



STATEMENT OF WORK

Furnishings for Women's Dormitories

Herat,
Afghanistan

January 9, 2015

This project is UNCLASSIFIED

GENERAL

1. BACKGROUND

This Statement of Work (SOW) is for furnishing the new Women's Dormitory building located at Herat University.

2. PROJECT SCOPE

The Contractor shall procure, deliver, and install complete new furnishings for the interior of the women's dormitory at Herat University, including furnishings for the bedrooms, kitchen, dining hall, library, gathering areas, laundry facility, and office.

All of the basic construction for these buildings will already be in place; however, Contractor will be responsible for limited finishing work in the kitchen and laundry rooms only. This work will include limited electrical and plumbing work, as described in this Statement of Work. The Contractor will also be responsible for the furniture, equipment, and services described in this solicitation.

3. SITE DESCRIPTION

The new women's dormitory located at Herat University consists of one building which will house 400 students. The building is three stories with a connected library annex. Blueprints and photographs are available upon request. Contractors will have the opportunity to conduct site visits prior to award. These site visits will be coordinated with Herat University.

4. PROJECT REQUIREMENTS

A. Kitchen and Laundry Room Finishing Work:

While construction will be completed by USACE December 2014, there will be limited finishing work required by the Contractor. This finishing work will be in the kitchen and laundry room only, and the extent of the finishing work required should be assessed by the Contractor. This will include:

- i. Verifying dimensions for the kitchen and laundry prior to delivery and installation of furnishings. For example, in the kitchen, countertops, cabinets, and sinks have been installed by USACE which were not on the original blueprints, therefore the space remaining for appliances, work surfaces, and shelving must be assessed.
- ii. Producing a kitchen floor plan which will show burner locations for the stoves, location of electrical receptacles, refrigerator location, hood vent dimensions and design to connect the hood vent to existing chimney, and plans for sufficient shelving and workspaces. Plumbing and electricity are functional. Contractor will use this information to complete any required finishing work and to select final equipment for the kitchen, in coordination with the Kabul PAS.

- iii. Producing a laundry room floor plan which will verify the dimensions and plumbing for the laundry. There is plumbing for hot and cold water and a drain for sinks on two walls. Plumbing and electricity are functional. Contractor will use this information to complete any required finishing work and to select final equipment for the laundry, in coordination with the Kabul PAS.

B. Procurement and Installation of Furnishings

- i. Procurement and installation of new furnishings matching described specifications.
- ii. Delivery of furnishings to Herat University Women's Dormitory.
- iii. Installation of furnishings in Herat University Women's Dormitory. Installation will include:
 - 1. Assembly of all furnishings
 - 2. Proper installation and placement of furnishings
 - 3. Mounting of hardware (for example, installing hardware for curtain rods, installation of curtains and rods, mounting televisions to walls, and mounting fire extinguisher brackets and fire extinguishers to walls).
 - 4. Removal of packaging materials.

5. DELIVERIES AND INSTALLATION

- A. The period of supply, delivery and installation and the project schedule shall be submitted for approval and be with the requirements outlined in the solicitation.
- B. Multiple deliveries and installation are allowed. However, the number of access requests to the women's dormitory should be kept to a minimum, with the Contractor keeping the delivery and installation process streamlined.
- C. Times and dates for deliveries and installations will be coordinated with the Kabul PAS and Herat University. Points of contact for both the Kabul PAS and Herat University will be provided to the Contractor.
- D. Contractor will receive the furnishings directly and coordinate delivery and installation to the women's dormitory. Furnishings are not to be shipped directly to the women's dorm.
- E. Access schedule and safety plan is required to be considered.
- F. Working hours shall be specified during the project, specifically time inside the Dormitory.
- G. At the end of project contractor shall receive the hand over and acceptance certificate from Herat University and send to PAS along with project completion documents.
- H. Weekly progress reports shall be sent to PAS.

6. WARRANTIES, TESTING AND COMMISSIONING

- A. The Contractor shall provide all requisite testing and certifications to ensure the electrical integrity and longevity of the materials provided by the contractor.
- B. The Contractor shall complete the plan, installation and testing of all the electrical materials, electrical components and all work required under this contract.

- C. The Contractor shall be required to certify and warrant all such materials for the period of the warranty delineated in manufacture company warranty period.

7. SPECIAL REQUIREMENTS

- A. Key personnel performing this contract shall be approved by the Kabul PAS.
- B. Submittal System
 - i. The Contractor shall provide manufacturer generated material submittals for all materials to be used in this project scope for approval by COR prior to installation or purchase. The Contractor shall not accept any materials installed under this contract that have not been formally approved through official channels.
 - ii. Contractor, in coordination with COR, will create a submittal system, and Contractor shall use the submittal system to request approval for each category of item to be purchased. For example, detailed Excel spreadsheet submittals register documenting every item description, date, approval, and action taken. Any deviation from approved furnishings or equipment will be rectified at awardee's expense.

8. QUALITY CONTROL PROGRAM

- A. The contractor shall develop and maintain an effective quality control (QC) program to ensure services are performed in accordance with the stipulation of the Contract. The contractor shall develop and implement procedures to prevent or, in case of occurrence, immediately rectify any defective services. The contractor's QC program should encompass effective surveillance methods for the contractor to make sure that the following is achieved:
 - i. Secure and timely delivery and receipt of furnishings by Contractor.
 - ii. Inspections of all deliveries by Contractor to ensure specifications and quality requirements are met.
 - iii. Coordination with Kabul PAS and Herat University to schedule deliveries and installations.
 - iv. Secure and timely transportation and delivery of furnishings to Herat University.
 - v. Close Contractor oversight of delivery, assembly, installation, and cleanup at the women's dormitory.
 - vi. Clear and timely communications with Kabul PAS throughout the duration of this project.

9. PERFORMANCE PERIOD

All furnishings, equipment, and drawings shall be delivered, placed, installed and connected to utilities (as necessary) within 60 calendar days after notification of contract award.

END OF DOCUMENT