



## TECHNICAL SPECIFICATIONS

### 1. GLASS PARTITION AND CUBICLE

**1.1 Item for Procurement:**

The project covers the glass partition and cubicle in GSIS Bohol Branch.

**1.2 Approved Budget :**

Three Hundred Fifty Thousand Pesos (PHP 350,000.00) inclusive of all applicable taxes

**1.3 Brief Discussion:**

At the end of 2019, the World was in shock on the discovery of the COVID 19 virus. Our Nation is not at spare on the spread of it. At present, the virus continues to claim lives and spread to many.

The installation of glass partition and cubicle at GSIS Bohol is one of it measures to prevent, if not stop the transmission of the Coronavirus disease (COVID 19).

**1.4 Scope of the project**

The provision of the requested office glass partition and cubicle which includes the MAC Area, LESU, BCRD, FSD Chief, OBM staffs and related services shall be made available by the contractor to GSIS Bohol Branch Office upon receipt of the Purchase Order.

This includes the provision of floor plan with a convenient circulation space.

Designs and Plans should have consultation with the Branch Head and should conform to the professionalism standard of GSIS.

**1.5 Specifications:**

Glass partition with cubicle for:  
MAU – 4 staff  
BCRD Area  
OBM staff – 2 staff  
LESU – 3 staff  
FSD chief

**1.6 Manpower Requirements:** workers for the installation of the project

**1.7 Warranty and after-sales service requirements:**

1.7.1. Supplier/Provider warrants against hidden defects.

1.7.2. Supplier/Provider warrants against merchantability of the project.

- 1.8 Standard of Workmanship: not applicable**
- 1.9 Brand and specification: not applicable**
- 1.10 Drawings/Plans and other Specification:** to visit the office to see the area and drawing approval from the Branch Head.
- 1.11 Schedule and Place of Delivery**  
Installation should be September of 2020 to GSIS Bohol Branch Office.
- 1.12 Terms of Payment**  
The prices indicated shall be valid within 100 calendar days or until a Purchase Order is issued whichever comes earlier.
- The above-mentioned services shall be paid within fifteen (15) working days after receipt of the billing together with other supporting documents from the service provider. The services rendered must be duly found to be satisfactory in accordance with the agreement between GSIS and the service provider. All payments shall be subject to existing accounting and auditing rules and regulations applicable to the GSIS.
- 1.13 Responsibilities of the End-User Unit during project implementation: not applicable**

**EDNA D. ELICOT**  
Branch Manager