

**PURCHASE REQUEST**  
**OFFICE OF THE SOLICITOR GENERAL**  
(Agency)

Department: <b>Administrative Division</b>	PR No. <u>021-11-188</u>	Date: <u>November 2, 2021</u>
Section: Security, Ground & Building Maintenance Section	SAI No.	Date:

Stock No.	Unit	Item Description	Qty	Estimated Unit Cost	Estimated Amount
	lot	<p><b>Purchase of Acoustic Ceiling Boards, Delivery, Dismantling, and Installation at the OSG Extension Offices located at APMC and Montepino Buildings</b></p> <p><i>Estimated no. of Acoustic Boards per office location</i>  Office location for the installation of acoustic ceiling boards:  APMC Building:  Ground Floor  Felicisimo Feria Division (Unit 1-A and 1-C) 230 pcs.  Planning Division (Unit 1-E) 100 pcs.  2<sup>nd</sup> Floor  Rafael Corpuz Division (Unit 2-B) 230 pcs.  Docket Management Service (Unit 2-A) 215 pcs.  3<sup>rd</sup> Floor  Felix A. Bautista Division (Unit 3-C and 3-D) 215 pcs.  Querube Makalintal Division (Unit 3-A and 3-B) 230 pcs.  4<sup>th</sup> Floor  Special Committee on Naturalization (Unit 4-D) 150 pcs.  Arturo Alafriz Division (Unit 4-A and 4-B) 230 pcs.  5<sup>th</sup> Floor  Serafin Hilado Division (Unit 5-C and 5-D) 215 pcs.  George Harvey Division (Unit 5-A and 5-B) 230 pcs.  6<sup>th</sup> Floor  Ignacio Villamor Division (Unit 6-A) 230 pcs.  Juan Liwag Division (Unit 6-B) 215 pcs.  Montepino Building:  3<sup>rd</sup> Floor  Frank Chavez Division (Unit 3-C) 40 pcs.  *Includes repainting of T-runners</p> <hr style="width: 20%; margin-left: auto; margin-right: 0;"/> <p style="text-align: right;"><b>2,530 pcs</b></p> <p><i>Technical Specifications:</i>  Type: Mineral Fiber Acoustic Ceiling Board Fissured  Size: 5/8" x 2ft x 4ft  Material: Mineral fibers mixed with wet process  Surface Coating : Quality vinyl emulsion paint  Color: White  Density: 350-420kg/m3  Corner Treatment: Square, Lay-in tegular  Acoustic Coefficient: 0.4-0.6  Fire Resistant Properties: Class B1 / Class A qualification  Sinking Resistant Properties: &lt; 3.5mm  Heat Conducting Coefficient: &lt; 0.065W/mk  Bending Strength: &gt; 250N  Recommended Use: WRIGHT - Lano baking finish light steel keel system</p> <p><b>Scope of Work:</b>  1. The Contractor shall provide all materials, labor, equipment and tools, for the dismantling of the existing acoustic ceiling boards and installation of new acoustic ceiling boards for the OSG extension offices at APMC Building and Montepino Building.   2. The Contractor shall ensure all materials to be used for the installation of new acoustic ceiling boards are of good quality and subject for inspection by the OSG building administrator or its representative.</p>	1	Php 1,000,000.00 VAT INCLUDED	Php 1,000,000.00

3. The Contractor shall be responsible for the dismantling of existing acoustic boards located at the different divisions/offices at the APMC Building and Montepino Building.
4. The Contractor shall provide all necessary materials and all supports needed for the installation of new acoustic ceiling boards including alignment of T-runners, replacement of defective T-runners and painting of affected areas.
5. The Contractor shall install 2,530 pcs. acoustic ceiling boards.
6. The Contractor shall repair all affected/damage ceiling fixtures after dismantling and installation of the new acoustic ceiling boards.
7. Any excess in the number of acoustic boards shall be turned over to OSG Administrative Division through Building Administrator.

*Delivery Schedule:*

The supply of labor and materials for the dismantling and installation of new acoustic ceiling boards for the OSG extension offices at the APMC Building and Montepino Building shall be completed within sixty (60) working days from receipt of the Notice to Proceed (NTP), which shall include the period of time required in dismantling and installation of the new acoustic ceiling boards. The delivery of new acoustic ceiling boards is subject to scheduling of the work as determined by the Administrative Division's representative.



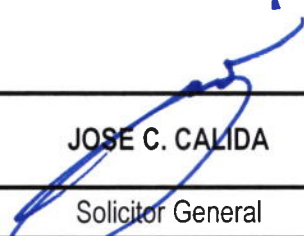
*See attached Term of Reference for:*

- \* Qualification of the Contractor
- \* Clean Up Works
- \* Warranty

*Attached: Memorandum with Approved Terms of Reference (TOR) from SAO Rodrigo L. Ojenal and Technical Working Group and Memorandum from OIC-HRMAS Editha R. Buendia*

Amount in Words: **One Million Pesos Only** Php **1,000,000.00**

Purpose: **For Bidding**

Prepared By:	Recommending Approval:	Approved by:
		
<b>SHERA JANE B. SOLON</b>	<b>EDITHA R. BUENDIA</b>	<b>JOSE C. CALIDA</b>
Administrative Officer V	OIC-Director IV, HRMAS	Solicitor General