

Ref: BBL/Proc/RFQ/Y20/129

Site Addresses:

DC: House# 11, Road# 18, 21, Rashid Tower (1st Floor), Gulshan- 1 Dhaka-1212.

DR: 9/F, Sena Kalyan Commercial Complex (1st Floor) | Tongi Bazar, Tongi, Gazipur-1704.

Scope of Work:

- ✓ Building Management System.
- ✓ Building Structure & Licenses.
- ✓ Electrical hazards & load capabilities with wirings.
- ✓ Emergency Evacuation procedure & Facility.
- ✓ Fire Fighters training & knowledge on Hands on Fire.
- ✓ Fire Safety Equipment.
- ✓ Training and Awareness.
- ✓ Electrical Installations and cabling standard.
- ✓ Chemical Storage/Availability inside the premises.

Requirements:

- ✚ The vendor will carry out a fire risk assessment to meet the requirements of relevant national life safety legislation. The vendor will inspect the site, discuss fire safety provisions with on-site staff and prepare a risk assessment report.
- ✚ The fire risk assessment report will detail the significant findings of the assessment. Where necessary, the report will provide recommendations for additional measures the assessor deems necessary to reduce or maintain risk from fire at a tolerable level.
- ✚ As part of the requirements for the vendor to undertake this assessment it would be necessary for the client to arrange for suitable access to all areas required to be inspected. This includes the provision of suitable facilities to gain access to ceiling voids etc. as required during the inspection itself.
- ✚ This does not imply that the assessor will inspect every void etc. but may simply sample selected locations.
- ✚ This scope of services does not include for any client meetings, beyond the inspection, to discuss the assessment report and associated findings.
- ✚ Design of any recommended facilities will be carried out by others or upon a new agreed scope of services.

- ✚ Once the fire risk assessment inspection and report is completed and issued to the client then this scope of services will be complete.
- ✚ This scope of services and the fire risk assessment methodology within it is intended to assess measures that facilitate protection of people from fire. It may inherently assess property protection issues and business continuity to some extent but that is not the primary purpose of the assessment proposed.
- ✚ Property Protection & Business Continuity
- ✚ Should the Client wish to broaden the scope of this assessment to cover both property protection and business continuity issues then, a separate scope of services can be provided.

**** Any other requirements which is not covered above but needed for this audit should be carried out by the vendor.**