**Technical Specifications**

**INSTALLATION OF VINYL PLANKS AT THE PHILIPPINE EMBASSY’S MAIN CHANCERY**

I. **BACKGROUND**

The Embassy is renovating the interiors of its Main Chancery located at 1600 Massachusetts Ave. NW, Washington D.C. The repainting of walls and ceilings and installation of new carpets have just been completed. The Embassy intends to replace the floors of five (5) pantries, one (1) stairs landing, one (1) hallway, and one (1) electrical room with new vinyl planks.

II. **OBJECTIVE**

The Embassy intends to hire the services of a reputable contracting company to remove the old vinyl planks and install new vinyl planks at designated locations.

III. **GENERAL CONDITIONS**

1. The Contractor shall be responsible for the site preparation and mobilization including dismantling and disposal of unnecessary debris on site.
2. The Contractor shall provide labor, materials, tools, equipment for needed for the satisfactory completion of the project. It should strictly follow standard procedures to complete the job.
3. The Project shall be completed within a period of two (2) weeks from the date of receipt of the Notice to Proceed (NTP). The completion date may be adjusted upon contractor’s formal written request for extension with justification.
4. The contractor shall be responsible for delivering the project to the full satisfaction of the Philippine Embassy.
5. The contractor shall allow the Philippine Embassy’s duly authorized representatives, to access the work area at any time for purposes of inspecting the project. It shall likewise furnish said representative necessary information and assistance to ensure a complete and detailed inspection.
6. The contractor shall ensure that the Project shall be completed in accordance with the approved design/specifications and in conformity with the agreed schedule.
7. The Philippine Embassy reserves the right to reject any unacceptable(substandard) material installed or to be installed as well as faulty workmanship.
8. The Contractor warrants that it shall deploy only highly trained, qualified and competent workers in the implementation of the project and shall be responsible
for damages, losses or injury arising from the project whether directly caused by the contractor’s negligence, or of its employees, agents or subcontractors.  

9. The contractor shall be responsible for the cleaning, clearing/removal from the site of debris.

IV. TECHNICAL SPECIFICATIONS

A. Scope of Works

1. Remove old and install new vinyl planks at the following areas:
   a. Five (5) pantries at basement 2, 1st Floor, 2nd Floor, 3rd Floor, & 4th Floor
   b. One (1) stairs landing at the rooftop
   c. One (1) hallway at the 1st floor
   d. One (1) electrical room at the 1st floor;

2. The combined area of the above spaces is 2,400 square feet;
3. The preferred vinyl plank is Urban Jungle No. 00704, Line of Sight, Philadelphia Commercial Resilient Collection;
4. Use of appropriate amount of the following materials, at a minimum:
   a. 6 boxes of fudge cove base material (around 720 linear feet)
   b. 20 bags of flash patch for floor preparations
   c. 6 buckets of pressure sensitive adhesive
   d. 2,400 square feet of vinyl planks;

5. Moving of furniture;
6. Payment: initial payment of 15% for mobilization cost, then progress payment until project completion, progress invoices must be accompanied by a duly signed progress report; and
7. In consideration of the sensitive nature of the areas covered by the work agreement, the General Contractor and all workers who will gain access to the Main Chancery of the Embassy shall hold in strict confidence and not disclose to any third party all information pertaining to the locations, whether oral, written, visual, or in any other medium, including, but not limited to the appearance of the work sites and physical security measures and operating procedures.