



**AMERICAN CONSULATE GENERAL**

**Piazza della Repubblica  
80122 NAPLES**

**SOW**

**PREPARATION AND PAINTING PROJECT**

**CONSUL GENERAL RESIDENCE**

**2022**

## CHAPTER 1

### FOREWORD

The Consulate General of the United States of America in Naples, Italy solicits an offer for works related to “make ready” for the principal officer residence (CGR) located in Naples.

## CHAPTER 2

### GENERAL

- The solicitation is for painting and general repairs related in the CGR with all material needed and requirements listed in the following paragraphs.
- The contractor shall supply all the materials and equipment, skilled and unskilled labor, technical supervision, as well as logistical and administrative support. The contractor shall also supply all accessory services such as: transportation, equipment and tools, leasing of any necessary equipment, disposal of debris, cleaning of the work area and all else necessary to complete the project in compliance with the present specifications.
- Maximum attention is required for the safety of personnel at work on the site, including COVID certifications and procedures. The workers must operate in compliance with standard codes, using tools with safety features and Personal Protective Equipment (PPE). Plus, all workers have to follow the Consulate General security procedures such as having the badge with them all time and escorted by authorized personnel.  
No smoking is allowed inside the consulate building or CGR. There is one external dedicated area. Infractions will not be tolerated and will result in immediate removal without further notice  
Temporary safety protection measures for third parties such as scaffolding and others shall be installed by the Contractor with care and attention.
- The Contractor shall be responsible for submitting, in a timely fashion, for approval by the COR, samples of materials and supplies to be used.
- It shall be the contractor’s responsibility to verify all the quantities.

### Art. 2.1 DEFINITIONS

A glossary of terms and relative equivalents used in the drawing up of the tender documents is indicated hereunder:

**Client, Administration, Project Supervisor, COR, CO:** all these denominations identify the technical administrative staff expected to handle the contract on behalf of the Consulate General of the United States of America.

**Contracting Company, Contractor:** all these denominations identify the subject that undertakes to carry out the work described in the contract.

**Contract, Purchase Order (P.O.), Work Order:** these terms identify the contract document with which the project is awarded.

**Art. 2.2**  
**DESCRIPTION OF WORK**

- Starting on July 17<sup>th</sup>, 2022 until August 18<sup>th</sup>, 2022 (31 calendar days), the Contractor shall be responsible for executing the following work:

**GENERAL SPECS AND QUANTITIES**

Technical specifications for general repairs and painting of all interior and exterior surfaces of the 5<sup>th</sup> and 6<sup>th</sup> floors.

1. Move all the furniture in the working areas including plants of the terrace to allow painting and repositioning of all the moved items at the end of the works. Removal of all the curtains and reinstallation of them at the end of the painting and cleaning areas. Preparation will include protection, with towels or cardboard, all floors, decorative items, furniture previously moved to the center of the room, chandeliers, ceiling lights, handles and everything else present in the working areas.

Euro: \_\_\_\_\_

2. Painting of iron doors with primer and two coats of water-based ecological and odorless, same actual color, inspection of the hinges and lock system to be sure they are working properly, making any necessary repair, using same color as the original.  
\*see specs # 1

Tot. No. 2 Doors

Euro: \_\_\_\_\_

3. Painting of the walls and ceilings of the 5<sup>th</sup> and 6<sup>th</sup> floor stairwells, including emergency stairwell on 6<sup>th</sup> floor level, after the removal of the loose paint, including wall repairs with plastering, proper preparation with a primer coat and two additional coats of paint for external use, same color to the original.  
\* see specs # 2

Sq. Mts 480

Euro: \_\_\_\_\_

4. Painting of the walls and ceilings of the 5<sup>th</sup> and 6<sup>th</sup> floor's bathrooms and technical areas, after the removal of the loose paint, including repairs with plastering, proper preparation with a primer coat and two additional coats of anti-mold paint, same color to the original.  
\*see specs # 3

Sq. Mts 150

Euro: \_\_\_\_\_

5. Painting of all of the ceilings located on 5th and 6th (CGR) floors after removal of the loose paint, including plastering repairs, such as under windows, with a primer coat and 2 additional coats, same color to the original.

\*see specs # 3

Sq. Mts 400

Euro\_\_\_\_\_

6. Painting of internal walls of 6 rooms/areas on 5th floor after removal of the loose paint, including small plastering repairs, proper wall preparation with a primer coat and 2 additional coats, same color to the original.

\*See specs # 5

Sq. Mts 520

Euro:\_\_\_\_\_

7. Painting of the internal walls of rooms on 5th and 6th (CGR) floors after removal of the loose paint, including small plastering repairs, proper preparation with a primer coat and 2 additional coats, same color to the original.

\*see specs # 4

Sq. Mts 2,000

Euro:\_\_\_\_\_

8. Painting of chalk decoration located in the representation area on 5th floor after removal of the loose paint, including small plastering repair, proper preparation with a primer coat and 2 additional coats, same color to the original.

\*see specs # 4

Mts 80

Euro:\_\_\_\_\_

9. Purchasing and installation of a mosquito screen with proper anchors on both sides to prevent accidental damages

Sq. Mts 3.5

Euro:\_\_\_\_\_

10. Removal of old wiring, purchasing and installation of new electrical conduit

Mts. 20

Euro:\_\_\_\_\_

11. Removal of old fluorescent light tubes, purchasing and installation of LED strips with the natural color (4000K/4500 K).

Sq. Mts. 90

Euro:\_\_\_\_\_

12. Closure of the spaces under the window, stairwell and old electrical box with plasterboard complete with plastering, baseboard and proper preparation for painting

Sq. Mts. 8

Euro: \_\_\_\_\_

13. Seal all windows frame (representation area only)

Mt. 30

Euro: \_\_\_\_\_

14. Marble floor polishing with machine (piombatura) on 5<sup>th</sup> floor hallway and lobby

Sq. Mts. 100

Euro: \_\_\_\_\_

### **PAINT SPECS**

- # 1 SIKKENS - RUBBOL BL SATURA**
- # 2 SIKKENS - FULLFARBE**
- # 3 SIKKENS – ALPHA TEX Schimmelwerend SF**
- # 4 SIKKENS – ALPHAMAT SF**
- # 5 SIKKENS - Rubbol BL Magura color G0-03-86**

**Please note that the paint specified above are water-based**

**Art. 2.3**  
**LIMITATIONS**

The accomplishment of the project shall be restricted to the specific requests described in the Bill of Quantities.

**Art 2.4**  
**MATERIAL EQUIVALENTS**

The Contractor shall verify and ensure that all the materials supplied are new and without defects and that their use and/or installation is carried out using the best techniques and fully respecting the instructions supplied by the manufacturers. Special parts shall be manufactured solely by workshops that are highly qualified in that specific sector.

The makes indicated in attachment A, "List of Materials and Manufacturers" are intended as a point of reference and therefore, the words *or approved equivalent* are implicit. Selections implemented by the Contractor shall be approved in advance by the COR, after submission of samples and technical cards.

**CHAPTER 3**  
**SOLICITATION CHARACTERISTICS**

**Art 3.1**  
**CONTRACT PHASE**

Within one calendar week of the date of award, the Contractor shall submit the following documentation to the COR:

- A final and detailed work schedule of the various interventions and relative length of time required to carry out all the work requested in the contract.
- Designation of a single point of contact who will be in charge of the project on behalf of the contractor and who will be fully authorized to discuss and decide together with the COR any variations during the course of the project, both concerning methodology of the work and the supplies.
- A full list of workers complete with all bio-data, that will have access in the Consulate and CGR during the entire project. The list must indicate one person every 5 workers that that will be in charge for the entire project as Escort prior approval by Regional Security Officer (RSO). For security purpose, this list, including Company details, must be submitted with the estimate.
- After the date of award, the list of workers and supervisors has to be implemented with UNILAV documentation proofing of the current state of the workforce.
- Provide a copy of the insurance policy with adequate coverage amounts for liability for civilian casualty that may cause death or injury to persons or damage to property.

**Art 3.2**  
**IMPLEMENTATION PHASE**

- Normal working hours are from 08:00 to 17:00 during weekdays. Any work to be carried out after normal working hours or during the week-end shall be agreed upon in

advance with the COR in order to obtain all the necessary authorizations and approvals.

- The work-site shall be kept as clean as possible by all kind of debris and dust, in case of abnormal dust during same phases, it is required the use of heavy plastic sheets and special fans to keep it under control.
- A professional cleaning service in all areas involved during the projects is required at the end of the project.
- Areas for storing material shall be agreed upon, together with the COR, based on logistical-operative criteria.
- Tests on the correct operation of the systems and consignment of parts of completed work shall be carried out in the presence of the person designated by the Contractor and someone authorized by the Consulate. The Contractor shall be responsible for drawing up the necessary delivery reports for the work and systems carried out and shall be subject to verification and acceptance by the COR.

### **Art 3.3**

#### **CONCLUSION PHASE**

- Once the project is completed a final inspection shall be carried out with representatives of the Contractor and the COR, in order to verify that the project has been carried out correctly, that it is in compliance with the technical specifications and that the systems operate correctly.
- The Contractor guarantees its work for **one year** and will undertake any repairs or adjustments to the installations within a reasonable time frame as required.

### **Art. 3.4**

#### **PARKING**

Parking is allowed inside the Government property grounds only for 2 checked vehicles and by communicating at least 2 days in advance to the COR, depending on space availability and/or special circumstances. It is the Contractor's responsibility to provide correct information relating to vehicles makes, models, license plates etc., in case of any lack of required information, Contractor vehicles will be parked at Contractor's own expense outside the Government property. Loading and unloading operations will be guaranteed and undertaken using only one vehicle at a time.

### **Art. 3.5**

#### **WORK PROGRESS**

In general, the Contractor shall have the faculty of developing the work in the way he believes more convenient and shall hand it over completed within the terms of the contract, as long as, in the opinion of the Project Manager, this is not detrimental to the outcome of the project and the interests of the Administration.

The Administration reserves the right to request that a specific task be carried out within a pre-determined period of time, or to dispose the order of the performance of the work in the way it deems more convenient, especially in relation to requirements depending on the performance of work and delivery of supplies excluded from the contract, without the Contractor having the possibility to refuse or ask for special compensation.

Before starting the work, the Contractor shall submit for the COR approval a detailed operative schedule, which he will follow during the performance of the contract.

**Art. 3.6**

**PERFORMANCE TIME AND PENALTIES FOR DELAYS**

The contract performance time shall be no more than 40 calendar days starting on July 17<sup>th</sup>, 2022.