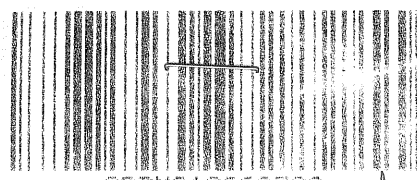




CAMPUS PLANNING, D
UNIVERSITY O

The Health Sciences Center
P. Faura Street, Ermita, Manila Tel. No. 525-2233 Telefax No. 526-8420



CPDMO10000700

APR 27 2016
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U.P. MANILA

REFERENCE NO. : **WD206NPG042116**
PROJECT TITLE : **PROPOSED RETILING OF OC, OVCPD & OVCA**
8/F, Left Central Block, PGH Compound, Taft Avenue, Manila
University of the Philippines Manila
SUBJECT : **SCOPE OF WORKS AND SPECIFICATIONS**

Division 1 – General

Section 01000 General Requirements

1. The Contractor shall furnish all materials, equipment, tools, apparatus, appliances, accessories, transportation, labor and supervision required for the complete construction of the subject project, as shown on the drawings and called for in these specifications, ready for use.
2. All Contractors submitting proposal for this project shall first examine the site. All proposals shall take into consideration all such conditions that may affect the work under this contract. The specifications and plans shall form part as one. Anything mentioned on plans and not mentioned on the scope of work and specifications and vice versa shall be properly consulted to the CPDMO Project Architect/Engineer for clarification. Any work or materials not in accordance with the drawings or specifications shall be replaced with new at the Contractor's expense.
3. The Contractor shall coordinate his work with all parties to ensure proper phasing or schedule of works. The Contractor shall engage under him, a registered Engineer or Architect to supervise his work. He shall remain at all times in the construction site.
4. A logbook shall be available at the site. It shall contain the daily activities in the site, including weather condition, delivery, manpower and other matter pertaining to the condition of the project. It will also serve as data for Contractor and the Project Inspector.
5. Identification Card of construction workers and engineer/representative shall be supplied by CPDMO with corresponding fees; it should be worn at all times while inside the building/campus premises. Those without IDs shall not be allowed to enter for security purposes.
6. No alteration or addition that will result in an additive or deductive cost change from the contract shall be allowed without the approval of the Chancellor/ Vice Chancellor for Administration.

7. Complete specifications with product sample shall be submitted by the contractor to CPDMO for evaluation. Inspection of the Project Architect/Engineer in-charge of CPDMO and End-users shall be required prior to installation of any item/material on the work.
8. Regular coordination meeting shall be conducted with CPDMO, Contractor and End-user for proper project monitoring.
9. Existing condition of the work site shall be documented by the contractor and photos shall be taken before commence of work to ensure such status. Any damage on the areas due to the contractor's on going work shall be refurbished at his expense.
10. The Contractor shall provide a complete copy of "As-built plans" of the project/unit concerned which shall include all the civil, architectural, plumbing, electrical and other related layouts in 20" x 30" original sheets. It should be properly drawn indicating all the specifications, layouts, tables and necessary data. An initial layout should be submitted in a B4 sheet for checking and approval of Project Architect/Engineer. Final "As-built plans" shall be submitted with soft and hard copies.
11. After completion of all works, the Contractor shall promptly remove from the premises all rubbish, trash, debris, and all superfluous building materials and restore all areas that were damaged as affected by the works and leave the site clean to the satisfaction of the Project Inspector or his representative and End-user.
12. All materials removed from the unit shall be properly documented prior to turn over to the End-user for proper safe keeping.

Section 01510 Temporary Facilities

- Provide Temporary enclosures/canvass on all areas for building protection. Such coverings shall be adequate enough to cover all the building facilities throughout the span of project.
- Charges for restoration or replacement of any damage facility, equipment, material and the like shall be made on the contractor due to his negligence in providing suitable temporary covering.
- Provide the appropriate scaffoldings, board ups, safety nets and related items to ensure proper installation of all framing system and protection of the area, at the expense of the contractor as its basic equipment.

Division 2 – Site construction

Section 02200 Site Preparation

Mobilization/Demobilization

- This work includes mobilization process, provision for warning signs, including barricades, temporary facilities, temporary fences, warning lights and similar safeguards shall be provided by the Contractor as they required for protection of his manpower and others during the working life of his project.
- Demobilization procedure shall include clearing o the affected areas from all rubbish, trash, debris, and all superfluous building materials and restore all areas that were damaged as affected by the works and leave the site clean to the satisfaction of the Project Inspector or his representative and End-user.

Section 02230 Site Clearing

- Clear the area from all obstructions or as affected by the works, except those structures indicated on the drawings or designated by the Project/Engineer and End-users to be left standing. It shall be properly protected from incidental damage due to work by the section of suitable barriers upon approval of the project Architect/Engineer and End-users.
- The Contractor shall be responsible for the accuracy of his work and any necessary chiseling, drilling, coring, cutting and patching or other works required due to plugged or misplaced conduit shall be dine at the expense of the Contractor including the restoration on the damaged part of the building finish.

Section 02290 Site Monitoring

- Site Monitoring shall be a must to the contractor for the effective implementation of the project, any discrepancies on plans and actual site conditions shall be properly coordinated with the project Architect/Engineer concerned for verification.
- Regular Coordination meeting shall be done between contractor or its representative and the project Architect/Engineer concerned at UP CPDMO.

Section 02500 Utility Services

Utility Service/Consumption

- Provision of electric and water meter shall be included in the quotation to be charged to the contractor's overhead. All utility consumption shall be provided with meters to the limit usage of such during working period. Payments of bills shall be made thru the Cashiers Office after renovation period presenting statement of account issued by accounting upon recommendation of the Chief of CPDMO.

Division 9- Finishes

Section 09600 Flooring

Scope of Work

- This Item shall consist of furnishing all floor finishes, labor, tools, equipment and the satisfactory performance in undertaking the proper application of flooring material as shown on the Plans and in accordance with this specifications

Material Requirement

- 6" x 36" x 3.0 mm vinyl planks
- Contractor should ensure proper leveling of floor substrate prior to installation of floor finishes
- Provide appropriate tile adhesive.
- Provide the necessary floor topping to level the floor finish.
- Submit sample and layout of floor material for approval of CPDMO Project Architect/Engineer and End-users.

Application:

- Provide all the necessary preparation on the existing flooring. Existing shall be rehabilitated and smoothed in preparation to the installation of tiles. Adequate level of floor shall be properly checked. Confer to project Architect/Engineer for any discrepancies
- Layout tiles after the surfaces have been prepared for the work. Tiles shall be free from lamination, serrated edges, chipped off corners, and other imperfections affecting their quality appearance and strength. Samples of all tiles shall be submitted to the Project Architect/Engineer and End-users for approval as to color texture and quality.

Workmanship

- All works shall be performed by experienced, and skilled craftsman to assure finished work of first class quality appearance and durability.
- All imperfections due to materials or workmanship to appear on any surface after the installation shall be corrected at the expense of the Contractor.
- Surfaces which are not satisfactory to the project Architect/Engineer even after the specified work has been completed, the contractor shall provide the necessary adjustment/rehabilitation on the identified area to produce satisfactory finished work at the expense of the Contractor.

NOTE

The foregoing list of item of works does not in any way limit the responsibility of the Contractor to perform all other works necessary for the completion of the project, RETILING OF OC, OVCPD & OVCA, University of the Philippines Manila.

GUARANTEE

The Contractor shall guarantee all works under this contract to be free from any technical defects and shall replace and repair to the satisfaction of the Project Architect / Engineer and/or to the Chief of CPDMO on any part or portion of the work which may fail within **a period of one (1) year after the final acceptance of the system** provided such failure is due to defects in the material or workmanship.

COMPLETION PERIOD

The Contractor is given **Forty five (45) calendar days** to execute the renovation works including the installation all system requirements. The Contractor shall coordinate to the CPDMO Inspector and End-users for the schedule of testing of systems and other related job.

Prepared by:

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Construction and Maintenance General Foreman

AR. BERNADETTE G. SERVAÑEZ
Draftsman III

AR. LEONARD P. CORDERO
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Certified Correct:

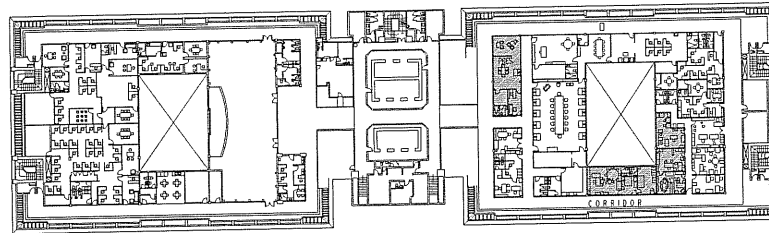
AR. ALLEN R. BUENAVENTURA, MCM
Chief

Recommending Approval:

MICHAEL L. TEE, MD, MHPEQ, MBA.
Vice Chancellor for Planning & Development

Approved:

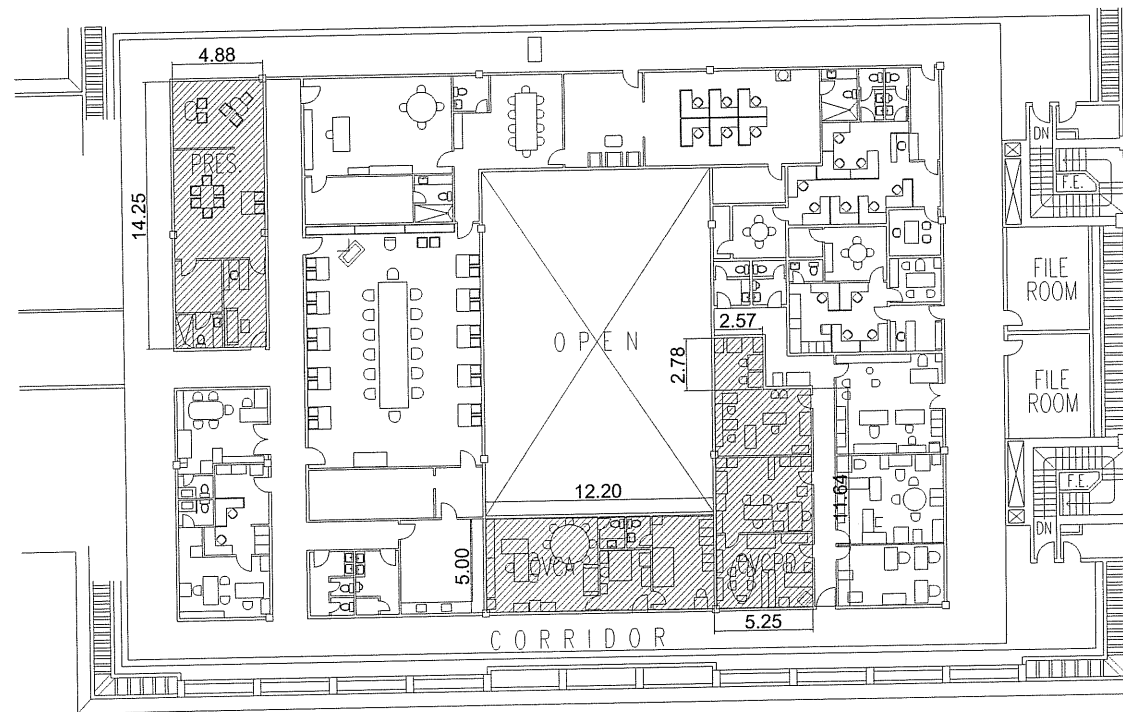
ARLENE A. SAMANIEGO, MD
Vice Chancellor for Administration



LEFT CENTRAL BLOCK

RIGHT CENTRAL BLOCK

KEY PLAN



RIGHT CENTRAL BLOCK

PROPOSED FLOOR PLAN



CPDMO
 U.P. MANILA

CAMPUS
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 Tel. No. 525-2233
 Telefax No. 526-8420

CERTIFIED CORRECT: *Am 24/2016*
AR. ALLEN R. BUENAVENTURA, MCM
 CHIEF, CPDMO
 PREPARED BY:
 CADD BY:

PROJECT TITLE:
RETILING OF OC, OVCPD & OVCA
 B/F, LEFT CENTRAL BLOCK, PGH COMPOUND, JAFI AVE., MANILA
 UNIVERSITY OF THE PHILIPPINES MANILA

RECOMMENDING APPROVAL:

MICHAEL W. TEE, MD, MHPed
 VICE CHANCELLOR FOR PLANNING
 AND DEVELOPMENT

APPROVED:

ARLENE A. SAMANIEGO, MD
 VICE CHANCELLOR FOR PLANNING
 AND ADMINISTRATION
 03 MAY 2016

SHEET CONTENT:
 KEY PLAN
 PROPOSED FLOOR PLAN

DATE ISSUED:
 DATE REVISED:
 REVISION NO.:
 REF. NO.:
 CADD FILE:

SHEET NO.:
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