Annex A1

RFP/UNHCR/JOR/2022/16

Terms of Reference (TOR)

Pedestrians Concrete Slabs at Zaatari Camp

The United Nations High Commissioner for Refugees is looking to acquire the services of a qualified contractor to supply, transfer, and install accessibility slabs in various locations in the Zaatari camp.

Background

UNHCR is aiming to improve the level of accessibility of shelters for the elderly and physically challenged in all its built environment to achieve desired standards and needs of all users to move easily, and safely to reach and access their households.

Scope of work

The scope of installing materials supply shall include accurate quantity and description of materials, and appropriate as specified in the Bills of Quantities and/or technical specifications. Similarly, the materials shall be supplied on time, and transportation shall also be made by the respective supplier to venues.

Under this contract, the Contractor shall provide the following:

a) Level and quality of the proposed GANTT chart (indicating milestones, activities that shall be performed on a weekly basis and broken down with percentage distribution for all main tasks with their content table to be indicated by the participating companies) with critical path analysis included for each task/sub-task (A3 format is preferred).

b) Contractor must perform site preparation and cleaning to remove all existing that is not appropriate.

c) The Contractor shall level the site and remove all organic materials, obstacles, or irregularities from the project site, it is the contractor's responsibility to remove all existing site obstructions prior to commencing earthworks according to the Jordanian building regulation.

d) Contractor must procure all removal and disposal of all debris coming from the site works, and out of the camp in an environmentally acceptable manner.
e) Supply, transport to Zaatari camp, and install in various locations of the camp as instructed by the UNHCR engineer precast, non-slippery concrete slabs, concrete specifications $F'c=210\text{Mps}$ and steel specifications $Fy=400\text{Mps}$, steel reinforcement is $5\,\varnothing10\text{mm/M}^\prime$ in both directions and one layer only. Dimensions of the slab will be 120 cm in width, thickness is 10 cm, and the price is per unit. Expected slab length is 125 cm according to the site assessment to be conducted by the contractor. These slabs will be used as bridges over the stormwater drainage ditches and/or as ramps. The price must include all site preparation works to install the slab with an approved slope as instructed by the UNHCR engineer, Max slope is 1/14. Estimated quantity for the concrete slabs shall be 1000 unit with 10% margin.

f) The dimensions for each slab are as shown in the drawings and indicative images Annex A3 are for reference only. The contractor must measure the dimensions of each area/location in the camp in coordination with the UNHCR field unit.

g) The contractor must provide drawings on AutoCAD civil 3D both soft and hard copies, stamped by company, in addition to detailed BOQ with clear specifications according to the construction codes in Jordan and with quantities, to be approved by UNHCR engineer.

h) Confirmation letter that consultant will be doing the lab test, concrete test any other required test as per construction laws in Jordan.

i) No cracks will be accepted on the non-slippery surface of the slab.

j) Contractor must specify on the proposal all technical specifications to perform the project, to be approved by UNHCR engineer.

k) Contractor shall provide detailed Construction Procedure, and proposed project timeline with weekly reports in alignment with the expected 4 weeks duration, to be approved by UNHCR engineer.

l) Demonstration or confirmation of availability of key equipment (with owned / rent agreement for all equipment throughout project period):
   - Truck $12\text{m}^3 \times 3$.
   - Loaders, JRB, Crane x 2.
   - Any other necessary equipment/ machinery.
m) Availability of Confirmation Letter for two (2) years of warranty period after the final completion of the project including the provided materials.

n) Bid Security- Original Bank Guarantee: by Submitting a bank guarantee of ten thousand dinars on the name of the project.

o) Suppliers are requested to submit Detailed health and safety plan in their technical offer.

A site visit is mandatory prior to submission of bids and shall take place on 24/7/2022 at 12:00 h local time, Suppliers failed to attend the site visit will be disqualified.

- Entry permit is required, suppliers to send the following VALID documents to the following email addresses **maximum by 19/7/2022 at 23:59 h local time** to enable us to issue the needed permit. Documents received after the date and time underlined above will not be considered for permits.
  a. Copy of the national ID.
  b. Copy of covid 19 vaccination certificate.
  c. Valid care license.
  d. Valid driver license.

**Documents to be sent to all the following email addresses:**
Tareq Sadeddin  [saddeddin@unhcr.org](mailto:saddeddin@unhcr.org)  and  Lina Younis  [younisl@unhcr.org](mailto:younisl@unhcr.org)  and  Islam Abu Adas  [abuadas@unhcr.org](mailto:abuadas@unhcr.org)

**Implementation**

- The implementation plan/method of the statement shall be submitted, and duration shall be defined by the Contractor bidder -Quantities are defined in the attached BoQ Annex A2.

- The handover shall be done once works are completed, certified, and signed by the UNHCR Engineer (including any snag list).

- The price listed in the contract shall include all labor, overhead, and profit. UNHCR will pay the Contractor for standard services that have been satisfactorily implemented. All materials will be inspected, and delivery approved by UNHCR Engineer on the field. The performance period of this contract is from the start date in the Notice to Proceed and continues until completion and project handover. The initial period of performance includes any transition period authorized under the bid RFP/UNHCR/2022/16.