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Turner & Townsend

Fit-out Guide

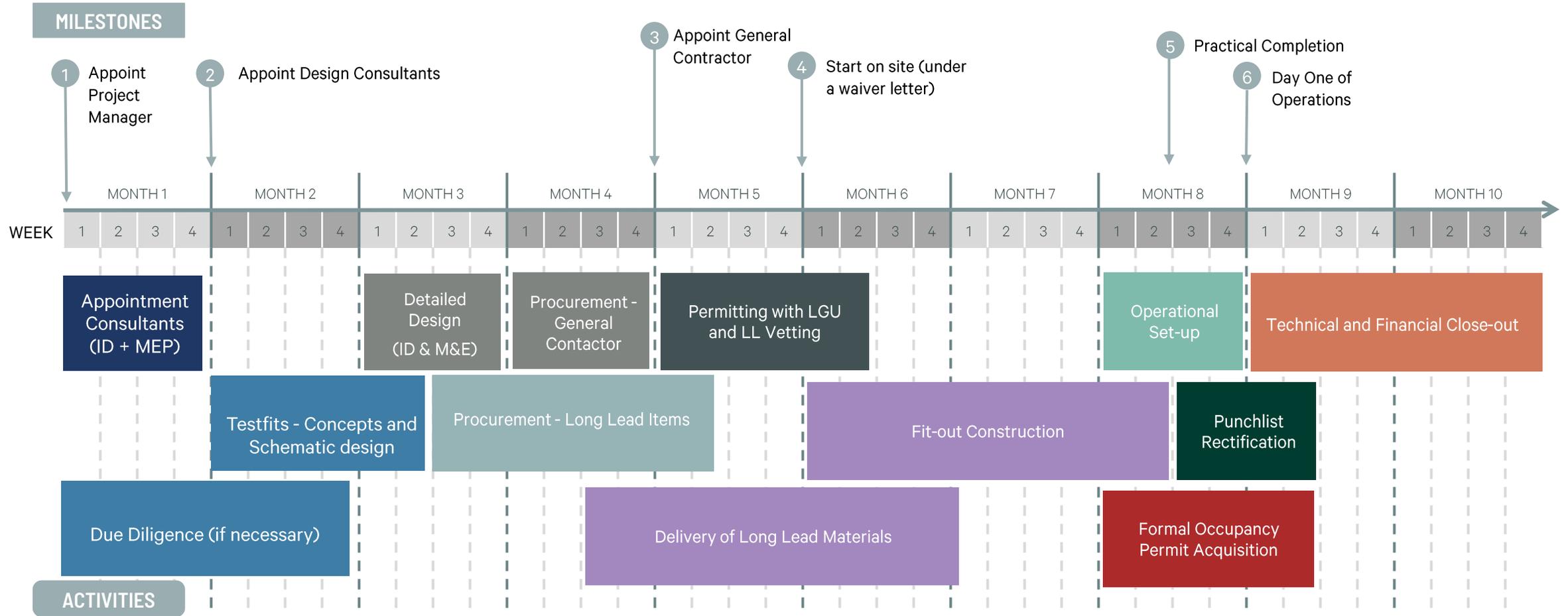
2025

CBRE ADVISORY & TRANSACTION SERVICES
PHILIPPINES



Traditional Design-Bid-Build

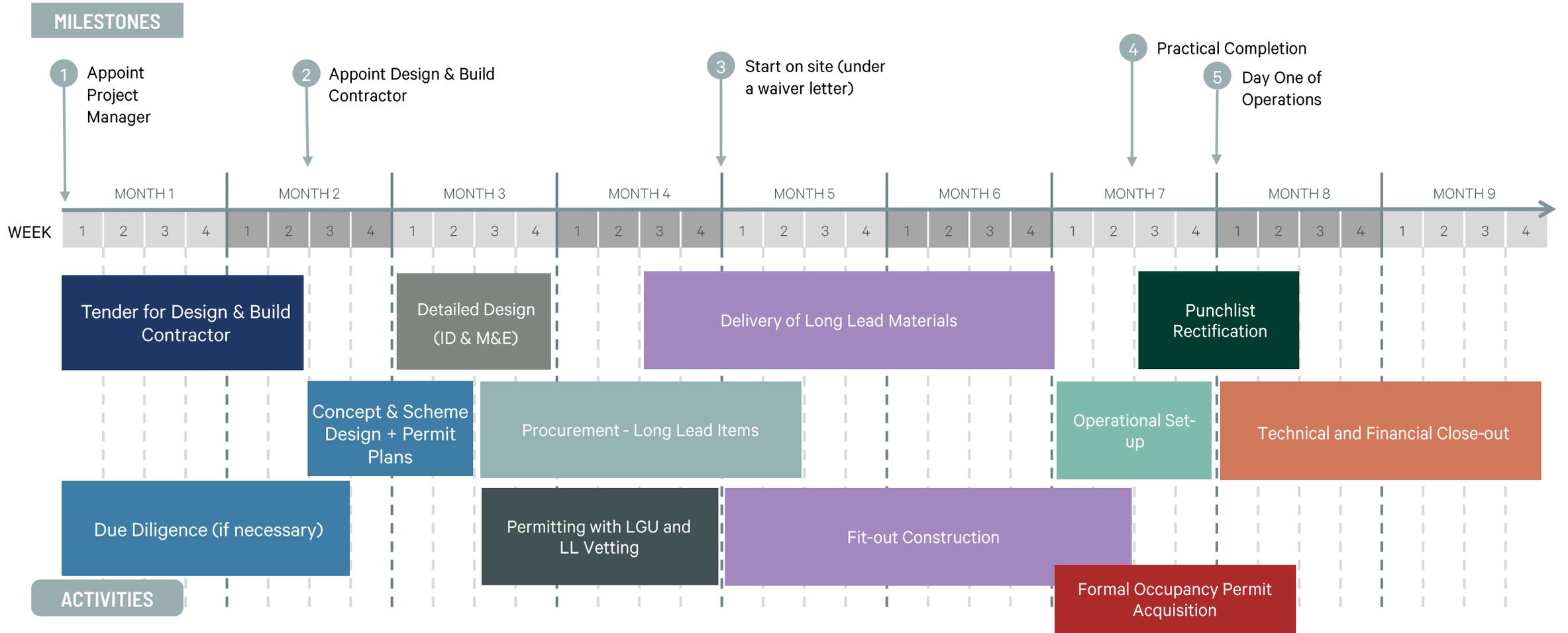
Updated to account for 2025 processing timelines, the schedule covers the milestones and activities of a typical fit-out for a 1,000-2,500sqm space with warm shell handover conditions, but may vary according to (1) the inclusions discussed with the client and (2) location of the fit-out (e.g. Metro Manila vs. provincial). This schedule should be used as a guide only.



For specific project timeline estimates, please contact the CBRE Philippines Project Management | Turner & Townsend team.

Design-Build

Updated to account for 2025 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.



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Typical Fit-out Matrix BARE

TYPES

TRADITIONAL	BPO CALL CENTER/ SHARED SERVICES	AGILE
<ul style="list-style-type: none"> Focus: privacy Permanent/Semi-permanent stations Combination of enclosed offices and meeting spaces <p>Law firms, traditional financial companies, privacy-focused occupiers</p>	<ul style="list-style-type: none"> Focus: efficiency Ability to accommodate high headcounts Cost-effectivity <p>Standard office users, efficiency-focused occupiers</p>	<ul style="list-style-type: none"> Focus: collaboration and connectivity Flexible, multi-use spaces Open environment <p>Startups, freelancers, progressive corporate occupiers</p>

LEVELS

BASIC	<p>Finishes, technology and design meet basic office type functions</p> <p><i>Less PHP 5,000 for warm shell computation</i></p>	<p>Php 68,200 per sqm USD 1,200</p>	<p>Php 66,900 per sqm USD 1,170</p>	<p>Php 70,600 per sqm USD 1,240</p>
MEDIUM	<p>More complex office layout and design, with upgrades in finishes and costs for cabling, security, etc.</p> <p><i>Less PHP 5,500 for warm shell computation</i></p>	<p>Php 81,700 per sqm USD 1,430</p>	<p>Php 80,000 per sqm USD 1,400</p>	<p>Php 84,800 per sqm USD 1,490</p>
HIGH	<p>Space layouts with higher-quality finishes, materials, and increased costs for security and aesthetics</p> <p><i>Less PHP 6,000 for warm shell computation</i></p>	<p>Php 107,500 per sqm USD 1,890</p>	<p>Php 105,500 per sqm USD 1,850</p>	<p>Php 111,300 per sqm USD 1,950</p>

Source: CBRE
Project
Management,
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Fit-out Guide 2025.
Philippines
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This table and its definitions stated should be used only as a guide. The funds needed for any project are determined by a company's standards, which can be influenced by factors like the quality of finishes, office features, systems furniture, and technology. Higher requirements require premium. This guide outlines the standard practices for clients in various categories, including Agile, BPO, and Traditional companies. A 10% contingency is advised to include to cover variations during operations. For actual project budget estimates, please contact the CBRE Philippines Project Management | Turner & Townsend team.

Conversion rate used PHP 57 = 1 USD

Cost Matrix, Traditional

Description of Cost	BASIC			MEDIUM			HIGH		
	Php per sqm	USD per SF	%	Php per sqm	USD per SF	%	Php per sqm	USD per SF	%
Construction	48,390	78.87	71%	56,894	92.73	70%	77,006	125.51	71%
Loose Furniture	12,553	20.46	18%	16,333	26.62	20%	20,044	32.67	19%
Audio Visual Equipment	3,779	6.16	6%	4,387	7.15	5%	5,467	8.91	5%
Professional fees	3,442	5.61	5%	4,049	6.60	5%	4,994	8.14	5%
TOTALS	68,200	111.10	100%	81,700	133.10	100%	107,500	175.20	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.

Cost Matrix, BPO

Description of Cost	BASIC			MEDIUM			HIGH		
	Php per sqm	USD per SF	%	Php per sqm	USD per SF	%	Php per sqm	USD per SF	%
Construction	48,390	78.87	73%	56,894	92.73	71%	77,006	125.51	73%
Loose Furniture	11,549	18.82	17%	15,026	24.49	19%	18,441	30.06	17%
Audio Visual Equipment	3,477	5.67	5%	4,036	6.58	5%	5,029	8.20	5%
Professional fees	3,442	5.61	5%	4,049	6.60	5%	4,994	8.14	5%
TOTALS	66,900	109.00	100%	80,000	130.40	100%	105,500	171.90	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.

Cost Matrix, Agile

Description of Cost	BASIC			MEDIUM			HIGH		
	Php per sqm	USD per SF	%	Php per sqm	USD per SF	%	Php per sqm	USD per SF	%
Construction	48,390	78.87	69%	56,894	92.73	67%	77,006	125.51	69%
Loose Furniture	14,436	23.53	20%	18,782	30.61	22%	23,051	37.57	21%
Audio Visual Equipment	4,346	7.08	6%	5,045	8.22	6%	6,287	10.25	6%
Professional fees	3,442	5.61	5%	4,049	6.60	5%	4,994	8.14	4%
TOTALS	70,600	115.10	100%	84,800	138.20	100%	111,300	181.50	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.

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 clad, 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.

Definitions

Element	Definitions
Shell and core	<p>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.</p> <p>Basebuild plant and services will generally include:</p> <p>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.</p> <p>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:</p> <p>Basic internal finishes such as:</p> <ul style="list-style-type: none"> • Raised access floors • Suspended ceilings • Basic painted wall finishes. <p>Basic mechanical and electrical services such as:</p> <ul style="list-style-type: none"> • 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 A (CAT A) fit-out	<p>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:</p> <p>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</p> <p>Upgrades to the CAT A services such as bespoke lighting, additional heating and cooling, installation of comms rooms</p>
Category B (CAT B) fit-out	<p>Fixed joinery (millwork), associated built-in kitchen equipment and signage. Examples include tea/coffee points, bespoke timber feature walls, wayfinding signage.</p>
Fittings, furnishings and equipment	<p>Space heating and air conditioning, ventilation, electrical services, fire suppression and protection, and water and sanitary installations</p>
Services	<p>Main/general contractor management costs, including their company overheads and profit margin for the project</p>
Preliminaries, overhead and profit	

Thank you



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