SCOPE OF WORK

For the Proposed Rehabilitation of 108 Shelters

The Scope of Work shall be completed in accordance with the Drawings, Technical Specification and Bill of Quantities. The Scope of Work shall also include, but not be limited to the following:

1. Mobilization and demobilization of all equipment, materials and manpower required to complete the Works.

1. Construction of temporary facilities like office, toilets, fabrication area, safe scaffolding and platform for external and internal activities.

1. All necessary survey works for levelling, alignment and other measurements required for the works using the appropriate survey instrument and tools.

1. All necessary material tests as required by CRS and/or specified in the Technical Specifications and Bill of Quantities.

1. All necessary temporary works required to secure storage and/or stock piling of materials, consumables, heavy equipment, and trucks parking area to facilitate construction in a safe manner.

1. All necessary safe scaffolding, platform, power supply, temporary stair for above ground activities to facilitate roof works activities, installation of walls, construction of beams and floor slab, and plastering of walls.

1. All necessary earthworks, such as clearing and grubbing, excavation/ cut works, demolition of underground rocks, backfilling & compaction works, and other needed works thereto where required.

1. All necessary works for the supply and installation of subbase and 1” gravel bedding underneath the slab on grade.

1. All necessary concreting works for beams, columns, slab in accordance with the approved design Drawings and Technical Specifications

1. All necessary roof works and other finishing works in accordance with the approved plans, Technical Specification and Bill of Quantities.

1. All necessary safety precaution works so as not to damage any existing facility. Protection of existing structures and cost to repair damaged structures will be shouldered by the Contractor.
2. Provision of necessary safety precaution signboard to be installed and displayed at working site.

1. Provision and installation of the project sign board as specified by CRS.

1. Provision of personal protective equipment for all persons working at the construction site, considering the COVID-19 pandemic.

1. Finishing works such as plastering of walls, cement floor finish, all in accordance with the bill of quantities and specifications.

1. Plumbing works – repair of existing toilets and or latrine in accordance with the approved design drawings and specifications.

1. General Requirements for all Contractors

The Contractor must describe and implement quality procedures to verify that the whole of the Works complies with the Drawings and Technical Specification and Contract. In addition:

* 1. The Contractor is required to carry out quality control procedures throughout the construction of the Works and in accordance with the Contractor’s Quality Plan as agreed with CRS prior to commencement of work (or, exceptionally 14 days after appointment).
  2. The Contractor is responsible for the Quality Control for all his Works.
  3. Checklists are to be produced for agreement with CRS prior to commencing and when required during the Works. Upon completion of the Works or any part thereof, the Contractor shall provide documentary evidence that the Works comply with the Drawings and Technical Specification(s). Completed checklists are to be issued to CRS and/or retained by the Contractor and Contractor shall allow the CRS Engineer to inspect all Works and Contractor shall abide by C R S Engineer instructions during implementation.
  4. Contractor shall allow CRS to carry out regular inspection of the Works against both the quality plan and the checklists to inspect General Contractor’s compliance with effective Quality Control. The minimum number of inspections will be agreed between CRS and the Contractor prior to commencement of the Works. Whilst CRS will countersign a checklist to confirm that the inspection check has been completed. The responsibility for ensuring that the Works follow the Drawings and Specification remains with the Contractor.
  5. If major or consistent minor non-compliance with any specifications occurs, CRS will issue a Site Instruction Form requiring rectification within an agreed time frame by the Contractor or as otherwise provided for in the Contract.
  6. If the Contractor fails to comply with the Site Instruction request(s) or the agreed Quality Control Procedures, CRS may employ a suitably qualified third party to carry out the necessary procedures at the Contractor’s expense and take any other measures as provided for in the Contract.
  7. The Contractor shall periodically review its Quality Plan to ensure its continued effectiveness. The review procedures shall be detailed within the Quality Plan and records of the review, and amendment / improvement to the plan shall be maintained and available for inspection by CRS.

1. General Information

* 1. The Contractor shall execute and complete the Works in accordance with the requirements of the Contract and within the completion period stated.
  2. The Contractor shall perform the Works in accordance with the Contract with due diligence, efficiency and in conformity with sound engineering, administrative and financial practices.
  3. The Contractor shall perform the Works in conformity with local Health, Safety & Environmental regulations.
  4. The Contractor shall always perform the Works ensuring that CRS interest are protected.
  5. The Contractor shall gather all information necessary to perform the Works in accordance with this Contract, including but not limited to information as to the character of the Works, jobsite conditions, local conditions and facilities, conditions of labor, wage standards, safety requirements, environment, and industrial matters.
  6. The Contractor shall not be relieved from any obligation under this Contract should any technical information and data obtained from CRS (whether contained in the Tender Document or otherwise) be incorrect and/or insufficient.

1. Provisional

As required by CRS or agreed to by CRS in writing, the Contractor can provide alternative design options using different materials that are readily available in Haiti. Architectural redesign is also permitted as an option, provided that permanent shelter covered floor area is the same as the CRS original design.

1. Construction Programme

Time for Contractor’s performance of its obligations is of the essence. The Contractor shall be required as a condition of Contract to maintain the Construction Project Programme. However, in the event of delays beyond Contractor control, Contractor should notify CRS and seek guidance.

The Contractor shall be required to provide adequate manpower to commence with the work immediately upon receipt of a notice to proceed and shall be required to complete all work associated with the identified Site/area. Failure to provide adequate manpower to achieve the indicated completion requirement shall be subject to penalties as identified in the Contract.

The Scope of Work shall also be deemed to include anything that is not listed here but may reasonably be inferred to be necessary for the completion of the Works as specified in the Technical Specifications and/or indicated in the Drawings or Contract. CRS reserves its right to update the Drawings at a later stage to adapt the Scope of Works to the actual physical context of the Site.

1. Deliverables and Deliverables Schedule

The works specified in the Scope of Work shall be finished by the date established in the Contract.