OFFICE FURNITURE	UNIT COST	SAMPLE UNIT	SPECIFICATIONS
Gang Chair	14,500.00		Arm and leg frames should be steel with chrome plated finish At least 150 kg weight rating per seat Perforated seat and back With at least 1 year warranty maximum of 4 seats
Magazine Rack	14,680.00		Dimension: at most 60cmx115cm (WxH) Material: at least MDF board Color: Chestnut Brown Layers: minimum of 5 layers
Steel Filing Cabinet	10,000.00	• 00000	Color: Silver Dimension: at most 18"x25"x55" (LXWxH) With Lock and Plastic Divider per Layer Layers: maximum of 4 layers
Basic Cabinet (Steel with Vault)	12,320.00		*atleast Gray/white in color *Cold Rolled Steel *With Plastic Divider and Cental Lock Full Extension Drawers *Layers: minimum of 4 layers
Multipurpose Rack	10,000.00		*at most 100cmx50cmx900cm (LxWxH) *Color: White/brown *Material: MDF board *Layers: Maximum of 4 layers
Television Rack Cabinet	15,000.00		at most 220cmx47cmx180cm (LxWxH) Color: Chestnut brown Can support a 48 in television Material: MDF board Side Cabinet: Maximum of 4 layers
Heavy duty Midback Chair	15,000.00	李	Midback chair with armrest Materials: Leatherette Seat & Back, Chrome Starbase, PVC Armrest Accessories: Gaslift, Caster wheel, armrest, Synchronized mechanism Finish (Black)

Office Partitions with Built-in Table and Mobile Pedestal	22,500.00	a.) Panel Thickness: 3.2cm / 32mm, Aluminum powder coated, panel-base system, Frame color-flash silver/anodized, Fabric Tiles, Top: Glass Tiles, Middle: Light Gray, Bottom: Sky Blue, b.) Work Surface/Table, 1 pc - 120x60cm, c.) Cubicle partition: 1 pc H120xW120x3.2cm, 2 pcs - H120xW60x3.2cm, d.) Pedestal Cabinet: 1 pc. 51.5cmx41.5cmx63.5cm
Executive Table	30,000.00	(approx.) • Materials: Melamine board Table and legs w/ side table, side board & mobile pedestal • L-shape table • approximately Main table - L120 x W70 x H75 cm • approximately Connection top L70 x W70 cm

Prepared by:

ENGR. JESSA RICA C. PANDIÑO Engineer II, SRED ENGR. JANICE P. VARGA OIC Chief, SRED

Submitted by:

TERMS OF REFERENCE

I. TITLE

SUPPLY, DELIVERY AND INSTALLATION OF VARIOUS FURNITURE AND FIXTURE TO BE INSTALLED IN BAFE SRED OFFICE IN SRA BUILDING

II. BACKGROUND:

The Bureau of Agricultural and Fisheries Engineering (BAFE) Office is currently located at the 4th floor of the DA building. With its full operationalization, and filling up of positions, the present area being occupied by BAFE will no longer be adequate thus, the need for a bigger office space and additional office furniture. The various furniture and fixtures to be procured will be used to provide comfortable working environment with the transfer of BAFE office to the Sugar Regulatory Administration (SRA) Building.

III. APPROVED BUDGET FOR THE CONTRACT (ABC)

The Approved Budget for the Contract is Eight Hundred Sixty Five Thousand Five Hundred Pesos (Php 865,500.00) inclusive of all taxes.

IV. TECHNICAL SPECIFICATIONS

Item	Qty	Description	
Gang Chair	3 pcs	 Arm and leg frames should be steel with chrome plated finish At least 150 kg weight rating per seat Perforated seat and back maximum of 4 seats 	
Magazine Rack	1 pc	 Dimension: at most 60cmx115cm (WxH) Material: at least MDF board Color: Chestnut Brown Layers: minimum of 5 layers 	

Steel Filing Cabinet	2 pcs	 Color: Silver Dimension: at most 18"x25"x55" (LxWxH) With Lock and Plastic Divider per Layer Layers: maximum of 4 layers 	
Basic Cabinet (Steel with Vault)	1 pc	*atleast Gray in color *Cold Rolled Steel *With Plastic Divider and Cental Lock Full Extension Drawers *Layers: minimum of 4 layers	
Multipurpose Rack	1 pc	*at most 100cmx50cmx900cm (LxWxH) *Color: White/brown *Material: MDF board *Layers: Maximum of 4 layers	
Television Rack Cabinet	1 pc	 at most 220cmx47cmx180cm (LxWxH) Color: Chestnut brown Can support a 48 in television Material: MDF board Side Cabinet: Maximum of 4 layers 	
Heavy Duty Midback Chair	18 pcs	Midback chair with armrest Materials: Leatherette Seat & Back, Chrome Starbase, PVC Armrest Accessories: Gaslift, Caster wheel, armrest, Synchronized mechanism Finish (Black)	
Office Partitions with Built-in Table and Mobile Pedestal	20 sets	Dimension and Specification: a.) Panel Thickness: 3.2cm / 32mm Aluminum powder coated, panel-base system Frame color-flash silver/anodized Fabric Tiles Top: Glass Tiles Middle: Light Gray Bottom: Sky Blue b.) Work Surface/Table	

		 1 pc - 120x60cm c.) Cubicle partition: 1 pc H120xW120x3.2cm 2 pcs - H120xW60x3.2cm d.) Pedestal Cabinet: 1 pc. 51.5cmx41.5cmx63.5cm (approx.)
Executive Table	1 pc	 Materials: Melamine board Table and legs w/side table, side board & mobile pedestal L-shape table approximately Main table - L120 x W70 x H75 cm approximately Connection top L70 x W70 cm

V. SCHEDULE OF DELIVERY

Thirty (30) working days upon the receipt of Notice to Proceed.

VI. PAYMENT

Payment shall be done within thirty (30) calendar days upon receipt, inspection, and acceptance of the various furniture and fixtures including documents such as Official Receipt and other necessary documents.

VII. OTHER REQUIREMENTS:

For the purpose, the following are additional requirements for the various furniture and fixture listed above:

- Mounting and Installation cost is included in the cost
- At least 1-Year Manufacturer Warranty

Prepared by:

Approved by:

ENGR. JESSARICA C. PANDIÑO

Engineer II, SRED

ENGR. JANICE P. VARGAS

OIC-Chief, SRED