**Annex F:**

**ITB-AFG-AFC-013-2024 Provision of Construction services-2024**

Stock Availability Report and Terms of Reference (ToR) for Construction Services

Stock Availability Report

Bidders must fill out and complete this Annex F to provide proof of the availability of the following items at each branch, including branch locations and current stock levels.

|  |  |  |  |
| --- | --- | --- | --- |
| S/N | Item | Quantity Required for Each Lot | Quantity Offered by Supplier |
| 1 | Scaffolding | 100 M2 |  |
| 2 | Shuttering Materials or equipment | 200 M2 |  |
| 3 | Concrete mixing Equipment | 1-2 |  |

**Terms of References**

**1. Introduction**

The purpose of this Terms of Reference (ToR) is to outline the scope, responsibilities, and expectations for contractors bidding on the tender for construction services. This document is intended to guide the tender process for selecting a qualified contractor to carry out various construction activities as specified in the Annex A.1 Technical bid forms for different lots.

**2. Activity Description**

The activity involves a series of construction services including scaffolding installation, formwork, excavation, concrete mixing and casting, material testing, and various specialized construction services, the provision of these construction services will be carried out in the three regions of DRC’s operation area ( Center region covering Ghazni and Maidan Wardak, South region covering Zabul , Kandahar , Helmand and Nimroze and West region covering Herat, Farah and Badghis ) . The work is to be carried out in compliance with relevant standards such as ASTM and ACI codes. The contractor is expected to ensure high-quality execution, adherence to safety standards, and timely completion of all activities.

**3. Scope of Work**

The contractor is required to provide services and materials as detailed below:

**3.1 Scaffolding and Shuttering Services**

* **Rent and Installation of Scaffolding**: Provision, transportation, installation, and dismantling of scaffolding systems for the duration specified. Scaffolding must comply with safety standards and support access for work up to three stories high.
* **Shuttering for RCC and PCC Work**: Supply and installation of shuttering for walls, roofs, spillways, slabs, columns, and beams. Materials must be new, and the formwork should meet all safety and structural integrity requirements. It should be dismantled only after concrete reaches 75% of its strength or as specified by the engineer.

**3.2 Excavation Services**

* **Soft and Hard Cutting for Absorption Wells**: Excavation services for digging absorption wells with a diameter of 110 cm. The contractor must use appropriate methods for both soft and hard cutting as required.

**3.3 Concrete Mixing and Casting**

* **Concrete Mixing and Placement**: The contractor will provide equipment and skilled labor for mixing and placing concrete in various structural elements. The contractor is responsible for ensuring that concrete quality meets the specified standards.
* **Concrete Mix Design and Testing**: Preparation of concrete mix designs as per ACI and ASTM codes for different target strengths. The contractor must conduct trial mixes, tests, and report the results. Sampling and transportation of materials for testing will be included.

**3.4 Material Testing**

* **Concrete Cylinder Compression Tests**: The contractor must perform and report on 7-day and 28-day compression tests as per ASTM standards. Sampling, transportation, and testing must be carried out by qualified personnel.
* **Stone and Cement Testing**: Conduct stone compressive and absorption tests as well as cement compressive tests in accordance with ASTM standards. Reporting should include all relevant details as per the specifications.

**3.5 Specialized Construction Services**

* **Welding Services**: Provision of welding services for steel frames and other structures. Welding must meet the specified quality standards, and all welds should be uniform, smooth, and free of defects.
* **Painting Services**: Application of oil and plastic painting in at least three layers to ensure complete coverage and protection.
* **Rebar Tying Services**: Skilled labor for rebar tying in engineering structures.
* **Stone Masonry Work**: Execution of stone masonry work for check dams, retaining walls, and stone patching. The work must be completed with proper mortar preparation, filling of voids, and neat finishing as per the design.

**3.6 Material Transportation and Disposal**

* **Transportation of Excavated Materials**: The contractor will be responsible for the transportation of excavated materials to a designated disposal area as specified by the engineers.

**4. Contractor Responsibilities**

The contractor must:

* Ensure compliance with all relevant standards and specifications.
* Provide all necessary materials, equipment, and skilled labor for the services outlined in the BoQs for all locations mentioned in the BoQs .
* Maintain a high standard of safety for workers and the public throughout the activity.
* Coordinate closely with the project engineers and comply with their directives.
* Ensure timely completion of all activities within the agreed schedule that will be specified at PO stage.

**5. Deliverables**

The contractor shall deliver the following:

* Completed scaffolding, formwork, and concrete works as per design specifications.
* Test reports for concrete, stone, and cement as required by the specifications.
* Proper disposal of excavated materials as per engineer’s instructions.

**6. Quality Assurance**

The contractor must implement a robust quality assurance process to ensure that all works meet the specified standards. Regular inspections and tests must be conducted, and non-compliant work must be rectified at the contractor’s expense.

**7. Duration**

The duration for the completion of each service will be specified later at PO stage and should be adhered to strictly. Extensions may be granted only under exceptional circumstances and with prior approval from the DRC technical team.

**8. Payment Terms**

Payment will be made according to the terms outlined in the contract, based on the completion and approval of each stage of work. Measurements for scaffolding and other services will be verified by the project engineer before payment is processed.

**9. Submission of Bids**

Interested contractors should submit their bids along with all required documents as per the tender announcement.

**10. Evaluation Criteria**

Bids will be evaluated based on:

* Compliance with the ToR and BoQs.
* Similar experience and qualifications of the contractor.
* Financial proposal and cost-effectiveness.
* Past performance and references.

**11. Closing**

This ToR is an integral part of the tender documentation. Bidders must review and understand all sections of this ToR as well as the specifications and locations mentioned in the Annexes before submitting their bids. DRC reserves the right to reject any or all bids that do not meet the requirements set forth in this ToR.

Note: This Annex F must be signed by the suppliers, confirming that the listed items are available at their respective branches and indicating the offered quantity of each item they can provide and they have fully read the TOR.

Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Stamp: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_