

The contract comprises the design and construction of the following:

A	House of Traditional Leaders			
	Office Space Description	Level/Ranks	No. of Offices	Office Areas
	1. Deputy Manager	11/12	1 No. Off	20m ²
	2. Assistant Manager	9/10	1 No. Off	16m ²
	3. Administration Officer	7	1 No. Off	12m ²
	4. State Accountant	7	1 No. Off	12m ²
	5. Development Facilitation Officer	6	1 No. Off	24m ²
	6. Accounting Clerk	4	1 No. Off	12m ²
	7. Administration Clerk	4	1 No. Off	12m ²
	8. Chairperson of the Local House	N/A	1 No. Off	20m ²
	9. Deputy Chairperson of the Local House	N/A	1 No. Off	16m ²
	Totals		9 No. Off	144m²
B	House of Traditional Leaders			
	1. Assistant Manager	9 or 10	1 No. Off	16m ²
	2. Senior Survey Technician	8	1 No. Off	12m ²
	3. Administration Officer	7	1 No. Off	12m ²
	4. Senior Survey Assistant and Survey Assistant	4-6	1 No. Off	24m ²
	Totals		4 No. Off	64m²
C	Office Support Spaces			
	1. Reception / Waiting Area		1 No. Off	24m ²
	2. Boardroom		1 No. Off	72m ²
	3. Kitchenette		1 No. Off	8m ²
	4. Drawing Office		1 No. Off	40m ²
	5. Filing Room		1 No. Off	12m ²
	6. Server Room		1 No. Off	8m ²
	7. Rest Room (Cleaners/Driver/Messengers)		1 No. Off	12m ²
	8. Strong Room		1 No. Off	6m ²
	9. First Aid Room		1 No. Off	6m ²
	10. Storeroom		1 No. Off	4m ²
	Totals		10 No. Off	192m²
D	Public Participation			
	1. Assistant Manager (Public Participation)	9	1 No. Off	16m ²
	2. Assistant Manager (CDW)	9	1 No. Off	16m ²
	3. Community Development Workers	6	1 No. Off	24m ²
	Totals		3 No. Off	56m²
E	LABOUR			
	1. Waiting Area	1	1 No. Off	30m ²
	2. First Aid	1	1 No. Off	8m ²
	3. Archive/ Photocopy	1	1 No. Off	6m ²
	4. Strong Room	1	1 No. Off	27m ²
	5. Server Room	1	1 No. Off	6m ²
	6. Staff Pause Room/Kitchen	1	1 No. Off	10m ²
	7. Supervisor Office	1	1 No. Off	18m ²
	8. Inspector	1	1 No. Off	12m ²
	9. Client Services Office	1	1 No. Off	12m ²
	10. Employment Councillor	1	1 No. Off	12m ²
	11. Additional Offices	1	1 No. Off	497m ²
	Totals		11 No. Off	638m²
F	DIGITAL CENTRE			
	1. Communal Boardroom	1	1 No. Off	74m ²
	2. Centre Manager	1	1 No. Off	16m ²
	Totals		2 No. Off	80m²
	Grand Totals		39 No. Off	m²
	Grand Total for Office Assignable Space Areas			1094m²
E	Sanitary Facilities			
	Toilets with appropriate number of cubicles for males, females and people living with			