

**MAKERERE**



**UNIVERSITY**

**COLLEGE OF ENGINEERING, DESIGN, ART AND  
TECHNOLOGY**

**SCHOOL OF BUILT ENVIRONMENT  
DEPARTMENT OF CONSTRUCTION ECONOMICS &  
MANAGEMENT**

**EXAMINATION OF THE QUANTITY SURVEYOR'S INVOLVEMENT IN  
PROJECT EXECUTION WITH RESPECT TO COST CONTROL**

**A CASE STUDY OF SAMA PLAZA ON  
PLOT 4 KYADONDO ROAD**

**BY**

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**MSc (CONSTRUCTION MANAGEMENT) (MaK)**

**A PROJECT REPORT SUBMITTED TO THE GRADUATE SCHOOL IN  
PARTIAL FULFILMENT FOR THE AWARD OF  
MASTER OF CONSTRUCTION MANAGEMENT  
DEGREE OF MAKERERE UNIVERSITY**

**JULY 2018**

**DECLARATION**

I NALULE RACHEAL PAMELAH, hereby declare that the content in this report is my original work and has not been submitted for any other degree award to any other University before.

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## **DEDICATION**

This report has been dedicated to all organizations in Uganda that grant women equal opportunities as men with regards to employment within the construction industry.

## **ACKNOWLEDGEMENT**

This report is the culmination of my journey for the master degree which was just like climbing a high peak step by step accompanied with encouragement, hardship, trust, and frustration. Upon finding myself at the top experiencing the feeling of fulfillment, I realized that though only my name appears on the cover of this report, a great team of many people have contributed to the accomplishment of this huge task.

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## **LIST OF ABBREVIATIONS**

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BoQ	Bills of Quantities
EAIA	East Africa Institute of Architects
KCCA	Kampala Capital City Authority
PM	Project Manager
PPE	Personal Protective Equipment
QS	Quantity Surveyor
SMM	Standard Method of Measurements
SP	Sama Plaza
VAT	Value Added Tax

## **ABSTRACT**

This is a three chaptered report prepared for Makerere University based on work undertaken on Sama Plaza project located on plot 4 Kyadondo Road. It's comprised of the roles of project Quantity Surveyor (QS) during pre and post contract project stages.

The report is made up of three chapters, references and appendices showing the various documents.

Chapter one gives an introduction to the project research, objectives, the significance and the methodology used.

Chapter two highlights the research case study and how the QS carried out the different roles.

Finally chapter Three is about the recommendations and conclusions basing on the experience and exposure in the QS profession.

## CHAPTER ONE

### GENERAL INTRODUCTION ABOUT PROJECT REPORT

---

#### 1.0 Overview of the project report

As a master's degree final year student in construction management at Makerere University, am expected to write about a construction project I have worked on.

The researcher is a Quantity Surveyor (QS) working with Buildcost Associates (BCA) a consulting firm located on plot 18 Ntinda view crescent. The projects involved in range from residential, commercial, educational, health and industrial some of which are as listed in the table I.

#### 1.1 Background

Cost control covers a wide range of activities starting from project inception to final account. During the different design stages, the architect kept proposing various alternative solutions that meet the clients overall aims and objectives. The QS offers cost advice for the proposed design solutions and the alternative materials to be used or the form of construction to be adopted. (Ashworth and Hogg, 2007).

The researcher provides cost control measures that were used during the design, tendering and construction stages at SP.

#### 1.2 General objective of the project report

The broad objective of the project report is to examine the Quantity Surveyor's (QS) involvement in pre and post contract stages with respect to project execution and cost control using Sama Plaza (SP) as the case study.

#### 1.3 Specific Objectives

- (i) Evaluate how the QS was involved in pre and post contract stages.
- (ii) Assess why the QS played a role in cost control.
- (iii) Ascertain the challenges faced by the QS on the building project and how they were overcome.

## **1.4 Scope of Study**

### **1.4.1 Subject Scope**

The project research generally focused on the roles of the QS on a building project (Sama plaza).

### **1.4.2 Geographical Scope**

Kampala district was used as the geographical location of the study simply because it is where the site is located.

### **1.4.3 Time scope**

#### **a) Period of research**

This research was done between February 2018 and July 2018.

#### **b) Project duration period**

The information to be used in the research dates back in 2015 when the preliminary designs for the project were produced to a period before end of defects liability period (October 2018).

### **1.4.4 Body of knowledge**

The period that has been considered under the body of knowledge was from 2006 -2018 and was longitudinal in nature representing information that relates to what other scholars have done.

## **1.5 Significance of the project report**

- i) The findings of the report will be used as a references by the professional bodies and other QS's in analysing cost control measures on sites to minimise cost overruns.
- ii) This study will help the building developers to understand the relevance of having a QS as part of the project.
- iii) This study will help in providing a basis for further research with respect to the QS's roles on a building by the interested academicians.

- iv) The will should help firms and companies to learn from the findings in order to alleviate cost overruns.

## **1.6 Methodology**

### **1.6.1 Research design**

The qualitative research process that involved use of document analysis by the QS and it drew its conclusions from the review and analysis of relevant Acts, journals, textbooks, letters, memos, website pages and newspaper articles.

### **1.6.2 Sampling Method**

Selective case study focusing on a particular site has been used. The researcher not only had the primary and secondary documentation as resources, but also added direct observation and systematic interviewing.

### **1.6.3 Data Collection Methods**

Data was collected through document scanning and field observations by the researcher.

### **1.6.4 Data Sources**

Data sources were primary and secondary sources. Secondary data was obtained from text books, Acts, articles, research paper, newspapers and previously done research by other scholars and articles were used as secondary data to support the fundamental principle with regards to the research topic. Primary data was collected from the field on live events.

### **1.6.5 Conclusion and completion**

The research drew conclusions from the reviewed documents.

### **1.6.6 Ethical Consideration**

I am very much aware of the big responsibility for project confidential documents that have been used, the following measures were undertaken throughout my research.

- (i) That the privacy of the documents used be respected at all time and that everything shared in the report be treated as confidential.

- (ii) All the materials gathered have been reported anonymously with headers and signatures cropped out.
- (iii) Some face sheets containing identifiers (e.g., names and addresses) from the different offices containing data to be referred to in the report have been removed. This is because all information is considered confidential.

### **1.7 Limitations to the research**

Although the research has reached its aims, there were some unavoidable limitations,

- (i) Time limit since it was done concurrently with on-going work projects yet some of them are up country.
- (ii) Since the QS's roles have been defined as executed on a particular site, this provided little basis for generalisation of the roles as they happen on other sites.
- (iii) Since the study was on a particular site, a lot of documents were produced yet not all could be used. This made it hard to choose what was to be used in order not to have a bulky report with interrupted flow of information.



**Table I: sample projects participated in by the researcher**

	NAME OF PROJECT	COMPLETION	PROJECT COST (US\$)	CLIENT	FINANCIER
1.	Apartments on Plot 31 Binayomba Road, Bugolobi for Grove Holdings limited	Completed	2,200,000.00	Grove Holdings Limited	Client
2.	UNES 2- UTC Kyema, Kichwamba & Bushenyi	Under Construction	7,000,000.00	Ministry of Education & Sports	IDB/GoU
3.	Proposed KCB Bank, KCB BCPP Warm Site at Plot 17 Malcom X Avenue Kololo Kampala	Completed	311,000.00	Kenya Commercial Bank Uganda Limited	Client
4.	UNES-IDB Project at Mbale, Lira and Gulu	Completed	13,600,000.00	Ministry Of Education	ADB/GoU
5.	ADB 4 Education Project (PPETP) - Lot 4	Completed	10,130,000.00	Government of Uganda- Ministry of Education & Sports	ADB
6.	Proposed Bugolobi Shopping Mall For Bugolobi Village Mall Limited, Plot 47A Spring Road Bugolobi, Plot 7-9 Luthuli Avenue & Plot 9 Bandali Close	Completed	10,200,000.00	Bugolobi Village Mall Limited	Client
7.	New OFID Technical Institutes (9NO)	Completed	18,000,000.00	Government of Uganda- Ministry of Education & Sports	OPEC Fund for International Development (OFID)
8.	Multi Choice Head Office At Plot 17b , Impala Avenue	Completed	2,860,000.00	Multi Choice Uganda Limited	Client
9.	Proposed Commercial Development on Plot 4, Kyadondo Road	Under Construction	5,630,000.00	Sama Holdings	Client
10.	Proposed Commercial Development on Plot 29A Lumumba Avenue	Contract documentation	1,720,000.00	H&G Chambers	Client
11.	Proposed Hotel & Tourism Training Institute, Jinja	Under Construction	5,200,000.00	Government of Uganda- Ministry of Tourism Wildlife and Antiquities	World Bank/GoU
12.	Proposed Construction Of Ten (10) Ministry Zonal Offices And A Hostel And Multi-Purpose Hall For The Institute Of Surveying And Land Management In Uganda - Lot 3 Mukono, Soroti, Tororo And Moroto Ministry Zonal Offices	Under Construction	1,700,000.00	Government of Uganda- Ministry of Lands Housing and Urban Development	World Bank

Source; Buildcost Files, July, 2018

## **1.8 Chapter Summary**

This chapter has dealt with an overview of the research project, methodology and the objectives.

## **CHAPTER TWO**

### **CASE STUDY: PROPOSED COMMERCIAL DEVELOPMENT ON PLOT 4, KYADONDO ROAD**

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#### **2.0 Introduction**

Sama Plaza (SP), a commercial development on plot 4 Kyadondo road has been chosen as a case study project. The report was a result of works carried out from 7<sup>th</sup> March 2016 to 30<sup>th</sup> April 2018 the documented practical completion date as shown in appendix X, however, some snags will be attended to during the defects liability period that ends in October 2018.

#### **2.1 Why choose Sama Plaza as a case study project**

The project was chosen as a case study due to the following reasons;

- (i) The researcher had full participation and involvement in the project as a quantity surveyor representing the firm during pre and post contract stages.
- (ii) Unlike other projects, SP comprised of 3 no. basements and 10 no floors as shown in appendix A, this made it the biggest project participated in by the researcher and it's still on-going.

#### **2.2 Contribution of the Project to Society**

The construction of SP a commercial building will help the society in the following ways;

- (i) Increase on the available office spaces within the central business district.
- (ii) Pave way for urbanisation.
- (iii) Create jobs for people in the different offices say the cleaners, office massagers and security guards in addition to the different professional who will be working in the different offices.
- (iv) SP will act as a source of revenue to Kampala Capital City Authority (KCCA) which will in turn aid development.

## 2.3 Project Background

### 2.3.1 Introduction

The project is a fixed price form of contract based on the form of agreement and schedule of conditions of building contract published by the East Africa Institute of Architects (EAIA) 1991 edition, with quantities as shown in appendix B.

The project was divided into two phases; phase one comprised of the building core and shell that included the structural works and finishes to the common areas ( lift lobbies and toilets) that were started on **7<sup>th</sup> March 2016** and completed on **30<sup>th</sup> April 2018** at a cost of **US\$. 5,629,127.65** VAT inclusive. Phase two comprised of tenant finishes which was a separate form of contract and will not be considered in this report.

The building comprised of three (3) basement floors, ten (10) other floors that made up the commercial development, two (2) gate houses and the associated external works. The project gross floor areas are as shown in appendix A.

According to the award and acceptance letter, shown in appendix C and D respectively, the contract sum was initially **US\$. 10,813,670.19 (VAT inclusive)**. The construction works were started but a temporary work stoppage notice was issued to the contractor as shown in appendix E to halt the works to enable project re-design.

However, the contractor responded with concerns that had cost implications on his side as shown in appendix F and they were analysed by the QS as below;

- (i) Evaluation and analysis for the materials already delivered to site was carried out to ascertain the payments due to the contractor.
- (ii) Protection of the faces of excavations against erosion for the time the works remained stopped. This necessitated extra work had to be done by the contractor for which payments had to be made.

The evaluation was done by the QS and the running costs for security, dewatering the site, protection of the embankments and protection of reinforcement against corrosion were computed and paid to the contractor under variations as shown in the valuation no.18 in appendix G.

Upon finalisation of the re-design works, an instruction as shown in appendix H was issued to the contractor to resume with the construction works.

**Table II: Summary of the project details**

<b>Client</b>	SAMA HOLDINGS LIMITED P.O. Box 22590, Kampala- Uganda.	<b>Electrical / Mechanical Engineers</b>	GEM ENGINEERING CO. LTD. P.O.Box 22809, Kampala-Uganda.
<b>Architect</b>	Symbion Uganda, P.O Box 7671 Kampala - Uganda Tel: 0414-251142, 0414-349065 <u>Email: <a href="mailto:symbionuganda@symbion-int.com">symbionuganda@symbion-int.com</a></u>	<b>Civil/ Structural Engineers</b>	Armstrong Consulting Engineers P.O Box 22409 Kampala - Uganda Tel: +256-312-515394 <u>Email: <a href="mailto:kmagembe@armstrong.co.ug">kmagembe@armstrong.co.ug</a></u>
<b>Quantity Surveyors</b>	Buildcost Associates P.O Box 29835 Kampala, Uganda Tel: 0414-259386, 0414-251047 <u>Email: <a href="mailto:buildcost@africaonline.co.ug">buildcost@africaonline.co.ug</a></u>	<b>Contractor</b>	SEYANI BROTHERS & Co. (U) LTD P.O Box 172 Kampala- Uganda
<b>Date of Practical Completion</b>	5 <sup>th</sup> March, 2018	<b>Defects Liability Period</b>	Six (6) Months
<b>Revised contract sum (VAT inclusive)</b>	US\$. 5,629,127.65	<b>Form of Contract</b>	East African Institute of Architects
<b>Liquidated Damages</b>	0.5% of Contract Sum to a limit of 10% of the contract sum	<b>Contract Period</b>	104 Calendar weeks
<b>Period of final measurement and Valuation</b>	Six (6) Months	<b>Date of Possession</b>	7 <sup>th</sup> March, 2015

Source; Buildcost Contract Documents, July, 2018

## **2.4 Why the addendum**

According to Cambridge dictionaries online,2018,an addendum is extra information added at the end of a report, letter, contract. With respect to SP, the change in the scope of works necessitated signing an addendum to the contract as shown in appendix I.

This was due to the reduction in the client’s budget which necessitated a reduction in the work scope and gross floor areas as shown in appendix A.

## **2.5 Researcher’s involvement on the project**

The roles of the researcher as a QS on the project under review included the roles before construction (Pre-contract) and the roles after contract award (post contract) as detailed below;

### **2.5.1 Pre – contract roles**

These included the roles that were executed by the QS on the project before the contract award and they comprised of;

#### **(i) Preparation of Bills of Quantities**

Bills of Quantities (BOQs) are schedules of items of work to be carried out under the contract with quantities entered against each item. The dimensions were read/ scaled off the drawings and entered in a dimension paper in a recognised way following the Standard Method of Measurements (SMM).

The BOQ for this project was produced basing on the standard methods of measurement of Building and Associated Civil Works for Eastern Africa, prepared by the Architectural Association of Kenya, Quantity Surveyors chapter, Second Edition, Metric, Printed in June 2008.

Past experience, data from similarly done projects and prevailing market prices were put into consideration as a basis of the rates for the estimate.

The draft bills were then proof read and quantities checked for their correctness as well as ensuring that they are in the right columns and that the right units had been used before final document dispatch.

Different estimates were done as detailed information was being availed to the QS and a comparative analysis as shown in appendix J was used to compare the different estimates done.

The final summary page of the contract BOQs that was agreed on is as shown in appendix K.

Consultant's estimate (priced BoQ), tender BoQ(unpriced) and specifications of materials and workmanship were sent to the project manager who called out contractors selectively to tender for the project as shown in appendix L.

**(ii) Tender evaluation reports**

The evaluation exercise followed the standard tender opening procedures and tender opening attendance registers were used as shown in appendix M.

Tenders were received from seven (7) contractors who were selectively invited to bid for the works in order to come up with competitive tenders. The tenders were opened at the project manager's office in the presence of the contractors and QS.

The QS prepared the tender report after analysing the submitted tenders, checking them for any arithmetic errors and correcting them as shown in appendix N.

The layout of the tender analysis report was as shown in appendix O and the recommendations were made by the QS as shown in appendix P, however negotiations were held with the two best evaluated contractors after the arithmetic checks had been done.

The contract was awarded to Seyani Brothers as shown in the letter of award in appendix C.



**(iii) Preparation of contract documents**

This was done by the QS after contract award as shown in the document summary in appendix Q. The prepared documents included;

**a) The agreement and conditions of contract (EIA with quantities)**

This established a legal framework under which the work was to be undertaken. There were some amendments which included introduction of new clauses, deleting clauses that didn't apply and amendments to the existing clauses to suite the project requirements as shown in appendix R.

**b) Bills of quantities**

Are formal documents signed by the contractor in which he offers to execute his work as described by the drawings and specifications.

**c) Specifications**

are part or section of the bidding document drawn up to supplement the drawings clearly describing in words the work methods, quality of material, workmanship. It also describes in a detailed manner stating the fixing methods, quality of workmanship required.

The specifications for SP were divided into general that applied to all works and particular that applied to the item under consideration.

**d) Drawings**

Are plans, sections, elevations and large scale details of a construction project, drawn to suitable scales giving the dimensions of the structure to be erected. They included architectural, structural, mechanical, air conditioning, lifts, voice and data and electrical drawings which were drawn by their respective entities and given to the QS to form a complete set of documents.

The project drawings included the site and ground floor layout as shown in appendix S and T.

## **2.5.2 Post – contract roles**

These were the roles carried out by the QS during the construction stage of the project and they included;

### **(i) Evaluation of bonds and insurances**

This was done by the QS to ensure that they comply with the standard formats and that the value of work insured was as per the requirements.

### **(ii) Attending site meetings/inspections**

Monthly meetings were held on site every last Tuesday and inspections on every second Tuesday of every month to review the progress of the works as shown in the attached minutes in appendix S.

### **(iii) Re-measurements of works as done on site**

Since the project was an admeasurement contract, the contractor was paid for the actual work done on site. Reconciliation of the quantities was done between the consultant and contractor's QS to agree basing on the joint re-measurements for the works done and have the measurements signed off.

### **(iv) Preparation of financial appraisals**

This is a document that was prepared to update the client/project team about the cost of the project in respect to the contract sum. In accordance with the Buildcost Associates, the QS firm, financial appraisals are supposed to be produced on a quarterly basis to be able to advise the client/project team on whether the project is still within budget.

It contained notes giving detailed explanation pertaining changes in the contract figures or major milestones have been achieved.

### **(v) Preparation of Cash flows**

These were prepared to enable the client plan in advance on the payments to be made to the contractor. The two curves are then super imposed on each other and the plateau reflects work stoppage yet the one beyond the project completion date reflects delays in project completion. The project cash flow is as shown in appendix V.

For months where the gross value of work done is zero it implies that no valuation was received from the contractor.

(vi) **Preparation valuations.**

The agreed re-measured quantities were then used by the QS to prepare a valuation as shown in valuation No.18 in appendix G. Previously paid quantities were subtracted from the cumulative quantities in order to obtain the net quantities due to the contractor. The valuations were then forwarded to the PM to prepare certificates (as shown in appendix W, which was then forwarded to the client for payments to be made to the contractor. The penultimate, final valuation, draft final account and final account were supposed to be done by the QS however, by the time of compiling the report, they had not yet been done.

The net value of works executed per valuation was affected by the following;

a) **Retention**

Is the amount of money deducted from the gross value of work done on every payment certificate made to the contractor. It can further be defined as a form of security for the employer against unsatisfactory performance by the contractor and acts as an incentive for satisfactory performance by the contractor. The first moiety release of retention is then given to the contractor at practical completion and the second release at the end of defects liability period.

For Sama Plaza, it was taken to be 10% of the gross value of work done in each interim certificate. However, a limit of retention of 5% of the total contract sum was considered where the gross value of works exceeded half the contract sum. The details are as shown in appendix G and how it affected the valuation amount.

Upon receipt of the practical completion certificate as shown in appendix X, half of the retention money will be released (1<sup>st</sup> moiety release) and this will be effected in the next valuation to be prepared (No.21).

#### **b) Materials on/off site**

EAI A (with quantities) clause 30(2) defines materials on site as materials and goods required for use in the works which had either been delivered to or adjacent to the works or have with the architect's approval been stored elsewhere in safe custody by the contractor. The main contractor was paid as per the market value for the materials on/off site by the nominated subcontractor, the main contractor received 10% as attendance on them.

#### **c) Variations**

Variations are alterations or modifications in design, quantity or quality of the work from what's shown in the contract drawings and bills. It may include additions, omissions, and substitutions, they increase or reduce on the amount due to the contractor.

An evaluation of the contractor's submitted quotation for window grilles as shown in appendix Y was carried out by the QS and the recommended figure sent to the project manager for approval. Upon confirmation, the project manager would issue an instruction as shown in appendix Z in order for the contractor to execute the works.

The analysis of the civil variations on the project have been considered as shown in appendix AA and the analysis was based on the following ways;

- (i) Work of similar nature executed under similar conditions to work already in the BOQ's, the prices and rates set out in BOQ's are used as a basis for evaluating similar works valued at such rates contained therein as may be applied.
- (ii) Works carried out with payments to be made by day work, this is a method of evaluating the work done on the basis of time spent, labour, materials, plant employed with an allowance to cover the profits and overheads for the contractor.

## **2.6 Project challenges and how they were overcome**

- (i) Encroachment on the proposed plot for the construction by the neighbour at the back which was solved by the client's representative through drafting agreements that were consented to by both parties in which the client wasn't to be held liable in case of the cracks manifesting in the building owned by the encroacher.
- (ii) Refusal by the neighbouring site to allow the contractor break and build an existing boundary wall separating the two sites, however an agreement was reached and later the wall was built.
- (iii) Noise and dust complain by the neighbour opposite the site, this was solved through stopping the contractor from working on Sunday as well as using dust nets to prevent dust particles from going to the neighbours.
- (iv) Late arrival of all fire doors to the building the contractor was instructed to provide temporary doors at his own cost to facilitate project handover.
- (v) Delay in the delivery of client supplied items like tiles for which the contractor was supposed to do the fixing. This was overcome by allowing the contractor an extension of time proportional to the delay.

The contractor applied for time extension as shown in appendix AB but the time granted to him by the PM was as shown in appendix AC

## **2.7 Chapter Summary**

This chapter dealt majorly on SP site explaining the QS's involvement, cost control measures as well as challenges and different tasks that were carried out by the quantity surveyor who happens to be the researcher for the report.

## CHAPTER THREE

### RECOMMENDATION AND CONCLUSION

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#### 3.1 General recommendations

- (i) It's advisable to have a QS from the time the project is conceived up to completion.
- (ii) Time lines should clearly be emphasized in cases of client supplied items to avoid project delays and fines resulting from form of delays clearly documented.
- (iii) Proper scrutiny of the contractor's procurement schedules should be made to ensure that the lead time for imported items known hence avoiding.
- (iv) The meteorological station at Entebbe should avail weather forecasts annually and the contractors take the initiative to refer to them while planning for construction to avoid delays due to inclement weather.

#### 3.2 General conclusion

- (i) Incorporation of cost control measures are checks and balances towards preventing project over-runs
- (ii) The QS's involvement in pre and post contract stages of project execution are key towards completing a project within budget and time.

## REFERENCES

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1. Ashworth.A. and Hogg.K. (2007), Willis's Practice and Procedure for a Quantity Surveyor, 12th edition, UK: Blackwell publishing
2. East African Institute of Architects 1991 edition (with quantities)
3. Sama Plaza contract documents (2016), retrieved from Buildcost Associates archives.
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## **APPENDIX**



**Appendix A – Revised gross floor areas**

<b>ITEM</b>	<b>DESCRIPTION</b>	<b>PREVIOUS SCOPE (SM)</b>	<b>REVISED SCOPE (SM)</b>
1	LOWER BASEMENT	1,675	1,497
2	MIDDLE BASEMENT	1,675	1,497
3	UPPER BASEMENT	1,675	1,497
4	GROUND FLOOR	1,148	930
5	FIRST FLOOR	1,145	884
6	SECOND FLOOR	788	544
7	THIRD FLOOR	831	580
8	FOURTH FLOOR	831	580
9	FIFTH FLOOR	831	580
10	SIXTH FLOOR	831	580
11	SEVENTH FLOOR	831	580
12	EIGHTH FLOOR	831	580
13	NINTH FLOOR	374	556
14	ROOF LEVEL	102	70
	<b>TOTAL</b>	<b>13,568</b>	<b>10,955</b>

ADDENDUM TO CONTRACT FOR PLOT 4, KYADONDO ROAD

Page 6 of 14

APPENDIX B – Agreement and schedule of conditions



3804

**AGREEMENT  
AND SCHEDULE OF CONDITIONS  
OF BUILDING CONTRACT (WITH QUANTITIES)**

between

SAMA HOLDINGS LIMITED

and

SEYANI BROTHERS & CO. (U) LTD.


**CAUTION:** The word "Architect" and the words "Quantity Surveyor" are prescribed and protected by Statute for the use of persons registered as such under the relevant Architects and Quantity Surveyors Acts.

If this document is used by other than such a registered person (Architect or Quantity Surveyor) the references appropriate thereto must be deleted or amended.

1991 Edition, with quantities.

Reprinted in July 1998

This form is published with the sanction of:  
The Architectural Association of Kenya.  
The East Africa Institute of Architects.  
The East African Section of the Institution of Structural Engineers.  
The Kenya Association of Building and Civil Engineering Contractors.  
The Federation of Contractors' Association (East Africa).  
The Uganda Society of Architects.  
Joint Building Council, Kenya.

Price: 25,000 /- 



## Appendix C – Letter of award of the contract



3<sup>rd</sup> March 2016

Our ref: SU.15.505 MC (GC)  
Pre contract

Seyani Brothers & Co. (U) Ltd  
P O Box 21745  
Kampala

Attention: Mr. Manish Sevani

Dear Sir,

**RE: PROPOSED COMMERCIAL BUILDING ON PLOT 4, KYADONDO ROAD, NAKASERO  
FOR SAMA HOLDINGS – BUILDING SHELL AND CORE**

### Letter of Award of Contract

Further to the negotiations that have taken place regarding the above captioned project, we are pleased to advise you that your offer of **US\$ 10,813,670.19 (VAT inclusive)** has been accepted and on behalf of the Client **M/s Sama Holdings Ltd**, wish to notify you of the Client's intent to appoint you to carry out the work defined in the tender documents and Bills of Quantities. The client may however redefine the final scope of work prior to finalization of the Contract that may affect the final contract sum.

The contract period shall be 104 weeks including both mobilization and construction. The Contract dates shall be as follows:

- a) Site handover and possession shall be 7<sup>th</sup> March 2016.
- b) Completion period shall be 5<sup>th</sup> March 2018.

The contract shall be executed within Fourteen (14) days, and the Client/ Consultant shall finalise the details of the project and reserves the right to add/omit items based on the unit costs reflected in the tender documents.

To enable finalization of the Contract documentation, you are requested to submit the following documents within 7 days of receipt of this letter.

- a) Site set up plan / layout
- b) Health and Safety plan
- c) Performance Bonds
- d) Advance Payment Bond
- e) Contractor's All Risks Policy
- f) Worker's Compensation Policy (for this project).

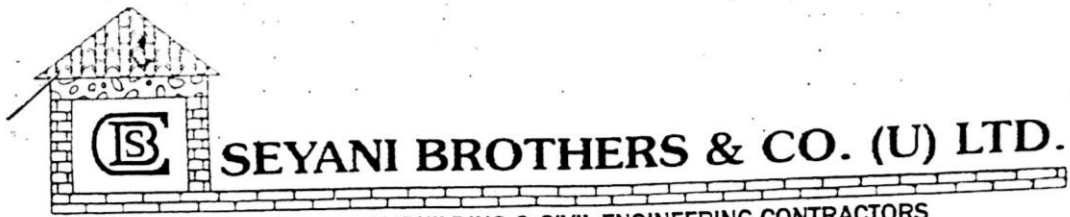
...../2

DIRECTORS:  
PIUS MULLI MAAKA(A),MUSA • SUSAN ATAJI MUSA • MICHAEL LORD MAAKA(A),MAATI(A),RIBA • OSCAR OGUINDE MAAKA(A),MUSA,PHD  
TITUS KIPSANG MAAKA(A) • JAGDISH RAI MAAB MAAKA(A),MAATI(A) • MUTUA MUTUKU MAAKA(A)

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http: [www.symbion-int.com](http://www.symbion-int.com)

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Appendix D – Acceptance of the contract award



**SEYANI BROTHERS & CO. (U) LTD.**  
GENERAL BUILDING & CIVIL ENGINEERING CONTRACTORS  
P. O. BOX: 21745, PLOT: 1469, GGABA ROAD, NSAMBYA, KAMPALA, UGANDA  
TEL: (041) 4266142/4266218, (0755) 789003, FAX: (041) 4267097/4266142.  
E-mail: [sbcu@seyani.com](mailto:sbcu@seyani.com), Web: [www.seyani.com](http://www.seyani.com)

Your ref: ..... Our ref: LPG/SSJ/SYMBION/SAMA/H/LOA/01 Date: 07<sup>th</sup> March 2016.

Symbion Uganda Ltd.  
Studio House, Bugolobi  
P.O. Box 7671, Kampala  
Uganda

Attention: Ms. Susan Atai

Dear Sir,

RE: CONSTRUCTION OF COMMERCIAL BUILDING ON PLOT NO 4 KYADONDO ROAD, NAKASERO FOR SAMA HOLDINGS- BUILDING SHELL AND CORE: ACCEPTANCE OF CONTRACT AWARD AND SUBMISSION OF WC AND PL

With reference to above captioned project, we refer to your letter ref: SU.15.505MC (GC) dated 3<sup>rd</sup> march 2016, we sincerely thank you and appreciate for your award of the contract for above subject project.

We hereby confirm you, our acceptance of above contract.

As request we would like to submit you the following worker's compensation and public liability policies attached herewith for your kind perusal, acceptance and or comment if any.

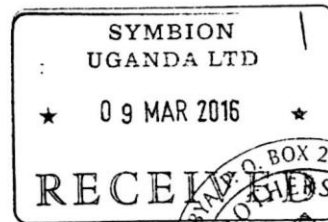
1. Gold star insurance company Ltd-WC/GSI/000002/2010- Period 01-01-2016 to 31-12-2016
2. Gold star insurance company Ltd-WC/GSI/000002/2010- Period 01-01-2016 to 31-12-2016

We hope above is in order and meets your requirement, however we are working on the other necessary documents and shall be submitted to you in due course of time

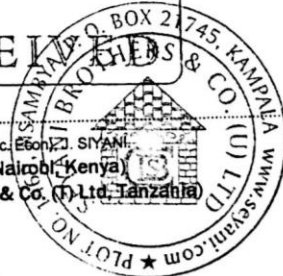
Yours faithfully,

**SEYANI BROTHERS & CO (U) LTD**

*Laxman Pawar*  
Laxman Pawar  
Contract Coordinator  
Email: [cc1\\_sbcu@seyani.com](mailto:cc1_sbcu@seyani.com)



DIRECTORS: PARBAT SIYANI (Managing), MANISH SIYANI (Bsc. Econ), J. SIYANI  
(In association with Parbat Siyani Construction Ltd, Nairobi, Kenya)  
Seyani Brothers & Co. (R) Ltd., Kigali, Rwanda and Seyani Brothers & Co. (T) Ltd, Tanzania



## Appendix E – Temporary stoppage of work on site



25<sup>th</sup> April 2016

Our ref: SU.15.505 MC (GC)  
Post contract

Seyani Brothers & Co. (U) Ltd  
P O Box 21745  
Kampala

Attention: Mr. Manish Sevani

Dear Sir,

**RE: PROPOSED COMMERCIAL BUILDING ON PLOT 4, KYADONDO ROAD, NAKASERO FOR SAMA HOLDINGS – BUILDING SHELL AND CORE**

### Temporary Stoppage of Works on Site

We make reference to the above project and following your discussions with M/s Sama Holdings Ltd, we have been instructed to confirm the mutual agreement reached between both parties, to suspend works on site as of Saturday 23<sup>rd</sup> April 2016.

The works have been temporarily stopped to allow the project be re-designed to suit the client's available budget. We shall in not more than eight (8) weeks revert back to you with the drawings of the revised Scheme and further instructions to resume work.

You are therefore in this duration advised not to carry out any further work regarding the project apart from maintaining security on site as well as stabilising the excavated ground. Please note that the contract is still in place and this is temporary stoppage. You are therefore advised that when work resumes, resources allocated to the project as well as the staff identified in the organogram should be made available to continue with the work.

The impact of the stoppage in regards to the contract particulars shall be dealt with in due course as per provisions of the contract.

Yours Sincerely,

  
  
Pius Muli  
Symbion Uganda Ltd

cc: Sama Holdings Ltd - Attn: Mr. Francis Twagirumukiza  
Buildcost Associates - Attn: Mr. Victor Odongo  
Armstrong Consulting - Attn: Mr. Kenneth Magembe  
GEM Engineering - Attn: Mr. Richard Drakuma  
Symbion Uganda - Attn: Mr. Susan Atai / Mr. Joshua Odong

PM/hr

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http: [www.symbion-ug.com](http://www.symbion-ug.com)

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## Appendix F – Contractor’s response to temporary work stoppage



**SEYANI BROTHERS & CO. (U) LTD.**

**GENERAL BUILDING & CIVIL ENGINEERING CONTRACTORS**

P. O. BOX 21745, PLOT: 1469, GGABA ROAD, NSAMBYA, KAMPALA, UGANDA  
TEL: (041) 4266142/4266218, (0755) 789003, FAX: (041) 4267097/4266142.  
E-mail: [sbcv@seyani.com](mailto:sbcv@seyani.com), Web: [www.seyani.com](http://www.seyani.com)

Your ref: .....

Our ref: LPG/SSJ/SYMBION/SAMA-H/TSWs/09

Date: 28<sup>th</sup> April 2016.

Symbion Uganda Ltd.  
Studio House, Bugolobi  
P.O. Box 7671,  
Kampala, Uganda

Attn: Arch. Susan Atai / Arch. Joshua Odong

Dear Madam / Sir,

RE: CONSTRUCTION OF COMMERCIAL BUILDING ON PLOT NO 4 KYADONDO ROAD, NAKASERO FOR SAMA HOLDINGS- BUILDING SHELL AND CORE: Temporary Stoppage of Works on Site

With reference to above captioned project and subject, we refer to your letter ref: SU.15.505 MC (GC) dated 25<sup>th</sup> April 2016, as per your instruction we are in the mutual agreement to suspend the site to allow you to redesign the above project to suit the client's requirement and budget.

As the suspension of work is for some considerable period of eight (8) weeks, therefore we wish to notify you the following notable concerns.

Firstly, all the work which have been executed and the materials delivered on site as of date, needs to be measured jointly for immediate certification & payment and record.

Secondly, as you are aware that the majority of excavation is completed and all the faces of excavation are exposed to the weather, due to the rainy season it is now prone to erosion. According to our program and the site progress we would have completed the one level of retaining wall in the course of two (2) weeks, which would have greatly reduce the scooping or collapse of soil on the critical areas. We therefore inform you that we shall not be liable for any collapse due to extended exposure to rain as a result of temporary stoppage of work and request you to get the consent or opinion of structural Engineer on the protection of excavated sides which are now exposed to the inclement weather for longer than expected and will also appreciate if an appropriate methodology and cost is timely agreed to avoid any uncertainty.

---

...DIRECTORS: PARBAT SIYANI (Managing), MANISH SIYANI (Bsc. Econ), J. SIYANI.  
(In association with Parbat Siyani Construction Ltd, Nairobi, Kenya)  
(Seyani Brothers & Co. (R) Ltd., Kigali, Rwanda and Seyani Brothers & Co. (T) Ltd, Tanzania)

## APPENDIX G – Valuation summary No.18

**PROPOSED COMMERCIAL DEVELOPMENT ON PLOT NO.4 KYADONDO ROAD, NAKASERO FOR SAMA HOLDINGS LIMITED - BUILDING SHELL AND CORE  
VALUATION NO.18 (SUMMARY) AS PER 5TH FEBRUARY, 2018**

MAIN SUMMARY									
BILL NO.	DESCRIPTION	CONTRACT AMOUNT	TOTAL (US\$)	GROSS AMOUNT	TOTAL (US\$)	PREVIOUS AMOUNT	TOTAL (US\$)	NET AMOUNT	TOTAL (US\$)
1	INSTRUCTIONS TO TENDERERS	0.00		0.00		0.00		0.00	
2	GENERAL CONDITIONS OF CONTRACT	140,000.00		136,239.38		132,478.77		3,760.61	
3	PRELIMINARIES	193,270.42		179,518.49		175,430.07		4,088.42	
4	SPECIFICATIONS	0.00		0.00		0.00		0.00	
5	COMMERCIAL BLOCK	2,015,742.58		1,760,485.54		1,642,549.80		117,935.74	
6	EXTERNAL WORKS	217,424.77		95,724.88		95,452.28		272.60	
7	GATE HOUSE 1	11,152.39		10,997.01		10,397.96		599.05	
8	GATE HOUSE 2	11,253.76		11,644.81		11,644.81		0.00	
9	ALUMINIUM	837,147.61		533,595.67		372,335.07		161,260.60	
10	SIGNAGE	20,370.00		0.00		0.00		0.00	
11	ELECTRICAL INSTALLATIONS	441,422.61		187,268.66		187,268.66		0.00	
12	MECHANICAL INSTALLATIONS	311,876.76		98,452.64		98,452.64		0.00	
13	MECHANICAL VENTILATION INSTALLATIONS	103,930.40		24,739.40		24,739.40		0.00	
14	LIFT INSTALLATIONS	107,271.83		0.00		0.00		0.00	
15	CLEANING CRADLE	122,220.00		0.00		0.00		0.00	
16	DAY WORKS	10,199.88		0.00		0.00		0.00	
	<b>SUB-TOTAL 01</b>		<b>4,543,283.01</b>		<b>3,038,666.48</b>		<b>2,750,749.46</b>		<b>287,917.02</b>
	<b>ADD: VARIATIONS</b>		<b>0.00</b>		<b>6,030.80</b>		<b>6,030.80</b>		<b>0.00</b>
	<b>SUB-TOTAL 02</b>		<b>4,543,283.01</b>		<b>3,044,697.28</b>		<b>2,756,780.26</b>		<b>287,917.02</b>
	<b>ADD: MATERIALS ON/OFF SITE</b>		<b>0.00</b>		<b>412,886.74</b>		<b>503,454.68</b>		<b>(90,567.94)</b>
	<b>SUB-TOTAL 03</b>		<b>4,543,283.01</b>		<b>3,457,584.02</b>		<b>3,260,234.94</b>		<b>197,349.08</b>
	<b>ADD: CONTINGENCIES 5%</b>		<b>227,164.15</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>
	<b>SUB-TOTAL 04</b>		<b>4,770,447.16</b>		<b>3,457,584.02</b>		<b>3,260,234.94</b>		<b>197,349.08</b>
	<b>LESS: LIMIT OF RETENTION (5% OF 4,770,447.16)</b>		<b>0.00</b>		<b>(238,522.36)</b>		<b>(238,522.36)</b>		<b>0.00</b>
	<b>SUB-TOTAL 05</b>		<b>4,770,447.16</b>		<b>3,219,061.66</b>		<b>3,021,712.58</b>		<b>197,349.08</b>
	<b>ADD: VAT 18%</b>		<b>858,680.49</b>		<b>579,431.10</b>		<b>543,908.26</b>		<b>35,522.83</b>
	<b>TOTAL</b>		<b>5,629,127.65</b>		<b>3,798,492.76</b>		<b>3,565,620.85</b>		<b>232,871.91</b>



# APPENDIX H – Resumption of works

## ADDENDUM TO CONTRACT AGREEMENT



22<sup>nd</sup> June 2016

Our ref: SU.15.505 MC (GC)  
Post contract

Seyani Brothers & Co. (U) Ltd  
P O Box 21745  
Kampala

Attention: Mr. Laxman Pawar

Dear Sir,

**RE: PROPOSED COMMERCIAL BUILDING ON PLOT 4, KYADONDO ROAD, NAKASERO FOR SAMA HOLDINGS – BUILDING SHELL AND CORE**

### Temporary Stoppage and Resumption of Work

We refer to our letter of 25<sup>th</sup> April 2016 regarding instructions to you to suspend work on site to allow for a redesign of the project to suit the client's budget.

We note that the work was meant to be suspended from 23<sup>rd</sup> April 2016 for a period of 8 weeks ending on 18<sup>th</sup> June 2016. Due to additional instructions from the client regarding key project parameters, this was not achieved owing to additional design requirements.

We wish to advise that we have now concluded the Re-design process and the work shall resume on site on Monday 27<sup>th</sup> June 2016. Please make the necessary arrangements to resume work as advised.

We shall have a mobilization meeting on site on Friday 24<sup>th</sup> June 2016 at 10.00am to discuss any pertinent issues as well as take stock of site conditions. By copy of this letter all consultants are requested to attend.

We are issuing you under a separate cover 2 sets of construction drawings to enable you start work. Please note that other details which do not affect the substructure shall follow in due course.

Yours faithfully

Susan Atal  
Symbion Uganda Ltd

cc: Sama Holdings Ltd - Attn: Mr. Francis Twagirumukiza  
Buildcost Associates - Attn: Mr. Victor Odongo  
Armstrong Consulting - Attn: Mr. Kenneth Magembe  
GEM Engineering - Attn: Mr. Richard Drakuma  
Symbion Uganda - Attn: Mr. Pius Muli / Mr. Joshua Odong

SA/hr

DIRECTOR:  
FELIX MUKI / FRANK MUKI / THOMAS AMAT MUKI / HILDAE LORO / ANDREW MUKI / OSCAR OBIRO / MARGARET MUKI /  
TITUS KIPANGE / AMIN / INDOLEHANI / MARGARET / MUTIA / MURAZI / MUKI

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ADDENDUM TO CONTRACT FOR PLOT 4, KYADONDO ROAD

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APPENDIX I – Addendum to the contract

**ADDENDUM TO CONTRACT AGREEMENT**

**FURTHER TO AN AGREEMENT** made on the **18<sup>TH</sup>** day of **MARCH 2016**, between **SAMA HOLDINGS LIMITED** of **P.O. Box 22590 KAMPALA UGANDA** (hereinafter “the Employer”), of the one part, and **SEYANI BROTHERS & CO.(U) LTD** of **P.O. Box 21745 KAMPALA UGANDA** (hereinafter “the Contractor”), of the other part: for the **CONSTRUCTION OF PROPOSED COMMERCIAL DEVELOPMENT ON PLOT No 4 KYADONDO ROAD, NAKASERO** (hereinafter called “the Works”), The parties have agreed that the Contract be revised. Consequently;

The parties hereby agree as follows:

1. In accordance with Clause 11(1) and (2), the Contract Sum is varied downwards by **US\$ 1,940,441.48 (United States Dollars One Million, Nine Hundred and Forty Thousand, Four Hundred Forty One and Cents Forty Eight Only)** from the Original Contract Sum of **US\$ 7,569,569.13 (United States Dollars Seven Million, Five Hundred Sixty Nine Thousand, Five Hundred Sixty Nine and Cents Thirteen Only)**.
2. **The Revised Contract Sum shall therefore be US\$ 5,629,127.65 (United States Dollars Five Million, Six Hundred Twenty Nine Thousand, One Hundred Twenty Seven and Cents Sixty Five Only) VAT inclusive;**
3. In accordance with Clauses 21 and 23, the Original Contract Period of One Hundred and Four (104) weeks has been maintained. The Original Contract Completion date

---

ADDENDUM TO CONTRACT FOR PLOT 4, KYADONDO ROAD

Page 4 of 14



## APPENDIX J – Comparative cost analysis

**A** **COMPARATIVE COST ANALYSIS - NOTES**  
**PROJECT** PROPOSED COMMERCIAL DEVELOPMENT ON PLOT NO. 4, KYADONDO ROAD NAKASERO, KAMPALA

1 The summary of the costs of the different stages is as below

ITEM	DESCRIPTION	DATE	ESTIMATE (US\$) BUILDING SHELL & CORE	ESTIMATE (US\$) TENANT FINISHES	TOTAL ESTIMATE (US\$)	TOTAL AREA (SM)	TENANT AREA (SM)	COST/SM (BUILDING SHELL & CORE)	COST/SM (TENANT FINISHES)	TOTAL COST/SM
1	Revised Detailed Design Estimate	6th November, 2015	12,967,146.53	1,627,016.20	14,594,162.73	13,568	6,853	955.72	237.42	1,075.63
2	Detailed Design Estimate	23rd October, 2015	12,288,324.62	1,620,381.36	13,908,705.98	13,568	6,853	905.68	236.45	1,025.11
3	Scheme Design Estimate	21st August, 2015	11,651,122.54	1,696,326.92	13,347,449.46	13,568	6,853	858.72	247.53	983.74
4	Preliminary Design Estimate (Option A)	15th June, 2015	11,395,812.24	1,973,717.50	13,369,529.74	14,186	6,901	803.31	286.00	942.45

2 The difference between the Preliminary Design Estimate (Option A) and the Scheme Design Estimate is **US\$ 22,080.28 (0.17%)**. The difference is marginal as the assumptions used in both cases were the same.

3 The difference between the Scheme Design Estimate and the Detailed Design Estimate is **US\$ 561,256.32 (4.20%)** and is due to the following:

- 3.1 Additional Stainless Steel Railing in the basements.
- 3.2 Introduction of Fire Rated Doors at the Ducts and Stairs.
- 3.3 Granite wall tiles to toilets walls.
- 3.4 Fabric mirror glass to Lift Shaft Walls and Bulkheads to Shop fronts.
- 3.5 Introduction of glazed toilet doors, increased cladding and addition of floating beams.

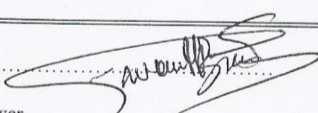
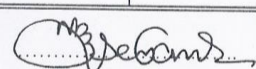

4 The difference between the Detailed Design Estimate and the Revised Detailed Design Estimate is **US\$ 685,456.75 (4.93%)** and is due to the following:

- 4.1 Additional Stainless Steel Railing at the terraces.
- 4.2 Introduction of feature walls at the lift lobbies.
- 4.3 Upgrade of the granite tiles to the floors and walls.
- 4.4 Change in type of glass to the Shop fronts.
- 4.4 The cladding of the boundary wall in granite in lieu of paint.

## APPENDIX K – Revised BOQ summary page


MAIN SUMMARY			
PROPOSED COMMERCIAL DEVELOPMENT ON PLOT NO.4 KYADONDO ROAD, NAKASERO FOR SAMA HOLDINGS LIMITED - BUILDING SHELL AND CORE			
BILL NO	DESCRIPTION	PAGE NO.	AMOUNT (US\$)
1	INSTRUCTIONS TO TENDERERS	18	NIL
2	GENERAL CONDITIONS OF CONTRACT	34	140,000.00
3	PRELIMINARIES	48	193,270.42
4	SPECIFICATIONS	50	0.00
5	COMMERCIAL BLOCK	86	2,015,742.58
6	EXTERNAL WORKS	110	217,424.77
7	GATE HOUSE 1	123	11,152.39
8	GATE HOUSE 2	138	11,253.76
9	ALUMINIUM	141	837,147.61
10	SIGNAGE	144	20,370.00
11	ELECTRICAL INSTALLATIONS	192	441,422.61
12	MECHANICAL INSTALLATIONS	215	311,876.76
13	MECHANICAL VENTILATION INSTALLATIONS	222	103,930.40
14	LIFT INSTALLATIONS	226	107,271.83
15	CLEANING CRADLE	229	122,220.00
16	DAY WORKS	235	10,199.88
<b>SUB-TOTAL</b>			<b>4,543,283.01</b>
<b>ADD: CONTINGENCIES</b>		5%	227,164.15
<b>SUB-TOTAL</b>			<b>4,770,447.16</b>
<b>ADD: VAT</b>		18%	858,680.49
<b>TOTAL</b>			<b>5,629,127.65</b>

<p>.....                    nature of Employer</p>	<p style="text-align: center;">.....                    Signature of the Contractor</p>
<p>tness: _____                  _____                  _____</p>	<p style="text-align: center;">Witness:                   _____                  SAFARI JIVARA                  _____                  GM</p>
<p>te: .....</p>	<p style="text-align: center;">Date: 13 - OCT - 2016</p>

M/S

## APPENDIX L – Invitation to tender

Architect:  **SYMBION**

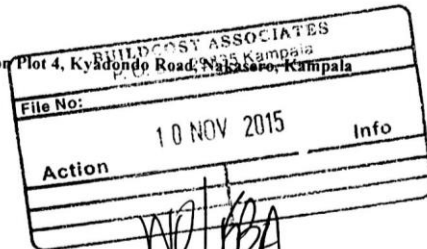
Address: Studio House, Plot 5 Bandali Rise, Bugolobi. P.O. Box 7671, Kampala, Uganda.

**Invitation  
To Tender**

Job title: Office Development on Plot 4, Kyadondo Road, Kampala

Job No.: SU.15.505

To: Cementers Limited  
P.O. Box 22766,  
Kampala



Date: 9th November 2015

Dear Sir,

Further to your confirmation letter dated 5th November 2015, we attach herewith tender documents for Construction of an Office Building on Plot 4, Kyadondo Road, Kampala. In this regard, we enclose the following: -

- Volume 1 of 4 - Building Shell and Core
- Volume 2 of 4 - Tenant Finishes
- Volume 3 of 4 - General Specifications
- Volume 4 of 4 Set of Production Drawings (Architectural, Structural and Mechanical & Electrical).
- Soft copy of Volumes 1, 2, 3 and Architectural details on a CD.

Tenders will be returned as follows:

- (a) A soft copy of all priced tenders on CD.
- (b) Printed out hardcopies of tender documents Volume 1 and 2.
- (c) Volume 3 - General Specifications drawings.
- (d) Volume 4 - Set of drawings as issued to you.

The bidders are to note that the information received together with the tender documents is classified and should not be reproduced or distributed to third parties without prior approval from the consultants and client.

The site may be inspected by arrangement with Mr. Joshua Odong of Symbion (U) Ltd on Tel Nos. 0312 260252 / 0414 349065.

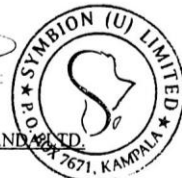
You are requested to check and confirm receipt of the attached documentation within two (2) days of today's date.

The Form of Tender should be completed and returned to our office complete with the information above (a - d) to arrive not later than **3.00 pm on Monday 30th November 2015**. Tenders will be opened thereafter and Tenderers are allowed to attend.

Please acknowledge receipt of this letter together with the enclosures noted and confirm that you will submit a tender in accordance with these instructions.

Yours faithfully,

SYMBION UGANDA LTD.  
P.O. BOX 7671, KAMPALA



Original to: Cementers Ltd. ✓

Copies to: Sama Holdings Ltd ✓  
Buildcost Associates ✓  
Symbion Uganda ✓

## APPENDIX M – Tender opening attendance register

PROPOSED OFFICE  
DEVELOPMENT ON PLOT 4, KYADONDO ROAD NAKASERO, KAMPALA FOR SAMA HOLDINGS LIMITED.

### TENDER OPENING ATTENDANCE REGISTER

TENDERS OPENED AT: STUDIO HOUSE, PLOT 5 BANDALIRISE, BUGOLOBI.

TENDERS OPENED ON: MONDAY 30TH NOVEMBER 2015 AT 3:00 PM.

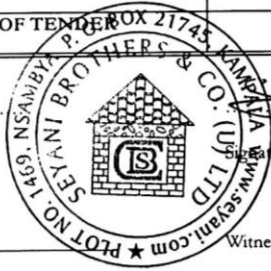
	NAME	ORGANISATION	TITLE	PHONE NO.	SIGNATURE
1.	NAMAKULA BRIGITTE	CEMENTILES (U) LTD	QUANTITY SURVEYOR	0784014332	<i>[Signature]</i>
2.	MWIMBA MESTOJ	HALCORJI LTD	B.S	0706551730	<i>[Signature]</i>
3.	SSEKAKA JOHN NALUYO	SEYANI INI. CO. LD	D/C	0736222375	#
4.	Credit Xia	CAIIC	Engineer	059 650515	<i>[Signature]</i>
5.	AJAY PARATE	ROKO CONSTRUCTION	EXAMINER	0772-42123	<i>[Signature]</i>
6.	Angela LU	CHINA NANJING INT LTD	Coordinator	070318118	<i>[Signature]</i>
7.	SUSAN ATAT	CYMBION			<i>[Signature]</i>
8.	ANGULIZ FRANCES	BULDCOST	QS	0779226994	<i>[Signature]</i>
9.	NALULE ANTHEA C. PAMELA H		1	0182 6 66784	<i>[Signature]</i>
10.					
11.					
12.					

PROPOSED OFFICE DEVELOPMENT ON PLOT 4, KYADONDO ROAD NAKASERO, KAMPALA FOR SAMA HOLDINGS LIMITED - TENDER OPENING ATTENDANCE REGISTER

## APPENDIX N – Arithmetic checks for tenders

MAIN SUMMARY			M/S
<b>PROPOSED COMMERCIAL DEVELOPMENT ON PLOT NO.4 KYADONDO ROAD, NAKASERO FOR SAMA HOLDINGS - BUILDING SHELL AND CORE</b>			
BILL NO	DESCRIPTION	PAGE NO.	AMOUNT (US\$)
1	INSTRUCTIONS TO TENDERERS	19	NIL
2	GENERAL CONDITIONS OF CONTRACT	35	257,000.00
3	PRELIMINARIES	49	286,000.00
4	SPECIFICATIONS	51	
5	COMMERCIAL BLOCK	86	5,710,182.59
6	EXTERNAL WORKS	110	661,437.67
7	GATE HOUSE 1	123	22,225.66
8	GATE HOUSE 2	138	20,978.82
9	ALUMINIUM WORKS AND CLADDING	152	1,413,341.96
10	SIGNAGE	155	72,000.00
11	ELECTRICAL INSTALLATIONS	206	1,230,429.40
12	MECHANICAL INSTALLATIONS	229	816,792.80
13	MECHANICAL VENTILATION INSTALLATIONS	236	413,420.70
14	LIFT INSTALLATIONS	240	251,198.30
15	CLEANING CRADLE	243	240,000.00
16	DAY WORKS	249	15,021.63
<b>SUB-TOTAL</b>			<b>11,410,029.53</b>
<b>ADD: CONTINGENCIES</b>			5%
			570,501.48
<b>SUB-TOTAL</b>			<b>11,980,531.01</b>
<b>ADD: VAT</b>			18%
			2,156,490.12
<b>TOTAL TO FORM OF TENDER</b>			<b>14,137,021.13</b>
			<b>14,136,990.76</b>

Signature of Employer _____	 Signature of the Contractor <u>Diwani</u>
Witness: _____ _____ _____	Witness: <u>K.R. Tirpathi</u> <u>P.O. Box 21745</u> <u>Kampala.</u>
Date: _____	Date: _____ 

## APPENDIX O – Tender evaluation report outline

PROPOSED COMMERCIAL DEVELOPMENT  
ON  
PLOT NO. 4, KYADONDO ROAD NAKASERO, KAMPALA  
FOR  
SAMA HOLDINGS LIMITED  
BUILDING SHELL AND CORE

### INDEX

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2.2	Project Scope of Work	6 – 6
2.3	Selection and Invitation of Tenderers	6 – 6
2.4	Tender Documents	6 – 6
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2.7	Preliminary Evaluation	7 – 11
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## APPENDIX P – QS's tender evaluation report recommendation

7<sup>th</sup> December, 2015

729.15/15.07/FBA/jba

Symbion Uganda Ltd  
P.O. Box 7671,  
Kampala, Uganda

Dear Sir/Madam,

**RE: PROPOSED COMMERCIAL DEVELOPMENT ON PLOT 4, KYADONDO ROAD NAKASERO,  
KAMPALA FOR SAMA HOLDINGS LIMITED (BUILDING SHELL AND CORE) - TENDER  
EVALUATION REPORT**

Seven (7) bona fide tenders from selected tenderers were received by Monday 30th November, 2015 by 3:00 Pm and opened shortly in the presence of the project consultants and tenderers.

A Preliminary Examination was carried out for each of the tenders as detailed in item 2.7, Section 2.

Five (5) of the tenders were found to be substantially responsive to the tender requirements and therefore accepted for detailed evaluation. However Two (2) of the Seven (7) tenderers were considered for detailed evaluation on condition that they shall provide all outstanding information and clarification prior to negotiations and award.

Post-qualification Evaluation was carried out ( see Section 3 of this report) and it revealed that Halcon Limited are not qualified for a project of this magnitude and complexity. Consequently, it has been recommended that they should not be considered for award of Contract.

In view of the fore-going (above), it is recommended that M/s Cementers Limited of P.O Box 22766, Kampala be awarded the Contract at their corrected tender sum of US\$ 11,820,185.47 (Eleven Million, Eight Hundred and Twenty Thousand, One Hundred and Eighty Five and Cents Forty Seven Only) including VAT and a construction period of Ninety Four (94) Calendar weeks subject to meeting the following requirements:-

- (i) The tenderer submits the name of the second specialist sub-contractor for each trade as required in the tender documents as stated in item 2.7.6(b) of this report.
- (ii) The tenderer confirms that the items for which no rate has been entered are included in his price in accordance with clause 2/8(vii) of the General Conditions as stated in item 2.6.6(b) of this report.



# APPENDIX Q – Contract documents outline

PROPOSED COMMERCIAL DEVELOPMENT

ON

PLOT NO. 4, KYADONDO ROAD NAKASERO, KAMPALA

FOR

SAMA HOLDINGS LIMITED

DOCUMENTS SUMMARY

## VOLUME NO.

1 of 4:	Contract Agreement, Comprising of:- <ul style="list-style-type: none"><li>(i) Contract Agreement and Schedule of Conditions of Building Contract.</li><li>(ii) Annexure to Schedule of Conditions of Contract.</li><li>(iii) Letter of Award.</li><li>(iv) Letter of Acceptance of Award.</li><li>(v) Negotiation Minutes.</li><li>(vi) Alternative Product Schedules.</li><li>(vii) Construction program for the Works.</li><li>(viii) Contractors Methodology and Work Plan.</li><li>(ix) Health and Safety Plan.</li><li>(x) Project Organisation Structure.</li><li>(xi) Dust and Noise Mitigation Plan.</li><li>(xii) Proposed Temporary Works and Equipment Layout Plan.</li><li>(xiii) Performance Bond.</li><li>(xiv) Contractors All Risk Policy.</li><li>(xv) Workers Compensation Policy.</li></ul>
---------	--

2 of 4 **Bills of Quantities for Building & Civil Engineering Works - Building Shell & Core Comprising of:-**

- (i) Form of Tender.
- (ii) Form of Performance Bond
- (iii) Instructions to Tenderers.
- (iv) General Conditions of Contract.
- (v) Preliminaries.
- (vi) Bills of Quantities (Building and Civil Engineering Works - Building Shell & Core).

3 of 4: **Specifications**

4 of 4: **Contract Drawings**

**DOCUMENTS SUMMARY PAGE**

PLOT 4 KYADONDO ROAD - CONTRACT DOCUMENTS (VOL 1 OF 4)



## APPENDIX R – Annexure to the schedule of conditions

ANNEXURE TO SCHEDULE OF CONDITIONS: COMMERCIAL DEVELOPMENT ON PLOT 4 KYADONDO ROAD  
Page 2/3

- (b) The Contractor shall be responsible for design of the Temporary Works. The Architect's approval shall not alter the Contractor's responsibility for design of the Temporary Works. Where required, the Contractor shall obtain approval of third parties / concerned local authorities of the design of the Temporary Works.

### **B. Delete the following Sub-Clauses / Clauses:**

- 20 Sub-Clauses 20.(B) and 20.(C) are deleted. The provisions of Clause 20.(A) shall apply.
- 31 Clause 31(2) is entirely deleted.
- 32 Clause 32 is entirely deleted since this is a Fixed Price Contract.

### **D. Amend the following Sub-Clauses as specified:**

- 30(1) (a) In Clause 30(1)(a) amend the clause to state in part as follows:

*".....and the Contractor shall on presenting any such certificate to the Employer, be entitled to payment thereof within 30 days from presentation....."*

- 30(4) (b&c) In Clause 30(4) (b) and (c) amend the payment period to read *30(thirty) days instead of 14(fourteen) days."*

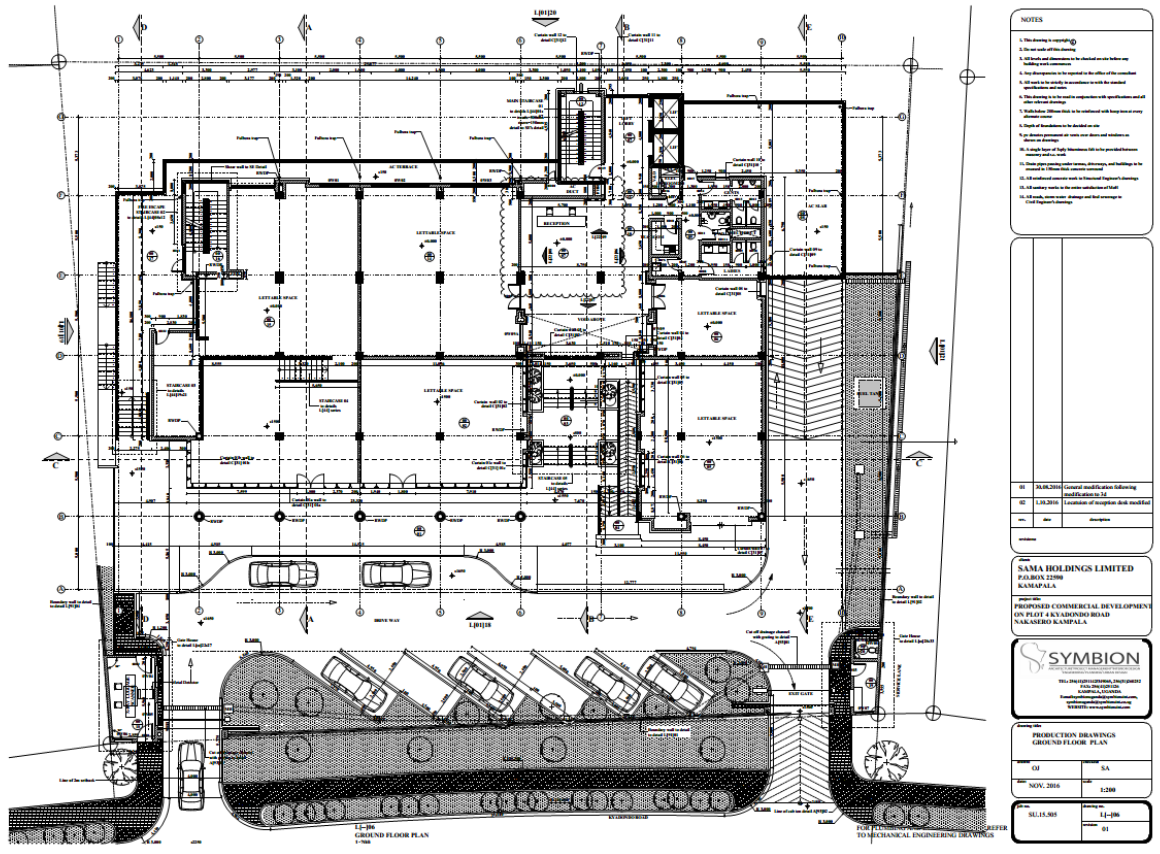
- 30(2) In Clause 30(2) on page 29, add at the end:

*"PROVIDED always that the responsibility for the safe custody of the Works and Materials and goods delivered to the site for installation in the works shall remain with the Contractor until such time as the Employer takes possession of the Works after Practical Completion or part of the Works under Sectional Completion"*





# APPENDIX T – SP Ground floor layout



- NOTES**
1. See details in working.
  2. See notes on drawings.
  3. All work to be done in accordance with the approved drawings.
  4. All work to be done in accordance with the approved drawings.
  5. All work to be done in accordance with the approved drawings.
  6. All work to be done in accordance with the approved drawings.
  7. All work to be done in accordance with the approved drawings.
  8. All work to be done in accordance with the approved drawings.
  9. All work to be done in accordance with the approved drawings.
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  15. All work to be done in accordance with the approved drawings.
  16. All work to be done in accordance with the approved drawings.
  17. All work to be done in accordance with the approved drawings.
  18. All work to be done in accordance with the approved drawings.
  19. All work to be done in accordance with the approved drawings.
  20. All work to be done in accordance with the approved drawings.

NO.	DATE	DESCRIPTION

**SAMA HOLDINGS LIMITED**  
PALMIRA 2500  
PROPOSED COMMERCIAL DEVELOPMENT  
ON PLOT 4 & 5 ADJACENT ROAD  
NAKASERO KAMPALA



**PROJECT DRAWINGS**  
**GROUND FLOOR PLAN**

DATE	NO.
NOV. 2016	1/200
SCALE	1:100
	01

## APPENDIX U – Minutes for site meeting No.5

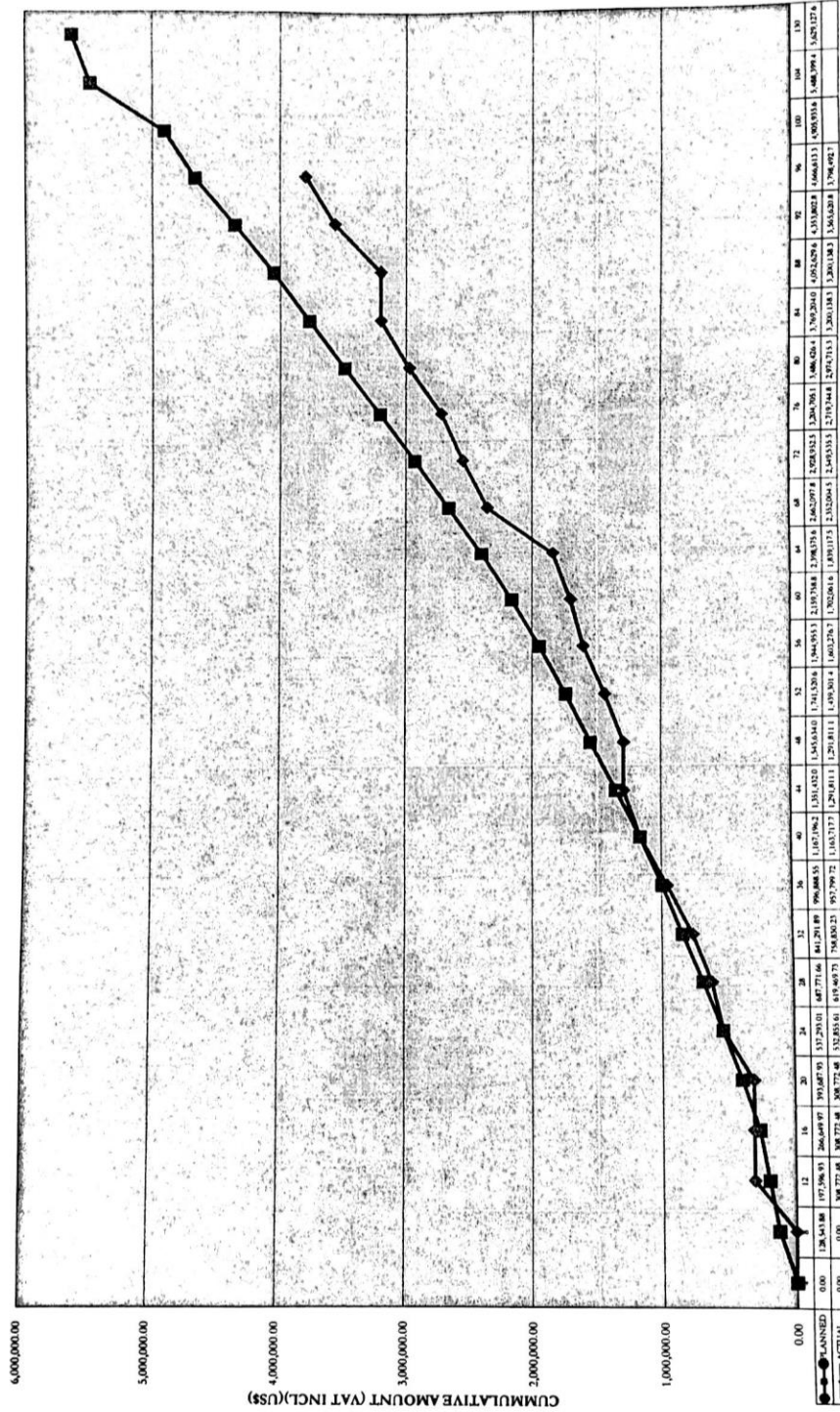
Page 1 of 8

	PROJECT: Proposed Office Development on Plot 4 Kyadondo Road, Nakasero, Kampala SUBJECT: Minutes of Site Meeting No5. JOB NO.: SU.15.505	DATE: 25.10.2016 TIME: 10:00am LOCATION: Site																																																																				
ITEM	CONTENTS	ACTION																																																																				
1.0	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>ATTENDANCE</u></th> <th style="text-align: left;"><u>COMPANY</u></th> <th style="text-align: left;"><u>TELEPHONE</u></th> <th style="text-align: left;"><u>EMAIL</u></th> </tr> </thead> <tbody> <tr> <td>Mr. Joshua Odong</td> <td>Symbion Uganda</td> <td>0776581799</td> <td><a href="mailto:joshua.odong@symbion-int.com">joshua.odong@symbion-int.com</a></td> </tr> <tr> <td>Mr. Francis Anguyoz</td> <td>Buildcost Associates</td> <td>0779226994</td> <td><a href="mailto:francis@buildcost.co.ug">francis@buildcost.co.ug</a></td> </tr> <tr> <td>Ms. Racheal Nalule</td> <td>Buildcost Associates</td> <td>0782879170</td> <td><a href="mailto:rachael@buildcost.co.ug">rachael@buildcost.co.ug</a></td> </tr> <tr> <td>Mr. Magembe Kenneth</td> <td>Armstrong</td> <td>0772120836</td> <td><a href="mailto:kmagembe@armstrong.co.ug">kmagembe@armstrong.co.ug</a></td> </tr> <tr> <td>Mr. Onen Paul</td> <td>GEM</td> <td>0774194698</td> <td><a href="mailto:paul@gem-engineering.com">paul@gem-engineering.com</a></td> </tr> <tr> <td>Mr. Roy Leku</td> <td>GEM</td> <td>0773380368</td> <td><a href="mailto:roy@gem-engineering.com">roy@gem-engineering.com</a></td> </tr> <tr> <td>Mr. Wepondi Stephen</td> <td>CoW</td> <td>0782879170</td> <td><a href="mailto:stephenwepondi@gmail.com">stephenwepondi@gmail.com</a></td> </tr> <tr> <td>Mr. Pawar Laxman</td> <td>Seyani Brothers</td> <td>0755789046</td> <td><a href="mailto:cc1.sbcu@seyani.com">cc1.sbcu@seyani.com</a></td> </tr> <tr> <td>Mr. Narendra Mepani</td> <td>Seyani Brothers</td> <td>0759101945</td> <td><a href="mailto:cc7.sbcu@seyani.com">cc7.sbcu@seyani.com</a></td> </tr> <tr> <td>Mr. Jenti Kerai</td> <td>Seyani Brothers</td> <td>0755789035</td> <td></td> </tr> <tr> <td>Mr. Toolit Michael</td> <td>Seyani Brothers</td> <td>0751516793</td> <td><a href="mailto:michaelakena@rocketmail.com">michaelakena@rocketmail.com</a></td> </tr> <tr> <td>Mr. Joackim C. Ogude</td> <td>Master Powers</td> <td>0753576976</td> <td><a href="mailto:operationsug01@masterpowers.com">operationsug01@masterpowers.com</a></td> </tr> <tr> <td>Mr. Vinit Patel</td> <td>Pioneer Plumbers</td> <td>0772735508</td> <td><a href="mailto:info@pioneerplumb.co.ug">info@pioneerplumb.co.ug</a></td> </tr> <tr> <td colspan="4"> <u>Apologies</u></td> </tr> <tr> <td>Ms. Susan Atai</td> <td>Symbion Uganda</td> <td>0751563258</td> <td><a href="mailto:susan.atai@symbion-int.com">susan.atai@symbion-int.com</a></td> </tr> <tr> <td>Mr. Bob Mwanjuji</td> <td>Wagabaza &amp; Co. Adv.</td> <td>0701662900</td> <td><a href="mailto:bob@wagabazaadvocates.com">bob@wagabazaadvocates.com</a></td> </tr> </tbody> </table>	<u>ATTENDANCE</u>	<u>COMPANY</u>	<u>TELEPHONE</u>	<u>EMAIL</u>	Mr. Joshua Odong	Symbion Uganda	0776581799	<a href="mailto:joshua.odong@symbion-int.com">joshua.odong@symbion-int.com</a>	Mr. Francis Anguyoz	Buildcost Associates	0779226994	<a href="mailto:francis@buildcost.co.ug">francis@buildcost.co.ug</a>	Ms. Racheal Nalule	Buildcost Associates	0782879170	<a href="mailto:rachael@buildcost.co.ug">rachael@buildcost.co.ug</a>	Mr. Magembe Kenneth	Armstrong	0772120836	<a href="mailto:kmagembe@armstrong.co.ug">kmagembe@armstrong.co.ug</a>	Mr. Onen Paul	GEM	0774194698	<a href="mailto:paul@gem-engineering.com">paul@gem-engineering.com</a>	Mr. Roy Leku	GEM	0773380368	<a href="mailto:roy@gem-engineering.com">roy@gem-engineering.com</a>	Mr. Wepondi Stephen	CoW	0782879170	<a href="mailto:stephenwepondi@gmail.com">stephenwepondi@gmail.com</a>	Mr. Pawar Laxman	Seyani Brothers	0755789046	<a href="mailto:cc1.sbcu@seyani.com">cc1.sbcu@seyani.com</a>	Mr. Narendra Mepani	Seyani Brothers	0759101945	<a href="mailto:cc7.sbcu@seyani.com">cc7.sbcu@seyani.com</a>	Mr. Jenti Kerai	Seyani Brothers	0755789035		Mr. Toolit Michael	Seyani Brothers	0751516793	<a href="mailto:michaelakena@rocketmail.com">michaelakena@rocketmail.com</a>	Mr. Joackim C. Ogude	Master Powers	0753576976	<a href="mailto:operationsug01@masterpowers.com">operationsug01@masterpowers.com</a>	Mr. Vinit Patel	Pioneer Plumbers	0772735508	<a href="mailto:info@pioneerplumb.co.ug">info@pioneerplumb.co.ug</a>	 <u>Apologies</u>				Ms. Susan Atai	Symbion Uganda	0751563258	<a href="mailto:susan.atai@symbion-int.com">susan.atai@symbion-int.com</a>	Mr. Bob Mwanjuji	Wagabaza & Co. Adv.	0701662900	<a href="mailto:bob@wagabazaadvocates.com">bob@wagabazaadvocates.com</a>	
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2.0	<p><b><u>MINUTES OF PREVIOUS SITE MEETING</u></b>                  Minutes of site meeting No.4 were circulated to all parties.</p>	All																																																																				
2.1	<p><b><u>Confirmation of minutes of previous site meeting</u></b>                  Minutes of site meeting No.4 was confirmed by all parties as true and accurate record of matters discussed.</p>	All																																																																				
3.0	<p><b><u>SCHEDULE OF SITE MEETINGS / INSPECTIONS</u></b></p>																																																																					
3.1	<p>Site meetings will be held once a month every <b>fourth Tuesday</b> of the month at <b>10.00 am</b>.                  Every site meetings will begin by site inspection at 10:00am.</p> <p>Subsequent site meeting are scheduled for:</p> <p><b>Tuesday 22<sup>nd</sup> November 2016</b>                  Tuesday 20<sup>th</sup> December 2016                  Tuesday 24<sup>th</sup> January 2017                  Tuesday 28<sup>th</sup> February 2017                  Tuesday 28<sup>th</sup> March 2017                  Tuesday 25<sup>th</sup> April 2017                  Tuesday 23<sup>rd</sup> May 2017                  Tuesday 29<sup>th</sup> June 2017                  Tuesday 25<sup>th</sup> July 2017                  Tuesday 22<sup>nd</sup> August 2017                  Tuesday 25<sup>th</sup> September 2017                  Tuesday 24<sup>th</sup> October 2017                  Tuesday 28<sup>th</sup> November 2017                  Tuesday 19<sup>th</sup> December 2017                  Tuesday 23<sup>rd</sup> January 2018                  Tuesday 27<sup>th</sup> February 2018                  Tuesday 7<sup>th</sup> March 2018 (Site Handover)</p>	All																																																																				



## APPENDIX V – Cash flow projection

**SAMA PLAZA CUMMULATIVE AMOUNT CASH FLOW PROJECTION**



PLOT 4 KYADONDO - UPDATED CASH FLOW - 05.02.2018

**APPENDIX W – Interim certificate No.18**

Issued By: **SYMBION**

Address: Studio House, 5 Bandali Rise, Bugolobi, P.O. Box 7671,  
Kampala, Uganda

Employer: Sama Holding Ltd  
Address: P.O. Box 25590  
Kampala.

Contractor: Seyani Brothers & Co. (U) Ltd  
Address: P O Box 21745, Kampala

Works: Proposed Office Development for Sama Holdings Ltd -  
Building Shell and Core  
Situating at: Plot 4, Kyadondo Road, Nakasero, Kampala.

Contract dated: 7th March 2016

**Interim  
Certificate  
and Direction**

Serial No: Eighteen (18)

Job reference: SU.15.505

Interim Certificate No.: Eighteen (18)

Issue date: 9th February 2018

Valuation date: 5th February 2018

Contract Sum: US\$ 5,629,127.64 incl. of VAT

Original to Employer
Copy to Quantity Surveyor
Copy to Main Contractor

Gross valuation of works	US\$ 3,457,584.02
Less: Retention which may be retained by the Employer as detailed on the Statement of Retention (5% x 4,770,447.16)	US\$ 238,522.36
Sub-total	US\$ 3,219,061.66
Less: Total amount stated as due in Interim Certificates previously issued up to and including Interim Certificate No. 17	US\$ 3,021,712.58
	197,349.08
Add: 18% VAT	US\$ 35,522.83
<b>Net amount for payment .....</b>	<b>US\$ 232,871.91</b>

We hereby certify that the **amount of payment** by the Employer to the Contractor on this Certificate Inclusive of VAT is **US\$ 232,871.91** (in words) United States Dollars Two Hundred Thirty Two Thousand, Eight Hundred Seventy One and Ninety One Cents only.

Note: The issue of this certificate is not for and shall not be taken as showing that any work or materials or goods or workmanship is or are accepted as conforming to description or being in accordance with The Contract.

Signed: \_\_\_\_\_



## APPENDIX X – Practical Completion Certificate

Issued By: **SYMBION**

Certificate of  
Partial  
Completion

Address: Studio House, 5 Bandali Rise, Bugolobi, P.O. Box 7671,  
Kampala, Uganda

Employer: Sama Holding Ltd  
Address: P.O. Box 25590  
Kampala.

Serial No: One (01)

Job reference: SU.15.505

Contractor: Seyani Brothers & Co. (U) Ltd  
Address: P O Box 21745  
Kampala

Issue date: 12th July 2018

Works: Proposed Office Development for Sama Building  
Shell and Core

Situated at: Plot 4, Kyadondo Road, Nakasero, Kampala.

Contract dated: 7th March 2016

Under the terms of the above mentioned Contract, we certify that Partial Completion of the above works with the exception of;

1. Installation of Fire doors
2. Installation of toilet cubicle doors
3. Installation of door mat
4. Installing Tyre stops in basement parking areas
5. Installation of a portion of outstanding Grey cladding on exterior;

was achieved on:

Date: **30th June 2018**

The Defects Liability Period will therefore end on:

Date: **30th December 2018.**

Note: The issue of this certificate is not for and shall not be taken as showing that any work or materials or goods or workmanship is or are accepted as conforming to description or being in accordance with The Contract.

Signed:



Distribution:

Original to:  
Sama Holdings Ltd ✓

Copies:

Buildcost Associates ✓  
Armstrong Consulting ✓  
GEM Engineering ✓  
Seyani Brothers ✓  
Symbion Uganda ✓



**APPENDIX Y – QS’s evaluated quotation for window grilles**

ITEM	DESCRIPTION	Unit	SEYANI'S QUOTATION			CONSULTANT'S EVALUATION			DIFFERENCE (SEYANI'S - CONSULTANT)		REMARKS
			Qty	Rate (US\$)	Amount (US\$)	Qty	Rate (US\$)	Amount (US\$)	Rate (US\$)	Amount (US\$)	
	<b><u>WINDOW GRILLS AT THE BASEMENT</u></b>										
	<b><u>PURPOSE MADE GRILLES : 100 x 50mm RHS framing with 16 x 16mm solid square bar; one coat red oxide primer; as per architect's drawing no. C(31)34</u></b>										
1	Grille overall size 4000 x 1800mm high	NO	1	794.95	794.95	1	794.95	794.95	0.00	0.00	
2	Grille overall size 5100 x 1850mm high	NO	1	1,041.72	1,041.72	1	1,041.72	1,041.72	0.00	0.00	
3	Grille overall size 4550 x 1800mm high	NO	3	904.25	2,712.75	3	904.25	2,712.75	0.00	0.00	
4	Grille overall size 3100 x 1800mm high	NO	2	616.08	1,232.16	2	616.08	1,232.16	0.00	0.00	
	<b>TOTAL</b>				<b>5,781.58</b>			<b>5,781.58</b>		<b>0.00</b>	

## APPENDIX Z – Architect’s instruction No.11 (window grilles)

Issued By: **SYMBION**

**Architect's  
Instruction**

Address: Studio House, 5 Bandali Rise, Bugolobi, P O Box 7671,  
Kampala, Uganda

Employer: Sama Holdings Ltd  
Address: P.O. Box 25590  
Kampala.

Job Reference: SU.15.505

Contractor: Seyani Brothers & Co. (U) Ltd  
Address: P.O. Box 21745, Kampala

Instruction No: **Eleven (11)**


Issue Date: 28th November 2017

Works: Proposed Office Development for Sama Holdings Ltd  
Situating at: Plot 4, Kyadondo Road, Nakasero, Kampala.

Sheet 1 of 1

Contract Dated: 7th March 2016

Under the terms of the above mentioned Contract, I/We issue the following instruction:

		Office Use : Approx. Costs	
		Ushs Omit	Ushs Add
WINDOW GRILLS AT THE BASEMENT			
Add: Provide window grilles at the Basement as per the Quantity Surveyor's evaluated quotation attached.			5,781.58
Subtotal			5,781.58
			
Signed: _____			
<b>TOTAL (Exclusive of VAT)</b>			<b>5,781.58</b>
Amount of Contract Sum			
± Approximate value of previous Instruction			
± Approximate value of this Instruction			
Approximate adjusted total			

Distribution: Original to:

Seyani Brothers ✓

Copies to:

Sama Holdings ✓

Buildcost Associates ✓

Armstrong Consulting ✓

Symbion Uganda ✓

**APPENDIX AA – Project variations**

<b>No.</b>	<b>Item</b>	<b>Contractor's claim amount (US\$.)</b>	<b>QS's evaluated amount (US\$.)</b>	<b>Remarks</b>
1.	Work stoppage costs	8,461.25	6,030.80	Result of work stoppages to enable redesign
2.	Window grilles	4,047.11	4,047.11	Due to omission of the lighting system in the middle basement in lieu of natural lighting
3	Main entrance granite			Desired changed main entrance appearance

**APPENDIX AB – Contractor’s request for extension of time**



**SEYANI BROTHERS & CO. (U) LTD.**

**GENERAL BUILDING & CIVIL ENGINEERING CONTRACTORS**

P. O. BOX: 21745, PLOT: 1469, GGABA ROAD, NSAMBYA, KAMPALA, UGANDA  
 TEL: (041) 4266142/4266218, (0755) 789003, FAX: (041) 4267097/4266142,  
 E-mail: sbcu@seyani.com, Web: www.seyani.com

Your ref: ..... Our ref: LPG/SSJ/SYMBION/SAMA-H/EOT-1/69 Date: 25<sup>th</sup> January 2018.

Symbion Uganda Ltd.  
 Studio House, Bugolobi  
 P.O. Box 7671,  
 Kampala, Uganda



Attn: Arch. Susan Atai / Arch. Joshua Odong.  
 Dear Madam / Sir,

**RE: CONSTRUCTION OF COMMERCIAL BUILDING ON PLOT NO 4 KYADONDO ROAD, NAKASERO FOR SAMA HOLDINGS- BUILDING SHELL AND CORE: Application of Extension of time no- 1**

With reference to above captioned project and subject, we refer to our letter LPG/ SSJ/SYMBION/SAMA-H/NOD/67 dated 8<sup>th</sup> January 2018 and contract clause no 23, we hereby write to inform you that the project will not be completing on 5<sup>th</sup> March 2018, following are delays which impacted the contract completion date.

1. Delay due to client supplied tiles
2. Additional scope of executive toilet
3. Additional scope of kalinga stone

**Delay due to client supplied tiles:** We refer to the approved work program whereby the tiles work was supposed to start by 9<sup>th</sup> June 2017, however the materials were arrived at site on 8<sup>th</sup> September 2017 resulted in substantial delay of 90days which critically impacted on all over finishing work, we further refer to the project progress report 15, 16,17,18,19 whereby we have notified the delays due to this activity.

**Additional scope of executive toilet:** We refer to architect instruction on client request for provision of executive toilet which was a completed additional work to the above contract and thus have an impact to the above completion of the project.

**Additional scope of kalinga stone:** Based on the discussion and instruction about the additional work of kalinga stone we have placed an order to kalinga stone supplier i.e. M/s. Vertical world and according to them, the materials will be on site by 15 to 20<sup>th</sup> February 2018, which almost near to the original completion date and thus would not be possible to complete on or before original completion date.

The overall effective delays as of date for above explanation is 90day, and we therefore hereby apply for extension of contract by 70 days, we shall accelerate and try to recover the balance 20days from this extended time, now the completion of project is shifted from 5<sup>th</sup> March 2018 to 12<sup>th</sup> June 2018 with an addition cost implication to the project.

We are also experience the delay due to M/s. Aluclad Ltd curtain wall, shop front and column cladding work, according to our approved work program and the correspondence, the work scope for aluclad's are supposed to be completed at 25<sup>th</sup> January 2018, still we haven't received there frameless glass, showroom curtain wall and column cladding and other finishing item, we shall provide you the extend of delays upon receive of above materials under separate letter.

BUILD COST ASSOCIATES P. O. Box 29835 Kampala		DIRECTORS: PARBAT SIYANI (Managing), MANISH SIYANI (Bsc. Econ), J. SIYANI	
File No:		(In association with Parbat Siyani Construction Ltd, Nairobi, Kenya)	
Action		31 JAN 2018	Info
		KBA	

## APPENDIX AC – Awarded time extension



f)	External Cladding works	<ul style="list-style-type: none"> <li>• Still ongoing at about 95%.</li> <li>• We were advised that the final batch of material have arrived in the country, some delivered on site and balance expected on site by 10<sup>th</sup> March 2018.</li> <li>• Installation of this 2-3 weeks</li> </ul>	4-weeks
g)	Cleaning cradle	<ul style="list-style-type: none"> <li>• Materials are on site</li> <li>• You have advised that the installation will take 3 weeks.</li> <li>• The programme also indicates an additional 21 days for testing and commissioning. Putting the overall timeline at 6 weeks.</li> </ul>	6-weeks
h)	Lift installation	<ul style="list-style-type: none"> <li>• Still ongoing, at 90%</li> <li>• According to work program, this should have been completed by 27<sup>th</sup> February 2018</li> </ul>	2-weeks
i)	Landscaping	<ul style="list-style-type: none"> <li>• This has not yet started, and we advise that this be commissioned/started as soon as possible with the exception of area adjacent to the ramp.</li> <li>• Civil works are 95% complete</li> </ul>	4-weeks
j)	Granite cladding at Entrance	<ul style="list-style-type: none"> <li>• Ongoing; Granite installation is complete</li> <li>• Installation of stainless steel strips to take 1 week</li> </ul>	1-week
k)	Mechanical ventilation installation (final fixes)	<ul style="list-style-type: none"> <li>• Installation is ongoing.</li> </ul>	2-weeks

Based on the above analysis, the critical path items involves the installation of doors that are estimated to take up to 8 weeks from our analysis but we urge the contractor use all means to reduce this delay. Other key items include works on ramp & garbage room (4.5 weeks) and cleaning cradle installation (6 weeks).

In view of the above and our detailed analysis, we wish to inform you that your request for extension of time by 70 days (10 weeks) is not granted. We hereby grant you extension of time by 8 calendar weeks based on the critical path items. The new completion and handover date will therefore be **30<sup>th</sup> April 2018**. This extension of time is granted at no additional cost to either party.

Attached is the certificate of extension of time.

Yours faithfully,



  
 Susan Atai  
 Symbion Uganda Ltd

Encl.

cc: Sama Holdings - Attn: Mr François Twagirumukiza / M/s. Wagabaza & Co. Advocates  
 Armstrong - Attn: Mr. Kenneth Magembe  
 Buildcost Associates - Attn: Mr. Victor Odongo/Francis Anguyoz  
 GEM Engineering - Attn: Mr. Richard Drakuma  
 Symbion Uganda Ltd - Attn: Mr. Pius Muli / Mr. Joshua Odong

SA/nr

SYMBION

## APPENDIX AD – Figures



Figure I showing concrete blinding to receive the raft foundation



Figure II showing ground floor slab preparation for casting





Figure III showing back filling around the retaining wall



Figure IV showing artistic impression of sama palza



Figure V showing finished sama plaza



Figure VI showing first floor corridor through the lettable space