

REQUIREMENTS

1. Letter of Endorsement from Tenant for their chosen contractor *(Brief description of project and contractor's detail)*

2. Submission of required plans

- | | |
|---|---|
| <input type="checkbox"/> a) Architectural Plan | <input type="checkbox"/> e) Telephone / Data Communications, FDAS (if necessary) |
| <input type="checkbox"/> b) Electrical Plan | <input type="checkbox"/> f) Scope of Work, Bill of Materials & General Specifications |
| <input type="checkbox"/> c) Mechanical Plan | <input type="checkbox"/> g) Total Project Cost/Gant Chart/Duration |
| <input type="checkbox"/> d) Plumbing / Sanitary | <input type="checkbox"/> h) Structural Plan (if required) |

- 3 sets of CAD copy in A3 size for Preliminary Evaluation
- 2 sets of 20' x 30' as shop drawing signed and sealed by respective Professional Engineers

3. Fees, Bond and other charges

- | | |
|---|---|
| <input type="checkbox"/> A.) Evaluation Fee (Non-refundable and payable upon submission of plans) | - Php10,000.00 |
| <input type="checkbox"/> B.) Monitoring Fee (Non-refundable and payable prior to construction / renovation valid for a period of 60-days to commence upon receipt of Notice to Proceed) | - Php25,000.00 |
| <input type="checkbox"/> C.) Construction Bond (Refundable deposit payable prior to construction / renovation and shall not be used to apply as payment for fees and charges mentioned herein. Amount paid shall not be refunded after 15 days from submission of required permits.) | - Php100,000.00 or
Php200.00/sqm
whichever is higher |
| <input type="checkbox"/> D.) Opening & Closing of Supervisory Valve for Sprinkler System (payable prior to issuance of work permit) | -Php1,000.00 |
| <input type="checkbox"/> E.) Coring Works - 2" \varnothing (payable prior to issuance of work permit)
- 4" \varnothing | -Php2,500.00/hole
-Php3,500.00/hole |
| <input type="checkbox"/> F.) Flooring Chipping 2" depth for glass door mechanism (payable prior to issuance of work permit) | -Php2,500.00/hole |
| <input type="checkbox"/> G.) Storage Rental / Staging Area at Basement – Mandatory for construction materials, paints and other flammable items payable prior to issuance of work permit. | -Php18,000/parking slot per month |
| <input type="checkbox"/> H.) Consumable Advance Payment for the following:

(a) Hauling of Construction Materials – Php 100.00/elevator trip
(b) Use of Comfort Room/Common Area – Php 10.00/head/day

(c) Security Deployment – Php 130.00/hour
Mandatory <i>deployment</i> of building's security from day 1 of construction / renovation until completion. | - Php100,000.00 for
700sqm and above
leasable area

- Php50,000.00 for
below 700sqm
leasable area |

All fees and charges shall be payable to _____ (Name of Property)

4.) Contractor's All Risk Insurance (CARI)

5.) Old kilowatt (electricity) meter must be replaced with digital. Additional requirement for fire safety measures like smoke detector and sprinkler must be complied on the plans submitted.

6.) Submission of Building Permit (Sec. 301 of the National Building Code)

As a rule, no construction/renovation shall commence without the submission of a building permit but for the tenant to fully maximize the rent-free, the management shall allow the construction/renovation upon presentation of the Official Receipt (OR) as a proof that an application has been filed with the Building Official of Makati City. Note that this accommodation is only valid for 15-days from work commencement and thereafter, a

Building Permit must be submitted. Failure to comply may result in the cancellation of any work permit issued.

7.) Submission of Occupancy Permit (Sec. 309 of the national Building Code)

An Occupancy Permit must be submitted by all Tenants / Occupants regardless of the scope and cost of construction/renovation. Failure to comply with the submission may result to:

a.) Forfeiture of Construction Bond

b.) Penalty of not more than Php10,000.00/year by the Building Official of Makati City as and by the way of "Fine."

By signing below, we confirm that we have read, understood and accept all of the above pre-construction requirements of the *Pacific Star Building*.

CONFORME:

Tenant
(Signature Over Printed Name)

Contractor
(Signature Over Printed Name)