

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER		PAGE 1 OF 10					
2. CONTRACT NO.		3. AWARD/EFFECTIVE DATE		4. ORDER NUMBER		5. SOLICITATION NUMBER S-JO100-13-Q-0025					
7. FOR SOLICITATION INFORMATION CALL 		a. NAME Mahmoud M.A. Itani				b. TELEPHONE NUMBER(No collect calls) (962) 6 590-6133		8. OFFER DUE DATE/ LOCAL TIME 14:00, 9/22/2013			
9. ISSUED BY General Services Office American Embassy P. O. Box 354 Amman - Jordan Tel: (962) 6 590-6133 Fax: (962) 6 590-6888				10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE: % FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> 8(A) NAICS: SIZE STD:		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE <input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) 13b. RATING		12. DISCOUNT TERMS			
15. DELIVER TO American Embassy Amman - Jordan				16. ADMINISTERED BY				CODE			
17a. CONTRACTOR/OFFEROR		CODE		FACILITY CODE		18a. PAYMENT WILL BE MADE BY Financial Management Office (FMO) American Embassy P. O. Box 354 Amman - Jordan					
TELEPHONE NO.				17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER <input type="checkbox"/>						18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM	
19. ITEM NO.		20. SCHEDULE OF SUPPLIES/SERVICES				21. QUANTITY	22. UNIT	23. UNIT PRICE		24. AMOUNT	
1		Replacing Ceiling and Lighting at the US Embassy Amman Compound As per attached Scope of work									
25. ACCOUNTING AND APPROPRIATION DATA								26. TOTAL AWARD AMOUNT (For Govt. Use Only)			
<input checked="" type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input checked="" type="checkbox"/> ARE NOT ATTACHED.											
<input checked="" type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input checked="" type="checkbox"/> ARE NOT ATTACHED.											
<input type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>1</u> COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.						<input type="checkbox"/> 29. AWARD OF CONTRACT: REF. _____ OFFER DATED _____. YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:					
30a. SIGNATURE OF OFFEROR/CONTRACTOR						31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)					
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)				30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (Type or Print)				31c. DATE SIGNED	
						Katherine Reilly					

Scope of Work (SOW)
Replacement of existing ceiling
Systems
At the U.S. Embassy, Amman

GENERAL OVERVIEW:

The United States Government (USG), Department of State (DOS), has a requirement to replace the Existing ceiling systems with suspended 2ft x 2ft, ceiling grid systems in the second and third floors I the North chancery building located inside the US embassy compound Amman-JORDAN.

Changes to the existing layout will be according to the provided proposed layout by the Contracting Officer Representative (COR).

The USG requires quotations for a construction firm to execute and complete the proposed modifications.

INTENT

Requirements in this SOW serve as a guideline to the Contractor for the replacement of the existing ceiling with suspended ceiling systems in the second and third floors in the North chancery. The Contractor shall perform all services in accordance with international professional standards of skill, and shall conform to generally accept professional practices.

PROJECT DESCRIPTION

The USG intends to: Replace the existing ceiling in the second and third floors in the North chancery building located inside the US embassy compound Amman-JORDAN. The requirements below are the basis for the replacement.

This project is a service only project, the USG will provide the materials necessary to execute the work.

SITE VISIT

The contractor must acquaint himself with the existing conditions and take these conditions into consideration when preparing his bid. Lack of knowledge relative to the existing site conditions will not be allowed as basis for compensation. The contractor shall lay out its work from base lines indicated on the drawings and scope of work and shall be responsible for all measurements in connection with the lay out. Before proceeding with the layout of actual work, verify the layout information shown on the drawings in relation to the property survey and new pre cast facility and existing benchmarks or buildings. As work proceeds, check every element for space, installation, line and level. The contractor shall immediately report any problem to the COR, and shall not continue the work until such problems are resolved.

SCOPE OF WORK

Contractor shall provide all necessary tools, services, labor, skills and techniques to complete the work described below as per US Embassy standards and to the COR's satisfaction.

Quantities for the below line items will be provided in a separate BOQ sheet.

The US Government will be providing all the necessary materials to execute the work described below:

Detailed requirements and specifications – The contractor shall:

1- Prior to starting ceiling demolition in each designated area of this project:

1.1. Contractor shall fabricate and install plastic partition walls to isolate each of the areas from A1 to area A11 and from area B1 to area B11 Prior to beginning demolition according to the contractor's submitted working plan and based on the USG requirements illustrated in Fig 1 and Fig 2.

1.2. Contractor shall ensure each area is completely isolated to prevent the spread of dust to other parts of the hallway.

1.3. Contractor shall install plastic over all items, within each work area.

1.4. Upon completing work in each separate work area, contractor shall vacuum to ensure there is no dust or debris present in the hallway.

1.5. Contractor shall use existing ceiling access doors to inspect the situation above the ceiling and take all possible precautions before starting the demolishing.

2- Contractor shall remove all light bulbs and other removable ceiling fixture prior to demolishing the sheetrock ceiling or the suspended ceiling.

3- Contractor shall demolish existing Gypsum board (sheetrock) ceiling and suspended ceiling in each area separately.

4- Contractor shall Clean debris and repair any wall damages in preparation of installing the new suspended ceiling system

5- Install 3 inch, minimum width, trim around the exterior sides of the suspended ceilings and Fasten trim to existing ceiling; install framing as needed to securely fasten trim to ceiling.

6- Install new, 2ft x 2ft, ceiling grid work and ceiling tile at approximately the same height where existing ceiling grid and tiles were installed in each specified area.

7- Install new ceiling grids and ceiling tiles per manufacturer's instructions and as per the existing alignment of suspended ceiling to minimize the work on modifying ceiling fixtures.

8- Contractor shall coordinate work with the electrical mechanical team and shall be able to work in parallel with the EM team to install the lighting fixtures, shift sprinkler heads, shift ceiling fans and other fixtures if needed.

9- Contractor shall repair any damages to walls, patch and paint the walls and shall use DULUX 1983 off-white (Embassy standard paint).

10- Contractor shall repair and paint door frames, the color shall be coordinated and approved by the COR.

- 11- Contractor shall execute the work on a phasing approach, following the client's requirements illustrated in Fig. A (Second floor) and Fig. B (Third floor). Contractor shall finish the work completely in each phase before moving to the next phase.
- 12- While working during the night, the contractor shall not leave any tools, material or partitions behind and shall clean and remove all debris and leftovers.
- 13- The contractor shall provide a detailed working plan based on the attached USG requirements.

General

1. A1. Contractor work shall comply with US building regulations and standards.
2. The contractor shall rectify any damage to all areas on completion of the works.
3. The contractor shall supply all tools and labor to execute the work
4. US government will supply all the materials for the project.
5. All waste material shall be taken from site and disposed off by the contractor
6. Contractor shall sustain cleanliness of work Site throughout the completion of work
7. Contractor shall execute all tasks with professional and quality manner.
8. All documentation regarding warranties, guarantees and instructional literature are to be handed to the COR prior to demobilization
9. Contractor personnel shall be escorted at all times during the project.
10. Contractor is responsible for all necessary modification prior to installation of electrical or mechanical fixtures.
11. All care must be taken to protect furnishings within the property and drop sheets to be used at all times where necessary.
12. Any variations are to be priced and approved in writing by COR before proceeding with the work.
13. All measurements are to be confirmed by the contractor on site.
14. Contractor shall provide a detailed work schedule in MS project format.

WORKING HOURS

Working hours are to be 0800 to 16:30 Sunday – Thursday. Afterhours works must be approved by the COR in advance and shall be included in the contractor's proposed working plan.

SITE PREPARATION AND CLEANING UP

The Contractor shall keep the work area at all times, including storage areas, free from accumulations of waste materials. Before completing the work in each phase, the Contractor shall remove the work and premises any rubbish, tools, scaffolding, equipment, and materials that are not the property of the Government. Unsightly materials and debris including garbage, and equipment should be removed as required; while materials should be scheduled for delivery only as required for immediate use.

GUARANTEE

The contractor shall submit a **Two-year** guarantee against defects of materials or workmanship (including the cracks repair). Upon notification of such defects within the guarantee period, the contractor shall make the necessary repairs and replacements in timely manner at their cost to the satisfaction of the COR.

Performance period of time:

The works should be completed on site within (xxx) working days starting from receiving the Notice to proceed letter.

Bill of Quantity (BOQ):

Num.	Description	Approximate Quantity	Unit
1	Demolishing Existing gypsum board ceiling	86	M2
2	Demolishing Existing suspended ceiling	400	M2
3	Painting Walls	1200	M2
4	Painting door frames	36	Each
5	Installing new suspended ceiling system	486	M2
6	Installing new lighting fixtures (replacing old light bulbs)	60	Each

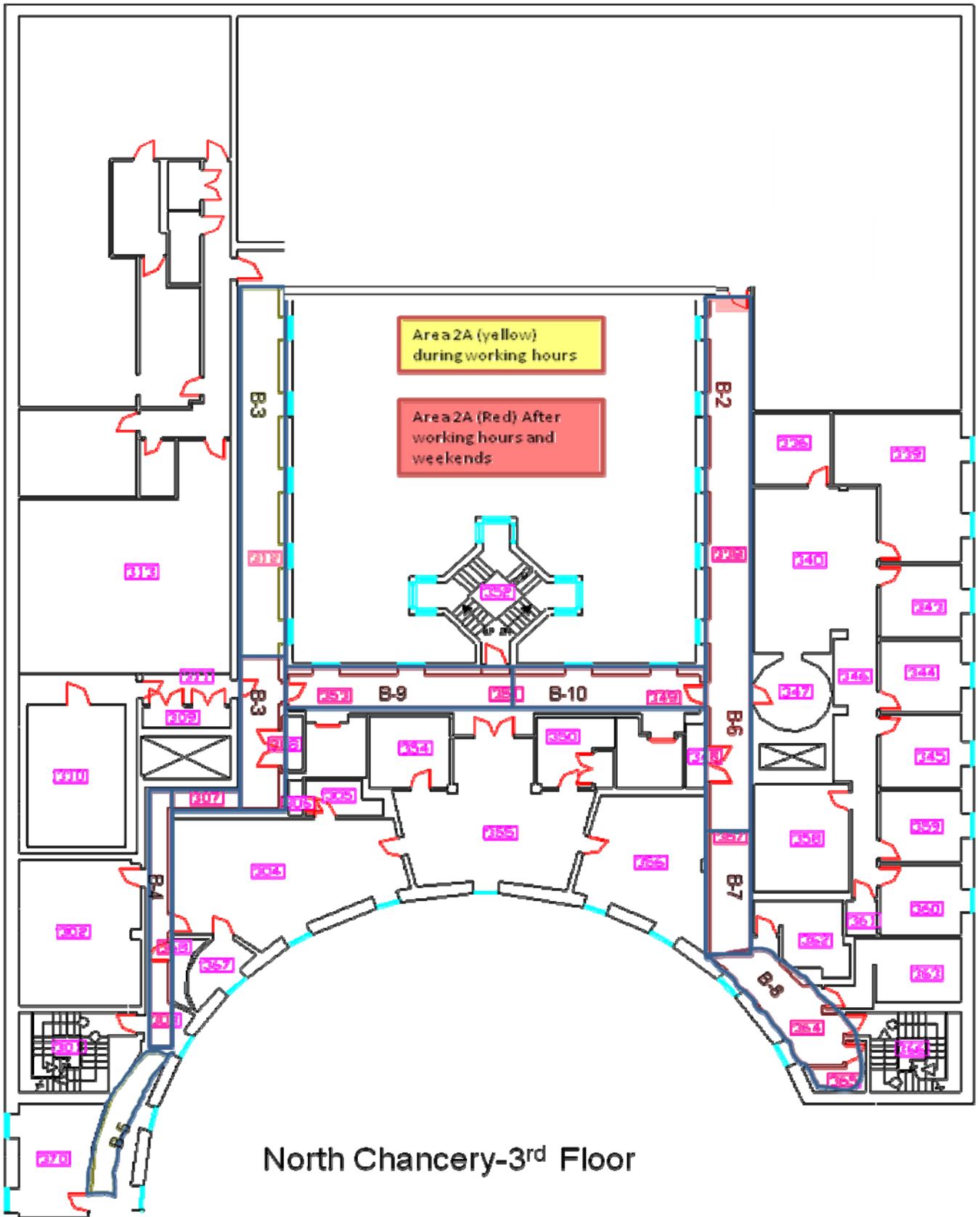


Fig.2

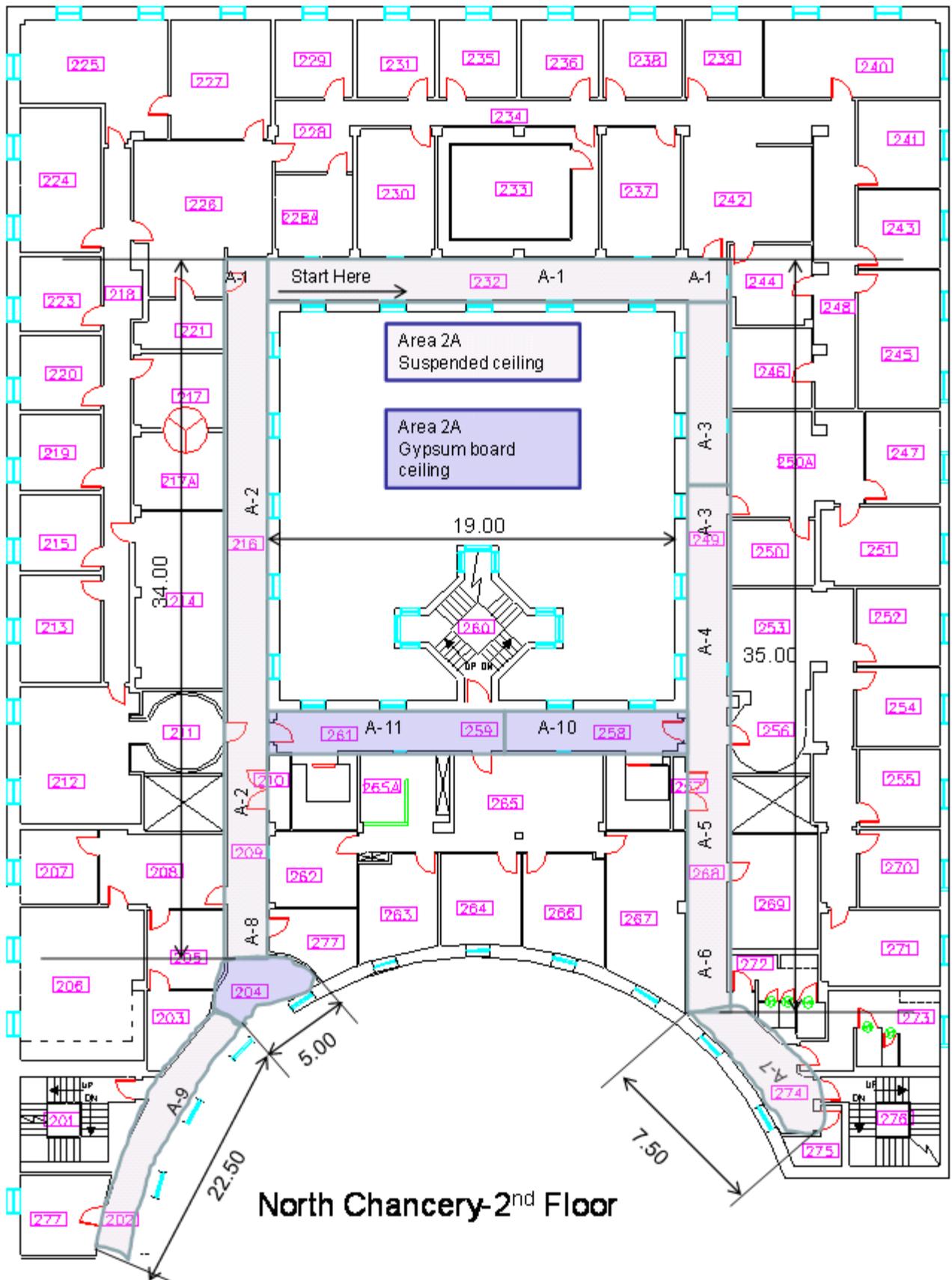


Fig.3. Existing Ceiling systems

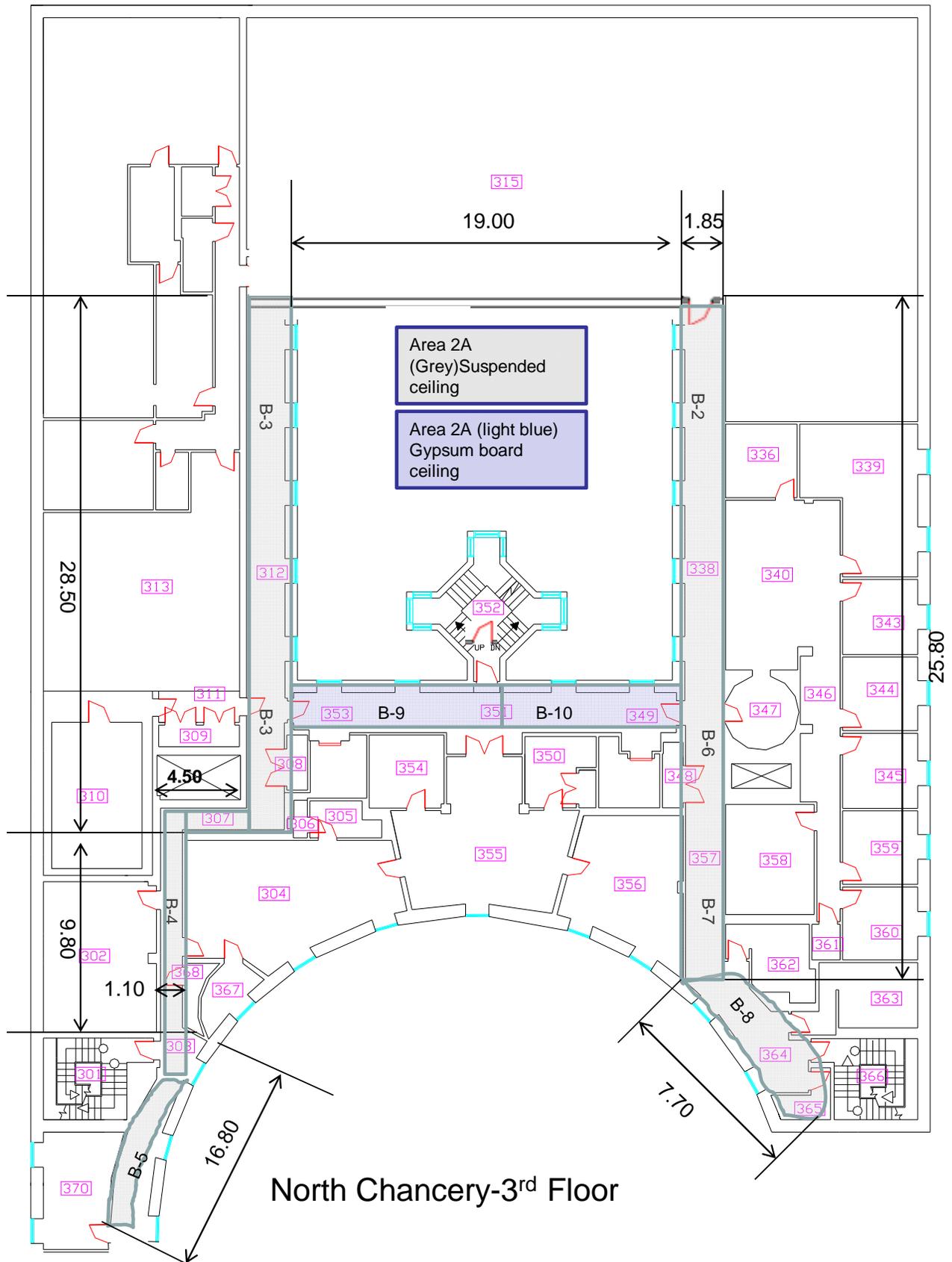


Fig.4. Existing Ceiling systems