

- window (See attached design)
- d. Supply, fabrication, and installation of pre-fab drawer at window side (See attached design)
17. Supply, fabrication, and installation of one (1) powder-coated sliding window in the conference room
 18. Repair and construction of one (1) document room and one (1) records room
 19. Repair of pantry with cabinets, including plumbing works, hinges, and handles
 20. Supply, fabrication, and installation of door at pantry
 21. Supply, fabrication, and installation of wood plank and based board at ASG room only at Unit 4-A
 22. Supply, fabrication, and installation of drywall partition beside the pantry and ASG CR room
 23. Painting of the following:
 - 23.1 Concrete walls of the division with baseboard at Unit 4-A
 - 23.2 ASG room
 - 23.3 Conference room
 - 23.4 Records room/shelves beside the two (2) new lawyers room
 - 23.5 Pantry
 - 23.6 Lawyer's cubicle - 9 units
 - 23.7 ASG secretary cubicle
 - 23.8 Stockroom/shelves at Unit 4-A
 - 23.9 Doors
 - 23.10 Walls between 4A and 4B
 - 23.11 Walls affected during the renovations
 - 23.12 Filing cabinets cover
 24. Supply, installation, and relocation of existing electrical outlets and wirings in all lawyer's room, ASG room, conference room, and legal secretaries' cubicles, including the conference room and the pantry
- Note: OSG Administrative Division representative will only check the installation*
25. Supply, installation, and relocation of internet cabling, PLDT wiring and other wirings
- Note: OSG IT representative will only check the installation*
26. Hauling of debris and other scrap materials
 27. Demobilization

The following documents shall be deemed to form & be read & construed as part of this agreement:


- Contract Agreement
- Philippine Bidding Documents
 - Schedule of Requirements
 - Technical Specifications / Terms of Reference
 - General and Special Conditions of Contract
 - Supplemental or Bid Bulletins
- Eligibility Requirements, Technical and Financial Proposal
- Performance Security
- Notice of Award
- Notice to Proceed
- Other documents as may be required by laws

Total Amount in Words: **One Million Four Hundred Twenty-Two Thousand Pesos Only** Php **1,422,000.00**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

Very truly yours,


JESSICA L. CASTRO
 CAO, Administrative Division


EDITHA R. BUENDIA
 Director IV, HRMAS

Conforme:


Kaye G. Navanes
 (Signature over printed name)

DEC. 29, 2021
 (Date)

Funds Available:

ALOBS:


02-101101-2021-12-1243

Amount:

₱ 1,422,000.00

This is to certify that this procurement was posted at Philgeps in compliance with RA 9184


ARIEL J. UBIÑA
 Chief Accountant


CHRISTIAN D. BUAT
 Admin Assistant I, Administrative Division