Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucban, Quezon

BAGONG PILIPINAS

REQUEST FOR QUOTATION

RENOVATION/ UPGRADING/ INSTALLATION OF NEW OFFICES PARTITION: OFFICE OF THE VICE PRESIDENTS & OTHER OFFICES (PMO)

Purchase Request No. 2026-10-2706
Approved Budget for the Contract: ₱ 1,600,000.00

The Southern Luzon State University through the Bids and Awards Committee invites interested firms/supplier to submit quotation for the procurement of **Renovation/ Upgrading/ Installation of New Offices Partition: Office of the Vice Presidents & Other Offices (PMO)** to apply the sum of **One Million and Six Hundred Thousand Pesos Only (₱ 1,600,000.00) inclusive of VAT,** being the **Approved Budget for the Contract (ABC),** details as follows:

Qty.	Unit	ITEM/S DESCRIPTION
1	lot	Renovation/ Upgrading/ Installation of New Offices Partitions (Office of the Vice Presidents and other Offices)

1. The quotation shall be submitted on or before November 3, 2026 to:
   (a) Procurement Office/BAC Office
   Southern Luzon State University
   2nd Flr. Hermano Puli Building, Quezon Ave.,
   Brgy. Kulapi, Lucban, Quezon
   OR
   (b) Thru email: *slsuprocurement@slsu.edu.ph*

2. Requirements for Infrastructure Projects should be submitted such as;

*PhilGEPS Registration	*ITR / Tax Clearance (for 500k Above)
*SEC / DTI Permit	*PCAB License
*Mayor's / Business Permit	*List of Personnel
*Omnibus Sworn Statement and ID	*SPA (for authorized representative)

3. The SLSU reserves the right to reject any or all quotations and/or proposals and waive any formalities/ informalities therein and to accept such bids it may consider as most advantageous to the agency and to the government. Southern Luzon State University SLSU neither assumes any obligation for whatsoever losses that may be incurred in the preparation of bids, nor does it guarantee that an award will be made.

MARIDEL C. ZABELLA, JD
Director, Procurement Office
Southern Luzon State University
Lucban, Quezon
Tel. No.: (042)540-6519

Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Lucban, Quezon

REQUEST FOR QUOTATION

Office/End-User:	**Project Management Office**	**Date:**	
COMPANY NAME:		**PR No.:**	**2026-10-2706**
ADDRESS :			
TEL. NO./FAX NO. :		**TIN No.:**	

Please quote your lowest price on the item(s) listed below, subject to the Terms & Conditions stated below and submit your quotation duly signed by your representative not later than _____ of _____ in the return envelope attached herewith to the Procurement office.

TERMS and CONDITIONS

1. *All entries must be typewritten or legibility written.*
2. *Delivery period within _____ upon conforme of the approved Purchase Order (P.O). Administratitive penalties to Sec. 69 of the Revised IRR-RA 1984 shall be imposed for non-delivery without valid reason.*
3. *Warranty shall be for a minimum of three (3) months for Supplies & Materials; (1) one year for Equipment from date of acceptance by the end-user.*
4. *Price validity shall be for a period of sixty (60) calendar days.*
5. *Suppliers required to submit updated documents yearly such as G-EPS Resgistration, Certificate of Tax, Mayor'sPermit, DTI, Bank Name/Account and Branch for evaluation of the Procurement Office upon submission of the quotation.*
6. *Bidders shall submit complete specifications showing products certification, if applicable.*
7. *Please indicate the brand for each items being offered.*
8. *The Approved budget celling for this procurement is PHP 1,600,000.00.*

MARIDEL C. ZABELLA
Director, Procurement Office

Item #	Qty.	Unit	ITEM/S DESCRIPTION	Unit Price	Total Cost
	1	lot	Renovation/ Upgrading/ Installation of New Offices Partitions (Office of the Vice Presidents and other Offices)		

Source of Fund: **PRE STF**
Delivery Period: **120 DAYS**
Warranty:
Price Validity:

After having carefully need & accepted your Genaral Conditions, We quote you on the item(s) at prices note above. If the space of providec on the Delivery Period, Warranty & Price Validity are left blank, it means that I concur w/ the Terms & Conditions specified by SLSU Procurement Office.

_____
Printed Name/Signature/Date

Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Project Management Office
Lucban , Quezon

INFRA

PROJECT TITLE: RENOVATION/ UPGRADING/ INSTALLATION OF NEW OFFICES PARTITION: OFFICE OF THE VICE PRESIDENTS & OTHER OFFICES

PROJECT LOCATION: ADMINISTRATION BUILDING, SLSU Main Campus, Lucban, Quezon
OWNER : Southern Luzon State University
ABC : P 1,600,000.00

PROJECT DESCRIPTION : This project involves the renovation and improvement of designated office spaces to accommodate the four (4) University Vice Presidents and their respective clerical employees. The project aims to provide functional, professional, and comfortable workspaces that support efficient administrative operations and enhance the overall working environment. The proposed improvements are intended to maximize the use of available spaces, provide appropriate work areas and privacy for the University Vice Presidents and their staff, and create a modern, well-lit, and efficient office environment suitable for administrative and executive functions.

PROJECT DURATION : 120 CD

SUMMARY

ITEM	DESCRIPTION	COST OF MATERIALS	COST OF LABOR AND EQUIPMENT	TOTAL
I	General Works (General Requirements)	-		
II	Demolition Works & Dismantling Works			
III	Masonry Works			
IV	Form and Scaffolding Works			
V	Ceiling Works			
VI	Cladding Works			
VII	Electrical Works			
VIII	Door and Window Works			
IX	Painting Works			
			TOTAL ESTIMATED DIRECT COST P	
	INDIRECT COST		*OVERHEAD, CONTINGENCIES & MISC.(OCM)* P	
			CONTRACTOR'S PROFIT P	
			VALUE ADDED TAX (VAT) P	
			TOTAL PROJECT COST P	

TOTAL PROJECT COST IN WORDS : _____

_____

CONTRACTOR/BIDDER : _____

_____

Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Project Management Office
Lucban , Quezon

PROJECT TITLE: RENOVATION/ UPGRADING/ INSTALLATION OF NEW OFFICES PARTITION: OFFICE OF THE VICE PRESIDENTS & OTHER OFFICES
PROJECT LOCATION: ADMINISTRATION BUILDING, SLSU Main Campus, Lucban, Quezon
OWNER : Southern Luzon State University
MODE OF IMPLEMENTATION : by Contract
PROJECT DURATION : 120 CD

BILL OF MATERIALS

I. General Works (General Requirements)				
Quantity	Unit	Description	Unit Cost	Total Cost
1	lot	Project Identification's Tarpaulin including Framing		
1	lot	Site Mobilization, Demobilization & Hauling of Excess/Debris		
1	lot	General Trucking Services		
1	lot	Safety & Health Program		
			Sub - Total	**P**

II. Demolition Works & Dismantling Works				
Quantity	Unit	Description	Unit Cost	Total Cost
1.00	lot	Existing Windows *(See attached detailed plan)*		
16.50	sqm.	Existing Walls *(See attached detailed plan)*		
3.12	sqm.	Existing Tile Flooring *(Area with additional walls ONLY)*		
136.00	sqm.	Existing Ceiling *(Including ceiling frames)*		
	ln.m.	Cutting & Chasing of Wall or Floor		
41.00	pcs.	Electrical Box Recessing		
1.00	lot	Consumables *(Impact Drill bits, cutting discs, cut-off disc, etc..)*		
			Sub - Total	**P**

III. Masonry Works *(Additional Walls including Plastering)*				
Quantity	Unit	Description	Unit Cost	Total Cost
	pcs.	4" CHB		
	pcs.	10mm. Dia. Reinforcing Steel Bars		
	Roll	G.I. Tie Wire		
	pcs.	Cement		
	cum.	Sand (S-1)		
	cum.	Sand (White Sand)		
1.00	lot	Consumables		
			Sub - Total	**P**

IV. Form and Scaffolding Works				
Quantity	Unit	Description	Unit Cost	Total Cost
1.00	lot	G.I. Pipes complete with hardwares, Safety harness & other accessories		
			Sub - Total	**P**



V. Ceiling Works *(Ceiling Alteration, See Attached Detailed Plan)*				
Quantity	Unit	Description	Unit Cost	Total Cost
	pcs.	6mm thk 4' x 8' Fiber Cement Board		
	pcs.	Metal Furring		
	pcs.	Carrying Channel		
	pcs	Wall Angles		
1.00	lot	Consumables (Blind Rivets, Furring clips/double clips, etc...)		
			Sub - Total	**P**

VI. Cladding Works *(Wall to Ceiling Cladding)*				
Quantity	Unit	Description	Unit Cost	Total Cost
	pcs.	6mm thk 4' x 8' Fiber Cement Board		
	pcs.	PVC Fluted Panel		
	pcs.	Metal Furring		
	pcs.	Metal Studs		
	sets	Carrying Channel		
	pcs	Wall Angles		
1.00	lot	Consumables (Blind Rivets, Furring clips/double clips, etc...)		
			Sub - Total	**P**

VII. Electrical Works *(See Attached Detailed Plan)*				
Quantity	Unit	Description	Unit Cost	Total Cost
1.00	set	OVP, NEMA 1 THREE PHASE MAIN: (GE, SCHNEIDER, ABB or equivalent) MAIN: 100AT/100AF, 3P, 230V, MCB BRANCHES: 5 PCS-40AT/100AF, 2P, 230V, MCB 4 PCS-20AT/50AF, 2P, 230V, MCB WITH COMPLETE LUGS AND ACCESSORIES		
	pcs	2" dia PVC Pipes, 3m		
	pcs	1/2" dia PVC Pipes, 3m (LO,CO)		
	roll	3/4" dia PVC Pipes, 3m (ACU)		
30.00	pcs	Utility box		
45.00	pcs	Junction box		
11.00	pcs	Duplex Convenience Outlet		
10.00	pcs	1 gang Convenience Outlet (ACU and Emergency Light)		
6.00	pcs	2gang switch pole, complete set, recessed mounted 16A, 230V		
1.00	pcs	3gang switch pole, complete set, recessed mounted 16A, 230V		
19.00	set	Recessed 2x20W LED TUBE LIGHT w/ aluminum reflector (120 x 30)		
26.00	set	Recessed Down Light LED, 18W (Daylight)		
3.00	set	LED Pendant Light (Daylight)		
4.00	box	LED Strip Light (Warmwhite) per 5meters		
6.00	box	Emergency Light		



	ln.m.	THHN Wire 22 sq.mm (MAIN)		
	ln.m.	THHN Wire 8.0 sq.mm (Ground)		
	box	THHN Wire 5.5 sq.mm (ACU)		
	box	THHN Wire 3.5 sq.mm (LO,CO)		
1.00	lot	Consumables		
			Sub - Total	**P**

VIII. Door and Window Works (See attached Detailed Plan)				
Quantity	Unit	Description	Unit Cost	Total Cost
Door Works				
2	sets	D1 - Frameless Swing Glass Door *(See A-4 Sheet in Attached Detailed Plan)*		
3	sets	D2 - Frameless Swing Glass Door *(See A-4 Sheet in Attached Detailed Plan)*		
1	sets	D3 - Frameless Swing Glass Door *(See A-4 Sheet in Attached Detailed Plan)*		
Window Works				
5	sets	W1 - Double Sliding Glass Window *(See A-4 Sheet in Attached Detailed Plan)*		
2	sets	W2 - Double Sliding Glass Window *(See A-4 Sheet in Attached Detailed Plan)*		
2	sets	W3 - 3 Panel Sliding Glass Window *(See A-4 Sheet in Attached Detailed Plan)*		
1	sets	W4 - Double Awning Glass Window *(See A-4 Sheet in Attached Detailed Plan)*		
			Sub - Total	**P**

IX. Painting Works (Ceiling and Walls)				
Quantity	Unit	Description	Unit Cost	Total Cost
	bags	20kg Skimcoat		
	gals.	Concrete Primer Sealer		
		Top Coat *(Total Area = 532.29 sqm.)*		
Existing Walls (255.5 sqm.)				
	gals.	Flat White *(Interior Walls 184.61 sqm.)*		
	gals.	"See Existing Paint of the Exterior Building *(Exterior Walls 70.89 sqm.)*		
Addit'l Walls (134.57 sqm.)				
	gals.	Flat White *(Interior Walls 124.48 sqm.)*		
	gals.	"See Existing Paint of the Exterior Building *(Exterior Walls 10.09 sqm.)*		
Ceiling Paint (Ceiling 129 sqm. and Wall Cladding 13.22 sqm.)				
	gals.	White Paint *(Interior Walls 142.22 sqm.)*		
	gals.	Lacquer Thinner		
1.00	lot	Consumables *(Brush, rugs, Sanding Papers, & others)*		
			Sub - Total	**P**

Republic of the Philippines
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Project Management Office
Lucban, Quezon

PROJECT TITLE: RENOVATION/UPGRADING/INSTALLATION/ OF NEW OFFICE PARTITIONS: OFFICE OF THE VICE PRESIDENTS & OTHER OFFICES
PROJECT LOCATION: SLSU Main Campus, Lucban, Quezon
OWNER: Southern Luzon State University
SUBJECT: SPECIFICATION OF MATERIALS, FINISHES AND SCOPE OF WORKS

SPECIFICATION OF MATERIALS, FINISHES AND SCOPE OF WORKS

GENERAL

- All applicable provisions of the different divisions of the Specifications for each work shall apply for all items cited in this schedule.

- Discrepancy arising from this section of the Contract Documents must be brought to the attention of the Owner or representative Architect/Engineer whose decision shall be final.

- Materials deemed necessary to complete the works but not specifically mentioned in the Specification, Working, Drawing, or in the Contract Document shall be supplied and installed or applied in a workmanlike manner at prescribe or appropriate locations following the Standard Practice of Civil Engineering, National Building Code of the Philippines and Construction Procedures.

- All items with specified approved specification shall be strictly followed.

- The Contractor shall coordinate the work with the Project Management office to expedite the implementation of the project, most specially, during the milestones of the project.

- The Contractor shall supply all finishing accessories and furnishing fixtures as may be approved by the power or representative and shall be installed by the Contractor whenever required by the Owner or Representative.

- All works must be done within the timeline calendar days given

- A ±15% variance in the estimated quantities based on the agency's official estimate shall be considered for critical materials, including reinforced concrete and masonry works.

INTERPRETATION OF CONTRACT

a. In case of conflict between the provisions of the Agreement or of any Contract Document, or between the provisions of one of the Contract Documents and the provisions of another Contract Document, or in case of discrepancy, defective description, error or omission in the Contract, the following rules shall be followed:

Rule 1: The Agreement and the Contract Documents shall be taken as mutually explanatory of one another. The various provisions of the Contract shall be interpreted together, attributing to the 5 doubtful ones that sense which may result from all of them taken jointly.

Rule 2: The provisions of the Civil Code of the Philippines on the interpretation of contracts and of the Rules of Court on the interpretation of Documents shall be applied.

Rule 3: Where the conflict between or among the provisions of the Agreement and/or the Contract Documents cannot be resolved by Rules 1 and 2, it shall be understood that:

a. the Detailed Drawings shall prevail over the General Drawings;
b. words and figures shall prevail over the Drawings;
c. words shall prevail over figures in Contract Documents;
d. Written dimensions shall prevail over measured dimensions.

Rule 4: Where the conflict cannot be resolved by applying Rule 3 or where Rule 3 does not apply, the conflict shall be resolved by giving precedence to the Agreement or to provisions of a Contract Document higher in order of priority among the various documents which comprise the Contract. The order of priority among these documents shall be as follows:

e. Agreement as modified by Notice of Award of Contract, if such be the case, and the Contractor's conformity thereto:
f. Instruction to Bidders and any amendment thereto;
g. Addenda to Bid Documents;
h. Specifications;
i. Drawings;
j. Special Conditions of Contract;
k. General Conditions of Contract;
l. Other Contract Documents; and
m. Other documents forming part of the Contract attached thereto or incorporated therein by reference.

Where the order of precedence is modified in the Agreement, such modified order of precedence shall be followed; however, the mere listing of Contract Documents in the Agreement or any Contract Document shall not be interpreted as establishing an order of precedence among them.

Rule 5: Where there is discrepancy, defective description, error or omission in any Contract Document, the Contract Documents shall be interpreted as being complementary to each other. Thus, what is called for in one Contract Document, although not mentioned in another Contract Document where it should have been mentioned, shall be deemed to be called for by the Contract.

Rule 6: The apparent silence of the Drawings, Specifications or any other Contract Document as to any detail, or the lack of detailed description concerning any part of the work, shall be understood to mean that good and accepted construction practice in accordance with the usage or custom of the place shall be followed.

Rule 7: Rules 1 to 6 shall yield to specific rules of interpretation in this document or in the Contract.

b. The Owner shall resolve the conflict, or interpret or explain such discrepancy, defective description, error or omission.

c. The interpretation of or explanation by the Owner shall be issued in the form of instructions to the Contractor. Where the Owner fails to issue the instruction in writing, the execution of that part of work affected by the interpretation or explanation without a timely objection or protest of the Owner shall be deemed to have been executed in accordance with the Owner's explanation or interpretation.
d. In all cases where a device, item or part of equipment is referred to in the singular number, it is intended that such reference shall apply to as many such devices, items, or parts as are required to complete the work.

I. GENERAL WORKS, MOBILIZATION/DEMOBILIZATION AND LAY OUTING

1.1 Mobilization/Demobilization

- Mobilization shall include all activities and associated costs for transportation of Contractor's personnel, equipment, and operating supplies to the site; establishment of temporary field offices, and other necessary general facilities for the Contractor's operations at the site; premiums paid for performance and payment bonds, including co-insurance and re-insurance agreements as applicable.

- Demobilization shall include all activities and costs for transportation of personnel, equipment, and supplies not required or included in the contract from the site; including the disassembly, removal and the site clean-up of temporary offices and other facilities assembled on the site specifically for this contract.

1.2 Project Billboards

- The one (1) Project Billboards shall be strategically placed within the site vicinity; (As provided on the General Guidelines and Legal Mandates of the Commission on Audit to promote good governance through transparency and accountability, notifications to the public and other forms of announcement and/or publicity for or otherwise relating to the Projects/Programs/Activities (PPA) shall be made at the least possible cost.) Hence, for infrastructure projects, one (1) tarpaulin signboards must be suitably framed for outdoor display at the project location, and shall be posted as the award has been made. The design and format of the tarpaulin as shown below shall have the following specifications, as per RA 9184 Requirements:

Tarpaulin:	White
Resolution:	70 dpi
Font Size:	Main Information – 3"
	Sub Information – 1"
Font Color:	Black

Contents:	**CONSTRUCTION OF (Name of Project and Location)**	
	CONTRACTOR	:
	DATE STARTED	:
	CONTRACT COMPLETION DATE	:
	CONTACT COST	:
	IMPLEMENTING OFFICE/ CONTACT NO.	:
	SOURCES OF FUND	:

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II. DEMOLITION WORKS & DISMANTLING WORKS

- Conducting first a detailed site inspection and coordinating with building management regarding the demolition schedule and affected areas.
- Ensures the temporary safety measures such as barricades, warning signs, safety nets, and protective coverings must also be installed to protect workers, occupants, and adjacent properties.
- Assess properly the Plan and coordinate with the design architect or engineer for any queries and points requiring clarification.
- Reguiar progress reporting during demolition works shall be conducted to allow the design professionals to properly inspect and assess conditions not identified during the as built evaluation.
- Site clearing and Hauling – This Specification shall be read together with the contract conditions, Scope of Works, and Drawings. The Contractor shall execute all required works, whether specified or not, with proper care, diligence, and workmanship expected for such works. All the debris and materials shall be placed where the SLSU Project engineer instructed.
- As prior to the construction of the project, necessary clearing and grading shall be done by the contractor.

III. SETTING OUT WORKS, FORMWORKS AND SCAFFOLDS

- Transferring the plans and measurements from drawings onto the actual construction site using strings (tansi), markers, forms, reference points, and guide lines.
- Ensure that all layout works are rechecked and verified by the design professionals to avoid errors and discrepancies during construction.
- Installation of Formworks and Scaffoldings

IV. REINFORCED CONCRETE WORKS

- Coordinate with the design Architect or Engineers regarding any additional reinforced concrete elements to be connected or integrated into the existing structural components of the building to properly inspect and assess conditions not identified during the as-built evaluation.
- Coordinate with the Design Architect and allied professionals regarding all required rough ins to ensure proper implementation and prevent potential construction conflicts and issues.
- This item includes cement plastering of all exposed surfaces of reinforced concretes. NOTE: Use Grade 40 Reinforcing Steel and 28 days curing period for concrete.
- Cement shall conform to Portland Cement ASTM C150
- Concrete aggregates shall conform to ASTM C33 except the aggregates failing to meet these specifications but which have produced concrete to adequate strength and durability may be used to the approval of the Civil Engineer.
- Water used in mixing concrete shall be clean and free from injurious amounts of oil, acids, alkalis, salts, organic materials or other substances deleterious to concrete or steel. In addition, the mixing water for pre stressed concrete shall not contain deleterious amounts of chloride ion.
- Reinforcing bars shall conform to ASTM A615
- Reinforcing bars shall be stored in such a manner to prevent and lessen rusting and deterioration or intrusion of foreign matter.
- Admixtures to be used in concrete shall be subject to prior approval by the Structural Engineer.

- Cement and aggregates shall be stored in such a manner as to prevent their deterioration or the intrusion of foreign matter.
- Concrete cylinder samples for strength tests of each class of concrete shall be taken in min of 3 concrete samples. The cylinder samples for strength test shall be taken cured and tested in accordance with ASTM C172, ASTM C31 and ASTM C39.
- Acceptance of concrete - Concrete poured will be considered satisfactory if the average of all set of these consecutive strength test results equal or exceeds the required fc' and not individual strength test falls below the required fc' by more than 4000 psi.
- Core test and load test - If individual tests of laboratory cured cylinder samples produced strength more than 400 psi below fc' core test and or load tests may be restored subject to the approval by the Civil engineer.
- Mixing of concrete - All concrete shall be mixed until there in uniform distribution of the materials and shall be discharges completely before the mixer is recharged.
- Conveying of concrete - Concrete shall be conveyed from the mixer to the place of final deposit by methods that will prevent the separation or loss of materials
- Depositing of concrete - Concrete shall be deposited as nearly as practicable in its final position to avoid segregation due to re handling or flowing.
- Curing - Concrete shall be maintained in a moist condition for at least 7 days after placing.

V. MASONRY WORKS

- Unless otherwise specified, the vertical reinforcement shall be 10mm dia at 600mm o.c for all thickness and horizontal reinforcements for CHB shall be 10mm at every 3 layer of CHB. Lap splices shall be 300 long (Minimum).
- CHB of good quality shall be use to ensure strength of walls
- Plastering of walls shall not be less than 15mm and not to exceed 32mm. must be smooth finished.

VI. CEILING WORKS, CLADDING WORKS AND OTHER FINISHES

- Ceiling Panels and Cladding Panels to be installed shall be brand new and must conform to specifications according to plans or approved equivalent by the supervising Architect/engineer.
- Maintain coordination with the contractor's plans and design professionals to prevent unforeseen errors during construction. Ensure that all materials and finishes to be applied are properly communicated and approved by the design professionals.
- Ensure proper installation of ceiling and cladding framing, making sure it is rigid, stable, and securely fixed with no movement or looseness, to withstand wind loads and maintain structural integrity.

VII. DOORS AND WINDOWS

- Ensure the quality and durability of the materials used for the Doors and Windows.
- Ensure proper placement and installation of hinges and verify their durability to ensure long lasting performance.
- Ensure proper installation of the sliding glass door framing and verify the quality of the aluminum frame to prevent deformation of the sliding track that may cause difficulty in operation. Provide tinted or reflective glass to reduce direct heat gain and improve thermal comfort within the hotel units.

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VIII. ELECTRICAL WORKS

- All items with specified approved brand, manufacturer, supplier, fabricator, trademark and the like shall be strictly followed.
- Electrical materials and equipment shall be new and specified in the electrical drawing details as shown in the plans and bill of quantities.
- Preferred brand of circuit breakers is G.E., Schneider Electric, ABB, Fuji, Siemens. or their equivalent in quality.
- All wires and cables shall comply with the requirements of the Underwriter's Laboratories, The ASTM and IPCEA as they apply in the particular.
- Wires and cables for lighting, power and auxiliary systems shall be nylon, jacketed, plastic insulated for 600 volts working pressure, type THHN/THWN unless otherwise noted. Type TW, colored white for grounding. Feeder cable shall be type THW-2.
- For lighting system, no wire smaller than 3.5 mm^2 THHN/THWN shall be used for homerun circuit.
- All feeder cables/wires shall be color coded and as manufactured by the Phelps Dodge, Philflex, or approved equal. A substitute of color coding can be by properly identifying phase wire with colored tape at each end. 1 mark of red tape for line A, 2 marks of yellow tape for line B and 3 marks of blue or black for line C. Color coding of wires are as follows:

1.1 Line A – Red
1.2 Line B – Yellow
1.3 Line C – Blue

Ground wire – White
Control wire – Yellow

- No conduits shall be used in any system smaller than 20mm diameter, electric trade size, Location and sizes of pull boxes shall be cleared to the Engineer prior to fabrication and installation.
- All materials and equipment to be installed shall be of approved quality and should be presented to the Owner for approval prior to installation.
- Other items not mentioned in the specifications but are included in the installation shall be subjected to be pre-approved by the owner.
- Perform continuity tests.
- Perform rotation test (for motors to be tested).

ELECTRICAL SCOPE OF WORKS

- All electrical works shall provide all materials and equipment and perform all the works necessary for the complete execution of the electrical system shown on the electrical drawings with the reference to the general construction drawings as herein specified, or both except as otherwise excluding the generality of the foregoing, shall include but not limited to the following principal items of the works.

- All works shall be in accordance with the governing codes and regulations of the latest edition of the Philippine Electrical Code, with the rules and regulations of the National and Local Authorities concerned in enforcement of electrical laws and ordinance and with the rules and regulation of the utility companies concerned.
- Roughing ins of switches pipes and convenience outlets
- Supply and Installation of Electrical Pipe line and wires
- Supply and Installation of electrical fixtures

- Supply and installation of Panelboard
- Tapping of new Panelboard to ECB 1000AT 3P near Gate 2 RFID
- Adjustment of Air-conditioning Unit placement (if necessary)
- The Contractor shall coordinate the work with the Project Management office to expedite the implementation of the project, most specially, during the milestones of the project.
- The Contractor shall supply all finishing accessories and furnishing fixtures as may be approved by the power or representative and shall be installed by the Contractor whenever required by the Owner or Representative.
- All works must be done within the timeline calendar days.
- Testing and Commissioning

IX. PAINTING WORKS

- Prepare all surfaces to be painted by cleaning and ensuring they are dry and free from dust, grease, and loose materials.
- Perform skim coating on concrete areas to achieve a smooth and even surface for painting.
- Apply primer coat (concrete primer sealer for masonry) to ensure proper adhesion.
- Apply topcoat paint to achieve the required finish and uniform appearance.

Prepared by:

Archt. Johnrick S. Oblena
Architect – Project Management Office

Recommending Approval:

Engr. Melvin A. Makipagay
Director, Project Management Office

Reviewed by:

Engr. Joel E. Morales
Project Development Officer I

Approved by:

Frederick T. Villa, D.T.
University President

Republic of the Philippines
Southern Luzon State University
Project Management Office
Lucban, Quezon

PROJECT TITLE: RENOVATION/UPGRADING/INSTALLATION OF NEW OFFICES PARTITION: OFFICE OF THE VICE PRESIDENTS & OTHER OFFICES
PROJECT LOCATION: Administration Building, SLSU Main Campus, Lucban, Quezon
OWNER: Southern Luzon State University
PROJECT DURATION: 120 Working Days
SUBJECT: Minimum Technical Personnel and Equipment

MINIMUM TECHNICAL PERSONNEL AND EQUIPMENT

QUANTITY	MINIMUM TECHNICAL PERSONNEL
1	Project Manager/ Project Architect/Engineer
1	Foreman
2	Skilled Worker
4	Laborers

QUANTITY	MINIMUM EQUIPMENT
1 unit	Cut – Off Machine
1 unit	Demolition Gun

Prepared by:

ARCHT. JOHNRICK S. OBLENA
ARCHITECT

Recommending approval:

ENGR. MELVIN A. MAKIPAGAY
Director, Project Management Office

Reviewed by:

ENGR. JOEL E. MORALES
Project Development Officer I

Approved by:

FREDERICK T. VILLA, DT
University President

Republic of the Philippines
SOUTHERN LUZON STATE UNIVERSITY
Project Management Office
Lucban, Quezon

Project : RENOVATION/ UPGRADING/ INSTALLATION OF NEW OFFICES PARTITION: OFFICE OF THE VICE PRESIDENTS & OTHER OFFICES
Location ADMINISTRATION BUILDING, SLSU Main Campus, Lucban, Quezon
Owner : Southern Luzon State University
Mode of Implementation : by Contract
Project Duration : 120 CD

GANTT CHART/CONSTRUCTION SCHEDULE

Item	Description	Duration (days)	Duration (Days)											
			10	20	30	40	50	60	70	80	90	100	110	120
I	GENERAL WORKS													
	Mobilization / Demobilization													
	Preparation of Site/Building for project Implementation													
II	DEMOLITION WORKS & DISMANTLING WORKS													
	Demolition Process													
III	MASONRY WORKS													
	Setting out and string line installation for CHB Alignment													
	CHB Laying													
	Plastering													
IV	FORMS AND SCAFFOLIDNG WORKS													
	Installation of forms and scaffoldings including safety devices													
V	CEILING WORKS													
	Supply and Installation of Ceiling Framing													
	Supply and Installation of Ceiling Panels													
VI	CLADDING WORKS													
	Supply and Installation of Cladding Frames													
	Supply and Installation of Cladding Boards and Fluted Panels													
VII	ELECTRICAL WORKS													
	Roughing Ins for Convenience Outlets													
	Roughing Ins for Lighting Outlets													
	Installation of Electrical Fixtures (CO&LO)													
	Tapping to Existing ECB 1000AT 3P													
	Testing and Commissioning													
VIII	DOORS AND WINDOWS INSTALLATION													
	Verification of Actual dimension of Doors & Windows Openings													
	Fabrication of Glass Doors and Windows													
	Installation of Glass Doors and Windows													
	Testing and Commissioning													
XI	PAINTING WORKS													
	Preparation of Surfaces to be painted													
	Skimcoat (Concrete area), Preparation for Top Coat													
	Primer Paint (Concrete Primer Sealer)													
	Top Coat (Finishing)													

Prepared by:

Archt. Johnrick S. Cablena
ARCHITECT

Recommending Approval:

Engr. Melvin A. Malipagay
Director, Project Mangement Office

Reviewed By:

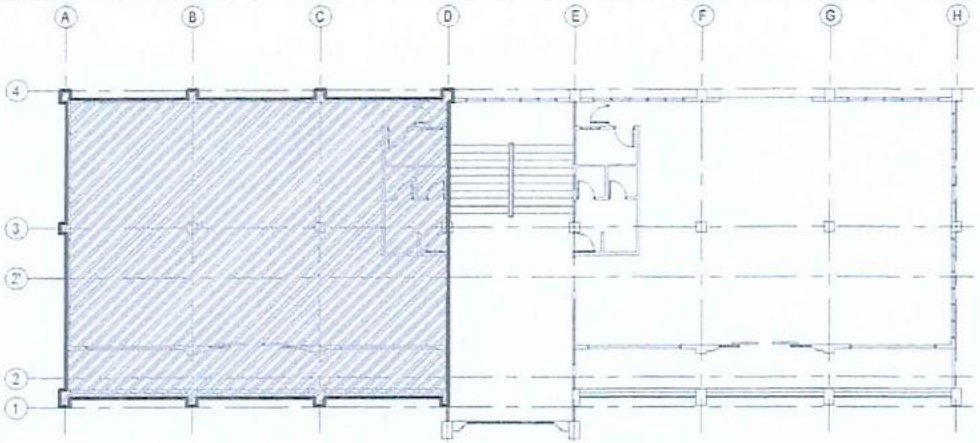
Engr. Joel E. Morales
Project Development Officer I

Approved by :

Frederick T. Villa, DT
University President



A A-1 VICINITY MAP
SCALE NTS.



ADMIN BLDG. 2ND FLOOR PLAN – LEFT WING
B A-1 KEY PLAN
SCALE 1:200 MTS

Republic of the Philippines
Municipality of Lucban
Province of Quezon

OFFICE OF THE BUILDING OFFICIAL

LUCBAN, QUEZON

LAND USE AND ZONING

LINE AND GRADE

ARCHITECTURAL

STRUCTURAL

SANITARY

ELECTRICAL

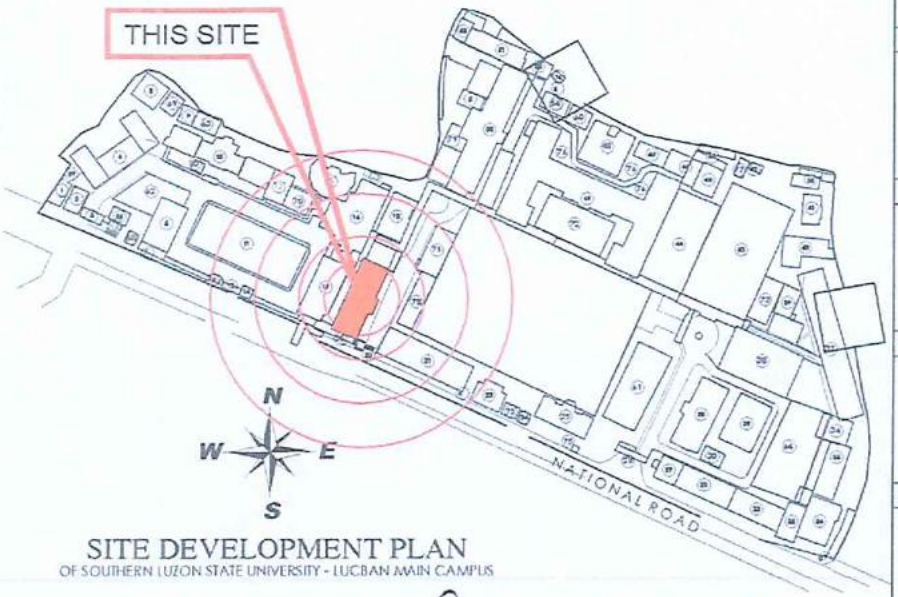
MECHANICAL



ADMINISTRATION BUILDING – 2ND FLOOR – LEFT WING
C A-1 EXISTING CONDITION OF THE SITE
SCALE NTS

LEGENDS:

1. SUPPLY WAREHOUSE
2. SUPPLY OFFICE
3. PRINTING PRESS
4. MELCHORA AQUINO BLDG.
5. DR. MAST PURPOSE HALL
6. ARAMAYAN HALL BLDG.
7. COMPUTER ROOM 1
8. CHM LEARNING RESOURCE CENTER
9. GAS STUDY CENTER
10. JOSE R. REAL BLDG.
11. HOSPITALITY AND FILE DRIVE AND PARK
12. GATE 1 / GUARD HOUSE
13. PSYCHOLOGY BLDG.
14. GUIDANCE COUNSELLOR'S OFFICE
15. CHM PEL
16. CHEMA BLDG.
17. GUIDANCE BLDG.
18. CAFETERIA
19. ADMINISTRATION BLDG.
20. AGRICULTURE
21. STUDENTS RESOURCE CENTER
22. FOOD CENTER
23. AMPHITHEATRE
24. PIONEER HOUSE
25. INTERNATIONAL AFFAIRS AND GRADUATE SCHOOL BLDG.
26. GATE 4
27. SCIENCE AND TECHNOLOGY BLDG.
28. LIBRARY
29. RADIO AND TV BROADCASTING STATION
30. LABORATORY HIGH SCHOOL COMPUTER LAB.
31. AGRICULTURE BLDG.
32. SCIENCE AND TECHNOLOGY LABORATORY BLDG.
33. BENCH WORK BLDG.
34. ARTS COMPLEX (7 STOREY GREEN BUILDING)
35. LABORATORY HIGH SCHOOL FACULTY
36. LABORATORY HIGH SCHOOL CANTEEN
37. LHS BLDG.
38. TENNIS COURT
39. LABORATORY HIGH SCHOOL ELECTRICIAN
40. LES KLING (NEW THAILAND EXCHANGE) BLDG.
41. DORMITORY
42. COMFORT ROOM 2
43. GYMNASIUM
44. COVERED COURT
45. ALUMNI BLDG.
46. HARDWARE STORAGE
47. WIRE POWER PLANT
48. CDE LABORATORY
49. WAR DEPOT FUEL PLANT BLDG.
50. AGRICULTURE FOOD BLDG.
51. TECHNICAL LABORATORY BLDG.
52. AUTOMOTIVE LABORATORY
53. COMFORT ROOM 4
54. STUDENTS CENTER
55. PRO GATE
56. BATHING CENTER
57. ELEVATED WATER TANK
58. NSTP HEADQUARTER
59. SUPPLY STOCK ROOM
60. FACULTY AND EMPLOYEE BLDG.
61. COLLEGE OF NURSING
62. CENTER OF ALIVE HEDGING AMAES
63. GOUP BLDG.
64. LABORATORY FILD
65. CAS STUDY AREA
66. AMP - ITSO FACILITY
67. GATE 5
68. WAREHOUSE/POWERHOUSE 2
69. ACADEMIC BLDG. FOR AGRICULTURE AND LEARNING CENTER
70. CAS FACULTY BUILDING
71. FOOD PANT BLDG.
72. TWIN BUILDING TOWER FOR COLLEGE OF ENGINEERING COLLEGE OF INDUSTRIAL TECH
73. PROPOSED DORMITORY 2
74. COMFORT ROOM
75. BIO STALL
76. MOTORCYCLE PARKING
77. WASTE WATER TREATMENT FACILITY
78. LIVESTOCK RESEARCHERS BLDG



SITE DEVELOPMENT PLAN
OF SOUTHERN LUZON STATE UNIVERSITY - LUCBAN MAIN CAMPUS

ARCHITECT	PROJECT TITLE	PLANNED BY:	REVIEWED BY:	RECOMMENDING APPROVAL:	APPROVED BY:	SHEET CONTENT:	SHEET #
PRC # : / TIN # : / PTR # : / DATE ISSUED: / PLACE ISSUED:	RENOVATION/ UPGRADING/ INSTALLATION OF NEW OFFICE PARTITIONS OFFICE OF THE VICE PRESIDENTS & OTHER OFFICES ADDRESS: SLSU MAIN CAMPUS, LUCBAN QUEZON	AR. JOHN RICKS. OBLENA, uap ARCHITECT PRC # : / TIN # : / DATE ISSUED: / PLACE ISSUED:	PRC # : / TIN # : / PTR # : / DATE ISSUED: / PLACE ISSUED:	ENGR. MEEVINA MAKIPAGAY DIRECTOR, PROJECT MANAGEMENT OFFICE	FREDERICK T. VILLA, DT UNIVERSITY PRESIDENT	VICINITY MAP KEY PLAN EXISTING CONDITION OF THE SITE SITE DEVELOPMENT PLAN LEGENDS	A–1

















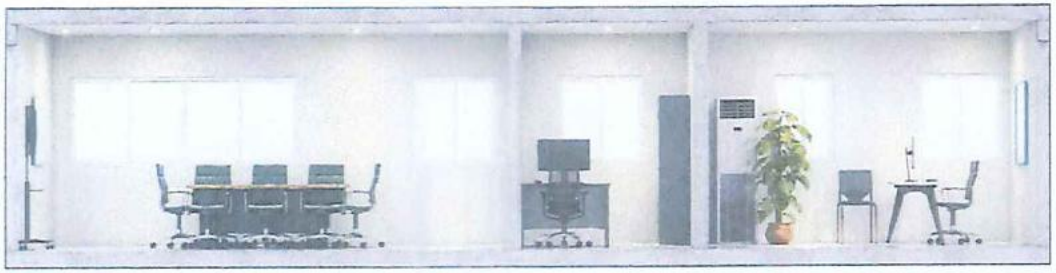


OFFICE OF THE VICE PRESIDENTS

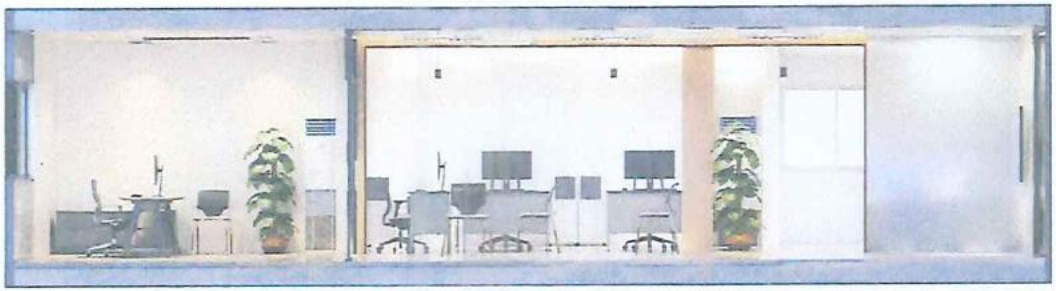
A PERSPECTIVES

A-1a SCALE NTS

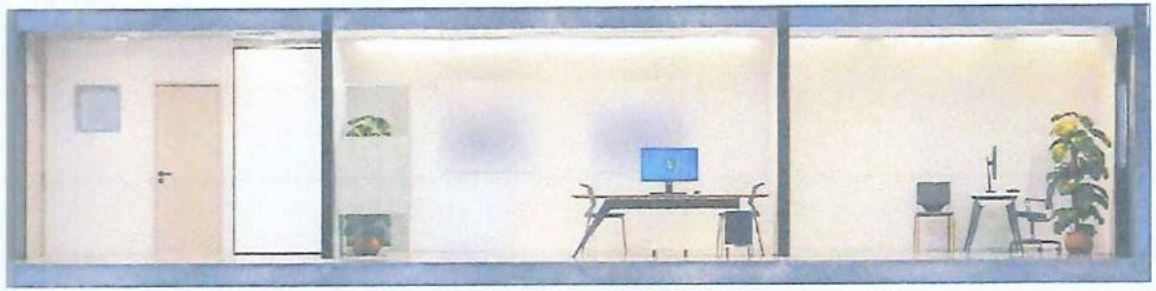
ARCHITECT	PROJECT TITLE	PLANNED BY	REVIEWED BY	RECOMMENDING APPROVAL	APPROVED BY	SHEET CONTENT:	SHEET #
	RENOVATION/ UPGRADING/ INSTALLATION OF NEW OFFICE PARTITIONS: OFFICE OF THE VICE PRESIDENTS & OTHER OFFICES	AR. JOHUA CK S. OBLENA, uap		ENGR. MELVIN A. MAKIPAGAY	FREDERICK T. VILLA, DT	PERSPECTIVES	A-1a
				DIRECTOR, PROJECT MANAGEMENT OFFICE	UNIVERSITY PRESIDENT		







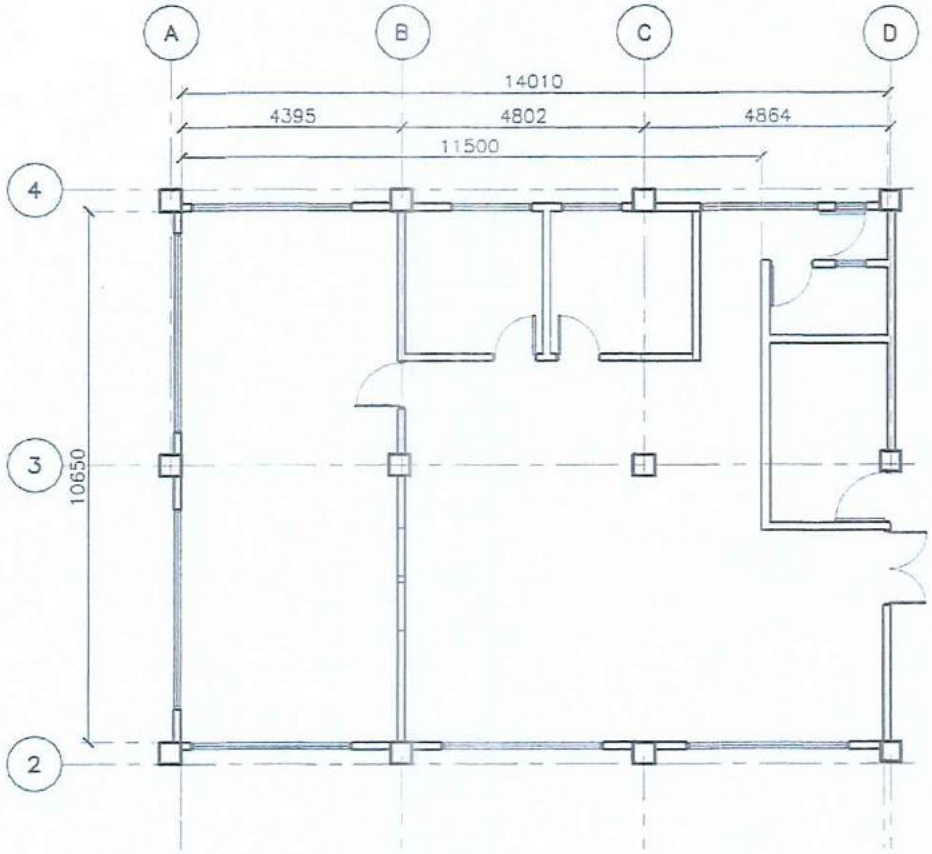




A
A–1b

OFFICE OF THE VICE PRESIDENTS
SECTION PERSPECTIVES
SCALE NTS

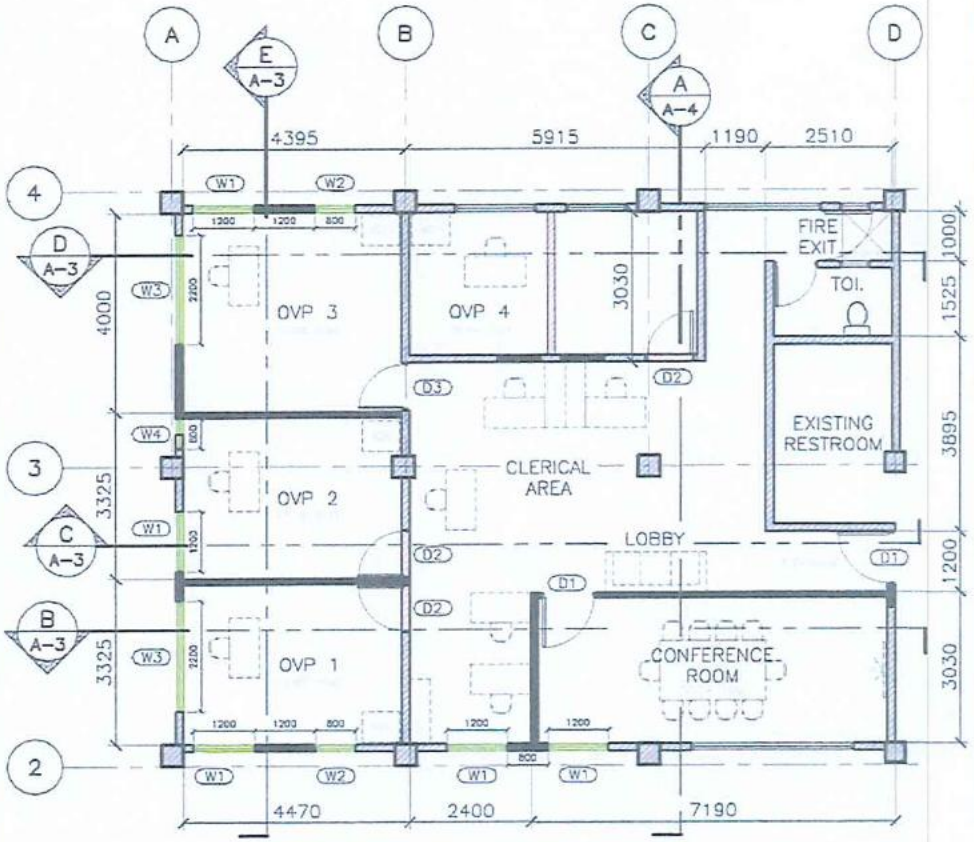
ARCHITECT	PROJECT TITLE	PLANNED BY	REVIEWED BY	RECOMMENDING APPROVAL	APPROVED BY	SHEET CONTENT	SHEET #
	RENOVATION/ UPGRADING/ INSTALLATION OF NEW OFFICE PARTITIONS: OFFICE OF THE VICE PRESIDENTS & OTHER OFFICES	AR. JOHN [illegible] OBLENA, uap ARCHITECT		ENGR. MELVIN MAKIPAGAY DIRECTOR, PROJECT MANAGEMENT OFFICE	FREDERICK T. VILLA, DT UNIVERSITY PRESIDENT	SECTION PERSPECTIVES	A–1b



ADMINISTRATION BUILDING

A / A-2 AS-BUILT PLAN/EXISTING FLOOR PLAN

SCALE 1:100 MTS



ADMINISTRATION BUILDING

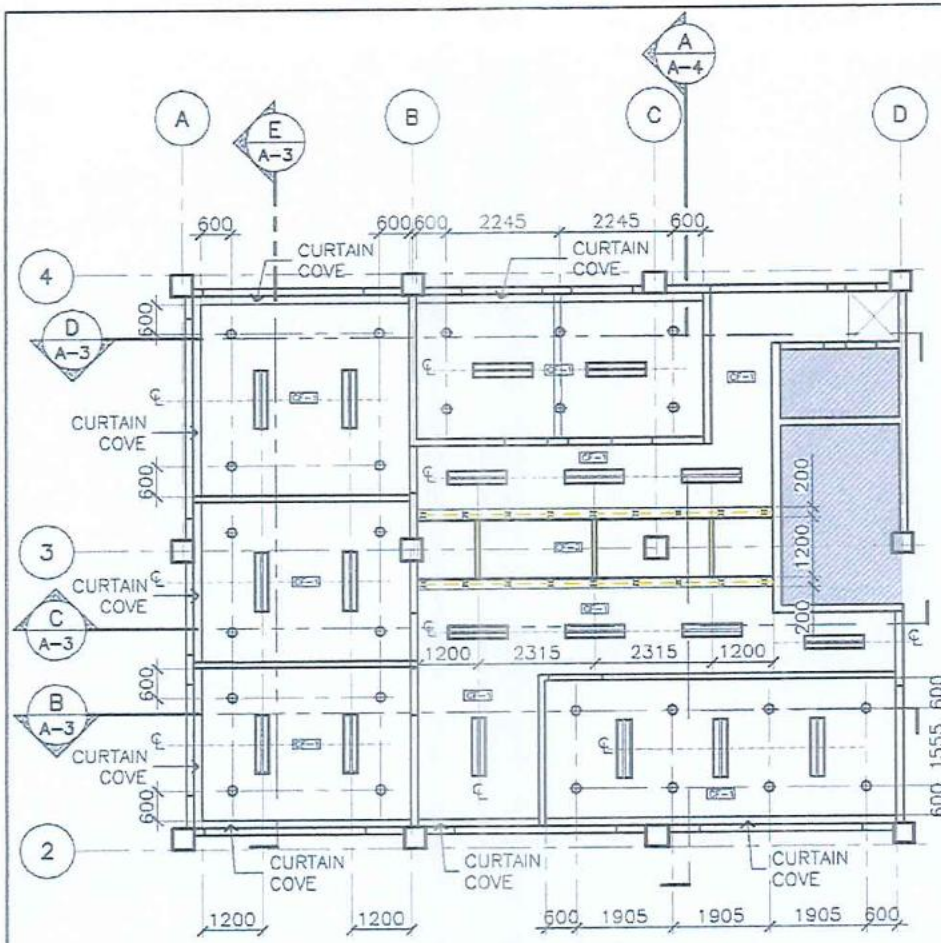
B / A-2 OFFICE OF THE VICE PRESIDENTS

SCALE 1:100 MTS

LEGEND:

- TO DEMOLISH
- PROPOSED WALL
- PROPOSED WINDOW
- EXISTING STRUCTURE TO RETAIN
- EXISTING WINDOW TO RETAIN

ARCHITECT	PROJECT TITLE	PLANNED BY:	REVIEWED BY	RECOMMENDING APPROVAL:	APPROVED BY:	SHEET CONTENT:	SHEET #
	RENOVATION/ UPGRADING/ INSTALLATION OF NEW OFFICE PARTITIONS: OFFICE OF THE VICE PRESIDENTS & OTHER OFFICES	AR. JOHNRICK S. OBLENA, uap		ENGR. MELVIN D. MAKIPAGAY	FREDERICK T. VILLA, DT	AS-BUILT PLAN/ EXISTING FLOOR PLAN FLOOR PLAN	A-2
	ADDRESS: SLSU MAIN CAMPUS, LUCSAN QUEZON	ARCHITECT		DIRECTOR, PROJECT MANAGEMENT OFFICE	UNIVERSITY PRESIDENT		



OFFICE OF THE VICE PRESIDENTS

A A-3 REFLECTED CEILING PLAN

SCALE 1:100 MTS

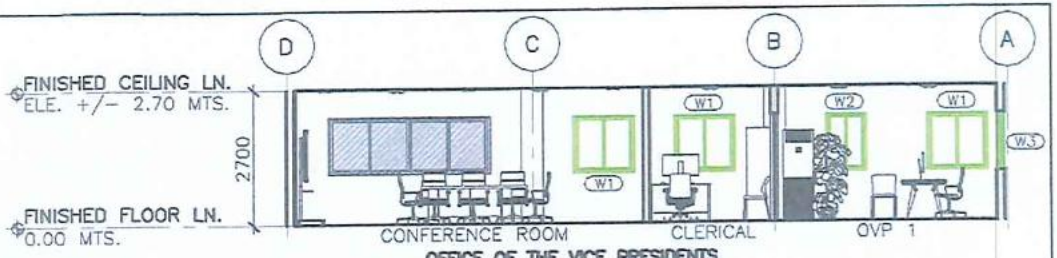
RCP LEGEND:

	1'X4' TROFFER LIGHTS
	SM, WARMWHITE, LED PINLIGHT
	LINEAR PENDANT LIGHT
	STRIP LIGHTING
	FIBER CEMENT BOARD WALL TO CEILING FLUTED
	PANEL WITH COVE LIGHTING
	EXISTING CEILING TO RETAIN

SECTIONS LEGEND:

PROPOSED WINDOW

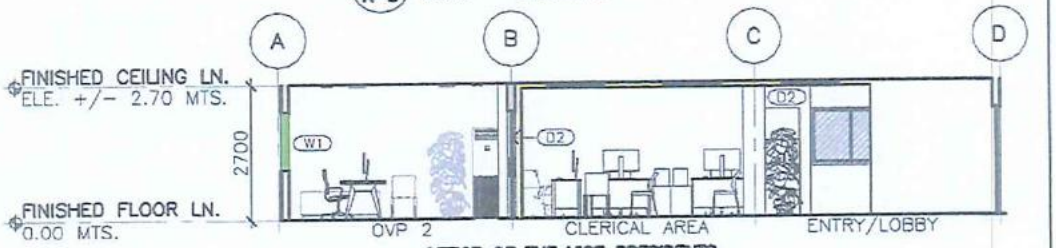
EXISTING STRUCTURE TO RETAIN



OFFICE OF THE VICE PRESIDENTS

B A-3 SECTION A

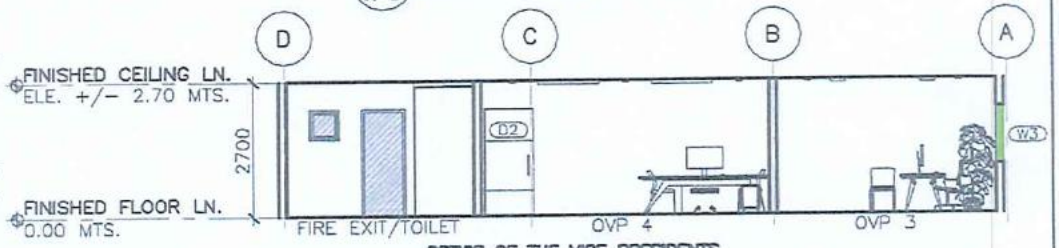
SCALE 1:100 MTS



OFFICE OF THE VICE PRESIDENTS

C A-3 SECTION B

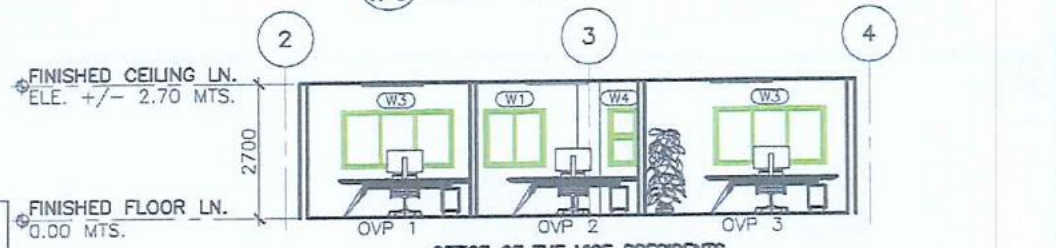
SCALE 1:100 MTS



OFFICE OF THE VICE PRESIDENTS

D A-3 SECTION C

SCALE 1:100 MTS

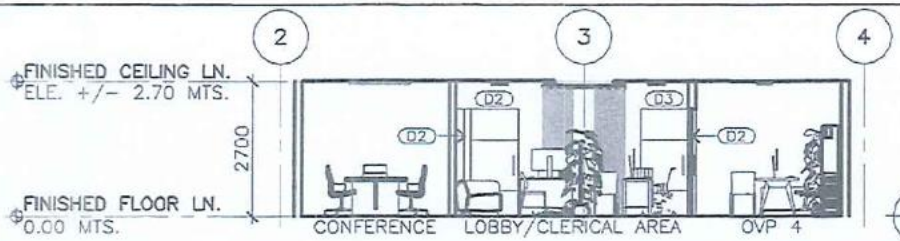


OFFICE OF THE VICE PRESIDENTS

E A-3 SECTION D

SCALE 1:100 MTS

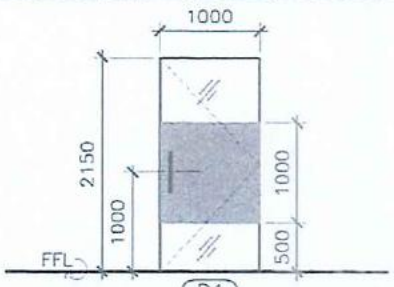
ARCHITECT	PROJECT TITLE	PLANNED BY:	REVIEWED BY:	RECOMMENDING APPROVAL:	APPROVED BY:	SHEET CONTENT:	SHEET #
	RENOVATION/ UPGRADING/ INSTALLATION OF NEW OFFICE PARTITIONS: OFFICE OF THE VICE PRESIDENTS & OTHER OFFICES	AR. JOHN RICHARD C. OBLENA, UAP		ENGR. MELVIN A. MAKIPAGAY, DIRECTOR, PROJECT MANAGEMENT OFFICE	FREDERICK T. VILLA, DT, UNIVERSITY PRESIDENT	RCP, INTERIOR SECTIONS	A-3



A / A-4 OFFICE OF THE VICE PRESIDENTS
SECTION E
SCALE 1:100 MTS

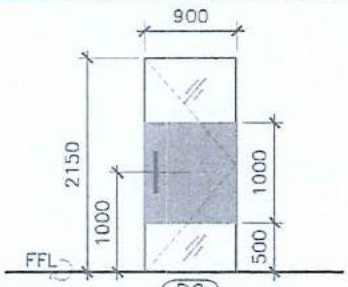
SCHEDULE OF DOORS & WINDOWS

NOTE: PROVIDE LINTEL BEAM
SCALE:1:50M



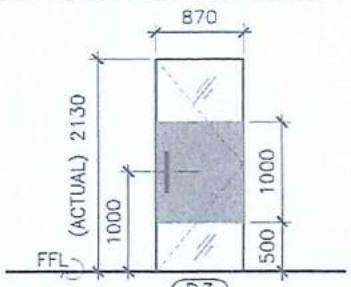
D1

	FRAMELESS SWING GLASS DOOR
LOC.:	ENTRANCE & CONFERENCE ROOM
REQ'D.:	2 SETS



D2

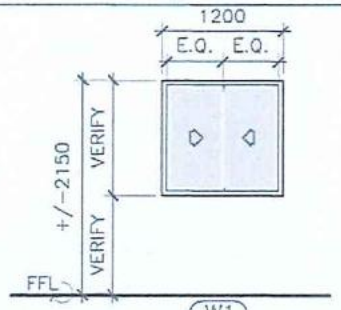
	FRAMELESS SWING GLASS DOOR
LOC.:	OVP 1, 2 & 4
REQ'D.:	3 SETS



D3

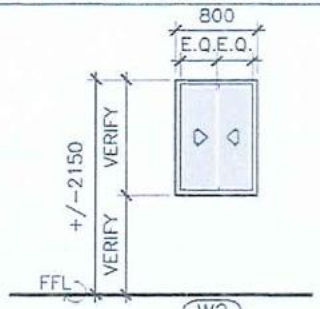
	FRAMELESS SWING GLASS DOOR
LOC.:	OVP 3
REQ'D.:	1 SET

SPEC'S.: 12mm THK CLEAR TEMPERED GLASS WITH FROSTED PORTION COMPLETE WITH HEAVY DUTY ACCESSORIES & HARDWARE



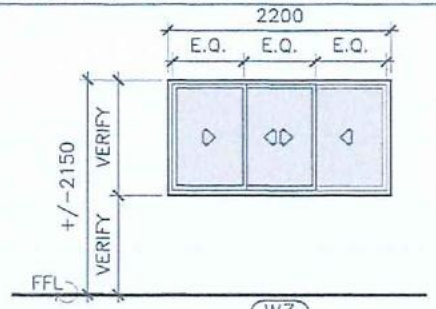
W1

	DOUBLE SLIDING GLASS WINDOW
LOC.:	SEE DETAILED PLAN
REQ'D.:	5 SETS



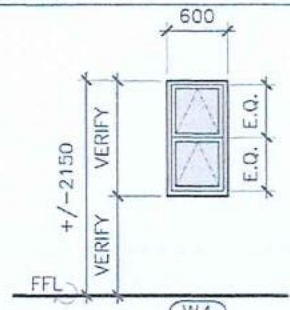
W2

	DOUBLE SLIDING GLASS GLASS
LOC.:	SEE DETAILED PLAN
REQ'D.:	2 SETS



W3

	3 PANEL SLIDING GLASS WINDOW
LOC.:	SEE DETAILED PLAN
REQ'D.:	2 SETS



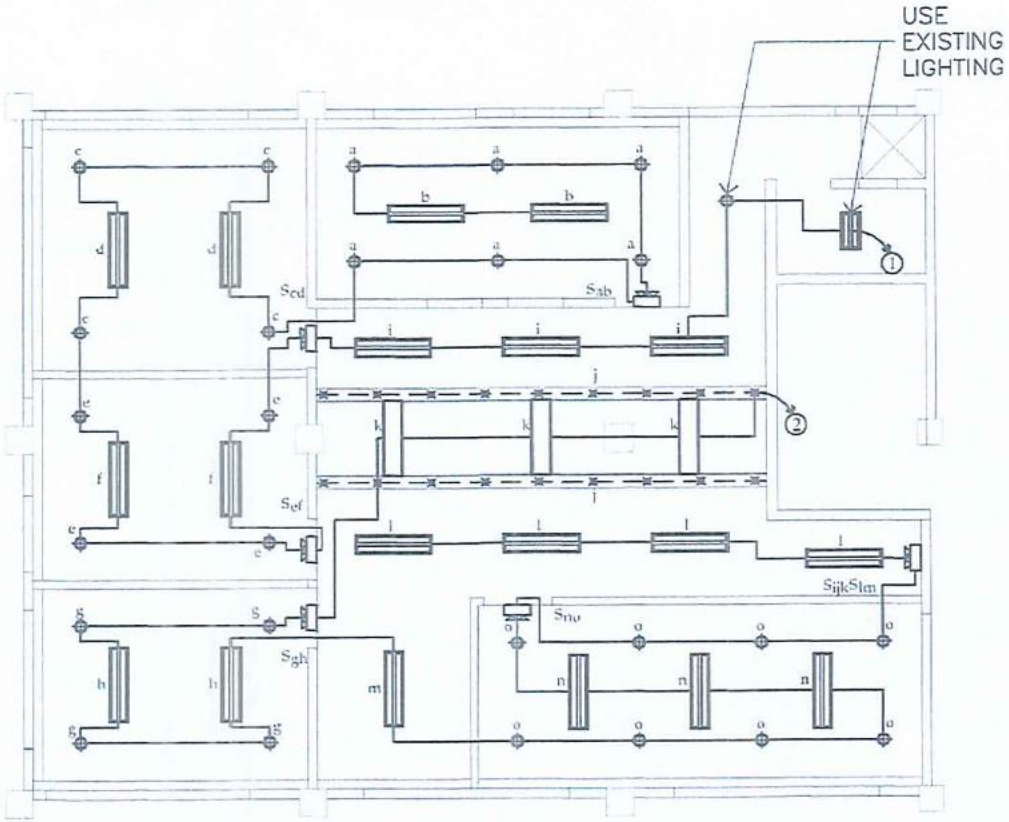
W4

	DOUBLE AWNING GLASS WINDOW
LOC.:	SEE DETAILED PLAN
REQ'D.:	1 SET

SPEC'S.: 6mm THK CLEAR TEMPERED GLASS IN 2.5mm THK POWDER-COATED ALUMINUM FRAMING & CASING, COMPLETE W/ HEAVY DUTY ACCESSORIES & HARDWARE

DA ACEF
B / A-4 SCHEDULE OF DOORS AND WINDOWS
SCALE 1:50M

ARCHITECT	PROJECT TITLE	PLANNED BY:	REVIEWED BY	RECOMMENDING APPROVAL:	APPROVED BY:	SHEET CONTENT:	SHEET #
	RENOVATION/ UPGRADING/ INSTALLATION OF NEW OFFICE PARTITIONS: OFFICE OF THE VICE PRESIDENTS & OTHER OFFICES	AR. JOHN ERICK S. OBLENA, uap		ENGR. MELVIN D. MAKIPAGAY DIRECTOR, PROJECT MANAGEMENT OFFICE	FREDERICK T. VILLA, DT UNIVERSITY PRESIDENT	SECTION SCHEDULE OF DOORS & WINDOWS	A-4



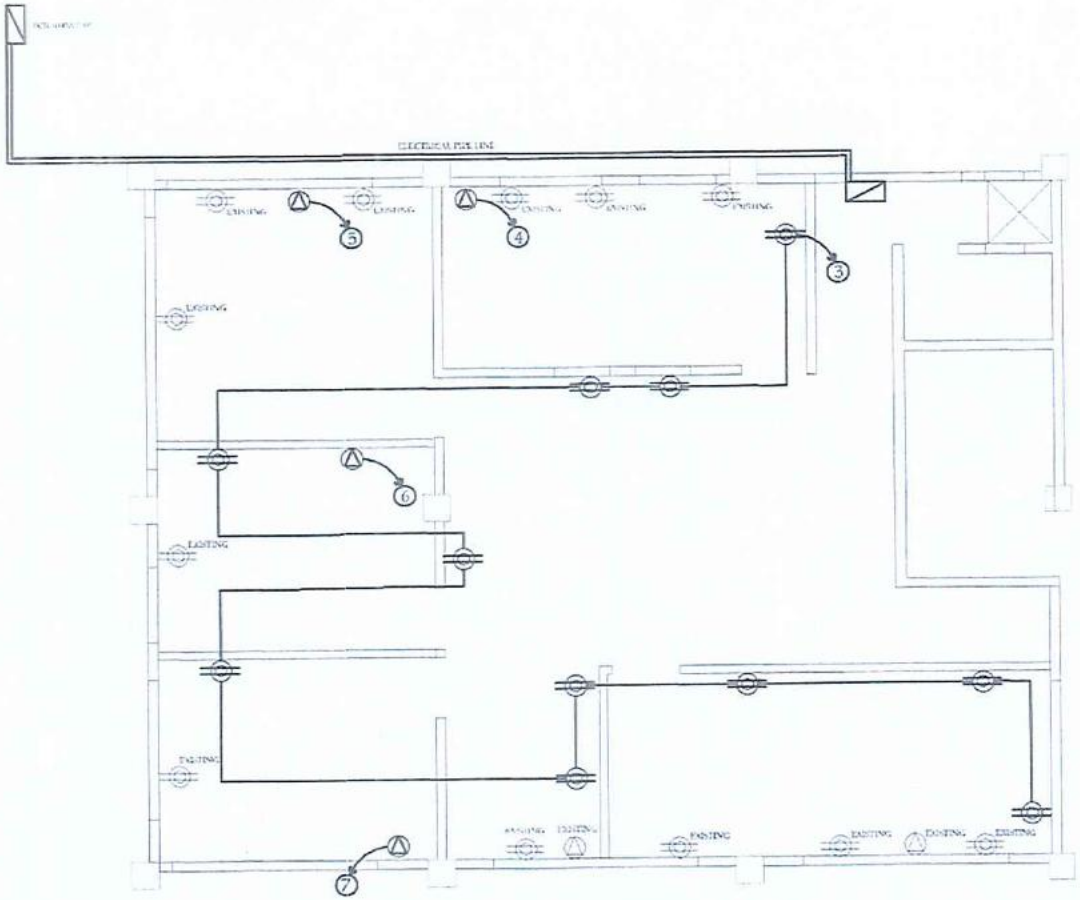
LIGHTING LAYOUT

SCALE: NTS.

RCP LEGEND:

	2x 20 WATTS LED TUBE LIGHT w/ Recessed Aluminum Reflector 1200 x 300
	LED T8 PENDANT TUBE LIGHT 1200 x 300
	SM, DAYLIGHT, LED PINLIGHT
	EMERGENCY LIGHT
	STRIP LIGHTING, WARMWHITE
	2 GANG CONVENIENCE OUTLET
	SPECIAL OUTLET FOR ACU: 2m above ground
Sab	2 GANG SWITCH
Sabc	3 GANG SWITCH
②	CIRCUIT HOMERUN
	PANELBOARD

PROJECT TITLE: RENOVATON/ UPGRADING/ INSTALLATION OF NEW OFFICE PARTITIONS: OFFICE OF THE VICE PRESIDENTS & OTHER OFFICES	PLANNED BY: ENGR. IVAN OZ VALD B. MECIJA, PROJECT DEVELOPMENT OFFICER I	REVIEWED BY: ENGR. MARK KEVIN A. MAKIPAGAY, PROJECT DEVELOPMENT OFFICER II	RECOMMENDING APPROVAL: ENGR. MELWIN A. MAKIPAGAY, DIRECTOR, PROJECT MANAGEMENT OFFICE	APPROVED BY: FREDERICK T. VILLA, DT, UNIVERSITY PRESIDENT	SHEET CONTENT:	SHEET # E 01|03

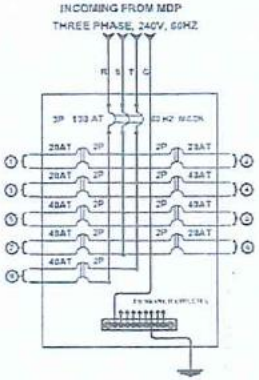

ELECTRICAL POLE LINE
EXISTING
EXISTING
EXISTING

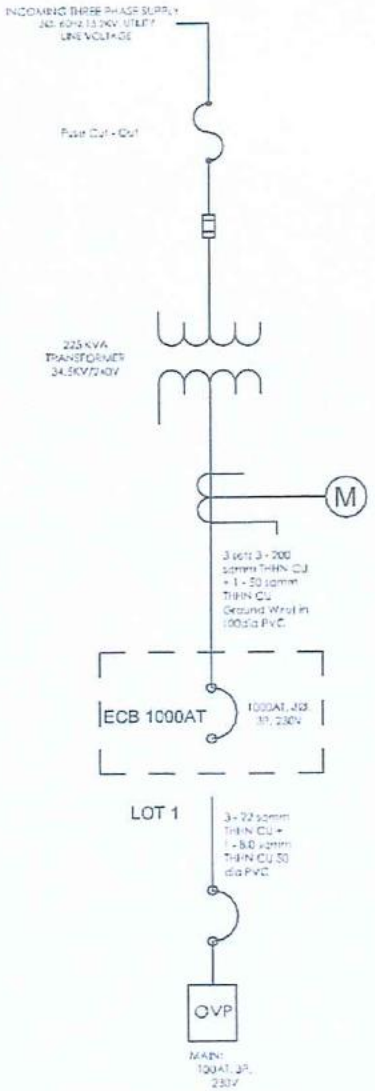
PANEL :OVP
240V, 3Ø, 60Hz

LOAD SCHEDULE												
CKT. NO.	DESCRIPTION	NO. OF FIXTURES	VA	VOLT	CIRCUIT AMPERE			AT	AF	PHASE	GROUND	CONDUIT
					AB	BC	CA					
1	LIGHTING OUTLET	25	2500	230	10.87			20	50	2 - 3.5 sq. mm	1 - 3.5 sq. mm	20
2	LIGHTING OUTLET	30	3000	230	13.04			20	50	2 - 3.5 sq. mm	1 - 3.5 sq. mm	20
3	CONVENIENCE OUTLET	11	1950	230			8.61	20	50	2 - 3.5 sq. mm	1 - 3.5 sq. mm	20
4	ACU 2HP	1	3760	230			17	40	50	2 - 5.5 sq. mm	1 - 5.5 sq. mm	20
5	ACU 2HP	1	3760	230		17		40	50	2 - 5.5 sq. mm	1 - 5.5 sq. mm	20
6	ACU 2HP	1	3760	230		17		40	50	2 - 5.5 sq. mm	1 - 5.5 sq. mm	20
7	ACU 2HP	1	3760	230	17			40	50	2 - 5.5 sq. mm	1 - 5.5 sq. mm	20
8	SPARE	1	-	230	-			20	50	-	-	20
9	SPARE	1	-	230			-	40	50	-	-	20
	TOTAL CONNECTED LOAD		19520		37.21	34	20.61					

I_{TOTAL} = 3Ø + (Highest 1Ø)(1.732) + (.25 x Highest Motor Load)
I_{TOTAL} = 0 +[37.21 x 1.732] + (.25 x 12) = 67.45 A
= 67.45 x 125%
I_{TOTAL} = 84.31 Amps

MAIN : 100AT, 3P, 230 V
USE : (3-22 sq.mm THHN Copper Wire) +
(1-8.0mm THHN Copper Wire) in 50mmØ





GENERAL ELECTRICAL NOTES:

1. ALL ELECTRICAL WORKS HEREIN SHALL BE DONE IN ACCORDANCE WITH THE PROVISIONS OF THE LATEST EDITION OF THE PHILIPPINE ELECTRICAL CODE, APPLICABLE ORDINANCES, RULES AND REGULATIONS OF THE LOCAL GOVERNMENT AND REQUIREMENTS OF THE LOCAL POWER COMPANY.

2. ALL WIRING SHALL BE INSTALLED IN STANDARD CONDUITS RUN EMBEDDED IN CONCRETE AND HOLLOW BLOCK STRUCTURES,COLUMNS, WALLS, PARTITIONS, AND OR RUN CONCEALED BETWEEN DOUBLE WALL PARTITIONS AND INSIDE THE CEILING SPACES. WHERE THE USE OF THE CONCEALED CONDUIT WIRING IS IMPRACTICABLE, SURFACE METAL MOULDING MAYBE USED.

3. WHEREVER REQUIRED AND NECESSARY, PULL BOXES OR JUNCTION BOXES OF PROPER SIZES SHALL BE INSTALLED AT CONVENIENCE AND INCONSPICUOUS LOCATIONS,ALTHOUGH SUCH BOXES ARE NOT SHOWN ON THE PLAN NOR MENTIONED IN THE SPECIFICATIONS.

4. THE ELECTRICAL WORKS SHALL BE DONE UNDER THE DIRECT AND IMMEDIATE SUPERVISION OF A DULY LICENSED ELECTRICAL ENGINEER AND REGISTERED MASTER ELECTRICIAN.

	PROJECT TITLE:	PLANNED BY:	REVIEWED BY:	RECOMMENDING APPROVAL	APPROVED BY:	SHEET CONTENT:	SHEET #
	RENOVATON/ UPGRADING/ INSTALLATION OF NEW OFFICE PARTITIONS: OFFICE OF THE VICE PRESIDENTS & OTHER OFFICES	ENGR. IVAN GERALD B. MECIJA, PROJECT DEVELOPMENT OFFICER I	ENGR. [illegible] A. MAKIPAGAY, PROJECT DEVELOPMENT OFFICER II	ENGR. MELVIN [illegible] MAKIPAGAY, DIRECTOR, PROJECT MANAGEMENT OFFICE	FREDERICK T. VILLA, DT, UNIVERSITY PRESIDENT		E 03|03