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STATEMENT OF WORK
Bathroom Refurbishment
Recreational Center, Presidential Villas
PROPERTY OBO-293
EMBASSY of the UNITED STATES
KHARTOUM, SUDAN

I. Description of Services

The Embassy of the United States in Khartoum, Sudan has a requirement to carry out bathroom refurbishment work on the first floor of the Presidential Villas complex, a leased residential compound, known as OBO # 293 in the Shatti neighborhood of Khartoum. The work shall be done per the scope of work detailed in Section III and the drawings provided in Attachment A.

The Contractor shall provide all labor, materials, tools, equipment, supervision and other related items and activities required to complete the project.

The Contractor is responsible for the protection of existing structures and utilities. Workers shall stay within the site area. Any damage caused by the Contractor shall be repaired at the Contractor's expense.

Contractors are advised to visit the site and verify the existing site conditions prior to developing their proposal.

II. Submittals

The Contractor shall submit the following as part of their bid:

1. A proposed detailed plan and sections for the TDY Quarters area.
2. A tentative schedule for the project which shall not exceed the government estimate of 20 working days.
3. Technical data for Material Safety Data Sheets (MSDS) for all waterproof materials, chemicals and any other materials used during the project.
4. Company portfolio, including previous similar works, references, and CVs of key personnel.

III. Scope of Work

The Contractor shall be responsible for the following:

1. Refurbishment of Bathrooms

Work to be performed in the two bathrooms on the south side of the building is detailed below:

A. General Work

- a. Install new shower enclosures. The size of the enclosure is estimated around 80 cm X 80 cm. The base shall be made porcelain and the walls shall be made of tempered glass. The Contractor shall carry out all plumbing and fixtures of the shower properly. The showers shall be equipped with cold and hot water.

- b. Install new wash sinks as shown in the diagrams in Attachment A. The sinks shall be equipped with cold and hot water, and a drain to the sewer. The sink size shall be 45 cm.
- c. Replace the existing toilets with new ones.
- d. Paint the bathroom walls with oil based paint, off-white in color similar to the existing color. The work shall include all patch, paint and other work required to finish the walls properly. The finish shall be smooth to match the existing.
 - e. Paint the ceiling with oil based white color paint.
- f. Install two new electrical light fixtures in the gypsum ceiling of each bathroom. The U.S. embassy will provide the light fixtures. One light fixture will be installed to illuminate the shower area and the second one will be installed in the toilet area. The fixture near or above the shower must be waterproof.
- g. Procure and install a 30 cm exhaust fan in each bathroom. The work shall include all necessary demolition for the wall and additional electrical connections to the new exhaust fan.
- h. Repair the floors and walls. Replace the floor tiles with similar, in color and style, to the existing floor tile. If damaged and/or affected replace the wall tiles to match the existing tiles. The grout for all tiling work shall be made of white cement and shall be not larger than 4mm (1/8th inch).

B. Plumbing, fixtures and accessories

- a. Install new traps for each fixture in the bathrooms to collect the effluent water and connect it to the existing sewer drainage system.
- b. Install all plumbing connections through the wall to the adjacent room for the supply of cold and hot water and the sewer drainage of the proposed kitchen sink.
- c. All supply water shall be made of PPR materials, DN20 quality or higher, all waste water piping shall be made of high quality 2 inch PVC pipes.
- d. Replace all broken or damaged pipes, if needed, to complete the project.
- e. Replace all damaged cement water proof membrane, if needed, to execute the project.
- f. Furnish the following plumbing products:
 - i. **PPR Pipes:** for hot and cold water supply
 - ii. **Polyvinyl Chloride (PVC):** for waste water
 - iii. **Valves:** Built-in valves, Grohe or approved equal.
 - iv. **Kitchen sink drain and trap:** adjustable "p" trap with cleanout plug tubing to wall and escutcheon.
 - v. **Floor trap Cover:** stainless steel of good quality
- g. Install plumbing fixtures and accessories as indicated, in accordance with manufacturer's written instructions, applicable codes and regulations, and in accordance with recognized industry practices to ensure that installation complies with requirements and serves intended function.

- h. Protect the installed showers and bathtubs with rigid plywood covers right after the installation to protect from any damage during the installation of the ceramic tiles and other finished activities.
- i. Fasten plumbing fixtures securely to supports on building structure. Secure water supplies behind or within wall construction to provide rapid installation.
- j. Provide a stop valve in an accessible location in the water connection to each fixture.
- k. Seal (caulk) all fixtures to walls and floors using G.E. silicone sealant. Match sealant color to fixture color.
- l. Clean fixtures, trim, and strainers using manufacturers recommended cleaning methods and materials.
- m. Upon completion of installation of plumbing fixtures and trim, and after fixtures are water pressurized, test fixtures to demonstrate compliance with requirements. Where possible correct malfunctioning units, retest to demonstrate compliance, otherwise remove and replace with new equipment and retest at no cost to Owner.
- n. Apply the proper joint sealant and silicone for all joints around all finished fixtures and accessories as required to provide sealed installations.
 - 1- The Contractor shall maintain existing utilities indicated to remain and protect them against damage during the works. Damage caused by demolition and renovation operations, shall be repaired by the Contractor at no additional cost to the Government.
 - 2- The Contractor shall transport from site all debris, rubbish, and materials resulting from demolition operations and dispose offsite on a daily basis in accordance with local regulations.
- o. Pipes, joints and fittings work
 - vi. Install pipes, fittings and joints to connect to the existing system in the same installation method and following the instructions listed below.
 - vii. Install pipes, joints and fittings, in accordance with recognized industry practices which will achieve permanent leak proof piping systems, capable of performing each indicated service without piping failure. Install each run with minimum joints and couplings, but with adequate and accessible unions for disassembly and maintenance/replacement of valves and equipment. Align piping accurately at connections, within 2 mm (1/16") misalignment tolerance.
 - viii. Locate piping runs except as otherwise indicated, vertically and horizontally (pitched to drain) and avoid diagonal runs wherever possible. Orient horizontal runs parallel with walls and column lines.
 - ix. Clean exterior surfaces of installed piping system of superfluous materials. During construction, properly cap all lines and equipment nozzles so as to prevent the entrance of sand, dirt, etc. Each system of piping to be flushed

- prior to testing for the purpose of removing grit, dirt, sand, etc., from the piping for as long as time is required to thoroughly clean the system.
- x. In erecting pipe, friction wrenches and risers shall be used exclusively; any pipe or fixture cut, dented or otherwise damaged shall be replaced.

2. Common Area Repairs

A. Aluminum Partitions

- a. The Contractor shall disassemble all aluminum partitions in the common area, without damaging the partitions or supports. The length of these partitions is around 80 meters length.
- b. The Contractor shall move and stack the partitions properly to another location inside the recreational center building as directed by the COR.
- c. The Contractor shall repair the wall where the partitions were removed.

3. Carpentry

- a. The Contractor shall remove the two aluminum doors in the common area.
- b. The Contractor shall fabricate and install two solid wooden doors. The doors shall be 5 cm thick at a minimum. The doors' color shall be dark brown. The hinges and handles shall be of high quality and approved by the COR. The Contractor shall fabricate and install high quality weather tight solid Mosky door to replace the existing door, the door shall be covered with a sheet oak wood veneer on both sides. The door finish shall be flat. The wooden door design , color, samples of the material and accessories, handles, hinges, door closers (spring type), floor stops, glass door viewer shall be approved by the COR before installation. The finish shall be Chestnut finish "dark brown" natural wood.
- c. Door construction must consist of mortise and tenon joints with a minimum of 75 mm wide by 12mm long and 6 mm thick tenons with matching mortises.
- d. **Materials for the carpentry work**

A. Frames

- 1. In accordance with ANSI/SDI A250.8, SDI 111A, and SDI 112.
- 2. Construction: <<All-welded unit, Inter-lock>> type.
- 3. Material: **Steel**, cold rolled, ASTM A1008, 16 gauge or thicker.

B. Door Systems

- 1. In accordance with ANSI/WDMA I.S. 1A-04.
 - a. Core: **Mosky (lumber)**
 - c. Thickness: 1-3/4 inches (5 cm)
 - d. ANSI/WDMA I.S. 1A-04 Aesthetic Grade: Premium.
 - e. Vertical Edges: Hardwood over structural composite lumber or veneer banded to match face veneer, glued to the core.

- f. Horizontal Edges: Hardwood over structural composite lumber or veneer banded to match face veneer, glued to the core.
- g. Facing: Wood veneer (oak), cut and species as specified shall conform to WDMA I.S. 1A-04 "A" grade for premium grade door construction

IV. Conditions of Contract

1. General

1. This is a firm fixed price turnkey job for the entire work and amount quoted shall include all work described in the attached drawing, the scope of work and the general condition of contract. The lump sum price quoted shall be fixed and nothing extra will be entertained on any account.
2. The Contractor's staff is subject to such restriction for entry and exit as are required by the Embassy's security requirement. The Contractor's staff will be subject to security clearance as required by the Embassy.
3. The Contractor shall restore all surfaces disturbed by the work to match with existing surfaces.
4. Any deviation from the original contract/scope of work shall be reported to the Contracting Officer Representative (COR) before work begins, and approved by the Contracting Officer (CO). No additional work or changes will be carried out without a contract modification and prior approval.

2. Responsibilities of the Contractor

1. The Contractor shall be responsible for procuring, supplying, transporting, and providing all labor, materials, tools and equipment etc., required for completion of the work in all aspects and as per the scope of work.
2. All expenses towards mobilization at site and demobilization including bringing in equipment, workforce and materials, dismantling the equipment, clearing the site etc. shall be deemed to be included in the rates quoted by the Contractor against various items of schedule of rates and no separate payment of such expenses shall be considered or granted.
3. The Contractor shall employ and provide one full time engineer to supervise the project. The assigned engineer should have proven prior experience of carrying out such type of work.
4. The Contractor shall not proceed with the next scheduled activity until the previous activity has been checked and approved by the COR. The Contractor shall note all inspection dates in the schedule chart.
5. The Contractor shall keep the site clean and accessible to Embassy employee at all times.
6. All required permits to execute the project shall be the sole responsibility of the Contractor.

3. Specifications

1. Work under this contract shall be carried out strictly in accordance with the specifications attached and will meet U.S. and Local codes.

4. Execution of Work

1. The Contractor is advised to review the material specifications and the scope of work. The Contractor should visit and walk through the site to familiarize themselves with the site conditions and to understand the exact quantity and quality of work.
2. Within 3 working days of Contract Award, the Contractor shall submit the following items via email:
 - a. Bar chart for review and approval by the COR. All dates and time schedules agreed upon shall be strictly adhered to. The Contractor shall notify the COR in advance regarding anticipated problems or delays throughout the project, or any deviation of the schedule.
 - b. Weekly schedule/activity plan for the coming week for the duration of the project *prior to the start date*.
3. For dismantling/blocking or making connection to any existing services or any shut-down, Contractor shall inform the COR at least 3 (three) working days in advance and proceed with the work only after approval from the COR.

5. Project Duration:

1. The duration of the project shall not exceed 20 working days.

A. Materials

1. All materials used on this work shall be new and conforming to the contract specifications as per US and local codes.
2. Materials shall conform to the latest US Standards specifications as amended to date and carry certification mark. Contractor shall submit material samples and catalogues for pre-approval.
3. All materials used on the project shall be approved by the Contracting Officer Representative (COR) before use. Any changes/substitutes on material shall be approved by COR before proceeding.

B. Storage of Materials

1. All materials shall be stored in a proper manner and protected from natural elements so as to avoid contamination, damage, or deterioration.

C. Site Clearance and Cleanup

1. The Contractor shall clear away all debris and excess materials accumulated at the site and dispose of it away from the premises daily, maintaining a neat site condition.
2. Upon project completion, the Contractor shall remove all surplus materials and leave the site in a broom clean condition.

D. Workmanship

1. Workers working on the site shall be skilled in their job and have relevant job experience.

E. Working Hours

1. Working hours shall be from 08:30 A.M. to 16:30 P.M. from Sunday to Thursday. No work shall be done on Fridays, Saturdays and holidays without the prior approval of the Contracting Officer.

2. Due to the nature of the job, most indoor work, especially noisy and dusty work shall be done during weekends and after working regular hours, and holidays, as approved by the COR, unless other arrangements have been approved by the COR in advance.

F. Security Clearance

1. The Contractor shall inform and provide in writing transportation details (vehicle registration number, drivers name, and date of delivery) to the COR at least 24 hours in advance for material deliveries.
2. Contractor shall give workers names at least 3 days in advance to get the security clearance. All workers shall have an official photo ID or photo ID with the company name on it each working day.

G. Safety procedures

Scope and Application

Contractor must meet with POSHO or representative before each phase of work begins to discuss safety concerns and agree upon appropriate PPE, methodology, and risk mitigation plans.

Contractor shall acknowledge POSHO authority to specify methods and safety equipment, and monitor the work until complete, approved, and shut down.

This document applies to all Contractors and sub-Contractors working at or on American Embassy property owned or leased as specified in the scope of work.

While working on U.S. Government projects the Contractor or sub-Contractor are responsible for maintaining an agreed upon and approved level of safety for the workers and the public.

This basic requirement is as follows:

1. Proper Protective Equipment will be worn by workers while in any work area or while performing tasks that create hazards for workers. The requirements listed below are minimum requirements, and may be supplemented or added to by the POSHO.
 - a. Safety glasses will be worn while performing the following
 - i. Drilling
 - ii. Chiseling, chipping
 - iii. Wood working, metal working
 - b. Hearing protection will be provided for all those who operate loud power tools and equipment.
 - i. Hard hats will be worn in areas where falling objects are a hazard.
 - c. Gloves will be worn for cleanup and removal of work area waste and materials.
 - i. Proper footwear will be worn by all workers, including safety shoes.
 - d. The Contractor will identify a safety officer for each project responsible for the following:
 - e. Shoring and trenching operations:
 - i. Shoring will be used for any trenching/digging deeper than 5 feet if a slope is not used in excavation.

- ii. At least one worker will remain topside at all times.
 - iii. A ladder that allows for immediate escape will be available at all times.
- B. Use of Signs and Barriers
 - i. Barriers and signs shall identify workplace hazards and special instructions.
 - ii. Minimum space required to perform work shall be identified.
 - iii. Ribbon, tape, fencing or portable barriers will create a controlled area around work site.
- C. Electrical issues
 - i. All power cords and power taps will be wired appropriately, leaving no exposed wires that are live or could come in contact with staff or other personnel.
 - ii. While working on electrical systems proper lockout/tag-out procedures will be followed, and the circuit being worked on will be de-energized (turned off at the main breaker).
 - iii. Power cords and temporary power will be GFCI protected and shall not be placed in areas that are prone to flooding or are wet, (i.e. running through puddles on the floor).
 - iv. Equipment will be plugged into a standard GFCI-protected receptacle and not wired directly into power taps.
- D. Waste cleanup and removal
 - i. All excess or waste materials will be removed from the site at the close of each work day. Debris will be removed to include food bags and containers. Staging of materials shall be in an agreed upon location.
- 2. Safety meetings shall occur at least once a week with at least one Embassy staff member present, unless otherwise approved.

6. Warranty

The Contractor shall guarantee that all work performed will be free from all defects in workmanship and materials and that all installation will provide the capacities and characteristics specified. The contract further guarantees that if, during a period of three years from the date of the certificate of completion and acceptance of the work, any such defects will be repaired by the Contractor at his expenses.