



REQUEST FOR QUOTATION

RFQ No. 308-2026

Date: July 17, 2026

The **TARLAC STATE UNIVERSITY (TSU)**, through its Bids and Awards Committee (BAC), intends to procure **Labor and Materials for the Conversion of Existing Hallway into School of Law Library** with an Approved Budget for the Contract of **One Million Nine Hundred Ninety-Six Thousand Nine Hundred Ninety Pesos and Fourteen Centavos (PhP 1,996,990.14)** through **Small Value Procurement** pursuant to Section 34 of the Implementing Rules and Regulations of Republic Act No. 12009.

Please submit your duly signed quotation addressed to the Bids and Awards Committee (BAC) Chairperson and to the given address below, on or before **1:00PM of 30 July 2026**, subject to compliance with the Terms and Conditions provided on this Request for Quotation (RFQ):

DR. MARLON V. GAMIDO

Chairperson, Bids and Awards Committee-Goods and Services

Tarlac State University
Romulo Boulevard, San Vicente Tarlac City
Telephone No. (045) 606-8157
Email: tsucanvassing@gmail.com

Interested supplier/service provider shall also submit a copy of the following documents along with the quotation on or before the above specified deadline for submission of quotation:

Required Documents:

- ☒ Valid Business/Mayor's Permit
- ☒ PhilGEPS Registration Number
- ☐ Tax Clearance (per RR017-2024 EO398 Series 2005, Updated Tax Clearance)
- ☒ Notarized Omnibus Sworn Statement, if applicable
- ☒ Latest Income/Business Tax Return, if applicable
- ☒ Others, PCAB LICENSE

The Head of the Procuring Entity (HoPE) of the TSU reserves the right to reject any and all quotations, declare a failure of procurement, or not award the contract in accordance with Section 70 of the IRR of RA No. 12009.

For any clarification, you may contact the BAC Secretariat at (045) 606-8157/606-8162 or send email to tsucanvassing@gmail.com.

By the Authority of the Bids and Awards Committee:


MENCHIE D. ABELLAR
Head, BAC Secretariat/Procurement Unit

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INSTRUCTIONS:

Note: Failure to follow these instructions will disqualify your entire quotation.

- 1. Do not alter the contents of this form in any way.
- 2. The use of this RFQ is highly encouraged to minimize errors or omissions of the required mandatory provisions.
- 3. The quotation shall contain all the mandatory requirements/provisions including manifestation of the agreement with the Terms and Conditions below.
- 4. In case a prospective supplier/service provider submits a filled-out RFQ with a supporting document (i.e., a price quotation in a different format), both documents shall be considered unless there will be discrepancies. In this case, provisions in the RFQ shall prevail.
- 5. **All technical specifications must be complied with.** Failure to comply with the mandatory requirements shall render the quotation ineligible/disqualified.
- 6. Quotations may be submitted through electronic mail at tsucanvassing@gmail.com.
- 7. Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the e-mail shall be considered.

TERMS AND CONDITIONS:

- 1. Bidders shall provide correct and accurate information required in this form.
- 2. The following shall be observed in accomplishing the Quotation/Proposal Form:

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Minimum Technical Specifications	Quantity	Offered Technical Specification/Service	Statement of Compliance (Comply or Not Comply)
			YES or NO
1. State the Brand/Model offered and/or alternate offer if answered "NO" in the Statement of Compliance; 2. Check if compliant with the specifications or not.			

- 3. Detailed literature or brochure of the offer, as may be applicable, shall be submitted to support statement of compliance of the technical specifications
- 4. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
- 5. Price quotation/s must be valid for a period of **FORTY-FIVE (45) calendar days** from the deadline of submission.
- 6. Price quotation/s, to be denominated in Philippine peso, shall include all taxes, duties, and/or levies payable.
- 7. Quotations exceeding the Approved Budget for the Contract shall be rejected.
- 8. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the TSU shall adopt and employ "draw lots" as the tie- breaking method to finally determine the single winning provider.
- 9. Award of contract shall be made to the lowest quotation which complies with the technical specifications, requirements and other terms and conditions stated herein.
- 10. The item/s shall be delivered according to the accepted offer of the bidder.
- 11. Item/s delivered shall be inspected on the scheduled date and time of the TSU. The delivery of the item/s shall be acknowledged upon the delivery to confirm compliance with the technical specifications.
- 12. Payment shall be made after delivery and upon the submission of the required supporting documents.
- 13. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. TSU may terminate the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
- 14. The Procuring Entity may cancel or terminate the contract at any time in accordance with the grounds provided under RA No. 12009 and its Implementing Rules and Regulations.
- 15. The RFQ, Purchase Order (PO), and other related documents for the above-stated procurement projects shall be deemed to form part of the contract.

Date: _____

The Bids and Awards Committee
Tarlac State University
San Vicente, Tarlac City

Dear Sir/Madam:

After having carefully read and accepted the Instructions and Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

Minimum Technical Specifications		Quantity	Offered Technical Specifications	Statement of Compliance (Comply or Not Comply)
Note: Non-compliance with the minimum required specifications shall be grounds for disqualification				
Procurement of Labor and Materials for the Conversion of Existing Hallway into School of Law Library				
1	PROJECT: CONVERSION OF EXISTING HALLWAY INTO SCHOOL OF LAW LIBRARY LOCATION: MAIN CAMPUS, TARLAC STATE UNIVERSITY DURATION: 60 CALENDAR DAYS TECHNICAL SPECIFICATIONS SECTION 1 – GENERAL CONDITIONS AND REQUIREMENTS 1.1. SCOPE OF WORK The project shall cover the completion of the CONVERSION OF EXISTING HALLWAY INTO SCHOOL OF LAW LIBRARY, which shall include the supervision and furnishing of labor, supplies, materials, equipment, and ancillary services necessary to effectively execute and deliver the required work output in accordance with the contract and project specifications. 1.2. CONTRACT DRAWINGS 1.2.1. Details and extent of work are shown in the Drawings accompanying these specifications. 1.2.2. Sketches and other details not shown in the Drawings shall be furnished by the Engineer/Architect during the phase of construction. 1.3. PARTS OF THE SPECIFICATIONS 1.3.1. These specifications include the following parts in which applicable provisions are binding on this contract. Section 1 – General Conditions and Requirements Section 2 – Demolition, hauling, Disposal, and Repair Works Section 3- Architectural Works Section 4 – Electrical Works Section 5 – Mechanical Works 1.4. WORKMANSHIP	1 LOT		
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1.4.1. All operations required under all parts of the specifications shall be undertaken with the utmost workmanship and professional quality. Only skilled personnel with sufficient experience in similar operations shall be allowed to undertake the same. 1.5. INSPECTION OF SITE 1.5.1. The Contractor's Bid shall be deemed as having been prepared with due consideration of the physical conditions at the site. By submitting the Tender, the Contractor certifies that they have conducted a comprehensive inspection and examination of the site and its surroundings. This inspection has informed their understanding of the scope of work, materials required for completion, means of access, and any necessary accommodations. Furthermore, the Contractor attests that they have acquired all relevant information regarding potential risks, contingencies, and any other factors that could influence or impact their Tender. The Contractor acknowledges that failure to inspect and examine the site conditions will not justify any request for additional costs or extensions of time. 1.6. CONFLICT BETWEEN PLANS AND SPECIFICATIONS 1.6.1. The documents forming the Contract are to be taken as mutually explanatory of one another. For the purposes of interpretation, the priority of the documents shall be in accordance with the following sequence. 1.6.1.1. the Contract and its attachments (Approved Budget for the Contract, Terms of Reference, etc.) 1.6.1.2. the Specific Conditions of the Contract 1.6.1.3. the General Conditions of the Contract 1.6.1.4. the Technical Specifications 1.6.1.5. the Drawings 1.6.1.6. the Project Schedule and any other pertinent documents 1.6.2. Any omissions in the specifications regarding necessary work or works for the project's completion shall be executed by the Contractor as if such work were explicitly detailed in the drawings, without incurring additional costs. All such work shall be performed in accordance with standard practices, adhering to the requisite quality standards for both materials and workmanship. 1.6.3. Should there be any ambiguity or conflict between indication on drawings and provisions in specifications, the same shall be referred to the Engineer/Architect of TSU for resolution. 1.7. APPROVAL 1.7.1. The Contractor shall submit for the Engineer/Architect's approval, the complete list of manufacturer's names of all equipment and materials they propose to use for the project prior to actual installation on site. 1.8. REJECTIONS			
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	1.8.1. All materials and workmanship must strictly comply with the specifications outlined in this contract. Any materials or workmanship failing to meet these standards may be rejected at any stage during project execution. The Contractor will receive formal documentation of any rejection issued by the authorized technical representative of TSU. Any completed work found to be non-compliant with the quality and specifications required by the project plans shall be promptly dismantled, removed, and reconstructed or otherwise corrected to meet all contractual and technical requirements. 1.9. VARIATIONS 1.9.1. The Engineer/Architect reserves the authority to implement minor adjustments in the work details or materials as deemed necessary. Such modifications may involve revisions to the shapes or dimensions of project elements. Any changes that result in additional costs to the Contractor will be subject to a corresponding adjustment of the contract price, as stipulated in the terms of the agreement. 1.10. AS-BUILT DRAWING AND PICTURES 1.10.1. The Contractor, with the approval of the Engineer/Architect shall mark down all the revisions, omissions, and/or additions to the various works on two sets of drawing plans as the construction progresses. One set of the plans as marked shall be submitted to the Engineer/Architect after the completion of work. 1.10.2. The Contractor shall submit As-Built Drawings to TSU, reflecting all modifications made and documented in the marked drawings retained by the Contractor. The As-Built Drawings shall be prepared in a reproducible format and provided alongside a minimum of three (3) A3-sized copies (11.7 in. x 16.6 in.). 1.10.3. The Contractor shall submit to TSU pictures of the site before, during, and after construction in reproducible and printed forms. 1.11. BILLBOARD 1.11.1. Upon possession of the project site, the Contractor shall immediately erect the Billboard, showing the relevant details of the project, at the location and position designated by TSU and of the dimensions and materials approved by TSU. 1.12. TEMPORARY FACILITIES 1.12.1. Upon possession of the project site, the Contractor shall immediately erect temporary facilities such as a field office, storage for equipment and materials, portable toilet, electric and water supply connections, etc., at the location designated by, and using only materials and the manner of construction approved by TSU. 1.13. MOBILIZATION AND DEMOBILIZATION			
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	1.13.1. Upon receipt and acceptance of the Notice to Proceed, the Contractor shall immediately mobilize their workforce, equipment, materials, and secure the project site with proper and prompt coordination to the Project-in-Charge. 1.13.2. Upon completion of the work, the Contractor shall commence the demobilization of the workforce, equipment, and materials and turn over the project site to TSU. 1.14. CONSTRUCTION OCCUPATION SAFETY AND HEALTH 1.14.1. The Contractor shall be responsible for ensuring the safety and health of the personnel assigned at the project site and other parties who may be affected in the implementation of the project. 1.14.2. The Contractor shall submit to TSU a copy of the Construction Occupation Safety and Health Program for the project that is duly approved by the Department of Labor and Employment before commencing with the work. 1.14.3. The Contractor shall designate a competent and qualified Safety Officer for the whole duration of the project. 1.14.4. The Contractor shall establish and implement safety procedures for all relevant jobs, tasks, and operations. 1.14.5. All personnel assigned to the project are expected to report for work in their proper uniforms, basic safety gear (helmets, boots, or shoes), and identification cards (IDs). The uniforms, basic safety gear, and IDs shall be provided by the Contractor at his/her own expense. 1.14.6. The Contractor shall erect temporary barricades, install early warning and precautionary signs, and provide other safety devices that may be required to keep the job site safe and secured. Use roof sheet or plywood for temporary barricade with standard height and stable framing within the construction site as indicated in the plan: do not use "Blue Sack". 1.14.7. The Contractor shall maintain, at the project site, ample supplies of expendable materials for the safety and health of its personnel and other affected parties such as safety tape, first-aid kits, safety gloves, dust masks, etc., the cost of which shall be included in the contract price. 1.14.8. The Contractor shall keep a record of all incidents (near-miss or accident) and report the same to the TSU Architect/Engineer. SECTION 2 – DEMOLITION, HAULING, DISPOSAL, AND REPAIR WORKS 2.1. SCOPE OF WORKS 2.1.1. Demolition of existing walls, plumbing pipes, floor and wall tiles, ceiling, hauling, and disposal shall include the removal and repair of all affected structures needed to complete the project.			
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		aggregates must be ¾" crushed gravel.			
	4.1.1.4.	Cement and aggregates shall be stored in a manner as to prevent their deterioration or the intrusion of foreign matter. Materials of deteriorated quality or which have been damaged shall not be used for concrete. Cement whose quality is questionable shall be tested by standard mortar test to determine its suitability for use.			
	4.1.1.5.	Forms shall conform to the shape, lines, and dimension of the member as called for on the plans and shall be substantial and sufficiently tight to prevent leakage of mortar. They shall be properly braced or tied to maintain position and shape.			
	4.1.1.6.	Plywood, metal, plastic materials, or surfaced lumber forms shall be used where it will best give the most advantage in the specific concrete work involved.			
	4.1.1.7.	Unless otherwise ordered, forms and shoring shall not be disturbed and shall remain in place for a minimum period in accordance with the following schedule.			
		Lintel Beams	2 days		
	4.1.2 Workmanship				
	4.1.2.1	Before placing reinforcement and before pouring concrete, remove all loose rust, mill, scale, oil, or other adhering materials which tend to reduce or destroy the bond between concrete and reinforcement.			
	4.1.2.2	Reinforcing steel bars shall be cut, bent, lapped, or spliced as recommended by CRSI Handbook and ACI Codes. All lap splices of rebars shall conform to Class B Tension Lap Splice unless noted otherwise. All hook ends shall be standard hooks. All stirrups/ties shall have 135° seismic hooks unless noted otherwise.			

	4.1.2.3	Reinforcing steel bars shall be placed accurately and secured in place by use of concrete or metal supports, spacer, or ties to firmly hold them in their proper positions during the pouring and setting of concrete.			
	4.1.2.4	All reinforcing bars shall be cleaned thoroughly of all loose rust, soil, or other material before concrete pouring. No bars partially embedded in concrete shall be field bent, except permitted by the Engineer/Architect. Bars shall not be welded unless authorized by the Engineer/Architect.			
	4.1.2.5	Maintain minimum concrete cover to traverse bars as follows:			
		Element	Concrete Cover		
		Lintel Beams	20mm		
		SECTION 3 – ARCHITECTURAL WORKS			
	3.1.	FLOOR FINISH AND TILING WORKS			
	3.1.1.	Scope Of Work			
	3.1.1.1.	The work covered under this section shall include the complete labor, and the supply materials, equipment and necessary to properly conduct and produce the-desired work product.			
	3.1.2.	General			
	3.1.2.1.	Prepare the floors to install directly to their corresponding surfaces. Deliver materials to the job in the manufacturer's unopened containers with the manufacturer's brand and name clearly marked thereon.			
	3.1.3.	Material and Preparation			
	3.1.3.1.	500mm x 500mm x 3.00 mm thk. Carpet tiles (Dark Gray). Approved brand and quality.			
	3.1.3.2.	Self-leveling High Gloss Epoxy Paint (Light Gray). Abrasion-resistant, chemical-resistant, and low VOC. Approved brand and quality.			
	3.1.4.	Tiling Works Installation			
	3.1.4.1.	Clean the existing flooring.			
	3.1.4.2.	Lay tiles in straight square patterns and cover from wall to wall. Install tile in such a manner that each tile is in contact with each adjacent tile and that the entire under- surface of each tile will be securely bonded.			
	3.1.4.3.	Layout the field from the midpoint of the axis of the room so that the opposite end tile will be equal width. Width of the tile shall be subject to the variation required by the dimensions of the room and the size of the tile used. Scribe end tile to the wall			

	and cut in a manner that will insure clean sharp edges. 3.1.4.4. Apply adhesive in accordance with manufacturer's recommendation. Secure cove base to walls with adhesive as specified for floor tiles. 3.1.4.5. Cleaning 3.1.4.5.1. Clean flooring of adhesive and other soiling. Remove adhesive with a putty knife and steel wool or with a cloth moistened with a neutral soap of a type approved by the manufacturer. The use of solvents and wet mopping is prohibited. 3.1.5. Floor Paint Application 3.1.5.1. Remove all dirt, dust, grease, oil, curing compounds, and loose materials. 3.1.5.2. Inspect existing concrete slab for cracks. Fill cracks, voids, and surface defects using approved epoxy filler or repair mortar. Allow repairs to cure before proceeding. 3.1.5.3. Apply epoxy primer uniformly using roller or squeegee. Ensure full coverage and allow curing. 3.1.5.4. Mix epoxy components strictly in accordance with manufacturer's specified ratios. Observe pot life limitations and discard materials beyond working time. 3.1.5.5. Pour mixed epoxy onto primed surface and spread using notched trowel or gauge rake. 3.1.5.6. Use spike roller to remove entrapped air and ensure even leveling. 3.1.5.7. Allow coating to cure as per manufacturer's recommendations before foot traffic (typically 24 hours) and full load (typically 5–7 days). 3.1.6. Protection 3.1.6.1. After cleaning, protect the floor until acceptance of the building. 3.1.7. Guarantee			
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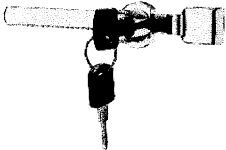
	3.1.7.1. Floors shall be guaranteed by the manufacturer against defects-in its materials and by the Contractor against defects in workmanship for a period of one year from date of completion. 3.2. CEILING WORKS 3.2.1. Scope of Work 3.2.1.1. This section shall include all materials, labor, materials, tools, equipment, and services necessary to complete the ceiling works. 3.2.2. Submittal 3.2.2.1. Submit product information from manufacturers for each type of product specified including brochures, catalogs, samples, and certificates of test reports, quality compliance, and accreditation from foreign manufacturers for authenticity of locally distributed materials. 3.2.3. Delivery, Storage, And Handling 3.2.3.1. Deliver materials in manufacturer's original unopened packages clearly marked with identifying information. Protect materials as recommended by the manufacturer. 3.2.3.2. Store materials, keep them dry, and protect against damage from weather, direct sunlight, surface contamination, corrosion, construction traffic, and other causes. Stack gypsum panels on a level surface to prevent sagging. 3.2.4. Material 3.2.4.1. Ceiling 3.2.4.1.1. The ceiling shall be 9.00mm thk. Gypsum Board. Approved brand and quality. 3.2.4.1.2. Adhesives for joints, fillers, and fastener concealment shall be of the types recommended in writing by the board manufacturer and as approved for the following uses. 3.2.4.1.3. Embedding compounds for first and second coats. 3.2.4.1.4. Finishing compound for the final coat. 3.2.5. Installation 3.2.5.1. The Board shall be applied with the separate boards in moderate contact but not forced into place			
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	at internal and external corners. Conceal cut edges with the overlapping covered edges of abutting boards. The boards shall be so staggered that the corners of any boards will not meet a common point except in vertical corners. 3.2.5.2. Apply the board to the ceilings with the long dimension perpendicular to the furring members. Alternatively, the long dimension may be applied parallel to furring members spaced 0.40 meters apart, provided end joints are properly supported. 3.2.6. Cleaning and Protection 3.2.6.1. Promptly remove any residual joint compound from adjacent surfaces not indicated to receive texture. 3.2.6.2. Provide final protection and maintain conditions, in a manner acceptable to the Installer, that ensures gypsum board assemblies are without damage or deterioration at the time of construction completion. 3.3. PAINTING WORKS 3.3.1. Scope Of Work 3.3.1.1. The Contractor shall furnish all materials, labor, equipment, and services required to complete the entire painting works herein called for. Painting works shall include the repainting of walls, columns, beams, railings, window frames, etc. of the existing building as specified hereinafter and required thereto. 3.3.2. Material 3.3.2.1. The brand of painting materials to be used shall be approved by TSU. 3.3.2.2. All steel must be painted with epoxy primer and a topcoat of quick-dry enamel. 3.3.2.3. All interior walls must be painted with limewash wall paint and flat latex paint. 3.3.2.4. All ceilings (including existing ones) must be painted with flat latex paint. 3.3.2.5. All paint materials shall be delivered to the job site in their original containers. with labels and seals unbroken.			
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	3.3.2.6. Except for ready-mixed materials in original containers, all mixing shall be done at the job site. No materials are to be reduced or changed except as specified by the manufacturer of the said materials. The use of white zinc (lithopone) is prohibited. 3.3.3. Colors 3.3.3.1. All colors of paints and varnishes shall be in accordance with the color scheme approved by TSU. 3.3.3.2. Submit samples of the proposed colors for approval. Only colors that have been approved may be used. 3.3.3.3. No painting shall commence until color schemes have been approved by the Engineer/Architect. 3.3.3.4. Finishes for different portions of the work must be indicated in the Schedule of Specifications. 3.3.4. Surface Examination And Preparation 3.3.4.1. Before commencement of the work, the Contractor shall examine the surfaces to be applied with paints so as not to compromise the quality and appearance of a painting of finishing work. 3.3.4.2. No painting shall be done under conditions that may compromise the quality or appearance of the paint or finish. 3.3.4.3. All surfaces to be painted must be cleaned and in proper condition before application. 3.3.4.4. Voids, cracks, and all other kinds of defects shall be repaired with proper patching materials and finished flush with the surrounding surfaces. 3.3.5. Surface Conditioning 3.3.5.1. Apply topcoat on existing concrete and masonry surfaces. 3.3.5.2. Patch and seal hairline cracks and uneven areas with approved putty or patching compound. After correcting all defects, apply the finish coats as specified in the Plan, following the approved color scheme. 3.3.5.3. Metals shall be clean, dry, and free from mill scale and rust. Remove all grease and oil from surfaces. Wash unprimed galvanized metal with the etching solution and allow it to dry. 3.3.5.4. Metal surfaces shall be primed with epoxy primer. 3.3.6. Application 3.3.6.1. Paints, when applied by brush, shall be non-fluid; and thick enough to lay down an adequate			
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	film of wet paint. Brush marks must be smoothed out after the application of paint. 3.3.6.2. Paints intended for roller application must be similar to those used for brushing paint. The paint should not be sticky when thinned. 3.3.7. Workmanship 3.3.7.1. Experienced and skilled craftsmen shall perform all work to ensure finished work of first-class quality, appearance, and durability. 3.3.7.2. All paints and other coatings shall be mixed and applied strictly following the manufacturer's printed instructions. 3.3.8. Mixing And Thinning 3.3.8.1. At the time of application, paint shall show no sign of deterioration. Paint shall be thoroughly stirred, strained, and kept at a uniform consistency during application. 3.3.8.2. When thinning is necessary, this may be done immediately before application following the manufacturer's directions, but not more than 1 pint of suitable thinner per gallon of paint. 3.3.8.3. Kerosene shall not be used as paint thinner. Paints from the different manufacturers shall not be mixed. 3.3.9. Storage 3.3.9.1. All materials to be used for this item shall be stored in a single place designated by TSU. This storage area must always be kept neat and clean. 3.3.9.2. Take necessary precautions to prevent fire hazards by removing oily rags, waste, and other flammable materials at the end of each workday. 3.3.10. Cleaning 3.3.10.1. All clothes and cotton waste that pose a fire hazard must be placed in metal containers or destroyed at the end of each workday. 3.3.10.2. Upon completion of the work, remove all staging and paint containers, and dispose of them appropriately. 3.3.10.3. Remove any paint drips, oil, or stains from adjacent surfaces. Ensure the entire area is left clean and acceptable to the supervising Architect/Engineer. 3.4. FURNISHING AND ACCESSORIES 3.4.1. Scope of Work 3.4.1.1. The work covered under this section shall include the complete labor, and the supply materials, equipment, and			
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	necessary to properly conduct and produce the desired work product.			
	3.4.1.2. All furnishings to be installed must be approved by TSU.			
	3.4.2. Tables			
	3.4.2.1. Fabrication and installation of Tables:			
	3.4.2.1.1. Table top			
	3.4.2.1.1.1. 25 mm thk. High Gloss Marine Laminated Board (Light Oak) with Edging			
	3.4.2.1.2. Framing			
	3.4.2.1.2.1. 1" x 2" x 1.50 mm thk. Tubular Frame. Smooth Paint Finish.			
	3.4.2.1.3. Accessories			
	3.4.2.1.3.1. 80 mm W x 160 mm L Black Rectangular Aluminum Wire Cable Grommet			
	3.4.3. Cabinets			
	3.4.3.1. Fabrication and Installation of Cabinets:			
	3.4.3.1.1. Cabinet			
	3.4.3.1.1.1. 18 mm thk. High Gloss Marine Laminated Board (White) with Edging			
	3.4.3.1.2. Cabinet Door			
	3.4.3.1.2.1. 5.00 mm thk. Clear Acylic Glass			
	3.4.3.1.2.2. 18 mm thk. High Gloss Marine Laminated Board (White) with Edging			
	3.4.3.1.3. Accessories			
	3.4.3.1.3.1. Heavy-duty Aluminum Roller Track and Pulley Caster Wheel for Sliding Cabinet Door			
	3.4.3.1.3.2. Full overlay soft closed concealed hydraulic hinges			
	3.4.3.1.3.3. Stainless Sliding Cabinet Door Lock with			

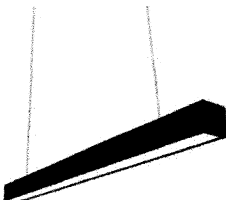
	keys. Ratchet Style, 			
	3.4.4. Coffee Bar 3.4.4.1. Fabrication and Installation of Coffee Bars: 3.4.4.1.1.1. 18 mm thk. High Gloss Marine Laminated Board (Light Oak) with Edging 3.4.4.1.1.2. 6-Ribbed Indoor WPC Fluted Panel (Light Oak Wood Finish) 3.4.4.1.1.3. Full overlay soft closed concealed hydraulic hinges 3.4.4.1.1.4. Heavy-duty Cabinet Lockset with keys 3.4.4.1.1.5. Heavy-duty Double Roller Spring Cabinet Catch			
	3.5. DOORS AND WINDOWS 3.5.1. Scope Of Work 3.5.1.1. The Contractor shall furnish all materials, labor, equipment, tools, and services necessary to complete all specified work as shown in the drawings. 3.5.1.2. Remove and replace all existing doors and windows with items specified in the plans. See the architect's approved shop drawings and details showing fabrications. Protect glass from breakage before and after installation. 3.5.1.3. Provide all necessary hardware to complete the work. All hardware must be approved by TSU. 3.5.2. Materials 3.5.2.1. Glass Partitions and Doors 3.5.2.1.1. 12.00 mm thk. Tempered Clear Glass Partition with Top and Bottom U-Type Aluminum Channel Frame with Frameless 12.00 mm thk. Tempered Clear Glass Door (Double Swing).			

	Approved type/brand and quality. 3.5.2.1.2. All hinges shall be SS304 Top and Bottom Glass Door Patch Fitting, including Patch Lock. Approved type/brand and quality. 3.5.2.1.3. Door Handle shall be 32 mm Ø x 600 mm square SS304 H-Type. Approved type/brand and quality. 3.5.3. Windows 3.5.3.1. All existing windows (including window frame) shall be cleaned, repaired, and repainted. Approved type/brand and quality. 3.5.3.2. All existing windows glass replacement shall be 6.0 mm thk. Clear glass. Approved type/brand and quality. 3.5.4. Glass And Glazing 3.5.4.1. The glass used must conform to the types and thicknesses specified in the Schedule of Specifications and as indicated on the drawings. 3.5.5. Shop Finish 3.5.5.1. Unless otherwise specified in the Schedules of Specifications, all steel doors, windows, and frames are to be bonderized. 3.5.6. Dimensions 3.5.6.1. The Contractor must verify all dimensions of the openings as shown in the drawings at the job site before fabricating the doors and windows. 3.5.7. Execution 3.5.7.1. Glasses must be accurately cut to fit and have uniform bearing across the entire width of the pane. Apply a thin layer of putty to the rebate, set the glass, and press it until an even bed is achieved. Remove any excess putty from each side, ensuring it is flush with the edge of the rebate. 3.5.7.2. Any glass breakage occurring during execution or due to faulty installation must be replaced by the Contractor at no additional cost. SECTION 4 – ELECTRICAL WORKS 4.1 SCOPE OF WORK 4.1.1 The Contractor shall provide all materials and equipment and perform all the work necessary for the complete execution of the electrical work specified herein; except as otherwise excluded, and which without excluding the generality of the			
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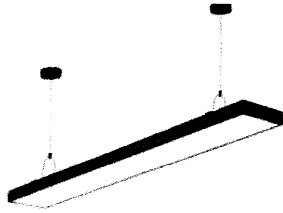
	foregoing, shall include but not be limited to the following principal items of work. All work shall be in accordance with the governing codes and regulations and with the specifications, except when the same shall conflict with such codes, etc. in which case the latter shall then govern. 4.1.2 The work under this section shall include the furnishing of labor, materials, equipment, and services required to construct and install the new electrical system which includes, but is not limited to, the following items. 4.1.1.1 Provide complete refurbishment of Lighting System. 4.1.1.2 Provide complete refurbishment of Power System. 4.1.1.3 Provide complete refurbishment of Air-Conditioning System. 4.1.1.4 Provide a complete Structured Cabling System. 4.1.1.5 Concealing exposed conduits/boxes. a. Embed existing exposed conduits/boxes as indicated in the plan or directed by the Architect/Engineer. 4.1.1.6 Provide a complete testing of all electrical systems. a. Verifies that the electrical installation functions correctly and complies with operational requirements 4.1.1.7 Optional items of work. 4.1.1.8 All tapping shall be executed inside the ceiling unless indicated in the plan and on the mounting type of equipment. 4.1.1.9 If anything has been omitted in any items of work on materials usually furnished, which are necessary for the completion of the Electrical Works as outlined herein before, then such must be and are hereby included in this section of the work. 4.2 GENERAL 4.2.1 Codes, Regulations, and Ordinances 4.2.1.1 The electrical item under this contract is to be installed according to the requirements of the latest Philippines Electrical Code, the rules and regulations of the Authority concerned			
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	and the requirements of the Power Company. Nothing contained in these specifications or shown on the drawings shall be construed as to conflict with the National and Local Ordinances or Laws governing the installation of electrical work, and all laws and ordinances are hereby made part of these specifications. The Contractor is required to meet the requirements thereof. 4.2.2 Plans and Drawings 4.2.2.1 The Contract Drawings, which constitute an integral part of this contract, shall serve as workings drawings. They indicate the general layout of the complete electrical system and show arrangements of feeders, circuits, outlets, switches, control panel boards, service equipment, fixtures, and other works. 4.2.2.2 The Contractor shall check architectural, structural, and plumbing plans to avoid possible installation conflicts. Should drastically changes from original plans be necessary to resolve such conflicts, the Contractor shall notify the Engineer/Architect and shall secure from him written approval and agreement concerning necessary changes and adjustments before altered installation work is started. 4.2.3 Minor Modifications 4.2.3.1 The plans as drawn are based upon architectural plans and details show conditions as accurately as is possible to indicate them in scale. The plans are diagrammatical and do not necessarily show all fittings, etc., necessary to fit the conditions. The locations of lighting fixtures and switches shown on the plans are approximate. The Contractor shall be responsible for the proper location to make them fit with architectural details 4.2.4 Guarantees 4.2.4.1 The Contractor shall guarantee that the electrical system is free from all grounds and all defective workmanship and materials and will remain so for a period of one (1) year from the date of acceptance of the work. Any defects, appearing within the aforesaid period, shall be remedied by the Contractor at his own expense. 4.2.4.2 The Contractor shall indemnify and save harmless the TSU and his duly authorized representative from and against all liability for damages arising from injuries or disabilities to persons or damage to property occasioned by any act or omission of the Contractor, including all expenses, legal or other, which may be incurred by the TSU in the defense of any claim, action, or suit.			
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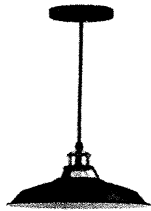
	4.2.5 Samples and Drawings 4.2.5.1 The Contractor shall submit to the Engineer/Architect for approval samples of fixtures, conduit, wire, wiring devices, finished plates and of any item as may be required by the Engineer/Architect. 4.2.5.2 Prepare and submit for approval shop drawings or catalogs of equipment appliances and fixtures. 4.3 INSTALLATION REQUIREMENTS 4.3.1 All materials shall be new and shall conform to the standards specified in the Philippine Electrical Codes and others such as IEEE and NEMA, for every case where such standard has been established for the particular type of materials in question. 4.3.2 All materials on all systems shall comply with the following specifications unless specifically accepted, and all materials that were not specified shall be of the best of their respective kind. 4.3.3 Cutting and Fitting 4.3.3.1 Contractor shall do all cutting and fitting required for the installation of the electrical items and coordinate with the work of other trades, in accordance with the drawings and in a manner satisfactory to the Engineer/Architect. 4.3.4 Inserts, Anchor, Etc. 4.3.4.1 Furnish to the proper trades all inserts, anchors or other required items, which are to be built in by them for securing all hangers or other supports of conduit and for anchorages for electrical equipment. 4.3.5 Ground Tests 4.3.5.1 The entire installation shall be free from improper grounds and from short circuits. 4.3.5.2 Ground testing shall be performed and shall meet the standard resistance required by the NFPA, IEEE and PEC. 4.3.6 Performance Test 4.3.7.1 It shall be the responsibility of the Contractor to test all systems of the entire electrical installation for proper operational conditions. These conditions shall apply to the power and lighting installations as well as the fire alarm system and motors. 4.4 MATERIALS 4.4.1 Wires and Cables 4.4.1.1 The installation shall be free from improper grounds and short circuits. All wires shall be copper, soft-drawn, and annealed, shall be of 98% conductivity, shall be smooth and fine and of a cylindrical form, and shall be within 1% of the actual size called for. 4.4.1.2 Wires shall be color coded as follows: Line 1 --- BlackLine 2 --- RedGround --- Green			
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	4.4.1.3 All wires and cables for lighting and power system shall be moisture and heat resistant rubber or thermoplastic insulate. It must be in conformity with the Philippine Electrical Code when used in damp or unit location. Wires shall be stranded for sizes #12 AWG. 4.4.1.4 All wires and cables shall comply with the requirements as to the particular usage and approved brand. 4.4.2 Pipes 4.4.2.1 Wiring shall be done in PVC Pipe for embedded and in RSC or IMC/EMT for run exposed; it shall be Schedule 40. 4.4.2.2 No tubing shall be used in any system smaller than ½" electric trade size, nor shall have more than four 90-degree bends in any one run and where necessary pull, boxes shall be provided as directed. 4.4.2.3 No wire shall be pulled into any conduit until the conduit system is complete in all details and in the case of concealed work until all rough plastering or masonry has been completed in every detail. 4.4.2.4 The ends of all conduits shall be tightly plugged to exclude plaster, dust, and moisture while the building is in the process of construction. All conduit ends shall be reamed to remove all burrs. 4.4.2.5 Conceal existing conduits and boxes as indicated or as directed by the Architect/Engineer. 4.4.3 Junction And Pull Boxes 4.4.3.1 PVC Junction and pull boxes shall be provided as indicated or as required for facilitating and pulling of wire and cables. Pull boxes in finished places shall be located and installed with the permission and to the satisfaction of the contracting officer. 4.4.3.2 Galvanized iron (G.I.) outlet boxes shall be utilized in all installations where Electrical Metallic Tubing (EMT) or Intermediate Metal Conduit (IMC) systems are employed. 4.5 LIGHTING SYSTEM 4.5.1 Install all new lighting fixtures as specified or at locations shown in plans or as directed by the Engineer/Architect. 4.5.2 EMT conduit shall be used for exposed lighting raceways, while PVC conduit shall be used for lighting circuits concealed within ceilings or walls. 			
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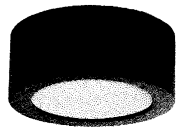
- Suspended Linear Light with 1-18W T8 LED tube
- daylight
- black frame



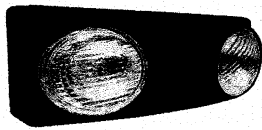
- Suspended Linear Light with 2-18W T8 LED tube
- daylight
- Black frame



- Pendant Light with 1-14W LED Filament bulb
- Black frame

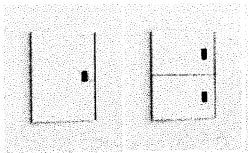
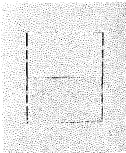
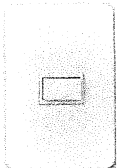
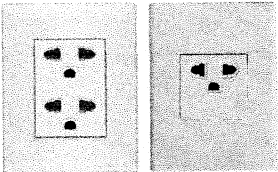


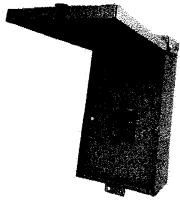
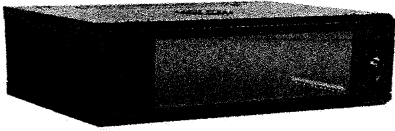
- 12W LED Surface mounted panel light
- Daylight
- Black frame



- Wall mounted emergency light
- With outlet
- Black frame

4.5.3 Wall switches shall be rated at 15 amperes, 250 volts, one way or as required. Switches shall be of quiet and

	automatic action type, silver contact, feather touch operation, and white.  • One-gang/Two-gang Switch • Wide Series with LED • One way • 250V, 15A  • Two-gang 3-way switch • Wide Series • One way • 250V, 15A  • Push-button bell switch • One gang			
4.6	POWER AND AIR-CONDITION SYSTEM 4.6.1 Receptacles outlet shall be for flush mounted duplex universal outlet rated at 15 amperes, 250 volts.  • Duplex/Single Universal Outlet with Ground • Flush mounted • 250V, 15A 4.6.2 Install all outlets as specified or at locations shown in plans or as directed by the Engineer/Architect. 4.6.3 NEMA-3R Enclosure shall be used outdoor for the supply of Split type Air-condition Unit.			

	 • NEMA-3R Enclosure • With 40AT/30A T, 2P, MCCB Bolt-on • Surface Mounted, Weatherp roof 4.7 AUXILIARY SYSTEM 4.7.1 3/4" dia. PVC pipe with G.I. wire inside shall be installed as a conduit for installation of Category 6 cables. 4.7.2 1-Gang wall mounted CAT6 Data Outlet shall be installed in reference to location shown in the plan.  • 4U Wall mounted data cabinet • With brackets and other accessories • 550x350x250mm  • 1-Gang Wall Mounted CAT6 Data Outlet • RJ45 Port  • CAT 6 4P 24AWG, U/UTP, PVC Jkt, Indoor,CM • CAT 6 4PR x 24AWG, Solid Bare Copper Conductor, U/UTP, PE Insulation, CM,PVC Jacket, Indoor 4.8 CONSUMABLE HARDWARE / FITTINGS 4.8.1 PVC Cement, G.I. wires, brackets, electrical tape, tox screw, and other small value materials needed to execute layouts and			
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	termination of electrical works shall be considered as consumable hardware. 4.8.2 Junction box, pullbox, Utility box, adaptor, locknut, coupling, unistrat channel, unistrat strap, full thread round rod, expansion/anchor bolt, bolts, nuts, washer, etc. and other small value materials needed to execute layouts and termination of electrical works shall be considered as Fittings. SECTION 5 – MECHANICAL WORKS 5.1. AIR CONDITIONING UNITS 5.1.1. Scope of Work 5.1.1.1. This specification covers the materials and labor, including necessary services, to complete the installation of the Air Conditioning System. 5.1.2. Equipment Specifications 5.1.2.1. 2.0 HP Split Type: Wall Mounted Inverter 5.1.2.1.1. Cooling Power Consumption Rated/Min(W): 1450/ 270 Indoor Unit Dimension_WxH xD(mm): 895x307x235 Indoor Unit Weight(kg):11.0, Indoor Unit Weight(lb.): 24.3, Outdoor Unit Dimension_WxH xD(mm): 870x650x330, Outdoor Unit Weight(kg):37.5, Outdoor Unit Weight(lb.): 82.7, Rated Input Voltage(V, Hz):230, 60, Cooling Capacity Max(BTU/h):207 00, Cooling Capacity Rated/Min(BTU/ h):18084 / 3200 Key Features:AI Air, AI kW Manager, All Cleaning, Plasmaster Ionizer, Human Detecting Sensor, Dual Vane, Proactive Energy Control, Smart Diagnosis, ThinQ (Wi-Fi).			
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	5.1.2.2. 3TR/4.0 HP Split Type: Floor Standing Inverter 5.1.2.2.1. Cooling Capacity (Max/Rated/Min) BTU/hr: 37,900/36,000/ 10,800 Power Supply (V, Ø, Hz): 220-240, 1, 50/60 Rated Power Input (kW): 3.7 Rated Running Current (A): 16.8 EER (w/w) : 2.85 Indoor Unit [Dimension (W x H x D) mm: 590x1840x440 , Weight(kg) : 49 , Fan Type: Sirocco , Fan Motor Type: BLDC, Fan Motor Output (W x no.): 224 x 1, Air Flow Rate (SH/H/M/L) m3/min: 33.0 / 30.0 / 26.0 / 22.0 , Sound Pressure Level (SH/H/M/L) dB(A): - / 49 / 45 / 41]] Outdoor Unit [Dimensions (W x H x D) mm: 870 x 650 x 330, Net Weight (kg): 41.5 , Compressor Type: Twin Rotary , Compressor Motor Type: BLDC , Motor Output (W x no.): 1500 x 1 , Refrigerant Type: R32, Fan Type : Axial Fan , Sound Pressure Level dB(A): 53 , Max Height			
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	Difference (m): 30] Features: Stylish Design , Powerful Airflow , Excellent Cooling Performance , Improved BLDC Dual Inverter Compressor , Power Cooling at the Wide Voltage Range , Voltage Protection. 5.1.3. Quality Assurance 5.1.3.1. Installer: Air Conditioning Unit shall be installed by the manufacturer or an authorized representative who is trained and approved by the manufacturer. 5.1.4. Installation 5.1.4.1. All necessary accessories required for the installation, including cladding for the exposed copper tubing, shall be provided by the contractor. 5.1.5. Warranty 5.1.5.1. Contractor's Warranty: Contractor agrees to repair or replace the unit (labor and materials) that fails in materials or workmanship within the specified warranty period 5.1.6. Warranty Period 5.1.6.1. Compressor: 10 Year Compressor 5.1.6.2. Parts & Service: 1 Year 5.1.6.3. Free Cleaning (Included During Warranty Period): 1 Service			
	Warranty Period (for equipment, tools, and devices)			
	Delivery Period (<u>60</u> calendar days)			
nothing as follows				

Payment Terms

Payment shall be made through Landbank's LDDAPADA/Bank Transfer Facility, issuance of check or cash on delivery (COD) within thirty (30) calendar days after receipt of sales/service invoice and issuance of Inspection and Acceptance Report/Certificate of Acceptance from the End-User. In case accounts maintained in other banks, bank transfer fees shall be chargeable against the creditor's account.

Interested suppliers shall provide the following Bank Details in the statement of compliance column:

Bank Name: _____

Bank Branch/Address: _____

Bank Account Name: _____

Bank Account Number: _____

FINANCIAL OFFER:

Procurement of Labor and Materials for the Conversion of Existing Hallway into School of Law Library	
Approved Budget for the Contract (ABC): One Million Nine Hundred Ninety-Six Thousand Nine Hundred Ninety Pesos and Fourteen Centavos (PhP 1,996,990.14)	
Total Offered Quotation	In Words:
	In Figures:

Signature Over Printed Name

Position/Designation

Company Registered Name

Office Telephone/Mobile Nos.

Email Address/es

Date



PhilGEPS

Philippine Government Electronic Procurement

Central Portal for
Philippine Government
Procurement Opportunities

Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number13138093

Procuring EntityTARLAC STATE UNIVERSITY

TitleProcurement of Labor and Materials for the Conversion of Existing Hallway into School of Law Library

Area of DeliveryTarlac

Solicitation Number:	308-2026	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 34)	Associated Components	4
Classification:	Civil Works	Bid Supplements	0
Category:	Construction Projects		
Approved Budget for the Contract:	PHP 1,996,990.14	Document Request List	0
Delivery Period:	60 Day/s		
Client Agency:		Date Published	18/07/2026
Contact Person:	Tutchie Panlilio Clerk TSU, Romulo Blvd. San Vicente, Tarlac City, Philip Tarlac City Tarlac Philippines 2300 63-045-6068110 Ext.157 tsucanvassing@gmail.com	Last Updated / Time	17/07/2026 10:52 AM
		Closing Date / Time	30/07/2026 13:00 PM

Description

PROJECT: CONVERSION OF EXISTING HALLWAY INTO SCHOOL OF LAW LIBRARY
LOCATION: MAIN CAMPUS, TARLAC STATE UNIVERSITY
DURATION: 60 CALENDAR DAYS

TECHNICAL SPECIFICATIONS

SECTION 1 – GENERAL CONDITIONS AND REQUIREMENTS

1.

1.1. SCOPE OF WORK

The project shall cover the completion of the CONVERSION OF EXISTING HALLWAY INTO SCHOOL OF LAW LIBRARY, which shall include the supervision and furnishing of labor, supplies, materials, equipment, and ancillary services necessary to effectively execute and deliver the required work output in accordance with the contract and project specifications.

1.2. CONTRACT DRAWINGS

1.2.1. Details and extent of work are shown in the Drawings accompanying these specifications.

1.2.2. Sketches and other details not shown in the Drawings shall be furnished by the Engineer/Architect during the phase of construction.

1.3. PARTS OF THE SPECIFICATIONS

1.3.1. These specifications include the following parts in which applicable provisions are binding on this contract.

Section 1 – General Conditions and Requirements

Section 2 – Demolition, hauling, Disposal, and Repair Works

Section 3- Architectural Works

Section 4 – Electrical Works

Section 5 – Mechanical Works

1.4. WORKMANSHIP

1.4.1. All operations required under all parts of the specifications shall be undertaken with the utmost workmanship and professional quality. Only skilled personnel with sufficient experience in similar operations shall be allowed to undertake the same.

1.5. INSPECTION OF SITE

1.5.1. The Contractor’s Bid shall be deemed as having been prepared with due consideration of the physical conditions at the site. By submitting the Tender, the Contractor certifies that they have conducted a comprehensive inspection and examination of the site and its surroundings. This inspection has informed their understanding of the

scope of work, materials required for completion, means of access, and any necessary accommodations. Furthermore, the Contractor attests that they have acquired all relevant information regarding potential risks, contingencies, and any other factors that could influence or impact their Tender. The Contractor acknowledges that failure to inspect and examine the site conditions will not justify any request for additional costs or extensions of time.

1.6. CONFLICT BETWEEN PLANS AND SPECIFICATIONS

1.6.1. The documents forming the Contract are to be taken as mutually explanatory of one another. For the purposes of interpretation, the priority of the documents shall be in accordance with the following sequence.

1.6.1.1. the Contract and its attachments (Approved Budget for the Contract, Terms of Reference, etc.)

1.6.1.2. the Specific Conditions of the Contract

1.6.1.3. the General Conditions of the Contract

1.6.1.4. the Technical Specifications

1.6.1.5. the Drawings

1.6.1.6. the Project Schedule and any other pertinent documents

1.6.2. Any omissions in the specifications regarding necessary work or works for the project's completion shall be executed by the Contractor as if such work were explicitly detailed in the drawings, without incurring additional costs. All such work shall be performed in accordance with standard practices, adhering to the requisite quality standards for both materials and workmanship.

1.6.3. Should there be any ambiguity or conflict between indication on drawings and provisions in specifications, the same shall be referred to the Engineer/Architect of TSU for resolution.

1.7. APPROVAL

1.7.1. The Contractor shall submit for the Engineer/Architect's approval, the complete list of manufacturer's names of all equipment and materials they propose to use for the project prior to actual installation on site.

1.8. REJECTIONS

1.8.1. All materials and workmanship must strictly comply with the specifications outlined in this contract. Any materials or workmanship failing to meet these standards may be rejected at any stage during project execution. The Contractor will receive formal documentation of any rejection issued by the authorized technical representative of TSU. Any completed work found to be non-compliant with the quality and specifications required by the project plans shall be promptly dismantled, removed, and reconstructed or otherwise corrected to meet all contractual and technical requirements.

1.9. VARIATIONS

1.9.1. The Engineer/Architect reserves the authority to implement minor adjustments in the work details or materials as deemed necessary. Such modifications may involve revisions to the shapes or dimensions of project elements. Any changes that result in additional costs to the Contractor will be subject to a corresponding adjustment of the contract price, as stipulated in the terms of the agreement.

1.10. AS-BUILT DRAWING AND PICTURES

1.10.1. The Contractor, with the approval of the Engineer/Architect shall mark down all the revisions, omissions, and/or additions to the various works on two sets of drawing plans as the construction progresses. One set of the plans as marked shall be submitted to the Engineer/Architect after the completion of work.

1.10.2. The Contractor shall submit As-Built Drawings to TSU, reflecting all modifications made and documented in the marked drawings retained by the Contractor. The As-Built Drawings shall be prepared in a reproducible format and provided alongside a minimum of three (3) A3-sized copies (11.7 in. x 16.6 in.).

1.10.3. The Contractor shall submit to TSU pictures of the site before, during, and after construction in reproducible and printed forms.

1.11. BILLBOARD

1.11.1. Upon possession of the project site, the Contractor shall immediately erect the Billboard, showing the relevant details of the project, at the location and position designated by TSU and of the dimensions and materials approved by TSU.

1.12. TEMPORARY FACILITIES

1.12.1. Upon possession of the project site, the Contractor shall immediately erect temporary facilities such as a field office, storage for equipment and materials, portable toilet, electric and water supply connections, etc., at the location designated by, and using only materials and the manner of construction approved by TSU.

1.13. MOBILIZATION AND DEMOBILIZATION

1.13.1. Upon receipt and acceptance of the Notice to Proceed, the Contractor shall immediately mobilize their workforce, equipment, materials, and secure the project site with proper and prompt coordination to the Project-in-Charge.

1.13.2. Upon completion of the work, the Contractor shall commence the demobilization of the workforce, equipment, and materials and turn over the project site to TSU.

1.14. CONSTRUCTION OCCUPATION SAFETY AND HEALTH

1.14.1. The Contractor shall be responsible for ensuring the safety and health of the personnel assigned at the project site and other parties who may be affected in the implementation of the project.

1.14.2. The Contractor shall submit to TSU a copy of the Construction Occupation Safety and Health Program for the project that is duly approved by the Department of Labor and Employment before commencing with the work.

1.14.3. The Contractor shall designate a competent and qualified Safety Officer for the whole duration of the project.

1.14.4. The Contractor shall establish and implement safety procedures for all relevant jobs, tasks, and operations.

1.14.5. All personnel assigned to the project are expected to report for work in their proper uniforms, basic safety gear (helmets, boots, or shoes), and identification cards (IDs). The uniforms, basic safety gear, and IDs shall be provided by the Contractor at his/her own expense.

1.14.6. The Contractor shall erect temporary barricades, install early warning and precautionary signs, and provide other safety devices that may be required to keep the job site safe and secured. Use roof sheet or plywood for temporary barricade with standard height and stable framing within the construction site as indicated in the plan: do not use "Blue Sack".

1.14.7. The Contractor shall maintain, at the project site, ample supplies of expendable materials for the safety and health of its personnel and other affected parties such as safety tape, first-aid kits, safety gloves, dust masks, etc., the cost of which shall be included in the contract price.

1.14.8. The Contractor shall keep a record of all incidents (near-miss or accident) and report the same to the TSU Architect/Engineer.

SECTION 2 – DEMOLITION, HAULING, DISPOSAL, AND REPAIR WORKS

2.1. SCOPE OF WORKS

2.1.1. Demolition of existing walls, plumbing pipes, floor and wall tiles, ceiling, hauling, and disposal shall include the removal and repair of all affected structures needed to complete the project.

2.2. PREVENTION OF DAMAGE TO ADJOINING PROPERTY

2.2.1. The Contractor shall take all necessary precautions to protect and preserve adjacent properties, trees, materials, and existing facilities, including conduits, drains, sewers, pipes, and other utilities that are to remain on the property. The Contractor shall be responsible for repairing or restoring any damage to these elements at no additional cost to TSU, regardless of the cause of the damage during the course of the work.

2.3. HAULING AND DISPOSAL

2.3.1. All unusable materials and debris resulting from the performance of work shall be removed from the premises and disposed of in the location and manner that shall be approved by TSU. All materials that can be reused shall be hauled and arranged properly by the Contractor before turning them over to TSU.

2.4. REPAIR/RESTORATION WORKS

2.4.1. Concrete Works

4.1.1. Materials

4.1.1.1. Concrete Aggregates – shall conform to "Specification for Aggregates" (ASTM G33 latest revision). The maximum size of the aggregates shall not be larger than one-fifth (1/5) of the narrowest dimension between the sides of the forms of the member for which the concrete is to be used and not larger than three-fourths (3/4) of the minimum clear spacing between individual reinforcing bars and in no case larger than two (2) inches in diameter.

4.1.1.2. Reinforcing steel bars shall conform to ASTM Designation A-615-68 specifications for the structural grade. Grade of reinforcing steel bars shall be as follows:

Diameter Grade

10 mm & above G40 (276 MPa)

4.1.1.3. Sand and gravel shall be well-graded and free from any deleterious materials. The fine aggregate shall be washed sand and the size of coarse aggregates must be ¾" crushed gravel.

4.1.1.4. Cement and aggregates shall be stored in a manner as to prevent their deterioration or the intrusion of foreign matter. Materials of deteriorated quality or which have been damaged shall not be used for concrete. Cement whose quality is questionable shall be tested by standard mortar test to determine its suitability for use.

4.1.1.5. Forms shall conform to the shape, lines, and dimension of the member as called for on the plans and shall be substantial and sufficiently tight to prevent leakage of mortar. They shall be properly braced or tied to maintain position and shape.

4.1.1.6. Plywood, metal, plastic materials, or surfaced lumber forms shall be used where it will best give the most advantage in the specific concrete work involved.

4.1.1.7. Unless otherwise ordered, forms and shoring shall not be disturbed and shall remain in place for a minimum period in accordance with the following schedule.

Lintel Beams 2 days

4.1.2 Workmanship

4.1.2.1 Before placing reinforcement and before pouring concrete, remove all loose rust, mill, scale, oil, or other adhering materials which tend to reduce or destroy the bond between concrete and reinforcement.

4.1.2.2 Reinforcing steel bars shall be cut, bent, lapped, or spliced as recommended by CRSI Handbook and ACI Codes. All lap splices of rebars shall conform to Class B Tension Lap Splice unless noted otherwise. All hook ends shall be standard hooks. All stirrups/ties shall have 135° seismic hooks unless noted otherwise.

4.1.2.3 Reinforcing steel bars shall be placed accurately and secured in place by use of concrete or metal supports, spacer, or ties to firmly hold them in their proper positions during the pouring and setting of concrete.

4.1.2.4 All reinforcing bars shall be cleaned thoroughly of all loose rust, soil, or other material before concrete pouring. No bars partially embedded in concrete shall be field bent, except permitted by the Engineer/Architect. Bars shall not be welded unless authorized by the Engineer/Architect.

4.1.2.5 Maintain minimum concrete cover to traverse bars as follows:

Element Concrete Cover Lintel Beams 20mm

SECTION 3 – ARCHITECTURAL WORKS

3.1. FLOOR FINISH AND TILING WORKS

3.1.1. Scope Of Work

3.1.1.1. The work covered under this section shall include the complete labor, and the supply materials, equipment and necessary to properly conduct and produce the-desired work product.

3.1.2. General

3.1.2.1. Prepare the floors to install directly to their corresponding surfaces. Deliver materials to the job in the manufacturer's unopened containers with the manufacturer's brand and name clearly marked thereon.

3.1.3. Material and Preparation

3.1.3.1. 500mm x 500mm x 3.00 mm thk. Carpet tiles (Dark Gray). Approved brand and quality.

3.1.3.2. Self-leveling High Gloss Epoxy Paint (Light Gray). Abrasion-resistant, chemical-resistant, and low VOC. Approved brand and quality.

3.1.4. Tiling Works Installation

3.1.4.1. Clean the existing flooring.

3.1.4.2. Lay tiles in straight square patterns and cover from wall to wall. Install tile in such a manner that each tile is in contact with each adjacent tile and that the entire under surface of each tile will be securely bonded.

3.1.4.3. Layout the field from the midpoint of the axis of the room so that the opposite end tile will be equal width. Width of the tile shall be subject to the variation required by the dimensions of the room and the size of the tile used. Scribe end tile to the wall and cut in a manner that will insure clean sharp edges.

3.1.4.4. Apply adhesive in accordance with manufacturer's recommendation. Secure cove base to walls with adhesive as specified for floor tiles.

3.1.4.5. Cleaning

3.1.4.5.1. Clean flooring of adhesive and other soiling. Remove adhesive with a putty knife and steel wool or with a cloth moistened with a neutral soap of a type approved by the manufacturer. The use of solvents and wet mopping is prohibited.

3.1.5. Floor Paint Application

3.1.5.1. Remove all dirt, dust, grease, oil, curing compounds, and loose materials.

3.1.5.2. Inspect existing concrete slab for cracks. Fill cracks, voids, and surface defects using approved epoxy filler or repair mortar. Allow repairs to cure before proceeding.

3.1.5.3. Apply epoxy primer uniformly using roller or squeegee. Ensure full coverage and allow curing.

3.1.5.4. Mix epoxy components strictly in accordance with manufacturer's specified ratios. Observe pot life limitations and discard materials beyond working time.

3.1.5.5. Pour mixed epoxy onto primed surface and spread using notched trowel or gauge rake.

3.1.5.6. Use spike roller to remove entrapped air and ensure even leveling.

3.1.5.7. Allow coating to cure as per manufacturer's recommendations before foot traffic (typically 24 hours) and full load (typically 5–7 days).

3.1.6. Protection

3.1.6.1. After cleaning, protect the floor until acceptance of the building.

3.1.7. Guarantee

3.1.7.1. Floors shall be guaranteed by the manufacturer against defects-in its materials and by the Contractor against defects in workmanship for a period of one year from date of completion.

3.2. CEILING WORKS

3.2.1. Scope of Work

3.2.1.1. This section shall include all materials, labor, materials, tools, equipment, and services necessary to complete the ceiling works.

3.2.2. Submittal

3.2.2.1. Submit product information from manufacturers for each type of product specified including brochures,

catalogs, samples, and certificates of test reports, quality compliance, and accreditation from foreign manufacturers for authenticity of locally distributed materials.

3.2.3. Delivery, Storage, And Handling

3.2.3.1. Deliver materials in manufacturer's original unopened packages clearly marked with identifying information. Protect materials as recommended by the manufacturer.

3.2.3.2. Store materials, keep them dry, and protect against damage from weather, direct sunlight, surface contamination, corrosion, construction traffic, and other causes. Stack gypsum panels on a level surface to prevent sagging.

3.2.4. Material

3.2.4.1. Ceiling

3.2.4.1.1. The ceiling shall be 9.00mm thk. Gypsum Board. Approved brand and quality.

3.2.4.1.2. Adhesives for joints, fillers, and fastener concealment shall be of the types recommended in writing by the board manufacturer and as approved for the following uses.

3.2.4.1.3. Embedding compounds for first and second coats.

3.2.4.1.4. Finishing compound for the final coat.

3.2.5. Installation

3.2.5.1. The Board shall be applied with the separate boards in moderate contact but not forced into place at internal and external corners. Conceal cut edges with the overlapping covered edges of abutting boards. The boards shall be so staggered that the corners of any boards will not meet a common point except in vertical corners.

3.2.5.2. Apply the board to the ceilings with the long dimension perpendicular to the furring members. Alternatively, the long dimension may be applied parallel to furring members spaced 0.40 meters apart, provided end joints are properly supported.

3.2.6. Cleaning and Protection

3.2.6.1. Promptly remove any residual joint compound from adjacent surfaces not indicated to receive texture.

3.2.6.2. Provide final protection and maintain conditions, in a manner acceptable to the Installer, that ensures gypsum board assemblies are without damage or deterioration at the time of construction completion.

3.3. PAINTING WORKS

3.3.1. Scope Of Work

3.3.1.1. The Contractor shall furnish all materials, labor, equipment, and services required to complete the entire painting works herein called for. Painting works shall include the repainting of walls, columns, beams, railings, window frames, etc. of the existing building as specified hereinafter and required thereto.

3.3.2. Material

3.3.2.1. The brand of painting materials to be used shall be approved by TSU.

3.3.2.2. All steel must be painted with epoxy primer and a topcoat of quick-dry enamel.

3.3.2.3. All interior walls must be painted with limewash wall paint and flat latex paint.

3.3.2.4. All ceilings (including existing must be painted with flat latex paint.

3.3.2.5. All paint materials shall be delivered to the job site in their original containers. with labels and seals unbroken.

3.3.2.6. Except for ready-mixed materials in original containers, all mixing shall be done at the job site. No materials are to be reduced or changed except as specified by the manufacturer of the said materials. The use of white zinc (lithopone) is prohibited.

3.3.3. Colors

3.3.3.1. All colors of paints and varnishes shall be in accordance with the color scheme approved by TSU.

3.3.3.2. Submit samples of the proposed colors for approval. Only colors that have been approved may be used.

3.3.3.3. No painting shall commence until color schemes have been approved by the Engineer/Architect.

3.3.3.4. Finishes for different portions of the work must be indicated in the Schedule of Specifications.

3.3.4. Surface Examination And Preparation

3.3.4.1. Before commencement of the work, the Contractor shall examine the surfaces to be applied with paints so as not to compromise the quality and appearance of a painting of finishing work.

3.3.4.2. No painting shall be done under conditions that may compromise the quality or appearance of the paint or finish.

3.3.4.3. All surfaces to be painted must be cleaned and in proper condition before application.

3.3.4.4. Voids, cracks, and all other kinds of defects shall be repaired with proper patching materials and finished flush with the surrounding surfaces.

3.3.5. Surface Conditioning

3.3.5.1. Apply topcoat on existing concrete and masonry surfaces.

3.3.5.2. Patch and seal hairline cracks and uneven areas with approved putty or patching compound. After correcting all defects, apply the finish coats as specified in the Plan, following the approved color scheme.

3.3.5.3. Metals shall be clean, dry, and free from mill scale and rust. Remove all grease and oil from surfaces. Wash unprimed galvanized metal with the etching solution and allow it to dry.

3.3.5.4. Metal surfaces shall be primed with epoxy primer.

3.3.6. Application

3.3.6.1. Paints, when applied by brush, shall be non-fluid; and thick enough to lay down an adequate film of wet paint. Brush marks must be smoothed out after the application of paint.

3.3.6.2. Paints intended for roller application must be similar to those used for brushing paint. The paint should not be sticky when thinned.

3.3.7. Workmanship

3.3.7.1. Experienced and skilled craftsmen shall perform all work to ensure finished work of first-class quality, appearance, and durability.

3.3.7.2. All paints and other coatings shall be mixed and applied strictly following the manufacturer's printed instructions.

3.3.8. Mixing And Thinning

3.3.8.1. At the time of application, paint shall show no sign of deterioration. Paint shall be thoroughly stirred, strained, and kept at a uniform consistency during application.

3.3.8.2. When thinning is necessary, this may be done immediately before application following the manufacturer's directions, but not more than 1 pint of suitable thinner per gallon of paint.

3.3.8.3. Kerosene shall not be used as paint thinner. Paints from the different manufacturers shall not be mixed.

3.3.9. Storage

3.3.9.1. All materials to be used for this item shall be stored in a single place designated by TSU. This storage area must always be kept neat and clean.

- 3.3.9.2. Take necessary precautions to prevent fire hazards by removing oily rags, waste, and other flammable materials at the end of each workday.
- 3.3.10. Cleaning
 - 3.3.10.1. All clothes and cotton waste that pose a fire hazard must be placed in metal containers or destroyed at the end of each workday.
 - 3.3.10.2. Upon completion of the work, remove all staging and paint containers, and dispose of them appropriately.
 - 3.3.10.3. Remove any paint drips, oil, or stains from adjacent surfaces. Ensure the entire area is left clean and acceptable to the supervising Architect/Engineer.

3.4. FURNISHING AND ACCESSORIES

- 3.4.1. Scope of Work
 - 3.4.1.1. The work covered under this section shall include the complete labor, and the supply materials, equipment, and necessary to properly conduct and produce the desired work product.
 - 3.4.1.2. All furnishings to be installed must be approved by TSU.
- 3.4.2. Tables
 - 3.4.2.1. Fabrication and installation of Tables:
 - 3.4.2.1.1. Table top
 - 3.4.2.1.1.1. 25 mm thk. High Gloss Marine Laminated Board (Light Oak) with Edging
 - 3.4.2.1.2. Framing
 - 3.4.2.1.2.1. 1" x 2" x 1.50 mm thk. Tubular Frame. Smooth Paint Finish.
 - 3.4.2.1.3. Accessories
 - 3.4.2.1.3.1. 80 mm W x 160 mm L Black Rectangular Aluminum Wire Cable Grommet
- 3.4.3. Cabinets
 - 3.4.3.1. Fabrication and Installation of Cabinets:
 - 3.4.3.1.1. Cabinet
 - 3.4.3.1.1.1. 18 mm thk. High Gloss Marine Laminated Board (White) with Edging
 - 3.4.3.1.1.2. Cabinet Door
 - 3.4.3.1.1.2.1. 5.00 mm thk. Clear Acrylic Glass
 - 3.4.3.1.1.2.2. 18 mm thk. High Gloss Marine Laminated Board (White) with Edging
 - 3.4.3.1.1.3. Accessories
 - 3.4.3.1.1.3.1. Heavy-duty Aluminum Roller Track and Pulley Caster Wheel for Sliding Cabinet Door
 - 3.4.3.1.1.3.2. Full overlay soft closed concealed hydraulic hinges
 - 3.4.3.1.1.3.3. Stainless Sliding Cabinet Door Lock with keys. Ratchet Style,

- 3.4.4. Coffee Bar
 - 3.4.4.1. Fabrication and Installation of Coffee Bars:
 - 3.4.4.1.1.1. 18 mm thk. High Gloss Marine Laminated Board (Light Oak) with Edging
 - 3.4.4.1.1.2. 6-Ribbed Indoor WPC Fluted Panel (Light Oak Wood Finish)
 - 3.4.4.1.1.3. Full overlay soft closed concealed hydraulic hinges
 - 3.4.4.1.1.4. Heavy-duty Cabinet Lockset with keys
 - 3.4.4.1.1.5. Heavy-duty Double Roller

3.5. DOORS AND WINDOWS

- 3.5.1. Scope Of Work
 - 3.5.1.1. The Contractor shall furnish all materials, labor, equipment, tools, and services necessary to complete all specified work as shown in the drawings.
 - 3.5.1.2. Remove and replace all existing doors and windows with items specified in the plans. See the architect's approved shop drawings and details showing fabrications. Protect glass from breakage before and after installation.
 - 3.5.1.3. Provide all necessary hardware to complete the work. All hardware must be approved by TSU.
- 3.5.2. Materials
 - 3.5.2.1. Glass Partitions and Doors
 - 3.5.2.1.1. 12.00 mm thk. Tempered Clear Glass Partition with Top and Bottom U-Type Aluminum Channel Frame with Frameless 12.00 mm thk. Tempered Clear Glass Door (Double Swing). Approved type/brand and quality.
 - 3.5.2.1.2. All hinges shall be SS304 Top and Bottom Glass Door Patch Fitting, including Patch Lock. Approved type/brand and quality.
 - 3.5.2.1.3. Door Handle shall be 32 mm Ø x 600 mm square SS304 H-Type. Approved type/brand and quality.
- 3.5.3. Windows
 - 3.5.3.1. All existing windows (including window frame) shall be cleaned, repaired, and repainted. Approved type/brand and quality.
 - 3.5.3.2. All existing windows glass replacement shall be 6.0 mm thk. Clear glass. Approved type/brand and quality.
- 3.5.4. Glass And Glazing
 - 3.5.4.1. The glass used must conform to the types and thicknesses specified in the Schedule of Specifications and as indicated on the drawings.
- 3.5.5. Shop Finish
 - 3.5.5.1. Unless otherwise specified in the Schedules of Specifications, all steel doors, windows, and frames are to be bonderized.
- 3.5.6. Dimensions
 - 3.5.6.1. The Contractor must verify all dimensions of the openings as shown in the drawings at the job site before fabricating the doors and windows.
- 3.5.7. Execution
 - 3.5.7.1. Glasses must be accurately cut to fit and have uniform bearing across the entire width of the pane. Apply a thin layer of putty to the rebate, set the glass, and press it until an even bed is achieved. Remove any excess putty from each side, ensuring it is flush with the edge of the rebate.
 - 3.5.7.2. Any glass breakage occurring during execution or due to faulty installation must be replaced by the Contractor at no additional cost.

SECTION 4 – ELECTRICAL WORKS

4.1 SCOPE OF WORK

- 4.1.1 The Contractor shall provide all materials and equipment and perform all the work necessary for the complete execution of the electrical work specified herein; except as otherwise excluded, and which without excluding the generality of the foregoing, shall include but not be limited to the following principal items of work. All work shall be in accordance with the governing codes and regulations and with the specifications, except when the same shall conflict with such codes, etc. in which case the latter shall then govern.
- 4.1.2 The work under this section shall include the furnishing of labor, materials, equipment, and services required to construct and install the new electrical system which includes, but is not limited to, the following items.
 - 4.1.1.1 Provide complete refurbishment of Lighting System.

4.1.1.2 Provide complete refurbishment of Power System.

4.1.1.3 Provide complete refurbishment of Air-Conditioning System.

4.1.1.4 Provide a complete Structured Cabling System.

4.1.1.5 Concealing exposed conduits/boxes.

a. Embed existing exposed conduits/boxes as indicated in the plan or directed by the Architect/Engineer.

4.1.1.6 Provide a complete testing of all electrical systems.

a. Verifies that the electrical installation functions correctly and complies with operational requirements

4.1.1.7 Optional items of work.

4.1.1.8 All tapping shall be executed inside the ceiling unless indicated in the plan and on the mounting type of equipment.

4.1.1.9 If anything has been omitted in any items of work on materials usually furnished, which are necessary for the completion of the Electrical Works as outlined herein before, then such must be and are hereby included in this section of the work.

4.2 GENERAL

4.2.1 Codes, Regulations, and Ordinances

4.2.1.1 The electrical item under this contract is to be installed according to the requirements of the latest Philippines Electrical Code, the rules and regulations of the Authority concerned and the requirements of the Power Company. Nothing contained in these specifications or shown on the drawings shall be construed as to conflict with the National and Local Ordinances or Laws governing the installation of electrical work, and all laws and ordinances are hereby made part of these specifications. The Contractor is required to meet the requirements thereof.

4.2.2 Plans and Drawings

4.2.2.1 The Contract Drawings, which constitute an integral part of this contract, shall serve as workings drawings. They indicate the general layout of the complete electrical system and show arrangements of feeders, circuits, outlets, switches, control panel boards, service equipment, fixtures, and other works.

4.2.2.2 The Contractor shall check architectural, structural, and plumbing plans to avoid possible installation conflicts. Should drastically changes from original plans be necessary to resolve such conflicts, the Contractor shall notify the Engineer/Architect and shall secure from him written approval and agreement concerning necessary changes and adjustments before altered installation work is started.

4.2.3 Minor Modifications

4.2.3.1 The plans as drawn are based upon architectural plans and details show conditions as accurately as is possible to indicate them in scale. The plans are diagrammatical and do not necessarily show all fittings, etc., necessary to fit the conditions. The locations of lighting fixtures and switches shown on the plans are approximate. The Contractor shall be responsible for the proper location to make them fit with architectural details

4.2.4 Guarantees

4.2.4.1 The Contractor shall guarantee that the electrical system is free from all grounds and all defective workmanship and materials and will remain so for a period of one (1) year from the date of acceptance of the work. Any defects, appearing within the aforesaid period, shall be remedied by the Contractor at his own expense.

4.2.4.2 The Contractor shall indemnify and save harmless the TSU and his duly authorized representative from and against all liability for damages arising from injuries or disabilities to persons or damage to property occasioned by any act or omission of the Contractor, including all expenses, legal or other, which may be incurred by the TSU in the defense of any claim, action, or suit.

4.2.5 Samples and Drawings

4.2.5.1 The Contractor shall submit to the Engineer/Architect for approval samples of fixtures, conduit, wire, wiring devices, finished plates and of any item as may be required by the Engineer/Architect.

4.2.5.2 Prepare and submit for approval shop drawings or catalogs of equipment appliances and fixtures.

4.3 INSTALLATION REQUIREMENTS

4.3.1 All materials shall be new and shall conform to the standards specified in the Philippine Electrical Codes and others such as IEEE and NEMA, for every case where such standard has been established for the particular type of materials in question.

4.3.2 All materials on all systems shall comply with the following specifications unless specifically accepted, and all materials that were not specified shall be of the best of their respective kind.

4.3.3 Cutting and Fitting

4.3.3.1 Contractor shall do all cutting and fitting required for the installation of the electrical items and coordinate with the work of other trades, in accordance with the drawings and in a manner satisfactory to the Engineer/Architect.

4.3.4 Inserts, Anchor, Etc.

4.3.4.1 Furnish to the proper trades all inserts, anchors or other required items, which are to be built in by them for securing all hangers or other supports of conduit and for anchorages for electrical equipment.

4.3.5 Ground Tests

4.3.5.1 The entire installation shall be free from improper grounds and from short circuits.

4.3.5.2 Ground testing shall be performed and shall meet the standard resistance required by the NFPA, IEEE and PEC.

4.3.6 Performance Test

4.3.7.1 It shall be the responsibility of the Contractor to test all systems of the entire electrical installation for proper operational conditions. These conditions shall apply to the power and lighting installations as well as the fire alarm system and motors.

4.4 MATERIALS

4.4.1 Wires and Cables

4.4.1.1 The installation shall be free from improper grounds and short circuits. All wires shall be copper, soft-drawn, and annealed, shall be of 98% conductivity, shall be smooth and fine and of a cylindrical form, and shall be within 1% of the actual size called for.

4.4.1.2 Wires shall be color coded as follows: Line 1 --- Black Line 2 --- Red Ground --- Green

4.4.1.3 All wires and cables for lighting and power system shall be moisture and heat resistant rubber or thermoplastic insulate. It must be in conformity with the Philippine Electrical Code when used in damp or unit location. Wires shall be stranded for sizes #12 AWG.

4.4.1.4 All wires and cables shall comply with the requirements as to the particular usage and approved brand.

4.4.2 Pipes

4.4.2.1 Wiring shall be done in PVC Pipe for embedded and in RSC or IMC/EMT for run exposed; it shall be Schedule 40.

4.4.2.2 No tubing shall be used in any system smaller than ½" electric trade size, nor shall have more than four 90-degree bends in any one run and where necessary pull, boxes shall be provided as directed.

4.4.2.3 No wire shall be pulled into any conduit until the conduit system is complete in all details and in the case of concealed work until all rough plastering or masonry has been completed in every detail.

4.4.2.4 The ends of all conduits shall be tightly plugged to exclude plaster, dust, and moisture while the building is in the process of construction. All conduit ends shall be reamed to remove all burrs.

4.4.2.5 Conceal existing conduits and boxes as indicated or as directed by the Architect/Engineer.

4.4.3 Junction And Pull Boxes

4.4.3.1 PVC Junction and pull boxes shall be provided as indicated or as required for facilitating and pulling of wire and cables. Pull boxes in finished places shall be located and installed with the permission and to the satisfaction of the contracting officer.

4.4.3.2 Galvanized iron (G.I.) outlet boxes shall be utilized in all installations where Electrical Metallic Tubing (EMT) or Intermediate Metal Conduit (IMC) systems are employed.

4.5 LIGHTING SYSTEM

4.5.1 Install all new lighting fixtures as specified or at locations shown in plans or as directed by the Engineer/Architect.

4.5.2 EMT conduit shall be used for exposed lighting raceways, while PVC conduit shall be used for lighting circuits concealed within ceilings or walls.

- Suspended Linear Light with 1-18W T8 LED tube
- daylight
- black frame

- Suspended Linear Light with 2-18W T8 LED tube
- daylight
- Black frame

- Pendant Light with 1-14W LED Filament bulb
- Black frame

- 12W LED Surface mounted panel light
- Daylight
- Black frame

- Wall mounted emergency light
- With outlet
- Black frame

4.5.3 Wall switches shall be rated at 15 amperes, 250 volts, one way or as required. Switches shall be of quiet and automatic action type, silver contact, feather touch operation, and white.

- One-gang/Two-gang Switch
- Wide Series with LED
- One way
- 250V, 15A

- Two-gang 3-way switch
- Wide Series
- One way
- 250V, 15A

- Push-button bell switch
- One gang

4.6 POWER AND AIR-CONDITION SYSTEM

4.6.1 Receptacles outlet shall be for flush mounted duplex universal outlet rated at 15 amperes, 250 volts.

- Duplex/Single Universal Outlet with Ground
- Flush mounted
- 250V, 15A

4.6.2 Install all outlets as specified or at locations shown in plans or as directed by the Engineer/Architect.

4.6.3 NEMA-3R Enclosure shall be used outdoor for the supply of Split type Air-condition Unit.

- NEMA-3R Enclosure
- With 40AT/30AT, 2P, MCCB Bolt-on
- Surface Mounted, Weatherproof

4.7 AUXILIARY SYSTEM

4.7.1 3/4" dia. PVC pipe with G.I. wire inside shall be installed as a conduit for installation of Category 6 cables.

4.7.2 1-Gang wall mounted CAT6 Data Outlet shall be installed in reference to location shown in the plan.

- 4U Wall mounted data cabinet
- With brackets and other accessories
- 550x350x250mm

- 1-Gang Wall Mounted CAT6 Data Outlet
- RJ45 Port

- CAT 6 4P 24AWG, U/UTP, PVC Jkt, Indoor,CM
- CAT 6 4PR x 24AWG, Solid Bare Copper Conductor, U/UTP, PE Insulation, CM,PVC Jacket, Indoor

4.8 CONSUMABLE HARDWARE / FITTINGS

4.8.1 PVC Cement, G.I. wires, brackets, electrical tape, tox screw, and other small value materials needed to execute layouts and termination of electrical works shall be considered as consumable hardware.

4.8.2 Junction box, pullbox, Utility box, adaptor, locknut, coupling, unistrat channel, unistrat strap, full thread round rod, expansion/anchor bolt, bolts, nuts, washer, etc. and other small value materials needed to execute layouts and termination of electrical works shall be considered as Fittings.

SECTION 5 – MECHANICAL WORKS

5.1. AIR CONDITIONING UNITS

5.1.1. Scope of Work

5.1.1.1. This specification covers the materials and labor, including necessary services, to complete the installation of the Air Conditioning System.

5.1.2. Equipment Specifications

5.1.2.1. 2.0 HP Split Type: Wall Mounted Inverter

5.1.2.1.1. Cooling Power Consumption Rated/Min(W): 1450/ 270 | Indoor Unit Dimension_WxHxD(mm): 895x307x235 | Indoor Unit Weight(kg):11.0, Indoor Unit Weight(lb.): 24.3, Outdoor Unit Dimension_WxHxD(mm): 870x650x330, Outdoor Unit Weight(kg):37.5, Outdoor Unit Weight(lb.): 82.7, Rated Input Voltage(V, Hz):230, 60, Cooling Capacity Max(BTU/h):20700, Cooling Capacity Rated/Min(BTU/h):18084 / 3200 | Key Features:AI Air, AI kW Manager, All Cleaning, Plasmaster Ionizer, Human Detecting Sensor, Dual Vane, Proactive Energy Control, Smart Diagnosis, ThinQ (Wi-Fi).

5.1.2.2. 3TR/4.0 HP Split Type: Floor Standing Inverter

5.1.2.2.1. Cooling Capacity (Max/Rated/Min) BTU/hr: 37,900/36,000/10,800 | Power Supply (V, Ø, Hz): 220-240, 1, 50/60 | Rated Power Input (kW): 3.7 | Rated Running Current (A): 16.8 | EER (w/w) : 2.85 | Indoor Unit [Dimension (W x H x D) mm: 590x1840x440 , Weight(kg) : 49 , Fan Type: Sirocco , Fan Motor Type: BLDC, Fan Motor Output (W x no.): 224 x 1, Air Flow Rate (SH/H/M/L) m3/min: 33.0 / 30.0 / 26.0 / 22.0 , Sound Pressure Level (SH/H/M/L) dB(A): - / 49 / 45 / 41)] | Outdoor Unit [Dimensions (W x H x D) mm: 870 x 650 x 330, Net Weight (kg): 41.5 , Compressor Type: Twin Rotary , Compressor Motor Type: BLDC , Motor Output (W x no.): 1500 x 1 , Refrigerant Type: R32, Fan Type : Axial Fan , Sound Pressure Level dB(A): 53 , Max Height Difference (m): 30] Features: Stylish Design , Powerful Airflow , Excellent Cooling Performance , Improved BLDC Dual Inverter Compressor , Power Cooling at the Wide Voltage Range , Voltage Protection.

5.1.3. Quality Assurance

5.1.3.1. Installer: Air Conditioning Unit shall be installed by the manufacturer or an authorized representative who is trained and approved by the manufacturer.

5.1.4. Installation

5.1.4.1. All necessary accessories required for the installation, including cladding for the exposed copper tubing, shall be provided by the contractor.

5.1.5. Warranty

5.1.5.1. Contractor's Warranty: Contractor agrees to repair or replace the unit (labor and materials) that fails in materials or workmanship within the specified warranty period

5.1.6. Warranty Period

5.1.6.1. Compressor: 10 Year Compressor

5.1.6.2. Parts & Service: 1 Year

5.1.6.3. Free Cleaning (Included During Warranty Period): 1 Service

Line Items

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	Labor and Materials for the Conversion of Existing	Labor and Materials for the Conversion of Existing Hallway into School of Law Library **Please refer to the Request for Quotation for complete specifications and layout for your reference*	1	Lot	1,996,990.14

Other Information

The bidders must download the attached documents in the associated component section.

Note: This item is to be acquired as a lot.

For the complete specifications, please refer to the attached Request for Quotation.

Created by Tutchie Panlilio

Date Created 17/07/2026

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