





Terms of References (TORs) for the:

‘Construction/Rehabilitation of 56 WASH facilities and minor infrastructure works in Schools in the West Bank in The State of Palestine, with interventions varying between rehabilitation, expansion, maintenance and overall service accessibility’

1. GENERAL INFORMATION

Assignment:	Rehabilitation of WASH facilities, Water points and minor infrastructure for 56 Schools
Location:	West Bank
Reporting to:	WASH Officer under the overall supervision of the WASH Specialist and Chief of WASH
Assignment duration:	Estimated Contract Duration: - 5 months for rehabilitation. - 12 months for defect liability period.
Estimated starting date of the assignment:	1st December 2023
Budget Source:	Grant: KOICA
Solicitation Method:	Request for Proposals
TORs prepared:	WASH officer Lara Kazmi  Date:
TORs recommended by:	OIC Chief of WASH Carol Awad  Date:
TORs endorsed by:	Deputy Representative Laura Bill  Date:
TORs approved by	Representative Lucia Elmi  Date:

1.0 BACKGROUND

- 1.1. UNICEF State of Palestine (SoP) is supporting the Ministry of Education, in Improving access to WASH facilities and how this would reduce the transmission of diseases and improve the overall education environment. In addition to ensuring the provision of infection control & prevention measures as well as long-term hygiene and sanitation practices. Water and sanitation facilities infrastructure in public schools are in need for urgent maintenance due to its insufficient number and quality.
- 1.2. To that aim, UNICEF State of Palestine, to Rehabilitate 56 most vulnerable school WASH facilities and water points in the West Bank Governorates, with interventions varying between rehabilitation, expansion, and maintenance, including improvement of WASH facilities and overall service accessibility.
- 1.3. This construction Project is expected to benefit (18,600) Beneficiaries with safe access to water and sanitation.

2.0 SCOPE OF WORK

- 2.1 **Objective:** The objective of this Terms of Reference is to guide a bidding exercise to identify suitable contractors to execute the Works described below within the agreed quality, budget and timeline. The general aim of the Project is to improve access to safe water and sanitation at the targeted school (locations listed below).
- 2.2 **Nature of works and location:** This Project includes the construction/rehabilitation of 56 WASH facilities and water points in Hebron, Jenin, Tulkarem, Salfeet, Jericho, Ramallah, East Jerusalem suburbs, Bethlehem and Nablus Governorate.

There will be 2 packages: **Package 1** includes 21 schools in Jenin, Tulkarem, Salfeet, Nablus, Bethlehem, South Hebron, Yatta, Jericho, Ramallah and Birzeit directorates. **Package 2** will include 35 schools in Jenin, Qabatia, Tulkarem, Salfeet, Yatta, Jericho, Ramallah and East Jerusalem Suburbs.

The selected contractor/s will provide all necessary resources and expertise required to perform the agreed-on service. The works will include but are not limited to demolition works, concrete works, internal works, carpentry, metal works, external works and in some schools, provision of sandwich panel toilets for children with physical disabilities.

The selected contractor will also need to provide at least one portable toilet for students during the implementation of activities in the current WASH facility.
- 2.3 **Organization of project into phases:** N/A
- 2.4 The Project is set to take place at different locations with long proximity from one another, therefore UNICEF SoP have placed all 56 locations under two lots/packages as shown in table 1 below.

Table 1: List of schools and Locations

	School Name	Location	Directorate	Number of Students	Info
Package 1 (21 Schools)					
1	Yasser Arafat Boys' school	Jericho Area A	Jericho	246	Boys 1 st - 4 th Grade
2	Hisham Abdul Malek	Jericho Area A	Jericho	225	Boys 5 th – 12 th Grade
3	Shibteen School	Shibteen Area B	Birzeit	395 (184 Females and 211 Males) +20 KG	Boys + Girls KG – 12 th Grade

4	Qasem Rimawi School for Girls	Beit Rima Area A	Birzeit	485	Girls 5 th – 12 th Grade
5	Basheer Barghouti School for boys	Deir Ghassaneh Area A	Birzeit	246	Boys 7 th – 12 th Grade
6	Um Safa secondary schools for boys and girls.	Um Safa Area B	Birzeit	178 (95 Boys & 83 Girls)	Boys & Girls 1 st – 12 th Grade
7	Sinjel Boys school	Sinjel Area B	Birzeit	430	Boys 1 st – 9 th Grade
8	Khirbet Musbah Girl's High school	Khirbet Mousbah Area B	Ramallah & Al Bireh	517	Girls 5 th – 12 th Grade
9	Ein Qinya Secondary School	Ein Qinya Area B	Ramallah & Al Bireh	194 (94 Boys & 100 Girls)	Boys & Girls 1 st – 9 th Grade
10	Al Fatiheen Elementary School	Beit Awwa Area A	South Hebron	56 (30 Boys & 26 Girls)	Boys and Girls 1 st – 4 th Grade
11	Dirar Ibn AlAwzar Secondary School for Boys	Yatta Area A	Yatta	500	Boys 5 th – 12 th Grade
12	Sabastia Secondary School	Sabastia Area B	Nablus	368 (298 Boys & 70 Girls (11 th and 12 th Grade))	Boys and Girls 5 th – 12 th Grade
13	Qusen Elemntary School	Nablus Area B	Nablus	186 (100 Boys & 86 Girls)	Boys and Girls 1 st – 4 th Grade
14	Bidia Elementary School for Girls	Bidia Area A	Salfeet	400	Girls 7 th – 9 th Grade
15	Sarta Elementary School	Sarta Area A	Salfeet	373 179 Boys 194 Girls + 17 KG	Boys and Girls 1 st – 4 th Grade + KG
16	Al Mughayir Secondary School for Girls	Al Mughayir Area B	Jenin	322	Girls 5 th – 12 th Grade
17	Haifa Elementary School for Girls	Jenin Area A	Jenin	405	Girls 1 st – 6 th Grade
18	Al Fadiliya Secondary Boys School	Tulkarem Area A	Tulkarem	620	Boys 10 th – 12 th Grade

19	Beit Sahour Secondary School for Girls	Beit Sahour Area A	Bethlehem	585	Girls 7 th – 12 th Grade
20	Al Farouq Omar Ibn AlKhatib Mixed School	Beit Ta'mar Area B	Bethlehem	226 (166 Boys & 60 Girls)	1 st – 10 th Grade
21	Thabra Secondary Mixed School	Thabra Area B	Bethlehem	107 (59 Boys & 60 Girls)	1 st – 10 th Grade
Package 2 (35 Schools)					
22	Izzedin Al Qassam Secondary Boys School	Ya'bad	Jenin Area B	411 Boys	8 th – 12 th Grade
23	Zbouba Secondary Girls School	Zbouba	Jenin Area B	293 Girls	1 st – 12 th Grade
24	Jalqamous Elementary Boys School	Jalqamous	Jenin Area B	205 Boys	1 st – 5 th Grade
25	That Al Nitaqain Elementary Girls School	Jenin	Jenin Area A	216 Girls	1 st – 9 th Grade
26	Marj Na'jeh Co-ed Secondary School	Marj Na'jeh	Jericho Area B	249 (119 Females, 130 Males) (KG: 5 Females, 16 Males)	KG – 12 th Grade
27	Jericho Preparatory Girls School	Jericho	Jericho Area A	610 Girls	5 th – 9 th Grade
28	Ali Bin Abi Taleb Secondary boys School	Jericho	Jericho Area A	348	10 th – 12 th Grade
29	Marda Secondary Boys School	Marda	Salfeet Area A	210 (20 Females, 190 Males)	5 th – 12 th Grade
30	Qarawa Preparatory Girls School	Qarawat Bani Hasan	Salfeet Area B	440 Girls	KG- 6 th Grade

31	Qarawa Preparatory Boys School	Qarawat Bani Hasan	Salfeet Area B	372 Boys	1 st – 4 th Grade
32	Qarawa Secondary Boys School	Qarawat Bani Hasan	Salfeet Area B	311 Boys	5 th – 8 th Grade
33	Al Zawiya Secondary Boys School	Al Zawiya	Salfeet Area B +C	280 Boys	8 th – 12 th Grade
34	Deir Ballout Secondary Boys School	Deir Ballout	Salfeet Area B	133	8 th – 12 th Grade
35	Far'oun Preparatory Boys School	Far'oun	Tulkarem Area B	273	1 st – 6 th Grade
36	Inshirah Al Daddu Preparatory co-ed School	Tulkarem	Tulkarem Area A	385 (283 Females and 102 Males) + 35 KG (23 Females and 12 Males)	KG – 7 th Grade
37	Al Amin Preparatory Boys School	Yatta	Yatta Area A	800	1 st – 4 th Grade
38	Al Mu'tasem Preparatory Boys School	Yatta	Yatta Area A	569	4 th – 6 th Grade
39	Al Nithamiye Preparatory Girls School	Yatta	Yatta Area A	376	7 th – 9 th Grade
40	Al Saray'a Secondary Boys School	Masafer Yatta	Yatta Area C	127 + 20 KG (6 Females and 14 Males)	KG – 12 th Grade
41	Um Al Shuqhan Preparatory co-ed School	Um Shuqhan	Yatta Area C	72 (48 Females and 24 Males) + 14 KG (8 Females and 6 Males)	KG – 4 th Grade
42	Al Zeef Preparatory Boys School	Zeef	Yatta Area C	317 Boys + 25 KG	KG – 10 th Grade
43	Wadi Al Seeq Preparatory Co-ed School	Badiyat Ramallah	Ramallah Area C	79 (28 Females and 51 Males)	1 st – 8 th Grade
44	Al Tahadi Preparatory co-ed School	Badiyat Ramallah	Ramallah Area C	82 (42 Females and 40 Males) + 14 KG (5 Females and 9 Males)	KG – 7 th Grade

45	Al Farouq Preparatory Boys School	Badiyat Ramallah	Ramallah Area C	550	4 th – 8 th Grade
46	Beit Liqya Secondary Girls School	Beit Liqya	Ramallah Area B	550	7 th – 12 th Grade
47	Al Muthalath Preparatory Boys School	Al Muthalath	Qabatia Area B	200	3 rd – 10 th Grade
48	Bir Al Basha Secondary Girls School	Bir Al Basha	Qabatia Area C	254	1 st – 12 th Grade
49	Fahme co-ed School	Fahme	Qabatia Area C	148 (84 Females and 64 Males) + 11 KG (5 Females and 6 Males)	KG – 9 th Grade
50	Sanur Secondary Boys School	Sanur	Qabatia Area B	245 Boys	7 th – 12 th Grade
51	Sirees Preparatory Girls School	Sirees	Qabatia Area B	520 Girls (23 KG)	KG – 7 th Grade
52	Fandaqumiye Secondary Girls School	Fandaqumiye	Qabatia Area B	502 Girls	1 st – 12 th Grade
53	Biddo Elementary Boys School	Biddo	East Jerusalem Suburbs	300 Boys + 24 KG (9 females and 15 Males)	1 st – 4 th Grade + KG
54	Ibn Kahldoun Elementary Boys School	Al Jeeb	East Jerusalem Suburbs	208 Boys	1 st – 6 th Grade
55	Al Haj Tawfiq Elementary Boys School	Bir nabala	East Jerusalem Suburbs	98 Boys	1 st – 4 th Grade
56	Muscat Boys School	Al Ezariye	East Jerusalem Suburbs	226 Boys	5 th – 12 th Grade

- 2.5 **General specifications:** The Works will be carried out in accordance with the Drawings, Bill of Quantities and Technical Specifications provided under Annex B and E: Technical Documents and in accordance with all construction standards applicable in The State of Palestine
- 2.6 **Site visit:** Potential Bidders must visit the sites they are interested in prior submitting their offers to get familiar with site conditions that may affect their Proposals. Potential Bidders are expected to make their own arrangements to visit the site and on their own expenses. UNICEF shall accept no excuse or claim whatever from the Selected Contractor for not knowing or being able to properly evaluate the site condition and assess the equipment, local material, local labor, etc. requirements for the Works to be carried out. Questions should be submitted in writing to UNICEF in accordance with instruction provided under the RFP.
- 2.7 **Greening and accessibility:** All construction and rehabilitation works implemented directly or indirectly by UNICEF shall be in line with the Organization's commitments towards Accessible Buildings and achieving Climate Neutrality by 2020, as per [PROCEDURE/DFAM/2020/001](#) on Eco-efficiency and Inclusive Access in UNICEF Premises and Operations, [CF/EXD/2017-004](#) on Accessibility in UNICEF's Programme-Relegated Construction, and Decision Memo: UNICEF Climate Neutral Strategy, 26 May 2015.

3.0 EXPECTED DELIVERABLES AND TIMEFRAME

- 3.1 The timely completion of these construction Works is of utmost importance for UNICEF.
- 3.2 The Intended Substantial Completion Date should be no later than [**five (5)**] calendar months from the **Start Date**. Upon UNICEF's acceptance of Works at Substantial Completion, the Certificate of Substantial Completion will be issued.
- 3.3 The Defects Liability Period is 12 calendar months counted as from the date of the Certificate of Substantial Completion. Upon UNICEF's acceptance of Works at Final Completion, the Certificate of Final Completion will be issued, and the Contract will be closed upon issuing of final payment.
- 3.4 UNICEF will issue partial and final payments upon satisfactory completion of each Deliverable.
- 3.5 The selected contractor is expected to start the works upon Contract Signature.
- 3.6 All works should be approved by UNICEF, Engineering consultant and MoE Directorate Engineers before final handover of schools.
- 3.7 The Potential Bidder may propose additional, or alternative, Deliverables to suit their recommended sequencing of the Works and expected cash flow during execution of the Works. UNICEF will consider the Proposal as part of the technical evaluation.

Table 2: Deliverables and Timeframe

Deliverable #	Scope of deliverable	Suggested payment distribution	Timeframe
1	- Completion of 30% of the works	30%	End of 1 st month
2	- Completion of 70% of works	40%	End of 3 rd month
3	- Completion of 100 % of the works and after final inspection from UNICEF, MoE and the engineering consultant	30%	End of 5 th month

4.0 ELIGIBILITY AND QUALIFICATION

- 4.1 The Potential Bidder shall provide all the information and documentation requested in this section with its Proposal. Failure to submit the information below will disqualify the Potential Bidder.
- 4.2 Pre-bid Conference. The time and location of the bid conference will be confirmed in the invitation to tender. Attendance at the meeting is not mandatory although strongly recommended to receive further detail on the proposal submission process. Questions at the pre-bid meeting will be limited solely to the proposal submission process and the submission requirements. Questions of a technical nature will not be answered and should be submitted in writing. Any clarifications arising from this conference will be circulated to all bidders in writing by email.
- 4.3 **Pre-Bid Mandatory site visit:** potential proposers shall visit the sites they are interested in prior to submitting their offers to get familiar with site conditions that may affect their Proposals. Potential Proposers are expected to make their own arrangements to visit the site and on their own expenses. UNICEF shall accept no excuse or claim whatever from the Selected Contractor for not

knowing or being able to properly evaluate the site condition and assess the equipment, local material, local labour, etc. requirements for the Works to be carried out. Questions should be submitted in writing to UNICEF in accordance with instruction provided under the RFP.

4.4 Documents to be submitted in the Technical Proposal:

- The Potential Bidder must be registered construction company in The State of Palestine and have no conflict of interest to the Project. Technical Proposals shall include copies of original documents defining the constitution or legal status of the company, place of registration, and principal place of business; written power of attorney of the signatory of the Contractor to commit the Contract.
- A statement that the company (including all members of a joint venture and Sub-Contractor) is not associated, nor has been associated in the past, directly, or indirectly, with the Project Manager or any other entity that has prepared the design, specifications, and other documents for the Project or being proposed as the Project Manager for the Contract.
- Professional indemnity insurance.
- Copy of curriculum vitae (Maximum two (2) pages) of key personnel to be involved in the Project, such as Contract/Project Manager, Clerk of Works, Foreman. UNICEF may verbally interview the key personnel before the commencement of the Project.
- Reports on the financial standing of the Potential Bidder, such as profit and loss statements and auditor's reports for the past three years.
- Evidence of adequacy of working capital for the signed Contract (access to line(s) of credit and availability of other financial resources).
- Proposed Project Implementation Plan of Works showing the proposed implementation methods, quality control strategy, schedule for all the activities in the Works.

4.5 The Potential Bidder must provide sufficient information in their Proposal to demonstrate compliance with the requirements defined by UNICEF. The forms listed below contains the eligibility and minimum qualifying criteria that UNICEF will use to evaluate Proposal for the award of Contract.

4.5.1 Information to be submitted in the Technical Proposal (ANNEX C):

- Technical Proposal Submission (Form 1)
- Technical Proposal Letter (Form 2)
- Potential Bidder General Information (Form 3)
- Potential Bidder's Contact Details (Form 4)
- List of Proposed Key Personnel (Form 5)
- List of Machine and Equipment (Form 6)
- Potential Bidder's Financial Information/ Adequacy of Working Capital (Form 7)
- Works in Hand and their Financial Values (Form 8)
- Litigations (Form 9)
- Proposed Project Implementation plan of Works (Form 10)

4.5.2 Information to be submitted in the Financial Proposal (ANNEX D):

- Financial Proposal Letter (Form 11)
- Summary of Financial Proposal (Form 12)
- Completed Bill of Quantities (Form 13)

4.6 The Proposals prepared by potential contractors and all correspondence and documents relating to the Proposals exchanged by potential contractors and UNICEF shall be written in the English language.

4.7 Errors in the Proposals

- Bidders are expected to examine all instructions and documentation of the RFP. Failure to do so will be at Bidders' own risk. In case of errors in the extension price, the unit price shall govern.
- In the event of any discrepancy between the copies of the Proposals, the original shall govern. The original and each copy of the Technical and Financial Proposal shall be prepared in indelible ink and shall be signed by the authorized Contractor's representative.
- The Proposal shall contain no interlineations or overwriting except as necessary to correct errors made by the Bidders themselves. Any such correction shall be initialled by the person or persons signing the Proposal.

5.0 EVALUATION PROCESS AND METHOD

- 5.1 Following closure of the RFP, Technical Proposals will be evaluated by the evaluation team. The evaluation will be restricted to the contents of the Technical Proposals and the reference checks.
- 5.2 UNICEF will first evaluate the completeness and responsiveness of Proposals in relation to:
- The sealed double envelope system is followed (Technical Proposal and Financial Proposal are submitted in separate sealed envelopes each)
 - Submission of all documents requested in Section 5.2 and all information requested in Section 5.3.
 - The Technical Proposal letter is duly signed (Form 2)
- 5.3 Proposals that fail to comply with the above will be disqualified and will not be given further consideration.
- 5.4 UNICEF will then evaluate the technical merits of each Technical Proposal using the rating system in **Table 3** below.
- 5.5 A maximum of **60 points** will be assigned to the Technical Proposals. Technical Proposals receiving **42 points (70%)** or higher will be considered technically responsive. Non-technically compliant and non-responsive Proposals will not be given further consideration.
- 5.6 UNICEF will evaluate the Financial Proposals of those RFPs the bids that pass the technical evaluation. The total number of points allocated for the Financial Proposal is **40 points**. The maximum number of points will be allocated to the Proposal with the lowest price. All other Price Proposals shall receive points in inverse proportion to the lowest price.
- 5.7 The recommendation for the award of each lot will be based on the best value for money principle. The Proposal obtaining the highest cumulative score (Technical + Financial) will be recommended for the award.

Table 3 Evaluation Criteria

Technical Evaluation Criteria		Max. Points Obtainable (60)	
Pass and fail (mandatory criteria to proceed with the evaluation)			
A	Legal Status, Registration from Ministry of Commercial (The company shall have legal address in Palestinian Territories)		Pass/ Fail
B	Certificate of Registration with Palestinian Contractors Union under the relevant classifications		
C	Certificate of Authority for Signatory or Power of Attorney.		
D	Tax Registration/Payment Certificate issued by the Palestinian Ministry of Finance evidencing that the Contractor is updated with its tax payment obligations		
E	Bid Security bond for the amount of USD 15,000, Valid for 60 days.		
Capability (skills, expertise, and experience) of the Potential Bidder [and Key Personnel]			
A	A list of key personnel proposed for the execution of the Works, including the CVs, and TOR for the position.	3	13
B	A list of the Projects of similar nature competed in past three (3) years with reference. (Working with international organizations)	4	
C	Number of years as a building Works contractor for related Works (proof required).	3	
E	The number and the corresponding value of related assignments undertaken in the country.	3	
Capacity (resources and availability) of the Potential Bidder [and Key Personnel]:			
A	Provision of Audited Financial Reports for the past three (3) years	3	12
B	Turnover of the past 3 years (this should be not less than twice the project's estimated value)	3	
C	A detailed list of equipment (owned or leased). The equipment proposed should be sufficient to achieve the timely completion of the Works, with consideration for concurrent operations where more than one site is proposed.	6	
Proposed Solution (Approach, Methodology, Schedule, Quality and time Control plan)			
A	Understanding of scope and objectives	6	35
B	Proposed Implementation Plan showing the overall approach to be adopted in the execution of the Works	9	

C	Detailed quality control plan to be used in the execution of the Works, addressing anticipated risks, handling of materials, workmanship and record keeping on site to track daily progress.	6	
D	Understanding of, and responsiveness to, UNICEF requirements, social and environmental responsibility	5	
E	Timeliness and quality of mobilization and execution plan within the required deliverables.	9	
Total Technical Score			60
Minimum Technical required score			42

6.0 PROJECT MANAGEMENT

6.1 Project Management and Coordination

- UNICEF will oversee the Works and the administration of the Contract, including the certification of payments through an appointed Project Management, or any other competent person, entity or firm appointed by UNICEF and notified to the Selected Contractor, to act in replacement of the Project Manager.
- UNICEF will supervise and inspect the Works during its execution through its Project Manager, or its representative. The Project Manager, or its representative, will provide instructions and clarify technical queries during the execution of Works in consultation with UNICEF.
- UNICEF, through its Project Manager or its representative, will regularly check the progress of Works and notify the Selected Contractor of any defects that are found. Such checking shall not affect the Selected Contractor's responsibilities.
- If the Selected Contractor has not corrected a defect within the time agreed with UNICEF's Project Manager or its representative, the Selected Contractor will be liable for Liquidated Damages.
- Communications between parties shall be valid only when in writing. Notice shall be valid only when it is delivered.

6.2 Management Meetings

- Either UNICEF's Project Manager, its representative or the Selected Contractor may require the others to attend a management meeting. The business of a management meeting shall be to review the plans for remaining Works and to deal with matters raised under the procedure for "Delays and Extension of time" sets out under UNICEF Contract for Construction.
- UNICEF's Project Manager or its representative shall record the meetings and provide copies of the record to those attending the meeting and to UNICEF, including action points and responsible for each action point.

6.3 Payment Certificates

- The Bill of Quantities is used to calculate the Contract Price for each Deliverable. The Selected Contractor will be paid for each deliverable accepted by UNICEF and following the price to each Deliverable agreed in the Contract.
- UNICEF will certify acceptance of partial, substantial, and final Works through its Project Management, or its representative. No payments will be processed prior to a written certificate of its satisfactory acceptance. Payments will be issued within a period defined in the Contract and following UNICEF's procedures.

6.4 Reporting requirements:

All reports shall be in English language. The selected Contractor(s) will be required to satisfy the following reporting requirements:

- Up-to-date construction site diary: The site diary shall record the project's worksite progress and all events that could affect the progress and quality of finished works. The site diary should be available for inspection at any time by UNICEF.
- Progress reports: Unless otherwise stated in the contract, by the last working day of each calendar month, the Contractor shall submit two copies of a draft monthly progress report.

The reports summarize all administrative and construction activities undertaken during the defined period. Each report shall contain at least the following information:

- Percentage progress of the Works compared with the approved program, together with a description and percentage estimate of the work programmed for the following month.
- List of Contractor's Equipment on Site together with its deployment during the month.

- List of all personnel employed on Site.
- Accident record, if any.
- Summary of all work carried out during the month in question together with a description of any difficulties or problems occurring therein.
- Description of the daily climatic conditions during the month.
- Situation with respect to payments, together with the dates on which the Payment Certificates were submitted by the Contractor.
- Description of any claim made by the Contractor during the month.
- Progress photographs, when available.
- State of progress of customs clearance and local transport operations.
- Inventory of materials stored on Site.
- Tests in progress or already carried out during the month and those planned for the next month.

Within two working days of receipt of the draft monthly reports UNICEF will return to the Contractor one copy marked for amendment together with any separate comments for correction or addition to the draft report. Within two working days of receipt of the Project manager or its representative comments the Contractor shall submit ten copies of the final monthly progress report which will include all the corrections, additions and amendments requested by the Project manager or its representative. Each monthly report shall be in a format approved by the Project manager or its representative.

- **Final Report:** The final report shall be submitted in English language within 30 days following Practical Completion Certificate. This report will summarize the physical and financial history of the contract, including an appraisal of the successful aspects of the assignment together with a critical review of those aspects which could be deemed problematic, and which should be reconsidered for future projects. The Contractor(s) will provide details of any items of special interest, new and successful examples of materials used, designs, and testing or construction methods. A summary of the Environmental actions undertaken shall also be included. Finally, the list of defects to be rectify during the Defects Liability Period and details of any pending payment of claim issues will be annexed. (Two (2) hard copies and in digital form).
- **Defects Liability Report:** This report will be completed by the end of the warranty period, and it will include the overall final physical and financial status of the Project, together with the initial and final progress schedules for the works. The report will include details of construction methods undertaken by the Contractor(s), as-built records showing the locations, details of the work carried out and schedule of defects, approved corrections undertaken. (Two (2) hard copies and in digital form).