

Annex 5
Reporting requirements and Contractor's obligation
For the Provision and Installation 725 Lighting poles and Solar Street Lights
in Aleppo – Syria

Contractor Obligations:

1. Before starting the installation work, the contractor must coordinate with the concerned municipality and the concerned electricity unit to cut off the electricity to the area in which the installation will be carried out and take the approvals of the competent authorities.
2. The Contractor shall provide samples of the materials that will be used in (such as the metallic clamps and metallic angles, etc.) the implementation of the project to obtain the approval of the UNHCR supervising engineers before supplying and using them. The submission must be in accordance with the samples (prototypes) approved by the supervising engineers.
3. The Contractor shall bear full responsibility for storing the materials supplied to the project.
4. The contractor shall abide by site safety procedures: warning tapes and panels, fire extinguishers, helmets, gloves, protective shoes, worker's uniforms, masks and other protective equipment, and children shall not be employed to the work as the child labor is banned with zero tolerance.
5. The contractor shall be responsible for protecting the property of third parties (public property and private property) during the work and to take all measures to preserve and protect it and shall be responsible for any damage (telephone networks, water, electricity.) caused by these works.
6. The contractor shall abide by the specified locations as per Annex 6.
7. The Contractor shall carry out one unpainted and adjustable sample which shall be submitted for supervision team.
8. The specifications and items contained in the standardized schedule of estimated quantities are well read by the contractor, and anything that is not specified, the final decision is up to the supervisory team.
9. The contractor shall inform UNHCR supervisory team in written letter explaining the various sudden obstacles to work that are beyond his control during implementation and which may cause a delay in the period of execution of any work or require justified delay and the execution date for a certain work in order to estimate these periods and calculate them duly by the administration to take them into consideration.
10. The contractor shall ensure to review all tender documents before start of the project, the administration will not be responsible for any delay that the contractor may fall into at the end of the contract without notifying the supervisory body or its approval.

11. The contractor is full responsible for the transportation of the provided solar devices, panels, panels holders and all accessories from Aleppo governorate warehouses to the targeted locations
12. The contractor shall provide a maintenance and defect liability of 5% of the achieved civil works for 6 months, and manufacturing warranty of 6 months for the lightening poles.

Reporting requirements

1. The Contractor has to submit a weekly progress report to UNHCR for their review on the standard template provided by UNHCR.
2. The report should include photos showing the work progress with clear UNHCR visibility, in addition to that, the report should mention if there are any challenges faced and the field visits that conducted during the physical implementation phase.
3. The Contractor shall submit a schedule for the execution of the works with the schedule updated during the progress of the project.