



RFQ/HCR/SYR/23/96

Annex-2-

Scope of Works (SoWs)

**Provision of Renovation work for the UNHCR Aleppo Office Reception Area
and Expansion work for the Guards' Room**

Purpose of the project:

Renovation for the UNHCR Aleppo Sub Office Reception Area and Expansion work for the Guards' room. The Civil work includes (Please refer to Annex 1 the BoQs) the following:

1. Demolition and removal works.
2. Excavation works.
3. Disassemble and reinstall red brick and its steel base.
4. Disassemble and reinstall the marble work top of kitchen and the cupboards of kitchen.
5. Concrete works includes Plain concrete dosage 150 Kg/m³, and Reinforced Concrete dosage 350 Kg/m³,
6. Masonry & Plastering works includes Cement hollow block with different thickness, Cement plastering, and supply and install Fiery red brick.
7. Cladding Works includes Dressed stone for external façade, Stone coping with thickness 5 cm, supply and install Curbstone, supply and install Cement tiles, supply and install Marble coping with thickness of 3 cm, supply and install Mosaic tiles, supply and install Mosaic skirting, and supply and install Ceramic tiles.
8. Painting Works includes Alkyd paint, and Alkyd paint with full coat paste.
9. Aluminum Works includes supply and install an Aluminum section 4.5 cm, supply and install of Corrugated door, and supply and install new a steel for the base holding fiery red brick.
10. Electrical Works includes provide and install Complete light unit, cross-section 1.5 mm² copper, with switch, provide and install Electrical unit cross-section 2.5 mm² with cooper, with socket 16 Amp, supply and install Ceiling light device 30-Watt, supply and install Ventilation fan, and provide and install a Turbine.
11. Sanitary and Plumbing Works includes supply and install PPR pipes 32 mm, supply and install PPR pipes 25 mm, supply and install PVC pipe 3", supply and install PVC pipe 4", supply and install Floor drain, supply and install Roof rainwater drain, supply and install Toilet hose, supply and install Water mixer, supply and install Wall mounted porcelain sink, supply and install wall mounted small porcelain sink, supply and install Turkish toilet, supply and install Porcelain toilet seat, and provide Maintenance for the sewage system.

General Notes:

1. During the tender period, UNHCR encourages interested service providers to conduct a site visit to assess the scope of work better and understand the contract-related works.
2. During the implementation, the Supplier shall only change the project's technical requirements with 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 appear during the implementation phase until the work is handed over. The contractor must take all precautions needed to avoid damage to the premises (UNHCR Aleppo Sub Office) and to secure themselves as required.
4. Prior to signing the contract, samples of all major components and accessories will be provided (without additional charge) by the awarded Supplier upon request of the UNHCR team, for approval, as per contract specification and technical offer.
5. The re-measuring method will be applied for the quantity survey; therefore, interim and final payment will be released based on the prepared quantities survey by Supplier and confirmed by the UNHCR technical team.
6. Payment terms: one final payment "90% of the total value of the contract" will be released after work is accomplished, with retention of 10% for three months as the liability period.
7. The Supplier's Project Manager or Residential Engineer 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 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 work.
9. The Supplier will be responsible for removing the rubbish (If Any) on a daily basis and getting rid of all the residue resulting from the work.
10. The supplier should state the liability period is at least three months. However, the misuse of delivered items will not be covered in liability period.
11. All prices are all-inclusive. Including material and labor costs, taxes, profit, etc.
12. A datasheet, picture, and photo must be submitted with the offer for the offered items, like electrical material, water mixer, etc.
13. UNHCR has the right to add or remove items during the implementation of the contract.
14. The required quantities in the Bill of Quantities are based on the estimation, as the actual quantities may be increased or decreased by 20%.
15. A minimum warranty of six months is required for the offered items.
16. Suppliers shall comply with the Syrian Lobar Law.



17. The awarded company must comply with all national safety standards upon signing the contract.
18. The estimated project completion period is 21 calendar days from the site handover as the service provider should provide a clear works plan within the requested implementation period.
19. The awarded contractor shall follow the approved schedule in the awarded offer; penalties and liquidated damages shall be applicable following the delay in the agreed timeline.
20. The contractor will be responsible for delivering the material to the site.