

**RFQ-HCR-SYR-24-61**

Rehabilitation Services for the Cadastral office in Lattakia

**Annex 2**

**Terms of Reference**



**UNHCR**  
The UN Refugee Agency

Civil Work: /

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Civil Work: / Construction Work:

## 1. Civil Work:



Civil Work: / Construction Work:

## 1.1. Construction Work:

### 1.1.1. Masonry hollow block:

Supplying and installing hollow block wall according to the following specs and requirements with all needed materials, tools, and accessories:

- Masonry wall executed using high-quality concrete hollow blocks.
- Mixture of the block should ensure the following proportions: 200 kg Cement, 300 Liter Smooth sand, 300 Liter sand & 400 Liter Gravel.
- Blocks should be saved with good saturating after solidifying for at least 15 days.
- Blocks shouldn't be used directly after manufacturing, should be saved according to the above-mentioned conditions for at least 20 days.
- Blocks should be interfered with each other well.
- The masonry walls should be rendered on two sides with cement mortar of a minimum dosage of 300 kg/m<sup>3</sup>, which should ensure a 1.5 cm thickness at least.
- The final surface should be levelled and straightened.
- Masonry wall should be free from gaps or any empty spaces between blocks.
- The faces of the masonry wall should be completely vertical.
- All surfaces should be quite orthogonally (unless otherwise indicated by horizontal plans or UNHCR project supervisor) and the opposite walls should be paralleled with each other.
- Masonry work should be watered for at least one week.
- All measurements should be taken on-site.

### 1.1.2. Reinforced concrete:

Supplying and installing reinforced concrete with a minimum dosage of 350 Kg/M<sup>3</sup> and reinforcement of 90 Kg/M<sup>3</sup>, including all necessary materials and tools to complete the work in accordance with standard conditions and requirements, as well as the instructions of the UNHCR project supervisor. The work also involves formwork when required and curing for at least one week.

## 1.2. Cladding Work

### 1.2.1. Ceramic tiles:

Supplying and executing Ceramic tiles for wall and floors according to the following specifications and requirements with all needed materials, installation tools, and accessories:

- The contractor should be responsible for ensuring straitened final surfaces that should be completely freed from outcrops or defects.
- The contractor should be responsible for using all needed tools and materials and providing professional labourers that ensure high-quality installation for tiles.
- The contractor should be responsible for ensuring the intended slope according to UNHCR project supervisor instructions.
- Implementing should take into consideration the elegant installation and design for tiles and avoid the small pieces in the edges.
- The contractor should be responsible for giving the UNHCR project supervisor the design of tiles before starting implementation.
- The contractor should be responsible for ensuring suitable distancing between tiles (that fit tiles materials and use) using a plastic separator according to UNHCR project supervisor instructions, to avoid defects and damages that might occur due to the expansion and contraction.
- Spacings should be filled with mortar cement (colour, sample and the dimensions should be chosen by the UNHCR project supervisor).
- The contractor should be responsible for providing suitable filling materials and also be responsible for any collapses that might occur after installations.
- Extra materials should be deported to an official landfill that should be approved by the UNHCR project supervisor.
- The Final Surface should be cleaned well.
- The concrete mixture for installation should be according to the engineering standard.
- Watering is required for at least 7 days.

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## Civil Work: / Cladding Work

### 1.2.2. **Ceramic granite tiles:**

Supplying and executing ceramic granite for floor tiles Iranian or Chinese made 1<sup>st</sup> quality or equivalent, using high-quality adhesion material according to specifications and requirements including scratching the old surface or another method agreed with the UNHCR Project supervisor and all preparation works required before starting the installation with all needed materials, installation tools, and accessories.

### 1.2.3. **Concrete Clay Plastering:**

Supplying and installing concrete clay plastering with all needed materials according to the following specifications and requirements:

- Requirements of sand, cement, gravel, and water should be according to the standard.
- The contractor should be responsible for cleaning the substrate well.
- Substrate should be saturated well before starting plastering.
- Executing cement plaster for walls and ceilings that should be straightened using Aluminium and wooden rulers.
- Plaster consisted of 3 layers with a total thickness of 2.5 cm at least:
  - Preliminary undercoat (Slurry) to cover all the surface.
  - First coat (rough).
  - Second coat final (smooth).
- Dosage of cement mix 350kg/m<sup>3</sup>.
- The final surface should be cleaned, smoothed, and free from cracks and outcrops.
- The preparation works for the surfaces that will fit the installation of this work are required by removing any damaged or cracked areas at any needed thickness or areas.
- The final surface should be smoothed and levelled well, the variation should not exceed 2mm in 3m high.
- The contractor should be responsible should be responsible to removing and re-executing the badly implemented or sounded plastering at its own expense.
- Steel mesh and fibre mixture is required subject to the instruction of the UNHCR project supervisor.
- Curing is required for one week at least.

### 1.2.4. **Steel surfaces painting:**

Supplying and executing steel surface painting according to the following specifications and requirements:

- The painted surfaces should be cleaned, smoothed, and freed from dust, outcrops, or any defects.
- Use primer/ undercoat layers, all materials are high quality and available in the local market which should ensure high protection for steel from rust and high resistance to ambient conditions, also should be approved by the UNHCR project supervisor.
- Alkyd paint should be executed on at least 3 layers.

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## Civil Work: / Cladding Work

- Undercoat/ primer layers should be suitable for alkyd paint and also should ensure high adhesion with the substrate surface.
- Metallic paste is also required to fill all gaps, notches, spaces, and joints between used steel elements.
- Painting materials should be of high quality and approved by the UNHCR project supervisor.

### 1.2.5. **Acrylic paint, internal use:**

Supplying and executing acrylic painting according to the following specifications and requirements:

- Cleaning and Preparation of the surface including removing the old damaged and unwanted paint using all needed materials, tools, and equipment.
- Smooth the old substrate surfaces using sandpaper and all needed tools.
- Primary coat should be executed, Acrylic paste is required for all surfaces to reach a fully smooth surface.
- Acrylic application of three coatings (at least).
- Executing the acrylic paint should be applied to reach the full conceal and homogeneous surfaces.
- All paint colours and glossing should be chosen by the UNHCR project supervisor.
- The paint trademark shall be the first quality in the local market and should be approved by the UNHCR project supervisor.
- Removing electrical devices or any obstacles and reinstalling them is required and the contractor should be responsible for repairing any damage that that might occur.

### 1.2.6. **Acrylic paint, External use:**

Supplying and installing Acrylic paint (Exterior Use) for walls, Paste is required when needed, with all needed materials and accessories according to the requirements specified in [ACRYLIC PAINT, INTERNAL USE: 1.2.5 ABOVE](#)

### 1.2.7. **Ceramic granite Skirting:**

Supplying and installing Ceramic granite skirting, Iranian made or Chinese first quality or equivalent, laid with cement mortar of mix dosage 250 kg/m<sup>3</sup> with all needed materials and accessories according to the requirement and specifications.

### 1.2.8. **Marble for reception/outlet top and cladding:**

Supplying and installing first-quality marble, according to the following specifications, requirements and the instruction of the UNHCR project supervisor:

- Final surfaces should and the exposed edges be smoothed and shined well.
- Wherever possible, the marble should be one piece, shopdrawings are required for the UNHCR project supervisor's approval.

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## Civil Work: / Cladding Work

- The marble to be used should be devoid of any holes or cracks, and should not have been treated with any adhesives.
- The cement mortar with all needed materials and accessories according to the requirements and specifications.

### 1.2.9. **Marble for thresholds/frames:**

Supplying and installing first-quality marble, laid with cement mortar. All items should be levelled, angled, and straightened according to the near surface level during the installation.

- Thickness is 3 Cm.
- The used marble should be free from holes, and cracks and should not be treated with adhesives and could be used as a frame and threshold.
- The exposed edges should be filleted and smoothed.
- Final surfaces should be smoothed and shined well.
- All items should be in one piece.
- Marble should be approved by the UNHCR project supervisor.

### 1.2.10. **Basalt Stair Steps:**

Supplying and installing basalt for stair steps according to the following specifications with all needed materials and accessories:

- Width and height match the existing (Or 30 Cm width and 15 Cm total height for apparent parts).
- The UNHCR project supervisor has the right to change the dimensions to fit the installation place.
- Each step should be provided with 3 grooves along the step.
- The exposed edges should be filleted. All items should be in one piece.
- With all needed fine gravel as bedding layers (any needed depth).

## 1.3. Partitioning and False Construction Work

### 1.3.1. Painted Gypsum board false ceiling:

Supplying and installing suspended and painted gypsum-board false ceiling, high-quality with steel structure according to the following specifications with all needed materials, accessories, and any other items needed to complete the work elegantly as per the UNHCR project supervisor's instructions:

- Gypsum boards are fire and moisture-resistant rated.
- Painting should be applied using high-quality acrylics, in multiple layers to achieve a fully concealed and homogeneous surface as per the UNHCR project supervisor's instructions. The paste is required as necessary to reach the intended final texture with all needed materials.
- The false ceiling must include repair openings, which will be located on-site as per the UNHCR site supervisor's directions.
- All tools and accessories to fix the false ceiling with steel structure steel structure should ensure, safety and resistance to the ambient conditions.
- All fixing tools and accessories should be chosen by the UNHCR project supervisor.
- Color should be chosen by the UNHCR project supervisor.
- The installation process for the metal structure must adhere to stringent safety standards and receive approval from the UNHCR project supervisor, utilizing all necessary materials along with high-quality tools and accessories.

### 1.3.2. False ceiling:

Supplying and installing vinyl laminated gypsum board suspended false ceiling of tiles 60x60 cm, Thickness 7-8 mm, high quality according to the following specs with all needed materials and accessories:

- Gypsum board tiles are fire and moisture-resistant rated.
- Tiles should be installed on supporting galvanized steel structures thermally painted.
- All tools and accessories to fix the false ceiling to the steel structure should ensure, safety installation and ambient conditions resistance.
- All fixing tools and accessories should be chosen by the UNHCR project supervisor. The UNHCR project supervisor should choose colour.
- Installing methods for the metal structure should ensure high safety conditions and should be approved by the UNHCR project supervisor with all needed materials and high-quality tools and accessories.

Civil Work: / Blacksmithing work:

## 1.4. Blacksmithing work:

### 1.4.1. Steel works:

Supplying and installing steel including sections, Beams, Sheets, or any other elements, with all needed materials and high-quality accessories

- Paint is required for all steels according to [STEEL SURFACES PAINTING: 1.2.4.](#)

The contractor should be responsible for achieving the following for all steel elements (wherever steelwork is required in BoQ or Specifications).

- All used steel elements should be cleaned and free from dust.
- All steel elements should be fixed to each other using welding or high-quality screws, (the fixing method should be approved by the UNHCR project supervisor).
- After fixing all elements all edges and surfaces should be smoothed well using sandpaper and all needed tools.
- Treat the end of steel elements to avoid sharp edges.
- Each used steel part should be one piece and the connection in the same parts is not allowed.
- All joint and fixing material should resist moisture and ambient conditions.
- The end of all sections should be closed to protect all interior surfaces for steel beams from moisture and other climatic effects.

### 1.4.2. Chrome rail:

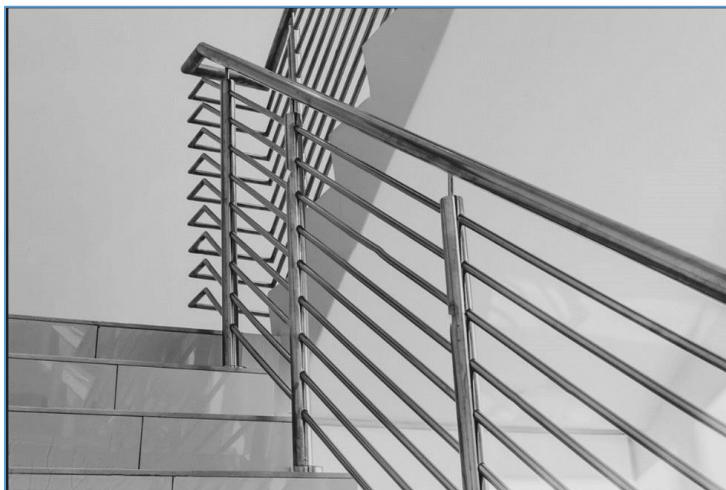
Supplying and installing chrome rail of 90 cm height similar to the below-clarifying photo and according to the following specifications and requirements with all needed high-quality accessories and fixing elements.

- The contractor should be responsible for ensuring high stability and fixation.
- All used materials should be highly resistant to rust and ambient conditions.

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Civil Work: / Blacksmithing work:



#### 1.4.3. **Partitions/ stainless steel & tempered glass for transaction windows:**

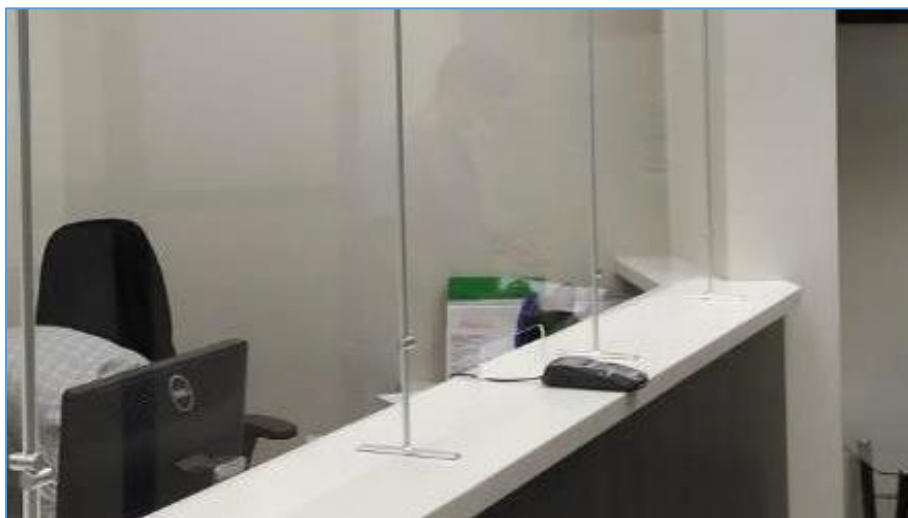
Supplying and installing Partitions consist of stainless steel & tempered glass for transaction windows. These consist of stainless steel sections of 5 cm, securely fixed to all sides, along with high-quality tempered glass that is 10 mm thick with all needed materials and high-quality accessories.

- The spacing between the stainless steel poles should match the dimensions of the table, with an approximate distance of 120 cm in between.
- It is the contractor's responsibility to ensure that the partitions are securely fixed to guarantee high stability and durability.
- The glass must feature an opening above the marble top for each table, spaced approximately 120 cm. Additionally, it should have perforations at face height, with the same distance between them.
- The height of the partitions should fit the distance between the marble top and the room's ceiling.
- The opening edges should be well smoothed.
- The contractor must submit a prototype sample for the full set for UNHCR project supervisor approval before proceeding with the installation.
- All materials and accessories used should be of high quality to ensure significant resistance to ambient conditions.

# Terms of Reference

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Civil Work: / Blacksmithing work:



#### 1.4.4. **Bi-Parting Sliding Doors with air curtains:**

Supplying and installing bi-parting automatic sliding doors made from high-strength stainless steel, with tempered safety glass with optional finishes. The doors' dimensions are according to the UNHCR's project supervisor's instructions. They will include all necessary tools and equipment including a high horsepower motor with a reinforced toothed drive belt, large-diameter load-bearing roller wheels, and standard safety features such as doorway-holding beams.

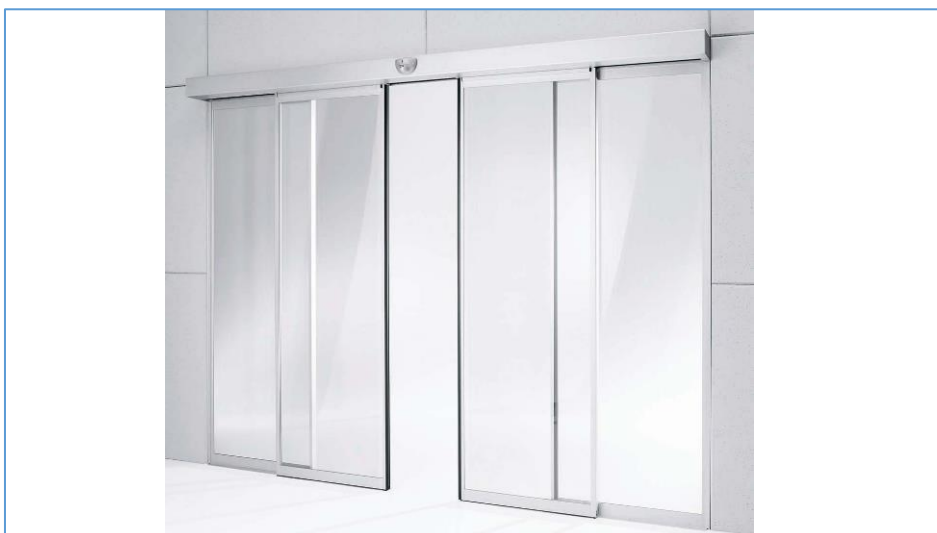
- Security locks are required.
- An air curtain device is required that should be compatible with the door design and measurements.
- The door and the air curtain should be connected to the electrical source this includes all needed wires, conductors, electrical accessories and electrical ware.
- The doors should be featured with all needed sensors, smart to automatically open and close.
- The door must be provided with a full breakout capability for emergency egress.
- The UNHCR project supervisor is authorised to ask for frosting parts of the glass.
- The contractor is fully responsible for implementing what is needed to ensure high stability, high safety and smooth sliding for the door involving all what are required to achieve that.
- All materials, tools, accessories, electrical connections and equipment must be of high quality and must approved by the UNHCR project supervisor.

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Rehabilitation Services for the Cadastral office in Lattakia

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Civil Work: / Blacksmithing work:



Civil Work: / Aluminium works:

## 1.5. Aluminium works:

### 1.5.1. Aluminium door:

Supplying and installing aluminium door of Fiber panel 3 mm thickness at least locally made first quality (Madar brand or equivalent) with lock tools, slide lock and handle Chinese made first quality or equivalent.

- The panel should be fixed using rubber tapes and silicon.
- Silicon (of high-quality Holland Made or equivalent) should be installed to fill spaces between the frame and opening edges.
- The door design, colours, and shapes, accessories are the UNHCR project supervisor's choice.

### 1.5.2. Sliding Aluminium window:

Supplying and installing sliding aluminium windows consist of two sliding, locally made first quality (Madar brand or equivalent) with lock and sliding tools Chinese made first quality or equivalent.

- The inside panel should be installed using one of the following according to mentioned in BoQ that should be stable and fixed well with all needed materials and accessories:
  - Glass 4.5 mm at least thickness of high quality locally made or equivalent, Glass should be fixed using rubber tapes and silicon.
- With all needed locks (for all shutters), slide moving and fixing accessories, rubber joints, brush seals, plastic plugs and all needed works, materials, and accessories.
- Shutters should be smoothly slid and tightly closed using all needed tools and accessories.
- A Sliding wire mesh shutter with a surrounding sliding aluminium frame should be installed, all accessories to ensure a tightly closed and smooth slide is required.
- Silicon (of high-quality Holland made or equivalent) should be installed to fill spaces between the frame and opening edges.
- The window design, the colours, and the shapes of metal accessories are the UNHCR project supervisor's choice.

Civil Work: / Joinery work:

## 1.6. Joinery work:

### 1.6.1. Internal wooden door of plywood sheets:

Supplying and Installing Internal Doors for Internal Door Openings

- All component of the door is made from high-quality Swedish white wood of the finest available in the local market or equivalent and high-quality Malaysian plywood sheets or equivalent with high-quality materials and accessories needed.
- The door consists of:
  - o Jamb:
    - Made entirely from Swedish white wood of the finest available in the local market or equivalent.
    - Thickness: 4.5 cm.
    - Width: Fits wall thickness.
    - Curved edges, smoothed, pre-painted, and dried with oil paint for all wood surfaces.
    - Painted with a bitumen layer for insulation for parts under the floor tiles level and the bottom face of the jamb.
    - Fixing: Using all necessary materials and accessories such as wood fixing parts, screws, steel angles, steel plates with cement mortar, and expanding foam to fill spaces between the jamb and the wall.
  - o Door Shutter (Thickness: 4.5 cm) consists of:
    - **Swedish white wood parts:** Entirely made from Swedish white wood of the finest available in the local market or equivalent.
      - **Stiles:** Hidden (lock and hinges stiles size: 3.6 cm x 6 cm each).
      - **Rails:** Hidden (top, bottom, and lock rails size: 3.6 cm x 6 cm each).
      - **Secondary horizontal rails:** Hidden (size: 3 cm x 3.6 cm) with spacing no more than 5 cm, fixed to the stiles using nails and wood glue.
      - **Banding:** Visible (size: 2 cm x 4.5 cm) surrounding the door shutter, smoothed, diagonal cutting for corners, pre-painted and dried with oil paint, fixed on the stiles and rails using glue and wood nails.
    - **Malaysian plywood sheets:** Malaysian made, first quality or equivalent, 2 sheets per shutter, thickness: 4 mm each, fixed on internal and external surfaces of the door shutter and inside the banding, level with banding, fixed on internal stiles and rails using wood glue (and pressure applying method) and all necessary fixing accessories and materials.
    - **Door lock:** Mortise type, Italian ISEO first quality or equivalent, at least 2 steps of locking movements, with 2 handles and covers.

# Terms of Reference

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## Civil Work: / Joinery work:

- **Hinges:** 4 screw fixing type, stainless steel, at least 3 items per door shutter (more hinges may be required based on door dimensions), Chinese-made first quality or equivalent.
- **Protection stainless steel sheet:** Width: 10 cm, fixed using nails on the internal face of the door shutter (full width of the shutter) if the door is installed in baths, WCs, kitchens, and all humid areas.
- **Slide locks:** Vertical, mortise type, Chinese-made first quality or equivalent, 2 locks per movable door shutter if the door has more than one shutter.
- o Architrave:
  - **Size:** 1 cm x 7 cm, fixed on the entire perimeter of internal and external surfaces, curved edges, diagonal cutting for corners, smoothed, pre-painted and dried with oil paint for all wood surfaces.
  - **Fixing:** Using wood nails, glue, and silicon joint filler.
- Each wood part used should be one piece; connections in the same parts are not allowed.
- Magnetic door stopper floor mounted type should be installed Chinese-made or equivalent UNHCR project supervisor choice.
- Alkyd painting with paste is required for all parts of the door, and multiple layers must be applied to achieve a fully concealed, homogeneous and smooth surface as per the UNHCR project supervisor's instructions. The choice of colours and level of glossiness are at the discretion of the UNHCR project supervisor.
- Colours are according to the UNHCR project supervisor's choice.
- Includes all necessary works, fixing materials and accessories, levelling, and all required preparation and installation works.



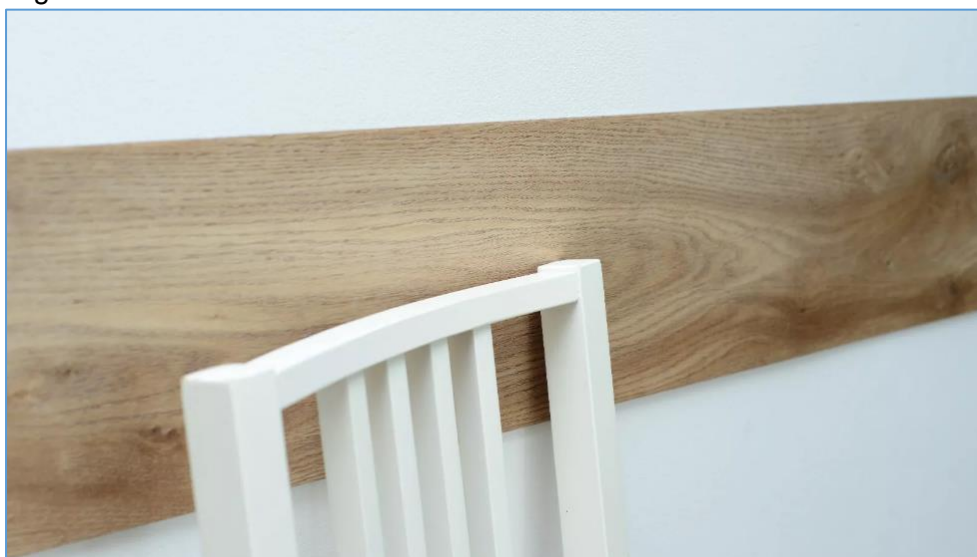
# Terms of Reference

Rehabilitation Services for the Cadastral office in Lattakia

Civil Work: / Joinery work:

## 1.6.2. **Wooden protection plate:**

Supplying and installing Wall Protection Plates, with a width of 15 cm, made from high-quality Swedish white wood of the finest available in the local market or equivalent, requires sufficient layers of Alkyd painting until reaching the homogeneous surface according to the UNHCR project supervisor's instructions, the colour is the UNHCR project supervisor choice. The paste is required to ensure elegance.



Civil Work: / Insulation Work:

## 1.7. Insulation Work:

### 1.7.1. Primer application:

The work includes after-well preparation to the surfaces supplying and executing asphalt primer layer UAE made or equivalent according to UNHCR project supervisor instructions with all needed materials.

The contractor should be responsible for using high-quality tools for good installation.

### 1.7.2. Asphalt sheet insulation:

Supplying and installing SBS elastomeric bitumen membrane of local or Jordanian made or equivalent according to the following specs and requirements with all needed materials and high-quality accessories:

- Used membrane of high-quality granule final surface.
- Minimum thickness is 4mm.
- Reinforced with non-woven spun-bonded polyester of 180 g/m<sup>2</sup> at least.
- The torching application method should be used for installation.
- Used product should be suitable to be installed on the final surface (No covering or protecting layers) and should be resistant to ambient conditions.
- The final surface of the substrate should be prepared well for the installation of the membrane including cleaning well.
- Primer should be applied to all surfaces of the substrate of UAE-made or equivalent according to UNHCR project supervisor instructions.
- The contractor should be responsible for ensuring good installation, High adhesion with the substrate, ensuring required overlapping (That fits the chosen product) and testing the roof after installation.
- After testing contractor should be responsible and at his expense repair any defect that might be revealed.
- The contractor should be responsible for repairing any damages and avoiding any obstacles that might occur during the implementation.
- The contractor should be responsible for bringing a specialist and experienced manpower to implement the work.
- The contractor should be responsible for providing a technical data sheet for all used materials that should be approved by the UNHCR project supervisor before starting implementation.

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Civil Work: / Insulation Work:

1.7.3. **Concrete Prism 7x7 cm:**

Supplying and pouring of plain concrete, cement dosage 250 Kg/m<sup>3</sup>, Dim (7x7) prism shape as the following:

- Clean and roughness of surfaces
- Pour concrete along the roof's rail including adhesive materials (SBR) before waterproofing.
- With all necessary materials and equipment to complete the work.

1.7.4. **Screed layer:**

Supplying and executing plain concrete as a screed layer with suitable slope-towered storm downspout drains dosage 250+50 kg/m<sup>3</sup> with all needed materials and accessories.

- Surface should be cleaned from all dust and garbage.
- Welded reinforcement mesh of 100x100x2 mm is required.
- Minimum thickness 5 cm.
- Minimum slope 1%.
- The final surface should be smoothed and free from cracks.
- The contractor should be responsible for submitting a design for the slope layer and ensuring high performance and adhesion with the substrate after execution.
- The work includes removing all obstacles in reinstalling them after executing casting (tanks, solar heating units ...).
- Curing is required for at least one week.

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Civil Work: / Removing, Cleaning & Demolishing Work:

## 1.8. Removing, Cleaning & Demolishing Work:

### 1.8.1. Remove Old insulation:

Remove old insulation with all needed tools and equipment and get rid of all debris to an official landfill approved by the UNHCR project supervisor, The contractor is responsible for repairing any damages that could occur during the execution of this work item.

### 1.8.2. Demolishing, removing, cleaning and deportation works:

Implementing demolishing and deportation involves removing debris from all spaces, demolishing damaged structures, and disposing of all items and materials requested at an official landfill approved by the UNHCR project supervisor. This includes removing any requested element by the UNHCR project supervisor such as masonry walls, cladding, ceramic, flooring, damaged steps, cement mortaring, and peeling plaster, with the contractor responsible for repairing any damages during execution.

The work includes using all needed mechanical equipment, tools, skilled labours to ensure safe removing as per UNHCR project supervisor's instructions.

### 1.8.3. Remove old steel water tanks:

Implementing the removal of the existing water tanks should include all necessary work required to complete the work. The old tanks and other materials, once removed, should be either handed over to the landlord or deported from the site based on the UNHCR project supervisor's recommendation.

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Civil Work: / Earthwork:

## 1.9. Earthwork:

### 1.9.1. Filling works:

Supplying and implementing filling, levelling and compacting works consists of gravel, natural sands, or quarry remnants combined with linking materials and cured to reach the needed thickness according to UNHCR project supervisor instructions ensuring all standard conditions and requirements are met. It should be installed using the needed tools, maintaining a good gradient. The maximum diameter for the stones used is 5 cm subject to UNHCR project supervisor instruction.

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Plumbing and Sanitary Work: / Earthwork:

## 2. Plumbing and Sanitary Work:



## Plumbing and Sanitary Work: / Plumbing work:

### 2.1. Plumbing work:

#### 2.1.1. Polyethylene water tank 2000 litre:

Supplying and installing polyethene water tank Volume of 2,000 litres, 3 layers according to the following requirements with all needed materials and high-quality accessories and materials:

- Tank should be connected to the local and internal water networks using a PPR connection should match the existing networks and should be approved by the UNHCR project supervisor.
- The tank must be provided with a floating valve of England-made high quality or equivalent with all needed fitting fixing and accessories.
- Polyethylene tank from the trademarks locally made, namely, Ghandour Plast, Al Rayan, or their equivalent.
- Vent pipe is required with all accessories also should be protected and fixed well to resist climatic and ambient conditions.
- Valves of Italian-made or equivalent (size suitable to connect tank with internal network and should be approved by the UNHCR project supervisor) are required, one for the inlet line and one for outlet one.

#### 2.1.2. PPR 25:

Supplying and installing PPR pipe 25 mm with all needed materials and high-quality accessories.

- PPR pipes are locally made first quality or equivalent suitable for hot and cold water, 20 bar pressure.
- A pressure test should be conducted for all lines, and the installation must include all necessary accessories such as tees, elbows, adapters, reducers, and plugs. The contractor is responsible for protecting all connections during the implementation period and addressing any leakage that may occur.

#### 2.1.3. PPR 32:

Supplying and installing PPR pipe 32 mm with all needed materials and high-quality accessories.

- PPR pipes are locally made first quality or equivalent suitable for hot and cold water, 20 bar pressure.
- A pressure test should be conducted for all lines, and the installation must include all necessary accessories such as tees, elbows, adapters, reducers, and plugs. The contractor is responsible for protecting all connections during the implementation period and addressing any leakage that may occur.

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## Plumbing and Sanitary Work: / Plumbing work:

### 2.1.4. **Valve ¾":**

Supplying and installing copper-bib valves ¾" Italian-made first quality or equivalent with all needed accessories for any place requested by the UNHCR project supervisor.

- The contractor should be responsible for good installation and any leakage if appears.

### 2.1.5. **Cleaning sewage line:**

Cleaning and unclogging sewage points (drain, toilet) using high-pressure water and mechanical cleaning for each point to ensure good water flow for the sewage line, the work includes getting rid of cleaning remnants and garbage.

### 2.1.6. **Drain:**

Supplying and installing drain of 4" locally made first quality or equivalent with Aluminium or stainless-steel cover and strainer and PVC connection with all needed materials and high-quality accessories.

- The contractor should be responsible for repairing any damages that might occur during implementing work.

### 2.1.7. **Inspection chamber:**

Supplying and executing the PVC sewage inspection chamber with all works and materials needed to complete the installation according to the standard specifications and requirements and the UNHCR project supervisor's instructions.

- The chamber should be suitable for the existing pipes in the building and to be installed inside the building's bathrooms.

## PVC General requirements:

### 2.1.7.1. **PVC Pipe 3":**

Supplying and installing PVC line 3" locally made first quality (Touba brand or an equivalent).

- with all needed accessories and materials. Pressure resistance 6 bar. The installation method should be according to the UNHCR project supervisor to choose the method that fits the use of pipes and the installation place. All PVC lines should be pressure tested for 24 hours at least.
- The installation includes all needed accessories such as tees, elbows, adapters, reducers, plugs, connections ...etc.

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## Plumbing and Sanitary Work: / Plumbing work:

### 2.1.7.2. **PVC Pipe 4":**

Supplying and installing PVC line 4" locally made first quality (Touba brand or an equivalent).

- with all needed accessories and materials. Pressure resistance 6 bar. The installation method should be according to the UNHCR project supervisor to choose the method that fits the use of pipes and the installation place. All PVC lines should be pressure tested for 24 hours at least.
- The installation includes all needed accessories such as tees, elbows, adapters, reducers, plugs, connections ...etc

### 2.1.8. **Water Pump 1.5 HP:**

Provision and installation of water pump 1.5 HP (at least) Italian-made first quality (Calpeda or Pedrollo or their equivalent)

- The pump should be connected to the water network using PPR connections and accessories.
- Pump should be connected to the electrical source using, cable (2x2.5 copper cable),
- Electrical circuit breaker 10 A should be installed (The location of installation will be chosen by the UNHCR project supervisor).
- A copper valve of Chinese-made high-quality or equivalent should installed before the pump.
- The contractor should be responsible for making the pump achieve its goal purpose and ensure better performance including choosing the suitable pump that fits the installation place and required role.

### 2.1.9. **Automatic controller:**

Provision and installation of water pump automatic controller machine (to fill tanks when water is available and disconnect the pump when tanks are filled) Italian-made first quality or equivalent with all needed cables, pipes, and all accessories.

- Automatic controller should be suitable for pump and height of tanks.

# Terms of Reference

Rehabilitation Services for the Cadastral office in Lattakia

Plumbing and Sanitary Work: / Sanitary ware:

## 2.2. Sanitary ware:

### 2.2.1. Tap top mounted:

Supplying and installing copper tap top mounted chrome-plated Chinese-made first quality or equivalent with all needed connections and accessories.

- The contractor in coordination with the UNHCR project supervisor should be responsible for finding a suitable product of design that fits the installation place like the neck length and height.



### 2.2.2. Tap Wall mounted:

Supplying and installing copper tap wall mounted chrome-plated Chinese-made first quality or equivalent with all needed accessories.

- The contractor in coordination with the UNHCR project supervisor should be responsible for finding a suitable product of suitable design that fits the installation place like the neck length.



# Terms of Reference

Rehabilitation Services for the Cadastral office in Lattakia

Plumbing and Sanitary Work: / Sanitary ware:

## 2.2.3. **Water mixer:**

Supplying and installing water mixer top or wall mounted type (To fit the installation place and according to UNHCR project supervisor instructions) for sink/washbasin Chinese or Iranian made first quality or equivalent with all needed accessories.

- The contractor in coordination with the UNHCR project supervisor should be responsible for finding a suitable product of design that fits the installation place like the neck length and height.

## 2.2.4. **Toilet hose:**

Supplying and installing PVC net hose of wall mounted for toilets high-pressure resistance with wall mounted sprayer Chinese made height quality or equivalent with all needed accessories.



# Terms of Reference

Rehabilitation Services for the Cadastral office in Lattakia

## Plumbing and Sanitary Work: / Sanitary ware:

### 2.2.5. **Washbasin:**

Supplying and installing a medium-sized, first-quality, locally made porcelain pedestal wash basin or equivalent with all necessary plumbing and drainage piping, materials, and accessories. The UNHCR project supervisor has the authority to choose the type of washbasin, whether top-mounted tap style or wall-mounted and to select the design that fits the installation place.

### 2.2.6. **Marble sink:**

Supplying and installing a high-quality marble top, 3 cm in thickness, complete with marble stands and a stainless steel sink, along with all necessary materials and accessories, is required. The contractor must ensure the use of high-quality materials and prevent any potential leaks. Any defects must be repaired or replaced at the contractor's expense.

### 2.2.7. **Squatting toilet:**

Supplying and installing porcelain Squatting toilet, locally made first quality or equivalent with all fixing, piping materials and accessories needed to connect with the sewage system.

### 2.2.8. **Wall-mounted Concealed Cistern for Squat Toilet (Siphon):**

The supply and installation of a high-quality wall-mounted concealed cistern for a squat toilet (siphon), available in the local market. The location and height of the installation are to be determined by the UNHCR project supervisor on site.

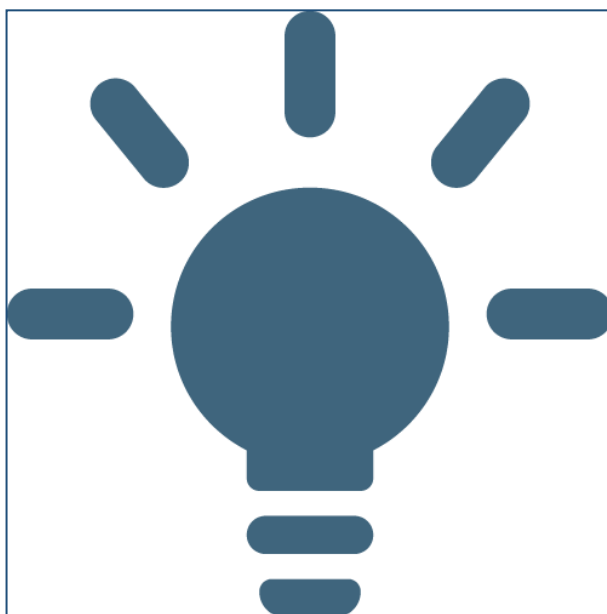
The work includes implementing all needed materials and connections with all work needed to complete the installation.



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Electrical Work: / Sanitary ware:

## 3. Electrical Work:



Electrical Work: / Electrical Panel and circuit breakers:

## 3.1. Electrical Panel and circuit breakers:

### 3.1.1. Electrical panel 32 CB:

Supplying and installing the electrical panel fits for 32 circuit breakers, made from PVC with transparent cover, external mounting, locally made, first quality or equivalent with all needed works and materials.

- The electrical panel shall contain all needed indicator lights.
- Should be suitable for mounting the circuit breakers and electric installation on an approved holder fixed onto the back of the cover of the electrical board panel.

### 3.1.2. Electrical circuit breaker:

Supplying and installing electricity circuit breaker, thermal-magnetic operation, 10, 16, 20, 25, 32 & 40 Ampere. With all needed works, connection works, materials, and accessories. All circuit breakers should meet all the following specifications and conditions.

- Circuit breaker shall be European, or Japanese-made high quality or their equivalent.
- Type should fit the use according to UNHCR project site supervisor instructions
- Rated frequency 50 Hz.
- Circuit breaker shall be installed and connected to the power supply line and shall be fixed into the electrical board panel.

### 3.1.3. Dual pole differential breaker 40 A sensitivity 300 MA:

Supplying and installing electricity differential breaker, thermal-magnetic operation, 40 Ampere, . With all needed works, connection works, materials, and accessories.

- For other requirements as clarified in [ELECTRICAL CIRCUIT BREAKER: 3.1.2 ABOVE](#)

# Terms of Reference

Rehabilitation Services for the Cadastral office in Lattakia

Electrical Work: / Lighting Work:

## 3.2. Lighting Work:

### 3.2.1. Ceiling-mounted LED luminaire 3-watt:

Supplying and installing Surface-mounted LED Luminaire, 3 W (At Least), 220V, Chinese-made first quality or equivalent with all needed accessories.

- Shape, colour, and lighting temperature are UNHCR project supervisor instructions.
- The contractor should be responsible for good and elegant installation.
- Light should be connected to the electricity with all needed materials and accessories.
- The work includes installing all necessary wires, cabling, and conductors, with a minimum cross-sectional of 1.5mm<sup>2</sup> for the wires.
- The contractor is responsible for connecting the device to the electrical source, and the method must be approved by a UNHCR project supervisor.



### 3.2.2. Ceiling-mounted LED luminaire 18-watt:

Supplying and installing Surface-mounted LED Luminaire, 18 W (At Least), 220V, Chinese-made first quality or equivalent with all needed accessories.

- Shape, colour, and lighting temperature are UNHCR project supervisor instructions.
- The contractor should be responsible for good and elegant installation.
- Light should be connected to the electricity with all needed materials and accessories.
- The work includes installing all necessary wires, cabling, and conductors, with a minimum cross-sectional area of 1.5mm<sup>2</sup> for the wires.
- The contractor is responsible for connecting the device to the electrical source, and the method must be approved by a UNHCR project supervisor

# Terms of Reference

Rehabilitation Services for the Cadastral office in Lattakia

Electrical Work: / Electrical Devices:

## 3.3. Electrical Devices:

### 3.3.1. Exhaust Fan 6:

Supplying and installing exhaust fan of 6" diameter for bathroom, Chinese made first quality or equivalent with all needed accessories.

- The work includes installing all necessary wires, cabling, and conductors, with a minimum cross-sectional area of 2 mm<sup>2</sup> for the wires.
- The contractor is responsible for connecting the fan to the electrical source, and the method must be approved by a UNHCR project supervisor.

### 3.3.2. Socket with lock:

Supplying and installing 16 ampere American Socket outlet-16 A-230 V with lock, first quality with all needed accessories.

- The work includes installing all necessary wires, cabling, and conductors, with a minimum cross-sectional area of 3mm<sup>2</sup> for the wires.
- The contractor is responsible for connecting the socket to the electrical source, and the method must be approved by a UNHCR project supervisor.



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## Electrical Work: / Electrical Devices:

### 3.3.3. **Phone Socket:**

Supplying and installing telephone sockets locally made first quality or equivalent with all needed accessories.

The work involves installing all necessary wires, cabling, and conductors to connect the socket to the phone network. Samples of all materials must be submitted for approval by the UNHCR project supervisor before proceeding.

### 3.3.4. **Network Socket:**

Supplying and installing network sockets of Chinese-made first quality or equivalent with all needed accessories.

The work involves installing all necessary wires, cabling, and conductors to connect the socket to the network. Samples of all materials must be submitted for approval by the UNHCR project supervisor before proceeding.

### 3.3.5. **Switch:**

Supplying and installing an electrical switch, insulated and protected by a plastic cover, high quality locally made or equivalent, including all necessary accessories.

The work includes installing all necessary wires, cabling, and conductors, with a cross-section that suits the installation place according to the UNHCR project supervisor's instruction.

## **Cables/Wires conditions:**

For all electrical, phone and network works, the contractor is responsible for providing and installing all necessary wires and cables according to the instructions of the UNHCR project supervisor. No costs will be paid for cabling or wiring, regardless of what is required to complete the work.

- All cabling/wiring works should be installed inside a proper plastic cable tray of a suitable section or based on the instructions of the UNHCR project supervisor.
- Cable tray should be installed elegantly and decently which should be approved by the UNHCR project supervisor.
- All cables shall be connected inside an impermeable distribution electrical plastic box locally made first quality or equivalent.
- After completing the work and connection making sure that the network is tested and working properly is required.

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Furniture & Equipment: / Electrical Devices:

## 4. Furniture & Equipment:



# Terms of Reference

Rehabilitation Services for the Cadastral office in Lattakia

Furniture & Equipment: / Lounge furniture and equipment:

## 4.1. Lounge furniture and equipment:

### 4.1.1. Wooden surface:

Supplying and installing 18 mm laminated MDF surfaces needed for desks, tables, cupboards, partitions, kitchen cabinets, around radiators of the central heating system and other furniture items.

- All components shall be fabricated using 18 mm thick Laminated MDF.
- The work includes supplying and installing all needed high-quality materials and accessories needed to complete the work elegantly including (handles, hinges, chrome accessories, nail-on glides and locks...)
- The contractor is required to assemble all furniture items with precision to guarantee their stability and durability.
- Proper joinery techniques (screws, dowels, wooden parts, confirmat screws) shall be used.
- The MDF surfaces must be smooth and properly treated. Exposed edges should be treated well to offer a natural appearance. Any method of treatment requires the approval of the UNHCR project supervisor on-site.
- Colours, shapes, designs, dimensions and samples are subject to the UNHCR project supervisor.
- All accessories are high-quality available in the local markets and should be approved by the UNHCR project supervisor on the site.
- A sample should be provided for each type of furniture requested for the UNHCR project supervisor's approval before proceeding with manufacturing the whole quantities.
- Detailed drawings should be submitted by the contractor describing the contractor's proposal of final design including method of fabricating and installation in its place. Moreover, the seating plan including all types of furniture should be submitted by the contractor for UNHCR project supervisor approval to proceed accordingly.
- The measurement for all wooden furniture will be calculated in square meters for all MDF surfaces.

# Terms of Reference

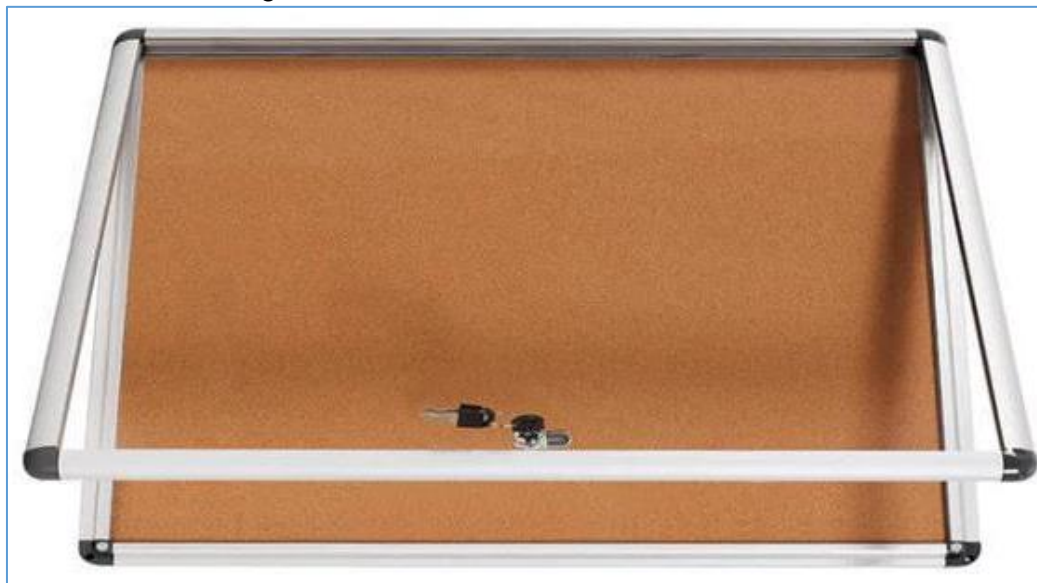
Rehabilitation Services for the Cadastral office in Lattakia

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## Furniture & Equipment: / Lounge furniture and equipment:

### 4.1.2. **Notice board:**

Supplying and installing wall-mounted notice board with upper horizontal tilt shutter with tempered glass, measuring 120x90cm. made from aluminium (Colours are UNHCR project supervisor choices), the shutter should be equipped with a high-quality lock and key Chinese made or equivalent, and a self-healing natural cork surface.



### 4.1.3. **Sign ID board:**

Supplying and installing a plexiglass sign board consists of two sheets of minimum 3mm thickness each, the back sheet is white and the front one is transparent with a total dimensions of 15 x 25 cm.

- The UNHCR project supervisor will choose installation places and writing formulas.
- The laser engraving method on the front side of the white sheet.
- Acrylic colours should be used to paint the engraved phrases according to the colours chosen by the UNHCR project supervisor.
- Fixation should be implemented using chrome bolts (each one 4 bolts), with all needed accessories.
- All materials tools and accessories should be high quality and should be approved by the UNHCR project supervisor.
- Edges should be smoothed well.

# Terms of Reference

Rehabilitation Services for the Cadastral office in Lattakia

Furniture & Equipment: / Lounge furniture and equipment:



#### 4.1.4. **Visibility board:**

Supplying and installing a plexiglass sign board consists of two sheets of minimum 3mm thickness each, the back sheet is white and the front one is transparent with a total dimensions of 120 x 90 cm.

- The UNHCR project supervisor will choose installation places and writing formulas.
- The laser engraving method on the front side of the white sheet.
- Acrylic colours should be used to paint the engraved phrases according to the colours chosen by the UNHCR project supervisor.
- Fixation should be implemented using chrome bolts (each one 4 bolts), with all needed accessories.
- All materials tools and accessories should be high quality and should be approved by the UNHCR project supervisor.
- Edges should be smoothed well.

# Terms of Reference

Rehabilitation Services for the Cadastral office in Lattakia

Furniture & Equipment: / Office devices:

## 4.2. Office devices:

### 4.2.1. Split tower Air Conditioners:

Supplying and installing a high-quality split tower Air Conditioners device of at least two tons, including all necessary cabling, connections, fixing materials, and accessories, as well as providing all tools and equipment required to ensure optimal operation and high performance. The devices should be connected to the electrical source using high-quality cables with a minimum section of 6 mm<sup>2</sup>, along with all necessary materials and high-quality accessories including plumbing connections for both the indoor and outdoor unit as per the UNHCR project supervisor's instructions.

The contractor is fully responsible for ensuring the product's compatibility with the building's infrastructure, delivering optimal performance, fulfilling its intended function, and compatibility with the local electrical network of the building.