR DE LEAN AND AT THE BOTTOM OF RC INTO DEAN IN BEAMS. SPICED LENGTHS SHALL BE 600mm MIN.
- 4.2.7 UNLESS INDICATED OTHERWISE ALL BEAMS TERMINATING AT THE COLUMN SHALL HAVE TOP AND BOTTOM BARS EXTENDING TO THE FAR FACE OF THE COLUMN, TERMINATING IN A STANDARD 90° BEND LENGTH OF ANCHORAGE NOT LESS THAN 600mm.
- 4.2.8 SHOP DRAWINGS FOR BENDING AND CUTTING OF REINFORCEMENT SHALL BE SUBMITTED FOR APPROVAL TO THE ENGINEER PRIOR TO FABRICATION.
- 4.2.9 SPICE LENGTH OF REINFORCEMENT BARS SHALL BE AS FOLLOWS:

| SIZE OF REBARS | SPICE LENGTH (mm) |
|----------------|-------------------|
| #10            | 400               |
| #12            | 480               |
| #16            | 640               |
| #20            | 800               |
| #25            | 1000              |

#### 4.2.10 STANDARD HOOK:

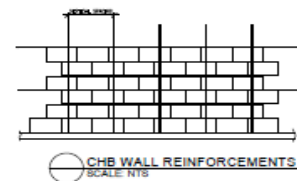
| BEND ANGLE               | SHAPE | BAR DIA. (d)          | DIA. OF INSIDE HOOK (D) | SEPAR. END LENGTH (A) |
|--------------------------|-------|-----------------------|-------------------------|-----------------------|
| 90°                      |       | < 25<br>> 25 AND < 32 | 6d<br>8d                | 12d                   |
| 135° (STIRRUPS AND TIES) |       | < 16<br>> 16 AND < 25 | 4d<br>6d                | 6d or 75 MIN.         |
| 180°                     |       | < 25<br>> 25 AND < 32 | 6d<br>8d                | 4d or 65 MIN.         |

#### 4.4 CONCRETE HOLLOW BLOCKS (CHB)

- 4.4.1 CHB USED IN THESE WORKS SHALL HAVE A MINIMUM ULTIMATE COMPRESSIVE STRENGTH @ 28 DAYS AS FOLLOWS:  
100mm THICK NON-LOAD BEARING CHB,  $f_m = 2.40$  MPa (350 Psi)
- 4.4.2 ALL CELLS SHALL BE FULLY FILLED WITH GROUT. CONCRETE SHALL HAVE A MINIMUM COMPRESSIVE STRENGTH OF 17.24 MPa (2500 Psi) @ 28 DAYS.
- 4.4.3 UNLESS OTHERWISE INDICATED, CHB REINFORCEMENT SHALL BE 12mm @ 600mm HORIZONTAL BARS @ 600mm AND 12mm @ 600mm VERTICAL BARS @ 600mm.

#### 4.5 GRAVEL

- 4.5.1 MIN. GRAVEL SIZE FOR BEAMS, COLUMNS, SHEARWALLS AND SLABS SHALL BE SMALLER THAN 10mm.

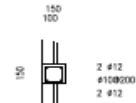


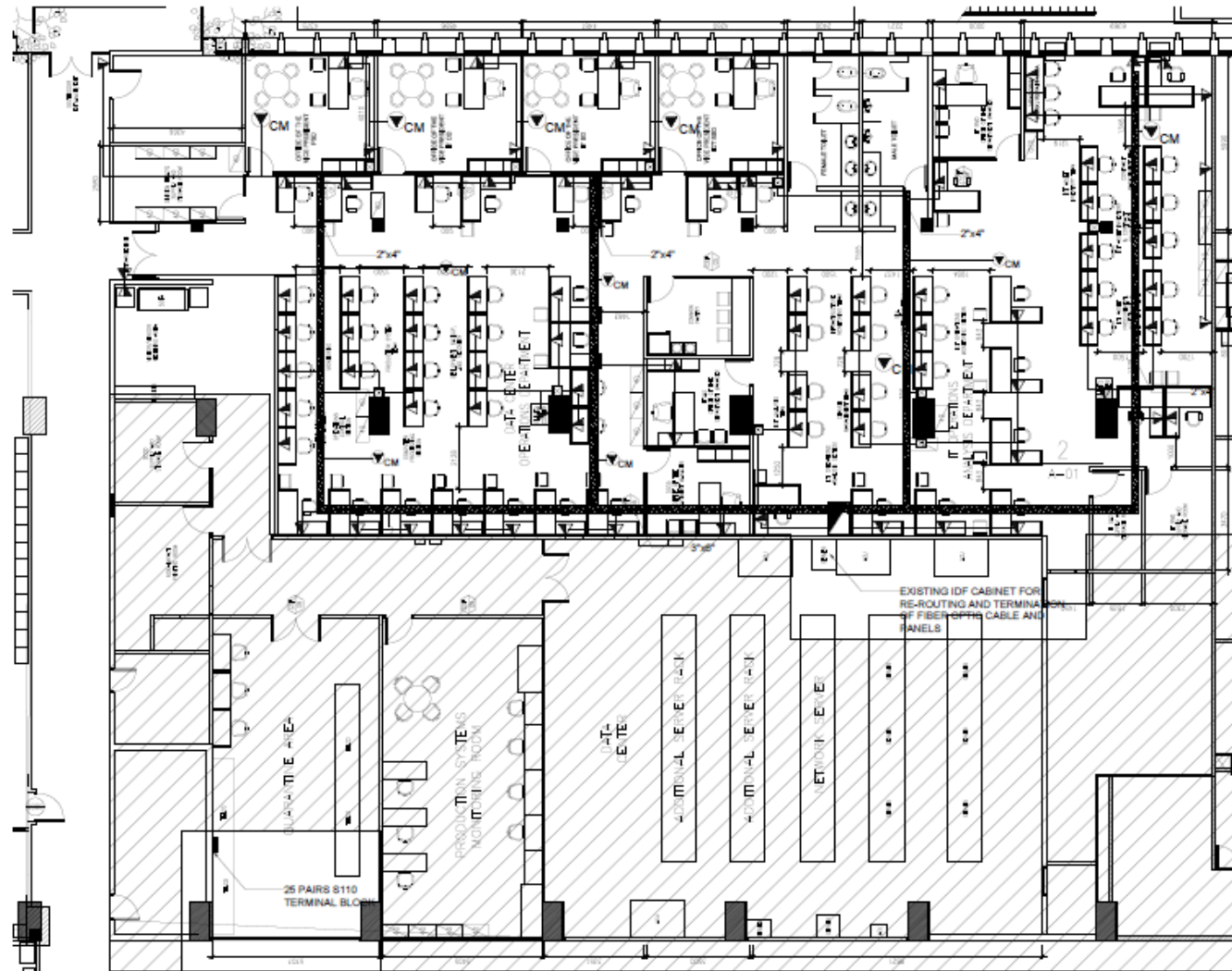
### 5.0 MASONRY WALLS:

- 5.1 ALL MATERIALS AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE APPLICABLE STD. AND SPECIFICATIONS OF THE STRUCTURAL CODE OF THE PHILIPPINES AND UNIFORM BLOC CODE.
- 5.2 CONCRETE MASONRY UNITS SHALL CONFORM TO ASTM C90 GRADE N.
- 5.3 MORTAR AND GROUT FOR ALL CONCRETE MASONRY SHALL CONFORM TO ASTM 270 - TYPE N AND SHALL HAVE A MINIMUM OF 28 DAYS STANDARD CYLINDER COMPRESSIVE STRENGTH OF 17.5 MPa (2500 Psi).
- 5.4 ALL CHB SHALL BE LAYED OUT WITH THE CELLS IN UNSTRUCTURED VERTICAL CONTINUITY. ALL CELLS ESPECIALLY THOSE WITH REINFORCEMENT SHALL BE FILLED WITH MORTAR.
- 5.5 REINFORCEMENT, AS TABULATED BELOW, SHALL BE PROVIDED UNLESS OTHERWISE SPECIFIED IN THE PLAN.
- 5.6 MASONRY WALLS SHALL BE PROVIDED WITH REAN BLOCK AS REQUIRED.

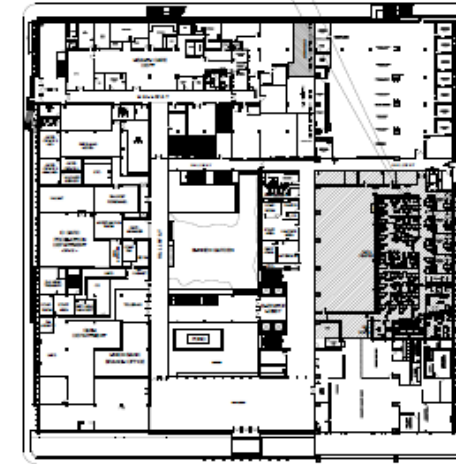
| CONCRETE HOLLOW BLOCKS REINFORCEMENT |                                    |                        |  |
|--------------------------------------|------------------------------------|------------------------|--|
| BLOCK THICKNESS (mm)                 | REINFORCEMENT                      |                        | NOTES  |
|                                      | HORIZONTAL                         | VERTICAL               |  |
| 100                                  | 10mm BARS @ EVERY 3RD LAYER OF CHB | 10mm BARS AT 600mm C/C | A. MIN. LAP SPICE=300mm LONG<br>B. PROVIDE 180° ANGLE BEND AT CORNERS 300mm LONG |

| BLOCK THICKNESS (mm) | BEAM BLOCK REINFORCEMENT (BLOCK THICKNESS) |                   |
|----------------------|--|-------------------|
|                      | HORIZONTAL                                 | VERTICAL          |
| 150                  | # 10 @ 600mm O.C.                          | # 12 @ 600mm O.C. |





**SITE**  
OSVP/ITMG, OVP-RSD,  
IT OD, ICT SBD,  
IT OAD, DOD



**Ground Floor  
KEYPLAN**

SCALE NTS

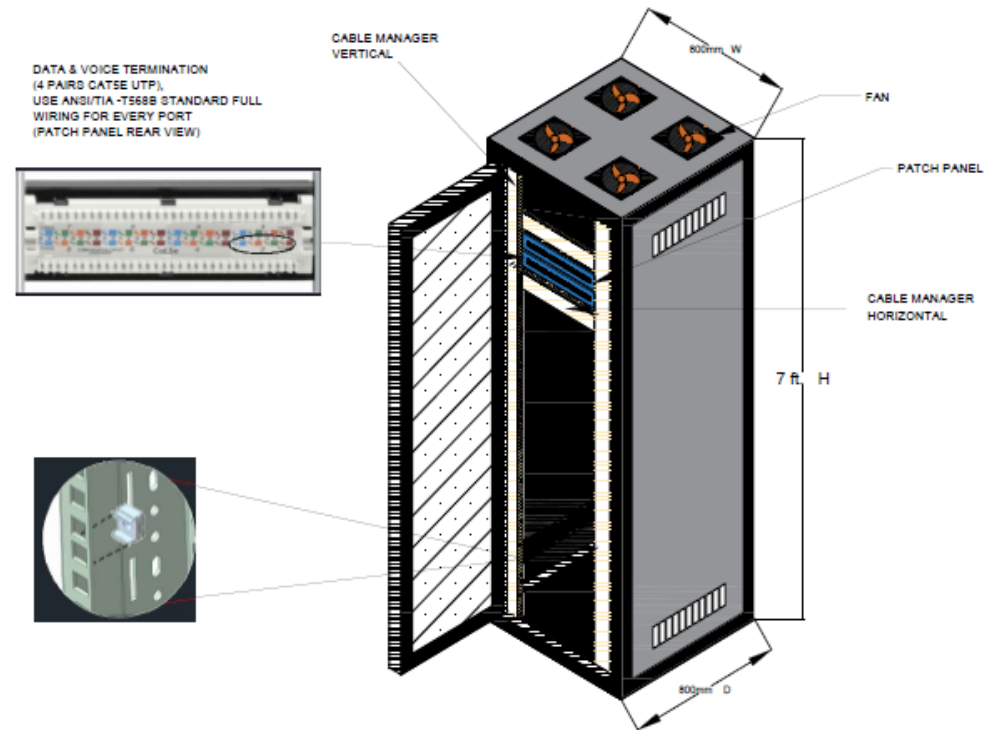
# **LEGEND FOR DATA AND VOICE**

- CABLE RACKWAYS 3" x 6" & 2"x4" WITH COVER
- PULL BOX/SQUARE BOX
- CABLE DATA & VOICE OUTLET W/ FACE PLATE
- PVC RIBBON OF VARIOUS SIZES
- NETWORK CABINET
- DATA OUTLET W/ FACE PLATE (CABLE MOUNTED)
- POP-UP DATA/ VOICE OUTLET W/ FACE PLATE

## **GENERAL NOTES/SCOPE OF WORKS**

1. SUPPLY NECESSARY MATERIALS, HANDPOWER, TOOL, AND TECHNICAL PERSONNEL FOR THE FULL IMPLEMENTATION OF THE PROJECT.
2. RE-ROUTING/RE-INSTALLATION OVER THE CEILING SHALL BE CABLE RACKWAY 3" x 6" & 2"x4" (1.5MM) G.I. ON OTHERS, MAY USE PVC RIBBON DESIGN IS SUBJECT CHANGE TO ADAPT ON THE ACTUAL SITE CONDITION.
3. RE-ROUTING/RE-INSTALLATION OF EXISTING 2 UNITS OPTICAL DISTRIBUTION FRAME (ODF) TO THE NEW I/F NETWORK CABINET.
4. SUPPLY AND INSTALLATION OF 8 RUNS OF CABLE (UTP) CABLE FROM NEW I/F TO TELCO 25 PAIRS S110 TERMINAL BLOCK.
5. SUPPLY OF NETWORK CABINET 42U (800MM X 800MM X 1.5FT) WITH POWER STRIP, 12 PCS, 3 PHONE/220V C.O., EXHAUST FAN ON TOP FRAME & VERTICAL CABLE MANAGER.
6. DEMOUNTING OF 1 UNIT EXISTING I/F CABINET AT LOCATED AT DATA CENTER.
7. SUPPLY AND CABLE PULLING OF CABLE-500UTP CABLE FOR 221 VOICE/DATA NODES FROM NETWORK CABINET TO HORIZONTAL DISTRIBUTIONS.
8. WHENEVER NECESSARY PROVIDE PULL BOX IF PROPER SIZE AND POSITION ALTHOUGH NOT INDICATED IN THE PLAN.
9. SUPPLY OF 11 PCS. CABLE PATCH PANELS FOR DATA AND VOICE.
10. SUPPLY OF 10 PCS. 18 INCH HORIZONTAL STEEL CABLE MANAGER (1U).
11. ANY OTHER MATERIALS NECESSARY TO COMPLETE THE PROJECT SHALL BE IN THE ACCOUNTABILITIES OF THE CONTRACTOR.
12. COMPLETED T-CONG, TERMINATION, TESTING, AND COMMISSIONING OF ALL DATA AND VOICE OUTLETS.
13. TURNOVER AND SUBMISSION OF AS-BUILT PLAN AND DOCUMENTATION.





NETWORK DATA CABINET



## LOT 2 – RENOVATION OF OSVP-ITMG

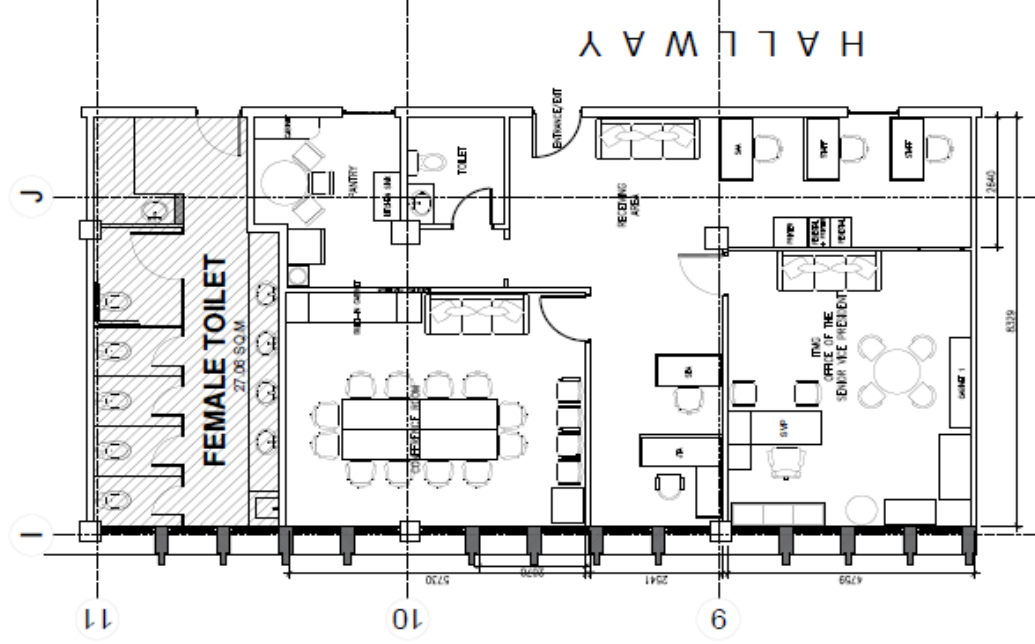
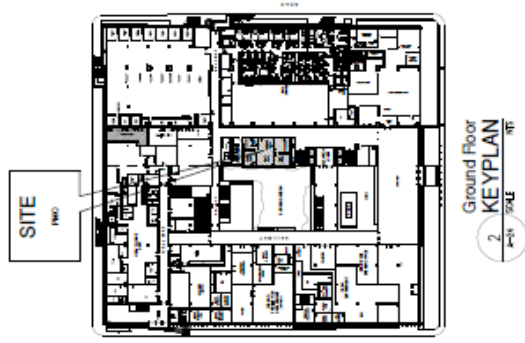


1  
A-20

EXISTING SITE PHOTOS

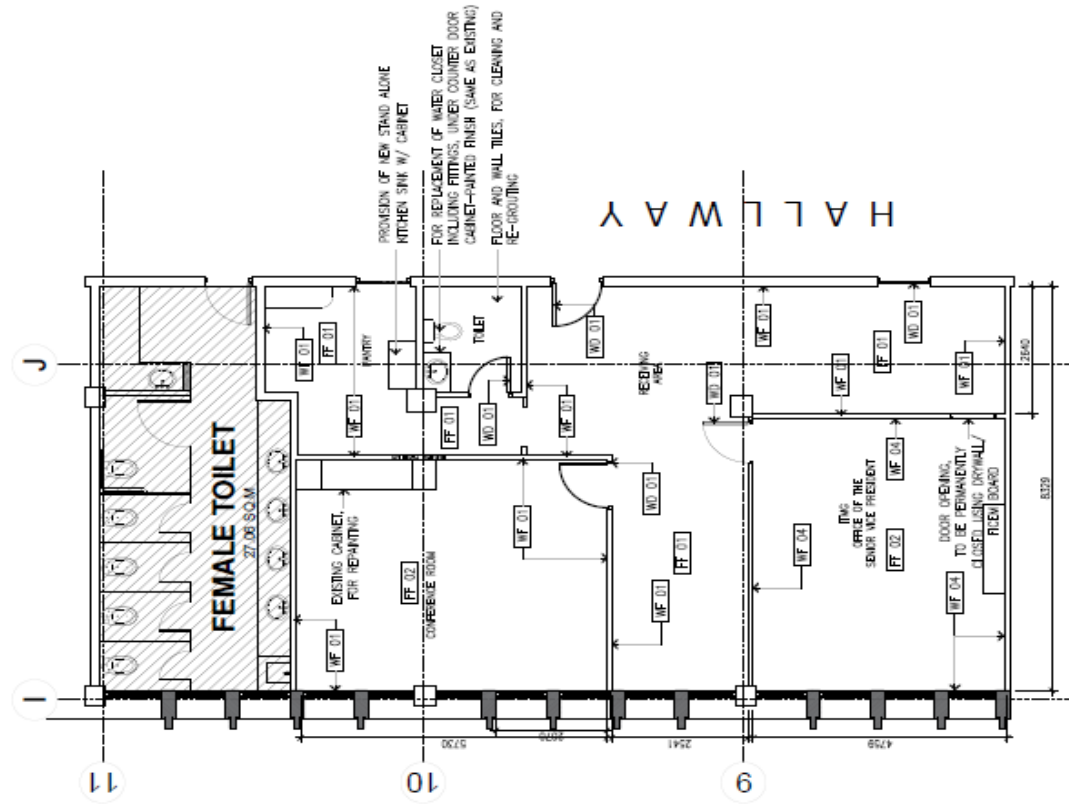
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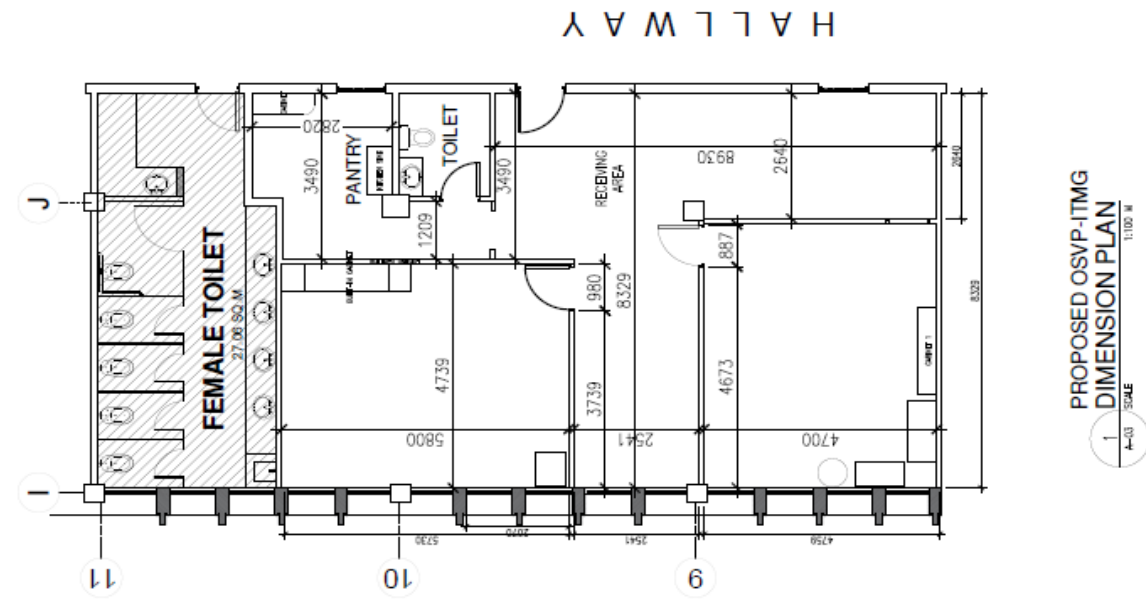
| PLANTILLA OF PERSONNEL                  |   |
|---|---|
| OSVP-INFORMATION TECHNOLOGY MAINTENANCE |   |
| GROUP (OSVP-ITMG)                       |   |
| OSVP-ITMG MAINTENANCE                   | 1 |
| OSVP-ITMG MAINTENANCE                   | 1 |
| OSVP-ITMG MAINTENANCE                   | 4 |
| TOTAL                                   | 6 |

PROPOSED OSVP-ITMG  
FLOOR LAYOUT  
1/4\"/>



PROPOSED OSVP-ITMG  
1 DESIGNATION PLAN  
A-02 / SCALE 1:100

| LEGEND  |   |
|---|---|
| WALL TYPE   | FLOOR FINISH  |
|   | <div>EXISTING MASONRY</div> <div>NEW MASONRY</div> <div>NEW 100MM x 100MM x 100MM PLANKS</div> <div>WOOD GRANT FINISH</div>                 |
|   | <div>EXISTING DRYWALL MASONRY</div> <div>NEW DRYWALL MASONRY</div> <div>NEW 100MM x 100MM x 100MM PLANKS</div> <div>WOOD GRANT FINISH</div> |
| WALL FINISH   |   |
| <div>EXISTING DRYWALL MASONRY</div> <div>NEW DRYWALL MASONRY</div> <div>NEW 100MM x 100MM x 100MM PLANKS</div> <div>WOOD GRANT FINISH</div> | <div>EXISTING DRYWALL MASONRY</div> <div>NEW DRYWALL MASONRY</div> <div>NEW 100MM x 100MM x 100MM PLANKS</div> <div>WOOD GRANT FINISH</div> |
|   | <div>EXISTING DRYWALL MASONRY</div> <div>NEW DRYWALL MASONRY</div> <div>NEW 100MM x 100MM x 100MM PLANKS</div> <div>WOOD GRANT FINISH</div> |
|   | <div>EXISTING DRYWALL MASONRY</div> <div>NEW DRYWALL MASONRY</div> <div>NEW 100MM x 100MM x 100MM PLANKS</div> <div>WOOD GRANT FINISH</div> |
| DOOR FINISH   |   |
| <div>EXISTING WOOD DOOR</div> <div>NEW WOOD DOOR</div> <div>WOOD GRANT FINISH</div> <div>WOOD GRANT FINISH</div>                            |   |







### RESEARCH DESIGN

(continued) SPINNER HEAD

OSHA 1571 (Rev. 10-11-97)

KAROLIS STANISLOV JURENA (GALUSKA)

(EXISTING) A/C SUPPLY DIFFUSER

Downloaded At: 11:53 11 September 2009

**NEW 850mm x 1200mm  
85-500-5000000**

### 2PIECE DOWN LIGHTING FIXTURE

**NEW 3500mm x 1200mm  
80-5000mm x 1200mm**

21114 DUNN  
RECESSED MOUNTED  
LIGHTING FIXTURE

NEW 150mm Ø DOWNLIGHT FUTURE

NEW from THE FINEST COLOR

CEILING BOARD/WALLPAPER RESISTANT ON  
METAL FRAMES PAINTED FINISH

INCLUDING REMOVAL OF LEADS ON  
NO EXPIRY TO NEW CRIMINAL  
RECORDS OF INDIVIDUALS

INVESTING OF FEMSTER  
WALLS/BLINDS BAD COOR COMING F  
OF FING

THE (GONG) 244

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PROPOSED  
REFLECTED CEILING PLAN  
1  
A-26 / SCALE 1:100 M





















## GENERAL NOTES

1. ALL ELECTRICAL WORKS HEREIN SHALL BE DONE IN ACCORDANCE WITH THE PROVISIONS OF THE LATEST EDITION OF THE PHILIPPINE ELECTRICAL CODE (PEC), LAWS AND ORDINANCES OF THE LOCAL CODE ENFORCING AUTHORITIES AND REQUIREMENT OF THE LOCAL POWER AND TELEPHONE COMPANY.
2. SERVICE POWER SHALL BE 230 VOLTS, SINGLE PHASE, 3 WIRES, 60 HZ.
3. SMALLEST BRANCH CIRCUIT WIRE SHALL BE 3.5 MM<sup>2</sup> THHN FOR POWER AND LIGHTING AND SHALL BE INSULATED FOR 600 VOLTS.
4. WHENEVER NECESSARY PROVIDE PULL BOX OF PROPER SIZE AND DIMENSION ALTHOUGH NOT INDICATED IN THE PLAN.
5. ALL BRANCH CIRCUIT SHALL BE INSTALLED AS INDICATED IN THE PLAN, INDIVIDUAL BRANCH CIRCUIT HOMERUNS SHALL NOT BE COMBINED IN THE SAME CONDUIT.
6. ALL SWITCHES, PANEL BOARDS, LIGHTING FIXTURES AND ALL NON-CURRENT CARRYING METAL PARTS SHALL BE PROPERLY GROUNDED IN ACCORDANCE WITH THE LATEST EDITION OF THE PEC.
7. ROUGHING-IN CONDUITS SHALL BE OF APPROVED TYPE AND APPLICATION, RSC EXPOSED, IMC AND PVC FOR LATERAL AND EMBEDDED LAY-OUT.
8. THE ELECTRICAL CONTRACTOR IS REQUIRED TO VISIT AND SURVEY THE SITE TO ASCERTAIN THE LOCAL CONDITION THAT MAY AFFECT DURING THE IMPLEMENTATION OF THE PROJECT.
9. ALL AREA AFFECTED BY THE CHIPPING/REMOVAL WORKS SHALL BE PATCHED OR RESTORED TO ITS ORIGINAL AESTHETIC CONDITION.
10. MOUNTING HEIGHTS SHALL BE AS FOLLOWS:
 

|                     |      |  |
|---------------------|------|--|
| PANELBOARD          | ---- | 1.40 m ABOVE FINISHED FLOOR                    |
| SWITCHES            | ---- | 1.40 m ABOVE FINISHED FLOOR                    |
| CONVENIENCE OUTLETS | ---- | 0.30 m ABOVE FINISHED FLOOR (FOR WALL MOUNTED) |
|                     | ---- | MODULAR RACEWAY (ON MODULAR WORKSTATIONS)      |
11. ALL ELECTRICAL WORKS HEREIN SHALL BE DONE UNDER THE SUPERVISION OF DULY LICENSED ELECTRICAL ENGINEER OR MASTER ELECTRICIAN.

## SYMBOLS & LEGEND:

|   |  |
|---|--|
|    | DUPLEX CONVENIENCE OUTLET, 3 PRONG, PARALLEL SLOT WITH GROUND, 15A, 2P 230V BY UPS POWER IN FLUSH MOUNTED TYPE WITH OFF-WHITE PLATE COVER  |
|    | DUPLEX CONVENIENCE OUTLET, 3 PRONG, PARALLEL SLOT WITH GROUND, 15A, 2P 230V BY NORMAL POWER IN FLUSH MOUNTED TYPE WITH BEIGE PLATE COVER   |
|    | RECESSED MOUNTED, LIGHTING FIXTURE, 1X18WATTS LED TUBE, 220V, T8, 1800 LUMENS, 120 LIGHT ANGLE, SIZE (150MMX1200)MM WITH ALUMINUM LARGE CELL PARABOLIC LOUVER TYPE AND ANODIZED REFLECTOR, COOL DAYLIGHT, COMPLETE WITH CIRCUIT WIRING         |
|    | RECESSED LIGHTING FIXTURES, T8, 2X18WATTS LED, 1800 LUMENS WITH BUILT-IN DRIVER, BI PIN TERMINAL 200-250VAC, 60HZ., 120 DEG. LIGHT ANGLE, 50,000 BURNING HOURS, (600X1200)MM W/ ALUMINUM LARGE CELL PARABOLIC LOUVER TYPE, ANODIZED REFLECTOR, |
|    | COVE LIGHTING, T8, LED, 1X18WATTS LED TUBE, 220V, 1800 LUMENS, 120 LIGHT ANGLE, COOL DAYLIGHT, COMPLETE WITH CIRCUIT WIRING  |
|    | DOWN LIGHT, RECESSED TYPE SPUN ALUMINUM WITH 12WATTS LED LAMP, .6" DIA., CLEAR GLASS CONCAVE COVER WITH WHITE MOUNTING RING COMPLETE WITH STANDARD ACCESSORIES AND ESSENTIAL WIRINGS   |
|    | EXHAUST FAN, CEILING MOUNTED, 55-WATTS MIN., 90-120CFM MIN., 230V, 60HZ., WITH GRILL SHUTTER/ LOUVER OR ITS APPROVED TYPE EQUIVALENT   |
|    | ENTRANCE/EXIT LIGHT 3-5WATTS (MINIMUM) LED, 220VAC,  |
|    | TRANSFER FAN, WALL MOUNTED, 33-WATTS MIN., 915CMH MIN., 230V, 60HZ., WITH GRILL SHUTTER/ LOUVER OR ITS APPROVED TYPE EQUIVALENT  |
|    | EMERGENCY LIGHT, 2X3-5W MIN. LED, 220V, SEALED LEAD ACID BATTERY   |
|    | DISTRIBUTION PANEL   |
|   | ECB, NEMA 3R ENCLOSURE, INDUSTRIAL TYPE (OUTDOOR)  |
|  | ONE GANG SWITCH, SINGLE POLE 15A, 250 V FLUSH TYPE (NATIONAL/PANASONIC BRAND)  |
|  | TWO GANG SWITCH, SINGLE POLE 15A, 250 V FLUSH TYPE (NATIONAL/PANASONIC BRAND)  |
|  | THREE GANG SWITCH, SINGLE POLE 15A, 250 V FLUSH TYPE (NATIONAL/PANASONIC BRAND)  |
|  | CIRCUIT DESIGNATION  |
|  | BRANCH CIRCUIT HOMERUN   |
|  | SPECIAL OUTLET, 3 PRONG, PARALLEL SLOT WITH GROUND, 15A, 2P, 230V  |



GENERAL NOTES: MECHANICAL WORKS

- 1. ALL MECHANICAL DESIGN AND INSTALLATION WORKS SHALL BE IN ACCORDANCE WITH THE LATEST ASHRAE, SMACNA STANDARDS, PSME CODE, NATIONAL BUILDING CODE AND THE CITY ORDINANCES.
- 2. THE TOTAL SCOPE OF WORK SHALL INCLUDE ALL WORKS DESCRIBED IN PLANS AND LISTED IN THE TECHNICAL SPECIFICATIONS FOR MECHANICAL WORKS.
- 3. THE WORKS SHALL BE EXECUTED IN CLOSE COORDINATION WITH ALL TRADES SUPERVISED BY ENGINEERING PRACTITIONER.
- 4. ALL AIR CONDITIONED SPACES SHALL BE MAINTAINED AT 22°C TO 24°C Db @ 50% ±5 RH.
- 5. CONTRACTOR/SUPPLIER SHALL INSTALL ALL EQUIPMENT IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATION.
- 6. THIS CONTRACTOR SHALL BE RESPONSIBLE FOR ALL THE BALANCING, TESTING AND COMMISSIONING OF THE WHOLE VENTILATION AND AIR CONDITIONING SYSTEM AS INSTALLED.
- 7. ALL POWER WIRINGS UP TO CIRCUIT BREAKER SHALL BE BY ELECTRICAL CONTRACTOR AND FROM CIRCUIT BREAKER TO EQUIPMENT BY MECHANICAL CONTRACTOR, SEE NOTE UNDER SEQUENCE OF OPERATION.
- 8. VERIFY LOCATION OF OF THERMOSTAT IN COORDINATION TO ARCHITECTURAL LOCATION.
- 9. APROVIDE PIPE SLEEVES FOR ALL PIPING PASSING THROUGH BUILDING STRUCTURE.
- 10. PIPE INSULATION SHALL BE 15mm THK ELASTOMERIC RUBBER FOR DRAIN LINES AND 25mm THK ELASTOMERIC RUBBER WITH VAPOR BARRIER FOR REFRIGERANT LINES.
- 11. PIPE ALL EQUIPMENT CONDENSATE DRAIN LINE TO THE NEAREST FLOOR DRAIN, DRAIN STUB-OUT OR CATCH BASIN PROVIDED BY THE PLUMBING CONTRACTOR. USE MINIMUM OF 25mm, POC DRAIN LINE.
- 12. ALL REFRIGERANT PIPE SHALL BE TYPE "L" HARD DRAWN COPPER TUBING FOR STR AND TYPE "M" FOR BELOW STR.
- 13. PITCH ALL HORIZONTAL REFRIGERATION LINE WITH A MINIMUM OF 13mm IN 3m IN THE DIRECTION OF REFRIGERANT FLOW.
- 14. PROVIDE OIL TRAP WHEN EVER FAN COIL UNIT ELEVATION IS BELOW THE ACCU.
- 15. USE THE NEXT BIGGER SIZE REFRIGERANT PIPE WHEN THE TOTAL EQUIVALENT LENGTH IS MORE THAN 25M.
- 16. ALL INCIDENTAL MATERIALS AND SERVICES ESSENTIAL TO THE COMPLETION OF THE PROJECT SHALL BE PROVIDED AND RENDERED AT THE CONTRACTOR'S LIABILITY AND RESPONSIBILITIES.
- 17. APPROPRIATE MOUNTING AND SUPPORTS SHALL BE PROVIDED TO RIGIDLY SECURE ALL INSTALLATION.
- 18. ALL EXHAUST FANS TO BE CONNECTED TO A FLEXIBLE DUCT PIPE THEN, TAPPED TO EXISTING EXHAUST STUB-OUT PROMSION.

EQUIPMENT SCHEDULE FOR AIR-CONDITIONING SYSTEM

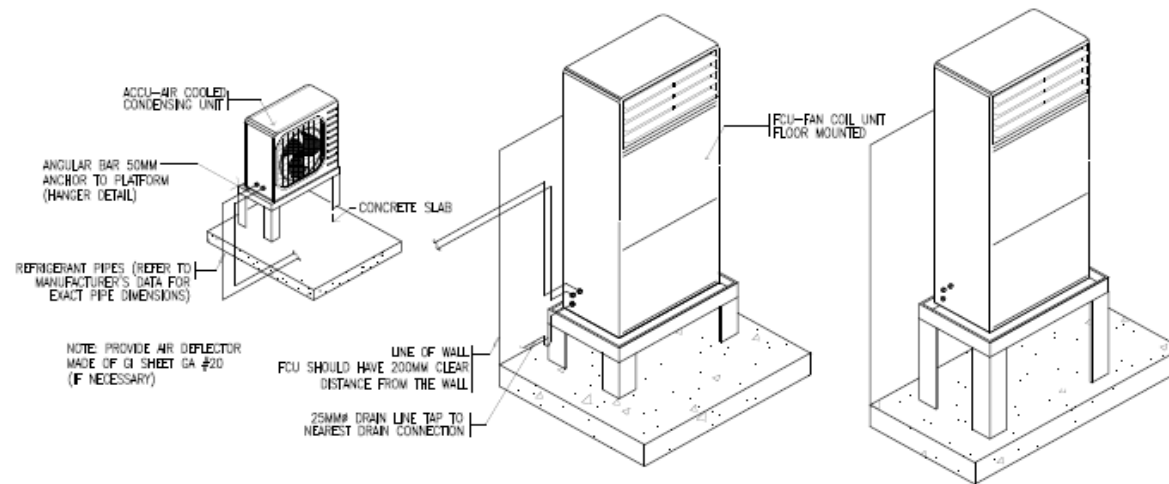
| DESIGNATION | DESCRIPTION   | COOLING CAPACITY |        | BLOWER FAN DATA |      |       |       | AREA SERVED | DESIGNATION | AIR DIRECTION | CONDENSER DATA |      |       |       | LOCATION |       |           |
|-------------|---------------|------------------|--------|-----------------|------|-------|-------|-------------|-------------|---------------|----------------|------|-------|-------|----------|-------|-----------|
|             |               | TR/HP            | BTU/HR | DRIVE           | VOLT | PHASE | HERTZ |             |             |               | DRIVE          | VOLT | PHASE | HERTZ | AT       | PHASE | WIND      |
| POU SWP     | FLOOR MOUNTED | 3 TR             | 18000  | DIRECT          | 220  | 1     | 60    | SWP OFFICE  | ACCU SWP    | HORIZONTAL    | DIRECT         | 220  | 1     | 60    | 40       | 1     | 18 GARDEN |

MECHANICAL LEGEND & ABBREVIATION

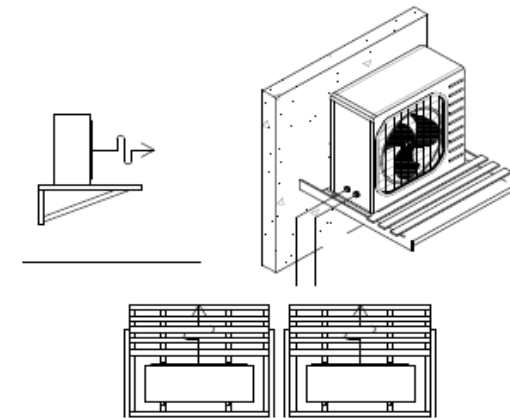
|      |                            |    |                            |     |                       |
|------|----------------------------|----|----------------------------|-----|-----------------------|
| ACCU | AIR-COOLED CONDENSING UNIT | ⊗  | REFRIGERANT PIPE RISER     | EF  | EXHAUST FAN           |
| FCU  | FAN COIL UNIT              | ⊕  | CILING MOUNTED EXHAUST FAN | AC  | AIR CURTAIN           |
| ↔    | AIR FLOW                   | ↔  | AIR-CURTAIN                | CFM | CUBIC FEET PER MINUTE |
| ⊗    | AIR-COOLED CONDENSING UNIT | KW | KILOWATTS                  | PH  | PHASE                 |
| ⊕    | FAN COIL UNIT              | V  | VOLTS                      | HZ  | HERTZ                 |
| HP   | EQUIPMENT NUMBER           | HP | HORSE POWER                | N   | BRAND NEW UNIT        |

EQUIPMENT SCHEDULE: VENTILATING FANS

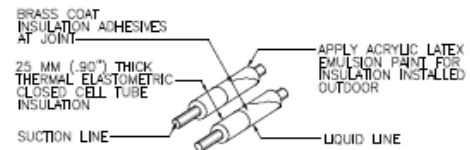
| DESIGNATION | TYPE        | DESCRIPTION            | SUPPLY AIR CFM | MOTOR RATINGS WATTS | FAN EFFICIENCY (MINIMUM) | DRIVE  | ELECTRICAL CHARACTERISTICS |       |       | LOCATION |             | REMARKS  |
|-------------|-------------|------------------------|----------------|---------------------|--------------------------|--------|----------------------------|-------|-------|----------|-------------|----------|
|             |             |                        |                |                     |                          |        | VOLTS                      | PHASE | HERTZ | FLOOR    | AREA SERVED |          |
| EF SWP      | EXHAUST FAN | CILING TYPE W/ SHUTTER | 200 (MINIMUM)  | 30-50               | 80                       | DIRECT | 230                        | 1     | 60    | IF       | SWP TOILET  | EXISTING |



ISOMETRIC DETAIL OF FCU/ACCU UNIT

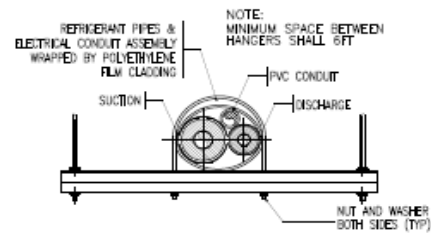


ACCU WALL MOUNTED BRACKET DETAILS

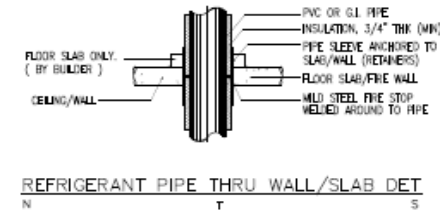


- NOTES :
1. ADHESIVE AND LATEX PAINT SHOULD BE COMPATIBLE TO INSULATION USED.
  2. REFRIGERANT PIPES SHOULD BE WRAPPED BY POLYETHYLENE FILM CLADDING TOGETHER WITH THE ELECTRICAL CONDUIT.
  3. PROVIDE #18 INSULATION SHIELDS AT POINT OF SUPPORT.

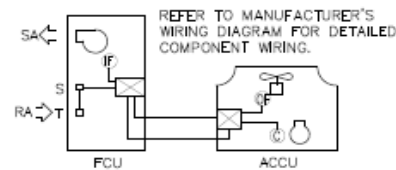
REFRIGERANT PIPE DETAIL



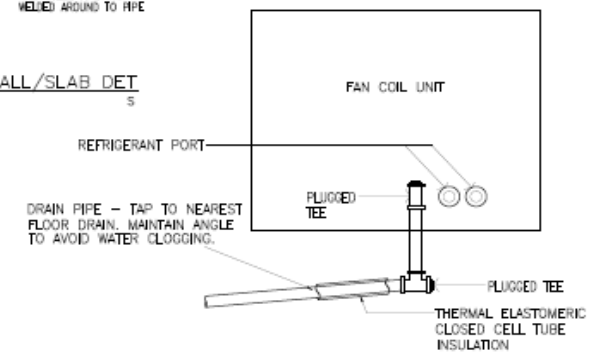
REFRIGERANT HANGER DETAIL



REFRIGERANT PIPE THRU WALL/SLAB DET

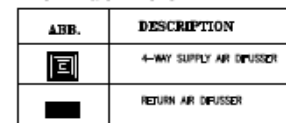
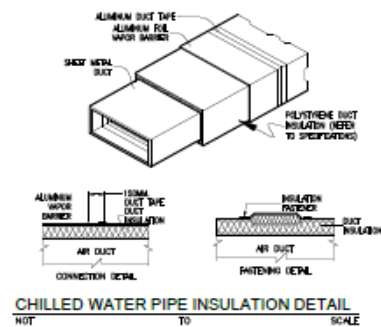
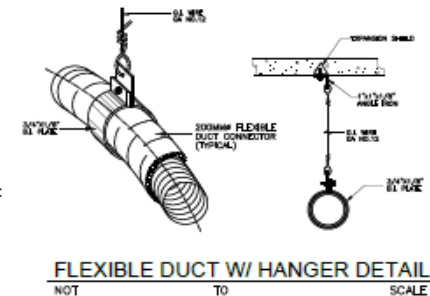


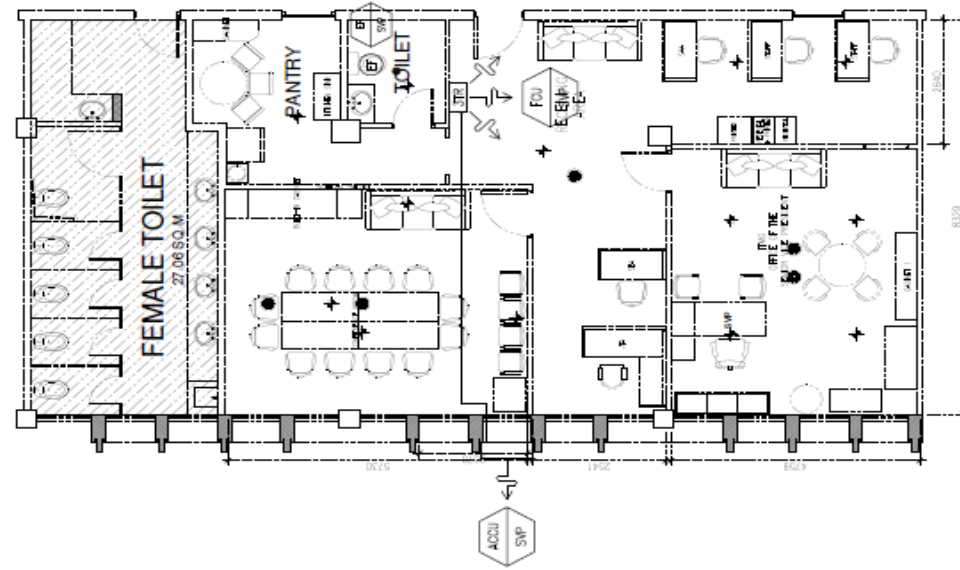
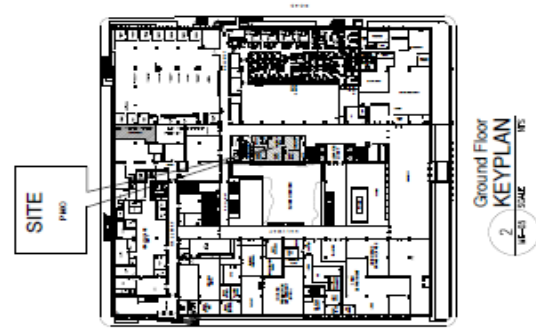
FCU/ACCU CONTROL WIRING DIAGRAM

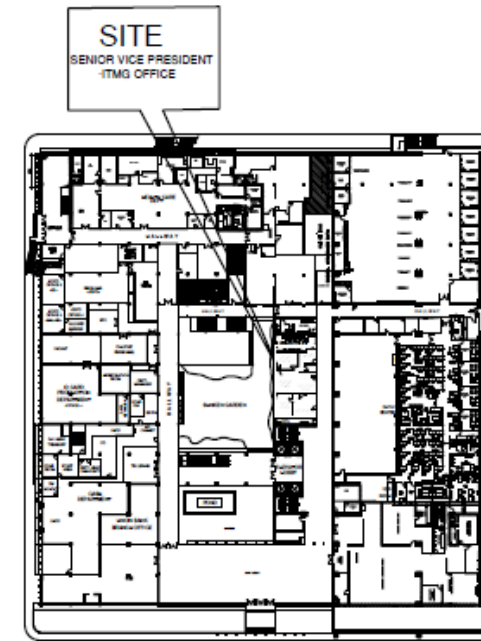
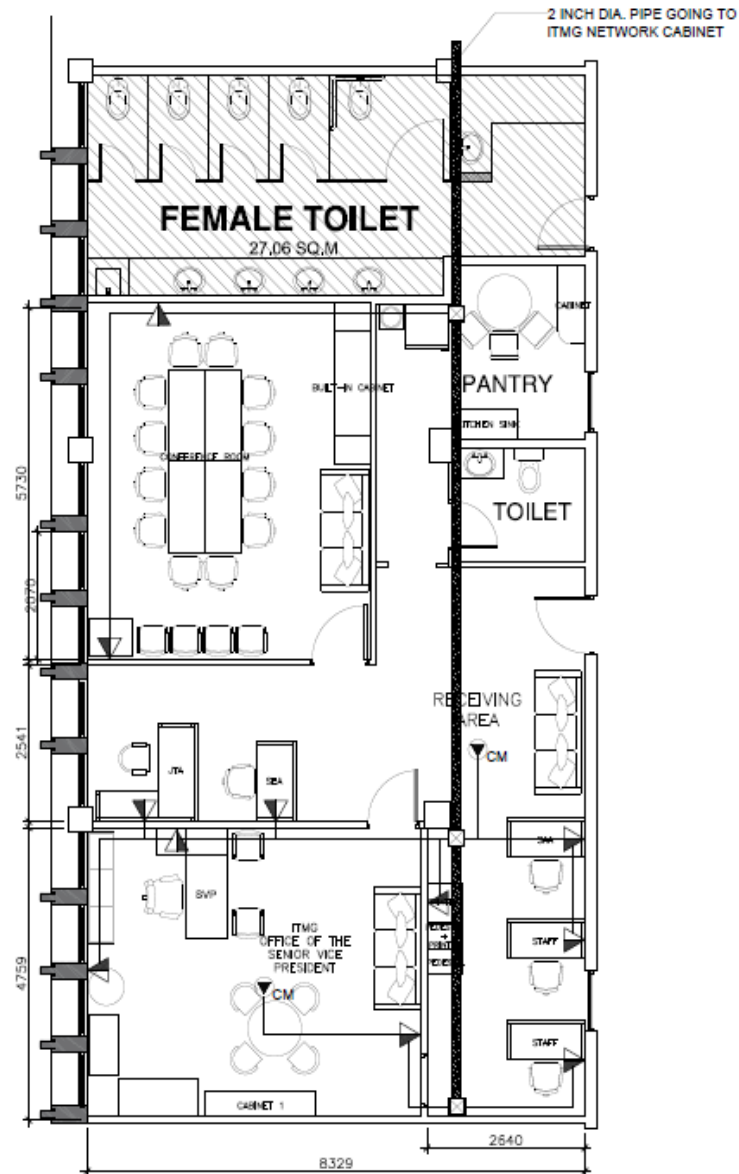


CONDENSATE DRAIN P-TRAP DETAIL

1 MISCELLANEOUS DETAILS  
WE-02 SCALE







## Ground Floor KEYPLAN

SCALE NTS

### LEGEND FOR DATA AND VOICE

- 2 INCH DIA. PVC PIPE W/IF COVER
- PULL BOX/SQUARE BOX
- CAT-6 DATA & VOICE OUTLET W/ FACE PLATE
- PVC PIPES OF VARIOUS SIZES
- NETWORK CABINET
- DATA OUTLET W/ FACE PLATE (CABLE MOUNTED)

### GENERAL NOTES/SCOPE OF WORKS:

1. SUPPLY NECESSARY MATERIALS, MANPOWER, TOOLS AND TECHNICAL PERSONNEL FOR THE FULL IMPLEMENTATION OF THE PROJECT.
2. ROUNDCORNS SHALL BE INSTALLED OVER THE CEILING SHALL BE PROVIDED WITH FITTINGS AND PROPER SUPPORT.
3. SUPPLY AND CABLE PULLING OF CAT-6-SOLID UTP CABLE FOR 24 VOICE/DATA PORTS FROM ITMG LEFT WING NETWORK CABINET TO OSVP HORIZONTAL DISTRIBUTION.
4. WHEREVER NECESSARY PROVIDE PULL BOX OF PROPER SIZE AND DIMENSION ALTHOUGH NOT INDICATED IN THE PLAN.
5. SUPPLY OF 1 PC CAT-6 PATCH PANEL FOR DATA AND VOICE.
6. ANY OTHER MATERIALS NECESSARY TO COMPLETE THE PROJECT SHALL BE IN THE ACCOUNTABILITY OF THE CONTRACTOR.
7. COMPLETED TROUBLESHOOTING, TESTING, AND COMMISSIONING OF ALL DATA AND VOICE OUTLETS.
8. TURNOVER AND SUBMISSION OF AS-BUILT PLAN AND DOCUMENTATION.



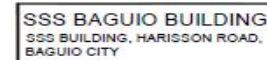
## LOT 3 – IMPROVEMENT OF FAÇADE AND REAR EXTERIOR WALL OF SSS BAGUIO BUILDING AND ANNEX BUILDING



1 PERSPECTIVES  
A-00 NOT TO SCALE




2 EXISTING SITE PHOTOS  
A-00 NOT TO SCALE

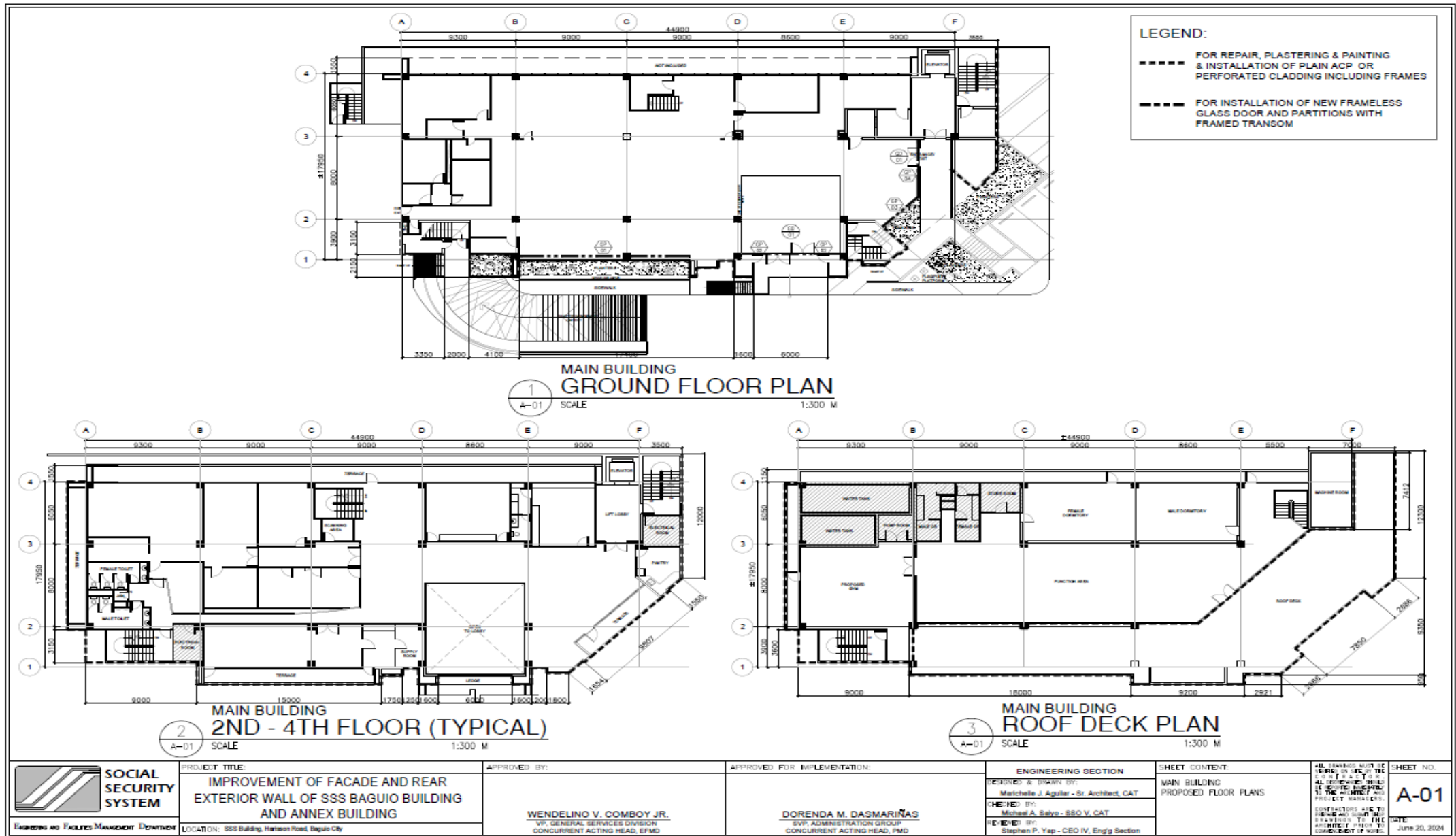


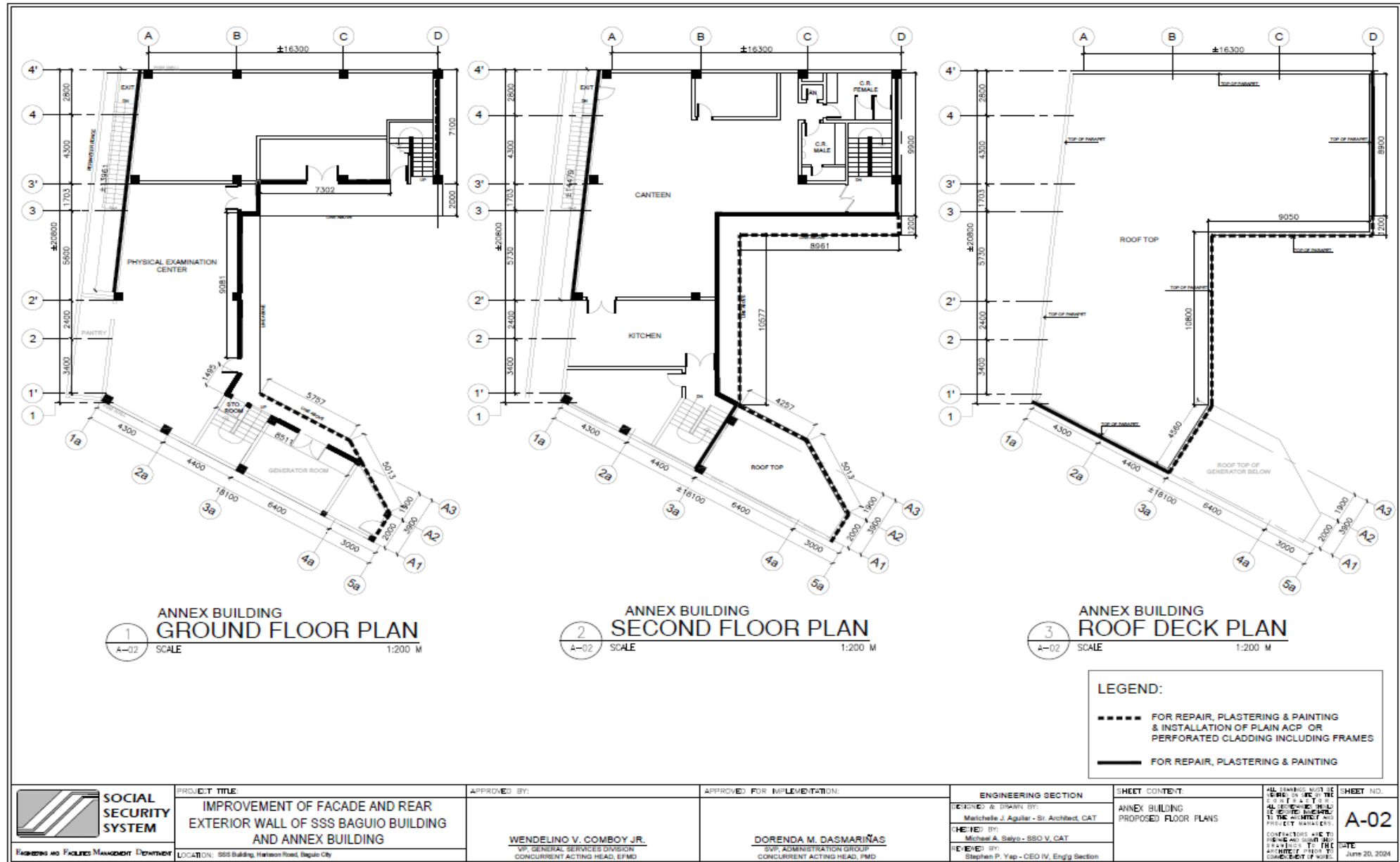
**VICINITY MAP**  
NOT TO SCALE

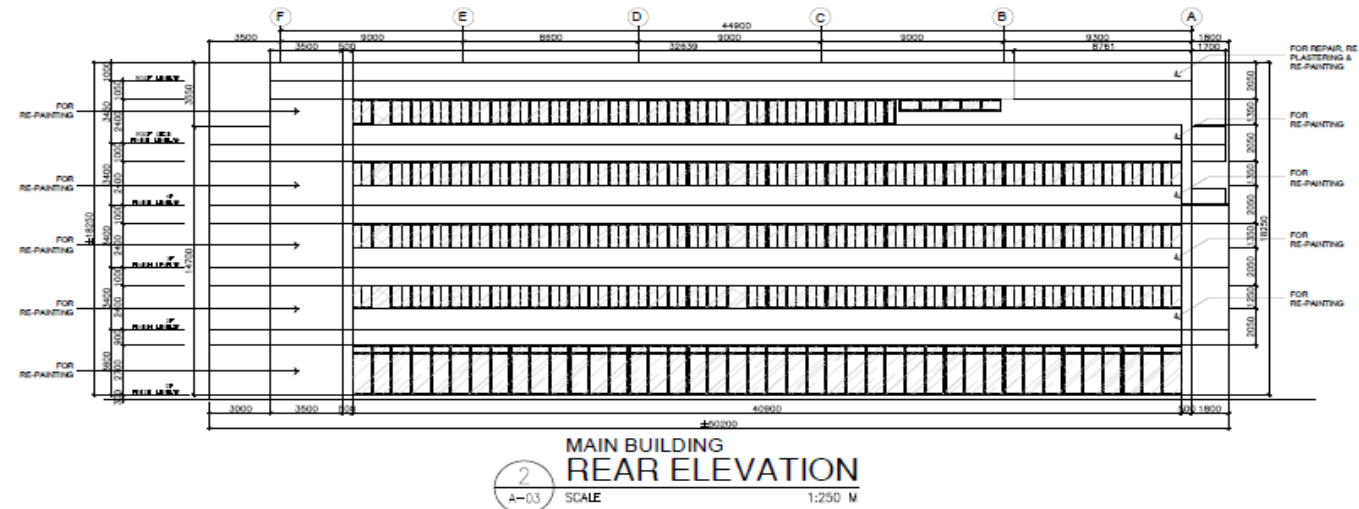
| TABLE OF CONTENTS |  |
|-------------------|--|
| ARCHITECTURAL     |  |
| A-00              | SITE PHOTOS/VICINITY MAP/TABLE OF CONTENTS           |
| A-01              | MAIN BUILDING PROPOSED PLAN                          |
| A-02              | ANNEX BUILDING PROPOSED PLAN                         |
| A-03              | MAIN BUILDING - FRONT & REAR ELEVATION               |
| A-04              | MAIN BUILDING - LEFT & RIGHT SIDE ELEVATION          |
|                   | ANNEX BUILDING - FRONT ELEVATION                     |
| A-05              | MAIN BUILDING - DETAILS OF CLADDING                  |
| A-06              | MAIN BUILDING - DETAILS OF CLADDING                  |
| A-07              | MAIN & ANNEX BUILDING - DETAILS OF CLADDING          |
| A-08              | MAIN BUILDING - DETAILS OF CANOPY                    |
| A-09              | MAIN BUILDING - PROPOSED REFLECTED CEILING PLAN      |
| A-10              | ANNEX BUILDING - PROPOSED REFLECTED CEILING PLAN     |
| A-11              | DETAILS OF GLASS DOOR & PARTITIONS                   |
| A-12              | DETAILS OF VINYL STICKER & CUT-OUT LETTERS           |
| ELECTRICAL        |  |
| E-01              | GENERAL NOTES, LEGEND & SYMBOL                       |
| E-02              | LIGHTING LAYOUT MAIN BUILDING (GF BALCONY & CANOPY)  |
| E-03              | LIGHTING LAYOUT MAIN BUILDING (2F TO 4F BALCONY)     |
| E-04              | LIGHTING LAYOUT ANNEX BUILDING (GF BALCONY & CANOPY) |
| E-05              | LIGHTING LAYOUT ANNEX BUILDING (2F BALCONY)          |

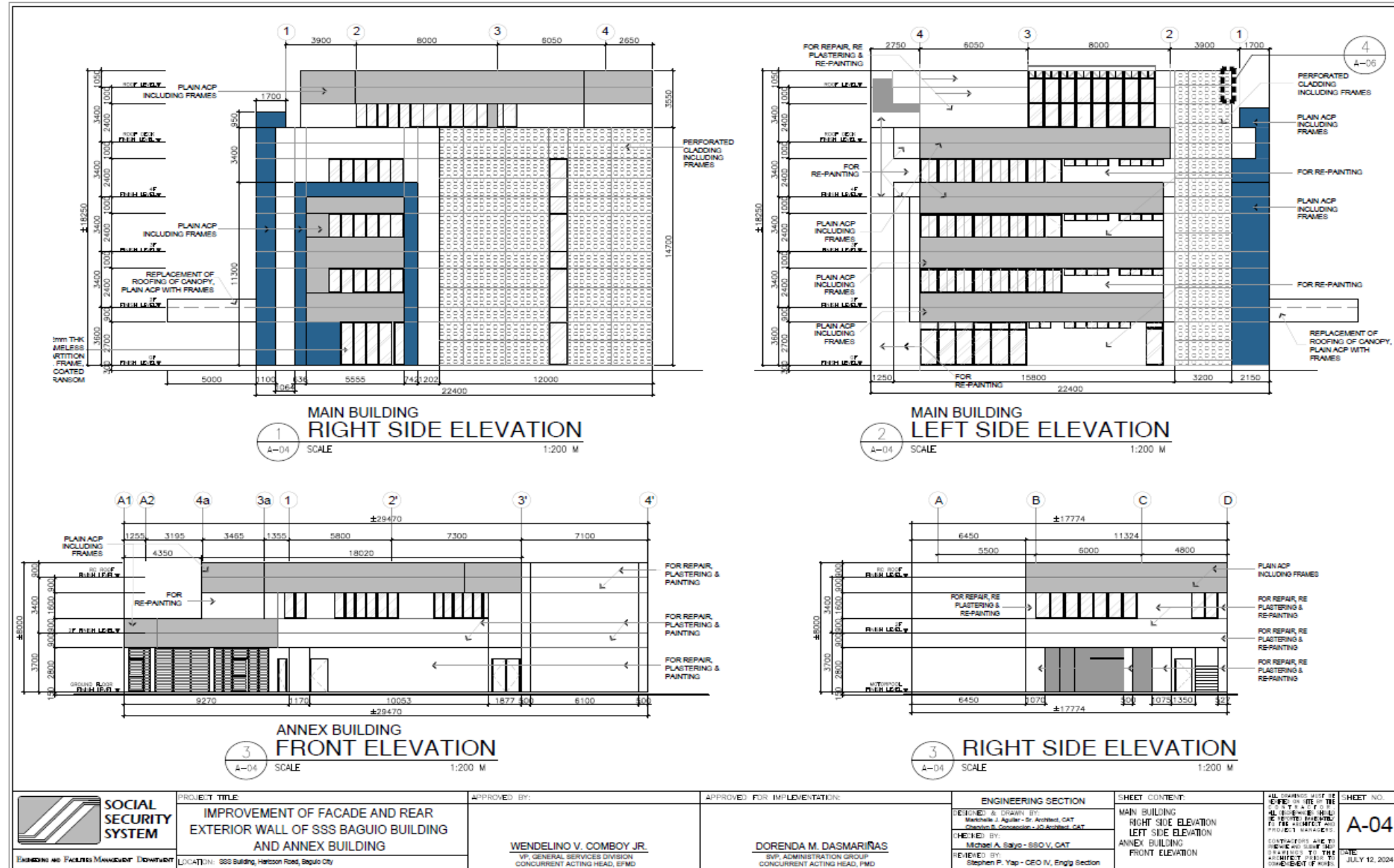
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|---|---|---|--|---|---|--|------------------------------|
|  <b>SOCIAL SECURITY SYSTEM</b> | PROJECT TITLE:  | APPROVED BY:  | APPROVED FOR IMPLEMENTATION:   | ENGINEERING SECTION   | SHEET CONTENT   | ALL DRAWINGS MUST BE<br>FILED IN THE<br>PROJECT FILE<br>IN THE<br>PROJECT OFFICE<br>IN THE<br>PROJECT OFFICE<br>IN THE<br>PROJECT OFFICE | SHEET NO.                    |
|   | <b>IMPROVEMENT OF FACADE AND REAR EXTERIOR WALL OF SSS BAGUIO BUILDING AND ANNEX BUILDING</b> | <b>WENDELINO V. COMBOY JR.</b><br><small>VP, GENERAL SERVICES DIVISION<br/>CONCURRENT ACTING HEAD, EPMD</small> | <b>DOREANDA M. DASMARINAS</b><br><small>SVT, ADMINISTRATION GROUP<br/>CONCURRENT ACTING HEAD, EPMD</small> | <b>ENGINEERING DIV.</b><br><small>Marchelle J. Aguilar - Sr. Architect, CAT<br/>Michael A. Escamero - J.D. Architect, CAT</small> | <b>PERSPECTIVES</b><br><b>EXISTING SITE PHOTOS</b><br><b>MOBILITY MAP</b><br><b>TABLE OF CONTENTS</b> | <b>A-00</b>  | <b>DATE</b><br>Apr. 16, 2024 |
| Engineering and Facilities Management Department  | LOCATION: SSS Building, Harrison Road, Baguio City  |   |  | <b>ENGINEER BY:</b><br>Stephen P. Yap - CEO IV, Engg Section  |   |  |                              |



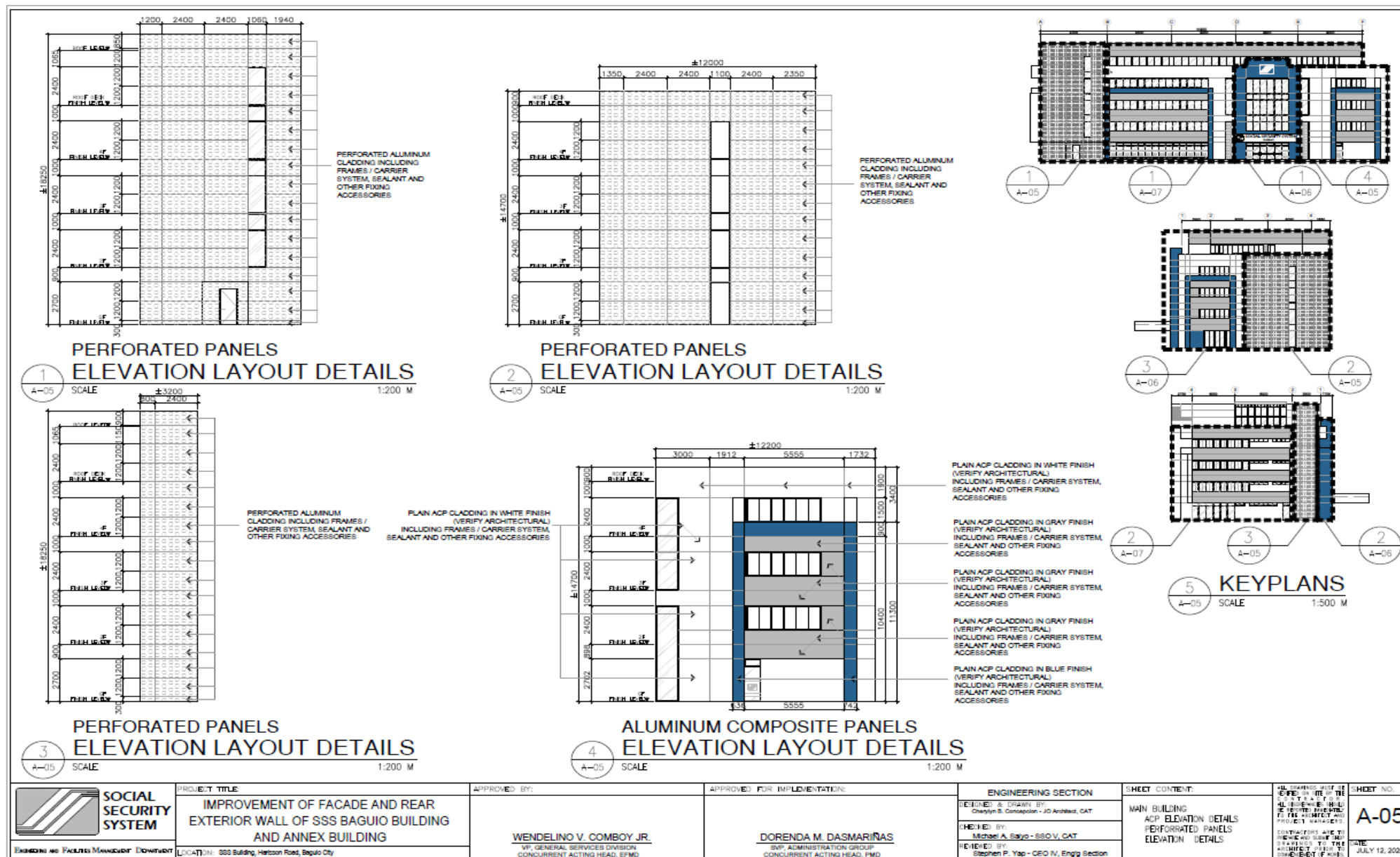


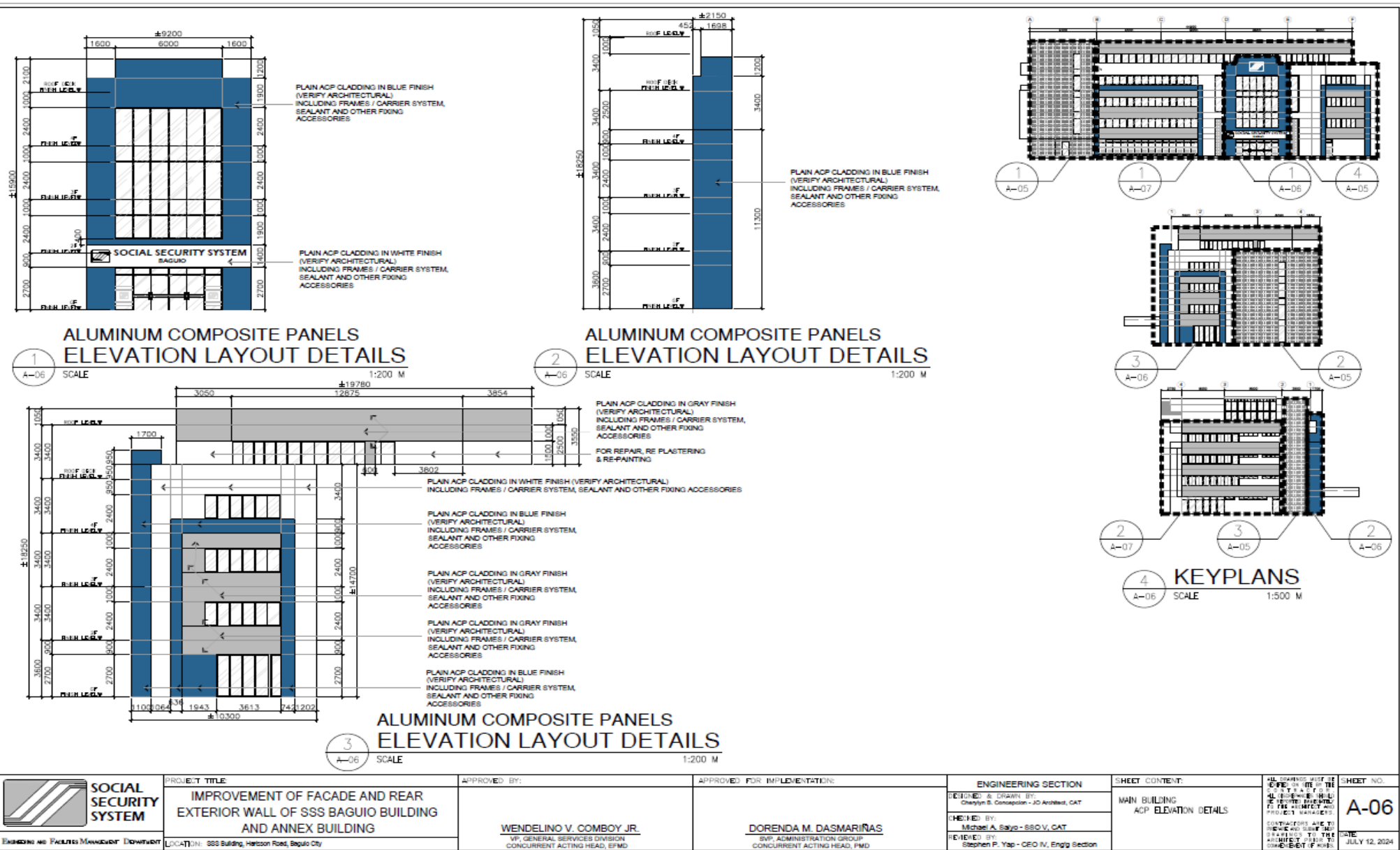


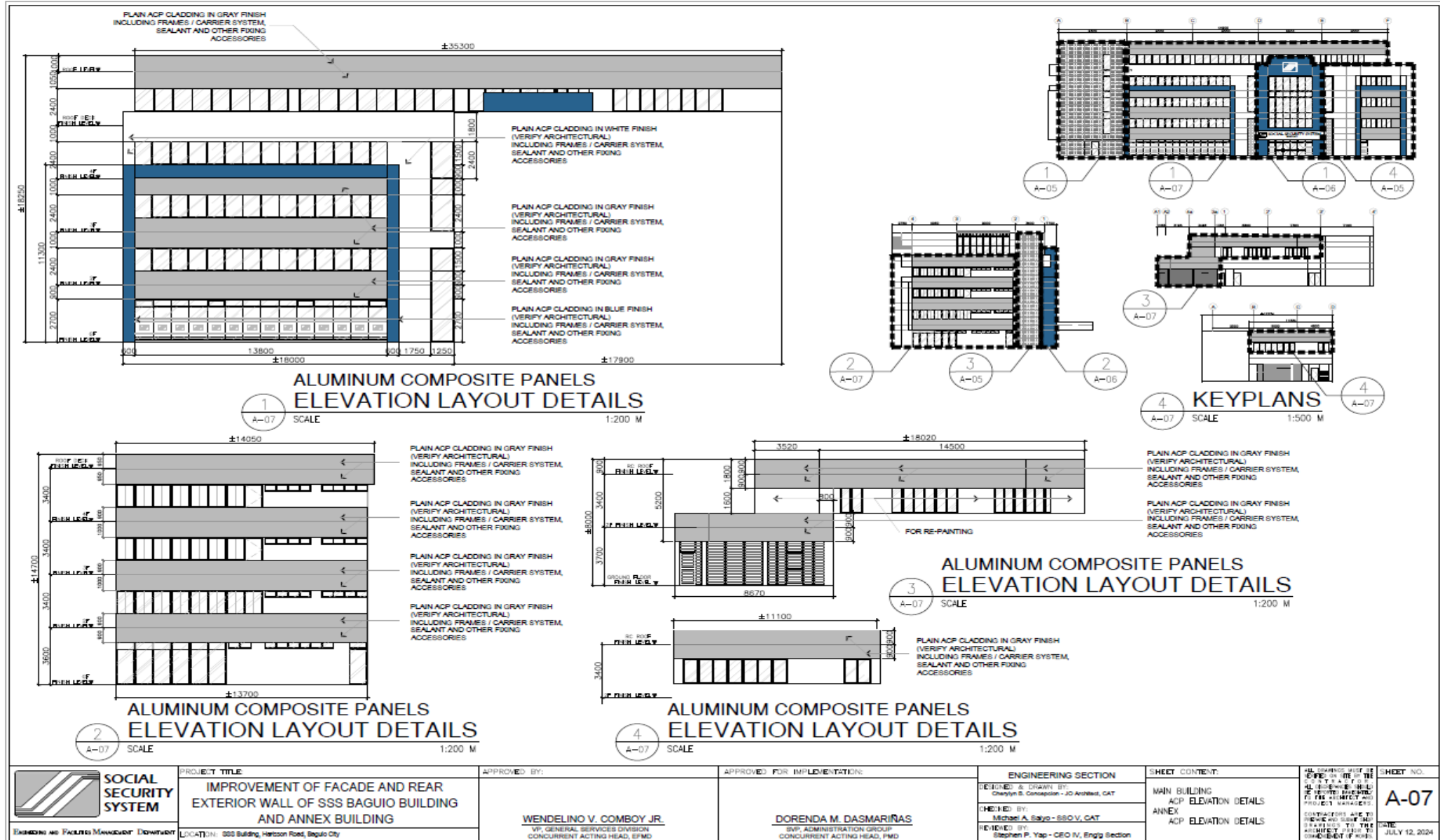


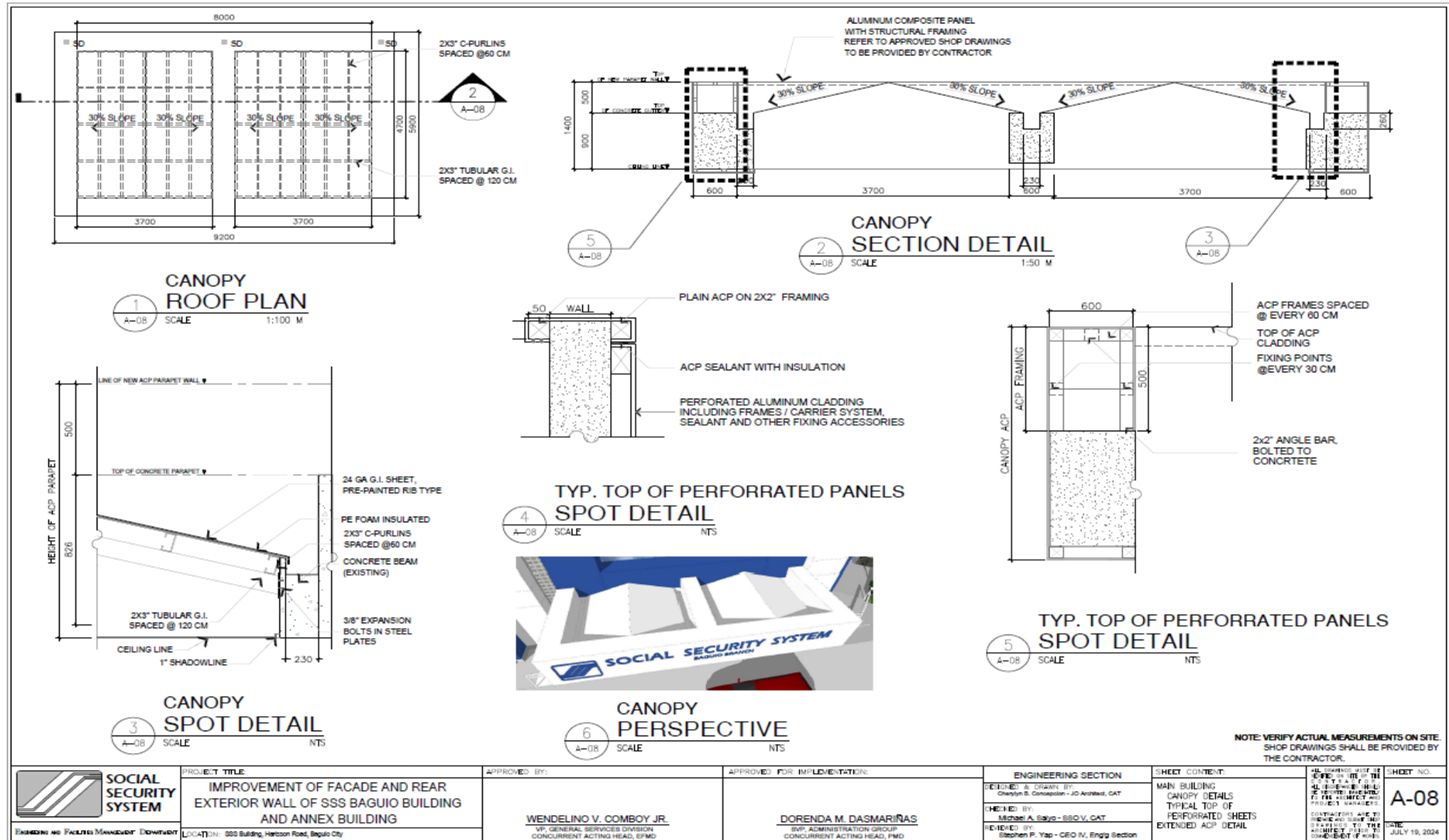




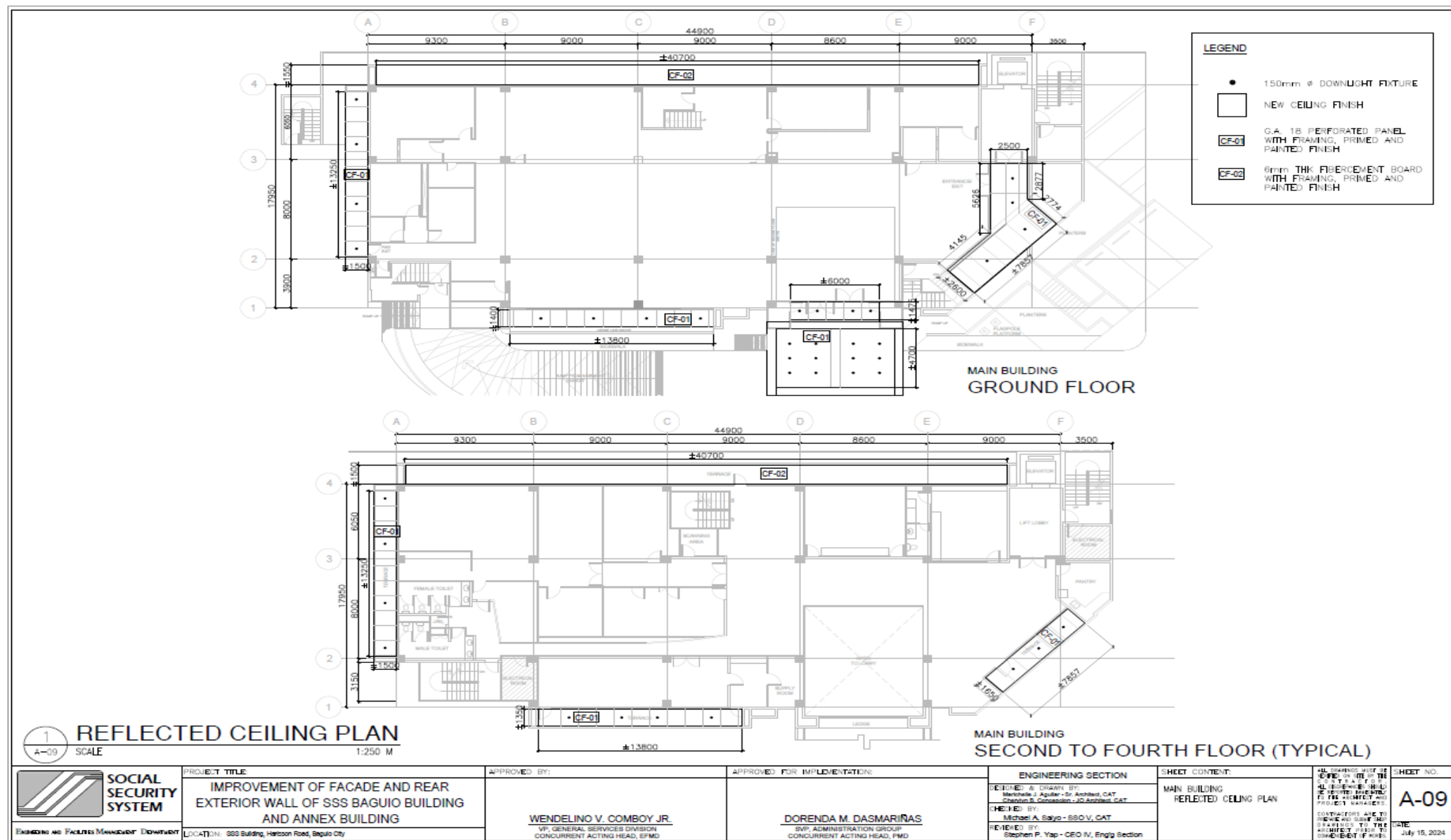


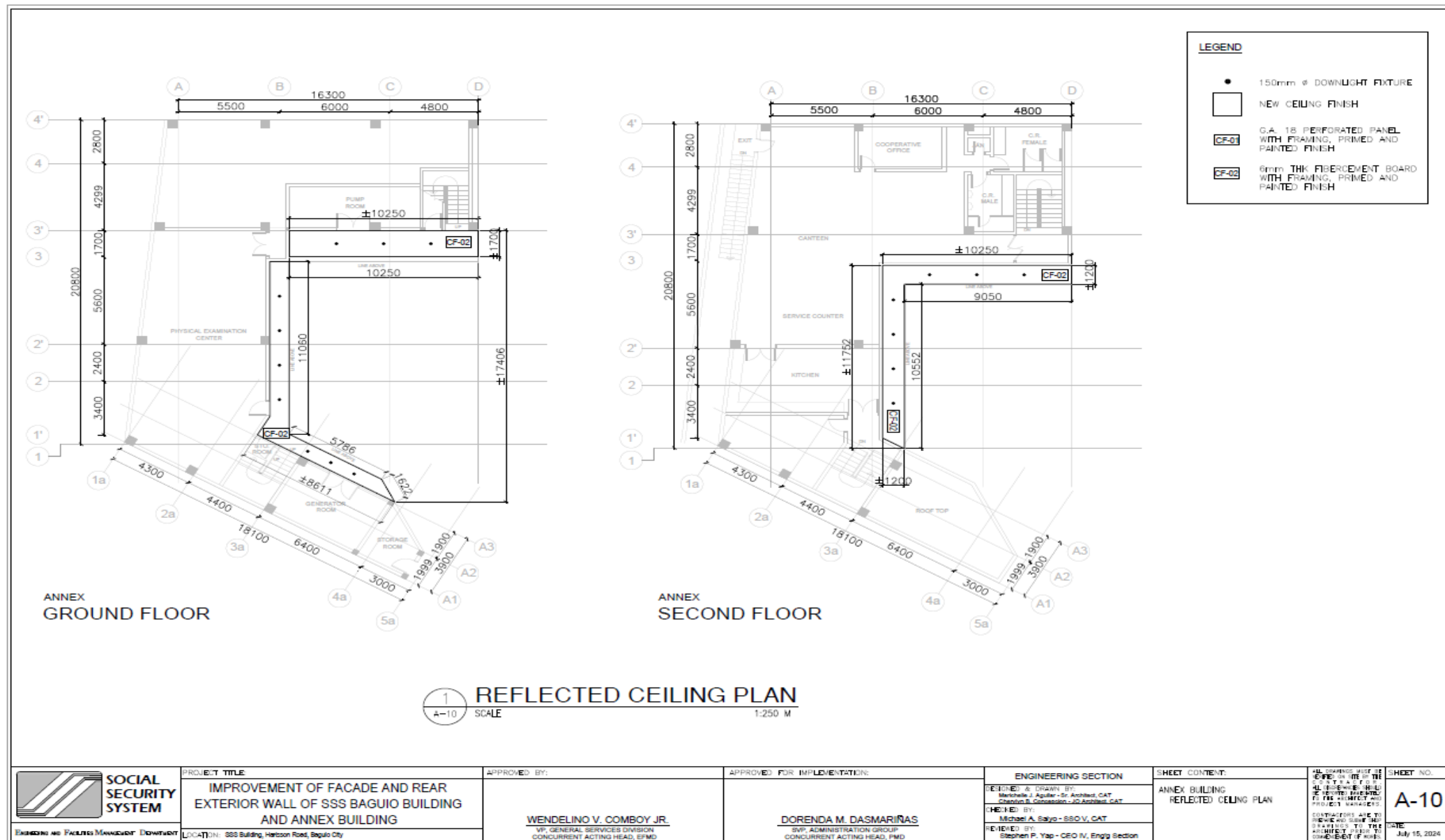


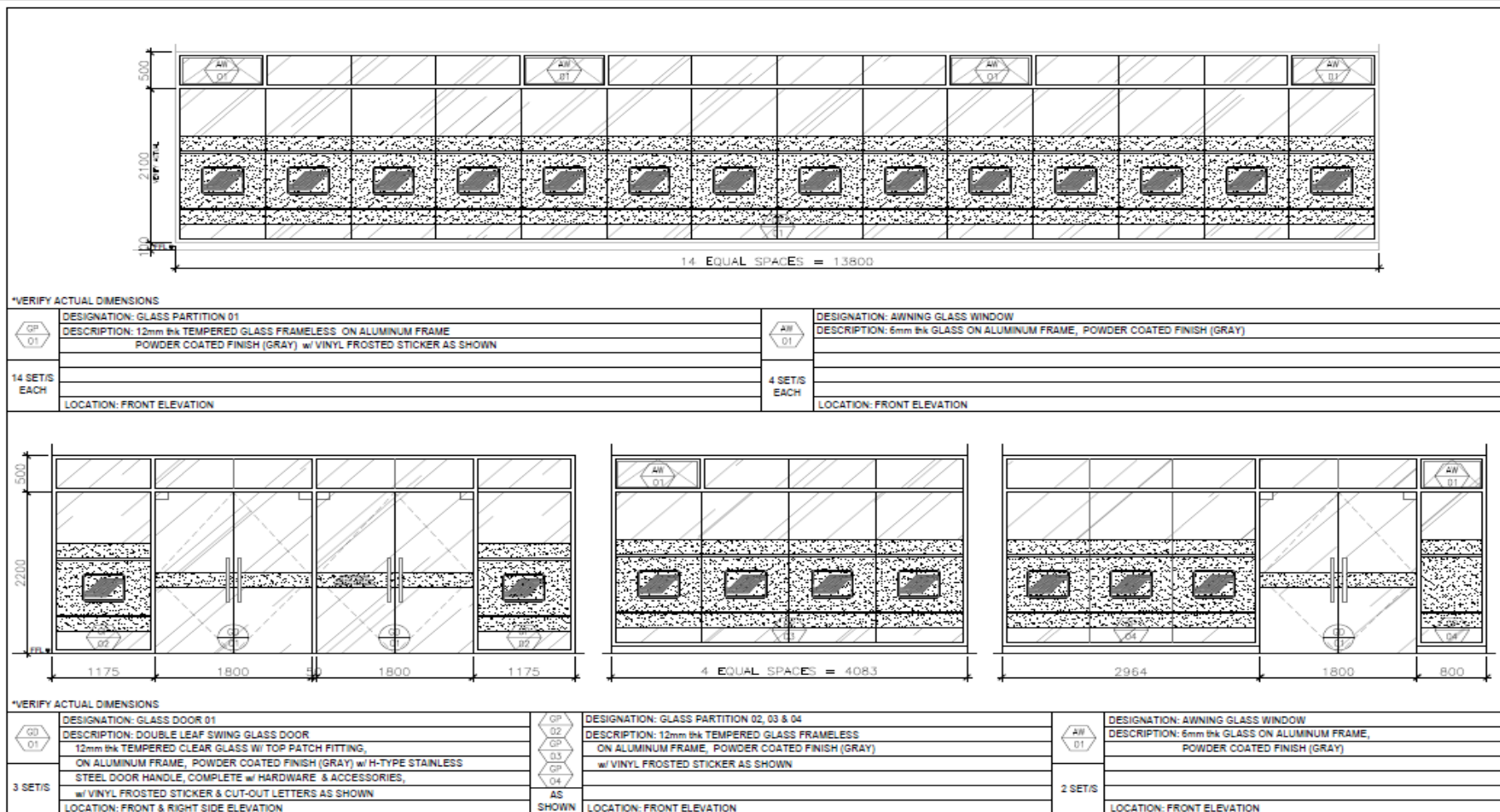












# 1 A-11 SCALE 1:50 M DETAILS OF GLASS DOOR & PARTITIONS



**PROJECT TITLE**  
IMPROVEMENT OF FACADE AND REAR  
EXTERIOR WALL OF SSS BAGUIO BUILDING  
AND ANNEX BUILDING

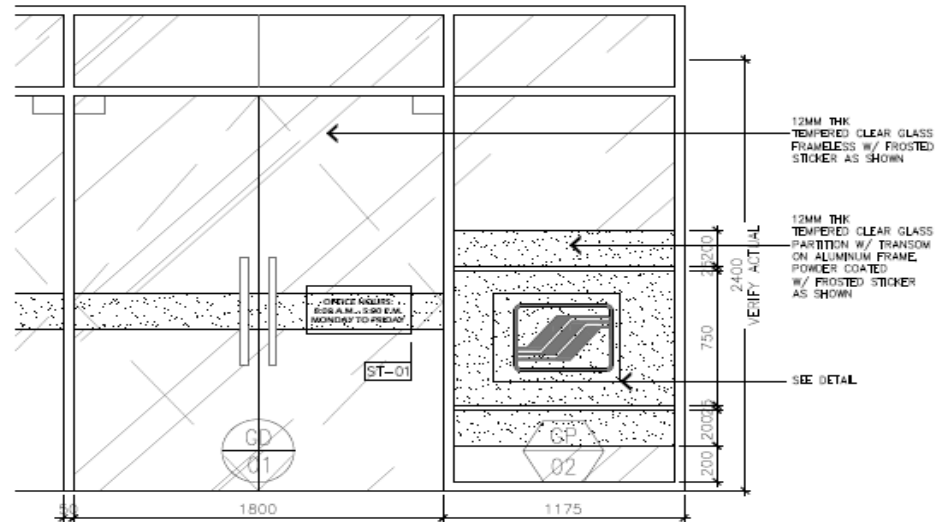
**APPROVED BY:**  
  
WENDELINO V. COMBOY JR.  
VP, GENERAL SERVICES DIVISION  
CONCURRENT ACTING HEAD, EFMD

**APPROVED FOR IMPLEMENTATION:**  
  
DOREANDA M. DASMARIÑAS  
SOP, ADMINISTRATION GROUP  
CONCURRENT ACTING HEAD, PMD

**ENGINEERING SECTION**  
DESIGNED & DRAWN BY:  
Marichelle J. Aguilar - Sr. Architect, CAT  
CHECKED BY:  
Michael A. Selys - SSO V, CAT  
REVIEWED BY:  
Stephen P. Yap - CEO IV, Eng'g Section

**SHEET CONTENT:**  
DETAILS OF  
GLASS DOOR & PARTITIONS

**SHEET NO.**  
**A-11**  
DATE  
July 9, 2024



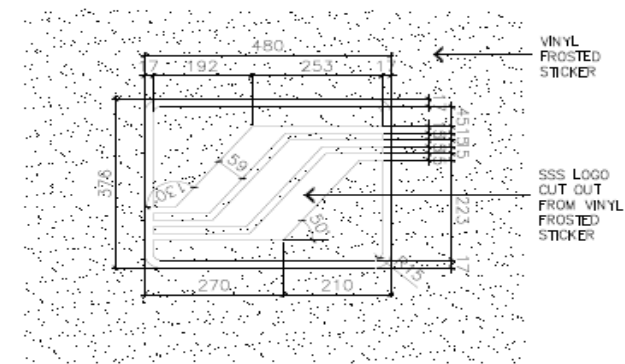
DETAIL OF VINYL STICKER & CUT-OUT LETTERS  
SCALE 1:25 M

|       |  |
|-------|--|
| ST-01 | OFFICE HOURS:<br>8:00 A.M. - 5:00 P.M.<br>MONDAY TO FRIDAY |
|-------|--|

3M CUT-OUT STICKER

COLOR : BLUE (CODE FOR APPROVAL)  
FONT : ERAS DEMI ITC  
SIZE : 30mm  
LOCATION : MAIN ENTRANCE  
QUANTITY : 1 SET

### DETAIL OF CUT-OUT SIGNAGE



DETAIL OF LOGO



**PROJECT TITLE**  
IMPROVEMENT OF FACADE AND REAR  
EXTERIOR WALL OF SSS BAGUIO BUILDING  
AND ANNEX BUILDING

LOCATION: SSS Building, Harrison Road, Baguio City

**APPROVED BY:**  
  
**WENDELINO V. COMBOY JR.**  
VP, GENERAL SERVICES DIVISION  
CONCURRENT ACTING HEAD, EFMD

**APPROVED FOR IMPLEMENTATION:**  
  
**DORENDA M. DASMARINAS**  
SVP, ADMINISTRATION GROUP  
CONCURRENT ACTING HEAD, PMO

**ENGINEERING SECTION**  
**DESIGNED & DRAWN BY:**  
Marichelle J. Aguilera - Sr. Architect, CAT  
**CHECKED BY:**  
Michael A. Salas - SSO V, CAT  
**REVIEWED BY:**  
Stephen P. Yap - CEO IV, Engrg Section

**SHEET CONTENT:**  
DETAILS OF  
VINYL STICKER  
CUT-OUT LETTERS  
LOGO

**ALL DRAWINGS MUST BE  
SEALING IN THE PRESENCE OF THE  
SUPERVISOR. NO WORK SHALL BE  
STARTED WITHOUT THE SUPERVISOR'S  
APPROVAL. THE CONTRACTOR SHALL  
BE RESPONSIBLE FOR THE PROTECTION  
AND MAINTENANCE OF THE WORK.  
CONTRACTORS ARE TO  
PROTECT AND MAINTAIN THE  
EXISTING UTILITIES TO THE  
ADJACENT PROPERTY TO THE  
CONTRACTOR'S WORK.**

**SHEET NO.**  
**A-12**  
**DATE**  
July 9, 2024

## ***Section VIII. Bill of Quantities***

**LOT 1: RENOVATION OF DCOD OFFICE AREA AND VP OFFICES**

**PROJECT : RENOVATION OF DCOD OFFICE AREA AND VP OFFICES**  
**LOCATION :Ground Floor, SSS Main Building, East Avenue, Diliman, Quezon City**

| COST ESTIMATES |   |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
|----------------|---|--------|-------|-----------|--------------------|-------------------|--------------------|--------------------|------------------|------------------|--------------------|------------------|
| ITEM           | DESCRIPTION   | QTY.   | UNIT  | MATERIALS |                    | LABOR & EQUIPMENT |                    | MOB. /             | TOTAL            | MARK-UP          | VAT                | TOTAL COST       |
|                |   |        |       | UNIT COST | TOTAL              | UNIT COST         | TOTAL              | DEMOB.             | DIRECT COST      |                  |                    |                  |
| (A)            | (B)   | (C)    | (D)   | (E)       | (F)<br>= (C) * (E) | (G)               | (H)<br>= (C) * (G) | (I)<br>= % * (F+H) | (J)<br>= (F+H+I) | (K)<br>= % * (J) | (L)<br>= % * (J+K) | (M)<br>= (J+K+L) |
| <b>1</b>       | <b>GENERAL REQUIREMENTS / SITE PREPARATION</b>  |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 1.1            | Reproduction of construction plans and preparation/printing of signed-and-sealed as-built plans   | 1.00   | lot   |           |                    | -                 | -                  | -                  |                  |                  |                    |                  |
| 1.2            | Temporary board-up/site enclosure, protective covering for furniture/equipment and other safety requirements (i.e. signages)                                | 1.00   | lot   |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 1.3            | Demolition/Dismantling/Stripping/Removal of existing floor tiles, walls/partitions, ceiling, doors, cabinets & other items affected by the renovation works | 1.00   | lot   | -         | -                  |                   |                    |                    |                  |                  |                    |                  |
| 1.4            | Hauling & Disposal of debris, waste/unusable materials, etc.  | 1.00   | lot   | -         | -                  |                   |                    |                    |                  |                  |                    |                  |
|                | <b>Subtotal 1 - General Requirements / Site Preparation</b>   |        |       |           |                    |                   |                    |                    |                  |                  |                    | =                |
| <b>2</b>       | <b>CIVIL-ARCHITECTURAL WORKS</b>  |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>2.1</b>     | <b>Floor/Wall tiles</b>   |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.1.1          | Supply & installation, Composite vinyl planks flooring, 150mm x 900mm x 3mm thick, wood grain finish (VP Offices - DCOD Office Area 1)                      | 71.20  | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.1.2          | Supply & installation, Composite vinyl planks flooring, 150mm x 900mm x 3mm thick, wood grain finish (Conference Room - PMO, IT-GSD)                        | 17.55  | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.1.3          | Supply & installation, Homogeneous vinyl tiles flooring, 300mm x 300mm x 3mm thick (DCOD Office Area 1)   | 470.43 | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.1.4          | Supply & installation, Homogeneous vinyl tiles flooring, 300mm x 300mm x 3mm thick (General Office - PMO, IT-GSD)   | 229.05 | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.1.5          | Supply & installation, Floor Tiles, 600mm x 600mm, Porcelain Tiles (Toilet M/F - DCOD Area 1)   | 27.72  | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.1.6          | Supply & installation, Wall Tiles, 600mm x 600mm, Porcelain Tiles (Toilet M/F - DCOD Area 1)  | 104.76 | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
|                |   |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>2.2</b>     | <b>Ceiling Works</b>  |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.2.1          | Supply & Installation, Acoustic ceiling board on CMT powder-coated aluminum frame (DCOD Office Area 1)  | 498.16 | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.2.2          | Supply & Installation, Acoustic ceiling board on CMT powder-coated aluminum frame (General Office - PMO, IT-GSD)  | 232.53 | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.2.3          | Supply & Installation, 6mm thick Fiber cement board ceiling, moisture resistant on suspended metal furring system (Toilet M/F-DCOD Office Area 1)           | 28.20  | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.2.4          | Supply & Installation, 6mm thick Fiber cement board ceiling on suspended metal furring system (DCOD Office Area 1)  | 42.66  | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |

| ITEM   | DESCRIPTION  | QTY.   | UNIT  | MATERIALS |                             | LABOR & EQUIPMENT |                             | MOB. /                       | TOTAL                           | MARK-UP          | VAT                | TOTAL COST       |
|--------|--|--------|-------|-----------|-----------------------------|-------------------|-----------------------------|------------------------------|---------------------------------|------------------|--------------------|------------------|
|        |  |        |       | UNIT COST | TOTAL<br>(F)<br>= (C) * (E) | UNIT COST         | TOTAL<br>(H)<br>= (C) * (G) | DEMOB.<br>(I)<br>= % * (F+H) | DIRECT COST<br>(J)<br>= (F+H+I) |                  |                    |                  |
| (A)    | (B)  | (C)    | (D)   | (E)       | (F)<br>= (C) * (E)          | (G)               | (H)<br>= (C) * (G)          | (I)<br>= % * (F+H)           | (J)<br>= (F+H+I)                | (K)<br>= % * (J) | (L)<br>= % * (J+K) | (M)<br>= (J+K+L) |
| 2.2.5  | Supply & Installation, Fiber cement board on suspended metal furring system (General Office - PMO, IT-GSD)   | 14.07  | sq.m. |           |                             |                   |                             |                              |                                 |                  |                    |                  |
|        |  |        |       |           |                             |                   |                             |                              |                                 |                  |                    |                  |
| 2.3    | <b>Masonry Walls/Drywall Partitions/ Doors/ Cabinets/ Counter/Toilet Cubicle/Drywall Partitions w/ Insulations</b>   |        |       |           |                             |                   |                             |                              |                                 |                  |                    |                  |
| 2.3.1  | Construction of CHB Wall including plastering works ( Toilet M/F & Lavatory/Sink Counters - DCOD Office Area 1)  | 71.90  | sq.m. |           |                             |                   |                             |                              |                                 |                  |                    |                  |
| 2.3.2  | Supply & Installation, double face drywall partition using fiber cement board on metal framing (DCOD Office Area 1)  | 118.53 | sq.m. |           |                             |                   |                             |                              |                                 |                  |                    |                  |
| 2.3.3  | Supply & Installation, single face drywall cladding using fiber cement board (VP Offices - DCOD Office Area 1)   | 17.96  | sq.m. |           |                             |                   |                             |                              |                                 |                  |                    |                  |
| 2.3.4  | Supply & Installation, double face drywall partition using fiber cement board on metal framing (General Office - PMO, IT-GSD)  | 62.21  | sq.m. |           |                             |                   |                             |                              |                                 |                  |                    |                  |
| 2.3.5  | Supply & Installation, Door & Jamb, WD-01, 1.00m x 2.15m, flush hollow core wood door w/ 6mm thick fixed clear glass vision panel & bottom louver, wooden jamb, including lever type lockset, door closer, complete w/ hardware & accessories (DCOD Office Area 1)   | 5.00   | set   |           |                             |                   |                             |                              |                                 |                  |                    |                  |
| 2.3.6  | Supply & Installation, Door & Jamb, WD-02, 0.80m x 2.15m, flush hollow core wood door w/ bottom louver, wooden jamb, including lever type lockset, door closer, complete w/ hardware & accessories (Toilet M/F - DCOD Office Area 1)   | 2.00   | set   |           |                             |                   |                             |                              |                                 |                  |                    |                  |
| 2.3.7  | Supply & Installation, Door & Jamb, WD-01, 1.00m x 2.15m, flush hollow core wood door w/ 6mm thick fixed clear glass vision panel & bottom louver, wooden jamb, including lever type lockset, door closer, complete w/ hardware & accessories (General Office - PMO, IT-GSD)   | 1.00   | set   |           |                             |                   |                             |                              |                                 |                  |                    |                  |
| 2.3.8  | Supply & Installation, overhead and under-counter cabinet, 20mm thick marine plywood in HPL finish & duco paint finish including hardwares & accessories (Pantry-DCOD Office Area 1)   | 2.63   | sq.m. |           |                             |                   |                             |                              |                                 |                  |                    |                  |
| 2.3.9  | Supply & Installation, overhead and under-counter cabinet, 20mm thick marine plywood in HPL finish & duco paint finish including hardwares & accessories (Toilet M/F - DCOD Office Area 1)   | 4.80   | sq.m. |           |                             |                   |                             |                              |                                 |                  |                    |                  |
| 2.3.10 | Supply & Installation, Post-Formed HPL Finish Marine Plywood Countertop (Pantry- DCOD Office Area 1)   | 2.10   | sq.m. |           |                             |                   |                             |                              |                                 |                  |                    |                  |
| 2.3.11 | Supply & Installation, Granite Countertop on Concrete Slab for Lavatory/Sink Counters (Toilet M/F - DCOD Office Area 1)  | 5.70   | sq.m. |           |                             |                   |                             |                              |                                 |                  |                    |                  |
| 2.3.12 | Supply & Installation, 12mm Thk Phenolic Board Anti-Bacterial, Water Proof Toilet Door/Partition with back to back High Pressure Laminate. Including Stainless Steel Accessories: Self Closing Hinges, Indicator Lockset, Bottom Support, Adjustable Feet, Wall Bracket, Hook, Knob Handle, Top Rail, L-Bracket. (Toilet M/F - DCOD Office Area 1) | 19.40  | sq.m. |           |                             |                   |                             |                              |                                 |                  |                    |                  |
| 2.3.13 | Supply & Installation of drywall insulation, drywall partition w/ 50mm thick mineral wool board insulator (Data Center)  | 1.00   | lot   |           |                             | -                 | -                           |                              |                                 |                  |                    |                  |
|        |  |        |       |           |                             |                   |                             |                              |                                 |                  |                    |                  |



| ITEM       | DESCRIPTION   | QTY.   | UNIT   | MATERIALS |                    | LABOR & EQUIPMENT |                    | MOB. /             | TOTAL            | MARK-UP          | VAT                | TOTAL COST       |
|------------|---|--------|--------|-----------|--------------------|-------------------|--------------------|--------------------|------------------|------------------|--------------------|------------------|
|            |   |        |        | UNIT COST | TOTAL              | UNIT COST         | TOTAL              | DEMOB.             | DIRECT COST      |                  |                    |                  |
| (A)        | (B)   | (C)    | (D)    | (E)       | (F)<br>= (C) * (E) | (G)               | (H)<br>= (C) * (G) | (I)<br>= % * (F+H) | (J)<br>= (F+H+I) | (K)<br>= % * (J) | (L)<br>= % * (J+K) | (M)<br>= (J+K+L) |
| <b>2.4</b> | <b>Glass Doors/Partitions/Vinyl Frosted Sticker</b>   |        |        |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.4.1      | Supply and Installation, GD-01/GD-02/GD-03/GD-04/GD-05/GD-06/GD-07, 0.90m x 2.15m, 12mm thick tempered clear glass, single leaf swing door on FD-100 top & bottom aluminum frame including jamb, powder coated finish complete w/ fittings, 1"Ø H-type stainless steel handle 0.60m length, locksets, hardwares & accessories w/ vinyl frosted sticker and cut-out vinyl sticker signage (DCOD Office Area 1) | 7.00   | sets   |           |                    | -                 | -                  |                    |                  |                  |                    |                  |
| 2.4.2      | Supply and Installation, GD-10, 1.80m x 2.15m, 12mm thick tempered clear glass, double leaf swing door on FD-100 top & bottom aluminum frame including jamb, powder coated finish complete w/ fittings, 1"Ø H-type stainless steel handle 0.60m length, locksets, hardwares & accessories w/ vinyl frosted sticker and cut-out vinyl sticker signage (Main Entrance-DCOD Office Area 1)                       | 1.00   | set    |           |                    | -                 | -                  |                    |                  |                  |                    |                  |
| 2.4.3      | Supply and Installation, GD-02, 0.90m x 2.15m, 12mm thick tempered clear glass, single leaf swing door on FD-100 top & bottom aluminum frame including jamb, powder coated finish complete w/ fittings, 1"Ø H-type stainless steel handle 0.60m length, locksets, hardwares & accessories w/ vinyl frosted sticker and cut-out vinyl sticker signage (General Office - PMO, IT-GSD)                           | 5.00   | sets   |           |                    | -                 | -                  |                    |                  |                  |                    |                  |
| 2.4.4      | Supply and Installation, GSF-01/GSF-02/GSF-03/GSF-04/GSF-06/ /GSF-07, 12mm thick tempered clear glass panels in aluminum frame powder coated finish w/ vinyl frosted sticker (DCOD Office Area 1)   | 41.11  | sq.m.  |           |                    | -                 | -                  |                    |                  |                  |                    |                  |
| 2.4.5      | Supply and Installation, GSF-01/GSF-02/GSF-03/GSF-04/GD-05, 12mm thick tempered clear glass panels in aluminum frame powder coated finish w/ vinyl frosted sticker (General Office - PMO, IT-GSD)   | 37.75  | sq.m.  |           |                    | -                 | -                  |                    |                  |                  |                    |                  |
| 2.4.6      | Supply and Installation,GSF-01/GSF-02/GSF-03/GSF-04/GD-05/GSF-06 /GSF-07/GD-10, 12mm thick tempered clear glass transom in aluminum frame powder coated finish (DCOD Office Area 1)   | 12.29  | sq.m.  |           |                    | -                 | -                  |                    |                  |                  |                    |                  |
| 2.4.7      | Supply and Installation,GSF-01/GD-02/GSF-02/GSF-03/GSF-04/GSF-05, 12mm thick tempered clear glass transom in aluminum frame powder coated finish (General Office - PMO, IT-GSD)   | 10.06  | sq.m.  |           |                    | -                 | -                  |                    |                  |                  |                    |                  |
|            |   |        |        |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>2.5</b> | <b>Wall Paper/Acrylic Signages/Sunscreen Roller Shades</b>  |        |        |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.5.1      | Supply & Installation of wall paper (VP Offices - DCOD Office Area 1)   | 104.58 | sq.m.  |           |                    | -                 | -                  |                    |                  |                  |                    |                  |
| 2.5.2      | Supply and Installation of Ceiling Mouted Acrylic Office Signages 3mm thk on Stainless Steel Signage Hanger with adjustable Clip/Clamp (DCOD Office Area 1)   | 4.72   | sq.ft. |           |                    | -                 | -                  |                    |                  |                  |                    |                  |
| 2.5.3      | Supply and Installation of Ceiling Mouted Acrylic Office Signages 3mm thk on Stainless Steel Signage Hanger with adjustable Clip/Clamp (General Office - PMO, IT-GSD)   | 2.42   | sq.ft. |           |                    | -                 | -                  |                    |                  |                  |                    |                  |
| 2.5.4      | Supply & Installation of Sunscreen Roller Shades (DCOD Office Area 1)   | 499.85 | sq.ft. |           |                    | -                 | -                  |                    |                  |                  |                    |                  |
|            |   |        |        |           |                    |                   |                    |                    |                  |                  |                    |                  |



| ITEM       | DESCRIPTION  | QTY.   | UNIT  | MATERIALS |                    | LABOR & EQUIPMENT |                    | MOB. /             | TOTAL            | MARK-UP          | VAT                | TOTAL COST       |
|------------|--|--------|-------|-----------|--------------------|-------------------|--------------------|--------------------|------------------|------------------|--------------------|------------------|
|            |  |        |       | UNIT COST | TOTAL              | UNIT COST         | TOTAL              | DEMOB.             | DIRECT COST      |                  |                    |                  |
| (A)        | (B)  | (C)    | (D)   | (E)       | (F)<br>= (C) * (E) | (G)               | (H)<br>= (C) * (G) | (I)<br>= % * (F+H) | (J)<br>= (F+H+I) | (K)<br>= % * (J) | (L)<br>= % * (J+K) | (M)<br>= (J+K+L) |
| <b>2.6</b> | <b>Plumbing Roughing-ins<br/>Supply &amp; Installation (Toilet M/F - DCOD Office Area 1)</b>   |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.6.1      | Waterline Plumbing Roughing-ins pipes & fittings including chipping works, excavation, tapping to existing waterline, restoration, water leak/pressure testing             | 1.00   | lot   |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.6.2      | Sanitary Line Plumbing Roughing-ins pipes & fittings including chipping works, excavation, tapping to existing sanitary line, restoration, water leak/flow testing         | 1.00   | lot   |           |                    |                   |                    |                    |                  |                  |                    |                  |
|            |  |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>2.7</b> | <b>Plumbing Fixtures<br/>Supply &amp; Installation (Toilet M/F - DCOD Office Area 1)</b>   |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.1      | Water Closet, Tank Type, including fittings & accessories  | 3.00   | unit  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.2      | Urinal, Wallhung, with push valve type, water spreader, adaptor and urinal bracket including fittings & accessories  | 2.00   | unit  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.3      | Handheld Bidet, stainless coated including accessories   | 3.00   | unit  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.4      | Lavatory , undercounter type, including fittings & accessories   | 5.00   | unit  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.5      | Lavatory faucet, Stainless steel ,single hole single lever basin faucet, including pop up drain, P trap, flexible hose, angle valve with complete fittings and accessories | 5.00   | unit  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.6      | Hand Soap Dispenser, automatic   | 2.00   | unit  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.7      | Hand Dryer, automatic  | 2.00   | unit  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.8      | Toilet Roll Dispenser, jumbo   | 3.00   | unit  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.9      | Fascial Mirror   | 3.00   | unit  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.10     | Kitchen Sink, Stainless Steel, including Faucet, Drain Fittings, Grease Trap, In-sink Erator, Rough-ins & complete accessories   | 2.00   | unit  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.11     | 4" S/S Floor Grating with stainless steel with cover   | 4.00   | unit  |           |                    |                   |                    |                    |                  |                  |                    |                  |
|            |  |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>2.8</b> | <b>Painting Works</b>  |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.8.1      | Painting of Pebble Washout Surface - Posts/Columns (DCOD Office Area 1)  | 64.80  | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.8.2      | Painting of Pebble Washout Surface - Posts/Columns (General Office - PMO, IT-GSD)  | 8.10   | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.8.3      | Painting of Plain Wall Surface (DCOD Office Area 1)  | 480.06 | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.8.4      | Painting of Plain Wall Surface (General Office - PMO, IT-GSD)  | 238.09 | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.8.5      | Painting of Ceiling (DCOD Office Area 1)   | 70.86  | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.8.6      | Painting of Ceiling (General Office - PMO, IT-GSD)   | 14.07  | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.8.7      | Painting of Window Frames (DCOD Office Area 1)   | 19.64  | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |

| ITEM     | DESCRIPTION   | QTY.  | UNIT  | MATERIALS |                    | LABOR & EQUIPMENT |                    | MOB. /             | TOTAL            | MARK-UP          | VAT                | TOTAL COST       |
|----------|---|-------|-------|-----------|--------------------|-------------------|--------------------|--------------------|------------------|------------------|--------------------|------------------|
|          |   |       |       | UNIT COST | TOTAL              | UNIT COST         | TOTAL              | DEMOB.             | DIRECT COST      |                  |                    |                  |
| (A)      | (B)   | (C)   | (D)   | (E)       | (F)<br>= (C) * (E) | (G)               | (H)<br>= (C) * (G) | (I)<br>= % * (F+H) | (J)<br>= (F+H+I) | (K)<br>= % * (J) | (L)<br>= % * (J+K) | (M)<br>= (J+K+L) |
| 2.8.8    | Painting of Wooden Doors & Cabinet, Ducco Finish (DCOD Office Area 1)           | 44.96 | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.8.9    | Painting of Wooden Doors & Cabinet, Ducco Finish (General Office - PMO, IT-GSD) | 4.30  | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.8.10   | Painting of Ceiling Aircon Diffusers (DCOD Office Area 1)                       | 27.00 | sets  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.8.11   | Painting of Ceiling Aircon Diffusers (General Office - PMO, IT-GSD)             | 13.00 | sets  |           |                    |                   |                    |                    |                  |                  |                    |                  |
|          | <b>Subtotal 2 - Civil / Architectural Works</b>                                 |       |       |           |                    |                   |                    |                    |                  |                  |                    | =                |
|          |   |       |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>3</b> | <b>ELECTRO-MECHANICAL WORKS</b>   |       |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
|          | Electrical Works (w/ separate detailed cost estimates)                          | 1.00  | lot   |           |                    |                   |                    |                    |                  |                  |                    |                  |
|          | Mechanical Works (w/ separate detailed cost estimates)                          | 1.00  | lot   |           |                    |                   |                    |                    |                  |                  |                    |                  |
|          | <b>Subtotal 3 - Electro-Mechanical Works</b>                                    |       |       |           |                    |                   |                    |                    |                  |                  |                    | =                |
|          |   |       |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>4</b> | <b>STRUCTURED CABLING WORKS</b>   |       |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
|          | Structured Cabling Works (w/ separate detailed cost estimates)                  | 1.00  | lot   |           |                    |                   |                    |                    |                  |                  |                    |                  |
|          | <b>Subtotal 4 - Structured Cabling Works</b>                                    |       |       |           |                    |                   |                    |                    |                  |                  |                    | =                |
|          |   |       |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
|          | <b>TOTAL PROJECT COST (Σ Subtotals 1, 2, 3, 4)</b>                              |       |       |           |                    |                   |                    |                    |                  |                  |                    | =                |

**LOT 2: RENOVATION OF OFFICE FOR THE SENIOR VICE  
PRESIDENT, INFORMATION TECHNOLOGY MANAGEMENT GROUP**

**PROJECT : RENOVATION OF OFFICE OF THE SENIOR VICE PRESIDENT, INFORMATION TECHNOLOGY MANAGEMENT GROUP**  
**LOCATION : Ground Floor, SSS Main Building, East Avenue, Diliman, Quezon City**

| BILL OF QUANTITIES |   |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
|--------------------|---|--------|-------|-----------|--------------------|-------------------|--------------------|--------------------|------------------|------------------|--------------------|------------------|
| ITEM               | DESCRIPTION   | QTY.   | UNIT  | MATERIALS |                    | LABOR & EQUIPMENT |                    | MOB. /             | TOTAL            | MARK-UP          | VAT                | TOTAL COST       |
|                    |   |        |       | UNIT COST | TOTAL              | UNIT COST         | TOTAL              | DEMOb.             | DIRECT COST      |                  |                    |                  |
| (A)                | (B)   | (C)    | (D)   | (E)       | (F)<br>= (C) * (E) | (G)               | (H)<br>= (C) * (G) | (I)<br>= % * (F+H) | (J)<br>= (F+H+I) | (K)<br>= % * (J) | (L)<br>= % * (J+K) | (M)<br>= (J+K+L) |
| <b>1</b>           | <b>GENERAL REQUIREMENTS/ SITE PREPARATION</b>   |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 1.1                | Reproduction of construction plans and preparation/printing of signed-and-sealed as-built plans   | 1.00   | lot   |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 1.2                | Temporary board-up/site enclosure, protective covering for furniture/equipment and other safety requirements (i.e. signages)                                | 1.00   | lot   |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 1.3                | Demolition/Dismantling/Stripping/Removal of existing floor tiles, walls/partitions, ceiling, doors, cabinets & other items affected by the renovation works | 1.00   | lot   |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 1.4                | Hauling & Disposal of debris, waste/unusable materials, etc.  | 1.00   | lot   |           |                    |                   |                    |                    |                  |                  |                    |                  |
|                    | <b>Subtotal 1 - General Requirements / Site Preparation</b>   |        |       |           |                    |                   |                    |                    |                  |                  |                    | =                |
| <b>2</b>           | <b>CIVIL-ARCHITECTURAL WORKS</b>  |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>2.1</b>         | <b>Floor/Wall tiles</b>   |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.1.1              | Supply & installation of composite vinyl planks flooring, 150mm x 900mm x 3mm thick, wood grain finish (SVP Office, Conference Room)                        | 53.62  | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.1.2              | Supply & installation of homogeneous vinyl tiles flooring, 300mm x 300mm x 3mm thick (SVP-Staff Area)   | 56.90  | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>2.2</b>         | <b>Ceiling Works</b>  |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.2.1              | Supply & Installation of 6mm thick fiber cement board ceiling on suspended metal furring system (SVP Office-General Office Area)                            | 110.52 | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.2.2              | Supply & Installation of 6mm thick fiber cement board ceiling, moisture resistant on suspended metal furring system (SVP Toilet)                            | 3.60   | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>2.3</b>         | <b>Drywall Partitions/ Doors/ Cabinets/ Counter/Toilet Cubicle</b>  |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.3.1              | Door Opening to be permanently closed using double face drywall partition, fiber cement board on metal framing (SVP Office)                                 | 2.10   | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>2.4</b>         | <b>Wall Paper/Acrylic Signages/Sunscreen Roller Shades</b>  |        |       |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.4.1              | Supply & Installation of wall paper (SVP Office)  | 46.03  | sq.m. |           |                    |                   |                    |                    |                  |                  |                    |                  |

| ITEM       | DESCRIPTION  | QTY.   | UNIT   | MATERIALS |                    | LABOR & EQUIPMENT |                    | MOB. /             | TOTAL            | MARK-UP          | VAT                | TOTAL COST       |
|------------|--|--------|--------|-----------|--------------------|-------------------|--------------------|--------------------|------------------|------------------|--------------------|------------------|
|            |  |        |        | UNIT COST | TOTAL              | UNIT COST         | TOTAL              | DEMOB.             | DIRECT COST      |                  |                    |                  |
| (A)        | (B)  | (C)    | (D)    | (E)       | (F)<br>= (C) * (E) | (G)               | (H)<br>= (C) * (G) | (I)<br>= % * (F+H) | (J)<br>= (F+H+I) | (K)<br>= % * (J) | (L)<br>= % * (J+K) | (M)<br>= (J+K+L) |
| 2.4.2      | Supply & Installation of Sunscreen Roller Shades (SVP Office)  | 243.25 | sq.ft. |           |                    |                   |                    |                    |                  |                  |                    |                  |
|            |  |        |        |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>2.5</b> | <b>Plumbing Roughing-ins - Supply &amp; Installation (SVP-Kitchen Sink/ Toilet)</b>  |        |        |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.5.1      | Waterline Plumbing Roughing-ins pipes & fittings including chipping works, excavation, tapping to existing waterline, restoration, water leak/pressure testing (SVP Pantry Area)               | 1.00   | lot    |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.5.2      | Sanitary Line Plumbing Roughing-ins pipes & fittings including chipping works, excavation, tapping to existing sanitary line, restoration, water leak/flow testing (SVP Pantry Area)           | 1.00   | lot    |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.5.3      | Cleaning & Re-grouting of existing floor & wall tiles including repair works due to plumbing works at Pantry Space (SVP Toilet)  | 1.00   | lot    |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.5.4      | Repair of leaks on existing sanitary pipes, vent pipe connections and provision of sufficient pipe supports/hangers (for sanitary and vent pipes located in ceiling of OSVP-ITMG office space) | 1.00   | lot    |           |                    |                   |                    |                    |                  |                  |                    |                  |
|            |  |        |        |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>2.6</b> | <b>Plumbing Fixtures - Supply &amp; Installation (SVP-Kitchen Sink/Toilet)</b>   |        |        |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.6.1      | Water Closet, Tank Type, including fittings & accessories  | 1.00   | unit   |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.6.2      | Kitchen Sink, Portable, w/ undercounter cabinet, including Faucet, Drain Fittings, Grease Trap, In-sink Erator, Rough-ins & complete accessories   | 1.00   | unit   |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.6.3      | Handheld Bidet, stainless coated including accessories   | 1.00   | unit   |           |                    |                   |                    |                    |                  |                  |                    |                  |
|            |  |        |        |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>2.7</b> | <b>Painting Works</b>  |        |        |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.1      | Painting of Pebble Washout Surface - Posts/Columns (SVP Office)  | 12.96  | sq.m.  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.2      | Painting of Plain Wall Surface (SVP Office)  | 219.34 | sq.m.  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.3      | Painting of Ceiling (SVP Office)   | 110.50 | sq.m.  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.4      | Painting of Window Frames (SVP Office)   | 8.84   | sq.m.  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.5      | Painting of Wooden Doors & Cabinet, Ducco Finish (SVP Office)  | 32.40  | sq.m.  |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 2.7.6      | Painting of Ceiling Aircon Diffusers (SVP Office)  | 7.00   | sets   |           |                    |                   |                    |                    |                  |                  |                    |                  |
|            | <b>Subtotal - Civil / Architectural Works</b>  |        |        |           |                    |                   |                    |                    |                  |                  |                    | =                |
|            |  |        |        |           |                    |                   |                    |                    |                  |                  |                    |                  |
| <b>3</b>   | <b>ELECTRO-MECHANICAL WORKS</b>  |        |        |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 3.1        | Electrical Works (w/ separate detailed estimate)   | 1.00   | lot    |           |                    |                   |                    |                    |                  |                  |                    |                  |

| ITEM | DESCRIPTION  | QTY. | UNIT | MATERIALS |                    | LABOR & EQUIPMENT |                    | MOB. /             | TOTAL            | MARK-UP          | VAT                | TOTAL COST       |
|------|--|------|------|-----------|--------------------|-------------------|--------------------|--------------------|------------------|------------------|--------------------|------------------|
|      |  |      |      | UNIT COST | TOTAL              | UNIT COST         | TOTAL              | DEMOB.             | DIRECT COST      |                  |                    |                  |
| (A)  | (B)  | (C)  | (D)  | (E)       | (F)<br>= (C) * (E) | (G)               | (H)<br>= (C) * (G) | (I)<br>= % * (F+H) | (J)<br>= (F+H+I) | (K)<br>= % * (J) | (L)<br>= % * (J+K) | (M)<br>= (J+K+L) |
| 3.2  | Mechanical Works (w/ separate detailed estimate)         | 1.00 | lot  |           |                    |                   |                    |                    |                  |                  |                    |                  |
|      | Subtotal - Electro-Mechanical Works                      |      |      |           |                    |                   |                    |                    |                  |                  |                    | =                |
|      |  |      |      |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 4    | STRUCTURED CABLING WORKS                                 |      |      |           |                    |                   |                    |                    |                  |                  |                    |                  |
| 4.1  | Structured Cabling Works (w/ separate detailed estimate) | 1.00 | lot  |           |                    |                   |                    |                    |                  |                  |                    |                  |
|      | Subtotal - Structured Cabling Works                      |      |      |           |                    |                   |                    |                    |                  |                  |                    | =                |
|      |  |      |      |           |                    |                   |                    |                    |                  |                  |                    |                  |
|      | TOTAL PROJECT COST                                       |      |      |           |                    |                   |                    |                    |                  |                  |                    | =                |

**LOT 3: IMPROVEMENT OF FAÇADE AND REAR EXTERIOR WALL OF  
SSS BAGUIO BUILDING AND ANNEX BUILDING**

PROJECT : Improvement of Façade and Rear Exterior Walls of SSS Baguio Building and Annex Building  
LOCATION : Harrison Road, Baguio City

| BILL OF QUANTITIES |   |          |      |           |              |              |              |                  |                  |               |                    |                  |
|--------------------|---|----------|------|-----------|--------------|--------------|--------------|------------------|------------------|---------------|--------------------|------------------|
| ITEM NO.           | DESCRIPTION   | QTY      | UNIT | MATERIALS |              | LABOR & EQPT |              | MOB/ DEMOB       | DIRECT COST      | INDIRECT COST | VAT                | TOTAL COST       |
|                    |   |          |      | UNIT COST | AMOUNT       | UNIT COST    | AMOUNT       |                  |                  |               |                    |                  |
| (A)                | (B)   | (C)      | (D)  | (E)       | (F)<br>C x E | (G)          | (H)<br>C x G | (I)<br>% x (F+H) | (J)<br>F + H + I | (K)<br>% x J  | (L)<br>% x (J + K) | (M)<br>J + K + L |
| I.                 | GENERAL REQUIREMENTS  |          |      |           |              |              |              |                  |                  |               |                    |                  |
|                    | 1.0 Permits/Clearances and other requirements from the Local Government Unit and other agencies   |          |      |           |              |              |              |                  |                  |               |                    |                  |
|                    | 1.1 Processing/securing of permits/clearances and related requirements/documents including fees e.g. Construction safety and health program, Brgy. Clearance, locational clearance, building/renovation permit, etc.  | 1.00     | lot  | -         | -            |              |              | -                |                  | -             |                    |                  |
|                    | 1.2 Preparation/reproduction of construction plans, as-built plans, detailed plans for the structural supports/carrier system of the ACP cladding (with structural computation/analysis, if required for permit purposes) including fees for the signing and sealing of plans/documents | 1.00     | lot  | -         | -            |              |              | -                |                  | -             |                    |                  |
|                    | 2.0 Temporary Facilities and Utilities (warehouse/barracks including temporary electricity and water supply connections)  | 1.00     | lot  |           |              |              |              |                  |                  |               |                    |                  |
|                    | 3.0 Provision of safety equipment and other requirements (fall protection/safety nets, medicine cabinet w/ first aid kit, signages, etc.)   | 1.00     | lot  |           |              |              |              |                  |                  | -             |                    |                  |
|                    | 4.0 Scaffolding System (for removal of pebble washout finishes, painting works, ACP installation, glass refurbishment, roof and ceiling works, fall protection frame, etc.)   | 1.00     | lot  |           |              |              |              |                  |                  |               |                    |                  |
|                    | TOTAL COST I – GENERAL REQUIREMENTS   |          |      |           |              |              |              |                  |                  |               |                    | =                |
| II.                | SITE PREPARATION  |          |      |           |              |              |              |                  |                  |               |                    |                  |
|                    | 1.0 Temporary board-up/site enclosure including protective covering for affected equipment/facilities   | 1.00     | lot  |           |              |              |              |                  |                  |               |                    |                  |
|                    | 2.0 Hauling and disposal of waste/unusable materials, debris, etc.  | 1.00     | lot  | -         | -            |              |              |                  |                  |               |                    |                  |
|                    | 3.0 Removal/chipping of pebble washout finish (including miscellaneous tools and consumables e.g. chipping gun, sledge hammer/hammer, chisel, Hammer bit chisel, empty sack etc.)   |          |      |           |              |              |              |                  |                  |               |                    |                  |
|                    | 3.1 Removal/chipping of existing pebble washout on exterior walls and façade (average thickness : 50mm)   | 1,630.00 | sqm  |           |              |              |              |                  |                  |               |                    |                  |
|                    | 3.2 Removal/chipping of existing pebble washout on exterior walls and façade (average thickness : 125 mm)   | 140.00   | sqm  |           |              |              |              |                  |                  |               |                    |                  |
|                    |   |          |      |           |              |              |              |                  |                  |               |                    |                  |

| ITEM NO.    | DESCRIPTION  | QTY      | UNIT | MATERIALS |              | LABOR & EQPT |              | MOB/ DEMOB       | DIRECT COST      | INDIRECT COST | VAT                | TOTAL COST       |
|-------------|--|----------|------|-----------|--------------|--------------|--------------|------------------|------------------|---------------|--------------------|------------------|
|             |  |          |      | UNIT COST | AMOUNT       | UNIT COST    | AMOUNT       |                  |                  |               |                    |                  |
| (A)         | (B)  | (C)      | (D)  | (E)       | (F)<br>C x E | (G)          | (H)<br>C x G | (I)<br>% x (F+H) | (J)<br>F + H + I | (K)<br>% x J  | (L)<br>% x (J + K) | (M)<br>J + K + L |
|             | 4.0 Demolition/dismantling of roof and glass doors/partitions<br>- Curve roof at façade entrance (± 30 sqm)<br>- Ground floor roof extension at front entrance (1 lot)<br>- Existing glass partitions/glass doors - Ground floor façade/front elevation (± 85.0 sqm)<br>- Miscellaneous tools and consumables (chipping gun, sledge hammer/hammer, chisel, Hammer bit chisel, empty sack etc.) | 1.00     | lot  |           |              |              |              |                  |                  |               |                    |                  |
|             | 5.0 Plastering of exterior walls upon removal of pebble washout finishes (as surface preparation prior to application of primer paint/surface protectant and installation of ACP cladding)   | 2,180.00 | sq.m |           |              |              |              |                  |                  |               |                    |                  |
|             | 6.0 Restoration/repair of damaged portion of exterior walls/parapets e.g. non-structural cracks, minor structural cracks, holes, concrete spalling, etc.   | 50.00    | sqm  |           |              |              |              |                  |                  |               |                    |                  |
|             | <b>TOTAL COST II – SITE PREPARATION</b>  |          |      |           |              |              |              |                  |                  |               |                    | =                |
| <b>III.</b> | <b>CIVIL / ARCHITECTURAL WORKS</b>   |          |      |           |              |              |              |                  |                  |               |                    |                  |
|             | <b>1.0 Facelifting/Improvement of Façade</b>   |          |      |           |              |              |              |                  |                  |               |                    |                  |
|             | 1.1 Supply and installation of 4mm thick plain aluminum composite panels (ACP) cladding for exterior façade/wall including frames/carrier system, sealant, bolts/screws and other fixing accessories - Main Building and Annex Building exterior façades   | 820.00   | sq.m |           |              |              |              |                  |                  |               |                    |                  |
|             | 1.2 Supply and installation of 1.2mm thick aluminum perforated metal sheet cladding including frames/carrier system, sealant, bolts/screws and other fixing accessories - Main Building exterior façade/wall   | 410.00   | sq.m |           |              |              |              |                  |                  |               |                    |                  |
|             | 1.3 Replacement of exterior ceiling using 1.2 mm thick perforated aluminum metal panels on suspended metal frames/carrier system - balcony area (front, right and left side elevations) and main entrance canopy   | 300.00   | sq.m |           |              |              |              |                  |                  |               |                    |                  |
|             | 1.4 Replacement of exterior plywood ceiling using 6mm thick fiber cement board in suspended metal frames/carrier system, <b>including painting works</b> (surface preparation, primer paint, topcoats and miscellaneous consumable materials) - Main Building rear side and Annex Building exterior ceiling  | 540.00   | sq.m |           |              |              |              |                  |                  |               |                    |                  |
|             | 1.5 Refurbishment of existing glass windows/panels and doors (cleaning/repair of glass panels, re-application of exterior sealant, repainting of window/door frames including replacement of broken glass panes) - excluding proposed new glass doors/panels   | 103.00   | sq.m |           |              |              |              |                  |                  |               |                    |                  |
|             | 1.6 Installation of G. 24 (0.5mm thick) G.I. sheet roofing rib-type, blue on 2"x3"x1.5mm thick G.I. C-purlins with 2"x3"x1.5mm thick tubular rafter frame/s with 10mm thick PE foam insulation (with existing inside concrete gutter) - Main Entrance canopy   | 27.00    | sq.m |           |              |              |              |                  |                  |               |                    |                  |
|             | 1.7 Cleaning and repair of PWD access ramp/side walk   | 142.00   | sqm  |           |              |              |              |                  |                  |               |                    |                  |

| ITEM NO. | DESCRIPTION  | QTY      | UNIT | MATERIALS |              | LABOR & EQPT |              | MOB/ DEMOB       | DIRECT COST      | INDIRECT COST | VAT                | TOTAL COST       |
|----------|--|----------|------|-----------|--------------|--------------|--------------|------------------|------------------|---------------|--------------------|------------------|
|          |  |          |      | UNIT COST | AMOUNT       | UNIT COST    | AMOUNT       |                  |                  |               |                    |                  |
| (A)      | (B)  | (C)      | (D)  | (E)       | (F)<br>C x E | (G)          | (H)<br>C x G | (I)<br>% x (F+H) | (J)<br>F + H + I | (K)<br>% x J  | (L)<br>% x (J + K) | (M)<br>J + K + L |
|          | 1.8 Waterproofing on existing concrete inside gutter using polyurethane waterproofing membrane 0.5mm per coat (3 coats) - Main Entrance canopy   | 4.00     | sqm  |           |              |              |              |                  |                  |               |                    |                  |
|          | 1.9 Dismantling, repainting and reinstallation of existing exterior metal signages   | 6.70     | sq.m |           |              |              |              |                  |                  |               |                    |                  |
|          |  |          |      |           |              |              |              |                  |                  |               |                    | =                |
|          |  |          |      |           |              |              |              |                  |                  |               |                    |                  |
|          | <b>5.0 Plumbing</b>  |          |      |           |              |              |              |                  |                  |               |                    |                  |
|          | 5.1 Declogging of existing concrete gutters/Ø100mm storm drain pipes at Main Entrance canopy   | 1.00     | lot  | -         | -            |              |              |                  |                  |               |                    | =                |
|          |  |          |      |           |              |              |              |                  |                  |               |                    |                  |
|          | <b>6.0 Supply and Installation of Glass Doors and Partitions</b>   |          |      |           |              |              |              |                  |                  |               |                    |                  |
|          | 6.1 Supply and Installation, 1.95m x 2.2m, 12mm thick tempered clear glass, double-leaf swing door on FD-100 top & bottom aluminum frame including jamb, powder coated finish complete w/ fittings, 1"Ø H-type stainless steel handle 0.60m length, locksets, hardware & accessories - Main Building Ground Floor entrances    | 3.00     | sets |           |              |              |              |                  |                  |               |                    |                  |
|          | 6.2 Supply and installation of 12mm THK tempered glass partitions/glass window with powder coated finish aluminum frame - Main Building Ground Floor (Front & Right Side)  | 76.50    | sq.m |           |              |              |              |                  |                  |               |                    |                  |
|          | 6.3 Installation of cut out vinyl Frosted Sticker - Ground Floor entrance doors and fixed panels/windows   | 49.00    | sq.m |           |              |              |              |                  |                  |               |                    |                  |
|          |  |          |      |           |              |              |              |                  |                  |               |                    | =                |
|          | <b>7.0 Painting Works</b>  |          |      |           |              |              |              |                  |                  |               |                    |                  |
|          | 7.1 Painting of concrete wall surfaces prior to installation of ACP cladding (surface preparation and application of concrete neutralizer and concrete primer paint including miscellaneous consumables e.g. rags, paint brush, paint tray/pan, surface putty, etc - <b>1 coat only</b> )                                      | 1,265.00 | sq.m |           |              |              |              |                  |                  |               |                    |                  |
|          | 7.2 Painting of concrete wall surfaces - Main Building balconies and Annex Building exterior walls (surface preparation and application of concrete primer paint, concrete neutralizer including miscellaneous consumables e.g. tinting colors, rags, paint brush, paint tray/pan, putty, masking tape, etc - <b>2 coats</b> ) | 713.00   | sq.m |           |              |              |              |                  |                  |               |                    |                  |
|          | 7.3 Painting of concrete wall surfaces - Main Building left and rear elevations/sides (surface preparation and application of paint topcoat for existing painting surfaces including miscellaneous consumables e.g. tinting colors, rags, paint brush, paint tray/pan, putty, masking tape, etc - <b>2 coats</b> )             | 1,036.00 | sq.m |           |              |              |              |                  |                  |               |                    |                  |
|          |  |          |      |           |              |              |              |                  |                  |               |                    | =                |
|          |  |          |      |           |              |              |              |                  |                  |               |                    |                  |
|          | <b>TOTAL COST III - CIVIL/ARCHITECTURAL WORKS</b>  |          |      |           |              |              |              |                  |                  |               |                    | =                |



| ITEM NO.  | DESCRIPTION  | QTY   | UNIT | MATERIALS |              | LABOR & EQPT |              | MOB/ DEMOB       | DIRECT COST      | INDIRECT COST | VAT                | TOTAL COST       |
|-----------|--|-------|------|-----------|--------------|--------------|--------------|------------------|------------------|---------------|--------------------|------------------|
|           |  |       |      | UNIT COST | AMOUNT       | UNIT COST    | AMOUNT       |                  |                  |               |                    |                  |
| (A)       | (B)  | (C)   | (D)  | (E)       | (F)<br>C x E | (G)          | (H)<br>C x G | (I)<br>% x (F+H) | (J)<br>F + H + I | (K)<br>% x J  | (L)<br>% x (J + K) | (M)<br>J + K + L |
| <b>IV</b> | <b>ELECTRICAL WORKS</b>  |       |      |           |              |              |              |                  |                  |               |                    |                  |
|           | 4.1 Replacement/installation of downlighting fixture, recessed type, spun aluminum with 12 watts LED lamp, 6" dia. clear glass complete w/ essential wirings and standard accessories - Main Entrance canopy, balconies and eaves - Main Building and Annex Building | 78.00 | sets |           |              |              |              |                  |                  |               |                    |                  |
|           | <b>TOTAL COST IV - ELECTRICAL WORKS</b>  |       |      |           |              |              |              |                  |                  |               |                    | =                |
|           | <b>TOTAL PROJECT COST (Σ Total Cost I, II, III, IV)</b>  |       |      |           |              |              |              |                  |                  |               |                    | =                |

GENERAL CONDITIONS:

- For uniformity and evaluation purposes, a bidder shall adhere to the herein prescribed format of BOQ, specifically in the formula for computation, given quantity and exclusive pay items. Any deviation from the format shall be a ground for disqualification of bid. Fill up all required items/field in the BOQ. Failure to indicate any of the following shall mean outright disqualification since bid is considered Non-responsive:
  - if item is given for free, indicate dash (-), zero (0) or free
  - If the item is not applicable, indicate N/A
- Each bidder shall be provided with hard copy of the BOQ Form (attached in the PBD) and an electronic copy for faster and easier encoding. The hard copy shall serve as the bidder's reference as to completeness of work items, quantity, formula, format, etc. in the BOQ Form considering that the electronic copy is prone to alterations during encoding. Any discrepancy on the contents (specially on the quantity and inclusive pay items) between the hard copy and electronic, the contents of the hard copy shall prevail.
- Bidder are not allowed to include any pay items that were not indicated in the form supplied Bill of Quantities. In instances where necessary work items are inadvertently left out in BOQ Form, a bidder should make a written query to the Bids and Awards Committee so that the same shall be addressed in the Bid Bulletin which will be issued to all participating bidders.
- Bidders shall include in the detailed estimate the breakdown of materials & labor for quantities specified in LOT (unit of measure) in BOQ
- All documents must be signed, and each and every page thereof must be initialed by the duly authorized representative/s of the Bidder
- Mark-up shall include the following:
  - Overhead expenses such as office expenses, supervision, transportation allowances, and financing costs (Premium on CARI, Bid Security, Performance Security, Surety for advance payment, Warranty bond)
  - Contingencies, Miscellaneous Expenses and Contractor's Profit margin
- It is the responsibility of the Bidder to check the arithmetical computation provided herein.

Submitted by: \_\_\_\_\_  
(Name of Bidder / Company Name)

Prepared by: \_\_\_\_\_  
(Company Representative - Signature over printed name)

Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Date: \_\_\_\_\_

## ***Section IX. Checklist of Technical and Financial Documents***

# Checklist of Technical and Financial Documents

## I. TECHNICAL COMPONENT ENVELOPE

### *Class “A” Documents*

#### Legal Documents

- ☐ (a) Valid PhilGEPS Certificate of Platinum Registration and Membership (Platinum Membership) (all pages);

#### Technical Documents

- ☐ (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid; and
- ☐ (c) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within five (5) years period prior to the submission and opening of Bids; and
- ☐ (d) Philippine Contractors Accreditation Board (PCAB) License;  
or  
Special PCAB License in case of Joint Ventures;  
and registration for the type and cost of the contract to be bid; and
- ☐ (e) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;  
or  
Original copy of Notarized Bid Securing Declaration; and
- ☐ (f) Project Requirements, which shall include the following:
- ☐ a. Organizational chart for the contract to be bid;
- ☐ b. List of contractor’s key personnel (*e.g.*, Project Manager, Project Engineers, Materials Engineers, and Foremen), to be assigned to the contract to be bid, with their complete qualification and experience data;
- ☐ c. List of contractor’s major equipment units, which are owned, leased, and/or under purchase agreements, supported by proof of ownership or certification of availability of equipment from the equipment lessor/vendor for the duration of the project, as the case may be; **and**
- ☐ (g) Original duly signed Omnibus Sworn Statement (OSS);  
**and** if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

#### Financial Documents

- ☐ (h) The prospective bidder’s audited financial statements, showing, among others, the prospective bidder’s total and current assets and liabilities, stamped “received” by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- ☐ (i) The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC).

***Class “B” Documents***

- ☐ (j) If applicable, duly signed joint venture agreement (JVA) in accordance with RA No. 4566 and its IRR in case the joint venture is already in existence;  
**or**  
duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

**II. FINANCIAL COMPONENT ENVELOPE**

- ☐ (k) Original of duly signed and accomplished Financial Bid Form; **and**

**Other documentary requirements under RA No. 9184**

- ☐ (l) Original of duly signed Bid Prices in the Bill of Quantities; **and**  
☐ (m) Duly accomplished Detailed Estimates Form, including a summary sheet indicating the unit prices of construction materials, labor rates, and equipment rentals used in coming up with the Bid; **and**  
☐ (n) Cash Flow by Quarter.

**IMPORTANT REMINDERS**

- A) Each and every page of the **Bid Forms**, under Section VIII: Checklist of Technical and Financial Documents hereof, shall be signed by the duly authorized representative/s of the Bidder. Failure to do so shall be a ground for the rejection of the bid.
- B) Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative/s of the Bidder.
- C) Bid documents shall be compiled in a folder/binder with the Annexes properly labeled with tabs/separators.
- D) Bidders shall submit their bids through their duly authorized representative enclosed in separate sealed envelopes, which shall be submitted simultaneously:
- a) The first three individually sealed envelopes shall contain the folder/binder of the Eligibility Requirements and Technical Component of the bid; prepared in three copies labeled as follows:
- Envelop (1): ORIGINAL – Eligibility Requirements and Technical Component  
Envelop (2): COPY1 – Eligibility Requirements and Technical Component  
Envelop (3): COPY2 – Eligibility Requirements and Technical Component
- b) The next three individually sealed envelopes shall contain the folder/binder of the Financial Component of the bid; prepared in three copies labeled as follows:
- Envelop (4): ORIGINAL – Financial Component  
Envelop (5): COPY1 – Financial Component  
Envelop (6): COPY2 – Financial Component
- c) Bidders shall enclose, seal and mark the following:
- Envelop (7): Envelope (1) and Envelope (4) enclosed in one sealed envelope marked “ORIGINAL–BID”
- Envelop (8): Envelope (2) and Envelope (5) enclosed in one sealed envelope marked “COPY1–BID”

Envelop (9): Envelope (3) and Envelope (6) enclosed in one sealed envelope marked “COPY2–BID”

- d) Envelopes (7) to (9) shall then be enclosed in a single sealed, signed final/outer envelope/package/box
- e) All envelopes (Envelopes (1) to (9) and the final/outer envelope/package/box) shall indicate the following:
  - addressed to the Procuring Entity’s BAC
  - name and address of the Bidder in capital letters
  - name of the contract/project to be bid in capital letters
  - bear the specific identification/reference code of this bidding process
  - bear a warning “DO NOT OPEN BEFORE...” the date and time for the opening of bids

**THE CHAIRPERSON**  
BIDS AND AWARDS COMMITTEE  
2<sup>ND</sup> FLOOR, SSS MAIN BUILDING  
EAST AVENUE, DILIMAN, QUEZON CITY

NAME OF BIDDER : \_\_\_\_\_  
ADDRESS : \_\_\_\_\_

- E) Bids submitted after the deadline shall only be marked for recording purpose, shall not be included in the opening of bids, and shall be returned to the bidder unopened.

FORMS

FORMS

Bid Form for the Procurement of Infrastructure Projects

BID FORM

LOT 1: RENOVATION OF DCOD OFFICE AREA AND VP OFFICES

Date: \_\_\_\_\_

Project Identification No.: ITB-SSS-Civil-2024-015

To: SOCIAL SECURITY SYSTEM  
East Avenue, Diliman, Quezon City

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: LOT 1: RENOVATION OF DCOD OFFICE AREA AND VP OFFICES;
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is: (insert information);
- d. The discounts offered and the methodology for their application are: (insert information);
- e. The total bid price includes the cost of all taxes, such as, but not limited to: [specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties], which are itemized herein and reflected in the detailed estimates,
- f. Our Bid shall be valid within the period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of [insert percentage amount] percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines for this purpose;
- h. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- i. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.
- k. We likewise certify/conform that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute

and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the LOT 1: RENOVATION OF DCOD OFFICE AREA AND VP OFFICES of the SSS.

1. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: \_\_\_\_\_

Legal capacity:\_\_\_\_\_

Signature:\_\_\_\_\_

Duly authorized to sign the Bid for and behalf of \_\_\_\_\_

Date: \_\_\_\_\_

*GPPB Resolution No. 16-2020, dated 16 September 2020*



Bid Form for the Procurement of Infrastructure Projects

BID FORM

LOT 2: RENOVATION OF OFFICE OF THE SENIOR VICE PRESIDENT,  
INFORMATION TECHNOLOGY MANAGEMENT GROUP

Date: \_\_\_\_\_

Project Identification No.: ITB-SSS-Civil-2024-015

To: SOCIAL SECURITY SYSTEM  
East Avenue, Diliman, Quezon City

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: LOT 2: RENOVATION OF OFFICE OF THE SENIOR VICE PRESIDENT, INFORMATION TECHNOLOGY MANAGEMENT GROUP;
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is: (insert information);
- d. The discounts offered and the methodology for their application are: (insert information);
- e. The total bid price includes the cost of all taxes, such as, but not limited to: [specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties], which are itemized herein and reflected in the detailed estimates,
- f. Our Bid shall be valid within the period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of [insert percentage amount] percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines for this purpose;
- h. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- i. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.

- k. We likewise certify/conform that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the LOT 2: RENOVATION OF OFFICE OF THE SENIOR VICE PRESIDENT, INFORMATION TECHNOLOGY MANAGEMENT GROUP.
  
- l. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: \_\_\_\_\_

Legal capacity:\_\_\_\_\_

Signature:\_\_\_\_\_

Duly authorized to sign the Bid for and behalf of \_\_\_\_\_

Date: \_\_\_\_\_

Bid Form for the Procurement of Infrastructure Projects

BID FORM

LOT 3: IMPROVEMENT OF FAÇADE AND REAR EXTERIOR WALL OF SSS  
BAGUIO BUILDING AND ANNEX BUILDING

Date: \_\_\_\_\_

Project Identification No.: ITB-SSS-Civil-2024-015

To: SOCIAL SECURITY SYSTEM  
East Avenue, Diliman, Quezon City

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

- a. We have no reservation to the PBDs, including the Supplemental or Bid Bulletins, for the Procurement Project: LOT 3: IMPROVEMENT OF FACADE AND REAR EXTERIOR WALL OF SSS BAGUIO BUILDING AND ANNEX BUILDING;
- b. We offer to execute the Works for this Contract in accordance with the PBDs;
- c. The total price of our Bid in words and figures, excluding any discounts offered below is: (insert information);
- d. The discounts offered and the methodology for their application are: (insert information);
- e. The total bid price includes the cost of all taxes, such as, but not limited to: [specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties], which are itemized herein and reflected in the detailed estimates,
- f. Our Bid shall be valid within the period stated in the PBDs, and it shall remain binding upon us at any time before the expiration of that period;
- g. If our Bid is accepted, we commit to obtain a Performance Security in the amount of [insert percentage amount] percent of the Contract Price for the due performance of the Contract, or a Performance Securing Declaration in lieu of the allowable forms of Performance Security, subject to the terms and conditions of issued GPPB guidelines for this purpose;
- h. We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents;
- i. We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal Contract is prepared and executed; and
- j. We understand that you are not bound to accept the Lowest Calculated Bid or any other Bid that you may receive.

- k. We likewise certify/conform that the undersigned, is the duly authorized representative of the bidder, and granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for the LOT 3: IMPROVEMENT OF FACADE AND REAR EXTERIOR WALL OF SSS BAGUIO BUILDING AND ANNEX BUILDING of the SSS.
  
- l. We acknowledge that failure to sign each and every page of this Bid Form, including the Bill of Quantities, shall be a ground for the rejection of our bid.

Name: \_\_\_\_\_

Legal capacity:\_\_\_\_\_

Signature:\_\_\_\_\_

Duly authorized to sign the Bid for and behalf of \_\_\_\_\_

Date: \_\_\_\_\_

Bid Securing Declaration Form

LOT 1: RENOVATION OF DCOD OFFICE AREA AND VP OFFICES

REPUBLIC OF THE PHILIPPINES) CITY OF \_\_\_\_\_) S.S.

BID SECURING DECLARATION

Project Identification No.: ITB-SSS-Civil-2024-015

To: SOCIAL SECURITY SYSTEM  
East Avenue, Quezon City

I/We, the undersigned, declare that:

- 1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
- 2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
- 3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
  - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
  - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
  - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this \_\_\_\_ day of [month] [year] at [place of execution].

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]  
[Insert signatory's legal capacity] Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

GPPB Resolution No. 16-2020, dated 16 September 2020

Bid Securing Declaration Form

LOT 2: RENOVATION OF OFFICE OF THE SENIOR VICE PRESIDENT,  
INFORMATION TECHNOLOGY MANAGEMENT GROUP

REPUBLIC OF THE PHILIPPINES) CITY OF \_\_\_\_\_) S.S.

BID SECURING DECLARATION

Project Identification No.: ITB-SSS-Civil-2024-015

To: SOCIAL SECURITY SYSTEM  
East Avenue, Quezon City

I/We, the undersigned, declare that:

- 1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
- 2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
- 3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
  - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
  - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
  - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this \_\_\_\_ day of [month]  
[year] at [place of execution].

[Insert NAME OF BIDDER OR ITS AUTHORIZED  
REPRESENTATIVE]  
[Insert signatory’s legal capacity] Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

GPPB Resolution No. 16-2020, dated 16 September 2020

Bid Securing Declaration Form

LOT 3: IMPROVEMENT OF FAÇADE AND REAR EXTERIOR WALL OF SSS  
BAGUIO BUILDING AND ANNEX BUILDING

REPUBLIC OF THE PHILIPPINES) CITY OF \_\_\_\_\_) S.S.

BID SECURING DECLARATION

Project Identification No.: ITB-SSS-Civil-2024-015

To: SOCIAL SECURITY SYSTEM  
East Avenue, Quezon City

I/We, the undersigned, declare that:

- 1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
- 2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
- 3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
  - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
  - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
  - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this \_\_\_\_ day of [month]  
[year] at [place of execution].

[Insert NAME OF BIDDER OR ITS AUTHORIZED  
REPRESENTATIVE]  
[Insert signatory’s legal capacity] Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

GPPB Resolution No. 16-2020, dated 16 September 2020

Contract Agreement Form for the  
Procurement of Infrastructure Projects (Revised)

CONTRACT AGREEMENT

RENOVATION OF DCOD AREA AND VP OFFICES, OSVP-ITMG, AND  
IMPROVEMENT OF FACADE AND REAR EXTERIOR WALL OF SSS BAGUIO  
BUILDING AND ANNEX BUILDING

ITB-SSS-CIVIL-2024-015

THIS AGREEMENT made between:

SOCIAL SECURITY SYSTEM, a government-owned and controlled corporation created pursuant to Republic Act No. 11199, with principal office address at SSS Building, East Avenue, Diliman, Quezon City, represented herein by its Approving Authority and (Position of Approving Authority), (Name of Approving Authority) and (Position of Signatory), (Name of signatory), duly authorized pursuant to Administrative Order \_\_\_\_\_, \_\_\_\_\_ (pertaining to Approving Authority) (Annex “A”) and Office Order \_\_\_\_\_, \_\_\_\_\_ (Annex “B”) (pertaining to signatories), hereinafter referred to as the “SSS”;

- a n d -

(NAME OF CONTRACTOR), of legal age, Filipino, single/married, with principal address at \_\_\_\_\_, hereinafter referred to as the “Contractor”.

If corporation

(NAME OF CONTRACTOR), a corporation duly created and existing pursuant to the laws of the Republic of the Philippines, with principal office address at \_\_\_\_\_, represented herein by its (Position of Signatory), (Name of Signatory), duly authorized pursuant to \_\_\_\_\_, \_\_\_\_\_, hereinafter referred to as the “Contractor”.

WHEREAS, the Entity is desirous that the Contractor execute [name and identification number of contract] (hereinafter called “the Works”) and the Entity has accepted the Bid for [contract price in words and figures in specified currency] by the Contractor for the execution and completion of such Works and the remedying of any defects therein.

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:



- a. Philippine Bidding Documents (PBDs);
  - i. Drawings/Plans;
  - ii. Specifications;
  - iii. Bill of Quantities;
  - iv. General and Special Conditions of Contract;
  - v. Supplemental or Bid Bulletins, if any
- b. Contractor's bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (*e.g.*, Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;

- c. Performance Security;
- d. Notice of Award of Contract; and the Bidder's conforme thereto; and
- e. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**

- 3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.
- 4. The SSS agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

|   |  |
|---|--|
| <p><i>[Insert Name and Signature]</i></p> <p><i>[Insert Signatory's Legal Capacity]</i></p> <p style="text-align: center;"><i>for:</i></p> <p>SSS</p> | <p><i>[Insert Name and Signature]</i></p> <p><i>[Insert Signatory's Legal Capacity]</i></p> <p style="text-align: center;"><i>for:</i></p> <p><i>[Insert Name of Supplier]</i></p> |
|---|--|

(In case of double acknowledgment)

SIGNED IN THE PRESENCE OF:

\_\_\_\_\_

(Name of Certifying officer as to availability of funds)  
(Position of Certifying Officer)  
(Department/Office of Certifying Officer)

FUNDS AVAILABLE:

APP No.: \_\_\_\_\_

FIRST ACKNOWLEDGMENT

Republic of the Philippines )  
\_\_\_\_\_ ) S.S.

BEFORE ME, a Notary Public for and in \_\_\_\_\_, Philippines, on this \_\_\_\_\_ day of \_\_\_\_\_ personally appeared:

| Name | Competent Evidence of Identity | Date/Place of Issue |
|------|--------------------------------|---------------------|
|      |                                |                     |
|      |                                |                     |
|      |                                |                     |
|      |                                |                     |

known to me to be the same person who executed the foregoing Agreement, consisting of \_\_\_\_\_ (\_\_\_\_) pages, including this page and excluding annexes, and he/she/they acknowledged to me that the same is his/her/their free and voluntary act and deed as well as the free and voluntary act and deed of the principal he/she /they represent/s in this instance.

WITNESS MY HAND AND SEAL on the date and place first above written.

Doc. No. \_\_\_\_\_;  
Page No. \_\_\_\_\_;  
Book No. \_\_\_\_\_;  
Series of 20\_\_\_\_.

SIGNED IN THE PRESENCE OF:

\_\_\_\_\_

SECOND ACKNOWLEDGMENT

Republic of the Philippines )  
\_\_\_\_\_ ) S.S.

BEFORE ME, a Notary Public for and in \_\_\_\_\_, Philippines, on this \_\_\_\_\_ day of \_\_\_\_\_ personally appeared:

| Name | Competent Evidence of Identity | Date/Place of Issue |
|------|--------------------------------|---------------------|
|      |                                |                     |
|      |                                |                     |
|      |                                |                     |
|      |                                |                     |

known to me to be the same person who executed the foregoing Agreement, consisting of \_\_\_\_\_ (\_\_\_\_) pages, including this page and excluding annexes, and he/she/they acknowledged to me that the same is his/her/their free and voluntary act and deed (if corporation to include succeeding phrase) as well as the free and voluntary act and deed of the principal he/she /they represent/s in this instance.

WITNESS MY HAND AND SEAL on the date and place first above written.

Doc. No. \_\_\_\_\_;  
Page No. \_\_\_\_\_;  
Book No. \_\_\_\_\_;  
Series of 20\_\_\_\_.

Omnibus Sworn Statement (Revised)

REPUBLIC OF THE PHILIPPINES)  
CITY/MUNICIPALITY OF \_\_\_\_\_) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. Select one, delete the other:

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [insert Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [insert Name of Bidder] with office address at [address of Bidder];

2. Select one, delete the other:

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [insert Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for RENOVATION OF DCOD AREA AND VP OFFICES, OSVP-ITMG, AND IMPROVEMENT OF FACADE AND REAR EXTERIOR WALL OF SSS BAGUIO BUILDING AND ANNEX BUILDING of the SOCIAL SECURITY SYSTEM as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for RENOVATION OF DCOD AREA AND VP OFFICES, OSVP-ITMG, AND IMPROVEMENT OF FACADE AND REAR EXTERIOR WALL OF SSS BAGUIO BUILDING AND ANNEX BUILDING of the SOCIAL SECURITY SYSTEM, as shown in the attached [state title of attached documents showing proof of authorization (e.g., duly notarized Secretary’s Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)];

3. [insert Name of Bidder] is not “blacklisted” or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. [insert Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;
6. Select one, delete the rest:

[If a sole proprietorship:] The owner or sole proprietor is not related to the **Head of the Procuring Entity, Procurement Agent if any, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit,** and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a partnership or cooperative:]* None of the officers and members of *[insert Name of Bidder]* is related to the Head of the Procuring Entity, Procurement Agent if any, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

*[If a corporation or joint venture:]* None of the officers, directors, and controlling stockholders of *[insert Name of Bidder]* is related to the Head of the Procuring Entity, Procurement Agent if any, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[insert Name of Bidder]* complies with existing labor laws and standards; and
8. *[insert Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
  - a) Carefully examining all of the Bidding Documents;
  - b) Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
  - c) Making an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d) Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *RENOVATION OF DCOD AREA AND VP OFFICES, OSVP-ITMG, AND IMPROVEMENT OF FACADE AND REAR EXTERIOR WALL OF SSS BAGUIO BUILDING AND ANNEX BUILDING*.
9. *[insert Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s.1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_ at \_\_\_\_\_, Philippines.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]*

*[Insert signatory's legal capacity]*

Affiant

**[Jurat]**

*[Format shall be based on the latest Rules on Notarial Practice]*

GPPB Resolution No. 16-2020, dated 16 September 2020

STATEMENT OF ALL ITS ON-GOING GOVERNMENT AND PRIVATE  
CONTRACTS, INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED

LOT 1: RENOVATION OF DCOD OFFICE AREA AND VP OFFICES

| NAME OF<br>CONTRACT | DATE OF<br>CONTRACT | CONTRACT<br>DURATION | CONTACT<br>PERSON,<br>CONTACT NO.,<br>ADDRESS,<br>AND EMAIL<br>ADDRESS | KINDS OF<br>GOODS | AMOUNT<br>OF<br>CONTRACT | VALUE OF<br>OUTSTANDING<br>CONTRACT |
|---------------------|---------------------|----------------------|--|-------------------|--------------------------|-------------------------------------|
|                     |                     |                      |  |                   |                          |                                     |
|                     |                     |                      |  |                   |                          |                                     |
|                     |                     |                      |  |                   |                          |                                     |
|                     |                     |                      |  |                   |                          |                                     |
|                     |                     |                      |  |                   |                          |                                     |

NOTE: SLCC SHOULD BE PROJECTS WITHOUT NON-DISCLOSURE  
AGREEMENT (NDA)

FORM-06-A

STATEMENT OF ALL ITS ON-GOING GOVERNMENT AND PRIVATE  
CONTRACTS, INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED

LOT 2: RENOVATION OF OSVP-ITMG

| NAME OF<br>CONTRACT | DATE OF<br>CONTRACT | CONTRACT<br>DURATION | CONTACT<br>PERSON,<br>CONTACT NO.,<br>ADDRESS,<br>AND EMAIL<br>ADDRESS | KINDS OF<br>GOODS | AMOUNT<br>OF<br>CONTRACT | VALUE OF<br>OUTSTANDING<br>CONTRACT |
|---------------------|---------------------|----------------------|--|-------------------|--------------------------|-------------------------------------|
|                     |                     |                      |  |                   |                          |                                     |
|                     |                     |                      |  |                   |                          |                                     |
|                     |                     |                      |  |                   |                          |                                     |
|                     |                     |                      |  |                   |                          |                                     |
|                     |                     |                      |  |                   |                          |                                     |

**FORM-06-B**

**STATEMENT OF ALL ITS ON-GOING GOVERNMENT AND PRIVATE  
CONTRACTS, INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED**

**LOT 3: IMPROVEMENT OF FAÇADE AND REAR EXTERIOR WALL OF SSS  
BAGUIO BUILDING AND ANNEX BUILDING**

| NAME OF<br>CONTRACT | DATE OF<br>CONTRACT | CONTRACT<br>DURATION | CONTACT<br>PERSON,<br>CONTACT NO.,<br>ADDRESS,<br>AND EMAIL<br>ADDRESS | KINDS OF<br>GOODS | AMOUNT<br>OF<br>CONTRACT | VALUE OF<br>OUTSTANDING<br>CONTRACT |
|---------------------|---------------------|----------------------|--|-------------------|--------------------------|-------------------------------------|
|                     |                     |                      |  |                   |                          |                                     |
|                     |                     |                      |  |                   |                          |                                     |
|                     |                     |                      |  |                   |                          |                                     |
|                     |                     |                      |  |                   |                          |                                     |
|                     |                     |                      |  |                   |                          |                                     |



STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT SIMILAR TO  
THE PROJECT TO BE BID EQUIVALENT TO AT LEAST 50% OF THE ABC  
WITH ATTACHED SUPPORTING DOCUMENTS (i.e. P.O/CONTRACTS)

LOT 1: RENOVATION OF DCOD OFFICE AREA AND VP OFFICES

| NAME OF CONTRACT | KINDS OF GOODS | AMOUNT OF CONTRACT | CONTACT PERSON, CONTACT NO., ADDRESS, AND EMAIL ADDRESS |
|------------------|----------------|--------------------|---|
|                  |                |                    |   |
|                  |                |                    |   |
|                  |                |                    |   |
|                  |                |                    |   |
|                  |                |                    |   |

NOTE: SLCC SHOULD BE PROJECTS WITHOUT NON-DISCLOSURE  
AGREEMENT (NDA)

**FORM-07-A**

**STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT SIMILAR TO  
THE PROJECT TO BE BID EQUIVALENT TO AT LEAST 50% OF THE ABC  
WITH ATTACHED SUPPORTING DOCUMENTS (i.e. P.O/CONTRACTS)**

**LOT 2: RENOVATION OF OSVP-ITMG**

| NAME OF<br>CONTRACT | KINDS OF GOODS | AMOUNT OF<br>CONTRACT | CONTACT PERSON,<br>CONTACT NO., ADDRESS,<br>AND EMAIL ADDRESS |
|---------------------|----------------|-----------------------|---|
|                     |                |                       |   |
|                     |                |                       |   |
|                     |                |                       |   |
|                     |                |                       |   |
|                     |                |                       |   |

**NOTE: SLCC SHOULD BE PROJECTS WITHOUT NON-DISCLOSURE  
AGREEMENT (NDA)**

**FORM-07-B**

**STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT SIMILAR TO THE PROJECT TO BE BID EQUIVALENT TO AT LEAST 50% OF THE ABC WITH ATTACHED SUPPORTING DOCUMENTS (i.e. P.O/CONTRACTS)**

**LOT 3: IMPROVEMENT OF FAÇADE AND REAR EXTERIOR WALL OF SSS BAGUIO BUILDING AND ANNEX BUILDING**

| NAME OF CONTRACT | KINDS OF GOODS | AMOUNT OF CONTRACT | CONTACT PERSON, CONTACT NO., ADDRESS, AND EMAIL ADDRESS |
|------------------|----------------|--------------------|---|
|                  |                |                    |   |
|                  |                |                    |   |
|                  |                |                    |   |
|                  |                |                    |   |
|                  |                |                    |   |

**NOTE: SLCC SHOULD BE PROJECTS WITHOUT NON-DISCLOSURE AGREEMENT (NDA)**

Formula in the Computation of NFCC

LOT 1: RENOVATION OF DCOD OFFICE AREA AND VP OFFICES

NAME OF COMPANY

NFCC = 15 (Current Assets – Current Liabilities) – Value of All Outstanding Works under On-going Contracts including Awarded Contracts yet to be started)

| YEAR  | CURRENT ASSETS | CURRENT LIABILITIES |
|-------|----------------|---------------------|
| TOTAL |                |                     |

Value of Outstanding Works under On-going Contracts:

| CONTRACT DESCRIPTION | TOTAL CONTRACT AMOUNT AT AWARD | PERCENTAGE OF PLANNED AND ACTUAL ACCOMPLISHMENT | ESTIMATED COMPLETION TIME |
|----------------------|--------------------------------|---|---------------------------|
|                      |                                |   |                           |
|                      |                                |   |                           |
|                      |                                |   |                           |
| TOTAL                |                                |   |                           |

Use additional sheet/s, if necessary

FORMULA:

15 ( \_\_\_\_\_ – \_\_\_\_\_ ) – \_\_\_\_\_ = \_\_\_\_\_  
Current Assets    minus    Current Liabilities    minus    Total Outstanding Works    NFCC

P \_\_\_\_\_  
NFCC

Prepared and Submitted by:

Signature over Printed Name

Formula in the Computation of NFCC

LOT 2: RENOVATION OF OSVP-ITMG

NAME OF COMPANY

NFCC = 15 (Current Assets – Current Liabilities) – Value of All Outstanding Works under On-going Contracts including Awarded Contracts yet to be started)

| YEAR  | CURRENT ASSETS | CURRENT LIABILITIES |
|-------|----------------|---------------------|
| TOTAL |                |                     |

Value of Outstanding Works under On-going Contracts:

| CONTRACT DESCRIPTION | TOTAL CONTRACT AMOUNT AT AWARD | PERCENTAGE OF PLANNED AND ACTUAL ACCOMPLISHMENT | ESTIMATED COMPLETION TIME |
|----------------------|--------------------------------|---|---------------------------|
|                      |                                |   |                           |
|                      |                                |   |                           |
|                      |                                |   |                           |
| TOTAL                |                                |   |                           |

Use additional sheet/s, if necessary

FORMULA:

15 ( \_\_\_\_\_ – \_\_\_\_\_ ) – \_\_\_\_\_ = \_\_\_\_\_  
Current Assets    minus    Current Liabilities    minus    Total Outstanding Works    NFCC

P \_\_\_\_\_  
NFCC

Prepared and Submitted by:

Signature over Printed Name

### Formula in the Computation of NFCC

**LOT 3: IMPROVEMENT OF FAÇADE AND REAR EXTERIOR WALL OF SSS  
BAGUIO BUILDING AND ANNEX BUILDING**

NAME OF COMPANY

NFCC = 15 (Current Assets – Current Liabilities) – Value of All Outstanding Works under On-going Contracts including Awarded Contracts yet to be started)

| YEAR  | CURRENT ASSETS | CURRENT LIABILITIES |
|-------|----------------|---------------------|
| TOTAL |                |                     |

**Value of Outstanding Works under On-going Contracts:**

| CONTRACT DESCRIPTION | TOTAL CONTRACT AMOUNT AT AWARD | PERCENTAGE OF PLANNED AND ACTUAL ACCOMPLISHMENT | ESTIMATED COMPLETION TIME |
|----------------------|--------------------------------|---|---------------------------|
|                      |                                |   |                           |
|                      |                                |   |                           |
|                      |                                |   |                           |
| <b>TOTAL</b>         |                                |   |                           |

Use additional sheet/s, if necessary

FORMULA:

$$15 \quad \left( \frac{\text{Current Assets}}{\text{Current Assets}} - \frac{\text{Current Liabilities}}{\text{Current Liabilities}} \right) - \frac{\text{Total Outstanding Works}}{\text{Total Outstanding Works}} = \frac{\text{NFCC}}{\text{NFCC}}$$

**P**\_\_\_\_\_

**NFCC**

Prepared and Submitted by:

Signature over Printed Name

(Name of Bank)

COMMITTED LINE OF CREDIT CERTIFICATE

Date:

Social Security System (SSS)  
SSS Main Building, East Avenue  
Diliman, Quezon City

CONTRACT PROJECT :  
COMPANY/FIRM :  
ADDRESS :  
BANK/FINANCING :  
INSTITUTION :  
ADDRESS :  
AMOUNT :

This is to certify that the above Bank/Financing Institution with business address indicated above, commits to provide the (Supplier/Distributor/Manufacturer/Contractor), if awarded the above-mentioned Contract, a credit line in the amount specified above which shall be exclusively used to finance the performance of the above-mentioned contract subject to our terms, conditions and requirements.

The credit line shall be available within fifteen (15) calendar days after receipt by the (Supplier/Distributor/Manufacturer/Contractor) of the Notice of Award and such line of credit shall be maintained until issuance of Certificate of Acceptance by the Social Security System.

This Certification is being issued in favor of said (Supplier/Distributor/Manufacturer/Contractor) in connection with the bidding requirement of (Name of Procuring Entity) for the above-mentioned Contract. We are aware that any false statements issued by us make us liable for perjury.

The committed line of credit cannot be terminated or cancelled without the prior written approval of Social Security System.

Name and Signature of Authorized Financing Institution Office

Office Designation

Concurred by:

Name & Signature of (Supplier/Distributor/Manufacturer/Contractor) Authorized Representative

Official Designation

SUBSCRIBED AND SWORN TO BEFORE ME this day of at Philippines, Affiant exhibited to me his/her competent Evidence of Identity (as defines by the 2004 Rules on Notarial Practice issued on at , Philippines.

NOTARY PUBLIC

Doc No. :  
Page No. :  
Book No. :  
Series of :

(Note: The amount committed should be machine validated in the Certificate itself)

