

SCOPE OF WORK

A/ GENERAL REQUIREMENT

The US Embassy proposes to renew the Security Camera System at the Embassy Warehouse. Work is to be performed at No. 326A Nguyen Trai, Thanh Xuan, Hanoi. The contract type shall be firm-fixed price.

B/ SCOPE OF WORK

Contractor shall remove the current security system, and provide material, equipment, tools and labor to furnish the new security camera system at the US Embassy Warehouse. The Contractor shall perform the following works according to all requirements specified in this SOW within the time specified herein. All works shall be completely done by 30 calendar days after the PO has been issued and received.

SPECIAL NOTES:

- 1) All materials, equipment are to be used for this project, shop drawings, working schedule shall be approved in advance by Contracting Officer of U.S. Embassy (C.O), in accordance with recommendations of the manufacture.
- 2) Debris and other waste materials must not be allowed to accumulate on the site. Contractor will transport materials off U. S. government property and legally dispose of them on daily basis. Contractor must not burn any demolished materials on site.
- 3) Contractor agrees to comply with U.S. Government security procedures on site at all times.
- 4) Contractor will comply with safety rules.
- 5) Contractor will not damage, break or breach the perimeter walls or adjacent facilities at in places other than that specified under the construction work.
- 6) Contractor must outline his methodology (in his proposal) for the construction of the structure.
- 7) Working hours shall be 8 AM to 5 PM, Mondays through Fridays.
- 8) Ensure that planters and trees around the structure to be constructed are protected from damage and destruction.
- 9) It shall be the Contractor's responsibility to provide a completely safe and workable system in accordance with the requirements of this specification, and the accompanying drawings and schedules all to the entire satisfaction of the Contracting Officer.

- 10) The Contractor shall examine all accompanying drawings and specifications to make sure that all requirements are thoroughly understood. In case where, in his opinion, there are omissions and /or errors in any of these documents, he shall inform the Contracting Officer immediately.
- 11) All materials, equipment and finished works shall be kept in good condition. The complete work shall be the Contractors property until handed over to the U.S Government.
- 12) Bids must include:
 - Length of time in days necessary to complete the project.
 - Total cost estimate with clearly defined line items and costing by line items. Provide specifications, quantities and cost of all labor and services.
 - Provide all sample/ plan and work schedule.
- 13) The U.S. Government will pay for all works upon completion and acceptability of the project.
- 14) The payment will be made through Electronic Fund Transfer (EFT) to the contractor bank account as stated on the invoice.
- 15) For US Government rules and regulation reference, please read the attached Commercial Clause document.

C/ PRICING

The Contractor shall provide materials and labor to complete all works specified in Section B. The prices listed below, in Vietnam dong (VND), shall include all labors, materials, insurance, overhead, profit, transportation, and all expenses.

<u>ITEM</u>	<u>SUPPLIES/SERVICES</u>	<u>QTY</u>	<u>TOTAL FIRM</u>	
			<u>Unit Price</u>	<u>Total Price</u>
1.	Camera: pan/tilt/zoom, indoor/outdoor	1		
2.	Fixed Cameras, pan tilt zoom, ir, high resolution	8		
3.	Pan Tilt Zoom control keypad	1		
4.	HD TV monitor 22-24"	1		
5.	16 Channel Digital Video Recorder	1		

6. HDD 2 Terabyte (minimum)	2
7. Outdoor Coaxial Cable	560
8. Power Cable	560
9. Power cord grounding cable	560
10. Control Cable for Pan Tilt Zoom Camera	30
11. PVC Conduit D25/32 (M)	560
12. Outdoor Switch Box (PCS)	9
13. Electric box (Indoor)	1
14. Bracket for Outdoor Camera	8
15. Wall-mount cast aluminum for PTZ camera	1
16. IP66 protection rating against the ingress of	8

dust and high pressure water jets from any direction. The materials used in the enclosure, in combination with the camera, make the use of a window heater unnecessary.

17. Accessories (PVC couplings, Adaptable	1
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box, Lid for junction boxes, junction

box, clamp for supporting pipe, inspection tees..)

Grand Total Contract Price:

In words: Vietnam Dong only

The above item are prices summary. Detail of prices shall be submitted in form of Bill of Quantity (BOQ) to cover all items listed. The BOQ consists of descriptions, quantities and unit prices of materials, and labor. Cost of labor may be submitted either Unit Price or Lump Sum.

D/ SITE SURVEY

Site survey to be held at 14h00 on Friday May 15, 2015

POC: Mr. Nguyen Dang Thung, Tel: 04 38505411, Email: nguyentd@state.gov

List of survey personnel with full names and ID numbers must be sent at least 24 hours in advance for security access registration.

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