**SECTION VI**

**GENERAL SPECIFICATIONS**

***General Description***

*The expected work of the contractor would include the following:*

1. *new floor finishes*
2. *new ceiling finishes*
3. *extension to fire alarm and sprinkler system following the building control law*
4. *new lighting system*
5. *new air conditioning system*
6. *new electric circuit system*
7. *new security access controls*
8. *plumbing for new kitchen area*
9. *new internal partitions, doors and windows as required*
10. *new furniture and furnishings*
11. *new fixtures and fittings*
12. *relocation work : office and kitchen appliances moved from current office space on 16th and 3rd floor to the new office space in 14th floor*

**New Floor Finishes**

The contractor is expected to complete the flooring work in the space as indicated in the floor plan

**New Ceiling Finishes**

Ceiling work

**Extension to fire alarm and sprinkler system following the building control regulation**

The contractor should execute extension to fire alarm and sprinkler system, following the building control regulation. In this case, close coordination is needed between the contractor and the building management team. UNOPS will be able to facilitate the initial communication between the contractor and the building management team, but the contractor is expected to continue the communication and coordination directly with the building management.

**New lighting system**

The contractor to install new lighting system within the renovation area.

**New air conditioning system**

New air conditioning system to be installed, following the design shared in this tender document

**New electric circuit system**

The contractor is expected to provide new electric circuit system in the office space following the design.

**Sprinkle and Smoke Detector Wor**k

The contractor should install smoke detector and sprinkler system. The building requires that both of these items follow the standard set by the building, which is from GE. Hence, the contractor is expected to provide the item as specified in the Bill of Quantities.

**New security access controls**

Security access control to be added into the

**Plumbing for new kitchen area**

The plumbing work is expected to be done by the contractor for the new kitchen area. A close coordination with the building management is needed for this, and the contractor is expected to handle the communication and coordination directly with the building management.

**New Internal Partitions, Doors and Windows as Required**

The contractor to install internal partitions, doors, and windows following the design drawing from the designer.

**New Furniture and Furnishings**

As per the description in the Bill of Quantities, the contractor is expected to provide the furnitures and furnishing equipment. If brands are mentioned, this is only used as a reference, and UNOPS will accept items with similar specifications of any brands.

**Relocation Work**

UNOPS currently occupy the space in the 16th floor and 3rd floor. As part of the contract, the contractor is expected to also conduct a relocation work for the equipments and furniture from the 2 current offices (16th and 3rd floor) to the 14th floor. This includes the following:

1. Relocate all office furniture from unit 303
2. Relocate all office furniture from unit 1602
3. Relocate and install Cisco VDO Conf system from unit 1602
4. Relocate and install Projector and motorized screen from unit 1602
5. Relocate and install Projector and motorized screen from unit 303
6. Relocate all kitchen appliances from unit 303
7. Relocate all kitchen appliances from unit 1602
8. Relocate access control system from unit 1602

**Protection works**

All works shall be carried out safely in accordance with local H&S regulations, and with UNOPS HSSE requirements.

Appropriate protections measures shall be put in place to safeguard all existing and new installations to be handed over in existing or new condition.

**Testing and Commissioning**

The Contractor shall implement a quality control testing plan, which outlines the minimum tests and test frequencies required by each mechanical and electrical item installed, as well as any additional quality control tests that the Contractor deems necessary to adequately control production and/or construction processes.

The testing plan can be developed in a spreadsheet format and shall, as a minimum, include the following:

a. Specification item number.

b. Item description.

c. Test type.

d. Test standard (e.g. BS or ASTM test number, as applicable).

e. Test frequency (e.g. as required by technical specifications or minimum frequency when

requirements are not stated).

f. Responsibility (e.g. technician).

g. Control requirements (e.g. target, permissible deviations).

The testing plan shall contain a statistically based procedure of random sampling for acquiring test samples. UNOPS shall be pre-informed by the contractor to witness quality control sampling and testing.

The Contractor shall maintain current quality control records of all inspections and tests performed. The test reports shall document the following information:

a. Technical specification item number and description.

b. Test designation.

c. Location.

d. Date of test.

e. Control requirements.

f. Test results.

g. Causes for rejection.

h. Recommended remedial actions.

i. Retests.

All non-compliances must be fully addressed by the contractor prior to handover.

**Finishing works and Handover**

* All painting and finishing works should be completed as required in the drawings and BOQs
* All protection and temporary works shall be removed and full cleaning process done to provide complete final site for handover
* All construction and testing documentation shall be provided to UNOPS as part of the handover process
* Handover shall include guidance on operation and maintenance of the space and specific equipment
* A 12 month Defect Notification Period shall commence on handover, during which the contractor may be requested to return to complete snagging tasks or repair any issues related to the works that require rectification