

## ATTACHMENT #3

### Specifications for the installation of double glazed windows at the Chief of Mission Residence, U.S. Embassy Freetown

#### ***A. Introduction.***

The U.S. Embassy, Freetown requires the installation of 12 double-glazed sliding windows with a view to replacing some of the existing windows at the Chief of Mission' Residence located at Signal Hill, Freetown.

#### ***B. Background.***

This project will involve the removal of existing double sliding windows located in the main living and dining room(s) with approximate measurements as indicated below:

Frame Size (Inches) Quantity

a. 74" x 54" – 7 windows

b. 80" x 61" – 1 window

c. 99" x 53.5" – 4 windows

The Contractor shall execute all services in accordance with very high professional standards of skill, care and diligence adhered to by reputable, first class firms and shall conform to generally acceptable professional practices. The requirements below are the basis for the refurbishment. The refurbishment shall use only high quality first class materials and fittings. New window frames should be installed such that there is adequate provision for blinds.

#### ***C. Scope***

*Please Note: This is the official residence of the USG; the materials and fittings used should be of a standard for a home of this standing. Each window should be lockable and have the application of 3M Ultra 600 Shatter Resistant Window Film or equivalent on the inside.*

1. Remove all designated windows with all due care while ensuring that each window(s) framing and glass remain as is.

2. Existing windows shall be replaced with gas (inert gas like argon, etc) filled, double-glazed aluminum units in Jason Sliding Window "Silver Luster" or equivalent standard;

Ensure the following: All window frames are installed following manufacturer's recommendations; straight plumb and level without springing or distorting. Head and sill shall be aligned parallel and square with jambs. Sill shall be supported along entire length.

3. Ensure that the style of window is to match as closely as possible with the existing ones.

4. All sliding windows are to be fitted with window locks

5. All opening windows to be fitted with fly screens with aluminum fly wire.

7. Ensure that all windows are adequately sealed and where caulking is required this must be carried out with high quality sealant compatible with aluminum to provide a watertight seal around the perimeter of the window and the wall opening.

8. The contractor will be responsible for the removal of all stickers etc from the glass and will ensure that every window is polished before submitting an invoice.

## **Part 11: Work Requirements**

### ***A. Technical Requirements.***

General requirements:

The Contractor will rectify any damage to all areas on completion of the works at his own expense. Any repairs carried out will include painting to match the existing room colors.

The residence will be inhabited during the extent of the project and as such the work schedule must reflect the need to accommodate the resident and must be approved prior to work commencement. Official functions will not be interrupted while the job is being performed and all activities must be done during regular business hours.

The contractor must remove any debris/garbage or by-products of the installation process on a daily basis out of the CMR compound and dispose of such. The site is to remain tidy at all times and cleaned up upon completion of works.

All documentation regarding warranties, guarantees and instructional literature are to be handed to the COR.

All care must be taken to protect the carpet and furnishings within the property and drop sheets to be used at all times where necessary.

Any variations are to be priced and approved in writing by COR before proceeding with the work.

The US Government (USG) will designate a COR (Contracting Officer Representative) to be responsible, among other duties, of supervising the work (quality/scheduling), approve/reject materials, act as the main point of contact, approve partial payments (If applicable), respond to technical questions that the contractor may have. Contractor must follow and meet US and local construction codes and procedures as relating to this project.

Contractor must only use UL or FM approved equipments/materials. Locally purchased materials must be given prior review by the COR.

Quality Assurance:

The Contractor shall institute an appropriate inspection system including:

- (a) Develop and maintain checklists of duties to be carried out.
- (b) Perform inspections at all work locations to determine whether the various services are being performed according to the contract requirements.
- (d) Develop a Project work program with all the activities

The Contractor shall provide copies of all inspection reports to the COR. The Contractor shall promptly correct and improve any shortcomings and/or substandard conditions noted in such inspections.

Inspection by government:

The services performed and the supplies furnished for this contract will be inspected from time to time by the COR, or his/her authorized representatives, to determine that all work is being performed in a satisfactory manner, and that all supplies are of acceptable quality and standards.

The Contractor shall be responsible for any corrective action, within the scope of this contract, which may be required by the Contracting Officer as a result of such inspection.

**B. Deliverables**

Contractor must submit specifications for all material used to the COR, but retains ultimate responsibility for guaranteeing the quality and quantities of materials and supplies.