

United States Embassy Abuja Nigeria

STATEMENT OF WORK

REPAIRS AND DUCT CLEANING OF ANNEX KITCHEN FIRE SUPPRESSION SYSTEM

1.0 GENERAL INFORMATION

The United States Embassy Abuja, require a competent and qualified contractor to carry out repairs and modifications on an existing Ansul fire suppression system located in the kitchen of the Annex building, Plot 1075, Diplomatic drive, Abuja.

2.0 PROJECT REQUIREMENT:

The qualified contractor must possess relevant certification and license in Fire protection and suppression systems both locally and internationally.

The contractor must have at least 3 years of hands-on experience in installation, repairs or modification of fire alarm and suppression systems.

Contractor must have deep understanding of NFPA (National Fire Protection Association) standards.

3.0 GENERAL REQUIREMENTS

3.1. The cost proposal shall include all labor, material, tools, equipment, workers/equipment mobilization, description of work to be completed, a quote for completion of all work, a schedule for completion of all work and demobilization, engineering and supervision required to install and complete the work in accordance with the contract documents. This is a fixed cost contract due for reimbursement at the end of a satisfactory performance of the project. Progress payment request from the contractor in any manner prior to the final completion and acceptance of the project shall not be accepted.

3.2. The Contractor shall carry out the work as per the actual onsite inspection and measurements, compliances with most stringent of local and international codes for architectural, civil and structural works, American Society for Testing and Materials (ASTM), NFPA & other relevant codes and instructions issued by the United States Government (USG) representative designated as Contracting Officer's Representative (COR).

3.3. The contractor shall make an advance access request for its personnel, materials, equipment and vehicle for USG approval and all contractor's personnel required photo IDs to access the USG compound.

3.4. The Contractor shall schedule all work under this project during normal Embassy business hours which are defined as 7:30am to 4:30pm Monday to Thursday and 7.30am to 1.30 pm on Friday, excluding local and bank holidays, unless approved in advance by the Contracting Officer's Representative (COR). A minimum of 48hours prior notice will be required from the contractor for the extra work hours/days

3.5. The contractor is responsible for verifying all dimensions, material quantities and existing conditions prior to submitting a quote and during the project. All potential changes to the contract must be reported to COR for evaluation and consideration for contract modification. Contractor shall not perform any work other than what is stated in the scope herewith unless a written approval from the contracting officer (CO) through the COR is obtained.

3.6. The contractor must abide by all necessary safety requirements of United States of America such as the Occupational Safety and Health Administration (OSHA) codes and regulations and/or local safety guidelines and compliance with whichever is most stringent. All personal safety equipment required for the subject job such as safety helmet, gloves, shoes, jackets, belts etc. and any other safety related items required shall be provided by the Contractor to its sub-contractors/employees/workers. The Contractor shall put-up necessary safety related signs, barricade, safety nets/covers etc. as necessary for safe and sound execution of its performance under the subject Contract. The U.S Government is not liable for injuries or provision of required safety equipment. USG reserved the right to issue stop work orders if relevant safety standards are violated. Scaffolding erection, motorized man lift operation and other equipment for high level work must ensure compliances with OSHA standard safety guides. Contractor shall ensure that all equipment and tools are operated in a safe way, complying with safety and manufacturer's manual instructions by the certified and licensed operator only.

3.7. The Contractor shall be required to prepare and submit reports to the COR, bill of materials, product literature, quality control schedules, project progress and schedule report, one week look ahead plan, safety plan and construction costs as applicable to the project. These documents provide the necessary interfaces, coordination, and communication between the Embassy and Contractor for the delivery of a completed project.

3.8. Workmanship shall be of high quality as characterized by pleasing appearance, proper dimensions, proper shape, proper grade, and even surface. All manufactured items shall be new and installed in accordance with the manufacturer's instructions.

3.9. The contractor shall coordinate the work schedule and access the work areas with the COR. Work areas shall be cleaned up and debris disposed of properly daily. Contractor shall furnish bins, or other disposal means for the disposal of waste generated from this project. No equipment or material shall be stored on the work site without specific permission from the COR.

3.10. Any proposed changes or additional requirements of potential impact to the contract cost/time discovered during the work shall be reported in writing to the COR.

3.11. The contractor must ensure that all materials to be used are in conformance to the product/materials samples presented in the approved submittals and bill of quantities. Submittals of samples and Product Data (PD) for all materials input to the project execution must be preapproved by the COR unless otherwise noted.

3.12. Contractor shall be responsible for the repairs or cost of repairs to any damaged above ground and underground structures and utilities due to the performance of this work and all disturbed surfaces are to be returned to as met conditions.

ADDITIONAL SAFETY MEASURES (OCT 2017)

The contractor shall comply with the following additional safety measures if and where applicable:

(a) *High risk activities.* If the project contains any of the following high-risk activities, the contractor shall follow the section in the latest edition, as of the date of the solicitation, of the U.S. Army Corps of Engineers Safety and Health manual, EM 385-1-1, that corresponds to the high-risk activity. Before work may proceed, the contractor must obtain approval from the COR of the written safety plan required by [FAR 52.236-13](#), Accident Prevention [Alternate I](#) (see paragraph (f) of this clause), containing specific hazard mitigation and control techniques.

- (1)** Scaffolding.
- (2)** Work at heights above 1.8 meters.
- (3)** Trenching or other excavation greater than one (1) meter in depth.
- (4)** Earth-moving equipment and other large vehicles.
- (5)** Cranes and rigging.
- (6)** Welding or cutting and other hot work.
- (7)** Partial or total demolition of a structure.

(8) Temporary wiring, use of portable electric tools, or other recognized electrical hazards. Temporary wiring and portable electric tools require the use of a ground fault circuit interrupter (GFCI) in the affected circuits; other electrical hazards may also require the use of a GFCI.

(9) Work in confined spaces (limited exits, potential for oxygen less than 19.5 percent or combustible atmosphere, potential for solid or liquid engulfment, or other hazards considered to be immediately dangerous to life or health such as water tanks, transformer vaults, sewers, cisterns, etc.).

(10) Hazardous materials - a material with a physical or health hazard including but not limited to, flammable, explosive, corrosive, toxic, reactive, or unstable, or any operations, which creates any kind of contamination inside an occupied building such as dust from demolition activities, paints, solvents, etc.; or

(11) Hazardous noise levels as required in EM 385-1 Section 5B or local standards if more restrictive.

(b) *Safety and health requirements.* The contractor and all subcontractors shall comply with the latest edition of the U.S. Army Corps of Engineers Safety and Health manual EM 385-1-1, or OSHA [29](#) CFR part [1910](#) or [1926](#) if no EM 385-1-1 requirements are applicable, and the accepted contractor's written safety program.

(c) *Mishap reporting.* The contractor is required to report *immediately* all mishaps to the COR and the contracting officer. A "mishap" is any event causing injury, disease or illness, death, material loss or property damage, or incident causing environmental contamination. The mishap reporting requirement shall include fires, explosions, hazardous materials contamination, and other similar incidents that may threaten people, property, and equipment.

(d) *Records.* The contractor shall maintain an accurate record on all mishaps incident to work [performed](#) under this contract resulting in death, traumatic injury, occupational disease, or damage to or theft of property, materials, supplies, or equipment. The contractor shall report this data in the manner prescribed by the contracting officer.

(e) *Subcontracts.* The contractor shall insert this clause, including this paragraph (e), with appropriate changes in the designation of the parties, in subcontracts.

(f) *Written program.* The plan required by paragraph (f)(1) of the clause entitled "Accident Prevention Alternate I" shall be known as the Site Safety and Health Plan (SSHP) and shall address any activities listed in paragraph (a) of this clause, or as otherwise required by the contracting officer/COR.

(1) The SSHP shall be submitted at least 10 working days prior to commencing any activity at the site.

(2) The plan must address developing activity hazard analyses (AHAs) for specific tasks. The AHAs shall define the activities being [performed](#) and identify the work sequences, the specific anticipated hazards, site conditions, equipment, materials, and the control

measures to be implemented to eliminate or reduce each hazard to an acceptable level of risk. Work shall not begin until the AHA for the work activity has been accepted by the COR and discussed with all engaged in the activity, including the Contractor, subcontractor(s), and Government on-site representatives.

(3) The names of the Competent/Qualified Person(s) required for a particular activity (for example, excavations, scaffolding, fall protection, other activities as specified by EM 385-1-1) shall be identified and included in the AHA. Proof of their competency/qualification shall be submitted to the contracting officer or COR for acceptance prior to the start of that work activity. The AHA shall be reviewed and modified as necessary to address changing site conditions, operations, or change of competent/qualified person(s).

4.0 SCOPE OF WORK

4.1 Contractor shall pressure wash and clean the kitchen exhaust hood canopy up to the exhaust fan on the roof. The contractor shall apply heavy-duty degreaser and use hot water pressure washing machine/nozzle sprayers with spinning brush to remove all grease stains on the duct surfaces and restore to a clean and dry duct surfaces. All the surfaces including the canopy, the duct, filters and the fans must be thoroughly cleaned and polished.

4.2 Contractor shall decommission and relocate the kitchen equipment to a safe distance away from the hood area prior to commencement of work.

4.3 Contractor shall create access through the sheetrock wall to be able to access the pipes on top of the exhaust hood.

4.4 Contractor shall replace piping network with 3/8-inch stainless steel pipes and fittings. The Contractor shall carry out leak tests on the pipe network before setting up the suppression system.

4.5 Contractor shall carry out repairs on the manual pull station to restore it to normal operation by tracing and properly reconnecting the steel rope between the pull station and the discharge point.

4.6 Contractor shall supply and install Ansul K-Guard fire extinguisher in the kitchen according to NFPA 10.5.5.4.5, 10.5.1.1

4.7 Contractor shall carry out full operational test for both manual and automatic discharge to confirm effectiveness of the installations.

4.8 Contractor shall demobilize from site and restore kitchen equipment to as met condition.

5.0 PROJECT COMPLETION

5.1 The contractor shall commence work under this contract promptly, execute the work diligently and achieve final completion and acceptance including final cleaning up of the premises with the period specified.

5.2 Milestones:

Contractor Pre-Proposal Site Visit	[To be informed]
Award of Contract & Notice to Proceed (NTP)	[To be informed]
Project Begins	Within 10 days of NTP.
Projection completion	Duration of 15 calendar days

6.1 PRELIMINARY AND FINAL ACCEPTANCE

After completing the project, the Contractor shall give notice to the COR in writing stating that the job is completed in all respects and ready for preliminary acceptance.

The job shall be jointly inspected visually by representatives of Contractor and USG representatives. All observed defects and omissions as per SOW, workmanships and specifications shall be noted down and provides to the contractor the correction.

The Contractor shall make good all defects, deficiencies and omissions noted down during preliminary acceptance and shall inform in advance the USG representatives for conducting inspection for final acceptance.

Final acceptance shall be communicated in writing through the contract COR to the contractor. Work discovered to be deficient resulting in detachment, deformation, disconnection, workmanship, or settlement within 90days after completion will be documented and contractor will correct upon notification by the COR.