

## **Annex A: Scope of Work (SOW)**

### **REQUEST FOR QUOTATION:**

#### **Installing New Partitions (10 Rooms) with security improvements in the CSC Premises in Al-Mansour, Baghdad**

---

#### **Brief Description of the Proposed Project:**

The Community Support Centre (CSC) is a one-stop shop providing comprehensive protection services and referrals to the population of concern.

UNHCR wants to increase interview staffing and needs to create more space inside the building in Baghdad Al-Mansour.

For the above reason of space limitation, the technical unit, jointly with the registration team, assessed the building and agreed on a suitable solution by doing a glass partition. Also, security enhancements is required to increase the security level will be done.

#### **Project Location:**

#### **The Project includes the following works:**

- Supply and install partitions.
- Supply, install, connect, test, and operate socket 13 A.
- Supply materials and manpower to install and connect a PV solar system.
- Supply and install fire extinguisher 6 Kg.
- Supply a hand-held detector.
- Supply and install a Prefabricated Portable Security Cabinet.
- Supply and install a panic system.
- Supply and install CCTV system.
- Supply materials to manufacture the base plate in the parking area (Ramp for the wheelchair to the basement ) to flatten the area using an iron pipe 4in X 4 in 2.8 mm and a Bordes plate (jaka plate) 4 mm thick

#### **Important Note:**

- All the works should be done according to the International & Iraqi General Technical & Specifications (IGTS), Instructions of the supervision Engineer, and UNHCR General Conditions of Contracts for Civil Works.
- UNHCR supervision engineers and its third-party partner engineers inspect the quality of the works implemented by the contractor. The work must be within engineering specifications/standards and timeframe.
- The daily work is overseen by UNHCR supervision engineers and its third-party partner engineers.
- The contractor shall submit samples/catalogs of the materials to be used in the project to the supervision engineers for approval before the commencement of work.
- The supervision engineer can reject any material that does not comply with the specifications. The contractor should replace rejected materials at no extra cost.
- The Supervision Engineers can demand lab tests and a Certificate of Origin & Quality to ensure the quality

of the material used and the contractors' work.

- The contractor shall appoint a qualified site engineer and surveyor to represent him with 5 years of professional, relevant experience to work on such a project, who should remain full-time on the sites during the contract period.
- The contractor should submit daily and weekly progress reports, which will be endorsed by UNHCR supervision engineers and its third-party partner engineers.
- All the mentioned quantities in the BOQ are estimated and are subject to actual measurements after the completion of the project.
- The contractor shall fix all damages, if any, to the existing pipeline, electric poles & cables, houses, streets & sewerage channels during the project implementation in the area. The contractor shall remove all debris and site waste after completing works at dumping sites approved by the municipality.
- The successful contractor will be required to complete all works as per the Drawings, Bill of Quantities, and Technical Specifications **within six weeks from signing the contract agreement or the handover of the construction site.**
- **The defect liability period is 180 Days, including all civil, electrical, and mechanical works.**

**Schedule of Requirements:**

No	Detail of Works to be Carried Out	Description/ Specifications of Goods/Services	Related Services	Contract Duration (Calendar days)
1	<b>Installing New Partitions (10 Rooms) with security improvements in the CSC Premises in Al-Mansour, Baghdad</b>	As per BOQ	As per BOQ	6 weeks
	<ul style="list-style-type: none"> <li>• Further to the Schedule of Requirements in the preceding table, bidders are requested to take note that the project will be implemented according to the provision of IRAQI General Technical Specifications (IGTS), Instructions of the supervisor Engineer, UNHCR General Conditions of Contracts for Civil Works. Other specific instructions are annexed in the Bill of Quantity (BOQ).</li> </ul>			