

1. The Contractor shall provide and install all the furniture fittings equipment and conveniences in the offices for the Engineer as listed above. This shall include but not limited to:
  - a. Desks
  - b. Side Tables
  - c. Conference Table and chairs
  - d. High Back Swivel Arm Chairs
  - e. Plain Arm Chairs
  - f. Four (4) "6" Drawer Plan Chest (suit AO size drawings)
  - g. Four (4) free standing drawing hanging file (suit AO size drawings)
  - h. Four (4) Lockable Drawer filing Cabinets (with hanging files)
  - i. Three (3) Fire Extinguishers - 1 kg capacity, powder type
  - j. Two (2) Wall-mounted first Aid Kit
  - k. One (1) portable first Aid Kit
  - l. One (1) wastebasket per desk and table and as required.
  - m. Telephone connection of the switching system type with an intercom facility, comprising one main telephone and extensions as required to suit office layout in accordance with Section 01510
  - n. Computer equipment for twenty (20) employees to the latest specification and approved by the Engineer. (include two laptops within 20)
  - o. One (1) A4 size colour scanner.
  - p. One (1) photocopier suitable for A3 size. (including scanning function)
  - q. One (1) digital camera, minimum four (4) mega pixel as approved.
  - r. Separate facsimile connection and facsimile machine.
  - s. Conference room table and chairs to seat twelve (12).
  - t. Two double seat waiting area sofa's or other suitable to seat 4 waiting people