

STATEMENT OF WORK

Update / Repair of washrooms all around in U.S. Consulate General Peshawar

1. GENERAL:

Consulate General of the United States of America, Peshawar, Pakistan requests quotations from competent contractor for repair / upgradation of selected washrooms and other items of work as described in the below Statement of work. Contractor shall provide all of materials, labor and equipment as described in this scope of services.

2. LOCATION:

The work location is at the US Consulate General Peshawar.

3. GENERAL REQUIREMENTS:

- 3.1. The work shall be executed in a diligent manner in accordance with a fixed performance period of Sixty (60) working days.
- 3.2. Contractor shall perform the job in accordance with U.S. Codes and standards and local host country codes.
- 3.3. The work will be carried out in such a manner so that the existing occupancy in Compound is not compromised.
- 3.4. The Facilities Section U.S. Consulate General Peshawar will provide technical direction to the Contractor.

4. SCOPE OF SERVICES

The contractor shall provide the cleared personnel, material, equipment, and supervision to complete the technical requirements in this statement of work. The contractor shall follow the safety and security directives as explained by Contracting Officer's Representative (COR).

The work consists of, but is not limited to the following:

4.1. Upgradation / Repair of Washrooms

Below are the details of all work in different washrooms which needs to be done under this project.

Washroom no. 1 (Men washroom near FAC office):

- Remove/dismantle the old floor and wall tiles.
- Installation of new tiles (Master or Stiles) in floor and walls.
- Removal of old and Installation of new commode (Brand: Porta Model: HD 180N/A).
- Remove the old and install new wall mounted urinal with flushometer.
- Removal of old and installation of new sanitary fixtures (Brand: Faisal, Porta or Master).

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- Removal of old wash basin and installation of new Vanity and under counter wash basin.
- Install stainless steel floor drain cover with P-traps where required.
- Remove the old ceiling tiles and install new ceiling tiles with four ceiling tiles lights.
- Converting the shower area into another toilet area and installing new commode/toilet (Brand: Porta Model: HD 180N/A)
- Remove the old and install new good quality Mirror.
- Install new over the mirror bathroom lights.
- Install new bathroom accessories set.
- Install new Air hand dryer.

Washroom no. 2 (Women washroom near FAC office):

- Remove/dismantle the floor and wall tiles.
- Installation of new tiles (Master or Stiles) in floor and walls.
- Removal of old and Installation of new commode/toilet. The commode/toilet must fulfil the requirement of the American with Disability Act (ADA). These toilets are also known as comfort height toilet with a higher-than-average toilet seat height of 17-19 inches measured from the floor to the top of the seat. (Brand: Porta HD104N or equivalent)
- Removal of old and installation of new sanitary fixtures (Brand: Faisal, Porta or Master).
- Removal of old wash basin and installation of new Vanity and under counter wash basin.
- Install stainless steel floor drain cover with P-traps where required.
- Remove the old ceiling tiles and install new ceiling tiles with four ceiling lights.
- Remove the old and install new good quality Mirror.
- Install new over the mirror bathroom lights.
- Install new bathroom accessories set.
- Install new Air hand dryer.

Washroom no. 3 (washroom in Charli Bar):

- Remove/dismantle the floor tiles.
- Installation of new tiles (Master or Stiles) in floor only.
- Removal of old and Installation of new commode/toilet. The commode/toilet must fulfil the requirement of the American with Disability Act (ADA). These toilets are also known as comfort height toilet with a higher-than-average toilet seat height of 17-19 inches measured from the floor to the top of the seat (Brand: Porta HD104N or equivalent).
- Removal of old and installation of new sanitary fixtures (Faisal, Porta or Master).
- Removal of old wash basin and installation of new wash basin (Brand Porta large size).
- Install stainless steel floor drain cover with P-traps where required.
- Install new bathroom accessories set.
- Remove the old and install new good quality Mirror.
- Install new over the mirror bathroom lights.

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Washroom no. 4 (Women washroom in GSO office):

- Removal of old and Installation of new commode/toilet. The commode/toilet must fulfil the requirement of the American with Disability Act (ADA). These toilets are also known as comfort height toilet with a higher-than-average toilet seat height of 17-19 inches measured from the floor to the top of the seat. (Brand: Porta HD104N or equivalent)
- Removal of old and installation of new sanitary fixtures (Brand: Faisal, Porta or Master).
- Removal of old wash basin and installation of new Vanity and under counter wash basin.
- Install stainless steel floor drain cover with P-traps where required.
- Remove the old and install new good quality Mirror.
- Install new over the mirror bathroom lights.
- Install new bathroom accessories set.
- Install new Air hand dryer.

Washroom no. 5 (Men washroom in GSO office):

- Removal of old and Installation of new commode (Porta Model: HD 180N/A).
- Removal of old and installation of new sanitary fixtures (Brand: Faisal, Porta or Master).
- Removal of old wash basin and installation of new wash basin (large size).
- Install stainless steel floor drain cover with P-traps where required.
- Remove the old and install new good quality Mirror.
- Install new over the mirror bathroom lights.
- Install new accessories set
- Install new Air hand dryer.

Washroom no. 6 & 7 (Men washrooms near FSN mosque)

- Removal of old and Installation of new commodes (English type WC Porta Model: HD 180N/A and Indian Type WC Model HD43).
- Remove and install new tiles which may needed during changing of commodes.
- Removal of old and installation of new sanitary fixtures (Brand: Faisal, Porta or Master).
- Removal of old and installation of new wash basin (large size).
- Install stainless steel floor drain cover with P-traps where required.
- Remove the old and install new good quality Mirror.
- Install new over the mirror bathroom lights.
- Install new bathroom accessories set.
- Install new Air hand dryer.

Washroom no. 8 (LGF Women washroom near main CAC):

- Installation of new tiles (Master or Stiles) in floor and walls.
- Installation of floor tiles in the changing area.
- Removal of old and Installation of new commode (Porta Model: HD 180N/A or Indian type WC Model HD 43).

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- Removal of old and installation of new sanitary fixtures (Brand: Faisal, Porta or Master).
- Removal of old and installation of new wash basin (large size).
- Install stainless steel floor drain cover with P-traps where required.
- Remove the old and install new good quality Mirror.
- Install new over the mirror bathroom lights.
- Paint work in the changing room.
- Install new bathroom accessories set.
- Install new Air hand dryer.

Washroom no. 9 (Men washroom near Motor Pool Dispatcher room):

- Remove/dismantle the floor and wall tiles.
- Installation of new tiles (Master or Stiles) in floor and walls.
- Removal of old and Installation of new commode (Porta Model: HD 180N/A).
- Removal of old and installation of new sanitary fixtures (Faisal, Porta or Master).
- Removal of old sink and installation of new wash basin (large size).
- Install stainless steel floor drain cover with P-traps where required.
- Install new bathroom accessories set.
- Remove the old and install new good quality Mirror.
- Install new over the mirror bathroom lights.
- Install new Air hand dryer.

Washroom no. 10,11,12,13 (FSN washrooms near Generators):

- Remove/dismantle the floor and wall tiles.
- Installation of new tiles (Master or Stiles) in floor and walls.
- Removal of old and Installation of new commode (English type WC Porta Model HD 180N/A and Indian type WC Porta Model HD 43).
- Removal of old and installation of new sanitary fixtures (Brand: Faisal, Porta or Master).
- Removal of old wash basin and installation of new wash basin (large size).
- Install stainless steel floor drain cover with P-traps where required.
- Remove the old and install new good quality Mirror.
- Installation of floor and wall tiles in the sink area and ablution area.
- Install new bathroom accessories set.
- Install new Air hand dryer.

Washroom no. 14 (Men washroom in Safe Haven):

- Removal of old and Installation of new commode/toilet. The commode/toilet must fulfil the requirement of the American with Disability Act (ADA). These toilets are also known as comfort height toilet with a higher-than-average toilet seat height of 17-19 inches measured from the floor to the top of the seat. (Brand: Porta HD104N or equivalent)
- Removal of old and installation of new sanitary fixtures (Brand: Faisal, Porta or Master).
- Removal of old wash basin and installation of new Vanity and under counter wash basin.

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- Install stainless steel floor drain cover with P-traps where required.
- Remove the old and install new good quality Mirror.
- Install new over the mirror bathroom lights.
- Install new bathroom accessories set.
- Install new Air hand dryer.

Washroom no. 15 (Men/Women washroom in Safe Haven):

- Removal of old and Installation of new commode/toilet. The commode/toilet must fulfil the requirement of the American with Disability Act (ADA). These toilets are also known as comfort height toilet with a higher-than-average toilet seat height of 17-19 inches measured from the floor to the top of the seat. (Brand: Porta HD104N or equivalent)
- Removal of old and installation of new sanitary fixtures (Brand: Faisal, Porta or Master).
- Removal of old wash basin and installation of new Vanity and under counter wash basin.
- Install stainless steel floor drain cover with P-traps where required.
- Remove the old and install new good quality Mirror.
- Install new over the mirror bathroom lights.
- Install new bathroom accessories set.
- Install new Air hand dryer.

Washroom no. 16 (Washroom in CG Office):

- Remove/dismantle the floor and wall tiles in shower area only.
- Installation of new tiles (Master or Stiles) in floor and walls as per design and shades in shower area only.
- Removal of old and Installation of new commode/toilet. The commode/toilet must fulfil the requirement of the American with Disability Act (ADA). These toilets are also known as comfort height toilet with a higher-than-average toilet seat height of 17-19 inches measured from the floor to the top of the seat. (Brand: Porta HD104N or equivalent)
- Removal of old and installation of new sanitary fixtures (Brand: Faisal, Porta or Master).
- Removal of old wash basin and installation of new Vanity and under counter wash basin.
- Remove and install new shower area glass partition as per requirement.
- Install stainless steel floor drain cover with P-traps where required.
- Remove the old and install new good quality Mirror.
- Install new over the mirror bathroom lights.
- Install new bathroom accessories set.
- Install new Air hand dryer.

The contractor is required to dismantle or remove the existing floor tiles and wall tiles and other accessories (wash basin, Water closet, shower mixer, and shower area) where required.

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The contractor is required to provide and fix best quality floor and wall tiles (Brand: Master, Stile, Shabir etc.) in selected washrooms where required. Floor tiles shall be textured or matt finish non-slip type. Contractor shall provide samples of floor and wall tiles for Consulate management approval before installation.

Some of the Washrooms will be provided with Indian style WC and Some of the Washrooms will be provided with English type WC. English style WC will be Make: Porta, Model: HD180N/A, Size: 670*385*695 while Indian style WC will be Make: Porta, Model:HD43, Size:645*450*196mm. Similarly, in some washrooms, the commode/toilet must fulfil the requirement of the American with Disability Act (ADA). These toilets are also known as comfort height toilet with a higher-than-average toilet seat height of 17-19 inches measured from the floor to the top of the seat. (Brand: Porta HD104N or equivalent). The contractor must provide sample of all commode / toilets for Consulate Management approval before installation.

Washrooms will be provided with best quality (Porta) wash basins and all other accessories like Muslim Shower, toilet paper holder, mirror above the wash basin, soap and toothbrush holder, tower bars holder. Contractor must provide samples for all accessories for Consulate Management approval before installation.

All washrooms will have wall shower mixer, basin mixer, and bibcock. Make either Porta, Faisal or Master. Contractor must provide samples for all sanitary fixtures for Consulate Management approval before installation.

Soap dispenser (stainless steel) and bath accessory set (Brand: Master, Porta, or Faisal) in all Washrooms will be provided.

Provide and install exhaust fan with louvers in the wall of washroom where required.

Install stainless steel floor drain cover with P-traps where required.

Install a main methane gas pee trap in the main line to prevent gas from venting back into the washrooms where required.

All exterior plumbing and drain lines will be mounted that is aesthetic to the building.

Paint work: Paint work will be carried out by the contractor where required.

Electric conduiting and lighting inside washrooms: good quality interior lights for washrooms will be installed where required.

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5. GENERAL SPECIFICATION OF WORKS:

Once contractor receives and accepts the purchase order. Contractor will furnish the following deliverable within seven (7) days from issue of purchase order:

- 5.1. Detailed working schedule
- 5.2. List of names of all workers identified by contractor requiring site access.
- 5.3. List of all vehicle type, year, and license numbers that will require site access.
- 5.4. Contractor shall furnish all tools, materials, and labor to perform and complete the work.
- 5.5. Contractor is required to keep work site neat and in presentable condition at his own cost.
- 5.6. Perform work after clearance of sequence of operation by the Contracting Officer's Representative (COR) in a manner to minimize disruptions to Consulate operations. Submit work schedule to COR for approval and complete each phase of work according to the approved schedule.
- 5.7. Contractor must visit the site personally and inspect the work volume before submitting the quote under this RFQ.
- 5.8. Contractor shall verify all measurements, surface areas, and material prior to providing a proposed work schedule and timeline to Consulate for approval.
- 5.9. Contractor shall be responsible for removal and disposal of all waste and debris.
- 5.10. No advance payment is authorized under this RFQ. Only one payment will be authorized after the successful completion of the project according to instructions mentioned in this RFQ.

6. MILESTONES

- 6.1. Site Inspection & Approval by Consulate COR.
- 6.2. Approval of Contractor Work Plan.
- 6.3. Material submittals and approval.
- 6.4. Approval of contractor health and safety plan.

7. QUALITY CONTROL

- 7.1. A site supervisor that has a minimal knowledge of English must be available all times at work.
- 7.2. All debris will be removed daily.
- 7.3. Materials, contractor tools and equipment will be properly stored in COR designated storage area.

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- 7.4. The COR or the Government Technical Monitor (GTM) will ensure the material is not damaged prior to or during installation and that standard industry practices, as defined by local Building Codes, are always followed.
- 7.5. A final inspection will be held with the COR and the site supervisor to inspect for quality of completed work.

8. SAFETY

- 8.1. General. The contractor shall provide and maintain work environments and procedures which will safeguard the public and Government personnel, property, materials, supplies, and equipment exposed to contractor operations and activities; avoid interruptions of Government operations and delays in project completion dates; and control costs in the performance of this contract.
- 8.2. Contractor shall at their own expense, protect its employees and all other persons from risk of death, injury or bodily harm arising from or in any way related to the work. Contractor shall fully comply with all laws, orders, citations, rules, regulations, standards, and statutes concerning occupational health and safety, accident prevention, safety equipment and practices, including, but not limited to federal (EM-385 1-1) and state OSHA regulations.
- 8.3. Written program. Before commencing work, the contractor shall submit a written plan to the contracting officer for implementing this clause. The plan shall include specific management or technical procedures for effectively controlling hazards associated with the project, specially Work at Height.
- 8.4. Contractor is responsible for provision of appropriate and legally acceptable means of access and platform to its employees to perform the job safely, e.g., Scaffolds, Ladders, Platforms, etc.
- 8.5. All workforces reporting into the site must be equipped with hard hats, Safety shoes, eye protection, respiratory protection for oil based liquids (provided by the contractors) and Full body harness with shock absorbing lanyard for any work above 6 feet.
- 8.6. All tools, equipment and machinery mobilized by the contractor must be in safe condition to use, preferably they are to meet federal regulations.
- 8.7. The contractor will be required to conduct morning Toolbox talk at the start of each shift with all staff attending it.
- 8.8. All scaffold related work must be in accordance with EM 385 1-1 or OSHA standard 1926.451 <https://www.osha.gov/laws-regs/interlinking/standards/1926.451> and the scaffolding must be inspected by FAC/APOSHO prior to commencement of work.
- 8.9. Any height greater than 6ft to be guarded by standard handrail, mid rail, and kick board.
- 8.10. Elevated work platforms to be accessed only by ladders.

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- 8.11. Prior to painting on the steel Guard booths or tower they must be disconnected Electrically.
- 8.12. The contractor is responsible to provide MSDS of the chemicals being used.
- 8.13. The contractor is responsible for daily housekeeping of the jobsite.
- 8.14. The contractor shall be responsible for reporting all mishaps.

9. SECURITY

- 9.1. A list of all personnel working on the project, along with identification numbers, must be submitted to the Consulate no later than 2 weeks prior to the beginning of actual work.
- 9.2. While on Consulate property, all personnel must be always escorted. Any personnel found unescorted will be removed from the project immediately.
- 9.3. Job site personnel will be issued a visitors' badge by the Security staff and this badge must be always worn.

10. ADDITIONAL REQUIREMENTS

- 10.1. The Contractor shall be responsible for the professional quality, technical accuracy, and the coordination of all work under this contract. The Contractor shall, without additional compensation, correct or revise any errors or deficiencies in its services.
- 10.2. Any cost associated with services subcontracted by the Contractor shall be, borne by, and be the complete responsibility of the Contractor under the fixed price of this contract.
- 10.3. The Contractor is responsible for safety and shall comply with all local labor laws, regulations, customs, and practices pertaining to labor, safety, and similar matters. Contractor shall submit a safety plan. The Contractor shall promptly report all accidents resulting in lost time, disabling, or fatal injuries to the COR.
- 10.4. The Contractor shall be and remain liable to Consulate General Peshawar in accordance with applicable laws for all damages to United States Government property caused by the Contractor's negligence in the performance of any of the services furnished under this contract.
- 10.5. The Contractor shall examine all the documents. The Contractor is responsible for knowing all the conditions and limitations applied to the work. Consulate General Peshawar shall make no subsequent allowance to the Contractor for neglect of the existing conditions.
- 10.6. The Contractor shall be responsible for all required materials, equipment, and personnel to manage, administer, and carry out supervision of this project. All workmanship shall be of good quality and performed in a skillful manner as determined by the COR.

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- 10.7. Contractor shall execute the work in a diligent manner and complete the project within the performance period. Contractor shall clean the site daily.
- 10.8. The Contractor may use the area within the compound for operation of his equipment and may maintain temporary facilities with COR approval. The Contractor is responsible for obtaining any additional off-compound storage as required.
- 10.9. All temporary connections to power lines shall be coordinated with the Facilities Maintenance Supervisor (FMS) through the COR.
- 10.10. If any of the Contractor's services do not conform to the contract requirements, the COR may require the Contractor to perform the services again in conformity with the contract requirements. Consulate General Peshawar may, by contract or otherwise, perform the services and charge the Contractor any cost incurred by Consulate General Peshawar that is directly related to the performance of such service or terminate the contract for default.
- 10.11. The COR has the right to inspect and test all services called for by the contract, to the extent practicable, at all times and places during the term of the contract. The COR may perform quality assurance inspections to confirm that Contractor performs the work according to the Contract Documents.
- 10.12. The Contractor shall visit the site to determine the full extent of the work. Failure to inspect the site will not constitute grounds for a claim after contract award. A site visit will be scheduled through the Contracting Officer Representative (COR).
- 10.13. The Contractor shall dispose off materials removed under this contract at a legally approved disposal site. The Contractor shall adhere to all local laws, and requirements concerning removal, transportation, and disposal of the material.
- 10.14. Temporary electrical power and water shall be provided by the Consulate at no cost to the Contractor from existing lines and sources located at the building site. The characteristics and source locations may be verified by a visit to the site. The Contractor shall provide ample temporary storage shed space for materials requiring shelter from the weather, and security and safety protection.
- 10.15.

11. DELIVERABLES, SCHEDULE, AND PERIOD OF PERFORMANCE

- 11.1. Contractor shall complete all work under this Contract within Sixty (60) working days upon receipt of the Notice to Proceed (NTP).
- 11.2. The Contractor shall commence work under this contract promptly, execute the work diligently, and achieve final completion and acceptance including final cleanup of the premises within the contract period specified.
- 11.3. Liquidated damages shall be assessed at Rs 10,000/-per day for any delays past the 60 days performance period after NTP.

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- 11.4. Quote must be in line-item format, clearly defining material, labor, and installation cost.
- 11.5. The CO has the right to inspect and test all services called for by the contract, to the extent practicable at all times and places during the term of the contract. The CO may perform quality assurance inspections to confirm that Contractor performs the work according to the Contract Documents.

12. **AWARD**

Contract award is based on a “Lowest-Priced Technically Acceptable (LPTA)” contracting procedure. Proposals undergo an initial evaluation for technical acceptability. Proposals that are determined to be technically acceptable are then competed for award.

The following table/evaluation criteria will be used for Technical Acceptability of the contractor quotes. These items/document must be presented in the contractor proposal or Quotes. Failure to provide any of the following documents may deem the contractor quotation as being unacceptable. A determination of Technical unacceptable proposal/quotes precludes the bid from further consideration.

Serial No.	Documents required for evaluation of Technical Acceptability	Number of pages
1	Contractor needs to state in writing that they agree to the 30 days credit payment. Contractor will be paid after competing the whole project. Contractor will be paid within 30 days after completing and acceptance of the whole project.	1
2	Provide the name and qualification of one foreman capable of communicating in English language and having technical knowledge of the work.	1
3	Provide details of contractor established business with a permanent address and telephone listing.	1

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4	Demonstrate prior washrooms renovation / upgradation experience with suitable references. Contractor needs to provide the name of at-least three relevant work projects completed in the last five years. References information must include valid desk number, cell number and email address to confirm the performance of the contractor.	3
5	Provide detail information about all the major tools, equipment, accessories available with contractor.	1
6	Provide a warranty period and description of items covered that is to be issued upon project completion. The warranty period shall not be less than six months after completing the whole project.	1
7	Provide detailed project schedule showing work phasing and proposed daily progress schedule. Bar chart schedule is preferred.	1
8	Provide details of the financial resources showing that the contractor is financially sound and capable of executing a project of at-least Rs. 5 million without asking for advance payment.	1
9	Health and Safety Plan as per the RFQ.	As needed
10	Detailed breakdown of financial quote/proposal as per the attached spread sheet. The Contractor financial quote must mention the Brand of Sanitary fixture and other material along with the price.	As needed