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Turner & Townsend

Fit-out Guide

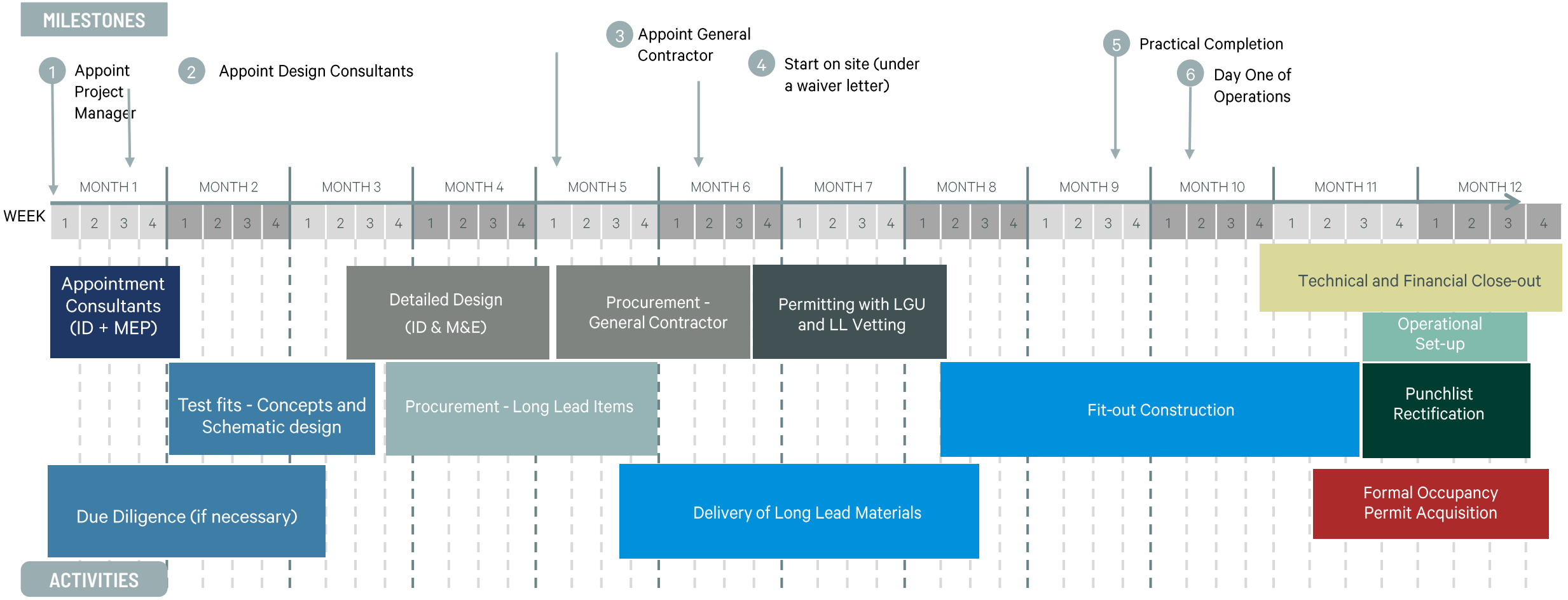
2026

CBRE LEASING & ADVISORY SERVICES
PHILIPPINES

HIGH LEVEL SCHEDULE FOR FULL FLOOR (1000-2500 SQM)

Traditional Design-Bid-Build

Updated to account for 2026 processing timelines, the schedule covers the milestones and activities of a typical fit-out for a 1,000-2,500sqm space with warm shell handover conditions, but may vary according to (1) the inclusions discussed with the client and (2) location of the fit-out (e.g. Metro Manila vs. provincial). This schedule should be used as a guide only.



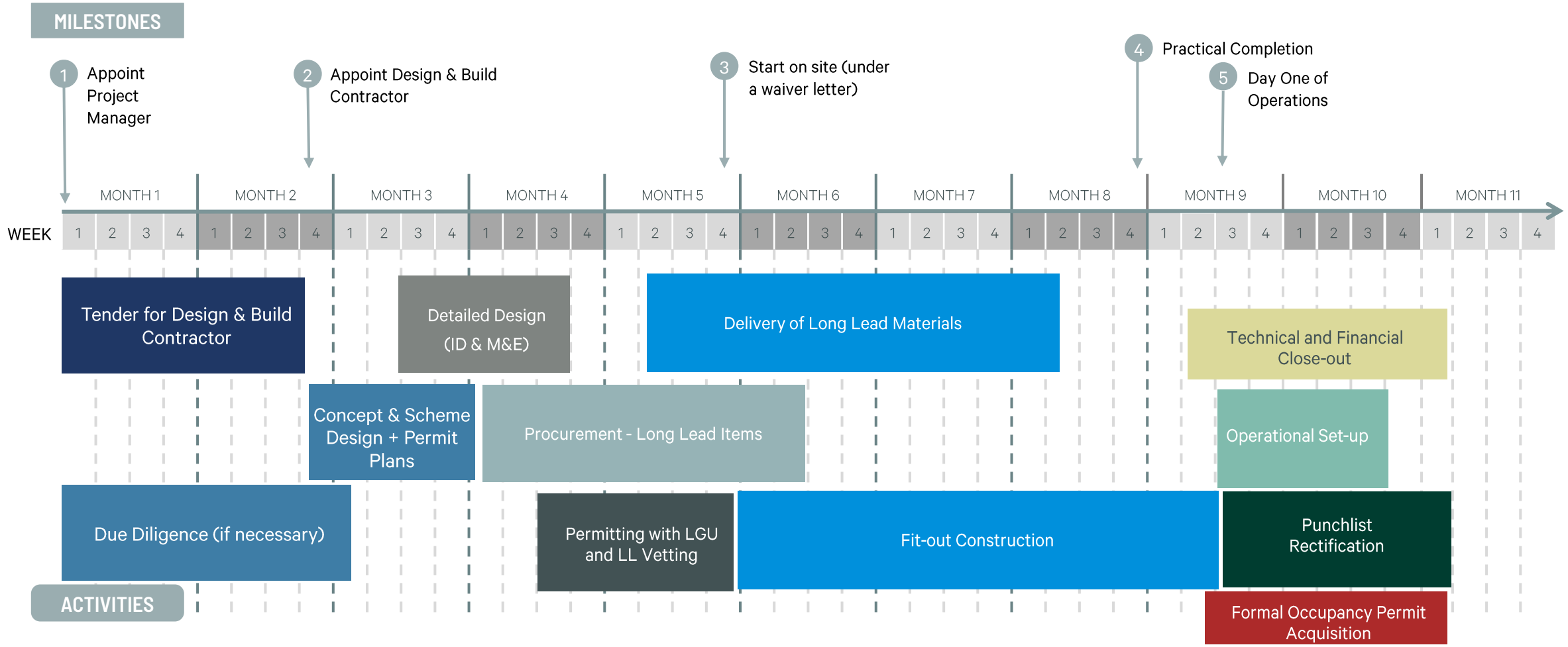
For specific project timeline estimates, please contact Turner & Townsend.

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HIGH LEVEL SCHEDULE FOR FULL FLOOR (1000-2500 SQM)

Design-Build

Updated to account for 2026 processing timelines, the schedule covers the milestones and activities of a typical fit-out for a 1,000-2,500sqm space with warm shell handover conditions, but may vary according to (1) the inclusions discussed with the client and (2) location of the fit-out (e.g. Metro Manila vs. provincial). This schedule should be used as a guide only. Statutory permits will be dependent per municipality and may take more than 8 weeks to obtain in some areas.



For specific project timeline estimates, please contact Turner & Townsend.

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Typical Fit-out Matrix BARE

Area, sqm = 4,294 sqm

LEVELS		TYPES		
		TRADITIONAL	**BPO CALL CENTER/ SHARED SERVICES**	**AGILE**
		• Focus: privacy • Permanent/Semi-permanent stations • Combination of enclosed offices and meeting spaces Law firms, traditional financial companies, privacy-focused occupiers	• Focus: efficiency • Ability to accommodate high headcounts • Cost-effectivity Standard office users, efficiency-focused occupiers	• Focus: collaboration and connectivity • Flexible, multi-use spaces • Open environment Startups, freelancers, progressive corporate occupiers
BASIC	Finishes, technology and design meet basic office type functions	Php 72,300 per sqm USD 1,150	Php 77,000 per sqm USD 1,220	Php 77,300 per sqm USD 1,230
MEDIUM	More complex office layout and design, with upgrades in finishes and costs for cabling, security, etc.	Php 87,800 per sqm USD 1,390	Php 94,300 per sqm USD 1,500	Php 94,700 per sqm USD 1,500
HIGH	Space layouts with higher-quality finishes, materials, and increased costs for security and aesthetics	Php 107,500 per sqm USD 1,710	Php 114,300 per sqm USD 1,820	Php 115,400 per sqm USD 1,830

Source: Turner & Townsend

The figures presented in this guide are for reference purposes only and should be interpreted strictly through an elemental cost analysis framework. Readers should focus on specific cost breakdowns rather than comparing relative percentage variances across office types (Traditional, BPO Call Center, Agile).

Conversion rate used PHP 63 = 1 USD

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Cost Matrix, Traditional

	BASIC			MEDIUM			HIGH		
Description of Cost	Php per sqm	USD per sqm	%	Php per sqm	USD per sqm	%	Php per sqm	USD per sqm	%
I. Construction Cost	**50,400**	**800**	**70%**	**60,900**	**967**	**69%**	**74,900**	**1,189**	**70%**
Superstructure *(Staircases, Internal Walls, Internal Doors)*	6,250	99	12%	8,040	128	13%	9,290	148	12%
Internal Finishes *(Wall, Ceiling, Floor, Raised Access Flooring, Skirting)*	20,600	327	41%	25,620	407	42%	32,880	522	44%
FF&E *(Blinds, Joinery, Whitegoods, Signs/notices)*	1,590	25	3%	2,120	34	4%	3,140	50	4%
Services *(Sanitary Installations, Services Installations, Structured Cabling)*	15,400	244	31%	17,180	273	28%	19,820	315	27%
Main Contractor's Preliminaries	6,570	104	13%	7,940	126	13%	9,770	155	13%
II. Client Direct	**21,900**	**348**	**30%**	**26,900**	**427**	**31%**	**32,600**	**518**	**30%**
Furniture *(Workstations, Task chairs, Solo pods, Meeting tables, Meeting chairs, Collaboration tables, Collaboration chairs, Loose furniture)*	9,790	155	45%	12,760	203	47%	15,650	248	48%
AV	3,400	54	15%	3,960	63	15%	4,510	72	14%
Security	2,760	44	13%	2,950	47	11%	3,610	57	11%
Professional Fees	5,970	95	27%	7,250	115	27%	8,880	141	27%
TOTALS	**72,300**	**1,150**	**100%**	**87,800**	**1,390**	**100%**	**107,500**	**1,710**	**100%**

Notes:
Construction costs including security and structured cabling
Client direct items, such as loose furniture, audio-visual and professional fees
Based on a CAT A and CAT B fit out with the existing building at shell and core
Reflective of a single test fit and specification level split between high, medium and low

Exclusions:
- Internal planting
- MEP works related to generator sets, major trading offices or data centres
- Specialist security requirements, such as speed gates
- Software and/or apps for IT, AV and security
- IT networking (e.g. racks).
- Move management costs
- Landlord lobbies or receptions
- Vertical transportation (e.g lifts)
- Reinstatement costs
- All taxes.

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Cost Matrix, Agile

	BASIC			MEDIUM			HIGH		
Description of Cost	Php per sqm	USD per sqm	%	Php per sqm	USD per sqm	%	Php per sqm	USD per sqm	%
I. Construction Cost	**52,100**	**827**	**67%**	**63,600**	**1,009**	**67%**	**77,600**	**1,232**	**67%**
Superstructure *(Staircases, Internal Walls, Internal Doors)*	6,780	108	13%	8,770	139	14%	10,130	161	13%
Internal Finishes *(Wall, Ceiling, Floor, Raised Access Flooring, Skirting)*	20,800	330	40%	26,060	414	41%	33,430	531	43%
FF&E *(Blinds, Joinery, Whitegoods, Signs/notices)*	1,650	26	3%	2,220	35	3%	3,290	52	4%
Services *(Sanitary Installations, Services Installations, Structured Cabling)*	16,070	255	31%	18,240	290	29%	20,650	328	27%
Main Contractor's Preliminaries	6,800	108	13%	8,290	132	13%	10,130	161	13%
II. Client Direct	**25,180**	**400**	**33%**	**31,100**	**494**	**33%**	**37,730**	**599**	**33%**
Furniture *(Workstations, Task chairs, Solo pods, Meeting tables, Meeting chairs, Collaboration tables, Collaboration chairs, Loose furniture)*	12,200	194	48%	15,900	252	51%	19,500	310	52%
AV	3,700	59	15%	4,300	68	14%	4,900	78	13%
Security	2,900	46	12%	3,100	49	10%	3,800	60	10%
Professional Fees	6,380	101	25%	7,820	124	25%	9,530	151	25%
TOTALS	**77,300**	**1,230**	**100%**	**94,700**	**1,500**	**100%**	**115,400**	**1,830**	**100%**

Notes:
Construction costs including security and structured cabling
Client direct items, such as loose furniture, audio-visual and professional fees
Based on a CAT A and CAT B fit out with the existing building at shell and core
Reflective of a single test fit and specification level split between high, medium and low

Exclusions:
- Internal planting
- MEP works related to generator sets, major trading offices or data centres
- Specialist security requirements, such as speed gates
- Software and/or apps for IT, AV and security
- IT networking (e.g. racks).
- Move management costs
- Landlord lobbies or receptions
- Vertical transportation (e.g lifts)
- Reinstatement costs
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Cost Matrix, BPO

	BASIC			MEDIUM			HIGH		
Description of Cost	Php per sqm	USD per sqm	%	Php per sqm	USD per sqm	%	Php per sqm	USD per sqm	%
I. Construction Cost	**53,000**	**841**	**69%**	**64,600**	**1,026**	**69%**	**78,500**	**1,245**	**69%**
Superstructure *(Staircases, Internal Walls, Internal Doors)*	6,370	101	12%	8,200	130	13%	9,450	150	12%
Internal Finishes *(Wall, Ceiling, Floor, Raised Access Flooring, Skirting)*	20,800	330	39%	26,150	415	40%	33,240	528	42%
FF&E *(Blinds, Joinery, Whitegoods, Signs/notices)*	1,600	25	3%	2,120	34	3%	3,150	50	4%
Services *(Sanitary Installations, Services Installations, Structured Cabling)*	17,290	274	33%	19,720	313	31%	22,390	355	29%
Main Contractor's Preliminaries	6,910	110	13%	8,430	134	13%	10,230	162	13%
II. Client Direct	**24,000**	**382**	**31%**	**29,700**	**471**	**31%**	**35,900**	**570**	**31%**
Furniture *(Workstations, Task chairs, Solo pods, Meeting tables, Meeting chairs, Collaboration tables, Collaboration chairs, Loose furniture)*	11,090	176	46%	14,450	229	49%	17,720	281	50%
AV	3,770	60	15%	4,390	70	15%	5,000	79	14%
Security	2,840	45	12%	3,040	48	10%	3,720	59	10%
Professional Fees	6,360	101	27%	7,790	124	26%	9,440	150	26%
TOTALS	**77,000**	**1,220**	**100%**	**94,300**	**1,500**	**100%**	**114,300**	**1,820**	**100%**

Notes:
Construction costs including security and structured cabling
Client direct items, such as loose furniture, audio-visual and professional fees
Based on a CAT A and CAT B fit out with the existing building at shell and core
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Specifications

Element	Low	Medium	High
Walls and doors	Raised access floor to underside of ceiling drywall. Single glazed partition system. Laminate timber and single-glazed doors. Low acoustic rating.	Slab to slab drywall. Double-glazed partition system. Veneered timber and double-glazed doors. Medium acoustic rating.	Slab to slab drywall. Double-glazed partition system. Veneered timber and double-glazed doors. High acoustic rating.
Wall finishes	Paint, ceramic tiles and PVC-U cladding panels.	Paint, ceramic tiles, acoustic wall panels, glass splashbacks and writable magnetic glass.	Paint, polished plaster, porcelain tiles, acoustic wall panels, stone cladding, writable magnetic glass.
Floor finishes	Vinyl, tiles, MDF skirtings.	Vinyl, carpet, homogenous tiles, natural stone, timber planks, MDF skirtings.	Vinyl, carpet and homogenous tiles, natural stone , custom carpet and anodised metal skirting.
Ceiling finishes	Painted MF suspended and metal tile.	Painted MF suspended, metal tile, timber cladded, acoustic panels.	Polished plaster MF suspended, bespoke timber, acoustic panels.
Fittings, furnishings and equipment	Softwood timber joinery, whiteboards, kitchen appliances, signage and graphics.	Hardwood timber joinery, stone worktops, kitchen appliances, signage and graphics.	Stone and hardwood timber joinery, stone worktops, kitchen appliances, signage and graphics.
Services	New services through-out. No individual HVAC controls. Standard open plan office lighting throughout.	New services throughout. Individual HVAC controls to executive offices. Standard open-plan office lighting to open office area, feature lighting in meeting rooms and executive offices.	New services through-out. Individual HVAC controls to executive offices, meeting rooms and open-plan office. Specialist lighting throughout.
IT and AV	Low-end conferencing facilities, with AV screens in large meeting rooms, offices, collaboration areas and training areas.	Mid-range conferencing facilities, with AV screens in all meeting rooms, offices, collaboration areas and training areas.	High-end conferencing facilities, with AV screens in all meeting rooms, offices, collaboration areas and training areas.

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Definitions

Element	Definitions
Shell and core	A shell and core space only has the base building framework completed. This includes the envelope consisting of exterior walls, roof and basic infrastructure that will be complete, but the inside space will be an empty shell, with exposed concrete floor and soffit. All basebuild plant and services will be terminated at the point of entry onto the tenant floor space. Basebuild plant and services will generally include: High and low voltage switchgear, transformers, lift systems, a standby generator, boilers, chillers, cooling towers, water and fuel tanks, sprinkler plant, building control systems, air conditioning chambers and fans, water and fuel pumps, dry risers, fire detection, alarm and hose reel systems.
Category A (CAT A) fit-out	A CAT A space will provide a basic level of finish above that provided in a shell and core space. Generally, we refer to CAT A as 'on floor fit-out and services' which consist of: Basic internal finishes such as: • Raised access floors • Suspended ceilings • Basic painted wall finishes. Basic mechanical and electrical services such as: • Electrical distribution • Lighting • HVAC systems (fancoil units, ductwork, piping etc) - note basebuild plant is included in shell and core • Basic plumbing connections • Fire detection services and smoke alarms. The above items need to be factored into the pricing as the building will be received at shell and core state. Please note that any basebuild plant referred to in shell and core is not to be priced in.
Category B (CAT B) fit-out	CAT B fit-outs are the finished space that you can move into and use immediately. They are usually left to the tenant to design and install and therefore will likely align with the brand of that tenant. CAT B fit-outs are ideally tailored to the individual needs of your business and workforce; it is essential to ensure there is the right mix of space typologies available including meeting rooms, collaboration centres, private call and video booths, and focus areas, break rooms and other functional spaces to enable employees to work in the space they need to get the job done in the best way. Usual features of a CAT B fit-out: Internal partitions and doors Wall coverings, floor finishes and upgraded ceilings Specialist/decorative lighting and facilities Cafe's teapoints and kitchen areas Built-in and loose furniture Bespoke joinery Aesthetic decorations and branded material IT infrastructure AV equipment Security equipment Upgrades to the CAT A services such as bespoke lighting, additional heating and cooling, installation of comms rooms
Fittings, furnishings and equipment	Fixed joinery (millwork), associated built-in kitchen equipment and signage. Examples include tea/coffee points, bespoke timber feature walls, wayfinding signage.
Services	Space heating and air conditioning, ventilation, electrical services, fire suppression and protection, and water and sanitary installations
Preliminaries, overhead and profit	Main/general contractor management costs, including their company overheads and profit margin for the project

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Basis of Cost Analysis

	Office Style				Cost Impact		
Aspect	Traditional office	Agile office	BPO-style office	Affected Elements	Traditional office	Agile office	BPO-style office
Basic concept	Assigned workstation per employee	Flexible/shared workpoints based on activity	High-density, operationally efficient workplace	System furniture: Workstations, Structured cabling	Moderate	Moderate	High
Typical seating	Dedicated desks, offices, meeting rooms	Hot desks, collaboration areas, focus rooms, booths	Predominantly standardized workstations, often arranged in large open-plan areas	System furniture: Meeting room tables & chairs, Collaboration tables & chairs, Booths	Moderate	High	Low
Desk allocation	Usually 1:1	Usually less than 1:1, driven by attendance/occupancy	Often 1:1 per shift, although seats may be shared between shifts	System furniture: Workstations, Structured cabling	Moderate	Low	High
Density	Medium	Medium, but space redistributed toward shared/amenity areas	High	System furniture: Workstations, Structured cabling	Moderate	Moderate	High
Individual space	Generally higher	Moderate	Generally lower	System furniture: Workstations (sqm/WS)	High	Moderate	Low
Enclosed offices	More common, particularly for senior staff	Limited	Minimal	Partitions, Finishes, Services, AV & Security equipment	Low	Moderate	Low
Collaboration space (assumed combination of open areas and huddle rooms)	Formal meeting rooms	High proportion and variety	Functional, usually secondary to production/workstation areas	Partitions, Finishes, Services, AV & Security equipment, System furniture: Booths	Moderate	High	Low
Training rooms	Limited	Limited	More training rooms	Partitions, Finishes, Services, AV & Security equipment	Moderate	Moderate	High
Meeting rooms	Medium	More meeting rooms	Limited	Partitions, Finishes, Services, AV & Security equipment	Moderate	High	Low
Amenities / breakout	Moderate	Higher and more varied	Typically functional and cost-conscious	Loose furniture	Moderate	High	Moderate
Acoustics	Moderate	Important due to mix of activities	Critical, particularly for voice/call-based operations	Finishes (Wall and Ceiling)	Moderate	High	High
Furniture	Conventional corporate specification	Flexible, diverse and often higher-spec	Standardized, durable and easily maintainable	Loose furniture	Moderate	High	Low
Fit-out cost drivers	Offices, meeting rooms, finishes	Technology, collaboration settings, acoustics, varied furniture	Density, MEP capacity, ICT, acoustics and resilience	Finishes	Moderate	High	High
IT / AV	Standard corporate requirements	Strong AV, wireless connectivity, room/desk booking systems	IT-intensive, with significant ICT, power and operational resilience requirements	Excluded in the analysis	Low	High	High

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Beyond Today's Cost

What will the Philippine fit-out market look like next year?

Emerging trends shaping workplace investments

Construction Cost Movements

- Material pricing volatility
- Labor availability
- Supply chain considerations

Smarter Workplaces

- AI-enabled workplace technologies
- Smart building systems

Sustainability Expectations

- Lower-carbon materials
- Green building initiatives
- Lifecycle value

Workplace Evolution

- Hybrid work strategies
- Flexible space planning
- Optimized space utilization

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On the ground in the Philippines

23,000+
People globally

240+
Offices

#1
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30,000+
Projects

63
Countries globally







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Thank You

AJ Sumalinog
Head - Research
+63 917 816 9598
AngelaJoyce.Sumalinog@cbre.com

Hazel Soriano
Associate Director
+63 917 152 7600
Hazel.Soriano@turntown.com

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