



# USAID | RWANDA

FROM THE AMERICAN PEOPLE

**Issuance Date:** September 25, 2014  
**Site Visit Date:** September 29, 2014 10:00 a.m. (Kigali Time)  
**Questions Due:** October 2, 2014  
**Closing Date:** October 8, 2014  
**Closing Time:** 5:00 p.m. (Kigali Time)

**SUBJECT: USAID/RWANDA Request for Quotation (RFQ) No. SOL-696-14-000009  
DEMOLITION SERVICES**

Dear Prospective Offerors:

The United States Government, represented by the U.S. Agency for International Development (USAID), invites you to submit a quotation for the requirement of demolition services as outlined in the attached solicitation. Any such quotation should include the following two separate documents (with clear identification): Technical Proposal and Price Proposal. The full solicitation can be found at <http://www.usaid.gov/rwanda/partnership-opportunities>.

Proposals must be received electronically or via courier/hand delivery on or before the closing date stipulated above to provide the services and deliverables specified in the RFQ. If submitting electronically, the offeror must submit the proposal via internet email to Marva Butler at [mbutler@usaid.gov](mailto:mbutler@usaid.gov). If submitting by courier/hand delivery, please come to the U.S. Embassy Visa Entrance near the roundabout at 2657 Avenue de la Gendarmerie - Visitors Desk. Offerors are required to call Ms. Emerithe Kayitesi at ext 2824 using the visitors' phone. The security guards/Visitors Desk will not accept proposals. **Facsimile submission of proposals is not authorized and will not be accepted.**

USAID plans to award a Fixed Price Construction Contract, subject to availability of funds.

**Site Visit:** One site visit will be held on the date and time specified above. All interested candidates are required to be in attendance at this location- 55 Avenue Paul VI, Kiyovu, Kigali (former USAID Office Compound). The purpose of this site visit is for potential offerors to view and inspect the current building and structures. Please contact Marva Butler via email at [mbutler@usaid.gov](mailto:mbutler@usaid.gov) to confirm attendance.

**Questions:** Potential contractors may submit questions in writing, by email to Marva Butler, Contracting Officer at [mbutler@usaid.gov](mailto:mbutler@usaid.gov). **The deadline for receipt of questions or requests for clarifications is 5:00pm local Rwanda time, October 2, 2014.** Oral instructions or explanations given before the award of the contract resulting from this solicitation shall not be binding.

Issuance of this solicitation does not in any way obligate the U.S. Government to award a contract nor does it commit the U.S. Government to pay for costs incurred in the preparation and submission of a proposal. Furthermore, the Government reserves the right to reject any and all offers, if such action is considered to be in the best interest of the Government.

Thank you for your interest in USAID Rwanda's activities.

Sincerely,

A handwritten signature in blue ink, appearing to read "Martin Fischer", with a long horizontal flourish extending to the right.

Martin Fischer  
Contracting Officer  
USAID/Rwanda

<b>SOLICITATION, OFFER, AND AWARD (Construction, Alteration, or Repair)</b>	1. SOLICITATION NUMBER	2. TYPE OF SOLICITATION	3. DATE ISSUED	PAGE OF PAGES
	SOL-696-14-00009	<input type="checkbox"/> SEALED BID (IFB) <input checked="" type="checkbox"/> NEGOTIATED (RFP)	09/25/2014	1 -23

**IMPORTANT** - The "offer" section on the reverse must be fully completed by offeror.

4. CONTRACT NUMBER	5. REQUISITION/PURCHASE REQUEST NUMBER	6. PROJECT NUMBER
7. ISSUED BY USAID/Rwanda 2657 Avenue de la Gendermarie Kigali, Rwanda	CODE	8. ADDRESS OFFER TO USAID/Rwanda ATTN: Office of Acquisition and Assistance 2657 Avenue de la Gendermarie Kigali, Rwanda

9. FOR INFORMATION CALL:	a. NAME Marva Butler, mbutler@usaid.gov	b. TELEPHONE NUMBER (Include area code) (NO COLLECT CALLS) 078-838-5512
--------------------------	--	--

**SOLICITATION**

**NOTE:** In sealed bid solicitations "offer" and "offeror" mean "bid and "bidder".

10. THE GOVERNMENT REQUIRES PERFORMANCE OF THE WORK DESCRIBED IN THESE DOCUMENTS (Title, identifying number, date)

Demolition Services as described in the below Solicitation and Statement of Work.

11. The contractor shall begin performance within 5 calendar days and complete it within 42 calendar days after receiving  award,  notice to proceed. This performance period is  mandatory  negotiable. (See Section F.2).

12a. THE CONTRACTOR MUST FURNISH ANY REQUIRED PERFORMANCE AND PAYMENT BONDS? (If "YES", indicate within how many calendar days after award in Item 12b.) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	12b. CALENDAR DAYS 2
--	-------------------------

13. ADDITIONAL SOLICITATION REQUIREMENTS:

- a. Sealed offers in original and \_\_\_\_\_ copies to perform the work required are due at the place specified in Item 8 by \_\_\_\_\_ (hour) local time \_\_\_\_\_ (date). If this is a sealed bid solicitation, offers will be publicly opened at that time. Sealed envelopes containing offers shall be marked to show the offeror's name and address, the solicitation number, and the date and time offers are due.
- b. An offer guarantee  is,  is not required.
- c. All offers are subject to the (1) work requirements, and (2) other provisions and clauses incorporated in the solicitation in full text or by reference.
- d. Offers providing less than \_\_\_\_\_ calendar days for Government acceptance after the date offers are due will not be considered and will be rejected.

**OFFER (Must be fully completed by offeror)**

14. NAME AND ADDRESS OF OFFEROR (Include ZIP Code)	15. TELEPHONE NUMBER (Include area code)
	16. REMITTANCE ADDRESS (Include only if different than Item 14.)

CODE	FACILITY CODE
------	---------------

17. The offeror agrees to perform the work required at the prices specified below in strict accordance with the terms of this solicitation, if this offer is accepted by the Government in writing within \_\_\_\_\_ calendar days after the date offers are due. (Insert any number equal to or greater than the minimum requirement stated in Item 13d. Failure to insert any number means the offeror accepts the minimum in Item 13d.)

AMOUNTS 

18. The offeror agrees to furnish any required performance and payment bonds.

**19. ACKNOWLEDGMENT OF AMENDMENTS**  
(The offeror acknowledges receipt of amendments to the solicitation -- give number and date of each)

AMENDMENT NUMBER										
DATE.										

20a. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)	20b. SIGNATURE	20c. OFFER DATE
--	----------------	-----------------

**AWARD (To be completed by Government)**

21. ITEMS ACCEPTED:

22. AMOUNT	23. ACCOUNTING AND APPROPRIATION DATA
------------	---------------------------------------

24. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified) 	ITEM	25. OTHER THAN FULL AND OPEN COMPETITION PURSUANT TO <input type="checkbox"/> 10 U.S.C. 2304(c) ( ) <input type="checkbox"/> 41 U.S.C. 3304(a) ( )
---	------	---

26. ADMINISTERED BY	27. PAYMENT WILL BE MADE BY
---------------------	-----------------------------

**CONTRACTING OFFICER WILL COMPLETE ITEM 28 OR 29 AS APPLICABLE**

<input type="checkbox"/> 28. NEGOTIATED AGREEMENT (Contractor is required to sign this document and return _____ copies to issuing office.) Contractor agrees to furnish and deliver all items or perform all work requirements identified on this form and any continuation sheets for the consideration stated in this contract. The rights and obligations of the parties to this contract shall be governed by (a) this contract award, (b) the solicitation, and (c) the clauses, representations, certifications, and specifications incorporated by reference in or attached to this contract.	<input type="checkbox"/> 29. AWARD (Contractor is not required to sign this document.) Your offer on this solicitation is hereby accepted as to the items listed. This award consummates the contract, which consists of (a) the Government solicitation and your offer, and (b) this contract award. No further contractual document is necessary.
---	---

30a. NAME AND TITLE OF CONTRACTOR OR PERSON AUTHORIZED TO SIGN (Type or print)	31a. NAME OF CONTRACTING OFFICER (Type or print)
--	--

30b. SIGNATURE	30c. DATE	31b. UNITED STATES OF AMERICA BY	31c. DATE
----------------	-----------	-------------------------------------	-----------

**TABLE OF CONTENTS**

**SOLICITATION/CONTRACT FORM..... 1**  
SF 1442 SOLICITATION/CONTRACT/AWARD..... 1

**PART I - THE SCHEDULE ..... 5**  
**SECTION B - SUPPLIES OR SERVICES AND PRICE/COSTS ..... 5**  
    B.1 PURPOSE..... 5  
    B.2 CONTRACT TYPE..... 5  
    B.3 FIXED PRICE ..... 5  
    B.4 PAYMENT ..... 5  
    B.5 CONTRACT LINE ITEM NUMBERS..... 5  
**SECTION C - DESCRIPTION/SPECIFICATIONS/STATEMENT OF WORK..... 6**  
    C.1 BACKGROUND ..... 6  
    C.2 GENERAL SERVICES TO BE ORDERED ..... 6  
    C.3 DELIVERABLES ..... 8  
    C.4 CODES ..... 9  
    C.5 COORDINATION..... 9  
    C.6 ENVIRONMENTAL COMPLIANCE..... 9  
    C.7 OTHER CONTRACT REQUIREMENTS ..... 9  
**SECTION D - PACKAGING AND MARKING[RESERVED] ..... 10**  
**SECTION E - INSPECTION AND ACCEPTANCE ..... 11**  
    E.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE ..... 11  
    E.2 INSPECTION AND ACCEPTANCE..... 11  
**SECTION F - DELIVERIES OR PERFORMANCE..... 12**  
    F.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE ..... 12  
    F.2 PERIOD OF PERFORMANCE ..... 12  
    F.3 DELIVERABLES ..... 12  
    F.4 PERFORMANCE STANDARDS..... 12  
    F.5 PLACE OF PERFORMANCE..... 12  
    F.5 KEY PERSONNEL..... 12  
**SECTION G - CONTRACT ADMINISTRATION DATA..... 13**  
    G.1 ADMINISTRATIVE CONTRACTING OFFICE..... 13  
    G.2 CONTRACTING OFFICER’S REPRESENTATIVE (COR)..... 13  
    G.3 TECHNICAL DIRECTIONS ..... 13  
    G.4 INVOICES..... 13  
    G.6 ACCOUNTING AND APPROPRIATION DATA ..... 13  
**SECTION H - SPECIAL CONTRACT REQUIREMENTS ..... 15**  
    H.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE..... 15  
    H.2 ENVIRONMENTAL COMPLIANCE..... 15

**PART II - CONTRACT CLAUSES..... 16**  
**SECTION I - CONTRACT CLAUSES ..... 16**  
    I.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE ..... 16  
  
    I.2 52.237-2 PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT  
    UTILITIES AND IMPROVEMENTS (APR 1984)..... 17  
    I.3 52.228-1 BID GUARANTEE (SEP 1996)..... 17

**PART III – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS ..... 18**  
**SECTION J - LIST OF ATTACHMENTS ..... 18**

**PART IV – REPRESENTATIONS AND INSTRUCTIONS..... 19**  
    **SECTION K - REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF**

<b>OFFERORS.....</b>	<b>19</b>
<b>SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS .....</b>	<b>20</b>
L.1 GENERAL INSTRUCTIONS TO OFFERORS .....	20
L.2 ACQUISTION SCHEDULE.....	20
L.3 PROPOSAL DELIVERY .....	20
L.4 PRE-PROPOSAL SITE VISIT .....	21
L.5 TECHNICAL PROPOSAL INSTRUCTIONS .....	21
L.6 PRICE PROPOSAL INSTRUCTIONS .....	22
<b>SECTION M - EVALUATION FACTORS FOR AWARD .....</b>	<b>23</b>
M.1 GENERAL INFORMATION .....	23
M.2 TECHNICAL PROPOSAL EVALUATION CRITERIA .....	23
M.3 PRICE EVALUATION .....	23

**PART I – THE SCHEDULE**  
**SECTION B - SUPPLIES OR SERVICES/PRICES**

**B.1 PURPOSE**

The United States Agency for International Development (USAID) Rwanda, seeks the services of a Contractor to carry out construction demolition work including but not limited to: dismantling, demolition, removal, and excavation as detailed in Section C, Statement of Work.

**B.2 CONTRACT TYPE**

This is a firm, fixed-price Construction Contract.

**B.3 FIXED PRICE**

The Firm Fixed Price for this acquisition is \$\_\_\_\_\_. This price represents the total amount of the contract and the maximum price the contractor may be paid to perform the services, reports, or other deliverables under Section C

**B.4 PAYMENT**

The paying office for this contract is:

USAID/Rwanda  
Office of Financial Management  
2657 Avenue de la Gendarmerie, Kacyiru  
Kigali, Rwanda

**B.5 CONTRACT LINE ITEM NUMBERS**

This contract has one Contract Line Item Numbers (CLINs): CLIN 1, Building Demolition. The work requirement for the CLIN is set forth as indicated below:

For CLIN 1, Building Demolition, as described in Section C.4(a), the FFP is \$\_\_\_\_\_.

**[END OF SECTION B]**

## SECTION C – DESCRIPTION/SPECIFICATIONS/STATEMENT OF WORK

### C.1 BACKGROUND

USAID/Rwanda is a Mission that provides development assistance to Rwanda as part of the USG Mission in Rwanda. It is led by a Mission Director, whose role requires him/her to utilize his/her residence for representational purposes. After analyzing the options, USAID has determined to build a new residence on property owned by USAID at Avenue Paul VI, Kiyovu, Kigali. This site was previously the USAID office compound in Kigali before consolidation at the US Embassy in Kigali, and until recently was used as office space.

USAID/Rwanda intends to commence construction of the Mission Director's Residence on or about December 2014. In anticipation of this project, USAID/Rwanda seeks demolition services, beginning October 2014, to dismantle, demolish, and remove the existing structures on the site.

### C.2 GENERAL SERVICES TO BE ORDERED

#### C.2.1 Building Demolition

The Contractor is responsible for the complete demolition of all structures and removal of all materials and debris from the site to ensure that the site is in condition for construction of the new Mission Director residence. This includes, but is not limited to:

- Removing concrete and asphaltic concrete pavement.
- Dismantling, demolishing and removing of buildings.
- Disconnecting and removing of all existing utility lines on the site except those designated to remain.

##### *C.2.1.a Site Inspection and Clarification*

Prior to all work of this section, the Contractor shall:

- i. Carefully inspect the entire site and all objects designated to be removed and to be preserved.
- ii. Locate all existing utility lines to be abandoned and determine all requirements for disconnecting and capping.
- iii. Locate all existing active utility lines which are to remain and determine the requirements for their protection.
- iv. Before commencing the work of this section, coordinate with the A/E Contractor and Contracting Officer to verify all objects and structures to be removed, and all objects to be preserved.

##### *C.2.1.b Demolition of Structures*

The attached Bill of Quantity, located in Section J of the RFQ, provides detailed specifications on the demolition requirements for each structure. In addition to the Bill of Quantities, the Contractor is required to inspect the site along with the Contracting Officer and A/E Contractor in order to fully understand the requirements set forth in this RFQ, assess the value of salvageable materials.

Demolition is expected to include, but is not limited to, the following tasks:

- i. Demolish all buildings designated for demolition, pulling out all foundations, basement walls and concrete slabs; remove all existing concrete or asphaltic pavement designate to be removed. All structural components, steps, piers, floor slabs, foundation walls and any other obstructions

above ground level and down to the bottom of footings below ground level shall be completely demolished and removed under this contract.

- ii. Demolish masonry walls in small sections. Remove structural steel, cast iron, and heavy timbers by individual pieces and lower carefully. Remove, regardless of elevation, all floor construction, basements and cellars.
- iii. Break up all floors, basements, cellars and other such underground facilities into pieces of size required to safe and immediate disposal. Barricade all open cellars or basements until backfilled to prevent injuries and accidents. No basement or other underground facilities shall be backfilled until it and the backfill materials have been inspected and approved by the Contracting Officer.
- iv. At completion, leave the site in a safe and clean condition, free from rubbish, debris, materials or equipment.

The Contractor shall not have right to use the building, or land or premises, involved in this contract for any purpose other than specifically set forth herein. When the Contractor starts demolition of a structure, he is to continue the work during normal working days which are suitable to the operations until demolition and the site clearance is completed.

***C.2.1.c Required Equipment***

Below is an illustrative list of equipment the Contractor is expected to use to carry out the tasks in this section. All other equipment and materials not specifically described, but required for proper completion of work of this section, shall be obtained and utilized by the Contractor with no adjustment in the firm fixed price.

Mobile crane	2
Excavators	2
Dumper (15 cwts)	2
Trucks (14m3 or More)	10
Compressors dia. (250 c.f.m.) complete with all tools, hoses steels etc.	1
Steel Cutting Equipment	1
Metallic Props Scaffolding	To cover 9000 m2 floor area
Drilling Machines	5
Generators (minimum 100 KVA)	2

The contractor is required to have, at a minimum, the following equipment available as needed, unless otherwise approved in writing by the Contracting Officer.

**C.2.2 Quality Assurance**

***C.2.2.a Supervision of Workmen***

The Contractor shall provide at least one person who shall be present at all times during the demolition operations and who shall be thoroughly familiar with the types of work involved and who shall direct the demolition operations.

**C.2.3 Job Conditions**

***C.2.3.a Work Schedule***

Working hours will be between the hours of 7:30am and 5:00pm, excluding Saturdays, Sundays and holidays. If the Contractor desires to work during periods other than above, such as night

work, the Contractor shall make his request to the Contracting Officer, 3 workdays in advance.

**C.2.3.b Security**

The property site is protected by a seven foot wall on all perimeters, and one security guard. Throughout the day, a security mobile patrol will monitor and inspect the area for security and safety. The Contractor shall be responsible for providing a proper, suitable, and secure overnight storage area for his/her equipment and materials, on or off the premises.

**C.2.3.c Landscaping**

The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the work sites which are not to be removed and which do not unreasonably interfere with the work required under this contract. The Contractor shall only remove trees when specifically authorized to do so, and shall avoid damaging vegetation that will remain in place.

**C.2.3.d Burning and Explosives**

On-site burning or use of explosives will not be permitted

**C.2.3.e Protection**

The Contractor shall use all means necessary to protect existing objects designated to remain and, in the event of damage, immediately make all repairs and replacements necessary to the approval of the Contracting Officer at no additional cost to the owner.

**C.2.4 Removal of Debris and Cleaning**

All rubbish and debris found on the demolition area at the start of the work, as well as that resulting from the demolition activities or deposited on the site by others during the duration of the contract shall be removed and legally disposed of by the Contractor who shall keep the project area clear at all times. The Contractor will be responsible for identifying the location to dump the debris, and will pay any associated costs.

Upon completion of the work, the Contractor shall remove all temporary construction, equipment, salvage materials, trash and debris of all kinds, leaving the entire project area in a neat condition.

**C.2.5 Salvage Materials**

Salvage is the reclamation of materials from a project site that have some continued value. Salvage value is the monetary value of these reclaimed materials either through reusing the materials or recycling the materials. During the site visit, the Contractor shall evaluate the salvage on the site, and provide a salvage value that is included as a discount in the Total Firm Fixed Price offered. All salvage materials shall become the property of the Contractor unless otherwise shown or specified and shall be promptly removed from the site.

**C.3 DELIVERABLES**

The contract has 1 CLINs:

<u>CLIN</u>	<u>TITLE</u>	<u>SOW Section</u>
1	Building Demolition	Section C.2

***CLIN 1: Building Demolition***

The Contractor is responsible for site clearing, demolition, removal, and clean-up of all structures outlined in Attachment A in Section J. The Contractor shall furnish all plant, labor, materials, equipment, logistics and security to perform all work under this contract, and shall be prepared to deal with changes and compressed schedules resulting from emergency requests and changing priorities.

**C.4 CODES**

All work must be performed in accordance with the International Building Code (IBC) (most updated version as of the date of issuance of the solicitation) and the Government of Rwanda country codes, as prescribed by the Ministry of Infrastructure. In the event that a host country code is stricter than the IBC, the Contractor shall utilize the host country code.

**C.5 COORDINATION**

The Contractor shall be responsible for coordinating, as required to carry out the deliverables set forth in this section, with the Government of Rwanda (GOR), USAID officials, and the A/E Contractor.

law, the requirements more protective of health and the natural environment shall be used.

**C.6 OTHER CONTRACT REQUIREMENTS**

**C.6.1 Notices to Proceed**

Any Notice to Proceed will be issued by the Contracting Officer.

**C.6.2 Compliance with Host Country Rules and Customs**

The Contractor shall be responsible for determining the effect of arranging to perform work and operating under local laws, practices, customs, and controls on his cost of performance of the contract. These responsibilities include, but are not limited to, entry and exit visas, residence permits, and residence laws applicable to aliens. They also include any special requirements of the host country, including those required by local labor offices, which the Contractor may have to fulfil before an application for a regular block of visas will be accepted. The Contractor shall be responsible for passports, health and immunization certificates and quarantine clearance.

**C.6.3 Physical Handling of Materials**

The Contractor shall be responsible for performance of all loading, unloading, transportation or other physical handling of materials as may be required, including all movement from the carrier unloading site to delivery at the job site and all movement required at the customs area.

**C.7 PLACE OF PERFORMANCE**

The place of performance for this award is Rwanda.

**[END OF SECTION C]**

## **SECTION D - PACKAGING AND MARKING**

This section is reserved as no program funds are used in order to fund this contract and this contract will not be used to implement USAID program. Consequently, USAID Marking and Branding policy is not applicable.

**[END OF SECTION D]**

## SECTION E - INSPECTION AND ACCEPTANCE

### E.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE

The following contract clauses pertinent to this section are hereby incorporated by reference (by Citation Number, Title, and Date) in accordance with the clause at FAR 52.252-2 CLAUSES INCORPORATED BY REFERENCE" in Section I of this contract. See FAR 52.252-2 for an internet address (if specified) for electronic access to the full text of a clause.

<i>FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1)</i>		
<u>NUMBER</u>	<u>TITLE</u>	<u>DATE</u>
52.237-1	SITE VISIT	APR 1984
52.246-4	INSPECTION OF SERVICES—FIXED PRICE	AUG 1996

### E.2 INSPECTION AND ACCEPTANCE

USAID inspection and acceptance of services, reports and other required deliverables or outputs shall take place at:

USAID/Rwanda  
2657 Avenue de la Gendarmerie, Kacyiru  
Kigali Rwanda

Or at any other location where the services are performed and reports and deliverables or outputs are produced or submitted. The Contracting Officer's Representative will be delegated authority to inspect and accept all services, reports and required deliverables or outputs.

**Compliance Inspection:** USAID/Rwanda will, by formal inspection, determine if the specified progress or methods of work are being carried out. Failure to comply with specified work standards may be cause for termination of the Contractor's right to proceed.

**Contract Personnel:** If the Contractor is absent from the project area, a Contractor's representative (designated in writing) shall be available for communication on a daily basis while work is in progress.

**Inspection of Work:** Periodic inspection of work shall be made by USAID/Rwanda to ensure compliance with contract specifications. Work not completed to contract specifications shall be reworked at no additional cost to the Government.

**Determination of Acceptable Work:** Inspection as stated above shall be performed by the Government Representative for evaluation of contract specification compliance. The Contractor will be notified in writing of any work not meeting contract specifications. Portions of the product and installation of work which do not meet contract specifications shall be re-accomplished by the Contractor and the identified items shall be brought up to the required standard(s) before the installation will be considered acceptable.

[END OF SECTION E]

**SECTION F - DELIVERIES OR PERFORMANCE**

**F.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE**

The following contract clauses pertinent to this section are hereby incorporated by reference (by Citation Number, Title and Date) in accordance with the clause at FAR "52.252-2 CLAUSES INCORPORATED BY REFERENCE" in Section I of this contract.

FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1)		
NUMBER	TITLE	DATE
52.242-15	STOP-WORK ORDER (APR 1984)	AUG 1989

**F.2 PERIOD OF PERFORMANCE**

The estimated period of performance for this contract is six weeks. Actual dates are **To Be Determined**.

**F.3 DELIVERABLES**

The contractor will also be responsible for submitting the following deliverables:

***F.3(a) Building Demolition and Removal:***

As required by Section C.2, the Contractor is responsible for site clearing, demolition, removal, and clean-up of all structures outlined in Attachment A in Section J. The Contractor shall furnish all plant, labor, materials, equipment, logistics and security to perform all work under this contract, and shall be prepared to deal with changes and compressed schedules resulting from emergency requests and changing priorities.

**F.4 PERFORMANCE STANDARDS**

Evaluation of the Contractor's overall performance in accordance with the performance standards set forth in Section C, Deliverables, will be conducted jointly by the COR and the Contracting Officer, and shall form the basis of the Contractor's permanent performance record with regard to this contract.

**F.5 PLACE OF PERFORMANCE**

The place of performance under this contract is Rwanda as specified in the Statement of Work.

**F.5 KEY PERSONNEL**

(a) The Contractor shall furnish the following key personnel positions.

Project Manager  
Workman Supervisor  
Electrical Technician

(b) The key personnel specified herein are considered to be essential to the work being performed hereunder. Prior to replacing any of the specified individuals, the Contractor shall immediately notify both the Contracting Officer and USAID Contracting Officer's Representative reasonably in advance and shall submit written justification (including proposed substitutions) in sufficient detail to permit evaluation of the impact on the program. No replacement of key personnel shall be made by the Contractor without the written consent of the Contracting Officer.

**[END OF SECTION F]**

## SECTION G - CONTRACT ADMINISTRATION DATA

### G.1 ADMINISTRATIVE CONTRACTING OFFICE

The Administrative Contracting Office is:

<u>Local Address</u>	<u>International Address</u>
USAID/Rwanda Acquisition and Assistance Office 2657 Avenue de la Gendarmerie, Kacyiru Kigali, Rwanda	USAID/Rwanda Acquisition and Assistance Office 2210 Kigali Place Washington DC 20521-2210

### G.2 CONTRACTING OFFICER'S AUTHORITY

The Contracting Officer is the only person authorized to make or approve any changes in the requirements of this task order and notwithstanding any provisions contained elsewhere in this task order, the said authority remains solely in the Contracting Officer. In the event the Contractor makes any changes at the direction of any person other than the Contracting Officer, the change shall be considered to have been made without authority and no adjustment shall be made in the contract terms and conditions, including price.

### G.3 TECHNICAL DIRECTION

USAID/Rwanda shall provide technical oversight to the Contractor through the designated COR. The COR has no authority to change the requirements or deliverables in the Contract nor to require any action that is not required in the Contract. A separate letter designating the COR will be provided to the contractor.

### G.4 ACCEPTANCE AND APPROVAL

In order to receive payment, all deliverables must be accepted and approved by the COR.

### G.5 INVOICES

Submission of invoices can be done electronically.

Soft or Electronic copies of the invoice shall be sent to [invoiceskigali@usaid.gov](mailto:invoiceskigali@usaid.gov) with a copy to the COR's email address.

- Send via email, one invoice, all other required supporting documents, and SF-1034 Public Voucher for Purchases and Services Other Than Personal.
- The SF-1034 must be signed,
- The invoice should provide the bank account details which should include the bank account number, the bank name and address, the SWIFT Code and the ABA number.

### G.6 ACCOUNTING AND APPROPRIATION DATA

Accounting Template:

BBFY:

EBFY:

Fund:

OP:  
District Code:  
Amount Obligated:

**[END OF SECTION G]**

**SECTION H - SPECIAL CONTRACT REQUIREMENTS**

**H.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE**

The following contract clauses pertinent to this section are hereby incorporated by reference (by Citation Number, Title, and Date) in accordance with the clause at FAR 1152.252-2 CLAUSES INCORPORATED BY REFERENCE" in Section I of this contract. See FAR 52.252-2 for an internet address (if specified) for electronic access to the full text of a clause.

<b>FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1)</b>		
<u>NUMBER</u>	<u>TITLE</u>	<u>DATE</u>
52.232-18	AVAILABILITY OF FUNDS	(APR 1984)

<b>AIDAR (48 CFR Chapter 7)</b>		
<u>NUMBER</u>	<u>TITLE</u>	<u>DATE</u>
752.7027	PERSONNEL	(DEC 1990)

**H.1 LANGUAGE REQUIREMENTS**

Contractor key personnel shall have English language skill sufficient to perform technical services and communicate with USAID representatives.

**H.2 ENVIRONMENTAL COMPLIANCE**

The Contractor is responsible for performing all work in such a manner as to minimize environmental impacts, including the pollution of air, water, or land and to control noise and dust within reasonable limits and in accordance with all applicable environmental laws, regulations and programs. Where there is a conflict between U.S. and local law, the requirements more protective of health and the natural environment shall be used. The following conditions are required:

1. Activities performed under this contract which do not clearly fit into a Categorical Exclusion will require preparation of a separate Initial Environmental Examination (IEE). No activity falling under this requirement will be implemented unless an Environmental Threshold Decision, as defined in 22 CFR 216.3(a)(2), has been reached for that activity and documented in a Request for Categorical Exclusion (RCE), Initial Environmental Examination (IEE), or Environmental Assessment (EA) duly signed by the appropriate Bureau Environmental Office (BEO). If the potential impacts are significant, resulting in a Positive Determination, an activity specific scoping exercise and preparation of an EA, consistent with 22 CFR 216.3, will be undertaken.

2. To assure the employment of best available practices and there by minimize any environmental effects, the Contractor shall, at the direction of the COR, as a separate and identifiable activity, prepare and provide to national and local government entities, one or more White Papers appropriate to the specific activity on mitigating adverse environmental effects in electrification/distribution, telecommunications, water and sanitation, and/or roads and transport system expansion, including best practices in facility planning, siting, installation and construction.

3. As required by ADS 204.5.4, the USAID COR will actively monitor ongoing activities for compliance with approved IEE recommendations, and modify or end activities that are not in compliance.

**[END OF SECTION H]**

**PART II – CONTRACT CLAUSES  
SECTION I - CONTRACT CLAUSES**

**I.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE**

The following contract clauses pertinent to this section are hereby incorporated by reference (by Citation Number, Title, and Date) in accordance with the clause at FAR "52.252-2 CLAUSES INCORPORATED BY REFERENCE" in Section I of this contract. See FAR 52.252-2 for an internet address (if specified) for electronic access to the full text of a clause.

<u>NUMBER</u>	<u>FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1) TITLE</u>	<u>DATE</u>
52.202-1	DEFINITIONS	(JAN 2012)
52.203-3	GRATUITIES	(APR 1984)
52.209-6	PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT	(AUG 2013)
52.222-29	NOTIFICATION OF VISA DENIAL	(JUN 2003)
52.222-50	COMBATING TRAFFICKING IN PERSONS	(SEP 2007)
52.225-13	RESTRICTIONS ON CERTAIN FOREIGN PURCHASES	(JUN 2008)
52.228-15	PERFORMANCE AND PAYMENT BONDS	(OCT 2010)
52.232-5	PAYMENTS UNDER FIXED PRICE CONSTRUCTION CONTRACTS	(SEP 2002)
52.232-27	PROMPT PAYMENT UNDER CONSTRUCTION CONTRACTS	(SEP 2005)
52.232-34	PAYMENT BY ELECTRONIC FUNDS TRANSFER	
52.233-3	PROTEST AFTER AWARD	(AUG 1996)
52.233-4	APPLICABLE LAW FOR BREACH OF CONTRACT CLAIM	(OCT 2004)
52.236-6	SUPERINTENDENCE BY THE CONTRACTOR	(APR 1984)
52.236-7	PERMITS AND RESPONSIBILITIES	(NOV 1991)
52.236-12	CLEANING UP	(APR 1984)
52.236-13	ACCIDENT PREVENTION	(NOV 1991)
52.236-26	PRE-CONSTRUCTION CONFERENCE	(FEB 1995)
52.236-28	PREPARATION OF PROPOSALS-CONSTRUCTION	(OCT 1997)
52.243-4	CHANGES	(JUN 2007)
52.244-6	SUBCONTRACTS FOR COMMERCIAL ITEMS	(MAR 2007)
52.249-2	TERMINATION FOR CONVENIENCE (ALTERNATE 1)	(MAY 2004)
52.249-10	DEFAULT (FIXED PRICE CONSTRUCTION)	(APR 1984)

**AIDAR CLAUSES (48 CFR CHAPTER7)**

752.202-1	DEFINITIONS	(JAN 1990)
752.209-71	ORGANIZATIONAL CONFLICTS OF INTEREST DISCOVERED AFTER AWARD	(JUN 1993)
752.211-70	LANGUAGE AND MEASUREMENT	(JUN 1992)
752.7006	NOTICES	(APR 1984)
752.7008	USE OF GOVERNMENT FACILITIES OR PERSONNEL	(APR 1984)
752.7025	APPROVALS	(APR 1984)

**I.2 52.237-2 PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES AND IMPROVEMENTS (APR 1984)**

(a) The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the work site, which are not to be removed and which do not unreasonably interfere with the work required under this contract. The Contractor shall only remove trees when specifically authorized to do so, and shall avoid damaging vegetation that will remain in place. If any limbs or branches of trees are broken during contract performance, or by the careless operation of equipment, or by workmen, the Contractor shall trim those limbs or branches with a clean cut and paint the cut with a tree-pruning compound as directed by the Contracting Officer.

(b) The Contractor shall protect from damage all existing improvements and utilities

(1) at or near the work site, and

(2) on adjacent property of a third party, the locations of which are made known to or should be known by the Contractor.

The Contractor shall repair any damage to those facilities, including those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the Contracting Officer may have the necessary work performed and charge the cost to the Contractor.

**I.3 52.228-1 BID GUARANTEE (SEP 1996)**

(a) Failure to furnish a bid guarantee in the proper form and amount, by the time set for submission of quotations, may be cause for rejection of the quotation.

(b) The offeror shall furnish a bid guarantee in the form of a firm commitment, *e.g.*, bid bond supported by good and sufficient surety or sureties acceptable to the Government, postal money order, certified check, cashier's check, irrevocable letter of credit, or, under Treasury Department regulations, certain bonds or notes of the United States. The Contracting Officer will return bid guarantees, other than bid bonds –

(1) To unsuccessful offerors as soon as practicable after the submission of quotations; and

(2) To the successful offeror upon execution of contractual documents and bonds (including any necessary coinsurance or reinsurance agreements), as required by the bid as accepted.

(c) The amount of the bid guarantee shall be 3 percent of the bid price or \$3,000, whichever is less.

(d) If the successful offeror, upon acceptance of its quotation by the Government within the period specified for acceptance, fails to execute all contractual documents or furnish executed bond(s) within 10 days after receipt of the forms by the bidder, the Contracting Officer may terminate the contract for default.

(e) In the event the contract is terminated for default, the offeror is liable for any cost of acquiring the work that exceeds the amount of its bid, and the bid guarantee is available to offset the difference.

**[END OF SECTION I]**

**PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS**  
**SECTION J - LIST OF ATTACHMENTS**

<u>ATTACHMENT NUMBER:</u>	<u>TITLE</u>
- ATTACHMENT 1	BILL OF QUANTITIES
- ATTACHMENT 2	BID GUARANTEE FORM

**[END OF SECTION J]**

**PART IV- REPRESENTATIONS AND INSTRUCTIONS**

**SECTION K - REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS**

**K.1 NOTICE LISTING SOLICITATION PROVISIONS INCORPORATED BY REFERENCE**

The following solicitation provisions pertinent to this section are hereby incorporated by reference (by Citation Number, Title and Date) in accordance with the FAR provision at FAR "52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE" in Section L of this solicitation. See FAR 52.252-1 for an internet address (if specified) for electronic access to the full text of a provision.

FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1)		
<u>NUMBER</u>	<u>TITLE</u>	<u>DATE</u>
52.203-11	CERTIFICATION AND DISCLOSURE REGARDING PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS	(SEP 2007)
52.204-8	ANNUAL REPRESENTATIONS AND CERTIFICATONS	(JUN 2013)
52.209-5	CERTIFICATION REGARDING RESPONSIBILITY MATTERS	(APR 2010)
52.209-7	INFORMATION REGARDING RESPONSIBILITY MATTERS	(APR 2010)
52.237-8	RESTRICTION ON SEVERANCE PAYMENTS TO FOREIGN NATIONALS	(AUG 2003)

**[END OF SECTION K]**

## SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

### L.1 GENERAL INSTRUCTIONS TO OFFERORS

The Government anticipates the award of one (1) Firm Fixed Price Contract.

**RFQ Instructions:** If an Offeror does not follow the instructions set forth herein, the Offeror's proposal may be eliminated from further consideration.

**Accurate and Complete Information:** Offerors must set forth full, accurate and complete information as required by this RFQ

**Offer Acceptability:** The Government may determine an offer to be unacceptable if the offer does not comply with all of the terms and conditions of this RFQ.

**Government Obligation:** The issuance of this solicitation does not in any way obligate the US Government to award a contract nor does it commit the U.S. Government for pay for costs incurred in the preparation and submission of a proposal.

### L.2 ACQUISITION SCHEDULE

The schedule for this acquisition is anticipated to be as follows:

	<u>Date</u>
RFQ issued	September 25, 2014
Site Visit	September 29, 2014
Questions due	October 2, 2014
Proposals due	October 8, 2014
Technical evaluation	October 9, 2014
Award of Contract	October 24, 2014
Performance begins	October 29, 2014

All questions relating to this RFQ must be submitted to Marva Butler at [mbutler@usaid.gov](mailto:mbutler@usaid.gov) no later than October 2, 2014, **5:00 p.m., Kigali time** unless otherwise notified by an amendment to the RFQ; no questions will be accepted after this date. Offerors must not submit questions to any other USAID staff or the A/E Contractor.

### L.3 PROPOSAL INSTRUCTIONS

**Electronic and Hand Delivery submissions will be accepted for receipt of this solicitation.**

(i) **Electronic Delivery:** The offeror must submit the proposal via internet email to **Marva Butler** at [mbutler@usaid.gov](mailto:mbutler@usaid.gov) no later than Wednesday, October 8, 2014 at 5:00pm Kigali time.

(ii) **Hand/Courier Delivery:** If submitting by courier/hand delivery, please come to the U.S. Embassy Visa Entrance near the roundabout at 2657 Avenue de la Gendarmerie - Visitors Desk. Offerors are **required** to call **Ms. Emerithe Kayitesi** at ext. **2824** using the visitors' phone. The security guards/Visitors Desk will not accept proposals.

Any proposal not received by the designated persons listed above by the closing date and time will be handled in accordance with FAR 52.215-1.

The Technical Proposal and Price Proposal must be kept separate from each other. Technical Proposals must not make reference to pricing data in order that the technical evaluation may be made strictly on the

basis of technical merit.

#### **L.4 PRE-PROPOSAL SITE VISIT**

USAID/Rwanda will conduct a pre-proposal site visit during which potential contractors may obtain a better understanding of the work required. Offerors are **required** to visit this site, *at the date and time indicated below*, to fully inform themselves about the location and conditions under which the work is to be performed. Please contact Marva Butler via email at [mbutler@usaid.gov](mailto:mbutler@usaid.gov) to confirm attendance.

All questions relating to this RFQ must be submitted to Marva Butler at [mbutler@usaid.gov](mailto:mbutler@usaid.gov) no later than October 2, 2014, **5:00 p.m., Kigali time**. Offerors must not submit questions to any other USAID staff or the A/E Contractor. Subsequent to the site visit an amendment containing an abstract of the questions and answers, and a list of attendees, will be made available.

The conference will be held:

Date: **September 29, 2014**

Time: 10:00am

Location: 55 Avenue Paul VI, Kiyovu, Kigali (former USAID Office Compound)

#### **L.5 TECHNICAL PROPOSAL INSTRUCTIONS**

The Technical Proposal in response to this solicitation should address how the offeror intends to accomplish the tasks in the Statement of Work contained in Section C. The technical proposal will not be longer than four (4) pages. The following information should be provided.

- a) Demolition Work Plan
- b) Equipment Availability
- c) Past Performance

(b) The Technical Proposal shall be written in English and typed on A3 size paper, single spaced, Times New Roman font, with margins no less than one inch on each border with each page numbered consecutively.

##### **1. Demolition Work Plan**

Offerors should provide a work plan that includes a proposed project schedule, demolition methods and protective measures that will be utilized. This plan should include the number of proposed staff required, and a list of personnel identified for the following key personnel positions:

- Project Manager
- Site Supervisor
- Electrical Technician

The proposal should describe and illustrate the knowledge of the team, construction materials, local codes/ordinances/laws/practices, permits, costs and other conditions unique to Rwanda.

##### **2. Equipment Availability**

Offerors shall provide a list of equipment that will be used to carry out the demolition. Offerors should demonstrate ownership or the ability to access the equipment listed.

### 3. Past Performance

Offerors shall provide 3 current projects or projects completed within the last 2 years that are similar or relevant to the tasks outlined in Section C. For each project, identify the following:

- Project Name and Location;
- Project Owner, Contact Person and Telephone Number;
- Construction Start and Project Completion Date;
- Construction Cost
- Nature of construction work done by the Offeror

#### L.6 PRICE PROPOSAL INSTRUCTIONS

The price proposal should contain a completed Standard Form (SF) 1442, Proposed Price in accordance with Sections B.3 and B.5, and a completed bid guarantee form. **The Price Proposal is limited to 3 pages only.**

##### (a) Part 1 – SF 1442

The offeror must submit the cover page (Section A) of this Solicitation [Standard Form (SF)1442, "Solicitation, Offer, and Award"], with blocks 14 through 20 completed, with an original signature of a person authorized on behalf of the offeror to sign the offer.

##### (b) Part 2 –Proposed Price

The offeror shall complete Sections B.3 and B.5 above, specifying the total price and the price of the deliverable.

##### (c) Part 3 – Bid Guarantee and Performance Guarantee

The offeror must submit a completed Bid Guarantee Form, found in Section J, with original signature of a person authorized to sign the guarantee. The amount of the bid guarantee shall be **3%** of the bid price. Please note, within 2 business days of award, the Offeror selected will be required to furnish a Performance Guarantee equivalent to 20% of the Contract value.

**[END OF SECTION L]**

**SECTION M – EVALUATION FACTORS FOR AWARD**

**M.1 GENERAL INFORMATION**

- (a) The Government may award this contract without discussions with Offerors.
- (b) This acquisition will utilize Lowest Price Technically Acceptable (LPTA) source selection procedures in accordance with FAR 15.101-2, as supplemented. This is a competitive LPTA best value source selection in which technical acceptability is considered the most important factor. By submission of its offer, the Offeror accepts all solicitation requirements, including terms and conditions, representations and certifications, and technical requirements. All technically acceptable offerors, with satisfactory past performance, shall be treated equally except for their prices. Failure to meet a requirement may result in an offer being determined technically unacceptable.
- (c) The submitted technical information will be scored by a technical evaluation committee using the technical criteria shown below. When evaluating the competing Offerors, the Government will consider the written qualifications and capability information provided by the Offerors, and any other information obtained by the Government through its own research.

**M.2 TECHNICAL PROPOSAL EVALUATION CRITERIA**

<b>Technical Evaluation Criteria</b>	<b>Weight</b>
<b>Technical Acceptability</b>	<b>ACCEPTABLE/UNACCEPTABLE</b>
<b>Past Performance</b>	<b>ACCEPTABLE/UNACCEPTABLE</b>

**Technical Acceptability**

Acceptable: Proposal clearly meets the minimum requirements of the solicitation.  
Unacceptable: Proposal does not clearly meet the minimum requirements of the solicitation.

**Past Performance**

Acceptable: Based on the Offeror’s performance record, the Government has a reasonable expectation that the Offeror will successfully perform the required effort, or the Offeror’s performance record is unknown.

Unacceptable: Based on the offeror’s performance record, the Government has no reasonable expectation that the offeror will be able to successfully perform the required effort.

**M.3 PRICE PROPOSAL EVALUATION**

As discussed above, the price proposed will be used to determine best value. Price analysis will be used to determine that the proposed price is fair and reasonable.

**[END OF SECTION M]**

ITEM	DESCRIPTION	UNIT	QTY	RATE	US\$
<p><i>ALL QUANTITIES PROVISIONAL AND SUBJECT TO REMEASUREMENTS</i>  <i>All demolished materials are to be removed from site and cart away to approved sites by the local Authority/government</i></p> <p><i>The contractor shall ensure that all existing structures, finishes are not tampered with or damaged while undertaking the new works any such damages shall be replaced at contractor's cost.</i></p> <p><i>The contractor is notified that the items for which credit are to be provided have been outlined and are to be carefully demolished.</i></p>					
A.	<p>Carefully demolish existing DOUBLE STOREY STRUCTURE Approximately 6.5m High, constructed in masonry / brick walling, internal partitions, reinforced concrete slabs/ frame, reinforced concrete staircases, roofsheets, remove existing foundation, make good disturbed areas and load and cart away debris. The Building being L-Shaped and of an approximate floor area of 1040m2 (See Photos in Appendix B)</p>	Item	1		
B.	<p>Carefully demolish existing BASEMENT OF DOUBLE STOREY STRUCTURE Approximately 3.00m High, constructed in masonry / concrete walling, internal partitions, reinforced concrete slabs/ frame, reinforced concrete staircases, roofsheets, remove existing foundation, make good disturbed areas and load and cart away debris. The Basement being an approximate floor area of 165m2 (See Photos in Appendix B)</p>	Item	1		
C.	<p>Carefully demolish existing STORE TO BUILDING NO. 1 Approximately 3.00m High, constructed in masonry / concrete walling, internal partitions, reinforced concrete slabs/ frame, roofsheets, remove existing foundation, make good disturbed areas and load and cart away debris. The Basement being an approximate floor area of 6m2 (See Photos in Appendix B)</p>	Item	1		
D.	<p>Carefully remove existing steel casement window with burglar proofingsize 2000 x 1500 mm high and store safely for Client's use.</p>	NO.	41		
E.	<p>Ditto but Internal Windows</p>	NO.	5		
F.	<p>Carefully remove existing steel casement window with burglar proofingsize 900 x 900 mm high and store safely for Client's use.</p>	NO.	4		
G.	<p>Carefully remove existing Main Entrance steel casement door and including frame and ironmongery size 1400 x 2200 mm high and store safely for Client's use.</p>	NO.	1		
H.	<p>Carefully remove existing Emergency door and including frame and ironmongery size 900 x 2100 mm high and store safely for Client's use.</p>	NO.	1		
<p style="text-align: right;">-</p> <p style="text-align: right;">C/F</p>					

ITEM	DESCRIPTION	UNIT	QTY	RATE	US\$
				<b>B/F</b>	
J.	Carefully remove existing Internal steel casement and including frame and ironmongery door size 900 x 2100 mm high and store safely for Client's use.	NO.	15		
K.	Carefully remove existing Internal flush door and including frame and ironmongery size 900 x 2100 mm high and store safely for Client's use.	NO.	27		
L.	Carefully remove existing External flush door and including frame and ironmongery size 900 x 2100 mm high and store safely for Client's use.	NO.	3		
M.	Carefully remove existing Roof Access Ladders and store safely for Client's use.	NO.	2		
N.	Carefully remove existing steel casement glazed partition and store safely for Client's use.	S.M.	21		
P.	Carefully remove existing Gypsum/board partition with aLuminium Framing and store safely for Client's use.	S.M.	10		
Q.	Carefully remove existing Timber partition with aLuminium Framing and store safely for Client's use.	S.M.	10		
R.	Carefully remove existing Assorted Types of Light Fittibgs with and including switches and store safely for Client's use.	NO.	59		
S.	Carefully remove existing Assorted Types of Light Fittibgs with and including switches and store safely for Client's use. AT BASEMENT	NO.	15		
T.	Carefully remove existing Open Shelving Item No. 1 and store safely for Client's use. Approximate Size 1000 x 1200 x 300mm Depth	NO.	1		
U.	Carefully remove existing Open Shelving Item No. 2 and store safely for Client's use. Approximate Size 1500 x 1000 x 300mm Depth	NO.	1		
V.	Carefully remove existing Open Shelving Item No. 3 and store safely for Client's use. Approximate Size 1200 x 800 x 300mm Depth	NO.	1		
W.	Carefully remove existing Open Shelving Item No. 4 and store safely for Client's use. Approximate 3 Rows Size 1000 x 300mm Depth	NO.	1		
X.	Carefully remove existing Cupboard Item No. 1 with and Including Shelves and store safely for Client's use. Approximate Size 1800 x 2000 x 400mm Depth	NO.	1		
Y.	Carefully remove existing Cupboard Item No. 2 with and Including Shelves and store safely for Client's use. Approximate Size 2000 x 2000 x 400mm Depth	NO.	1		
Z.	Carefully remove existing Curtain Blinds and store safely for Client's use.	Item	1		
				-	
				<b>C/F</b>	

ITEM	DESCRIPTION	UNIT	QTY	RATE	US\$
				<b>B/F</b>	
	<b><u>First Floor</u></b>				
AA.	Carefully remove existing Fibre board partition with aLuminium Framing and store safely for Client's use. Aluminium Partition Type 2	S.M.	17		
AB.	Carefully remove existing Plywood cieling and including brandering and cornices and store safely for Client's use.	S.M.	485		
AC.	Carefully remove existing T&G cieling and including brandering and cornices and store safely for Client's use.	S.M.	35		
AD.	Carefully remove existing steel casement window with burglar proofingsize 2000 x 1500 mm high and store safely for Client's use.	NO.	0		
AE.	Ditto but Internal Windows	NO.	2		
AF.	Carefully remove existing Emergency door and including frame and ironmongery size 900 x 2100 mm high and store safely for Client's use.	NO.	1		
AG.	Carefully remove existing Internal steel casement and including frame and ironmongery door size 900 x 2100 mm high and store safely for Client's use.	NO.	7		
AH.	Carefully remove existing Internal flush door and including frame and ironmongery size 900 x 2100 mm high and store safely for Client's use.	NO.	17		
AI.	Carefully remove existing steel grille Type No. 1 and including frame and ironmongery door size 5000 x 2100 mm high and store safely for Client's use.	NO.	1		
AJ.	Carefully demolish existing planters Remove the Flower Pots at the building and load and cart away debris.	Item	1		
AK.	Carefully demolish existing Staircase Steel Rialings with Timber Handrail Staircse Railing Item No. 1, make good disturbed areas and load and cart away debris.	S.M.	8		
AL.	Carefully demolish existing Staircase Steel Rialings with Timber Handrail Staircse Railing Item No. 3, make good disturbed areas and load and cart away debris.	S.M.	12		
AM.	Carefully demolish existing Staircase Steel Rialings Staircase Railing Item No. 4, make good disturbed areas and load and cart away debris.	S.M.	15		
AN.	Carefully demolish existing Balcony in Chequered Plate and Steel Rialings Staircase Apprximate size 2000 x 1000mm x 1000mm High, make good disturbed areas and load and cart away debris.	No.	2		
				-	
				<b>C/F</b>	

ITEM	DESCRIPTION	UNIT	QTY	RATE	US\$
				<b>B/F</b>	
AO.	Carefully remove existing Open Shelving Item No. 5 and store safely for Client's use. Approximate Size 1500 x 1200 x 300mm Depth	NO.	1		
AP.	Carefully remove existing Open Shelving Item No. 6 and store safely for Client's use. Approximate Size 1500 x 1200 x 300mm Depth	NO.	1		
AQ.	Carefully remove existing Cupboard Item No. 3 with and Including Shelves and store safely for Client's use. Approximate Size 1200 x 2400 x 400mm Depth	NO.	1		
AR.	Ditto but Timber Handrail ditto.	L.M.	12		
AS.	Carefully remove existing Split Air Conditioning Units with both internal units and external units with and including external units supports and store safely for Client's use.	NO.	25		
AT.	Carefully remove existing Assorted Types of Light Fittibgs with and including switches and store safely for Client's use.	NO.	58		
AU.	Carefully remove existing Assorted Types of Light Fittibgs with and including switches and store safely for Client's use. AT EXTERNAL LIGHTS	NO.	6		
AV.	Carefully remove existing Fans with and including control Unit and store safely for Client's use.	NO.	8		
AW.	<u>Other General</u> Allow removal the existing power trunking. All stripped won accessories and fittings to be secured safely in clients recommended store.	Item	1		
AX.	Allow removal the existing distribution boards / Consumer Units with MCBS. All stripped won accessories and fittings to be secured safely in clients recommended store.	Item	1		
AY.	Allow removal the existing IT Cabinets. All stripped won accessories and fittings to be secured safely in clients recommended store.	Item	1		
AZ.	Allow for disconnection and Strip down all lighting cables, power cables, accessories and all lighting fittings sections in readiness for demolition by the main contractor caution must be observed not to disrupt clients operation or jeopardize security. All stripped won accessories and fittings to be secured safely in clients recommended store.	Item	1		
BA.	Carefully remove all existing Pipping, foul water drainage pipes, store salvaged materials at client's recommended yard and cart away resultant debris to a KCC approved tip.	Item	1		
BC.	Carefully remove all existing Sanitary Fittings store salvaged materials at client's recommended yard and cart away resultant debris to a KCC approved tip.	Item	1		
				<b>US\$</b>	



ITEM	DESCRIPTION	UNIT	QTY	RATE	US\$
				<b>B/F</b>	
L.	Carefully remove existing Split Air Conditioning Units with both internal units and external units with and including external units supports and store safely for Client's use.	NO.	12		
M.	Carefully remove existing Assorted Types of Light Fittibgs with and including switches and store safely for Client's use.	NO.			
N.	Carefully remove existing Assorted Types of Light Fittibgs with and including switches and store safely for Client's use. AT EXTERNAL LIGHTS	NO.	5		
P.	Carefully remove existing Fans with and including control Unit and store safely for Client's use.	NO.	2		
	<u>Other General</u>				
Q.	Allow removal the existing power trunking. All stripped won accessories and fittings to be secured safely in clients recommended store.	Item	1		
R.	Allow removal the existing distribution boards / Consumer Units with MCBS. All stripped won accessories and fittings to be secured safely in clients recommended store.	Item	1		
S.	Allow removal the existing IT Cabinets. All stripped won accessories and fittings to be secured safely in clients recommended store.	Item	1		
T.	Allow for disconnection and Strip down all lighting cables, power cables, accessories and all lighting fittings sections in readiness for demolition by the main contractor caution must be observed not to disrupt clients operation or jeopardize security. All stripped won accessories and fittings to be secured safely in clients recommended store.	Item	1		
U.	Carefully remove all existing Pipping, foul water drainage pipes, store salvaged materials at client's recommended yard and cart away resultant debris to a KCC approved tip.	Item	1		
V.	Carefully remove all existing Sanitary Fittings at 2 No. Toilets store salvaged materials at client's recommended yard and cart away resultant debris to a KCC approved tip.	Item	1		
				US\$	





ITEM	DESCRIPTION	UNIT	QTY	RATE	US\$
				<b>B/F</b>	
L.	Carefully remove existing Split Air Conditioning Units with both internal units and external units with and including external units supports and store safely for Client's use.	NO.	0		
M.	Carefully remove existing Assorted Types of Light Fittings with and including switches and store safely for Client's use.	NO.			
N.	Carefully remove existing Assorted Types of Light Fittings with and including switches and store safely for Client's use. AT EXTERNAL LIGHTS	NO.	1		
P.	Carefully remove existing Fans with and including control Unit and store safely for Client's use.	NO.	0		
	<u>Other General</u>				
Q.	Allow removal the existing power trunking. All stripped won accessories and fittings to be secured safely in clients recommended store.	Item	1		
R.	Allow removal the existing distribution boards / Consumer Units with MCBS. All stripped won accessories and fittings to be secured safely in clients recommended store.	Item	1		
S.	Allow removal the existing IT Cabinets. All stripped won accessories and fittings to be secured safely in clients recommended store.	Item	0		
T.	Allow for disconnection and Strip down all lighting cables, power cables, accessories and all lighting fittings sections in readiness for demolition by the main contractor caution must be observed not to disrupt clients operation or jeopardize security. All stripped won accessories and fittings to be secured safely in clients recommended store.	Item	1		
U.	Carefully remove all existing Piping, foul water drainage pipes, store salvaged materials at client's recommended yard and cart away resultant debris to a KCC approved tip.	Item	1		
V.	Carefully remove all existing Sanitary Fittings at 2 No. Toilets and Kitchenette store salvaged materials at client's recommended yard and cart away resultant debris to a KCC approved tip.	Item	1		
				US\$	

ITEM	DESCRIPTION	UNIT	QTY	RATE	US\$
<p><i>ALL QUANTITIES PROVISIONAL AND SUBJECT TO REMEASUREMENTS</i>  <i>All demolished materials are to be removed from site and cart away to approved sites by the local Authority/government</i></p>					
<p><i>The contractor shall ensure that all existing structures, finishes are not tampered with or damaged while undertaking the new works any such damages shall be replaced at contractor's cost.</i></p>					
<p><i>The contractor is notified that the items for which credit are to be provided have been outlined and are to be carefully demolished.</i></p>					
A.	<p>Carefully demolish existing SINGLE STOREY STRUCTURE Approximately 4.0m High, steel frame,remove existing foundation, cielings, make good disturbed areas and load and cart away debris. The Building being Rectangular Shaped and of an approximate floor area of 50m2 (See Photos in Appendix B)</p>	Item	1		
B.	<p>Carefully demolish existing ROOF SHEETS Approximately 4.0m High, Steel roof structure, and load and cart away debris. The Building being Rectangular Shaped and of an approximate floor area of 65m2 (See Photos in Appendix B)</p>	NO.	1		
C.	<p>Carefully demolish existing Steel Rialings Item No. 5, make good disturbed areas and load and cart away debris.</p>	S.M.	10		
D.	<p>Carefully remove existing Assorted Types of Light Fittibgs with and includiing switches and store safely for Client's use. AT EXTERNAL LIGHTS</p>	NO.	1		
E.	<p><u>Other General</u>                      Allow removal the existing power trunking. All stripped won accessories and fittings to be secured safely in clients reccommended store.</p>	Item	0		
F.	<p>Allow removal the existing distribution boards / Consumer Units with MCBS. All stripped won accessories and fittings to be secured safely in clients reccommended store.</p>	Item	0		
G.	<p>Allow for disconnection and Strip down all lighting cables, power cables, accessories and all lighting fittings sections in readiness for demolition by the main conractor caution must be observed not to distrupt clients operation or jeopardize security.All stripped won accessories and fittings to be secured safely in clients reccommended store.</p>	Item	1		
					<p>US\$</p>

ITEM	DESCRIPTION	UNIT	QTY	RATE	US\$
<p><i>ALL QUANTITIES PROVISIONAL AND SUBJECT TO REMEASUREMENTS</i>  <i>All demolished materials are to be removed from site and cart away to approved sites by the local Authority/government</i></p>					
<p><i>The contractor shall ensure that all existing structures, finishes are not tampered with or damaged while undertaking the new works any such damages shall be replaced at contractor's cost.</i></p>					
<p><i>The contractor is notified that the items for which credit are to be provided have been outlined and are to be carefully demolished.</i></p>					
A.	<p>Carefully demolish existing SINGLE STOREY STRUCTURE Approximately 3.5m High, masonry / brick walling, internal partitions, reinforced concrete roof slabs/ frame, reinforced concrete staircases, Steel roof structure, roofsheets, remove existing foundation, cielings, make good disturbed areas and load and cart away debris. The Building being Rectangular Shaped and of an approximate floor area of 10m2 (See Photos in Appendix B)</p>	Item	1		
B.	<p>Carefully remove existing Main Entrance steel casement door and including frame and ironmongery size 1800 x 2100 mm high and store safely for Client's use.</p>	NO.	1		
C.	<p>Carefully remove existing Assorted Types of Light Fittibgs with and including switches and store safely for Client's use.</p>	NO.	2		
D.	<p>Carefully remove existing Assorted Types of Light Fittibgs with and including switches and store safely for Client's use. AT EXTERNAL LIGHTS</p>	NO.	1		
E.	<p>Carefully remove existing Fans with and including control Unit and store safely for Client's use.</p>	NO.	0		
F.	<p><u>Other General</u>                      Allow for disconnection and Strip down all lighting cables, power cables, accessories and all lighting fittings sections in readiness for demolition by the main conractor caution must be observed not to disrupt clients operation or jeopardize security.All stripped won accessories and fittings to be secured safely in clients reccommended store.</p>	Item	1		
					<p>US\$</p>

ITEM	DESCRIPTION	UNIT	QTY	RATE	US\$
<p><i>ALL QUANTITIES PROVISIONAL AND SUBJECT TO REMEASUREMENTS</i>  <i>All demolished materials are to be removed from site and cart away to approved sites by the local Authority/government</i></p>					
<p><i>The contractor shall ensure that all existing structures, finishes are not tampered with or damaged while undertaking the new works any such damages shall be replaced at contractor's cost.</i></p>					
<p><i>The contractor is notified that the items for which credit are to be provided have been outlined and are to be carefully demolished.</i></p>					
A.	<p>Carefully demolish existing SINGLE STOREY STRUCTURE Approximately 3.5m High, Steel Walls, Steel roof structure, roofsheets, remove existing foundation, cielings, make good disturbed areas and load and cart away debris. The Building being Rectangular Shaped and of an approximate floor area of 5m2 (See Photos in Appendix B)</p>	Item	1		
B.	<p>Carefully remove existing Main Entrance steel casement door and including frame and ironmongery size 900 x 2100 mm high and store safely for Client's use.</p>	NO.	0		
C.	<p>Carefully remove existing Assorted Types of Light Fittibgs with and including switches and store safely for Client's use.</p>	NO.	1		
D.	<p>Carefully remove existing Assorted Types of Light Fittibgs with and including switches and store safely for Client's use. AT EXTERNAL LIGHTS</p>	NO.	1		
E.	<p>Carefully remove existing Fans with and including control Unit and store safely for Client's use.</p>	NO.	0		
F.	<p><u>Other General</u>                      Allow for disconnection and Strip down all lighting cables, power cables, accessories and all lighting fittings sections in readiness for demolition by the main conractor caution must be observed not to disrupt clients operation or jeopardize security.All stripped won accessories and fittings to be secured safely in clients reccommended store.</p>	Item	1		
					US\$

ITEM	DESCRIPTION	UNIT	QTY	RATE	US\$
<p><i>ALL QUANTITIES PROVISIONAL AND SUBJECT TO REMEASUREMENTS</i>  <i>All demolished materials are to be removed from site and cart away to approved sites by the local Authority/government</i></p>					
<p><i>The contractor shall ensure that all existing structures, finishes are not tampered with or damaged while undertaking the new works any such damages shall be replaced at contractor's cost.</i></p>					
<p><i>The contractor is notified that the items for which credit are to be provided have been outlined and are to be carefully demolished.</i></p>					
A.	<p>Carefully demolish existing SINGLE STOREY STRUCTURE Approximately 3.5m High, Brick Walls, Steel roof structure, roofsheets, remove existing foundation, cielings, make good disturbed areas and load and cart away debris. The Building being Rectangular Shaped and of an approximate floor area of 4m2 (See Photos in Appendix B)</p>	Item	1		
B.	<p>Carefully remove existing Main Entrance steel casement door and including frame and ironmongery size 900 x 2100 mm high and store safely for Client's use.</p>	NO.	1		
C.	<p>Carefully remove existing Assorted Types of Light Fittibgs with and including switches and store safely for Client's use.</p>	NO.	1		
D.	<p>Carefully remove existing Assorted Types of Light Fittibgs with and including switches and store safely for Client's use. AT EXTERNAL LIGHTS</p>	NO.	1		
E.	<p>Carefully remove existing Fans with and including control Unit and store safely for Client's use.</p>	NO.	0		
F.	<p><u>Other General</u>                      Allow for disconnection and Strip down all lighting cables, power cables, accessories and all lighting fittings sections in readiness for demolition by the main conractor caution must be observed not to disrupt clients operation or jeopardize security.All stripped won accessories and fittings to be secured safely in clients reccommended store.</p>	Item	1		
					<p>US\$</p>

ITEM	DESCRIPTION	UNIT	QTY	RATE	US\$
<p><i>ALL QUANTITIES PROVISIONAL AND SUBJECT TO REMEASUREMENTS</i>  <i>All demolished materials are to be removed from site and cart away to approved sites by the local Authority/government</i></p> <p><i>The contractor shall ensure that all existing structures, finishes are not tampered with or damaged while undertaking the new works any such damages shall be replaced at contractor's cost.</i></p> <p><i>The contractor is notified that the items for which credit are to be provided have been outlined and are to be carefully demolished.</i></p>					
A.	<p>Carefully demolish existing SINGLE STOREY STRUCTURE Approximately 3.5m High, Brick Walls, Steel roof structure, roofsheets, remove existing foundation, cielings, make good disturbed areas and load and cart away debris. The Building being Rectangular Shaped and of an approximate floor area of 40m2 (See Photos in Appendix B)</p>	Item	1		
B.	<p>Carefully remove existing Main Entrance steel casement door and including frame and ironmongery size 2000 x 2100 mm high and store safely for Client's use.</p>	NO.	1		
C.	<p>Carefully remove existing steel grille door and including frame and ironmongery size 3000 x 2100 mm high and store safely for Client's use.</p>	NO.	1		
D.	<p>Carefully remove existing steel grille windows and including frame and ironmongery and store safely for Client's use.</p>	SM	10		
E.	<p>Carefully remove existing Assorted Types of Light Fittibgs with and includiing switches and store safely for Client's use.</p>	NO.	1		
F.	<p>Carefully remove existing Assorted Types of Light Fittibgs with and includiing switches and store safely for Client's use. AT EXTERNAL LIGHTS  <b>Other General</b></p>	NO.	1		
G.	<p>Allow for disconnection and Strip down all lighting cables, power cables, accessories and all lighting fittings sections in readiness for demolition by the main conractor caution must be observed not to distrupt clients operation or jeopardize security. All stripped won accessories and fittings to be secured safely in clients reccommended store.</p>	Item	1		
					<p>US\$</p> <hr/> <hr/>



SURETY B	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT (\$)	Corporate Seal
	SIGNATURE(S)	1.	2.		
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY C	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT (\$)	Corporate Seal
	SIGNATURE(S)	1.	2.		
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY D	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT (\$)	Corporate Seal
	SIGNATURE(S)	1.	2.		
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY E	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT (\$)	Corporate Seal
	SIGNATURE(S)	1.	2.		
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY F	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT (\$)	Corporate Seal
	SIGNATURE(S)	1.	2.		
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY G	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT (\$)	Corporate Seal
	SIGNATURE(S)	1.	2.		
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		

### INSTRUCTIONS

1. This form is authorized for use when a bid guaranty is required. any deviation from this form will require the written approval of the Administrator of General Services.

2. Insert the full legal name and business address of the Principal in the space designated "Principal" on the face of the form. An authorized person shall sign the bond. Any person signing in a representative capacity (e.g., ab attorney-in-fact) must furnish evidence of authority if that representative is not a member of the firm, partnership, or joint venture, or an officer of the corporation involved.

3. The bond may express penal sum as a percentage of the bid price. In these cases, the bond may state a maximum dollar limitation (e.g., 20% of the bid price but the amount not to exceed \_\_\_\_\_ dollars).

4. (a) Corporation executing the bond as sureties must appear on the Department of the Treasury's list of approved sureties and must act within the limitation listed therein. where more than one corporate surety is involved, their names and address shall appear in the spaces (Surety A, Surety B, etc.) headed "CORPORATE SURETY (IES)." In the space designed "SURETY (IES)" on the face of the form, insert only the letter identification of the sureties.

(b) Where individual sureties are involved, a completed Affidavit of Individual surety (Standard Form 28), or each individual surety, shall accompany the bond. The Government may require the surety to furnish additional substantiating information concerning its financial capability.

5. Corporations executing the bond shall affix their corporate seals. Individuals shall execute the bond opposite the word "Corporate Seal"; and shall affix an adhesive seal if executed in Maine, New Hampshire, or any other jurisdiction requiring adhesive seals.

6. Type the name and title of each person signing this bond in the space provided.

7. In its application to negotiated contracts, the terms "bid" and "bidder" shall include "proposal" and "Offeror."