

STATEMENT OF WORK (SOW)
BLANKET PURCHASE AGREEMENT FOR WATER DELIVERY

US Embassy, Islamabad requires the services for on and off compound water supply under a Blanket Purchase Agreement (BPA). The vendor shall furnish labor, transportation, and equipment to perform this service. The requirement includes the services for Potable water Delivery. Contractor shall deliver water to Embassy Compound and its residences located in sectors F-6, F-7, E-7, G-6 and at warehouses in I-9 and I-10 sectors of Islamabad on call basis. Contractor shall transport and deliver the water in 10,000-liter or 25,000 Liter bowsers. Vendor will be required to decant the bowsers at embassy water decanting points located at RCAC and SCAC on compound and at underground water tanks in residences. Only authorized personnel of Facilities Management Section of the Embassy will place the orders.

1. POINT OF CONTACT (POC):

A Point of Contact (POC) will be assigned to coordinate with contractor and assess/inspect quality of water as well as delivery services.

2. PERIOD OF PERFORMANCE:

Two years starting from date of award.

3. RESPONSIBILITY OF THE CONTRACTOR:

- i. The Contractor shall be responsible for the professional quality, safety, coordination, and timely delivery of water upon receiving call/order from authorized personnel.
 - ii. The Contractor shall identify a POC who shall be responsible for the overall management of the agreement and shall represent the Contractor during the agreement period.
 - iii. Any cost associated with services subcontracted by the Contractor shall be borne by and be the complete responsibility of the Contractor. The Embassy will not bear any additional cost.
 - iv. The contractor shall provide all equipment / tools needed to deliver water.
 - v. Normal work hours at the Embassy are **8:00 AM to 16:30 p.m. Monday through Friday**. The Contractor shall schedule delivery within these hours. The schedule may include activities that need to be completed outside of normal work hours of the Embassy. ***We can request for delivery any day and any time during this period.***
 - v. The Contractor shall be liable to the Embassy for all damages caused due to Contractor's negligent performance of any of the services furnished under this contract.
 - vi. The use of any headphones, earphones, cellular phones, or other listening devices while operating Government or contractor motor vehicles, machinery and mechanized equipment at embassy and
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residential premises is prohibited. The operators of the motor vehicles, machinery and mechanized equipment shall not eat, drink and smoke while the equipment is in operation.

4. Work Hours:

The contractor shall work 5 days a week between the hours of 0800 and 1630 but we can request for delivery any day and any time during this period.

- Must carry original NICs

5. Safety:

The Contractor shall be responsible for conducting the work in a manner that ensures the safety of employees and visitors at the US Embassy, and the Contractor's employees.

The Contractor shall be solely responsible for risk assessments, managing health, and safety issues associated with water delivery. Based on hazard assessments, Contractors shall provide or afford each affected employee personal protective equipment (PPE) that will protect the employee from hazards.

The POC may request for additional safety procedures if deemed necessary and the Contractor must comply with these. The Contractor shall promptly report all accidents, minor or major, to the POC.

Comply with local labor laws pertaining to safety.

6. SECURITY REQUIREMENTS:

i. After award of contract, the Contractor shall provide identification information on all personnel, including workers and supervisory personnel, who will have the need to access delivery site. All workers on site shall be escorted and access to site shall be limited to delivery areas only.

ii. The Contractor shall coordinate material and equipment deliveries with the POC for access approval. The Contractor shall provide vehicle and delivery personnel information at the minimum 72 hours in advance of delivery.

7. Subcontractors:

Contractor shall be responsible for the conduct and workmanship of Subcontractors engaged in the Project, and for Subcontractor's compliance with the terms of this Statement of Work. The Contractor is responsible for the behavior, safety compliance and workmanship of Subcontractors while on US Government property.