



REPUBLIKA NG PILIPINAS
KAGAWARAN NG KATARUNGAN
PANGASIWAAN SA PATALAAN NG LUPAIN
(LAND REGISTRATION AUTHORITY)
East Avenue cor. NIA Road, Diliman, Quezon City

02 April 2025

RENATO J. TECSON

Owner

DASTEC CONSTRUCTION AND SUPPLY

No. 43 Bohol Mansions

Bohol Avenue Quezon City

WORK ORDER No. GSD-2025-04

**PROJECT: RENOVATION OF INSPECTION AND INVESTIGATION DIVISION
(LAND REGISTRATION MONITORING DIVISION) OFFICE ROOM
401 OF LRA CENTRAL OFFICE BUILDING**

Dear **Mr. Tecson**,

Pursuant to LRA-BAC Infrastructure Resolution No. 2025-04 dated 24 March 2025 and Notice of Award (NOA) dated 24 March 2025, the work stated therein may now be undertaken in the amount of **P420,653.00**, the following Scope of Works and Specifications, to wit:

1. General requirements of the project include Mobilization/Demobilization of personnel, materials, equipment, provision of temporary facilities and utilities and upon completion cleaning of the work area and disposal of waste materials and debris to leave the premises in perfect condition, accepted by LRA. It also includes creation of temporary facilities for the project and application of permits and clearances.
2. Contractor is required to submit their construction schedule prior to the project implementation. Construction schedule should be based on the availability of the office to be renovated.
3. Contractor is responsible for moving/relocating of office chairs, tables, and other objects impeding the implementation of works.
4. Dismantling of dilapidated portion of ceiling and one (1) door in the given key plan are necessary. This includes all labor, materials, and equipment to accomplish aforesaid works up until the completion of the project. This also entails hauling and proper disposal of the dismantled materials.
5. For carpentry & joinery works, replacement/restoration of dilapidated portions of ceiling, installation of Drywall with transom louver, 6mm, Metal Frame, Fiber Cement Board and one (1) Hollow Core Flush Door (Hearing Room) indicated in the given key plan are necessary. This also includes all labor, materials, and equipment needed to accomplish aforesaid works up until the completion of the project. The specifications of the materials to be used are as follows:

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Electrical Items			
1.	Roughing-ins	1 lot	Electrical Metallic Tubing (EMT) or any approved equal. Sizes will depend on actual site condition.
2.	Utility Box	1 lot	Metal Utility Box GA16 or any approved equal
3.	Junction Box	1 lot	Metal Octagonal Junction Box GA16 or any approved equal
4.	Electrical Convenience Outlet	18 Sets	Duplex Convenience Outlet w/ ground or any approved equal

Note: Quantity and specifications given are subject to changes (increase/decrease) based on actual site condition.


- 8. For structured cabling works, dismantling of existing structured cabling, termination works to existing patch panel/ cabinet at lobby area, supply, delivery, and installation of new structured cabling (UTP Cable CAT6 in PVC Pipes), and testing and commissioning (Fluke test) is necessary. This includes all labor, materials, and equipment to accomplish aforesaid works up until the completion of the project.
- 9. Site visit/ ocular inspection is required before mobilization to inspect actual site condition. Daily site supervision is required.

It is understood that the payment therefore shall be subject to the usual accounting and auditing requirements after completion of all the above-mentioned works. Period of delivery is Thirty (30) working days from receipt hereof.

Very truly yours,


RONALDO C. APILADO
Engineer III
General Services Division

UNOBLIGATED FUNDS
AVAILABLE: **P420,653.00**


JAIRUS M. CABUSI
Chief, Accounting Division
AS PER CAF NO. 2024-203

APPROVED:

GERARDO PANGA SIRIOS
✓ Administrator 

Received and Acknowledged by:



CONTRACTOR

06.02.2025

DATE

