
SCOPE OF WORK

REPAIR/REPLACEMENT OF THE GARDENERS' SHED AT THE EMBASSY COMPOUND

DECEMBER 2013

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1. SITE ADDRESS

US Embassy

#16 Kozyak St, Sofia

2. BACKGROUND

The subject of this Scope of Work is repair/replacement the existing unserviceable gardeners' shed between tennis court and Warehouse with. The roof of the new shed shall be made as an extension of the existing carport roof next to the shed and that way there would be more storage and parking space under shelter.

3. SCOPE OF WORK

This document is being issued by the US Department of State with the purpose to enter into a contract the following works:

- Provide executive drawings and technical specifications of the shed including construction sections, electrical and HVAC
- Move the existing gardener shed and level the terrain
- Extend the carport roof over the new shed
- Wall up the gardeners' shed as per the attached conceptual drawings

4. GENERAL CONDITIONS

4.1 MATERIALS, TOOLS AND CODES

- 4.1.1 All work must be executed strictly in accordance with the relevant and current Bulgarian Standards as well as International Construction Code.
- 4.1.2 All materials/equipment used must be certified and have to be submitted for approval by the COR prior to ordering and installation. The contractor shall use high quality construction materials.
- 4.1.3 The contractor shall be responsible for the supply of all machinery, labour and materials necessary for the completion of the works. The contractor is responsible for all the contractor-owned tools and equipment at all times and shall provide a lockable tool and material box for their operatives if required.

4.2 SAFETY

- 4.2.1 Signs indicating the presence of construction works will need to be in place.
- 4.2.2 The construction site must be fenced by construction tapes and red cones. During works fall protection of the surrounding area has to be addressed.
- 4.2.3 Construction workers will be required to follow all safety regulations. Hard hats will be required and safety glasses for all cutting/drilling works.
- 4.2.4 Contractor has to assure that proper “housekeeping” is kept during all times.
- 4.2.5 Contractor is responsible for following all safety regulations and/or instructions given by the Embassy representative and required by OSHA and local safety guidelines.

4.3 CONTRACTOR RESPONSIBILITIES

- 4.3.1 The contractor shall provide the COR with a formal written time-schedule before initiation of works. Weekly written reports are also required throughout the project.
- 4.3.2 Coordination with COR will be required for all works that will affect parking availability and capacity. COR will need to know ahead of time (at least 2 working days) for any possible closure of parking areas.
- 4.3.3 The bidders shall provide the cumulative duration of all work involved, which shall not be more than twenty (20) working days.
- 4.3.4 All materials to be used shall be indicated at the bidding and approved by the COR.
- 4.3.5 Contractor is responsible to obtain all necessary permits required from the Public works office.

5. PARTICULAR CONDITIONS

5.1 DEMOLITION WORKS

- Take apart the existing gardeners’ shed and move away the parts.
- Remove the northern side wall of the carport
- Move the electrical panel to the southern part of the new shed (under shelter)
- Demolish and take away the cement plaster on the shed floor

5.2 CONSTRUCTION WORK

- Make a floor leveling reinforced concrete layer at the position of the shed
- Extend the roof of the existing carport 11 meters over the shed including prefabrication and installation of 4 metal columns 150/150/6, 4 roof trusses and roof panels (see the attached Carport project Carport_Project.pdf)
- Wall up the shed using 'sandwich' thermo-panels 5cm plus mineral wool bat 5 cm covered with gypsum board 12mm, putty up and paint the interior
- Provide and install suspended ceiling 'Armstrong' using thermo-panels
- Provide and install a double metal door 200/220 and a double-insulated window 200/140, plastic frame

5.3 ELECTRICAL

- Install 2 ea receptacles in the shed, (NEMA 6-20R provided by the Embassy), 30 cm above floor o.c.
- Install 3ea fluorescent light fixtures, 60/60, 3 u-tubes each, single switch next to the door

5.4 HVAC

Provide and install a wall fan 200 m³/h, 200 Pa, 220V