



## SCOPE OF WORK

### 1.0 PROJECT DESCRIPTION

1.1 PROJECT TITLE: **COMPLETION OF DOST-STII LEFT WING LIBRARY EXTENSION BUILDING – PHASE 2 AND REPLACEMENT OF DOST-STII ROOFING, SECOND LEVEL CEILING, REHABILITATION OF LIGHTINGS, WATERPROOFING OF CONCRETE GUTTER AND INSTALLATION OF NEW DOWNSPOUT**

1.2 PROJECT DURATION:

1.2.1. Constructions period – 150 calendar days

1.3 DESCRIPTION OF SERVICE:

The DOST- STII is to engage a competent and reliable contractor who will Construct the Second floor of the DOST-STII Library Extension Phase - 2, Replacement of Roofing, Second Floor Ceiling, Rehabilitation of Lightings, Waterproofing of Concrete Gutter and installation of New Downspout.

1.4 APPROVED BUDGET OF THE CONTRACT (ABC):

The DOST-STII has an Approved Budget of the Contract (ABC) from the General Fund of **Eight Million Six Hundred Twenty Thousand Pesos (Php8,620,000.00)**, Inclusive of VAT and all other applicable government taxes. Funding has been provided by Fiscal year 2023 General Appropriation Act (RA 10964).



## 1.5 SCOPE OF SERVICES:

1.5.1 The Contractor shall supply all the complete materials, labor, equipment and tools needed for the following:

### **A. COMPLETION OF DOST-STII LEFT WING LIBRARY EXTENSION BUILDING – PHASE 2**

- Glass Panel Partition and Glass door for the New Office of the Chief, IRAD
- Provide Double Swing Panel Door with Glass from Proposed Lounge to New IRAD Office.
- Closure of existing window at IRAD, Training room and Information Technology Unit
- Demolition of existing concrete wall at the Management Information System and Planning Section (MISPS) leading to the New Building.
- Provide Double Swing Panel Door with Glass from Proposed Lounge to the Management Information System and Planning Section (MISPS) .
- Glass Panel Partition and Glass door for the Office of the Chief, MISPS
- Provide Emergency Exit, Steel Door and Steel Ladder at MISPS and IRAD
- Demolition of Existing Dry Wall Partition between Training room and IRAD then replaced by Movable Sliding Folding Partition with complete accessories.
- Provide Dry Wall Partition and Flush door for the MISPS Stock room
- Provide New Dry Wall partition between COA stock room and IRAD
- Provide New Double Swing Panel Door with Glass for the Training Room-2
- Provide Dry Wall Partition and Flush door for the EA Stock room
- Provide Dry Wall Partition between MISPS and Propose lounge.
- Provide Dry Wall Partition and Flush door for the Restoration room



- Repair of all ceilings that will be affected by the removal of the old wall partition.
- Removal of Existing Glass Wall panel at new COA office and replaced with New Entrance Panel door with complete accessories.
- Partial Removal of Existing Glass wall at the Training room and replaced with Double Swing Panel Door with Glass
- Provide Water Supply at the Restoration room
- Provide waste water pipeline from restoration room up to the nearest Drainage manhole
- Complete Electrical works
  1. Provision for ACCU at MISPS
  2. Provision for ACCU at IRAD
  3. Provision for ACU window/ Split type at Office of the Chief (IRAD, MISPS and Restoration Room)
  
- Ceiling works
- Painting works
- Tiling works
- Front and left side canopy
- Front and left side parapet wall
- Installation Seismic gap cover (labor only)
- Installation of 18inches drainage pipe and Construction of concrete manhole with cover at the Basement level.
- Roughing – ins for Telephone and Internet

## **B. REPLACEMENT OF ROOFING**

- Removal of Existing G.I sheets
- Repair and Repainting of existing steel Trusses
- Installation of new Rib type long span Pre-painted roofing and Insulation and accessories.
- Installation of Flashing





## **C. REPLACEMENT OF SECOND LEVEL CEILING AND LIGHTINGS**

### **BASEMENT**

#### **1. Male Comfort Room**

- Removal of existing Ceiling
- Installation of metal framing
- Installation of new PVC Ceiling panel
- Installation of new round recessed pin light with glass cover with 7watts daylight LED Bulb

#### **2. Female Comfort Room**

- Removal of existing Ceiling
- Installation of metal framing
- Installation of new PVC Ceiling panel
- Installation of new round recessed pin light with glass cover with 7watts daylight LED Bulb

#### **3. Editing unit**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories

#### **4. Hallway and Lobby**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 24 inches 9 watts T8 Pro series daylight LED Tube and accessories
- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories
- Supply and Installation of 7watts daylight LED Bulb

#### **5. Creative Section**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories
- Supply and Installation of 7watts daylight LED Bulb



## **6. Communication Research and Production Division**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 24 inches 9 watts T8 Pro series daylight LED Tube and accessories
- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories

## **7. Mini Theater**

- Supply and Installation of 7watts daylight LED Bulb

## **8. Stair**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 24 inches 9 watts T8 Pro series daylight LED Tube and accessories

## **GROUND FLOOR**

### **1. Male Comfort Room**

- Removal of existing Ceiling
- Installation of metal framing
- Installation of new PVC Ceiling panel
- Installation of new round recessed pin light with glass cover with 7watts daylight LED Bulb

### **2. Female Comfort Room**

- Removal of existing Ceiling
- Installation of metal framing
- Installation of new PVC Ceiling panel
- Installation of new round recessed pin light with glass cover with 7watts daylight LED Bulb

### **3. Right wing Library ( Filipiniana Section)**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories
- Supply and Installation of 7watts daylight LED Bulb



#### **4. Left wing Library**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories
- Supply and Installation of 7watts daylight LED Bulb

#### **5. GSPS Stock Room**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories

#### **6. Mother and Child Care Center**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories

#### **7. CAST Room**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories
- Supply and Installation of 7watts daylight LED Bulb

#### **8. Hallway and stairs**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories

#### **9. Electrical Room**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories

#### **10. Lobby Male comfort room**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 24 inches 9 watts T8 Pro series daylight LED Tube and accessories





#### **11. Lobby Female comfort room**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 24 inches 9 watts T8 Pro series daylight LED Tube and accessories

#### **12. PWD Comfort room**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 24 inches 9 watts T8 Pro series daylight LED Tube and accessories

#### **13. STARBOOKS**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories

#### **14. Entrance Canopy**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 24 inches 9 watts T8 Pro series daylight LED Tube and accessories

#### **15. Main Entrance Lobby**

- Supply and Installation of 7watts daylight LED Bulb

### **SECOND FLOOR**

#### **1. Male Comfort Room**

- Removal of existing Ceiling
- Installation of metal framing
- Installation of new PVC Ceiling panel
- Installation of new round recessed pin light with glass cover with 7watts daylight LED Bulb

#### **2. Female Comfort Room**

- Removal of existing Ceiling
- Installation of metal framing
- Installation of new PVC Ceiling panel
- Installation of new round recessed pin light with glass cover with 7watts daylight LED Bulb



### **3. Hallway and Stairs**

- Removal of existing Ceiling
- Installation of metal framing
- Installation of new PVC Ceiling panel
- Installation of new round recessed pin light with glass cover with 7watts daylight LED Bulb

### **4. Office of the Director (OD)**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories
- Supply and Installation of 7watts daylight LED Bulb

### **5. COA Office**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories

### **6. Finance and Administrative Division (FAD)**

- Removal of existing Ceiling
- Installation of metal framing
- Installation of new PVC Ceiling panel
- Installation of new round recessed pin light with glass cover with 7watts daylight LED Bulb
- Supply and Installation of 7watts daylight LED Bulb

### **7. Property section**

- Removal of existing Ceiling
- Installation of metal framing
- Installation of new PVC Ceiling panel
- Installation of new round recessed pin light with glass cover with 7watts daylight LED Bulb





#### **8. Property Storage Room**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories

#### **9. Information Resources and Analysis Division (IRAD)**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 24 inches 9 watts T8 Pro series daylight LED Tube and accessories
- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories

#### **10. Information Technology unit (ITU)**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 24 inches 9 watts T8 Pro series daylight LED Tube and accessories
- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories

#### **11. Training Room**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories

#### **12. Electrical Room**

- Removal of Existing Fluorescent tube light and ballast and Installation of new 48 inches 18 watts T8 Pro series daylight LED Tube and accessories

#### **D. WATERPROOFING OF CONCRETE GUTTER AND INSTALLATION OF NEW DOWNSPOUT**

- Removal of Existing waterproofing membrane on the concrete Gutter (Front and Rear portion)
- Application of Cementitious Waterproofing on the Gutter and sidings
- Concrete Topping with wire mesh
- Installation of new 6 sets each (Front and rear portion) of 4 Inches diameter PVC pipe series 1000 downspout with



- complete fittings and accessories including painting of PVC pipes
  - Construction of Drainage manhole with cover
  - Installation of 6 Inches PVC Drainage pipe Going to the Existing Manhole
- 1.5.2 Provide manpower and equipment utilization program and construction schedule.
- 1.5.3 The Contractor must submit first sample of materials to DOST-STII TWG for approval before installation.
- 1.5.4 The Contractor must observe the use of non-sexist/gender-sensitive language in all official documents and communications under this project
- 1.5.5 The Contractor must use eco-friendly materials and must employ eco-friendly measures during construction period
- 1.5.6 Secure work permit on a weekly basis with DOST-STII prior to executing any kind of activities.
  - 1.5.6.1. 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 identified personnel.
  - 1.5.6.2. Contractor shall provide ID Card for all workers and comply with all the safety requirements while working inside DOST-STII premises.
  - 1.5.6.3 The Contractor must submit Construction Safety and Health Program for the project.
- 1.5.7 Secure building permit and other licenses for the project.
- 1.6 DOCUMENTS**
  - a. 5 sets As-built plan
  - b. All Plans and documents related to this project shall become the property of DOST-STII



Republic of the Philippines  
**DEPARTMENT OF SCIENCE AND TECHNOLOGY**  
**SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE**



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