



MEMORANDUM

FOR : President, PPSC

THRU : Vice President for Administration, PPSC
 Chief, Administrative Division

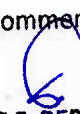
SUBJECT : **Installation of Fixtures at NFTI Four (4) Storey Twelve (12) unit Classrooms with Roofdeck located at National Fire Training Institute, Camp Vicente Lim, Canlubang, Laguna**

DATE : August 1, 2019

Reference : Installation of Fixtures at NFTI Four (4) Storey Twelve (12) unit Classroom with Roofdeck

1. This pertains to the installation of fixtures to the said NFTI Classrooms.
2. The approved plans at the NFTI Twelve (12) unit Classrooms are unfurnished. The Classrooms necessitate the need for Podium and Whiteboard which is essential for the use of Instructors during classes. The podium will be used as platforms and the whiteboard to be utilized as to inscribe important topic and information for the learners to understand and comprehend the subject matter thoroughly.
3. Additionally, a Varifold or Accordion Partition is necessary to separate or combine two classrooms into a bigger one that can accommodate a bigger assembly whenever the need arises. The comfortable extraction of partitions can convert classrooms to a larger venue, a multi-purpose hall or a conference room.
4. Further, the need for the installation of NFTI and PPSC logo in front of the Building is required to symbolize and represent our school identity.
5. Hence, respectfully requests funding support in the amount of **Six Hundred Eleven Thousand One Hundred Ninety Seven and 86/100 (Php 611,197.86)** only for the implementation of the above-mentioned project.
6. Attached herewith are the Pre-Inspection Report, Plans and Design, and Detailed Cost Estimate of the project.
7. For your signature and approval.

Recommend Approval:



JOSE F. BERNABE, MPSA
 Chief, Administrative Division


Alex S. Regado, MPSA
 OIC, General Services Section, AD

Funds provided up to: Cont Appn

₱ 611,197.86 - (Furniture & Fixtr + D)

Recommending Approval:


PCSUPT FERDINANDO G. SEVILLA (Ret)
 Vice President for Administration

Approved/Disapproved:

Approved on August 2019
MYLENE G. RONDINA, MPSA
 Director, Budget Management Service

CA-8-2465


RICARDO F. DE LEON, Ph.D.