



## SCOPE OF WORK

### 1.0 PROJECT DESCRIPTION

1.1 PROJECT TITLE: DESIGN AND BUILD – CONVERSION OF ATRIUM TO LIBRARY MAKERSPACE, BASEMENT FOR OFFICE SPACE AND SECOND FLOOR FOR FAD EXTENSION OFFICE

1.2 PROJECT DURATION:

1.2.1. Detailed Engineering Design Stage – 30 calendar days

1.2.2. Constructions Stage – 120 calendar days

1.3 DESCRIPTION OF SERVICE:

The DOST- STII is to engage a competent and reliable contractor who Will Prepare the complete Detailed Engineering Design of the Architectural concept of the Atrium, Execute the Design and Methodology appropriately studied to adapt to the existing conditions on the Specified areas.

1.4 APPROVED BUDGET OF THE CONTRACT (ABC):

The DOST-STII has an Approved Budget of the Contract (ABC) from the General Fund of Six Million Eight Hundred Twenty Eight Thousand Pesos (Php 6,828,000.00), Inclusive of VAT and all other applicable government taxes. Funding has been provided by Fiscal year 2024 General Appropriation



1.5 SCOPE OF SERVICES:

1.5.1 Provide and guarantee the highest quality of Engineering & consulting services required in the preparation of conceptual design.

1.5.2 The Contractor shall supply all the complete materials, labor, equipment and tools needed for the project.

1.5.3 DETAILED ENGINEERING DESIGN AND CONSTRUCTION OF THE FOLLOWING:

**1. BASEMENT**

- a. Demolition of existing on grade slab
- b. Excavation of foundation
- c. Foundation fill
- d. Construction of foundation, Tie beam, on-grade slab and column.
- e. Removal of existing window at the mini-theater side and replace with CHB wall
- f. Removal of exiting window at the CSDS side and front hallway and replace by CHB wall
- g. Installation of sliding clear glass window at the new CSDS office
- h. Removal of existing window and concrete wall between CRPD and Atrium.
- i. Installation of concrete wall partition between proposed DOSTv Studio and new CSDS office.
- j. Installation of dry wall partition and double swing flush door at the new stock room.
- k. Partial removal of existing concrete wall at parking area side and Install Emergency exit steel door with complete accessories.
- l. Relocation of Mini-theater entrance door
- m. Installation of PVC panel ceiling at the lobby and hallway.
- n. Installation of new dry wall partition between proposed food preparation room and technical booth
- o. Supply and Installation of portable stainless kitchen sink at the food preparation room with water supply and drain pipe connecting to the nearest drainage manhole.
- p. Partial demolition of concrete wall at the proposed technical booth.
- q. Installation of clear glass window at technical booth.
- r. Installation of new panel door at technical booth



- s. Installation of exhaust fan at food preparation room and technical booth
- t. Installation of floor tiles
- u. Painting works
- v. Electrical works
- w. Provision for 2 units 5 tonner ACU
- x. Provision for Internet and Telephone lines

## **2. GROUND FLOOR (LIBRARY MAKERSPACE)**

- a. Demolition of conveyor
- b. Construction of concrete column, floor slab and beams
- c. Installation of Floor Tiles
- d. Removal of existing 2 panel steel window at the hallway side and replace with glass wall panel.
- e. Removal of existing center panel steel window at the hallway side and replace with CHB wall.
- f. Removal of existing concrete wall and window to connect the left and right wing library
- g. Removal of existing window at the lobby C.R and replace by CHB wall.
- h. Fabrication of tables and chairs for the reading station and wall design with the letter "STII"
- i. Relocation of ACU
- j. Electrical works
- k. Painting works
- l. Provision for 1 unit 5 tonner ACU
- m. Provision for 2 units 1.5hp split type ACU
- n. Provision for Internet and Telephone lines

## **3. SECOND FLOOR**

- a. Construction of concrete columns, floor slab and beams
- b. Removal of existing window and replace with glass wall panel
- c. Removal of existing window at the back of Hall of Fame board and replace with CHB wall
- d. Removal of existing concrete wall and window to connect the existing FAD office to the extension Office.
- e. Removal and relocation of existing wall and entrance panel door of the Property section.
- f. Removal of glass wall panel at the Property section.
- g. Partial removal of existing glass wall panel at the FAD office
- h. Installation of floor tiles
- i. Installation of new entrance double swing panel door with glass and dry wall partition at the FAD extension office



- j. Installation of dry wall and panel door at the prayer room.
- k. Installation of dry wall, panel door and counter window at the cashier office.
- l. Construction of roof beam
- m. Painting works
- n. Electrical works
- o. Provision for 2 units 5 tonner ACU
- p. Provision for Internet and Telephone lines

#### **4. ROOFING and CEILING**

- a. Installation of roof framing and Pre-Painted G.I roofing and accessories
- b. Installation of ceiling metal framing and PVC panel ceiling and accessories.
- c. Installation of 3/4" fiber cement fascia board and accessories

- 1.5.4 Provide Quantity Calculations, Cost Estimates and Detailed Unit Price Analysis (DUPA) of the project.
- 1.5.5 Provide Technical specifications that shall comply with the latest DPWH Design standards and shall include the description of work items, material requirements, construction requirements and methods, methods of measurement, delivery, sampling, testing and inspection requirements.
- 1.5.6 Provide Structural analysis
- 1.5.7 Provide manpower and equipment utilization program, construction schedule and PERT/CPM
- 1.5.8 The Contractor must submit first sample of materials to DOST-STII TWG for approval before installation.
- 1.5.9 The Contractor must observe the use of non-sexist/gender-sensitive language in all official documents and communications under this project
- 1.5.10 The Contractor must use eco-friendly materials and must employ eco-friendly measures during construction period
- 1.5.11 Secure work permit on a weekly basis with DOST-STII prior to executing any kind of activities.
  - 1.5.11.1. The contractor must provide temporary shelter for its workers. If workers will "stay-in" on site, contractor is liable for any Unsafe / misbehavior and untoward incidents involving



1.5.11.2. Contractor shall provide ID for all workers and comply with all Safety requirements while working inside DOST-STII premises.


## 1.6 DOCUMENTS

- A. 5 set- Detailed Engineering Design on A-3 size
- B. 5 sets - Detailed Bill of materials and cost estimates, Detailed Unit Price Analysis (DUPA) and Technical Specification.
- C. 2 sets structural calculations
- D. 2 sets Construction safety and Health Program
- D. All Plans and documents related to this project shall become the property of DOST-STII.

## TECHNICAL WORKING GROUP FOR INFRASTRUCTURE

  
**GERARDO C. DE JESUS**

Chairperson, TWG for Infrastructure / Renovation of Office Buildings/Facilities / Fixtures

  
**MARIO B. BUARAO, Jr.**  
Member

  
**CARLO O. NEBRIA**  
Member

Approved by:

  
**RICHARD P. BURGOS**  
Director, DOST-STII

