



## REQUEST FOR QUOTATION (RFQ) (Goods)

NAME & ADDRESS OF FIRM	DATE: March 18, 2018
	REFERENCE: UNDP-SYR-RFQ-018-18

Dear Sir / Madam:

We kindly request you to submit your quotation for Solid Waste Removal in Al Hassakeh, as detailed in Annex 1 of this RFQ. When preparing your quotation, please be guided by the form attached hereto as Annex 2.

Quotations may be submitted on or before April 3, 2018 and via ☒ *e-mail* or ☒ *courier* to the address below:

**United Nations Development Programme**

Mezzeh, West Villas, Gazawi street No. 8  
Attn: Hanan Al Ali, Procurement Associate  
E-mail: Syria.bids@undp.org

Quotations submitted by email must be limited to a maximum of 5 MB, virus-free and no more than 4 email transmissions. They must be free from any form of virus or corrupted contents, or the quotations shall be rejected.

It shall remain your responsibility to ensure that your quotation will reach the address above on or before the deadline. Quotations that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your quotation by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.

Please take note of the following requirements and conditions pertaining to the supply of the abovementioned good/s:

Delivery Terms [INCOTERMS 2010] <i>(Pls. link this to price schedule)</i>	<input checked="" type="checkbox"/> DAP
Customs clearance <sup>1</sup> , if needed, shall be done by:	N/A
Exact Address/es of Delivery Location/s (identify all, if multiple)	Al Hassakeh
UNDP Preferred Freight Forwarder, if any	N/A
Distribution of shipping documents <i>(if using freight forwarder)</i>	N/A
Latest Expected Delivery Date and Time <i>(if delivery time exceeds this, quote may be rejected by UNDP)</i>	<input checked="" type="checkbox"/> 6 months from the issuance of the Purchase Order (PO)
Delivery Schedule	<input checked="" type="checkbox"/> Required
Packing Requirements	N/A
Mode of Transport	N/A
Preferred Currency of Quotation	<input checked="" type="checkbox"/> United States Dollars However, for local supplier's payments will be in Syrian Pounds at the prevailing UN exchange rate at the date of the invoice.
Value Added Tax on Price Quotation	<input checked="" type="checkbox"/> Must be exclusive of VAT and other applicable indirect taxes
After-sales services required	N/A
Deadline for the Submission of Quotation	<i>Tuesday, April 03, 2018 at 15:00 pm and Damascus time zone</i>
All documentations, including catalogs, instructions and operating manuals, shall be in this language	<input checked="" type="checkbox"/> English
Documents to be submitted	<input checked="" type="checkbox"/> Duly Accomplished Form as provided in Annex 2, and in accordance with the list of requirements in Annex 1; <input checked="" type="checkbox"/> Latest Business Registration Certificate;

	<input checked="" type="checkbox"/> List and value of projects/contracts performed for the last years with similar nature, plus client's contact details who may be contacted for further information on those contracts. A minimum number of one contract is required. <input checked="" type="checkbox"/> Written Self-Declaration of not being included in the UN Security Council 1267/1989 list, UN Procurement Division List or other UN Ineligibility List; <input checked="" type="checkbox"/> Vendor form annex 4
A site-visit will be held on:	<p><b>A MANDATORY site visit is scheduled to the sites of works in Hasakeh, on 21st March 2018, at 11:00 am.</b></p> <p>➤ <b><u>Focal Point of Site Visit:</u></b>  Mr. Ali Abdulla  Mobile: 0993320103  Email: ali.m.bdullah@gmail.com</p> <p><b>Interested bidders should confirm their attendance including the names of their representatives by email on or before 20<sup>th</sup> March 2018 to the following contact details:</b></p> <p><b><u>Hanan.al-ali@undp.org</u></b>  <b>cc: <u>syria.procurement@undp.org</u></b></p>
Period of Validity of Quotes starting the Submission Date	<input checked="" type="checkbox"/> 90 days  In exceptional circumstances, UNDP may request the Vendor to extend the validity of the Quotation beyond what has been initially indicated in this RFQ. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Quotation.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted
Payment Terms	<input checked="" type="checkbox"/> in sex instalments at the end of every month according to actual removed quantities.
Liquidated Damages	<input checked="" type="checkbox"/> Will be imposed under the following conditions: Percentage of contract price per day of delay: 0.05% Max. no. of days of delay: 20 days After which UNDP may terminate the contract.

Evaluation Criteria <i>[check as many as applicable]</i>	<input checked="" type="checkbox"/> Technical responsiveness/Full compliance to requirements and lowest price <sup>2</sup> <input checked="" type="checkbox"/> Full acceptance of the PO/Contract General Terms and Conditions <input checked="" type="checkbox"/> Acceptability of the Delivery Schedule;
UNDP will award to:	<input checked="" type="checkbox"/> One and only one supplier
Type of Contract to be Signed	<input checked="" type="checkbox"/> Contract for Works
Contract General Terms and Conditions	<input checked="" type="checkbox"/> General Conditions of Contract for Civil Works  Applicable Terms and Conditions are available at <a href="http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html">http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html</a>
Special conditions of Contract	<input checked="" type="checkbox"/> Cancellation of PO/Contract if the delivery/completion is delayed by 20 days
Conditions for Release of Payment	<input checked="" type="checkbox"/> Written Acceptance of works performed based on full compliance with RFQ requirements
Annexes to this RFQ	<input checked="" type="checkbox"/> Scope of Works Required (Annex 1) <input checked="" type="checkbox"/> Form for Submission of Quotation (Annex 2) <input checked="" type="checkbox"/> General Terms and Conditions / Special Conditions: <a href="http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html">http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html</a>  Non-acceptance of the terms of the General Terms and Conditions (GTC) shall be grounds for disqualification from this procurement process.

<sup>2</sup> UNDP reserves the right not to award the contract to the lowest priced offer, if the second lowest price among the responsive offer is found to be significantly more superior, and the price is higher than the lowest priced compliant offer by not more than 10%, and the budget can sufficiently cover the price difference. The term "more superior" as used in this provision shall refer to offers that have exceeded the pre-determined requirements established in the specifications.

Contact Person for Inquiries (Written inquiries only) <sup>3</sup>	<i>Hanan Al Ali</i> <i>Procurement Associate</i> <i>Hanan.al-ali@undp.org</i> Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
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Goods offered shall be reviewed based on completeness and compliance of the quotation with the minimum specifications described above and any other annexes providing details of UNDP requirements.

The quotation that complies with all of the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity) shall be re-computed by UNDP. The unit price shall prevail and the total price shall be corrected. If the supplier does not accept the final price based on UNDP's re-computation and correction of errors, its quotation will be rejected.

After UNDP has identified the lowest price offer, UNDP reserves the right to award the contract based only on the prices of the goods in the event that the transportation cost (freight and insurance) is found to be higher than UNDP's own estimated cost if sourced from its own freight forwarder and insurance provider.

At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the quotation. At the time of award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Purchase Order that will be issued as a result of this RFQ shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a quotation implies that the vendor accepts without question the General Terms and Conditions of UNDP indicated above - <http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html>.

UNDP is not bound to accept any quotation, nor award a contract/Purchase Order, nor be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.

Please be advised that UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a purchase order or contract in a competitive procurement

<sup>3</sup> This contact person and address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was received.

process. **In the event that** you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link:

<http://www.undp.org/content/undp/en/home/operations/procurement/protestandsanctions/>

**UNDP encourages every prospective Vendor to** avoid and prevent conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFQ.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its suppliers to adhere to the UN Supplier Code of Conduct found in this link : [http://www.un.org/depts/ptd/pdf/conduct\\_english.pdf](http://www.un.org/depts/ptd/pdf/conduct_english.pdf)

**Thank you and we look forward to receiving your quotation.**

**Sincerely yours,**  
*Mirvat Hammoud*  
*Head of Procurement Team*  
March 18, 2018



## Technical Specifications

### دفتر الشروط الفنية لترحيل النفايات الصلبة في محافظة الحسكة

بيان المتعهد	الكمية	المتطلبات
	21600 م <sup>3</sup>	<p><b>الغاية والهدف:</b> الغاية من هذا العقد تأمين مجموعة من السيارات (قلاب 4 متر مكعب) و بوب كات للعمل مع ورش النظافة في مدينة الحسكة وقريتي صفية وتوبنة وريفها ورأس العين وريفها وبلدة الشدادية وريفها وبلدة الهول وريفها، يكون مهمتها التحرك مع الورش خلال أيام عمل المشروع ضمن الأحياء و المناطق المستهدفة وجمع النفايات الصلبة ومن ثم نقلها الى المكبات المحددة في هذا الإعلان وتأمين تركسين لتسوية مكب تل أبيض. حيث سيكون على المتعهد تأمين مالا يقل عن 13 سيارة يومياً تقوم بنقل النفايات الصلبة من المناطق المستهدفة إلى المكب خلال 6 أيام أسبوعياً (عدا يوم الجمعة) خلال أوقات الدوام من الساعة السادسة صباحاً حتى الساعة 12 ظهراً حسب الحاجة طوال فترة تنفيذ المشروع.</p> <p>حيث يتم إبلاغ المتعهد من قبل مدير المشروع باحتياجات النقل التقديرية للأسبوع التالي نهاية دوام يوم الخميس.</p> <p>يتم رفع فواتير النقل للنفايات الصلبة التي نفذت فعلياً نهاية كل شهر ويحق لإدارة المشروع زيادة أو تخفيض عدد النقلات اليومية بنسبة 20% على ألا يتجاوز عدد النقلات الشهرية ما هو وارد في الإعلان (جدول النقلات)</p>
		<p><b>الأعمال المطلوبة:</b> ترافق سيارات النقل التي يقدمها المتعهد ورشات النظافة التي تقوم بتحميل النفايات الصلبة من مراكز تجميعها في الأحياء وذلك ليتم نقل النفايات إلى المكبات المخصصة بعد الوصول للحمولة القصوى (4 متر مكعب لكل نقلة على الأقل) وفق ما هو وارد في الجدول الخاص بالكميات.</p>
		<p><b>العمالة:</b> على المتعهد تأمين عاملين اثنين مع كل سيارة (على ألا يقل العدد عن 32 سائق ومساعد سائق) لأعمال قيادة الآليات وتقديم تصريح خطي بذلك.</p>

	<p><b>الآليات المطلوبة لترحيل القمامة:</b></p> <p>(1) تم تقدير حاجة قطاع العمل لترحيل النفايات من الآليات بـ:</p> <ul style="list-style-type: none"> <li>- بوب كات سعة السطل 3م/0.7 عدد (1) للعمل داخل أحياء مدينة الحسكة وفق توجيهات الإشراف.</li> <li>- تركس كبير عدد (2) على ألا يقل حجم السطل عن 3م3.</li> <li>- شاحنة قلاب عدد لا يقل عن (13) في اليوم الواحد حمولتها حوالي 4م/3 – أو سيارات تعادل في حمولتها ما ذكر في هذا البند لتسريع عمليات الترحيل حرصاً على الصحة العامة.</li> </ul> <p>(2) على المتعهد الالتزام بتغطية الآلية بعد التحميل لحين التفريغ بغطاء من نوع مقاوم للمياه والتسربات (شادر)، والالتزام به على طول الطريق من المنطقة المخصصة إلى المكب المعتمد.</p> <p>(3) وعلى كل سيارة الاحتفاظ بسجل النفايات التي تنفذها يوقع يومياً من المشرفين ويصدق من مدير المشروع</p> <p>(4) يعتبر المتعهد مسؤولاً عن أية أضرار ناتجة عن آلياته خلال فترة تنفيذ العقد</p> <p>(5) على المتعهد الالتزام بخطة العمل المقدمة من إدارة المشروع لتنفيذها من الآليات وإنهاء كافة أعمال الترحيل ضمن المدة المحددة</p> <p>(6) التزام الآليات بالتفريغ في المكب المعتمد حصراً وأية مخالفة تستوجب شطب وعدم احتساب النقلة</p>
	<p><b>مدة التنفيذ: ترحيل القمامة:</b></p> <p>يتم تنفيذ العمل يومياً عدا ايام الجمعة، خلال مدة المشروع البالغة 6 أشهر من الساعة 6 صباحاً وحتى الساعة 12 ظهراً وبمتوسط عدد نقلات يومي قدره 30 نقلة <math>\pm 20\%</math> وعدد نقلات شهرية قدره 900 نقلة <math>\pm 20\%</math> (النقلة هي حمل سيارة قدره 4 متر مكعب).</p> <p>بوب كات: مدة 25 ساعة خلال فترة ستة أشهر</p> <p>تركس: 120 ساعة خلال فترة ستة أشهر توزع حسب توجيهات ادارة المشروع.</p>
	<p>على المعارض تقديم التصريحات الخطية المطلوبة أعلاه (العمالة، زمن التنفيذ، الآليات، الشروط المتعلقة بها).</p>

#### **التزامات المتعهد:**

1. يشترط على المعارض المتقدم أن يكون لديه حساب مصرفي وسجل تجاري وممارساً للمهنة، وعلى المعارض تقديم وثيقة تثبت ذلك من الجهات المعنية.
2. يجب على المعارض تقديم وثيقة تثبت ملكيته للآليات أو استئجارها.
3. يتم خصم 0.50% عن كل يوم تأخير من قيمة العقد على ألا تتجاوز مدة التأخير أكثر من 20 يوماً.
4. كافة أعمال التحميل والترحيل يتحملها المتعهد وتتم تحت رقابة ومتابعة جهاز إشرافي معين من قبل كادر البرنامج وبمشاركة فنيين من البلديات المعنية ويتم التوقيع على المحاضر وفق ما ذكر أعلاه
5. يتم تنظيم دفتر دليل ورشة ويسلم لكادر المشروع المسؤول عن متابعة العمل ويدقق دورياً من قبل المدير، حيث يذكر فيه الأعمال المنجزة يومياً وكمية النفايات المرحلة من المواقع المستهدفة إلى المكب المعتمد والآليات العاملة وعددها وعدد ساعات العمل وعدد النقلات المنجزة وكل ما يطرأ على سير العمل في الموقع بالتفصيل وموقع أصولاً من قبل الجهات المعنية.
6. على المتعهد تنفيذ أعمال تسوية للقمامة المرحلة الى المكبات وذلك وفق رأي كادر المشروع والمشرف والجهة المستفيدة " البلديات الشريكة "
7. التقيد بالشروط المتعلقة بتنفيذ الأعمال المذكورة أعلاه وفق المعايير والمواصفات القياسية.
8. بالنسبة للتعاقد مع البوبكات والتركس على أساس ساعة العمل ويكون العمل حسب توجيهات الاشراف.
9. على المتعهد تأمين تنقلات جهاز الإشراف الى المكبات المعتمدة وتوقيع أصول النقلات من المشرف في المكب المعتمد ضمن ساعات العمل وفي مناطق العقد ومواقع التواصل مع الإدارة لتسهيل القيام بالمراقبة بالشكل المطلوب.
10. يتم الصرف على أساس عدد النقلات الفعلية للآليات بشكل شهري بموجب فواتير ومحاضر استلام مقدمة من المتعاقد مصدقة من الإشراف ومجلس المدينة على أن يكون عدد النقلات والكمية المرحلة موافق للشروط المذكورة أعلاه شهرياً.



11. لا يتم احتساب أية نقلة يتم تفريغها خارج المكب المعتمد حصراً أو أية نقلة مخالفة للحجم المعتمد والذي لا يقل عن 4 م<sup>3</sup>. ويمكن توجيه الآلية إلى حي آخر لاستكمال الحجم بعد توجيهه من كادر الإشراف.
12. في حال الحاجة إلى تغيير مواقع العمل إلى مناطق أخرى بحسب توجيهات إدارة المشروع وموافقة البرنامج سيتم اعتماد الأسعار المتعاقد عليها في المنطقة الجديدة، أما إذا تحولت إلى منطقة أخرى غير مذكورة في العقد سيتم احتساب سعر النقلة على أساس أقرب سعر متفق عليه في هذا العقد لحالة المنطقة من ناحية المسافة ووضع المنطقة بعد موافقة إدارة برنامج الأمم المتحدة الإنمائي.
13. الموافقات وتقديم أوراق الاعتماد والتسهيلات تقع على عاتق المتعاقد.
14. يقدم المتعاقد جداول صرف رواتب معتمدة للعمال المتعاقدين معه (عاملين لكل سيارة).
15. على العارض تقديم تحليل أسعار للكلف التي يقدمها العمالة- الآليات باليوم/ الساعة والسعر الإجمالي.
16. على المتعهد اتخاذ كافة التدابير والاحتياطات اللازمة وفق رأي الجهة المشرفة على المشروع من أجل الحماية والسلامة العامة والخاصة لعمالي المشروع، حيث يتحمل المتعهد كامل المسؤولية في حال حدوث أية أضرار بشرية أو مادية خاصة أو عامة في الأرواح والممتلكات والآليات والمرافق العامة أثناء الترحيل، وبرنامج الأمم المتحدة الإنمائي بريء الذمة وليس له أي علاقة بذلك حيث تقع على عاتق المتعهد دفع كافة التعويضات والأضرار في حال حصولها لمستحقيها أصولاً وتقديم تصريح خطي بذلك
17. يجب على العارض إجراء زيارة ميدانية لمعاينة والاطلاع على مواقع ترحيل النفايات في المناطق المراد تنفيذ عملية الترحيل منها قبل التقدم بالعرض، ومطابقة الأعمال المطلوبة وفق المذكور في جدول وكشف الأعمال المبين أعلاه والجدول المرفق مع الاحتياجات المطلوبة لعملية الجمع والترحيل ورأي الجهة المشرفة على المشروع وعليه أن يقدم عرضه بناءً على ذلك. ولن يتم قبول العروض التي لم تتم وفق المعاينة في الزيارة.

### تسليم موقع العمل:

يبدأ عمل الآليات مع بدء عمل ورش النظافة بمتوسط عدد نقلات يومي قدره 30 نقلة موزعة خلال فترة تنفيذ المشروع وفق الجداول التالية  $\pm 20\%$ .

### جدول عدد النقلات بحسب المناطق:

تسلسل	المنطقة	عدد النقلات	الوحدة	المواصفات
1	رأس العين	252	نقلة (سيارة) حمولة 4 متر مكعب	نقل النفايات من حي المحطة الشمالي وحي روناوي الى المكب الواقع في منطقة شكيمة بجانب السفع والذي يبعد مسافة 20 كم
2	المناجير	162		نقل النفايات من قرية المناجير والقرى المجاورة ( ليلان, العادية , الهراس , سلماسة ) الى المكب الواقع شمال قرية المناجير والذي يبعد 500 متر
3	الشداوي	252		نقل النفايات من حي التوسعية في منطقة الشداوي الى المكب الواقع شرق مدينة الشداوي والذي يبعد 5 كم
4	البجدلي	48		نقل النفايات من قرية البجدلي الى المكب الواقع شرق مدينة الشداوي والذي يبعد 6 كم
5	الحريري	48		نقل النفايات من قرية الحريري الى المكب الواقع شرق مدينة الشداوي والذي يبعد 10 كم
6	قرية ام حجير	108		نقل النفايات من قرية ام حجير في ناحية الهول الى المكب الواقع جنوب بلدة الهول والذي يبعد عن ام حجير 12 كم
7	بلدة الهول	240		نقل النفايات من بلدة الهول في الحي الغربي وحي الوسطى الى المكب الواقع جنوب البلدة ب 6 كم
8	مخيم الهول	780		نقل النفايات من مخيم الهول الى المكب الواقع جنوب البلدة والتي يبعد عن المخيم 5 كم
9	التوينة	156		نقل النفايات من بلدة التوينة الى المكب الواقع شرق بلدة صفيا والذي يبعد عن بلدة التوينة مسافة 17 كم
10	الصفية	156		نقل النفايات من بلدة الصفية الى المكب الواقع شرق بلدة الصفية والذي يبعد 2 كم
11	الفيلات - السكن الشبابي - حي الزهور	468		نقل النفايات من الاحياء الى المكب الواقع غرب مدينة الحسكة في منطقة ابيض والذي يبعد مسافة 17 كم
12	الشريعة	312		نقل النفايات من الاحياء الى المكب الواقع غرب مدينة الحسكة في منطقة ابيض والذي يبعد مسافة 17 كم
13	الحي العسكري - الوسطى الجزء الشرقي	468		نقل النفايات من الاحياء الى المكب الواقع غرب مدينة الحسكة في منطقة ابيض والذي يبعد مسافة 17 كم
14	العزيرية ( جنوب المشفى الوطني )	390		نقل النفايات من الاحياء الى المكب الواقع غرب مدينة الحسكة في منطقة ابيض والذي يبعد مسافة 17 كم
15	اراضي حبو - مساكن الشهداء	312		نقل النفايات من الاحياء الى المكب الواقع غرب مدينة الحسكة في منطقة ابيض والذي يبعد مسافة 17 كم
16	شارع القضاة - مساكن المعلمين - جامع الفاروق	312		نقل النفايات من الاحياء الى المكب الواقع غرب مدينة الحسكة في منطقة ابيض والذي يبعد مسافة 17 كم
17	رودكو - الصحة - البراد الآلي	468		نقل النفايات من الاحياء الى المكب الواقع غرب مدينة الحسكة في منطقة ابيض والذي يبعد مسافة 17 كم
18	شارع المحطة - النوامس - ملعب السلطان	468		نقل النفايات من الاحياء الى المكب الواقع غرب مدينة الحسكة في منطقة ابيض والذي يبعد مسافة 17 كم
19	احياء الحسكة	25	ساعة	اجرة بويكات لجمع ووتحميل القمامة على الآليات حسب توجيهات وطلب الاشراف وادارة المشروع على ان لا يقل حجم السطل الجراف 0.7 متر مكعب
20	مكب ابيض	120	ساعة	اجرة تركس عدد 2 لجمع القمامة وفتح طريق وردم القمامة في مكب ابيض الواقع غرب مدينة الحسكة والذي يبعد مسافة 17 كم عن مدينة الحسكة على ان يكون حجم السطل الجراف لا يقل عن 3 متر مكعب
مجموع النقلات		5400		

## Book of the Technical Terms for the Solid Waste Removal in Al-Hassakeh Governorate

Requirements	Contractor's Statement
<p><b><u>Aim &amp; Purpose:</u></b></p> <ul style="list-style-type: none"> <li>- The purpose of this contract is to supply a group of 4m<sup>3</sup> dump trucks and bobcats to work with Al-Hassakeh City cleaning teams as well as the two villages of Safiyeh and Tweineh, its countryside, Ras Al-Ain and its countryside, and Al-Hol and its countryside. The vehicles task is to accompany the cleaning teams during the project working days through the targeted neighbourhoods and areas, collecting solid waste then transferring it to the allocated landfills mentioned in this announcement in addition to having two-wheel loaders to prepare Tal Abyad landfill. The contractor shall supply at least 13 vehicles to daily remove solid waste from the targeted areas to the landfill 6 days a week (excluding Friday) during the working hours from 6:00a.m. to 12 p.m. as needed throughout the project life.</li> <li>- The contract shall be notified by the project manager regarding the removal needs estimated for the following week by the close of Thursday.</li> <li>- Solid waste removal invoices of the actual work completed shall be submitted in the rears of each month. The project management is entitled to increase or decrease the number of the daily transfers by 20% provided that the monthly transfers do not exceed what is mentioned in this announcement (Table of Transfers)</li> </ul>	21,600 m <sup>3</sup>
<p><b><u>Required Work:</u></b></p> <p>The removal vehicles supplied by the contractor shall accompany the cleaning teams that transfer solid waste from the neighbourhoods gathering centres to the allocated landfills upon having the maximum capacity (at least 4m<sup>3</sup> per transfer) as per what is mentioned in the table of quantities.</p>	
<p><b><u>Labour:</u></b></p> <p>The contractor shall supply two workers per vehicle (at least 31 drivers and assistants) for driving the vehicles. A written statement thereon shall be submitted.</p>	
<p><b><u>Vehicles required for the solid waste removal:</u></b></p> <ol style="list-style-type: none"> <li>1- The waste removal work needs of vehicles have been estimated as follows: <ul style="list-style-type: none"> <li>- One bobcat (capacity: 0.7 m<sup>3</sup>) to operate in Al-Hassakeh city as per the supervisors' instructions</li> <li>- Two big wheel loaders – capacity no less than 3m<sup>3</sup></li> <li>- At least 13 dump trucks per day – capacity: 4m<sup>3</sup> – or vehicles whose capacity equals what has been herein mentioned, to expedite the removal work for the good of public health.</li> </ul> </li> <li>2- On completion of the collection works, the contractor shall cover the vehicles with leakage and waterproof cover along the way from the allocated areas to the landfill.</li> <li>3- Each vehicle shall keep a record on the daily transfers for each vehicle. Records shall be signed by supervisors and endorsed by the project manager.</li> <li>4- The contract shall be held responsible for any damages resulting from his vehicles or during the contract period.</li> <li>5- The contractor shall commit to the action plan made by the project management regarding the vehicles, completion of the removal works within the period assigned.</li> <li>6- Vehicle shall unload waste in the allocated landfill exclusively. Any breach shall consider the transfer uncounted.</li> </ol>	

<p><b><u>Execution Time: Waste Removal:</u></b>  Work shall be carried out on daily basis, save on Fridays, during the 6 months of the project life from 6:00 a.m. to 12:00 p.m. with an average transfer of 30 per day <math>\pm 20\%</math> and a monthly rate of transfers of 900 (<math>\pm 20\%</math>). One transfer equals 4m<sup>3</sup>-load per vehicle.  Bobcat: 25 hours per 6 months.  Wheel loaders: 120 hours per 6 months to be distributed as per the project management's instructions.</p>	
<p>The bidder shall submit the aforementioned written statements on labour, execution time, vehicles and the condition thereto related.</p>	

**Obligations of the Contractor:**

1. The applicant vendor is required to have a bank account, and a commercial registration certificate, and he shall present a document of authentication from the concerned authorities.
2. The bidder must submit a document attesting ownership of the vehicles or renting them.
3. A percentage of 0.05% shall be deducted from the contract value for each day of delay provided that the delay shall not exceed 15 days.
4. All loading and removal works are carried out by the contractor and are under the supervision and follow-up of a supervisory body appointed by the cadre of the program and with the participation of technicians from the concerned municipalities. All Receipt reports of the above-mentioned works shall be signed and stamped accordingly.
5. A workshop manual shall be organized and delivered to the project cadre who is responsible for follow-up work and checked periodically by the manager, where he mentions the work carried out daily and the amount of removed solid waste from the targeted sites to the landfill approved. In addition to the number of the operating vehicles, number of working hours, transfers completed in addition to any emerging incident, which is to be stated in detailed and officially signed by concerned authorities.
6. The contractor shall carry out the adjustment works for the waste transferred to the landfill, according to the recommendation of the project supervisors and the beneficiary "partners' municipalities."
7. Compliance with the conditions related to the implementation of the above-mentioned works in accordance with standards and specifications.
8. Contracting for bobcats and wheel loaders shall be done on an hourly basis; work shall be done according to the instructions of the supervisors.
9. The contractor shall ensure the transportation of the supervisory body to the allocated landfills and get the transport documents signed by the landfill supervisor within the working hours and in the contractual areas and the communication sites with the administration to facilitate the monitoring as required.
10. Payment shall be made on the basis of the number of actual transfers of the vehicles on a monthly basis by virtue of invoices and receipts reports provided by the contractor and certified by the supervisors and the city council, taking into consideration that number of transfers and quantity of removed solid waste shall match the above-mentioned conditions per each month.
11. Any unloading outside the approved landfill or transfer does not match the approved size (no less than 4 m<sup>3</sup>), shall not be counted. The vehicle can be routed to another neighbourhood to complete the size by instructions from the supervisors.
12. In case there was a need to change the work sites to other areas according to the directions of the project management and approval of the program, prices contracted in the new area shall be adopted. Nevertheless, if transferred to another area not mentioned in the contract, the price of the transfer shall

be calculated based on the closest price agreed in this contract regarding the status of the area in terms of distance and status of the area after the approval of the UNDP.

13. The approvals and the provision of the credentials and facilitations shall be the responsibility of the contractor.
14. The contractor shall submit payrolls for the approved wages of the contracted workers (two workers per vehicle).
15. The bidder shall submit a cost analysis including labour wages, vehicles operation costs per day/hour, and the total price.
16. The contractor shall take all measures and precautionary actions needed based on the recommendations of the party supervising the project for the public and private safety and security of the project workers. The contractor shall be held fully responsible for any human or public/private physical damage in lives, property, vehicles, and public facilities during the removal work. The UNDP shall not be liable for any of the aforementioned damages. The contractor shall be liable for paying the indemnities, in the event of any, to their worthy recipients **by virtue of a written statement**.
17. The bidder shall pay a field visit to view and assess the waste removal sites in the operation areas prior to submitting his bid, and matching the required works according to the aforementioned Work Table and the annexed table with the collection and removal needs and the recommendation of the party supervising the project, and bids shall be submitted accordingly.

**Bids made not according to the site visit assessment shall not be approved.**

**Delivery of Work Site:**

Vehicles shall start work in line with the cleaning teams on daily transfer average of 30 transfers distributed throughout the project life according to the schedules hereunder  $\pm 20\%$ .

SRL No.	Area	Transfers	Unit	Description
1	Ras Al-Ain	252	Transfer (4m <sup>3</sup> load of vehicle)	Transferring waste from the northern Al-Mahatta and Ronahi neighbourhoods to the landfill site in Shakima near the foothill – 20km away
2	Al-Manajeer	162		Transferring waste from Al-Manajeer and the surrounding villages of Lilan, Al-Adiya, Al-Harras and Salmasa to the landfill site 500 to the north of Al-Manajeer village
3	Al-Shadadi	252		Transferring waste from Al-Bajdali village to the landfill site 6km to the east of Al-Shadadi city
4	Al-Bajdali	48		Transferring waste from Al-Harir village to the landfill site 10km to the east of Al-Shadadi city
5	Al-Hariri	48		Transferring waste from Um-Hujiera village in Al-Hol district to the landfill site in the south of Al-Hol Town, 12km from Um-Hujiera
6	Um Hujira village	108		Transferring waste from Al-Hol town, Al-Gharbi and Al-Wusta neighbourhoods, to the landfill site 6km to the south of the town
7	Al-Hol Town	240		Transferring waste from Al-Hol Camp to the landfill site in the south of the town, 5km from the camp
8	Al-Hol Camp	780		Transferring waste from Al-Tweina Town to the landfill site in the east of Safiyya town, 17km from Al-Tweina town

Srl No.	Area	Transfers	Unit	Description
9	Al-Tweina	156	Transfer (4m <sup>3</sup> load of vehicle)	Transferring waste from Al-Saffiyyah town to the landfill site, 2km to the east
10	Al-Safiyyeh	156		Transferring waste from the neighbourhoods to the landfill site to the west of Al-Hassakeh City, Abyad Area, 17km
11	Al-Villat, Youth Residence, Al-Zuhoor Neighbourhood	468		Transferring waste from the neighbourhoods to the landfill site to the west of Al-Hassakeh City, Abyad Area, 17km
12	Al-Sharia	312		Transferring waste from the neighbourhoods to the landfill site to the west of Al-Hassakeh City, Abyad Area, 17km
13	Al-Askari Neighbourhood, Al-Wusta, Eastern part	468		Transferring waste from the neighbourhoods to the landfill site to the west of Al-Hassakeh City, Abyad Area, 17km
14	Al-Aziziya (south of the National Hospital)	390		Transferring waste from the neighbourhoods to the landfill site to the west of Al-Hassakeh City, Abyad Area, 17km
15	Habo Lands, Martyrs Residence	312		Transferring waste from the neighbourhoods to the landfill site to the west of Al-Hassakeh City, Abyad Area, 17km
16	Al-Qudat Street, Teachers Residence, Al-Farouq Mosque	312		Transferring waste from the neighbourhoods to the landfill site to the west of Al-Hassakeh City, Abyad Area, 17km
17	Rodco, Al-Sahha, Al-Barrad Al-Ali	468		Transferring waste from the neighbourhoods to the landfill site to the west of Al-Hassakeh City, Abyad Area, 17km
18	Al-Mahatta Str., Al-Nawames, Al-Salman Playground	468		Transferring waste from the neighbourhoods to the landfill site to the west of Al-Hassakeh City, Abyad Area, 17km
19	Al-Hassakeh neighbourhoods	25	Hour	Bobcat charges for collecting and loading waste onto vehicles according to the directions and request of the supervisors and project management provided that the bobcat capacity is no less than 0.7m <sup>3</sup>
20	Abyad Landfill	120	Hour	2 Wheel loaders charges for collecting waste, opening the road and removing waste to Abyad landfill, 17km to the west of Al-Hassakeh City, provided that the loader's capacity is no less than 3 m <sup>3</sup>
<b>Total transfers</b>		<b>5400</b>		



## Annex 2

### FORM FOR SUBMITTING SUPPLIER'S QUOTATION<sup>4</sup>

*(This Form must be submitted only using the Supplier's Official Letterhead/Stationery<sup>5</sup>)*

We, the undersigned, hereby accept in full the UNDP General Terms and Conditions, and hereby offer to supply the items listed below in conformity with the specification and requirements of UNDP as per RFQ Reference No. \_\_\_\_\_:

**TABLE 1 : Offer to provide solid waste removal (Al Hasakeh)**

Price Schedule:				
Srl No.	Area	Transfers	Charge per transfer	Total
1	Ras Al-Ain	252		
2	Al-Manajeer	162		
3	Al-Shadadi	252		
4	Al-Bajdali	48		
5	Al-Hariri	48		
6	Um Hujira village	108		
7	Al-Hol Town	240		
8	Al-Hol Camp	780		
9	Al-Tweina	156		
10	Al-Safiyyeh	156		
11	Al-Villat, Youth Residence, Al-Zuhoor Neighbourhood	468		
12	Al-Sharia	312		
13	Al-Askari Neighbourhood, Al-Wusta, Eastern part	468		
14	Al-Aziziya (south of the National Hospital)	390		
15	Habo Lands, Martyrs Residence	312		
16	Al-Qudat Street, Teachers Residence, Al-Farouq Mosque	312		
17	Rodco, Al-Sahha, Al-Barrad Al-Ali	468		
18	Al-Mahatta Str., Al-Nawames, Al-Salman Playground	468		
19	Al-Hassakeh neighbourhoods	25		
20	Abyad Landfill	120		
<b>Total Charge</b>				

<sup>4</sup> This serves as a guide to the Supplier in preparing the quotation and price schedule.

<sup>5</sup> Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

**TABLE 2 : Cost Breakdown**

	Per hour	Per day	Total cost
Cost of driver/assistant driver			
Cost of Pop cat كلفة البوب كات			
Cost of Trailer كلفة القلاب			
Cost of Trucks كلفة التركس			
Grand Total			

**TABLE 3 : Offer to Comply with Other Conditions and Related Requirements**

Other Information pertaining to our Quotation are as follows :	Your Responses		
	<i>Yes, we will comply</i>	<i>No, we cannot comply</i>	<i>If you cannot comply, pls. indicate counter proposal</i>
Delivery Lead Time			
Validity of Quotation			
All Provisions of the UNDP General Terms and Conditions			

All other information that we have not provided automatically implies our full compliance with the requirements, terms and conditions of the RFQ.

*[Name and Signature of the Supplier's Authorized Person]*  
*[Designation]*  
*[Date]*





## General Conditions of Contract for Civil Works

1. Definitions
2. Singular and Plural
3. Headings or Notes
4. Legal Relationships
5. General Duties/Powers of Engineer
6. Contractor's General Obligations/Responsibilities
7. Assignment and Subcontracting
8. Drawings
9. Work Book
10. Performance Security
11. Inspection of Site
12. Sufficiency of Tender
13. Programme of Work to be Furnished
14. Weekly Site Meeting
15. Change Orders
16. Contractor's Superintendence
17. Contractor's Employees
18. Setting-Out
19. Watching and Lighting
20. Care of Works
21. Insurance of Works, Etc.
22. Damage to Persons and Property
23. Liability Insurance
24. Accident or Injury to Workmen
25. Remedy on Contractor's Failure to Insure
26. Compliance with Statutes, Regulations, Etc.
27. Fossils, Etc.
28. Copyright, Patents and Other Proprietary Rights, and Royalties
29. Interference With Traffic and Adjoining Properties
30. Extraordinary Traffic and Special Loads
31. Opportunities for Other Contractors
32. Contractor to Keep Site Clean
33. Clearance of Site on Substantial Completion
34. Labour
35. Returns of Labour, Plant, Etc.

36. Materials, Workmanship and Testing
37. Access to Site
38. Examination of Work Before Covering Up
39. Removal of Improper Work and Materials
40. Suspension of Work
41. Possession of Site
42. Time for Completion
43. Extension of Time for Completion
44. Rate of Progress
45. Liquidated Damages for Delay
46. Certificate of Substantial Completion
47. Defects Liability
48. Alterations, Additions and Omissions
49. Plant, Temporary Works and Materials
50. Approval of Materials, Etc., Not Implied
51. Measurement of Works
52. Liability of the Parties
53. Authorities
54. Urgent Repairs
55. Increase and Decrease of Costs
56. Taxation
57. Blasting
58. Machinery
59. Temporary Works and Reinstatement
60. Photographs and Advertising
61. Prevention of Corruption
62. Date Falling on Holiday
63. Notices
64. Language, Weights and Measures
65. Records, Accounts, Information and Audit
66. Force Majeure
67. Suspension by the UNDP
68. Termination by the UNDP
69. Termination by the Contractor
70. Rights and Remedies of the UNDP
71. Settlement of Disputes
72. Privileges and Immunities
73. Security
74. Audit and Investigations
75. Anti-Terrorism

Appendix I: Formats of Performance Security  
Performance Bank Guarantee  
Performance Bond

## **1. DEFINITIONS**

For the purpose of the Contract Documents the words and expressions below shall have the following meanings:

- a) "Employer" means the United Nations Development Programme (UNDP).
- b) "Contractor" means the person whose tender has been accepted and with whom the Contract has been entered into.
- c) "Engineer" means the person whose services have been engaged by UNDP to administer the Contract as provided therein, as will be notified in writing to the Contractor.
- d) "Contract" means the written agreement between the Employer and the Contractor, to which these General Conditions are annexed.
- e) "The Works" means the works to be executed and completed under the Contract.
- f) "Temporary Works" shall include items to be constructed which are not intended to be permanent and form part of the Works.
- g) "Drawings" and "Specifications" mean the Drawings and Specifications referred to in the Contract and any modification thereof or addition thereto furnished by the Engineer or submitted by the Contractor and approved in writing by the Engineer in accordance with the Contract.
- h) "Bill of Quantities" is the document in which the Contractor indicates the cost of the Works, on the basis of the foreseen quantities of items of work and the fixed unit prices applicable to them.
- i) "Contract Price" means the sum agreed in the Contract as payable to the Contractor for the execution and completion of the Works and for remedying of any defects therein in accordance with the Contract.
- j) "Site" means the land and other places on, under, in or through which the Works or Temporary Works are to be constructed.

## **2. SINGULAR AND PLURAL**

Words importing persons or parties shall include firms or companies and words importing the singular only shall also include the plural and vice versa where the context requires.

## **3. HEADINGS OR NOTES**

The headings or notes in the Contract Documents shall not be deemed to be part thereof or be taken into consideration in their interpretation.

#### **4. LEGAL RELATIONSHIPS**

The Contractor and the sub-contractor(s), if any, shall have the status of an independent contractor vis-à-vis the Employer. The Contract Documents shall not be construed to create any contractual relationship of any kind between the Engineer and the Contractor, but the Engineer shall, in the exercise of his duties and powers under the Contract, be entitled to performance by the Contractor of its obligations, and to enforcement thereof. Nothing contained in the Contract Documents shall create any contractual relationship between the Employer or the Engineer and any subcontractor(s) of the Contractor.

#### **5. GENERAL DUTIES/POWERS OF ENGINEER**

- a) The Engineer shall provide administration of Contract as provided in the Contract Documents. In particular, he shall perform the functions hereinafter described.
- b) The Engineer shall be the Employer's representative vis-à-vis the Contractor during construction and until final payment is due. The Engineer shall advise and consult with the Employer. The Employer's instructions to the Contractor shall be forwarded through the Engineer. The Engineer shall have authority to act on behalf of the Employer only to the extent provided in the Contract Documents as they may be amended in writing in accordance with the Contract. The duties, responsibilities and limitations of authority of the Engineer as the Employer's representative during construction as set forth in the Contract shall not be modified or extended without the written consent of the Employer, the Contractor and the Engineer.
- c) The Engineer shall visit the Site at intervals appropriate to the stage of construction to familiarize himself generally with the progress and quality of the Works and to determine in general if the Works are proceeding in accordance with the Contract Documents. On the basis of his on-site observations as an Engineer, he shall keep the Employer informed of the progress of the Works.
- d) The Engineer shall not be responsible for and will not have control or charge of construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Works or the Temporary Works. The Engineer shall not be responsible for or have control or charge over the acts or omissions of the Contractor (including the Contractor's failure to carry out the Works in accordance with the Contract) and of Sub-contractors or any of their agents or employees, or any other persons performing services for the Works, except if such acts or omissions are caused by the Engineer's failure to perform his functions in accordance with the contract between the Employer and the Engineer.

- e) The Engineer shall at all times have access to the Works wherever and whether in preparation or progress. The Contractor shall provide facilities for such access so that the Engineer may perform his functions under the Contract.
- f) Based on the Engineer's observations and an evaluation of the documentation submitted by the Contractor together with the invoices, the Engineer shall determine the amounts owed to the Contractor and shall issue Certificates for Payment as appropriate.
- g) The Engineer shall review and approve or take other appropriate action upon the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for conformity with the design concept of the Works and with the provisions of the Contract Documents. Such action shall be taken with reasonable promptness so as to cause no delay. The Engineer's approval of a specific item shall not indicate approval of an assembly of which the item is a component.
- h) The Engineer shall interpret the requirements of the Contract Documents and judge the performance thereunder by the Contractor. All interpretations and orders of the Engineer shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in writing or in the form of drawings. Either party may make a written request to the Engineer for such interpretation. The Engineer shall render the interpretation necessary for the proper execution of the Works with reasonable promptness and in accordance with any time limit agreed upon. Any claim or dispute arising from the interpretation of the Contract Documents by the Engineer or relating to the execution or progress of the Works shall be settled as provided in Clause 71 of these General Conditions.
- i) Except as otherwise provided in the Contract, the Engineer shall have no authority to relieve the Contractor of any of his obligations under the Contract nor to order any work involving delay in completion of the Works or any extra payment to the Contractor by the Employer, or to make any variations to the Works.
- j) In the event of termination of the employment of the Engineer, the Employer shall appoint another suitable professional to perform the Engineer's duties.
- k) The Engineer shall have authority to reject work which does not conform to the Contract Documents. Whenever, in his opinion, he considers it necessary or advisable for the implementation of the intent of the Contract Documents, he will have authority to require special inspection or testing of the work whether or not such work be then fabricated, installed or completed. However, neither the Engineer's authority to act nor any reasonable decision made by him in good faith either to exercise or not to exercise such authority shall give rise to any duty or responsibility of the Engineer to the Contractor, any subcontractor, any of their agents or employees, or any other person performing services for the Works.
- l) The Engineer shall conduct inspections to determine the dates of Substantial Completion and Final Completion, shall receive and forward to the Employer for the Employer's review written warranties and related documents required by the Contract and assembled by the

Contractor, and shall issue a final Certificate for Payment upon compliance with the requirements of Clause 47 hereof and in accordance with the Contract.

- m) If the Employer and Engineer so agree, the Engineer shall provide one or more Engineer's Representative(s) to assist the Engineer in carrying out his responsibilities at the site. The Engineer shall notify in writing to the Contractor and the Employer the duties, responsibilities and limitations of authority of any such Engineer's Representative(s).

## **6. CONTRACTOR'S GENERAL OBLIGATIONS/RESPONSIBILITIES**

### **6.1.Obligation to Perform in Accordance with Contract**

The Contractor shall execute and complete the Works and remedy any defects therein in strict accordance with the Contract, with due care and diligence and to the satisfaction of the Engineer, and shall provide all labor, including the supervision thereof, materials, Constructional Plant and all other things, whether of a temporary or permanent nature, required in and for such execution, completion and remedying of defects, as far as the necessity for providing the same is specified in or is reasonably to be inferred from the Contract. The Contractor shall comply with and adhere strictly to the Engineer's instructions and directions on any matter, touching or concerning the Works.

### **6.2 Responsibility for Site Operations**

The Contractor shall take full responsibility for the adequacy, stability and safety of all site operations and methods of construction, provided that the Contractor shall not be responsible, except as may be expressly provided in the Contract, for the design or specification of the Permanent Works or of any Temporary Works prepared by the Engineer.

### **6.3.Responsibility for Employees**

The Contractor shall be responsible for the professional and technical competence of his employees and will select for work under this Contract, reliable individuals who will perform effectively in the implementation of the Contract, respect local customs and conform to a high standard of moral and ethical conduct.

### **6.4.Source of Instructions**

The Contractor shall neither seek nor accept instructions from any authority external to the Employer, the Engineer or their authorized representatives in connection with the performance of his services under this Contract. The Contractor shall refrain from any action which may adversely affect the Employer and shall fulfill his commitments with fullest regard for the interest of the Employer.

### **6.5.Officials Not to Benefit**

The Contractor warrants that no official of the Employer has been or shall be admitted by the Contractor to any direct or indirect benefit arising from this Contract or the award thereof. The Contractor agrees that breach of this provision is a breach of an essential term of the Contract.

#### **6.6. Use of Name, Emblem or Official Seal of UNDP or the United Nations**

The Contractor shall not advertise or otherwise make public the fact that he is performing, or has performed services for the Employer or use the name, emblem or official seal of the Employer or the United Nations or any abbreviation of the name of the Employer or the United Nations for advertising purposes or any other purposes.

#### **6.7. Confidential Nature of Documents**

All maps, drawings, photographs, mosaics, plans, reports, recommendations, estimates, documents and all other data compiled by or received by the Contractor under the Contract shall be the property of the Employer, shall be treated as confidential and shall be delivered only to the duly authorized representative of the Employer on completion of the Works; their contents shall not be made known by the Contractor to any person other than the personnel of the Contractor performing services under this Contract without the prior written consent of the Employer.

### **7. ASSIGNMENT AND SUBCONTRACTING**

#### **7.1. Assignment of Contract**

The Contractor shall not, except after obtaining the prior written approval of the Employer, assign, transfer, pledge or make other disposition of the Contract or any part thereof or of any of the Contractor's rights, claims or obligations under the Contract.

#### **7.2. Subcontracting**

In the event the Contractor requires the services of subcontractors, the Contractor shall obtain the prior written approval of the Employer for all such subcontractors. The approval of the Employer shall not relieve the Contractor of any of his obligations under the Contract, and the terms of any subcontract shall be subject to and be in conformity with the provisions of the Contract.

#### **7.3. Assignment of Subcontractor's Obligations**

In the event of a subcontractor having undertaken towards the Contractor in respect of the work executed or the goods, materials, Plant or services supplied by such subcontractor for the Works, any continuing obligation extending for a period exceeding that of the Defects Liability Period under the Contract, the Contractor shall at any time after the expiration of such Period, assign to the Employer, at the Employer's request and cost, the benefit of such obligation for the unexpired duration thereof.



## **8. DRAWINGS**

### **8.1.Custody of drawings**

The drawings shall remain in the sole custody of the Employer but two (2) copies thereof shall be furnished to the Contractor free of cost. The Contractor shall provide and make at his own expense any further copies required by him. At the completion of the Works, the Contractor shall return to the Employer all drawings provided under the Contract.

### **8.2.One copy of Drawings to be kept on Site**

One copy of the Drawings furnished to the Contractor as aforesaid shall be kept by the Contractor on the Site and the same shall at all reasonable times be available for inspection and use by the Engineer and by any other person authorized in writing by the Engineer.

### **8.3.Disruption of Progress**

The Contractor shall give written notice to the Engineer whenever planning or progress of the Works is likely to be delayed or disrupted unless any further drawing or order, including a direction, instruction or approval, is issued by the Engineer within a reasonable time. The notice shall include details of drawing or order required and of why and by when it is required and of any delay or disruption likely to be suffered if it is late.

## **9. WORK BOOK**

The Contractor shall maintain a Work Book at the Site with numbered pages, in one original and two copies. The Engineer shall have full authority to issue new orders, drawings and instructions to the Contractor, from time to time and as required for the correct execution of the Works. The Contractor shall be bound to follow such orders, drawings and instructions.

Every order shall be dated and signed by the Engineer and the Contractor, in order to account for its receipt.

Should the Contractor want to refuse an order in the Work Book, he shall so inform the Employer, through the Engineer, by means of an annotation in the Work Book made within three (3) days from the date of the order that the Contractor intends to refuse. Failure by the Contractor to adhere to this procedure shall result in the order being deemed accepted with no further possibility of refusal.

The original of the Work Book shall be delivered to the Employer at the time of Final Acceptance of the Works. A copy shall be kept by the Engineer and another copy by the Contractor.

## **10. PERFORMANCE SECURITY**



- a) As guarantee for his proper and efficient performance of the Contract, the Contractor shall on signature of the Contract furnish the Employer with a Performance Security issued for the benefit of the Employer. The amount and character of such security (bond or guarantee) shall be as indicated in the Contract.
- b) The Performance Bond or Bank Guarantee must be issued by an acceptable insurance company or accredited bank, in the format included in Appendix I to these General Conditions, and must be valid up to twenty-eight days after issuance by the Engineer of the Certificate of Final Completion. The Performance Bond or Bank Guarantee shall be returned to the Contractor within twenty-eight days after the issuance by the Engineer of the Certificate of Final Completion, provided that the Contractor shall have paid all money owed to the Employer under the Contract.
- c) If the surety of the Performance Bond or Bank Guarantee is declared bankrupt or becomes insolvent or its right to do business in the country of execution of the Works is terminated, the Contractor shall within five (5) days thereafter substitute another bond or guarantee and surety, both of which must be acceptable to the Employer.

## **11. INSPECTION OF SITE**

The Contractor shall be deemed to have inspected and examined the site and its surroundings and to have satisfied himself before submitting his Tender and signing the Contract as to all matters relative to the nature of the land and subsoil, the form and nature of the Site, details and levels of existing pipe lines, conduits, sewers, drains, cables or other existing services, the quantities and nature of the work and materials necessary for the completion of the Works, the means of access to the Site, and the accommodation he may require, and in general to have himself obtained all necessary information as to risk contingencies, climatic, hydrological and natural conditions and other circumstances which may influence or affect his Tender, and no claims will be entertained in this connection against the Employer.

## **12. SUFFICIENCY OF TENDER**

The Contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his Tender for the construction of the Works and of the rates and prices, which rates and prices shall, except in so far as it is otherwise provided in the Contract, cover all his obligations under the Contract and all matters and things necessary for the proper execution and completion of the Works.

## **13. PROGRAMME OF WORK TO BE FURNISHED**

Within the time limit specified in the Contract, the Contractor shall submit to the Engineer for his consent a detailed Programme of Work showing the order of procedure and the method in which he proposes to carry out the Works. In preparing his Programme of Work the Contractor shall pay due regard to the priority required by certain works. Should the Engineer, during the progress of work, require further modifications to the Programme of Work, the Contractor shall review the said program. The Contractor shall also whenever

required by the Engineer submit particulars in writing of the Contractor's arrangements for carrying out the Works and of the Constructional Plant and Temporary Works which the Contractor intends to supply, use or construct as the case may be. The submission of such program, or any modifications thereto, or the particulars required by the Engineer, shall not relieve the Contractor of any of his duties or obligations under the Contract nor shall the incorporation of any modification to the Programme of Work either at the commencement of the contract or during its course entitle the Contractor to any additional payments in consequence thereof.

#### **14. WEEKLY SITE MEETING**

A weekly site meeting shall be held between the UNDP Project Coordinator or engineer, if any, the representative of the Contractor and the Engineer or the Engineer's Representative, in order to verify that the Works are progressing normally and are executed in accordance with the Contract.

#### **15. CHANGE ORDERS**

- a) The Engineer may instruct the Contractor, with the approval of the Employer and by means of Change Orders, all variations in quantity or quality of the Works, in whole or in part, that are deemed necessary by the Engineer.
- b) Processing of change orders shall be governed by clause 48 of these General Conditions.

#### **16. CONTRACTOR'S SUPERINTENDENCE**

The Contractor shall provide all necessary superintendence during the execution of the Works and as long thereafter as the Engineer may consider necessary for the proper fulfillment of the Contractor's obligations under the Contract. The Contractor or a competent and authorized agent or representative of the Contractor approved in writing by the Engineer, which approval may at any time be withdrawn, shall be constantly on the site and shall devote his entire time to the superintendence of the Works. Such authorized agent or representative shall receive on behalf of the Contractor directions and instructions from the Engineer. If the approval of such agent or representative shall be withdrawn by the Engineer, as provided in Clause 17(2) hereinafter, or if the removal of such agent or representative shall be requested by the Employer under Clause 17(3) hereinafter, the Contractor shall as soon as it is practicable after receiving notice of such withdrawal remove the agent or representative from the Site, and replace him by another agent or representative approved by the Engineer. Notwithstanding the provision of Clause 17(2) hereinafter, the Contractor shall not thereafter employ, in any capacity whatsoever, a removed agent or representative again on the Site.

#### **17. CONTRACTOR'S EMPLOYEES**

- a) The Contractor shall provide and employ on the Site in connection with the execution and completion of the Works and the remedying of any defects therein:

- i. Only such technical assistants as are skilled and experienced in their respective callings and such sub-agent foremen and leading hands as are competent to give proper supervision to the work they are required to supervise, and
  - ii. Such skilled, semi-skilled, and unskilled labour as is necessary for the proper and timely execution and completion of the Works.
- b) The Engineer shall be at liberty to object to and require the Contractor to remove forthwith from the Works any person employed by the Contractor in or about the execution or completion of the Works, who in the opinion of the Engineer is misconducting himself, or is incompetent or negligent in the proper performance of his duties, or whose employment is otherwise considered reasonably by the Engineer to be undesirable, and such person shall not be again employed on the Site without the written permission of the Engineer. Any person so removed from the Works shall be replaced as soon as reasonably possible by a competent substitute approved by the Engineer.
  - c) Upon written request by the Employer, the Contractor shall withdraw or replace from the Site any agent, representative or other personnel who does not conform to the standards set forth in paragraph (1) of this Clause. Such request for withdrawal or replacement shall not be considered as termination in part or in whole of this Contract. All costs and additional expenses resulting from any withdrawal or replacement for whatever reason of any of the Contractor's personnel shall be at the Contractor's expense.

## **18. SETTING-OUT**

The Contractor shall be responsible for the true and proper setting out of the Works in relation to original points, lines and levels of reference given by the Engineer in writing and for the correctness of the position, levels, dimensions and alignment of all parts of the Works and for the provision of all necessary instruments, appliances and labor in connection therewith. If, at any time during the progress of the Works, any error shall appear or arise in the position, levels, dimensions or alignment of any part of the Works, the Contractor, on being required so to do by the Engineer, shall, at his own cost, rectify such error to the satisfaction of the Engineer.

## **19. WATCHING AND LIGHTING**

The Contractor shall in connection with the Works provide and maintain at his own cost all lights, guards, fencing and watching when and where necessary or required by the Engineer or by any duly constituted authority for the protection of the Works and the materials and equipment utilized therefor or for the safety and convenience of the public or others.

## **20. CARE OF WORKS**

- a) From the commencement date of the Works to the date of substantial completion as stated in the Certificate of Substantial Completion, the Contractor shall take full responsibility for the care thereof and of all Temporary Works. In the event that any damage or loss should happen

to the Works or to any part thereof or to any Temporary Works from any cause whatsoever (save and except as shall be due to Force Majeure as defined in Clause 66 of these General Conditions), the Contractor shall at his own cost repair and make good the same so that, at completion, the Works shall be in good order and condition and in conformity in every respect with the requirements of the Contract and the Engineer's instructions. The Contractor shall also be liable for any damage to the Works occasioned by him in the course of any operations carried out by him for the purpose of complying with his obligations Clause 47 hereof.

- b) The Contractor shall be fully responsible for the review of the Engineering design and details of the Works and shall inform the Employer of any mistakes or incorrectness in such design and details which would affect the Works.

## **21. INSURANCE OF WORKS, ETC.**

Without limiting his obligations and responsibilities under Clause 20 hereof, the Contractor shall insure immediately following signature of this Contract, in the joint names of the Employer and the Contractor (a) for the period stipulated in Clause 20(1) hereof, against all loss or damage from whatever cause arising, other than cause of Force majeure as defined in clause 66 of these General Conditions, and (b) against loss or damage for which the Contractor is responsible, in such manner that the Employer and the Contractor are covered for the period stipulated in Clause 20 (1) hereof and are also covered during the Defects Liability Period for loss or damage arising from a cause occurring prior to the commencement of the Defects Liability Period and for any loss or damage occasioned by the Contractor in the course of any operations carried out by him for the purpose of complying with his obligations under Clause 47 hereof:

- a) The Works, together with the materials and Plant for incorporation therein, to their full replacement cost, plus an additional sum of ten (10) per cent of such replacement cost, to cover any additional costs of and incidental to the rectification of loss or damage including professional fees and the cost of demolishing and removing any part of the Works and of removing debris of whatsoever nature;
- b) The Contractor's equipment and other things brought on to the Site by the Contractor to the replacement value of such equipment and other things;
- c) An insurance to cover the liabilities and warranties of Section 52(4);

Such insurance shall be effected with an insurer and in terms approved by the Employer, which approval shall not be unreasonably withheld, and the Contractor shall, whenever required, produce to the Engineer the policy or policies of insurance and the receipts for payment of the current premiums.

## **22. DAMAGE TO PERSONS AND PROPERTY**

The Contractor shall (except if and so far as the Contract provides otherwise) indemnify, hold and save harmless and defend at his own expense the Employer, its officers, agents, employees and servants from and against all suits, claims, demands, proceedings, and liability of any nature or kind, including costs and expenses, for injuries or damages to any person or any property whatsoever which may arise out of or in consequence of acts or omissions of the Contractor or its agents, employees, servants or subcontractors in the execution of the Contract. The provision of this Clause shall extend to suits, claims, demands, proceedings and liability in the nature of workmen's compensation claims and arising out of the use of patented inventions and devices. Provided always that nothing herein contained shall be deemed to render the Contractor liable for or in respect of or with respect to:

- a) The permanent use or occupation of land by the Works or any part thereof;
- b) The right of the Employer to construct the Works or any part thereof on, over, under, or through any land.
- c) Interference whether temporary or permanent with any right of light, airway or water or other easement or quasi-easement which is the unavoidable result of the construction of the Works in accordance with the Contract.
- d) Death, injuries or damage to persons or property resulting from any act or neglect of the Employer, his agents, servants or other contractors, done or committed during the validity of the Contract.

## **23. LIABILITY INSURANCE**

### **23.1. Obligation to take out Liability Insurance**

Before commencing the execution of the Works, but without limiting his obligations and responsibility under Clause 20 hereof, the Contractor shall insure against his liability for any death, material or physical damage, loss or injury which may occur to any property, including that of the Employer or to any person, including any employee of the Employer by or arising out of the execution of the Works or in the carrying out of the Contract, other than due to the matters referred to in the proviso to Clause 22 hereof.

### **23.2. Minimum Amount of Liability Insurance**

Such insurance shall be effected with an insurer and in terms approved by the Employer, which approval shall not be unreasonably withheld, and for at least the amount specified in the contract. The Contractor shall, whenever required by the Employer or the Engineer, produce to the Engineer the policy or policies of insurance and the receipts for payment of the current premiums.

### **23.3. Provision to Indemnify Employer**



The insurance policy shall include a provision whereby, in the event of any claim in respect of which the Contractor would be entitled to receive indemnity under the policy, being brought or made against the Employer, the insurer shall indemnify the Employer against such claims and any costs, charges and expenses in respect thereof.

#### **24. ACCIDENT OR INJURY TO WORKMEN**

- a) The Employer shall not be liable for or in respect of any damages or compensation payable at law in respect or in consequence of any accident or injury to any workman or other person in the employment of the Contractor or any sub-Contractor, save and except an accident or injury resulting from any act or default of the Employer, his agents or servants. The Contractor shall indemnify, hold and save harmless the Employer against all such damages and compensation, save and except as aforesaid, and against all claims, proceedings, costs, charges and expenses whatsoever in respect thereof or in relation thereto.

- b) Insurance Against Accident, etc., to Workmen

The Contractor shall insure against such liability with an insurer approved by the Employer, which approval shall not be unreasonably withheld, and shall continue such insurance during the whole of the time that any persons are employed by him for the Works and shall, when required, produce to the Engineer such policy of insurance and the receipt for payment of the current premium. Provided always that, in respect of any persons employed by any subcontractor, the Contractor's obligation to insure as aforesaid under this sub-clause shall be satisfied if the subcontractor shall have insured against the liability in respect of such persons in such manner that the Employer is indemnified under the policy but the Contractor shall require such subcontractor to produce to the Engineer when required such policy of insurance and the receipt for the current premium, and obtain the insertion of a provision to that effect in its contract with the subcontractor.

#### **25. REMEDY ON CONTRACTOR'S FAILURE TO INSURE**

If the Contractor shall fail to effect and keep in force any of the insurances referred to in Clauses 21, 23 and 24 hereof, or any other insurance which he may be required to effect under the terms of the Contract, the Employer may in any such case effect and keep in force any such insurance and pay such premium as may be necessary for that purpose and from time to time deduct the amount so paid by the Employer as aforesaid from any monies due or which may become due to the Contractor, or recover the same as a debt due from the Contractor.

#### **26. COMPLIANCE WITH STATUTES, REGULATIONS, ETC.**

- a) The Contractor shall give all notices and pay all fees and charges required to be given or paid by any national or State Statutes, Ordinances, Laws, Regulations or By-laws, or any local or other duly constituted authority in relation to the execution of the Works or of any Temporary Works and by the Rules and Regulations of all public bodies and companies

whose property or rights are affected or may be affected in any way by the Works or any Temporary Works.

- b) The Contractor shall conform in all respects with any such Statutes, Ordinances, Laws, Regulations, By-laws or requirements of any such local or other authority which may be applicable to the Works and shall keep the Employer indemnified against all penalties and liabilities of every kind for breach of any such Statutes, Ordinances, Laws, Regulations, By-laws or requirements.

## **27. FOSSILS, ETC.**

All fossils, coins, articles of value or antiquity and structures and other remains or things of geological or archaeological interest discovered on the Site of the Works shall as between the Employer and the Contractor be deemed to be the absolute property of the Employer and the Contractor shall take reasonable precautions to prevent his workmen or any other persons from removing or damaging any such article or thing and shall immediately upon discovery thereof and before removal acquaint the Employer of such discovery and carry out at the expense of the Employer the Engineer's orders as to the disposal of the same.

## **28. COPYRIGHT, PATENT AND OTHER PROPRIETARY RIGHTS, AND ROYALTIES**

- a) The Contractor shall hold harmless and fully indemnify the Employer from and against all claims and proceedings for or on account of infringement of any patent rights, design trademark or name or other protected rights in respect of any Plant, equipment, machine, work or material used for or in connection with the Works or Temporary Works and from and against all claims, demands proceedings, damages, costs, charges and expenses whatsoever in respect thereof or in relation thereto, except where such infringement results from compliance with the design or Specification provided by the Engineer.
- b) Except where otherwise specified, the Contractor shall pay all tonnage and other royalties, rent and other payments or compensation, if any, for getting stone, sand, gravel, clay or other materials required for the Works or Temporary Works.

## **29. INTERFERENCE WITH TRAFFIC AND ADJOINING PROPERTIES**

All operations necessary for the execution of the Works and for the Construction of any Temporary Works shall, so far as compliance with the requirements of the Contract permits, be carried on so as not to interfere unnecessarily or improperly with the public convenience, or the access to, use and occupation of, public or private roads and footpaths to or of properties whether in the possession of the Employer or of any other person. The Contractor shall hold harmless and indemnify the Employer in respect of all claims, demands, proceedings, damages, costs, charges and expenses whatsoever arising out of or in relation to any such matters in so far as the Contractor is responsible therefor.

### **30. EXTRAORDINARY TRAFFIC AND SPECIAL LOADS**

- a) The Contractor shall use every reasonable means to prevent any of the roads or bridges communicating with or on the routes to the Site from being damaged by any traffic of the Contractor or any of his sub-contractors and, in particular, shall select routes, choose and use vehicles and restrict and distribute loads so that any such extraordinary traffic as will inevitably arise from the moving of plant and material from and to the Site shall be limited as far as reasonably possible and so that no unnecessary damage may be occasioned to such roads and bridges.
- b) Should it be found necessary for the Contractor to move any load of Constructional Plant, machinery, preconstructed units or parts of units of work, or other thing, over part of a road or bridge, the moving whereof is likely to damage any such road or bridge unless special protection or strengthening is carried out, then the Contractor shall before moving the load on to such road or bridge, save insofar as the Contract otherwise provide, be responsible for and shall pay for the cost of strengthening any such bridge or altering or improving any such road to avoid such damage, and the Contractor shall indemnify and keep the Employer indemnified against all claims for damage to any such road or bridge caused by such movement, including such claim as may be made directly against the Employer, and shall negotiate and pay all claims arising solely out of such damage.

### **31. OPPORTUNITIES FOR OTHER CONTRACTORS**

The Contractor shall in accordance with the requirements of the Engineer afford all reasonable opportunities for carrying out their work to any other contractors employed by the Employer and their workmen and to the workmen of the Employer and of any other duly constituted authorities who may be employed in the execution on or near the Site of any work not included in the Contract or of any contract which the Employer may enter into in connection with or ancillary to the Works. If work by other contractors of the Employer as above-mentioned involves the Contractor in any direct expenses as a result of using his Site facilities, the Employer shall consider payment to the Contractor of such sum or sums as may be recommended by the Engineer.

### **32. CONTRACTOR TO KEEP SITE CLEAN**

During the progress of the Works, the Contractor shall keep the Site reasonably free from all unnecessary obstruction and shall store or dispose of any Constructional Plant and surplus materials and clear away and remove from the Site any wreckage, rubbish or Temporary Works no longer required.

### **33. CLEARANCE OF SITE ON SUBSTANTIAL COMPLETION**

On the substantial completion of the Works, the Contractor shall clear away and remove from the Site all Constructional Plant surplus materials, rubbish and Temporary Works of every kind and leave the whole of the Site and Works clean and in a workmanlike condition to the satisfaction of the Engineer.



## **34. LABOUR**

### **34.1 Engagement of Labour**

The Contractor shall make his own arrangements for the engagement of all labour local or otherwise.

### **34.2 Supply of Water**

The Contractor shall provide on the Site to the satisfaction of the Engineer an adequate supply of drinking and other water for the use of the Contractor's staff and work people.

### **34.3 Alcoholic Drinks or Drugs**

The Contractor shall comply with Government laws and regulations and orders in force as regards the import, sale, barter or disposal of alcoholic drinks or narcotics and he shall not allow or facilitate such importation, sale, gift, barter or disposal by his sub-contractors, agents or employees.

### **34.4 Arms and Ammunition**

The restrictions specified in clause 34.3 above shall include all kinds of arms and ammunition.

### **34.5 Holiday and Religious Customs**

The Contractor shall in all dealings with labour in his employ have due regard to all holiday, recognized festivals and religious or other customs.

### **34.6 Epidemics**

In the event of any outbreak of illness of an epidemic nature the Contractor shall comply with and carry out such regulations, orders, and requirements as may be made by the Government or the local medical or sanitary authorities for the purpose of dealing with and overcoming the same.

### **34.7 Disorderly Conduct, etc.**

The Contractor shall at all times take all reasonable precautions to prevent any unlawful riotous or disorderly conduct by or amongst his employees and for the preservation of peace and the protection of persons and property in the neighborhood of the Works against the same.

### **34.8 Observance by Sub-Contractors**

The Contractor shall be considered responsible for the observance of the above provisions by his Sub-Contractors.

#### **34.9 Legislation applicable to Labour**

The Contractor shall abide by all applicable legislation and regulation with regard to labour.

### **35 RETURNS OF LABOUR, PLANT, ETC.**

The Contractor shall, if required by the Engineer, deliver to the Engineer at his office, a return in detail in the form and at such intervals as the Engineer may prescribe showing the supervisory staff and the numbers of the several classes of labour from time to time employed by the Contractor on the Site and such information respecting Constructional plant as the Engineer may require.

### **36 MATERIALS, WORKMANSHIP AND TESTING**

#### **36.1 Materials and Workmanship**

- a) All materials and workmanship shall be of the respective kinds described in the Contract and in accordance with the Engineer's instructions and shall be subjected from time to time to such tests as the Engineer may direct at the place of manufacture or fabrication, or on the Site or at all or any of such places. The Contractor shall provide such assistance, instruments, machines, labour and materials as are normally required for examining, measuring and testing any work and the quality, weight or quantity of any materials used and shall supply samples of materials before incorporation in the Works for testing as may be selected and required by the Engineer. All testing equipment and instruments provided by the Contractor shall be used only by the Engineer or by the Contractor in accordance with the instructions of the Engineer.
- b) No material not conforming with the Specifications in the Contract may be used for the Works without prior written approval of the Employer and instruction of the Engineer, provided always that if the use of such material results or may result in increasing the Contract Price, the procedure in Clause 48 shall apply.

#### **36.2 Cost of Samples**

All samples shall be supplied by the Contractor at his own cost unless the supply thereof is clearly intended in the Specifications or Bill of Quantities to be at the cost of the Employer. Payment will not be made for samples which do not comply with the Specifications.

#### **36.3 Cost of Tests**

The Contractor shall bear the costs of any of the following tests:

- a) Those clearly intended by or provided for in the Contract Documents.

- b) Those involving load testing or tests to ensure that the design of the whole of the Works or any part of the Works is appropriate for the purpose which it was intended to fulfill.

### **37 ACCESS TO SITE**

The Employer and the Engineer and any persons authorized by either of them shall, at all times, have access to the Works and to the Site and to all workshops and places where work is being prepared or whence materials, manufactured articles or machinery are being obtained for the Works and the Contractor shall afford every facility for and every assistance in or in obtaining the right to such access.

### **38 EXAMINATION OF WORK BEFORE COVERING UP**

No work shall be covered up or put out of view without the approval of the Engineer and the Contractor shall afford full opportunity for the Engineer to examine and measure any work which is about to be covered up or put out of view and to examine foundations before permanent work is placed thereon. The Contractor shall give due notice to the Engineer whenever any such work or foundations is or are ready or about to be ready for examination and the Engineer shall without unreasonable delay unless he considers it unnecessary and advises the Contractor accordingly attend for the purpose of examining and measuring such work or of examining such foundations.

### **39 REMOVAL OF IMPROPER WORK AND MATERIALS**

#### **39.1 Engineer's power to order removal**

The Engineer shall during the progress of the Works have power to order in writing from time to time, and the Contractor shall execute at his cost and expense, the following operations:

- a) The removal from the Site within such time or times as may be specified in the order of any materials which in the opinion of the Engineer are not in accordance with the Contract;
- b) The substitution of proper and suitable materials; and
- c) The removal and proper re-execution (notwithstanding any previous test thereof or interim payment therefore) of any work which in respect of materials or workmanship is not in the opinion of the Engineer in accordance with the Contract.

#### **39.2 Default of Contractor in carrying out Engineer's Instructions**

In case of default on the part of the Contractor in carrying out an instruction of the Engineer, the Employer shall be entitled to employ and pay other persons to carry out the same and all expenses consequent thereon or incidental thereto shall be borne by the Contractor and shall

be recoverable from him by the Employer and may be deducted by the Employer from any monies due or which may become due to the Contractor.

#### **40 SUSPENSION OF WORK**

The Contractor shall on the written order of the Engineer suspend the progress of the Works or any part thereof for such time or times and in such manner as the Engineer may consider necessary and shall, during such suspension, properly protect and secure the Works so far as it is necessary in the opinion of the Engineer. The Employer should be notified and his written approval should be sought for any suspension of work in excess of three (3) days.

#### **41 POSSESSION OF SITE**

##### **41.1 Access to Site**

The Employer shall with the Engineer's written order to commence the Works, give to the Contractor possession of so much of the Site as may be required to enable the Contractor to commence and proceed with the construction of the Works in accordance with the Programme referred to in Clause 13 hereof and otherwise in accordance with such reasonable proposals of the Contractor as he shall make to the Engineer by notice in writing, and shall from time to time as the Works proceed give to the Contractor possession of such further portions of the Site as may be required to enable the Contractor to proceed with the construction of the Works with due dispatch in accordance with the said Programme or proposals, as the case may be.

##### **41.2 Wayleaves, etc.**

The Contractor shall bear all expenses and charges for special temporary wayleaves required by him in connection with access to the Site. The Contractor shall also provide at his own cost any additional accommodation outside the Site required by him for the purpose of the Works.

##### **41.3 Limits of the Site**

Except as defined below, the limits of the Site shall be as defined in the Contract. Should the Contractor require land beyond the Site, he shall provide it entirely at his own expense and before taking possession shall supply the Engineer with a copy of the necessary permits. Access to the Site is available where the Site adjoins a public road but it is not provided unless shown on the Drawings. When necessary for the safety and convenience of workmen, public or livestock or for the protection of the Works, the Contractor shall, at his own expense, provide adequate temporary fencing to the whole or part of the Site. The Contractor shall not disturb, damage or pull down any hedge, tree or building within the Site without the written consent of the Engineer.

#### **42 TIME FOR COMPLETION**

- a) Subject to any requirement in the Contract as to completion of any section of the Works before completion of the whole, the whole of the Works shall be completed, in accordance with the provisions of Clause 46 and 47 hereof, within the time stated in the Contract.
- b) The completion time includes weekly rest days, official holidays, and days of inclement weather.

#### **43 EXTENSION OF TIME FOR COMPLETION**

If, subject to the provisions of the Contract, the Engineer orders alterations or additions in the Works in accordance with Clause 48 hereof, or if circumstances constituting force majeure as defined in the Contract have occurred, the Contractor shall be entitled to apply for an extension of the time for completion of the Works specified in the Contract. The Employer shall, upon such application, determine the period of any such extension of time; provided that in the case of alterations or additions in the Works, the application for such an extension must be made before the alterations or additions in the Works are undertaken by the Contractor.

#### **44 RATE OF PROGRESS**

The whole of the materials, plant and labour to be provided by the Contractor and the mode, manner and speed of execution and completion of the Works are to be of a kind and conducted in a manner to the satisfaction of the Engineer. Should the rate of progress of the Works or any part thereof be at any time in the opinion of the Engineer too slow to ensure the completion of the Works by the prescribed time or extended time for completion, the Engineer shall so notify the Contractor in writing and the Contractor shall thereupon take such steps as the Contractor may think necessary and the Engineer may approve to expedite progress so as to complete the Works by the prescribed time or extended time for completion. If the work is not being carried on by day and by night and the Contractor shall request permission to work by night as well as by day, then, if the Engineer shall grant such permission, the Contractor shall not be entitled to any additional payment. All work at night shall be carried out without unreasonable noise and disturbance. The contractor shall indemnify the Employer from and against any claims or liability for damages on account of noise or other disturbance created while or in carrying out the work and from and against all claims, demands, proceedings, costs and expenses whatsoever in regard or in relation to such noise or other disturbance. The Contractor shall submit in triplicate to the Engineer at the end of each month signed copies of explanatory Drawings or any other material showing the progress of the Works.

#### **45 LIQUIDATED DAMAGES FOR DELAY**

- a) If the Contractor shall fail to complete the Works within the time for completion prescribed in the Contract, or any extended time for completion in accordance with the Contract, then the Contractor shall pay to the Employer the sum specified in the Contract as liquidated damages, for the delay between the time prescribed in the Contract or the extended time for completion, as the case may be, and the date of substantial completion of the Works as stated