

SECTION II: EVALUATION METHOD AND CRITERIA

Proposals submitted in response to this RFP shall be evaluated following the cumulative analysis methodology, which consists of the following steps:

- 1. Preliminary screening of proposals using formal and eligibility criteria:** This includes an assessment of whether proposals comply with the formal and eligibility criteria stated in the "Formal and Eligibility Criteria" table below. All proposals substantially compliant at this stage will go through subsequent evaluation as follows.
- 2. Technical evaluation using qualification criteria:** This determines which proposals are substantially compliant to the qualification criteria stated in the "Qualification Criteria" table below, and rejects non-compliant proposals. Only proposals meeting or exceeding the qualification criteria shall be considered substantially compliant.
- 3. Technical evaluation using technical criteria:** This determines the technical points achieved by each proposal, as per maximum points assigned per criteria group included in the "Parts of the Technical Proposal Evaluation" table below. Only proposals that meet the minimum threshold indicated in the "Technical Criteria" table below shall be considered substantially compliant. Evaluation of the technical proposals shall be completed prior to the opening and comparison of the financial proposals.
- 4. Financial evaluation:** Financial proposals will only be opened for the proposals that have achieved the minimum threshold for substantial compliance of technical evaluation. Proposals achieving above the minimum threshold in technical evaluation shall be checked for any arithmetic errors following Article 28 [Minor Informalities, Errors or Omissions]. Schedule 4.1 A [Breakdown of the Fees and Reimbursable cost] shall be used for the financial evaluation. Schedule 4.1.B [Daily Rate Schedule] will not be used for the financial evaluation but will inform the assessment of reasonableness of cost. The maximum number of points is stated below and will be allocated to the lowest price financial proposal. Financial proposals from other offerors will receive points in reverse proportion according to the following formula:

Points for the financial proposal being evaluated =

[Maximum number of points for the financial proposal] x [lowest price]

[Price of proposal being evaluated]

- 5. Combined analysis:** This evaluation will be conducted based on the cumulative analysis, analyzing all relevant costs, risks and benefits of each proposal which could be throughout the whole life cycle of the works for which the Services will be required and in the context of the Project as a whole. The cumulative analysis includes the scores from the technical and financial evaluation with a predefined weighting. The proposal obtaining the overall highest score after adding the score of the technical and the financial proposals, is thus the most responsive to the needs of UNOPS in terms of value for money, and will be recommended for award.
- 6. Background check/due diligence:** After completion of the evaluation but prior to the award, UNOPS shall conduct background checks/due diligence on the offeror recommended for award, to confirm that the offeror meets the criteria set forth in this RFP or as appropriate to the nature of the procurement process. UNOPS may reject an offeror's proposal on the basis of the findings. Offerors shall permit UNOPS representatives to access their facilities at any reasonable time to inspect the offeror's premises, equipment, tools and/or systems, Plant or Materials.

The maximum number of points which an offeror may obtain for its proposal is as follows:

- Technical proposal = 60% points
- Financial proposal = 40% points

The weighting of the technical and financial proposals will be 60%–40% (technical proposal percentage – financial proposal percentage).

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

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

1. FORMAL AND ELIGIBILITY CRITERIA

Criteria evaluated on a pass/fail basis during the preliminary screening	Documents to establish compliance with the criteria
1. The offeror is eligible as defined in Section I: Instructions to Offerors , Article 4 [<i>Offeror Eligibility</i>].	<ul style="list-style-type: none"> Schedule 0.1 [<i>Proposal Submission Declaration</i>] Schedule 0.2 [<i>Offeror's Information</i>] Schedule 0.3 [<i>Joint Venture Partner Information</i>], all documents as required in the Schedule, in the event that the proposal is submitted by a Joint Venture. UNGM suppliers ineligibility lists
2. The proposal is complete, i.e., all documents and technical documentation requested in Section I: Instructions to Offerors , Article	<ul style="list-style-type: none"> All documentation as requested under Section I: Instructions to Offerors, Article 11 [<i>Content of Proposal Submissions</i>]
3. The offeror accepts conditions of the Contract as specified in Section III: Conditions of Contract .	<ul style="list-style-type: none"> Schedule 0.1 [<i>Proposal Submission Declaration</i>]
4. A proposal security is provided.	<ul style="list-style-type: none"> Schedule 0.8 [<i>Form for Proposal Security</i>]

2. QUALIFICATION CRITERIA

Criteria evaluated on a pass/fail basis during the technical evaluation	Documents to establish compliance with the criteria
1. Financial capability The offeror has an annual turnover of minimum 100.000\$ currency in any one of the last five (5) years or accumulated.	<ul style="list-style-type: none"> • Copy of audited financial statements for the last [five (5)] years
2. Certification of incorporation of the offeror/Business License.	<ul style="list-style-type: none"> • Certification of incorporation of the offeror
3. The offeror has experience successfully delivering two (02) similar Design Service contracts during the last five (5)years prior to proposal opening.	<ul style="list-style-type: none"> • Schedule 0.4 [<i>Capacity and Experience</i>] • Schedule 0.7 [<i>Performance Statement</i>]

3. TECHNICAL CRITERIA

Criteria evaluated based on a cumulative analysis methodology during the technical evaluation

Documents to establish compliance with the criteria

1.1. The offeror has the general organizational capability that can support effective implementation: financial stability, organizational structure in place for delivery of required project service, project management controls, Criteria to be evaluated: Financial stability showcased through last five years (4 points) The organizational structure of the team including defined roles of core and supportive teams and the coordination chains (2 points) The clear strategy of strict follow-up and controls including mitigation and backstopping in order to comply with deadlines and deliver on time (2 point) - Copy of audited financial statements for the last five (5) years Section VI. Schedule 4.5 [Organizational Structure] Schedule 0.4 [Capacity and Experience]

In Section VI: Returnable Schedules:

- VI. Schedule 4.5 [Organizational Structure]
- Schedule 0.4 [Capacity and Experience] Certification of incorporation of the offeror/Business License.

1.2 The offeror has relevant specialized knowledge and experience on similar services done in the region or country. Criteria to be evaluated: Relevant specialized knowledge and experience in design of building infrastructure; patient wards, prefabricated building units, application of green technology. Section VI. Schedule 0.4 [Capacity and Experience] Section VI. Schedule 0.7 [Performance Statement]

In Section VI: Returnable Schedules:

- All schedules under Schedule 4 [Contract Schedules from the Offeror]

<p>1.3 The offeror has the capacity to undertake the scope of Services in addition to its current workload. Criteria to be evaluated: Contracts of relevant specialized expertise as defined in point 1.2 undertaken in past 5 years (2.5 points) Satisfactory delivery of the service as evidenced through reference letters and similar (2.5 points) - Section VI. Schedule 0.4 [Capacity and Experience] Reference letters</p>	<p>In Section VI: Returnable Schedules:</p> <ul style="list-style-type: none"> • All schedules under Schedule 4 [<i>Contract Schedules from the Offeror</i>]
<p>2.1 Proposed Methodology and Approach including - Description of the Bidder's approach, methodology, and timelines for meeting or exceeding the requirements of the Terms of Reference (details of how the different design elements shall be organized, controlled and delivered (2 points) - Description of firm's established and tested design methodologies (sourcing and selection, contracting & deployment, initial briefing and training, management and administration of personnel, provision of administrative support, etc.) (1 points) - How you will provide the services in areas where you may not have expertise and what arrangements you have in place for addressing such requirements. (1 point) - Section VI. Schedule 4.3 [Method Statement]</p>	<p>In Section VI: Returnable Schedules:</p> <p>All schedules under Schedule 4 [<i>Contract Schedules from the Offeror</i>]</p>

<p>2.2 Innovative design approaches will be considered an asset. Bidders are encouraged to include creative solutions and use of technology in efficient new manners, suitable to the project context. (1 point) - Sustainability: UNOPS is committed to progressively streamline sustainability in all its projects and operations, with due considerations for local market conditions and local capacity development. UNOPS expects its contractors, consultants and suppliers to adhere to the principles of UNOPS, and to continuously strive to improve their social and environmental performance. The crossing points are to be designed to be environmentally friendly, sustainable infrastructure assets, with a view of reducing running costs of the infrastructure where reasonable and possible. (2 point) - Health, Safety Social and Environmental requirements (HSSE) - The methodology demonstrates the Health, Safety, Social and Environmental (HSSE) requirements are in design intervention - (2 Point); S.IVsch.4.3</p>	<p>In Section VI: Returnable Schedules:</p> <ul style="list-style-type: none"> ● All schedules under Schedule 4 [Contract Schedules from the Offeror]
<p>2.3 The proposal satisfactorily demonstrates that the requirements for insurance will be met, either through demonstrating that the offeror's insurances comply with the requirements of the RFP (if any), or by providing a confirmation letter that the offeror will effect the required insurances as specified under Schedule 3.9 [Insurance Requirements], if selected. Verified by Confirmation letter (or draft policy) from an insurer stating that the required insurance policies will be provided to the offeror, if selected. Section VI. Schedule 4.8 [Insurance Details and Insurances]</p>	<p>In Section VI: Returnable Schedules:</p> <ul style="list-style-type: none"> ● All schedules under Schedule 4 [Contract Schedules from the Offeror]

<p>2.4 The offeror's proposed sub-consultants and suppliers, if identified, are proposed to undertake appropriate activities related to the Services and have demonstrated the capacity to undertake the services and are located in appropriate locations. Section VI. Schedule 4.6 [Sub-consultants]</p>	<p>In Section VI: Returnable Schedules:</p> <ul style="list-style-type: none"> • All schedules under Schedule 4 <i>[Contract Schedules from the Offeror]</i>
<p>3.1 Team leader (3 points) Degree in Architecture or Engineering; minimum 10 years of experience in building infrastructure design, project management; Demonstrated experience in managing/leading designing of buildings. The team leader, who will lead the design team for successful completion of expected outputs and will manage necessary engagement of the MoH, Maldives and the end user and other related stakeholders during the design process. Section VI. Schedule 0.5 [Format for Resume of Proposed Key and Support Personnel] Section VI. Schedule 4.4 [Key and Support Personnel]</p>	<p>In Section VI: Returnable Schedules:</p> <ul style="list-style-type: none"> • Schedule 0.5 <i>[Format for Resume of Proposed Key Personnel]</i>
<p>3.2 Technical group The technical group further consists of the main team and the support team: Main team members required: • The Chartered Architect (2 points) Degree in Architecture, Minimum 10 years of experience in building design including green buildings. • Chartered Structural engineer (2 points) Degree in structural engineering, Minimum 10 years of experience in structural design of building structures.</p>	<p>In Section VI: Returnable Schedules:</p> <ul style="list-style-type: none"> • Schedule 0.5 <i>[Format for Resume of Proposed Key Personnel]</i>
<p>3.3 • Chartered Building Services/MEP engineer (2 point) Degree in mechanical engineering, Minimum 10 years of experience in designing multiple mechanical systems in building structures. • Chartered Electrical Engineer (2</p>	<p>In Section VI: Returnable Schedules:</p> <ul style="list-style-type: none"> • Schedule 0.5 <i>[Format for Resume of Proposed Key Personnel]</i>

<p>point) Degree in electrical engineering, Minimum 10 years of experience in designing multiple electrical systems.</p>	
<p>3.4 • Quantity Surveyor (2 point) quantity surveyor, a degree in quantity surveying or related field. Minimum of 10 years of work experience in quantity surveying in building infrastructure and • a Biomed Engineer (2 point) with relevant degree & minimum of 5 years of work experience in biomed Engineering</p>	<p>In Section VI: Returnable Schedules:</p> <ul style="list-style-type: none"> • Schedule 0.5 [<i>Format for Resume of Proposed Key Personnel</i>]
<p>3.5 Other members of the support team (Backstopping) including a Civil Engineer with degree in Civil engineering with min 5 years of experience (1 point) and , 2 draftsmen having Diploma/Certificate/Similar qualification in AutoCAD with minimum 5 years' experience (1 point each) .</p>	<p>In Section VI: Returnable Schedules:</p> <ul style="list-style-type: none"> • Schedule 0.5 [<i>Format for Resume of Proposed Key Personnel</i>]
<p>3.6 Gender-Mainstreaming: Mixed gender teams for activities are strongly encouraged and Bidders should ensure that their entire team composition includes gender balance, with female staff holding positions of professional and non-professional roles. Section VI. Schedule 4.4 [Key and support Personnel]</p>	<p>In Section VI: Returnable Schedules:</p> <ul style="list-style-type: none"> • Schedule 0.5 [<i>Format for Resume of Proposed Key Personnel</i>]
<p>3.7 The composition and structure of the team proposed is appropriate and the proposed roles for the Key Personnel and Support personnel are suitable for the provision of the necessary Services regarding the design review requirements of UNOPS in three stages. The coordination structure and division of roles</p>	<p>In Section VI: Returnable Schedules:</p> <ul style="list-style-type: none"> • Schedule 0.5 [<i>Format for Resume of Proposed Key Personnel</i>]

<p>ensures efficient delivery Section VI. Schedule 4.4 [Key and support Personnel] Section VI. Schedule 4.5 [Organizational Structure]</p>	
<p>4.1 Implementation Plan (MS Project): The Bidder shall submit a design stage implementation plan (schedule) for all design activities, the plan shall be prepared in a MS project format, or as otherwise specified in the bid documents and agreed in the contract. As a minimum, the schedule should have a work breakdown structure to at least five levels of the project work breakdown structure with activities with a minimum period of days as the lowest timeframe in the schedule.</p>	<p>In Section VI: Returnable Schedules:</p> <ul style="list-style-type: none"> All schedules under Schedule 4 [Contract Schedules from the Offeror]

Parts of the Technical Proposal Evaluation: Number and description		Obtainable points
1.	Offeror's capacity and expertise	25
2.	Proposed methodology, approach and implementation plan	12
3.	Key personnel proposed	23
Total technical proposal points		60

Part 1: Offeror's capacity and expertise

No.	Criteria evaluated based on a cumulative analysis methodology during the technical evaluation	Documents to establish compliance with the criteria (not exhaustive)	Points
1.1	1.1.The offeror has the general organizational capability that can support effective implementation: financial stability, organizational structure in place for delivery of required project service, project management controls, Criteria to be evaluated: Financial stability showcased through last five years (4 points) The organizational structure of the team including defined roles of core and supportive teams and the coordination chains (2 points) The clear strategy of strict follow-up and controls including mitigation and backstopping in order to comply with deadlines and deliver on time (2 point) - Copy of audited financial statements for the last two (2) years Section VI. Schedule 4.5 [Organizational Structure] Schedule 0.4 [Capacity and Experience]	<ul style="list-style-type: none"> • Copy of audited financial statements for the last [two (2)] years • Schedule 4.5 [Organizational Structure] • Schedule 4.6 [Sub-consultants] 	8
1.2	1.2 The offeror has relevant specialized knowledge and experience on similar services done in the region or country. Criteria to be evaluated: Relevant specialized knowledge and experience in design of building infrastructure; patient wards, prefabricated building units, application of green technology. Section VI. Schedule 0.4 [Capacity and Experience] Section VI. Schedule 0.7 [Performance Statement]	<ul style="list-style-type: none"> • Schedule 0.7 [Performance Statement] 	8
1.3	1.3 The offeror has the capacity to undertake the scope of Services in addition to its current workload. Criteria to be evaluated: Contracts of relevant specialized expertise as defined in point 1.2 undertaken in past 5 years (2.5 points) Satisfactory delivery of the service as	<ul style="list-style-type: none"> • Schedule 0.4 [Capacity and Experience] • Schedule 0.7 [Performance] 	5

evidenced through reference letters and similar (2.5 points) - Section VI. Schedule 0.4 [Capacity and Experience] Reference letters	Statement]	
4.1 Implementation Plan (MS Project): The Bidder shall submit a design stage implementation plan (schedule) for all design activities, the plan shall be prepared in a MS project format, or as otherwise specified in the bid documents and agreed in the contract. As a minimum, the schedule should have a work breakdown structure to at least five levels of the project work breakdown structure with activities with a minimum period of days as the lowest timeframe in the schedule.	Schedule 4.3 [Method Statement]	4
Total points for Part 1		25

Part 2: Proposed methodology, approach and implementation plan

No.	Criteria evaluated based on a cumulative analysis methodology during the technical evaluation	Documents to establish compliance with the criteria (not exhaustive)	Points
2.1	<p>2.1 Proposed Methodology and Approach including - Description of the Bidder's approach, methodology, and timelines for meeting or exceeding the requirements of the Terms of Reference (details of how the different design elements shall be organized, controlled and delivered (2 points) - Description of firm's established and tested design methodologies (sourcing and selection, contracting & deployment, initial briefing and training, management and administration of personnel, provision of administrative support, etc.) (1 points) - How you will provide the services in areas where you may not have expertise and what arrangements you have in place for addressing such requirements. (1 point) - Section VI. Schedule 4.3 [Method Statement]</p>	<ul style="list-style-type: none"> Schedule 4.3 [Method Statement] 	4
2.2	<p>2.2 Innovative design approaches will be considered an asset. Bidders are encouraged to include creative solutions and use of technology in efficient new manners, suitable to the project context. (1 point) - Sustainability: UNOPS is committed to progressively streamline sustainability in all its projects and operations, with due considerations for local market conditions and local capacity development. UNOPS expects its contractors, consultants and suppliers to adhere to the principles of UNOPS, and to continuously strive to improve their social and environmental performance. The crossing points are to be designed to be environmentally friendly, sustainable infrastructure assets, with a view of reducing running costs of the infrastructure where</p>	<ul style="list-style-type: none"> Schedule 4.3 [Method Statement] 	5

	reasonable and possible. (2 point) - Health, Safety Social and Environmental requirements (HSSE) - The methodology demonstrates the Health, Safety, Social and Environmental (HSSE) requirements are in design intervention - (2 Point); S.IVsch.4.3		
2.3	2.3 The proposal satisfactorily demonstrates that the requirements for insurance will be met, either through demonstrating that the offeror's insurances comply with the requirements of the RFP (if any), or by providing a confirmation letter that the offeror will effect the required insurances as specified under Schedule 3.9 [Insurance Requirements], if selected. Verified by Confirmation letter (or draft policy) from an insurer stating that the required insurance policies will be provided to the offeror, if selected. Section VI. Schedule 4.8 [Insurance Details and Insurances]	<ul style="list-style-type: none"> ● Schedule 4.8 [<i>Insurance Details and Insurances</i>] <p>Confirmation letter (or draft policy) from an insurer stating that the required insurance policies will be provided to the offeror, if selected.</p>	2
2.4	2.4 The offeror's proposed sub-consultants and suppliers, if identified, are proposed to undertake appropriate activities related to the Services and have demonstrated the capacity to undertake the services and are located in appropriate locations. Section VI. Schedule 4.6 [Sub-consultants]	<ul style="list-style-type: none"> ● Schedule 4.6 [<i>Method Statement</i>] 	1
Total points for Part 2			12

Part 3: Key personnel proposed

No.	Criteria evaluated based on a cumulative analysis methodology during the technical evaluation	Documents to establish compliance with the criteria (not exhaustive)	Points
3.1	Team leader (3 points) Degree in Architecture or Engineering; minimum 10 years of experience in building infrastructure design, project management; Demonstrated experience in managing/leading designing of buildings. The team leader, who will lead the design team for successful completion of expected outputs and will manage necessary engagement of the MoH, Maldives and the end user and other related stakeholders during the design process. Section VI. Schedule 0.5 [Format for Resume of Proposed Key and Support Personnel] Section VI. Schedule 4.4 [Key and Support Personnel]	<ul style="list-style-type: none"> ● Schedule 4.4 [Key Personnel] ● Schedule 4.5 [Organizational Structure] 	3
3.2	Technical group The technical group further consists of the main team and the support team: Main team members required: <ul style="list-style-type: none"> ● The Chartered Architect (2 points) Degree in Architecture, Minimum 10 years of experience in building design including green buildings. ● Chartered Structural engineer (2 points) Degree in structural engineering, Minimum 10 years of experience in structural design of building structures. 	<ul style="list-style-type: none"> ● Schedule 0.5 [Format for Resume of Proposed Key Personnel] ● Schedule 4.4 [Key Personnel] 	4
3.3	Chartered Building Services/MEP engineer (2 point) Degree in mechanical engineering, Minimum 10 years of experience in designing multiple mechanical systems in building structures. <ul style="list-style-type: none"> ● Chartered Electrical Engineer (2 point) Degree in electrical engineering, Minimum 10 years of experience in designing multiple electrical systems. 	<ul style="list-style-type: none"> ● Schedule 4.4 [Key Personnel] ● Schedule 4.5 [Organizational Structure] 	4

3.4	<p>Quantity Surveyor (2 point) quantity surveyor, a degree in quantity surveying or related field. Minimum of 10 years of work experience in quantity surveying in building infrastructure and • a Biomed Engineer (2 point) with relevant degree & minimum of 5 years of work experience in biomed Engineering</p>	<ul style="list-style-type: none"> ● Schedule 4.4 [<i>Key Personnel</i>] ● Schedule 4.5 [<i>Organizational Structure</i>] 	4
3.5	<p>Other members of the support team (Backstopping) including a Civil Engineer with degree in Civil engineering with min 5 years of experience (1 point) and , 2 draftsmen having Diploma/Certificate/Similar qualification in AutoCAD with minimum 5 years' experience (1 point each) .</p>	<ul style="list-style-type: none"> ● Schedule 4.4 [<i>Key Personnel</i>] ● Schedule 4.5 [<i>Organizational Structure</i>] 	3
3.6	<p>Gender-Mainstreaming: Mixed gender teams for activities are strongly encouraged and Bidders should ensure that their entire team composition includes gender balance, with female staff holding positions of professional and non-professional roles. Section VI. Schedule 4.4 [Key and support Personnel]</p>	<ul style="list-style-type: none"> ● Schedule 4.4 [<i>Key Personnel</i>] 	3
3.7	<p>The composition and structure of the team proposed is appropriate and the proposed roles for the Key Personnel and Support personnel are suitable for the provision of the necessary Services regarding the design review requirements of UNOPS in three stages. The coordination structure and division of roles ensures efficient delivery Section VI. Schedule 4.4 [Key and support Personnel] Section VI. Schedule 4.5 [Organizational Structure]</p>	<ul style="list-style-type: none"> ● Schedule 4.4 [<i>Key Personnel</i>] ● Schedule 4.5 [<i>Organizational Structure</i>] 	2
Total points for Part 3			23

4. FINANCIAL CRITERIA

Criteria evaluated only for proposals that have achieved the minimum threshold for substantial compliance of the technical evaluation

Proposals shall be checked for any arithmetic errors following Article 28 [*Minor Informalities, Errors or Omissions*] and submitted in a separate envelope from the technical evaluation materials.

The maximum number of points is stated below and will be allocated to the lowest price financial proposal.

Financial proposals from other offerors will receive points in reverse proportion according to the following formula:

Points for the financial proposal being evaluated =

[Maximum number of points for the financial proposal] x [lowest price]

[Price of proposal being evaluated]

Documents to establish compliance with the criteria

In **Section VI: Returnable Schedules**:

- Schedule 4.1.A [*Breakdown of the Fees and Reimbursable cost*]
- Schedule 4.1.B [*Daily Rate Schedule*]

SECTION III: CONDITIONS OF CONTRACT

INSTRUMENT OF AGREEMENT

- [Consultant Services Contract for Works: Instrument of Agreement](#)

GENERAL CONDITIONS OF CONTRACT

- [Consultant Services Contract for Works: General Conditions of Contract](#)

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		
2		
3		
4		
5		

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		
2		
3		
4		
5		

SECTION IV: SCHEDULE OF DETAILS

SCHEDULE 1: CONTRACT DETAILS

1.1 Details Provided by the Employer

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

Sub-Clause No.	Description	Details
1.1	Country	Name: Maldives
1.4.1	Agreed system of electronic transmission	<input checked="" type="checkbox"/> Email: <input type="checkbox"/> If others, specify:
1.4.1	Employer's Address for Communication	Name: Charles Callanan Position title: Country Director Address: UNOPS, No: 02, Don Carolis road, Colombo 05, Sri Lanka. Email address: charlesc@unops.org Telephone/Mobile number: +94 11 665146
2.2	Employer's Representative	Name: Velupillai Baskaran Address: UNOPS, No: 02, Don Carolis road, Colombo 05, Sri Lanka. Email Address: velupillaib@unops.org Telephone/Mobile number: +94 112 6651461

3.2.1	Performance Security Amount	<input checked="" type="checkbox"/> 10% of the Accepted Contract Amount <input type="checkbox"/> Not applicable
3.2	Permitted Guarantors for Performance Security	<input type="checkbox"/> Bank or financial institutions approved by the Employer <input checked="" type="checkbox"/> Bank approved by Employer
4.2.1	Commencement Date	___/___/___
4.2.4	Liability Period	05 Years
4.3.1	Time for Completion	<ul style="list-style-type: none"> Design- 14 weeks from the date of construct signature Overall- 09 months from the date of construct signature including design and support during the implementation
4.4.5	Delay Damages	<input checked="" type="checkbox"/> 0.05 % of the Accepted Contract Amount per day
4.4.6	Aggregate maximum amount of Delay Damages	05 % of the Accepted Contract Amount
7.2.2	Annual rate of financing charges for delayed payment	0 % of the Accepted Contract Amount
7.3	Currencies of Payment	Currency 1: USD Currency 2: _____
7.3	Proportions of Currencies	Currency 1: _____ Not Applicable Currency 2: _____
7.8.2	Advance Payment Amount	<i>Not Available</i>
7.8.3	Permitted Guarantors	<input type="checkbox"/> Bank or financial institution(s) approved by the Employer <input checked="" type="checkbox"/> Bank approved by Employer
7.8.6	Advance repayment amount	<input checked="" type="checkbox"/> 20 % of the value of Services completed <input type="checkbox"/> Not applicable
8.4.1	Limit of Liability	40% of the estimated construction sum of the final design

SCHEDULE 2: PROJECT SPECIFIC INFORMATION

2.1 Project Details

(Brief description of the project including title, location, background and other relevant details along with details of the Works for which the Services is required)

The Maldives have been deeply affected by the COVID-19 pandemic. The country weathered the pandemic with a high vaccination rate. However, the last two years exposed gaps in health care provision with regards to handling infectious and highly transmissible diseases. Therefore the Government, working with its development partners, has started filling those gaps on a priority basis. As a part of this programme The Government, working with the World Bank, Asian Infrastructure Investment Bank and United Nations Office for Project Services, is implementing a project for Emergency Construction of Patient Wards at Kulhudhuffushi Island in Maldives. The project addresses a critical lack of medical facilities dealing with highly contagious and transmissible diseases.

2.2 Locations Plan

1. General description of location and boundaries:

Site is existing in the Kulhudhuffushi Regional Hospital in Kulhudhuffushi Island

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



Proposed land within the hospital premises

GPS Coordinates of Kulhudhuffushi Hospital : 6.6178° N, 73.0686° E

3. Description of access routes, access timing and any access restrictions:

Physical access to the hospital can be used to access the site. The hospital authority has to be informed about this assignment and all related activities in advance.

4. Description of other surrounding sites and any related interface issues:

There are hospital buildings, in operation, situated around the proposed location of the new building. New building has to be designed in a way to leave enough space in between the new building and the existing buildings.

5. Description of approved location for the Consultant's Location facilities (if any):

Consultant is not allowed to establish temporary facilities within the hospital premises.

6. Description of arrangements at Locations that is to be provided to the Employer (if any):

Not Applicable

7. Description of disposal areas (within the Location or outside the Location if any):

Disposal area already identified & operated by the Kulhudhuffushi City Council can be used for waste disposal if necessary

8. Description of any Location security requirements:

All activities within the hospital have to be informed to the hospital authority in advance.

9. Any other relevant Location details:

Not Available

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 “**Consultant**”) titled [insert contract title] with Contract No. [insert number] for the [insert name of the project] for certain services (hereinafter called the “**Services**”) to be undertaken by the Consultant (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 Consultant, we irrevocably and unconditionally notwithstanding any objection which may be made by the Consultant 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 Consultant.

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 Consultant.

Any payment by us to you in accordance with this Guarantee must be in immediately available and freely transferable [insert currency] 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 Consultant and do not require that any claim be made against the Consultant. 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 Consultant;
- amendment, modification or extension which may be made to the Contract or the Services performed under the Contract;
- intermediate payment or other fulfilment made by us;
- change in the constitution or organization of the Consultant; 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 Consultant, 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 “**Consultant**”) titled [insert contract title] with Contract No. [insert number] for the [insert name of the project] for certain services (hereinafter called the “**Services**”) to be undertaken by the Consultant (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 Consultant 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 Consultant 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 5 or 10 % of the Accepted Contract Amount 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 of the Services. 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 Consultant.

Any payment by us in accordance with this Guarantee must be in immediately available and freely transferable [insert currency] 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 Consultant and will not be discharged or otherwise prejudiced or adversely affected by any:

- time, lenience or tolerance which you may grant to the Consultant;
- amendment, modification or extension which may be made to the Contract or the Services performed under the Contract;
- intermediate payment or other fulfilment made by us;
- change in the constitution or organization of the Consultant; 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 Consultant, 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]

SECTION V: REQUIREMENTS

SCHEDULE 3: REQUIREMENTS OF THE EMPLOYER

3.1 Scope of Services

(In accordance with Sub-Clause 3.1 of the General Conditions)

1. The background, purpose and function of the Services:

The Maldives have been deeply affected by the COVID-19 pandemic. The country weathered the pandemic with a high vaccination rate. However, the last two years exposed gaps in health care provision with regards to handling infectious and highly transmissible diseases. Therefore the Government, working with its development partners, has started filling those gaps on a priority basis.

As a part of this programme The Government, working with the World Bank, Asian Infrastructure Investment Bank and United Nations Office for Project Services, is implementing a project for Emergency Construction of Patient Wards at Kulhudhuffushi Island in Maldives. The project addresses a critical lack of medical facilities dealing with highly contagious and transmissible diseases. A two-storied patient ward building within the existing Kulhudhuffushi regional hospital, Maldives is a key deliverable of this project.

UNOPS intends to engage a suitable consultant for design services through the procurement process for the design of the new patient ward building for the Kulhudhuffushi regional hospital in Maldives. It is intended to recruit a suitable, qualified, and experienced consulting firm for the Design Services of the project.

2. Project Stakeholders:

1. Ministry of Health of the Republic of Maldives
2. Kulhudhuffushi Regional Hospital
3. Kulhudhuffushi City Council

3. Comprehensive and explicit scope of the Services:

The client submitted the below mentioned functional requirement of the patient ward building. The concept design in terms of arranging the space for all functional requirements of the patient ward has already been developed by UNOPS and it has been agreed by the Ministry of Health, Maldives in principle. However, it is the

consultant's responsibility to verify the partly developed concept design and to complete the concept design including the approach, material selection, services, MEP requirements, Architectural drawings etc.. and present it to the client & UNOPS for their approval before they move on to the developed design.

First Floor Amenities	
<ul style="list-style-type: none"> Two meeting halls; (auditorium and small meeting room) Four toilets with a washing area One storeroom 	
Ground Floor Amenities	
<ul style="list-style-type: none"> Fourteen individual patient rooms, of which two rooms for critical care patients. (for both male & female) Accident & Emergency area Nurses Station and Waiting area General store, Equipment & Medical Store Laundry and clean store Biomedical waste area for autoclave and waste segregation 	<ul style="list-style-type: none"> Donning & doffing area (Admin Room with small meeting room for 4 occupants) Counseling room (for max 3 people) Tea room for staff Prayer room Staff meeting room for 4-6 people with attached toilets Dialysis Unit (room)

The scope the design services of patient ward to the Kulhudhuffushi regional hospital shall include but not limited to following,

- Consult with the end user and MoH, Maldives to verify the functional requirement of the proposed patient ward building.
- Visit the project site and collect all necessary information relevant to the design service.
- Discuss with relevant Local Authorities and understand the requirements of obtaining building approvals.
- Perform land surveying of the Kulhudhuffushi regional hospital.
- Review the partly developed concept design provided and revise them as required.
- Complete concept design including but is not limited to the approach, material selection, MEP requirements, HVAC requirements, medical gas system, finishes, services and tentative budget.
- Development of Architectural, structural and services designs including finishes
- Design of necessary elements for the complete functioning of the building including but is not limited to, Mechanical, Electrical, Water Supply (cold & hot), Sewerage, Fire detection & protection and HVAC system etc
- Develop specifications, BOQ, design report etc. and virtual 3D model (walk through) at the final stage of the design
- Design of partitions, interior & exterior finishers such as ceiling, walls, floor, external cladding etc & painting.
- Doors & windows

- The Consultant shall carry out necessary stakeholder consultations, presentation of concept design, design development, detailed design and prepare cost estimates, Bill of Quantities (BOQ), pricing preambles and specifications based on the applicable design standards in Maldives and design guidelines provided by UNOPS.

4. Any pertinent details and technical information relevant to the successful execution and completion of the Services:

Not Available

5. The standards, codes and regulatory requirements the Consultant shall use and comply in the performance of its obligations under the Contract:

British Standard
American Standards
European Standards
Australian Standards
Local Regulatory Requirements (UDA, Municipality etc)
UNOPS Design Manual

6. Key responsibility and liability matrix as indicated in the General Conditions and Particular Conditions, if any:

The consultant shall include suitable staffing arrangements, and their specific responsibilities in their proposal. A competent Team leader/ Project Manager having relevant experience shall lead the team of experts from the consultant and liaise with UNOPS, other stakeholders and relevant local authorities.

The Team leader/ Project Manager appointed by the consultant should be in house staff (Direct staff members) who will have overall responsibility of the deliverables and the process involved during the design. He will organize bi-weekly discussions with UNOPS to update on the progress of the study and to decide on any issues arising during the design process.

Key members of the design team to be proposed by the consultants are;

- Team Leader- Degree in Architecture or Engineering; minimum 10 years of experience in building infrastructure design, project management; Demonstrated experience in managing/leading designing of buildings.
- Architect – Chartered Architect with minimum 10 years' experience of Architectural designs
- Structural Engineer – Chartered Engineer with minimum 10 years' experience of structural design of Buildings
- Building Services/MEP Engineer – Chartered Engineer (Mechanical/Building Services) with minimum 10 years' experience of Building Services

- Electrical Engineer – Chartered Engineer with minimum 10 years' experience of Building Services
- Biomedical Engineer - Relevant degree with minimum 5 years of experience.
- Quantity Surveyor– Relevant degree with minimum of 10 years of work experience in quantity surveying in building infrastructure
- Civil Engineer- Relevant degree with min 5 years of experience
- AutoCAD draftspersons (2 Numbers) – Diploma/Certificate/Similar in AutoCAD with minimum 5 years' experience of architectural, structural and MEP.

7. Health, Safety, Social and Environmental (HSSE) requirements:

(In accordance with Sub-Clause 3.16 of the General Conditions)

In accordance with Sub-Clause 3.16 of the General Conditions

8. Quality Management System:

(In accordance with Sub-Clause 3.18 of the General Conditions)

In accordance with Sub-Clause 3.17 of the General Conditions

9. The list of all Deliverables and/or the Consultant's Documents related to the Services:**Design stage**

The following deliverables shall be made available to UNOPS at a sequence as per the time schedule. Timely submission of interim deliverables are important to have the designs reviewed and obtain approval for the next stage of the design

1. **Inception Report** including but is not limited to field assessment, verification of functional requirement of the patient ward, work plans (human & other resources, timeline etc..), comments on the TOR (if any).
2. **Design brief** including but is not limited to approach, finalized functional requirement, material selection, design standards to be followed,
3. **Concept design** including but is not limited to land survey plan, lay out of building

& external works, architectural drawings which includes AutoCAD 3D drawings and virtual 3D model (walk through), MEP requirements, HVAC requirements, medical gas system, finishes, services and tentative budget - 2 printed copies in A2/A3 size and in electronic form acceptable to UNOPS

4. **Developed design** for final review. It includes but not limited to,
- complete set of drawings (Architectural, Structural, Service-MEP, MVAC, Medical Gas, external works etc), design report including – 02 printed copies in A2/A3 size and in electronic form acceptable to UNOPS
 - Design report including concept, design criteria, design standards & code of practices used, important calculations, health & safety aspects etc - electronic form acceptable to UNOPS
 - Bill of quantity & Pricing preambles - electronic form acceptable to UNOPS
 - Technical specification - electronic form acceptable to UNOPS
5. **Final design (after the review & approval of developed design by UNOPS). It includes but not limited to,**
- Complete set of construction drawings (Architectural, Structural, Service-MEP, MVAC, Medical Gas, external works etc), design report including – 02 printed copies in A2/A3 size and in electronic form acceptable to UNOPS
 - Complete set of construction drawings (Architectural, Structural, Service-MEP, MVAC, Medical Gas, external works etc) and other necessary documents (hard copy as required) with the endorsement of authorized (licenced) Engineers & Architecture for the submission to local authority for obtaining building approval
 - Final Design report including concept, design criteria, design standards & code of practices used, important calculations, health & safety aspects etc - electronic form acceptable to UNOPS
 - Engineer's Estimate & Pricing preambles - electronic form acceptable to UNOPS
 - Technical specification - electronic form acceptable to UNOPS

Further to the printed materials as listed above, all drawings and documents are required to be submitted in the relevant digital formats in compact discs;

1. Drawings – in AutoCAD (Latest Version) and PDF formats
2. Design report - PDF formats
3. Specifications, Bill of quantity, estimates and final report – in Microsoft Word/Excel format

10. Specific tools required such as software to be used to develop the Deliverables and the format of presentation of the Deliverable:

AutoCAD 2010 or above
UNOPS CAD drawings guidelines
Consultant is allowed to use additional tools and softwares to complete the assignment

11. Information on the Review and Approval Process (UNOPS and any other as required):

UNOPS will conduct a design review for the design of new building infrastructure in order to assure that the design complies with acceptable international best practices in addition to the standards of Maldives and ensure adequacy of the design and quality of the design documentation. The review will take place in three stages, in parallel, along with the development of the detailed design (at the end of draft & detailed designs). UNOPS design manual indicating basic requirements on health and safety and disabled friendly aspects will be made available for the design consultant for reference and compliance. Further the Ministry of Health, Maldives will review the design in order to assure that the design complies with their requirements and best practices.

UNOPS design review team and MOH, Maldives may come up with their comments on the design during the time of their review. Either incorporating or defending the comments with acceptable justification is part and parcel of the design consultancy service. The Employer representative will act as a facilitator during the process of design reviews.

12. Employer-Supplied Personnel and Services of Others, Employer's Equipment and Employer's Facilities:

(Details in accordance with Sub-Clause 2.6 of the General Conditions)

	No.	Description of the item	Unit	Quantity
Personnel	1	N/A		
	2			
	3			
	4			
	5			
Services of others	1	Design Review		
	2			
	3			
	4			
	5			
Equipment	1	N/A		
	2			
	3			
	4			
	5			
Facilities	1	N/A		
	2			
	3			
	4			
	5			

13. Any other details as relevant:

N/A

3.2 Consultant's Delegations

(In accordance with Sub-Clause 3.9.1 of the General Conditions)

The Consultant's designated personnel has the delegated duties and authorities of the Engineer and Engineer's Assistant as in the Construction Contract for Major Works: General Conditions and Construction Contract for Major Works: Particular Conditions.

OR

The Consultant's designated personnel has the delegated duties and authorities of the Employer's Representative's Assistant under the Construction Contract for Small Works: General Conditions as identified in the table below.

No.	Clause/Sub-Clause No. and title	Delegated duties and authorities	Remark
1			
2			
3			
4			
5			
6			
7			

3.3 Valuation and Payment

(Based on actuals on monthly basis or based on the following payment schedule

In accordance with Sub-Clause 7.1 of the General Conditions)

No.	Milestone	Amount	Target date
1		% of Accepted Contract Amount	
2			
3			
4			
5			
6			

3.4 Programme Requirements

(Description of the requirements associated with the Programme, in accordance with Sub-Clause 4.3 of the General Conditions)

The consultant shall complete the assigned scope of work within 09 months. The specified deliverables shall be submitted to UNOPS on or before the scheduled completion date of each deliverable. Time schedule for each activity to be agreed beforehand and the tentative timeline is as below:

#	Activity	Duration
Activity # 1	Inception Report	2 weeks from the date of signing the agreement
Activity # 2	Design Brief	2 weeks from the date of signing the agreement
Activity # 3	Concept Design	3 weeks from the date of signing the agreement
Activity # 4	First design review by UNOPS and incorporation of comments by the Consultant	2 weeks
Activity # 5	Developed design	3 weeks from date of completion of Activity # 4
Activity # 6	Second design review by UNOPS and incorporation of comments by the Consultant	2 weeks
Activity # 7	Final design	2 weeks
Activity # 8	Final design review by UNOPS and incorporation of comments by the Consultant	2 weeks

The Consultant shall attend progress review meetings scheduled by the Employer bi-weekly and other ad hoc meetings as & when required during the design phase.

The overall contract period shall be nine (09) months from the date of signing the contract.

- First 14 weeks from the date of signing the contract is to complete the assigned scope of design services as explained in the schedule. Liquidated damages will be claimed by the Employer in the event of delay in completing the final detailed design.
- The remaining weeks are to continue support during the construction stage including attending clarification requests from contractors, review and approve shop drawings, special materials and equipment proposed by contractors, especially for MEP works.

3.5 Nominated Sub-consultants

(Details of Nominated Sub-consultants, in accordance with Sub-Clause 1.7.5 of the General Conditions)

No.	Description of Sub-consultant Services	Name of Nominated Sub-consultant
1	Not Available	
2		
3		
4		
5		

3.6 Employer's Delegations

No.	Clause/Sub-Clause No. and Title	Delegated duties and authorities	Designation	Remark
1	Clause No.2.2 Velupilli Baskaran	Employer's Representative	Project Manager	
2				
3				
4				
5				
6				
7				
8				
9				
10				

3.7 Key Personnel Requirements

(Details of Key Personnel requirements in accordance with Sub-Clause 3.6 of the General Conditions)

No.	Position description/title	Required qualification	Area of experience required	Years of relevant experience required
1	Team Leader	Degree in Architecture or Engineering	Project Management	10
2	Architect	Chartered Architect	Architectural	10
3	Structural Engineer	Chartered Engineer	Structural Design	10
4	Building Services/MEP Engineer	Chartered Engineer	Building Service	10
5	Electrical Engineer	Chartered Engineer	Electrical	10
6	Biomedical Engineer	Degree in Biomedical Engineering	Biomedical	5
7	Quantity Surveyor	Degree in QS	Quantity Surveyor	10
8	AutoCAD draftspersons	Certificate or Diploma	Draughting	5
9	Civil Engineer		Engineering	5

3.8 Equipment and Machinery Requirements

(Details of equipment and machinery to be provided by the Consultant)

No.	Description of Item (equipment or machinery)	Units	Remarks
1	Not Available		
2			
3			
4			
5			
6			

3.9 Insurance Requirements

(Details in accordance with Sub-Clause 9.1 of the General Conditions)

Insurances	Additional details on scope of cover	Period	Limit of Liability
Professional Indemnity Insurance	Number of occurrences, minimum 1.	for five (05) years from the completion of the final design and acceptance by UNOPS.	40% of the estimated construction value of the proposed design
Public Liability Insurance		As required by Law or by industry body or trade association from the Contract Effective Date until Final Completion of the Services.	As required by Law or by industry body or trade association
Workers Compensation Insurance		From the Contract Effective Date until Final Completion of the Services.	As required by Law or by industry body or trade association
Any other insurance as required by Law or industry body or trade associations			
All risk insurance			