



SCOPE OF WORKS

CONSTRUCTION OF PITAHC CENTRAL OFFICE LABORATORY

I. GENERAL WORKS

A. SUMMARY OF WORKS

Furnish all work permits for the construction, labor, materials, tools, and equipment to complete the architectural, structural, electrical, plumbing, and mechanical works for the **CONSTRUCTION OF PITAHC CENTRAL OFFICE LABORATORY** located at the 5th Floor of the PITAHC Building, Matapang Street, East Avenue Medical Center Compound, Barangay Central, Quezon City.

The Project covers the following works:

1. Demolition and Removal of Existing Walls, Floor Tiles, Ceiling, and Fixtures;
2. Construction of Extraction Area;
3. Construction of High Performance Liquid Chromatography (HPLC) Area;
4. Construction of Central Laboratory;
5. Construction of Anteroom;
6. Construction of Positive Pressure Room;
7. Construction of Storage Room;
8. Painting Works;
9. Electrical Works;
10. Plumbing Works; and
11. Fire Sprinkler System

B. WORKMANSHIP

1. The work force shall consist of skilled and competent workers who regularly engage or specialize in their respective fields of work.



2. Workmanship at all phases of work shall be of the very best of trade.
3. Constant coordination with the PITAHC Project Engineer shall be ensured.

C. INSPECTION OF SITE

1. As part of the procurement requirement, the prospective Contractor shall conduct an initial site inspection to secure a **Certificate of Site Inspection**, which shall be issued by the PITAHC Project Engineer and shall be submitted as part of the technical proposal.
2. The prospective Contractor shall inspect the site premises to consider all the conditions that may directly or indirectly affect the works, measure any existing work, and verify all given dimensions.

D. PROTECTION OF WORK AND PROPERTY

The Contractor shall protect the work and property by:

1. Providing watchmen to guard the site and its premises throughout the duration of the project including during work suspension or time extensions;
2. Providing site protections, board up, and signs for the construction;
3. Replacing the work damaged due to failure to provide protection, without cost to PITAHC;
4. Leaving the premises clean, neat and orderly, and removing stains, spots, blemishes and other dirt from the finished work;
5. For the storage of materials:
 - a. All tools and materials shall be stacked in a stable and self-supporting manner. All nails and sharp objects shall be removed on all reusable lumber before storage;
 - b. Concrete blocks shall be stacked in tiers on solid, level surfaces not higher than 6 feet;
 - c. Reinforcing steel shall be stored in orderly piles away from walkways and roadways; and



- d. Empty cement and lime bags and other dust-producing materials shall be removed from the project site as directed by PITAHC;
6. All access ways including stairways and passageways shall be kept free from obstructions and construction materials at all times;
7. Take due care to protect the existing structures which may be affected by the work to be implemented; and
8. The Contractor shall thoroughly clean the project site including all areas disturbed by construction activities.

E. SAFETY REQUIREMENTS

In order to ensure the safety of its personnel, the Contractor shall:

1. Ensure that the standard safety procedures, minimum public health standards prescribed by the Department of Health (DOH), and such related protocols or guidelines issued by the appropriate government agencies shall be applied and complied with;
2. Ensure that the workers are in proper safety attire/uniform; and
3. Ensure that first aid kits are available at the site.

F. PROHIBITIONS

The following are prohibited acts inside the PITAHC building, premises, work and storage areas for the duration of the project:

1. Smoking;
2. Drinking alcoholic beverages;
3. Using illegal drugs and other prohibited substances;
4. Gambling of any type;
5. Carrying items determined by PITAHC as "*deadly instruments*".
6. Sleeping in the project site;
7. Having meals and/or snacks within the project work areas; and



8. Using the elevator unnecessarily except when transporting construction materials to the project areas or in case of emergency.

G. PROJECT COORDINATION AND SUPERVISION

The Contractor is responsible for:

1. Coordinating the various parts of the trades of work including the approved sub-contracted work; and
2. Employing competent professionals and laborers to oversee the construction work.

H. SUBMITTALS

The Contractor shall be required to:

1. Submit a list of materials and finishes sample;
2. Provide the schedule of submittals (*weekly accomplishment report, shop drawings, etc.*) for review and/or approval by the PITAHC Project Engineer;
3. Submit the following for approval by the PITAHC Project Engineer:
 - a. Materials for installation;
 - b. Shop drawings for all work requiring fabrication;
 - c. Mock-ups of fabricated items; and
 - d. Materials/finishing samples specified with corresponding information as to the color, size, make and other pertinent data as outlined in the Technical Specifications. Materials/Finishes which are not approved should not be installed.

II. CLOSE-OUT

The Contractor shall submit as-built plans signed and sealed by the concerned trade professionals in one (1) set of reproducible copy and three (3) sets of blueprinted copies. The electronic copy of the as-built plans shall also be submitted.

III. LAYOUT, MARKINGS AND ELEVATIONS



The Contractor shall:

1. Indicate the layout of architectural walls, electrical, plumbing, and fire sprinkler connections; and
2. Establish floor elevations with corresponding markings for approval by the PITAHC Project Engineer before any permanent structure is constructed.

IV. FORMWORKS AND SCAFFOLDING

The Contractor shall supply and install sufficient forms, scaffoldings, bracings and staging during all phases of construction work especially for all reinforced concrete works.

V. ARCHITECTURAL WORKS

A. MASONRY WORKS

1. The Contractor shall provide protruding rebars (dowels) of at least 120mm length for masonry walls on all columns where masonry wall is to be constructed.
2. All interior walls shall be 100mm thick Concrete Hollow Blocks (CHB).
3. The Contractor shall provide 10mm diameter horizontal bars on every third layer and 12mm diameter vertical bars 600mm On Center (O.C.). The bars shall be doweled to the horizontal and vertical structures.
4. All newly constructed masonry walls (both faces), concrete columns and other concrete structures shall be plastered. All CHB wall connections shall be provided with stiffener columns, if needed, and constructed simultaneously.
5. All concrete surfaces damaged during cleaning, grubbing and hauling shall be repaired or retouched by plaster finish.

B. PAINTING WORKS

1. Painting of all surfaces – wood, plastered walls and soffits, cement boards, – as indicated in the plan;
2. Application of skim coat to all masonry and concrete surfaces to be painted;
3. Application of two-coat red lead primer to all steel and metal surfaces;
4. Color selection of surfaces shall be approved by the PITAHC Project Engineer prior

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to painting; and

5. All painting works shall be done in accordance with the plans and specifications.

C. CABINETS, TABLES, AND CHAIRS

1. Fabrication and installation of cabinets, tables, and chairs in the rooms as indicated in the plans; and
2. Sample and color shall be approved by the PITAHC Project Engineer prior to painting.

D. SPECIAL CONSTRUCTION

All steel and aluminum works shall be constructed in accordance with the best practices of the steel and aluminum industry.

VI. PLUMBING AND ELECTRICAL WORKS

The Contractor shall:

1. Provide and tap system as indicated;
2. Provide and tap all termination of plumbing, electrical and auxiliary;
3. Follow as per plan and specifications and the scope of works to complete the project and render it to be operational;
4. Furnish and install other supporting materials and equipment deemed necessary to complete the project; and
5. Conduct testing and commissioning.

VII. CONSTRUCTION CLEARANCES

The Contractor shall secure from the PITAHC Project Engineer the following clearances prior to commencing the requisite work:

1. Wall layout clearance – verification of measurements and distances.
2. Final paint-coat clearance – inspection of surface leveling and absence of surface depressions or bulges prior to final painting;



3. Plumbing fixture, accessory installations clearance – verification of location, adherence to design specifications of plumbing roughing-ins;
4. Electrical fixture, device, equipment installation clearance – verification of location, adherence to design specifications of electrical roughing-ins;
5. Mechanical fixture, device, equipment installation clearance – verification of location, adherence to design specifications of mechanical roughing-ins; and
6. Certificate from supplier, manufacturer, and dealer indicating specifications of branded material installed in construction.