



Ministry for Justice, Culture and Local Government
Courts of Justice Department

DEPT. REF: DSS 62 /2015

**QUOTATION FOR STRUCTURAL REPAIR WORKS AT OSPIZIO
ARCHIVE, FLORIANA**

Date of publication: 6 October 2015

Deadline for submission: 20 October 2015 at 10:00am CET

IMPORTANT

Clarifications shall be uploaded and will be available to view/download from
<http://mjcl.gov.mt/en/ministry/tenders>

Courts of Justice Department

Republic Street, Valletta VLT 1112, Malta. Tel: (356) 25902320 Fax: (356) 21227432 Email: tenders-courts.mjcl@gov.mt



Ref : DSS 62 /2015

6 October 2015

QUOTATION FOR STRUCTURAL REPAIR WORKS AT OSPIZIO ARCHIVE, FLORIANA

Dear Sir/Madam,

You are cordially invited to submit a quotation, all charges covered, for the service in caption. Sealed quotations, clearly marked as per above title, are to be deposited in the Quotation Box situated at the Courts of Justice, 4th Floor, Republic Street, Valletta (Malta) up till 10:00am (CET) of **20 October 2015**.

Bids received after the closing date and time will NOT be considered.

In this document, words importing one gender shall also include the other gender.

This Quotation document comprises the following sections:

1. Instructions to Bidders
2. Special Conditions of Contract
3. Technical Specifications
4. Bill of Quantities
5. Financial Offer

Form A - Bidder Form

Form B - Bidder's Details

Form C - Statement on Conditions of Employment

Yours faithfully,

Raymond Scicluna
Director (Support Services)
Courts of Justice Department

1. Instructions to Bidders

Sealed Quotations will be received at the Quotation box located at the Courts of Justice Department, Courts of Justice, 4th Floor, Republic Street, Valletta (Malta) up to 10:00am CET on **20 October 2015** **Quotation for Structural Repair Works at Ospizio Archive**, Floriana as outlined in this document. This call for Quotations is being published in terms of Regulation 20.1(d) of the Public Procurement Regulations.

In submitting a quotation, the bidder accepts in full and in its entirety, the content of this Quotation document, including subsequent Clarifications issued by the Contracting Authority, whatever his own corresponding conditions may be, which he hereby waives. Bidders are expected to examine carefully and comply with all instructions, forms, contract provisions and specifications contained in this Quotation document. No account can be taken of any reservation in the Quotation as regards the Quotation document; any disagreement, contradiction, alteration or deviation shall lead to the Quotation offer not being considered any further.

No Submission shall be considered unless:

- a) it is received at the above mentioned address on or before the date and hour fixed above;
- b) it is made on the prescribed forms;
- c) (i) in the case of a Registered Company, it is signed by a person or persons duly authorised to act on behalf of the Company; (ii) in all cases it is signed by the bidding party.

Bidders may submit questions in writing to the Contracting Authority via email tenders-courts.mjcl@gov.mt up to four (4) calendar days before the deadline for submission of bids. The Contracting Authority must reply to all bidders' questions, and amend the quotation document by publishing clarification notes, up to at least six (6) calendar days before the deadline for submission of Quotations. The Contracting Authority may, at its own discretion, extend the deadline for submission of Quotations to give bidders sufficient time to make **clarification requests** notes into account when preparing their quotation.

The Quotation price (Including Taxes, Other Duties & Discounts but exclusive of VAT) must cover the whole of the service as described in the Quotation document.

The Contracting Authority reserves the right to accept or reject any quotation and/or to cancel the whole procedure and reject all quotations. The Contracting Authority reserves the right to initiate a new invitation to Quotation. Cancellation may occur where:

- (a) the Quotation procedure has been unsuccessful, namely where no qualitatively or financially worthwhile Quotation has been received or there has been no response at all;
- (b) all technically compliant Quotations exceed the financial resources available;

This quotation will be awarded to the cheapest offer fulfilling the administrative and technical criteria set out in this document.

2. Eligibility/Selection Requirements

Quotations must include the following documentation:

2.1 Administrative Information

- Bidder Form (Form A)
- Bidder's Details (Form B)
- Statement on Conditions of Employment (Form C)

2.2 Financial Information

- A financial offer (Bill of Quantities) calculated the services Quotation

4. Special Conditions of Contract

Article 1: Law and language of the contract

- 1.1 The Laws of Malta shall apply in all matters not covered by the provisions of the contract.
- 1.2 The language used shall be English.

Article 2: Order of precedence of contract documents

- 2.1 The contract is made up of the following documents, in order of precedence:
 - (a) the Contract,
 - (b) the Contracting Authority's technical specifications and design documentation
 - (c) the bill of quantities (after arithmetical corrections)/breakdown
 - (d) any other documents forming part of the contract.

Addenda have the order of precedence of the document they are modifying.

Article 3: Communications

Communications between the Contracting Authority and the Service Provider shall be exclusively in writing. Communications shall be sent by post, fax transmission or delivered by hand to the address designated by the Parties for this purpose. If the person sending a communication requires acknowledgement of receipt, he shall indicate this in his communication. Whenever there is a deadline for the receipt of a written communication, the sender should ask for an acknowledgement of receipt of his communication. In any event, the sender shall take all necessary measures to ensure receipt of his communication.

The contact persons and relevant details of both parties shall be communicated in due course.

Article 4: Performance Guarantee

- 4.1 No performance guarantee is being required.

Article 5: Insurance

- 5.1 The contractor must provide an insurance covering, works, employees and third parties for the duration of the project

Article 6: Quotation Prices

- 6.1 The price quoted on the financial bid shall include Taxes, Other Duties & Discounts but exclusive of VAT

Article 7: Demolished Materials

- 7.1 The bidder shall remove demolition materials as indicated in the Specification and in the BOQ

Article 9: Commencement Date

- 8.1 Works shall commence not later than one week from the signing of the contract by both parties.

Article 9: Period of Execution of Tasks

- 9.1 Specified works are to be completed within three (3) weeks from initiation see article 9.1 commencement date

Article 10: Delays in Execution

- 10.1 If the Service Provider fails to provide the contracted service, he will be liable to a penalty of €50 per day up to a maximum of 50% of the contract value. Moreover, the Contracting Authority reserves the right to terminate the contract (at any time) if it is not executed in accordance with contract conditions and obligations. In this case, the Contracting Authority reserves the right to engage another Contractor and the original Contractor will become liable to pay the difference in price between the contract price and the price charged by the newly appointed Contractor to the Contracting Authority.

Article 11: Inspection and Testing

- 11.1 As per specifications

Article 12: Payments: General Principles

- 12.1 Payments will be made in Euro.
- 12.2 Payments shall be authorized by the Contracting Authority, and paid by the Treasury Department.

Article 13: Measurement

- 13.1 Measurement on site shall be carried out by the Architect nominated by the Contracting Authority together with a person nominated by the contractor.

SECTION 4 – TECHNICAL SPECIFICATIONS (Note 3)

Note:

Where in this document a standard is quoted, it is to be understood that the Contracting Authority will accept equivalent standards. However, it will be the responsibility of the respective bidders to prove that the standards they quoted are equivalent to the standards requested by the Contracting Authority.

Note:

Maltese Standards, European Standards, British Standards and British Standard Codes of Practice incorporated in the contract by a reference which does not include a date shall be the respective editions current on the contract date, and incorporating all amendments current on that date.

Maltese Standards, European Standards, British Standards and British Standard Codes of Practice incorporated in the contract by a reference that includes a date shall be deemed to exclude amendments issued after that date except any such amendments shown in brackets immediately following the stated date.

In respect of all other references the date of the edition applicable to the contract shall be that stated in the Specifications or, where no date is stated, the date of the edition current on the contract date and incorporating all published amendments current on that date.

Where a Maltese Standard or a British Standard incorporated in the contract has been superseded by a Harmonised European Standard, or a European Standard, issued prior to the contract date then such Harmonised European Standard or European Standard shall be substituted for the Maltese Standard or British Standard and any amendments thereto contained in the Specification.

All works specified in this document shall be completed within **5 weeks** from the date of commencement. The contractor will be expected to commit sufficient resources to carry out works on more than one area at any one time in order to guarantee that all the works specified in this document are completed on time.

GPP Requirement and Verifications

Bidders shall follow instructions as required by GPP Requirement and submit all necessary verifications as requested in the technical specifications.

1.1 Introduction

All workmanship shall be in accordance with good quality stone masonry practice and executed with modern machinery manned by skilled masons. All mortar joints are to be executed as specified.

2.0 Methods of Construction

If requested by the Architect, the Contractor shall at such times and in such detail as the Architect may reasonably require, provide such information pertaining to methods of construction (including Temporary Works and the use of Constructional Plant) which the Contractor proposes to adopt or use and such calculations of stresses, strains and deflections that will arise in the Permanent Works (or any parts thereof) during construction from the use of such methods as will enable the Architect to decide whether, if these methods are adhered to, the Works can be executed in accordance with the Drawings and Specifications and without detriment to the Permanent Works when completed. In the event of the Architect being of the opinion that the Contractor's proposed methods fail to meet the requirements of the drawings or specifications, then the Contractor shall make changes in the said method as may be necessary to obtain the Architect's consent. Consent of the Architect to the Contractor's proposed methods of construction in accordance with the above shall not relieve the Contractor of any of his duties or responsibilities under the Contract.

3.0 Coordination of Works

The Contractor shall be responsible for the coordination of the whole works including mechanical, electrical and other works for incorporating electrical conduit, pipes, ducts, fixing blocks, chases, holes and the like as required. All fixing blocks, chases, holes, etc which are to be left in the concrete shall be accurately set out and cast with the concrete.

4.0 Damp Proof Courses

4.1 Laying

Laying of vertical and horizontal damp proof courses is to be in accordance with the regulations laid down by the sanitary authorities.

5.0 Masonry Blockwork

5.1 Walls

Unless otherwise stated, all double and single walls required for the completion of this Contract shall be built with new soft stone. They are to be truly perpendicular, laid in parallel courses and having vertical and horizontal joints not less than 6mm thick and not more than 10mm thick. Vertical joints are to be staggered at not less than 150mm. Infill stone blocks or 'feles' must not be less than 100mm wide. All stones must be properly wedged ('inkulmati') to avoid any lateral movement of the stones. The beds and all faces of stone, including back of joints are to be worked square and true from end to end. All joints shall be pointed and scraped to a smooth finish on completion. Mortar shall conform to the recommendations contained in BS5628:Part 3.

For concrete blockwork, load bearing block work shall have a minimum crushing strength of 7N/sq.m calculated over the gross area of block. Any concrete blocks to be used in the works shall be of the required specified thickness and shall be of approved manufacture. Concrete blocks shall be sound, square and even in size, complying with BS2028/1964.

5.2 Bonding

Double walls are to be constructed with bond stones not less than 230mm thick and in every course a minimum of 2 metres apart from centre to centre. The secondary walls are to be properly bonded to main walls by forming toothing in every alternate course. If the bond stones are used with tanked construction care should be taken to ensure that the heads of the bond stones are given two coats of hot pitch of approved quality.

5.3 Stone Lintels

Stone lintels shall have a load-relieving key-stone ('cavi') above of not less than 1/3 of the width the opening and which shall not rest directly on the lintel but should be separated from it by a minimum of half an inch (1/2"). Stone lintels used in conjunction with concrete block walls shall

be properly hacked to allow future plastering. All door and window lintels are to be given a minimum footing of 75mm (3") at either end, with sufficient mortar for bedding.

5.4 Green Public Procurement

The contractor shall take all necessary environmental management measures aimed at minimizing waste production on the site and respecting noise.

1. The contractor shall take all necessary measures to ensure energy and water efficiency for the execution of the required works.
2. All material is to be dumped in an approved dumping site.
3. The contractor must provide a Waste Management Plan.

5.5 Exclusion of certain materials:

Bidders must declare that these products/substances will not be used in the project, Materials/substances containing sulphur hexafluoride (SF6) will not be used in the project.

6.0 Concrete Works

All concrete works shall be carried out in strict accordance with the drawings and/or as directed by the Architect in charge.

6.1 Standards

The design, materials and workmanship shall comply in all respects with the requirements of BS8110:Parts 1 & 2-1985 and the amendments to date except for below ground pits and main service ducts which shall comply with the requirements of BS5337.

6.2 Accuracy

Permissible deviations for poured concrete shall comply with BS5606. Concrete visible in the final work or required to receive an applied finish shall be constructed to Grade I accuracy. Concrete hidden in the final work shall be constructed to Grade II accuracy except where Grade I accuracy is required for other purposes.

6.3 Setting Out

The checking of any setting out or of any line or level by the Architect shall not in any way relieve the Contractor of his responsibilities for the correctness thereof and the Contractor shall carefully protect and preserve all bench-marks, sight rails, pegs and other things used in setting out the works.

6.4 Tolerances

On all setting out dimensions of six metres and over, a maximum non-cumulative tolerance of +10mm will be allowed. On the cross-sectional dimensions of structural members, unless otherwise required by the drawings, a maximum tolerance of +5mm will be permitted. The top surfaces of concrete floor slabs and beams shall be within 5mm of the level and line shown on the Drawings. The Contractor shall be responsible for the cost of all corrective measures required by the Architect to rectify work which fails to conform to the allowable tolerances.

6.5 Curing

Curing of the concrete must continue for a minimum of seven (7) days from concreting.

6.6 Cubes

150mm cubes shall be prepared by and at the expense of the Contractor when and as directed by the Architect in charge. Compression tests on these cubes, carried out by an independent laboratory, shall not register strength of less than:

17N/sq.m. (after 7 days) and 25N/sq.m. (after 28 days) for a 1:1 1/2:3 (Grade 25) mix;

14N/sq.m. (after 7 days) and 20N/sq.m. (after 28 days) for a 1:2:4 (Grade 20) mix;

9N/sq.m. (after 7 days) and 14N/sq.m. (after 28 days) for a 1:3:6 (Grade 14) mix.

6.7 Placing of Concrete

Immediately after mixing, concrete shall be transported to the work and carefully placed round the reinforcement and tamped so as to exclude any air. Not more than 30 minutes shall elapse between mixing and final placing of concrete. The retamping of concrete which has commenced to set and remixing with or without additional cement, aggregate or water shall not be permitted. Before placing any new concrete against an existing face, this face shall be roughened, cleaned and brushed over with a thick grout of cement. All concrete shall be well watered and protected by approved means from the sun for four (4) days after placing. Concrete placed below ground shall be protected from falling earth during and after placing.

6.8 Mechanical Vibrator

A mechanical vibrator shall be used throughout all concrete works to ensure absolute uniformity in the concrete throughout its whole mass.

6.9 Ready Mixed Concrete

If ready mixed concrete is permitted by the Architect, the concrete shall comply with the requirements of this specification and shall additionally conform to the requirements of the B.R.M.C.A. publication "Codes for Ready Mixed Concrete - May 1975". If any anomalies arise between this publication and BS5328, the British Standard will take precedent.

7.0 Admixtures and Cement Replacement Materials

Admixtures and cement replacement materials may be used in the Works with the prior written approval of the Architect.

8.0 Reinforcement

All steel reinforcement is to be free from oil paint, scales and appreciable rust which would tend to destroy its adhesive bond with the concrete. Steel is to conform in all respects to the requirements specified in BS4495. The Architect shall have the authority to order tests on any steel prior to its being used on the works. Any steel not of the required standard shall be rejected and will have to be replaced by other of approved quality at the Contractor's expense.

8.1 Positioning of Reinforcement

All fabric reinforcement shall be in sheets and fixed in the required position by means of metal or plastic chairs or some suitable method approved by the Architect. Binding wire is to be 15 gauge, soft annealed iron wire. Adequate and effective precautions shall be taken to leave all reinforcement undisturbed during concreting.

8.2 Cover

The Contractor shall see to it that the proper cover of concrete over the reinforcement is observed and maintained. This is in order to protect the steel in concrete elements from the respective atmospheric conditions it will subsequently be subjected to.

8.3 Lapping

Fabric reinforcement shall be lapped 400mm in each direction and tied at 300mm centres along each joint.

9.0 Shuttering

The Contractor shall be entirely responsible for the structural design, erection and safe removal of all shuttering.

9.1 Cleanliness

All formwork must be carefully cleaned out before any concreting takes place. The Contractor must make sure that shuttering is such as to give a reasonably smooth finished face to concrete placed against it and avoid the formation of fins or other blemishes. Where concrete is to be left fair-faced, all shuttering is to be treated with a proprietary sealer/release agent prior to casting of the concrete which is to be approved by the Architect.

9.2 Drip Channels

Drip channels are to be formed under all projecting slabs and canopies or as directed by the Architect in charge.

9.3 Removal of Shuttering

Forms or struts for concrete shall not be removed before fifteen (15) days or any such period as specified by the Architect until the concrete is sufficiently strong to safely carry the loads, dead or temporary.

The responsibility for the safety of the concrete will rest entirely on the Contractor and he will be held liable for any damage caused by the Contractor. He will, moreover, be bound to make good same at his own expense.

9.4 Making Good

Immediately after striking shuttering, all air holes and other irregularities in the exposed surfaces are to be stopped or otherwise made good with cement and sand mortar mixed in the proportions of 1:3 respectively. The whole finished surface shall be of a reasonably smooth appearance free from voids, holes and bulges. The Architect is to be informed should these be excessive.

9.5 Green Public Procurement

Requirements and Certification

1. The contractor shall take all necessary environmental management measures aimed at minimising waste production on the site and respecting noise.
2. The contractor shall take all necessary measures to ensure energy and water efficiency for the execution of the required works.
3. All material is to be dumped in an approved dumping site.
4. The contractor must provide a Waste Management Plan.

9.6 Exclusion of certain materials:

Materials/substances containing sulphur hexafluoride (SF6) will not be used in the project. Bidder must declare that these products/substances will not be used in the project.

10.0 Finished to walls and ceiling

10.01 Lime

Lime for undercoats and finishing coats is to be of an approved quality complying with BS 890. Quicklime shall be slaked in a manner appropriate to their type.

10.02 Sand

Sand for plastering shall be either naturally occurring or shall consist of crushed hard rock. It shall be hard, clean and free from adherent coatings and shall not contain any appreciable amount of clay balls or pellets. It shall be free from deleterious matter likely to affect adversely the hardening, strength, durability or appearance of the plaster or applied decoration or cause corrosion. Its grading is to be approved by the Architect.

10.03 Water

Water should be clean, free from harmful matter and shall be fit for drinking. All expenses to bring such water on site are to be borne by the Contractor.

10.04 Proportions

The materials used for plastering shall be proportioned by volume by means of appropriate containers. Alternatively it may be required to proportion the materials by weight. Plastering mixes are to be compliant with BS 55492.

10.05 Rendering

Surfaces to be rendered are to be cleaned of loose mortar, fins, latencies, efflorescence, grease and dust.

The rendering of external exposed faces of balconies, canopies, lintels and hollow concrete block walls shall consist of an undercoat and a finishing coat. The undercoat shall be made up of cement and sand in the proportion of 1:3 by volume. This coat is to be allowed to dry thoroughly before the finishing coat is applied. The finishing coat is to be made up of cement, lime and sand in the proportion of 1:1:6 by volume. The thickness of these two coats together is to be in the region of 8mm (5mm undercoat and 3mm finishing coat).

The rendering of internal exposed faces of concrete such as soffits and hollow concrete block walls shall consist of one coat made up of cement, lime and sand in the proportions of 1:1:6 by volume. Thickness of this coat is to be in the region of 6mm.

The whole of the plasterer's work is to be finished with true and even surfaces, angles and arises. Surfaces which are uneven shall be dubbed out with mortar before being rendered.

11.0 Roofing Works

11.01 Triangular Fillets

Cement and sand triangular fillets are to be laid at all angles between horizontal and vertical surfaces. The minimum size shall be 40mm x 40mm. Shoddy and/or unacceptable works shall be redone at the contractor's expense.

11.02 Waterproofing

Waterproofing of new roofs shall be done by applying one coat of hot pitch on a priming coat of tar on the roof slab, as approved by the Architect in charge. The waterproofing is to be carried up all upstands to a minimum of 150mm (6") height, up to the required level of the roof screed ("kontrabejt").

All cracks, expansion and construction joints shall be raked out, thoroughly swept, washed, cleaned and made good with an approved bitumastic sealer before the application of the waterproofing treatment by the Contractor. All the joint lines between any precast elements, even if sealed with cement filling, must be isolated from the waterproof membrane by laying across a 20cm wide strip of foil or sheet totally independent from the membrane itself. The strips should be sealed to the surface on one side and left free on the other side.

Liquid Waterproof Membrane

Roofs are to be lined with a waterproof liquid membrane as directed by the Supervisor. Membrane systems shall consist of UV stable polyurethane resins that when applied forms a seamless membrane. Resistant to UV-rays and to high and low temperatures and with excellent adhesion to concrete surfaces.

Material requirements:

Non-yellowing and non-chalking

Resistant to stagnating water

Easy to clean

Provides crack-bridging

Maintains its mechanical properties, over a temperature span of -30°C to 90°C

Provides water vapour permeability

Provides full surface adhesion

Resistant to detergents, oils and common chemicals

Easy local repair, if the membrane is mechanically damaged

Application shall comply strictly with manufacturer's instructions

Liquid membrane colour to be confirmed by the Supervisor in charge: concrete grey or transparent.

Contractor is to submit all relevant documentation and specifications of the liquid membrane with quotation documentation. This shall include:

All specifications including water absorption of the material and the longitudinal and transverse elongation,

Method of application including fixing and finishing details and

All descriptive literature and supplier's specifications of materials being used.

The Contractor shall undertake to guarantee the waterproofing qualities of his materials and workmanship for a period of TEN years from the date of application. With this guarantee, the Contractor shall oblige himself to carry out any repairs necessary to the membrane and to make good any damage done to the building or fixtures, including third party property. In default, the Architect in Charge shall reserve the right to order any necessary repairs at any price and from any source and all expenses shall be deducted from the monies owed to the Contractor, without the necessity for any legal proceedings.

11.03 Torba

Contractor is to provide a bed of torba, including the hoisting and spreading to the required falls on roof, as directed by the Architect in charge.

The bedding material shall consist of franka stone chippings (xahx) of best local quality free of any soil, clay, stones or organic substances, spread, laid to levels, falls or currents, wetted, tamped and adequately consolidated to the thicknesses described and detailed to provide a suitable surface to receive concrete screed over.

Before consolidation of the bedding layer the Contractor is to liaise with the M&E Contractors to ensure that all services (if any) that are required to pass through the xahx bed have been laid, treated and tested, and that no other work on them is required prior to casting of concrete screeds.

The minimum consolidated thicknesses of xahx beds at outlet points (into rain water pipes) are to be 75 mm and a minimum slope of 1:120 is to be provided for in the xahx thickness.

11.04 Screed

Non structural concrete screeds shall consist of grade C20 concrete with maximum aggregate size of 10mm. Screeds shall be laid to levels, falls or currents, and to the thicknesses detailed, in alternate square bays not larger than 14 sq meters each bay. The surface finish shall be floated or trowelled to a surface suitable to receive the subsequent finishes, or to be itself the finished surface, as required.

11.05 Expansion Joints

Contractor is to provide expansion joints in the roof screed, consisting of bays not exceeding 3 metres by 3 metres and the material is to be applied to such joints at least 28 days after the concrete finish of the kontrabejt has been cast. The material is to be a polyurethane filling expanding compound.

The system to be used involves first making a chase in the concrete finish in two steps, the first using one disc up to approximately 75mm and the second using three discs up to approximately 25mm. The resultant channel is to be cleaned thoroughly and after masking both sides of the channel, a round ethaform strip is to be applied in the chased channel. A primer is to be applied to both sides of the channel and after this dries out, the approved filling is to be applied and levelled off by means of a palette knife. After this dries out, two coats of rubber paint or similar should be applied to protect against the ultraviolet rays of the sun.

11.06 Green Public Procurement

Requirements

1. The contractor shall take all necessary environmental management measures aimed at minimising waste production on the site and respecting noise.
2. The contractor shall take all necessary measures to ensure energy and water efficiency for the execution of the required works.
3. All material is to be dumped in an approved dumping site.
4. The contractor must provide a Waste Management Plan.

11.07 Certification

A General Environment Plan to address the requirements of the above criteria must be submitted.

11.08 Exclusion of certain materials:

Materials/substances containing sulphur hexafluoride (SF6) will not be used in the project.

Bidders must declare that these products/substances will not be used in the project.

12.0 Skylight

Supply and install 1m by 1m clear skylight including all fixtures and fittings. Skylight must withstand a live load of 5kN²/m.

Contractor shall submit technical literature and manufacturer's certificate for approval by the architect in charge prior to installation.

12.01 Green Public Procurement

- a) All windows fitted into will achieve greater thermal efficiency than required by National Regulations. The following indicators are to be applied to the whole window, glazing and frame combined
- b) U-value - $2.3\text{W/m}^2\text{K}$
- c) G-value - $1.1\text{W/m}^2\text{K}$
- d) L50 value - $<1.0\text{m}^3/\text{hm}$ at 600Pa (as per di n 18055 group C. a-value)
- e) Daylight transmittance - 70%
- f) Where the listed criteria for the product are included in a relevant harmonized European standard, under the Construction Products Directive (89/10/EEC), for CE marking, the supplier must provide the information accompanying the required CE marking to demonstrate compliance with the listed criteria. Where the listed criteria for a product are not included in the accompanying information to CE marking under the Construction Products Directive (89/10/EEC), products holding a relevant Type 1 Ecolabel fulfilling the listed criteria will be deemed to comply. Other appropriate means of proof or a signed declaration will also be accepted.
- g) Filler gases that contribute to the greenhouse effect, with a Global Warming Potential (GWP) > 5 over a period of 100 years, may not be used in the insulating units. Inert gases (e.g. argon, krypton) have a GWP <5 .
- h) Products holding a relevant Type 1 Ecolabel fulfilling the listed criteria will be deemed to comply. Other appropriate means of proof will also be accepted. Certification of compliance with the above criteria must be submitted with relevant product specifications.

Bill of Quantities
QUOTATION FOR STRUCTURAL REPAIR WORKS IN NEW ARCHIVE AT
OSPIZIO, FLORIANA

BILL OF QUANTITIES

I. Preamble

Bidders must price each item in the bill of quantities separately and follow the instructions regarding the transfer of various totals in the summary.

The bill of quantities must be read with all the other contract documents and the Contractor shall be deemed to have thoroughly acquainted himself with the detailed descriptions of the works to be done and the way in which they are to be carried out. All the works must be executed to the satisfaction of the Engineer.

1.1. Quantity of items

The quantities set forth against the items in the bill of quantities are an estimate of the quantity of each kind of the work likely to be carried out under the contract and are given to provide a common basis for bids. There is no guarantee to the Contractor that he will be required to carry out the quantities of work indicated under any one particular item in the bill of quantities or that the quantities will not differ in magnitude from those stated.

When pricing items, reference should be made to the conditions of contract, the specifications and relevant drawings for directions and descriptions of work and materials involved.

The quantities given in the bill of quantities are provisional and reflect the estimates made at the time of approval to provide a basis for this document. Bidders must consider every aspect of the quotation document carefully.

Any comments concerning the quantities must be made in the form of an attachment, following the system of itemisation, quoting the codes and brief descriptions, as in the present documents, including the rates and prices.

Save where the technical specifications or the bill of quantities specifically and expressly state otherwise, only permanent works are to be measured. Works will be measured net to the dimensions shown on the drawings or ordered in writing by the Engineer, save where described or prescribed elsewhere in the contract.

In adjusting extras or variations on the contract, works will be measured on the same basis as that on which the quantities were prepared. All works not specifically mentioned in the bill of quantities will be taken as included in the prices of various items.

Where, in the opinion of the Engineer, extra works cannot be properly measured or valued, the Contractor may, if so directed by the Engineer, carry out the work at the day work rates shown in the schedule of day work. All completed day work sheets must be signed by the Engineer on or before the end of the week in which the works are executed.

No allowance will be made for loss of materials or volume thereof during transport or compaction.

1.2. Units of measurement

The units of measurement used in the annexed technical documentation are those of the International System of Units (SI). No other units may be used for measurements, pricing, detail drawings etc. (Any units not mentioned in the technical documentation must also be expressed in terms of the SI.)

Abbreviations used in the bill of quantities are to be interpreted as follows:

mm	means	millimetre
m	means	metre
mm ²	means	square millimetre
m ²	means	square metre
m ³	means	cubic metre
kg	means	kilogram
to	means	tonne (1000 kg)
pcs	means	pieces
h	means	hour
L.s.	means	Lump sum
km	means	kilometre
l	means	litre
%	means	per cent
N.d	means	nominal diameter
m/m	means	man-month
m/d	means	man-day

II. Terms Relating To Payments

The method for measuring completed works for payment must be in accordance with the Contract.

The provisional sums in the bill of quantities must be used in whole or in part at the discretion of the Engineer or as otherwise set out in the contract.

Each item in the bill of quantities for which payment is to be made in a lump sum, and for which no payment schedule is provided, must be paid after the work covered by the lump sum has been completed to the satisfaction of the Engineer.

III. Pricing

The prices and rates inserted in the bill of quantities are to be the full inclusive values of the works described under the items, including all costs and expenses which may be required in and for the construction of the works described together with any temporary works and installations which may be necessary and all general risks, liabilities and obligations set forth or implied in the documents on which the quotation is based. It will be assumed that establishment charges, profit and allowances for all obligations are spread evenly over all the unit rates.

The rates and prices quoted in the priced bill of quantities will be quoted at the rates current prior to the date of submission.

Rates and prices must be entered against each item in the bill of quantities. The rates will cover all tax, duty or other liabilities which are not stated separately in the bill of quantities and the quotation.

IV. Completing the bill of quantities

In the bill of quantities, rates and prices will be entered in the appropriate columns in Euro.

Errors will be corrected as follows:

- a) Where there is a discrepancy between amounts in figures and in words, the amount in words will prevail; and
- b) Where there is a discrepancy between the unit rate and the total amount derived from the multiplication of the unit price and the quantity, the unit rate as quoted will prevail.

V. Description Of Unit Prices

The tables that follow give the description of the rates (or unit prices) by using the relevant clauses of the Technical specifications.

N.B. - Three decimal points do not exist as currency; therefore such offers cannot be accepted. Offers are to be submitted up to two decimal points.

Preamble					
Item	Description	QTY	Unit	Rate including Taxes, Other Duties & Discounts <u>but</u> exclusive of VAT €	Amount including Taxes, Other Duties & Discounts <u>but</u> exclusive of VAT €
A	Rates are to include all ancillary costs for the successful execution of the items of work such as scaffolding, craneage/high up/cherry picker or other hauling equipment and Local Council and Warden fees as may be necessary. Claims for reimbursement of expenses in addition to the items of work listed hereunder shall be rejected.				
B	Contractor to take all necessary precautions to prevent damage to existing structure and finishes. Contractor will repair at his own expense any damage caused, during the execution of the works. Contractor shall also abide by all regulations and legislation regarding Health and Safety measures to be				

	adopted for the safeguard of public and employees. The cost for such measures shall be deemed as included within the rates hereunder.				
C	Contractor is to provide water and electricity supply required for the execution of the works. The cost for this shall be deemed as included in the rates for execution of the works and requests for additional payment shall be rejected				
D	Rates are to include all double handling of materials, for the loading and carting away of resultant material to an authorised dumping site.				
E	Contractor is assumed to have inspected site before hand and to be fully aware of the work involved. Drawings are indicative. Bidder is urged to visit site prior to bidding. All measurements are to be confirmed by Contractor on site. On award of Quotation, bidder will be allowed to gain access to site or take a sample of furniture element to his/her workshop, as permitted by the Court authorities, for reproduction				
F	All soft stone is to be of first quality franka stone and is to be bedded and jointed in gauged mortar				
G	Rates for concrete are to include all necessary formwork.				
H	Rates to include for all chasing and making good, PVC conduit, wiring and fitting. Contractor is to include in his rates for works which vary ground to first floor level.				
I	Contractor is to test and certify the installed the electrical installation.				
J	Installation to be strictly in accordance with IEE regulations and contractor shall be bound to provide the employer with an electrician's certificate to this effect before payment is issued.				

1.00 DEMOLITION & REMOVAL WORKS					
Item	Description	Qty	Unit	Rate including Taxes, Other Duties & Discounts <u>but</u> exclusive of VAT €	Amount including Taxes, Other Duties & Discounts <u>but</u> exclusive of VAT €
1.01	Removal or temporary shifting of any public utility services fixed to the building and which may interfere or constitute danger to workers employed on the job.	1	LS		
1.02	Demolish, load and cart away existing roof slab (including skylight) and dispose of all resultant material in an authorised dumping site. Care shall be taken as not to damage the underlying steel beams/masonry arches.	12	m ²		
1.03	Load and cart away existing debris where leveling of floor is required and dispose of all resultant material in an authorised dumping site. Care shall be taken as not to damage the adjacent structures. Rate shall also include the breaking of the remaining concrete slab.	1	LS		
1.04	Demolish, load and cart away existing roof slab and dispose of all resultant material in an authorised dumping site. Care shall be taken as not to damage the underlying steel beams/masonry arches.	9	m ²		
Carried Forward to Summary					€

2.00 Construction & Concrete Works					
Item	Description	Qty	Unit	Rate including Taxes, Other Duties & Discounts <u>but</u> exclusive of VAT €	Amount including Taxes, Other Duties & Discounts <u>but</u> exclusive of VAT €
2.01	Supply and cast 150mm thick cast-in-situ Grade C25 concrete slab, including 1xC503 Mesh (spanning between existing masonry walls). Rate is also to include for any chasing necessary ('ingall'). Waterproofing concrete admixture shall be added to the concrete mixture. Slab shall have a power float finish. Rate is to allow for all necessary safety measures and formwork; and making good.	12.00	m ²		
2.02	Extra over reinforced suspended slabs for every additional 25mm in thickness of Grade C25 concrete including waterproofing admixture.	12.00	m ²		
2.03	Supply and install 1m by 1m clear skylight including all fixtures and fittings. Skylight must withstand a live load of 5kN ² /m.	1.0	No.		
2.04	Supply and lay the following reinforcement as per structural drawings: High yield bar reinforcement including cutting, bending and fixing. a) 20mm diameter bars b) 1 C503 mesh	21 12	kg m ²		
2.05	Supply and lay 200mm average bed of loose fill ('torba') laid to required falls in room where new levels are required. Torba shall be placed in layers not exceeding 100mm and compacted.	2.0	m ²		
2.06	Supply and cast 150mm thick cast-in-situ Grade C25 concrete slab, including 1xA503 Mesh (spanning between existing masonry walls where floor needs to be levelled). Rate is also to include for any chasing necessary ('ingall'). Waterproofing concrete admixture shall be added to the concrete mixture. Slab shall have a power float finish. Rate is to allow for all necessary safety measures and formwork; and making good.	9	m ²		
2.07	Extra over reinforced suspended slabs for every additional 25mm in thickness of Grade C25 concrete including waterproofing admixture.	9	m ²		
	Cont/....				

2.08	Supply and lay 410mm soft stone (fair faced) double wall, laid, bedded and pointed in mortar. Composed of two 180mm skins with a 75mm air cavity. Rate is to include for the necessary toothing (mursalli) and bonding.	1	m ²		
2.09	Supply and lay good quality horizontal reinforced sheet waterproofing membrane - DPC.	1	m ²		
2.10	Supply and cast 150mm thick cast-in-situ Grade C25 concrete slab, including 1xC503 Mesh (spanning between existing masonry walls). Rate is also to include for any chasing necessary ('ingall'). Rate is to allow for all necessary safety measures and formwork; and making good.	9	m ²		
2.11	Extra over reinforced suspended slabs for every additional 25mm in thickness of Grade C25 concrete.	9	m ²		
2.12	Supply and lay 150mm average bed of loose fill ('torba') laid to required falls on slab item 2.10.	21	m ²		
2.13	Supply and lay 75mm thick concrete screed (Grade C20 - 10mm) laid to falls, cast in bays, separated by expansion joints (measured separately) and with a power float finish.	21	m ²		
Carried Forward to Summary					€

3.00 Finishes					
Item	Description	Qty	Unit	Rate including Taxes, Other Duties & Discounts <u>but</u> exclusive of VAT €	Amount including Taxes, Other Duties & Discounts <u>but</u> exclusive of VAT €
3.01	Render all new concrete ceilings with 12mm thick gypsum plaster render consisting of 10mm thick base coat and 2mm thick finishing coat in a plumb and smooth finish. Rate inclusive of all necessary scaffolding.	21	m ²		
3.02	Supply and apply 2 coats water resistant vinyl matt emulsion paint to ceilings. Colour and texture to be determined at a later stage.	21	m ²		
3.03	Form expansion joints by chasing 12mm grooves in 'kontrabejt' (item 2.13) and fill with a proprietary material an elastic joint sealant to be approved by architect.	4	Mt.		
3.04	Lay triangular fillets of cement and sand mortar (mix 1:3) 75mm x 75mm between walls and concrete slab.	14	Mt.		
3.05	Supply and lay minimum of three coats of liquid membrane (grey in colour) over roof slab. The architect in charge, or his representative, is to be informed prior to laying of membrane. Rate is to include for the scraping and cleaning of the existing surface, making good any defects in surface and application of primer, as necessary. The surface to receive the membrane should be dry, free from standing water, sharp protrusions and hollows. The membrane shall be laid and installed strictly as per manufacturer's instructions.	9	m ²		
Carried Forward to Summary					€

4.00 Metal Works					
Item	Description	Qty	Unit	Rate including Taxes, Other Duties & Discounts <u>but</u> exclusive of VAT €	Amount including Taxes, Other Duties & Discounts <u>but</u> exclusive of VAT €
4.01	Supply, deliver and place galvanised steel beams IPN 280 or larger available element. Rate is deemed to be inclusive of concrete bedding and preparation works.	16	Mt.		
Carried Forward to Summary					€

5.00 Doors and Windows					
Item	Description	Qty	Unit	Rate including Taxes, Other Duties & Discounts <u>but</u> exclusive of VAT €	Amount including Taxes, Other Duties & Discounts <u>but</u> exclusive of VAT €
5.01	Supply and install wrought iron security bars to windows 4 courses high a) 0.5m width b) 1.0m width	4 3	No. No.		
5.02	Supply and install timber doors, for openings of 1m width, with high pressure laminate finish, as per contract specifications.	1	No.		
Carried Forward to Summary					€

FINANCIAL OFFER

QUOTATION FOR STRUCTURAL WORKS IN NEW STRONG ROOM AT
THE COURTS OF JUSTICE

DSS 62/2015

Bill	Description	Amount including Taxes, Other Duties & Discounts <u>but</u> exclusive of VAT €
1	Demolition and Removal Works	
2	Construction & Concrete Works	
3	Finishes	
4	Metal Works	
5	Doors and Windows	
	GRAND TOTAL Including Taxes, Other Duties & Discounts <u>but</u> exclusive of VAT	€

**CALL FOR QUOTATIONS FOR THE
FOR STRUCTURAL WORKS IN NEW STRONG ROOM AT
THE COURTS OF JUSTICE**

Form A - Bidder Form

With reference to this request for quotation by the Courts of Justice Department (COJD) and in terms of the conditions therein mentioned and those thereto, I/We:..... confirm that:

1. I/We have examined, and accept in full and in its entirety, the content of this quotation document (including subsequent Clarifications Notes issued by the Contracting Authority). I/We hereby accept the contents thereto in their entirety, without reservation or restriction and, in submitting my/our offer, I/We subject myself to all the conditions involved and, in the eventuality my/our offer is accepted, bind myself/ourselves to the prevailing conditions of contract. I/We also understand that any disagreement, contradiction, alteration or deviation shall lead to my/our Quotation offer not being considered any further.
2. I/We shall provide to the Contracting Authority the works indicated on the attached schedule at the price stated on same and in conformity with the attached specifications and conditions.
3. I confirm that should my offer be accepted, I commit that the works shall be provided in accordance with the provisions of the Special Conditions of Contract and within the stipulated timeframes, failing which the penalties for delay, as detailed in the Special Conditions of Contract, come into effect.
4. I/We undertake that this quotation shall not be retracted or withdrawn for a period of ninety (90) calendar days from the date of expiration of the period fixed for the submission of the bids, inclusively but shall remain binding and may be accepted by the Government at the time during the said period of ninety (90) calendar days.
5. I/We note that the Contracting Authority is not bound to proceed with this invitation to quote and that it reserves the right to cancel the call for quotations. It will incur no liability towards me/us should it do so.

Name (in Block Letters)

On behalf of

Signature

Date

**CALL FOR QUOTATIONS FOR THE
FOR STRUCTURAL WORKS IN NEW STRONG ROOM AT
THE COURTS OF JUSTICE**

Form B - Bidder's Details

Name and Surname of Bidder _____

I.D. Card No. _____

Name of Company _____

Address _____

Telephone No. _____

Mobile No. _____

Fax No. _____

E-mail _____

V.A.T. Registration No. _____

Bidders's Signature _____

Date _____

**CALL FOR QUOTATIONS FOR THE
FOR STRUCTURAL WORKS IN NEW STRONG ROOM AT
THE COURTS OF JUSTICE**

Form C - Statement on Conditions of Employment

1. It is hereby declared that all employees engaged on this contract shall enjoy working conditions including wages, salaries, vacation and sick leave, maternity and parental leave as provided for in the relative Employment Legislation. Furthermore, we shall comply with Chapter 424 of the Laws of Malta (Occupational Health and Safety Authority Act) as well as any other national legislation, regulations, standards and/or codes of practice or any amendment thereto in effect during the execution of the contract.
2. It is hereby declared that no part of the services to be provided under this contract shall be sub-contracted to an economic operator who has in his employment employees, who are already in employment with the bidding entity and are carrying out, with the sub-contractor, the same or very similar duties as those in their contract of employment with the bidding entity.
3. The sub-contractor/s agree to all the conditions listed in this statement.
4. It is hereby declared that the service being provided under this contract will be carried out solely by the bidding entity employees, or bona fide self-employed individuals. No work will be carried out by persons designated as self-employed where their actual employment status in terms of the Employment Status National Standard Order LN 44/2012 is that of an employee.
5. It is hereby declared that all the employees of the bidding entity, whether providing services to the contracting authority or not, have a written contract of service and are registered with the competent authority of my country, which in the case of Malta is the Employment and Training Corporation. If this Quotation is awarded to us, we shall furnish a list of employees who will be providing the services. Copies of the written contracts of service of the employees will be available at any time for inspection.
6. It is hereby declared that the bidding entity's employees shall be given a detailed payslip containing all relevant details including the amount paid, normal hours worked, overtime hours, hours worked on Sundays and Public Holidays, hours availed of as leave or sick leave, a breakdown of bonuses/allowances as well as deductions made (such as social security contributions and income tax).
7. It is hereby declared that all the wages/salaries of the bidding entity's employees are paid only by direct payment in the employee's bank account.
8. It is hereby declared that the relevant bank statements of wage/salaries' deposit and copies of the detailed payslips will be made available as and when required by the Director of Industrial and Employment Relations.
9. It is hereby declared that if the bidding entity is found in breach of any of the above declarations it is accepted that this contract will be terminated and that we will have no right to be compensated for any damage we may have suffered or will suffer in the future in respect to this termination.
10. A list of the minimum hourly workers' costs involving the provision of the employees' services in this Quotation shall be submitted if so requested.

Signature
Name of Signatory
I.D. No.
Name of bidder/contractor
Date