

RFQ number PR4936744 for CMR & DCM swimming pools services

The Embassy of the United States of America invites you to submit an offer for swimming pool maintenance. All offers should be according to the below statement of work.



US Embassy Cairo, Egypt
STATEMENT OF WORK (SOW)
SWIMMING POOL MAINTENANCE

Tuesday, Dec. 15, 2015

❖ **Scope of Work:** The American Embassy in Cairo requires the services of a qualified contractor to maintain the swimming pools at following two locations:

1. **DCR 10 Taha Hussain in Zamalek Cairo, Egypt** (approximately 100 cubic meters) 38,000 US Gallon Water,

2. **CMR at Embassy Compound Garden City Cairo Egypt** (approximately 40 cubic meters) 14,000 US Gallon Water,

Any proposed changes to this statement of work shall be approved in advance by the U.S. Government's Contracting Officer.

❖ **Personnel:** The contractor shall furnish sufficient personnel with the technical knowledge and experience necessary to safely complete the work.

❖ **U.S. Government-provided Material:** The U.S. Government will not provide labor for this contract. Basic electricity service for hand tools and water source will be provided on site.

❖ **Contractor-provided Material:** The Contractor agrees the labor, personal safety equipment, cleaning supplies/products and equipment, materials, installation, cartage, hoisting, insurance, permits, tools, and other facilities of every kind and description required for the maintenance of the swimming pool and swimming pool water.

❖ **Specific Objective and Associated Tasks:** The specific objective agreement of this Agreement shall be to maintain the swimming pool located at 10 Taha Hussain in Zamalek Cairo, Egypt and CMR at Embassy Compound Garden

City Cairo, Egypt in a safe and acceptable level for the daily use of the occupants and their guests.

1. Below are listed the minimum tasks that shall be performed by the vendor for a period of one year, with the coordination and cooperation of the COR and the occupants of the residences at 10 Taha Hussain in Zamalek Cairo, Egypt and CMR at Embassy Compound Garden City Cairo, Egypt.
2. The contractor shall provide to the COR a list of their best maintenance practices to keep the swimming pool and its water safe, the premises, and a schedule of frequency for his/her review.
3. Any impediments to safe use or function of the swimming pool must be reported to the house manager and/or the COR immediately upon discovery.

Pool Water – Daily Minimum Requirements:

1. Check and maintain water level.
2. Check pumps, and report deficiencies to the COR immediately.
3. Perform tests. Enter results of chlorine and ph. tests in a logbook, Check water temperature, record in the logbook. Clean pump's filters, and sand filters. Report deficiencies to COR immediately.
4. Check pool drains and keep free of debris.
5. Clean hair filter strainer, skimmer basket and overflow trough.
6. Clean pool water of floating debris.

General Maintenance – Minimum Requirements:

1. Clean and scrub deck. (Weekly)
2. Clean pool bottom and sidewalls. (weekly)
3. Remove obstructions and debris from deck. (weekly)
4. Check pool lights and area lights. Report deficiencies to COR immediately.
5. Check pool area air quality and environment (humidity, insects, mold, rodents, etc.) Enter any findings in log book and report findings to COR immediately. (daily)
6. Verify that all lifesaving equipment is in its designated place. Report any missing or broken equipment to the COR immediately. (daily)

Chemicals:

7. Apply salt directly to the pool water
8. The salt will be provided and delivered by the Embassy.
9. Store salt bags in a well-ventilated, cool, dry location away from mechanical equipment and volatile materials such as paint, gasoline, kerosene and oil.
10. Ensure that personnel who maintain pools are properly trained in the safe handling, use, and storage of swimming pool salt according to the manufacturer's instructions
11. Follow all safety, health, and environmental codes, laws, and regulations regarding the safe use and disposal of chemicals.

Safety Requirements:

1. All tools, materials, and equipment shall be provided by the contractor and must meet all local applicable safety requirements.
2. All work shall be performed in accordance with local safety standards and recognized safe practices.

Security Requirements:

1. All contract workers must be under the constant supervision of an embassy employee while on U.S. Government property.
2. All workers are subject to a security background check, and must be approved/cleared by Embassy Security Officer prior to entering Embassy property. Standard security procedures already in place must be followed for access by contract workers.
3. All security requirements mentioned above are subject to approval and/or modification by the Embassy Security Officer.
4. A contractor review of the contractor's work shall occur at least quarterly, or an ad-hoc basis as determined by the COR(s).

Contract Price:

The contractor's offer shall include the completion of all work specified above, including all labor, materials, equipment and services required to successfully complete the project as specified in the Scope of Work above.

The price shall include all labor, materials and all other expenses.

Price shall be quoted in EGP. Any changes or modifications to this SOW shall have the prior approval of the Contracting Officer (CO).

Please submit your quotation Close of Business (COB) no later than Thursday December 30th 2015. Quotation should be submitted to e-mail: CairoContracts@state.gov or hand delivered to Procurement Department at US Embassy Cairo.

Attention:
Procurement section
GSO/PROC
American Embassy, Cairo



**SWIMMING POOL MAINTENANCE
DEPUTY CHIEF OF MISSION**

10 Taha Hussain in Zamalek Cairo, Egypt

(Approximately 100 cubic meters) 38,000 US Gallon Water

**Maintenance Service Starting
January 2016 through December 2016**

Month	Monthly Cost EGP for Swimming Pool Maintenance
January 2016	
February 2016	
March 2016	
April 2016	
May 2016	
June 2016	
July 2016	
August 2016	
September 2016	
October 2016	
November 2016	
December 2016	
Grand Total EGP	



SWIMMING POOL MAINTENANCE

CHIEF OF MISSION RESIDENCE

Embassy Compound Garden City Cairo Egypt

(Approximately 40 cubic meters) 14,000 US Gallon Water

**Maintenance Service Starting
January 2016 through December 2016**

Month	Monthly Cost EGP for Swimming Pool Maintenance
January 2016	
February 2016	
March 2016	
April 2016	
May 2016	
June 2016	
July 2016	
August 2016	
September 2016	
October 2016	
November 2016	
December 2016	
Grand Total EGP	