



*Embassy of the United States of America  
General Services Office  
Libreville, Gabon*

## SCOPE OF WORK

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**Product/service required:** Modify Housing Compound Wall

**Detailed Description:**

The Embassy of the United States shall contract for the following services: **Modify CMR Housing Compound Walls**. The CMR is the Chief of Mission Residence and is located in the Sabliere District in Libreville, Gabon. The character and scope of the work are set forth in the contract. The Contractor shall deliver and install all equipment, materials, tools, protective equipment, labor, and supervision required by this contract.

**Project Requirements**

The following is a list of items to be performed by the contractor. Contractors must price all items, but the Embassy may select any or all of the individual items for the basis of contract award.

The Contractor must also use information gathered at the site visit to supplement the information provided in this scope of work. Please refer to the attached drawings for further information.

- 1) **Add lights**: The US Embassy will provide 14 security lights to the contractor. The contractor will replace 14 existing lights and light poles. The US Embassy will provide the lights, but the contractor will provide the light poles and all other materials on which to install the Embassy provided lights.
- 2) **Modify walls**:  
Wall #1:
  - (a) Remove wood picketing and metal brackets from the wall.
  - (b) Repair cracks or damage to **both sides** of the wall. Paint **both sides** of the wall with **3 coats** of white **mold resistant** paint. Contractor must provide paint sample prior to ordering paint.
  - (c) Contractor is responsible for temporarily relocating any landscaping, electrical, plumbing, lighting, etc... in order to repair and paint the wall.
  - (d) The new picketing will be 48" high to match the height of the existing wood picketing. The new metal picketing must match the metal picketing at the US Embassy Main Compound.
  - (e) The contractor must modify the wall to ensure that concrete wall can withstand the weight of the new metal picketing.
  - (f) Replace the metal gate, hardware, rail, lock, etc... with a new door painted with white anti-rust paint.

- (g) New plants and ground cover will be added along the wall inside the compound.



Wall #2:

- (a) Remove the wood picketing and metal brackets from the wall.
- (b) Raise the wall to make the height of this wall the same along the length.
- (c) Repair cracks or damage to **Compound side** of the wall. Paint **Compound side** of the wall with white **mold resistant** paint. Contractor must provide paint sample prior to ordering paint.
- (d) Contractor is responsible for temporarily relocating any landscaping, electrical, plumbing, lighting, etc... in order to repair and paint the wall.



Wall #3

- a) Repair cracks or damage to **Compound side** of the wall. Paint **Compound side** of the wall with white **mold resistant** paint. Contractor must provide paint sample prior to ordering paint.
- b) Sand and repaint metal spikes. Contractor must use anti-rust paint.
- c) Contractor is responsible for temporarily relocating any landscaping, electrical, plumbing, lighting, etc... in order to repair and paint the wall.



3) **Repair rear guard shack:**

- (a) Completely remove the guard shack and all electrical components.
- (b) Save the metal steps.
- (c) Rebuild the guard shack with metal, painted in anti-rust paint.
- (d) The new guard shack will have a ceiling light and 2 electrical outlets connected to the same circuit as the security lighting.
- (e) The guard shack will have new sliding glass windows on 3 sides.



#### Additional Notes

- 1) Safety is a very important part of this job. The Contractor must abide by all required safety regulations including wearing personal protective equipment (PPE) at all times. PPE includes hardhats, safety glasses, steel-toed boots, ear protection, etc... If employees are seen not wearing proper PPE the employee will be issued a warning. A second offence will mean removal from the project.
- 2) Please note that all equipment must be in good working condition with updated safety inspections. Electrical wires/cords must be in good condition, crane inspections must be up to date, equipment must not be damaged, etc...
- 3) The Contractor may use the toilets and water near the pool house.
- 4) It is absolutely imperative that the Contractor leaves the work place clean and free from debris at the end of each day.

#### Working Hours

Work may be performed Monday through Friday between the hours of 8:00am and 5:00pm. No work shall be planned on holidays or weekends without prior approval of the US Embassy. All contractors will be escorted during the work.

### **Pricing**

The Contractor is requested to provide the following information with their bid summarized on **one** page:

Replace light poles and install Embassy furnished lights:

Wall #1:

Wall #2:

Wall #3:

Rear guard shack:

The contractor may use the area to the left of the parking lot (when facing the house) for a lay down area.

The contractor must use proper safety gear including work shoes or boots, eye protection, tools in good condition, hearing protection, and gloves. Failure to work in a safe manner may result in the contractor being removed from the project.

**Date needed by:** Your proposal must be submitted in a sealed envelope marked "Proposal Enclosed" to Justin Steckley, American Embassy Libreville, on or before 17:00 on Thursday August 07, 2014

**Contract vehicle:** Open Market

**Set-aside restrictions?** There are no set-aside restrictions for this procurement

**Meet or Exceed?** Offers must meet or exceed requested specifications described here

**Award type:** Government Purchase Order

**Evaluation criteria:** lowest price, technically-acceptable

**Offer validity:** 30 days

**Applicable FAR clauses:** The selected offeror must comply with all applicable FAR clauses. Please see final contracting instrument for a complete list, the full text of which may be accessed electronically at <http://www.acqnet.gov/far>.

**Contracting Authority:** This request for quotation does not constitute a contract with the U.S Government. Per FAR 1.602, the sole representative of the Government authorized to enter into an agreement is a warranted Contracting Officer. The selected Offeror must ensure that a valid obligating document (e.g. Government Purchase Order) signed by a Contracting Officer is in place before commencement of work. Any and all modifications after the commencement of work must likewise be authorized by a Contracting Officer.

**Delivery:** within 30 days

**Shipping:** All quotations/proposals must include shipping to FOB Destination as designated on the contract instrument.