

WASIT GAS PLANT DEPARTMENT

Wasit Maintenance Building 302, Room-201
Box: 8350 Ras Tanura, Telephone: 679-5420, Fax: 679-5160
July 10, 2017.

CONTRACT GROUP

As no in-house resources are available, a qualified contractor is required as per the following scope of work.

Job Title: Renovate WGP CCR building (555)

Charge No.: 11303184 **P/R No :** 3000741593/1 **G/L Account :** 7408038

Location: Wasit Gas Plant – CCR building #555

Procurement: Open () Selective (X) Sole Source ()

Pricing Method: Lump (X) Work Unit Rate () Time Unit Rate ()

Contract Type: Short form Contract (X) Mid form Contract ()

Duration: Expected Start Date:07/16/2017 Expected Completion Date:08/03/2017

Scope of Work :

1. Brief description:

This short form contract is issued to renovate WGP CCR building.

2. Detailed description of work:

2.1. Entrance :

2.1.1. Contractor shall repair the hand rail in the main entrance of the bundling and install new accessories to replace damaged one. The final product shall be fully secured, safe and accepted by Saudi Aramco.

2.2. Floor:

2.2.1. Contractor shall supply 150 m² of raised floor tiles that match current type in shape, size, and color and meet the current tiles quality or exceeds.
2.2.2. Contractor shall replace any damaged floor tiles and install new one.
2.2.3. Contractor shall repair and or adjust holders as required.
2.2.4. Contractor shall provide Saudi Aramco with all extra tiles to be used in the future.

2.3. Ceiling:

2.3.1. Contractor shall repair any damaged or lose air-condition duct.
2.3.2. Contractor shall supply 200 m² of drop Ceiling tiles that match current type in shape, size, and color and meet the current tiles quality or exceeds.

- 2.3.3. Contractor shall replace any damaged tiles and install new one.
- 2.3.4. Contractor shall repair and or adjust holders as required.
- 2.3.5. Contractor shall provide Saudi Aramco with all extra tiles to be used in the future.

3. Special Conditions:

- 3.1. Contractor shall take actual measurement before bedding to confirm dimensions in the contract.
- 3.2. The contractor shall provide skilled/experienced craftsmen. If contractor employees were found inefficient or not familiar with the job, they shall be replaced immediately by the contractor in order not to delay the work.
- 3.3. The contractor shall provide all necessary hand tools that are considered part of the individual's trade or craft.
- 3.4. Contractor employees who committed any violations or unsafe acts shall be removed immediately by the contractor and should be replaced in order not to delay the completion of the project.
- 3.5. In case the contractor is sub-contracting the agreement or part of the contract, the contractors shall obtain no objection letter approved by WGP prior to mobilization.
- 3.6. The contractors shall provide WGP a sub-contract agreement sealed by the Chamber of commerce.
- 3.7. The supervisor should be a Work Permit Receiver (Hot/Cold).

4. Safety Conditions / Precautions:

- 4.1. All works shall be done in accordance with Saudi Aramco Standards and Procedures.
- 4.2. Contractor shall strictly observe and follow Wasit Gas Plant Emergency Response plan (WGP OIM-9100) as well as security regulations. Personnel in violation of that regulation shall be removed from the work site by the contractor.
- 4.3. The contractor shall attend a Kick-off Safety Meeting prior to starting the job as per Saudi Aramco SMS 7.03. No job should be started before both the end-user and the contractor sign the kick-off safety meeting checklist and attendance sheet.
- 4.4. The contractor shall coordinate their work activities with Saudi Aramco authorized representative(s) particularly on matters pertaining to entry and movements of personnel.
- 4.5. Contractor shall provide each employee with Fire Retardant Clothing (FRC) and ensure to wear while working inside the plant.
- 4.6. Contractor shall provide and ensure that each employee wears proper safety apparels at the job site (i.e. hard hat, safety shoes, safety glasses, gloves, etc).
- 4.7. Contractors shall strictly observe and follow Saudi Aramco G.I. 6.007 (Reporting of contractor on-job injuries/occupational illnesses) in case of any incidents.
- 4.8. Contractor employees should attend the Wasit Gas Plant Safety Orientation prior to start of the job. Scheduling of orientation shall be coordinated in advance thru WGP Contracts Coordinator.
- 4.9. Contractor employees are not allowed to bring mobile phones inside the plant.
- 4.10. Contractor employees are not allowed to work more than twelve (12) hours in a working day for any reason and circumstances.
- 4.11. Contractor employees should be well informed about WGP safety rules and policies.
- 4.12. Contractor must pass Saudi Aramco safety pre-qualification requirement.

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5. **General Conditions:**

- 5.1. Contractor employees must be able to communicate in English language in order to receive and understand instructions from Saudi Aramco representative.
- 5.2. Work Permits to be opened each day before any work starts and to be closed at the time stated in the Work Permit. All work shall stop following Work Permit closure.
- 5.3. Saudi Aramco representative reserves the right to reject any poor workmanship and should be replaced immediately by the Contractor to avoid work delay with no additional cost to Saudi Aramco.
- 5.4. The contractor employees shall coordinate their work activities with Saudi Aramco authorized representative particularly on matters pertaining to entry and movements of personnel and equipment.
- 5.5. Temporary access to the plant, transportation to and from the job site, food and shelter will be the Contractor's responsibility.
- 5.6. Contractors are obliged to use the designated contractor's parking area as the drop and pick-up points. Parking area in front of the WGP main gate are exclusive only for Saudi Aramco employees.
- 5.7. All contractor employees are not allowed to utilize or wear Saudi Aramco safety apparels such as coveralls and helmets.
- 5.8. It should be clearly understood by the Contractor that any amendment deviations/changes in the above scope of work must have prior written approval by the contract signatory.

For further inquiry, please contact Ghamdi, Emad (Contracts Coordinator) at 679-5454.

Shehri Sultan. S , Superintendent (A)
Wasit Gas Plant Operation Division

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