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The ITB has been re posted with a new deadline on 13 Sep 2018 at 1:00PM

INVITATION TO BID

Rehabilitation of the Old Souk Roof in Homs - Phase II / Al-Ma'arad Souk
Lot. 1: Provide and Execute Metal and Concrete Works
Lot. 2: Provide and Execute Plastic Covering with Transparent Plates

ITB No.: UNDP-SYR-ITB-076-18

Project: DI-131/1/2018

Country: Syria Arab Republic

Issued on: 20 August 2018

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Section 1. Letter of Invitation

The United Nations Development Programme (UNDP) hereby invites you to submit a Bid to this Invitation to Bid (ITB) for the above-referenced subject.

This ITB includes the following documents and the General Terms and Conditions of Contract which is inserted in the Bid Data Sheet:

Section 1: This Letter of Invitation
Section 2: Instruction to Bidders
Section 3: Bid Data Sheet (BDS)
Section 4: Evaluation Criteria
Section 5: Schedule of Requirements and Technical Specifications
Section 6: Returnable Bidding Forms

- Form A: Bid Submission Form
- Form B: Bidder Information Form
- Form C: Joint Venture/Consortium/Association Information Form
- Form D: Qualification Form
- Form E: Format of Technical Bid
- Form F: Price Schedule
- Form G: Form of Bid Security

If you are interested in submitting a Bid in response to this ITB, please prepare your Bid in accordance with the requirements and procedure as set out in this ITB and submit it by the Deadline for Submission of Bids set out in Bid Data Sheet.

Please acknowledge receipt of this ITB by sending an email to syria.procurement@undp.org , indicating whether you intend to submit a Bid or otherwise. You may also utilize the "Accept Invitation" function in eTendering system, where applicable. This will enable you to receive amendments or updates to the ITB. Should you require further clarifications, kindly communicate with the contact person/s identified in the attached Data Sheet as the focal point for queries on this ITB.

UNDP looks forward to receiving your Bid and thank you in advance for your interest in UNDP procurement opportunities.

Issued by	Approved by:
_____	_____
Name: Walid Okla	Name: Hanan Al Ali
Title: Procurement Associate	Title: Head of Procurement Unit a.i
Date: **August 20, 2018**	Date: **August 20, 2018**

Section 2. Instruction to Bidders

GENERAL PROVISIONS	
1. Introduction	1.1 Bidders shall adhere to all the requirements of this ITB, including any amendments made in writing by UNDP. This ITB is conducted in accordance with the UNDP Programme and Operations Policies and Procedures (POPP) on Contracts and Procurement which can be accessed at https://popp.undp.org/SitePages/POPPBSUnit.aspx?TermID=254a9f96-b883-476a-8ef8-e81f93a2b38d 1.2 Any Bid submitted will be regarded as an offer by the Bidder and does not constitute or imply the acceptance of the Bid by UNDP. UNDP is under no obligation to award a contract to any Bidder as a result of this ITB. 1.3 UNDP reserves the right to cancel the procurement process at any stage without any liability of any kind for UNDP, upon notice to the bidders or publication of cancellation notice on UNDP website. 1.4 As part of the bid, it is desired that the Bidder registers at the United Nations Global Marketplace (UNGM) website (www.ungm.org). The Bidder may still submit a bid even if not registered with the UNGM. However, if the Bidder is selected for contract award, the Bidder must register on the UNGM prior to contract signature.
2. Fraud & Corruption, Gifts and Hospitality	2.1 UNDP strictly enforces a policy of zero tolerance on proscribed practices, including fraud, corruption, collusion, unethical or unprofessional practices, and obstruction of UNDP vendors and requires all bidders/vendors observe the highest standard of ethics during the procurement process and contract implementation. UNDP's Anti-Fraud Policy can be found at http://www.undp.org/content/undp/en/home/operations/accountability/audit/office_of_audit_andinvestigation.html#anti 2.2 Bidders/vendors shall not offer gifts or hospitality of any kind to UNDP staff members including recreational trips to sporting or cultural events, theme parks or offers of holidays, transportation, or invitations to extravagant lunches or dinners. 2.3 In pursuance of this policy, UNDP: (a) Shall reject a bid if it determines that the selected bidder has engaged in any corrupt or fraudulent practices in competing for the contract in question; (b) Shall declare a vendor ineligible, either indefinitely or for a stated period, to be awarded a contract if at any time it determines that the vendor has engaged in any corrupt or fraudulent practices in competing for, or in executing a UNDP contract. 2.4 All Bidders must adhere to the UN Supplier Code of Conduct, which may be found at http://www.un.org/depts/ptd/pdf/conduct_english.pdf
3. Eligibility	3.1 A vendor should not be suspended, debarred, or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization. Vendors are therefore required to disclose to UNDP whether they are subject to any sanction or temporary suspension imposed by

	these organizations. 3.2 It is the Bidder's responsibility to ensure that its employees, joint venture members, sub-contractors, service providers, suppliers and/or their employees meet the eligibility requirements as established by UNDP.
4. Conflict of Interests	4.1 Bidders must strictly avoid conflicts with other assignments or their own interests, and act without consideration for future work. Bidders found to have a conflict of interest shall be disqualified. Without limitation on the generality of the above, Bidders, and any of their affiliates, shall be considered to have a conflict of interest with one or more parties in this solicitation process, if they: a) Are or have been associated in the past, with a firm or any of its affiliates which have been engaged by UNDP to provide services for the preparation of the design, specifications, Terms of Reference, cost analysis/estimation, and other documents to be used for the procurement of the goods and services in this selection process; b) Were involved in the preparation and/or design of the programme/project related to the goods and/or services requested under this ITB; or c) Are found to be in conflict for any other reason, as may be established by, or at the discretion of UNDP. 4.2 In the event of any uncertainty in the interpretation of a potential conflict of interest, Bidders must disclose to UNDP, and seek UNDP's confirmation on whether or not such conflict exists. 4.3 Similarly, the Bidders must disclose in their Bid their knowledge of the following: a) If the owners, part-owners, officers, directors, controlling shareholders, of the bidding entity or key personnel who are family members of UNDP staff involved in the procurement functions and/or the Government of the country or any Implementing Partner receiving goods and/or services under this ITB; and b) All other circumstances that could potentially lead to actual or perceived conflict of interest, collusion or unfair competition practices. Failure to disclose such an information may result in the rejection of the Bid or Bids affected by the non-disclosure. 4.4 The eligibility of Bidders that are wholly or partly owned by the Government shall be subject to UNDP's further evaluation and review of various factors such as being registered, operated and managed as an independent business entity, the extent of Government ownership/share, receipt of subsidies, mandate and access to information in relation to this ITB, among others. Conditions that may lead to undue advantage against other Bidders may result in the eventual rejection of the Bid.
B. PREPARATION OF BIDS	
5. General Considerations	5.1 In preparing the Bid, the Bidder is expected to examine the ITB in detail. Material deficiencies in providing the information requested in the ITB may result in rejection of the Bid. 5.2 The Bidder will not be permitted to take advantage of any errors or omissions in the ITB. Should such errors or omissions be discovered, the Bidder must notify the UNDP accordingly.

6. Cost of Preparation of Bid	6.1	The Bidder shall bear all costs related to the preparation and/or submission of the Bid, regardless of whether its Bid is selected or not. UNDP shall not be responsible or liable for those costs, regardless of the conduct or outcome of the procurement process.
7. Language	7.1	The Bid, as well as any and all related correspondence exchanged by the Bidder and UNDP, shall be written in the language (s) specified in the BDS.
8. Documents Comprising the Bid	8.1	The Bid shall comprise of the following documents and related forms which details are provided in the BDS: a) Documents Establishing the Eligibility and Qualifications of the Bidder; b) Technical Bid; c) Price Schedule; d) Bid Security, if required by BDS; e) Any attachments and/or appendices to the Bid.
9. Documents Establishing the Eligibility and Qualifications of the Bidder	9.1	The Bidder shall furnish documentary evidence of its status as an eligible and qualified vendor, using the Forms provided under Section 6 and providing documents required in those forms. In order to award a contract to a Bidder, its qualifications must be documented to UNDP's satisfaction.
10. Technical Bid Format and Content	10.1	The Bidder is required to submit a Technical Bid using the Standard Forms and templates provided in Section 6 of the ITB.
	10.2	Samples of items, when required as per Section 5, shall be provided within the time specified and unless otherwise specified by the Purchaser, at no expense to the UNDP. If not destroyed by testing, samples will be returned at Bidder's request and expense, unless otherwise specified.
	10.3	When applicable and required as per Section 5, the Bidder shall describe the necessary training programme available for the maintenance and operation of the equipment offered as well as the cost to the UNDP. Unless otherwise specified, such training as well as training materials shall be provided in the language of the Bid as specified in the BDS.
	10.4	When applicable and required as per Section 5, the Bidder shall certify the availability of spare parts for a period of at least five (5) years from date of delivery, or as otherwise specified in this ITB.
11. Price Schedule	11.1	The Price Schedule shall be prepared using the Form provided in Section 6 of the ITB and taking into consideration the requirements in the ITB.
	11.2	Any requirement described in the Technical Bid but not priced in the Price Schedule, shall be assumed to be included in the prices of other activities or items, as well as in the final total price.
12. Bid Security	12.1	A Bid Security, if required by BDS, shall be provided in the amount and form indicated in the BDS. The Bid Security shall be valid for a minimum of thirty (30) days after the final date of validity of the Bid.
	12.2	The Bid Security shall be included along with the Bid. If Bid Security is required by the ITB but is not found in the Bid, the offer shall be rejected.

	12.3 If the Bid Security amount or its validity period is found to be less than what is required by UNDP, UNDP shall reject the Bid. 12.4 In the event an electronic submission is allowed in the BDS, Bidders shall include a copy of the Bid Security in their bid and the original of the Bid Security must be sent via courier or hand delivery as per the instructions in BDS. 12.5 The Bid Security may be forfeited by UNDP, and the Bid rejected, in the event of any, or combination, of the following conditions: a) If the Bidder withdraws its offer during the period of the Bid Validity specified in the BDS, or; b) In the event the successful Bidder fails: i. to sign the Contract after UNDP has issued an award; or ii. to furnish the Performance Security, insurances, or other documents that UNDP may require as a condition precedent to the effectivity of the contract that may be awarded to the Bidder.
13. Currencies	13.1 All prices shall be quoted in the currency or currencies indicated in the BDS. Where Bids are quoted in different currencies, for the purposes of comparison of all Bids: a) UNDP will convert the currency quoted in the Bid into the UNDP preferred currency, in accordance with the prevailing UN operational rate of exchange on the last day of submission of Bids; and b) In the event that UNDP selects a Bid for award that is quoted in a currency different from the preferred currency in the BDS, UNDP shall reserve the right to award the contract in the currency of UNDP's preference, using the conversion method specified above.
14. Joint Venture, Consortium or Association	14.1 If the Bidder is a group of legal entities that will form or have formed a Joint Venture (JV), Consortium or Association for the Bid, they shall confirm in their Bid that : (i) they have designated one party to act as a lead entity, duly vested with authority to legally bind the members of the JV, Consortium or Association jointly and severally, which shall be evidenced by a duly notarized Agreement among the legal entities, and submitted with the Bid; and (ii) if they are awarded the contract, the contract shall be entered into, by and between UNDP and the designated lead entity, who shall be acting for and on behalf of all the member entities comprising the joint venture. 14.2 After the Deadline for Submission of Bid, the lead entity identified to represent the JV, Consortium or Association shall not be altered without the prior written consent of UNDP. 14.3 The lead entity and the member entities of the JV, Consortium or Association shall abide by the provisions of Clause 9 herein in respect of submitting only one Bid. 14.4 The description of the organization of the JV, Consortium or Association must clearly define the expected role of each of the entities in the joint venture in delivering the requirements of the ITB, both in the Bid and the JV, Consortium or Association Agreement. All entities that comprise the JV, Consortium or Association shall be subject to the eligibility and qualification assessment by UNDP. 14.5 A JV, Consortium or Association in presenting its track record and experience

	should clearly differentiate between: a) Those that were undertaken together by the JV, Consortium or Association; and b) Those that were undertaken by the individual entities of the JV, Consortium or Association. 14.6 Previous contracts completed by individual experts working privately but who are permanently or were temporarily associated with any of the member firms cannot be claimed as the experience of the JV, Consortium or Association or those of its members, but should only be claimed by the individual experts themselves in their presentation of their individual credentials 14.7 JV, Consortium or Associations are encouraged for high value, multi-sectoral requirements when the spectrum of expertise and resources required may not be available within one firm.
15. Only One Bid	15.1 The Bidder (including the individual members of any Joint Venture) shall submit only one Bid, either in its own name or as part of a Joint Venture. 15.2 Bids submitted by two (2) or more Bidders shall all be rejected if they are found to have any of the following: a) they have at least one controlling partner, director or shareholder in common; or b) any one of them receive or have received any direct or indirect subsidy from the other/s; or c) they have the same legal representative for purposes of this ITB; or d) they have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about, or influence on the Bid of another Bidder regarding this ITB process; e) they are subcontractors to each other's Bid, or a subcontractor to one Bid also submits another Bid under its name as lead Bidder; or some key personnel proposed to be in the team of one Bidder participates in more than one Bid received for this ITB process. This condition relating to the personnel, does not apply to subcontractors being included in more than one Bid.
16. Bid Validity Period	16.1 Bids shall remain valid for the period specified in the BDS, commencing on the Deadline for Submission of Bids. A Bid valid for a shorter period may be rejected by UNDP and rendered non-responsive. 16.2 During the Bid validity period, the Bidder shall maintain its original Bid without any change, including the availability of the Key Personnel, the proposed rates and the total price.
17. Extension of Bid Validity Period	17.1 In exceptional circumstances, prior to the expiration of the Bid validity period, UNDP may request Bidders to extend the period of validity of their Bids. The request and the responses shall be made in writing, and shall be considered integral to the Bid. 17.2 If the Bidder agrees to extend the validity of its Bid, it shall be done without any change to the original Bid. 17.3 The Bidder has the right to refuse to extend the validity of its Bid, in which case, the Bid shall not be further evaluated.

18. Clarification of Bid (from the Bidders)	18.1	Bidders may request clarifications on any of the ITB documents no later than the date indicated in the BDS. Any request for clarification must be sent in writing in the manner indicated in the BDS. If inquiries are sent other than specified channel, even if they are sent to a UNDP staff member, UNDP shall have no obligation to respond or confirm that the query was officially received.
	18.2	UNDP will provide the responses to clarifications through the method specified in the BDS.
	18.3	UNDP shall endeavour to provide responses to clarifications in an expeditious manner, but any delay in such response shall not cause an obligation on the part of UNDP to extend the submission date of the Bids, unless UNDP deems that such an extension is justified and necessary.
19. Amendment of Bids	19.1	At any time prior to the deadline of Bid submission, UNDP may for any reason, such as in response to a clarification requested by a Bidder, modify the ITB in the form of an amendment to the ITB. Amendments will be made available to all prospective bidders.
	19.2	If the amendment is substantial, UNDP may extend the Deadline for submission of Bid to give the Bidders reasonable time to incorporate the amendment into their Bids.
20. Alternative Bids	20.1	Unless otherwise specified in the BDS, alternative Bids shall not be considered. If submission of alternative Bid is allowed by BDS, a Bidder may submit an alternative Bid, but only if it also submits a Bid conforming to the ITB requirements. Where the conditions for its acceptance are met, or justifications are clearly established, UNDP reserves the right to award a contract based on an alternative Bid.
	20.2	If multiple/alternative bids are being submitted, they must be clearly marked as "Main Bid" and "Alternative Bid"
21. Pre-Bid Conference	21.1	When appropriate, a pre-bid conference will be conducted at the date, time and location specified in the BDS. All Bidders are encouraged to attend. Non-attendance, however, shall not result in disqualification of an interested Bidder. Minutes of the Bidder's conference will be disseminated on the procurement website and shared by email or on the e-Tendering platform as specified in the BDS. No verbal statement made during the conference shall modify the terms and conditions of the ITB, unless specifically incorporated in the Minutes of the Bidder's Conference or issued/posted as an amendment to ITB.

C. SUBMISSION AND OPENING OF BIDS	
22. Submission	22.1 The Bidder shall submit a duly signed and complete Bid comprising the documents and forms in accordance with requirements in the BDS. The Price Schedule shall be submitted together with the Technical Bid. Bid can be delivered either personally, by courier, or by electronic method of transmission as specified in the BDS. 22.2 The Bid shall be signed by the Bidder or person(s) duly authorized to commit the Bidder. The authorization shall be communicated through a document evidencing such authorization issued by the legal representative of the bidding entity, or a Power of Attorney, accompanying the Bid. 22.3 Bidders must be aware that the mere act of submission of a Bid, in and of itself, implies that the Bidder fully accepts the UNDP General Contract Terms and Conditions.
Hard copy (manual) submission	22.4 Hard copy (manual) submission by courier or hand delivery allowed or specified in the BDS shall be governed as follows: a) The signed Bid shall be marked "Original", and its copies marked "Copy" as appropriate. The number of copies is indicated in the BDS. All copies shall be made from the signed original only. If there are discrepancies between the original and the copies, the original shall prevail. (b) The Technical Bid and Price Schedule must be sealed and submitted together in an envelope, which shall: i. Bear the name of the Bidder; ii. Be addressed to UNDP as specified in the BDS; and iii. Bear a warning not to open before the time and date for Bid opening as specified in the BDS. If the envelope with the Bid is not sealed and marked as required, UNDP shall assume no responsibility for the misplacement, loss, or premature opening of the Bid.
Email and eTendering submissions	22.5 Electronic submission through email or eTendering, if allowed as specified in the BDS, shall be governed as follows: a) Electronic files that form part of the Bid must be in accordance with the format and requirements indicated in BDS; b) Documents which are required to be in original form (e.g. Bid Security, etc.) must be sent via courier or hand delivered as per the instructions in BDS. 22.6 Detailed instructions on how to submit, modify or cancel a bid in the eTendering system are provided in the eTendering system Bidder User Guide and Instructional videos available on this link: http://www.undp.org/content/undp/en/home/operations/procurement/business/procurement-notices/resources/
23. Deadline for Submission of Bids and Late Bids	23.1 Complete Bids must be received by UNDP in the manner, and no later than the date and time, specified in the BDS. UNDP shall only recognise the actual date and time that the bid was received by UNDP 23.2 UNDP shall not consider any Bid that is received after the deadline for the

	submission of Bids.
24. Withdrawal, Substitution, and Modification of Bids	24.1 A Bidder may withdraw, substitute or modify its Bid after it has been submitted at any time prior to the deadline for submission. 24.2 Manual and Email submissions: A bidder may withdraw, substitute or modify its Bid by sending a written notice to UNDP, duly signed by an authorized representative, and shall include a copy of the authorization (or a Power of Attorney). The corresponding substitution or modification of the Bid, if any, must accompany the respective written notice. All notices must be submitted in the same manner as specified for submission of Bids, by clearly marking them as "WITHDRAWAL" "SUBSTITUTION," or "MODIFICATION" 24.3 eTendering: A Bidder may withdraw, substitute or modify its Bid by Cancelling, Editing, and re-submitting the Bid directly in the system. It is the responsibility of the Bidder to properly follow the system instructions, duly edit and submit a substitution or modification of the Bid as needed. Detailed instructions on how to cancel or modify a Bid directly in the system are provided in the Bidder User Guide and Instructional videos. 24.4 Bids requested to be withdrawn shall be returned unopened to the Bidders (only for manual submissions), except if the bid is withdrawn after the bid has been opened.
25. Bid Opening	25.1 UNDP will open the Bid in the presence of an ad-hoc committee formed by UNDP of at least two (2) members. 25.2 The Bidders' names, modifications, withdrawals, the condition of the envelope labels/seals, the number of folders/files and all other such other details as UNDP may consider appropriate, will be announced at the opening. No Bid shall be rejected at the opening stage, except for late submissions, in which case, the Bid shall be returned unopened to the Bidders. 25.3 In the case of e-Tendering submission, bidders will receive an automatic notification once the Bid is opened.
D. EVALUATION OF BIDS	
26. Confidentiality	26.1 Information relating to the examination, evaluation, and comparison of Bids, and the recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process, even after publication of the contract award. 26.2 Any effort by a Bidder or anyone on behalf of the Bidder to influence UNDP in the examination, evaluation and comparison of the Bids or contract award decisions may, at UNDP's decision, result in the rejection of its Bid and may subsequently be subject to the application of prevailing UNDP's vendor sanctions procedures.
27. Evaluation of Bids	27.1 UNDP will conduct the evaluation solely on the basis of the Bids received. 27.2 Evaluation of Bids shall be undertaken in the following steps: a) Preliminary Examination including Eligibility b) Arithmetical check and ranking of bidders who passed preliminary examination by price. c) Qualification assessment (if pre-qualification was not done)

	a) Evaluation of Technical Bids b) Evaluation of prices Detailed evaluation will be focussed on the 3 - 5 lowest priced bids. Further higher priced bids shall be added for evaluation if necessary
28. Preliminary Examination	28.1 UNDP shall examine the Bids to determine whether they are complete with respect to minimum documentary requirements, whether the documents have been properly signed, and whether the Bids are generally in order, among other indicators that may be used at this stage. UNDP reserves the right to reject any Bid at this stage.
29. Evaluation of Eligibility and Qualification	29.1 Eligibility and Qualification of the Bidder will be evaluated against the Minimum Eligibility/Qualification requirements specified in the Section 4 (Evaluation Criteria). 29.2 In general terms, vendors that meet the following criteria may be considered qualified: a) They are not included in the UN Security Council 1267/1989 Committee's list of terrorists and terrorist financiers, and in UNDP's ineligible vendors' list; b) They have a good financial standing and have access to adequate financial resources to perform the contract and all existing commercial commitments, c) They have the necessary similar experience, technical expertise, production capacity, quality certifications, quality assurance procedures and other resources applicable to the supply of goods and/or services required; d) They are able to comply fully with the UNDP General Terms and Conditions of Contract; e) They do not have a consistent history of court/arbitral award decisions against the Bidder; and f) They have a record of timely and satisfactory performance with their clients.
30. Evaluation of Technical Bid and prices	30.1 The evaluation team shall review and evaluate the Technical Bids on the basis of their responsiveness to the Schedule of Requirements and Technical Specifications and other documentation provided, applying the procedure indicated in the BDS and other ITB documents. When necessary, and if stated in the BDS, UNDP may invite technically responsive bidders for a presentation related to their technical Bids. The conditions for the presentation shall be provided in the bid document where required.
31. Due diligence	31.1 UNDP reserves the right to undertake a due diligence exercise, aimed at determining to its satisfaction, the validity of the information provided by the Bidder. Such exercise shall be fully documented and may include, but need not be limited to, all or any combination of the following: a) Verification of accuracy, correctness and authenticity of information provided by the Bidder; b) Validation of extent of compliance to the ITB requirements and evaluation criteria based on what has so far been found by the evaluation team; c) Inquiry and reference checking with Government entities with jurisdiction on the Bidder, or with previous clients, or any other entity that may have done business with the Bidder; d) Inquiry and reference checking with previous clients on the performance on on-going or completed contracts, including physical inspections of previous

	works, as deemed necessary; e) Physical inspection of the Bidder's offices, branches or other places where business transpires, with or without notice to the Bidder; f) Other means that UNDP may deem appropriate, at any stage within the selection process, prior to awarding the contract.
32. Clarification of Bids	32.1 To assist in the examination, evaluation and comparison of Bids, UNDP may, at its discretion, request any Bidder for a clarification of its Bid. 32.2 UNDP's request for clarification and the response shall be in writing and no change in the prices or substance of the Bid shall be sought, offered, or permitted, except to provide clarification, and confirm the correction of any arithmetic errors discovered by UNDP in the evaluation of the Bids, in accordance with the ITB. 32.3 Any unsolicited clarification submitted by a Bidder in respect to its Bid, which is not a response to a request by UNDP, shall not be considered during the review and evaluation of the Bids.
33. Responsiveness of Bid	33.1 UNDP's determination of a Bid's responsiveness will be based on the contents of the bid itself. A substantially responsive Bid is one that conforms to all the terms, conditions, specifications and other requirements of the ITB without material deviation, reservation, or omission. 33.2 If a bid is not substantially responsive, it shall be rejected by UNDP and may not subsequently be made responsive by the Bidder by correction of the material deviation, reservation, or omission.
34. Nonconformities, Reparable Errors and Omissions	34.1 Provided that a Bid is substantially responsive, UNDP may waive any non-conformities or omissions in the Bid that, in the opinion of UNDP, do not constitute a material deviation. 34.2 UNDP may request the Bidder to submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial nonconformities or omissions in the Bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the Bid. Failure of the Bidder to comply with the request may result in the rejection of its Bid. 34.3 For the bids that have passed the preliminary examination, UNDP shall check and correct arithmetical errors as follows: a) if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of UNDP there is an obvious misplacement of the decimal point in the unit price; in which case, the line item total as quoted shall govern and the unit price shall be corrected; b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail. 34.4 If the Bidder does not accept the correction of errors made by UNDP, its Bid shall

		be rejected.
E. AWARD OF CONTRACT		
35. Right to Accept, Reject, Any or All Bids	35.1	UNDP reserves the right to accept or reject any bid, to render any or all of the bids as non-responsive, and to reject all Bids at any time prior to award of contract, without incurring any liability, or obligation to inform the affected Bidder(s) of the grounds for UNDP's action. UNDP shall not be obliged to award the contract to the lowest priced offer.
36. Award Criteria	36.1	Prior to expiration of the period of Bid validity, UNDP shall award the contract to the qualified and eligible Bidder that is found to be responsive to the requirements of the Schedule of Requirements and Technical Specification, and has offered the lowest price.
37. Debriefing	37.1	In the event that a Bidder is unsuccessful, the Bidder may request for a debriefing from UNDP. The purpose of the debriefing is to discuss the strengths and weaknesses of the Bidder's submission, in order to assist the Bidder in improving its future Bids for UNDP procurement opportunities. The content of other Bids and how they compare to the Bidder's submission shall not be discussed.
38. Right to Vary Requirements at the Time of Award	38.1	At the time of award of Contract, UNDP reserves the right to vary the quantity of goods and/or services, 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.
39. Contract Signature	39.1	Within fifteen (15) days from the date of receipt of the Contract, the successful Bidder shall sign and date the Contract and return it to UNDP. Failure to do so may constitute sufficient grounds for the annulment of the award, and forfeiture of the Bid Security, if any, and on which event, UNDP may award the Contract to the Second highest rated or call for new Bids.
40. Contract Type and General Terms and Conditions	40.1	The types of Contract to be signed and the applicable UNDP Contract General Terms and Conditions, as specified in BDS, can be accessed at http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
41. Performance Security	41.1	A performance security, if required in the BDS, shall be provided in the amount specified in BDS and form available at https://popp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Solicitation_Performance%20Guarantee%20Form.docx&action=default within a maximum of fifteen (15) days of the contract signature by both parties. Where a performance security is required, the receipt of the performance security by UNDP shall be a condition for rendering the contract effective.
42. Bank Guarantee for Advanced Payment	42.1	Except when the interests of UNDP so require, it is UNDP's standard practice to not make advance payment(s) (i.e., payments without having received any outputs). If an advance payment is allowed as per the BDS, and exceeds 20% of the total contract price, or USD 30,000, whichever is less, the Bidder shall submit a Bank Guarantee in the full amount of the advance payment in the form available at

		https://popp.undp.org/_layouts/15/WopiFrame.aspx?sourcedoc=/UNDP_POPP_DOCUMENT_LIBRARY/Public/PSU_Contract%20Management%20Payment%20and%20Taxes_Advanced%20Payment%20Guarantee%20Form.docx&action=default
43. Liquidated Damages	43.1	If specified in the BDS, UNDP shall apply Liquidated Damages for the damages and/or risks caused to UNDP resulting from the Contractor's delays or breach of its obligations as per Contract.
44. Payment Provisions	44.1	Payment will be made only upon UNDP's acceptance of the goods and/or services performed. The terms of payment shall be within thirty (30) days, after receipt of invoice and certification of acceptance of goods and/or services issued by the proper authority in UNDP with direct supervision of the Contractor. Payment will be effected by bank transfer in the currency of the contract.
45. Vendor Protest	45.1	UNDP's vendor protest procedure provides an opportunity for appeal to those persons or firms not awarded a contract through a competitive procurement process. In the event that a Bidder believes that it was not treated fairly, the following link provides further details regarding UNDP vendor protest procedures: http://www.undp.org/content/undp/en/home/procurement/business/protest-and-sanctions.html
46. Other Provisions	46.1 46.2 46.3	In the event that the Bidder offers a lower price to the host Government (e.g. General Services Administration (GSA) of the federal government of the United States of America) for similar goods and/or services, UNDP shall be entitled to the same lower price. The UNDP General Terms and Conditions shall have precedence. UNDP is entitled to receive the same pricing offered by the same Contractor in contracts with the United Nations and/or its Agencies. The UNDP General Terms and Conditions shall have precedence. The United Nations has established restrictions on employment of (former) UN staff who have been involved in the procurement process as per bulletin ST/SGB/2006/15 http://www.un.org/en/ga/search/view_doc.asp?symbol=ST/SGB/2006/15&referer

Section 3. Bid Data Sheet

The following data for the goods and/or services to be procured shall complement, supplement, or amend the provisions in the Invitation to Bid In the case of a conflict between the Instructions to Bidders, the Bid Data Sheet, and other annexes or references attached to the Bid Data Sheet, the provisions in the Bid Data Sheet shall prevail**.**

BDS No.	Ref. to Section.2	Data	Specific Instructions / Requirements
1	7	Language of the Bid	English or Arabic
2		Submitting Bids for Parts or sub-parts of the Schedule of Requirements (partial bids)	Allowed by lot (partial lot will be rejected)
3	20	Alternative Bids If multiple/alternative bids are to be considered, they must be clearly marked as "Main Bid" and "Alternative Bid"	Shall not be considered
4	21	Pre-Bid conference	Site Visit is Mandatory The UNDP focal point for the arrangement of the Site Visit is: **Mr. Hakam Kajouj** **Mobile: 0941111978** **Email:** hakam.kajouj@undp.org CC: Syria.procurement@undp.org
5	16	Bid Validity Period	90 days
6	13	Bid Security	Required in the amount of: **2,000.00 USD, per lot,** **4,000.00 USD, if offer submitted for both Lots.** Or equivalent in SYP according to the UN exchange rate at the date of Offers 'submission deadline, *Reference date for determining UN Operational Exchange Rate:* ***13 Sep 2018*** Acceptable Forms of Bid Security

			▪ Bank Guarantee (See Section 8 for template) ▪ Certified Check
7	41	Advanced Payment upon signing of contract	Not Allowed
8	42	Liquidated Damages	Will be imposed as follows: Percentage of contract price per day of delay: 0.5% Max. number of days of delay 15 days, after which UNDP may terminate the contract.
9	40	Performance Security	Required in the percentage of 10% of the contract value To cover the warranty period for 12 months
10	12	Currency of Bid	United States Dollars (US$) or Syrian Pounds (SYP) For local supplier's payments will be in Syrian Pounds at the prevailing UN exchange rate at the date of the invoice
11	31	Deadline for submitting requests for clarifications/ questions	5 days before the submission deadline
12	31	Contact Details for submitting clarifications/questions	Focal Person in UNDP: Walid Okla Address: Damascus, Mezzeh, West Villas, Ghazawi St. 8 Fax: 00963116 11 45 41 E-mail address: walid.okla@undp.org CC: syria.procurement@undp.org
13	18, 19 and 21	Manner of Disseminating Supplemental Information to the ITB and responses/clarifications to queries	Direct communication to prospective Proposers by email and Posting on the website: - www.ungm.org - http://www.sy.undp.org/content/syria/en/home/operations/procurement/ - http://procurement-notices.undp.org/ - www.facebook.com/UNDP.Syria
14	23	Deadline for Submission	**Sunday; 13 September 2018, on or before 13:00 PM Damascus time**.
14	22	Allowable Manner of Submitting Bids	☒ Courier/Hand Delivery ☒ Submission by email

15	22	Bid Submission Address	☒ **By Courier / Hand Delivery:** Mezzeh, West Villas, Ghazzawi Street #8 Damascus, Syrian Arab Republic Tel: +963 11 612 9811 Att. Walid Okla, Procurement Associate ☒ **By Electronic submission:** Syria.bids@undp.org with subject: UNDP-SYR-ITB-076-18
16	22	Electronic submission (email or eTendering) requirements	▪ Format: PDF files only ▪ File names must be maximum 60 characters long and must not contain any letter or special character other than from Latin alphabet/keyboard. ▪ All files must be free of viruses and not corrupted. ▪ Max. File Size per transmission: 5 M ▪ Mandatory subject of email: UNDP-SYR-ITB-076-18 ▪ Documents which are required in original (e.g. Bid Security) should be sent to the below address with a PDF copy submitted as part of the electronic submission: UNDP Syria Country Office, Procurement Unit, Mazzeh West Villas, Damascus, Syria or UNDP RBAS Regional Centre in Jordan, attention Ms. Hanan Abu Baker, Procurement Analyst, at the following address: Abu-Baker Seraj Al-Din ST. Building # 11 – Abdoun Al Shamali P O BOX 852303- AMMAN 11185 - JORDAN
17	25	Date, time and venue for the opening of bid	Date and Time: **September 13, 2018 3:00 PM** Venue: UNDP Syria Country, Main Office
18	27, 36	Evaluation Method for the Award of Contract	Lowest priced technically responsive, eligible and qualified bid.
19		Expected date for commencement of Contract	October 1, 2018
20		Maximum expected duration of contract	90 days
21	35	UNDP will award the contract to:	One or more one proposers by lot
22	39	Type of Contract	Contract for Civil Works

			http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
23	39	UNDP Contract Terms and Conditions that will apply	UNDP General Terms and Conditions for Contracts http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html
24		Other Information Related to the ITB	• The bidder must be a company, has one or more than one engineer or contractor, with a proofing document confirmed that from the Engineers or Contractors Syndicate and the concerned authorities. • The bidder must have experience in similar projects, at least two projects during the past years. • The contractor must set a documented timetable for implementing the terms of the contract. • The bidder shall inspect the work site and match the required works according to the mentioned in the schedule with the work needs and the opinion of the supervising authority of the project and he must submit his offer accordingly. Bids shall be submitted on the basis of a field visit to the site. **Bids whose submitters did not participate in the field visit shall not be accepted.**

Section 4. Evaluation Criteria

Preliminary Examination Criteria

Bids will be examined to determine whether they are complete and submitted in accordance with ITB requirements as per below criteria on a Yes/No basis:

- Appropriate signatures
- Power of Attorney
- Minimum Bid documents provided
- Bid Validity
- Bid Security submitted as per ITB requirements with compliant validity period

Minimum Eligibility and Qualification Criteria

Eligibility and Qualification will be evaluated on a Pass/Fail basis.

If the Bid is submitted as a Joint Venture/Consortium/Association, each member should meet the minimum criteria, unless otherwise specified.

Subject	Criteria	Document Submission requirement
ELIGIBILITY		
Legal Status	Vendor is a legally registered entity.	Form B: Bidder Information Form
Eligibility	Vendor is not suspended, nor debarred, nor otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization in accordance with ITB clause 3.	Form A: Bid Submission Form
Conflict of Interest	No conflicts of interest in accordance with ITB clause 4.	Form A: Bid Submission Form
Bankruptcy	Has not declared bankruptcy, is not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against the vendor that could impair its operations in the foreseeable future.	Form A: Bid Submission Form
Certificates and Licenses	▪ Certificate of Registration of the business, including Articles of Incorporation, or equivalent document. ▪ A proofing document from the Engineers or contractor Syndicate. ▪ Quality Certificate (e.g., ISO, etc.) and/or other similar certificates.	Form B: Bidder Information Form
QUALIFICATION		
History of Non-Performing	Non-performance of a contract did not occur as a result of contractor default for the last 5 years.	Form D: Qualification Form

Contracts[1]		
Litigation History	No consistent history of court/arbitral award decisions against the Bidder for the last 5 years.	Form D: Qualification Form
Previous Experience	Minimum 5 years of relevant experience.	Form D: Qualification Form
	Minimum two contracts of similar value, nature and complexity. *(For JV/Consortium/Association, all Parties cumulatively should meet requirement).*	Form D: Qualification Form
Financial Standing	Minimum average annual turnover of once of the bid amount for any of the last 3 years. *(For JV/Consortium/Association, all Parties cumulatively should meet requirement).*	Form D: Qualification Form
	Bidder must demonstrate the current soundness of its financial standing and indicate its prospective long-term profitability. *(For JV/Consortium/Association, all Parties cumulatively should meet requirement).*	Form D: Qualification Form
Technical Evaluation	The technical bids shall be evaluated on a pass/fail basis for compliance or non-compliance with the technical specifications identified in the bid document.	Form E: Technical Bid Form
Financial Evaluation	Detailed analysis of the price schedule based on requirements listed in Section 5 and quoted for by the bidders in Form F. Price comparison shall be based on the landed price, including transportation, insurance and the total cost of ownership (including spare parts, consumption, installation, commissioning, training, special packaging, etc., where applicable) Comparison with budget/internal estimates.	Form F: Price Schedule Form

Section 5a: Schedule of Requirements and Technical Specifications/Bill of Quantities

Bill of Quantities and Book of Technical Conditions for the Rehabilitation of the Old Souk Roof in Homs - Phase II / Al-Ma'arad Souk

جدول الكميات ودفتر الشروط الفنية

لتنفيذ مشروع إعادة تأهيل سقف السوق القديم في حمص - المرحلة الثانية - سوق المعرض

Lot. 1					
NO.	**Description/Specifications of Goods**	**Description/Specifications of Goods**	**Unit**	**Quantity**	**Latest Delivery**

[1] Non-performance, as decided by UNDP, shall include all contracts where (a) non-performance was not challenged by the contractor, including through referral to the dispute resolution mechanism under the respective contract, and (b) contracts that were so challenged but fully settled against the contractor. Non-performance shall not include contracts where Employers decision was overruled by the dispute resolution mechanism. Non-performance must be based on all information on fully settled disputes or litigation, i.e. dispute or litigation that has been resolved in accordance with the dispute resolution mechanism under the respective contract and where all appeal instances available to the Bidder have been exhausted.

	in English	in Arabic			Date
1	Preliminary work of the concrete works	الاعمال التمهيدية لأعمال البيتون	Lump Sum	Lump Sum	90 days
2	Provision and implementation of a C2o-type reinforced concrete with 350 kg / m3 for the works of cement pads with reinforcement percentage of 75 kg / m3	تقديم وتنفيذ بيتون مسلح بالقالب ماركة C2o عيار 350 كغ/م3 بالقالب لاعمال المخدات البيتونية بنسبة تسليح 75 كغ/م3	M^3	20	90 days
3	Provision and installation of industrial steel for the work of bridges over the base of the headstones with sheets and tiles according to the drawings and details provided	تقديم وتركيب فولاذ صناعي لأعمال جسور الاستناد فوق المخدات البيتونية مع الصفائح والاربطة وفق المخططات والتفصيلات المقدمة	K.g	7,800	90 days
4	Provision and installation of industrial steel for the work of metal brackets, roofing and metal mesh for all necessary accessories	تقديم وتركيب فولاذ صناعي لأعمال الاقواس المعدنية والمدادات السقفية والشبك المعدني لتشكيلي وكافة الملحقات والاكسسوارات اللازمة	K.g	25,000	90 days
5	Providing and implementing metal works to connect the roof of Al Nouri Street with Souk AlMansoujat	تقديم وتنفيذ أعمال معدنية لوصل سقف شارع النوري مع سوق المنتوجات (التنفيذ على الواقع من تيوبات وملحقات)	K.g	1,200	90 days
6	Provide and implement metal reinforcement works for poles and stone arches in Souk Al Ma'rad (heat-treated mesh cages)	تقديم وتنفيذ أعمال تدعيم معدني للأعمدة والأقواس الحجرية في سوق المعرض (أقفاص معدنية شبكية مجهدة حراريا)	K.g	2,000	90 days

Lot. 2					
NO.	**Description/Specifications of Goods in English**	**Description/Specifications of Goods in Arabic**	**Unit**	**Quantity**	**Latest Delivery Date**
1	Provide and implement the transparent roof covering works according to technical conditions	تقديم وتنفيذ اعمال التغطية من النوع الشفاف للسقف المعدني حسب الشروط الفنية	M^2	2,700	90 days

The Technical Specifications of the Works to be implemented	**المواصفـات الفنيـة للبنـــود المـراد تنفيـذها**
Lot. 1	**المجموعة الأولى**
Technical Conditions for the Rehabilitation of the Old Souk Roof in Homs Phase II - Al-Ma'arad Souk	**دفتر الشروط الفنية لإعادة تأهيل سقف السوق الأثري في مدينة حمص المرحلة الثانية – سوق المعرض**
Chapter I: Introduction & General Terms	**الفصل الأول: مقدمة وأحكام عامة**

Article 1: Project Description:
The roof is a structure of steel covered with a metal grill and a layer of transparent plates to ensure lighting and rainwater drainage from the market floor.

المادة /1/ وصف مشروع :
السقف عبارة عن منشأ من الفولاذ المغطى بشبك معدني وطبقة من الألواح الشفافة بهدف تأمين الإضاءة وتصريف مياه الأمطار عن أرض السوق.

Article 2: Temporary Facilities to be prepared by the Contractor:
The contractor shall ensure, within one week from the commencement specified date, all the services agreed on with the management engineer, which includes all the warehouses to maintain, house and store the materials and equipment in good conditions in addition to other similar offices for the management staff and contractor. These facilities shall be convenient for the purposes they shall serve having all the acceptable and regular healthy conditions.

المادة /2/ المنشآت المؤقتة الواجب على المتعهد إعدادها :
على المتعهد أن يؤمن خلال أسبوع واحد من التاريخ المحدد للمباشرة كافة الخدمات المتفق عليها مع مهندس الإدارة وتشمل كافة المستودعات لحفظ واستيعاب وتخزين المواد والتجهيزات بشروط سليمة إضافة لمكاتب أخرى مماثلة لموظفي الإدارة والمتعهد وأن تكون هذه المنشآت ملائمة للأغراض التي أقيمت من أجلها ومستوفية الشروط الصحية بشكل مقبول ونظامي.

Article 3: Execution of Works:
The contractor shall be notified that the works to be undertaken must be done to a high level of perfection and accuracy. The contractor, therefore, shall take this into consideration and take all the measures needed to meet the technical conditions.

المادة /3/ تنفيذ الأشغال :
يلفت نظر المتعهد إلى أن الأشغال المطلوب تنفيذها في هذا الالتزام يجب أن تكون على مستوى عال من الإتقان ودقة التنفيذ, ولذلك يجب على المتعهد أن يأخذ هذا الأمر بعين الاعتبار وأن يتخذ تدابير لازمة لكي تكون الأعمال على المستوى المطلوب ومطابقة للشروط الفنية.

Article 4: Surveying and Measurement Tools:
The contractor shall constantly equip the workshop with good and functioning surveying and measurement tools, provided they include at least:

1. A Nivo surveyor with tripods
2. A Theodolite instrument with tripods
3. A sufficient number of bubble levels
4. One thickness measuring tool
5. Multi-sized steel tapes

المادة /4/ أدوات التسوية والقياس :
على المتعهد أن يجهز الورشة بصورة دائمة وبحالة سليمة ومعدة للاستعمال بأدوات التسوية والقياس على أن لا يقل عما يلي:

1 – جهاز تسوية (نيفو) مع الشواخص

2 – جهاز تيودوليت لقياس الزواية مع الشواخص

3 – ميزان شاقول وميزان زئبق بأعداد كافية

4 – جهاز قياس سماكة عدد 1

5 – أشرطة فولازية متعددة القياس

Article 5: Workshop Equipment:

- The contractor shall supply the workshop with the equipment, tools and scaffoldings needed with the numbers and capacity enough to execute the works properly within the named period. The equipment shall not be less than:
  1. Metal scaffoldings
  2. Cranes with a capacity in proportion with the execution mechanism
- The contractor shall submit with the work schedule a list of the minimum number of the vehicles and equipment needed to execute the works within the named period. This list must be approved by the management, which has the right to demand any changes, in case they turned out to be inconvenient with the program.
- The contractor shall provide the workshop with water and power supplies and shall bear all their costs.

المادة /5/ تجهيزات الورشة :

- على المتعهد أن يجهز الورشة بالأدوات والآلات والسقائل اللازمة للقيام بالتعهد بالعدد والقدرة الكافية لتنفيذ الأشغال بالشكل الصحيح خلال المدة المحددة على أن لا تقل هذه الأدوات عن :
  1. سقائل معدنية
  2. روافع باستطاعة تناسب آلية التنفيذ
- على المتعهد أن يقدم مع برنامج العمل لائحة بالآلات والأدوات اللازمة للقيام بالعمل بالمدة المحددة الكافية التي سيستعملها كحد أدنى خلال تنفيذ مراحل التعهد ويجب أن تحوز هذه اللائحة على موافقة الإدارة التي يحق لها طلب تغيرها إذا ارتأت أنها لا تتناسب مع البرنامج
- يتوجب على المتعهد تجهيز الورشة بتمديد الماء والكهرباء وتقع عليه كافة المصاريف.

Article 6: The Supervisory Body and Receipt of the Works during the Execution Period:
A technical body shall be nominated by the management, to be called the management engineer, and shall supervise the execution of works. It consists of a special technical office containing a Chief Engineer (with sufficient

المادة /6/ جهاز الإشراف واستلام الأعمال أثناء التنفيذ :
يتولى الإشراف على تنفيذ أعمال التعهد من قبل الإدارة جهاز فني يسمى مهندس الإدارة , وجهاز الإشراف عبارة عن مكتب فني خاص يتألف من مهندس رئيس ذو خبرة فنية كافية ويساعده عدد كاف من المهندسين والمساعدين الفنيين والمراقبين الأكفاء ومن واجبات هذا المكتب تأمين الاشراف الفني الكامل على الأعمال المطلوبة.

expertise) assisted by a sufficient number of engineers, technical assistants and competent observers. Among the duties of this office is ensuring full technical supervision on the required works.

The contractor shall nominate a resident engineer, deputizing him, responsible for the execution of works. In case there were no resident engineer, the management would take the appropriate measures and would refrain from receiving any executed work checklist unless signed by the resident engineer.

Article 7: Execution Timeframe:

Upon receiving the project commencement order, the contractor shall – within one week of the commencement order date – prepare a timeframe for the execution of all the project parts to be submitted to the supervisory body for approval.

Article 8: Samples:

The contractor shall, as soon as possible, submit the samples requested by the supervisory body, especially those of the refurbishments mentioned in the project documents (transparent roof). The supervisory body shall examine the samples and approve them as soon as possible after ensuring their compliance with the design idea and the information mentioned in the project documents. Moreover, the supervisory body shall keep one approved sample while the rest go back to the contractor, who shall undertake the works in accordance with the approved samples.

The samples shall be submitted to the supervisory body office in site and the contractor shall pay all the expenses, costs and fees thereto related to the concerned parties named by the supervisory body provided that the samples are submitted long enough (10 days at least) to avoid any delay in the execution of works and give the supervisory body sufficient time to study and approve them (after issuing the samples trial results that the supervisor requests).

The contractor shall undertake and bear the cost of all the tests required by the supervisory body or later requested to verify quality. These tests shall be carried out in approved laboratories.

The contractor shall remove and transfer all the rejected materials and works or those unconformable the specifications required, and replace them with other conformable ones at his expense. He shall not be entitled to object to this no matter how high the costs were.

Moreover, the contractor shall carry out a sample of each work to be executed prior to the actual commencement of the works. The supervising engineer shall be entitled to turn down any sample not meeting the conditions, while the contractor shall undertake all the modifications and changes required by the former.

In case the contractor failed to submit the samples to be approved by the management, the latter shall be entitled to determine the kinds to be used by the contractor (under the terms of the contract) and the former shall not be entitled

وعلى المتعهد تعين مهندس مقيم يعتبر وكيلا عنه ومسؤولا فنيا على أعمال التنفيذ من قبله وفي حال عدم وجود المهندس المقيم يحق للإدارة اتخاذ الإجراءات المناسبة كما لا تقوم الإدارة باستلام أي كشف بالأعمال المنفذة من المتعهد ما لم يقترن بتوقيع المهندس المقيم.

المادة /7/ البرنامج الزمني للتنفيذ :

يتوجب على المتعهد بعد استلام أمر المباشرة بالمشروع وخلال (أسبوع واحد من تاريخ استلام امر المباشرة) أن يقوم بإعداد برنامج زمني لتنفيذ جميع أقسام المشروع لتقديمه الى الجهة المشرفة لاعتماده.

المادة /8/ العينات :

يجب على المتعهد بالسرعة الممكنة تقديم جميع العينات التي تطلبها الجهة المشرفة وخاصة عينات الإكساءات المذكورة بوثائق المشروع (السقف الشفاف) , وتقوم الجهة المشرفة بفحص العينات واعتمادها بالسرعة الممكنة بعد التأكد من مطابقتها لفكرة التصميم والمعلومات الواردة بوثائق المشروع وتحتفظ الجهة المشرفة بعينة واحدة معتمدة وتعاد باقي العينات الى المتعهد ويلتزم المتعهد بأن تكون جميع الأعمال المنفذة مطابقة للعينات المعتمدة

تسلم العينات إلى مكتب الجهة المشرفة في الموقع ويدفع المتعهد جميع النفقات والتكاليف والرسوم المتعلقة بها إلى الجهة المختصة التي تحددها الجهة المشرفة على أن تقدم العينات قبل مدة كافية (عشرة أيام على الأقل) لكي لا تتعطل الأعمال المتعلقة بها وبما يسمح للجهة المشرفة بدراستها واعتمادها (بعد ورود كافة نتائج التجارب التي يطلب المشرف أن تجرى على العينات)

يتوجب على المتعهد وعلى نفقته الخاصة القيام بجميع الاختبارات اللازمة التي تحددها الجهة المشرفة أو تطلبها لاحقا للتأكد من الجودة , وتجري هذه الاختبارات في مختبرات معتمدة

يجب على المتعهد إزالة وترحيل جميع المواد والأعمال المرفوضة وغير المطابقة للمواصفات والاستعاضة عنها بأخرى مطابقة على نفقة المتعهد .

وفي حال تقصير المتعهد تقوم الإدارة بإزالة وترحيل جميع المواد والأعمال المرفوضة وغير المطابقة للمواصفات على نفقة المتعهد دون أن يكون له حق الاعتراض مهما بلغت التكاليف .

كما يقوم المتعهد بتنفيذ نموذج من كل عمل سيجري تنفيذه وذلك قبل المباشرة الفعلية بالتنفيذ وللمهندس المشرف الحق برفض كل نموذج مخالف للشروط ويترتب على المتعهد تنفيذ كافة التعديلات والتغيرات التي يطلبها المهندس المشرف .

إذا تعزر على المتعهد تقديم العينات التي تقبلها الإدارة , فللإدارة الحق في تحديد الأنواع التي يجب أن يستعملها المتعهد (ضمن شروط العقد) ولا يحق له في هذه الحالة أن يطالب بأي تعويض وفرق في الأسعار مهما كانت أسعار الأنواع التي وقع عليها اختيار الإدارة

to demand any compensation or difference in prices of the kinds selected by the management no matter what.

Article 9: Cleaning the Workshop:

Upon completion of all the works and prior to the call for temporary receipt, the contractor shall remove all the temporary facilities and their debris. He, moreover, shall clean the site and transfer the debris outside the worksite as well as repairing any damages, cleaning all the works and removing any materials stuck on them in addition to ensuring the project readiness to be received without having any remark no matter what.

Chapter II:
Concrete Preliminary Works

Article 1: Introduction:

This chapter includes the preliminary works for the concrete works including making holes under the vault-abutment connection points in the stores roofs reaching those on the stone walls between the stores, which need to be prepared according to the plans and books of conditions in addition to reinforcing and restoring the damaged walls and pillars/abutments.

Article 2: Works Nature:

Concrete preliminary works

Article 3: Method of Execution:

- Having the topographic team identifying the abutment axes, the stone walls and pillars shall be examined and the supporting/restoring solutions shall be decided.
- Preparing the abutments on the stores roofs by making the holes mentioned in the plans and preparing them for the pouring of reinforced concrete and reinforcement plate sheets.
- After making the holes, the safety of the pillars, abutments and reinforcement points must be verified, if necessary.

Article 4: Works Units and Methods of Measurement:

The concrete preliminary works are estimated on a work completion basis.

NB: Upon the completion of the topographic work and holes making, the person who made the study shall examine the abutments and stone walls (which could not be well examined during the study) to estimate the constructional quality.

Chapter III:
On Site Poured Concrete Works:

Article 1: Introduction:

This chapter includes the technical specifications of the moulded reinforced concrete works in terms of materials, tools, labour, reinforcement works, procurement, storage, methods of execution, finishing, tolerances, conformity of

المادة /9/ تنظيف الورشة :

على المتعهد بعد الانتهاء من جميع الأعمال وقبل الدعوة إلى عملية الاستلام المؤقت أن يقوم بإزالة كافة المنشآت المؤقتة وترحيل أنقاضها كما عليه أن يقوم بتنظيف الموقع وترحيل الأنقاض إلى خارج موقع العمل وتصحيح جميع ما عطب من الأعمال المنجزة وتنظيف جميع الأشغال وإزالة جميع المواد الغريبة اللاصقة عليها وبصورة عامة تأمين كل ما يلزم لجعل المشروع قابلا للاستلام بدون أي ملاحظة مهما كان نوعها.

الفصل الثاني
الأعمال التمهيدية للأعمال البيتونية

المادة /1/ مقدمة :

يشمل هذا الفصل الأعمال التمهيدية للأعمال البيتونية من إحداث فجوات تحت نقاط الاستناد في أسقف المحلات وصولا إلى نقطة الارتكاز على الجدران الحجرية الكائنة بين المحلات التجارية وتهيئتها لوضع الأجزاء المغموسة من أجهزة الاستناد وفق مخططات ودفاتر الشروط إضافة إلى تدعيم وترميم الجدران والركائز التي بحاجة إلى ذلك.

المادة /2/ ماهية الأعمال :

الأعمال التمهيدية لأعمال البيتون.

المادة /3/ طريقة التنفيذ :

- بعد قيام الفرقة الطبوغرافية بتحديد محاور الارتكاز يتم فحص الجدران الحجرية والركائز ووضع حلول تدعيم أو الترميم
- تجهيز نقاط الاستناد فوق أسقف المحلات التجارية وذلك بإحداث الفجوات اللازمة والواردة في المخططات وتهيئتها لصب البيتون المسلح وزرع صفائح الاستناد
- يجب التأكد بعد إحداث الفجوات من سلامة دعائم الارتكاز ونقاط السند والتدعيم إذا اقتضت الحاجة.

المادة /4/ واحدات الأعمال وطرق الحصر والقياس :

تقدر الاعمال التمهيدية لأعمال البيتون بالمقطوع

ملاحظة: بعد انتهاء أعمال الفرقة الطبوغرفية وبعد انتهاء أعمال احداث الفجوات يتم العودة للدارس للكشف على الركاز والجدران الحجرية(والتي لم نتمكن من معاينتها جميعا أثناء الدراسة)لتقدير الكفاءة لإنشائية

الفصل الثالث
أشغال البيتون المصبوب بالمكان

المادة /1/ المقدمة :

يشمل هذا الفصل المواصفات الفنية لأعمال البيتون المسلح بالقالب من حيث المواد والأدوات واليد العاملة و أعمال التسليح والتوريد والتخزين و طرق التنفيذ و الإنهاءات والتسامحات و مطابقة المواصفات إضافة إلى الاختبارات و طرق الحصر والقياس .

specifications, tests and measurements.

Article 2: Nature of Works:

Concrete 350kg/m^3 with reinforcement steel for the concrete pad foundations according to the plans 1C20 – reinforced concrete works.

Article 3: Materials:

Normal cement:

The management is entitled to take samples of the cement procured into the workshop and send them to any trusted laboratory to make sure they are in conformity with the required conditions. The contractor shall bear the cost.

Reinforcing steel:

- (T) 400kg/cm^2 high-resistant steel shall be used in the reinforcement works according to the plans.
- The reinforcing steel rods shall have no cracks, rust, filings, factory dust, paint, and oil, grease or asphalt substances as well as any other material that lessen the boding of steel with concrete.
- It shall be in conformity with the Syrian Standard Specifications (1642) for the year 1996.
- It shall meet the steel mechanical properties according to the type mentioned in the constructional plans as well as the mechanical properties referred to in the Syrian Arab Code (Chapter 4, item (4-1) in terms of tensile strength, strength class and elongation at break as well as the tests conditions and evaluations. The management has the right to demand conducting tests of maximal tensile strength, strength class, stress, deformation, modulus of elasticity and maximal elongation, provided that they are conducted in a recognised lab approved by the supervisory body and in presence of its representative. All test results shall be documented with official reports issued by the laboratory.
- The nominal area of the cross section shall be taken to measure the mechanical properties.
- Reinforcing steel rods shall be procured with specifications ensuring their regular straightness.
- The reinforcing steel shall be stored in good conditions far from pollution and any other factor affecting their safety or damaging the concrete or the reinforcing steel.

Article 4: Concrete Density and Quality Level:

- Concrete density means the weight of concrete per cubic meter of poured concrete. The amount of cement must be sufficient to give concrete the required resistance and ensure good protection for steel from corrosion.
- Quality represents the resistance of the compression force (FC') which the designer determines during the study in accordance with the design needs.

Article 5: Wooden Moulds:

المادة /2/ ماهية الأعمال :

عيار 350 كغ/م3 مع فولاذ التسليح لأعمال المخدات البيتونية وفق المخططات 1C20_ أعمال بيتون مسلح.

المادة /3/ المواد :

الاسمنت العادي :

يحق للإدارة أن تأخذ نماذج من الاسمنت الوارد إلى الورشة وترسلها إلى أي مخبر موثوق تختاره للتأكد من مطابقته للشروط المطلوبة وتكون نفقة كل ذلك على عاتق المتعهد ،

فولاذ التسليح:

- يستخدم الفولاذ العالي المقاومة من صنف (T) اجهاد خضوعه 400KG/CM² في أعمال التسليح وفق المخططات
- يجب أن تكون قضبان فولاذ التسليح خالية من التشقق والصدأ والبرادة وغبار المصنع والدهان والمواد الدهنية والزيتية والاسفلتية وجميع المواد الأخرى التي تقلل من تماسك الفولاذ مع البيتون .
- يجب أن يطابق المواصفات القياسية السورية (1642) لعام /1996/
- يجب أن تحقق الخواص الميكانيكية للفولاذ وفق الصنف المستخدم المحدد في المخططات الإنشائية الواردة الخواص الميكانيكية الواردة في الكود العربي السوري الباب الرابع الفقرة (1-4) من حيث اجهاد الخضوع (المقاومة المميزة) وحد الانقطاع ونسبة الاستطالة وشروط التجارب وتقييمها و للادارة الحق بطلب اجراء تجارب (مقاومة الشد القصوى-اجهاد الخضوع-مخطط اجهادات – تشوهات – قياس معامل المرونة والتطاول الأقصى) على أن تتم في مخبر معتمد ومقبول من الجهة المشرفة وبحضور ممثل عنها وتوثيق نتائجها بوثائق رسمية صادرة عن المخبر تجارب على عينات الفولاذ .
- تؤخذ المساحة الاسمية للمقطع العرضي من أجل حساب الخواص الميكانيكية .
- يتم توريد قضبان التسليح بشكل يضمن حسن استقامتها بأطوال نظامية .
- يخزن فولاذ التسليح في شروط نظيفة وجافة وبعيداً عن آثار التلوث وما من شأنه أن يؤثر على سلامتها وضار على الخرسانة أو فولاذ التسليح .

المادة /4/ عيار البيتون ودرجة الجودة :

- يقصد بعيار البيتون وزن البيون الداخل في كل متر مكعب من البيتون المصبوب ويجب أن تكون كمية الاسمنت كافية لإعطاء الخرسانة المقاومة المطلوبة وأن توفر للفولاذ وقاية كافية ضد التآكل .
- أما الجودة فتمثل المقاومة الاسطوانية المميزة على الضغط 'FC والتي يختارها المصمم أثناء الدراسة وفق مقتضيات التصميم .

المادة /5/ القالب الخشبي :

- Moulds for pouring concrete must meet the basic conditions such as being robust with no bending or loose parts, void of holes and cracks and preventing the infiltration of fine substances into them.

Article 6: Reinforcing Steel Works:

- New steel shall be cold-cut and bent giving the forms and sizes mentioned in the plans by experienced workers. All the instructions about the rods sizes and places must be accurately abided by.
- The Syrian Arab Code must be taken into account in terms of the tolerance lengths, bents, sleeve fixation and the use of pivots or mechanical methods to fix the rods according to what is mentioned in Chapter 11 (item 11-3) and (item 11-5) of the Syrian Arab Code 2012, in case not explicitly stated in the plans.

Article 7: Making of Concrete:

- Concrete shall not be made nor poured without a written permission by the supervising engineer who has the right to break or demolish any part poured without his permission or knowledge, at the cost of the contractor. Furthermore, the management shall be entitled to demand demolishing any executed part not meeting the conditions or deducting a rate of its value, in case it was estimated having a condition allowing keeping it.
- The period between adding the mixing water and pouring the concrete in moulds must not exceed 30 minutes in normal weather conditions and 20 minutes in hot weather provided that it is levelled before 45 minutes in normal weather and 30 minutes in hot weather.
- The quality of the pour concrete shall be controlled according to what is mentioned in the Syrian Standard Specifications

Article 8: Concrete Types:

C20 reinforced concrete – 350kg of cement per cubic meter to be used for concrete pads according to the plans.

NB:

- The minimal limits of resistance at break mentioned in the plans are considered the main material. Therefore, if tests showed that the minimal limit was not met, the contractor shall take all the required measures to ensure the determined resistance.

Article 9: After-Pouring Concrete Care:

The process of concrete solidification must meet the following conditions:

- ويجب أن تكون القوالب المهيأة لصب البيتون مستوفية للشروط الأساسية مثل أن تكون ثابتة لا يحدث فيها أي انحناء وأن تكون وصلاتها متلاحمة وخالية من الثقوب والشقوق بشكل يمنع تسرب المواد الناعمة من خلالها .

المادة /6/ أشغال فولاذ التسليح :

- يفصل الفولاذ الجديد ويثنى على البارد ليعطي الأشكال والقياسات المحددة في المخططات بواسطة عمال مختصين ذوي خبرة ويتم التقيد وبدقة بجميع ما ورد في المخططات من أجل أطوال القضبان وتوضعها .
- تراعى اشتراطات الكود العربي السوري من أجل أطوال التماسك والارساء وتنفيذ العكفات وتثبيت الأساور واستعمال الثنيات أو الطرائق االميكانيكية لتثبيت القضبان وذلك وفق ماورد في الباب الحادي عشر الفقرة (3-11) والفقرة (5-11) من هذا الكود العربي السوري 2012 في حال لم ترد صراحة في المخططات.

المادة /7/صنع البيتون:

- لايبدأ بصنع وصب البيتون بدون اذن خطي من المهندس المشرف وللمهندس المشرف الحق بكسر أو هدم كل قسم تم صبه بدون اذنه ومعرفته وعلى نفقة المتعهد . كما وأن للادارة الحق في طلب هدم أي قسم منفذ خلافاً للشروط أو الاكتفاء بحسم نسبة من قيمته اذا رأت وفقاً لتقديرها أن وضعه يسمح بإبقائه على حاله .
- يجب أن لاتزيد المدة بين اضافة ماء الخلط ووضع خرسانة في القالب عن /30/ دقيقة في الجو العادي و/20/ دقيقة في الجو الحار على أن يتم دحلها قبل مضي /45/ دقيقة في الجو العادي و/30/دقيقة في الجو الحار .
- يتم ضبط جودة الخرسانة المصبوبة وفقاً لما ورد في المواصفات القياسية السورية

المادة/8/ أنواع البيتون :

- بيتون مسلح (C20) عيار 350 كغ اسمنت /م3 ويستعمل للمخدات البيتونية حسب المخططات .

ملاحظة هامة :

- إن الحدود الدنيا للمقاومة على الكسر الواردة في المخططات تعتبر العنصر الاساسي فاذا تبين من التجارب بأن الحد الأدنى المطلوب غير محقق فعلى المقاول أن يتخذ جميع التدابير اللازمة لتأمين المقاومة المحددة .

المادة /9/ العناية بالبيتون بعد الصب :

يجب العناية بعملية تصلب البيتون واكتسابه المتانة المطلوبة ضمن الشروط التالية :

1. Keeping concrete wet by constantly hosing it save in frosty weather
2. Protecting concrete from harmful weathering such as wind, direct sunshine, rain and frost
3. Avoiding any movement on concrete until 15 minutes have elapsed on pouring
4. Avoiding any additional weight on concrete
5. In its first days, concrete must not be exposed to water containing hazardous salts.

The period required for each of the above measures shall be determined by the supervising engineer according to weather conditions and concrete type.

Article 10: Concrete Works Tolerances:

- Reinforced concrete works tolerances shall be determined according to what is mentioned in Chapter 13 of the Syrian Arab Code 2012. Reinforced concrete works shall be measured by cubic meters.

Chapter IV:
Works of the Metal Structure Supporting the Roof (Ribs)
(Heat-formed Materials)

Article 1: Introduction:

This chapter includes the technical specifications and conditions for the metal structure works and its accessories in terms of the specifications of the materials, parts, joints and the execution method in addition to the tolerances and the tests and measurement methods.

Article 2: Nature of Works:

- Industrial steel (Grade 43) corresponding to ST37 for the abutments works on the concrete pads with the plates and joints according to the plans.
- Industrial steel (Grade 43) corresponding to ST37 for the metal ribs works according to the plans.
- Industrial steel (Grade 43) corresponding to ST37 for the metal grill works according to the plans.

Article 3: Steel Classification:

The Syrian Specifications number 2650 and 2649 for the year 2002 and the Syrian Standard Specification number 2863 for the year 2003 shall determine the regulations of steel classification.

Article 4: Materials Properties and Specifications:

- Steel Type:

The steel to be used in all the materials (sections and plates) must be heat-formed Type ST37 according to the German norm and its British equivalent (Grade 43 Bsi), i.e. S275, according to the Table 9 of the British Specification BS.5950, whose tensile strength is no less than 275Mpa as for the materials whose thickness does not exceed 40mm.

- Metal Sections:

1- المحافظة على البيتون بحالة الرطوبة وذلك برشه بالماء باستمرار إلا في أوقات الصقيع .
2- حماية البيتون من تأثيرات الطقس المضرة كالريح وأشعة الشمس والمطر والصقيع.
3- تحاشي أية حركة على البيتون بعد مرور /15/ دقيقة على الصب .
4- عدم تحميل البيتون أية أثقال اضافية .
5- يجب ألا يتعرض البيتون في أيامه الأولى لماء يحوي أملاح ضارة .

وتحدد المدة اللازمة لكل من هذه التدابير من قبل المهندس المشرف على التنفيذ تبعاً لحالة الطقس ونوع البيتون .

المادة /10/التفاوت المسموح به لأعمال البيتون :

- يتم تحديد التفاوت المسموح به لأعمال البيتون المسلح وفق ماورد في الباب الثالث عشر من الكود العربي السوري 2012 وتقدر أشغال البيتون المسلح بالمتر المكعب.

الفصل الرابع
أعمال الهيكل المعدني الحامل للسقف
(العناصر المسحوبة على الساخن)

المادة /1/ مقدمة :

يشمل هذا الفصل الشروط المواصفات الفنية لأعمال الهيكل المعدني وملحقاته من حيث مواصفات المواد والمقاطع والوصلات وطريقة التنفيذ مع التسامحات المقبولة إضافة إلى الاختبارات وطرق الحصر والقياس

المادة /2/ ماهية الأعمال :

_ فولاذ صناعي Grade43 الموافق (ST37) لأعمال جسور الاستناد فوق المخدات البيتونية مع الصفائح والأربطة وفق المخططات

_ فولاذ صناعي (Grade43) الموافق (ST37) لأعمال الأقواس المعدنية في السقف وفق المخططات

_ فولاذ صناعي (Grade43) الموافق (ST37) لأعمال الشبك المعدني التشكيلي وفق المخططات

المادة /3/ تسمية الفولاذ :

تحدد المواصفات السورية رقم (2649,2650) لعام 2002 والمواصفة القياسية السورية رقم 2863 لعام 2003 أنظمة تسمية الفولاذ.

المادة /4/ خواص ومواصفات العناصر :

*نوع الفولاذ :

يجب أن يكون الفولاذ المستخدم في كافة العناصر من الفولاذ المسحوب على الساخن (من مقاطع وصفائح) من الصنف (ST37) وفق النورم الألماني وما يكافئه وفق النورم البريطاني (Grade43 Bsi) أي (S 275) تبعا لـ (Table /9/) من المواصفة البريطانية (BS.5950) والذي لا يقل أجهاد خضوعه عن (275Mpa) بالنسبة للعناصر التي لا تزيد سماكتها

- In this project, the metal sections of the following forms shall be used: (TUB, I, L) in addition to plates of different thicknesses.
- These sections steel properties must be in conformity with those of steel types ST37, Gr43 or S275 whose specifications and testing methods are mentioned in the British Specification (BS-4360 Specification for Weldable Structural Steel)
- The metal materials must have no cracks; have a smooth surface and a regular shape void of any oil, grease or paint substances. The material sides must be straight with no bents before and after their manufacturing unless otherwise instructed (such as having a bent material). Moreover, the materials cross sections must meet the British specifications (BS-EN-10056-1) and (BS-4-1993) or the Syrian Standard Specifications (SSS 820, 821, 822, 823, 825, 826, 827)/1990 on sections dimensions and properties.
- Chemical composition: the steel chemical composition stated in certificates and documents must conform with the SSS 2885/2004 in terms of the maximal limits of the composition of the samples taken during the pouring, mentioned in Table 1, and the maximal limits of the composition of the samples taken from the product, mentioned in Table 2, and the carbon equivalent of the analysis of the values mentioned in Table 3 of the same specification.
- Mechanical properties: the values mentioned in SSS 2885/2004 must conform to the tensile and compression stress values of the materials whose nominal thickness exceeds 6mm.

- <u>Screws:</u>
  - Screws of Grade 4.6 with a tensile strength of no less than 400Mpa and a yield stress of 240Mpa according to Table 7 of the British Specification BS-4190-2001.
  - Nuts must be of GR4 with a yield stress of no less than 400Mpa according to Table 4 of BS-4190-2001 The table shows in 14.15 of the same specification the nuts mechanical and chemical properties.
  - The screws and nuts must be hexagonal according to the British Specification BS-4190 as well as having spiral grooves according to BS-3643
  - The external diameter of nuts must be twice the nominal diameter of the screw plus 15mm, while the internal diameter of nuts must be equal to the screw diameter plus 2mm.

عن (40mm)

*<u>المقاطع المعدنية :</u>

_ تستخدم في هذا المشروع المقاطع المعدنية ذات الأشكال التالية :
مقاطع (TUB,I,L) إضافة إلى الصفائح بمختلف سماكاتها والمبسطات .

_ يجب أن تطابق خواص الفولاذ لهذه المقاطع خواص الفولاذ ذو الصنف (ST37) أو (Gr43) أي (S275) والمحددة مواصفاته وطرق اختباراته في المواصفة البريطانية (BS-4360 Specification for weldabe structural steel)

_ يجب أن تكون العناصر المعدنية خالية من التشققات والتعرجات والاختناقات كما ويجب أن تكون نظيفة خالية من أي مواد زيتية أو شحمية أو دهانات .ويجب أن تكون أضلاع العناصر قبل وبعد تصنيعها مستقيمة وخالية من الالتوائات إلا إذا اشير إلى خلاف ذلك (كأن يكون هناك عنصر مقوس أصلا)

كما ويجب أن تكون المقاطع العرضية للعناصر محققة للمواصفات البريطانية (BS-EN-10056-1) و (BS-4-1993) أو المواصفات القياسية السورية التالية م.ق.س (82-821-822-823-825-826-827) /1990 من أجل أبعاد وخصائص المقطع .

_ التركيب الكيميائي : يجب أن يطابق التركيب الكيميائي للفولاذ المبين بالشهادات والوثائق ما توصي به م.ق.س (2004/2885) من حيث الحدود العظمى لتركيب العينات المأخوذة أثناء الصب والواردة في الجدول (1) والحدود العظمى لتركيب العينات المأخوذة من المنتج الواردة في الجدول (2) والمكافئ الكربوني لتحليل المغرفة القيم الواردة في جدول (3) من نفس المواصفة.

-الخصائص الميكانيكية: يجب أن تتوافق القيم الواردة في م.ق.س (2004/2885) من قيم الشد وقيم الصدم (قيم الصدم بالنسبة للعناصر التي تزيد سماكتها الأسمية عن (6mm)).

*<u>البراغي:</u>

-البراغي المستخدمة من الصنف (Grade 4.6) والذي لاتقل مقاومة الشد عن (400 Mpa) واجهاد الخضوع عن (240 MPA) وذلك وفقا للجدول (Table/7/) من المواصفة البريطانية (BS-4190-2001).

-أما العزقات فيجب ان تكون من (GR 4) والتي لايقل اجهاد الخضوع لها (400 Mpa) وفق الجدول (Table /4/) من (BS-4190-2001) ويبين الجدول من (14.15) من نفس المواصفة الخواص الميكانيكية والكيميائية للعزقات .

-يجب ان يكون شكل البراغي والعزقات مسدسا تبعا للمواصفة البريطانية (BS-4190) ويجب ان تكون البراغي والرنديلات ملولبة طبقا للمواصفة (BS-3643)

- Welding works:
  Welding works shall be executed in the lengths and measures mentioned in the plans in conformity with Class35 of Table 11 of the British Specification BS-5950-1-2000, so that:
  - The yield stress is Fy= 355Mpa
  - The tensile strength is Ft=440Mpa
  - The ultimate tensile strength is Fu= 220Mpa
  - The relative elongation is 22%
  - Welding works and the preparation of the welded parts shall be executed according to BS 5135 while filling welding shall be executed according to BS709

Article 5: Manufacturing and Construction:

Technical Inspection:

The management, or its representative, shall be entitled to enter, at any time, all the places where the manufacturing and installation works are executed. The contractor shall provide all the necessary means for carrying out technical inspections during the construction period.

The manufacturing works extend over two phases:

1. **Phase I: Works outside the Installation Site:**

Straightness of materials:

All materials, whether before or after manufacturing, must be straight unless otherwise requested, and must have no bends. Their surfaces shall be considered low-defected if the defect depth is less than 6% of the nominal dimension of the defected part. Surfaces must also be void of harmful defects.

Clearances:

Taking the construction clearances into account must be verified. For example, the construction clearance of the connecting plates at the end of materials must not exceed 2mm at each end, while those at the end of the parts where no reinforcing plates have been executed, clearances must not exceed 3mm at each end. However, for practical reasons, these clearances may exceed those sizes and supports need to be designed.

Cutting and designing:

Cutting can be done either manually or mechanically using saws or torches upon the approval of the supervising engineer.

The sides cut manually or mechanically must be perfectly finished having no deformation as the cut surfaces shall be in contact with each other when installation is carried out.

Piercing:

The holes made in materials of different thickness need to be pierced after putting the materials together firmly and

-ان قطر الرنديلات الخارجي يجب ان يكون مساويا لضعف القطر الاسمي للبرغي مضافا اليه (15mm) اما قطر ثقب الرنديلي فيجب ان يكون مساويا لقطر البرغي (+2mm)

*اللحامات:

- تنفذ اللحامات بالأطوال والقياسات المحددة في المخططات وبحيث تكون موافقة للتصنيف (Class35) وفق جدول (Table 11) من المواصفة البريطانية (BS-5950-1-2000) حيث يكون :

_ إجهاد الخضوع لها Fy=355 MPa

_ مقاومة الشد Ft=440 MPa

_ مقاومته التصميمية Fu = 220 MPa

_ التطاول النسبي 22%

_ كما يتم تنفيذ اللحامات وتحضير الأجزاء الملحومة وفقا للمواصفة (BS 5135) أما لحامات الأملاء فيتم تنفيذها وفقا للمواصفة (BS709)

المادة /5/ التصنيع والإنشاء :

التفتيش الفني :

للإدارة أو من يمثلها في الموقع الحق بالدخول في أي وقت إلى كافة الأماكن التي يتم فيها تنفيذ الأعمال من تصنيع وتركيب وبحيث يقوم المتعهد بتزويدها بالوسائل الضرورية لإجراء التفتيش الفني طيلة فترة الإنشاء

إن أعمال التصنيع تقع على مرحلتين :

1.المرحلة الأولى : الأعمال خارج موقع التركيب :

استقامة العناصر :

إن كافة العناصر قبل وبعد تصنيعها , يجب أن تكون مستقيمة إلا إذا كان المطلوب أن تكون مقوسة الشكل وأن تكون خالية من الإلتواءات وتعتبر سطوح العناصر ضئيلة العيوب إذا كان عمق العيب أقل من (6%) من البعد الأسمي للمكان المعيب وتكون سطوحها خالية من العيوب الضارة .

الخلوصات :

يجب الأنتباه والتأكد من أن خلوصات الإنشاء قد تم أخذها بعين الاعتبار فمثلا خلوص الإنشاء لصفائح الوصل في نهايات العناصر يجب ألا يزيد عن (2mm) عند كل نهاية . أما خلوص الإنشاء عند نهايات الجوائز التي لم ينفذ فيها صفائح تقوية للجسد فيجب أن لا تزيد عن (3mm) عند كل نهاية ولكن للأسباب العملية تزيد هذه الخلوصات ويجب تصميم مساند لهذه الجوائز تناسب عملية الأستناد .

القص والتفصيل :

يتم القص أما يدويا أو أليا بالنشر أو باستخدام اللهب (شليمون) بعد موافقة وإطلاع المهندس المشرف

إن الحواف التي تم قصها يدويا أو أليا يجب أن تسوى وتنهى بشكل متقن ويجب أن تكون خالية من التشوهات والأجزاء السائبة حيث أن سطوح

accurately or tying them together with screws. Holes may be made before gathering the materials, provided that they are less than 2mm of the required diameter. Then the holes are enlarged after gathering the material to reach the full size of the designed piercing diameter according to BS 5950-2.

The diameter of the final holes must exceed that of the 24mm screw by 2mm and 3mm for screws with diameters more than 24mm.

In case those screws are used, it is better to gather the materials to be pierced by appropriate vices then make holes for all thicknesses in one shot. After that, they need to be filed to reach the required size.

Holes made in a way different from the one mentioned above, i.e. one shot piercing, should be pierced for a size less than the required one then should be filed after gathering to reach the required size.

Screw holes must not be made using torch cutting.

Assembly:

All kinds and sizes of materials shall be assembled in a way causing no damage or curving. Moreover, any required curves shall be executed in case requested.

Fixing screws:

Washers are used in appropriate shapes to ensure sufficient tolerance for the screws whether at the screw head or nut. The spiral grooves of the screw must stay far from the nut in no less than one spiral line.

Welding:

Welding works shall be executed according the following British standard specifications:

General requirements for the metal-arc welding of mild steel - BS 1856

General requirements for the arc welding of carbon Manganese steel - BS 2646

Specification of arc welding of carbon &carbon manganese steels - BS 5135

Testing Welding Works:

- The required welding works and welders' skills tests shall be determined by the management according to a special agreement with the contractor to be annexed to this book of conditions. This may be referred to the contents of Chapter 6 of the British Specification BS 449.

Marking the materials:

Prior to the commencement of gathering and assembly works, all materials shall be marked with numbers or letters according to a special marking plan in line with the plans specially made for this purpose to facilitate the

القص ستكون على تماس مع بعضها البعض عند التركيب .

التثقيب :

إن الثقوب التي تتم خلال أكثر من سماكة واحدة من المادة للعناصر المركبة يجب كلما أمكن ذلك أن يتم حفرها بعد تجميع السماكات وقمطها بشكل محكم ودقيق أو شدها ببراغي مع بعضها البعض . ويمكن إجراء الثقب قبل التجميع , بشرط أن تحفر الثقوب بمقدار أقل من (2mm) من القطر المطلوب ثم يتم توسيع الثقوب بعد التجميع للوصول إلى القياس الكامل لقطر الثقب التصميمي . وفق (BS 5950-2)

يجب أن يكون قطر الثقوب النهائية يزيد (2mm)من قطر البرغي المار من خلالها وذلك للبراغي ذات الأقطار حتى (24mm) ويزيد (3mm) من قطر البرغي للبراغي ذات الأقطار التي تزيد عن(24mm) .

ويفضل في حال استخدام هذه البراغي جمع العناصر المعدة للثقب بمقامط مناسبة ثم حفر الثقوب لكافة السماكات بعملية واحدة ومن ثم يتم حفها للوصول إلى القياس المطلوب .

إن الثقوب التي لم تحفر بالطريقة السابقة بعملية واحدة يتم حفرها لقياس أقل من المطلوب ثم يتم حفها بعد التجميع للوصول إلى القياس المطلوب .

ولا يجوز تنفيذ ثقوب البراغي باستخدام القطع باللهب

التجميع :

يتم تجميع العناصر بمختلف أنواعها ومقاساتها بحيث لا يلحق بها أي ضرر أو التواء , كما يجب الأخذ بالاعتبار تنفيذ التحدبات المطلوبة (السهوم المعاكسة) في حال طلب تنفيذها.

تركيب البراغي :

تستخدم الرنديلات بالأشكال المناسبة لتأمين التحمل الكافي للبراغي سواء من جهة الرأس أو العزقة

إن الجزء المقلوظ من البرغي يجب أن يبرز عن العزقة بمقدار لا يقل عن حلزون قلوظة واحدة

اللحام :

تتم أعمال اللحام وفقا للمواصفات المعيارية البريطانية التالية :

BS 1856 . General requirements for the metal-arc welding of mild steel

BS 2646. General requirements for the arc welding of carbon Manganese steel

BS 5135 . Specification of arc welding of carbon &carbon manganese steels

اختبار أعمال اللحام :

- إن الاختبارات المطلوبة لأعمال اللحام والمهارات عمال اللحام تحددها الإدارة وفق اتفاق خاص مع المتعهد يلحق بـ دفتر الشروط الفنية هذا .

assembly and construction process.
Marking and numbering shall be done under the supervision of the engineer and management engineer before the paint works and in a distinguishable and legible way after paint work is executed. Letters/numbers must be at least 10mm high.

Phase II: Works Executed on Site:

Installation Equipment:

The tools and equipment used in constructions shall be technically sufficient and contain safety precautions in addition to being approved by the management engineer.

Storage and Usage:

All the steel materials used in the construction site must be stored, transferred and used so that they do not undergo extra loads or defects.

Installation and Assembly:

All the steel works calculations, levelling and accurately setting the parts in place must be done according to the plans specially made for this purpose and enclosed herewith in addition to the approval of the management engineer.

Safety Precautions during Construction:

During the construction period, temporary fixation works for the materials must be executed using pivots, screws or appropriate bonds. Moreover, temp facilities shall be used for the construction equipment (ladders, cranes, etc.). In any case, none of the works shall be finally fixed (screw welding) before verifying the straightness and accurate positions of those materials.

NB: All temporary facilities installed during the construction to facilitate the construction works such as ladders and the like shall be removed upon completion of all the works so that they are not used later, which is very important for the safety of the materials to be later used there.

Article 6: General Terms:

1. The contractor shall regularly and separately provide the management engineers with his work system, work method and special schedule regarding the installation works. This system shall be submitted to the management to be approved or modified according to the public interest.
2. Safety: All installation works shall be mainly in conformity with the plans and instructions set by the study-conducting body in addition to specification BS 5531-1988.

ويمكن الاستعانة في هذا السبيل بمحتويات الفصل السادس من المواصفة البريطانية (BS 449)

تعليم العناصر :

قبل البدء بأعمال التجميع والتركيب يجب أن تعلم العناصر بأرقام أو أحرف وفق مخطط تعليم خاص يتوافق مع المخططات المعدة لهذه الغاية . وذلك بهدف تسهيل عملية التجميع والإنشاء .

ويتم التعليم والترقيم بإشراف المهندس المختص ومهندس الإدارة كما يتم هذا العمل قبل أعمال الدهان ,وبشكل مميز ومقروء بعد تنفيذ الدهانات ويجب أن يكون ارتفاع الحرف أو الرقم لا يقل عن (10mm)

المرحلة الثانية : الأعمال التي تتم في موقع التركيب :

التجهيزات المستخدمة في التركيب :

إن المعدات والتجهيزات المستخدمة في الانشاء يجب أن تكون كافية من الوجهة الفنية واحتياطات الأمان وأن تحظى بموافقة مهندس الإدارة.

التخزين والتداول :

إن كافة العناصر الفولاذية المستخدمة في الإنشاء في الموقع يجب أن تخزن ويتم نقلها وتداولها بحيث لا تخضع لاجهادات أو عيوب زائدة .

التركيب والتجميع :

إن كافة أعمال التأكيس والتسوية للأعمال الفولاذية ووضع كل جزء من المنشأ في مكانه الصحيح ضمن الدقة اللازمة يجب أن يتم وفق المخططات المعدة لهذه الغاية والمقدمة مع هذه الإضبارة بالإضافة لموافقة وإجازة مهندس الإدارة .

احتياطات الأمان خلال الإنشاء:

خلال فترة الإنشاء يجب إجراء أعمال تثبيت مؤقت للعناصر سواءً باستخدام المقامط أو البراغي أو الرباطات المناسبة كما يجب استخدام منشآت مؤقتة لازمة للتجهيزات المستخدمة في الإنشاء(سلالم- ممرات- روافع.....الخ) وفي كل الأحوال يجب عدم تنفيذ أعمال التثبيت النهائية للعناصر (لحام براغي) قبل التأكد من الاستقامات والمواضع الدقيقة لهذه العناصر.

ملاحظة هامة : يجب إزالة كافة المنشآت المؤقتة التي تم تركيبها أثناء الإنشاء بهدف تسهيل أعمال الإنشاء مثل السلالم والممرات المؤقتة وما شابهها وذلك بعد الانتهاء من كافة الأعمال حتى لا تستخدم لاحقا للصعود أو المرور عليها وهذه القضية مهمة جداً لسلامة العناصر التي سوف تستخدم هذا المنشأ لاحقا .

المادة /6 / أحكام عامة:

يجب أن يزود المتعهد مهندس الإدارة بنظام عمله و بشكل منفصل ومتتابع و بطريقته المعتمدة وبرنامجه الخاص في أعمال التركيب هذا النظام يجب أن يسلم للإدارة لاعتماده أو تعديله وفق ما تقتضيه المصلحة العامة.

الأمان : إن أعمال التركيب يجب أن تخضع بشكل أساسي للمخططات والإرشادات الموضوعة من قبل الجهة الدارسة وكذلك المواصفة (1988-5531 . BS) .

يتم حفظ العناصر الفولاذية في مكان تكون أرضيته نظيفة قدر الإمكان وبحيث تحفظ هذه العناصر من المؤثرات الضارة.

3. Steel materials shall be stored in a place with a clean floor away from any damaging effects.
4. In case any steel material is damaged during transferring or unloading, it shall be impermissible to re-store it or install it.
5. In case paints are damaged, no material shall be installed until the damage is recovered using the technology approved by the management engineer, if possible. Otherwise, it shall be excluded.
6. No hole that has been pierced for a temporary purpose shall be left open rather it shall be filled either by welding or by using an appropriate screw.
7. All the assembly works shall be executed with maintaining the good condition of the materials.

في حال إلحاق الضرر بأي عنصر فولاذي أثناء النقل والتنزيل فإنه يمنع منعاً باتا إعادة تخزينه أو تركيبه.

في حال الحاق الضرر بالدهانات فإنه يمنع تركيب العنصر قبل إصلاح الضرر بالتقنية التي يوافق عليها مهندس الإدارة إذا كان ممكنا و إلا يستبعد .

يجب عدم ترك أي ثقب تم تنفيذه لضرورة ما (إنشاء مؤقت) مفتوحا فيجب ملؤه إما باللحام أو ببرغي مناسب.

تتم أعمال التجميع مع المحافظة على العناصر بألا يصيبها أي التواء أو تشوه.

Article 7: Quality Tests:

Introduction: The routine tests conducted on the raw and manufactured materials to be used shall take into consideration the essential requirements specified by the management engineer in the following items. Therefore, rejected materials shall be separately stored and none of their parts shall be used. The contractor shall bear the cost of those tests in presence and under the supervision of the management engineer.

1) Section quality tests:
- Tensile strength test according to SSS 714/1989
- Compression stress test according to SSS 715/1989
- Bending test according to SSS 713/1989

The tests places, number of samples and approval/disapproval conditions shall be determined according to SSS 2885/2004

2) Screws and nuts quality tests: According to specification BS 4190
3) Welding quality tests: According to specification BS-EN-288 (1 – 3), where the welding is done in parallel with construction under the supervision of the management engineer. The welding positions shall be chosen in conformity with specification BS-EN-288. The management engineer has the right to re-run any test at any time without any additional measure.
- Verifying the installation: Installation details shall be verified including the positions and sizes of the screw holes and welding. The verification process does not only include the main supporting materials but also the other secondary ones. Verification includes having no deformation or additional loads on the materials resulting from the assembly and installation.

المادة /7 / اختبارات الجودة:

مقدمة : إن الاختبارات الروتينية التي تجري على المواد الأولية والمصنعة المستخدمة يجب أن تأخذ بعين الاعتبار المتطلبات النظامية الأساسية و المحددة من قبل مهندس الإدارة في الفقرات اللاحقة و بذلك فإن العناصر المرفوضة يجب أن تخزن بشكل منفصل و لا يجوز استخدام أي جزء منها وتكون هذه الاختبارات على حساب المتعهد وبحضور و إشراف مهندس الإدارة.

1) اختبارات الجودة للمقاطع :
* اختبار الشد وفق م.ق.س (714 / 1989)
* اختبار الصدم وفق م.ق.س (715 / 1989)
* اختبار الانحناء (الثني) وفق م.ق.س (713 / 1989)
ويتم تحديد مواضع الاختبارات وعدد العينات وشروط القبول والرفض وفق م.ق.س (2885 / 2004)

2) اختبار الجودة للبراغي والعزقات : تتم وفق المواصفة (BS 4190) .

3) اختبارات الجودة للحامات :تتم وفق المواصفة (BS-EN-288) من (1 إلى 3) حيث تتم عمليات اللحام والتي تترافق مع الإنشاء بإشراف مهندس الإدارة ويجب اختبار مناطق اللحام لتطابق المواصفة (BS-EN-288) ولمهندس الإدارة الحق في أن يعيد أي اختبار في أي وقت دون إجراء إضافي.
* التحقق من التركيب يجب أن يتم تفقد عملية التركيب وذلك من أجل التفاصيل اللازمة مثل تدقيق مواقع وأحجام ثقوب براغي واللحامات وعملية التفقد لا تشمل فقط العناصر الرئيسية الحاملة و إنما كافة العناصر الثانوية الأخرى ، ويجب التأكد من عدم حصول أية تشوهات أو إجهادات إضافية على العناصر من جراء عمليات التجميع والتركيب.

Article 8: Tolerances: The following tolerances are approved:

- On the linear dimensions of the nominal sections: according to specifications BS-EN-10056-2, BS-4848-

المادة /8 / التسامحات: إن ا لتسامحات التالية هي المقبولة :

- على الأبعاد الخطية للمقاطع الاسمية : وذلك وفق ما ورد في المواصفات (BS-EN-10056-2) و

Part4-1972 and BS-4848-Part2-1992
In addition to BS-4-1-1993 and BS-EN-10058 and BS-10059 and BS-10060 where:
BS-EN-10034 according to Universal Beams and Columns
BS-EN-10056-2 according to Angles
BS-EN-10210-2 according to the heat-drawn curved sections

- As for tolerances in the load level for the full contact of both sides, it must meet what is mentioned in BS-5950-2 item 7-2-3
- Variation of curvature (L/1000) or (6mm) whichever is greater
- Tolerated section variation (±3mm) of the full length
- On the mass (2.5%) of the actual mass per meter according to BS-4-1-1993
- On screws centres (±3mm) according to BS-5950-2
- On the dimensions of the holes set centre (±10mm) according to BS-5950-2
- On the plates dimensions: according to BS 10029
- On the lengths of screws and nuts: according to Table 2 of BS 4190-2001
- On thickness (±0.5mm) as for thickness less than 20mm, and (±1mm) for thickness of 20-40mm
- The full length of the material: according to Table 4 of BS-2950-2

As for variations in sections properties, reference may be made to SSS 827.826.824/1990

Article 9: Certificates of Conformity:

- Materials testing certificates
- Sections testing certificates
- Screws and nuts tests certificates
- Welding testing certificates
- Paint testing certificates

Article 10: Execution of Painting Works

The overall steel materials painting works shall be executed over two stages:

<u>Painting during manufacturing</u> which is done in the workshop

- All the surfaces to be painted must be completely dry and clean after having removed corroded crusts and rust.
- The intersecting surfaces of the connected materials must be painted. In this case, the materials and paint shall be put on the intersections while still being wet.
- As for the surfaces with no intersections but difficult-to-reach after assembly works are done, a complete painting work shall be done in the workshop.
- As for the surfaces where welding shall be executed upon installation/assembly, painting the areas adjacent to the welding points shall be avoided till specific distances

(BS-4848-Part4-1972)و (BS-4848-Part2-1992)
وكذلك (BS-4-1-1993)و(BS-EN-10058)و (BS-10059)و (BS-10060)حيث :
(BS-EN-10034)بالنسبة ل (Universal Bean and columns)
BS-EN-10056-2 بالنسبة ل Angles
BS-EN-10210-2 بالنسبة للمقاطع المجوفة المسحوبة على الساخن
-أما التسامحات في استوائية الاستناد (التحميل) من اجل تماس كامل في كلا الاتجاهين يجب ان يحقق ما ورد
في (BS-5950-2)الفقرة (7-2-3)
-تفاوت التقوس (L/1000)او (6mm) ايهما اكبر
- اما تفاوت القطع المسموح (-+ 3mm) (على الطول الكامل)
-على الكتلة (2.5%) من الكتلة الفعلية للمتر الطولي وفق (BS-4-1-1993
-على مراكز البراغي (-+ 3mm) وفق (BS-5950-2)
-على ابعاد مراكز مجموعة الثقوب (+_ 10mm) وفق (BS-5950-2)
-على ابعاد الصفائح وفقا ل (BS 10029)
-على اطوال البراغي والعزقات وفق الجدول (Table/2/) من (BS 4190-2001
-على الثخانة (+_ 0.5 mm) بالنسبة لسماكة اقل من (20mm) و(+_ 1) mmمن اجل السماكة (20-40mm)
- الطول الكامل للعنصر وفق الجدول (Table /4/) من المواصفة (BS-2950-2
ويمكن اللجوء الى م.ق.س (827.826.824) / 1990 من اجل التفاوتات في خصائص المقاطع.

<u>المادة/9/ الشهادات المطابقة :</u>

-شهادات اختبار المواد .
-شهادات اختبار المقاطع .
-شهادات اختبار البراغي والعزقات .
-شهادات اختبار اللحام .
-شهادات اختبار الدهان .

<u>المادة/10/ تنفيذ اعمال الدهانات :</u>

تنفذ اعمال الدهانات للعناصر المعدنية بكاملها على مرحلتين :
<u>الدهانات أثناء التصنيع</u>:وتتم هذه الاعمال في ورشة التصنيع.
-ان كافة السطوح المراد طلاؤها يجب ان تكون جافة ونظيفة بشكل تام وذلك بعد ازالة كافة القشور السائبة والصدأ السائب.

-ان سطوح التقاطع بين العناصر والمتلاصقة فيما بينها يجب طلاؤها وفي هذه الحالة يجب تجميع هذه العناصر والطلاء في منطقة التقاطع بحالة رطبة(قبل الجفاف).

-اما السطوح التي لاتشمل نقاط التقاطع ولكن يصعب الوصول اليها بعد اعمال التجميع فيجب ان تتم عليها اعمال الطلاء كاملة في ورشة التصنيع .

-اما الاسطح التي ستجري عليها عملية اللحام عند التركيب فلا يتم طلاء المناطق الملاصقة لاماكن اللحام الى مسافات محددة بهدف عدم تضررها وفي هذه الحالة لاتتم عملية الطلاء في هذه الاسطح قبل اجراء الاستلام الفني لاعمال اللحام .

to ensure causing no damages. In this case, painting those surfaces shall not be done before the technical receipt of the welding works.

After-Construction/Assembly Painting:

- Unpainted materials and areas, such as screws heads and nuts and welding points, shall be painted after being thoroughly cleaned and having undergone the required tests after installation. These areas must be dry and clean.
- Surfaces, whose paint has been damaged, during transferring, installation or any other reason, shall be repainted.
- Painting shall not be executed on site in the event of foggy weather or high humidity to avoid paint damage.

*** Preparing the Metal Materials Surfaces for Painting:**

Surfaces shall be prepared for painting according to the specification

Steel structure painting council (4400 Fifth Ave, Pihsburgh, PA 15213) while in preparation.

Method of Painting: All painting works shall be executed with compressed air sprayers.

Kinds of Paints to be used:

- Epoxy paints shall be used as a base layer on all metal surfaces. Two layers are to be executed with a thickness of no less than 3mm each.
- Final paints shall be among the kinds of chlorinated rubber, which results from adding chlorine to the Isoprene particles that hardens as a result of the dissolvent evaporation.
- These paints must have the properties of being anti-weathering and UV resistant.
- Paints must meet one of the international specifications ASTM-BS-DIN or the Syrian Arab Specifications, in available. Paint shall be applied over 3 layers:
    1. A base layer (no less than 5mm thick after drying) to be applied four hours after cleaning and preparing the surfaces with compressed air.
    2. A middle paint layer (no less than 3mm thick after drying)
    3. A final paint layer (no less than 3mm thick after drying)

The instructions of the paints manufacturer shall be followed in terms of preparing the paints and period of time after each layer as well as the other technical matters.

Article 11: Works Estimation and Measurement Method:

الدهانات بعد الانشاء والتركيب :

-يجب ان تطلى العناصر والمناطق غير المطلية مسبقا كرؤوس البراغي والعزقات ومناطق اللحامات بعد تنظيفها بشكل جيد من القشور وبعد خضوعها للاختبارات المطلوبة بعد التركيب وهذه المناطق يجب ان تكون جافة ونظيفة .

-يجب اعادة طلاء السطوح التي حصل فيها تلف في طلائها اثناء النقل والتركيب او لاي سبب اخر .

-لاتتم عملية الطلاء في الموقع في حال وجود ضباب او وجود رطوبة عالية كي لا يفسد الطلاء .

***تحضير سطوح العناصر المعدنية لاعمال الطلاء :**

يتم تحضير السطوح بهدف تجهيزها لاعمال الطلاء وفق المواصفة Steel structure painting council(4400 Fifth Ave ,pihsburgh,PA 15213) وذلك في حالة التحضير .

طريقة تنفيذ الدهانات : تنفذ كافة اعمال الدهانات باستخدام البخ بالهواء المضغوط .

انواع الدهانات المستخدمة :

-تستخدم دهانات الايبوكسي كطبقة اساس على السطوح المعدنية بكافة مسمياتها وتنفذ على وجهين سماكة كل وجه لاتقل عن (3mils)

-وتستخدم الدهانات النهائية من انواع المطاط المكلور (chlorinated rubber) الناتج عن اضافة الكلورين الى جزيئات الايزوبرينات غير المشبعة والذي يتصلب نتيجة تبخر المذيب .

يجب ان تتمتع هذه الدهانات بمقاومة العوامل الجوية والاشعة فوق البنفسجية .

يجب ان تحقق هذه الدهانات احدى المواصفات العالمية المعتمد بها : ASTM-BS-DIN او المواصفات العربية السورية في حال توفرها .تنفذ اعمال الطلاء على 3 طبقات :

1-طبقة الاساس بسماكة لاتقل عن (5mils) بعد جفافها وتنفذ بعد اربع ساعات من تنظيف وتحضير السطوح بعد كسحها بالهواء المضغوط

2- طبقة الطلاء المتوسطة بسماكة لاتقل عن (3mils) بعد جفافها .

3- طبقة الطلاء النهائية بسماكة لاتقل عن (3mils) بعد جفافها .

تتبع تعليمات الشركة الصانعة في تحضير الدهانات والمدة الزمنية بعد تنفيذ الطبقات وفي كل مايتعلق بالامور الفنية الاخرى .

Works estimation and measurement unit: All sections metal works and plates shall be estimated in kg in addition to calculating the costs of scaffoldings, ladders, cranes and paint.

Measurement method: Sections shall be weighed after being designed and cut according to the plans and after being assembled including the weight of screws, welding points, connecting plates, supporting corners and all the required accessories.

Item: Providing and Executing Metal Works for the Connection of Al-Nouri Street Roof with the Textile Souk:

The contractor shall carry out and execute these works in site including tubes and metal accessories so that the connection points meet the architectural design required. These works include cutting some parts of the existing metal roof of Al-Nouri Souk. The metal works conditions, including welding, painting, etc. are subject to the general terms of Al-Maarad Souk Roof. Moreover, the management may execute other works in other places, if the abovementioned works did not fit the architectural design. Works shall be estimated in kg.

Item: Providing and Executing a Metal Supporting Structure for the Stone Columns and Arches in Al-Maarad Souk:

These works shall be executed to reinforce the damaged stone columns and arches that suffer from low tolerance of the overloads, and are to be determined on site and in accordance with the management's will. Reinforcing works shall use thermally stressed metal grills according to the studied plan for each case.

The execution conditions and steel specifications shall be in conformity with the general conditions of steel used in executing Al-Maarad Roof. Works shall be estimated in kg.

Table of the Price Inclusion of Civil and Architectural Works:

The price per each item in the annexed table shall include all the materials, equipment, tools, technical and non-technical labor and the services required for the complete and approved execution per measuring unit.

Article 3: Providing and Executing Industrial Steel for the Works of Beams on the Concrete Pads with Plates and Bonds according to the Plans and Preferences (kg)

The Kg price of providing and executing industrial steel for the works of beams on the concrete pads with plates and bonds according to the plans and preferences and scaffoldings includes the price of all types of industrial steel, sections, screws, welding material, plates, accessories and paints in addition to the wages of labor and the equipment needed for transport, cleaning, cutting, assembling, welding and installation in the different places as well as the prices of paints, scaffoldings and ladders needed for the movement of workers and materials to

المادة/11/تقدير الاشغال وطريقة القياس :

تقدير الاشغال ووحدة القياس : تقدر الاشغال المعدنية لكافة اشكال المقاطع المستخدمة او الصفائح بالكلغ ومحملا عليها اجور السقائل والسلالم والروافع والدهانات .

طريقة القياس :يتم وزن المقاطع بعد التفصيل وفق المخططات وبعد التجميع شاملة كافة اوزان البراغي واللحامات وصفائح الوصل وزوايا السند وجميع الاكسسوارات اللازمة .

جدول شمولية الاسعار للاعمال المدنية والمعمارية

ان السعر الافرادي لكل مادة في الجدول المرفق يشمل حتما كافة المواد والتجهيزات والالات واليد العاملة والفنية
والعادية والخدمات المطلوبة للتنفيذ الكامل والمقبول بالصورة الجيدة للوحدة المعتبرة كوحدة قياس.

البند: تقديم وتنفيذ أعمال معدنية لوصل سقف شارع النوري مع سوق المنسوجات:

حيثُ يقوم المتعهد بهذه الأعمال وتنفيذها على الواقع من تيوبات وملحقات معدنية بحيثُ تحقق أماكن التواصل الشكل المعماري المراد وتتضمن هذه الأعمال قص بعض أجزاء السقف المعدني المركب في سوق النوري وتخضع شروط أعمال الحديد من حيثُ اللحام والدهان وغيره إلى الشروط العامة الخاصة بأعمال سقف المعرض. كما يمكن للإدارة في حال ارتأت عدم مناسبة هذه الأعمال للشكل المعماري أنو تقوم بأعمال أخرى في أمكنة أخرى للحاجة الضرورية ويتم تقدير الأعمال بـ كغ

بند تقديم وتنفيذ أعمال التدعيم المعدني للأعمدة والأقواس الحجرية في سوق المعرض

تتم هذه الأعمال لتدعيم الأعمدة والأقواس الحجرية المتضررة والتي تعاني من ضعف لتحمل حمولات زائدة حيثُ يتم تحديدها على الواقع وحسب ما تريده الإدارة وتتم أعمال التدعيم باستخدام أقفاص معدنية شبكية مجهدة حراريا وحسب المخطط المدروس لكل حالة.

وتخضع شروط التنفيذ ومواصفات الحديد للشروط العامة للحديد المستخدم في تنفيذ سقف المعرض ويتم تقدير الأعمال بـ كغ

المادة / 3 / تقديم وتنفيذ فولاذ صناعي لأعمال جسور الاستناد فوق المخدات البيتونية مع الصفائح والأربطة وفق المخططات و التفضيلات المقدمة (كغ) :

إن سعر ال (كغ) من تقديم وتنفيذ فولاذ صناعي لأعمال جسور الاستناد فوق المخدات البيتونية مع الصفائح والأربطة وفق المخططات والتفضيلات المقدمة والسقائل ويشمل السعر ثمن الحديد الصناعي بكافة أنواعه ومقاطعه والبراغي واللحام وجميع الصفائح والاكسسوارات والدهان وكذلك أجور اليد العاملة والمعدات اللازمة للنقل والتنظيف و القص و التفصيل والتجميع واللحام والتركيب في الأماكن المختلفة وأجور

safely reach the installation places plus the prices of all the tools, equipment and machines and all that is required for the completion of work in the optimum way. Moreover, prices include all the profits, non-durables and administrative costs.
The Kg price of providing and executing industrial steel for the works of beams on the concrete pads with plates and bonds according to the plans and the actually executed work

Article 4: Providing and Executing Industrial Steel for the Works of Metal Arches, Roof Beams, Metal Grills and all the Accessories Required (kg)

The price of providing and executing industrial steel for the works of roof metal arches according to the plans and submitted preferences includes the price of all types of industrial steel, sections, screws, welding material, plates, accessories and paints in addition to the wages of labor and the equipment needed for transport, cleaning, cutting, assembling, welding and installation in the different places as well as the prices of paints, scaffoldings and ladders needed for the movement of workers and materials to safely reach the installation places plus the prices of all the cranes, tools, equipment and machines and all that is required for the completion of work in the optimum way. Moreover, prices include all the profits, non-durables and administrative costs.

The Kg price of providing and executing industrial steel for the works of roof metal arches, roof beams and metal grills according to the plans and the actually executed work

NB:

1. The design of bearing points of the metal arches is based on their location on the beams on the stores roofs of both sides. These beams have bearing points on the stone walls between the stores. The basing of any point directly on the stores roofs shall not be permitted.
2. Prior to the commencement of any works related to the installation of the arched roof, the beams and bearing points shall be prepared and complete in the optimum way after accurately calculating the dimensions, then receding the arch ends according to the actually executed supporting axes. In addition, coordination with Homs Archaeology Directorate shall be done before starting any of the installation and restoration of the stone abutments works.
3. The studying body is the supervisory body. Therefore, the contractor shall fully coordinate with it throughout the different stages of work, manufacturing and installation to finalize work accurately and avoid any setbacks.

Article 2: Contract Documents

الدهان والسقائل والسلالم اللازمة لحركة العمال والمواد للوصول إلى أماكن التركيب بأمان وأجور كافة العدد والأدوات والآلات وكل ما يلزم لانجاز العمل على أتم وجه وكما يشمل السعر كافة الأرباح والهوالك والنفقات الإدارية.
يدفع سعر ال (كغ) الواحد من تقديم وتنفيذ فولاذ صناعي لأعمال جسور الاستناد فوق المخدات البيتونية مع الصفائح والأربطة وفق المخططات و التفضيلات المقدمة حسب المخططات والواقع المنفذ.

المادة / 4 / تقديم وتنفيذ فولاذ صناعي لأعمال الأقواس المعدنية والمدادات السقفية والشبك المعدني التشكيلي وكافة الملحقات والاكسسوارات اللازمة (كغ) :

إن سعر ال (كغ) من تقديم وتنفيذ فولاذ صناعي لأعمال الأقواس المعدنية في السقف وفق المخططات و التفضيلات المقدمة ويشمل السعر ثمن الحديد الصناعي بكافة أنواعه ومقاطعه والبراغي واللحام وجميع الصفائح و الاكسسوارات والدهان وكذلك أجور اليد العاملة والمعدات اللازمة للنقل والتنظيف والقص والتفصيل والتجميع واللحام والتركيب في الأماكن المختلفة وأجور الدهان والسقائل والسلالم اللازمة لحركة العمال والمواد للوصول إلى أماكن التركيب بأمان كذلك أجور الروافع كافة العدد والأدوات والآلات وكل ما يلزم لانجاز العمل على أتم وجه وكما يشمل السعر كافة الأرباح والهوالك والنفقات الإدارية.
يدفع سعر الكغ الواحد من تقديم وتنفيذ فولاذ صناعي لأعمال الأقواس المعدنية في السقف و المدادات و الشبك المعدني وفق المخططات والتفضيلات المقدمة حسب المخططات والواقع المنفذ.

ملاحظات هامة:

1. إن تصميم نقاط ارتكاز الأقواس المعدنية تم على أساس استنادها على جسور الاستناد الممتدة على سقف المحلات من الجهتين، وتستند هذه الجسور استنادا نقطيا فوق الجدران الحجرية الواقعة بين المحلات ولا يجوز القيام بأي عملية سند على أسقف المحلات مباشرة.
2. قبل الشروع بأي أعمال تخص تركيب السقف القوسي يتم إعداد وتهيئة جسور ونقاط الاستناد وإنهائها على الوجه الأكمل بعد ضبط الأبعاد بشكل دقيق ومن ثم تراجع مجازات القوس قبل بالتصنيع بموجب محاور الاستناد الفعلية المنفذة، كما ويجب قبل القيام بأية أعمال تركيب إصلاح وترميم عيوب الركائز الحجرية بالتنسيق مع مهندسي مديرية آثار حمص.
3. الجهة الدارسة هي الجهة المشرفة لذا يتوجب على المتعهد التنسيق الكامل مع هذه الجهة في مختلف مراحل العمل والتصنيع والتركيب لتعطي الدقة وعدم حصول أية مشاكل تعيق العمل.

The contracting shall be subject to the terms and provisions of the following documents, which are prioritized in order:

1. The contract
2. The UNDP system
3. The table of prices
4. The tables of the quantities and estimated checks
5. The book of special technical conditions
6. The project plans

General Note:

- In case any of this book terms was breached whether in references or specifications referred to, the reference or specification mentioned shall be adopted.
- In case of insufficiency or inclarity of the plans or having cases or situations not in conformity with the study's hypothesis, the studying body shall be referred to immediately to set appropriate solutions.

Article 3: Visiting the Worksite:
Before setting his price quotes, the contractor shall pay a visit to the worksite, identify its nature and obtain all the necessary information.

المادة /2/ الوثائق التي يخضع لها العقد :
يخضع التعهد إلى نصوص وأحكام الوثائق التالية المرتبة وفق أفضليتها :

1 – العقد

2 – النظام المعمول به لدى برنامج الأمم المتحدة (UNDP)

3 – جداول الأسعار

4 – جداول الكميات والكشوف التقديرية

5 – دفتر الشروط الفنية الخاصة

6 – مخططات المشروع

ملاحظة عامة :

_ في حال مخالفة أي من بنود هذا الدفتر بالمراجع أو المواصفات المرجعية المشار إليها يتم اعتماد المرجع أو المواصفة المرجعية المذكورة

_ في حال وجود أي نقص أو عدم وضوح في المخططات أو ظهور حالات و أوضاع تخالف افتراضات الدراسة يجب مراجعة الجهة الدارسة بشكل مباشر وفوري لوضع الحلول المناسبة.

المادة /3/ زيارة موقع العمل :

على المتعهد قبل أن يشرع بوضع أسعاره أن يزور موقع العمل ويتعرف على طبيعته ويحصل على كافة المعلومات اللازمة

Lot. 2

المجموعة الثانية

The General Conditions for Plastic Covering (Transparent or Semi-Transparent)

الشروط الفنية العامة للتغطية البلاستيكية (الشفافة ونصف الشفافة) في سوق حمص الأثري

Article 1: Load and Solidity Conditions

- The covering used, including plates, screws, supports, accessories, etc. shall ensure the safety of carrying the external loads as follows:

  Compression stress loads: 1.5 kn/m^2 (wind + living loads)

  Tensile strength loads: 2.00 kn/m^2 (wind)

- The position of plates as well as their accessories shall allow sufficient elasticity for expansion and contraction and shall cause no extra thermal loads on the supporting structure.

Article 2: Specifications of the Covering Material

- Being transparent or semi-transparent with a light transparency of LT=50-80%
- Tolerating a thermal variation of (-15C - +70C)
- The covering material and its accessories shall be anti-leakage waterproof with an absorbent property at its minimum level.
- Being anti-shock and cracking
- Anti-corrosion in normal conditions

المادة / 1 / شروط الأحمال والمتانة:

- يجب أن تحقق التغطية المستخدمة (من ألواح ومثبتات(براغي – حمالات –اكسسوارات.....) الأمان في نقل الأحمال الخارجية وقيمتها:

أحمال ضغط 1.5 kn/m^2 (رياح +أحمال حية)

أحمال سحب 2.00 kn/m^2 (رياح)

- يجب أن يحقق توضع الشرائح وانهاءاتها المرونة الكافية لموضوع التمدد والتقلص ولايتسبب بأية اجهادات حرارية اضافية على الجملة الانشائية الحاملة.

المادة / 2 / مواصفات مادة التغطية :

- أن تكون شفافة أو نصف شفافة وبحيث يكون معامل النفوذية الضوئية (LT= 50-80%).
- أن تتحمل تبدل حراري يتراوح (-15C - +70 C).
- أن تكون مادة التغطية مع جميع اكسسواراتها مانعة للتسرب وأن تكون قابلية الامتصاص لتلك المادة في حدها الأدنى.

- With a durability of no less than 10 years - Electricity insulating - Non-flammable according to the specifications of the flame-resistant plastic materials, and self-extinguishing <u>Article 3: Important Notes:</u> - The product shall have testing certificates from accredited labs for resisting cuts, pressure, curvature and stress as well as the quantitative weight, linear expansion factor and thermal conductivity tests. - The product shall be in conformity with the Syrian Standard Specifications or one of the international standard specifications according to ASTM, EN or ISO, in case the Syrian specifications were insufficient. - The bidder shall submit an estimation note for the design of all the covering materials. - The bidder shall submit the details of the construction and installations (executive plans) - Connecting points shall not affect the architectural design and the covering details shall be approved by the studying body. - The covering plates shall be procured having an area equal to the required one plus 5% to be kept for maintenance with the project beneficiary. - It shall be notified that the area required to be covered is approximately 2000m^2 subject to be increased to 2800m^2 approx. **<u>Article 4: Providing and Executing the Covering Works of the Transparent Kind for the Metal Roof with 12mm/m^2 Transparent Plates:</u>** The price of the cubic meter of providing and executing the covering works of the transparent kind for the metal roof with transparent plates includes transparent plates, reinforcing materials, assembly, installation, fixation, supporting materials, labor, scaffoldings, fees of transport and loading in addition to accessories, hardware and all that is required to complete the work including the fees, non-durables and profits. The price of one cubic meter for providing and executing the covering works of the transparent kind for the metal roof with transparent plates	- مقاومة للصدمات والتكسر. - مقاومة للتآكل في الشروط الطبيعية. - تتمتع بديمومة لا تقل عن عشرة سنوات. - تتمتع بالعازلية الكهربائية. - غير قابلة للاشتعال وفق مواصفات المواد البلاستيكية المقاومة للحريق فلا تشتعل بل تقي من امتداد الحريق وتخمد ذاتياً. **المادة / 3 / ملاحظات هامة :** - يجب أن يتمتع المنتج بشهادات اختبار من مختبرات موثوقة لمقاومة (القص والضغط والانعطاف والصدم) وللوزن النوعي ولمعامل التمدد الخطي اضافة الى اختبارات الناقلية الحرارية. - يجب أن يحقق المنتج المواصفات القياسية السورية أواحدى المواصفات القياسية العالمية وفق (ASTM) أو(EN)أو (ISO) في حال عدم كفاية المواصفات السورية . - يجب أن يتقدم العارض بمذكرة حسابية لتصميم كافة عناصر التغطية . - يجب أن يتقدم العارض بتفصيلات الانشاء والتركيب(مخططات تنفيذية) . - نقاط الوصل وبحيث لا تؤثر على الشكل المعماري التصميمي ويجب أن تحظى تفاصيل التغطية على موافقة الدارس. - يجب توريد ألواح التغطية بمساحة تساوي المساحة المطلوبة مضافاً لها (5%) تحفظ لأعمال الصيانة عند الجهة صاحبة المشروع. - يجدر التنويه أن المساحة المطلوبة للتغطية بحدود (2000 m^2) قابلة للزيادة لتكون بحدود(2800 m^2) **المادة / 4 / تقديم و تنفيذ أعمال التغطية من النوع الشفاف للسقف بالألواح الشفافة (12مم)/م2 :** يشمل سعر المتر المربع من تقديم وتنفيذ أعمال التغطية من النوع الشفاف للسقف المعدني بالألواح الشفافة جميع المواد من ألواح شفافة ومواد التدعيم والجمع والتركيب والتثبيت والمواد المساعدة والمتممة واليد العاملة والسقائل وأجور النقل والتحميل بالإضافة إلى الإكسسوارات والخردوات وكل ما يلزم لتقديم العمل كاملا شاملا ألرسوم والهوالك والأرباح. يدفع سعر المتر المربع الواحد من تقديم وتنفيذ أعمال التغطية من النوع الشفاف للسقف المعدني بالألواح الشفافة.

Section 5b: Other Related Requirements

Further to the Schedule of Requirements in the preceding Table, Bidders are requested to take note of the following additional requirements, conditions, and related services pertaining to the fulfillment of the requirements: *[check the condition that applies to this ITB, delete the entire row if condition is not applicable*

to the goods being procured]

Delivery Term [INCOTERMS 2010] *(Pls. link this to price schedule)*	DAP
Exact Address of Delivery/Installation Location	Homs City, Old Souq, Al Maarad Souq
Mode of Transport Preferred	N/A
UNDP Preferred Freight Forwarder, if any[2]	N/A
Distribution of shipping documents *(if using freight forwarder)*	N/A
Customs, if required, clearing shall be done by:	N/A
Ex-factory / Pre-shipment inspection	N/A
Inspection upon delivery	According to the SOW
Installation Requirements	According to the SOW
Testing Requirements	According to the SOW
Scope of Training on Operation and Maintenance	According to the SOW
Commissioning	According to the SOW
Warranty Period	12 months
Local Service Support	According to the SOW
Technical Support Requirements	According to the SOW
After-sale services Requirements	According to the SOW
Payment Terms *(max. advanced payment is 20% as per UNDP policy)*	Payment shall be made in one instalment after the final completion of work according to a statement signed by the supervisory committee, the payment will be release within 30 days from the date of complete installation and acceptance of the works.
Conditions for Release of Payment	☒ Written Acceptance of Works based on full compliance with ITB requirements
All documentations, including catalogues, instructions and operating manuals, shall be in this language	English. Official Papers are accepted in Arabic

[2] *A factor of the Incoterms stipulated in the ITB. The use of a UNDP preferred freight forwarder may be considered for purposes of ensuring forwarder's familiarity with procedures and processing of documentary requirements applicable to UNDP when clearing with customs authority of the country of destination.*

Section 6: Returnable Bidding Forms / Checklist

This form serves as a checklist for preparation of your Bid. Please complete the Returnable Bidding Forms in accordance with the instructions in the forms and return them as part of your Bid submission. No alteration to format of forms shall be permitted and no substitution shall be accepted.

Before submitting your Bid, please ensure compliance with the Bid Submission instructions of the BDS 22.

Technical Bid:

Have you duly completed all the Returnable Bidding Forms?	
▪ Form A: Bid Submission Form	☐
▪ Form B: Bidder Information Form	☐
▪ Form C: Joint Venture/Consortium/ Association Information Form	☐
▪ Form D: Qualification Form	☐
▪ Form E: Format of Technical Bid/Bill of Quantities	☐
▪ From G: Form of Bid Security	
▪ [Add other forms as necessary]	☐
Have you provided the required documents to establish compliance with the evaluation criteria in Section 4?	☐

Price Schedule:

▪ Form F: Price Schedule Form	☐

Form A: Bid Submission Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	UNDP-SYR-ITB-076-18		

We, the undersigned, offer to supply the goods and related services required for [Insert Title of goods and services] in accordance with your Invitation to Bid No. [Insert ITB Reference Number] and our Bid. We hereby submit our Bid, which includes this Technical Bid and Price Schedule.

Our attached Price Schedule is for the sum of [Insert amount in words and figures and indicate currency].

We hereby declare that our firm, its affiliates or subsidiaries or employees, including any JV/Consortium /Association members or subcontractors or suppliers for any part of the contract:

a) is not under procurement prohibition by the United Nations, including but not limited to prohibitions derived from the Compendium of United Nations Security Council Sanctions Lists;

b) have not been suspended, debarred, sanctioned or otherwise identified as ineligible by any UN Organization or the World Bank Group or any other international Organization;

c) have no conflict of interest in accordance with Instruction to Bidders Clause 4;

d) do not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with our firm in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15);

e) have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against them that could impair their operations in the foreseeable future;

f) undertake not to engage in proscribed practices, including but not limited to corruption, fraud, coercion, collusion, obstruction, or any other unethical practice, with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN and we embrace the principles of the United Nations Supplier Code of Conduct and adhere to the principles of the United Nations Global Compact.

We declare that all the information and statements made in this Bid are true and we accept that any misinterpretation or misrepresentation contained in this Bid may lead to our disqualification and/or sanctioning by the UNDP.

We offer to supply the goods and related services in conformity with the Bidding documents, including the UNDP General Conditions of Contract and in accordance with the Schedule of Requirements and Technical Specifications.

Our Bid shall be valid and remain binding upon us for the period specified in the Bid Data Sheet.

We understand and recognize that you are not bound to accept any Bid you receive.

I, the undersigned, certify that I am duly authorized by [Insert Name of Bidder] to sign this Bid and bind it should UNDP accept this Bid.

Name: _____

Title: _____

Date: _____

Signature: _____

[*Stamp with official stamp of the Bidder*]

Form B: Bidder Information Form

Legal name of Bidder	[Complete]
Legal address	[Complete]
Year of registration	[Complete]
Bidder's Authorized Representative Information	Name and Title: [Complete] Telephone numbers: [Complete] Email: [Complete]
Are you a UNGM registered vendor?	☐ Yes ☐ No If yes, [insert UGNM vendor number]
Are you a UNDP vendor?	☐ Yes ☐ No If yes, [insert UNDP vendor number]
Countries of operation	[Complete]
No. of full-time employees	[Complete]
Quality Assurance Certification (e.g. ISO 9000 or Equivalent) *(If yes, provide a Copy of the valid Certificate):*	[Complete]
Does your Company hold any accreditation such as ISO 14001 or ISO 14064 or equivalent related to the environment? *(If yes, provide a Copy of the valid Certificate):*	[Complete]
Does your Company have a written Statement of its Environmental Policy? *(If yes, provide a Copy)*	[Complete]
Does your organization demonstrates significant commitment to sustainability through some other means, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues	[Complete]
Is your company a member of the UN Global Compact	[Complete]
Contact person that UNDP may	Name and Title: [Complete]

contact for requests for clarifications during Bid evaluation	Telephone numbers: [Complete] Email: [Complete]
Please attach the following documents:	▪ Company Profile, which should not exceed fifteen (15) pages, including printed brochures and product catalogues relevant to the goods and/or services being procured ▪ Valid Certificate of Incorporation/ Business Registration. ▪ A proofing document from the Engineers or contractor Syndicate. ▪ Documented timetable for implementing the terms of the contract meets the required execution period. ▪ A proofing letter confirms the offering of the warranty period for 12 months from the date of completion of works and final receipt. ▪ List of the workers required to carry out these works, with their title and experience. ▪ List of the vehicles, tools, and equipment required to carry out these works, with their type, and ownership. ▪ Latest Audited Financial Statements (Income Statement and Balance Sheet) including Auditor's Report for the past (3 years).

Form C: Joint Venture/Consortium/Association Information Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	UNDP-SYR-ITB-076-18		

To be completed and returned with your Bid if the Bid is submitted as a Joint Venture/Consortium/Association.

No	**Name of Partner and contact information** *(address, telephone numbers, fax numbers, e-mail address)*	**Proposed proportion of responsibilities (in %) and type of goods and/or services to be performed**
1	[Complete]	[Complete]
2	[Complete]	[Complete]
3	[Complete]	[Complete]

Name of leading partner (with authority to bind the JV, Consortium, Association during the ITB process and, in the event a Contract is awarded, during contract execution)	[Complete]

We have attached a copy of the below referenced document signed by every partner, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture:

☐ Letter of intent to form a joint venture ***OR*** ☐ JV/Consortium/Association agreement

We hereby confirm that if the contract is awarded, all parties of the Joint Venture/Consortium/Association shall be jointly and severally liable to UNDP for the fulfillment of the provisions of the Contract.

Name of partner: _____ Name of partner: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

Name of partner: _____ Name of partner: _____

Signature: _____ Signature: _____

Date: _____ Date: _____

Form D: Eligibility and Qualification Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	UNDP-SYR-ITB-076-18		

If JV/Consortium/Association, to be completed by each partner.

History of Non- Performing Contracts

☐Non-performing contracts did not occur during the last 5 years			
☐ Contract(s) not performed in the last 5 years			
Year	**Non- performed portion of contract**	**Contract Identification**	**Total Contract Amount** (current value in US$)
		Name of Client: Address of Client: Reason(s) for non-performance:	

Litigation History (including pending litigation)

☐ No litigation history for the last 5 years			
☐ Litigation History as indicated below			
Year of dispute	**Amount in dispute** (in US$)	**Contract Identification**	**Total Contract Amount** (current value in US$)
		Name of Client: Address of Client: Matter in dispute: Party who initiated the dispute: Status of dispute: Party awarded if resolved:	

Previous Relevant Experience

Please list only previous similar assignments successfully completed in the last 5 years.

List only those assignments for which the Bidder was legally contracted or sub-contracted by the Client as a company or was one of the Consortium/JV partners. Assignments completed by the Bidder's individual experts working privately or through other firms cannot be claimed as the relevant experience of the Bidder, or that of the Bidder's partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. The Bidder should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested by UNDP.

Project name & Country of Assignment	Client & Reference Contact Details	Contract Value	Period of activity and status	Types of activities undertaken

Bidders may also attach their own Project Data Sheets with more details for assignments above.

☐ Attached are the Statements of Satisfactory Performance from the Top 3 (three) Clients or more.

Financial Standing

Annual Turnover for the last 3 years	Year USD Year USD Year USD
Latest Credit Rating (if any), indicate the source	

Financial information (in US$ equivalent)	**Historic information for the last 3 years**		
	Year 1	Year 2	Year 3
	Information from Balance Sheet		
Total Assets (TA)			
Total Liabilities (TL)			
Current Assets (CA)			
Current Liabilities (CL)			
	Information from Income Statement		
Total / Gross Revenue (TR)			
Profits Before Taxes (PBT)			
Net Profit			
Current Ratio			

☐ Attached are copies of the audited financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following condition:

a) Must reflect the financial situation of the Bidder or party to a JV, and not sister or parent companies;
b) Historic financial statements must be audited by a certified public accountant;
c) Historic financial statements must correspond to accounting periods already completed and audited. No statements for partial periods shall be accepted.

Form E: Format of Technical Bid

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	UNDP-SYR-ITB-076-18		

The Bidder's Bid should be organized to follow this format of the Technical Bid. Where the bidder is presented with a requirement or asked to use a specific approach, the bidder must not only state its acceptance, but also describe how it intends to comply with the requirements. Where a descriptive response is requested, failure to provide the same will be viewed as non-responsive.

SECTION 1: Bidder's qualification, capacity and expertise

1.1 General organizational capability which is likely to affect implementation: management structure, financial stability and project financing capacity, project management controls, extent to which any work would be subcontracted (if so, provide details).

1.2 Relevance of specialized knowledge and experience on similar engagements done in the region/country. At least two debris/solid waste removal projects. The Bidder should submit a detailed description of the projects executed (quantities, value, beneficiary, and a performance assessment by the beneficiary including the latter's contact details)

1.3 Bank account, and a commercial registration certificate, and a document of authentication from the concerned authorities.

1.6 Document confirming the ownership of the vehicles or renting them.

SECTION 2: Scope of Supply, Technical Specifications, and Related Services

This section should demonstrate the Bidder's responsiveness to the specification by identifying the specific components proposed, addressing the requirements, as specified, point by point; providing a detailed description of the essential performance characteristics proposed; and demonstrating how the proposed bid meets or exceeds the requirements/specifications. All important aspects should be addressed in sufficient detail.

2.1 A detailed description of how the Bidder will deliver the required goods and services, keeping in mind the appropriateness to local conditions and project environment. Details how the different service elements shall be organized, controlled and delivered.

2.2 Explain whether any work would be subcontracted, to whom, how much percentage of the requirements, the rationale for such, and the roles of the proposed sub-contractors and how everyone will function as a team.

2.3 Implementation plan including a Gantt Chart or Project Schedule indicating the detailed sequence of activities that will be undertaken and their corresponding timing.

Goods and services to be Supplied and Technical Specifications		Your response				
		Compliance with technical specifications		Delivery Date *(confirm that you comply or indicate your delivery date)*	Quality Certificate/Export Licenses, etc. *(indicate all that apply and attach)*	Comments
		Yes, we comply	No, we cannot comply *(indicate discrepancies)*			
Lot. 1						
الأعمال المطلوبة لإعادة تأهيل سقف السوق الأثري (الأعمال المعدنية والبيتونية)		**Provide and Execute Metal and Concrete Works**				
Preliminary work of the concrete works	الاعمال التمهيدية لأعمال البيتون					
Provision and implementation of a C2o-type reinforced concrete with 350 kg / m3 for the works of cement pads with reinforcement percentage of 75 kg / m3	تقديم وتنفيذ بيتون مسلح بالقالب ماركة C2o عيار 350 كغ/م3 بالقالب لاعمال المخدات البيتونية بنسبة تسليح 75 كغ/م3					
Provision and installation of industrial steel for the work of bridges over the base of the headstones with sheets and tiles according to the drawings and details provided	تقديم وتركيب فولاذ صناعي لأعمال جسور الاستناد فوق المخدات البيتونية مع الصفائح والاربطة وفق المخططات والتفصيلات المقدمة					
Provision and installation of industrial steel for the work of metal brackets, roofing and metal mesh for all necessary accessories	تقديم وتركيب فولاذ صناعي لأعمال الاقواس المعدنية والمدادات السقفية والشبك المعدني لتشكيلي وكافة الملحقات والاكسسوارات اللازمة					
Providing and implementing metal works to connect the roof of Al Nouri Street with Souk AlMansoujat	تقديم وتنفيذ أعمال معدنية لوصل سقف شارع النوري مع سوق المنتوجات (التنفيذ على الواقع من تيوبات وملحقات)					
Provide and implement metal reinforcement works for poles and stone arches in Souk Al Ma'rad (heat-treated mesh cages)	تقديم وتنفيذ أعمال تدعيم معدني للأعمدة والأقواس الحجرية في سوق المعرض (أقفاص معدنية شبكية مجهدة حراريا)					
Lot. 2						
الأعمال المطلوبة لإعادة تأهيل سقف السوق الأثري (الغطاء الشفاف)		**Provide and Execute Plastic Covering with Transparent Plates**				

Provide and implement the transparent roof covering works according to technical conditions	تقديم وتنفيذ اعمال التغطية من النوع الشفاف للسقف المعدني حسب الشروط الفنية					

Other Related services and requirements *(based on the information provided in Section 5b)*	**Compliance with requirements**		**Details or comments on the related requirements**
	Yes, we comply	**No, we cannot comply** *(indicate discrepancies)*	
Delivery location in the Old Souq of Homs			
Validity of offer for 90 days			
Delivery period in 90 days			
Previous Experience in similar projects			

SECTION 3: Management Structure and Key Personnel

3.1 Describe the overall management approach toward planning and implementing the project. Include an organization chart for the management of the project describing the relationship of key positions and designations. Provide a spreadsheet to show the activities of each personnel and the time allocated for his/her involvement.

3.2 Provide CVs for key personnel that will be provided to support the implementation of this project using the format below. CVs should demonstrate qualifications in areas relevant to the scope of goods and/or services.

Format for CV of Proposed Key Personnel

Name of Personnel	[Insert]
Position for this assignment	[Insert]
Nationality	[Insert]
Language proficiency	[Insert]
Education/ Qualifications	*[Summarize college/university and other specialized education of personnel member, giving names of schools, dates attended, and degrees/qualifications obtained.]*
	[Insert]
Professional certifications	*[Provide details of professional certifications relevant to the scope of goods and/or services]*
	▪ Name of institution: [Insert] ▪ Date of certification: [Insert]
Employment Record/ Experience	*[List all positions held by personnel (starting with present position, list in reverse order), giving dates, names of employing organization, title of position held and location of employment. For experience in last five years, detail the type of activities performed, degree of responsibilities, location of assignments and any other information or professional experience considered pertinent for this assignment.]*
	[Insert]
References	*[Provide names, addresses, phone and email contact information for two (2) references]*
	Reference 1: [Insert] Reference 2: [Insert]

I, the undersigned, certify that to the best of my knowledge and belief, the data provided above correctly describes my qualifications, my experiences, and other relevant information about myself.

_____ _____

Signature of Personnel Date (Day/Month/Year)

FORM F: Price Schedule Form

Name of Bidder:	[Insert Name of Bidder]	Date:	Select date
ITB reference:	UNDP-SYR-ITB-076-18		

The Bidder is required to prepare the Price Schedule following the below format. The Price Schedule must include a detailed cost breakdown of all goods and related services to be provided. Separate figures must be provided for each functional grouping or category, if any.

Any estimates for cost-reimbursable items, such as travel of experts and out-of-pocket expenses, should be listed separately.

Currency of the Bid: [Insert Currency]

Price Schedule

Item #	Description in Arabic	Description in English	UOM	Qty	Unit Price	Total Price
الأعمال المطلوبة لإعادة تأهيل سقف السوق الأثري (الأعمال المعدنية والبيتونية)			**Provide and Execute Metal and Concrete Works**			
1	Preliminary work of the concrete works	الاعمال التمهيدية لأعمال البيتون	Lump Sum	Lump Sum		
2	Provision and implementation of a C2o-type reinforced concrete with 350 kg / m3 for the works of cement pads with reinforcement percentage of 75 kg / m3	تقديم وتنفيذ بيتون مسلح بالقالب ماركة C2o عيار 350 كغ/م3 بالقالب لاعمال المخدات البيتونية بنسبة تسليح 75 كغ/م3	M^3	20		
3	Provision and installation of industrial steel for the work of bridges over the base of the headstones with sheets and tiles according to the drawings and details provided	تقديم وتركيب فولاذ صناعي لأعمال جسور الاستناد فوق المخدات البيتونية مع الصفائح والاربطة وفق المخططات والتفصيلات المقدمة	K.g	7,800		
4	Provision and installation of industrial steel for the work of metal brackets, roofing and metal mesh for all necessary accessories	تقديم وتركيب فولاذ صناعي لأعمال الاقواس المعدنية والمدادات السقفية والشبك المعدني لتشكيلي وكافة الملحقات والاكسسوارات اللازمة	K.g	25,000		
5	Providing and implementing metal works to connect the roof of Al Nouri Street with Souk AlMansoujat	تقديم وتنفيذ أعمال معدنية لوصل سقف شارع النوري مع سوق المنتوجات (التنفيذ على الواقع من تيوبات وملحقات)	K.g	1,200		
6	Provide and implement metal reinforcement works for poles and stone arches in Souk Al Ma'rad (heat-treated mesh cages)	تقديم وتنفيذ أعمال تدعيم معدني للأعمدة والأقواس الحجرية في سوق المعرض (أقفاص معدنية شبكية مجهدة حراريا)	K.g	2,000		

	FCA charges, if any	
	Bid Subtotal FCA (Incoterms 2010) *(please state FCA International Airport, Sea Port, etc.):*	
	Transportation/Delivery Cost	
	Bid Total DAP, off-loaded/cleared, Homs City, Syria (Incoterms 2010)	
	Other Costs	
	GRAND TOTAL	

Item #	Description in Arabic	Description in English	UOM	Qty	Unit Price	Total Price
الأعمال المطلوبة لإعادة تأهيل سقف السوق الأثري (الغطاء الشفاف)			**Provide and Execute Plastic Covering with Transparent Plates**			
1	Provide and implement the transparent roof covering works according to technical conditions	تقديم وتنفيذ اعمال التغطية من النوع الشفاف للسقف المعدني حسب الشروط الفنية	M^2	2,700		
	FCA charges, if any					
	Bid Subtotal FCA (Incoterms 2010) *(please state FCA International Airport, Sea Port, etc.):*					
	Transportation/Delivery Cost					
	Bid Total DAP, off-loaded/cleared, Homs City, Syria (Incoterms 2010)					
	Other Costs					
	GRAND TOTAL					

Name of Bidder: _____

Authorised signature: _____

Name of authorised signatory: _____

Functional Title: _____

FORM G: Form of Bid Security

Bid Security must be issued using the official letterhead of the Issuing Bank.
Except for indicated fields, no changes may be made on this template.

To: UNDP
[Insert contact information as provided in Data Sheet]

WHEREAS [Name and address of Bidder] (hereinafter called "the Bidder") has submitted a Bid to UNDP dated Click here to enter a date. to execute goods and/or services [Insert Title of Goods and/or Services] (hereinafter called "the Bid"):

AND WHEREAS it has been stipulated by you that the Bidder shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security if the Bidder:

a) Fails to sign the Contract after UNDP has awarded it;
b) Withdraws its Bid after the date of the opening of the Bids;
c) Fails to comply with UNDP's variation of requirement, as per ITB instructions; or
d) Fails to furnish Performance Security, insurances, or other documents that UNDP may require as a condition to rendering the contract effective.

AND WHEREAS we have agreed to give the Bidder such Bank Guarantee:

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Bidder, up to a total of [*amount of guarantee*] [*in words and numbers*], such sum being payable in the types and proportions of currencies in which the Price Bid is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of *[amount of guarantee as aforesaid*] without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

This guarantee shall be valid up to 30 days after the final date of validity of bids.

SIGNATURE AND SEAL OF THE GUARANTOR BANK

Signature: _____

Name: _____

Title: _____

Date: _____

Name of Bank _____

Address _____

[Stamp with official stamp of the Bank]