1. GENERAL

1.1 Scope
The purpose of the Preliminaries and General Requirements is to identify what items are needed for the mobilisation of the contractor from the date of Site Possession and what items are required to be implemented throughout the contract until the issuance of the Substantial Completion Certificate.

The Sites:
Site 1: Mosque in Alaminos/Alaminyo;
Site 2: Mosque in Kalavassos/Galavason.

2. CONTRACTOR TO INVESTIGATE
No plea for ignorance of conditions that exist or that may thereafter exist or of conditions or difficulties that may be encountered in the execution of the works as a result of non-cognizance of local conditions, laws and regulations and/or failure to make the necessary examinations and investigations shall be accepted as an excuse for any failure or omission on the part of the Contractor to fulfil his contractual obligations.

The Contractor shall also make all the investigations necessary to thoroughly inform himself regarding all facilities for access to the site, characteristics of the site. Conditions affecting supply of labour, water, electricity for temporary lighting and power as well as any local regulations and restrictions and generally any matters which may affect his prices as no claim on the ground of lack of knowledge in any respect will be entertained.

3. SITE CONDITIONS

3.1 General
The contractor should be aware of any restrictions that may affect the site and should therefore factor in his cost such restrictions. The contractor shall not be allowed to excavate or drill or bore or hammer anything into the ground of these sites. All the temporary installations must be made in a non-invasive manner.

3.2 Protection and diversion of existing services
The contractor shall be responsible for notifying the service authorities and the Engineer of his intention to expose the services and where so required by the service authority shall not commence operations until the service authority is represented on the Site. As soon as a service is encountered in the excavation whether previously located or discovered during the course of excavation for the Permanent Works the Contractor shall forthwith call the attention of the Engineer and the appropriate service authority thereto. The Contractor shall be responsible for maintaining all such services including natural and artificial watercourses encountered by him in the construction of the Works and shall make good any damage caused directly or indirectly by his activities.

3.3 Traffic Arrangements
The Contractor shall seek information on and comply with all requirements and recommendations regarding traffic safety measures. The Contractor shall arrange alternative temporary access with the owners or tenants of properties and shall submit details of such agreed temporary access arrangements where necessary.

3.4 Disposal of surplus materials
Surplus material and debris arising from the Works shall be dumped in agreed disposal sites at the expenses of the Contractor. The Contractor shall indemnify the Employer against any claims arising from unauthorized disposal of such materials.
4. REGULATIONS
4.1 Local regulations
The Contractor shall comply with all provisions of the rules, regulations and orders of local authorities where the sites are located. The Contractor shall co-operate with the relevant authorities in promptly furnishing any information that may be required by such authorities. It shall be the obligation of the Contractor to keep himself informed of these rules, regulations and orders.

4.2 Working hours
Working hours shall follow the working hours of the construction sector. Public holidays and Sunday work will not be allowed.

5. STANDARDS, CODES AND ABBREVIATIONS
General Standard specifications and codes of the following listed authorities wherever cited herein are referred to by use of the abbreviations shown below. All materials and workmanship shall comply with requirements of these standards.

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>E.N</td>
<td>European Standards</td>
</tr>
<tr>
<td>CYS</td>
<td>Cyprus Standards</td>
</tr>
<tr>
<td>B.S.</td>
<td>British Standards</td>
</tr>
<tr>
<td>T.S.</td>
<td>Turkish Standards</td>
</tr>
<tr>
<td>D.I.N</td>
<td>German Standards [Deutsches Institute fur Normung]</td>
</tr>
<tr>
<td>A.S.T.M.</td>
<td>American Society for Testing of Materials</td>
</tr>
<tr>
<td>I.S.O</td>
<td>International Standard Organization</td>
</tr>
</tbody>
</table>

Where reference is made to a Specifications by one of the above mentioned it is understood that the latest revision thereof shall apply.

6. COST ITEMS
The contract shall implement the following preliminaries and general requirements and shall price these accordingly in the bills of quantities.

<table>
<thead>
<tr>
<th>Preliminaries &amp; General Obligations</th>
<th>Sites</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>Site 1</td>
<td>Site 2</td>
<td></td>
</tr>
<tr>
<td>Contractor site facilities</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Chemical WC</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Health &amp; Safety implementation</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Signboard</td>
<td>x</td>
<td>x</td>
</tr>
</tbody>
</table>

The above items are listed in the bills of quantities as Preliminaries and General Items and the contractor shall price these accordingly considering all costs. Breakdown of the prices may be required by the Engineer.

Any other cost that the contractor may consider and not tabulated above can be included in the unit rates the contractor will price.

7. TEMPORARY FACILITIES
Starting from the date of site possession the Contractor shall implement and shall bear all the cost of installation of all temporary facilities within the plot of the works, their maintenance and upkeep until the time to remove these facilities from the site.

7.1 CONTRACTOR’S SITE FACILITIES
The Contractor shall provide and maintain on the site prefabricated, modular and portable and located within the plot:
- ONE office; 4m2
- Resting/eating area for the site personnel; at least 6 m²
- Sanitary facilities (toilets and washbasins) – at least 2 nos

Contractor’s site facilities must be kept clean and maintained properly. All consumables associated with above facilities shall be borne by the Contractor.

These facilities are not for sleeping during non-working hours.

Items that are going to be used for the works such as scaffolds, machinery/equipment, materials, etc. are not eligible to be included under the mobilisation items.

The site facilities shall be furnished and equipped as the contractor deems fit.

If there is a need to install site facilities outside the plot of the project, the contractor shall investigate and obtain all permissions and consents from the owner and/or caretaker and/or relevant authorities. Payments will be made prorated at each payment certificate (70% upon installation and 30% time related with subsequent payment certificates).

8. PROJECT SIGNBOARDS

The Contractor shall manufacture sign/notice board/s and erect these where directed by the Engineer within the plot boundaries. The sign/notice boards shall be 1.20 x 1.20 m and texts of the signboard shall be given by the Engineer. The Contractor shall erect the sign/notice boards on suitable supports in positions within the site as directed by the Engineer. The sign/notice board shall be left in position and maintained during the works until the end of the Defects Liability Period. After 30 days of the final completion being issued, the contractor will remove the signboard. Payments will be made once the signboards are installed.

9. HEALTH & SAFETY

The Contractor’s HS Officer shall prepare a Health and Safety Plan and shall include all matters related to construction site health and safety. The Contractor shall implement the HS Plan prepared by the designated HS officer and elaborate on the health safety risk matrix submitted at the bidding stage. The Contractor shall be responsible for the safety of all workmen and other persons entering the Works and shall, at his own expense (where not otherwise stated) take all measures necessary to ensure their safety.

The HS Officer shall supervise all aspects of health & safety on site and shall report every MONTH on any activity pertaining to health & safety. Report should be written in good English and should be proof-read before submission. The HS Officer shall sign the report. Responsibility and liabilities lie with the HS Officer and the Contractor.

9.1 Health & safety requirements

Covid-19 health and safety measures shall be followed in full at no additional cost to the UNDP. These Covid-19 measures shall be reported regularly in health and safety reports.

Personal protective equipment shall be available and used by the personnel including safety helmet, eye protection, ear protection, hand protection, foot protection, harnesses and belts.

9.2 First Aid

The Contractor shall provide and maintain at the site a completely equipped first-aid kit, as required by Health & Safety requirements, in a clean orderly condition, which shall be readily accessible at all times to all his employees and the Engineer & his staff. The Contractor shall designate at least two employees who are properly trained to be in charge of the first aid. At least one such employee shall be available to render first-aid at all times that work is being carried on.

In locations of rural settings and out of any town and especially in the hot/warm period (April – November) vials of serum against snake bites must be provided and maintained accordingly.

9.3 Thermometer and Hygrometer

The Contractor shall install a thermometer and hygrometer to gauge the temperature and humidity from May to October and shall record these two parameters at least 3 times at intervals of 2 hours.
during the day. Heat Stress Index shall be followed and implemented as per the universally accepted chart.

9.4 Prevention of noise
The Contractor shall take noise intensity readings as required by the Engineer and shall submit the results to the Engineer. The Contractor shall comply with measures required by the Engineer to keep noise and disturbance to the reasonable minimum. The hours of usage of any noisy machinery or plant for the above purpose shall be controlled by the Engineer or by his agent all in conformity with the relevant regulations currently in force.

9.5 Fire prevention
The Contractor shall make arrangements and provide sufficient number and type of fire-fighting equipment to the satisfaction of the Engineer. The Contractor shall remove all rubbish and surplus material of a flammable nature and take such other steps as the Engineer may require but this shall not relieve the Contractor of any of his obligations under the Contract.

Payments will be made prorated at each payment certificate (60% upon submission of the HS Plan and 40% with subsequent payment certificates against reporting)