



Annex-2
RFQ/HCR/SYR/22/80
RENOVATION AND ENHANCEMENT WORKS FOR 7 ROOMS AND ONE SUITE
AT SHAHBA HOTEL ALEPPO
Scope of Works (SoWs)

Purpose of the project:

Renovation of 07 rooms and one suite on the 17th floor of Shahba Hotel Aleppo, which is occupied by UNHCR. The renovation work includes the following;

1. Applying acrylic paint
2. Supply and install carpet on the floors,
3. Supply and install parky ceramic floors
4. Supply and install false ceiling
5. Provide and install ceramic tiles
6. Supply and install water mixers,
7. Supply and deliver wall mounted showers,
8. Provide and install stainless steel drain covers with cleaning the PVC pipes
9. Supply and delivery of some electrical items and implement some electrical works,
10. Supply and delivery of furniture items.

General Notes:

- 1- During the tender period a mandatory site visit will be conducted, for better assessment of the scope of work and understanding of contract related works. All interested bidders must be participated. During this site visit, attendance sheet will be shared with bidders for their signature, in order to be attached with the tender documents.
- 2- During the implementation, the supplier shall not in any way change the technical requirements of the project without a written approval from the responsible UNHCR technical team through an official written change request with clear justification.
- 3- The supplier is responsible for any damage that can appears during the implementation phase, until handing over the work. The contractor must take all precautions needed to avoid damage to the premise (Hotel) and to secure themselves as required.
- 4- The samples of all major components and accessories will be provided (without additional charge) by the supplier upon request of UNHCR team, for approval, as per contract specification and technical offer.
- 5- Re-measuring method will be applied for quantity survey, therefore, interim and final payment will be released based on prepared quantities survey by supplier and confirmed by UNHCR technical team.



- 6- Payment terms: one final payment “90% from the total value of the contract” will be released after work accomplishing, with retention of 10% for three months as the liability period.
- 7- The Project Manager or Residential Engineer of the Supplier must be present on the site during all working hours. He / She will be responsible for the overall on-site coordination of the project implementation. Main responsibilities to include coordination, monitoring and presentation of the built-in materials/items/equipment to the respective engineers from UNHCR.
- 8- The Supplier will be requested to provide all the necessary equipment and tools to complete his works.
- 9- The supplier will be responsible for removing the rubbish (If Any) on daily basis and to get rid of all the residue resulting from the works.
- 10- Supplier should state the liability period at least 3 months. However, misuse of delivered items will not be covered in liability period.
- 11- All prices are all inclusive. Including material and labor cost, taxes, profit etc.
- 12- Data sheet, picture, photo must be submitted with the offer for the offered items, like electrical material, furniture, water mixer, shower etc
- 13- UNHCR has the right to add or to remove items during the implementation of the contract.
- 14- The required quantities in the Bill of Quantities is based on the estimation, as the actual quantities may be increased or decreased by 20%.
- 15- Minimum warranty of six months is required for the offered items
- 16- Suppliers shall comply with the Syrian Lobar Law.
- 17- The awarded company shall be required to comply with all national safety standards upon signing the contract.
- 18- The estimated project completion period is 21 calendar days from the handover of the site as the service provider should provide a clear works plan within the requested implementation period.
- 19- Awarded contractor shall follow the approved time schedule in the awarded offer, penalties and liquidated damages shall be applicable following the delay in the approved timeline.
- 20- The contractor will be responsible to deliver the material to the site.
- 21- Encourage laborers to follow social distancing and COVID 19 guidelines; if possible, conduct work when there are less people.