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| **5.0 GENERAL REQUIREMENTS** |  |
| **A.10** **Project Particulars****A.10.1 project information****A.10.2 EMPLOYER’S Rules and Regulations**The Contractor and all subcontractors shall comply with the rules and regulations by the Employer (including, without limitation, safety requirements and technical and procedural standards), copies of which have been provided to him or made available to him for his inspection. The Contractor and all subcontractors shall comply with all changes and additions to those rules and regulations notified to him by the Employer’s Personnel, which shall be deemed to be variations ordered by the Employer. The Contractor shall not interfere with or obstruct more than is strictly necessary any public or private rights of way or property. |
| **A.12 Project Definition and Scope of Work** **A.12.1 Scope of Contract works****Refer to the Section 5.1.****A.12.2 Contractor’s Accommodation and Buildings**Accommodation as required for Contractor’s and all subcontractor’s personnel and all cabins, stores, temporary sheds, sheeting or other protection required for the storage of Contractor’s and all subcontractor’s Equipment and materials shall be provided and erected at locations agreed by the Employer’s Personnel, maintained and on completion of the Works, removed and the site made good to the satisfaction of the Employer’s Personnel. Subcontractors also include the subcontractors to be nominated by the Employer.All accommodation and any welfare facilities provided by the Contractor shall be in compliance with local norms. |
| **A.12.3 Working and Storage Areas**Areas of the site which will be available as working areas and the storage of Contractor’s Equipment and materials shall be agreed by the Employer’s Personnel as a part of Site Organization Plan (S.O.P) |
| **A12.4 Water for the Works**Contractor is responsible for connection to temporary facilities - such existing water supply connection points.  |
| **A12.5 Temporary Artificial Lighting** Contractor shall provide temporary artificial lighting to work place as required. |
| **A12.6 Temporary Power**Contractor is responsible for connection to temporary facilities - such power supply.  |
| **A12.7 Temporary Sewage** To be connected by Contractor |
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| **A 12.8 Progress Photographs**Progress photographs shall be taken weekly and provided to the Employer. |
| **A.13.1 Site Access**TheContractor shall obtain permission from the Employer’s Personnel prior to visiting the Site during the period prior to execution of the Contract. Authorised personnel of the Employer shall escort all such visits. |
| **A.13.2 Roads and traffic** The Contractor shall comply with traffic regulations.Contractor shall not allow mud or rubbish from any vehicles exiting the site to fall onto the municipal roads or passages together with onsite and adjacent off-site roads cleaning from dirt, dust and snow. |
| **A.14 Co-ordination****A.14.1 Contractor’s obligations**The Contractor shall ensure that Employer’s Personnel are provided with all necessary and relevant data for co-ordination with all other parties during the progress of the Works. Contractor shall ensure that access and site roads are not restricted nor shall the Contractor’s operations affect other site operations of other contractors or the Employer. Contractor shall coordinate and execute the housekeeping activities daily. |
| **A.15** **Contractor Personnel****A.15.1 Contractor’s Representative**The Contractor shall appoint the Contractor’s Authorised Representative and agree with the Employer’s Representative prior to commencement on site. |
| **A.15.2 Contractor’s Management and staff**The Contractor shall provide management and supervising staff permanent based at site.**A.16 quality control and quality assurance****A.16.1** The contractor must perform all construction work strictly on the project - estimate documentation provided by the customer. All changes must be agreed with the customer and approved in writing by the customer.**A.16.2** The contractor shall provide the customer with a construction quality management plan.**A.16.3** Concrete work must be carried out in accordance with relevant building codes and regulations, state standards and technical conditions:**A.16.3.1** Dosed components of concrete mix and their preparation**A.16.3.2**  Pouring concrete**A.16.3.3** Compaction of concrete mix**A.16.3.4** Field tests of the concrete mix (determination of mobility - shrinkage of the cone, temperature and air content in the concrete mix)**A.16.3.5** Laboratory testing of concrete samples (sampling, storage and testing of concrete samples)**A.16.3.6**  Caring for concrete**A.16.4** Installation and welding of water pipes must be carried out in accordance with relevant building codes and regulations, state standards and technical conditions.**A.16.5** All construction materials must comply with the specifications specified in the design and estimate documentation. Samples of building materials must be approved by the customer’s representative before entering the construction site. The contractor must provide a “Certificate of Conformity” with all construction materials brought to the construction site. If necessary, if it is required by the quality requirements of the customer or in special cases, the contractor to carry out laboratory testing of samples of building materials. All laboratory tests are performed by the contractor in the presence of a customer representative.**A.16.6** The certificate of the hidden works, the act of acceptance of the responsible structures and other forms of quality control provided by the customer must be signed daily and in time by both parties. All specified documents must be prepared by the contractor.  |
| **A.17 Communications, Correspondence and Meetings****A.17.1 Communications**The Contract requires single point contact between the Contractor and the Employer’s Personnel. The Contractor’s Representative shall be the person authorised by the Contractor in accordance with the Contract in this respect. All instructions given to the Contractor will be in writing. |
| **A.17.2 Correspondence**All Correspondence between the Contractor and other parties appointed by, or under control of, the Employer’s Personnel shall be through the nominated Employer’s Personnel in accordance with the Contract unless otherwise authorised. |
| **A.17.3 Meetings**Meetings with the Contractor will generally be arranged by the Employer’s Personnel or Employer’s RepresentativeContractor shall ensure Contractor’s Representative presence at the meetings. |
| Meetings may be held daily,weekly and monthly or as required by the Employer’s Personnel for the purpose of keeping all parties informed of all phases of the Works to be performed, for discussion of technical subjects, for reviewing progress of the Works and ensuring the quality and safety of the Contractor’s operations. |
| **A.18 Planning and Progress Reporting****A.18.1 General**The Contractor shall provide a comprehensive planning and progress control system for the purpose of managing the Works and for the reporting of progress.  |
| **A.18.2 Reporting**The format of the reports required by the Employer’s Personnel from the Contractor will be agreed at the Contract start-up meeting.**Weekly Reports** The Contractor shall provide the Employer’s Personnel with a weekly report containing details of progress, manning levels, equipment and any other information which might reasonably be required by the Employer’s Personnel. The weekly report should be in compliance with the overall programme and method statements for the Contract. |
| **A.19 Change Orders and Requests****A.19.1 General**This procedure covers the requirements for handling changes in the Works that occur during the execution of the Works. |
| **A.19.2 Change Order Issue**Contractor is entitled, no later than 24 hours after having detected an extra work not contemplated inside the boundaries of this contract, to inform the Employer in writing about this occurrence.Contractor shall document the issue, provide a physical visit to the site together with the Employer representative.In that communication Contractor will document the outcome of the visit, the additional cost and time impact, if any. The Employer will instruct the Contractor to undertake changes by issue of a Change Order (C.O.) authorised by Employer’s Representative. The issue of a C.O. will constitute a Contract AmendmentExecution of the change to the Works is to commence immediately following the contractor informing the Employer of the change. |
| **A.19.3 Site Instructions**Exceptions to the general requirement for adherence to the above procedure will be necessary from time to time. The Employer’s Personnel may instruct the Contractor to undertake work immediately for reasons of safety, emergency security or practicality. This shall be done through the issue of a Site Instruction.If such Instruction results in a Change then the Instruction shall be authorised by the Employer.Site instructions will be issued in accordance with procedures set forth by the Contract. |
| **A.20** **nominated subcontractors** |
| **A.22.15 Noise, Nuisance and Pollution Control**Site operations shall be carried out in a manner designed to minimise pollution of all kinds and avoid to the extent possible nuisance or disturbance to others working on the site or to persons outside the Site or members of the public from smoke, fumes, noise, vibration, discharge of water or from any other cause whatsoever.Operations shall comply with all relevant legislation and regulations, including local ones. |
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| **A.27 CONTRACT CLOSE OUT****A.27.1** Prior to the scheduled date for handover of the Works at such time as requested by the Employer’s Personnel, the Contractor shall review with the Employer’s Personnel the administrative procedures to be adopted for close out and handover concerning particular aspects, including but not limited to:* Clear definition of work outstanding, how it will be completed, and by whom.
* Clear understanding of financial position: commitment, expenditure, expenditure to complete; reconciliation between Employer and Contractor of paid values including identification of outstanding invoices and claims.
* Clear definition of warranties, guarantees, etc. for all Work, their commencement dates and durations.
* Verification that Contractor has complied with all of his obligations arising under the Contract with reference to taxes of all kinds.
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| 5.1 SPECIAL CONDITIONS AND SCOPE OF WORKS |

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| **SPECIAL CONDITIONS** |
| The following special provisions apply *in addition to those* required in the Contract, Tender Specifications and Tender Drawings which must be reflected in the Contractor’s pricing of the project. |
| ***Employer’s Equipment, Free Issue Materials and other provisions*** |
| * All the required materials to be provided by the Contractor.
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| **General Safety Requirements**The items below provide specific direction on safety requirements. |
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| * The Contractor must provide clothing (personal protective equipment) to all their on the site which should include boots/shoes with toe protection, jackets, hats, helmets, gloves, ear plugs, fluorescent vests. Over and about the PPE mentioned the operatives MUST be issued, FULL body harnesses with lanyards, eyewear and ear defender in certain instances.
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| * Safe equipment like step ladders and platforms for carrying out fitout works will be used by Contractor
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| * Safety Manager - The Contractor is to allow for a suitably qualified and suitably experienced Safety Manager to manage the Contractor’s safety on site. This position is required when the Contractor has 10 or more operatives on the site.
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| * No works will be undertaken without a detailed method statement.
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| * Formal on site health and safety training must be undertaken by the Contractor on a weekly basis with all operatives on site
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| * The Contractor must operate and maintain the health and safety noticeboard onsite
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| * Signage must be provided throughout the site. Specific compliance fire signage regulations should be adhered to. The contractor is to allow for 20 pieces 5mm thick PVC signs to be placed onsite. Fire signage will become the property of the Employer on installation
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| * The Employer will provide a site induction in conjunction with the Contractor’s health and safety manager which will take place before operative start works on the site.
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| **The Works*** The Contractor must survey and independently confirm all the critical measurements, material required, etc.
* In case of differences exceeding -15mm to +15mm Contractor to inform Emloyer on the differences within 48 hours, Employer to inform on further instructions.
* All completed works inside the building must be protected by Contractor
* The Contractor will remove waste materials from the site. The Contractor is to allow for the removal of all site waste (including food waste) for the duration of their works. Waste materials must be separated in paper, metals, wood and degradable materials for disposal to a certified dump. The Contractor is to provide the necessary containers for this waste and transportation to and from the dump.
* Return visits on completion of the works. The Contractor is to allow for 3 return visits to site to collect materials and complete outstanding works and those detailed in the snag list
* The Contractor is to design and connect a temporary lighting system to the existing networks.
* Within the framework of the projects implementation of "Construction of water supply systems in Khatlon districts" the contribution of the local community is envisaged in some of construction works. The number and type of works will be determined according to the capacity of the community. The contribution must not exceed 10 per cent of the total amount of the project.

**The construction Site*** Site working hours **7.00 to 19.00, 6** days a week. The Contractor must allow the necessary resources, plant and equipment to complete the works within the stated time period assuming these working hours. In exceptional cases, the Contractor may request in writing that the site be open for longer periods and additional days.

**To be provided by the Contractor to the Employer*** The Contractor is to provide as-built drawings for the purposes of review at working commission and to gain the operational permissions required.
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| **Method Statement:**  |
| **Works Package**This method statement is to be read in conjunction with the Package Contract Documents, Tender Programme and Drawings.  |
| **SCOPE OF WORKS:**See separate document. |
| **LOCATION:**GBAO, Tajikistan |
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| **PROGRAMME & SEQUENCE:**The Tenderer is requested to provide with the Tender a detailed programme and sequence of all its activities. |
| **ENVIRONMENTAL CONSIDERATIONS:** The maintenance of a clean site is a strict requirement that must be addressed and the necessary steps taken to ensure that debris is cleared every day. Roads shall also be maintained to avoid road contamination with mud or concrete wastes. The Contractor shall take special attention to maintenance of diesel, petrol & oil tanks as well as refuelling areas to avoid leakages to soil or water resources. The Employer has established a location for concrete trucks/pumps washing. The Contractor shall operate and maintain this facility including its polyethylene lining. Following use the hardened concrete may be broken up and recycled. |
| **TASK LIGHTING:**In addition to general safety lighting to the circulationroutes and site territory the Contractor must provide their own task lighting to suitable levels of illumination to carry out the works safely and to specification. The Contractor shall ensure that adequate task lighting is provided to allow nighttime working. |
| **METHOD STATEMENT:**The Contractor will be required to issue a detailed Method Statement on how the works are to be executed within the constraints mentioned beforehand. A programme will also be required indicating construction (if any), approval and testing and curing times. Specific attention must be paid to health and safety issues, safe methods of access, tolerances, accuracy of line and level, storage requirements and noise and fume suppression measures. |
| **TRAINING:**All operatives shall be adequately trained by a recognized training establishment. All operatives shall be inducted on site by a competent person. The Contractor shall maintain and keep open all notes regarding such inductions.Contractor’s personnel passed necessary induction shall be provided with the stickers on the hard hat of good quality and for all seasons with the following mark:Personnel without induction will not be allowed on site, therefore security passes are not going to be issued for them. |
| **FALL PREVENTION PLAN:**The Contractor shall return with his tender a fall prevention plan detailing the measures he proposes to ensure that falls of any nature are prevented.  |
| **RESTRICTED ACCESS:**Access to the site is restricted. The Tenderer should visit site and familiarise themselves with the restraints of the site particularly related to deliveries due to the isolated location.  |
| **SUPERVISION:**The Tenderer should ensure that directly employed supervision is employed on site whilst all activities are ongoing. If Subcontract gangs are utilised their sole supervision shall not be deemed adequate, the Contractor shall be responsible for their proper supervision.  |

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| **6.0 ADDITIONAL DOCUMENTS FOR INFORMATION** |

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| 7.0 THE EMPLOYER’S MILESTONE DATES |
| The following are the Employer’s deadlines for each stage of tender for which the contractor must adhere:* Announcement date -**12/12/2024**
* Opening date of tender offers–**10/01/2025**
* Post Bid Meeting and Clarifications with high scored companies based on technical and commercial criteria- *date* *will be clarified*
* Final and best offer- *date* *will be clarified*
* Сompany award- *date* *will be clarified*
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| 8.0 environmental, health and safety STANDARDSPlease see the attached files**EMPLOYER’s Environmental, Health and Safety STANDARDS** |
| ENVIRONMENTAL, HEALTH AND SAFETY STANDARDS.THE CONTRACT WORKS WILL BE CARRIED OUT IN ACCORDANCE WITH THE FOLLOWING REQUIREMENTS.GENERALLYAll contractors and suppliers are to ensure that they are familiar with and have allowed for working within the relevant standards contained within the following publications:1.СП 48.13330.2019 Organization of Construction. СНиП 12-01-20042.SNiP 12-03-2011 Occupational safety in construction. General requirements3.SNiP 12-04-2011RT Occupational safety in construction. Part 2. Construction operations4.Labour code of the Tajik Republic 5.Regulations for investigation and recording of accidents at work, 2003.6.Code of Fire Protection (PPB-01-03).7 ГОСТ 12.0.004-2015 System of labor safety standards. Arrangements of labour safety training. General provisions8.Model regulations on the safety training procedure for managers and specialists. 9.Relevant Russian Standards (SNiPs, GOSTs and Regulations)WORKING PLATFORMS1.Operatives using power operated mobile elevating work platforms, suspended cradles or platforms must be attached by harness to a secure anchorage at all times. Those Platforms structure should be in accordance with the "GOST 27372-87".2.Visual inspection tagging system which will also bare the date of the next inspection due upon it.3.All scaffolds higher then 1,3m will have a double rails and toe board (SNiP12-03-2001, p. 7.4.11 and POT RM 012-2000 “Works at height. Safety rules.”).4.Free-standing scaffold towers used externally must not be higher to the top platform level than three times the minimum base dimension, unless secured to a permanent structure. For internal use only, the height to platform may rise to 3.5 times the minimum base dimension. Wheels must be locked when towers are in use. No person is permitted to remain on a tower platform while a tower is being moved.5.All persons working on suspended scaffolds/cradles/gondolas must wear and use appropriate fall prevention equipment so as to protect them effectively, at all times when they are at risk from any failure of any part of the scaffold/cradle/gondola, including its suspension system.6.Trestle scaffolds and self-made scaffolds are not to be used on Client sites.7.Stepladders will only be permitted subject to a specific assessment, as required by SNiP 12-03-2001 p. 7.4, where preference is given to other working platforms assessed as safer e.g. mobile towers.PERSONAL PROTECTIVE EQUIPMENT1.All persons on the construction site shall be provided with Safety helmets. The wearing of Personal Protective Equipment is mandatory.2.Sensible and suitable footwear must be worn at all times. Steel toe caps and mid sole footwear should be used where there is a foreseeable risk of injury.3.All safety harnesses are to be full body rather than belt type, unless the belt is attached to a fixed line acting as a limiter to movement and the limit avoids the risk of persons falling through any voids, holes or over any edges.TOOLS & EQUIPMENT1.All electrical tools, leads & equipment will have a visual inspection tagging system which will have on it the date of the next test.2.All temporary electrical circuits must include a Residual Current Device (as SNiP 12-03-2001 P. 6.4.7 and 6.4.11), Earth Leakage Circuit Breaker or Ground Fault Interrupter at source. 3.Heavy-duty jackhammers will only be used if noise suppression systems are an integral part.4.Heavy-duty jackhammers used in the horizontal will be accompanied by an additional labourer.5.Gas bottles are to be kept and used in accordance with SNiP 12-03-2001, section 9 and Regulations of arrangement and safe utilization of vessels operated under pressure (ПБ 10-115-96).6.Oxy-acetylene bottles are to be moved on a proprietary trolley which will have an appropriate fire extinguisher held on the trolley.7.All fuel and oxygen bottles are to be fitted with appropriate flash-back arresters.8.All flexible gas lines are to meet the relevant tajik Standards.9.Full screening to arc welding is required where controlled access to the welding area is not possible by restricting access.10. Barriers are required to be placed around pipe threading machines; bench-mounted to wood and metalworking machine areas and band saws.11. All temporary protective coverings will be to SNiP 12-03-2001.12. Rubbish bins in offices, canteen and welfare areas will be metal.13. All craft knives are to have automatically retractable blades ora special safe scabbard14. Halogen lights are not permitted to be used unless properly mounted on a rigid structure.15. The use of gasringsg and exposed electric element fires within welfare areas is prohibited.ENVIRONMENT1. A good neighbor policy is in force on all Client rojects and all contractors will be expected to contribute positively to its success. The site rules must be enforced by ccontractor’'supervisors.2. The provisions of GOSTs and Sanitary Norms of noise restriction notice must be strictly observed.3. Cement slurry and other waste must not be washed into drains or watercourses.4. All fuel oil tanks and drums must be provided with a bund capable of containing the entire contents of the tank + 10%, and be kept free of rainwater or debris.5. No hazardous waste or containers may be disposed of in general waste skips. Contractors will be required to remove all such waste themselves in an approved manner to a licensed tip.6. Tropical hardwoods including plywood are not to be used unless specified in the design. All timber and plywood must be obtained from sustainable sources.7. Allplantst and equipment must be well maintained minimizes environmental noise, maximize fuel economy and minimize emissions to the atmosphere.8. Open Fires are not allowed on a site.9. Lights and heaters should not be left burning overnight unless agreed with the Client.10. As part of the Client environmental stewarprogramgramme contractors will be given credit, when tendering, for ideas for and commitment to: Recycling of construction/demolition materials and paper Minimization of packaging Minimization of materials wastage Minimization of energy and water consumption Avoidance of pollutionARRANGEMENTS1. Contractor is to appoint, by official order, a licensed person to be responsible for Safety Rules adherence on their site.
2. Contractor is to appoint by official order a licensed person to be responsible for Fire Protection.
3. All operatives should have a medical certificate.

4.Contractor is to arrange for their operatives induction, participating in the site induction and at three-month intervals or hereafter should the nature of the site significantly change.1. The contractor is to prepare a program of preliminary briefing at the working place and texts of instructions for different professions of their workers.
2. Allfirst-line supervisors will carry out daily briefings of their operatives before the start of work on the tasks to be undertaken, location, equipment, materials, PPE, and safety considerations.

7. Unless otherwise agreed contractor will arrange for a professional safety adviser to conduct a safety inspection at weekly intervals as a minimum, with a copy of the report submitted immediately following the inspection to the Client.8. There will be a weekly inspection of site tidiness by the Client construction manager for which all contractors are to make their most senior person on site available. Should the construction manager thereafter have to instigate a further clean up then the costs of this will be borne by the contractor.9. The contractor will maintain a representative on site who is available to receive and implement safety instructions from the Client at all times when work is being undertaken by the contractor.10. Fire extinguishers are to be serviced at not greater than annual intervals and visually checked weekly by the appointed licensed person responsible for fire protection. He shall issue a copy of the signed checklist to The client.11. Should the Client deem a radio communication system to be necessary to enhance communications-site then contractors will ensure that theirs is compatible with that used by the Client.12. Where readily available, bagged cement and similar products will be supplied in a maximum size of 25kg.13. The contractor shall be responsible for the removal and safe disposal of its waste and surplus materials from the building, and the maintenance of a clean and tidy work area. The contractor is to prepare a written plan identifying his arrangements for the removal of waste arising from the works. The plan shall state where the waste will be disposed of and give details of the company undertaking the work. 14. Client managers have the authority to stop works if there is or is likely to be, contravention of the requirements of health, safety, ety, and environmental legislation. Failure to rectify the situation, within a maximum period of 48 hours, will entitle the Client to instruct another contractor to carry out rectification works. The costs arising from such rectification works will be charged to the offending contractor. No claim for loss and expense or for extension of time will be accepted in the case of such a stoppage of the works.COMPETENCY AND TRAINING1. The SNiP 12-03-2001, GOST 12.0.004, and "Model Regulations on the safety training procedure for managers and specialists" (Decree by the TJ Ministry of Labour, 1996) impose a duty on those placing contracts to make reasonable inquiries regarding the suitability of the contractors that they employ. Such inquiries include checks of competency and training. We support several registration schemes and it is required that appropriate trades skills certificates, or an approved alternative, are provided to the Client on request. These certificates shall confirm that the employee is - Fully Trained, Competent, and Authorised.The certificates have placed special demands on some professions and types of work concerning safety: the operative should be 18 or more years old, trained and passed through exams, have relevant certificate2. By GOST 12.0.004-2015 and SNiP 12-03-2011 formal training is to be given to all employees engaged in the project. This training is to be given before the employee commences work. This training is to be repeated at monthly intervalsPROHIBITED MATERIALSThe following materials must not be used unless agreed in writing by the Employer.1. High alumina cement in concrete elements

2. Woodwool slab shuttering.3. Calcium chloride concrete admixtures.4. Asbestos or asbestos-based products.5. Mineralfiberss or vermiculite with a thickness of 3 microns or less and a length of 200 microns or less, unless sealed to prevent migration of fibers.6. Polyisocyanate and urea-formaldehyde foams or materials which may release formaldehyde over HSE control limits.7. Slip bricks or calcium silicate bricks.8. CFCss or materials that emit radon gas beyond safe levels.9. Cadmium or lead that may be ingested.10. Timber treated with pentachlorophenol.11. Tropical hardwoods from non-sustainable sources.WORK AT HEIGHT Apart from the above-stated safety rules, the following legislation should be followed: Order # 461 on the approval of federal standards and rules in the field of industrial safety "safety rules for hazardous production facilities which use lifting structures".1. PB 10-611-03. Rules for construction and safe use of MEWPs.

3.GOST 27372-87 (1992). Traveling cradles for construction work. Specifications. 4. Standard (ГОСТ 12.4.026-2015) “Safety colors, safety signs and signal marking5. Standard ГОСТ Р 58967-2020 “Inventory fences of construction sites”6. Standard ГОСТ 32489-2013 “Safety belts for construction. General specifications”1. Standard ГОСТ Р 58967-2020 “Inventory fences of construction sites”

8. Standard ГОСТ Р 12.3.053-2020 Construction. Protective inventory safeguards. General specifications.9. Standard ГОСТ Р 58752-2019 “Different types of scaffolding. General technical specifications”10.SP 12-136-2002. Health and safety solutions in Project Plans and Work Method Statements.11.Methodological recommendations for SP 12-136-200212. Standard ГОСТ 34329-2017 “Formwork. General technical specifications” |  |