

NGORA DISTRICT LOCAL GOVERNMENT

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Office of the Chief Administrative officer,
Ngora District Local Government,
P.O. Box 31
NGORA

In any correspondence on this subject please quote
Ref/ **CR/207**

Tuesday, September 25, 2018

Mr. Ochung Moses Mathew,
District Education Officer /
Project Manager,

Mr. Okiror Richard,
Senior Civil Engineer /
Project Supervisor

Ms. Awekonimungu Margaret,
Forest Ranger,
Environment Safeguard Focal Person

Ms. Alungat Celine Mercy,
CDO/Ag. Sub County Chief Mukura,
Social Safeguard Focal person
NGORA DISTRICT LOCAL GOVERNMENT

Vision: "A Prosperous District by 2040 Through Positive Collective Involvement"

Mission "To Improve the Livelihood of the Community for Sustainable Development through Provision of Quality Services"

**APPOINTMENT ON THE PROJECT MANAGEMENT TEAM [PMT]
FOR THE PROPOSED CONSTRUCTION OF A 4-IN-1 STAFF
HOUSE AT KOKODU PRIMARY SCHOOL IN FINANCIAL YEAR
2018/2019**

Procurement Reference No. Ngor603/works/2018-2019/00022

Reference is made to the above subject matter.

Ngora District Local Government set aside funds towards the procurement of civil works for the construction of staff houses in selected schools including one at Kokodu primary school during the FY 2018/2019.

This office has now completed the process of procuring a contractor and is ready to commence works at Kokodu primary school. The selected contractor for the works at Kokodu primary school is M/S SIMPIO TECH (U) LIMITED, P.O. Box 327, Kumi at a contract sum of UGX 136,012,501 as per the attached bills.

Now therefore, in accordance with the Public Procurement and Disposal of Public Assets Act as amended; Regulations 2014 (Contracts) Regulations 52 and 53; and also in accordance with the General and Special Conditions of the contract 1.1.2.4, I hereby appoint you and constitute you into a Project Management Team [PMT] for the works at Kokodu primary school.

A copy of the contract agreement between my office (the employer) and MS Simpjo Tech (U) Ltd (the Contractor), the plans and drawings will be

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provided to you for reference. Should there be any issue requiring clarification, please revert to my office as soon as possible.

In the course of execution of your responsibilities, the following specific terms and conditions will apply:

- 1) Prepare and submit to me the project implementation plan and schedule of interim payment certificates, samples of which are attached herewith, for the execution of the project by 26th September 2018;
- 2) Represent the District in the course of the execution of the contract by the contractor through performing those roles of a Project Manager as spelt out in the special and general conditions of the contract and in addition
- 3) Arrange and undertake the official handing over of the site to the contractor to be witnessed by the Resident District Commissioner and other key district and lower local governments stakeholders;
- 4) Be responsible for the contract administration in general by:
 - i. Actively engaging the contractor to achieve agreed outcomes;
 - ii. Actively managing the contract to ensure that it remains within scope, budget and schedule and **ensure that no funds remain unutilized by 15th June 2019 including retention thereof;**
 - iii. Offering day-to-day technical supervision and keeping the register of the progress of works, including where applicable site photographs and or video clips;
 - iv. Monitoring the contractor's performance to ensure all standards are met in accordance with the contract;
- 5) On a weekly basis report on the progress of the works against the schedule / the budget / quality issues / other relevant issues such as safety and environment;

- 6) Monitor the validity of performance security;
- 7) Decide contractual matters between the employers and the contractor in the role of representing the employer;
- 8) Organize and undertake monthly site meetings involving key stakeholders in the district and record minutes of the site meetings. The responsibilities of the parties for actions to be taken shall be decided by the PMT at the management meetings and stated in writing to all who attended the meeting;
- 9) Issue any required variations or change orders upon approval by my office in accordance with the terms and conditions of the contract;
- 10) In case of contract amendment, provide full details of the required contract amendments to the PDU which will act as a basis for PDU to obtain the approval of the contracts committee before issuing any amendment;
- 11) In case of breach of the contract, provide full details of any proposed termination of the contract to the PDU and obtain the approval of my office prior to termination;
- 12) Appraise the performance of the contractor and report on the performance of the contractor to the PDU
- 13) Verify the contractor's claims and certify the amount to be paid to the contractor;
- 14) Ensure that payments claimed by the contractor are appropriate in terms of the quantity of the work done at the rate in the BOQs for each item and that work is done in accordance with the technical specifications, drawings and contract terms'
- 15) Open and maintain a contract ledger in liaison with the Chief Finance Officer;
- 16) Prepare a detailed project completion report and make arrangements for the final handover of the staff house to the

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school management committee including preparing snag lists and supervising the correction of all defects thereof;

17) In liaison with the Head of the Procurement and Disposal unit open and maintain a project file with relevant records including but not limited to the following:

- i. Copy of the social and environmental safeguards screening report;
- ii. Copy of the approved building plan;
- iii. Copy of proof of ownership of land by Kokodu primary school on which the project is located;
- iv. Copy of the request to initiate procurement proceedings
- v. Copy of the published advertisement;
- vi. Record of pre-bid meeting;
- vii. A record of the bid closing and bid opening;
- viii. The evaluation report;
- ix. Minutes of the contracts committee meeting on the procurement;
- x. Copy of the Notice of best evaluated bidder
- xi. Copy of letter of award and acceptance;
- xii. Site possession certificate signifying handover of site to the contractor;
- xiii. Commencement order/instructions to signify the project start date;
- xiv. Contractor's work plan / schedule duly approved by the PMT;
- xv. Post-contract documents relating to the fulfillment of contract obligations and in particular, copy of performance security;
- xvi. Copy of the bid and the signed contract document;
- xvii. Minutes of any meetings related to the contract management, including contract progress or review meetings;
- xviii. Copies of interim and final certificates of works;

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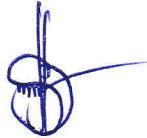
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- xix. Copies of payment vouchers;
 - xx. A copy of cumulative payment worksheet evidencing management of all payments made;
 - xxi. Copies of all submissions to the contracts committee and decisions related to the contract management including, but not limited to, the approval of contract variations if any;
 - xxii. Any other correspondences between Ngora District Local Government and the contractor in the course of the project implementation
 - xxiii. Copies of the interim and final completion certificate;
 - xxiv. Certificate of project handover to the school management committee
 - xxv. Copy of occupation permit issued by the responsible authority;
- 18) The duration of this assignment is from the project commencement date up to the end of the project defects liability period;
- 19) Whereas I need not emphasize that my office relies on the PMT for quality workmanship and timely execution of the works in accordance with the provisions of the contract and whereas my office will from time to time conduct general inspection of the progress of the works, the ultimate responsibility and liability for the effective execution of the contract lies with you.
- 20) As members of the PMT, in case you commit an act of financial misconduct or willfully or negligently fail to discharge your responsibilities described above, you will be liable for surcharge for loss caused to government and discharged from your appointment as the PMT. Disciplinary proceedings will also be

initiated against you as members of the PMT in accordance with Public Service Regulations.

I request that without delay you send me a formal acceptance in writing of your appointment as members of the Project Management Team in accordance with the responsibilities as described above.



Mawejje Andrew

**CHIEF ADMINISTRATIVE OFFICER/ACCOUNTING OFFICER VOTE 603:
NGORA DISTRICT**

DISTRIBUTION:

The RDC/Ngora
District Chairperson/Ngora
The District Speaker/Ngora
The Head PDU/Ngora
The DIA/ Ngora
MS. Simpio Tech (U) Ltd, Kumi

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BoQs for the construction of a 4 in 1 Teachers House, Kichennette and a 2 stance Lined VIP Latrine in Primary Schools, Ngora District - Financial Year 2018/2019

CONSTRUCTION OF A 4-IN-1 STAFF HOUSE AT KOKODU PS BY SIMPIO TECH (U) LTD FY 2018/19					
BoQ Item	BoQ Item Description	UoM	BoQ Item Qty	BoQ Unit Rate (UGX)	BoQ Amount (UGX)
SUMMARY OF BILL					
BILL NO. 1 : 2 IN 1 TEACHER'S HOUSE OPTION					
	ELEMENT NO. 1 : SUBSTRUCTURE (ALTERNATIVE 1 : NORMAL SOILS)				14,881,000
	ELEMENT NO. 2 : BUILDING FRAME				2,861,980
	ELEMENT NO. 3 : WALLS				8,818,500
	ELEMENT NO. 4 : ROOF STRUCTURE				8,482,000
	ELEMENT NO. 5 : WINDOWS				2,774,400
	ELEMENT NO. 6 : DOORS				7,418,000
	ELEMENT NO. 7 : FLOOR AND CEILING FINISHES				14,188,100
	ELEMENT NO. 8 : WALL FINISHES				9,116,450
	ELEMENT NO. 9 : ROOF WATER DRAINAGE				5,377,300
	ELEMENT NO. 10 : LIGHTNING PROTECTION				585,000
	ELEMENT NO. 11 : POWER AND LIGHTNING				4,596,000
	TOTAL BILL NO 1				79,098,730
BILL NO.2 : 2 STANCE LINED VIP LATRINE					
	SUBSTRUCTURE				3,893,300
	ROOF				473,000
	EXTERNAL WALLS				847,000
	DOORS				450,000
	INTERNAL FINISHINGS				599,000
	MECHANICAL INSTALLATION				392,000
	TOTAL BILL NO 2.				6,654,300
BILL NO. 3: 2 Units of 2 in 1 KITCHEN HOUSES					
	ELEMENT NO 1; SUB- STRUCTURE				5,584,500
	ELEMENT NO 2; WALLING AND FRAME				2,561,000
	ELEMENT NO 3; ROOFING				1,107,750
	ELEMENT NO 4; WINDOWS				410,250
	ELEMENT NO 5; DOORS				138,000
	ELEMENT NO 6: INTERNAL WALL FINISHES				592,000
	ELEMENT NO 7 : FLOOR FINISHES				1,024,000
	ELEMENT NO 8 : EXTERNAL WALL FINISHES				594,000
	TOTAL BILL NO 3 X 2		2		24,023,000
	SUB TOTAL 1				109,776,030
	ADD 5% Contingency				5,488,801.50
	SUB TOTAL 2				115,264,832
	ADD 18% VAT				20,747,670
	GRAND TOTAL				136,012,501
ELEMENT NO 1: SUBSTRUCTURE (ALTERNATIVE 1 : NORMAL SOILS) [ALL PROVISIONAL]					
S/N	ITEM DESCRIPTION	UNIT	QNTY	RATE	AMOUNT
	Site Preparation				
1	Erect a sign post indicating project name, source of funding and plant a minimum of 10 trees watered, protected for at least 6month and 1st payment will be effected upon Completing item 1 (this item)	item	1	250,000	250,000
2	Excavate top vegetable soil average 150mm deep and cart to spoil	m ²	217	1,000	217,000
3	Anti-termite treatment to sides and bottom of foundations specifically using ANT KILLER with chlorpyrifos 480gm/ltr as an active ingredient.	m ²	170	850	144,500
	Excavations and Earthworks				-
4	Excavate foundation trenches : not exceeding 1.5m deep commencing from stripped level	m ³	34	5,000	170,000
5	Ditto : but for splash aprons	m ³	18	5,000	90,000
6	Extra over excavations : breaking up rock met with in excavations	m ³	1	35,000	35,000
	Disposal of excavated materials				-
7	Return, fill and ram : selected excavated materials around foundations : in 200mm layers compacted to 95% MDD.	m ³	13	3,500	45,500
	Fillings				-
8	125mm Murram filling : well watered and compacted to 95% MDD 95% : to make up levels under floor bed	m ²	119	3,500	416,500
9	150mm Hardcore bed : in broken stone blinded with and including 20mm layer of approved blinding; under floor bed	m ²	119	7,500	892,500

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BoQ Item	BoQ Item Description	UoM	BoQ Item Qty	BoQ Unit Rate (UGX)	BoQ Amount (UGX)
10	Ditto : under splash aprons	m ²	30	7,500	225,000
	Plain in-situ concrete class 15/(38mm aggregate)[mix 1:3:6]: in				-
11	Foundation in trenches	m ³	13	180,000	2,340,000
12	Ditto in Splash apron	m ³	7	180,000	1,260,000
	Reinforced in-situ concrete class 15/(20mm aggregate)[mix 1:3:6]: in				-
13	provisional sum for construction of Ramps : size 3000mm length x 1200mm width x 250mm on average width on all the four entrances	item	1	180,000	180,000
14	100mm Floor bed	m ²	137	25,000	3,425,000
15	75mm Splash apron bed	m ²	30	25,000	750,000
	Mild steel reinforcement to BS 4483				-
16	Steel fabric mesh reinforcement ref no. A98 weighing 1.58kg/m2: in floor bed: including tying wire and distance blocks	m ²	137	7,500	1,027,500
	Sawn formwork: to				-
17	Edge of bed : 75 - 150mm width	m	50	5,000	250,000
	Foundation Walls				-
	Hard burnt clay bricks to BS 3921 (3.5N/mm² compressive strength) bedded and jointed in cement and sand (1:3) mortar.				-
18	230mm Wall	m ²	57	26,000	1,482,000
19	150mm Wall(apron wall)	m ²	30	22,500	675,000
	Damp proof membrane				-
20	1000 Gauge polythene sheet damp proof membrane: in one layer with 300mm end laps: laid on blinded hardcore (m/s)	m ²	137	2,000	274,000
	Horizontal Damp proof course: hessian based bitumen felt:lapped 150mm on ends laid on cement and sand (1:3) mortar bed				-
21	230mm Wide: laid under walls	m	105	1,800	189,000
	Plinth finishes				-
22	15mm Cement and sand (1:3) render : steel trowelled smooth	m ²	35	9,000	315,000
23	Prepare and apply three coats bituminous or other approved water resistant paint to rendered plinth walls	m ²	35	6,500	227,500
	TOTAL ELEMENT NO.1 (SUBSTRUCTURES : NORMAL SOILS)				14,881,000
	ELEMENT NO 2 : BUILDING FRAME				
	Reinforced in-situ concrete class 25/20mm aggregate, [mix 1:2:4]: in				
1	Ring beam	m ³	5.60	180,000	1,008,000
2	Columns- 8No verandah poles	m ³	1.30	180,000	234,000
	High yield tensile steel bar reinforcement to BS 4461 as described including cutting to lengths, bending, hoisting and fixing including all necessary tying wire and spacing blocks.				-
3	12mm Diameter bars	kg	426.40	1,750	746,200
	Mild steel bar reinforcement to BS 4461				-
4	8mm Diameter bars	kg	229.20	1,750	401,100
	Sawn formwork: to				-
5	Sides and soffites : beams	m ²	47	9,000	423,000
6	Vertical sides : columns at the verandah	m ²	5.52	9,000	49,680
	TOTAL ELEMENT NO.2 (BUILDING FRAME)				2,861,980
	ELEMENT NO 3 : WALLS				
	Hard burnt clay bricks to BS 3921 (3.5N/mm² compressive strength) bedded and jointed in cement and sand (1:3) mortar.				
1	230mm Wall	m ²	181	26,000	4,706,000
2	150mm Wall	m ²	105	22,500	2,362,500
	150mm Hard burnt clay vent bricks to BS 3921 (3.5N/mm² compressive strength) bedded, jointed and pointed in cement and sand (1:3) mortar in				-
3	Vent : size 230 x 450mm	m ²	2	35,000	70,000
	150mm Hard burnt clay vent bricks to BS 3921 (3.5N/mm² compressive strength) bedded, jointed and pointed in cement and sand (1:3) mortar in				-
4	Allow for the Construction of Wardrobes to Architects Detail including shelves, shutters and locking devices	sum	4	400,000	1,600,000
5	Window Cills : 325 x 75mm average	m	8	10,000	80,000
	TOTAL ELEMENT NO.3 (WALLS)				8,818,500
	ELEMENT NO 4 : ROOFING				
	Structural timbers:				

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CONSTRUCTION OF A 4-IN-1 STAFF HOUSE AT KOKODU PS BY SIMPIO TECH (U) LTD FY 2018/19					
BoQ Item	BoQ Item Description	UoM	BoQ Item Qty	BoQ Unit Rate (UGX)	BoQ Amount (UGX)
	<u>Sawn cypress or other approved: pressure impregnated with Tanalith or other approved</u>				
	<u>The following in 8No. Truss : 7000mm clear span x 1280mm rise : nailed together, hoisted and fixed 3.0m above floor level</u>				
1	150 x 50mm Rafter	m	95	6,000	570,000
2	100 x 50mm Struts/Ties	m	120	5,000	600,000
3	150 x 50mm Tie beam	m	120	6,000	720,000
4	75 x 50mm Purlins	m	212	4,500	954,000
5	100 x 75mm Wall plate	m	66	6,000	396,000
6	225 x 20mm PLASTIC Fascia and barge board	m	65	7,000	455,000
	<u>28 Gauge pre-coated corrugated iron roofing sheets fixed: 1 1/2 corrugations side laps: fixed to timber purlins (m/s) with galvanised iron drive screws with washers.</u>				-
7	Roof covering - colour to match the existing environment	m ²	191	24,000	4,584,000
8	Matching ridge capping	m	23	6,000	138,000
	<u>Knot prime stop and apply one coat undercoat and two finishing coats gloss oil paint on wood</u>				-
9	Surfaces 200 - 300mm girth : fascia and barge boards	m	65	1,000	65,000
	TOTAL ELEMENT NO.4 (ROOF)				8,482,000
	ELEMENT NO 5 : WINDOWS				
	<u>Purpose made steel casement to BS 990 : frames and glazing primed with one coat red oxide primer before fixing complete with fixing lugs built into walls</u>				
1	Window size W6pv 1200 x 1500mm high overall : comprising 300mm high steel louvred vent for full width : 2No side hung opening sash size 600 x 1200mm : all divided in panes of less or equal to 0.3m each - fixed to an approved burglar proofing	nr	8	220,000	1,760,000
	<u>Iron mongery and matching fittings</u>				-
2	Fastener	nr	16	9,000	144,000
3	Stay	nr	16	9,000	144,000
	<u>Ordinary quality (OQ) clear sheet glass and glazing</u>				-
4	4mm Glass : Glazing to metal casement panes of 0.3m with tropical glazing putty	m ²	14	38,000	532,000
	<u>Painting</u>				-
	<u>Prepare touch up primer and apply one coat undercoat and two finishing coats of gloss oil paint : on metal</u>				-
5	Glazed casement windows (measured flat both faces)	m ²	36	5,000	180,000
	<u>Prepare touch up primer and apply one coat undercoat and two finishing coats of gloss oil paint : on concrete</u>				-
6	Window Cills : 325 x 75mm average	m	8	1,800	14,400
	TOTAL ELEMENT NO.5 (WINDOWS)				2,774,400
	ELEMENT NO 6 : DOORS				
	<u>135 x 45 x 1.5mm steel door frames kept clean from stained finishes</u>				
1	Metallic door frame : size 1200 x 2400mm high overall comprising 300mm high steel louvred vent for full width, for External doors.	nr	4	280,000	1,120,000
2	Metallic door frame : size 900 x 2400mm high overall comprising 300mm high steel louvred vent for full width, for internal doors.	nr	8	120,000	960,000
	<u>Purpose made steel door : hollow sections framing of 40mm X 40mm X 2mm thickness and clad faced/fabricated both sides with 3mm steel plates : complete with hinges.</u>				-
3	Double shutter doors size 1200 x 2100mm high, glazing inclusive (Half height glazed)	nr	4	280,000	1,120,000
	<u>Internal quality solid panel door to BS part 2 faced both with mahogany/Mvule or equal approved timber</u>				-
4	45mm Door size 900 x 2100mm high with 300mm vent above, overal height 2400mm	nr	8	300,000	2,400,000
	<u>Knot prime stop and apply one coat undercoat and two finishing coats of vernish on wood</u>				-
5	Wooden surfaces	m ²	35	9,000	315,000
6	Prepare touch up primer and apply one undercoat and two finishing coats of gloss oil paint: glazed metal doors	m ²	17	5,000	85,000
	<u>Supply and fix: English "Union" or other equal approved ironmongery: matching screws: locks to include a set of 3 keys. (Prices of locks to be inclusive of handles)</u>				-
7	38mm Diameter door stops built into floor for internal doors.	nr	8	8,000	64,000

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CONSTRUCTION OF A 4-IN-1 STAFF HOUSE AT KOKODU PS BY SIMPIO TECH (U) LTD FY 2018/19					
BoQ Item	BoQ Item Description	UoM	BoQ Item Qty	BoQ Unit Rate (UGX)	BoQ Amount (UGX)
8	Steel casement locks	nr	4	120,000	480,000
9	Mortice locks- Orlando 2 lever type	nr	8	85,000	680,000
	Cement and sand (1:3)				-
10	15mm Plaster to reveals : average 200 - 300mm wide: steel trowelled smooth	m	40	4,000	160,000
	Prepare and apply three coats weather guard emulsion paint : to				-
11	Plastered surfaces of reveals 200 - 300mm wide : external	m	20	850	17,000
	Prepare surfaces: apply three coats vinyl silk -SKY BLUE- emulsion paint: on steel trowelled plaster: to				-
12	Plastered surfaces of reveals 200 - 300mm wide : internal	m ²	20	850	17,000
	TOTAL ELEMENT NO.6 (DOORS)				7,418,000
	ELEMENT NO 7 : FLOOR AND CEILING FINISHES				
	Floor Finishes				
	Cement and sand (1:3) screeds and pavings laid on concrete to receive floor tiles				
1	32mm thick paving using only Cement/lake sand, 1:3 mix	m ²	119	10,000	1,190,000
2	450mm x 450mm non slip porcelain floor tiles (6mm thick) including adhesive/a strong mix of cement mortar for fixing tiles - Made from Spain or UAE or Egypt.	m ²	119	40,000	4,760,000
3	Ditto but to 100mm skirting, Metallic Corner / edge strips inclusive as A MUST in addition to other ordinary finishes.	m	146	25,000	3,650,000
	Ceiling Finishes				-
	Sawn cypress or other equal approved including necessary suspension system: well seasoned cellcured: selected and kept clean				-
4	50 x 50 ceiling battens at perimeter, plugged	m	119	4,500	535,500
5	Ceiling brandering 75 x 50 mm members one way set into timber truss and tie members and 50 x 50 members at 600 centres other way	m ²	119	5,000	595,000
6	Supply and fix 600 x 600 mm access panel with sides cut bavelled to 45 degrees and fixed on and including painting to all exposed surfaces	nr	4	30,000	120,000
7	9 x 24 SWG galvanized expanded metal lathing U-nailed to timber branderings	m ²	119	2,200	261,800
8	Cement and sand (1:4) pricking course to metal lathing	m ²	119	9,000	1,071,000
9	12mm cement and sand plaster to ceiling	m ²	119	9,000	1,071,000
10	Extra over for 150 x 20mm thick cement and sand (1:3) cornice	m	154	1,350	207,900
11	Prepare and apply three coats of SADOMATT paint on plastered ceiling	m ²	119	5,000	595,000
12	Ditto but cornice; with Vinyl silk (Purple Hurze)	m	154	850	130,900
	TOTAL ELEMENT NO.7 (FLOOR AND CEILING FINISHES)				14,188,100
	ELEMENT NO 8 : WALL FINISHES				
	External wall finishes				
	Cement and sand (1:4)				
1	20mm Render in two coats : steel trowelled smooth	m ²	141	9,000	1,269,000
2	300 x 10mm Rendered skirt	m	47	1,500	70,500
	Prepare surfaces: apply two coats of undercoat, and two coats weather guard emulsion paint - Cinnamon				-
3	Rendered surfaces : Walls except window cills	m ²	141	9,000	1,269,000
	Prepare and apply three coats bituminous paint -Tobacco; on				-
4	Skirting	m	47	850	39,950
	Internal wall finishes				-
	Cement/lime putty/sand (1:2:9):				-
5	15mm Plaster to : Walls and Concrete surfaces : steel trowelled smooth.	m ²	462	9,000	4,158,000
	Prepare surfaces: apply three coats vinyl silk -SKY BLUE- emulsion paint: on steel trowelled plaster: to				-
6	Walls and concrete surfaces internally	m ²	462	5,000	2,310,000
	TOTAL ELEMENT NO.8 (WALL FINISHES)				9,116,450
	ELEMENT NO 9 : ROOF WATER DRAINAGE				
	Supply and fix : rainwater disposal system				
	uPVC Gutter to BS 4576				
1	110mm Streamline gutter complete with gutter unions fascia clips for fixing to fascia	m	60	5,000	300,000
	Extra over gutter for :				-
2	110mm Gutter angles	nr	8	15,000	120,000
3	110mm Stop ends	nr	6	8,000	48,000
4	110 x 75mm Gutter outlets	nr	6	30,000	180,000

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BoQ Item	BoQ Item Description	UoM	BoQ Item Qty	BoQ Unit Rate (UGX)	BoQ Amount (UGX)
	uPVC Down pipe to BS 4576				-
5	100mm Diameter rain water down pipe : clipped to walls with approved holder bats	nr	12	40,000	480,000
	Extra over down pipe for :				-
6	Bend : 100mm x 90°	nr	8	35,000	280,000
7	100mm Shoe	nr	4	9,000	36,000
	The following in 2No 5000 Litre rainwater storage tank				-
	Tank base				-
8	Excavate top vegetable soil average 150mm deep and cart to spoil	m ²	9	1,000	9,000
9	Anti-termite treatment to sides and bottom of foundations specifically using ANT KILLER with chlorpyrifos 480gm/ltr as an active ingredient.	m ²	14	850	11,900
10	Ditto : blinded surfaces of hardcore	m ²	6	850	5,100
11	Excavate foundation trenches: not exceeding 1.5m deep : commencing from stripped level	m ³	3	5,000	15,000
12	Return, fill and ram : selected excavated materials around foundations: in 200mm layers compacted to 95% MDD.	m ³	2	3,500	7,000
13	Surplus excavated material : Load up, cart, deposit, spread and level on site where directed.	m ³	2	3,500	7,000
14	125mm Murrum filling : well watered and compacted to 95% MDD 95% : to make up levels under floor bed	m ²	6	7,500	45,000
15	150mm Hardcore bed : in broken stone blinded with and including 20mm layer of approved blinding ; under floor bed	m ²	6	6,800	40,800
16	Plain concrete class 15/20mm aggregate, (mix 1:3:6) in : foundation in trenches	m ³	1	180,000	180,000
17	Ditto : 100mm Floor bed	m ²	9	35,000	315,000
18	Sawn form work to : edges of bed : 75 - 150mm width	m	7	4,500	31,500
19	230mm Wall : built to a radius of 1.07m : in hard burnt clay bricks bedded and jointed in cement and sand (1:4) mortar	m ²	4	32,000	128,000
20	15mm Cement and sand (1:4) render : steel trowelled smooth	m ²	4	10,000	40,000
21	5,000 Litre HDPE water tank	nr	2	1,500,000	3,000,000
22	12mm Diameter Bip tap : complete with a stop valve	sum	2	25,000	50,000
23	300mm x 12mm Diameter overflow pipe	nr	2	12,000	24,000
24	1700mm x 12mm Diameter pipe : Wash out complete with stop valves	nr	2	12,000	24,000
	TOTAL ELEMENT NO.9 (ROOF WATER DRAINAGE)				5,377,300
	ELEMENT NO 10 : LIGHTNING PROTECTION				
	<u>Supply, install, connect and set to work the following, all as described in the Specifications and Drawings</u>				
	Earthing				
1	Inspection chamber : size 300mm x 300mm internal dimension : complete with lid.	nr	1	120,000	120,000
	Lightening Protection				-
2	25mm x 3mm Copper tape.	m	4	35,000	140,000
3	25mm x 3mm Aluminium tape.	m	3	30,000	90,000
4	1200mm x 20mm Solid Copper bond earth rod : complete with couplers and driving tips	nr	1	65,000	65,000
5	Bi-metallic connector.	nr	1	50,000	50,000
6	Type A rod to clamp.	nr	1	25,000	25,000
7	25mm x 3mm Copper square test clamp.	nr	1	15,000	15,000
8	Air terminals complete with tape adapter and all accessories	nr	1	80,000	80,000
	TOTAL ELEMENT NO.10 (LIGHTNING PROTECTION)				585,000
	ELEMENT NO. 11: POWER AND LIGHTING				
1	Provide and install 150w solinc product pannels mounted on its pannel stand on to the roof.	nr	4	200,000	800,000
2	load cable	m	24	15,000	360,000
3	Provide and intall 200Ahz @ lead free maintainance battery with all the accessories	nr	4	600,000	2,400,000
4	Charge contraller -60amps	nr	4	32,000	128,000
5	Stand alone solar inverter to supply normal voltage of 220V - 240V AC complete to sockets in each room with all connection accessories	nr	4	150,000	600,000
6	Compact fluorescent bulbs with continuous power of 12W (energy savers) complete with appropriate wiring using 1.5mmPVC cable	nr	14	22,000	308,000
	TOTAL ELEMENT NO. 11: POWER AND LIGHTING				4,596,000

BoQs for the construction of a 4 in 1 Teachers House, Kichennette and a 2 stance Lined VIP Latrine in Primary Schools, Ngora District - Financial Year 2018/2019

CONSTRUCTION OF A 4-IN-1 STAFF HOUSE AT KOKODU PS BY SIMPIO TECH (U) LTD FY 2018/19					
BoQ Item	BoQ Item Description	UoM	BoQ Item Qty	BoQ Unit Rate (UGX)	BoQ Amount (UGX)
BILL NO.2 : 2 STANCE LINED VIP LATRINE					
ELEMENT NO 1					
SUBSTRUCTURE					
Site Preparation					
1	Excavate oversite to remove top soil average 250mm thick and remove from site.	m ²	14	850	11,900
2	Anti-termite treatment to sides and bottom of foundations specifically using ANT KILLER with chlorpyrifos 480gm/ltr as an active ingredient.	m ²	14	850	11,900
Excavation and Earthworks.					
Note: Rates for excavation to including keeping excavations free from water and planking and strutting to sides of excavations					
3	Excavate trenches for wall foundations: commencing from reduced levels : not exceeding 1.5m deep .	m ³	2	5,000	10,000
4	Ditto but pit for latrine	m ³	24	15,000	360,000
Insitu concrete grade 15 / 20mm aggregate as described.					
5	Foundations in trenches	m ³	2	180,000	360,000
Vibrated , reinforced concrete as described.					
6	150mm thick ground floor slab tamped to fabric reinforcement	m ²	8	35,000	280,000
7	Ramps and Steps	m ³	1	180,000	180,000
Insitu reinforced concrete grade 25 / 20mm aggregate as described.					
8	Ground beam	m ³	1	180,000	180,000
Mesh reinforcement Ref No. A98 size 200 x 200 mm weighing 1.54 kg per square metre: in floor slab: including all necessary supports					
9	In suspended slabs	m ²	12	7,500	90,000
10	12mm diameter high tensile bars	kg	29	2,750	79,750
11	8mm diameter round bars	kg	24	2,750	66,000
sawn treated formwork to:					
12	Ground beam	m ²	7	9,000	63,000
13	Soffites of suspended slab	m ²	7	9,000	63,000
14	Vertical edges of surface bed : over 75mm but not exceeding 150 mm high.	m	9	5,000	45,000
Brickwork in burnt clay bricks in cement and sand mortar (1:3) mix; with and including 25 x 3mm hoop iron strips laid horizontally every alternate course.					
15	230 mm thick Pit Latrine Walling.	m ²	40	26,000	1,040,000
Sundries					
16	One layer 1000 gauge polythene sheet damp proof membrane : Under bed : 300mm laps.	m ²	6	2,000	12,000
Damp proof courses : Hessian based bituminous felt: bedded in cement and sand (1:4) mortar : 300mm laps.					
17	Horizontal : 150mm ditto	m	9	1,250	11,250
Plinth wall and splash apron					
18	15mm Thick cement and sand plaster to plinth walls with steel float finish.	m ²	44	9,000	396,000
19	Prepare and apply three coats of black bituminous paint to plastered surfaces.	m ²	44	6,500	286,000
20	75mm (average) thick concrete class 25/18mm aggregate splash apron reinforced with and including formwork and fabric mesh reinforcement ref A98 as before described and all necessary formwork	m ²	5	35,000	175,000
21	Concrete downstand to ditto size 75 x 125mm deep with and including necessary excavations, formwork and disposal of surplus soil.	m	9	12,500	112,500
22	25mm thick cement and sand (1:3) paving on splash apron wood float finish	m ²	6	10,000	60,000
TOTAL SUBSTRUCTURE TO SUMMARY					3,893,300
ELEMENT NO. 2					
ROOF					
Roof Construction					
The following in roof construction including hoisting and fixing approximately 3.0mm above ground level.					
Sawn cypress pressure impregnated with preservative:-					
1	50 x 100mm Purlins	m	13	5,000	65,000
2	50 x 150mm Rafters	m	7	6,000	42,000
3	100 x 75mm Wall Plate	m	6	6,000	36,000

BoQs for the construction of a 4 in 1 Teachers House, Kichennette and a 2 stance Lined VIP Latrine in Primary Schools, Ngora District - Financial Year 2018/2019

CONSTRUCTION OF A 4-IN-1 STAFF HOUSE AT KOKODU PS BY SIMPIO TECH (U) LTD FY 2018/19					
BoQ Item	BoQ Item Description	UoM	BoQ Item Qty	BoQ Unit Rate (UGX)	BoQ Amount (UGX)
	Roof Covering				-
4	IT4 Guage 28 pre-painted iron roofing sheets fixed with 11/2 side overlaps and 150mm end laps with and including approved roofing nails or galvanized steel drive screws with plastic washers to manufacturer's instructions.	m ²	10	26,000	260,000
	Eaves				-
5	25 x 225mm PLASTIC fascia board	m	10	7,000	70,000
	Painting				-
6	Knot prime stop and apply three coats of gloss oil paint to timber surfaces.				-
7	Knot, prime, stop and apply three coats of gloss oil paint to wood fascia 200-300mm girth.	m	0	-	-
	TOTAL ROOF TO SUMMARY				473,000
	ELEMENT NO. 3				
	EXTERNAL WALLS				
	Brickwork in burnt clay bricks in cement and sand mortar (1:3) mix; with and including 25 x 3mm hoop iron strips laid horizontally every alternate course.				
1	150mm thick walling reinforced with and including 25 x 3mm hoop iron strips laid horizontally every alternate course.	m ²	24	22,500	540,000
	External wall Finishes				-
2	Cement and sand (1:4) render trowelled smooth on concrete or masonry				-
3	15mm to walls.	m ²	24	9,000	216,000
	Two coats tyrolene rendering on:				-
4	Walls and concrete surfaces	m ²	14	6,500	91,000
	TOTAL EXTERNAL WALLS TO SUMMARY				847,000
	ELEMENT NO. 4				
	DOORS				
	Concrete Work				
	Precast concrete Class 28/12mm lintel reinforced with 4No. 12 mm high tensile steel bars and 8mm steel stirrups at 200 mm centres and including all necessary formwork and hoisting and fixing in position.				
1	150 x 230 mm high	m	3	25,000	75,000
	Purpose made steel door : hollow sections framing of 40mm X 40mm X 1.5mm thickness and clad faced/fabricated both sides with 3mm steel plates : complete with hinges, frame and fixing lugs built into wall.				-
2	Metallic solid door and frame : size 900 x 2400mm high overall comprising 300mm high steel louvred vent for full width : door shutter size 900 x 2100mm high	nr	2	120,000	240,000
3	Purpose made padbolt 150mm long, with strong padlocks	nr	2	35,000	70,000
	Prepare, knot prime, stop and apply three coats of gloss oil paint: on.				-
4	General Surfaces : doors	m ²	10	6,500	65,000
	TOTAL DOORS TO SUMMARY				450,000
	ELEMENT NO. 5 INTERNAL FINISHES				
	Floor Finishes				
	Cement and sand (1:4) screeds and pavings : one coat: steel trowel finish : laid on concrete				
1	25mm thick paving.	m ²	7	9,000	63,000
	Wall Finishes				-
2	Internal cement and sand plaster : steel trowel finish				-
3	15mm thick to Walls.	m ²	22	9,000	198,000
	Painting				-
4	Prepare and apply one undercoat and three finishings coats of matt vinyl paint (Baby Blue) to plastered surfaces.	m ²	22	7,500	165,000
5	Ditto but three coats of gloss oil paint (Smoke Gray)	m ²	22	6,500	143,000
	Soil and vent pipes				-
					-

BoQs for the construction of a 4 in 1 Teachers House, Kichennette and a 2 stance Lined VIP Latrine in Primary Schools, Ngora District - Financial Year 2018/2019

CONSTRUCTION OF A 4-IN-1 STAFF HOUSE AT KOKODU PS BY SIMPIO TECH (U) LTD FY 2018/19					
BoQ Item	BoQ Item Description	UoM	BoQ Item Qty	BoQ Unit Rate (UGX)	BoQ Amount (UGX)
6	100mm diameter uPVC soil and vent pipe 3500mm high with and including wire balloon grating.	nr	1	30,000	30,000
	TOTAL INTERNAL FINISHES TO SUMMARY.				599,000
	ELEMENT NO. 6				
	MECHANICAL INSTALLATION				
	Drainage				
1	PVC Gully Trap	nr	1	15,000	15,000
2	Floor Trap as ARMITAGE SHANKS complete with all accessories	nr	1	18,500	18,500
3	110mm PVC heavy gauge pipework buried in the ground to a fall of 1:60 complete with excavations, bedding, backfilling and all accessories.	m	4	7,500	30,000
4	Soak Pit Size approx. 2500mm on top tapering to 1500mm and depth of 1500mm complete with hardcore and all accessories.	nr	1	150,000	150,000
5	Construct an inspection chamber 500 x 600mm including: 50mm thick pre-cast concrete cover with 2NO. Mild steel Lifting rings 8mm diameter bar	sum	1	8,500	8,500
6	Provide and fix Purpose made steel metal grill 900mm X 1500mm , manufactured from standard hollow sections of 25mm X 25mm X 1.5mm thickness welded 100mm apart including 40mm X40mm X 1.5mm thickness framing , assembled and deliver to site : Supply and fix ironmongery comprising approved hinges, pivoting mechanisms, and locking device including reasonable padlocks as approved by the engineer: plugged and built into walling : one coat red oxide primer before delivery, and painted in three coats after installation. make good all finishes after installation, Including painting with weatherguard paint.	nr	2	85,000	170,000
	TOTAL MECHANICAL INSTALLATION TO SUMMARY.				392,000
	BILL NO. 3: Kitchen				
	ELEMENT NO. 1 SUB-STRUCTURE				
A	Excavate over site to reduced levels commencing from stripped site level	m ²	30.0	1,000	30,000
B	Excavate foundation trenches: not exceeding 1.5m deep; commencing from stripped level	m ³	10	5,000	50,000
C	Return, fill and ram: selected excavated materials around foundations in 200mm layers compacted to 95% MDD	m ³	7	3,500	24,500
D	Load wheel and evenly spread out surplus soil on site	m ³	3	3,500	10,500
E	200mm Bed of approved imported hardcore well spread rammed and consolidated under floor slab and blinded with 50mm layer of pit sand well watered and rolled to receive concrete	m ²	15	7,500	112,500
F	Dig out any existing termite mount destroy queen and apply approved anti termite spray to entire site	m ³	30	7,500	225,000
G	1000 Gauge diothene or other equal approved polythene sheeting as damp proof membrane laid on blinded hardcore (measured separately) with weltd joints and minimum 200mm end and side laps	m ²	18	2,000	36,000
	Mass Concrete mix 1:3:6				-
H	Strip foundation	m ³	3	180,000	540,000
I	100mm thick ground beam	m ²	18	180,000	3,240,000
J	25 x 150mm soft wood to edge of slab	m	18	5,000	90,000
	Plinth walling				-
	Blockwork in cement and sand mortar 1:3 mix, laid in suitable bond with 6mm diameter mild steel strips laid horizontally every alternate coarse				-
K	200mm thick walling	m ²	13	26,000	338,000
	Damp proof membrane				-
	Hessian based bituminous felt bedded in cementsand mortar 300mm laps				-
L	Horizontal 230mm laps	m	20	1,250	25,000
	Plinth Finishes				-
M	15mm thick cement and sand (1:4) rendering to plinth externally	m ²	4	10,000	40,000
N	Prepare and apply three coats bituminous or other approved water resistant paint to rendered plinth walls externally	m ²	4	6,500	26,000
	Splash Apron				-
O	75mm thick concrete 1:3:6 mix splash apron with all necessary formwork	m ²	13	35,000	455,000
P	Concrete down stand to ditto size 75mm x 450mm deep with and including necessary excavations formwork and disposal of surplus soil	m	18	12,500	225,000
Q	25mm thick cement and sand (1:3) paving on splash apron wood float finish	m ²	13	9,000	117,000
	Total Element No. 1				5,584,500

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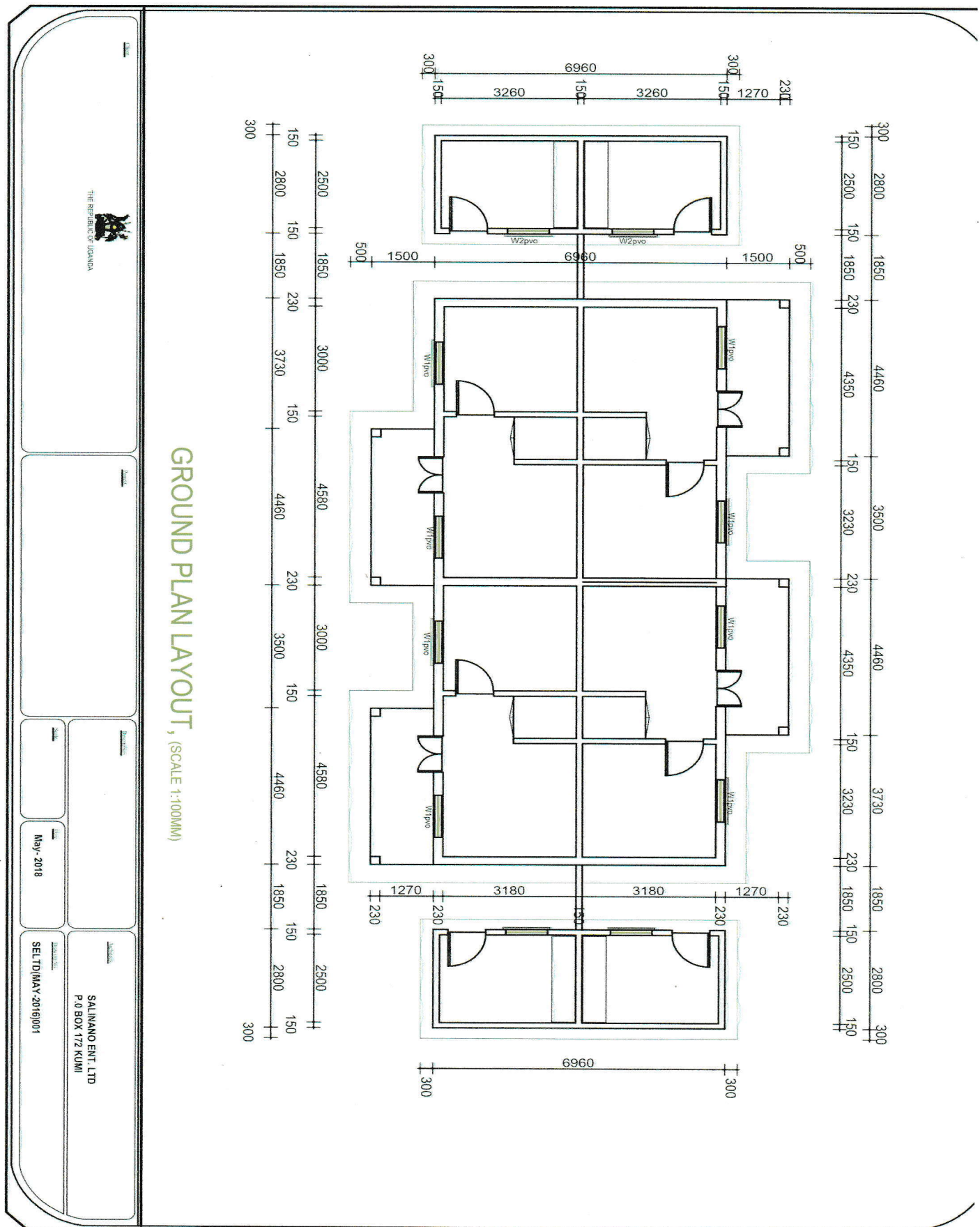
BoQs for the construction of a 4 in 1 Teachers House, Kichennette and a 2 stance Lined VIP Latrine in Primary Schools, Ngora District - Financial Year 2018/2019

CONSTRUCTION OF A 4-IN-1 STAFF HOUSE AT KOKODU PS BY SIMPIO TECH (U) LTD FY 2018/19					
BoQ Item	BoQ Item Description	UoM	BoQ Item Qty	BoQ Unit Rate (UGX)	BoQ Amount (UGX)
ELEMENT NO.2 WALLING AND FRAME					
A	300 x 75mm precast concrete grade 20 sill reinforced with weld mesh and bedding in position	m	5	25,000	125,000
B	400 x 400 x 50 mm Chimney coping	Nr	1	35,000	35,000
C	200 x 75 mm thick concrete coping	m	7	12,000	84,000
D	150mm well burned structural brick walling in 1:4 cement sand mortar internally	m ²	53	18,500	980,500
E	900 x 900 mm high pompey grills to Engineers detail	Nr	4	65,000	260,000
F	Construct fire hearths to the Engineers details	Nr	2	75,000	150,000
G	Purpose made flashing sheets around chimney stack	m	2	45,000	90,000
Reinforced Concrete class 25/20 vibrated					
H	Beams	m ³	1	180,000	180,000
I	Sloping slab to fire place	m ²	4	15,000	60,000
Mild steel Rod Reinforcement					
J	12mm square bars	kgs	274	1,750	479,500
Sawn Formwork					
L	Soffites and sides of beams	m ²	9	9,000	81,000
M	Ditto but to sides of sloping slab	m ²	4	9,000	36,000
Total Element No. 2					2,561,000
ELEMENT 3: ROOF					
Roof construction ,covering and pressure impregnated treated sawn timber					
pressure impregnated softwood					
A	150 x 50mm Rafter	m	14	6,000	84,000
B	100 x 50mm struts/Ties	m	16	5,000	80,000
C	150 x 50mm Tie Beam	m	12	6,000	72,000
(End of in 7 No Truss)					
D	100 x 50mm under purlins	m	26	5,000	130,000
E	100 x 75mm Wall plate	m	11	6,000	66,000
wrot timber					
F	25 x 225mm PLASTIC fascia board	m	7	7,000	49,000
Roof covering in ordinary corrugated sheet					
28 Gauge prepainted galvanised roofing system fixed in accordance with manufacture's instructions					
G	fixed to purlin	sm	23	26,000	598,000
H	Knot,prime,stop and paint one undercoat and three finishing coats of oil paint on wood surfaces 200-300mm girth	m	23	1,250	28,750
Total Element No. 3					1,107,750
ELEMENT NO.4: WINDOWS					
Supply,assemble and fix purpose made steel casement windows to the Engineer's details ,constructed from standard mild steel sections to BS 990 ,primed with redoxide before delivery to site complete and including all necessary hinges and catches,alluminium stays etc with fixing lugs let into brickworks					
A	Supply,assemble and fix metallic window and frame total oversize 1200x1200mm high with steel louverd vents	nr	2	180,000	360,000
B	Prepare,prime and paint one undercoat and two gloss finishing coats of oil paint on metal glazed windows including opening edges (both sides measured flat)	m ²	6	6,500	39,000
C	Ditto but precast concrete cill 200-300mm girth	m	9	1,250	11,250
Total Element No 4					410,250
ELEMENT NO. 5: DOORS					
Purpose made steel casement doors to the Engineer's details ,constructed from standard mild steel sections to BS 990 ,primed with redoxide before delivery to site complete and including all necessary hinges ,metallic spikes ,lugs locking devices etc					
A	Supply,assemble and fix metallic doors and frame total oversize 1200x2400mm high with steel louverd vents	nr	2	30,000	60,000
B	Prepare,prime and paint one undercoat and two gloss finishing coats of oil paint on metal surfaces including opening edges (both sides measured flat)	m ²	12	6,500	78,000

BoQs for the construction of a 4 in 1 Teachers House, Kichennette and a 2 stance Lined VIP Latrine in Primary Schools, Ngora District - Financial Year 2018/2019

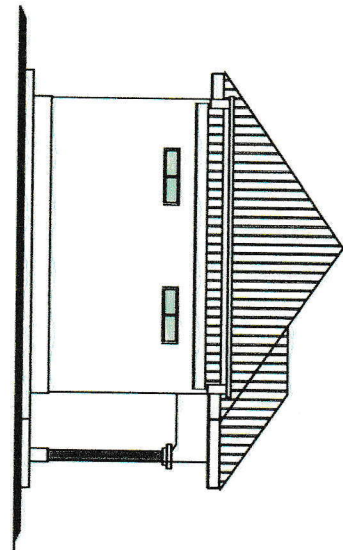
CONSTRUCTION OF A 4-IN-1 STAFF HOUSE AT KOKODU PS BY SIMPIO TECH (U) LTD FY 2018/19					
BoQ Item	BoQ Item Description	UoM	BoQ Item Qty	BoQ Unit Rate (UGX)	BoQ Amount (UGX)
	Total Element No 5				138,000
	ELEMENT NO .6: INTERNAL WALL FINISHES				
A	12mm cement,sand,lime(1:2:3) wall plaster in two coats steel trowelled hard and smooth on wall internally	m ²	37	9,000	333,000
B	prepare and apply three coats of elastic emulsion paint on plastered wall internally	m ²	37	7,000	259,000
	Total element No 6				592,000
	ELEMENT NO :7 FLOOR FINISHES				
A	32mm thick paving using only Cement/lake sand, 1:3 mix to receive floor tiles	m ²	16	9,000	144,000
B	450mm x 450mm non slip porcelain floor tiles (6mm thick) including adhesive/a strong mix of cement mortar for fixing tiles - Made from Spain or UAE or Egypt.	m ²	11	40,000	440,000
C	Ditto but to 100mm skirting, Metallic Corner / edge strips inclusive as A MUST in addition to other ordinary finishes.	m	11	40,000	440,000
	Total element No 7				1,024,000
	ELEMENT NO. 8 EXTERNAL WALL FINISHES				
	Cement and Sand (1:4)				
A	12mm cement and sand (1:4) wall rendering in two coats steel trowelled hard and smooth on wall externally	m ²	36	9,000	324,000
B	prepare and apply three coats of plastic emulsion (weatherguard- Cinnamon coloured paint) on rendered walls externally	m ²	36	7,500	270,000
	Total Element No. 8				594,000

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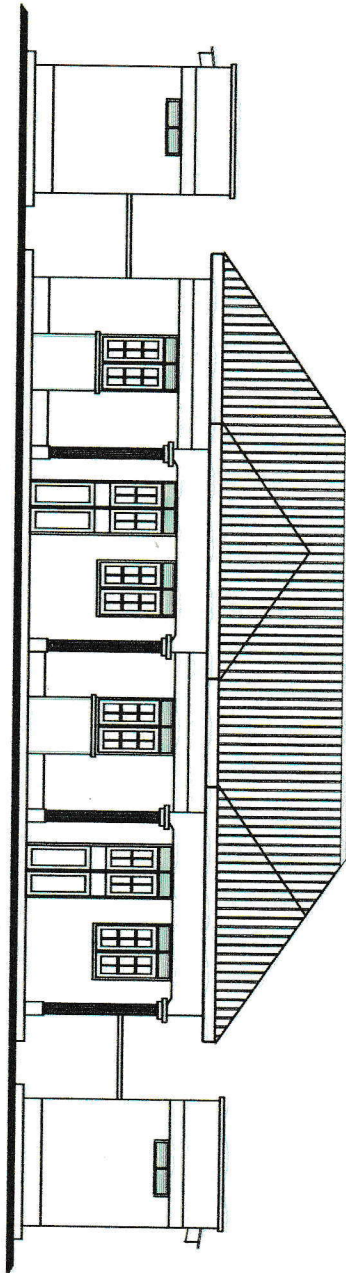


Schedule of Adjustment Data

END ELEVATION, (SCALE 1:100MM)



FRONT ELEVATION, (SCALE 1:100MM)



THE REPUBLIC OF UGANDA

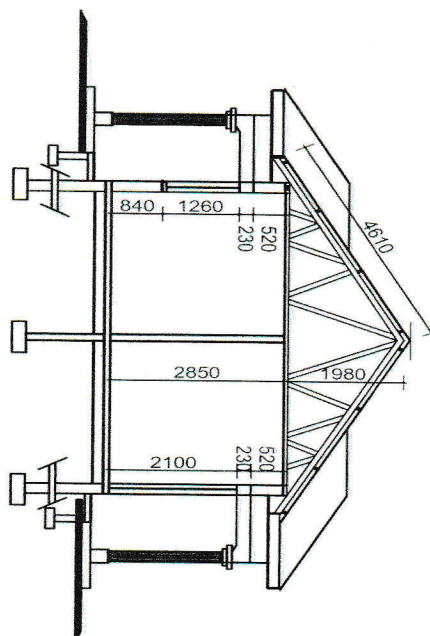
May, 2018

SET/D/MAY-2018/001

SALINANO ENT. LTD
P.O BOX 172 KUMI

Galvanised iron ridges & sheets gauge 28 on 75x50mm roof purlins on 100x50mm rafters, struts & ties on 150x50mm tie beams on 100x75mm wall plates 225x25mm fascia & verge boards

230X230mm concrete ringbeam (mix 1:2:4, 25mm agg)
reinforced with 4No 12mm diam.s bars, 2No at the top
and 2No at the bottom.
Bound with 6mm diam.s stirrups and binding wire at
250mm c/c



690mm wide foundation trenches of min depth 700mm
 230x690mm mass concrete/mix 1:3:6 (38mm aggr)
 230mm pith walls to rise atleast 300mm above glevel
 150mm/100 screed finish/mix 1:3:3 on
 150mm floor slab/mix 1:3:6 (25mm aggr) on
 230mm well rolled and blinced hardcore on
 well compacted leveled murrum.

CROSS SECTION X - X, (SCALE 1:100MM)



SALINANO ENT. LTD
P.O BOX 172 KUMI

May-2018

SELTD(MAY-2016)001

SCHEDULE 2

FORMS FORM 49

Regulation 51(3)

THE PUBLIC PROCUREMENT AND DISPOSAL OF PUBLIC ASSETS ACT, 2003 CONTRACT MANAGEMENT PLAN Part II – Works

Procurement Reference Number			
Code of Procuring and Disposing Entity	Works	Financial year	Sequence number

Subject of Procurement	
Provider	
Contract Value	

Contract start date	
Contract end date (<i>Start Date + Time for completion</i>)	
Site possession date to contractor	

Supervisor or the engineer		
Guarantees (Where applicable)		
Performance guarantee	<i>Amount :</i>	
	<i>Latest date for receipt:</i>	
Advance payment guarantee	<i>Amount :</i>	
	<i>Latest date for receipt:</i>	
Date of release of bid security		
Date of release of advance payment guarantee		
Contract Progress		
Interim or Stage payments		<i>See attached sheet</i>
Contract Completion		
Date of taking over certificate	<i>(Release of % of Retention where applicable)</i>	
Extension of time, if any		
Delay, if any		
Liquidated damages due, if any		
Date of performance certificate	<i>(date of taking over certificate + defects notification period and release of remaining % of retention)</i>	
Return of performance security		

Final Payment	<i>Amount</i>	
	<i>Date</i>	
Retentions (Where applicable)		
The proportion of payments to be retained [insert percent] percent.	
Defects Liability Period (Where applicable)		
Defects liability period		
Contractual Date of Performance Certificate	(contract completion date + defects notification period)	

Contract management plan prepared by:

Name:..... Position.....

Signature Date

No	Expected date	Actual date Submitted	Expected Amount	Actual Amount	Date of Certification	Date of Invoice	Date of Payment	Interest due Y/N	Remarks
									Return of Remaining % of Retention

Contract management plan prepared by:

Name:..... Position.....

Signature Date