



CW2205Q381 | 27May2022

Proposed Job Scopes for Office Renovation
at Level 3 of 212 Pandan Loop

Criteria -

- Approved by BCA (design and built)
- At least BizSafe certified
- Safety supervisor on site during works
- Submit all RAM for renovation before commencement of works



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Proposed Job Scopes for Office Renovation **at Level 3 of 212 Pandan Loop**

Rooms & Workstations Renovation (to be conjunction with drawing)

- **Room1 (HOD)**
 - Re-use existing L-shape desk
 - Re-use existing round discussion table
 - New chairs - 1 desk chair and 6 visitor chairs
- **Room-2 (Meeting)**
 - Re-use existing meeting table with existing power points
 - New chairs - 10 discussion chairs
 - 65" Smart TV with HDMI cable
- **Room-3, 4, 5 (HOD)**
 - Convert existing 2 rooms to 3 rooms
 - Re-use 1 existing door from previous room 5 for consistent aesthetics purpose
 - New furniture; desk (1400mmL x 900mmW), desk side cabinet, 2 x filling cabinet (900mmL x 450mmW)
 - New chairs - 1 desk chair and 2 visitor chairs each
 - New Air-conditioning system – wall mounted, split type
 - Power point; 2 x 2gangs
 - Lighting relocation
- **Room 6 (Meeting)**
 - Partition, door, lighting, power point - no change, remain
 - New height adjustable dia. 900mm round table
 - New chairs - 4 meeting chairs
 - 65" Smart TV with HDMI cable



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- **Room 7 (CEO)**
 - New partition, new door to match existing with small window
 - Re-use existing L-shape desk
 - Re-use existing 3 armchairs and 1 coffee table from Lobby
 - New - 1 desk chair and 2 visitor chairs
 - New Air-conditioning system – wall mounted, split type
 - Power point; 2 x 2 gangs
 - Lighting relocation
- **Room 8, 9 (HOD)**
 - New partition, 1 existing and 1 new door to match existing with small window
 - New furniture; desk (1400mmL x 700mmW), desk side cabinet, filing cabinet (1600mmL x 450mmW), chairs, whiteboard, etc.
 - New Air-conditioning system – wall mounted, split type
 - Power point; 2 x 2gangs
 - Lighting relocation
- **Room 10, 11, 12 (Meeting)**
 - New full-height glass partition at same height as new glass door with partition to ceiling
 - New height adjustable dia. 900mm round table
 - New chairs - 4 meeting chairs each
 - 65' Smart TV with HDMI cable
 - New Air-conditioning system – wall mounted, split type
 - Power point; 2 x 2 gangs
 - Lighting relocation
- **Traders Room**



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- Partition, door, lighting, power point, furniture – no change, remain
- 4 x 65" Smart TV complete with HDMI cable - opposite wall of entrance
- **Lobby**
 - New furniture - 2 high tables with 4 high chairs each table
 - 2 x private phone booth (1200mm x 1000mm) type
 - Entrance glass door with partition to ceiling
 - Power point; 1 x 2 gang above ceiling for the entrance glass door and 1 x 2 gang for the phone booths
- **Workstations**
 - Entire workstations to be shifted 1100mm towards offices (refer to drawing)
 - New hot desk tables, chairs c/w power points (refer to drawing)
 - Center workstations to remain
 - Workstation row near toilet and Trader's room to be removed, only affected carpet area to be replaced where necessary to matching colour.
- **Toilet**
 - New Air-conditioning system, M/V system (male and female)
 - Add 1 new urinal for male toilet
- **Outside Toilet Area**
 - Add 2 units H1000 D600 W1200 mm 2-sided open shelf cabinet
 - 1 lot of collaboration sofas and poufs



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Building & General Renovation

- Replace 2 faulty units of Ceiling Cassette Air-conditioning system from existing rooms and dispose faulty units
- Check & service all air-conditioning systems
- Change all lighting to LED Type (Day light – 5000K~6500K lumens)
- Re-paint entire wall (white color)
- Provision of 4 x large artificial potted plants
- All carpet to remain and only replaced to matching colour where required, provide a final deep cleaning of entire area before handover
- Note: AutoCad Layout file will be provided on the general area and proposed plan and as part of the deliverable to update the layout plan to the final furniture layout especially on the Collaboration Area.
- To submit the relevant catalogue on furniture for selection as required
- Company submitting the offer must comply to the following:
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