FEDERATED STATES OF MICRONESIA
DEPARTMENT OF EDUCATION
National Government
P.O. Box PS 87
PALIKIR, POHNPEI FM 96941
Telephone :(691) 320-2609/2647 **Website**: national.doe.fm

INVITATION TO QUOTE (Advertisement)

Date: **December 18, 2025**

Project Title	FSM Skills and Employability Enhancement (SEE) Project
Grant	D-9870
Contract Name	Performance Grant – PICS FY26: PICS - VocED Infrastructure Development (Renovation of VocED buildings and Access Road)
Contract Ref	FM-NDOE-513624-CW-RFQ

1. This project is financed by the World Bank through the above grant. The **National Department of Education** invites sealed quotations from eligible bidders **Renovation of Two Vocational Education Buildings and Access Road.**

2. Eligible bidders should have experience in the construction of **at least one contract** of the nature and complexity equivalent to the Works described in this Invitation, during the last three years and should provide evidence of financial resources to successfully complete the Works.

3. A complete set of Request for Quotation (RFQ) documents in **English** will be provided to interested eligible bidders upon the submission of a written application to the address below.

4. Quotations must be submitted **electronically** to the address below on or before **January 28, 2026 at 3pm (local time)**. Late quotations may be rejected.

5. The address referred to above is:

Secretary
National Department of Education
P.O. Box PS 87, Palikir, Pohnpei, FM 96941

Attn: Hyunjeong Lee, Project Manager
Project Implementation Unit – SEE Project
National Department of Education
https://www.national.doe.fm
Tel: (691) 320 2609

E-mail: hyunjeong.lee@national.doe.fm with a copy to steve.mendiola@national.doe.fm and angelyne.aten@national.doe.fm

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REQUEST FOR QUOTATION (RFQ)
WORKS

Date of Issue of RFQ: December 18, 2025

Project Title: FSM Skills and Employability Enhancement Project
Grant no.: D-9870
Contract Name: Performance Grant – PICS FY26: PICS - VocED Infrastructure Development (Renovation of VocED buildings and Access Road)
Contract Ref: FM-NDOE-513624-CW-RFQ

To: **Bidder**

Dear Bidder,

1. **The National Department of Education** hereby invites you to submit a quotation for the following works: **Performance Grant FY26: PICS-VocEd Infrastructure Development (Renovation of VocEd Buildings and Access Road).**

2. To assist you in the preparation of your price quotation we enclose the necessary Specifications, Bill of Quantities (BOQ), Drawings, and Form of Contract.

3. **Mandatory Site Visit:** A site visit to the facility will be arranged on **December 22**, **2025 at 10:00 a.m. Pohnpei Time**, and is mandatory before the submission of the quotation.

Important Instructions for the Site Visit:

a. All bidders must bring the BOQs to the site visit to capture any questions related to the proposed quantities.

b. After the site visit, bidders will have the opportunity to seek clarifications from the SEE project regarding the proposed quantities in the BOQs. **A pre-bid meeting** will be arranged to provide clarifications on any questions that bidders have after the site visit completed at **PICS High School**.

c. The Project will determine if any adjustments to the proposed quantities are necessary. Adjustments to the type and quality of materials without formal communications from the bidders will not be accepted.

d. If adjustments are required, the Project will issue an addendum for the revised BOQ and notify all bidders of the changes. Bidders should prepare their quotations based on the revised BOQ.

4. You may submit the signed Form of Quotation **electronically** at the following address:

Attn: Hyunjeong Lee, Project Manager
Project Implementation Unit – SEE Project
National Department of Education
Tel: (691) 320 3609
Email: hyunjeong.lee@national.doe.fm with a copy to steve.mendiola@national.doe.fm and angelyne.aten@national.doe.fm

5. You must have experience as a contractor in the construction of at least one contract of similar nature and complexity equivalent to the works included in this RFQ over the last three years, and provide evidence of financial resources to successfully complete the works of this contract.

6. **Each bidder is requested to submit only one quotation. If two quotations are submitted, the latter will be evaluated.**

7. In evaluating the quotations, the Employer will determine for each quotation the evaluated price by adjusting the price quotation by making any correction for any arithmetical errors as follows:

(a) where there is a discrepancy between amounts in figures and in words, the amount in words will govern;

(b) where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;

(a) if a Bidder refuses to accept the correction, their quotation will be rejected.

8. Your quotation shall be valid for a period of **One Hundred Twenty (120) days** from the submission deadline of quotations.

9. For Quotations with BOQ: Your quotation in English language shall be for the whole works and based on the unit rates specified in the Bill of Quantities for a fixed unit rate contract. Currency of quoted prices and payment shall be in US dollars. The quotation shall include all duties, local taxes and other levies payable by the contractor in accordance with the local laws of the Federated States of Micronesia.

10. The Employer will award the contract to the Bidder whose quotation has been determined to be substantially responsive to this RFQ, has offered the lowest evaluated price quotation and is qualified to do the Works.

11. The terms and conditions of contract are attached to this RFQ.

12. Your quotation should be submitted by **January 28, 2026 at 3pm (local time)** on to the address below:

Attn: Hyunjeong Lee, Project Manager
Project Implementation Unit – SEE Project
National Department of Education
Tel: (691) 320 3609
Email: hyunjeong.lee@national.doe.fm with a copy to angelyne.aten@national.doe.fm and steve.mendiolajr@national.doe.fm

13. Further information can be obtained from:

National Department of Education

Name of contact person: Hyunjeong Lee
Telephone: (691) 320 3609
E-mail: hyunjeong.lee@national.doe.fm with a copy to angelyne.aten@national.doe.fm and steve.mendiola@national.doe.fm

14. Please confirm by e-mail to the contact provided in paragraph 12 above, the receipt of this RFQ and whether or not you will submit the price quotation(s).

Sincerely,

Gardenia Aisek
Secretary
National Department of Education

FORM OF CONTRACT: RFQ FOR WORKS

Name of Country: Federated States of Micronesia
Project Title: FSM Skills and Employability Enhancement Project
Grant no.: D-9870
Contract Name: Performance Grant – PICS FY26: VocED Infrastructure Development (Renovation of VocED buildings and Access Road)
Contract Reference Number: FM-NDOE-513624-CW-RFQ

This Contract is made this _____ day of (insert month in words) _____(insert year) ____between (insert the legal name of the Employer)_____on the one part (hereinafter called "the Employer") and _(insert the legal name of the bidder)_____ (hereinafter called "the Contractor") on the other part.

Whereas the Employer has called for quotations for (*name and identification number of the contract*) ("the Works") and the Contractor has submitted a quotation for the Works and the Employer has accepted the Contractor's Quotation dated (*Day/Month/ Year* _____) for the execution and completion of the Works and the remedying of any defects therein.

Now this Contract witnesses as follows:

1. The Contractor hereby covenants to execute the Works fully detailed in the drawings, technical specifications and Bill of Quantities (BOQ) included in the Contractor's Quotation (Annex 1) which constitute an integral part of this Contract in a professional and workmanship like manner in accordance with the following Conditions of Contract:

(a) Remedy all defects within 7 working days of notification by the Engineer in charge _____ (name), during the period of execution of the contract and thereafter for defects notified within the defect liability period.
(b) The Employer reserves the right to terminate the contract due to unsatisfactory performance 10 days after giving a written notice.
(c) All material and construction equipment on site, temporary works, and the Works shall be deemed to be the property of the Employer if the contract is terminated due to default by the Contractor.
(d) The Contractor will in all cases abide by the directions of the Engineer in charge.
(e) The Contractor shall submit to the Engineer in charge, a program within 7 days after signing the contract describing general methods and schedule to complete the Works.
(f) The Contract completion period shall be **Two Hundred Twenty Forty (240) calendar days** after signing of the Contract.
(g) For BOQ based contracts: In case of changes to the quantities in BOQ, the unit rates under the contract will be used to calculate the payment. For variations, the unit rates in the BOQ shall be used for similar items under variation. New items of work performed, under variation as ordered by the Engineer in charge, will be paid at mutually agreed rate/s and, in case of any disagreement between the Contractor and the Engineer in charge, the latter will fix the unit rates that will be binding on the Contractor.
(h) The Law governing the contract shall be the applicable laws of the Federated States of Micronesia.
(i) The Contractor shall be responsible for the safety of all the activities on the Site.
(j) During execution of the Works the Engineer in charge will carry out inspection of the Works at site to verify that the Works are executed by the Contractor in accordance with the specifications and required quality as per specifications. The Engineer in charge will reject

works not performed to the required specifications and the Contractor shall take immediate actions to rectify all defects in accordance with subparagraph (a) above.

(k) Either party may terminate the Contract by giving a 14 days' notice to the other for unforeseen events such as wars and acts of God such as earthquake, floods, fires etc. In such case the payments will be made for the completed works to the date of termination of contract.

(l) The Contractor is responsible for all taxes, duties, levies, customs duties, etc. in accordance with the laws of the Federated States of Micronesia which are already included in the unit rates or prices in the BOQ or AS, except VAT.

(m) Any disputes between the Employer and the Contractor arising under or in connection with the Contract shall be resolved amicably. In the event the dispute remains unresolved, either party may refer the dispute to arbitration in accordance with the Federated States of Micronesia Law No: _____ or jurisdiction at the Courts (*insert the name of the city where the Employer prefers the location of the authorized courts*).

2. In consideration thereof the Employer covenants to pay the Contractor the Contract Price of _____ (in words and figures) in the following manner and instalments:

For BOQ based contracts:

(A) An advance payment of 15 percent of the Contract Price will be paid upon the submission of an Advance Payment Bank Guarantee in the same amount and currency. As an alternative to the Bank Guarantee the payment of 15 percent of the Contract Price will be paid upon the Contractor bringing to the work site the following items and the Engineer in charge certifying it: 1/ at least one half of all materials to be incorporated in the Works or all materials to be consumed within three months, whichever is less, and 2/ all equipment required for the construction works.

(B) Subsequent payments will be made based on monthly statements submitted by the Contractor, of the estimated value of the work executed less the cumulative amount certified previously. The value of work executed shall be based on the unit rates specified in the BOQ and the actual quantity completed for each item of BOQ, and shall include the valuation of Variations if any. The Engineer in charge may exclude any item certified in a previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later information. For each payment, 20% of the value of payment will be deducted for repayment of any advance payment until the total of advance payment is paid off, and 10% of the value will be retained as retention money until the total of retention money reaches 5% of the accepted contract price. Each interim payment will be due for payment within 21 days of submission of invoice and supporting documents for the completed quantities, and if the quantities are correct as verified by the Engineer in charge.

(C) One-half of the 5% retention money will be paid to the Contractor on certification by the Engineer in charge of substantial completion of the Works, and the balance half of the retention money will be paid at the end of the defects liability period. The Advance Payment Bank Guarantee shall be released when the advance payment is paid back in total.

(D) Final contract value will be based on the actual quantities completed.

(E) The defects liability period will be six months after taking over of completed works by the Employer.

3. **Inspections and Audits**

3.1 The Contractor shall carry out all instructions of the Engineer in charge which comply with the applicable laws where the Site is located.

3.2 The Contractor shall permit, and shall cause its Sub-Contractors to permit, the World Bank ("the Bank") and/or persons or auditors appointed by the Bank to inspect and/or audit its accounts and records and other documents relating to the submission of the Quotation to carry out the Works and performance of the Contract. Any failure to comply with this obligation may constitute a prohibited practice subject to contract termination and/or the imposition of sanctions by the Bank (including without limitations determination of ineligibility) in accordance with prevailing Bank's sanctions procedures.

4. **Termination**.

The Employer may terminate this Contract with at least ten (10) working days prior written notice to the Contractor after the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause:

(a) If the Contractor does not remedy a failure in the performance of its obligations under the Contract within seven (7) working days after being notified, or within any further period as the Engineer in charge may have subsequently approved in writing;

(b) If the Contractor becomes insolvent or bankrupt;

(c) If the Contractor, in the judgment of the Employer or the Bank, has engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices (as defined in the prevailing Bank's sanctions procedures) in competing for or in performing the Contract.

(d) If the Employer, in its sole discretion and for any reason whatsoever, decides to terminate this Contract.

(e) If the contractor fails to comply Environment and Social requirements more than three times written warning granted by the employer or employer representative.

5. **Fraud and Corruption**

If the Employer determines that the Contractor and/or any of its personnel, or its agents, or its Subcontractors, consultants, service providers, suppliers and/or their employees has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices (as defined in the prevailing Bank's sanctions procedures), in competing for or in executing the Contract, then the Employer may, after giving 14 days' notice to the Contractor, terminate the Contractor's employment under the Contract and cancel the contract, and the provisions of Clause 4 shall apply as if such expulsion had been made under Sub-Clause 4(a).

6. **Non-Disclosure Provision**

It is understood that the Consultant is under obligation to respect and observe the Executive Privilege of non-disclosure of information or communication that he/she may have with the President. Only the President may waive the privilege.

IN WITNESS WHEREOF, the parties have executed this Contract as follows:

DEPARTMENT OF EDUCATION:

_____ Date: _____
Secretary
National Department of Education

CONSULTANT:

_____ Date: _____
Contractor

Reviewed as to Legal Sufficiency:

_____ Date: _____
Secretary
Department of Justice

Certification of Fund Availability: A1-23-60-61-36970-23/8310 Amount: xxxxxxx

_____ Date: _____
Secretary
Department of Finance & Administration

_____ **Date: _____**
His Excellency Wesley W. Simina
President, Federated States of Micronesia

ANNEX 1: SPECIFICATIONS

PROJECT NAME: **FSM SKILLS AND EMPLOYABILITY ENHANCEMENT PROJECT - Performance Grant – PICS FY26: PICS - VocED Infrastructure Development (Renovation of VocED buildings and Access Road)**
SUBJECT: **SCOPE OF WORKS**

1. GENERAL REQUIREMENTS

- The selected contractor shall provide all materials, labors, tools and other necessary equipment's needed in order to complete the project.
- Qualified contractors are advice to visit the site, verify existing conditions to develop their proposal.
- Contractor shall observed HS&E requirements for the projects at all times during the construction.
- Contractor shall provide control and temporary facilities such as field offices and meeting area for any progress meeting, storage room, toilets for his/her staffs and workers, perimeter fences and nets as needed. This includes all the water supply, power and electricity, telephone service/internet needed during the construction period. All waste water must be properly discharged and connect to nearby existing public sewer.
- Contractor shall provide all necessary documents before, during and after the construction stages.
- Provide administrative documents and requirements needed for the project and apply for and obtain legal/government clearances from the Pohnpei State Government and other relevant government agencies.
- Contractor shall follow the Drawings and Specifications and all additional detail drawings and instructions issued by the Employer as being in full and strict conformity with the Contracts and requirements of the Project.
- The Contractor shall give notices or submissions in timely manner so as to avoid delays in the work.
- Refer to General Construction Note for other details. This scope of works must be always read in conjunction with other bidding package and documents in relation to this project.
- It should be highlighted to the Project Manager any discrepancy in the scope of works and in the drawings before the bid opening. It should not incur any additional cost to the Owner any missed items or scope by the Contractor to deliver completely the project as required.
- **Projected project duration to complete the project is <u>about 240 calendar days</u>.**

2. SITEWORK

- To provide necessary work which includes site clearing, grubbing, earthwork, excavation and backfilling, compaction in reference with the plans and specifications. (Please note, all these aforementioned scopes are just minor works that are related to the existing access road and the existing two classroom buildings.)
- Site works includes but not limited to the improvement of existing open swale drain and other necessary works to discharged surface water to the existing drainage point. Verify existing conditions.
- All existing wall surfaces inside and outside must be properly cleaned, removed all loose materials and patch with approved patching compound.
- All existing roof to be remove, replace and constructed as per approved plan details.
- Clean and removed all the existing floor finished prior to the installation of new floor finished.
- All the existing lumbers or any drywall partition must be removed and replace with 6" CHB or to match as per the new layout plan.
- Remove all existing lumber for window frames and door jambs. Clean and patch the walls, if necessary, upon receiving of the new window frames and door jambs.
- It shall be the main responsibilities of the Contractor to maintain the cleanliness and

orderliness of the jobsite at all times. All unsuitable materials within the project limits shall be disposed immediately. Project site premises must be always cleaned at all times during construction period.

- Mixed black sand basecourse shall be minimum of ½" to ¾" size or pea size with reference to the plan and specifications, compact with mechanical means like road roller, tamping rammers, plate compactors. Compaction shall be at least 95% MDD.
- Excavated soils/spoils shall remain property of the Owner and dispose to designated stockpile.
- The Contractor shall coordinate with the Owner and Project Manager prior to beginning of clearing, and a full understanding is to be reached as to procedure. The Contractor shall then conduct clearing and grubbing operations in strict accordance with these agreements.
- The Contractor shall use adequate numbers of skilled workers thoroughly trained and experienced.
- Site clearing including removing all the trees and other vegetations affected by the renovation and access road improvement are included in this scope.
- The Contractor shall have the sole responsibility of bringing the manpower and equipment/tools to the site needed in the efficient and satisfactory performance of the project. Likewise, it shall be responsibility of the Contractor to move out his men and equipment/tools upon the completion of the project.
- Road and parking concrete paving with approx. projected area of 38,900 sq.ft. preparation such as but not limited to survey and levelling, clearing and grubbing, scrapping of top soil, surface preparation including compactions prior to the application of 6" thick concrete paving. Road must be minimum 16' wide with side ditch on both sides. Verify actual site conditions. Contractor to provide and submit a shop drawing showing all necessary details and sections for T&I Engineer's review and approval prior to any execution of the works.
- Provide dowel bar in all construction joint 5/8" dia. X 32" length @ every 16" O.C.
- Provide roads and parking marking including any arrows and roads signs using approved parking paint. Provide submittals for T&I Architect's review and approval.
- Existing trench drainage along the parking area needs to be cleaned and improved.
- Provide additional 2' wide x 2' depth trench drains with concrete removable cover. Provide sleeves for proper drainage. New drainage to be integrated with the existing trench drain.
- Existing cross drainage in the access road needs to be repair and improved.
- Excavation and construction of 2' wide x 2' depth trench drain along agriculture building 1 to 3 including cross drainage using 12" diameter RC pipe.
- Clearing of shoulder on both sides of the road and improvement of existing side ditch.

3. CONCRETE WORKS

- Provide all necessary work under this section with reference to structural drawings and approved project specifications. This includes foundations, columns, lintel beams, beams, wall footings, slabs, scaffoldings, form works and rebars.
- Forms shall be set true to line and grade and maintained so as to ensure completed work within the allowable tolerances specified, and shall be mortar tight.
- All main reinforcing steel bars shall conform to Drawings and Specification.
- The Contractor shall notify the structural engineer after footing excavation have been completed and prior to concreting to confirm the design soil bearing capacity.
- Cement shall conform to Portland cement ASTM C150, type I or II.
- Concrete shall be 2500PSI for lean concrete, 4000 PSI for slab on fill, roof floor slab, beams, columns, lintel beam or specified in Drawings and Specification.
- Contractor must provide and submit all testing required such as concrete testing, soil compaction test, etc.
- The Contractor shall provide materials for curing concrete.
- All concrete works should base on plan and specification provided.
- Provide concrete wash basin for the toilet. Contractors to provide detailed shop drawings if necessary for Architect's review and approval.
- Provide 2'x3' removable concrete cover for the existing trench drains along the classroom

areas and parking areas.
- Used 3500psi ready mixed concrete for all the access roads and parking with 6” thick RMC including pea size crush gravel/mixed black sand well compacted 4” thick basecourse.

4. MASONRY
- The work includes furnishing of labor, equipment and materials and performing all operations required to complete concrete masonry works as shown on the drawings and specifications.
- Provide 6” masonry on the exterior walls, below grade of the exterior wall, low wall parapet above roof beam, and wherever is necessary. Refer to finishing schedule for wall finished. All CHB blocks should all be reinforced and mortar filled and plastered both sides based on specification provided. Existing slab on grade must be cut and modify to accept the new wall footing based on the drawing details whichever is applicable. Provide bond beam or lintel beam where it’s necessary.
- Refer to the approved plan for all the existing wall openings to be closed-out and modified as well as the new walls for reference.
- Provide new 2’ high retaining wall shown as per plan. Height may vary according to site conditions.
- Horizontal and Vertical Reinforcing bars conform to ASTM A615.
- All joints and cells containing reinforcing bars shall be filled with concrete grout.
- The scope includes scaffolding and form works wherever necessary.

5. METAL
- All roof framing must be made of LC metal framing. Refer to approved plans and details.
- Furnish all material, needed for this section which includes, rebars, steel fasteners, bolts, anchorage, braces, scaffolds and support, shoring jacks, miscellaneous metals needed for the construction.
- provide all necessary expansion control joints.
- provide double nuts for all anchor bolts.
- The Contractor shall provide all work with proper clearances. Fabricate and install in a manner to provide for expansion and contraction but will ensure rigidity and provide close fitting of sections.
- Provide and install additional metal furring in between the existing including any additional anchorage or support as needed. Refer to the roof framing plan for details.
- All metals should be treated with anti-rust metal paint to mitigate any corrosions that may occur on the steel structures and other members.
- Provide hot-dipped removable steel grating for walkway. Refer to drawings for details.
- Other metal works as per engineering standards and practices. Refer to approved plans for reference.

6. WOOD AND PLASTIC
- Provide necessary work under this section which includes rough carpentry and finish carpentry.
- Refer to approved layout plan for all works included in this scope.

7. THERMAL AND MOISTURE PROTECTION
- Provide vapor retarders under slab, see plans and specification.
- Provide joint sealants wherever is necessary.
- Purchase and installation of new roofing sheets/sidings/flashing/gutters. Use Gauge 24 Pre-painted Longspan Rib-type Roofing Sheets as per approved type and color by the Owner.
- Provide double sided aluminum insulation with foam 10mm thick. Provide Guage 19 x 12” galvanize heavy duty chicken wire mesh prior to laying the insulation. Refer to approved drawing details for reference.
- Install and provide new Gauge 22 pre-painted rain gutter including all brackets and support needed.

- Provide necessary bracket, fasteners, screw, and other tools and equipment's needed for the installation of roofing/sidings/flashing/gutters.

8. DOORS AND WINDOWS

- Provide doors and windows with reference to the plan and specifications.
- All the existing door and window jambs must be removed and replaced with new as per specifications and refer to door schedule for additional details.
- Modify doors and window opening to fit in as per the new doors and window schedule.
- Includes all hardware's for the installation to complete the job. Door knob must lever type and stainless steel or solid brass finished.
- Metal security grills for all windows to be included.
- All materials to be used must be approved by the Owner or its authorized representative prior to any procurement by the Contractor.
- None approved materials will not be allowed to be install and no additional cost to the Owner.
- Prepare all material submittal to be reviewed and approved by the Architect, Owner or its authorized representative.

9. FINISHES

- Provide all finishes with reference to the plans and specification. This includes the following:

A. Floor finishes as per approved materials and specifications.

-Floor surfaces must be properly leveled and smoothen, used polisher tools prior to applications of any concrete top sealer if necessary.

B. Provide and install 18mm powder coated galva. Steel on surface and aluminum honeycomb filler modular toilet partition for all toilet. Colors to be approved by the Owner. Contractor to provide material submittal for the Architects review and approval.

C. ½" thick cement plaster on masonry walls or as indicated in the drawings and specifications.

D. Ceiling materials:

- Install suspended ceiling on all classrooms and workshop area using fiberglass acoustic ceiling panel 2'x4' or as per approved finishing schedule.
- Install suspended ceiling on all roof eaves all around and toilet facilities using pre-coated spandrel ceiling panel. Color to be approved by the Owner or its authorized representative.

Provide air ventilation where it's necessary.

E. Wall cement plaster.

F. Painting.

1. Exterior & Interior Paints – used ACE paints products or approved equivalent, exterior paints to have additives; to be mildew proof.

G. Joint Treatment

H. Special Coating

- All materials to be used must be approved by the Owner or its authorized representative prior to any procurement by the Contractor. None approved materials will not be allowed to be install and no additional cost to the Owner. Prepare all material submittal to be reviewed and approved by the Architect, Owner or its authorized representative.

10. PLUMBING

- All storm water piping and drainage including potable water supply.
- The contractor shall connect all storm water drainage to existing sewer pipe. All necessary permits and coordination will be done by the Contractor.
- Provide 3" dia. PVC sch. 40 downspout pipe as per plan.
- For water closet and other toilet fixtures, used American Standard cadet elongated pressure assisted, white color fixtures or any approved equivalent.

- Modify and provide heavy duty galv. hot-dipped steel cover grating for the trench drains as shown in the plan.
- Provide Safety shower with Triple Nozzle Eye and Face Wash with Bowl and Foot Treadle. Contractor to arrange and include material submittal for all the Toilet fixtures prior to any procurements for Architects review and approval.

11. EQUIPMENTS
- Provide 6kg. Fire Extinguisher, powder stored pressured type. Provide material submittal for the Architect's or Engineer's review and approval.

12. FURNISHING AND CABENITRIES
- Provide any carpentry and finishing works with related to the approved plan and details.
- Supply and install stainless steel prefab kitchen cabinets and island counters. Type 304 s/s. Commercial grade, gauge 14, satin finished with backsplash and integrated s/s sink. Provide submittals and for fabrication drawings for Architect's review and approval prior to purchasing. Refer to approved layout plans for reference.
- Provide heavy duty metal shelving's for Mechanics and Woodworks area. Provide brochures or material submittals for Architect's review and approval.

13. MECHANICAL
- Split-type AC unit EXCLUDED but Contractors to provide necessary outlets 220V, (provision for 36,000BTU) wiring provisions for the installation of unit.
- Provide exhaust fan and air ventilation for kitchen/cooking area. Provide brochures or material submittal for Architect's review and approval.

14. ELECTRICAL
- Provide all necessary work under this section with reference to the plans and specifications.
- All electrical works for the existing building must be concealed and embedded in the walls, floors or ceiling where applicable.
- All roughing in electrical works and finishing for electrical work which includes power outlets,
  lighting, panels and breakers, cables and wires, conduits, raceways, switches, controls, etc. Provide sub-panel as shown in the plans.
- Existing electrical service entrance should be relocated if necessary and replace with new one upon coordination from the Architects and Owner.
- All materials to be incorporated in this item shall be a product of reputable manufacturer and of the latest standard design that complies with the specification requirements.
- Contractor to provide submittal for all lighting fixtures, switches and outlets, panel box and circuit breakers to be used in this project.
- Provide overhead/ceiling mounted ceiling fan for woodworks and mechanics workshop area.
- All materials to be used must be approved by the Owner or its authorized representative prior to any procurement by the Contractor. None approved materials will not be allowed to be install
  and no additional cost to the Owner. Prepare all material submittal to be reviewed and approved by the Architect, Owner or its authorized representative.

15. POST CONSTRUCTION
- Provide all necessary work after construction like cleaning, site cleaning, rectification of punch
  list, turnover, etc.

Standards and Specifications for Materials

Note 1: Bidders should note that the estimated quantities of materials for the works are being provided for guidance only. It is the responsibility of bidders to confirm the actual quantities needed.

Note 2: Blank Bills of Quantities (BOQs) in Excel format are also provided in the shared folder for bidder use: Blank Bill of Quantities (BOQs)

A. FSM Skills & Employment Enhancement(SEE) Project: Building Renovations

Project Title: **FSM Skills & Employment Enhancement(SEE) Project - Performance Grant – PICS FY26: PICS - VocED Infrastructure Development (Renovation of VocED buildings and Access Road)**

Location: **PICS, Dolonier Road, Nett, Pohnpei**

Owner: DOE, Pohnpei State Government

Subject: Bill of Quantity (BOQ) FOR TWO SCHOOL BUILDING RENOVATION

Division		Description	Unit	Qty	Materials		Labor Cost	Direct Cost (Labor only)	Sub-total (Labor + Materials)
L1	L2				Rate	Amount			
1.0	**00**	**General Requirements**							
	35	***Special Procedures***							
		Temporary Utilities	ls	1		-	-		-
		Environment & Social Mitigation cost	ls	1		-			-
	71	***Examination & Preparation***							
		Shop drawings and other Prof. services	ls	1	-	-	-		-
		Mobilization of tools and equipment	ls	1	-	-	-		-
	74	***Cleaning and Waste Management***							

		Closeout works/Demobilization (furnishing of work, dumping all construction debris, cleaning, etc.)	ls	1	-	-	-		-
		subtotal							**-**
2.0	**00**	**Sitework**							
	2.1	***Renovation of the Existing Building & site works improvement***							
		Layout & Staking	ls	1		-	-		
		subtotal						-	-
	2.2	Earth Works							
		Excavation of footing column,wall footing, drainage, covered walkway & other site works	ls	1	-	-	-	-	-
		subtotal				-	-	-	-
		Excavation of trench drain along agriculture buildings 2' wide x 2' depth including cross drainage pipe	ls	1		-	-	-	-
		subtotal				-	-	-	-
		Coral Backfilling, Levelling & Compaction	cy	50		-	-		-
		Clearing & Grubbing	ls	1		-	-	-	-
	2.3	Demolition works							
		Dismantling of existing classrooms (wall partitions, ceilings, doors, flooring finish, etc.)	ls	1		-	-	-	-
		subtotal				-	-	-	-
		Dismantling of windows & doors including rectification of CHB wall openings affected by the renovation	ls	1		-	-	-	-
		subtotal				-	-	-	-
		Removal of existing tin roof including the removal of existing roof framing	ls	1		-	-	-	-
		subtotal				-	-	-	-
		Hauling & disposal	ls	1		-	-		-
		subtotal							**-**

3.0	**00**	**Concrete**							
	2.1	Concreting works - Ground level & site works							
		Walkway Pedestal Column	cy	1		-	-		-
		Wall footing	cy	9		-	-		-
		Slab on Grade	cy	16		-	-		-
		Trench Drain along Agriculture Building including concrete removable cover	cy	4		-	-		-
		Culvert 12" dia. Including connections, apron, etc.	pc	12		-	-		-
		Walkway, Ramp, Drainage, Pit, Wash basin, etc.	cy	10		-	-		-
		sub-total				-	-		-
	2.3	Concreting works - Roof Level							
		High Strenght self-levelling cement repair mortar	ea	25		-	-		-
		Bond Beam/Roof Beam modifications	cy	2		-	-		-
		sub-total				-	-		-
	2.4	Equipment Rental & other miscellaneous expenses	ls	1		-	-		-
		subtotal							**-**
4.0	**00**	**Masonry**							
	4.1	New/Additional CMU Wall							
		Exterior/Interior wall using 6" CMU w/ cement plastering at both sides and #3/#4 deformed bars horizontal and vertical	sf	1920		-	-		-
	4.2	CMU Wall - External Works							
		Steps, ramps, retaining wall using 6" CMU w/ cement plastering at both sides and #3/#4 deformed bars horizontal and vertical	sf	3732		-	-		-
	4.3	Trench Drain along Agriculture Building							
		Trench drain wall using 6" CMU w/ cement plastering at both sides and #3/#4 deformed bars horizontal and vertical	sf	678		-	-		-
		subtotal				**-**	**-**		**-**
5.0		**Metals**							
5.1	5.1.0	Ground Floor Reinforcement							

	5.5	Ramps, steps, drainage, etc. Reinforcement							
	5.5.1	External works reinforcement using #3 deformed bars grade 60 including G.I. tie wire #16	ls	1		-	-		-
		#3 dia. deformed bar	pc	120		-	-		-
		G.a. 10 welded wire mesh 6"x6"x7'	lf	350		-	-		-
		#16 G.I. Tie wire	lbs	30		-	-		-
		subtotal				-	-		-
5.2	5.2.0	Roof framing System for Building A & B							
	5.2.1	New roof framing using LC100x50x15x3.0mm Galvanized & LC75x50x15x3.0mm Galvanized purlins sp. @ 32" o.c. including all necessary accessories	sf	13260		-	-		-
		subtotal				-	-		-
	5.2.2	New covered walkway using 3" dia. G.I. pipe column sch. 40 including all necessary accessories, angle bar brackets and lag bolts	ls	1		-	-		-
		3" dia. G.I. Pipe Sch. 40	pc	6		-	-		-
		3"x3"x1/4" x 19' Angle Bar Bracket	pc	3		-	-		-
		Metal cleat	pc	100		-	-		-
		3/8"x10" Galv. lag bolt w/ washer & nut	pc	200		-	-		-
		Miscellaneous items	ls	1		-	-		-
		subtotal				-	-		-
5.3	5.3.0	2'x3' Hot-Dipped Galv. Heavy Duty Steel Grating	set	2		-	-		-
		subtotal				**-**	**-**		**-**
6.0		**Wood & Plastics**							
6.1	6.1.0	Formworks							
		Toilet wash basin	ls	1	-	-	-		-
		2"x3"x16' Treated Lumber	pc	6		-	-		-
		4'x8' Form plywood 1/2	pc	4		-	-		-
		CW nail 1 1/2	lbs	6		-	-		-
		Finishing nail 1"	lbs	2		-	-		-

		subtotal				-	-		-
	6.2.0	New Covered Walkway Roof Framing	ls	1		-	-		-
		2"x6"x16' Treated Lumber	pc	9		-	-		-
		2"x4"x16' Treated Lumber	pc	24		-	-		-
		2"x3"x16' Treated Lumber	pc	22		-	-		-
		4'x8' PVC Board 5/8"	pc	3		-	-		-
		Assorted CW nail	lbs	18		-	-		-
		Finishing nail 1"	lbs	3		-	-		-
		subtotal				-	-		-
		Scafoldings & Shoring Jack Rental	ls	1		-	-		-
		subtotal				**-**	**-**		**-**
7.0		**Thermal & Moisture Protection**							
7.1	7.1.1	Roofing Works (Main Building A & B)							
		Tin roof using G.a. 24 Longspan rib-type pre-painted roofing sheets and G.a. 22 pre-painted bended rain gutter with cover and 10mm thk. double sided aluminum insulation including all accessories	ls	1	-	-	-		-
		G.a. 24 G.I. Rib-type long span roofing sheets	lf	4752		-	-		-
		G.a. 24 G.I. Tin 4' x 8' pre-painted (end flashing & ridge cap)	pc	32		-	-		-
		G.a. 22 G.I. Tin 4' x 8' pre-painted (rain gutter)	pc	42		-	-		-
		G.a. 19 x 1/2" Galv. Heavy duty wire mesh	roll	36		-	-		-
		Aluminum insulation 4'x100'	roll	36		-	-		-
		2.5" Metal Tekscrew 200pcs./bag	bag	40		-	-		-
		1/8" Blind revit 100pcs./pack	pck	15		-	-		-
		Touch-up paint (Quick-dry enamel)	gal	2		-	-		-
		Consumables (drillbit, etc.)	ls	1		-	-		-
		subtotal				**-**	**-**		**-**
	7.1.2	Roofing Works (Covered Walkway)							

		Tin roof using G.a. 24 Longspan rib-type pre-painted roofing sheets including all accessories	ls	1	-	-	-		-
		G.a. 24 G.I. Rib-type long span roofing sheets	lf	240		-	-		-
		G.a. 24 G.I. Tin 4' x 8' pre-painted (end flashing & ridge cap)	pc	8		-	-		-
		2.5" Metal Tekscrew 200pcs./bag	bag	8		-	-		-
		1/8" Blind revit 100pcs./pack	pck	15		-	-		-
		Touch-up paint (Quick-dry enamel)	gal	1		-	-		-
		Consumables (drillbit, etc.)	ls	1		-	-		-
		subtotal				-	-		-
		subtotal				-	-		-
8.0		***Doors and Windows***							
8.1	8.1.1	Doors including Metal Door jamb and all accessories							
		36" Solid core doors (D-1) w/ G.I. Pre-fab door jamb	set	20		-	-		-
		32" Solid core doors (D-2) w/ G.I. Pre-fab door jamb	set	2		-	-		-
		Loose pin Hinges 4" x 4"	pc	51		-	-		-
		Door Knob, Deadbolt, door stopper, etc.	set	15		-	-		-
		Supply & installation of roll-up door including all accessories	set	2		-	-		-
		subtotal				-	-		-
8.2	8.2.1	Installation of new window using 1/4" thk. Bronze glass aluminum louver frame on a 2"x4" aluminum open back frame all around including all accessories with expanded aluminum window screen	ls	1	-	-	-		-
		(W-1) 5'x5'6"	sf	1458		-	-		-
		(W-2) 2'-4"x5'-6"	sf	27.5		-	-		-
		subtotal				-	-		-
		subtotal				-	-		-
9.0		***Finishes***							
9.1	9.1.1	*Floor Finishes*							

		Floor finished at classroom using 16"x16" Non-skid ceramic floor tiles	sf	7186		-	-		-
		Floor finished at toilet using 12"x12" Non-skid ceramic floor tiles	sf	543		-	-		-
		Toilet lavatory finished using 16"x16" Glaze tiles	sf	64		-	-		-
		subtotal				-	-		-
9.2	9.2.1	*False Ceiling*							
		Installation of suspended ceiling panel with 1/2" thk. Fiberglass acoustic tile ceiling on T-runner frame	sf	9273		-	-		-
		Installation of suspended ceiling using pre-coated spandrel ceiling panel on light metal framing system (roof eaves & toilet)	sf	3588		-	-		-
		subtotal				-	-		-
9.3	9.3.1	*Toilet Finishes*							
		Supply & installation of Powder coated Aluminum Toilet Partition	set	7		-	-		-
		18mm Powder Coated Galv. Steel Doors	set	8		-	-		-
		2.5"Ø Stainless Steel Grab rails	set	2		-	-		-
		subtotal				-	-		-
9.4	9.4.1	*Painting Works*							
		Exterior walls	sf	8250		-	-		-
		Interior walls	sf	11820		-	-		-
		Door panels, jambs	sf	1816		-	-		-
		Metal structures	gal	18		-	-		-
		External structures	sf	2083		-	-		-
		subtotal				-	-		-
		subtotal				**-**	**-**		**-**
10.0		**Specialties**							
11.0		**Equipment**							

		6kg. ABC Fire Extinguisher, Powder stored pressured.	set	10		-	-		-
		subtotal				**-**	**-**		**-**
12.0		**Furnishing and Cabenitries**							
		Modular kitchen stainless steel countertop	sf	140		-	-		-
		Modular cashier's counter - stainless steel finished	sf	25		-	-		-
		Heavy duty display shelvings for workshop area	sf	300		-	-		-
		subtotal				**-**	**-**		**-**
13.0		**Special Construction**							
14.0		**Conveying Systems**							
15.0		**Mechanical/Plumbing**							
15.1	15.1.1	Sanitary Fixtures & Plumbing							
		Plumbing works	ls	1		-	-		-
		New sanitary pipe using 4" dia. Sch. 40 PVC pipe including all fittings	ls	1		-	-		-
		New vent pipe & branches using 2" dia. & 3" dia. Sch. 40 PVC pipe including all fittings	ls	1		-	-		-
		New downspout pipe 3" dia. Sch. 40 PVC pipe including all fittings	set	24		-	-		-
		New potable water pipe using 1/2" dia. PVC pipe sch. 40 including all fittings	ls	1		-	-		-
		100lbs. Grease trap - Heavy duty type	set	1		-	-		-
		subtotal				-	-		-
	15.1.2	Sanitary Fixtures including Safety Shower set	ls	1		-	-		-
		Water closet	pc	6		-	-		-
		Wash basin accessories	ls	1		-	-		-
		Tissue holder	pc	6		-	-		-
		Flexible hose 1/2"x3/4"x18"	pc	14		-	-		-
		Angle valve 3/4"	pc	14		-	-		-
		Faucet	pc	10		-	-		-

		Shower assembly	set	2		-	-		-
		Wash sink	set	2		-	-		-
		Safety Shower with Face wash, Bowl & Foot Treadle	set	2		-	-		-
		Miscellaneous	ls	1		-	-		-
		subtotal				-	-		-
		subtotal				**-**	**-**		**-**
16.0		**Electrical Works**							
16.1	16.1.1	Rough-ins & wirings							
		AWG wirings & Rough-ins using 1/2" dia. EMT pipe including all fittings & accessories	ls	1		-	-		-
		1/2" dia. EMT pipe including accessories	pcs	75		-	-		-
		#12 AWG wires	roll	8		-	-		-
		#8 AWG wires	roll	2		-	-		-
		Telephone cable wires & devices	ls	1		-	-		-
		2x4 Utility box	pc	90		-	-		-
		Octagon Junction box	pc	80		-	-		-
		subtotal				-	-		-
	16.2.1	Electrical Devices & Equipments	ls	1		-	-		-
		2'x4' Ceiling mounted 2 T8 lightings	set	30		-	-		-
		2'x4' T8 Lamp Industrial FCL w/ downrod	set	18		-	-		-
		Switches	set	30		-	-		-
		Convenience Outlets (Double)	set	50		-	-		-
		Range Outlet	set	5		-	-		-
		AC Outlet	set	9		-	-		-
		Electrical tapes	pc	25		-	-		-
		48" Ceiling fan	ea	6		-	-		-
		Circuit Breaker Plug-in type	ls	1		-	-		-
		Panel box including necessary accessories	ls	1		-	-		-

		Service entrance including all accessories	ls	1		-	-		-
		Miscellaneous	ls	1		-	-		-
		subtotal				-	-		-
		subtotal				**-**	**-**		**-**
		Sub-Total 1 (Materials + Labor)							**-**
		Overhead, Contingencies, Miscellaneous (OCM)							-
		Sub-Total 2 (Materials + Labor + OCM)							-
		Contractor's Mark-up							-
		Sub-Total 3 (Materials + Labor + OCM + Mark-up)							-
		GRT (3%)							-
		GRAND TOTAL (Materials + Labor + OCM + Mark-up+Tax)							**-**
		TOTAL PROJECT PROJECTED COST (ROUND-UP) SAY							**-**

Note: *All the quantity is for reference only, it is the responsibility of the bidder's to double checked all the quantities and scope provided.*

B. PICS Mechanic Shop New Access Road Construction

Note:	*All the quantity is for reference only, it is the responsibility of the bidder's to double checked all the quantities and scope provided.*						
Project:	**PICS Mechanic Shop New Access Road Construction (Portland Cement Concrete)**						
Location:	Nett, Pohnpei, FSM						
Project Area:	**2400 SF**						
Width 1	**16 FT**						
Length 1	**150 LF**						
Item No.	**DESCRIPTION**	**HOURS**	**QTY.**	**UNIT**	**UNIT/COST**	**AMOUNT**	**EXTENSION**
1.0	**GENERAL REQUIREMENTS**						**0.00**
1.1	Mobilization		1	LS		0.00	
1.2	Demobilization		1	LS		0.00	
1.3	Environmental & Social Mitigation Cost		1	LS		0.00	
						0.00	
2.0	**SITE WORKS**						
2.1	**Clearing /Grubbing for New Roadway/Access , including**						**$ -**
	Shoulder and Roadside Drainage						
	Labor Cost						
	Foreman	16	1	Manpwr.		0.00	
	Unskilled	16	6	Manpwr.		0.00	
	Equipment Rental						
	Mini Excavator /Grader	16	1	Unit		0.00	
	Bulldozer	16	1	Unit		0.00	
	Roller Compactor	8	1	Unit		0.00	
					Direct Cost	**0.00**	

					OCM+PROFIT	0.00	
					Total Cost	**$ -**	
2.2	**Leveling of New Roadway/Access/ Base course Filling/Compaction**						**$ -**
	(Area=2400 SF)						
	Material cost						
	Black Sand Mix Fill Materials		145	CY		0.00	
	Labor Cost						
	Foreman	32	1	Manpwr.		0.00	
	Skilled (Surveyor)	32	1	Manpwr.			
	Unskilled	32	6	Manpwr.		0.00	
	Equipment Rental						
	Road Grader	32	1	Unit		0.00	
	Dump Truck , 5T	16	1	Unit		0.00	
	Roller Compactor	8	1	Unit		0.00	
	Plate Tamper	8	1	Unit		0.00	
		8	1		**Direct Cost**	**0.00**	
					OCM+PROFIT	0.00	
					Total Cost	**$ -**	
2.3	**Final Clean-up /Removal of Forms and Site Grading**						**$ -**
	Material Cost						
	Black Sand Mix Fill Materials		10	CY		$ -	
	Labor Cost						
	Foreman	8	1	Manpwr.		$ -	
	Skilled	8	1	Manpwr.		$ -	
	Unskilled	8	6	Manpwr.		$ -	
	Equipment Rental						
	Plate Tamper	8	1	Unit		$ -	
	Miscellaneous Tools		1	LS		$ -	

					Direct Cost	**$ -**	
					OCM+PROFIT	$ -	
					Total Cost	**$ -**	
3.0	**CONCRETE**						
	Area= 2400 SF ; Thickness = 6" ; Conc.= 44.50 CY						
3.1	**Formworks**						**$ -**
	Material Cost						
	2x6 x16' Form Lumber Side Forms		20	Pcs.		$ -	
	2x4x16' Screeding Board		4	Pcs.		$ -	
	CW Nails ,Assorted		10	Lbs.		$ -	
	Labor Cost						
	Foreman	16	1	Manpwr.		0.00	
	Skilled	16	2	Manpwr.		0.00	
	Unskilled	16	6	Manpwr.		0.00	
					Direct Cost	**$ -**	
					OCM+PROFIT	$ -	
					Total Cost	**$ -**	
3.2	**Reinforcements**						**$ -**
	Material Cost						
	#4x 20' Deformed Bars, G60 (Dowel)		20	Pcs.		$ -	
	Labor Cost						
	Foreman	8	1	Manpwr.		$ -	
	Skilled	8	1	Manpwr.		$ -	
	Unskilled	8	4	Manpwr.		$ -	
					Direct Cost	**$ -**	
					OCM+PROFIT	$ -	
					Total Cost	**$ -**	
3.3	**Concrete Cast-in-place**						**$ -**
	(Concrete Volume= 44.50 CY)						

	Material Cost						
	Ready Mix-concrete, Class 3500 psi		44.50	CY		$ -	
	Labor Cost						
	Foreman	24	1	Manpwr.		0.00	
	Skilled	24	3	Manpwr.		0.00	
	Unskilled	24	8	Manpwr.		0.00	
					Direct Cost	**$ -**	
					OCM+PROFIT	$ -	
					Total Cost	**$ -**	
	Dec. 05, 2025			Note:	**GRT Excluded**	**Grand Total**	**$ -**

C. PICS Trade & Industry/Agriculture Access Rd. & Carpark Improvement

Note:	*All the quantity is for reference only, it is the responsibility of the bidder's to double-check all the quantities and scope provided.*						
Project:	**PICS Trade & Industry/Agriculture Access Rd. & Carpark Improvement (Portland Cement Concrete)**						
Location:	Nett, Pohnpei, FSM						
Project Area:	**36500 SF**						
Width 1	**16 Ft.**						
Length 1	**2,282 LF**						
Item No.	**DESCRIPTION**	**HOURS**	**QTY.**	**UNIT**	**UNIT/COST**	**AMOUNT**	**EXTENSION**
1.0	**GENERAL REQUIREMENTS**						**$ -**
1.1	Mobilization		1	LS		$ -	
1.2	Demobilization		1	LS		$ -	
1.3	Environmental & Social Mitigation Cost		1	LS		$ -	
						$ -	
2.0	**SITE WORKS**						
2.1	**Clearing /Grubbing for the Access Road/Carpark /Road**						**$ -**
	Shoulder and Roadside Drainage						
	Labor Cost						
	Foreman	40	1	Manpwr.		$ -	
	Skilled	40	1	Manpwr.		$ -	
	Unskilled	40	6	Manpwr.		$ -	
	Equipment Rental						
	Mini Excavator /Grader	40	1	Unit		$ -	
	Bulldozer	40	1	Unit		$ -	

	Roller Compactor	24	1	Unit		$ -	
					Direct Cost	**$ -**	
					OCM+PROFIT	$ -	
					Total Cost	**$ -**	
2.2	**Leveling of Access/ Base Course Filling/Compaction**						**$ -**
	(Area=36,500 SF)						
	Material cost						
	Black Sand Mix Fill Materials		145	CY		0.00	
	Labor Cost						
	Foreman	40	1	Manpwr.		$ -	
	Skilled (Surveyor)	40	1`	Manpwr.		$ -	
	Unskilled	40	6	Manpwr.		$ -	
	Equipment Rental						
	Road Grader	40	1	Unit		$ -	
	Mini Excavator /Grader	40	1	Unit		$ -	
	Plate Tamper	16	1	Unit		$ -	
	Roller Compactor	16	1	Unit		$ -	
		8	1	Unit		$ -	
					Direct Cost	**$ -**	
					OCM+PROFIT	$ -	
					Total Cost	**$ -**	
2.3	**Drainage System Improvement**						**$ -**
2.3.1	**Existing Drainage Repair/Improvement, Approx. L= 319 LF**						
	Material/Labor/ OCM		319	LF		$ -	
2.3.2	**New Drainage System Construction**						
	Material/Labor/ OCM		135	LF		$ -	
					Total Cost	**$ -**	
2.4	**Carpark Line Marking**						**$ -**
	Material/Labor/OCM		2	Buckets		**$ -**	

2.5	**Final Clean-up /Removal of Forms and Site Grading**						**$ -**
	Material Cost						
	Black Sand Mix Fill Materials		20	CY		$ -	
	Labor Cost						
	Foreman	16	1	Manpwr.		$ -	
	Skilled	16	1	Manpwr.		$ -	
	Unskilled	16	6	Manpwr.		$ -	
	Equipment Rental						
	Plate Tamper	16	1	Unit		$ -	
	Miscellaneous Tools		1	LS		$ -	
					Direct Cost	**$ -**	
					OCM+PROFIT	$ -	
					Total Cost	**$ -**	
3.0	**CONCRETE**						
	Area= 36500 SF ; Thickness = 6" ; Conc.= 676.00 CY						
3.1	**Formworks**						**$ -**
	Material Cost						
	2x6 x16' Form Lumber Side Forms		60	Pcs.		$ -	
	2x4x16' Screeding Board		4	Pcs.		$ -	
	CW Nails ,Assorted		20	Lbs.		$ -	
	Labor Cost						
	Foreman	32	1	Manpwr.		$ -	
	Skilled	32	2	Manpwr.		$ -	
	Unskilled	32	6	Manpwr.		$ -	
					Direct Cost	**$ -**	
					OCM+PROFIT	$ -	
					Total Cost	**$ -**	
3.2	**Reinforcements**						**$ -**

	Material Cost						
	#4x 20' Deformed Bars, G60 (Dowel)		305	Pcs.		$ -	
	Labor Cost						
	Foreman	24	1	Manpwr.		$ -	
	Skilled	24	1	Manpwr.		$ -	
	Unskilled	24	4	Manpwr.		$ -	
					Direct Cost	**$ -**	
					OCM+PROFIT	$ -	
					Total Cost	**$ -**	
3.3	**Concrete Cast-in-place**						**$ -**
	(Concrete Volume= 676.00 CY)						
	Material Cost						
	Ready Mix-concrete, Class 3500 psi		676.00	CY		$ -	
	Labor Cost						
	Foreman	225	1	Manpwr.	5.50		
	Skilled	225	3	Manpwr.	5.25		
	Unskilled	225	8	Manpwr.	3.00		
					Direct Cost	**$ -**	
					OCM+PROFIT	$ -	
					Total Cost	**$ -**	
				Note:	**GRT Excluded**	**Grand Total**	**$ -**

ANNEX 2A: BILL OF QUANTITIES

[To be completed, signed and submitted by the Bidder as an attachment to the signed Form of Quotation]

Project Title: FSM Skills and Employability Enhancement Project
Contract Name: Performance Grant – PICS FY26: PICS - VocED Infrastructure Development (Renovation of VocED buildings and Access Road)
Contract Reference Number: FM-NDOE-513624-CW-RFQ

Note 1: Bidders should note that the estimated quantities of materials for the works are being provided for guidance only. It is the responsibility of bidders to confirm the actual quantities needed.

Note 2: Detailed design documents are available in both **Annex 3** and the shared folder created by the SEE Project: Designs Here.

Note 3: Blank Bills of Quantities (BOQs) in Excel format are also provided in the shared folder for bidder use: Blank Bill of Quantities (BOQs)

Note 4: The full-fledged Environmental and Social Code of Practice (ESCoP) for the proposed renovation works is available in **Annex 5** as well as in the shared folder here

Authorized Signature: _____
Name and Title of Signatory_____
_____

Name of Bidder: _____

ANNEX 3: DRAWINGS

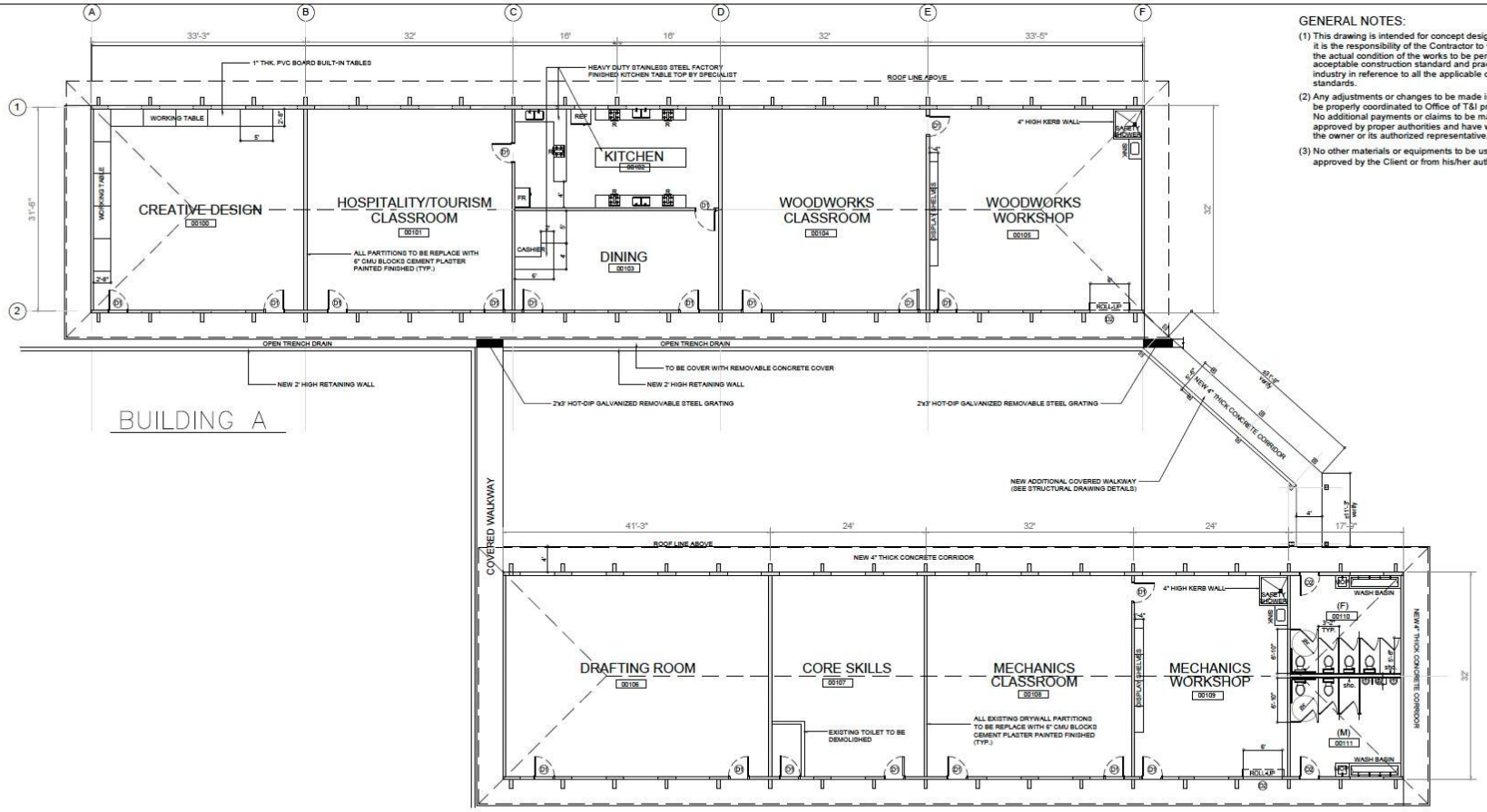
Project Title: FSM Skills and Employability Enhancement Project
Contract Name: Performance Grant – PICS FY26: PICS - VocED Infrastructure Development (Renovation of VocED buildings and Access Road)
Contract Reference Number: FM-NDOE-513624-CW-RFQ

Detailed design documents are available in both Annex 3 and the shared folder created by the SEE Project: Designs Here.

1 A-01 SITE DEV'T. PLAN
SCALE: 1/128" = 1'-0"

FOR TENDER DRAWING

Prepared from the office of:	Project Title / Location:	Sheet Contents:	Project No.	Sheet No.
OFFICE OF TRANSPORTATION & INFRASTRUCTURE **STATE OF POHNPEI** **KOLONIA, POHNPEI FM 96941** **TEL 320-2411 / 2572** Location: **SECOND FLOOR ADMINISTRATIVE BUILDING**	**PICS TWO CLASSROOM BUILDINGS RENOVATION** NETT, POHNPEI STATE, FSM	AS SHOWN	-	A-01
			Date: July 2025	Revision No.:
	Project Proponent:		Checked by: DSI	R-00
	DEPARTMENT OF EDUCATION		Prepared by: CSI/MGT	Paper size: Tabloid



1 A-02 AS–BUILT PLAN
SCALE: 1/16" = 1'-0"

GENERAL NOTES:

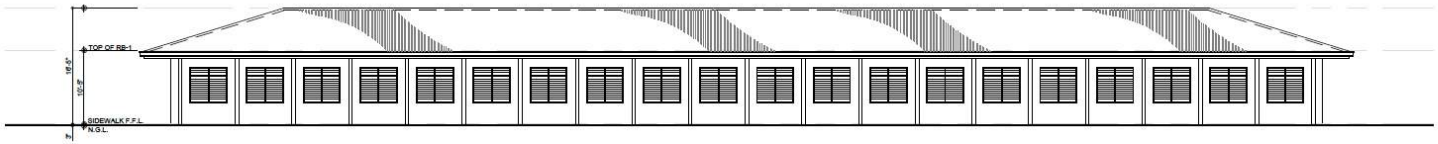
(1) This drawing is intended for concept design purposes only, it is the responsibility of the Contractor to verify and confirm the actual condition of the works to be perform according to the acceptable construction standard and practices in the Construction industry in reference to all the applicable construction laws and standards.

(2) Any adjustments or changes to be made in the actual works must be properly coordinated to Office of T&I prior to implementations. No additional payments or claims to be made unless otherwise duly approved by proper authorities and have written consent from the owner or its authorized representative.

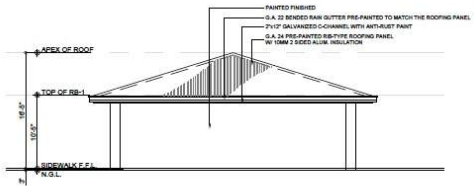
(3) No other materials or equipments to be used unless otherwise approved by the Client or from his/her authorized representative.

FOR TENDER DRAWING

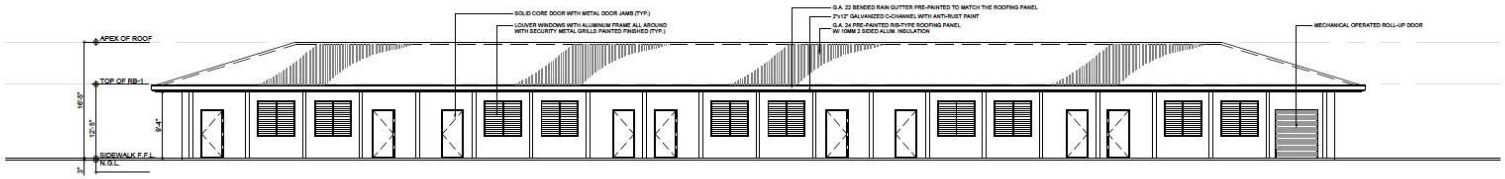
Prepared from the office of:	Project Title / Location:	Sheet Contents:	Project No.	Sheet No.
OFFICE OF TRANSPORTATION & INFRASTRUCTURE **STATE OF POHNPEI** **KOLONIA, POHNPEI FM 96941** **TEL 320-2411 / 2572** Location: **SECOND FLOOR ADMINISTRATIVE BUILDING**	**PICS TWO CLASSROOM BUILDINGS RENOVATION** NETT, POHNPEI STATE, FSM	AS SHOWN	-	A-02
			Date: July 2025	Revision No.:
	Project Proponent:		Checked by: DSI	R-00
	DEPARTMENT OF EDUCATION		Prepared by: CSI/MGT	Paper size: Tabloid



3 A-02 REAR ELEVATION (BUILDING A)
SCALE: 1/16" = 1'-0"



2 A-02 LEFT/RIGHT SIDE ELEVATION (BUILDING A)
SCALE: 1/16" = 1'-0"

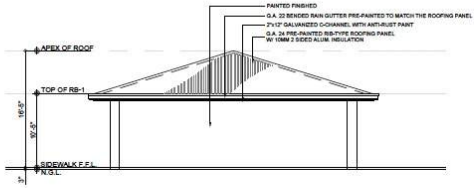


1 A-03 FRONT ELEVATION (BUILDING A)
SCALE: 1/16" = 1'-0"

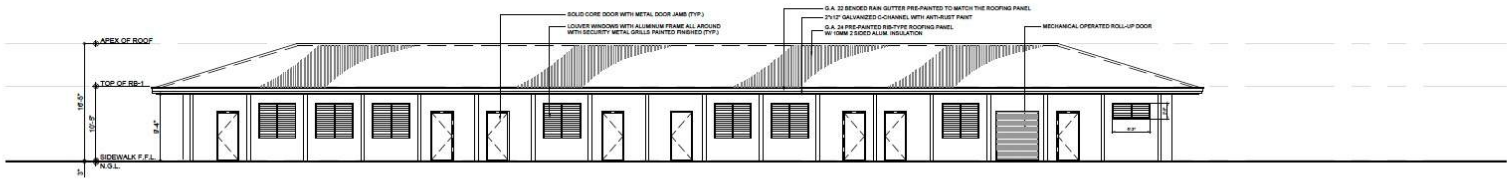
FOR TENDER DRAWING

Prepared from the office of:	Project Title / Location:	Sheet Contents:	Project No.	Sheet No.
OFFICE OF TRANSPORTATION & INFRASTRUCTURE **STATE OF POHNPEI** **KOLONIA, POHNPEI FM 96941** **TEL 320-2411 / 2572** Location: **SECOND FLOOR ADMINISTRATIVE BUILDING**	**PICS TWO CLASSROOM BUILDINGS RENOVATION** NETT, POHNPEI STATE, FSM	AS SHOWN	-	A-03
			Date: July 2025	Revision No.:
	Project Proponent:		Checked by: DSI	R-00
	DEPARTMENT OF EDUCATION		Prepared by: MGT	Paper size: Tabloid

3 A-03 REAR ELEVATION (BUILDING B)
SCALE: 1/16" = 1'-0"



2 A-03 LEFT/RIGHT SIDE ELEVATION (BUILDING B)
SCALE: 1/16" = 1'-0"



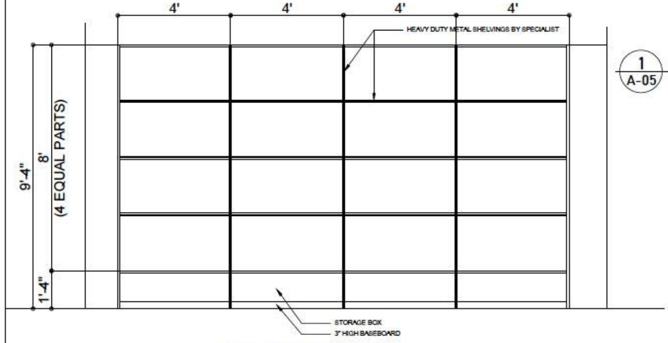
1 A-04 FRONT ELEVATION (BUILDING B)
SCALE: 1/16" = 1'-0"

FOR TENDER DRAWING

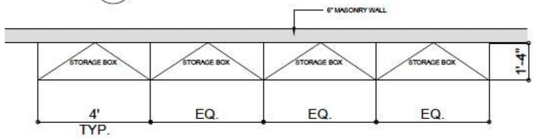
Prepared from the office of:	Project Title / Location:	Sheet Contents:	Project No.	Sheet No.
OFFICE OF TRANSPORTATION & INFRASTRUCTURE **STATE OF POHNPEI** **KOLONIA, POHNPEI FM 96941** **TEL 320-2411 / 2572** Location: **SECOND FLOOR ADMINISTRATIVE BUILDING**	**PICS TWO CLASSROOM BUILDINGS RENOVATION** NETT, POHNPEI STATE, FSM	AS SHOWN	-	A-04
			Date: July 2025	Revision No.:
	Project Proponent:		Checked by: DSI	R-00
	DEPARTMENT OF EDUCATION		Prepared by: MGT	Paper size: Tabloid

ROOM NO.	ROOM NAME	FLOOR: PLAIN CEMENT ROUGH FINISH	FLOOR: PLAIN CEMENT SMOOTH FINISH W/ REDCEMENT & SEALER	FLOOR: NON-SKID PAINT	FLOOR: NON-SKID CERAMIC TILES (12"X12")	FLOOR: 16"X16" NON-SKID CERAMIC TILES	FLOOR: PEBBLE WASHOUT	FLOOR: NON-SLIP BALCONY DECK COATING W/ WATERPROOFING	WALL: CEMENT PLASTER PAINTED FINISH	WALL: CEMENT BOARD PAINTED FINISH	WALL: ¾" THK. GYPSUM BOARD	WALL: CERAMIC TILES	WALL: GLASS PARTITION WALLS	CEILING: GYPSUM BOARD PAINTED FINISH	CEILING: CONCRETE PAINTED FINISH	CEILING: ORDINARY PLY PAINTED FINISH	CEILING: SPANDREL CEILING PANEL ON LIGHT METAL FURRING	CEILING: 2'X4'X½" THK. FIBERGLASS ACOUSTIC CEILING TILE	CEILING: NO CEILING EXPOSED STRUCTURAL FRAME	BASE: PAINTED FINISH	BASE: VINYL COVE BASE	BASE: 1 TILE UP	BASE: CERAMIC TILES	BASE: 1"X4" WOODEN BASEBOARD	CEIL. HT.	REMARKS
00100	CREATIVE DESIGN					●			●									●							8'-6" FCL	
00101	HOSPITALITY ROOM					●			●									●		●					8'-6" FCL	
00102	LABORATORY (KITCHEN)					●			●									●		●					8'-6" FCL	
00103	LABORATORY (DINING)					●			●									●		●					8'-6" FCL	
00104	WOODWORKS CLASSROOM					●			●									●		●					8'-6" FCL	
00105	WOODWORKS WORKSHOP	●							●									●		●					8'-6" FCL	
00106	DRAFTING ROOM					●			●									●		●					8'-6" FCL	
00107	CORE SKILLS ROOM					●			●									●		●					8'-6" FCL	
00108	MECHANICS CLASSROOM					●			●									●		●					8'-6" FCL	
00109	MECHANICS WORKSHOP	●							●									●		●					8'-6" FCL	
00110	TOILET (F)				●				●			●					●			●					8'-0" FCL	
00111	TOILET (M)				●				●			●					●			●					8'-0" FCL	
00112	WALKWAY	●							●																	
00113																										
00114																										
00115																										

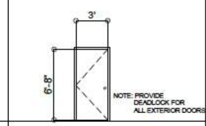
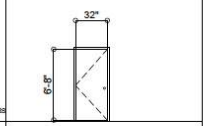
1 / A-05 SCHEDULE OF FINISHES
SCALE: NTS

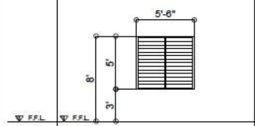
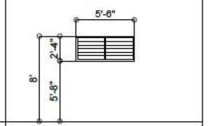


4 / A-05 **TYP. ELEVATION DISPLAY SHELVINGS DETAILS**
SCALE 3/16 = 1'-0"

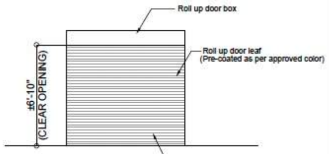


3 / A-05 **TYP. PLAN DISPLAY SHELVINGS DETAILS**
SCALE 3/16 = 1'-0"

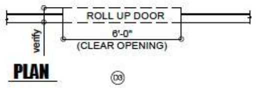
		
LEGEND	D1	D2
DESCRIPTION	SWING TYPE SOLID CORE DOOR COMPLETE WITH LOCKSET	SWING TYPE HOLLOW CORE DOOR COMPLETE WITH LOCKSET
LOCATION	AS PER PLAN	TOILET
SPECIFICATIONS	SOLID CORE DOOR WITH S/S LEVER TYPE LOCKSET & SOLID BRASS HINGES (3 EACH DOOR) PROVIDE PRE-FAB GALV. METAL DOOR JAMB SINGLE RABBETED TYPE FACTORY FINISHED (TYP.) -PROVIDE ALL NECESSARY HARDWARE'S SUCH AS DOOR STOPPER, DOOR CLOSER, DOOR THRESHOLD. - ALL DOORS SHALL BE SANDED, STAINED AND VARNISHED.	SEMI-SOLID CORE DOOR WITH S/S LEVER TYPE & SOLID BRASS HINGES (3 EACH DOOR) PROVIDE PRE-FAB GALV. METAL DOOR JAMB SINGLE RABBETED TYPE FACTORY FINISHED (TYP.) -PROVIDE ALL NECESSARY HARDWARE'S SUCH AS DOOR STOPPER, DOOR CLOSER, DOOR THRESHOLD. - ALL DOORS SHALL BE SANDED, STAINED AND VARNISHED.
QTY.	14 SET'S	2 SET'S

		
LEGEND	W1	W2
DESCRIPTION	JALOPLUS LOUVER WINDOW COMPLETE WITH LOCKSET & ACCESSORIES	JALOPLUS LOUVER WINDOW COMPLETE WITH LOCKSET & ACCESSORIES
LOCATION	AS PER PLAN	AS PER PLAN
SPECIFICATIONS	POWDER COATED ANALOK BRONZE FRAME ALL AROUND WITH ¼" THICK REFLECTIVE BRONZE GLASS WITH MOSQUITO'S SCREEN :½" DIA. SQUARE BAR SECURITY GRILLS MUST BE INCLUDED, PAINTED WITH ANTI-RUST PAINT	POWDER COATED ANALOK BRONZE FRAME ALL AROUND WITH ¼" THICK REFLECTIVE BRONZE GLASS WITH MOSQUITO'S SCREEN :½" DIA. SQUARE BAR SECURITY GRILLS MUST BE INCLUDED, PAINTED WITH ANTI-RUST PAINT
QTY.	53 SET'S	2 SET'S

2 / A-05 DOORS & WINDOWS SCHEDULE
SCALE: 3/3/32" = 1'-0"



ELEVATION



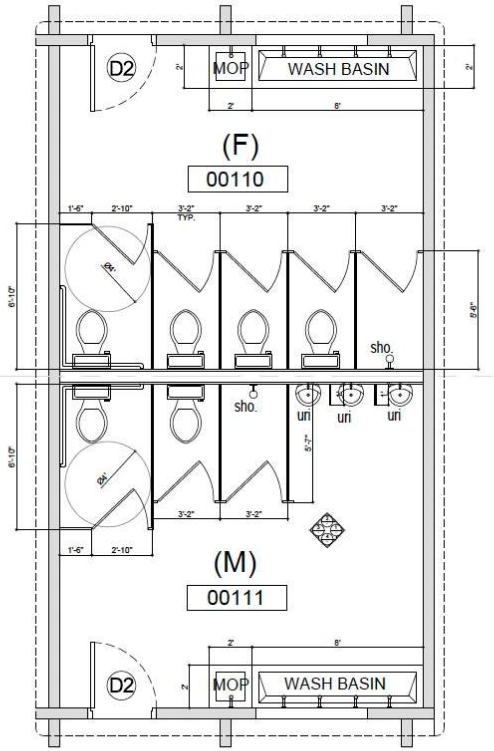
PLAN

D3

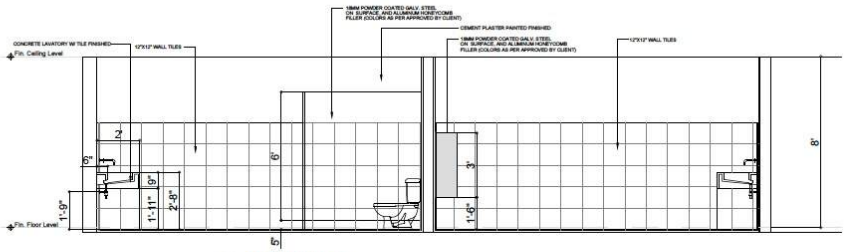
ROLL-UP DOOR DETAILS
NOT TO SCALE

FOR TENDER DRAWING

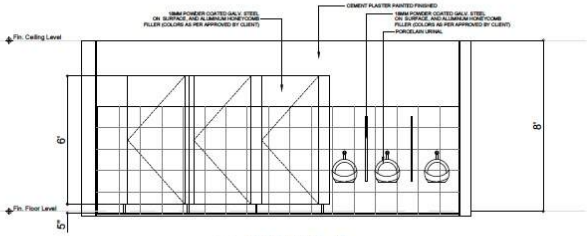
Prepared from the office of:	Project Title / Location:	Sheet Contents:	Project No.	Sheet No.
OFFICE OF TRANSPORTATION & INFRASTRUCTURE STATE OF POHNPEI KOLONIA, POHNPEI FM 96941 TEL. 320-2411 / 2572	**PICS TWO CLASSROOM BUILDINGS RENOVATION** NETT, POHNPEI STATE, FSM	AS SHOWN	-	A-05
	Project Proponent:		Date: July 2025	Revision No.:
			Checked by: DSI	R-00
Location: **SECOND FLOOR ADMINISTRATIVE BUILDING**	**DEPARTMENT OF EDUCATION**		Prepared by: MGT	Paper size: Tabloid



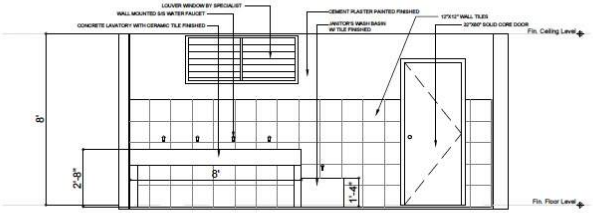
1 A-06 TOILET BLOW–UP DETAILS
SCALE: 3/16" = 1'-0"



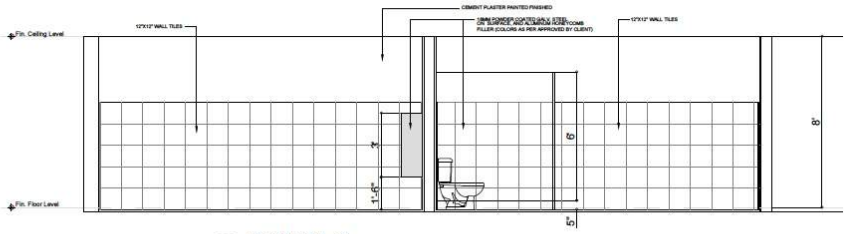
2 ELEVATION - 1
SCALE 3/16" = 1'-0"



3 ELEVATION - 2
SCALE 3/16" = 1'-0"



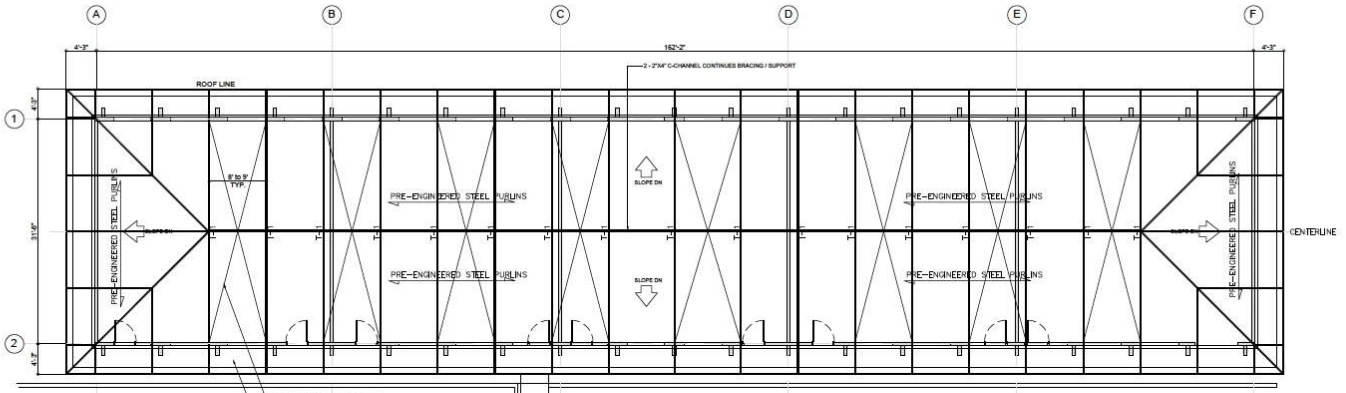
5 ELEVATION - 4
SCALE 3/16" = 1'-0"



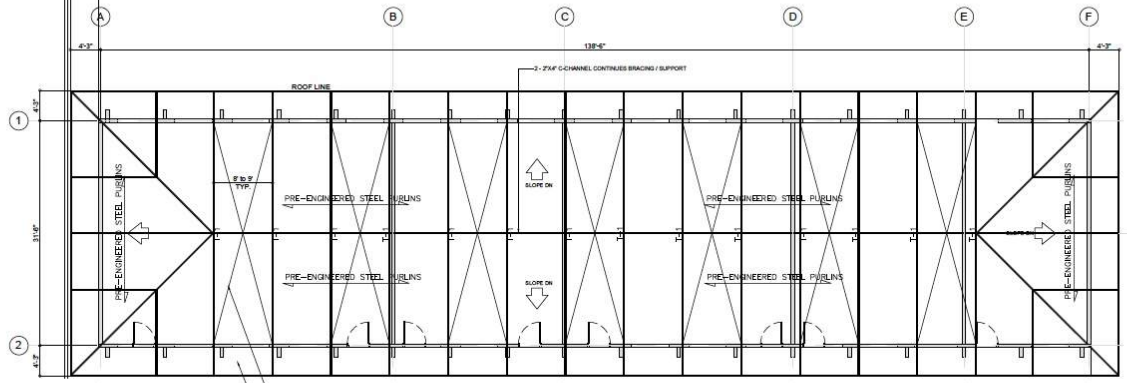
4 ELEVATION - 3
SCALE 3/16" = 1'-0"

FOR TENDER DRAWING

Prepared from the office of:	Project Title / Location:	Sheet Contents:	Project No.	Sheet No.
OFFICE OF TRANSPORTATION & INFRASTRUCTURE **STATE OF POHNPEI** **KOLONIA, POHNPEI FM 96941** **TEL 320-2411 / 2572** Location: **SECOND FLOOR ADMINISTRATIVE BUILDING**	**PICS TWO CLASSROOM BUILDINGS RENOVATION** NETT, POHNPEI STATE, FSM	AS SHOWN	-	A-06
			Date: July 2025	Revision No.:
	Project Proponent:		Checked by: DSI	R-00
	DEPARTMENT OF EDUCATION		Prepared by: MGT	Paper size: Tabloid



BUILDING A



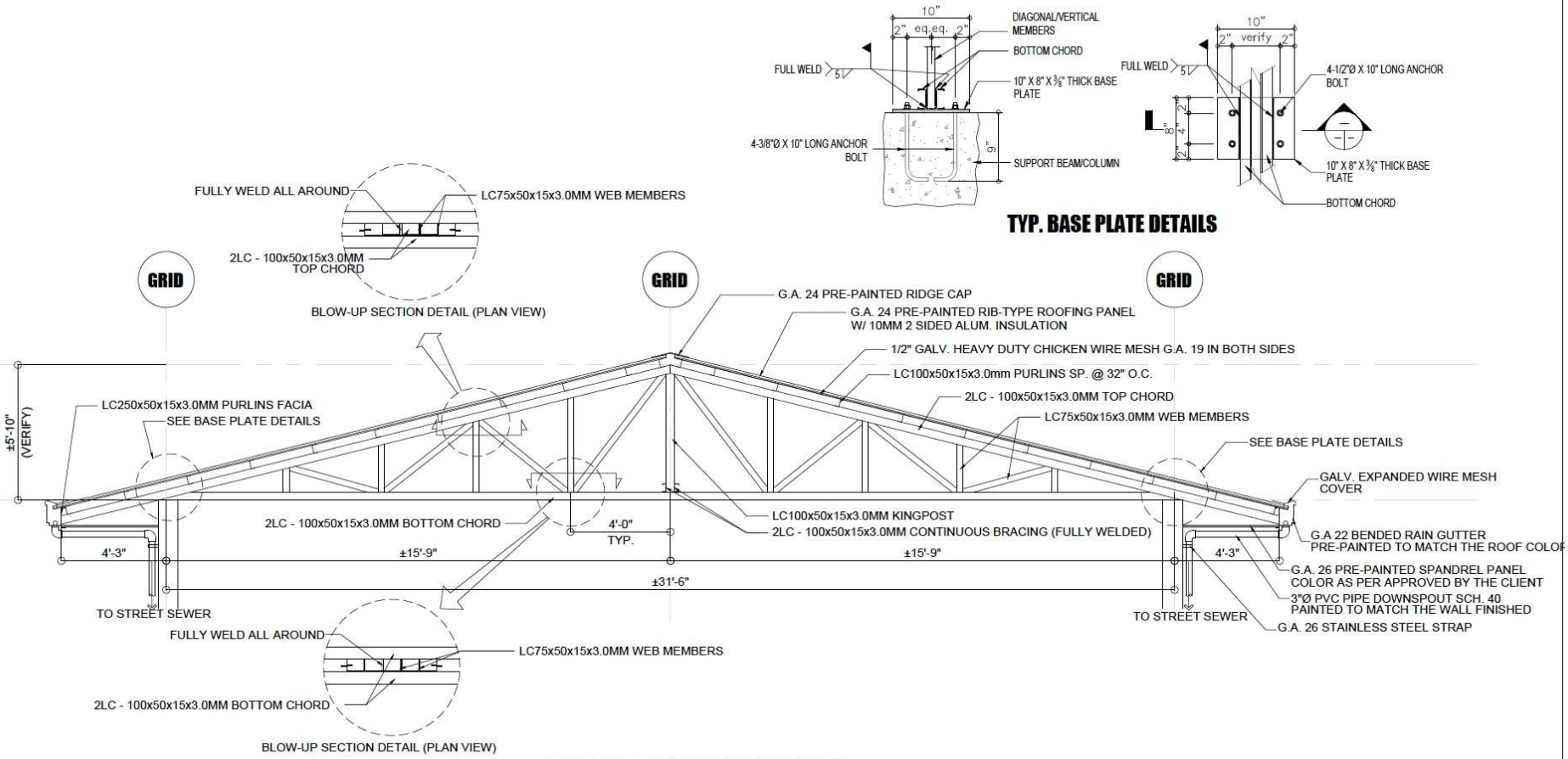
BUILDING B

1 S-01 ROOF FRAMING PLAN

SCALE: 1/16" = 1'-0"

FOR TENDER DRAWING

Prepared from the office of:	Project Title / Location:	Sheet Contents:	Project No.	Sheet No.
OFFICE OF TRANSPORTATION & INFRASTRUCTURE **STATE OF POHNPEI** **KOLONIA, POHNPEI FM 96941** **TEL 320-2411 / 2572** Location: **SECOND FLOOR ADMINISTRATIVE BUILDING**	**PICS TWO CLASSROOM BUILDINGS RENOVATION** NETT, POHNPEI STATE, FSM	AS SHOWN	-	S-01
			Date: July 2025	Revision No.:
	Project Proponent:		Checked by: DSI	R-00
	DEPARTMENT OF EDUCATION		Prepared by: MGT	Paper size: Tabloid

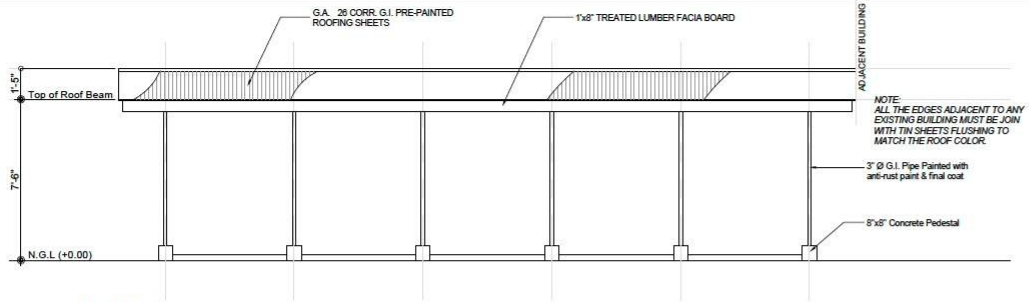


1 / - **TRUSS-1 (T-1) TYP. DETAILS**

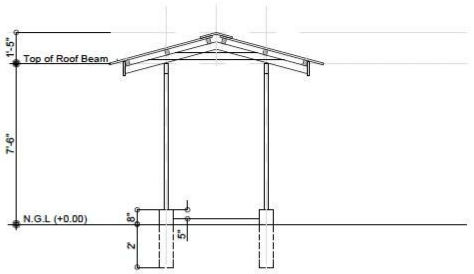
SCALE 1/4" = 1'-0"

FOR TENDER DRAWING

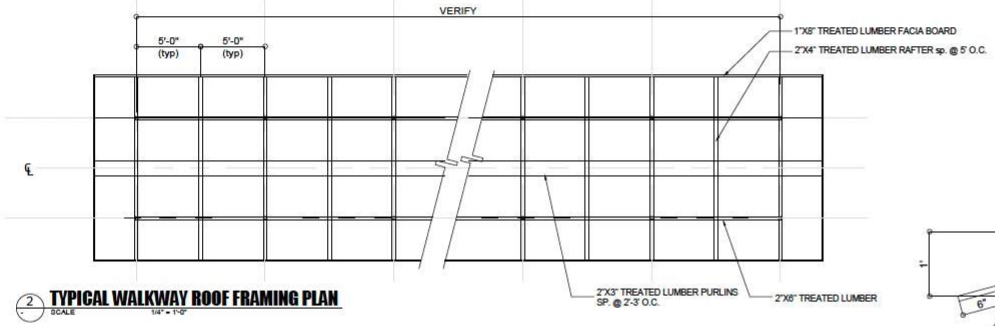
Prepared from the office of:	Project Title / Location:	Sheet Contents:	Project No.	Sheet No.
OFFICE OF TRANSPORTATION & INFRASTRUCTURE **STATE OF POHNPEI** **KOLONIA, POHNPEI FM 96941** **TEL 320-2411 / 2572** Location: **SECOND FLOOR ADMINISTRATIVE BUILDING**	**PICS TWO CLASSROOM BUILDINGS RENOVATION** NETT, POHNPEI STATE, FSM	AS SHOWN	-	S-02
			Date: Oct. 2025	Revision No.:
	Project Proponent:		Checked by: DSI	R-00
	DEPARTMENT OF EDUCATION		Prepared by: MGT	Paper size: Tabloid



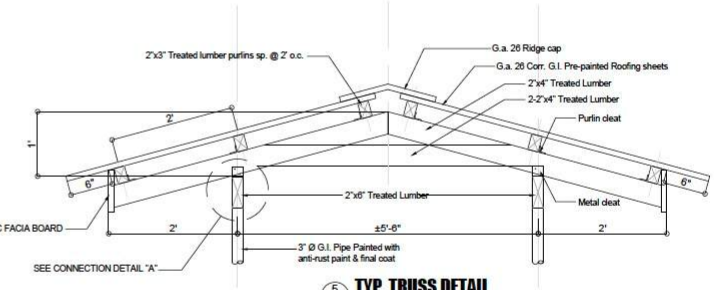
3 **ELEVATION**
SCALE 3/32" = 1'-0"



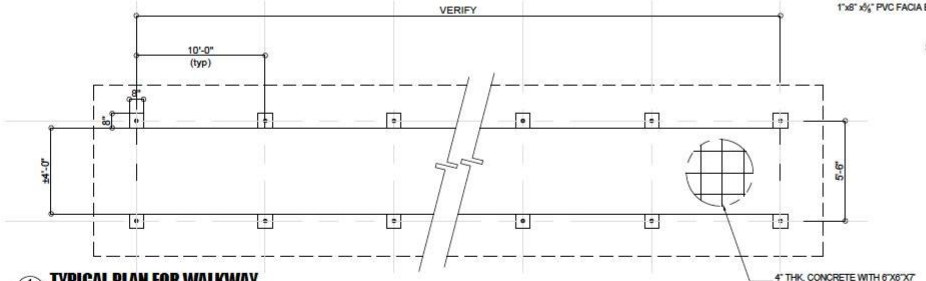
4 **ELEVATION**
SCALE 3/32" = 1'-0"



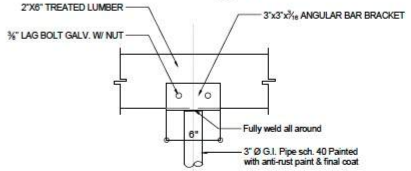
2 **TYPICAL WALKWAY ROOF FRAMING PLAN**
SCALE 1/4" = 1'-0"



5 **TYP. TRUSS DETAIL**
NOT TO SCALE



1 **TYPICAL PLAN FOR WALKWAY**
SCALE 3/32" = 1'-0"



6 **DETAIL "A"**
NOT TO SCALE

FOR TENDER DRAWING

Prepared from the office of:	Project Title / Location:	Sheet Contents:	Project No.	Sheet No.
OFFICE OF TRANSPORTATION & INFRASTRUCTURE **STATE OF POHNPEI** **KOLONIA, POHNPEI FM 96941** **TEL 320-2411 / 2572** Location: **SECOND FLOOR ADMINISTRATIVE BUILDING**	**PICS TWO CLASSROOM BUILDINGS RENOVATION** NETT, POHNPEI STATE, FSM	AS SHOWN	-	S-03
			Date: July 2025	Revision No.:
	Project Proponent:		Checked by: DSI	R-00
	DEPARTMENT OF EDUCATION		Prepared by: MGT	Paper size: Tabloid

GENERAL CONSTRUCTION NOTES

A. GENERAL

1. CONSTRUCTION NOTES & TYPICAL DETAILS APPLY TO ALL DRAWINGS UNLESS OTHERWISE SHOWN OR NOTED, MODIFY TYPICAL DETAILS AS DIRECTED TO MEET SPECIAL CONDITIONS.
2. ALL WORKS SHALL BE UNDERTAKEN IN ACCORDANCE W/ THE LATEST EDITION OF CURRENT STANDARD AS SPECIFIED.
3. DRAWING SHALL NOT BE SCALED. DISCREPANCIES BETWEEN DRAWINGS SHALL BE REFERRED TO THE ENGINEER FOR CLARIFICATION.
4. EXCEPT FOR ELEVATION, ALL DIMENSIONS ARE IN FEET-INCHES.
5. ALL ELEVATION (EL's) ARE EXPRESSED IN FEET-INCHES.
6. CONTRACTOR SHALL REINSTATE ANY DAMAGED STRUCTURES & UTILITIES DURING CONSTRUCTION WITHOUT ADDITIONAL COST.
7. ANY MATERIAL SUBSTITUTING ANOTHER MATERIAL SHALL BE EQUAL OR GREATER IN ANY ASPECT THAN THE MATERIAL BEING SUBSTITUTED AS APPROVED BY THE ENGINEER WITHOUT ANY ADDITIONAL COST.
8. SHOP DRAWINGS WITH ERECTION AND PLACING DIAGRAMS OF ALL STRUCTURAL STEEL, MISC. IRON, PRECAST CONCRETE ETC. SHALL BE SUBMITTED FOR ENGINEERS APPROVAL BEFORE FABRICATION.
9. CONTRATOR SHALL VERIFY ALL DIMENSIONS BEFORE ALL WORK IS TO BEGIN, CHECK WITH MECHANICAL & ELECTRICAL CONTRACTORS FOR CONDUITS, PIPE SLEEVES, ETC. TO BE EMBEDDED IN CONCRETE.
10. IT SHALL BE CONTRACTORS RESPONSIBILITY TO PROVIDE ADEQUATE SHORINGS & BRACINGS OF THE STRUCTURE FOR ALL LOADS THAT MAYBE IMPOSED DURING CONSTRUCTION.

B. STANDARDS AND REFERENCES

THE FOLLOWING SHALL GOVERN THE DESIGN, FABRICATION, AND CONSTRUCTION OF THE PROJECT.

1. AMERICAN CONRETE INSTITUTE (ACI) PUBLICATIONS.

   ACI 318M - 05 BUILDING CODE FOR STRUCTURAL CONCRETE.
2. AMERICAN INSTITUTE OF STEEL CONSTRUCTION (AISC) PUBLICATION, MANUAL STEEL CONSTRUCTION, 9TH EDITION.
3. AMERICAN IRON AND STEEL INSTITUTE (AISI) PUBLICATION, COLD FORMED STEEL DESIGN MANUAL, 1983 EDITION.
4. AMERICAN STANDARD FOR TESTING MATERIALS (ASTM) STANDARD SPECIFICATION.
5. ASCE 7-05 MINIMUM DESIGN LOADS FOR BUILDINGS AND OTHER STRUCTURES.

B. CONCRETE AND REINFORCEMENT

1. ALL MATERIALS AND WORKMANSHIP SHALL CONFORM WITH THE LATEST BUILDING CODE OF AMERICAN CONCRETE INSTITUTE (ACI-318).
2. ALL CONCRETE SHALL DEVELOP A MINIMUM COMPRESSIVE STRENGTH AT THE END OF TWENTY EIGHT (28) DAYS WITH CORRESPONDING MAXIMUM SIZE AGGREGATE AND SLUMPS AS FOLLOWS:

LOCATION	fc' (28th DAY)	MAX. SIZE AGGREGATE	MAX. SLUMP
CURBS & SLAB ON GRADE EXCEPT FOUND.	3000 Psi (32.71 KG/SQ.INCH)	1" (25 MM)	4"(100 MM)
FOUNDATION & RETAINING WALL	4000 Psi (56.58 KG/SQ.INCH)	3/4" (19 MM)	4"(100 MM)
ALL OTHERS INCLUDING BEAMS SUSPENDED SLABS, AND COLUMNS UNLESS OTHER-WISE NOTED IN THE PLANS	4000 Psi (56.58/SQ.INCH)	3/4" (19 MM)	4"(100 MM)

3. ALL REBARS WITH Ø1/2" OR SMALLER SHALL BE GRADE 33 (227MPa) UNLESS NOTED OTHERWISE
4. IN GENERAL, THE LATEST EDITION OF ACI-315, MANUAL OF STANDARD PRACTICE DETAILING REINFORCED CONCRETE STRUCTURES SHALL BE ADHERED TO, UNLESS OTHERWISE SHOWN OR NOTED.
5. MAINTAIN MINIMUM CONCRETE COVER FOR REINFORCING STEEL AS FOLLOWS:

SUSPENDED SLABS	3/4 IN. (19 MM)
SLAB ON GRADE	1-1/2 IN(38 MM)
WALLS ABOVE GRADE	1 IN. (25 MM)
BEAM STIRRUPS AND COLUMN TIES	1-1/2 IN(38 MM)
WHERE CONCRETE IS EXPOSED TO EARTH BUT POURED AGAINST FORMS	2 IN. (50 MM)
WHERE CONCRETE IS DEPOSITED DIRECTLY AGAINST EARTH	3 IN. (75 MM)

6. SPLICES SHALL BE SECURELY WIRED TOGETHER AND SHALL LAP OR EXTENDED IN ACCORDANCE WITH CLAUSE 12.15 OF ACI 318 (1912.15 OF UBC 97) UNLESS OTHERWISE SHOWN ON DRAWINGS, SPLICES SHALL BE STAGGERED WHEREVER POSSIBLE.
7. ALL ANCHOR BOLTS, DOWELS, AND OTHER INSERTS SHALL BE PROPERLY POSITIONED AND SECURED IN PLACE PRIOR TO PLACING OF CONCRETE.
8. CONTRACTOR SHALL NOTE AND PROVIDE ALL MISCELLANEOUS CURBS, SILLS, STOOLS, EQUIPMENT, AND MECHANICAL BASES THAT ARE REQUIRED BY THE ARCHITECTURAL, ELECTRICAL & MECHANICAL DRAWINGS.
9. STRIPPING OF FORMS AND SHORES:

FOUNDATION	24 HRS.
SUSPENDED SLAB EXCEPT ADDITIONAL LOADS ARE IMPOSED	8 DAYS
BEAMS	14 DAYS
WALLS	18 HRS.

10. WET CURING OF CONCRETE SHALL BE CONTINUOUSLY FOR A MINIMUM PERIOD OF TEN (10) DAYS AFTER POURING BY THE USE OF BURLAP.

C. MASONRY & CONCRETE BLOCKS

1. ALL NON-LOAD BEARING TYPE CONCRETE BLOCKS SHALL HAVE A UNIT WEIGHT NOT TO EXCEED 80 PCF. FOR LOAD BEARING TYPE CONCRETE BLOCKS, A MINIMUM COMPRESSIVE STRENGTH OF 1000.76 Psi SHALL BE DEVELOPED.
2. PROVIDE 1-Ø5/8" VERTICAL BARS AT CORNERS, INTERSECTIONS, END OF WALLS, AND EACH SIDE OF OPENINGS.
3. LINTEL BEAMS SHALL BEAR AT LEAST 8 INCHES (200MM) ON EACH SIDE OF MASONRY WALL OPENINGS.
4. WALL REINFORCEMENTS SHALL BE AS FOLLOWS:

WALL THICKNESS	VERT. REINFORCEMENT	HOR. REINFORCEMENT
8 IN. (200 MM)	DIA. 1/2" @ 16"	DIA. 3/8" @ 24"
6 IN. (150 MM)	DIA. 3/8" @ 16"	DIA. 3.8" @ 24"
4 IN. (100 MM)	DIA. 3/8" @ 16"	DIA. 3/8" @ 24"

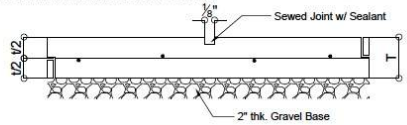
5. REINFORCING BARS SHALL BE LAPPED A MINIMUM OF 30 BAR DIA. WHERE SPLICED DOWELS FROM CONCRETE FOOTINGS OR SLABS SHALL EXTEND INTO THE BLOCK WALL A MINIMUM OF 30 BAR DIA. AND DOWELS TO MATCH VERTICAL REINFORCEMENT OF WALLS.
6. ALL CELLS CONTAINING REINFORCING BARS OR INSERTS SHALL BE SOLIDLY FILLED WITH CONCRETE GROUT. (REFER TO SPECS.)

D. NOTES ON FOOTINGS

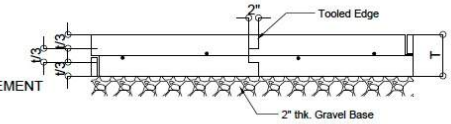
1. CONTRACTOR SHALL REPORT TO THE ENGINEER ACTUAL UNUSUAL CONDITIONS UNCOVERED AND CONFIRM ACTUAL BEARING CAPACITY OF SOIL IN WRITING BEFORE DEPOSITING CONCRETE. ASSUMED SOIL BEARING CAPACITY =8.70 psi.
2. FOOTING SHALL REST AT LEAST 4'-11" BELOW FINISHED GRADE LINE UNLESS OTHERWISE INDICATED.
3. UNLESS OTHERWISE SPECIFIED, ALL FOOTINGS SHALL REST ON DENSE SAND OR VERY HARD CLAY. THIS MAY SOMETIMES REQUIRE OVER EXCAVATION OF ABOUT 3'-3". FROM PRESCRIBED BOUNDARY LEVEL SUCH OVER EXCAVATION SHALL BE REPLACED WITH WELL-COMPACTED CRUSHED ROCK BACKFILL. COMPACTION SHALL BE TO 95% OF MEDIUM DRY DENSITY BASED ON ASTM D698.
4. MINIMUM CONCRETE PROTECTION FOR REINFORCEMENT SHALL BE 3" CLEAR FOR CONCRETE DEPOSITED AGAINST THE GROUND AND 2" FOR CONCRETE DEPOSITED AGAINST A FORMWORK.
5. SOIL BEARING CAPACITY SHALL BE INCREASED BY 33% WHEN IN COMBINATION WITH SEISMIC OR WIND LOAD.
6. WHERE LOOSE/SOFT MATERIAL IS ENCOUNTERED AT DEPTH OF EMBEDMENT EXCAVATE TO FIRM LAYER OR TO MAXIMUM OF 1.0 M. AND REPLACE LOOSE/SOFT MATERIALS UNDERNEATH THE FOOTING WITHIN THE FOOTING AREA PLUS 1/2 OF THE DEPTH OF THE EXCAVATED SOFT MATERIAL ON ALL SIDES WITH SELECTED SAND/GRAVEL BACKFILL MATERIALS COMPACTED AS DESIRED BY ENGINEER.

E. CONSTRUCTION JOINTS

1. CONSTRUCTION JOINTS NOT INDICATED ON THE PLANS SHALL BE MADE SO AS TO LEAST IMPAIR THE STRENGTH OF THE STRUCTURE AND SHALL BE SUBJECT TO THE APPROVAL OF THE ENGINEER, EXCEPT SLAB ON GRADE.
2. UNLESS OTHERWISE SHOWN, SLAB ON GRADE SHALL HAVE CONTROL JOINTS AT 20 FT. MAXIMUM CENTER TO CENTER.



WEAKENED PLANE JOINT



CONSTRUCTION JOINT

NOTES:
CONTROL JOINT CAN BE EITHER CONSTRUCTION JOINT OR WEAKENED JOINT.

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GENERAL CONSTRUCTION NOTES

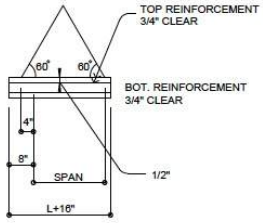
F. EMBEDDED PIPES IN CONCRETE

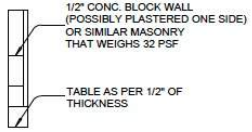
1. ALL EMBEDDED PIPES FOR UTILITIES, ETC. SHALL BE MAXIMUM 100MM DIAMETER SINGLE RIGID GALVANIZED IRON PIPES UNLESS OTHERWISE SPECIFIED OR APPROVED IN WRITING BY THE STRUCTURAL ENGINEER.

2. SUCH PIPES WHEN SO EMBEDDED SHALL NOT TAKE UP MORE THAN FOUR (4) PERCENT OF THE GROSS AREA OF THE CONCRETE MEMBER.

G. REINFORCING CONCRETE LINTEL BEAM IN CONCRETE BLOCK WALLS

LINTEL IN BLOCK WALLS (PER 4" THICKNESS)					
CLR. SPAN L (FT-INCH)	TOTAL LENGTH L+16"	MIN. fc' Psi	HEIGHT OF LINTEL (MM)	REINFORCEMENT	
				BOT.	TOP
2'-3"	5'-3"	2000	8"	1-3/8"	1-3/8"
4'-11"	6'-3"	2000	8"	1-3/8"	1-3/8"
5'-11"	7'-3"	2000	8"	1-3/8"	1-3/8"
6'-11"	8'-2"	2500	8"	1-5/8"	1-3/8"
7'-10"	9'-2"	2500	8"	1-5/8"	1-3/8"
8'-10"	10'-2"	2500	8"	1-3/4"	1-3/8"
9'-10"	11'-2"	2500	12"	2-5/8"	1-3/8"
10'-10"	12'-2"	2500	12"	2-5/8"	1-3/8"
11'-10"	13'-11"	2500	12"	2-5/8"	1-3/8"





G. STRUCTURAL STEEL

A. MATERIALS

1A. STRUCTURAL STEEL - STEEL TO BE USED FOR FABRICATION AND ERECTION OF THIS STRUCTURE SHALL COMPLY WITH ALL THE PERTINENT PROVISION OF AISC SPECIFICATION FOR THE DESIGN, FABRICATION AND ERECTION OF STRUCTURAL STEEL FOR BUILDING 1989 - 9TH EDITION.

a. STEEL SHAPES
WIDE FLANGE, ANGLES, CHANNELS, PLATES SHALL BE ASTM A36 WITH Fy = 248 MPa.

b. BOLTS
ALL BOLTS, NUTS AND WASHERS SHALL CONFORM TO A325 UNLESS OTHERWISE INDICATED. ANCHOR BOLTS SHALL LIKEWISE BE OF EQUAL STRENGTH AS A307 BOLTS OF THE SAME SIZE.

c. WELDS
ALL WELDS SHALL BE IN ACCORDANCE WITH AWS STRUCTURAL WELD CODE D1-1 LATEST REVISION FOR SHIELDED METAL ARC WELDING PROCESS, ELECTRODES E-70 SHALL CONFORM TO AWS AS-1 FOR LATEST EDITION SUBMERGED ARC WELDING PROCESS MAYBE USED AT THE OPTION OF FABRICATOR UPON THE APPROVAL OF ENGINEER.

B. QUALITY CONTROL

B1. REFER TO SPECs FOR QUALITY CONTROL TESTING REQUIREMENTS.

B2. STEEL SHAPES
EVERY BATCH OF STRUCTURAL STEEL SHAPE FOR FABRICATION SHALL HAVE THE MANUFACTURERS MILL CERTIFICATE SHOWING THEIR CHEMICAL AND PHYSICAL PROPERTIES, OWNER EXERCISES THE RIGHT TO UNDERTAKE DESTRUCTIVE OR NON-DESTRUCTIVE TESTING OF SAMPLES FROM MATERIALS USED FOR THE PROJECT.

C. FABRICATION

C1. WELDS
ALL WELDED CONNECTIONS SHALL DEVELOP THE FULL STRENGTH OF THE MEMBERS CONNECTED:

a. LENGTH OF WELDS
THE MINIMUM LENGTH OF FILLET WELD SHALL NOT BE LESS THAN 4 TIMES THE NOMINAL SIZE. WHERE INTER-MITTENT WELDS MAYBE USED THE LENGTH OF SEGMENT SHALL NOT BE LESS THAN 4 TIMES THE WELD SIZE WITH A MINIMUM OF 1 1/2".

b. END RETURN OF FILLET WELDS:
SIDE OR END FILLET WELDS TERMINATING AT END OR SIDES SHALL BE RETURNED CONTINUOUSLY FOR A DISTANCE NOT LESS THAN TWICE THE NOMINAL SIZE OF THE WELD.

c. USE E70 ELECTRODES FOR ALL WELDS IN STRUCTURAL STEEL.

C2. BOLTS

a. MINIMUM EDGE DISTANCE:
THE MINIMUM EDGE DISTANCE OF BOLTS SHALL CONFORM TO THE REQUIREMENTS OF AISC STEEL MANUAL 9th EDITION.

b. MAXIMUM EDGE DISTANCE:
THE MAXIMUM EDGE DISTANCE FROM BOLT CENTER SHALL BE 12 TIMES THICKNESS OF THE PLATE BUT NOT EXCEED 6 INCHES.

c. MINIMUM PITCH:
ON CENTER SPACING OF BOLTS SHALL NOT LESS THAN THREE (3) TIMES THE NOMINAL DIAMETER.

C3. TOLERANCES:
SOME VARIATIONS EXPECTED IN THE FINISH OVERALL DIMENSIONS OF FRAMES SHALL NOT EXCEED THE ROLLING TOLERANCES FOR CROSS SECTIONAL DIMENSIONS, CAMBER AND SWEEP PERMITTED UNDER ASTM SPECIFICATION A36.

D. ERECTION

D1. BRACING:
THE FRAME OF STEEL STRUCTURE SKELETON SHALL BE CARRIED UP TRUE AND PLUMB, WITHIN THE LIMITS DEFINED IN SECTION 7 (h) OF THE AISC CODE OF STANDARD PRACTICE. TEMPORARY BRACING SHALL BE PROVIDED TO RESIST ALL LOADS INCLUDING ERECTION EQUIPMENT.

D2. ALIGNMENT:
NO RIVETTING, PERMANENT BOLTING OR WELDING SHALL BE DONE UNTIL STRUCTURE HAS BEEN PROPERLY ALIGNED.

D3. SAGRODS AND CROSS BRACINGS SHALL BE INSTALLED AND TIGHTENED BEFORE INSTALLATION OF ROOFING OR WALL CLADDING.

H. NOTES ON PILES

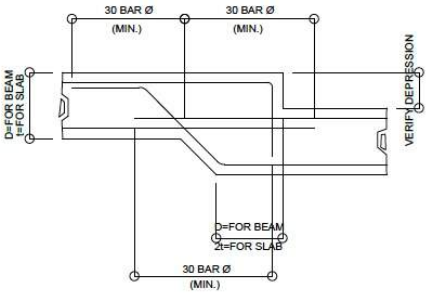
1. USE _N/A_ PILES WITH A MINIMUM ALLOWABLE LOAD CAPACITY OF _N/A_ TONS.

2. UNLESS OTHERWISE CALLED FOR ON THE PLANS, PILES SHALL BE DRIVEN PLUMB, AND TOP SHALL NOT DEVIATE MORE THAN SIX (6") INCHES FROM GIVEN FINAL ELEVATION.

3. ANY PILE SO INJURED IN DRIVING OR HANDLING THAT ITS STRUCTURAL INTECRITY AS PILE UNDER THE CONDITION OF USED IS IMPAIRED, SHALL BE REPLACED BY A NEW PILES OR THE INJURED PART REPLACED BY SPLICING OR OTHERWISE REPAIRED AS DIRECTED BY THE STRUCTURAL ENGINEER.

4. TEST PILES SHALL BE OF THE SAME SIZE AND MATERIALS AS THE PERMANENT PILES AND SHALL BE DRIVEN IN ADVANCE OF FINAL DRIVING OF PERMANENT PILES SO THAT LENGTH FOR CASTING MAYBE DETERMINED.

5. THE PILE DRIVING CONTRACTOR SHALL INFORM THE STRUCTURAL ENGINEER AS TO THE RESULTS OF THAT PILE DRIVING AN ANY UNUSUAL CONDITIONS ENCOUNTERED DURING GENERAL DRIVING.



TYPICAL DETAIL FOR BEAM SLAB CHANGE SOFFIT

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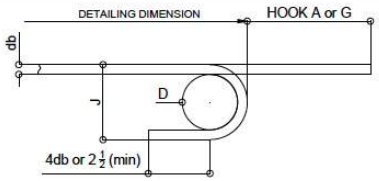
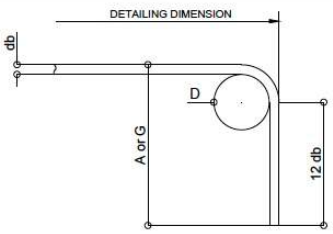
GENERAL CONSTRUCTION NOTES

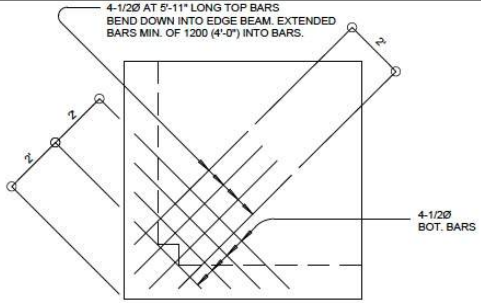


180° HOOKS

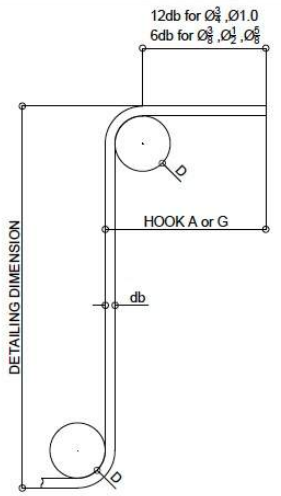


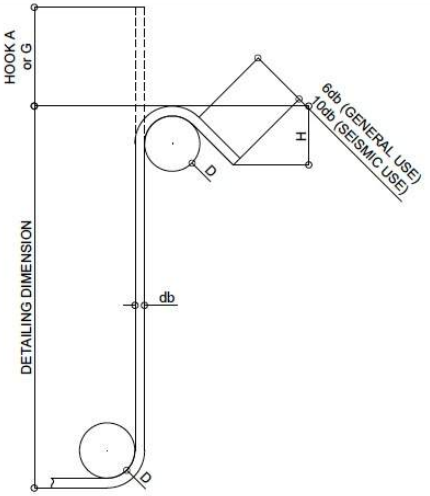
90° HOOKS

RECOMMENDED END HOOKS, ALL GRADES					
BAR SIZE	BAR SIZE (inches / mm)	FINISH BEND DIAMETER D, inches	180° HOOKS		90° HOOKS
			A or G	J	A or G
#3	3/8 (Ø10)	2 1/2"	5"	3"	6"
#4	1/2 (Ø12)	3"	6"	4"	8"
#5	5/8 (Ø16)	3 3/4"	7"	5"	10"
#6	3/4 (Ø20)	4 1/2"	8"	6"	12"
#7	1.0 (Ø25)	6"	11"	8"	16"
#8	1 1/8 (Ø28)	9 1/2"	15"	12"	19"
#9	1 1/4 (Ø32)	10 1/2"	17"	13 1/2"	22"
#10	1 3/8 (Ø36)	12"	19"	14 1/2"	2'



TYPICAL CORNER SLAB DETAIL





STIRRUP AND TIE HOOKS, ALL GRADES						
BAR SIZE (INCHES)	FINISH BEND DIAMETER D,	GENERAL USE			SEISMIC USE	
		90°HOOKS	135°HOOKS		135°HOOKS	
		A or G	A or G	H, approx.	A or G	H, approx.
3/8	1½"	4"	4"	2½"	5"	3½"
1/2	2"	4½"	4½"	3"	6½"	4½"
5/8	2½"	6"	5½"	3¾"	8"	5½"
3/4	4½"	12"	8"	4½"	11"	6½"
1.0	6"	16"	10½"	6"	14½"	9"

STANDARD HOOKS

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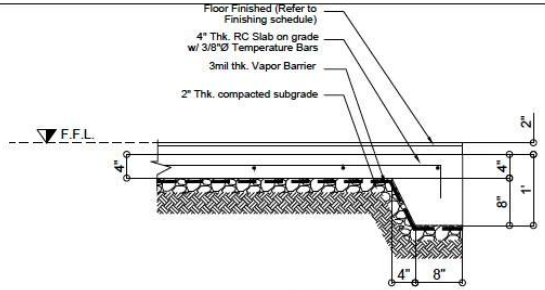
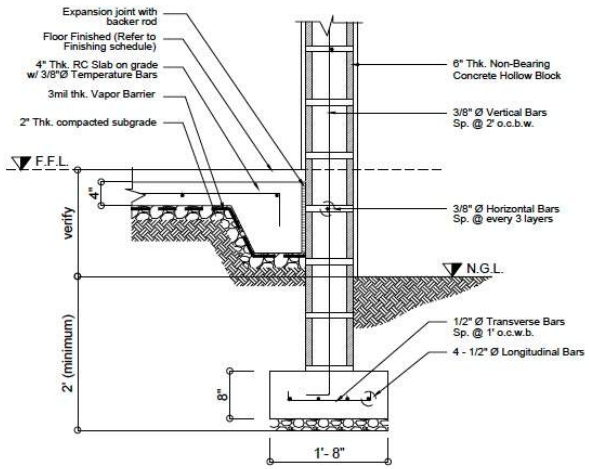
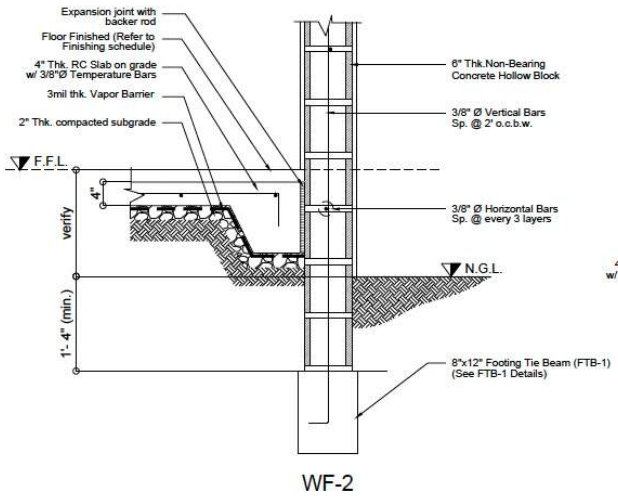


(ON-GRADE) SLAB-END-WALL DETAIL

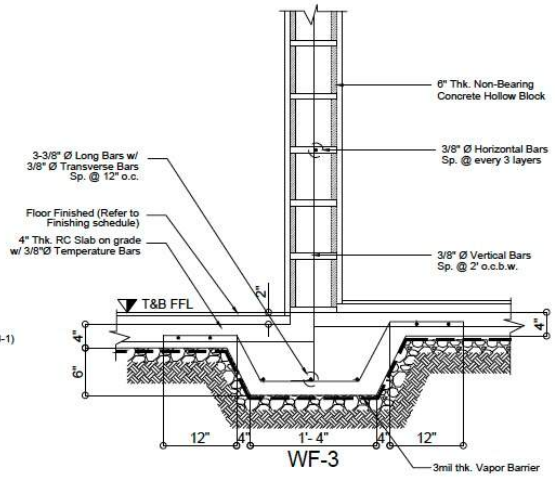
2 S-07 NOT TO SCALE



WF-1



WF-2



WF-3

TYPICAL WALL FOOTING DETAIL

1 S-07 NOT TO SCALE

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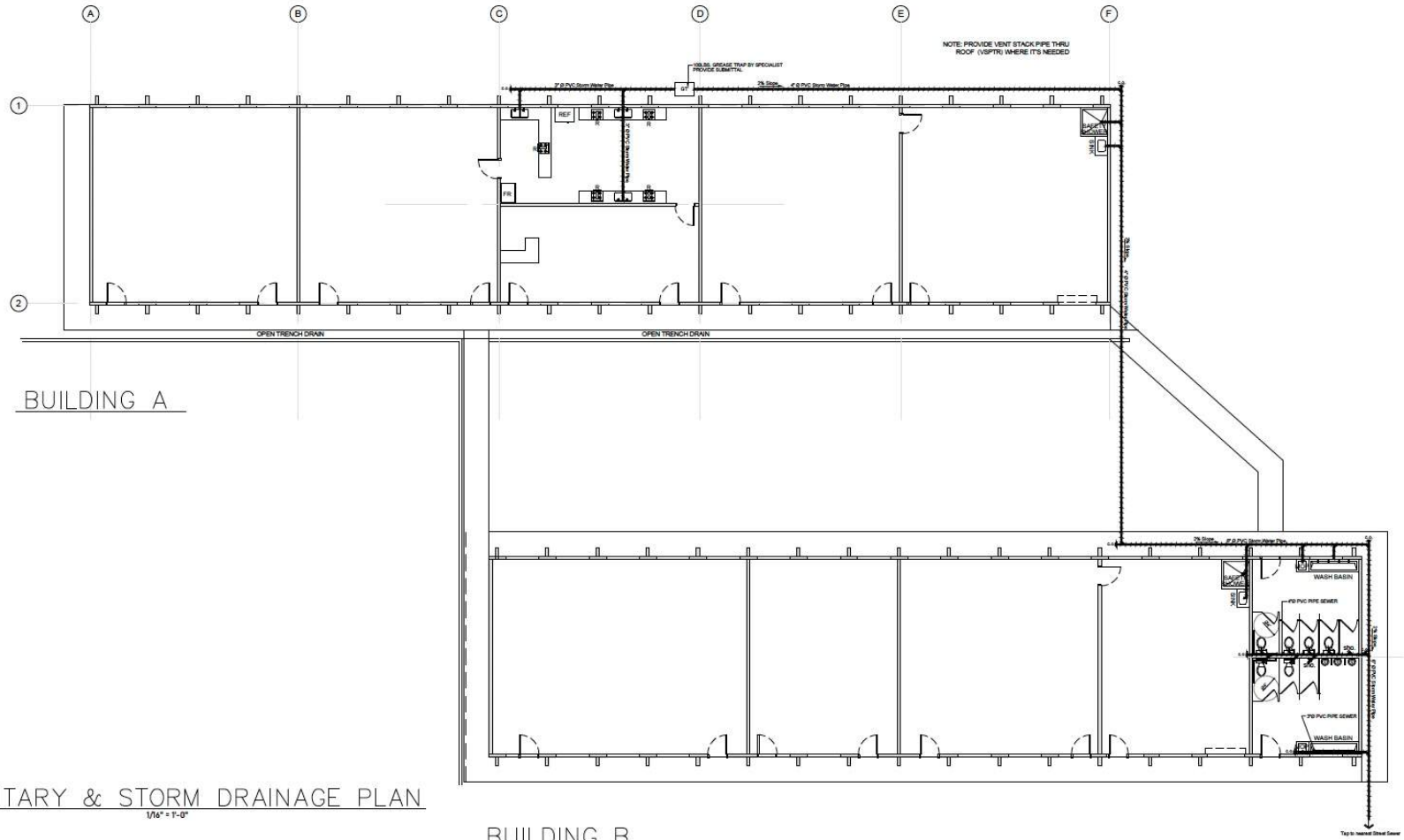

1 P-01 SANITARY & STORM DRAINAGE PLAN

SCALE: 1/16" = 1'-0"

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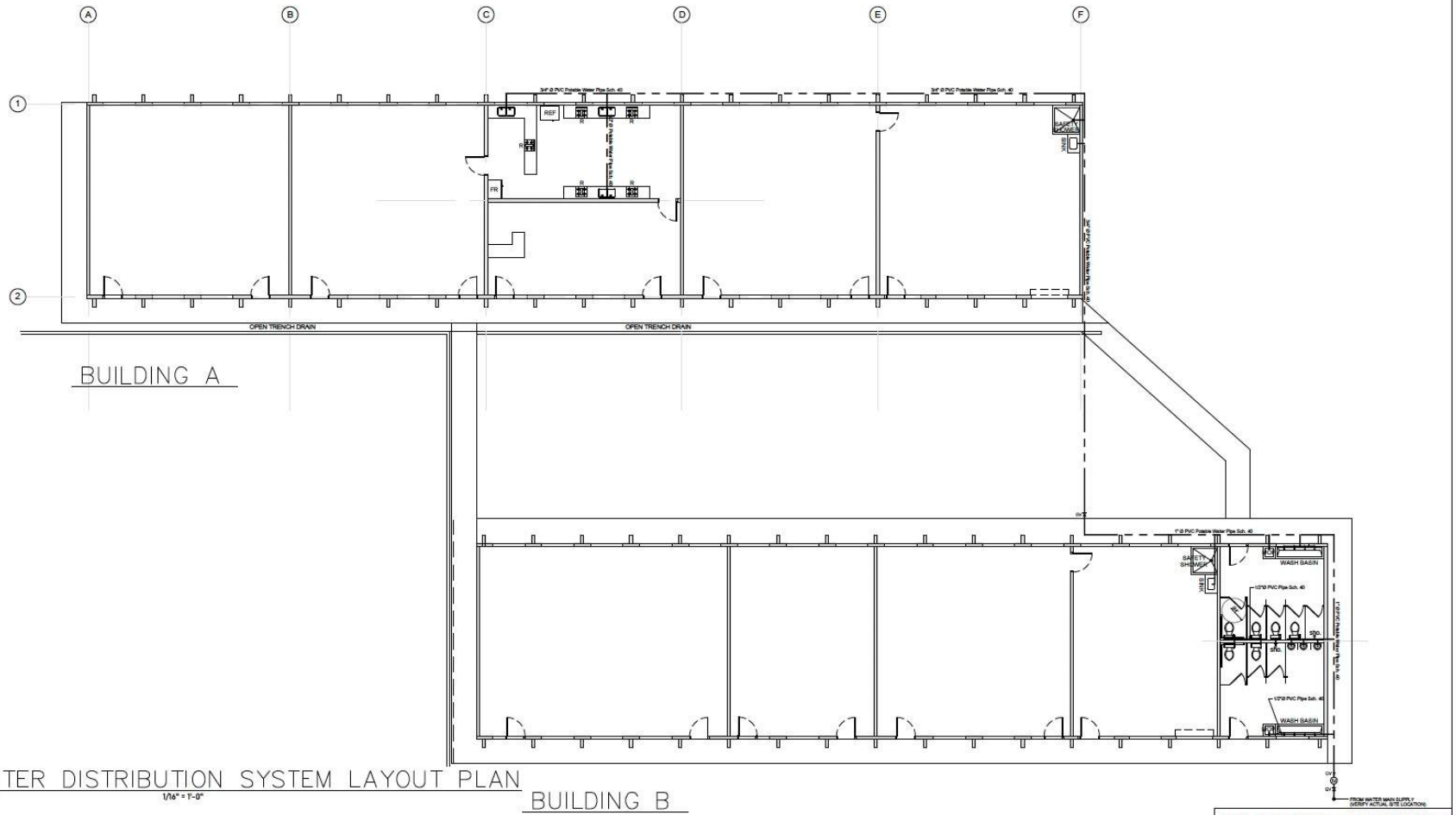

1 P-02 WATER DISTRIBUTION SYSTEM LAYOUT PLAN
SCALE: 1/16" = 1'-0"

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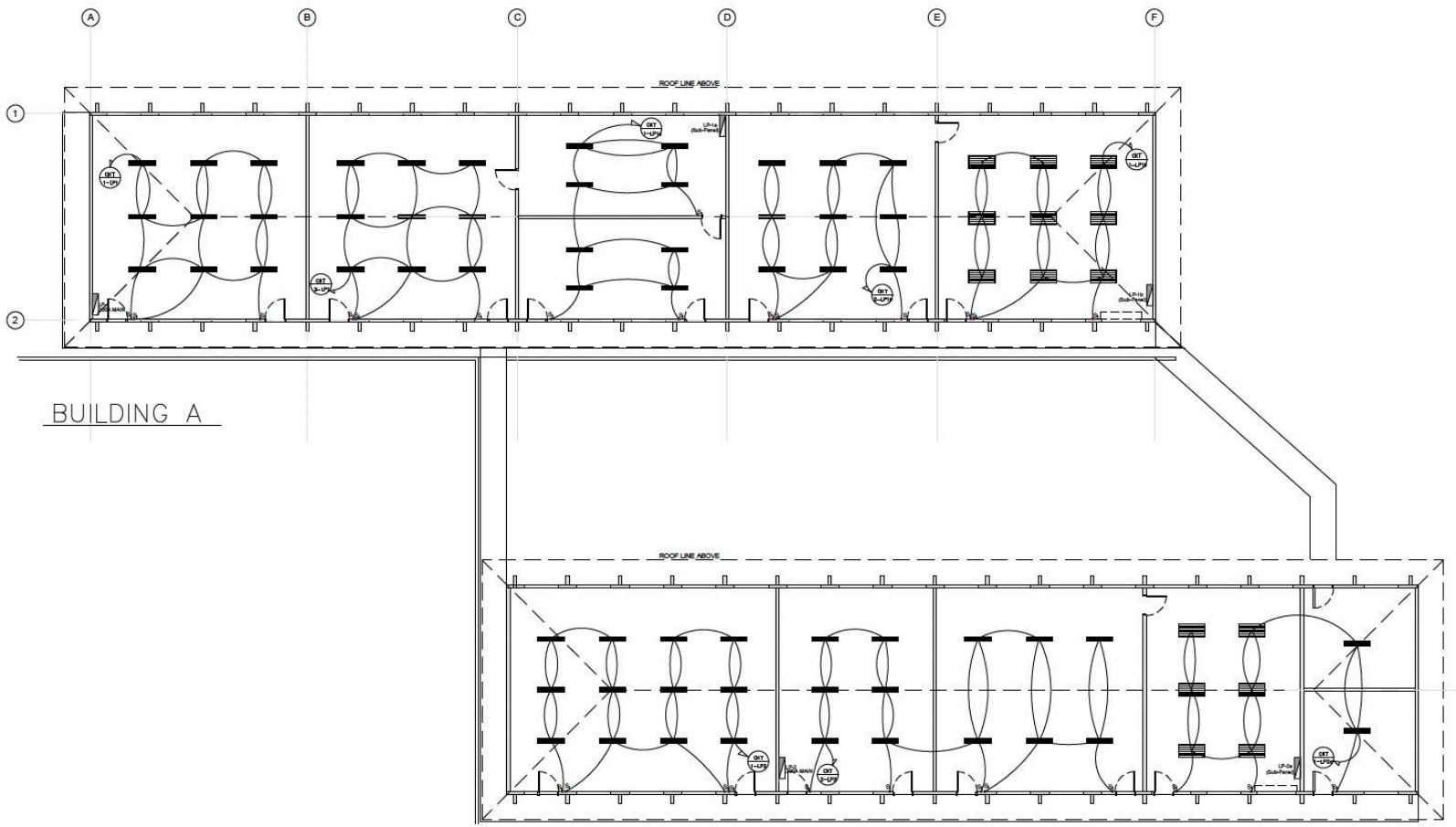
OFFICE OF TRANSPORTATION & INFRASTRUCTURE **STATE OF POHNPEI** **KOLONIA, POHNPEI FM 96941** **TEL 320-2411 / 2572** Location: **SECOND FLOOR ADMINISTRATIVE BUILDING**	**PICS TWO CLASSROOM BUILDINGS RENOVATION** NETT, POHNPEI STATE, FSM	AS SHOWN	-	P-02
			Date: July 2025	Revision No.:
	Project Proponent:		Checked by: DSI	R-00
	DEPARTMENT OF EDUCATION		Prepared by: MGT	Paper size: Tabloid



1 E-01 ELECTRICAL LIGHTING PLAN
SCALE: 1/16" = 1'-0"

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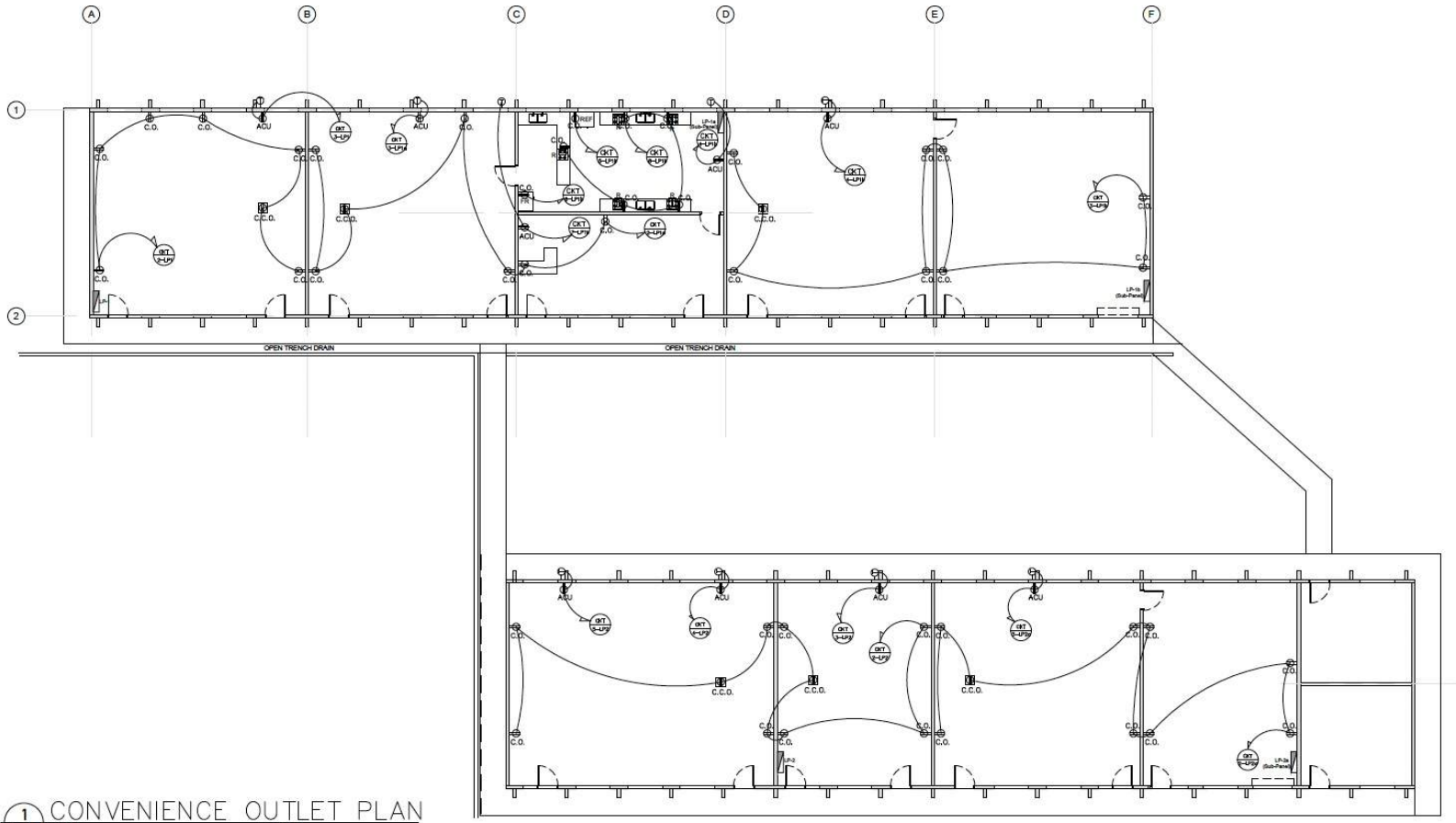
			Date: July 2025	Revision No.:
	Project Proponent:		Checked by: DSI	R-00
	DEPARTMENT OF EDUCATION		Prepared by: MGT	Paper size: Tabloid



1 E-02 CONVENIENCE OUTLET PLAN
SCALE: 1/16" = 1'-0"

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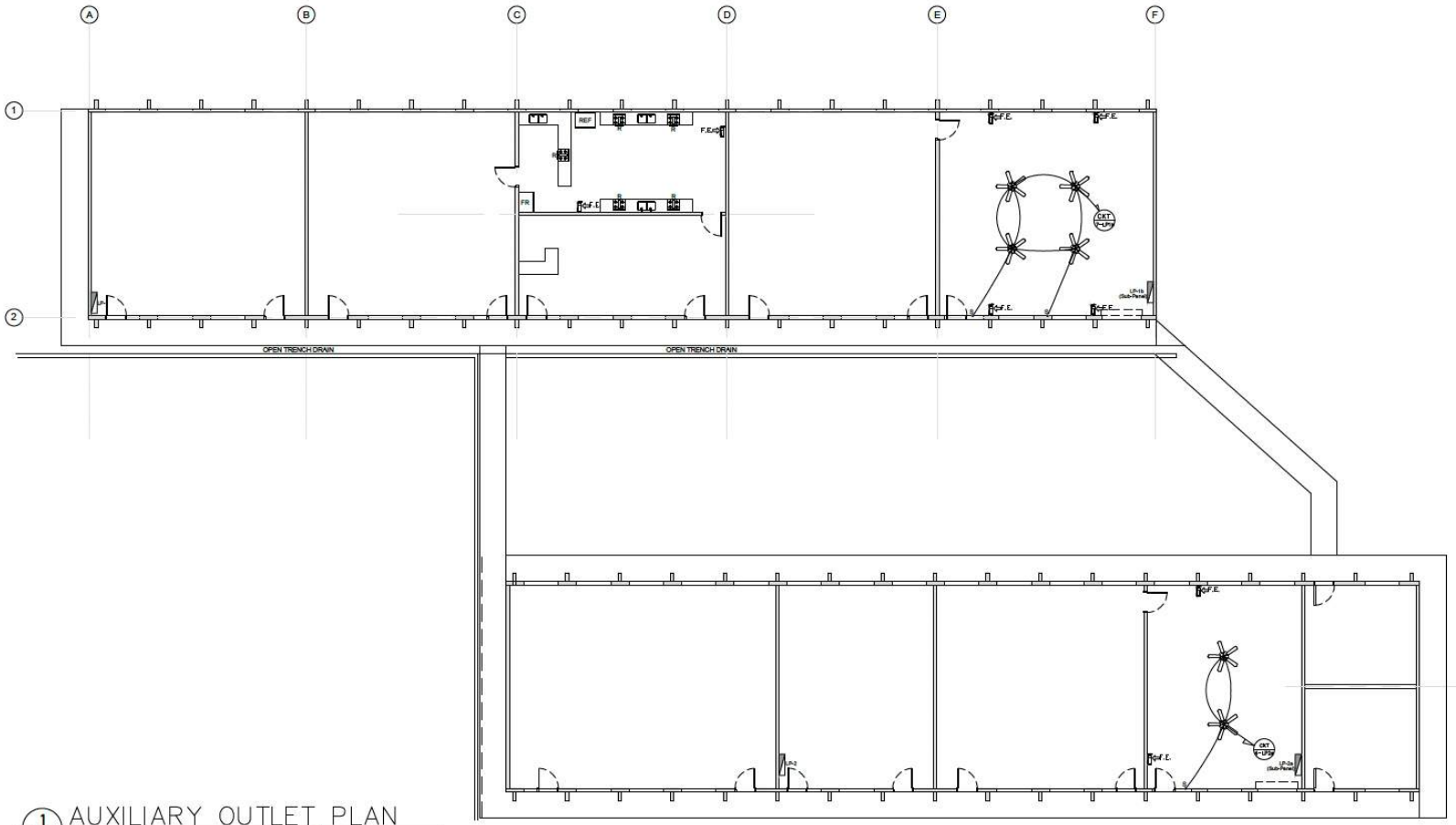
OFFICE OF TRANSPORTATION & INFRASTRUCTURE **STATE OF POHNPEI** **KOLONIA, POHNPEI FM 96941** **TEL 320-2411 / 2572** Location: **SECOND FLOOR ADMINISTRATIVE BUILDING**	**PICS TWO CLASSROOM BUILDINGS RENOVATION** NETT, POHNPEI STATE, FSM	AS SHOWN	-	E-02
			Date: July 2025	Revision No.:
	Project Proponent:		Checked by: DSI	R-00
	DEPARTMENT OF EDUCATION		Prepared by: MGT	Paper size: Tabloid



1 E-03 AUXILIARY OUTLET PLAN

SCALE: 1/16" = 1'-0"

FOR TENDER DRAWING

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			Date: July 2025	Revision No.:
Location: **SECOND FLOOR ADMINISTRATIVE BUILDING**	Project Proponent: **DEPARTMENT OF EDUCATION**		Checked by: DSI	R-00
			Prepared by: MGT	Paper size: Tabloid

2 GENERAL NOTES:

1. THE ELECTRICAL INSTALLATION HEREIN, SHALL BE DONE IN ACCORDANCE WITH THE PROVISION OF THE LATEST EDITION OF THE ELECTRICAL CODE NFPA 70, REQUIREMENTS OF THE LOCAL POWER COMPANY. RULES AND REGULATIONS OF THE LOCAL ENFORCING AUTHORITIES.
2. ALL ELECTRICAL WORKS HEREIN SHALL BE EXECUTED BY EXPERIENCED MEN UNDER THE DIRECT SUPERVISION OF A DULY REGISTERED MASTER ELECTRICIAN OR LICENSED ELECTRICAL ENGINEER.
3. THE CONTRACTOR SHALL VERIFY AND ORIENT THE ACTUAL LOCATION OF SERVICE ENTRANCE FOR CONNECTION TO POWER SUPPLY.
4. THE TYPE OF POWER TO BE SUPPLIED SHALL BE, 120–240V AC, SINGLE PHASE, TWO WIRE PLUS GROUND, 60 HERTZ.
5. UNLESS OTHERWISE SPECIFIED, THE MINIMUM SIZE OF WIRE SHALL #12 AWG AND THE CONDUIT SHALL BE ½"ø EMT AND ¾"ø.
6. ALL MATERIALS TO BE USED SHALL BE NEW AND OF THE APPROVED TYPE FOR THE LOCATION AND PURPOSE.
7. UNLESS OTHERWISE INDICATED ON THE DRAWING, POLYVINYL CHLORIDE(PVC) CONDUIT SHALL BE USED FOR EMBEDDED WIRING.
8. ALL WIRE SHALL BE COPPER AND THERMOPLASTIC INSULATED TYPE "THHN/THWN" UNLESS OTHERWISE INDICATED IN THE PLANS. THE MINIMUM SIZE FOR POWER AND LIGHTING SHALL BE #12 AWG AND SHALL BE MANUFACTURED BY APPROVED COMPANY OR WITH ISO CERTIFICATES.
9. ALL OUTLET BOXES SHALL BE GALVANIZED GAUGE NO.16, DEEP TYPE WITH FACTORY KNOCKOUT.
10. THE CIRCUIT BREAKERS SHALL BE WITH ISO CERTIFICATES AND SHALL BE PLUG–IN TYPE WITH UL LISTED ENCLOSURE.
11. ALL MOUNTING HEIGHTS ARE SUBJECT TO ARCHITECT'S APPROVAL PRIOR TO INSTALLATION.
12. CONDUCT INSULATION RESISTANCE TEST PRIOR FOR TERMINATION OF DEVICES AS WELL AS OTHER NECESSARY ELECTRICAL TESTING STANDARDS.
13. CONTRACTOR WILL PROVIDE THE CLIENT/OWNER WITH TWO(2) SETS OF AS–BUILT PLANS WITH E–FILE AND DULY SIGNED BY THEIR REGISTERED LICENSED ELECTRICAL ENGINEER.

4 ELECTRICAL LEGEND:

SYMBOL	DESCRIPTION	MOUNTING HT.	REMARK/S
	4"ø Porcelain Receptacle, 1 x 100 W – LED Light , 120 V	Ceiling Mounted	as shown on drawing
	2 T8 – 4' Ceiling Recessed Lighting with Diffuser	Ceiling Mounted	as shown on drawing
	6 T8 Lamps Industrial Florescent Luminaire	Ceiling Mounted w/ Downrod	as shown on drawing
	56" Industrial Ceiling Fan	Ceiling Mounted w/ Downrod	as shown on drawing
S_x	One Gang, 1 way switch	4'–2" AFFL	as shown on drawing
$S_{x,y}$	Two Gang,2–1 way switch	4'–2" AFFL	as shown on drawing
$S_{x,y,z}$	Three Gang,3 – 1 way switch	4'–2" AFFL	as shown on drawing
$3G_{2way}$	3 Gang, w/ 3 – 2 way switch	4'–2" AFFL	as shown on drawing
CT	Countertop Socket Outlet	10" from Countertop FFL	as shown on drawing
	Double Socket Outlet	18" AFFL	as shown on drawing
WP	Weatherproof Double Socket Outlet	18" AFFL	as shown on drawing
C.O.	Floor Mounted Double Socket Outlet	–	as shown on drawing
C.C.O.	Ceiling Mounted Double Socket Outlet	–	as shown on drawing
A/C	A/C Outlet	7'–2" AFFL	Or adjacent to A/C Unit, site condition
LP	Light and Power Distribution Board	5'–11" AFFL	as shown on drawing
EF	12" x 12" Exhaust Fan	8" from Ceiling Line	Or at the top of the Window,site condition
	Circuit Homerun	Above Ceiling	as shown on drawing
	Switch Line	Above Ceiling	as shown on drawing
F.E.	10lbs. ABC Dry type Fire Extinguisher	4'–0" AFFL	as shown on drawing

1 E-01 CONVENIENCE OUTLET PLAN

SCALE: 1/16" = 1'-0"

FOR TENDER DRAWING

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				Date: July 2025	Revision No.:
Location: **SECOND FLOOR ADMINISTRATIVE BUILDING**		Project Proponent:		Checked by: DSI	R-00
		DEPARTMENT OF EDUCATION		Prepared by: MGT	Paper size: Tabloid

ANNEX 4: FORM OF QUOTATION (RFQ- WORKS)

[To be completed, signed and submitted on Letterhead of Bidder]

Project Title: FSM Skills and Employability Enhancement Project
Contract Name: Performance Grant – PICS FY26: PICS - VocED Infrastructure Development (Renovation of VocED buildings and Access Road)
Contract Reference Number: FM-NDOE-513624-CW-RFQ

_____(Date)

To:_____ (Employer's Name)

_____ (Employer's Address)

_____

We offer to execute the_____(name and number of Contract) in accordance with the Form of Contract and Specifications accompanying your Request for Quotation (RFQ) for the Contract Price of _____(amount in words and numbers) (_____) (name of currency)_____,excluding VAT. We propose to complete the Works described in the Contract within a period of [*Employer to insert period*] calendar days from the Date of Signing of the Contract.

This Quotation and your written acceptance will constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Quotation you receive.

We hereby confirm that this Quotation complies with the Validity of the Quotation required by the RFQ.

Authorized Signature: _____
Name and Title of Signatory_____
_____

Name of Bidder: _____
Address: _____
_____
Phone Number _____

Email address:

Attachment to form of quotation

Details of bidder's qualifications to perform the contract

(refer paragraph 5 of the RFQ)

[to be completed, signed and submitted by the bidder as an attachment to the signed form of quotation]

NOTE: The Bidder provides at least one contract of a similar scope.

1. Experience as a works contractor (over the last three years):

Contract no. 1

Contract title:

Description of the works (include the description, nature and complexity similar to the works of this RFQ):

Contract period:

Final contract value:

Any other details:

Contract no. 2

Contract title:

Description of the works:

Contract period:

Final contract value:

Any other details:

Contract no. 3

Contract title:

Description of the works:

Contract period:

Final contract value:

Any other details:

2. Availability of financial resources:

The winning bidder should have adequate sources of finance to meet the cash flow requirements for at least 30% of the value of the works, in addition to requirements for works currently in progress.

Source of financing	Currency and amount
1.	
2.	
3.	
4.	

Authorized Signature: _____
Name and Title of Signatory_____
_____

Name of Bidder: _____

ANNEX 5. Environment and Social Code of Practice (ESCoP)

Pohnpei Island Central High School: Classrooms Renovation and Road Improvement

(part of the Skills and Employability Enhancement Project, P176965)

National Department of Education

November 2025

Table of Contents

Introduction

BACKGROUND

The National Department of Education (NDoE) are engaging a contactor to undertake renovation and repair works (the Works) at Pohnpei Island Central High School (the School) in Pohnpei State. The Works are part of the Skills and Employability Enhancement (SEE) Project, being implemented by NDoE and financed by the World Bank. The objective of the Works is to improve the vocational program facilities at the school and thereby provide students with better quality education.

PURPOSE OF THE ENVIRONMENTAL AND SOCIAL CODE OF PRACTICE

The purpose of this Environmental and Social Code of Practice (ESCoP) is to provide direction to the NDoE, the school management, and the contractor implementing the Works (the Contractor) on the environmental and social risks and impacts associated with the Works and expectations for managing and mitigating these. The Contractor should prepare their own procedure for managing E&S risks, using this ESCoP as a guide.

Prior developing ESCoP, an E&S screening assessment was undertaken by the Central Implementation Unit (CIU) safeguard specialists, which categorized the works as LOW risk from an environmental and social perspective. Therefore, an ESCoP was recommended as the appropriate instrument to manage the E&S risks associated with the Works.

This ESCoP has been developed in alignment with the World Bank Environmental and Social Standards (ESS), good international industry practice, and complies with the requirements of the Federated States of Micronesia.

Description of the Works and Setting

The subproject involves renovation of existing two classrooms' buildings and improvement of access roads and parking pavement. The Contractor's scope includes:

- Site clearance, excavation, backfilling compaction and drainage improvement.
- Remove existing floors, roofs, windows, doors and new installation
- Dispose excavated materials such as but not limited, soil, salvage materials,
- Concrete works include foundation, columns, beams walls, slabs, and scaffolding
- Masonry works including labor supply, construction materials supply, walls
- Electrical, sanitary, mechanical and plumbing works
- Furniture supply and fixing including painting
- Storm water management and drainage construction
- Removing top-soil, providing a coral crapping as a basecourse, and compaction
- Excavation and construction of 2' wide and 2' depth trench drainage
- Asphalt paving the road and parking zone
- Finishing floor surface, celling painting, equipment supply (fire extinguishers)
- All mechanical, electrical, furnishing and painting works
- Post construction site cleaning and clearing
- management of the non-hazardous waste generated as part of the Works.

Note: The works do not involve the removal or usage of asbestos carrying materials.
The buildings, access road and parking ground (i.e. the worksite) is located within the school grounds. Pohnpei Island Central High School on land owned by the Pohnpei State Government, as confirmed by the E&S screening assessment. The school grounds are a highly modified ecosystem, having been previously cleared to build school infrastructure (e.g., buildings, roads, walkways, etc.) It is **not** expected to clear bushes and remove the standing trees. The roadside overgrown grass requires cleaning and no water source near the workplace is located.

A photo showing the layout of the school, including proposed works, is provided as Figure 1.

Figure 1: Layout of the proposed works

Figure 2 Traffic Management Plan & Laydown Area

Environmental and Social Code of Practice

The Project ESCoP is presented in Table 1 below. It includes E&S risks and impacts that have been identified, and associated measures that will be implemented to avoid, mitigate or manage them. This includes items that are the responsibility of the NDoE, the School and the Contractor. In addition, a summary checklist for items that the Contractor needs to implement has been provided as Annex 1.

Table 1: Potential E&S Risks/Impacts and Mitigation Measures

Potential E&S Impacts / Risks	No.	Mitigation Measures	Responsibilities	Monitoring	Remarks
Design					
Road design risk There is potential risk that pavement design may not fully account for climate resilience factors, such as increase rainfall temperature extremes, or flooding. If these factors are not adequately considered, the pavement may perform below expectations and have reduce service life.	1	Road upgrading design and meets the standards, climate resilience and obtains earth moving permits from EPA	NDOE/ T&I/ PMU	Design and permit	
Climate change resilience and clean energy There is a risk of the design of facilities not considering potential future addition of climate change resilience and clean energy measures, and the building not being able to support such measures.	2	• Design roof to support future installation of solar panels. • Design roof and guttering to support future installation of water tanks.	NDoE/ Department of T&I	Design	
Operational risks. There is a risk of the facility not incorporating design measures to manage potential operational OHS and environment risks.	3	• Ensure design of proposed facilities are fit-for-purpose and take into consideration operational risks such as OHS, potential for minor spills/leaks, etc. The design should include measures to prevent hydrocarbon spills reaching the ground, bunded hydrocarbon storage area, wash station, etc.	NDoE/ Department of T&I	Design	
Prior to start of Works					
Regulatory process not followed.	4	• Countersign and submit 'Notice to Proceed which will be	Contractor	application	

Potential E&S Impacts / Risks	No.	Mitigation Measures	Responsibilities	Monitoring	Remarks
There is a simple regulatory process that needs to be undertaken prior to the start of Works.		issued by the National Department of Education (NDoE) prior to commencement of works.		submitted	
Permitting Obtain necessary permit from EPA as required	5	• Obtain necessary earth moving clearance/permission from EPA for excavation work	Contactor	Permission obtained	
Removal of existing waste. Waste that needs to be removed to enable the Works to include concrete, roofs, walls, sanitary and electrical materials. This can pose a risk if not handled or disposed of appropriately.	6	Remove existing waste from the site in a responsible manner, specifically: • Segregate hazardous and nonhazardous materials and dispose of them in appropriate manner • Collect salvage materials, in a manner to reduce risk and transport and dispose at the Dekehtik Landfill* * Disposal method to be confirmed with Pohnpei State Environmental Protection Agency (EPA)	School management	Evidence of EPA confirming waste disposal location Receipt from disposal locations	
Earth works, surface dressing, leveling coral filling, clearing/grubbing roadway	7	• Road surface work including cleaning and drainage work needs to work in a responsible manner specifically, • Use appropriate equipment for earthworks, pavement works include roller, mixture and compactor • Management of earth works soil/ dredge coral materials and cleaning works • Proper management of time to avoid traffic congestion during peak student movement periods, to be coordinated by the State Department of Education and the high school in consultation with the contractor	Contactor and school management	Works plan and execution	
Management of construction materials and machines The work will require proper stockpile material for the	8	• Proper management of construction materials in designated area in consultation with school authorities • Establish boundaries and cover the aggregate, sand and other	Contractor/ school management	Site verification Site register	

Potential E&S Impacts / Risks	No.	Mitigation Measures	Responsibilities	Monitoring	Remarks
construction and renovation purposes. Handle machinery equipment and park in proper place		materials using plastic • Proper disposal of residual materials from site • Manage construction machine compactors, mixture, grader, excavator in designated location • Mechanical verification of construction machine before use			
Disruption to student learning. The works will cause some disruption to the normal operation of the school through: • Noise, which may affect nearby classrooms • Temporary unavailability of the buildings for regular classes until construction is completed.	9	• Liaise with the school regarding timing of the works to minimise disruption to students and reduce public safety risks. Where practicable, works (particularly noisy activities and those with heightened public safety risks) should be undertaken during the school holidays, weekends and/or outside of school hours.	Contractor & School management	Meeting minutes / emails	
	10	• Temporarily relocate classes in available building of the school to minimise disruption to these students.	School management	Classes continuing	
Community consultation and grievance management. Poor communication and/or unresolved grievances can lead to community concerns and project delays.	11	• Establish a simple process for management of community grievances. This will include roles and responsibilities, lodgment mechanism, register, resolution process and community feedback process. A template for a simple Contractor GRM is provided as Annex 2. • Establish a grievance process for managing grievances of a serious nature (including those related to allegations of sexual harassment, sexual abuse, violence, etc.) based on the template provided as Annex 2, and designate a GRM SEA/SH Focal Point.	Contractor NDoE/PIU	Contractor GRM established Grievance records SEA/SH GRM established GRM SEA/SH Focal Point nominated	
	12	In conjunction with the school, prepare and deliver a safety briefing to	Contractor & School	Records of Safety	

Potential E&S Impacts / Risks	No.	Mitigation Measures	Responsibilities	Monitoring	Remarks
		students and school staff about the work program. This will include: • summary of the project objective and benefits • information about the scope of works and timing • public safety risks associated with the works, and access restrictions • details of the GRM and how to lodge a grievance. This information will also be provided in a newsletter format and supplied to the parents/guardians of the students.	management	briefing	
	13	Undertake consultation with community members/school authorities prior to the start of physical works. Consultation to include: • summary of the project objective and benefits • information about the scope of works and timing • summary of the potential impacts of the works and mitigation measures (e.g., noise, public safety) • confirmation of any site constraints and community requirements such as limits to access, timing of works • details of the Contractor GRM and how to lodge a grievance.	Contractor	Consultation record	
	14	Erect signs at the work site with construction information and Contractor contact details including contact phone numbers.	Contractor	Site inspection	
Public safety. Public safety risks are heightened for this project, as the work will be carried out at an operating school. Risks include truck and machinery movements, items falling from height, presence of the workforce,	15	Demarcate work site and laydown area/s using barriers to prevent access by students and other members of the public.	Contractor	Site inspection	
	16	Demarcate a designated walkway in the shoulder of road for access to/from the agriculture class room and farm	Contractor	Site inspection	
	17	Install signage showing work vehicle access routes in/out of the worksite and laydown area/s.	Contractor	Site inspection	

Potential E&S Impacts / Risks	No.	Mitigation Measures	Responsibilities	Monitoring	Remarks
etc.	18	Workers Code of Conduct (Annex 4) setting clear rules for the behavior of all employees must be explained to and signed by all employees; and included as part of the induction provided at onboarding,	Contractor	Signed Workers Code of Conduct	
Workforce management and worker safety. A small local workforce is expected to carry out the works. Risks to the workforce include working conditions, OHS and forced/child labor.	19	Include standard labor requirements in accordance with FSM labor and OHS laws and WB requirements (including Workers Code of Conduct) in tendering documents and contracts and monitoring contractor implementation. This includes: • no use of child or forced labor • non-discrimination and equal opportunity • providing safe working conditions • having a GRM that workers can access • providing worker insurance • implementing a Worker Code of Conduct • implementing a system to manage OHS, including PPE supplied free-of-charge to workers • providing employment contracts to workers that have clear employment terms and conditions (e.g., working hours, employment period, remuneration, tax). • Adopt and apply minimum wage rate (hourly) for both skilled and unskilled not less than government rate. • Establish weekly or/bi weekly payment schedule to the workers. • Nondiscrimination on payment (equal pay for equal work)	NDoE/PIU	Contract	
	20	Follow the labor requirements in the contract from NDoE, including providing employment contracts to workers that have clear employment terms and conditions.	Contractor	Employment records	
	21	All project workers to be 18 years of age or over.	Contractor	Employment	

Potential E&S Impacts / Risks	No.	Mitigation Measures	Responsibilities	Monitoring	Remarks
				records	
	22	Establish separate toilet facilities for male and female workers. These facilities must not be shared with students.	Contractor	Site inspection	
	23	Prior to the start of Works, ensure the following are in place: • designated OHS officer assigned to support the Works • simple process for workers to raise grievances (this can be through the community GRM) • workers provided with Personal Protective Equipment (PPE) (free of charge) as appropriate to their jobs (e.g., gloves, masks, hard hats, safety boots, goggles) • at least one worker with current first aid training • first aid kit, fire extinguisher and spill kit on site • list of emergency contact numbers displayed on a noticeboard in a prominent area of the worksite, this will include school principal, site supervisor, fire, hospital/ambulance and police.	Contractor	Site inspection	
Sourcing of raw materials. aggregate will be required to make concrete. There is a risk of the Project sourcing materials from unlicensed sourced if due diligence is not undertaken.	24	Only use aggregate, sand and any other material sourced from a licensed supplier or quarry. The Project shall not use material sourced from: • coral rock below highest astronomical tide, or • coastal and/or lagoon mining within the Federated States of Micronesia, except where the source is licensed, demonstrated to be sustainable, and satisfy the World Bank requirements (including the ESSs).	Contractor	Supplier license and purchase records (copies to PIU & CIU)	
Construction					
Community health issues This includes Gender-based violence (GBV), sexual exploitation and abuse / sexual	25	Workers to remain within worksite and laydown area, and not interact with students, and this to be communicated to workers through induction, prestart meetings, etc. Workers to be reminded of the Workers Code of Conduct signed onboarding.	Contractor	Induction records Prestart meeting	

Potential E&S Impacts / Risks	No.	Mitigation Measures	Responsibilities	Monitoring	Remarks
harassment (SEA/SH), anti-social behavior from presence of workforce.				minutes	
Worker safety Risks to the workforce include working conditions, OHS and forced/child labor.	26	• Provide an induction to all workers and visitors to the site. The induction should include: main risks and mitigations at the site, expectations for workers and visitors, how workers can raise grievances (which should be through their manager in the first instance), the Workers Code of Conduct, requirement to not interact with students, location of emergency equipment, no-go-zones, etc. • Prepare Job Hazard Analysis (JHA) (or similar) for specific activities, such use of heavy machinery and equipment, heavy lifts (e.g., using cranes), demolition, excavation, work at heights, tree felling (as applicable to the scope) (see Annex 5 for JHA template). • Prohibit the use of alcohol and illegal drugs. • Keep PPE in good condition and replace when needed. • Prevent slips and falls and other injuries through good housekeeping practices, provision of safe equipment and tools, and use of PPE. • Keep worksite clean and free of debris on daily basis. • Use the right tool for the activity. • Carry out regular site inspections to identify and address potential safety issues. • Conduct daily pre-start meetings, and use this as a forum to communicate key safety messages. • Encourage workers to raise safety issues. • Manage, report and investigate incidents (see Annex 6 for example incident reporting procedure).	Contractor	Induction records Site inspection records Prestart meeting minutes Completed JHAs	
	27	Implement specific requirements for working at heights:			

Potential E&S Impacts / Risks	No.	Mitigation Measures	Responsibilities	Monitoring	Remarks
		• Barricade area under Works to prevent access. • Hoisting and lifting equipment should be rated and maintained and operators trained in their use. • Ladders should be used considering proper placement, climbing, standing, and the use of extensions. • Use of 100 percent fall protection when working over 2 meters above the working surface.			
Sedimentation and erosion. There is limited clearing required for the scope and only small stockpiles of aggregate, and sand is expected to be onsite. However, the area is subject to high intensity rainfall events, and therefore measures are needed to prevent erosion and sediment runoff.	28	• Minimise run-off from stockpiles, for example, by placing them in a covered area or placing silt fencing around them. • Clear only the minimum area required to undertake the Works. • Cover cleared areas with topsoil and re-vegetate (plant grass, fast-growing plants/bushes/trees) as soon as possible once the area is no longer required for the Works. This includes any area used for laydown. • Manage stormwater from building being renovated and trench excavation by ensuring the gutters/downpipes remain connected to the stormwater system (if by temporary measures if necessary) throughout the Works.	Contractor	Site inspection	
Hazardous materials management. A small amount of chemicals is expected to be used during the Works. This includes petrol and/or diesel for equipment and machinery, adhesives, paints, etc. There is not expected to be hazardous waste generated as leftover chemicals will be retained by the Contractor for use on other jobs.	29	• Store chemicals in appropriate containers with secondary containment. • Maintain register of Materials Safety Data Sheets (MSDS). • Use drips trays or similar to minimise risk of spills when refueling machinery and equipment. • Use appropriate PPE when using hazardous materials. • First aid kit, fire extinguisher and spill kit to be on site. • Any leftover chemicals that would be considered hazardous waste are to be kept for use on other projects (i.e., these are not to be	Contractor	Site inspection	

Potential E&S Impacts / Risks	No.	Mitigation Measures	Responsibilities	Monitoring	Remarks
		disposed of with general waste).			
Construction waste. The waste generated through the Works is expected to include demolition (i.e., metal sheeting, plumbing, wood, cement sheeting or plasterboard, wiring), packaging (i.e., cardboard, plastic), off-cuts (i.e., piping, metal sheeting) and concrete. Much of this waste is expected to be reused as part of the Works. No hazardous waste is expected to be generated.	30	• Minimise waste through reduction and reuse. • Store waste in a manner to facilitate reuse (i.e., neatly sorted) and prevent hazards such as fires, vermin or standing water/vector breeding. • Consider safety of any waste to be gifted to the school or for community reuse. • Do not burn waste. • Waste that cannot be reused is to be removed from the site and disposed of at a permitted waste facility (i.e., the Dekehtik Landfill). Waste loads must be secured for transport to prevent littering.	Contractor	Site inspection Receipt from Dekehtik Landfill	
Project closeout					
Closure. Inadequate checks during project closure may result in E&S mitigations not being properly implemented.	31	Once Works are complete, check that following has been completed and document through a site inspection and photographs. • Site left in clean and tidy condition. • All waste removed from site. • Cleared areas are revegetated.	Contractor	Site inspection and photographs	

Monitoring and Reporting

Contractor compliance with the ESCOP will be monitored by the school and state department of T&I (technical support to PIU) with support from PIU, CIU and where appropriate, FSM TC&I. Monitoring will follow the specifications in Table 1, Reporting will include with support from CIU and based as per the specifications in Table 1. Reporting will include:

- **Incident** incidents will be reported by the contractor to the PIU and then from PIU to the WB. The protocol for Contractor incident reporting is detailed in Annex 5. Any serious incidents (or grievances) will be reported as soon as practicable and within 24 hours.

- **Monthly reports** – the Contractor will prepare monthly E&S performance reports and provide these to the PIU. The reports will include the status of implementation of the ESCoP and any incidents or grievances. A summary of these reports will also be included in the quarterly report to the WB, and the individual monthly reports supplied to the WB upon request.

- **Quarterly reports** – the PIU will continue to provide quarterly reports to the WB as part of the overall Skills and Employability Enhancement Project and include the E&S performance of the Pohnpei Island Central High School Renovation and Repair Work scope.

ANNEX 1 CONTRACTOR CHECKLIST

These are a summary of the E&S mitigations that are the responsibility of the Contractor and have been summarized from the ESCoP table provided in the main ESCoP. For full details of the mitigations, refer to the ESCoP table.

E&S Issue	No.	Mitigation	In place? (Y/N)
Monthly for the duration of the Contract			
Monthly E&S performance reports prepared and provided to the PIU. Reports include the status of implementation of the ESCoP and any incidents or grievances.			
Prior to start of Works			
Disruption to student learning	1	Timing of the works discussed with the school and agreed to	
Site clearance	2	Removal of existing facilities of the building (scrap materials, roofs ect) in appropriate manner and dump in designated location Clearence of overgrown roadside grass, site establishment, fencing ect	
Earth moving permission	3	Obtain necessary clearance from Pohnpei EPA	
Community consultation & grievance management	4	Process for management of community grievances established	
	5	Safety briefing to students and school staff delivered	
	6	Consultation undertaken with community members	
	8	Signs erected at the work site with Contractor contact details	
Public safety	9	Work site and laydown area/s demarcated using barriers	
	10	Designated crossing point for access to/from the agriculture classrooms and main school buildings demarcated	
	12	Signage showing work vehicle access routes in/out of the worksite and laydown area/s installed Appropriate traffic management in the road works	
	13	Workers Code of Conduct explained to and signed by all workers	
Workforce management & worker safety	14	Workers have clear employment terms and conditions in their contract	
	15	Worker insurance in place	
	16	All workers over 18 years of age and records of age kept	
	17	Separate toilet facilities for male and female workers	

		available and these facilities are not shared with students	
	18	Designated OHS officer assigned to support the Works	
	19	Simple process for workers to raise grievances in place (this can be through the community GRM)	
	20	Workers provided with PPE (free of charge)	
	21	At least one worker with current first aid training	
	22	First aid kit, fire extinguisher and spill kit on site	
	23	List of emergency contact numbers displayed on a noticeboard in a prominent area of the worksite	
	24	Induction presentation prepared	
Sourcing of raw materials	25	Aggregate and sand sourced from a licensed supplier or quarry, and supplier license and purchase records kept	
Construction			
Community health issues	26	Workers to remain within worksite and laydown area, and not enter the main school area or interact with students. Workers reminded of this at prestart meetings	
Worker safety	27	Induction provided to all workers and visitors to the site and records kept	
	28	Job Hazard Analysis (JHA) prepared for riskier activities, including working at heights, heavy lifts (e.g., using crane) and tree felling	
	29	Use of alcohol and illegal drugs prohibited and this enforced	
	30	PPE in good condition, regularly inspected and replaced when needed	
	31	PPE used when needed and used correctly	
	32	Worksite free of debris and tripping hazards	
	33	The right tools are used for the task	
	34	Site inspections are regularly carried out to identify and address potential safety issues. Records kept	
	35	Workers encouraged to raise safety issues (e.g., directly with supervisors, at pre-start, during site inspection)	
	36	Incidents are managed, reported and investigated	
	37	Specific requirements for working at heights to prevent falls or injury to personnel below implemented	
Sedimentation & erosion	38	Minimise run-off from stockpiles	

	39	Clear only the minimum area required	
	40	Cleared areas revegetated as soon as possible	
	41	Gutters/downpipes remain connected to the stormwater system (using temporary connection if necessary)	
Hazardous materials management	42	Bitumen stored in appropriate containers with secondary containment	
	43	Register of Materials Safety Data Sheets (MSDS) maintained	
	45	Appropriate PPE used when using hazardous materials	
	46	First aid kit, fire extinguisher and spill kit on site	
	47	Leftover bitumen that would be considered hazardous waste kept for use on other projects (i.e., not disposed of with general waste)	
Construction waste	48	Waste minimized through reduction and reuse	
	49	Waste neatly sorted and stored in a manner to prevent fire, vermin or water pooling	
	50	Safety considered (e.g., nails in wood scrap) before any waste is gifted to the school or for community reuse	
	51	Do not burn waste	
	52	Waste that cannot be reused is removed from the site and disposed of at a permitted waste facility (i.e., the Dekehtik Landfill), and records kept (e.g., receipt from the landfill). Waste loads secured for transport to prevent littering	
Project closeout			
	53	Once Works are complete, check that following has been completed and document through a site inspection and photographs. • Site left in clean and tidy condition • All waste removed from site • Cleared areas are revegetated	

ANNEX 2 TEMPLATE FOR SIMPLE CONTRACTOR GRIEVANCE REDRESS MECHANISM

The objective of the grievance redress mechanism (GRM) is to provide affected people (community members, other stakeholders and workers) with avenues for making a complaint or resolving any dispute that may arise.

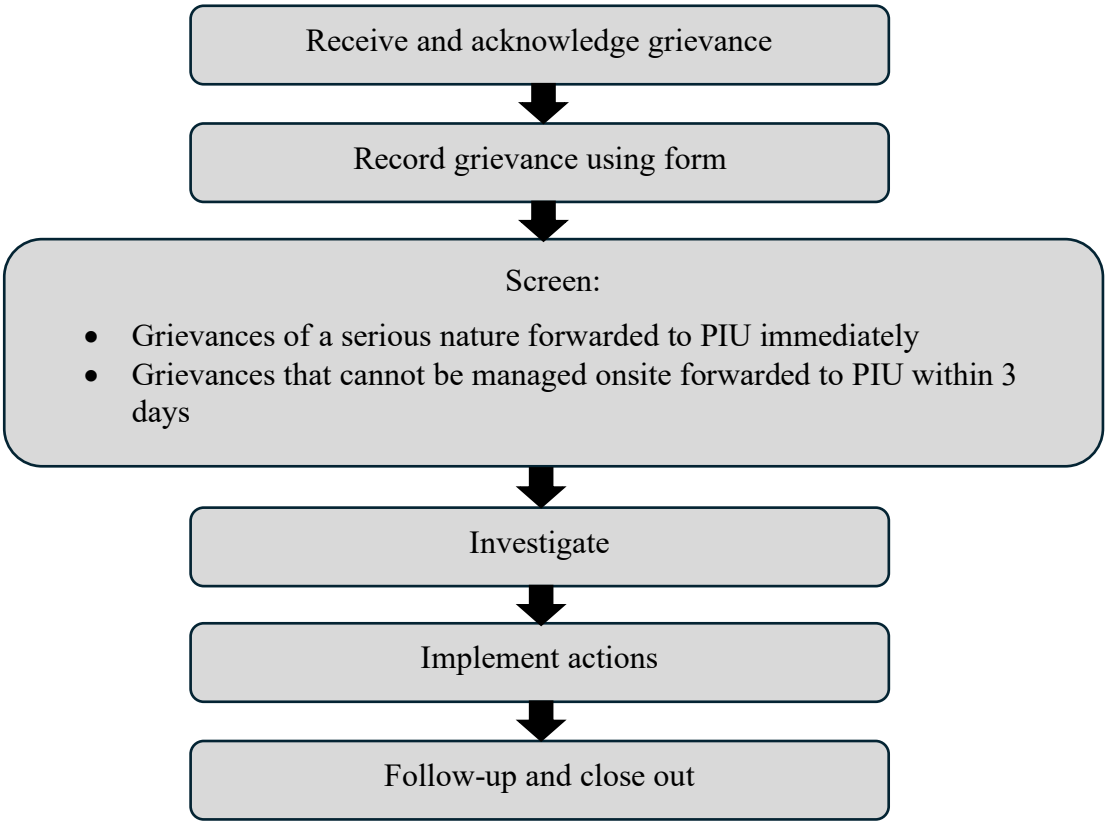
Employees of *Contractor's abbreviation* are encouraged to resolve issues directly with their manager or *Contractor's abbreviation* head office and follow this formal grievance process if there is not adequate resolution.

Process:

All grievances will be recorded by the nominated grievance focal point at site *[insert role / name]* using the Grievance Registry Form. Grievances should be resolved at the site level, where practicable and within the control of the Contractor and the actions taken to resolve the grievance recorded in the Grievance Registry Form. Where the grievances cannot be resolved by the Contractor, they will be forwarded to the Project Implementation Unit (PIU) for mediation within three working days. If mediation is unsuccessful, or if the matter is substantive, affected parties can file written or verbal grievances with the applicable court.

Grievances can also be lodged through the Department of Finance & Administration website or at https://dofa.gov.fm/grievance-redress-service/

All grievances of a serious nature (including any grievances related to allegations of sexual harassment, sexual abuse, violence, etc.) must be immediately reported to the PIU GRM SEA/SH Focal Point (with consent of the person lodging the grievance) for their investigation and management



Grievance Registry Form

This Grievance Registry Form is filled in by the Grievance Focal Point when grievances are brought to them for consideration. Copies of this form will be filled in hardcopy and/or electronically, and all grievances will be later entered into a grievance registry database. There will also be the option of lodging a hard copy grievance form in a box without requiring interaction with a staff member.

All grievances of a serious nature (including any grievances related to allegations of sexual harassment, sexual abuse, violence, etc.) must be immediately reported to the PIU GRM SEA/SH Focal Point (with consent of the person lodging the grievance) for their investigation and management

Unique grievance number (e.g., G001): _____
Date: _____
Name of person with the grievance: _____ Phone: _____
Village or residence of person with grievance: _____
Date of Occurrence: _____ Time of Occurrence: _____
Witnesses (if applicable): _____
Project people involved (if applicable): _____

Grievance category:

- ☐ Environmental (noise, dust, spill, odour, etc)
- ☐ Asset damage
- ☐ Inappropriate behavior
- ☐ Information request
- ☐ Land dispute
- ☐ Unsafe work practice
- ☐ Employment or contracting dispute
- ☐ Road closures
- ☐ Other, specify: _____

Grievance description:

_____
_____
_____
_____

Comments or immediate action taken by Senior Site Personnel:

_____
_____

Action(s) taken to resolve grievance (for grievances that cannot be managed at site, this would be to pass the grievance to the PIU):

_____
_____

Date(s) action taken:

_____

Date(s) feedback provided to person with the grievance:

_____

Annex 3. Worker Code of Conduct for Contractor Personnel

We are the Contractor, [enter name of Contractor]. We have signed a contract with [enter name of Employer] for [enter description of the Works]. These Works will be carried out at [enter the Site and other locations where the Works will be carried out]. Our contract requires us to implement measures to address environmental and social risks related to the Works, including the risks of sexual exploitation, sexual abuse and sexual harassment.

This Code of Conduct is part of our measures to deal with environmental and social risks related to the Works. It applies to all our staff, laborers and other employees at the Works Site or other places where the Works are being carried out. It also applies to the personnel of each subcontractor and any other personnel assisting us in the execution of the Works. All such persons are referred to as "Contractor's Personnel" and are subject to this Code of Conduct.

This Code of Conduct identifies the behavior that we require from all Contractor's Personnel.
Our workplace is an environment where unsafe, offensive, abusive or violent behavior will not be tolerated and where all persons should feel comfortable raising issues or concerns without fear of retaliation.

REQUIRED CONDUCT
Contractor/Employer's Personnel shall:

1. carry out his/her duties competently and diligently;

2. comply with this Code of Conduct and all applicable laws, regulations and other requirements, including requirements to protect the health, safety and well-being of other Contractor's Personnel and any other person;

3. maintain a safe working environment including by:

    a) ensuring that workplaces, machinery, equipment and processes under each person's control are safe and without risk to health;

    b) wearing required personal protective equipment;

    c) using appropriate measures relating to chemical, physical and biological substances and agents; and

    d) following applicable emergency operating procedures.

4. report work situations that he/she believes are not safe or healthy and remove himself/herself from a work situation which he/she reasonably believes presents an imminent and danger to his/her life or health;

5. treat other people with respect, and not discriminate against specific groups such as women, people with disabilities, migrant workers or children;

6. not engage in any form of sexual harassment including unwelcome sexual advances, requests for sexual favors, and other unwanted verbal or physical conduct of a sexual nature with other Contractor's or Employer's Personnel;

7. not engage in Sexual Exploitation, which means any actual or attempted abuse of position of vulnerability, differential power or trust, for sexual purposes, including, but not limited to, profiting monetarily, socially or politically from the sexual exploitation of another;

8. not engage in Sexual Abuse, which means the actual or threatened physical intrusion of a sexual nature, whether by force or under unequal or coercive conditions;

9. not engage in any form of sexual activity with individuals under the age of 18, except in case of pre-existing marriage;

10. complete relevant training courses that will be provided related to the environmental and social aspects of the Contract, including on health and safety matters, and Sexual Exploitation, and Sexual Assault (SEA);

11. report violations of this Code of Conduct; and

12. not retaliate against any person who reports violations of this Code of Conduct, whether to us or the Employer, or who makes use of the grievance mechanism for Contractor's Personnel or the project's Grievance Redress Mechanism.

RAISING CONCERNS

If any person observes behavior that he/she believes may represent a violation of this Code of Conduct, or that otherwise concerns him/her, he/she should raise the issue promptly.

This can be done in either of the following ways:

1. Contact [enter name of the Contractor's Social Expert with relevant experience in handling gender-based violence, or if such person is not required under the Contract, another individual designated by the Contractor to handle these matters] in writing at this address [ ] or by telephone at [ ] or in person at [ ]; or
2. Call [ ] to reach the Contractor's hotline (if any) and leave a message.

The person's identity will be kept confidential, unless reporting of allegations is mandated by the country law. Anonymous complaints or allegations may also be submitted and will be given all due and appropriate consideration. We take seriously all reports of possible misconduct and will investigate and take appropriate action. We will provide warm referrals to service providers that may help support the person who experienced the alleged incident, as appropriate.

There will be no retaliation against any person who raises a concern in good faith about any behavior prohibited by this Code of Conduct. Such retaliation would be a violation of this Code of Conduct.

CONSEQUENCES OF VIOLATING THE CODE OF CONDUCT

Any violation of this Code of Conduct by Contractor/Employer's Personnel may result in serious consequences, up to and including termination and possible referral to legal authorities.

FOR CONTRACTOR/EMPLOYER'S PERSONNEL:

I have received a copy of this Code of Conduct written in a language that I comprehend. I understand that if I have any questions about this Code of Conduct, I can contact [enter name of Contractor/Employer's contact person with relevant experience in handling gender-based violence] requesting an explanation.

Name of Contractor/Employer's Personnel:

Signature:

Date: (day month year):

Countersignature of authorized representative of the Contractor/Employer:

Signature:

Date: (day month year):

Attachment 1: Behaviors constituting Sexual Exploitation and Abuse (SEA) and behaviors constituting Sexual Harassment (SH)

Attachment 1 to the Worker Code of Conduct for Contractor Personnel

Behaviors constituting sexual exploitation and abuse (SEA) and behaviors constituting sexual harassment (SH)

The following non-exhaustive list is intended to illustrate types of prohibited behaviors:

1. Examples of sexual exploitation and abuse include, but are not limited to:
    - A Contractor's Personnel tells a member of the community that he/she can get them jobs related to the work site (e.g. cooking and cleaning) in exchange for sex.
    - A Contractor's Personnel that is connecting electricity input to households says that he can connect women headed households to the grid in exchange for sex.
    - A Contractor's Personnel rapes, or otherwise sexually assaults a member of the community.
    - A Contractor's Personnel denies a person access to the Site unless he/she performs a sexual favor.
    - A Contractor's Personnel tells a person applying for employment under the Contract that he/she will only hire him/her if he/she has sex with him/her.
2. Examples of sexual harassment in a work context:
    - Contractor's Personnel comment on the appearance of another Contractor's Personnel (either positive or negative) and sexual desirability.
    - When a Contractor's Personnel complains about comments made by another Contractor's Personnel on his/her appearance, the other Contractor's Personnel comment that he/she is "asking for it" because of how he/she dresses.
    - Unwelcome touching of a Contractor's or Employer's Personnel by another Contractor's Personnel.
    - A Contractor's Personnel tells another Contractor's Personnel that he/she will get him/her a salary raise, or promotion if he/she sends him/her naked photographs of himself/herself.

ANNEX 4 TEMPLATE FOR JOB HAZARD ANALYSIS

Description of task:			**Date:**
Prepared by:		**Supervisor:**	
Training required:			
Equipment required:			
PPE required:			

Step	**Task**	**Hazard**	**Mitigation**
1	List the tasks required to perform the job in the sequence they are carried out	For each task, list the potential hazards that could cause injury or environmental harm when the task is performed	List the mitigation required to eliminate or minimise the risk of injury or environmental harm considering the hierarchy of control
2			
3			
4			
5			
6			

Hierarchy of Control

1. Eliminate the hazard.
2. Provide an alternative that can perform the same task and is safer to use.
3. Provide a physical barrier or guard.
4. Develop procedures and/or provide training for the task.
5. Personal equipment designed to protect the individual from the hazard.

ANNEX 5 EXAMPLE INCIDENT REPORTING PROCEDURE

The objective of this incident reporting procedure is to provide *[contractor]* site personnel with the processes to follow to report and investigate incidents, including implementation of corrective action.

The *[insert role]* should lead the incident reporting and investigation process, with support from all personnel involved in the incident and senior site personnel and/or senior (non-site based) personnel where required (e.g., for serious/complex incidents).

Process:

1. Incident occurs.
2. Incident witness or party involved activates emergency response, if required. The priority in any incident should be the safety of workers and the community.
3. Incident witness or party involved notifies senior site personnel and *[insert role]*.
4. In the event of a serious incident, *[insert role]* verbally notifies the PIU representative as soon as possible. All other incidents must be reported to PIU within 24 hours. The PIU will report incidents to the World Bank as per their existing procedures.
5. Once a situation is under control, the *[insert role]* completes the "Initial Report" section of the Incident Report Form with as much information as possible and provides this to the PIU representative within 24 hrs of the incident occurring.
6. The *[insert role]* undertakes an investigation in conjunction with the relevant parties to determine the root cause of the incident and develop corrective actions to prevent a re-occurrence.
7. The *[insert role]* completes the "Final Report" section of the Incident Report Form and provides this to the PIU representative.
8. The corrective actions tracked to closure.

Incident Report Form
Incident Report Number: _____ (e.g., IR001, IR002, etc)
Initial Report (to be completed within 24 hours)

1. Incident details

Date of incident:		Project name:	
Time of incident:		Contractor name:	
Person who notified of the incident (internally):		Person who reported the incident to the PIU:	
Date of incident notification:		Date of incident reporting (to the PIU):	
Time of incident notification:		Time of incident reporting (to the PIU):	

2. Type of incident (check all that apply)

☐ Fatality	☐ Equipment & tools	☐ Theft
☐ Lost time injury	☐ Asset damage (contractor)	☐ Vandalism
☐ Restricted duties	☐ Asset damage (third party)	☐ Assault
☐ Medical treatment	☐ Flora & fauna	☐ Kidnapping
☐ First aid	☐ Hazardous substance spill	☐ Threatening behavior
☐ Light vehicle	☐ Pollution of water course	☐ Serious non-compliance
☐ Heavy mobile equipment	☐ Fire	☐ Other:_____

3. Description of the incident

What is the incident? What were the conditions or circumstances under which the incident occurred (if known)? Are the basic facts of the incident clear and uncontested, or are there conflicting versions? What are those versions? Is the incident still ongoing or is it contained? Have any relevant authorities been informed (if required)?

4. Immediate actions taken in response to the incident

This may include spill clean-up, transfer of injured party to hospital, containment of a fire, providing community with clean drinking water, etc.

Final Report (to be completed after investigation complete)
5. Immediate actions taken in response to the incident

Where and when the incident took place Who was involved, and how many people/households were affected What happened and what conditions and actions influenced the incident

What were the expected working procedures and were they followed Did the organization or arrangement of the work influence the incident Were there adequate training/competent persons for the job, and was necessary and suitable equipment available What were the underlying causes; where there any absent risk control measures or any system failures

6. Corrective actions

To be tracked to closure

Corrective action	**Responsible party**	**Target close-out date**

7. Attachments

Provide list of attachments – this would include (as relevant): photos of the incident scene and/or injuries, witness statements, medical reports, etc.

Number	**Attachment**
1	
2	
3	

8. Form completed by

Name:		Role:	
Signature:		Date:	

Note: The full-fledged Environmental and Social Code of Practice (ESCoP) for the proposed renovation works is also available in the shared folder here.