**SECTION II: EVALUATION METHOD AND CRITERIA**

Bids submitted in response to this ITB shall be evaluated on the basis of the “lowest priced, substantially compliant” methodology, which consists of the following steps:

* **Preliminary screening of bids using formal and eligibility criteria:** This includes an assessment of whether bids comply with the formal and eligibility criteria stated in the “Formal and Eligibility Criteria” table below. All bids substantially compliant at this stage will go through subsequent evaluation as follows.
* **Technical evaluation using qualification criteria:** This determines which bids are substantially compliant to the qualification criteria stated in the “Qualification Criteria” table below, and rejects non-compliant bids. Only bids meeting or exceeding the qualification criteria shall be considered substantially compliant.
* **Technical evaluation using technical criteria:** This determines each bid’s technical compliance with the pre-defined technical criteria as identified in the “Technical Criteria” table below. Only bids meeting or exceeding the technical criteria shall be considered substantially compliant. The technical evaluation shall be completed prior to initiating the financial evaluation.
* **Financial evaluation:** Financial evaluation of the bids shall only be conducted for the bids that have been determined to be substantially compliant in the technical evaluation. Bids qualifying for a financial evaluation shall be checked for any arithmetic errors following Article 28 [*Minor Informalities, Errors or Omissions*]. Schedule 4.1.A [*Bill of Quantities*] shall be used for the financial evaluation. Schedule 4.1.B [*Daywork Schedule*] will not be used for the financial evaluation but will inform the assessment of reasonableness of cost. The lowest priced bid among the substantially compliant bids will be selected for award.
* **Background check/due diligence:** After completion of the evaluation but prior to the award, UNOPS shall conduct background checks/due diligence on the bidder recommended for award, to confirm that the bidder meets the criteria set forth in this ITB or as appropriate to the nature of the procurement process. UNOPS may reject a bidder's bid on the basis of the findings. Bidders shall permit UNOPS representatives to access their facilities at any reasonable time to inspect the bidder's premises, equipment, Plant or Materials.

At any time during the evaluation process, UNOPS may request clarification or further information in writing from bidders. The bidder's responses shall not contain any changes regarding the substance, including the technical and financial part of their bid. UNOPS may use such information to interpret and evaluate the relevant bid.

UNOPS evaluation of a bid shall take into account the evaluation criteria described in the following tables.

|  |  |
| --- | --- |
| * **FORMAL AND ELIGIBILITY CRITERIA** | |
| **Criteria evaluated on a pass/fail basis during the preliminary screening** | **Documents to establish compliance  with the criteria** |
| * The bidder is eligible as defined in **Section I: Instructions to Bidders**, Article 4 [*Bidder Eligibility*]. | * Schedule 0.1 [*Bid Submission Declaration*] * Schedule 0.2 [*Bidder's Information*] * Schedule 0.3 [*Joint Venture Partner Information*], all documents as required in the Schedule, in the event that the bid is submitted by a Joint Venture. At least one of the joint venture members must meet the required criteria. * UNGM suppliers ineligibility lists |
| * The bid is complete, i.e., all documents and technical documentation requested in **Section I: Instructions to Bidders**, Article 11 [*Content of Bid Submissions*] have been provided and are complete. | * All documentation as requested under **Section I: Instructions to Bidders**, Article 11 [*Content of Bid Submissions*] |
| * The bidder accepts conditions of the Contract as specified in **Section III: Conditions of Contract.** | * Schedule 0.1 [*Bid Submission Declaration*] |
| * A bid security is provided. | * Schedule 0.8 [*Form for Bid Security*] |

|  |  |
| --- | --- |
| **2. QUALIFICATION CRITERIA** | |
| **Criteria evaluated on a pass/fail basis during the technical evaluation** | **Documents to establish compliance  with the criteria** |
| * **Financial capability**   The bidder has an annual turnover of minimum USD 3,000,000.00 or equivalent per annum, for any two of the last five years | * Copy of audited financial statements for the last [five (5)] years |
| * The bidder has been in continuous business during the last [Five (5)] years. | * Certification of incorporation of the bidder |
| * The bidder has experience successfully delivering similar [three (3)] construction works contracts during the last [Five (5)] years prior to bid opening. | * Schedule 0.4 [*Capacity and Experience*] * Schedule 0.7 [*Performance Statement*] |
| * Bidder must have possession of valid classification from the Jordanian Union of Contractors with Grade One (1) in water and Sewer or equivalent from bidder’s country of origin. | * Certification of registration |

|  |  |
| --- | --- |
| **3. TECHNICAL CRITERIA** | |
| **Criteria evaluated on a pass/fail basis during the technical evaluation** | **Documents to establish compliance  with the criteria** |
| To be substantially compliant, bidders must meet all the minimum requirements/criteria and score ‘pass’ against each of the criteria. | In **Section VI: Returnable Schedules**:   * All schedules under Schedule 4 [*Contract Schedules from the Bidder*] * Schedule 0.5 [*Format for Resume of Proposed Key Personnel*] |

|  |  |  |
| --- | --- | --- |
| **Parts of the Technical Bid Evaluation: Number and description** | | **Obtainable rating** |
|
| **1.** | Proposed methodology, approach and implementation plan | Pass/Fail |
| **2.** | Key personnel proposed | Pass/Fail |

|  |  |  |
| --- | --- | --- |
| **Part 1: Proposed methodology, approach and implementation plan** | | |
| **No.** | **Criteria evaluated on a pass/fail basis during the technical evaluation** | **Documents to establish compliance with the criteria** (not exhaustive) |
| **1.1** | The bid (in particular, the detail of the Works) is substantially compliant and does not contain any material deviation(s) from the minimum requirements as stipulated in **Section V: Requirements**, which indicates the bidder's understanding of these requirements. | * All schedules under Schedule 4 [*Contract Schedules from the Bidder*] in **Section VI: Returnable Schedules** * Returnable\_Technical\_Questionnaire |
| **1.2** | The Programme and method statement details how the different work elements shall be organized, controlled and delivered based on the quality management system. | * Schedule 4.2 [Programme] * Schedule 4.3 [*Method Statement*] |
| **1.3** | Implementation/Quality Management System. The bidder’s quality or implementation manual and preliminary plan demonstrate the bidder’s capacity to consistently be able to provide the services to the required quality. (Please refer to Schedule 3.2.C) | * Schedule 4.3 [*Method Statement*] |
| **1.4** | The bid satisfactorily demonstrates that the requirements for insurance will be met, either through demonstrating that the bidder’s insurances comply with the requirements of the ITB (if any), or by providing a confirmation letter that the bidder will effect the required insurances as specified under Schedule 3.11 [*Insurance Requirements*], if selected. | * Schedule 4.9 [*Insurance Details and Insurances*] * Confirmation letter (or draft policy) from an insurer stating that the required insurance policies will be provided to the bidder, if selected. |
| **1.5** | The bid satisfactorily demonstrates that the Health, Safety, Social and Environmental (HSSE) requirements in relation to the Works will be consistently met. (Please refer to Schedule 3.2.D) | * Schedule 4.3 [*Method Statement*] |
| **1.6** | The bidder’s proposed subcontractors and suppliers, if identified, are proposed to undertake appropriate quantities of Works and have demonstrated the capacity to undertake the work and are located in appropriate locations. | * Schedule 4.6 [*Subcontractors and suppliers*] |

|  |  |  |
| --- | --- | --- |
| **Part 2: Key personnel proposed** | | |
| **No.** | **Criteria evaluated on a pass/fail basis during the technical evaluation** | **Documents to establish compliance with the criteria** (not exhaustive) |
| **2.1** | The composition and structure of the team proposed is appropriate and the proposed roles of the management and the team of Key Personnel is suitable for the provision of the necessary Works. | * Schedule 4.4 [*Key Personnel*] * Schedule 4.5 [*Organizational Structure*] |

**SECTION III: CONDITIONS OF CONTRACT**

**INSTRUMENT OF AGREEMENT**

* [Construction Contract for Small Works: Instrument of Agreement](https://content.unops.org/service-Line-Documents/Infrastructure/Construction-Contract-for-Small-Works-Instrument-of-Agreement_EN.pdf)

**GENERAL CONDITIONS OF CONTRACT**

* [Construction Contract for Small Works: General Conditions of Contract](https://content.unops.org/service-Line-Documents/Infrastructure/Construction-Contract-for-Small-Works-General-Conditions-of-Contract_EN.pdf)

**PARTICULAR CONDITIONS OF CONTRACT**

**Part 1: Amended Clauses**

The General Conditions are amended in the following manner (if nothing is stated, then no amended conditions apply):

|  |  |  |
| --- | --- | --- |
| **No.** | **Clause/Sub-Clause No. and Title** | **Amended General Condition** |
| **1** | NA |  |

**Part 2: Additional Clauses**

The General Conditions are supplemented by the inclusion of the following additional conditions (if nothing is stated, then no additional conditions apply):

|  |  |  |
| --- | --- | --- |
| **No.** | **Clause/Sub-Clause No. and Title** | **Additional General Condition** |
| **1** | NA |  |

**SECTION IV: SCHEDULE OF DETAILS**

**SCHEDULE 1: CONTRACT DETAILS**

**1.1 Details Provided by the Employer**

|  |  |  |
| --- | --- | --- |
| **Sub-Clause No.** | **Description** | **Details** |
| **1.1** | Description of parts of the Works that shall be designated a Section for the purposes of the Contract | **LOT 1:** Rehabilitation of the Existing Water Network and Construction of New House Connections in Sarieh District (A1 & A2)  **LOT 2:** Rehabilitation of the Existing Water Network and Construction of New House Connections in Sarieh District (A3) |
| **1.3** | Employer’s address for communication | **Name:**  **Position title:**  **Address:**  **Email address:**  **Telephone/Mobile number:** |
| **1.3** | Agreed system of electronic transmission | **Email:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **If others, specify:**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **3.1** | Employer’s Representative | **Name:**  TAMER ALREFAEI  **Position title:**  PROJECT MANAGER  **Address:**    **Email address:**  TamerA@unops.org  **Telephone/Mobile number:**  +962 79 843 3089 |
| **4.2** | Performance Security amount | 10 % of the Contract Price |
| **4.2** | Currency of the Performance Security | USD |
| **4.2** | Permitted guarantors for Performance Security | Bank or financial institutions approved by the Employer  Bank approved by the Employer |
| **6.1** | Commencement Date | One week after contract signature |
| **6.2** | Time for Completion | **Lot 1:** 16 (Sixteen) months  **Lot 2:** 12 (Twelve) months |
| **6.5** | Delay Damages | **For Whole of the Works:**  Amount per day:\_\_\_\_\_\_\_\_\_\_\_\_ USD  0.3 % of the Contract Price per day |
| **6.5** | Aggregate maximum amount of Delay Damages | 10 % of the Contract Price |
| **8.1** | Defects Notification Periods (DNP) | 12 months |
| **8.4** | Latent Defect Period | NA |
| **10.2** | Advance payment amount | 10 **%** of the Contract Price  \_\_\_\_\_\_\_\_\_\_\_\_ USD  Not applicable |
| **10.2** | Permitted guarantors for advance payment | Bank or financial institutions approved by the Employer  Bank approved by the Employer |
| **10.2** | Period of repayment of advance payment | 12 months  \_\_\_ IPCs |
| **10.3** | Retention Money to be deducted from the IPC | 10 % of the relevant value of the Works completed |
| **10.3** | Limit of Retention Money | \_\_\_\_\_\_\_\_\_\_\_\_\_ USD  10 % of Contract Price |
| **10.3** | Rate of advance payment deductions | 10 % of the relevant value of the Works completed |
| **10.5** | Retention Money to be released at taking over of Works or Sections | 50 % of the Retention Money deducted for the value of the Section or whole of the Works, as applicable |
| **10.10** | Currencies of payment | **USD** |
| **10.10** | Proportions of currencies for payment | **NA** |
| **10.10** | Rate of exchange | UN rate of exchange |
| **10.11** | Annual rate of financing charges for delayed payment | NA |

**SCHEDULE 2: PROJECT SPECIFIC INFORMATION**

**2.1 Project Details**

*(Brief description of the project including title, location and background and any other relevant details for which the Works are being executed)*

|  |
| --- |
| Lot 1 : Refer to Section 1.1 of Annex 1.3-Lot 1-Technical Specifications  Lot 2: Refer to Section 1.1 of Annex 2.3-Lot 2-Technical Specifications |

**2.2 Site Plan**

* **General description of location and boundaries including the GPS coordinates:**

|  |
| --- |
| Lot 1 : Refer to Detailed Design Drawings, Drawing Number G-001  Lot 2 : Refer to Detailed Design Drawings, Drawing Number G-001 |

* **General description of the parts of the Site that will be provided access to and the times of access (in accordance with Sub-Clause 2.1 of the General Conditions):**

|  |
| --- |
| N/A |

* **Description of access routes, access timing and any access restrictions:**

|  |
| --- |
| N/A |

* **Description of other surrounding sites and any related interface issues:**

|  |
| --- |
| N/A |

* **Description of approved location for the Contractor’s Site facilities including storage, accommodation, work areas and likewise and where Plant and Materials should be delivered and stored (in accordance with Sub-Clause 1.1 of the General Conditions):**

|  |
| --- |
| * Lot 1 : Refer to Section 1.7.2 of Annex 1.3-Lot 1-Technical Specifications * Lot 2 : Refer to Section 1.7.2 of Annex 2.3-Lot 2-Technical Specifications |

* **Description of Site arrangements that is to be provided for the Employer’s use:**

|  |
| --- |
| Lot 1 : Refer to Section 1.14 of Annex 1.3-Lot 1-Technical Specifications  Lot 2 : Refer to Section 1.14 of Annex 2.3-Lot2-Technical Specifications |

* **Description of disposal areas (within the Site or outside the Site in accordance with Sub-Clause 4.17 of the General Conditions):**

|  |
| --- |
| Lot 1 : Refer to Section 1.15.1.3 & Annex 1.3-Lot 1-Technical Specifications  Lot 2 : Refer to Section 1.15.1.3 & Annex 2.3-Lot 2-Technical Specifications |

* **Description of any Site security requirements (in accordance with Sub-Clause 4.14 of the General Conditions):**

|  |
| --- |
| N/A |

* **Any other Site details:**

|  |
| --- |
| NA |

**SCHEDULE 5: FORMS**

**5.1 Form for Advance Payment Security**

**ADVANCE PAYMENT SECURITY**

[On the letterhead of the institution issuing the security]

**Date:** \_\_\_/\_\_\_/\_\_\_

**Advance Payment Security Number:** [#######]

**To:** UNOPS

[insert address of the Employer]

We have been informed that you have entered into a Contract dated [insert date] with [insert company name] (hereinafter called the **“Contractor”**) titled [insert contract title] with Contract No. [insert number] for the [insert name of the project] for certain works and services (hereinafter called the **“Works”**) to be undertaken by the Contractor (hereinafter called the **“Contract”**).

Furthermore, we understand that, according to the conditions of the Contract, an advance is to be made against an Advance Payment Security. At the request of the Contractor, we irrevocably and unconditionally notwithstanding any objection which may be made by the Contractor and without any right of set-off or counterclaim, undertake with you that whenever you give written notice we agree to pay you on demand immediately any sum or sums not exceeding in total an amount of[insert amount(s) in words (and figures) with the relevant currency], (hereinafter called the **“Guaranteed Sum”**) upon receipt by us of your first demand in writing declaring that the supplier is in breach of its obligation under the Contract with respect to the advance payment. It is a condition for any claim and payment under this guarantee to be made, that the advance payment referred to above must have been received by the Contractor.

This Guarantee for Advance Payment (hereinafter called the **“Guarantee”**) is valid and will continue to be valid from the date of this letter and until the Guaranteed Sum has been recovered by you. The Guaranteed Sum shall reduce automatically proportionally to the part of the advance payment you have recovered according to the terms and conditions for the advance payment. This Guarantee will automatically expire upon us receiving from you certification that the Guaranteed Sum has been fully repaid by the Contractor.

Any payment by us to you in accordance with this Guarantee must be in immediately available and freely transferable **USD** free and clear of and without any deduction for or on account of any present or future taxes, levies, imposts, duties, charges, fees, set off, counterclaims, deductions or withholdings of any nature whatsoever and by whomever imposed.

Our obligations under this Guarantee constitute direct primary, irrevocable and unconditional obligations. Additionally, our obligations do not require any previous notice to be given to the Contractor and do not require that any claim be made against the Contractor. Further, our obligations will not be discharged and will not be otherwise prejudiced or adversely affected by any:

* time, lenience or tolerance which you may grant to the Contractor;
* amendment, modification or extension which may be made to the Contract or the Works performed under the Contract;
* intermediate payment or other fulfilment made by us;
* change in the constitution or organization of the Contractor; or
* other matter or thing which in the absence of this provision would or might have that effect, except a discharge or amendment expressly made or agreed to by you in writing.

This Guarantee may not be assigned by you to any third party, without our prior written consent, which must not be unreasonably withheld. You must notify us in writing of any assignment, after which we must make any payment claimed under this Guarantee to the person, firm or company specified in the notice which will constitute a full and valid release by us in relation to that payment.

Any notice required by this Guarantee is deemed to be given when delivered (in the case of personal delivery) or forty-eight (48) hours after being dispatched by prepaid registered post or recorded delivery (in the case of letter) or as otherwise advised by and between the parties.

We agree that part of the Contract may be amended, renewed, extended, modified, compromised, released or discharged by mutual agreement between you and the Contractor, and this security may be exchanged or surrendered without in any way impairing or affecting our abilities under this Guarantee without notice to us and without the necessity of any additional endorsement, consent or guarantee by us, provided, however, that the Guaranteed Sum does not increase.

No action, event or condition which by any applicable law may operate to free us from liability under this Guarantee will have any effect. We waive any right we may have to apply such law so that in all respects our liability under this Guarantee will be irrevocable and, except as stated in this Guarantee, unconditional in all respects.

Capitalized words and phrases used within this Guarantee have the same meanings as are given to them in the Contract.

This Guarantee is governed by the Uniform Rules for Demand Guarantees (2010 Revision), International Chamber of Commerce Publication No. 758, provided that the supporting statement under Article 15 (a), and Articles 34 and 35 are excluded. Any disputes arising out or in connection with this Guarantee, or the breach, termination, or invalidity thereof will be referred to and finally resolved by arbitration in accordance with the United Nations Commission on International Trade Law (UNCITRAL) Arbitration Rules then in effect, the language of the proceedings being English.

Nothing in or relating to this Guarantee shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including its subsidiary organs, of which UNOPS is an integral part, which are hereby expressly reserved.

IN WITNESS of which the [insert name of the institution issuing the guarantee] has duly executed this Guarantee on the date stated above.

|  |
| --- |
| **SIGNED** by |
| **Name:** |
| **Title:** |
| **Institution:** |
| **Date:** |
| **Signature:** |

|  |
| --- |
| **Name of witness (block letters):** |
| **Occupation of witness:** |
| **Address of witness:** |
| **Signature of witness:** |

**ADDRESS FOR NOTICES** [insert address]

**5.2 Form for Performance Security**

**PERFORMANCE SECURITY**

[On the letterhead of the institution issuing the security]

**Date:** \_\_\_/\_\_\_/\_\_\_

**Performance Security Number:** [#######]

**To:** UNOPS

[insert address of the Employer]

We have been informed that you have entered into a Contract dated [insert date] with [insert company name] (hereinafter called the **“Contractor”**) titled [insert contract title] with Contract No. [insert number] for the [insert name of the project] for certain works and services (hereinafter called the **“Works”**) to be undertaken by the Contractor (hereinafter called the **“Contract”**).

We, irrevocably and unconditionally undertake with you that whenever you give written notice to us stating that in your sole and absolute judgment the Contractor has failed to observe or perform any of the terms, conditions or provisions of the Contract on its part to be observed or performed, we will, notwithstanding any objection which may be made by the Contractor and without any right of set-off or counterclaim, immediately pay to you or as you may direct such an amount as you may in such notice require not exceeding the sum of [insert amount equivalent to 10 per cent of the Contract Price in words (and figures) with the relevant currency] (hereinafter called the **“Guaranteed Sum”**).

This Performance Security (hereinafter called the **“Guarantee”**) is valid and will continue to be valid and enforceable from the date of this letter for the Guaranteed Sum until the issue of the Final Completion Certificate. The Guaranteed Sum may reduce to **5%** per cent of the Contract Price upon the issue of the Taking-Over Certificate for the whole of the Works. This Guarantee will automatically expire on the issue of the Final Completion Certificate or, if a dispute arises under the Contract, after the final determination of that dispute, whichever occurs later. Promptly after expiration of the Guarantee, UNOPS shall return the Guarantee to the Contractor.

Any payment by us in accordance with this Guarantee must be in immediately available and freely transferable **USD** free and clear of and without any deduction for or on account of any present or future taxes, levies, imposts, duties, charges, fees, set off, counterclaims, deductions or withholdings of any nature whatsoever and by whomever imposed.

Our obligations under this Guarantee constitute direct primary, irrevocable and unconditional obligations, do not require any previous notice to or claim against the Contractor and will not be discharged or otherwise prejudiced or adversely affected by any:

* time, lenience or tolerance which you may grant to the Contractor;
* amendment, modification or extension which may be made to the Contract or the Works executed under the Contract;
* intermediate payment or other fulfilment made by us;
* change in the constitution or organization of the Contractor; or
* other matter or thing which in the absence of this provision would or might have that effect, except a discharge or amendment expressly made or agreed to by you in writing.

This Guarantee may not be assigned by you to any third party, without our prior written consent, which must not be unreasonably withheld. You must notify us in writing of any assignment, after which we must make any payment claimed under this Guarantee to the person, firm or company specified in the notice which will constitute a full and valid release by us in relation to that payment.

Any notice required by this Guarantee is deemed to be given when delivered (in the case of personal delivery) or forty-eight (48) hours after being dispatched by prepaid registered post or recorded delivery (in the case of letter) or as otherwise advised by and between the parties.

We agree that part of the Contract may be amended, renewed, extended, modified, compromised, released or discharged by mutual agreement between you and the Contractor, and this Guarantee may be exchanged or surrendered without in any way impairing or affecting our liabilities under this Guarantee without notice to us and without the necessity of any additional endorsement, consent or guarantee by us, provided, however, that the Guaranteed Sum does not increase or decrease.

No action, event or condition which by any applicable law may operate to free us from liability under this Guarantee will have any effect. We waive any right we may have to apply such law so that in all respects our liability under this Guarantee will be irrevocable and, except as stated in this Guarantee, unconditional in all respects.

Capitalized words and phrases used within this Guarantee have the same meanings as are given to them in the Contract.

This Guarantee is governed by the Uniform Rules for Demand Guarantees (2010 Revision), International Chamber of Commerce Publication No. 758, provided that the supporting statement under Article 15 (a), and Articles 34 and 35 are excluded. Any disputes arising out or in connection with this Guarantee, or the breach, termination, or invalidity thereof will be referred to and finally resolved by arbitration in accordance with the United Nations Commission on International Trade Law (UNCITRAL) Arbitration Rules then in effect, the language of the proceedings being English.

Nothing in or relating to this Guarantee shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including its subsidiary organs, of which UNOPS is an integral part, which are hereby expressly reserved.

IN WITNESS of which then [insert name if the institution issuing the Guarantee] has duly executed this Guarantee on the date stated above.

|  |
| --- |
| **SIGNED** by |
| **Name:** |
| **Title:** |
| **Institution:** |
| **Date:** |
| **Signature:** |

|  |
| --- |
| **Name of witness (block letters):** |
| **Occupation of witness:** |
| **Address of witness:** |
| **Signature of witness:** |

**ADDRESS FOR NOTICES** [insert address]

**5.3 Form of Discharge**

**FORM OF DISCHARGE**

[on the Contractor’s letterhead]

**Date:** \_\_\_/\_\_\_/\_\_\_

**To:** UNOPS

[insert address of the Employer]

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_,

[insert Contract title]

[insert Contract Number]

[insert Project Title]

Reference is made to Sub-Clause 10.8 [*Discharge*] of the Contract.

The Contractor has submitted its Final Statement under Sub-Clause 10.7 [*Final Statement*] of the General Conditions, and warrants that it has submitted all claims for full and final settlement of all moneys due to the Contractor under or in connection with the Contract in relation to all works and services performed in connection with the Contract. The total of the Statement is subject to any payment that may become due in respect of any dispute proceedings or arbitration which is in progress.

The Contractor releases the Employer from all claims, actions, suits and demands which it presently has or which might in the future arise out of or in connection with the Contract or the works and services performed in connection with the Contract.

This Discharge shall become effective after the Contractor has received:

* full payment of the amount certified in the Final Payment Certificate; and
* the Performance Guarantee.

The Contractor acknowledges that the Employer will make the Final Payment pursuant to Clause 10.9 [*Final Payment Certificate*] of the Contract and that such payment will be made in reliance on the warranties and releases contained in this Discharge.

This Discharge is executed by an official representative duly authorized to bind the Contractor.

Yours sincerely,

**Contractor’s Representative**

|  |
| --- |
| **Name:** |
| **Title:** |
| **Address:** |
| **Date:** |
| **Signature:** |

**SECTION V: REQUIREMENTS**

**SCHEDULE 3: REQUIREMENTS OF THE EMPLOYER**

**3.1 Scope of Works**

* **Demolition:**

|  |
| --- |
| N/A |

* **New construction:**

|  |
| --- |
| * Lot 1 : Refer to Section 1.1 of Annex 1.3-Lot 1-Technical Specifications * Lot 2: Refer to Section 1.1 of Annex 2.3-Lot 1-Technical Specifications |

* **Renovation:**

|  |
| --- |
| N/A |

* **Design:**

|  |
| --- |
| N/A |

* **Supply of Plant and Materials:**

|  |
| --- |
| * Lot 1 : Refer to Annex 1.3-Lot 1-Technical Specifications * Lot 2: Refer to Annex 2.3-Lot 2-Technical Specifications |

**3.2 Specifications**

3.2.A List of the technical specifications

*(General and particular Specifications including testing/sampling details/performance based standards)*

|  |
| --- |
| * Lot 1 : Refer to Annex 1.3-Lot 1-Technical Specifications * Lot 2: Refer to Annex 2.3-Lot 2-Technical Specifications |

3.2.B Requirements for Contractor’s design

* **The background and purpose for the design:**

|  |
| --- |
| N/A |

* **Comprehensive and explicit scope of the Contractor’s design:**

|  |
| --- |
| N/A |

* **Any pertinent details and technical information:**

|  |
| --- |
| N/A |

* **The standards, codes and regulatory requirements the Contractor shall use and comply with in the performance of its obligations under the Contract, for the design:**

|  |
| --- |
| N/A |

* **Key responsibility and liability matrix for the Contractor’s design:**

|  |
| --- |
| N/A |

* **Health, Safety, Social and Environmental (HSSE) requirements related to Contractor’s design (if any):**

|  |
| --- |
| N/A |

* **Quality Management System related to Contractor’s design:**

|  |
| --- |
| N/A |

* **The list of all deliverables and/or the Contractor’s Documents related to the design:**

|  |
| --- |
| N/A |

* **Specific tools required such as software to be used to develop the design and the format of presentation of the Contractor’s Documents:**

|  |
| --- |
| N/A |

* **Information on the design approval process (UNOPS and any other as required):**

|  |
| --- |
| N/A |

3.2.C Quality Management System requirements

*(Description of Quality Management System requirements in accordance with Sub-Clause 4.10 of the General Conditions)*

|  |
| --- |
| **Bidders shall provide Quality Management System setting out:**   * Quality Management Manual intended to be employed by the bidder * Quality Management Plan demonstrating the approach to be taken to quality matters during the execution of the works, the quality plan shall be: * Appropriate to the design (if any), materials, fabrication, components, construction, testing, commissioning and site maintenance activities * Specific to the works * Integration of Management System. The Quality Management System should be integrated with the UNOPS implementation manual as given in the contract.   Note to bidders: After selection of the successful bidder, UNOPS, in consultation with the bidder, will review the bidder’s Quality Management Plan and policy with UNOPS Quality Management plan and policy with a view to determining how to integrate them with each other. Please note that UNOPS sets a standard minimum and shall apply by default.  Please Refer to Quality Management Guidelines for Project |

3.2.D Health, safety, social and environment requirements

*(Description of Health, safety, social and environment requirements in accordance with Sub-Clause 4.9 of the General Conditions)*

|  |
| --- |
| **Bidders shall provide Health and Safety Management System setting out:**   * Health and Safety Management Manual intended to be employed by the bidder * Health and Safety Management Plan demonstrating the approach to be taken to Health and Safety matters during the execution of the works, the Health and Safety plan shall be: * Appropriate to the design (if any), materials, fabrication, components, construction, testing, commissioning and site maintenance activities * Specific to the works * Integration of Health and Security Management System. The Health and Safety system should be integrated with the UNOPS Health and Safety manual as given in the contract.   Note to bidders: After selection of the successful bidder, UNOPS, in consultation with the bidder, will review the bidder’s Health and Safety Management plan and policy with UNOPS Health and Safety Management plan and policy, with a view to determining how to integrate them with each other. Please note that UNOPS’ sets a standard minimum and shall apply by default.  **Bidders shall provide Social and Environmental Management System setting out:**   * Social and Environmental Management Manual intended to be used by the bidder * Social and Environmental Management Plan demonstrating the approach to be taken to Social and Environmental Management matters during the execution of the works, the Social and Environmental Management plan shall be: * Appropriate to the design (if any), materials, fabrication, components, construction, testing, commissioning and site maintenance activities * Specific to the works * Integration of Social and Environmental Management System. The Social and Environmental Management system should be integrated with the UNOPS Social and Environmental Management manual as given in the contract.   Note to bidders: After selection of the successful bidder, UNOPS, in consultation with the bidder, will review the bidder’s Social and Environmental Management Plan and policy with UNOPS Social and Environmental Management plan and policy, with a view to determining how to integrate them with each other. Please note that UNOPS’ sets a standard minimum and shall apply by default.  Please Refer to:   * Minimum Health and Safety for Contractors * Health & Safety Management System Handbook * Environmental Management System |

3.2.E Sustainability requirements

*(Description of sustainability requirements if any)*

|  |
| --- |
| N/A |

3.2.F Employer-Supplied Materials, Employer's Equipment and Employer’s Facilities

*(Details of Facilities, Equipment, Materials and others provided by Employer in accordance with Sub-Clause 2.3 of the General Conditions)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **No.** | **Description of the item** | **Rate** | **Unit** |
| **Facilities** | **1** | **N/A** |  |  |
| **Equipment** | **1** | **N/A** |  |  |
| **Materials** | **1** | **N/A** |  |  |

3.2.G Training requirements

*(Details of trainings to be provided by the Contractor in accordance with Sub-Clause 4.1 of the General Conditions)*

|  |
| --- |
| * **NA** |

3.2.H As-built drawings, spare parts and operation and maintenance manuals

*(Description of requirements and details such as formats and presentation, timelines, review and approval process of as-built drawings, spare parts and operation and maintenance manuals to be provided by the Contractor in accordance with Sub-Clause 4.1 of the General Conditions)*

|  |
| --- |
| * Lot 1 : Refer to Section 1.19 of Annex 1.3-Lot 1-Technical Specifications * Lot 2: Refer to Section 1.19 of Annex 2.3-Lot 1-Technical Specifications |

**3.3 Drawings**

*(List of Drawings and the link to the Drawings)*

|  |
| --- |
| * Lot 1 : Refer to Annex 1.4- LOT2 Drawings * Lot 2: Refer to Annex 2.4- LOT2 Drawings |

**3.4 Valuation and Payment**

[To select an option, put an **X** over the relevant blank box]

|  |  |  |
| --- | --- | --- |
| **Sub-Clause No.** | **Description** | **Details** |
| **9.3** | Provisional Sums items | **1.** Lot 2 (BoQ item 3.1.1 & 3.1.2): **25,520.00 USD**  **2.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_:\_\_\_\_ USD  **3.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_:\_\_\_\_ USD |
| **10.1** | Method of valuation | Lump sum only  Measure & pay only  Combination of measure & pay and lump sum |
| **10.1** | Installments or Schedule of Payments (in the case of lump sum payments) | **1.** \_\_\_ % of the Contract Price  **2.** \_\_\_ % of the Contract Price  **3.** \_\_\_ % of the Contract Price |
| **10.3** | Timing for submission of Statements | Within [30 days] of completion of the Works |
| **10.3** | Requirements for the submission of Statements | The Contractor must submit an invoice to the Employer’s Representative for the relevant amount payable on completion. |
| **10.3** | Payment for Plant and/or Materials delivered to Site | 0 %of substantiated value of Plant and/or Materials |
| **10.3** | Plant and Materials listed for payment when delivered to Site | **1.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_  **2.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_  **3.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **10.3** | Plant and Materials listed for payment when shipped to the Country | **1.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_  **2.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_  **3.** \_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**3.5 Programme Requirements**

*(Description of the requirements associated with the Programme in accordance with Sub-Clause 6.3 of the General Conditions)*

|  |
| --- |
| ***Refer to Section 1.5 of the Technical Specifications***  Bidders are required to make their own detailed assessment of the time, work methods and activities that shall be required for the successful and timely completion of the works within 16 Months for Lot 1 and 12 Months for Lot 2, and shall submit their bid on the basis of an assurance that the works can be completed by the Time for Completion and the Milestone Dates identified in the Contract.  The preliminary programme shall be prepared in sufficient detail to enable UNOPS to adequately evaluate the planned execution, staging and allocation of resources for the works.  The preliminary programme shall show the dates when the Milestones identified in the Contract shall be achieved. It shall also include and/or be accompanied by:   * **Programme narrative that describes the mechanisms and assumptions made in preparing the programme**; and * **Critical path analysis for the execution of the works which shall clearly show the float times available within the programme and the earliest start/earliest finish and latest start/latest finish times for each and every activity**   If a bidder is selected as the preferred bidder, it shall be required to further develop and complete this programme in accordance with the contract for works.    The Contract Programme must be in such form and detail as the Employer’s Representative requires and shall contain as a minimum:   * The order in which the Contractor proposes to carry out the Works; * The time limits within which submission of any Contractor’s Documents are required under the Contract * The Contract Programme must be prepared in sufficient detail to ensure the adequate planning, execution and monitoring of the Works. The networked activities must be detailed enough to provide a meaningful measurement tool for progress of works. For this purpose, with the exception of approval cycles and the procurement of material, no activity can have a duration of more than 28 days. * The Contract Programme shall be resource loaded and include material, plant and labour. The labour resource assignment shall be further broken down to clearly identify types (trade and/or discipline) and number of resources allocated to an activity. * The Contract Programme must include a detailed CPM logic linked network with activity durations and resource allocations. Negative lags and/or SF (start – finish) relationships are not to be used in developing the Contract Programme. * The Contract Programme will be prepared in electronic format using a recognised computer programme or as otherwise directed by the Employer’s Representative. * The Contract Programme will be coded as such to identify the work packages within the scope of work and each ID will be in a format approved by the Employer’s Representative. Additionally, the Contract Programme will also identify the life-cycle phases of the work to be carried out i.e. Design, Procurement, Construction, Commissioning & Handover. * The Contract Programme must be accompanied by and/or detail: * A programme narrative that describes the inclusions and assumptions made in preparing the Contract Programme; * A general description of the arrangements and methods which the Contractor proposes to adopt for carrying out the Works; * The critical path for the Works and a complete critical path analysis for the execution of the Works which must show clearly the links between activities and the float times available within the Contract Programme and the earliest start/earliest finish and latest start/latest finish times for each and every activity; * Details, and durations on Site, of the resources proposed to achieve the Contract Programme; * A manpower (resource) histogram detailing cumulative and monthly volumes by trade for the duration of the Works; * A detailed cash flow estimate, in quarterly periods, of all payments to which the Contractor may be entitled under the Contract; * An overall planned performance monetary s-curve based upon the approved Contract Programme; and * A schedule of all submittals and material procurement activities, including time for submittals, re-submittals and reviews and time for any fabrication and delivery of manufactured products and samples. The interdependence of design, procurement and construction activities must be included in this schedule.   SUBMISSIONS  All programme submissions by the Contractor are to include:   * 3 coloured hard copies, plus * 1 full copy in native electronic format on CD   CALENDARS  All programmes shall be developed using appropriate calendars that reflect the intended method of working, public holidays, etc. The standard calendars to be used are:   * Calendar 1 – Eight (8) hour day, Five (5) day work week, Friday and Saturday non-working days and include public holidays. The start day for the calendar is Sunday. This calendar should generally be applied to all non-construction activities related to design, procurement, government and/or other approvals, etc. * Calendar 2 – Eight (8) hour day, Six (6) day work week, Friday non-working day and include public holidays. The start day for the calendar is Saturday. This calendar will be applied to a majority of construction activities.   All other non- standard calendars that need to be used to reflect the intended method of work are to be identified and highlighted in any programme submission and will be subject to the Employer’s Representative’s approval.  Lot 1 : Refer to Section 1.5 of Annex 1.3-Lot 1-Technical Specifications  Lot 2: Refer to Section 1.5 of Annex 2.3-Lot 2-Technical Specifications |

**3.6 Nominated Subcontractors**

*(Details of Nominated Subcontractors in accordance with Sub-Clause 4.4 of the General Conditions)*

|  |  |  |
| --- | --- | --- |
| **No.** | **Description of Works or Services to be Subcontracted** | **Name of Nominated Subcontractor** |
| **1** | **NA** |  |

**3.7 Reporting Requirements**

*(List of Reporting requirements in accordance with Sub-Clause 4.1 of the General Conditions)*

|  |
| --- |
| * Lot 1 : Refer to Section 1.12 of Annex 1.3-Lot 1-Technical Specifications * Lot 2: Refer to Section 1.12 of Annex 2.3-Lot 2-Technical Specifications |

**3.8 Employer's Delegations**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Clause/**  **Sub-Clause No. and title** | **Delegated duties and authorities** | **Designation** | **Remark** |
|
| **1** | NA |  |  |  |

**3.9 Key Personnel Requirements**

*(Details of Key Personnel requirements in accordance with Sub-Clause 4.5 of the General Conditions)*

*Note:The bidder should propose two different team for each LOT*

**LOT1**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Position description/Title** | **Required qualification** | **Area of experience required** | **Years of relevant experience required** |
| **1** | **Project Manager** | Hold the degree of BSc. In Civil Engineering from a reputable university. To be responsible for the successful management of assigned projects, its technical quality, schedule, project staff coordination, client communications, negotiating scopes and fees, billing and client follow-up maintenance. | Water distribution network and house connections | **15** |
| **2** | **Project Engineer** | Hold the degree of BSc. In Civil Engineering from a reputable university. To perform field engineer duties including all setting out and applying the design as well as liaising with and working alongside the engineers, construction supervisor, surveyors and subcontractors. He/She shares responsibility for site security, health and safety, organization and supervision of materials and human resources in the field. ensure that materials and placement comply with the technical specifications, will analyze failure, and implement corrective and preventive action to ensure contracted quality is provided, creates and maintains quality documentation, such as quality manuals, quality procedures, etc., is responsible for planning, and carrying all required tests for using quality material and their placement, continuously improving QA receiving inspection process and procedures, and prepares QA/QC reports. | Water distribution network and house connections | **7-10** |
| **3** | **Planning Engineer** | Hold the degree of BSc in Civil, Mechanical, or Industrial Engineering from a reputable university.Understanding project specifications and developing time schedules and budgets that meet them. Observing existing processes, analyzing staff performance, and addressing deficiencies accordingly, Monitoring and tracking project progress, and writing up reports.Attending and scheduling meetings as required.Understanding and meeting all contract requirements.Communicating with managers, supervisors, and the rest of the team.Ensuring all projects are completed on time and within budgets. | Infrastructure projects | **7-10** |
| **4** | **Health and Safety Officer** | Hold the degree of BSc. In Civil, Mechanical or Industrial Engineering from a reputable university with 7 years of relevant experience OR Secondary certificate with 10 years of relevant experience with NEBOSH & IOSH certificate. To be fully responsible for the health and safety of all workers, employees, consultants, public and visitors to the site. The officer shall carry out Health and Safety risk assessments and consider how risks could be reduced and ensure safer construction practices and to prevent dangerous acts that could lead to accidents/injuries on site. The Officer shall identify any specific health and safety law, regulations and relevant authorities’ policies and procedures relating to the execution, completion and remedying of the works. The Officer shall be experienced in the use of proper PPE, safe operating practices in Fall Protection, Electrical Safety, Stairways and Ladders Safety, Material Handling, Storage, Use and Disposal, Scaffolding, Fire Protection and Prevention, Excavations, Hand and Power Tools, etc… | Infrastructure projects | **7-10** |
| **5** | **Surveyor** | Hold the degree of BSc. in Survey Engineering from a reputable university with 7 years of relevant experience OR Diploma in Survey from a reputable college with 10 years of relevant experience.To conduct all related survey works in the project, road alignment, pipes alignment setting out, depths, measurements, etc. | Water distribution network and house connections | **7-10** |
| **6** | **Foreman/ Supervisor** | Hold the degree of Diploma in Civil Engineering from a reputable college with 10 years of relevant experience OR Secondary certificate with 15 years of relevant experience. To be responsible for evaluating workmanship and quality, ensuring the project schedule is being met, reviewing any plan discrepancies in the field, coordinating activities between subcontractors and resolving any disputes which may arise on the job site, and shares responsibility for construction works health and safety procedures. | Infrastructure projects | **10-15** |
| **7** | **Community Engagement Officer** | Bachelor degree or equivalent, in social sciences. Engaging and communicating with people from different backgrounds. working with community action groups to design and deliver projects that help to improve local health and wellbeing. Building relationships, as well as connecting people with skills, tools and networks. | Infrastructure projects | **5-7** |
| **8** | **Laboratory Technician** | Hold the degree of Diploma in Civil Engineering from a reputable college with 10 years of relevant experience OR Secondary certificate with 15 years of relevant experience in infrastructure projects, Conduct tests on raw materials or finished products in order to ensure their quality.Testing and/or control of processing procedures, Monitor material performance and advice on the material deterioration. Monitor laboratory operations for the purpose of developing material and procedures that meet the specifications, and performance standards.  Check test equipment and supervise the calibrations, when needed.Ensure compliance of used materials with the project’s specifications. Supervise, participate and direct sampling and testing of all materials according to the contract and the specifications. Maintain records of test results. Follow up and verify implementation of corrective actions.Inspecting and checking of all delivered materials to site for conformance to the project requirements and approval, Maintain the Sample approval register on a regular basis. | Infrastructure projects | **10-15** |

**LOT2**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Position description/Title** | **Required qualification** | **Area of experience required** | **Years of relevant experience required** |
| **1** | **Project Manager** | Hold the degree of BSc. In Civil Engineering from a reputable university. To be responsible for the successful management of assigned projects, its technical quality, schedule, project staff coordination, client communications, negotiating scopes and fees, billing and client follow-up maintenance. | Water distribution network and house connections | **15** |
| **2** | **Project Engineer** | Hold the degree of BSc. In Civil Engineering from a reputable university. To perform field engineer duties including all setting out and applying the design as well as liaising with and working alongside the engineers, construction supervisor, surveyors and subcontractors. He/She shares responsibility for site security, health and safety, organization and supervision of materials and human resources in the field. ensure that materials and placement comply with the technical specifications, will analyze failure, and implement corrective and preventive action to ensure contracted quality is provided, creates and maintains quality documentation, such as quality manuals, quality procedures, etc., is responsible for planning, and carrying all required tests for using quality material and their placement, continuously improving QA receiving inspection process and procedures, and prepares QA/QC reports. | Water distribution network and house connections | **7-10** |
| **3** | **Planning Engineer** | Hold the degree of BSc in Civil, Mechanical, or Industrial Engineering from a reputable university.Understanding project specifications and developing time schedules and budgets that meet them. Observing existing processes, analyzing staff performance, and addressing deficiencies accordingly, Monitoring and tracking project progress, and writing up reports.Attending and scheduling meetings as required.Understanding and meeting all contract requirements.Communicating with managers, supervisors, and the rest of the team.Ensuring all projects are completed on time and within budgets. | Infrastructure projects | **7-10** |
| **4** | **Health and Safety Officer** | Hold the degree of BSc. In Civil, Mechanical or Industrial Engineering from a reputable university with 7 years of relevant experience OR Secondary certificate with 10 years of relevant experience with NEBOSH & IOSH certificate. To be fully responsible for the health and safety of all workers, employees, consultants, public and visitors to the site. The officer shall carry out Health and Safety risk assessments and consider how risks could be reduced and ensure safer construction practices and to prevent dangerous acts that could lead to accidents/injuries on site. The Officer shall identify any specific health and safety law, regulations and relevant authorities’ policies and procedures relating to the execution, completion and remedying of the works. The Officer shall be experienced in the use of proper PPE, safe operating practices in Fall Protection, Electrical Safety, Stairways and Ladders Safety, Material Handling, Storage, Use and Disposal, Scaffolding, Fire Protection and Prevention, Excavations, Hand and Power Tools, Evacuations, etc… | Infrastructure projects | **7-10** |
| **5** | **Surveyor** | Hold the degree of BSc. in Survey Engineering from a reputable university with 7 years of relevant experience OR Diploma in Survey from a reputable college with 10 years of relevant experience.To conduct all related survey works in the project, road alignment, pipes alignment setting out, depths, measurements, etc. | Water distribution network and house connections | **7-10** |
| **6** | **Foreman/ Supervisor** | Hold the degree of Diploma in Civil Engineering from a reputable college with 10 years of relevant experience OR Secondary certificate with 15 years of relevant experience in infrastructure projects. To be responsible for evaluating workmanship and quality, ensuring the project schedule is being met, reviewing any plan discrepancies in the field, coordinating activities between subcontractors and resolving any disputes which may arise on the job site, and shares responsibility for construction works health and safety procedures. | Infrastructure projects | **10-15** |
| **7** | **Community Engagement Officer** | Bachelor degree or equivalent, in social sciences. Engaging and communicating with people from different backgrounds. working with community action groups to design and deliver projects that help to improve local health and wellbeing. Building relationships, as well as connecting people with skills, tools and networks. | Infrastructure projects | **5-7** |
| **8** | **Laboratory Technician** | Hold the degree of Diploma in Civil Engineering from a reputable college with 10 years of relevant experience OR Secondary certificate with 15 years of relevant experience in infrastructure projects, Conduct tests on raw materials or finished products in order to ensure their quality.Testing and/or control of processing procedures, Monitor material performance and advice on the material deterioration. Monitor laboratory operations for the purpose of developing material and procedures that meet the specifications, and performance standards.  Check test equipment and supervise the calibrations, when needed.Ensure compliance of used materials with the project’s specifications. Supervise, participate and direct sampling and testing of all materials according to the contract and the specifications. Maintain records of test results. Follow up and verify implementation of corrective actions.Inspecting and checking of all delivered materials to site for conformance to the project requirements and approval, Maintain the Sample approval register on a regular basis. | Infrastructure projects | **10-15** |

**3.10 Equipment and Machinery Requirements**

*(Details of Equipment and Machinery to be provided by the Contractor in accordance with Sub-Clause 4.7 of the General Conditions)*

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Description of item (Equipment or Machinery)** | **Units** | **Remarks** |
| **1** | **NA** |  |  |

**3.11 Insurance Requirements**

*(Details in accordance with Sub-Clause 15.1 of the General Conditions)*

|  |  |  |  |
| --- | --- | --- | --- |
| **Insurances** | **Additional details on scope of cover** | **Validity period** | **Limit of liability** |
| **Construction all risk insurance for Works, Plants and Materials** | Contract Value for the Construction Works and USD 35,000 per accident for unlimited No. of accidents for the Third Party Insurance (TPI) | Contract Duration |  |
| **Public liability insurance** | 100% of the contract value and in accordance with country law and insurance policy | Contract Duration |  |
| **Workers’ compensation insurance** | 100% of the contract value and in accordance with country law and insurance policy | Contract Duration |  |
| **Insurances required by Laws and by local practice** | 100% of the contract value and in accordance with country law and insurance policy | Contract Duration |  |
| **Any other insurances** | NA | NA |  |
| **Professional indemnity insurance**  **(if applicable)** | NA | NA |  |