



Project Title : **RESTORATION AND RENOVATION OF LARA HALL**
Ground Floor and Second Floor, Lara Hall
College of Public Health
University of the Philippines Manila

Subject : Summary of Scope of Works

A. General Scope of Work

General Requirements

1. Mobilization and Demobilization
2. Warehouse, board ups, canvass/temporary covering and safety signages
3. Temporary Field Office and Living Quarters
4. Health and Safety (PPE, Medkit, Medical check-up/testing as required for new normal etc.)
5. Permit and Licences (Electrical Permit, Renovation/Building Permit, Mechanical Permit, NHCP Development Permit etc.)

Demolition Works

Ground Floor, Ground Floor Mezzanine and Second Floor

1. Removal of Existing Architectural Finishes, Electrical, Auxiliary, Plumbing, Mechanical and Fire Protection System
2. Hauling and Disposal of Debris

Architectural Works

Ground Floor, Ground Floor Mezzanine and Second Floor

1. Masonry Work
2. Metals (Stair Railings, Tubular Steel and Gate)
3. Thermal and Moisture Protection (Waterproofing)
3. Openings (Doors and Windows)
4. Finishes (Floor Finishes, Wall Finishes & Ceiling Finishes)
5. Specialty (Toilet Accessories & Caseworks)

Fire Protection System

Ground Floor, Ground Floor Mezzanine and Second Floor (other main components)

Fire Protection Distribution Material

1. Floor Control Valve Assembly
2. Flushing Valve
3. Fire Department Connection
4. Fire Hose Valve
5. Fire Hose Cabinet
6. B.I. Pipe Sch. 40 x 6 m Length
7. B.I. Fittings
8. Pipe Hanger and Support



Plumbing and Sanitary Works

Ground Floor, Ground Floor Mezzanine, Second Floor (other main components)

1. Storm Drainage System (Concrete Pipes, PVC Pipes, Condensate Drain, Rubber Insulation, Floor and Ground Clean out, Area Drain, Manhole Cover, Ladder Rung and Back Water Valve)
2. Sewer and Vent System (HDPE Pipe, PVC Pipe, Floor Drain, Floor and Ground Clean out, Manhole Cover and Greaser Trap)
3. Water Supply System (Water Pipe, Valves / Water Control & Accessories,
4. Pump and Tank (Transfer Pumps, Elevator Sump Pit Pump, Cistern Tank, Septic Tank and Overhead Water Tank)

Heating, Ventilation and Air Conditioning System

Ground Floor, Ground Floor Mezzanine, Second Floor (other main components)

1. Air Conditioning Equipment (FCU-VRF System: Wall Mounted Type & 4-way Ceiling Cassette Type, Single Split Type: Wall Mounted Type & Window Type)
2. Ventilation Equipment (Cassette Ceiling Fan, Toilet In-line Centrifugal Fan & Energy Recovery Ventilator)
3. ACU Piping Works (Refrigerant Piping System, Closed Cell Elastomeric (CCE) Rubber Insulation, Disconnect Switch - Enclosed Circuit Breaker, other electrical & ACU Accessories)
4. ACU and Ventilation Ducting Works (G.I. Sheets, Exhaust Air Grille, single fixed blade, 45-degree deflection, G.I. construction, oven baked enamel paint finish, Manual Volume Damper, Aluminum Vent Cap & Smoke Exhaust Grille, single fixed blade, 45-degree deflection, G.I. construction, oven baked enamel paint finish)

Electrical Works

Ground Floor, Ground Floor Mezzanine, Second Floor (other main components)

1. Facility Electrical Power Generating and Storing Equipment
2. Low Voltage Electrical Distribution
3. Switchboards and Panelboards
4. Enclosed Circuit Breaker
5. Wires and Cables
6. Wiring Devices and Boxes
7. Raceways
8. Lighting Devices
9. Miscellaneous

Telephone and Data

Ground Floor, Ground Floor Mezzanine, Second Floor (other main components)

1. Raceways
2. Boxes
3. Miscellaneous



PROJECT TITLE : **RESTORATION AND RENOVATION OF LARA HALL**
Ground Floor and Second Floor, Lara Hall
College of Public Health
University of the Philippines Manila

SUBJECT : **SCOPE OF WORK AND TECHNICAL SPECIFICATIONS**

DIVISION 1 - GENERAL

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 comply with the approved 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 but not limited to 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 and shall be surrendered to the CPDMO at the end of the project.
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 the premises for security purposes.
6. No alteration or additional work that will result in an additive or deductive cost change from the Contract shall be allowed without the approval of the chancellor.
7. The contractor shall submit at least three (3) options per item for approval. Complete specifications with product sample shall be submitted by the contractor to CPDMO and end-user for evaluation. Inspection of the Project Architect/Engineer in-charge shall be required prior to installation of any item/material on the construction.
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 A3 sheet for checking and approval of Project Architect/Engineer. Final "As built plans" shall be submitted in 20" x 30" tracing sheets, 3 blue prints with signature of project engineer, and an electronic Autocad drawing file. A copy of the technical documents and warranties of the items shall also be submitted in soft and hard copies.
11. The Contractor shall promptly remove from the premises all rubbish, trash, debris, and all superfluous building materials weekly. After the completion of all works, restore all areas that were damaged as affected by the construction 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. The turn-over document shall be attached to the contractor's final billing.

01300 Submittals

Shop Drawings, Product Data and Samples

- Submit to the CPDMO of shop drawings, product data and /or samples of all materials for review. Submit at least three (3) options per material for approval.
- The CPDMO's review shall be limited to quality and design intent. It shall be the Contractor's responsibility to verify quantities and sizes, and make corrections observed and noted by CPDMO on any returned submissions.
- No work requiring submissions or samples shall be commenced until submission has been reviewed by the End User and or CPDMO.
- Final Acceptance of colors and finishes will be made from samples applied on the job based on the signed and approved sample materials.
- All submittals shall be channeled from General Contractor to CPDMO, Planning and Development Department, and back to the General Contractor. This procedure applies to original submittals as well as required resubmittals. Each organization shall keep its required number of copies and/or make necessary copies. The Contractor will make all corrections noted on check sets, if necessary, and return for review as required by CPDMO.
- No submittal shall be received by the CPDMO without transmittal letter.
- Samples must have Manufacturer's Data Sheet/Specification and must come together with a transmittal sheet with a section for approval/disapproval and recommendation of CPDMO and/or END USER.

01500 Temporary Facilities

- Provide Temporary GI sheets or Board enclosures on all areas for building protection. Such coverings shall be adequate enough to cover all the building facilities throughout the span of the project.
- Charges for restoration or replacement of any damaged 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 systems and protection of the area, at the expense of the contractor as its basic equipment.
- After completion of all works and before acceptance of the project, the contractor shall demolish the temporary facility and turn over the materials to the end-user thru the CPDMO. Debris shall be disposed by the contractor upon demobilization.

DIVISION 2 – SITE CONSTRUCTION

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 are required for protection of his manpower and others during the construction life of this project.
- Demobilization procedure shall include clearing of 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.

02230 Site Clearing

- Clear the area from all obstructions or as affected by the construction works, except those structures indicated on the drawings or designated by the Project Architect/Engineer to be left standing. It shall be properly protected from incidental damage due to construction works by the erection of suitable barriers upon approval of the Project Architect/Engineer.

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 the contractor or its representative and the Project Architect/Engineer concerned at CPDMO.

02410 Demolition

- This item includes the demolition of existing partitions, ceiling and flooring finishes including capping and removal of existing utilities as per mentioned in the other related documents of the project and in these specifications.

General (reference: OSH Standard)

All demolition operations of building or other structure over six (6) meters high shall be under supervision of a competent person. No person except the workers who are directly engaged in the demolition shall enter a demolition area to within a distance equal to 1 1/2 times the height of the structure being demolished, where this distance is not possible the structure shall be fenced around and no unauthorized person shall be allowed within the fenced area.

02500 Utility Services

- 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 limit the usage of such during working period. Payments of bills shall be made thru the Cashiers Office after the renovation period presenting the statement of account issued by Accounting upon recommendation of the Chief of CPDMO.

NOTE

The foregoing list of items 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, **RESTORATION AND RENOVATION OF LARA HALL**

GUARANTEE

The Contractor shall guarantee all works under this contract to be free from any technical, material, workmanship and/or factory 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.**

COMPLETION PERIOD

The Contractor is given **TWO HUNDRED TEN (210) CALENDAR DAYS** to execute the demolition works including the clearing and disposal. The Contractor shall coordinate to the CPDMO Inspector and End-users for the schedule of disposal of debris and salvage materials.

Prepared by:

TRISTAN A. MENDOZA
Engineer I, Civil

ENGR. MARL DARWYN E. RODRIGUEZ
Engineer II (Electrical)

RICARDO ALVARAN
Administrative Assistant III (Plumber)

ENGR. ABEL L. LOPEZ
Engineer III (Mechanical)

Certified Correct:

ENGR. RENATO B. REMORQUE
Engineer III (Electrical)

AR. ROSALIE G. FLORES-BERNARDO
Chief, CPDMO

Recommending Approval

FERNANDO B. GARCIA JR., MPA, PHD
Dean, College of Public Health

MICHAEL L. TEE, MD, MHPEd, MBA
Vice Chancellor for Planning and Development

Approved:

ARLENE A. SAMANIEGO, MD
Vice Chancellor for Administration

CARMENCITA D. PADILLA, MD, MAHPS
Chancellor