STATEMENT OF WORK
NEC- SCAC- guards' shed
PROPERTY OBO-10000
New Embassy Compound
U.S. EMBASSY KHARTOUM, SUDAN

1. Description of Services:

The US Embassy, Khartoum has a requirement to Fabricate and install a small guards' shed in front of the SCAC. The construction shall be constructed as per drawings, scope of work, specifications and General contract conditions. This project requires an experienced contractor to execute the job.

The Contractor shall provide all labor, material, tools, equipment, supervision and other related items required to the complete the project as per scope of work, specifications and attached drawings.

Contractors are advised to visit the site, verify the existing site conditions to develop their proposal.

2. Scope of Work

The contractor shall furnish and install a guard shed with the following specs:-

- The shed dimensions shall be 2.0 m. L X 1.0 m. W X 2.4 m. high, as shown in the attached diagram.
- The frame and the roof sides and middle members shall be made of welded "2 inch" galvanized steel pipes, 2.3 mm at least.
- Roof shall be double pitched roof, with slope 1:5 covered with thick corrugated sheets, 0.5 mm in thickness at least. The roof corrugated sheets shall be fixed on the roof steel pipes with appropriate screws, according to the manufacturer's recommendation.
- A separate steel case shall be used as a base for the shed. The bottom and the four sides shall be made of steel sheet, 3 mm thick. The sides shall be 10 cm high. After fabrication of the steel base, a layer of concrete mix (10 cm in thickness) with minimal reinforcement (10 mm diameter steel mesh @ 30 cm welded to the side sheets) shall be poured in the steel case.
- Steel 2.5 inch steel pipes/ couplings shall be welded to the steel base in the concrete mix. The steel columns/poles shall be adjusted/ inserted inside the steel couplings/pipes. In addition it shall be fixed to the nearest concrete planters using heavy duty steel pipe clamps, U shape or equal approved.
- The shed structure and roof shall be painted with oil based white paint.
- Most of the works shall be done offsite. Only minimum work is expected to be done in / around the NEC premises.

3. GENERAL CONDITIONS OF CONTRACT

I GENERAL

This is a firm fixed price turnkey job for the entire work and amount quoted shall include all work described in attached drawing, scope of work and general condition of contract. The lump sum price quoted shall be fixed and nothing extra will be entertained on any account.

Contractor's staff is subject to such restriction for entry and exit as are required by the Embassy's security requirement. Contractor's staff will be subject to security cleared as required by the Embassy.
Contractor shall restore all surfaces disturbed by construction to match with existing finish.
Any deviation from the original contract/scope of work shall be informed to COR before work begins. No additional work or changes will be carried out without a contract modification.
All material shall be new, checked and approved by COR prior to installation and proper test certificate of the materials to be submitted.

2 Responsibilities of contractor

Contractor shall be responsible for procuring, supplying, transporting, and providing all labor, materials, tools and plant and equipment etc., required for completion of the work in all respects and as per the scope of the work.

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 on such expenses shall be entertained.

Contractor shall employ and provide one full time engineer to supervise the project and has experienced of carrying out such type of work.

Contractor shall not proceed with next activity until previous activity will be checked and approved by COR. Contractor shall mentioned all inspection dates in the schedule chart
Contractor should keep the site clean and accessible to Embassy employee all time.
The contractor shall submit a detailed schedule showing each activity along its duration, predecessors, and successors. A computerized schedule is preferred; however a bar chart may be acceptable.

Duration of work for the project shall not exceed **7 (Seven)** working days. The works inside the embassy premises shall not exceed **one** working day. Any changes will be arranged NOT LESS than 4 days ahead of schedule.
Five days after contract award the contractor shall submit for approval, this schedule shall be discussed and approved by the COR prior to work commencement. The schedules shall be closely monitored. The contractor shall identify areas of problem and take the necessary actions to improve and maintain progress within the approved schedule.

3 Specifications

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

4 Execution of work

The Contractors are advised to review the attached set of drawings, material specifications and scope of work. The Contractor should visit and walk through the site to familiarize themselves with the site conditions to understand the exact quantum of work.
On award of the work, Contractor shall submit a bar chart within 3 days for approval of the Contracting Officer Representative (COR). All dates and time schedule agreed upon should be strictly adhered. Contractor shall notify the COR well in advance regarding the problems, if contractor is expecting/facing during the execution of the project.
The contractor shall prepare and send week's ahead activity plan via e-mail.
For dismantling/blocking or making connection to any existing services or any shut-down, contractor shall inform the COR at least three working days in advance and proceed with the work only after the permission from the COR.

5 Drawings

Drawings shall be followed as closely as actual construction allows. Any deviations require the Contracting Officer's prior approval.

6 Materials

All materials used on this work shall be new and conforming to the contract specifications as per US and Local codes
Materials shall conform to the latest US Standards specifications as amended to date and carry certification mark. Contractor shall submit material samples and catalog for approval.
All materials used on the project shall be approved by the Contracting Officer Representative (COR) before use.
Any changes/ substitute on material shall need to be approved by COR before proceed.

7 Storage of materials

All materials shall be stored in a proper manner protected from natural elements so as to avoid contamination and deterioration.
All reinforcement bars shall be stored in such a way to prevent deterioration, corrosion, scale formation and rusting. Every bar shall be checked or inspected before assembling on the work. Defective, brittle or bent bars shall be discarded

8. Site clearance and cleanup

The Contractor shall clear away all debris and excesses materials accumulated at the site and dispose it away from the Embassy premises and maintain a neat site conditions.
On completion of project, Contractor shall remove all surplus materials and leave the site in a broom clean condition.

9. Workmanship

Workers working on the site shall be skilled in their job and have experience in same type of job.

10. Working Hours

Working hours shall be 8:30 A.M. to 4:30 P.M. Sunday to Thursday. No work shall be done on Fridays, Saturdays and holidays without the prior approval of the Contracting Officer.

11. Security Clearance

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.

Contractor shall give his workers name at least 3 days in advance to get the security clearance. All the workers shall have the photo ID or photo ID with the company name.

12. Safety

- Contractor is responsible and shall continue management and implementation of a safety and health program throughout construction.
- The Contracting Officer and the Post Occupational Safety and Health Officer [POSHO] reserve the right to suspend work when and where Contractor's safety and health program is considered to be operating in an inadequate or non-complying manner.
- Contractor shall provide all Personal Protective Equipment for the workers as per the requirement of the site. Work will be stopped in case the proper protection equipment is not found with the workers and the lapse of time shall be at the Contractor's expense.
- Contractor will not leave the work site in an unsafe condition or any other condition that might cause injury to personnel, damage to existing work, plants or equipment.
- Contractor will use all safety gadgets e.g. hard hats, cotton gloves and goggles as required on site to avoid the accident.
- Any equipment or work considered dangerous shall be immediately discontinued
- Contractors must demonstrate understanding of their responsibilities under Post Managed Construction Project safety program by addressing hazards in preplanning processes and meetings
- Prior to starting a project, each contractor is required to review the work site and identify hazards that may occur while performing the job.
- Prior to starting a project, the contractor shall contact contracting officer, to ensure they have received pertinent information for the project including requirements for permits, floor plans, utility information, asbestos, lead based paint, and other hazardous materials.
- Per 15 FAM 935, contractors must provide their employees with a safe and healthful condition of employment.
- Contractors are expected to provide a "competent person" to implement site health and safety plan and to oversee its compliance. A competent person is an individual who, by way of training and/or experience, is knowledgeable of applicable standards, is capable of identifying workplace hazards relating to the specific operation, is designated by the employer, and has authority to take appropriate actions.

- The contractor shall be responsible for the removal and/or disposal of hazardous waste generated from the project. Hazardous waste generated from the project must be removed and disposed of in accordance with the Department's Hazardous Waste Management Policy as well as local rules and regulations.
- The contractor shall ensure proper safety, health and environmental requirements of EM 385-1-1 applicable to their project as followed.
- The contractor shall ensure individuals working at the site are trained and are aware of potential hazards. Contractors shall ensure that these individuals are provided with proper safety equipment to prevent accidental injury in accordance with the requirements of the contract
- Contractors will report accidents to Contracting officers, Contracting officer's representative and POSHO.

13. 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.