



Embassy of the United States of America
Dar es Salaam, Tanzania

Subject: Scope of work for house No. 44 Laibon Restoration.

B. SCOPE OF WORK

B.1 INTRODUCTION

The US Embassy, Dar es Salaam wishes to solicit your technical proposal and Proforma cost estimate to renovate house No. 44 located at Laibon Street Osterbay Dar es Salaam as per section B.2 and B.10 below. The works shall be done as per scope of work, specifications, and general contract conditions. This project requires an experienced class 6 and above contractor registered in civil/building and electrical works to design and execute the job.

This project will involve thorough interior/exterior painting (blocks, metal, and wood works) for the whole house including perimeter walls, minor electrical repair, back porch rescreening, gazebo fabrication, leaks repair on flat roofs and installation of concertina wire over the boundary walls.

The Contractor shall provide all labor, materials, tools, equipment, supervision and other related items and activities required to complete the project.

The Contractor is responsible for the protection of existing structures and utilities. Workers shall stay within the site area. Any damage caused by the Contractor shall be repaired at the Contractor's expense.

Contractors are advised to visit the site and verify the existing site conditions prior to developing their proposal.

B.2 DESCRIPTION OF WORK

The contractor shall be responsible for the following:

B.2.1 Thoroughly interior/exterior painting for the entire house including perimeter walls.

B.2.2 Electrical repairs and replacement

B.2.3 Back porch re-screening.

B.2.4 Shed net installation at outdoor bar area.

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B.2.5 Canvas/Fabric Shed net installation on roof terrace.

B.2.6 Repair of leaks on all flat roofs and canopies.

B.2.7 Installing concertina wires over boundary walls.

B.2.1 EXTERIOR/INTERIOR PAINTING WORK

Painting shall include but not limited to all block walls, wood and metal works found in any part of the house and shall be done as described below.

A- Preparation

- a) All external surfaces to be painted shall be cleaned with a high-pressure spray wash prior to painting. Any loose or peeling paint shall be scraped and sanded as needed prior to painting.
- b) Wash all surfaces to be painted with an anti-fungal wash applied per manufacturer instructions.
- c) Any cracks and/or holes in plaster or concrete walls shall be cleaned and filled with appropriate sand - cement mixture prior to painting. Any exposed metal reinforcing bars shall be cleaned with a wire brush and primed with a zinc-based primer. Area repaired shall be spot primed.
- d) Any metal work shall be sanded/metal brushed prior to painting. Where there is rust evident or the surface has peeled or blistered, the area shall be cleaned to bare metal and a coat of zinc-based primer applied to the area prior to painting.
- e) Any woodwork that shows signs of peeling or blistering after the initial power wash will be sanded down to bare wood and spot primed prior to painting.

B- Technical Specification for Painting Work

Paint surfaces as directed by the task order. Match paint to similar adjacent materials or surfaces.

- (1) "Paint" includes coating systems materials, primers, emulsions, enamels, stains, sealers and fillers, and other applied materials whether used as prime, intermediate or finish coats.

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- (2) **Product Data:** Contractor shall submit manufacturer's technical information, label analysis, and application instructions for each paint material proposed for use to the COR, prior to starting work. As an attachment, list each material and cross-reference specific coating and finish system and application. Identify each material by the manufacturer's catalog number and general classification.
- (3) **Single Source Responsibility:** Provide primers and undercoat paint produced by the same manufacturer as the finish coats.
- (4) **Material Quality:** Provide the manufacturer's best quality trade sale type paint material. Paint material containers not displaying manufacturer's product identification will not be acceptable. "Galaxy" paints or "Goldstar" are preferred.
- (5) **Deliver materials to the job site in manufacturer's original, unopened packages and containers bearing manufacturer's name and label with trade name and manufacturer's instructions.**
- (6) **Store materials not in use in tightly covered containers in a well-ventilated area at a minimum ambient temperature of 45 degrees F (7 degrees C). Protect from freezing. Keep storage area neat and orderly. Remove oily rags and waste daily.**
- (7) **Project Conditions:** Do not apply paint when the relative humidity exceeds 85 percent, at temperatures less than 5 degrees F (3 degrees C) above the dew point, or to damp or wet surfaces. Apply paint only in temperatures in accordance with manufacturer's specifications.
- (8) **Examine substrates and conditions under which painting will be performed for compliance with requirements. Do not begin application until unsatisfactory conditions have been corrected.**

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(9) Preparation:

- Remove hardware and hardware accessories, plates, light fixtures, and items in place that are not to be painted or provide protection such as taping prior to surface preparation and painting. (Taping includes windows, door jams, etc.)
- Clean and prepare surfaces to be painted in accordance with manufacturer's instructions before applying paint or surface treatments. Remove oil, dust, dirt, and loose rust, mildew, peeling paint or other contamination to ensure good adhesion. In some cases, Contractor may be required to remove all existing coats of paint and sealers if prior paint application is showing signs of improper adhesion, i.e., such as peeling, chipping. All surfaces must be clean and dry. Schedule cleaning and painting so dust and other contaminants will not fall on wet, newly painted surfaces.
- Notify the owner in writing of problems anticipated for any minor preparatory work required, such as but not limited to, filling nail holes, cleaning surfaces to be painted, and priming any requisite areas. Plan preparatory work as some areas will have nail holes or areas that will need to be primed or sealed. Replace all covers and equipment after painting.

(10) Materials Preparation: Mix and prepare paint in accordance with manufacturer's directions. Do not water down or thin paint.

(11) Application: Apply minimum of three coats of paint in accordance with manufacturer's directions. Use applicators and techniques best suited for substrate and type of material being applied. Do not paint over dirt, rust, scale, grease, moisture, scuffed surfaces, or conditions detrimental to formation of a durable paint film.

(a) Contractor shall paint color samples of the color to be used on a section of the intended area to be painted before the actual paint date is scheduled to ensure that the color selected is the most appropriate color available.

(b) On exterior masonry surfaces and soffits, apply a high-quality exterior grade latex base paint that matches as closely as possible the existing color on the exterior of

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the property, or a color as otherwise specified by the owner. Prior to painting, the surface is to be scraped, sanded, filled, and primed with a latex base primer. The contractor should plan on extensive preparatory work prior to painting. Do not apply exterior paint in rain, fog or mist; or when the relative humidity exceeds 85 percent; or to damp or wet surfaces. Apply a 30-inch high from ground level a black oil-based paint “skirting” around the perimeter of all building and/or wall surfaces which are to be painted. In exterior staircases the skirting shall be reduced to a height of 6 inches from the top edge of each step. Paint all fascia board with oil-based paint.

- (c) Provide finish coats that are compatible with primers used.
 - (d) The number of coats and film thickness required is the same regardless of application method. Do not apply succeeding coats until previous coat has cured. Sand between applications where required to produce a smooth, even surface.
 - (e) Apply additional coats when undercoats or other conditions show through final coat, until paint film is of uniform finish, color, and appearance.
- (12) Scheduling Painting: Apply first coat to surfaces that have been cleaned, pretreated or otherwise prepared for painting as soon as practicable, and before subsequent surface deterioration. Allow sufficient time between successive coats to permit proper drying. Do not recoat until paint has dried.
- (13) Minimum Coating Thickness: Apply materials at the manufacturer's recommended spreading rate. Provide total dry film thickness of the system as recommended by the manufacturer.

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(14) Prime Coats: Before application of finish coats, apply a prime coat as recommended by the manufacturer to material required to be painted or finished, and has not been prime coated.

(15) Brush Application: Brush-out and work brush coats into surfaces in an even film. Eliminate cloudiness, spotting, laps, brush marks, runs, sags, ropiness, or other surface imperfections. Draw neat glass lines and color breaks.

Apply primers and first coats by brush unless manufacturer's instructions permit use of mechanical applicators.

(16) Mechanical Applications: Use mechanical methods for paint application when permitted by manufacturer's recommendations, governing ordinances, and trade union regulations.

Wherever spray application is used, apply each coat to provide the equivalent hiding of brush-applied coats. Do not double-back with spray equipment building-up film thickness of two coats in one pass, unless recommended by the manufacturer.

(17) Upon completion of painting, clean glass and paint-spattered surfaces. Remove spattered paint by washing, scraping or other proper methods, and using care not to scratch or damage adjacent finished surfaces.

(18) Remove temporary protective wrappings after completion of painting operations.

B.2.2 MINOR ELECTRICAL REPAIRS/ REPLACEMENT

The work will consist with mainly minor repair and replacement of some old electrical appliances as well as re-wiring in some places. The contractor shall furnish and install all the wiring, conduits, etc. in order of the existing electrical layout of the building.

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Contractor shall carefully remove some old wires will be identified during site visit (surface wiring and concealed wires) and do rewiring on pointed areas as per NEC/IEC and as instructed below. The contractor shall also replace all single electrical outlets with double outlets and supply and install 1 DB 16-ways to replace the one currently installed at garage and 1DB 8-ways for all exterior power distribution as specified:

B.2.10.1 Measurement

Measurements may be performed by on-site surveying or using record drawings. The contractor is responsible to ensure that the measurements used are accurate.

B.2.10.2 Codes, Standards and Specifications

The standards and codes of practice listed here shall be considered as a guideline only and shall not relieve the Contractor from his contractual obligations to provide all equipment, components, Works, and services in accordance with the laws, by laws and rules:

- 16th edition of I. E. E wiring Regulations in Building – BS7671:1992;
- IEC Standards.
- British Standards and Code of Practice.
- Tanzania Standards as published by the Tanzania Bureau of Standard.
- Any other Code and Standard and Approved by the Consulting Engineer.

Where the equipment or part of it complies with other internationally recognized standards, which are less stringent than the above-mentioned standards, the differences are to be stated in writing and must accompany the tender submission.

NB;

- Voltage between NEUTRAL and EARTH should not exceed 3ACV I.E.C standard
- Earth grounding and bonding is required to be less than 25Ω US NEC and IEC

B.2.2.3 Specification of the Equipment and Workmanship

B. 2.2.3.1 Switches and Fuse Switches

These shall be in strict accordance with BS 5419. All fuse switches shall comply with BS 5419 and shall have a fault rating at least equal to the fault rating of the switchboard in which they are

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installed. Cartridge fuse links to BS 88, category AC 46, Class Q1 and fusing factor not exceeding 1.5 shall be supplied with each fused switch.

Mounting arrangements shall be such that individual complete fuse switches may be disconnected and withdrawn, when necessary, without extensive dismantling work. When switches are arranged in formation all necessary horizontal and vertical barriers shall be provided to ensure segregation from adjacent units. Means of locking the switches in the 'OFF' and 'ON' positions shall be provided together with suitable brass padlocks.

B.2.2.3.2 Distribution Boards

The Distribution Boards shall be fitted with high quality fuse carriers and bases, removable insulated shields to provide adequate protection against accidental contact with live metal, and circuit indicating labels fixed inside the cover.

The Distribution Boards shall be complete with HRC fuses to BS 88:1982, Category 440 Volts. Where the requirement for miniature circuit breakers the Distribution Boards shall be fitted with molded thermoplastic units of the combined thermal overload and magnetic short circuit tripping type to BS 3871: Part 1 1984 having clearly marked 'ON' and 'OFF' positions. MCB's of all ratings shall have a minimum short circuit current breaking capacity of 3000A for single breakers and 4000A for triple pole breakers.

Insulation resistance for the entire house from the main distribution board to entire distribution is to be 0.5m Ω at the voltage of 500VDC IEC.

B.2.2.3.3 Conduit and Associated Fittings

Conceal all surface wiring in conduit run in chases in walls. All conduits shall be fixed by means of mild steel pipe hooks or non-metallic saddles spaced not more than 1000mm. Where conduit is concealed behind plaster it shall be chased to a depth of either 15mm below finished plaster level or installed flush with the structural wall level before application of plaster, whichever is the lesser depth.

B.2.2.3.4 PVC Conduit

The conduit shall be bent and formed strictly in accordance with the Manufacturer's instructions. Small sized conduit ranging from 16 to 25mm diameters shall be bent cold by inserting the correct size bending spring. It is essential for right angle bends that the conduit is bent past 90° to allow for 'spring back'.

Large sized conduit shall be pre-heated before inserting rubber cord to prevent kinking. Conduit badly formed or bent, or damage in any way, shall not be used.

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B.2.2.4 Installation

B.2.2.4.1 Examination and Preparation

The Contractor shall inspect all existing conditions, which may impact successful completion of the project. Successful completion of the project is defined as the project being successfully completed on time and within budget while not adversely affecting the occupants of the residence. The Contractor shall report to the COR and Post's General Services Officer any defective existing conditions found which would impair successful completion of the project and include recommended procedure for overcoming the defects. Await response from COR before proceeding with aspects of the renovation project that are in question.

The Contractor shall ensure that cables in any conduit/trunking are in compliance with the space capacity ratio. The Contractor shall plan the conduit/trunking runs to conform to the building structure and collaborate with the Main Contractor ensuring that all works required are done at a proper time and in proper place. Any mistake or omission shall be rectified at the expense of the Contractor.

Generally, all the installations shall either be flush or concealed above ceilings or in purpose made boxing unless stated otherwise. Cables for power for general use, air conditioning units, lighting, cookers, and any other equipment shall be installed in concealed heavy-duty PVC conduits.

B.2.2.4.2 Products

All materials will be supplied and installed by the contractor. The contractor shall be responsible for furnishing any other materials to finish the required work stated herein.

1. Receptacles and switches.
2. Wires and cables.
3. Conduits and boxes.
4. Distribution Board (Insulation resistance for the entire house from the main distribution board to entire distribution is to be 0.5m Ω at the voltage of 500VDC IEC.)

B.2.2.4.3 Execution

All the conduits shall be embedded in the walls. Minimum damage shall be allowed to the walls' plaster and paint. For all new wiring, the wiring and conduits shall be connected from the electrical panel from the utility room through the gypsum ceiling. The contractor shall repair the gypsum ceilings prior delivering the project.

The work will be performed according to approved shop drawings. Any changes due to field condition are to be discussed with the COR.

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- i. Conduit joints shall be made by brushing plastic solvent cement on insides of plastic coupling fittings and on outsides of duct ends. Each duct and fitting shall be slipped together with a quick 1/4th turn twist to set the joint tightly.
- ii. A 1/4 nylon or polypropylene pulling rope shall be pulled in each unused or spare conduit.
- iii. All embedded conduits shall be rigid PVC conduit.
- iv. Field-made bends and offsets shall be made with an approved conduit air heaters or a special fitting can be used. Crushed or deformed raceways shall not be installed.
- v. Conduits shall be securely and rigidly fastened in place at intervals of not more than 2 meters and within 300 mm of boxes, cabinets, and fittings with approved wall brackets, conduit clamps, conduit hangers or ceiling trapeze.
- vi. Conduits shall be fastened to boxes and cabinets with connectors, locknuts and bushings.
- vii. Exposed raceways shall be installed parallel or perpendicular to walls or structural members.
- viii. Power raceways shall not contain more than four 90-degree bends or the equivalent in any one run. Communication raceways shall not contain more than two 90-degree bends or the equivalent in any one run.
- ix. A conduit-coupling fitting, threaded on the inside, shall be installed flush with the finish floor.
- x. The bottom of boxes installed in ceramic tiles for concealed wiring shall be mounted flush with the tiles and at edges of the tiles to minimize cutting of tiles.
- xi. Color-coding shall be provided for service, feeder, branch and ground conductors. Color shall be green for grounding conductors and white for neutrals. Grounding conductor shall be bare copper, except were installed in conduit with associated phase conductors. Insulated conductors shall be of the same material as phase conductors and green color coded.
- xii. When the installation is complete, the conduits shall be sealed with approved sealing compound.
- xiii. Conductor phase and voltage identification shall be made by color-coded insulation. Conductors with black insulation may be furnished and identified using half-lapped bands of colored electrical tape wrapped around the insulation for all entire length inside power

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panels and boxes. Phase identification shall be maintained continuously for the length of a circuit, including junctions.

- xiv. The color coding for 3-phase low voltage system shall be as follows: Red (A), Yellow (B), and Blue(C).
- xv. The feeders shall be tagged to indicate the electrical characteristics (voltage, HZ, cable size, circuit number and panel designation).
- xvi. Control circuit conductors shall be identified by color-coded insulation (black color-coded) and marked by numbers.
- xvii. Wiring shall be carried out in an approved type of PVC insulated copper cables.
- xviii. The color of the sheaths shall comply with the color code requirements of the 16th Edition of the IEE Wiring Regulation – 514-06-01 applicable to the entire lengths of the cables.
- xix. All wires and C.B.'s (circuit breaker) inside power panels shall be marked by numbers.
- xx. All wires inside light fixtures, receptacles, disconnect switches and boxes shall be marked with circuit numbers and panel configuration.
- xxi. All power panels shall be provided with circuit directory card to clearly indicate circuit no., CB size, wire size and load.
- xxii. All power panels, disconnect switches... etc, shall be tagged with labels.

B.2.2.4.4 Test

5.4.1 Megger test for cables and wires.

5.4.2 Performance test for light fixtures, receptacles...etc

B.2.3 BACK PORCH RE-SCREENING.

- 2.3.1 Contactor shall, carefully remove old screen (mosquito net and monkey wires) together with all the fittings.
- 2.3.2 Making good the wooden frame by properly sanding it to bear wood and refinishing with approved wood sealant.
- 2.3.3 The sanded surface is to be approved by COR before application of wood sealant.

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- 2.3.4 Contractor shall apply three coats of Ronseal wood sealant to give the wooden frame matt finish look and not glossy finish.
- 2.3.5 Contractor shall supply and fix mosquito nets and monkey wire/wire meshed of approved quality by COR together with all the fittings.
- 2.3.6 Contractor shall ensure that door hinges and locks for the porch are well function if not he should also do replacement of those.

B.2.4 OUTDOOR BAR AREA SHEDING

Contractor shall:

- 2.3.1 Carefully demolish existing outdoor bar, all hard wood taken for off shall be handed over to COR for embassy use.
- 2.3.2 Complete demolish existing round flower base and uproot the tree found in the middle to be planted elsewhere.
- 2.3.3 The contractor shall supply and install fabric shed nets, 100% waterproof preferable From Nabaki Africa and should creamily color. (See attached sample drawing appendix 2 below).
- 2.3.4 Shed cover shall be supported on round pillars hollow section steel structure (Ø180) mm and 4mm thick.
- 2.3.5 Round columns and trusses supports shall be made of galvanized steel members. Each round steel column shall be of 6” diameter size and not less than 4mm thick.
- 2.3.6 The shed shall be of pitch roof structure with angle of inclination not less that 10°, all crossing members shall be of round hollow section of 1.5”/45mm diameter welded on steel angle plates.
- 2.3.7 The foundation shall be made of reinforced concrete size (100 x100 x 60) cm. Reinforcement bars shall be 16 mm in thickness in two layers and the steel plate shall be 4mm thick.
- 2.3.8 All open ends on metal pillars shall be covered with cuboid steel sheet of similar size and finish.
- 2.3.9 Steel frame structure shall be coated with 2 layers of primer and then spray painted with matt synthetic enamel paint “Sadolac enamel “of “Gold star paints” or equivalent. The columns and trusses shall be cream color.

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- 2.3.10 The contractor shall maintain existing utilities indicated to remain and protect them against damage during the works. Damages caused by demolition and renovation operations, shall be repaired by the contractor at no additional cost to the Government.

B.2.5 CANVAS SHED INSTALLATION

Upper roof terrace shall be shaded with fabric shed net supported on metal steel frame structure as specified hereunder:

- 2.5.1 Contractor shall supply and install new canvas/ fabric shed net, 100% waterproof preferable From Nabaki Africa, to cover/shed (12 x 8)m size, a total of 96sqm.
- 2.5.2 All vertical supports shall be of hollow round steel section 4” diameter and 4mm thick, fixed over existing parapet wall with steel metal plates (4mm thick) and shall be distanced 4m apart.
- 2.5.3 Horizontal members shall be supported on main house wall structure to the vertical member, the size of it shall be 1.5” diameter.
- 2.5.4 Contractor shall cover all open ends of steel members with similar size cuboid steel cap.

B.2.6 LEAKS REPAIR AT FLAT ROOS AND CANOPIES

Contractor shall inspect and repair for leakage in all roof canopies and flat roof areas that cover garage space and backyard porch. Old waterproof membrane and clogged/cracked drainage holes/channels shall be replaced and reinstalled to prevent leakage from the roof to the main house.

Generally, waterproofing membrane should mechanically be fixed in accordance with the membrane manufacture instruction. Modified Bitumen (2 PLY) waterproofing product from Nabaki Africa is highly recommended, contractor may use similar or higher quality product may after being approved by COR. General surface preparation work shall be done as described below:

- Preparation and cleaning shall be made on the area by removing loose material and using soft broom stick or the like.

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- Oil, grease, and paints shall be removed by using rug cloth and paint scraper respectively.
- Cracks shall be repaired with approved repairing material.
- Where joints are found between flat roof and wall, the gap between should well sealed with waterproof product (Flexikote/Synroof) or stainless-steel wall flashing before applying waterproofing material membrane cover.

B.2.5.1 Execution

2.5.1.1 Carefully remove existing waterproof membrane in all canopies and flat roof covering backyard porch.

2.5.1.2 For horizontal waterproofing membrane application, 2 layers of 4mm thick modified bituminous membrane shall be laid fully torched on blinding concrete with minimum of 100mm end laps and 150mm side laps.

2.5.1.3 The blinding surface shall be primed with the primer recommended by the manufacturer of the membrane prior to placing the membrane. Prior to succeeding works the applied primer shall be inspected by the Engineer 24 hours after the placement.

2.5.1.4 Waterproofing membrane installation shall be performed using cylinder fed propane gas torch, trowel to seal the seams of the membrane and knife for cutting.

2.5.1.5 The membrane should then be placed in the correct torching on position then re-rolled for about half of its length without changing its orientation.

2.5.1.6 The membrane should then be un-rolled again and torched on pressing the melted area against the substrate.

2.5.1.7 Repeat till the entire length of the membrane is bonded firmly onto the surface then the second membrane is laid in the same way with an overlap of 150mm at the end and 100mm at the side.

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2.5.1.8 For vertical application, two layers of 4mm thick modified bituminous waterproofing membrane shall be applied to all vertical surfaces of united shoring or blockworks wall.

B.2.7 CONCERTINA WIRE INSTALLATION

Contractor shall install razor security wire over the boundary walls tighten in steel brackets and strainers as specified below:

2.3.1 Concertina wire that will be used shall be GREEN PVC coated.

2.3.2 Contractor shall fix the wire firmly on stainless Y brackets installed not more than 8ft apart

2.3.3 The wire shall also be tightening on brackets using Strainer and shall be straighten throughout.

2.3.4 The wire must not be too much stretched in such a way that the round figure is misshaped.

B.3 SUBMITTALS (EVALUATION CRITERIA)

The Contractor shall submit the following as part of their bid:

B.3.1 Technical proposal with clearly stated work method statement.

B.3.2 A tentative schedule for the project which shall not exceed the government estimate of 70 working days.

B.3.3 Company organization Chart portfolio, including previous similar works, references, and CVs of key Personnel for this project.

B.3.4 Project Supervisor/Manager holding a degree in a civil engineering and at least three years' experience in construction projects managements works.

B.3.5 Financial capability proof to undertake this project to completion.

B.4 CONDITIONS OF CONTRACT

B.4.1 General

This is a firm fixed price turnkey project and amount quoted shall include all work described in the scope of work and the general condition of contract. The lump sum price quoted shall be fixed and nothing extra will be entertained on any account.

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The Contractor shall restore all surfaces disturbed by the work to match with existing surfaces. Any deviation from the original contract/scope of work shall be reported to the Contracting Officer Representative (COR) before work begins and approved by the Contracting Officer (CO). No additional work or changes will be carried out without a contract modification and prior approval.

B.4.2 Responsibilities of the Contractor

- The Contractor shall be responsible for procuring, supplying, transporting, and providing all labor, materials, tools, and equipment etc., required for completion of the work in all aspects and as per the scope of work.
- All expenses towards mobilization at site and demobilization including bringing in equipment, workforce, and materials, dismantling the equipment, clearing the site etc. shall be deemed to be included in the rates quoted by the Contractor against various items of schedule of rates and no separate payment of such expenses shall be considered or granted.
- The Contractor shall employ and provide one full time civil engineer to supervise the project. The assigned engineer should have proven prior experience of carrying out such type of work.
- The Contractor shall not proceed with the next scheduled activity until the previous activity has been checked and approved by the COR. The Contractor shall note all inspection dates in the schedule chart.
- The Contractor shall keep the site clean and accessible to Embassy employee at all times.
- All required permits to execute the project shall be the sole responsibility of the Contractor.

B.4.3 Specifications

Work under this contract shall be carried out strictly in accordance with the specifications attached and will meet U.S. and Local codes.

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B.4.4 Execution of Work

The Contractor is advised to review the material specifications and the scope of work. The Contractor should visit and walk through the site to familiarize themselves with the site conditions and to understand the exact quantity and quality of work

Within 3 working days of Contract Award, the Contractor shall submit the following items via email:

- a. Bar chart for review and approval by the COR. All dates and time schedules agreed upon shall be strictly adhered to. The Contractor shall notify the COR in advance regarding anticipated problems or delays throughout the project, or any deviation of the schedule.
- b. Weekly schedule/activity plan for the coming week for the duration of the project *prior to the start date*.
3. For dismantling/blocking or making connection to any existing services or any shut-down, Contractor shall inform the COR at least 3 (three) working days in advance and proceed with the work only after approval from the COR.

B.4.5 Project Duration:

The duration of the project shall not exceed 70 working days.

B.4.6 Materials

- i. All materials used on this work shall be new and conforming to the contract specifications as per US and local codes.
- ii. Materials shall conform to the latest US Standards specifications as amended to date and carry certification mark. Contractor shall submit material samples and catalogues for pre-approval.
- iii. All materials used on the project shall be approved by the Contracting Officer Representative (COR) before use. Any changes/substitutes on material shall be approved by COR before proceeding.

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iv. All materials shall be stored in a proper manner and protected from natural elements so as to avoid contamination, damage, or deterioration.

B.4.7 Site Clearance and Cleanup

- i. The Contractor shall clear away all debris and excess materials accumulated at the site and dispose of it away from the premises daily, maintaining a neat site condition.
- ii. Upon project completion, the Contractor shall remove all surplus materials and leave the site in a broom clean condition.

B.4.8 Workmanship

Workers working on the site shall be skilled in their job and have relevant job experience.

B.4.9 Working Hours

1. Working hours shall be from 08:00 A.M. to 18:00 P.M. from Monday to Sunday.

B.4.10 Safety procedures

I. Scope and Application

Contractor must meet with POSHO or representative before each phase of work begins to discuss safety concerns and agree upon appropriate PPE, methodology, and risk mitigation plans.

Contractor shall acknowledge POSHO authority to specify methods and safety equipment, and monitor the work until complete, approved, and shut down.

This document applies to all Contractors and sub-Contractors working at or on American Embassy property owned or leased as specified in the scope of work. While working on U.S. Government projects the Contractor or sub-Contractor are responsible for maintaining an agreed upon and approved level of safety for the workers and the public.

II. This basic requirement is as follows:

- B.** Proper Protective Equipment will be worn by workers while in any work area or while performing tasks that create hazards for workers. The requirements listed below are minimum requirements and may be supplemented or added to by the POSHO.

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a. Safety glasses will be worn while performing the following

- i. Drilling
- ii. Chiseling, chipping
- iii. Wood working, metal working

b. Hearing protection will be provided for all those who operate loud power tools and equipment.

- i. Hard hats will be worn in areas where falling objects are a hazard.

c. Gloves will be worn for cleanup and removal of work area waste and materials. i. Proper footwear will be worn by all workers, including safety shoes.

d. Electrical issues i. All power cords and power taps will be wired appropriately, leaving no exposed wires that are live or could meet staff or other personnel.

ii. While working on electrical systems proper lockout/tag-out procedures will be followed, and the circuit being worked on will be de-energized (turned off at the main breaker).

iii. Power cords and temporary power will be GFCI protected and shall not be placed in areas that are prone to flooding or are wet, (i.e., running through puddles on the floor).

iv. Equipment will be plugged into a standard GFCI-protected receptacle and not wired directly into power taps.

e. Waste cleanup and removal i. All excess or waste materials will be removed from the site at the close of each workday. Debris will be removed to include food bags and containers. Staging of materials shall be in an agreed upon location.

f. Safety meetings shall occur at least once a week with at least one Embassy staff member present, unless otherwise approved.

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B.6 NOTICE OF DELAY

In the event the Contractor receives a notice of any change in the work, or if any other conditions arise which are likely to cause or are actually causing delays which the Contractor believes may result in completion of the project after the completion date, the Contractor shall notify the Contracting Officer of the effect, if any, of such change or other conditions upon the approved schedule, and shall state in what respects, if any, the relevant schedule or the completion date should be revised. Such notice shall be given promptly and not more than two (2) days following the first occurrence of event giving rise to the delay or prospective delay. Revisions to the approved time schedule shall only be made with the approval of the Contracting Officer.

B.7 LIQUIDATED DAMAGES – CONSTRUCTION (APR 1984)

If the Contractor fails to complete the work within the time specified in the contract, or any extension, the Contractor shall pay to the Government as liquidated damages, the sum of one percent (1%) for each calendar day of delay.

B.8 EXECUSABLE DELAY

The Contractor will be allowed time, not money, for excusable delays as defined in FAR 52.249-10, Default. Examples of such cases include (1) acts of God or of the public enemy, (2) acts of the United States Government in either its sovereign or contractual capacity, (3) acts of the government of the host country in its sovereign capacity, (4) acts of another contractor in the performance of a contract with the Government, (5) fires, (6) floods, (7) epidemics, (8) quarantine restrictions, (9) strikes, (10) freight embargoes, (11) delays in delivery of Government furnished equipment and (12) unusually severe weather. In each instance, the failure to perform must be beyond the control and without the fault or negligence of the Contractor, and the failure to perform furthermore (1) must be one that the Contractor could not have reasonably anticipated and taken adequate measures to protect against, (2) cannot be overcome by reasonable efforts to reschedule the work, and (3) directly and materially affects the date of final completion of the project.

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B.9 WARRANTY

The Contractor shall guarantee that all work performed will be free from all defects in workmanship and materials and that all installation will provide the capacities and characteristics specified. The contract further guarantees that if, during a period of one year from the date of the certificate of completion and acceptance of the work, any such defects will be repaired by the Contractor at his expenses.

B.10 BILLS OF QUANTITIES (BOQ)

S/N	ITEM DESCRIPTION	UNIT	QTY	MATERIAL UNIT COST	LABOUR UNIT COST	TOTAL COST
B.2.1	Thoroughly interior/exterior painting for the entire house including perimeter walls.	m ²	6000			
B.2.2	Electrical Repair/Replacement	Lot	1			
B.2.3	Back porch re-screening	m ²	60			
B.2.4	Shed net installation at outdoor bar area.	m ²	150			
B.2.5	Canvas/Fabric Shed net installation on roof terrace.	m ²	96			
B.2.6	Leaks repair on flat roofs and canopies.	m ²	100			
B.2.7	Concertina wires installation over the boundary walls	m	320			

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ATTACHMENT 1

Itemized Electrical Works

S/N	ITEM DESCRIPTION	UNIT	QTY	UNIT COST	TOTAL COST
B.2.2.1	Main gates light fixtures replacement	each	4		
B.2.2.2	Main house front door light fixtures replacement	each	2		
B.2.2.3	Conceal all wires connecting perimeter walls lights inside the wall in PVC conduits.	each	24		
B.2.2.4	Run and connect armored cable (25sqmm) to water pumps from DB located in the garage	m	50		
B.2.2.5	Conceal in the wall Electrical distribution board found at the garage. New DB shall be supplied with similar capacity.	Item	1		
B.2.2.6	Replace kitchen lights with more brighter light fixtures.	each	4		
B.2.2.7	Replace all GFCI'S on left side of the kitchen with twin/double outlets.				
B.2.2.8	Replace all the socket outlets, bulbs, switches, fans and AVS in the	Lot	1		

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	house. All switch sockets shall be of two gangs and more.				
B.2.2.9	Concealing in the wall surface running cables and double pole boxes	lot	1		
B.2.2.10	Staff Quarter rewiring	lot	1		
B.2.2.11	Supply and install new switches, outlets, fans, and light fixtures for staff house.	Lot	1		
B.2.2.12	Earthing all Electrical panel boards	Lot	1		

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ATTACHMENT 2



Fig 1: Sample Canvas shed for outdoor bar

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