

UNON, New Office Facilities (NOF) Project.
Scope of Works for the duty-free supply of
Proprietary Demountable Partitioning to the NOF.

Technical Specification:

Background.

UNON is currently constructing 16,500m² of useable office area within a 21,000m² building, sited in the present UNON campus in Nairobi, Kenya. The building comprises of 4 main blocks of 8 linked 3-story offices sharing common entrances, circulation cores and meeting areas and is situated to the north of existing office Blocks M, N, P and Q.

Description.

Each individual office floor plate is approx 750-825m² and there are 4 main building blocks within two wings split by a central atrium. Due to the design there are four typical office floor-plates and these are handed centrally so there are a total of 8 typical floors over a 3 story height, totalling 24 office floor-plates.

Finished floor to finished (suspended) ceiling height is 2600mm and the design is such that there will be flat surfaces to all planes upon which the demountable partitioning is to be fixed.

For the purpose of placing orders for the partitioning, the attached drawing L(80)01 shows the typical floor plan for half the building showing the four different floor plates and notional partitions indicated. (The other half of this plan is a handed repeat). Using these layouts an overall order for approx 4000 linear metres is expected however, bidders should confirm quantities themselves and also include approx 10% partitioning material for cutting/wasteage.

Partition assembly types are as described in Attachment "B". The sketches show three of the four options for partition types based on the desired level of transparency by individual users. The fourth option would be for full-height wallpaper covered plasterboard panels. Separate prices should be indicated for each partition type.

Provision must be made for integrated fresh-air vents within panels to allow cross-ventilation to occur where office partitioning blocks the provided natural ventilation route, window-wall to window-wall. This building is wholly naturally ventilated via PVs in the window walls and openable windows. Acoustic values and the treatment of the fresh air vents within partitions and/or doors should be clearly shown for evaluation purposes.

Separate line item pricing should be provided by bidders to include softwood doors, ironmongery/hardware, cross-ventilation louvers, integrated blinds and

controls, glazing by supplier/manufacturer, (note it is likely that UNON will procure the glazing locally for environmental and logistical reasons, however, for bidding purposes please include for supply of all glazing).

Outline Specification for Partitions.

Materials:

Frames:	Clear Anodized aluminum
Solid inset panels:	Foil-lined plasterboard or tackable fabric-wrapped panels. Units to include all fixings trims and accessories and details for these. Insulation within partitions to be mineral wool.
Glazing:	6mm tempered safety glass below 900mm height, regular 4/5mm above. Integrated blinds and operating controls to be provided to all glazed panels above 1000mm and below 2100 mm heights from FFL.
Doors:	Solid-core stain-grade softwood (no hardwood allowed) MDF inlay or equivalent
Door hardware:	Clear anodized aluminum including handles, locks, escutcheons, hinges, door-stops, etc.
Ventilation:	The supplier should provide for sufficient vents within panels/glazing/doors to allow unencumbered cross ventilation through each office floor-plate either into the atrium areas or vice-versa with minimum impact on sound proofing.
Dimensions:	A maximum 100mm width total assembly for panels is required
Module sizes:	As per attachment "B"
Fire Class:	30 minutes
Noise Insulation:	Rw = 44dB

Environmental Considerations.

This partitioning exercise is separate from the current construction contract now under way but will also observe the general sustainability requirements of this construction contract via the UN's "Supplier Sustainable Procurement Guidelines" attached herewith.

With the need for the building industry to work towards an environmental responsibility, demountable partitions offer a further option to sustainability. Interested firms should provide details of their own sustainable credentials such as:-100% recyclable aluminum frames, optimal use of recyclable materials, absence of installation damage to the existing finishes and fabric of the building, product is durable and requires less maintenance than similar products, product contains pre- and post-consumer recycled content, product is recyclable or biodegradable after use.

Preference shall be given to firms providing evidence of these above suggested options/ in-house procedures to support LEED or equivalent local guidelines.

Timing.

Current construction progress is such that finished office areas should be ready to accept demountable partitioning during the third/fourth quarters of 2010 to individual layouts prepared by UNON to suit the requirements of future tenants of the office floors. Materials should be shipped and delivered by mid-2010. Bidders should indicate if this schedule is achievable or not

Bidders should prepare their offers for the supply of partitioning and all accessories as described, packed, containerized, shipped and delivered to Mombasa, Kenya.

Evaluation Criteria.

The following items will be used in the assessment of the individual bids in order to arrive at an acceptable supplier.

Confirmation that your firm is registered on the UNON vendor roster (ref website www.unon.org/ssse/documents/supplier_registration_form1.pdf) and that you have a minimum of 5 years experience in the field of business for which we are seeking your services.

ISO 9000 certification (or equivalent)

Dun & Bradstreet rating reference number in absence of which, we reserve the right to conduct a D&B reference check directly.

Priced bills of quantities for each of the 4 panel types

Priced itemized schedule of all accessories required (and any that may have been omitted by mistake here)

Adherence with the outline specification of materials shown above. Any deviations to be highlighted.

Performance requirements for fire, sound transmission and structural performance to be stated.

Quality assurance credentials to be provided.

Warranties provided.

Provision of full erection instructions for a separate contractor to construct the partitioning after delivery within the new office areas.

Statement on your firm's environmental credentials and compliance with the stated environmental considerations above

Shipping costs from factory to Kenya Port to be shown independently