



REFERENCE NUMBER ; 01/2026

**STRUCTURAL ALTERATIONS
AND
FINISHING WORKS
PARISH CENTRE
XEWKIJA GOZO**

This procurement forms part of the implementation of Project TSS07-24-4961, funded by Arts Council Malta under the Theatre Spaces Support Scheme

IMPORTANT:

- No Bid Bond is requested for this tender.

Date Published: 20th August 2026

Deadline for Submission: 11th September 2026 At 12:00pm

Tender Opening: 11th September 2026 At 12:15pm

**Contracting Authority:
Assocjazzjoni Rotunda (VO/1867)
obo Xewkija Parish
Tel: (+356) 21556793
E-mail Address:
tenders@xewkijaparish.org**

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SECTION 1 - INSTRUCTIONS TO TENDERERS

1. General Instructions

In submitting a tender, the tenderer accepts in full and in its entirety, the content of this tender document, including subsequent Clarifications issued by the Non-Governmental Organisation (NGO), whatever the economic operator's own corresponding conditions may be, which through the submission of the tender is waived. Tenderers are expected to examine carefully and comply with all instructions, forms, contract provisions and specifications contained in this tender document. These Instructions to Tenderers complement the General Rules Governing Tenders for NGOs.

No account can be taken of any reservation in the tender in respect of the procurement documents; any disagreement, contradiction, alteration or deviation shall lead to the tender offer not being considered any further.

Prospective tenderers must submit their offer by depositing it in the tender box, located at address of NGO:

Assoċjazzjoni Rotunda
Uffiċċju Parrokkjali
Pjazza San Ġwann Battista
Xewkija, XWK 1012
Għawdex, Malta.

Prospective tenderers take full responsibility to submit their offer by the set tender submission deadline.

Note:

Where in this tender document a standard is quoted, it is to be understood that the Contracting Authority will accept equivalent standards. However, it will be the responsibility of the respective bidders to prove that the standards they quoted are equivalent to the standards requested by the Contracting Authority.

The Estimated Procurement Value for this Call for Tenders has been based on comprehensive research including appropriate financial analysis. In the context of this procurement, the Estimated Procurement Value, based on market research, is that of € 48, 550 excluding VAT.

The purpose of this value shall be the guidance of prospective bidders when submitting their offer and is not to be considered as a binding capping price.

Therefore, the published Estimated Procurement Value is not restrictive and final on the Contracting Authority. Economic Operators are free to submit financial offers above or below the Estimated Procurement Value. However, the Contracting Authority reserves the right to accept or reject Financial Offers exceeding the Estimated Procurement Value.

- 1.2 The subject of this tender is the Xewkija's Parish requires the services of contractors for alterations and finishing works for the refurbishment project at the Parish Center in Xewkija, Gozo.

- Masonry works
- M&E works
- Rendering works
- Tile laying works
- Joinery.

- 1.3 The place of acceptance of the services/supplies/works shall be Xewkija Parish Center St. John The Baptist Square, Xewkija, Gozo. The time limits for the execution of the contract shall be 4 months and the INCOTERM2020 applicable shall be Delivery Duty Paid (DDP).
- 1.4 This is a [lump-sum/unit-price/global price/fee-based] contract.
- 1.5 This call for tenders is being issued under an open procedure.
- 1.6 The beneficiary of this tender is Assocjazzjoni Rotunda (VO/1867)
- 1.7 This tender is not a reserved contract.

2. Timetable

	DATE	TIME
Clarification Meeting/Site Visit (Refer to Clause 6.1)	27th August 2026	9:30am
Deadline for request for any additional information from the NGO Clarification requests should be addressed to: <i>NGOs e-mail address</i> tenders@xewkijaparish.org	1 st September 2026	6:00pm
Last date on which additional information/clarifications will be published on the parish website; xewkijaparish.org	7 th September 2026	6:00pm
Deadline for submission of tenders/Tender opening session (unless otherwise modified in terms of Clause 10.1 of the General Rules Governing Tendering for NGOs)	11 th September 2026	12:00pm
* All times Central European Time (CET) / Central European Summer Time (CEST) as applicable		

3. Lots

- 3.1 This tender is not divided into lots, and tenders must be for the whole of quantities indicated. Tenders will not be accepted for incomplete quantities.

4. Variant Solutions

- 4.1 Variant solutions are not permissible.

5. Financing

- 5.1 This procurement forms part of the implementation of Project TSS07-24-4961, funded by Arts Council Malta under the Theatre Spaces Support Scheme.
- 5.2 The Contracting Authority reserves the right to amend, suspend or terminate this procurement process should circumstances relating to the funding of the project require such action.
- 5.3 Tenderers shall have no claim for compensation arising from such decisions, except as may be provided by law.

6. Clarification Meeting/Site Visit

A clarification meeting/site visit will be held on the date and time indicated in Clause 2, at Xewkija Parish Center St. John The Baptist Square, Xewkija, Gozo, to answer any questions on the tender document which have been forwarded in writing, or are raised during the same meeting. Minutes will be taken during the meeting, and these (together with any clarifications in response to written requests which are not addressed during the meeting) shall be posted online on the NGOs website as a clarification note as per the General Rules Governing Tendering for NGOs.

Meetings between economic operators and the NGO, other than that provided in this clause during the tendering period are not permitted.

7. Selection and Award Requirements

In order to be considered eligible for the award of the contract, economic operators must provide evidence that they meet or exceed certain minimum criteria described hereunder.

(A) Eligibility Criteria

Economic Operators are to complete the Eligibility Section through the ESPD (as applicable) and the necessary documents as follows:

- (i) Declare agreement, conformity and compliance with the provisions of the Statement on Conditions of Employment by completing the minimum hourly workers' costs declaration involving the provision of the employees' services. (Note 2)

Financial Offer

The Tender Form and Tenderer's Declaration are to be completed and submitted with the offer; a separate Tender Form is to be submitted for each option tendered, each form clearly marked 'Option 1', 'Option 2' etc.;

A financial offer is to be submitted by filling in Bill of Quantities, and is to be calculated on the basis of Delivered Duty Paid (DDP)2020 (Grand Total) for the works/services/supplies tendered. [inclusive of spare parts/after-sales services/maintenance/training if applicable]

Notes to Clause 7:

1. Tenderers will be requested to clarify/rectify, within five (5) working days from notification, the tender guarantee only in the following four circumstances: incorrect validity date, and/or incorrect value, and/or incorrect addressee and incorrect name of the bidder. Rectification in respect of the Tender Guarantee (Bid Bond) is free of charge.

2. Tenderers will be requested to either clarify/rectify any incorrect and/or incomplete documentation, and/or submit any missing documents within five (5) working days from notification.

3. No rectification shall be allowed. Only clarifications on the submitted information may be requested.

Request for Clarification and / or rectifications concerning a previous request dealing with the same shortcoming shall not be entertained.

8. Tender Guarantee (Bid bond)

No tender guarantee (bid bond) is required.

9. Criteria for Award and Other Matters.

The sole award criterion will be the price. The contract will be awarded to the tenderer submitting the cheapest priced offer satisfying the administrative and technical criteria.

10. Submission of tenders.

Tenders shall be submitted in a sealed envelope clearly marked with the Tender Reference Number and Tender Title. The sealed envelope shall be deposited in the Tender Box located at the Parish Office of Assoċjazzjoni Rotunda, Uffiċċju Parrokkjali, Pjazza San Ġwann Battista, Xewkija, XWK 1012, Għawdex, not later than the deadline specified in the Tender Notice.

The Tender Box is accessible during the Parish Office opening hours, namely Mondays, Wednesdays and Fridays from 09:00 to 12:00 (noon).

Alternatively, tenders may be sent by registered post to the following address:

Assoċjazzjoni Rotunda
Uffiċċju Parrokkjali
Pjazza San Ġwann Battista
Xewkija, XWK 1012
Għawdex, Malta

Envelopes submitted by registered post shall likewise be sealed and clearly marked with the Tender Reference Number and Tender Title.

The Contracting Authority shall not be responsible for late deliveries. Tenders received after the closing date and time, irrespective of the method of delivery, shall not be considered.

SECTION 2 – EXTRACTS FROM THE PUBLIC PROCUREMENT REGULATIONS

***Part IX of the Public Procurement Regulations - S.L. 601.03
Appeals from decisions taken after the closing date for the submissions of an
offer (applicable to procurement where the estimated value meets or exceeds
Euro5K)***

270. *Where the estimated value of the public contract meets or exceeds five thousand euro (€5,000) any tenderer or candidate concerned, or any person, having or having had an interest or who has been harmed or risks being harmed by an alleged infringement or by any decision taken including a proposed award in obtaining a contract, a rejection of a tender or a cancellation of a call for tender after the lapse of the publication period, may file an appeal by means of an objection before the Public Contracts Review Board, which shall contain in a very clear manner the reasons for their complaints.*

271. *The objection shall be filed within ten (10) calendar days following the date on which the contracting authority or the authority responsible for the tendering process has by fax or other electronic means sent its proposed award decision or the rejection of a tender or the cancellation of the call for tenders after the lapse of the publication period.*

272. *The communication to each tenderer or candidate concerned of the proposed award or of the cancellation of the call for tenders shall be accompanied by a summary of the relevant reasons relating to the rejection of the tender as set out in regulation 242 or the reasons why the call for tenders is being cancelled after the lapse of the publication period, and by a precise statement of the exact standstill period.*

273. *The objection shall only be valid if accompanied by a deposit equivalent to 0.50 per cent of the estimated value set by the contracting authority of the whole tender or if the tender is divided into lots according to the estimated value of the tender set by the contracting authority for each lot submitted by the tenderer, provided that in no case shall the deposit be less than four hundred euro (€400) or more than fifty thousand euro (€50,000) which may be refunded as the Public Contracts Review Board may decide in its decision.*

274. *The Secretary of the Public Contracts Review Board shall immediately notify the Director, the Sectoral Procurement Directorate and, or the contracting authority, as the case may be, that an objection had been filed with his authority thereby immediately suspending the award procedure.*

275. *The Department of Contracts, the Sectoral Procurement Directorate or the contracting authority involved, as the case may be, shall be precluded from concluding the contract during the period of ten (10) calendar days allowed for the submission of appeals. The award process shall be completely suspended if an appeal is eventually submitted.*

276. *The procedure to be followed in submitting and determining appeals as well as the conditions under which such appeals may be filed shall be the following:*

(a) any decision by the General Contracts Committee, the Sectoral Procurement Directorate or the Special Contracts Committee or by the contracting authority, shall be made public by affixing it to the notice-board of the Department of Contracts, the Sectoral Procurement Directorate or of the office of the contracting authority, as the case may be, or by uploading it on government's e-procurement platform prior to the

award of the contract if the call for tenders is administered by the Department of Contracts;

(b) the appeal of the complainant shall also be affixed to the notice-board of the Public Contracts Review Board and shall be communicated by fax or by other electronic means to all participating tenderers;

(c) the contracting authority and any interested party may, within ten (10) calendar days from the day on which the appeal is affixed to the notice board of the Review Board and uploaded where applicable on the government's e-procurement platform, file a written reply to the appeal. These replies shall also be affixed to the notice board of the Review Board and where applicable they shall also be uploaded on the government's eProcurement platform;

(d) the authority responsible for the tendering process shall within ten (10) days forward to the chairman of the Public Contracts Review Board all documentation pertaining to the call for tenders in question including files and tenders submitted;

(e) the secretary of the Review Board shall inform all the participants of the call for tenders, the Department of Contracts, the Sectoral Procurement Directorate and the contracting authority of the date or dates, as the case may be, when the appeal will be heard;

(f) when the oral hearing is concluded, the Public Contracts Review Board, if it does not deliver the decision on the same day, shall reserve decision for the earliest possible date to be fixed for the purpose, but not later than six (6) weeks from the day of the oral hearing:

Provided that for serious and justified reasons expressed in writing by means of an order notified to all the parties, the Public Contracts Review Board may postpone the judgment for a later period;

(g) the secretary of the Review Board shall keep a record of the grounds of each adjournment and of everything done in each sitting;

(h) after evaluating all the evidence and after considering all submissions put forward by the parties, the Public Contracts Review Board shall decide whether to accede or reject the appeal or even cancel the call if it appears to it that this is best in the circumstances of the case.

SECTION 3 - SPECIAL CONDITIONS

Article 1: Law and language of the Contract

1.1 The Laws of Malta shall apply in all matters not covered by the provisions of the contract.

1.2 The language used shall be English.

Article 2: Order of Precedence of Contract Documents

2.1 The contract is made up of the following documents, in order of precedence:

- (a) the signed agreement;
- (b) the Special Conditions;
- (c) the General Conditions;
- (d) the Contracting Authority's technical specifications and design documentation;
- (e) the Contractor's technical offer, and the design documentation submitted by Contractor (drawings);
- (f) the bill of quantities/financial bid (after arithmetical corrections if any) /breakdown;
- (g) the tender declarations in the Tender Response Format;
- (h) any other documents forming part of the contract.

Addenda have (including clarifications / rectifications at evaluation stage) the order of precedence of the document they are modifying.

Article 3: Communications

3.1 Contracting Authority: Assocjazzjoni Rotunda (VO/1867)
Tel:(+356) 21556793 E-mail Address: tenders@xewkijaparish.org

Article 4: Supervisor and Supervisor's Representative

4.1 Appointment of the Supervisor

The Employer shall appoint a Supervisor who shall be responsible for the administration of the Contract, inspection of the Works, certification of payments, and ensuring that the Works are executed in accordance with the Contract Documents.

The Supervisor may be assisted by one or more Supervisor's Representatives, whose names and responsibilities shall be notified in writing to the Contractor.

4.2 Powers of the Supervisor

The Supervisor shall have the authority to;

- a. Issue instructions necessary for the proper execution of the Works.
- b. Inspect all materials, equipment and workmanship at any stage of manufacture, delivery, installation, testing and commissioning.
- c. Reject materials, equipment or workmanship that do not comply with the Contract.
- d. Require the removal and replacement of defective works at the Contractor's expense.
- e. Order testing, inspections and demonstrations of the lift installation and associated systems.
- f. Measure completed works and certify interim and final payments in accordance with the Contract.
- g. Approve shop drawings, material submissions, samples and technical documentation, provided that such approval shall not relieve the Contractor of any contractual responsibility.
- h. Issue Practical Completion and Final Completion certificates where appropriate.

The Supervisor shall have no authority to amend the Contract, waive contractual obligations, or instruct variations that alter the Contract Sum except as provided under the Contract.

4.3 Powers of the Supervisor's Representative

The Supervisor's Representative shall act on behalf of the Supervisor within the limits of authority delegated in writing.

The Supervisor's Representative scope ;

- Inspect the Works.
- Witness testing and commissioning.
- Monitor progress.
- Verify measurements.
- Record defects.
- Issue site instructions relating to day-to-day execution of the Works.
- Ensure that all trades cooperate effectively and work in a coordinated manner to avoid conflicts, delays, or rework.
- Review and coordinate all drawings, specifications, and shop drawings to ensure compatibility between different trades prior to execution.
- Identify and resolve any discrepancies, clashes, or interface issues between trades and notify the Engineer/Project Manager promptly where necessary.
- Arrange regular coordination meetings with all relevant trades to plan, sequence, and monitor the progress of the Works.
- Provide coordinated setting-out information and ensure that each trade is aware of its responsibilities and interfaces with others.

No additional payment or extension of time shall be granted to the contractor for delays or extra work arising from lack of coordination between trades.

Any instruction involving additional cost, extension of time, variation to the Contract, or alteration to the approved design shall only be issued or confirmed by the Supervisor.

4.4 Resources Available to the Supervisor

The Contractor shall provide the Supervisor and the Supervisor's Representative with reasonable access to all parts of the Works at all times during normal working hours and at other reasonable times when critical operations are taking place.

The Contractor shall make available:

- safe access to the Works;
- temporary lighting where required for inspections;
- access to testing equipment during commissioning;
- copies of approved drawings and technical documentation;
- manufacturer's data and certificates;
- test reports and commissioning records.

No separate payment shall be made for complying with this requirement.

Article 5: Supply of Documents

The Contractor shall prepare and submit all drawings, calculations, technical data and documentation necessary for the proper execution of the Works.

Prior to commencing the relevant works, the Contractor shall submit, as a minimum:

- a. General Arrangement drawings showing the proposed building alterations, structural modifications, layouts, dimensions and levels.
- b. Shop drawings detailing structural works, architectural finishes, joinery, waterproofing, fixtures, fittings and interfaces with the existing building.
- c. Structural drawings and calculations, including temporary works where required, prepared by a warranted Structural Engineer.
- d. Drawings showing alterations to electrical, plumbing, drainage and other building services affected by the Works.
- e. Product data sheets, technical literature and compliance certificates for all principal materials and products.
- f. Material and finish samples where specified for approval.
- g. Method Statements covering demolition, structural alterations, installation procedures, health and safety measures, and protection of the existing building.
- h. Programme of Works indicating procurement, construction, finishing, testing and completion activities.
- i. As-built drawings upon completion of the Works.

The Supervisor shall review submissions solely to verify general compliance with the Contract. Such review or approval shall not relieve the Contractor of responsibility for the accuracy, completeness or suitability of the submitted documents.

The Supervisor shall return submissions within ten (10) working days marked as Approved, Approved as Noted, Revise and Resubmit, or Rejected.

Where revisions are required, the Contractor shall resubmit the amended documents within five (5) working days, or such other period as approved by the Supervisor. No work requiring approval shall commence until the relevant submission has been approved or approved as noted.

The Contractor shall maintain a document register recording all submissions, revisions, approvals and current document status, and shall make it available to the Supervisor upon request.

Article 6: Assistance with Local Regulations

Unless otherwise expressly stated in the Contract, the Contractor shall, at its own cost, obtain all permits, licences, authorisations and approvals necessary for the execution of the Works.

The Contractor shall, where applicable:

- a. Obtain all permits and approvals required for demolition, structural alterations, construction activities and building services modifications.
- b. Obtain permits required for temporary occupation of public areas, road closures, scaffolding, lifting operations, hoisting equipment or other temporary works.
- c. Coordinate with the relevant utility providers and public authorities where the Works affect existing services or infrastructure.
- d. Ensure that all personnel engaged on the Works possess the qualifications, licences and certifications required by applicable legislation.
- e. Comply with all applicable Maltese legislation, Building and Construction Authority (BCA) requirements, Occupational Health and Safety regulations, planning conditions, building regulations and any other statutory requirements applicable to the Works.

Where personnel who are not nationals of the country in which the Works are carried out are employed, the Contractor shall be solely responsible for obtaining all necessary visas, residence permits, work permits and other statutory authorisations.

Copies of all relevant permits, approvals, inspection reports and statutory certificates shall be submitted to the Supervisor before the relevant stage of the Works commences and, in any event, prior to Practical Completion.

Article 7: The Contractor's Obligations

7.1 The Contractor shall execute, complete and hand over the building alteration, structural modification, building services alteration, wet room relocation and finishing works in accordance with the Contract Documents, applicable standards, statutory requirements and good engineering practice.

7.2 The Contractor shall comply with all applicable Maltese legislation, Building and Construction Authority (BCA) requirements, Occupational Health and Safety legislation, Planning Authority permit conditions, environmental regulations, and all other statutory requirements applicable to the Works.

7.3 Programme of Performance

Within ten (10) working days from the Commencement Order, the Contractor shall submit a detailed Programme of Works indicating procurement, demolition, structural works, services alterations, construction, finishing works, inspections, testing and completion. The programme shall be updated as required by the Supervisor.

7.4 Derogation

No derogation from the General Conditions shall apply.

7.5 Notices

All notices, submissions and correspondence shall be addressed to the Supervisor at the address stated in the Contract Data or as otherwise notified by the Contracting Authority.

Article 8: Performance Guarantee

8.1 The Contractor shall, within 15 calendar days of receipt of the contract, sign and date the contract and return it together with a copy of the Performance Guarantee and a copy of the pre-financing guarantee together with the copy of the relative invoice (if applicable). The copy of the Performance Guarantee forwarded to the Client is to be endorsed by the Contracting Authority prior to submission. The Contract will not be endorsed by the Contracting Authority / Client until the Performance Guarantee is submitted. The Contractor is therefore obliged to forward the original Performance Guarantee to the Contracting Authority. The amount of the guarantee shall be 4% where the amount of the total contract value is between €10,000 and €500,000 exclusive of VAT.

8.4 Releasing the performance guarantee.

The performance guarantee shall be released upon successful completion of the contract obligations, including final acceptance of the works/services by the Client, resolution of all defects and outstanding obligations, and expiry of the defects liability or warranty period (if applicable). The guarantee may also be released earlier if otherwise provided for in the contract or upon mutual written agreement of the parties.

Article 9: Insurance

The Contractor shall obtain and maintain, at its own expense, all insurance policies including, where applicable, public liability insurance, employer's liability/workers' compensation insurance, and professional indemnity insurance (where professional services are provided). The insurance policies shall remain valid for the duration of the Contract and any applicable defects liability or warranty period.

The Contractor shall submit copies of the relevant insurance certificates and evidence of premium payment to the Contracting Authority before the commencement of the Contract and whenever renewed. The Contracting Authority shall not effect any payments to the Contractor until the required insurance documentation has been submitted and accepted.

The Contractor shall immediately notify the Contracting Authority of any cancellation, lapse, or material change to the required insurance policies and shall ensure continuous insurance coverage throughout the Contract period.

Article 10 - Tender Prices

Without prejudice to the provisions mentioned in the Tender, the Contractor shall be deemed to have examined all Contract Documents, inspected the Site, and satisfied itself as to all conditions that may affect the execution and completion of the Works.

The Tender Price shall be deemed to include all labour, supervision, materials, plant, equipment, temporary works, transport, storage, insurance, testing, commissioning, overheads, profit, taxes, duties (except where otherwise expressly stated in the Contract), permits, licences, compliance with applicable laws and regulations, health and safety measures, environmental protection measures, and all other costs necessary for the proper execution, completion, testing, commissioning, and remedying of defects in the Works.

The Tender Price shall also be deemed to include all incidental and ancillary works, whether expressly described in the Contract Documents or reasonably inferred therefrom, as necessary for the complete and functional execution of the Works.

No additional payment shall be made for any item, obligation, or activity that is reasonably required for the proper performance of the Contract but has not been separately priced in the Contractor's Tender. Such costs shall be deemed to be included within the Tender Price unless expressly provided otherwise in the Contract.

The Contractor shall bear the risk of any omission or error in the pricing of its Tender, except where adjustments are expressly permitted under the Contract.

Article 11: Safety on Site

11.1 Further to the provisions of other Conditions, it is the obligation of contractors to carry out a suitable, sufficient and systematic assessment of all the occupational health and safety hazards which may be present at the place of work and the resultant risks involved concerning all aspects of the work activity.

11.2 Further to the provisions of the General Conditions, it is also the duty of a contractor to cooperate with other employers, contractors and, or self-employed persons who share a common workplace, on the implementation of Health and Safety provisions. The contractor or his designate shall co-ordinate necessary actions in matters which concern protective and preventive measures and shall inform all on site as well as the Project Supervisor regarding any potential risks.

Article 12: Interference With Traffic

It is the contractor's responsibility to apply for any permits to occupy public areas during the progress of works.

Article 13: Coordination Between Trades.

The Contractor shall be fully responsible for the coordination and integration of all trades involved in the Works, including those executed by subcontractors, suppliers, and other parties engaged on the Project.

The Contractor shall:

Ensure that all trades cooperate effectively and work in a coordinated manner to avoid conflicts, delays, or rework.

Review and coordinate all drawings, specifications, and shop drawings to ensure Compatibility between different trades prior to execution.

Identify and resolve any discrepancies, clashes, or interface issues between trades And notify the Engineer/Project Manager promptly where necessary.

Arrange regular coordination meetings with all relevant trades to plan, sequence, And monitor the progress of the Works.

Provide coordinated setting-out information and ensure that each trade is aware of Its responsibilities and interfaces with others.

Bear all costs associated with the resolution of coordination issues arising from Failure to properly coordinate the Works.

No additional payment or extension of time shall be granted for delays or extra work Arising from lack of coordination between trades.

Article 14: Commencement Date

14.1 Maximum of 120 days from the signing of contract

Article 15: Period of Execution of Tasks

15th October 2026 to 1st May 2027 (handover of lift shaft completed by the 1st of February 2027)

Article 16: Delays in Execution

50 Euros compensation per day of delay.

Article 17: Modification to the Contract

The Contracting authority may avail itself of the possibility of modifying the contracted works this up to a maximum of 30% of the contracted value.

Article 18: Work Register

A Work Register shall be maintained by the Contractor on Site throughout the execution of the Works.

The Work Register shall record, as a minimum:

- a) the nature and location of the Works executed;
- b) quantities of work completed;
- c) labour, plant and major materials utilized where relevant;
- d) weather conditions where these materially affect progress;
- e) instructions issued by the Project Manager/Supervisor;
- f) inspections, tests and measurements carried out;
- g) any other information required for the measurement and valuation of the Works.

The Work Register shall be kept up to date on a daily basis and shall be made available for inspection by the Project Manager/Supervisor at all reasonable times.

Entries shall, where appropriate, be jointly verified and signed by authorised representatives of the Contractor and the Project Manager/Supervisor.

Failure of the Project Manager/Supervisor to sign an entry shall not invalidate the record but shall not constitute acceptance of its accuracy.

Article 19: Quality of Works and Materials

All materials shall be new, of first-class quality, fit for purpose, and compliant with the Contract Documents and all applicable standards and regulations.

Qualified personnel in accordance with recognised industry best practices and the manufacturer's recommendations shall carry out workmanship.

The Employer reserves the right to inspect and reject any materials or workmanship that do not meet the specified requirements.

The Contractor shall promptly replace or rectify any defective or non-compliant work at no additional cost. Quantity of Items

The quantities set forth against the items in the bill of quantities are an estimate of the quantity of each kind of the work likely to be carried out under the contract and are given to provide a common basis for bids.

There is no guarantee to the Contractor that he will be required to carry out the quantities of work indicated under any one item in the bill of quantities or that the quantities will not differ in magnitude from those stated.

When pricing items, reference should be made to the conditions of contract, the specifications and relevant drawings for directions and descriptions of work and materials involved. The quantities given in the bill of quantities are provisional and reflect the estimates made at the time of approval to provide a basis for this document and tenders. Tenderers must consider every aspect of the tender document carefully.

Any comments concerning the quantities must be made in the form of an attachment, following the system of itemization, quoting the codes and brief descriptions, as in the present documents, including the rates and prices. Save where the technical specifications or the bill of quantities specifically and expressly state otherwise, only permanent works are to be measured. Works will be measured net to the dimensions shown on the drawings or ordered in writing by the Architect, save where described or prescribed elsewhere in the contract.

In adjusting extras or variations on the contract, works will be measured on the same basis as that on which the quantities were prepared. All works not specifically mentioned in the bill of quantities will be taken as the Contractor may, if so directed by the Architect in charge, carry out the work at the day work rates shown in the schedule of day work.

All completed day work sheets must be signed by the Architect in charge on or before the end of the week in which the works are executed.

No allowance will be made for loss of materials or volume thereof during transport or compaction. included in the prices of various items.

The Contractor shall protect completed works from damage and, upon completion, ensure that all works are clean, defect-free, and ready for their intended use.

Article 20: Preliminary technical acceptance

Preliminary Technical Acceptance shall be required for the passenger lift installation prior to the issue of the Certificate of Completion.

Preliminary Technical Acceptance shall be granted only after:

- the lift has been completely installed in accordance with the Contract;
- all inspections, testing, commissioning and performance tests have been successfully completed;
- the Contractor has submitted all required certificates, including the Declaration of Conformity, commissioning records, operation and maintenance manuals, warranties, and as-built documentation;
- the Project Manager/Supervisor is satisfied that the lift complies with the Contract requirements and all applicable legislation, standards, and regulatory requirements; and

- any defects or deficiencies identified during inspection or testing have been rectified, or are limited to minor items that do not affect the safe operation or intended use of the lift.

The issue of Preliminary Technical Acceptance shall not constitute Final Acceptance of the Works and shall not relieve the Contractor of its obligations under the Contract, including liability for defects during the defects liability period.

Article 21: Inspection and Testing

40.1 Before handover, the Contractor shall:

- Carry out all statutory testing.
- Perform load testing.
- Demonstrate all safety devices.
- Verify accessibility functions.
- Obtain all required inspections and approvals.
- Train the Employer's representatives in operation and emergency procedures. Specify the places to be inspected and tested, and the practical arrangements for testing

Article 22: Ownership of Plants and Materials

22.1 Not applicable.

No equipment, temporary structures, plant, or materials will be made available by the Contracting Authority under Article 42 of the General Conditions.

Article 23: Payments: General Principles

23.1 Payments shall be made in Euro (€).

Payments shall be made in accordance with the General Conditions and the terms of the Contract. The Contractor shall submit interim payment claims supported by all Documentation required by the Contracting Authority. Payment shall only be made for Works that have been measured/inspected and certified as satisfactorily completed

23.2 Payment Schedule

Payments shall be made upon certification by the Contracting Authority's Representative as follows:

Milestone Payments ;

Submission and approval of the Performance Programme, insurance documents, performance guarantee, and commencement of works (where applicable).	10%
Handover of the lift shaft finished (by 1st February 2027).	40%
Delivery of site and issue of completion certificate by the client's technical person (by 1st May 2027)	40%
Final acceptance of the Works, submission of as-built drawings, operation and maintenance manuals, warranties, training (if applicable), and all other contract documentation	10%

All payments shall be subject to certification by the Contracting Authority in accordance with the Contract and shall be made after deduction of any applicable retention, taxes, or other deductions provided for under the Contract.

23.3 Retention Monies

Retention monies shall be deducted from each certified interim payment at the rate of 10% of the certified amount until the total retention reaches 5% of the Contract Price.

One-half of the retention monies shall be released upon the issue of the Certificate of Provisional Acceptance.

The remaining balance shall be released upon the issue of the Certificate of Final Acceptance, if all defects have been remedied and all contractual obligations have been fulfilled.

Article 24: Price Revision

This Contract shall not include a price revision clause. The tendered rates and prices shall remain fixed for the entire duration of the Contract.

The tendered prices shall be deemed:

- to have been determined on the basis of the conditions in force on the date fixed for the submission of tenders; and Version 1.6 NGO procurement document
- to have taken into account all legislation, taxation and statutory obligations Applicable at that date.

Where changes in legislation or mandatory statutory requirements materially affect the contractual obligations of either Party after the submission of tenders, the Contracting Authority and the Contractor may consult on the appropriate course of action, which may include modification of the Contract, compensation where justified, or termination by mutual agreement, subject to the applicable procurement regulations.

As no price revision applies under this Contract, no claim for adjustment of tendered rates or prices shall be accepted after submission of the tender.

Article 25: Partial Acceptance

Partial Acceptance shall not apply to this Contract. The Maintenance Period shall commence upon the issue of the Certificate of Provisional Acceptance for the Works as a whole.

Article 26: Provisional Acceptance

Provisional Acceptance of the Works shall be granted when:

- The Works have been substantially completed in accordance with the Contract Documents.
- All inspections, testing and commissioning have been successfully completed.
- All statutory approvals, certificates and compliance documentation required under the Contract have been submitted and accepted by the Contracting Authority.
- The Works are fit for their intended use, notwithstanding any minor defects or outstanding items that do not materially affect their safe operation or intended purpose.
- A list of minor outstanding works (snag list), if any, has been agreed between the Contracting Authority and the Contractor, together with a reasonable period for their completion.

The Contractor shall notify the Contracting Authority in writing when the Works are considered ready for Provisional Acceptance.

Following inspection, the Contracting Authority shall either:

- issue a Certificate of Provisional Acceptance; or
- notify the Contractor of any defects or outstanding works that must be completed before Provisional Acceptance can be granted

Article 27: Maintenance Obligations and Warranty

The Maintenance Period shall commence on the date of Provisional Acceptance of the Works and shall remain in force for the period specified in the Contract.

During the Maintenance Period, the Contractor shall, at its own expense:

- Rectify any defects, deficiencies or faults resulting from defective workmanship, materials or design for which it is responsible.
- Replace any defective materials or equipment.
- Complete any outstanding works identified during the Provisional Acceptance inspection.
- Carry out all remedial works within the period specified by the Contracting Authority.

Warranty Period

The Contractor shall provide a warranty for all works included within the scope of this tender, including, but not limited to:

Masonry works;
Mechanical and Electrical (M&E) works;
Rendering works;
Tile laying works; and
Joinery works.

The Contractor warrants that all works shall be carried out in accordance with the Contract Documents, approved drawings and specifications, applicable standards and regulations, and in a proper and workmanlike manner, using materials and workmanship of the required quality.

The warranty period shall commence from the date of Preliminary Technical Acceptance of the Works and shall remain valid for a minimum period of 12 months, unless a longer

period is specified elsewhere in the Tender Documents or required by the applicable legislation.

During the warranty period, the Contractor shall, at its own cost and without undue delay, rectify, repair, replace or otherwise make good any defects, deficiencies, failures or workmanship issues attributable to defective materials, improper workmanship, or failure to comply with the Contract Documents.

For M&E works and any equipment or proprietary products, the Contractor shall also provide and pass on to the Employer all applicable manufacturers' warranties and guarantees, where relevant.

The Contractor shall remain responsible for defects notified during the warranty period until such defects have been satisfactorily remedied. All remedial works shall be carried out to the satisfaction of the Employer/Contract Administrator and without additional cost to the Employer.

The warranty shall be without prejudice to any other rights, remedies, guarantees or obligations of the Contractor under the Contract or applicable law

Article 28: Dispute Settlement by Litigation

If no settlement is reached within one hundred and twenty (120) calendar days from the commencement of the amicable dispute settlement procedure, either Party may refer the dispute to:

- The competent Courts of Malta; or
- Arbitration, provided both Parties agree in writing to submit the dispute to Arbitration.

Unless otherwise agreed, the Contract shall be governed by the laws of Malta.

Article 29: Measurement of Works.

Measurement of the Works shall be carried out in accordance with the Contract Documents and the Bill of Quantities.

Measurements shall be undertaken jointly by the Contractor's Representative and the Contracting Authority or its Representative whenever reasonably practicable.

Only work that has been completed in accordance with the Contract and accepted by the Contracting Authority shall be measured for payment.

The Contractor shall provide all reasonable assistance, labour, equipment and records necessary to facilitate the measurement of the Works.

Any disagreement regarding measurements shall be determined in accordance with the procedures set out in the Contract

The units of measurement used in the annexed technical documentation are those of the International

System of Units (SI). No other units may be used for measurements, pricing, detail drawings etc. (Any units not mentioned in the technical documentation must also be expressed in terms of the SI.)

Abbreviations used in the bill of quantities are to be interpreted as follows:

mm means millimetre
m means metre
mm² means square millimetre
m² means square metre
m³ means cubic metre
kg means kilogram
Ton means tonne (1000 kg)
pcs means pieces
hr means hour
L.s. means Lump sum
km means kilometre
lt means litre
% means per cent
N.d means nominal diameter
m/m means man-month
m/d means man-day

Article 30 : Completing of BOQ

The prices and rates inserted in the bill of quantities are to be the full inclusive values of the works

described under the items, including all costs and expenses which may be required in and for the

construction of the works described together with any temporary works and installations which may be necessary, and all general risks, liabilities and obligations set forth or implied in the documents on which the tender is based. It will be assumed that establishment charges, profit and allowances for all obligations are spread evenly over all the unit rates. The rates and prices tendered in the priced bill of quantities will be quoted at the current rates on the date of submission.

Rates and prices must be entered against each item in the bill of quantities.

If any item in the Bill of Quantities is left unpriced, then it shall be deemed that the Contractor is taking provision for the price of this item in the rest of the rates.

The rates will cover all tax, duty or other liabilities which are not stated separately in the bill of quantities and the tender.

In the bill of quantities, rates and prices will be entered in the appropriate columns in Euro. Errors will be corrected as follows:

- a) where there is a discrepancy between amounts in figures and in words, the amount in words will prevail; and
- b) where there is a discrepancy between the unit rate and the total amount derived from the multiplication of the unit price and the quantity, the unit rate as quoted will prevail.

Article 31: Additional Clauses

Site Cleanliness;

The Contractor shall keep the Site clean and orderly throughout the execution of the Works and shall remove all waste materials, debris and surplus materials on a regular basis.

Protection of Existing Services

The Contractor shall take all necessary precautions to protect existing utilities, services, buildings and infrastructure. Any damage caused by the Contractor shall be repaired immediately at the Contractor's expense.

Working Hours;

Works shall be carried out during normal working hours unless otherwise approved in writing by the Contracting Authority.

Record Drawings;

Before Final Acceptance, the Contractor shall submit complete as-constructed drawings together with any operation and maintenance manuals required under the Contract.

Compliance with Laws.

The Contractor shall comply with all applicable Maltese legislation, regulations, permits and codes of practice relating to the execution of the Works.

Environmental Protection;

The Contractor shall implement appropriate measures to minimise dust, noise, vibration, pollution and waste generated during the execution of the Works and shall comply with all applicable environmental legislation.

Section 4 - Technical Specifications / Terms of Reference

Note:

Where in this tender document a standard is quoted, it is to be understood that the Contracting Authority will accept equivalent standards. However, it will be the responsibility of the respective bidders to prove that the standards they quoted are equivalent to the standards requested by the Contracting Authority.

4.1 Background Information - Assoċjazzjoni ROTUNDA

Assoċjazzjoni ROTUNDA is a voluntary organisation established within the parish of San Ġwann Battista in Xewkija, Gozo.

The Association's principal aim is to safeguard, preserve, and maintain the historical, architectural, artistic, cultural, and religious heritage associated with the parish. Through its activities, the Association seeks to collaborate with other entities and organisations to promote awareness, appreciation, knowledge, and education regarding this heritage.

In addition, Assoċjazzjoni ROTUNDA actively supports and promotes social, educational, cultural, and religious initiatives for the benefit of the local community and works towards further enhancing religious tourism connected with the parish.

Various voluntary parish groups operate under the patronage and support of Assoċjazzjoni ROTUNDA, including Għaqda Drammatika Xewkija, which contributes to the cultural and community activities organised within the parish.

Purpose of the alterations. The works under this tender shall be carried out at the St John's the Baptist Pastoral Centre, located in Xewkija, Gozo. The premises primarily serve as the administrative offices of the Parish and include meeting rooms and a multi-purpose hall used for theatre and other community activities.

The building is an active community facility that accommodates parish administration, meetings, and cultural events. The Contractor shall therefore plan and execute the works in a manner that minimises disruption to the normal operations of the Pastoral Centre. Appropriate measures shall be taken to ensure the safety of users, staff, visitors, and workers throughout the duration of the works.

The Contractor shall also ensure the protection of existing structures, finishes, furniture, equipment, and services within the premises. The work area shall be maintained in a clean, orderly, and safe condition at all times, with proper arrangements for access, storage of materials, and disposal of construction waste.

The purpose of this project is to carry out the necessary alteration and finishing works required to improve accessibility within the St John's the Baptist Pastoral Centre through the installation of a public passenger lift connecting the ground floor level to the hall level.

The works shall include all necessary modifications to the existing building layout and infrastructure to accommodate the lift installation, including associated structural, architectural, electrical, mechanical, and finishing works as required.

The project shall also include the relocation and adaptation of existing wet rooms to facilitate the new lift arrangement and ensure that the affected areas are reinstated to a suitable standard of finish and functionality.

The completed works shall provide a safe, accessible, and functional facility that enables improved access to the hall level for all users, including persons with reduced mobility, while maintaining the operational requirements and character of the existing premises.

4.2 Objective

The objective of this contract is to carry out the necessary alteration, adaptation, and finishing works at the St John's the Baptist Pastoral Centre in Xewkija, Gozo, to facilitate the installation of a public passenger lift connecting the ground floor level to the hall level.

The works aim to improve accessibility within the premises by providing safe and convenient access for all users, including persons with reduced mobility, while ensuring that the facility remains suitable for its existing functions as a parish office, meeting facility, and community hall.

The Contractor shall complete all associated building alterations, including the relocation of wet rooms and any required ancillary works, in accordance with the approved designs, specifications, applicable standards, and good construction practices.

The completed project shall deliver a fully functional, safe, and accessible facility with all affected areas properly reinstated and finished to a high standard, allowing the Pastoral Centre to continue serving the community effectively.

4.3 Scope of Works;

The scope of this tender is for the execution of alteration and finishing works within an area of the St John's the Baptist Pastoral Centre, Xewkija, Gozo, to facilitate improved accessibility within the premises through the future installation of a public passenger lift connecting the ground floor level to the hall level.

The works shall include all necessary building alterations, structural modifications, services alterations, wet room relocation, and finishing works required to deliver a complete, safe, and fully functional area ready for the installation of the lift under a separate procurement contract.

The supply, delivery, installation, testing, and commissioning of the passenger lift equipment shall not form part of this contract. However, the Contractor shall complete all builder's works,

structural provisions, openings, interfaces, and associated requirements necessary to enable the future lift installation.

The Contractor shall provide all labour, materials, plant, equipment, supervision, and resources necessary for the proper execution and completion of the works in accordance with the approved drawings, specifications, Bill of Quantities (BoQ), applicable standards, and good construction practice.

The scope of works shall include, but shall not be limited to, the following:

a) Preliminary and Enabling Works;

Site preparation and establishment of safe working areas.

Protection of existing structures, finishes, furniture, equipment, and services.

Removal, dismantling, and disposal of existing elements affected by the proposed alterations.

Coordination of works to minimise disruption to the normal operation of the Pastoral Centre.

b) Gutting Out and Demolition Works;

Removal of existing finishes, walls, partitions, tiles, sanitary fittings, and other elements as required.

Careful dismantling of affected areas to facilitate the proposed alterations.

Disposal of construction waste in accordance with applicable regulations.

c) Excavation and Structural Alteration Works;

Excavation works required for the proposed alterations.

Formation of openings within existing slabs and/or walls to accommodate the future lift installation.

Cutting, breaking out, trimming, and making good of existing structures.

Construction of new walls, partitions, supports, reinforced concrete elements, and other structural components as indicated in the approved drawings.

Provision of all necessary reinforcement, shuttering, and concrete works.

d) Lift Shaft Works;

Preparation of the lift shaft/enclosure area for the future installation of a passenger lift.

Construction and finishing of the lift shaft, including ensuring correct dimensions, alignment, and tolerances required for the future lift installation.

Provision of required openings, access provisions, and structural interfaces.

Coordination with the future lift supplier to ensure compatibility of builder's works.

Completion of all builder's works required prior to installation of the lift equipment.

e) Masonry and Partition Works;

Construction of new walls and partitions.

Blocking of existing door openings.

Alteration and modification of existing openings.

Making good of affected masonry surfaces.

f) Mechanical and Electrical Works;

Alteration, relocation, and reinstatement of existing mechanical and electrical services affected by the works.

Provision of required service alterations associated with the modified layouts.

Electrical works shall comply with applicable standards and approved designs.

g) Wet Room Relocation and Sanitary Works;

Relocation and adaptation of existing wet rooms to accommodate the proposed layout.

Removal and installation of sanitary fittings.

Alteration and extension of water supply and drainage systems.

Installation of new sanitary fittings and accessories as specified.

Completion of all associated waterproofing, tiling, and finishing works.

h) Flooring and Tiling Works;

Removal of existing floor tiles and preparation of substrates.

Supply and installation of new porcelain stoneware floor tiles.

Installation of skirting matching the floor finishes.

Supply and installation of wall tiles within wet rooms and other designated areas.

Application of approved adhesives and grouts in accordance with the technical specifications.

i) Plastering, Rendering and Making Good Works;

Preparation of existing substrates.
Internal and external rendering and plastering works.
Repairing and making good of affected surfaces.
Pointing works where required.
Preparation of surfaces ready to receive final finishes.

j) Ceiling Works;

Removal and alteration of existing ceiling systems where affected.
Supply and installation of suspended/drop ceiling systems.
Formation of openings and coordination with lighting, mechanical, and electrical services.
Provision of access panels where required.

k) Apertures and Joinery Works;

Supply and installation or alteration of timber and aluminium apertures.
Installation of doors, frames, glazing, ironmongery, and associated accessories.
Making good around all apertures.
Protection and completion of joinery works to approved standards.

l) Painting and Decoration Works;

Preparation of all surfaces.
Application of primers, undercoats, and finishing coats.
Painting of walls, ceilings, and joinery where required.
Colours and finishes shall be as directed by the Architect/Project Manager.

m) Final Completion and Handover;

Upon completion, the Contractor shall:
Remove all waste, temporary works, and surplus materials.
Clean all completed areas.
Rectify any defects identified during inspection.
Provide technical documentation, certificates, warranties, and approvals where applicable.
Deliver the completed works in a condition suitable for occupation and for the subsequent installation of the lift system.

4.4 Materials and Workmanship Specifications;

General Requirements;

All materials, products, systems, and workmanship shall comply with the requirements of this specification, approved drawings, Bill of Quantities, and instructions issued by the Architect/Project Manager.

All materials shall be new, first quality, and suitable for the intended application. The Contractor shall submit samples, technical data sheets, manufacturer's literature, certificates of conformity, and test certificates where applicable prior to procurement and installation.

Where European Standards (EN) are specified, equivalent or superior internationally recognised standards may be accepted subject to approval by the Architect/Project Manager.
The Contractor shall be responsible for ensuring that all works are properly coordinated with existing services, completed installations, and future lift installation requirements.

Floor Finishes - Porcelain Stoneware Tiles

The Contractor shall supply and install porcelain stoneware floor tiles in locations indicated in the drawings and BoQ.

General Requirements

Colour: Grey

Finish: Semi-matt

Size: 600mm x 1200mm

Edges: Rectified

Tiles shall be first quality and shall comply with internal quality standards conforming to or exceeding EN 14411 requirements.

Minimum Technical Performance

Property	Requirement
Length and width tolerance	±0.3%
Thickness tolerance	±5.0%
Corner straightness	±0.3%
Squareness	±0.2%
Flatness	±0.2%
Water absorption	<0.1%
Flexural resistance	46-65 N/mm ²
Deep abrasion resistance	<147 mm ³
Frost resistance	EN ISO 10545-12
Chemical resistance	EN ISO 10545-13
Breaking load	3000N-13000N depending on thickness

A tile sample shall be submitted with the tender submission.

Tile Skirting

Skirting shall match the floor tile properties and shall be of the sit-on type with a bevelled top edge. Cutting of floor tiles to manufacture skirting will not be permitted.

Where fixing to soft stone surfaces below the damp-proof course, two coats of bituminous treatment shall be applied prior to installation.

Tile Adhesives and Grouting

Tile adhesives shall comply with EN 12004.

Minimum requirements:

Cementitious adhesives: Class C1.

Polymer modified adhesives: Class C2 with water absorption $\leq 0.5\%$.

Deformable adhesives: Class S1 or S2 according to EN 12002.

Tile grouts shall comply with EN 13888.

Minimum classifications:

Cementitious grout: CG1 or CG2.

Epoxy grout: RG.

The Contractor shall submit technical literature confirming suitability for the intended areas and hygiene requirements.

Grouting shall only commence after adequate curing of the bedding mortar or adhesive. Joints shall be clean, fully filled, tooled, and finished free from blemishes.

Painting Works

Painting works shall comply with:

BS 6150 - Code of Practice for Painting of Buildings.

BS 8000 Part 12 - Workmanship on Building Sites.

Internal paints shall comply with EN 13300 - Water-borne coating systems for internal walls and ceilings.

Paint products shall comply with applicable EU environmental and performance criteria.

Colours shall be selected by the Architect/Project Manager.

All surfaces shall be properly prepared before painting. Coats shall be applied evenly and allowed sufficient drying time between applications.

Rendering, Plastering and Pointing Works

Rendering and plastering works shall comply with:

EN 998-1 - Rendering and plastering mortar.

EN 1015 - Methods of testing mortar.

BS 8000 Part 10 - Workmanship on Building Sites.

Existing substrates shall be:

Sound and stable.

Free from loose materials, dust, grease, mould, efflorescence, and unsuitable coatings.

Properly prepared to receive new finishes.

All chasing, cutting, making good, and service installations shall be completed prior to plastering.

Dubbing out shall not exceed 16mm per coat and shall not exceed 20mm overall thickness.

Services embedded within substrates shall be protected against cracking.

Where natural franka stone surfaces are exposed, surfaces shall receive proprietary synthetic fixative resin treatment where indicated.

Electrical Services

All electrical installations and alterations shall comply with:

BS 7671 - Requirements for Electrical Installations

The Contractor shall coordinate all electrical alterations associated with the building works.

Suspended Ceiling Systems

Suspended ceilings shall comply with:

EN 13964 - Suspended ceilings.

EN 13501-1 - Fire classification.

Ceiling Requirements

Size: 600mm x 600mm.

Colour: White similar to RAL 9010.

Finish: Granulated.

Material: Mineral fibre.

Edge: Kerf.

Grid: Recessed.

The suspension system shall comprise corrosion-resistant steel/aluminium framing with all necessary hangers, trims, fixings, and accessories.

The system shall:

Sustain minimum 2.5 times its dead weight.

Maintain stability under normal internal loading.

Provide corrosion protection suitable for Exposure Class C.

All luminaires, ducts, and services shall receive independent support where required.

Ceramic Wall Tiles

Ceramic wall tiles shall comply with relevant European Standards.

Requirements:

Colour: White.

Finish: Polished.

Size: 200mm x 400mm.

Edges: Rectified.

Minimum thickness: 6mm.

Tiles shall be first quality, glazed, uniform in colour and suitable for wet areas.

Sanitary Installations

Sanitary ware shall be supplied from one manufacturer and one product range.

Requirements:

White vitreous china.

Compliant with BS 3402 or equivalent.

Approved by Architect prior to ordering.

Water-saving requirements:

Dual flush WC: maximum 6 litres full flush and 3 litres reduced flush.

Tap inserts: minimum 50% water saving.

Cistern devices: minimum 30% water saving.

Technical data sheets shall be submitted for approval.

Timber Apertures and Joinery Works

Timber used shall be:

Sound.

Dry.

Properly seasoned.

Free from defects.

Moisture content shall not exceed:

External works: 20%.

Internal works: 12%.

Joinery shall comply with recognised good practice and BS 1186 requirements.

All works shall include:

Frames.

Doors.

Ironmongery.

Hinges.

Fixings.

Sealants.

Making good.

All defective or damaged works shall be removed and replaced at the Contractor's expense.

Aluminium Apertures

Aluminium apertures shall comply with applicable EN standards.

Aluminium Profile

Alloy: 6060.

Temper: T5.

Fabrication: EN 755 Parts 1-9.

Profiles shall have rounded edges and shall include heavy-duty accessories.

All windows and doors shall include:

Locks.

Handles.

Stays.

Necessary fittings.

Glazing shall be clear double glazing unless otherwise specified.

The Contractor shall verify all site dimensions and submit fabrication drawings for approval before manufacture.

Fire Rated Emergency Exit Doors

Fire-rated emergency exit doors shall be provided complete with frames, hardware, seals, and accessories.

Doors shall be suitable for public assembly areas.

Fire Rating

Minimum classification:

EI60 according to EN 13501-2.

Testing shall comply with:

EN 1634-1.

The door assembly shall maintain:

Integrity (E).

Insulation (I).

Minimum duration: 60 minutes.

Construction Requirements

Door leaf:

Thickness: minimum 50-60mm.

Fire-resistant core.

Suitable fire-rated face material.

Tested frame and hardware system.

Smoke Control

Doors shall include:

SA or S200 smoke classification.

Intumescent seals.

Smoke seals.

Emergency Hardware

Doors shall include panic hardware complying with:

EN 1125

Including:

Horizontal panic push bar.

Single-action opening.

Escape direction opening.

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Door Closer

Door closers shall comply with:

EN 1154

and shall include controlled closing action.

Hinges

Fire-rated hinges shall comply with:

EN 1935

Minimum requirements:

Three hinges per leaf.

CE marked.

Suitable for EI60 doors.

Certification

Contractor shall submit:

Fire test certificates.

Product certification.

Manufacturer installation instructions.

Accessories

Complete door assemblies shall include:

Intumescent seals.

Smoke seals.

Panic hardware.

Door closer.

Fire-rated hinges.

Emergency exit signage

Summary

Aspect	European Standard	Purpose
Fire-resistant door	EN 16034	Fire-resisting and/or smoke control door sets. CE marking.
Fire resistance test	EN 1634-1	Tests the fire resistance of door sets, shutters and openable windows.
Smoke control	EN 1634-3	Smoke leakage testing.
Classification	EN 13501-2	Classifies the fire performance (e.g. EI ₃₀ , EI ₆₀ , EI ₉₀ , EI ₁₂₀).
Emergency exit hardware	EN 179	Emergency exit devices for buildings occupied by trained users.
Panic exit hardware	EN 1125	Panic bars for buildings open to the public.

SECTION 5 - SUPPLEMENTARY DOCUMENTATION

5.1 - Draft Contract Form

5.2 - Glossary

5.3 - Specimen Tender Guarantee (Bid Bond) - where applicable

5.4 - General Conditions of Contract

The full set of General Conditions for Works Contracts. (latest version as applicable on the date of the publication of this tender) can be viewed/downloaded from the 'Resources Section' at:

www.etenders.gov.mt

It is hereby construed that the tenderers have availed themselves of these general conditions, and have read and accepted in full and without reservation the conditions outlined therein, and are therefore waiving any standard terms and conditions which they may have.

These general conditions will form an integral part of the contract that will be signed with the successful tenderer/s.

General Rules Governing Tendering for NGOs

The contents of this procurement document complement the latest version of the General Rules Governing Tenders applicable on the date of the publication of this tender, the Terms of Use and the Manual for Economic Operators applicable to Government's e-Procurement Platform (available from the Resources section of www.etenders.gov.mt).

Bill of Quantities

TENDER DOCUMENT STRUCTURAL ALTERATIONS AND FINISHING WORKS PARISH CENTRE XEWKIJA GOZO					
TENDER REFERENCE NUMBER: 01/2026					
A	Preambles				
A1	<i>Tenderer is advised to visit site of works and acquaint himself with the site conditions as no extra claims will be entertained due to lack of knowledge.</i>				
A2	<i>All works are deemed to include for the supply, transport, hoisting, fixing, etc. material and all tools and equipment necessary for the execution of all works. All as per specifications and as approved by the Architect in charge.</i>				
A3	<i>All materials must be strictly compliant to the specifications or as indicated on drawings. All works shall be carried out to normal practices and specifications.</i>				
A4	<i>Tenderer shall be responsible for taking detailed measurements on site for each individual trade. Dimensions on plans are only indicative .</i>				
A5	<i>All works shall be carried out if full compliance to the local OHS&A Regulations and Tendered is to provide the details of the health and safety officer in charge on his behalf.</i>				
A6	<i>Rates must take in consideration the below expenses;</i>				
	<i>Contractors Insurance.</i>				
	<i>Hoarding and Security of Site Monthly Rate.</i>				
	<i>Road and Site cleaning Monthly Rate.</i>				
	<i>Mobilization and Demobilization of plant.</i>				
	<i>The provision for temporary lighting of site.</i>				
	<i>Protection of water and electrical meters.</i>				
	<i>Mobile Toilet.</i>				
	<i>Fixing of Permits and HSE Site notices.</i>				

Item No	Description	Qty	Unit of Measure	Rate including Taxes, other Duties, & Discounts <u>but</u> Exclusive of VAT	Amount including Taxes, other Duties & Discounts <u>but</u> Exclusive of VAT
				€	€
B1	Removal of existing services.	1.00	Lsum		
B2	Removal and carting away of existing drop ceiling disposing of as per standard regularizations.	1.00	Lsum		
B3	Removal of walls /partitions temporary supporting existing slabs and disposing of as per standard regularizations.	1.00	Lsum		
B4	Removal of existing doors dispose of in a licensed bring in site or as directed by client.	1.00	Lsum		
B5	Removal of wall and floor tile tiles dispose of in an apposite site.	1.00	Lsum		
B6	Removal of bathroom china ware and fittings dispose of in a licensed bring in site .	3.00	No		
B7	Form of an opening measuring 2m x2m in existing concrete slabs .	4.00	slabs		
B8	Form of a door way measuring 2m x2.2 m in existing wall connecting corridor to new corridor . Price to include the placing of two RSL 178mm beams.	1.00	Lsum		
	Close off of an existing door between corridor and class room 1m x 2.2m , including finishing works.	1.00	Lsum		
B9	Excavate for lift pith 2m x 2m x 1.5m and construct concrete platform as per detail T03. Conc C30	1.00	Lsum		
B10	Excavate for partition walls foundations 11.5m x 0.6m x 1m and construct foundations per design in T03 conc C 30	1.00	Lsum		
	Prices are to include permits, carting away and tipping fees.				
B	Total carried forward to Summary Page			Euro	
C	Walls				
C1	CMU Walls ;				
	Construct Concrete Block walls filled with C20 cement mortar, 230mm/				

	177mm thick. Rate is to include for formation of aperture jambs.				
	GF	110.00	sq.m.		
	FF	16.00	sq.m.		
	INTERMEDIATE FLOOR	16.00	sq.m.		
	SF	16.00	sq.m.		
	ROOF LEVEL	16.00	sq.m.		
C2	DPC				
	GF Walls	28.00	m		
C	Total carried forward to Summary Page			Euro	
D	Finishes				
D1	Rendering works Internal and External. Hack walls from all paint , fixtures etc and clean, ready to receive rendering works. Apply one coat of stabilizing solution to the walls. Render walls with two coats (10mm thick) gypsum/ cement basecoat and 3mm finish coat in a plumb smooth finish. Rate is to include for aluminium corner beading and stops at all corners.	165.00	sq.m.		
D2	Hack slabs from all paint , fixtures etc and clean, ready to receive rendering works. Apply one coat o stabilizing solution Render ceiling with two coats (10mm thick) gypsum basecoat and 3mm finish coat in a plumb smooth finish.	25.00	sq.m.		
D3	Painting works; Supply and apply 2 coats of approved emulsion paint on rendered walls/ceilings, colour to be decided by Architect.	150.00	sq.m.		
	Supply and apply 2 coats of external paint (Weather Shield) to yard walls, Stone Colour.	40.00	sq.m.		
D	Total carried forward to Summary Page			Euro	
E	Soffit.				
E1	Suspended ceiling ground floor new bathrooms and corridor; Supply and fix suspended and removal able regular 600 x 600 tiles. With Shadow steel mountings at the perimeter and regular edges in all other areas. Mould and Humidity resistant. Material Mineral	30.00	sq.m.		

	<i>Fibber, white coloured and fine textured.</i>				
E1	Total carried forward to Summary Page			Euro	
F	Tilling .				
F1	<i>Supply ,lay and grout porcelain stone ware tiles semi gloss on existing subbase. Dimension 60 x 120cm. Cement Look grey colour . Grouting grey.</i>	60.00	sq.m.		
F2	<i>Supply, lay and grout porcelain skirting. Dimension 10 x 100 cm. To be fixed to rendered walls at ground floor level.</i>	12.00	m		
F4	<i>Supply and Fixing of ceramic tiles in Bathroom . Tiles laid in sand cement 1:2 mortar plus grouting of joints. Dimension 20 x 40cm - Colour White Gloss Colour - Grouting White. Height up to 2m.</i>	70.00	sq.m.		
F	Total carried forward to Summary Page			Euro	
G	Bathrooms.				
	<i>Supply in tters below fittings which must comply with CRPD standards , design and colours to be approved by Architect in Charge.</i>				
	CRPD Approved Fittings.				
G1	<i>Water closet</i>	1.00	No		
G2	<i>Wash hand basin</i>	1.00	No		
G3	<i>Mixer</i>	1.00	No		
G4	<i>Toilet seat</i>	1.00	No		
G5	<i>Closet flushing system</i>	1.00	No		
G6	<i>Mirror 0.50m x 1m</i>	1.00	No		
G7	<i>Toilet paper holder</i>	1.00	No		
G8	<i>Hand rails</i>	2.00	No		
G9	<i>Grab Rails</i>	4.00	No		
G10	<i>Towel dispenser</i>	1.00	No		
G11	<i>Hand soap dispenser</i>	1.00	No		
G12	<i>Clothe hanger</i>	1.00	No		
	Standard Bathroom Fittings.				
G12	<i>Wall hung water closet</i>	2.00	No		
G13	<i>Wash hand basin with single timber vanity shelve.</i>	2.00	No		
G14	<i>Mixer</i>	2.00	No		
G15	<i>Toilet seat</i>	2.00	No		
G16	<i>Closet flushing system</i>	2.00	No		

G17	Mirror 0.50m x 1m	2.00	No		
G18	Toilet paper holder	2.00	No		
G19	Towel dispenser	2.00	No		
G20	Hand soap dispenser	2.00	No		
G21	Clothe hanger	2.00	No		
G	Total carried forward to Summary Page			Euro	

H	Apertures.				
	Aluminium Colour is to be pure white or as stated by Architect. All glazing should be double glazing 6mm laminated on the outside, 8mm cavity and 6mm laminated on the inside. Glass to be clear or as specified by Architect in charge. All frames must be sealed with clear sealing compound suitable for aluminium apertures as per specifications and good workmanship. Rate shall include works and material for structural aluminium profiles, fixing brackets, stainless steel screws, gaskets to prevent water egress, heavy duty hinges , locks, handles and barrel bolts.				
H1	Windows 0.90 x 1.14m	4.00	No		
H2	Timber Doors, Colour to be chosen by Architect in charge. Door shall incorporate air and or dust seals. Door jambs to be clear from finished floor by 5mm with nylon spacers and sealed with a matching silicone sealer. Rates are to include for all timber/steel sections, ironmongery etc. Joints between frames and masonry are to be sealed as per normal practises.				
	Doors 0.95 x 2.20 m (Tulip White Timber Swinging Doors)	5.00	No		
H3	Supply and install 60-minute fire resistance doors EN 13501-2 inclusive of pushing a horizontal panic bar and handle. To open in the direction of escape, Colour Light Gray. Including signage.	2.00	No		
H	Total carried forward to Summary Page			Euro	
I	Closing off door lifts front.				

	<i>Supply and fix gypsum partitioning, consisting of 2 x 10mm thick moisture resistant gypsum boards fixed onto steel supports with Rockwool insulation in between. Rate to include for all materials required, taping joints, plastering of joints and sanding down to a true smooth finish. Partion to be reinforced to take doors and wall mounted furnishings.</i>	4.00	No		
I	Total carried forward to Summary Page			Euro	
J	Installation of foul water system to be connected to the existing net work.				
J1	Connection to existing net work.				
	<i>Inspect and clean/repair/upgrad of existing inspection chamber, to accommodate for new PPR pipes.</i>	1.00	No.		
J2	<i>Supply, install, connect, test and commission, PP-R foul water and small drains pipework from the sanitary ware in each bathroom to main foul existing gully and inspection chmaber in the existing yard. Rates to include all nesccary fitting as push fit type soil water stacks, fittings, brackets, etc.. Rate shall include also include penetrations in franka stones and concrete bricks, trenches in made up ground / or otherwise. To accommodate for 110mm PPR pipe as directed by the engineer in charge. Carting away all resulting materials to an approved dumping site. Approximate trench section: 300mm X 400mm.</i>				
	<i>Bathroom - 3 Wash hand Basins, 3 Water closets as per detail T 09</i>	3.00	L/Sum		
J3	<i>Supply and cast in situ, lean mix to backfill trenches as directed. (50Kgs cement per cu.yard)</i>				
	<i>Lean mix to trenches as back fill</i>	8.00	cu.m.		
J4	<i>Testing and Commissioning .</i>	1.00	L/S		
J	Total carried forward to Summary Page			Euro	
K	Plumbing and Electrical Items				

	<i>Supply, deliver to site, install and connect the following as specified:</i>				
K1	<i>Water tanks - 500 litre capacity bowser type as specified installed at roof level</i>	1.00	No.		
K2	<i>1" Ball float valves, heavy duty, high quality</i>	1.00	No.		
K3	<i>Mains water connection to ball float valves on tanks, including required fittings, and supports, isolating valves and DN 25 PP-R pipe reductions.</i>	1.00	L/Sum		
K4	<i>PPR DN 25 pipes for water plumbing system to be connected with mains supply system at ground floor level to roof level. Pipe shall be clipped direct to wall/ceiling, chased in wall or in buried sleeve as required.</i>	30.00	m		
K5	<i>DN 25 isolating valve for the above pipework</i>	5.00	No.		
K6	<i>Supply, deliver to site, install and connect the following as specified:</i>				
	<i>Plumbing system - pipework</i>				
K6	<i>DN 25 diameter PPR pipework for cold water system to main headers located above soffit</i>	30.00	m		
	<i>Supply, deliver to site, install, connect, test and commission, PP-R pipework and fittings (including insulation on hot water pipework), in chase or above soffit for hot and cold water up to and including hot and cold water headers above soffit Quote a lump sum for each bathroom, etc. as per schematics:</i>				
K7	<i>Bathrooms</i>	3.00	L/Sum		
	<i>Supply and install and connect the following as specified:</i>				
K8	<i>1/2 " Lockable, chrome bib tap</i>	3.00	No.		
K9	<i>10 litre water heater</i>	1.00	No.		
	<i>Install and connect only the following sanitary ware complete with chrome fittings, bottle traps, angle valves, flexible connections, etc. Detail T10 and T11</i>				
K10	<i>Wash hand basin -Design to be approved by Client</i>	3.00	No.		
K11	<i>Water Closet _ Design to be approved by Client</i>	3.00	No.		
K12	<i>All other fittings listed in item G.</i>	3.00	No.		
	Electrical Works				
K13	<i>Electrical connections to supply points including any control or switchgear to supply 3 bathrooms and corridor as required by client . Plan T07</i>	7.00	Points		

K14	Supply and fix ceiling lights TYPE 1	3.00	No		
	Supply and fix ceiling lights TYPE 2	4.00	No		
	Civil works				
K15	This item includes drilling of holes through walls, floors and ceilings, chasing if and when required and support of equipment including the installation of RSj's if required.	1.00	L/Sum		
	Finishing/commissioning/documentation				
K16	Test and commission the entire plumbing system	1.00	L/Sum		
K	Total carried forward to Summary Page			Euro	
L	Ventilation System				
	Bathroom				
L1	Supply and Install Mechanical ventilation units complete with all grills internal and external , ducts , brackets , bends etc .Required exhaust airflow 150 m ³ /h at 50Pa. Max.noise level: 40dB(A) @ 1m. Detail T08	3.00	No.		
	Civil Works				
L2	This item includes drilling of holes through walls, floors and ceilings, chasing if and when required, making good of and support of equipment . Contractor is expected to allow for a contingency sum for such works.	1.00	L/Sum		
	Testing and Commissioning				
L3	Test and Commission the entire system.	1.00	L/Sum		
L	Total carried forward to Summary Page			Euro	

TENDER DOCUMENT STRUCTURAL ALTERATIONS AND FINISHING WORKS PARISH CENTRE XEWKIJA GOZO		
TENDER REFERENCE NUMBER: 01/2026		
REF	ITEM	AMOUNTS
A	Preambles.	
B	General.	
C	Walls.	
D	Finishes.	
E	Soffit.	
F	Tilling.	
G	Bathrooms.	
H	Apertures.	
I	Closing off lifts front.	
J	Installation of foul water system.	
K	Plumbing and Electrical Items.	
L	Ventilation System.	
	SUB TOTAL	
	VAT	
	GRAND TOTAL	

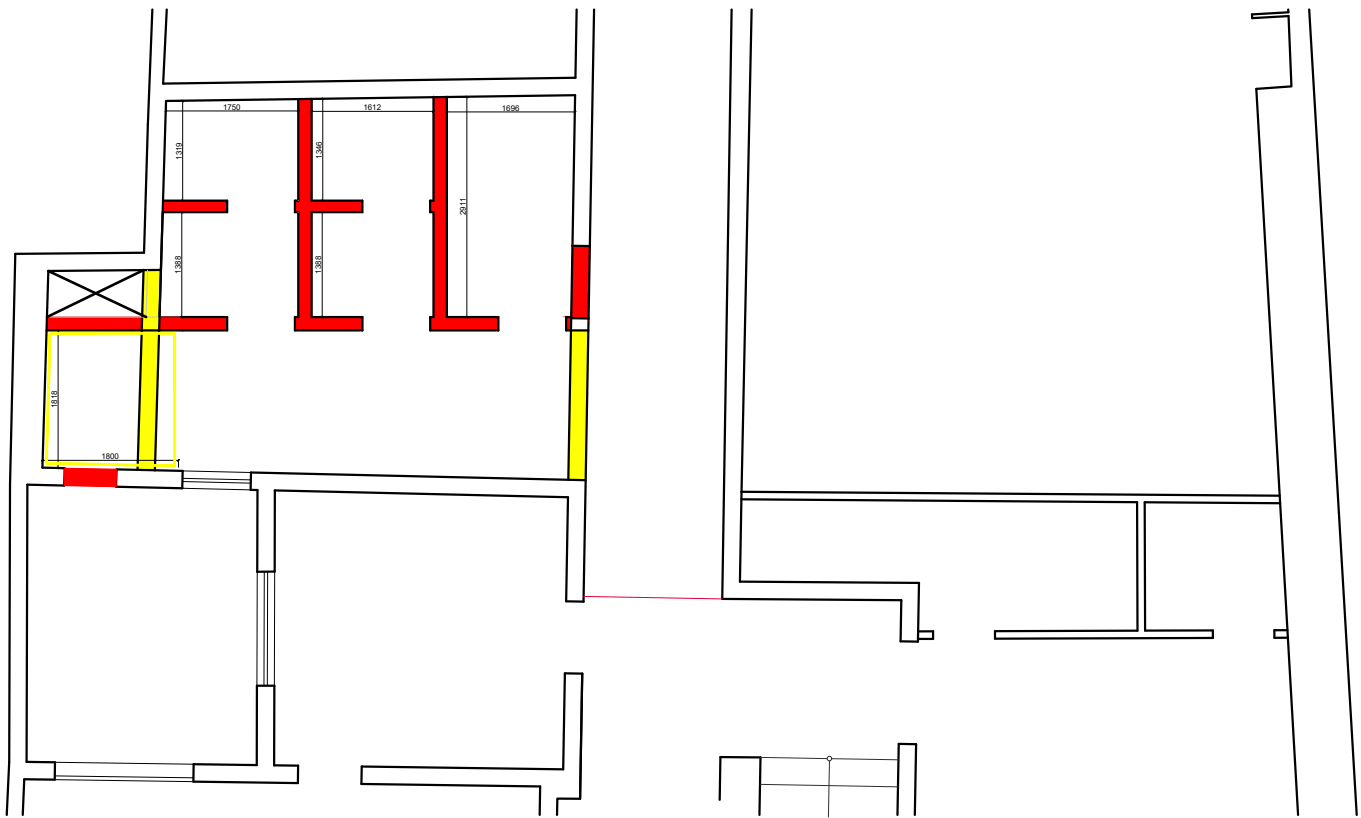
Design Documents including Drawings

DRAWINGS

List of drawings attached

No	Name	Drawing No	Design No
1.	Existing/Proposed Plan	1.	A
2.	Partition/Wall Reference Plan	2.	A
3.	Foundations detail Plan	3.	A
4.	Wall Finishes Reference Plan	4.	A
5.	Floor Tiles Reference Plan	5.	A
6.	Reflection Ceiling Reference Plan	6.	A
7.	Electrical Reference Plan	7.	A
8.	Mechanical Ventilation Plan	8.	A
9.	Drainage Schematic Plan	9.	A
10.	Bathrooms Layout Plan	10.	A
11.	Bathroom (Access from All Design Guidelines)	11.	A

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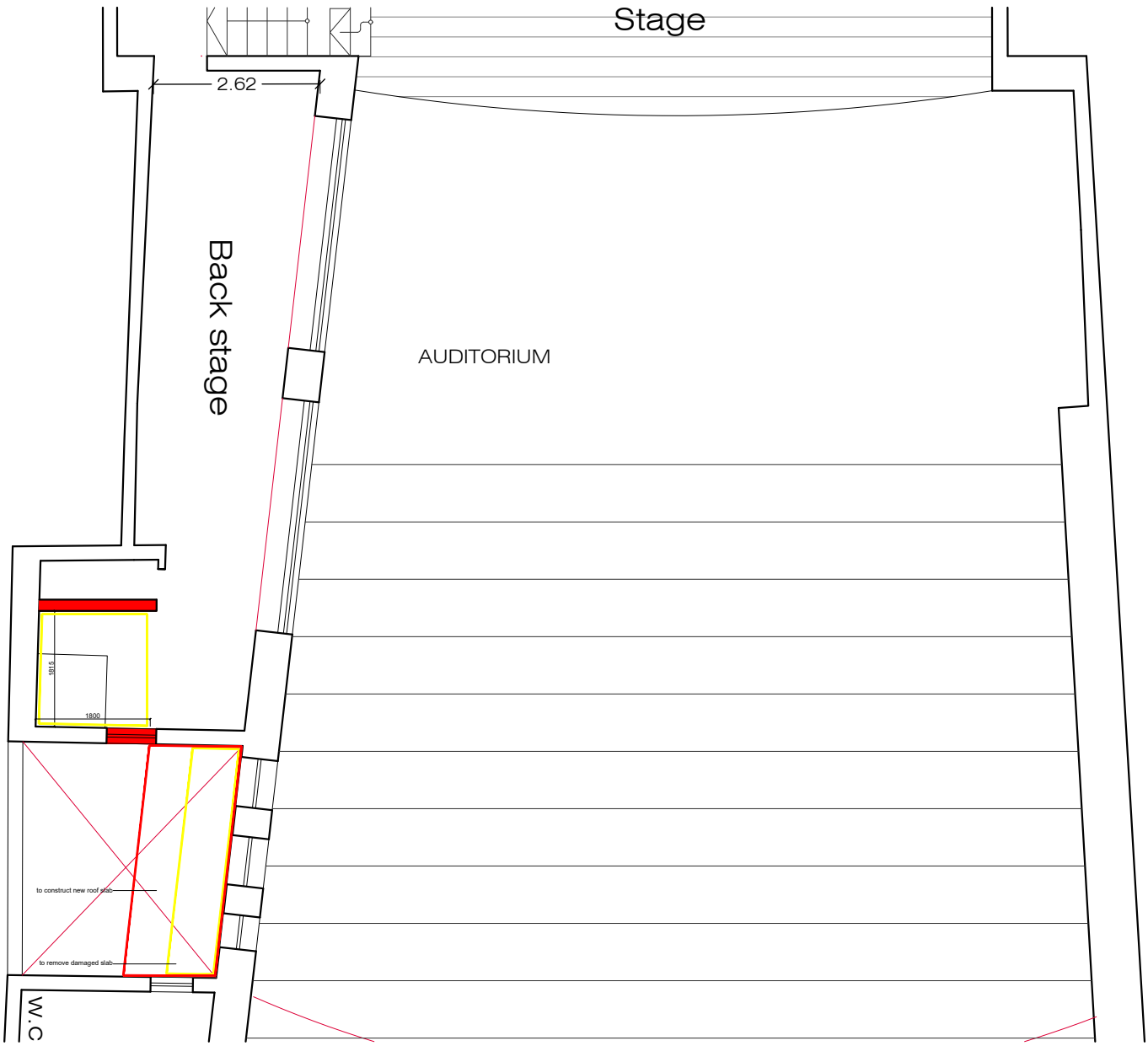


Ground Floor Plan

Construction works

To Demolish

To Construct

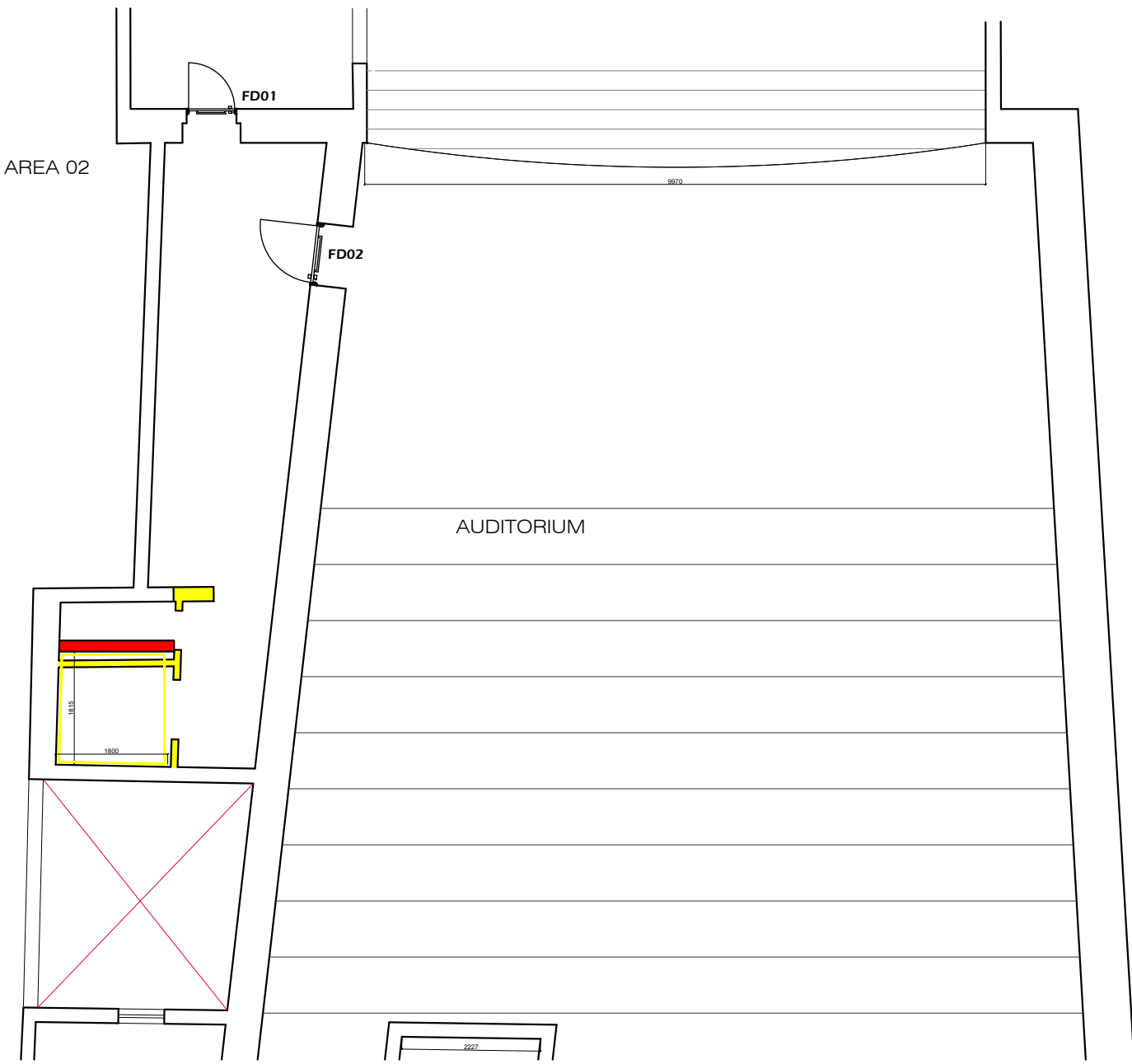


Intermediate Floor

Construction works

To Demolish

To Construct

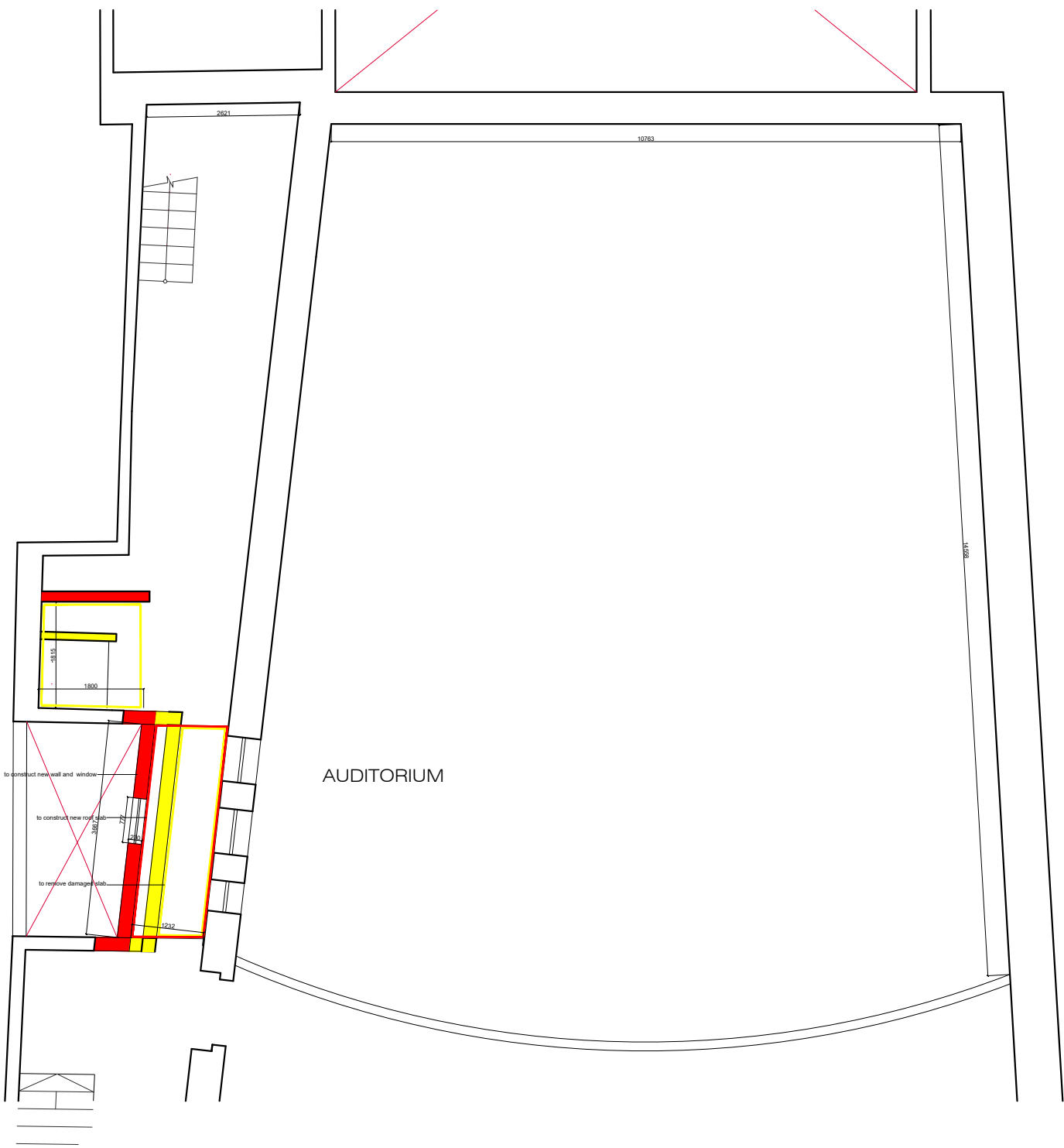


First Floor Plan

Construction works

To Demolish

To Construct



Second Floor

Construction works

To Demolish

To Construct



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LEGEND	
To Demolish	To Construct

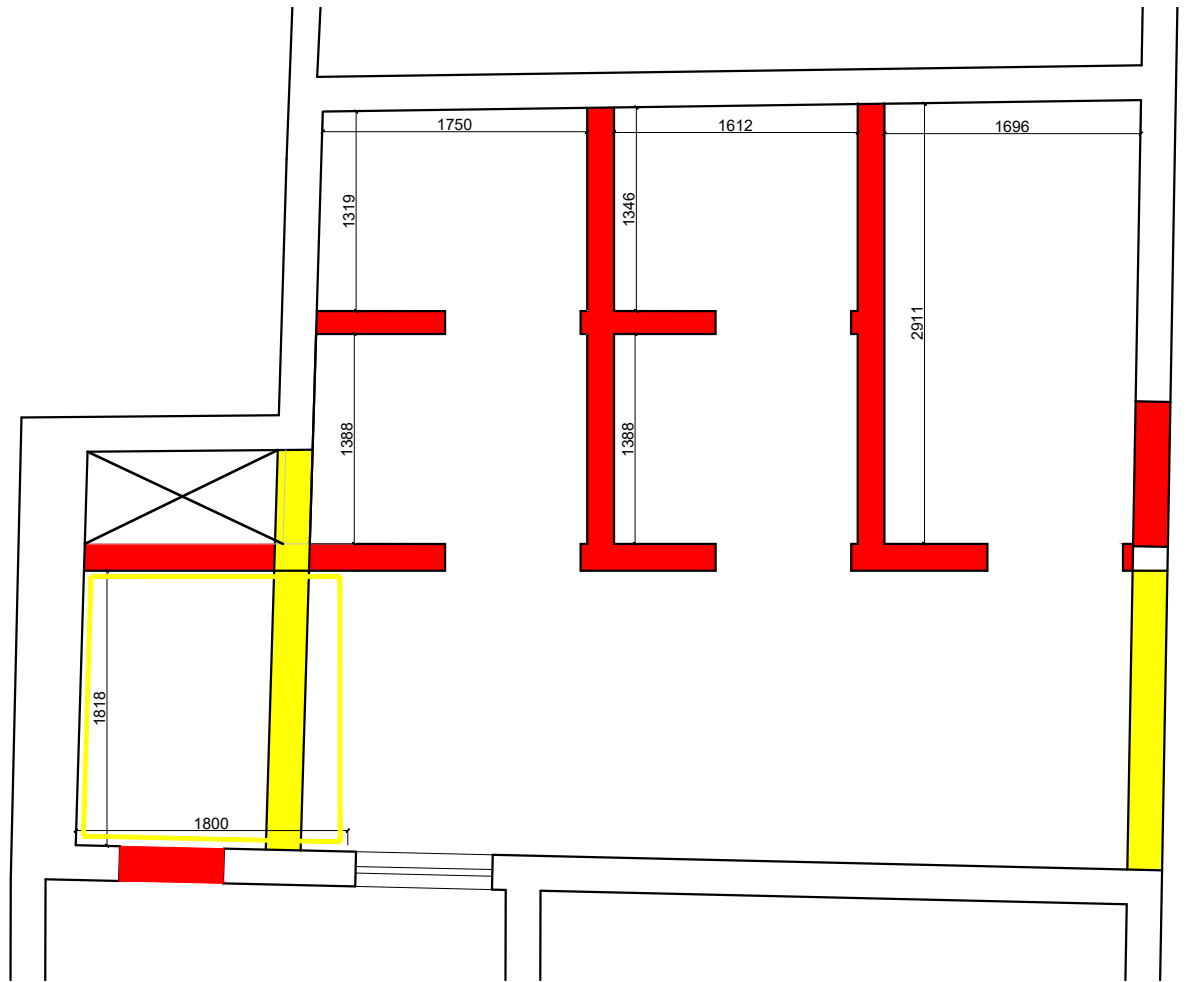
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LOCATION	XEWKIJA PARISH CENTER

CLIENT	XEWKIJA PARISH
DWG	EXISTING PROPOSED

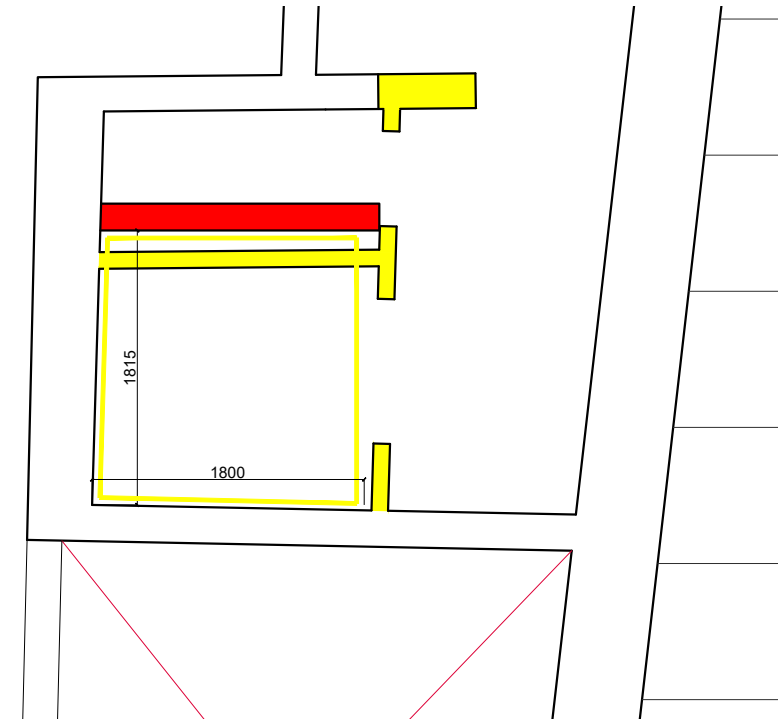
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DRAWN	PAUL DIMECH
CHECKED	XXXXXXXX
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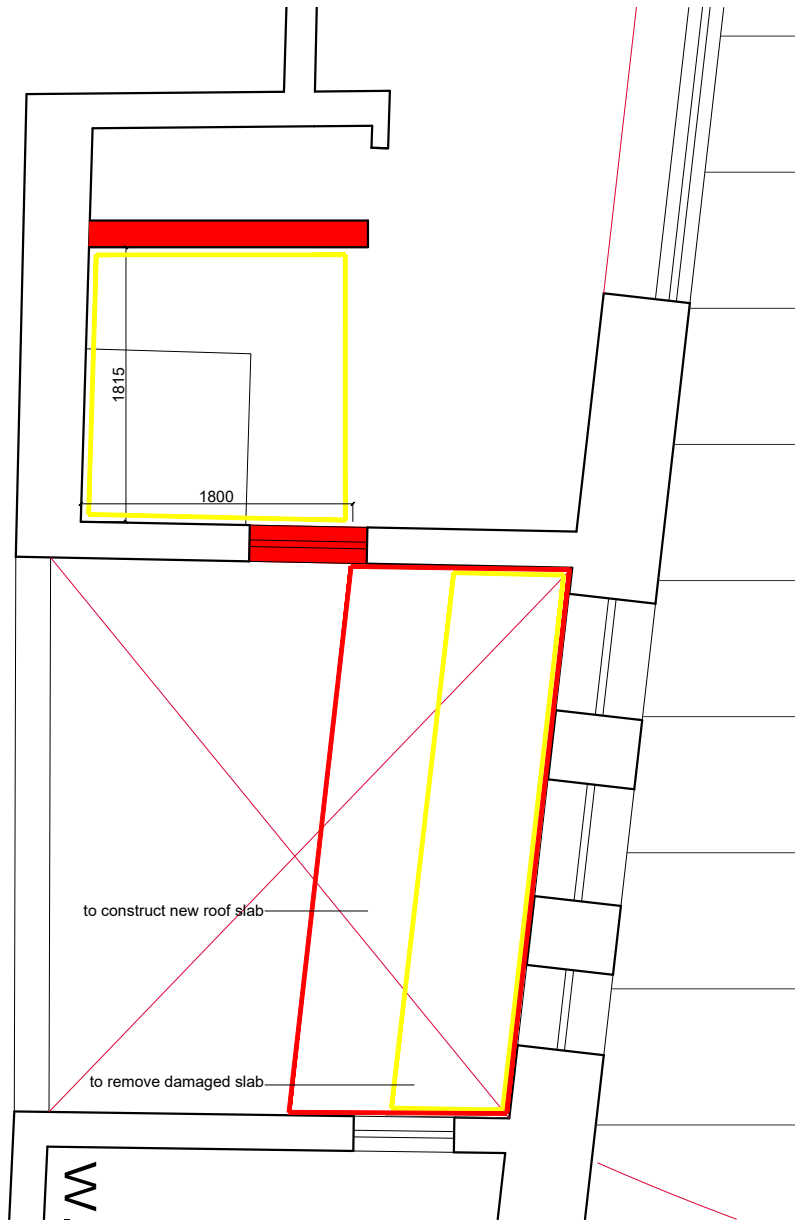
Ground Floor Plan

Construction works
To Demolish
To Construct



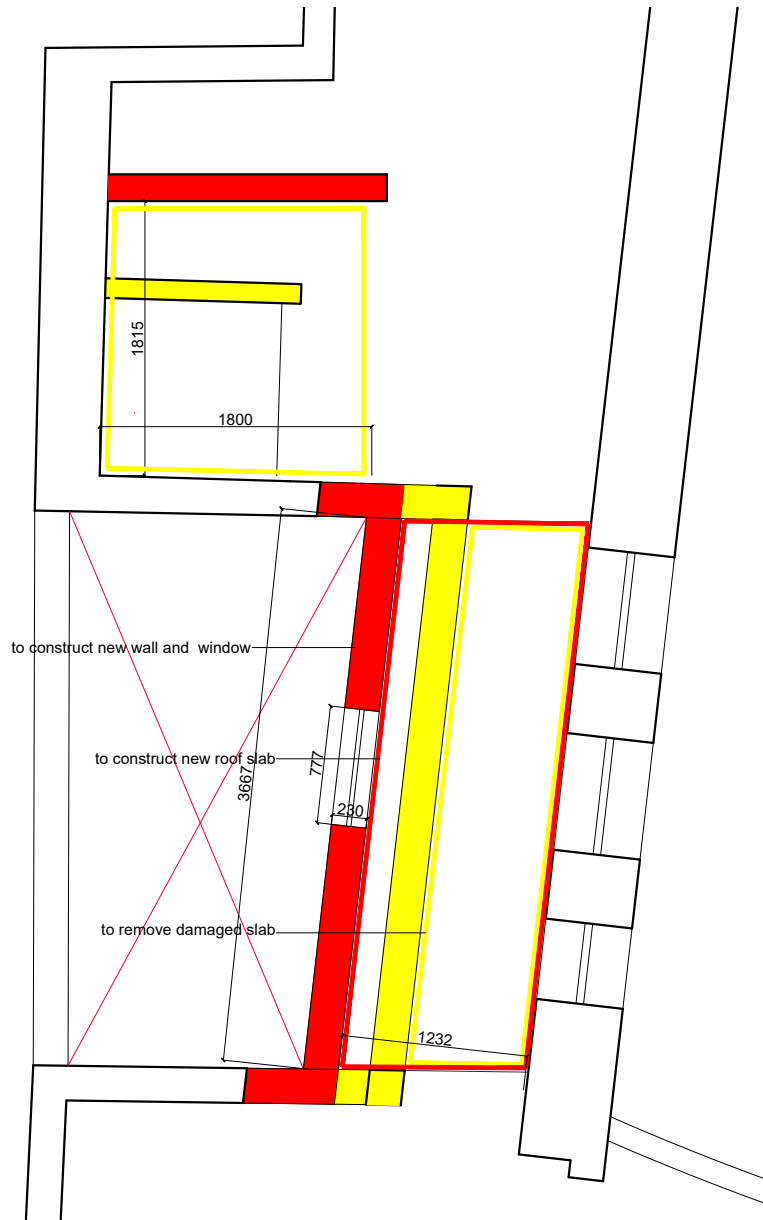
First Floor Plan

Construction works
To Demolish
To Construct



Intermediate Floor

Construction works
To Demolish
To Construct



Second Floor

Construction works
To Demolish
To Construct



SCALE 1:50

LEGEND



TO DEMOLISH



TO CONSTRUCT

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PROJECT TITLE
REFURBISHMENT
WORKS

LOCATION
XEWKIJA PARISH
CENTER

CLIENT
XEWKIJA PARISH

DWG
EXISTING
PROPOSED

REF. NO.
T02

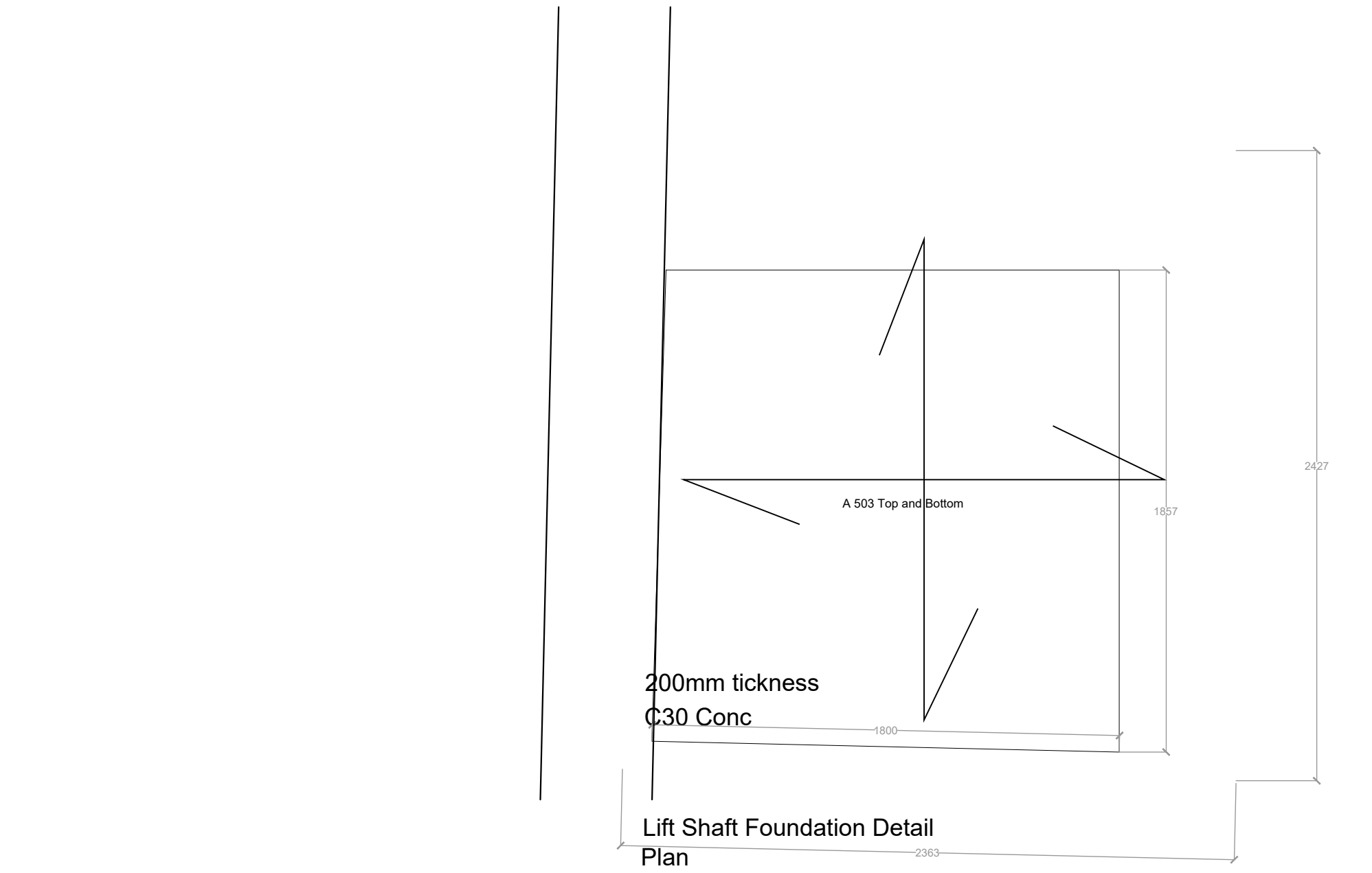
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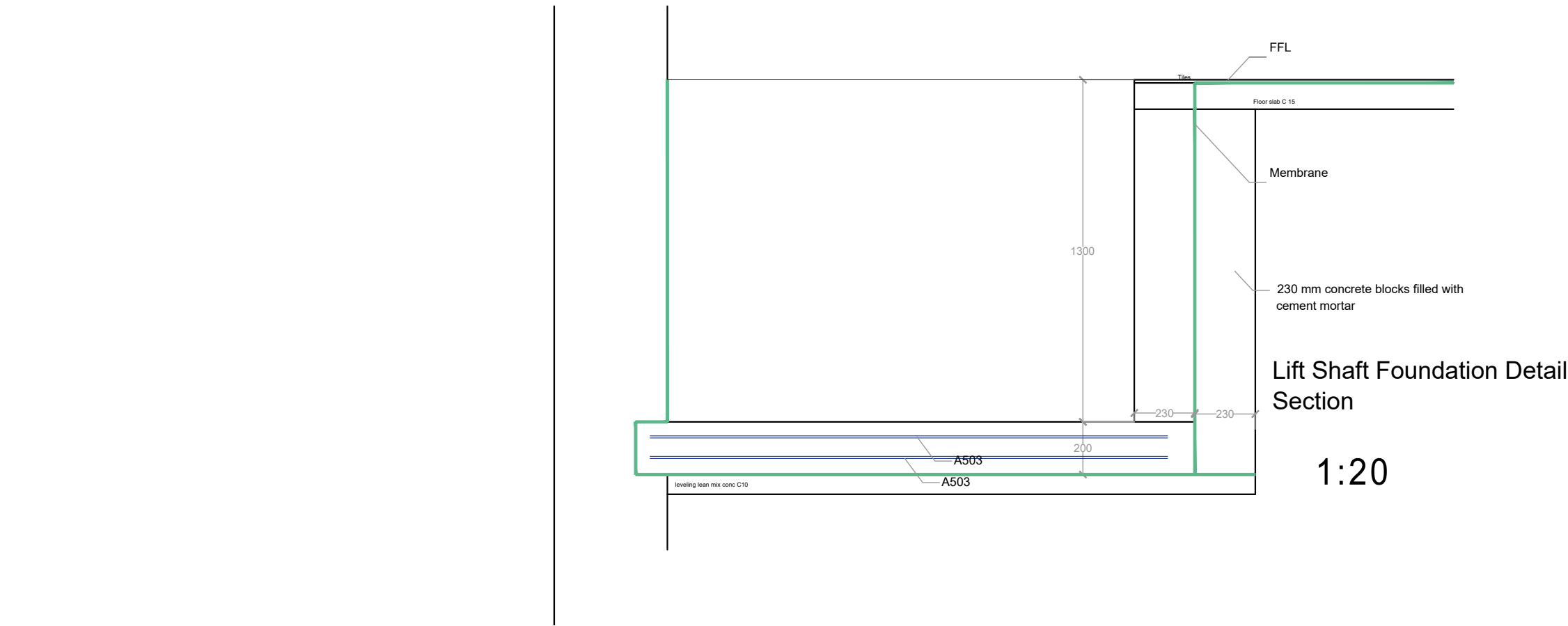
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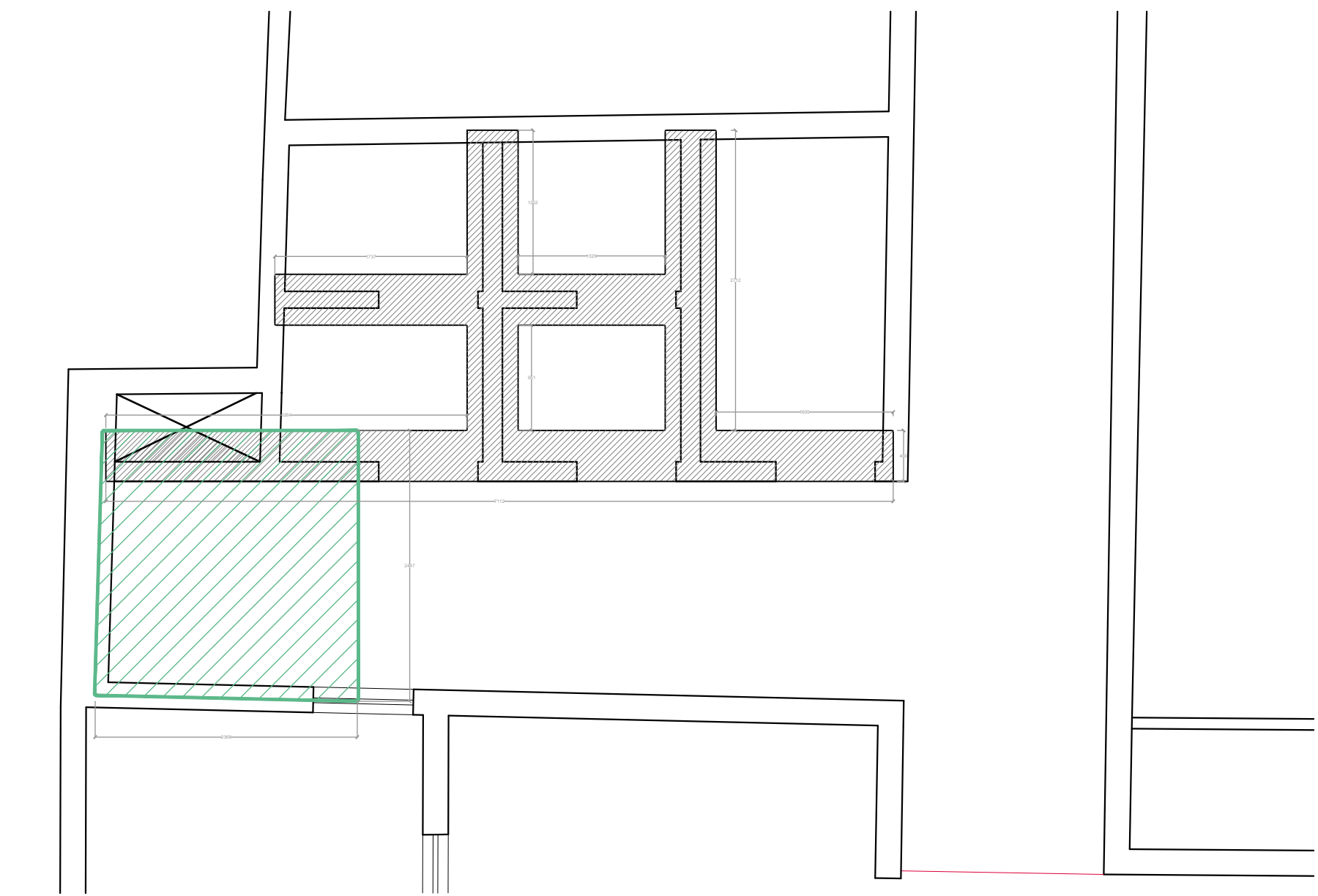
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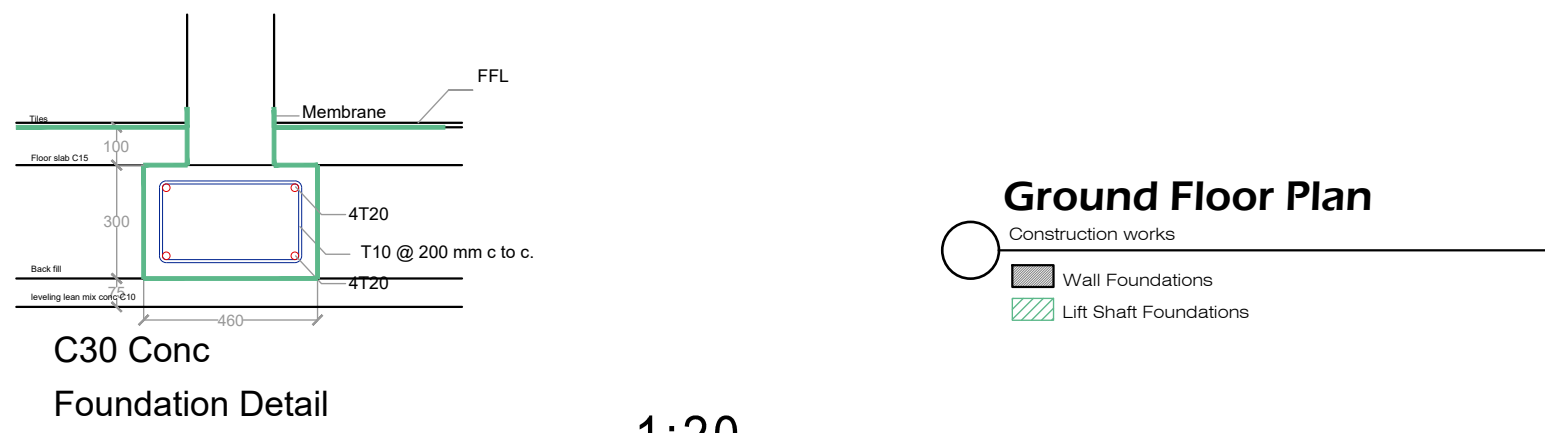
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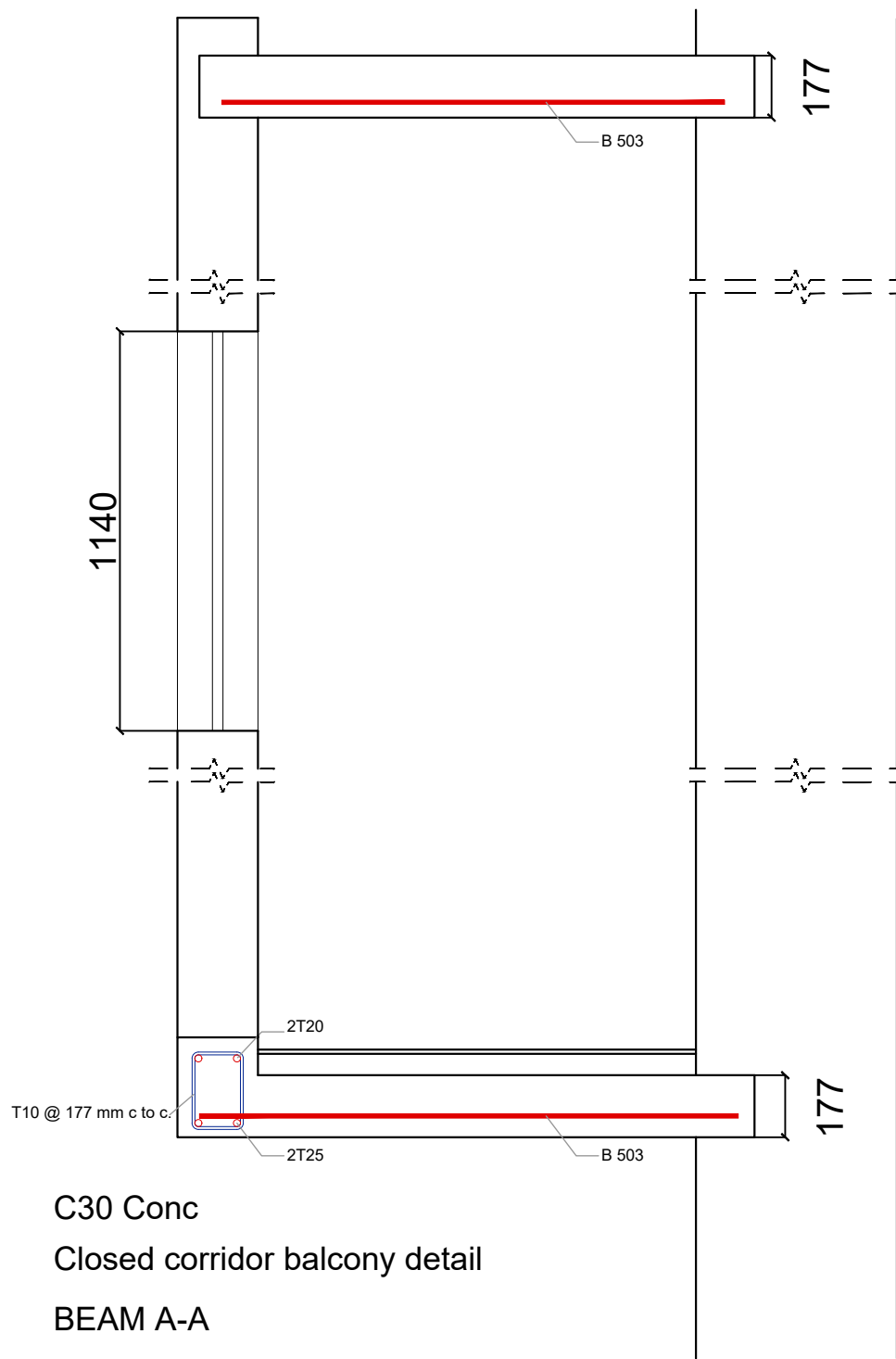
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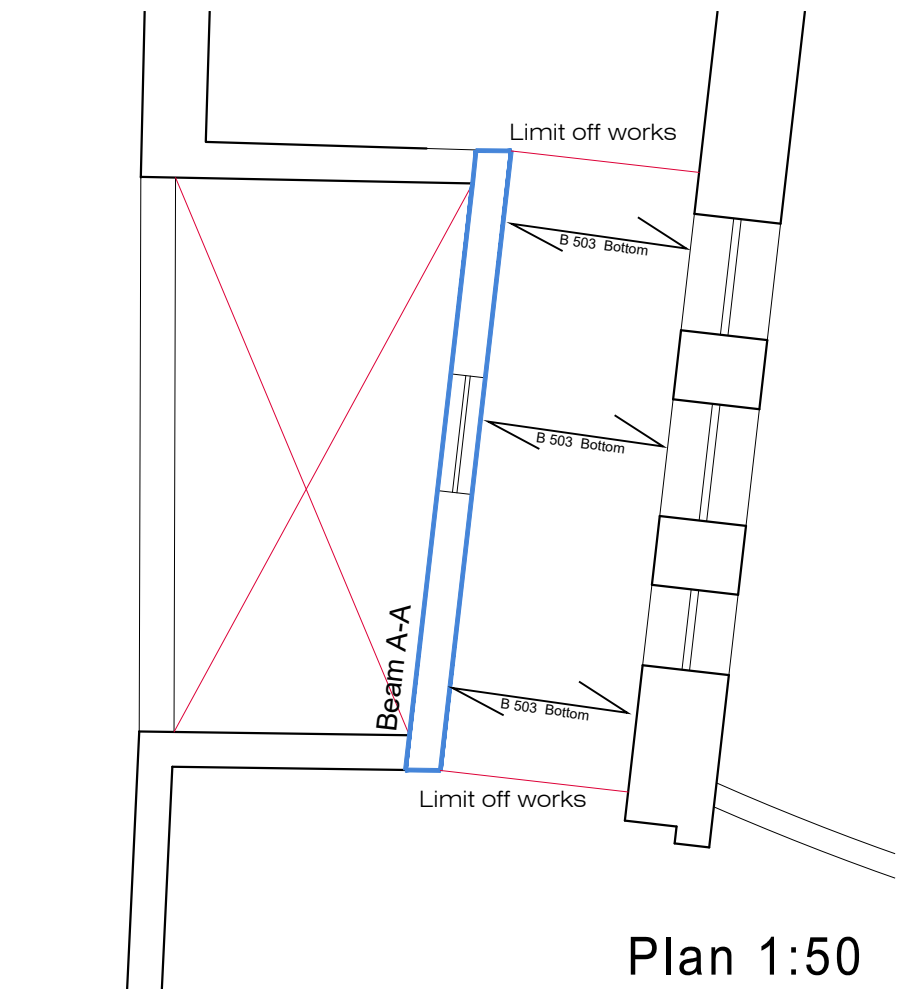
Plan 1:50



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Plan 1:50



REVISIONS	PROJECT TITLE
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	LOCATION
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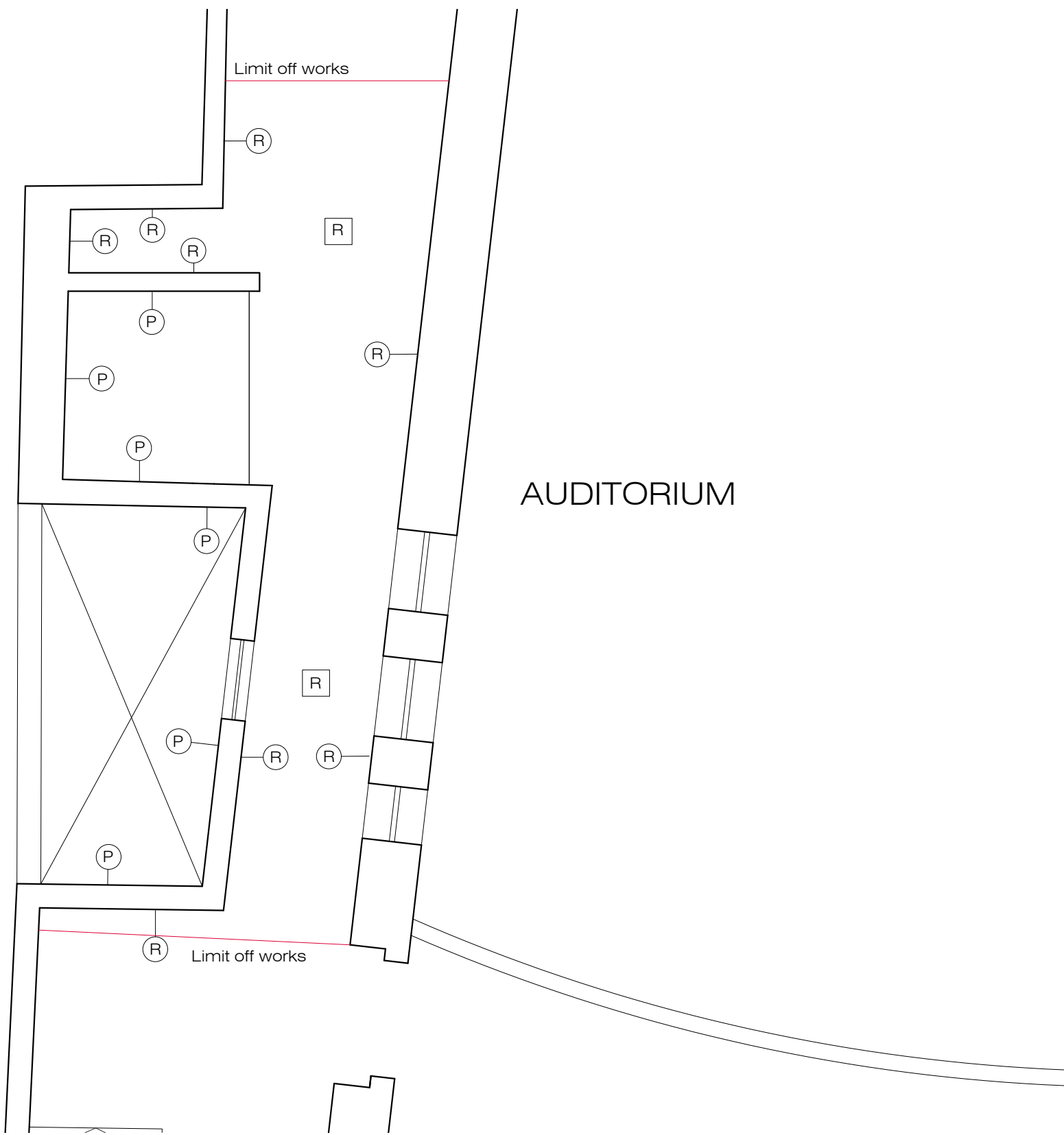
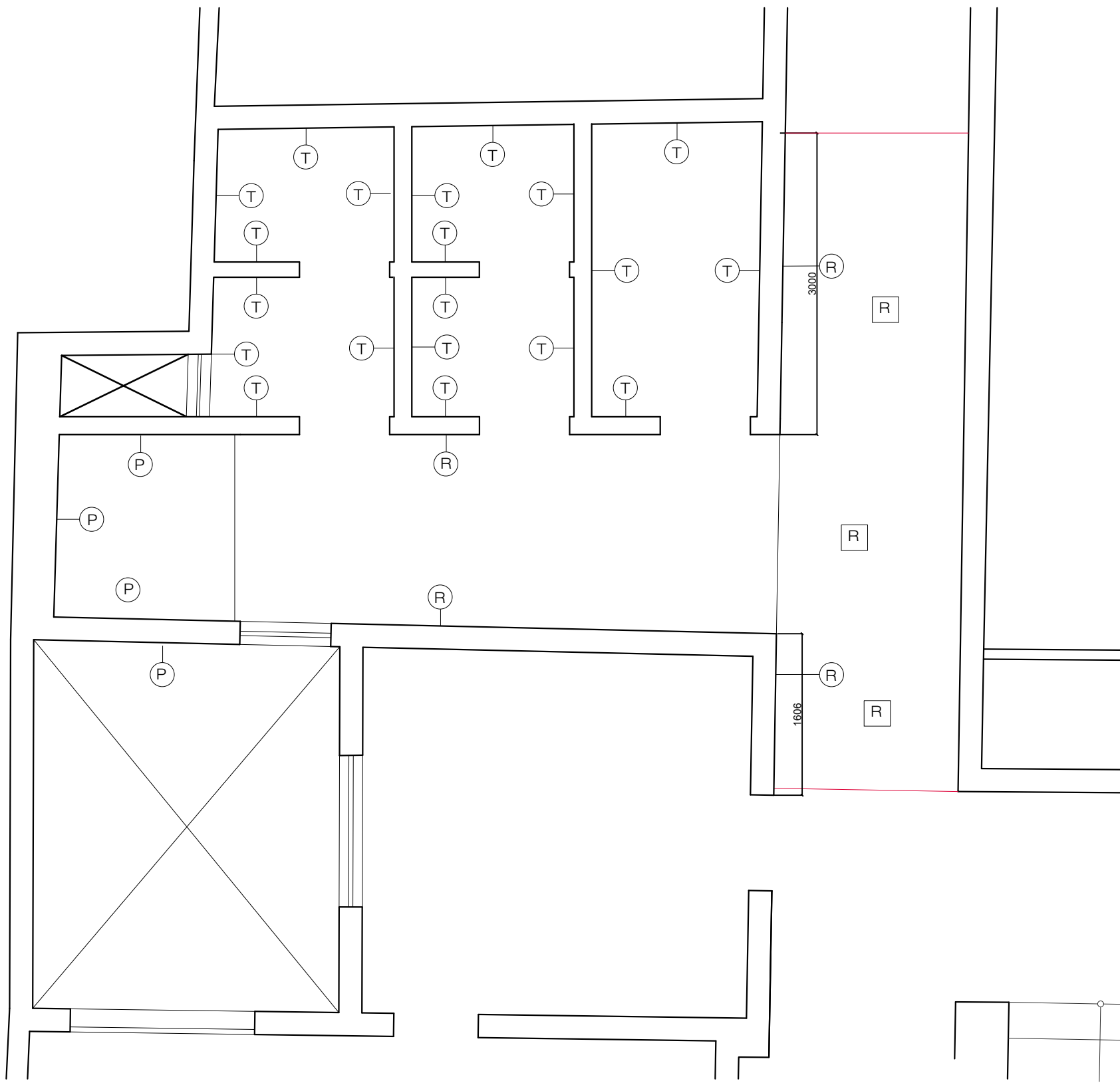
CLIENT	DWG
XEWKIJA PARISH	Concrete Structural Details

REF. NO.	DATE
TO3	10/03/2026
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Ground Floor Plan

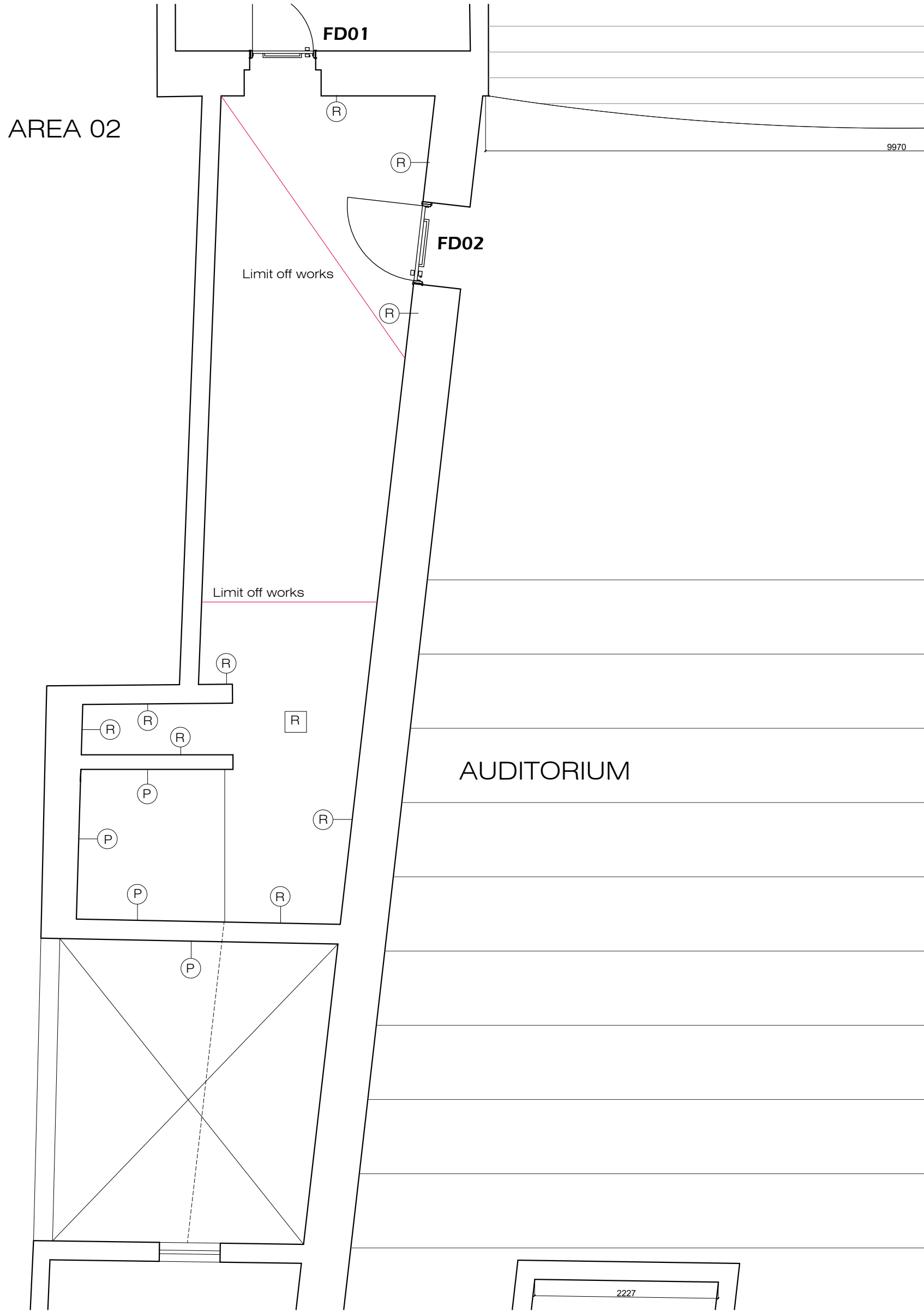
Surface finishes



Second Floor Plan

Surfaces Finishes

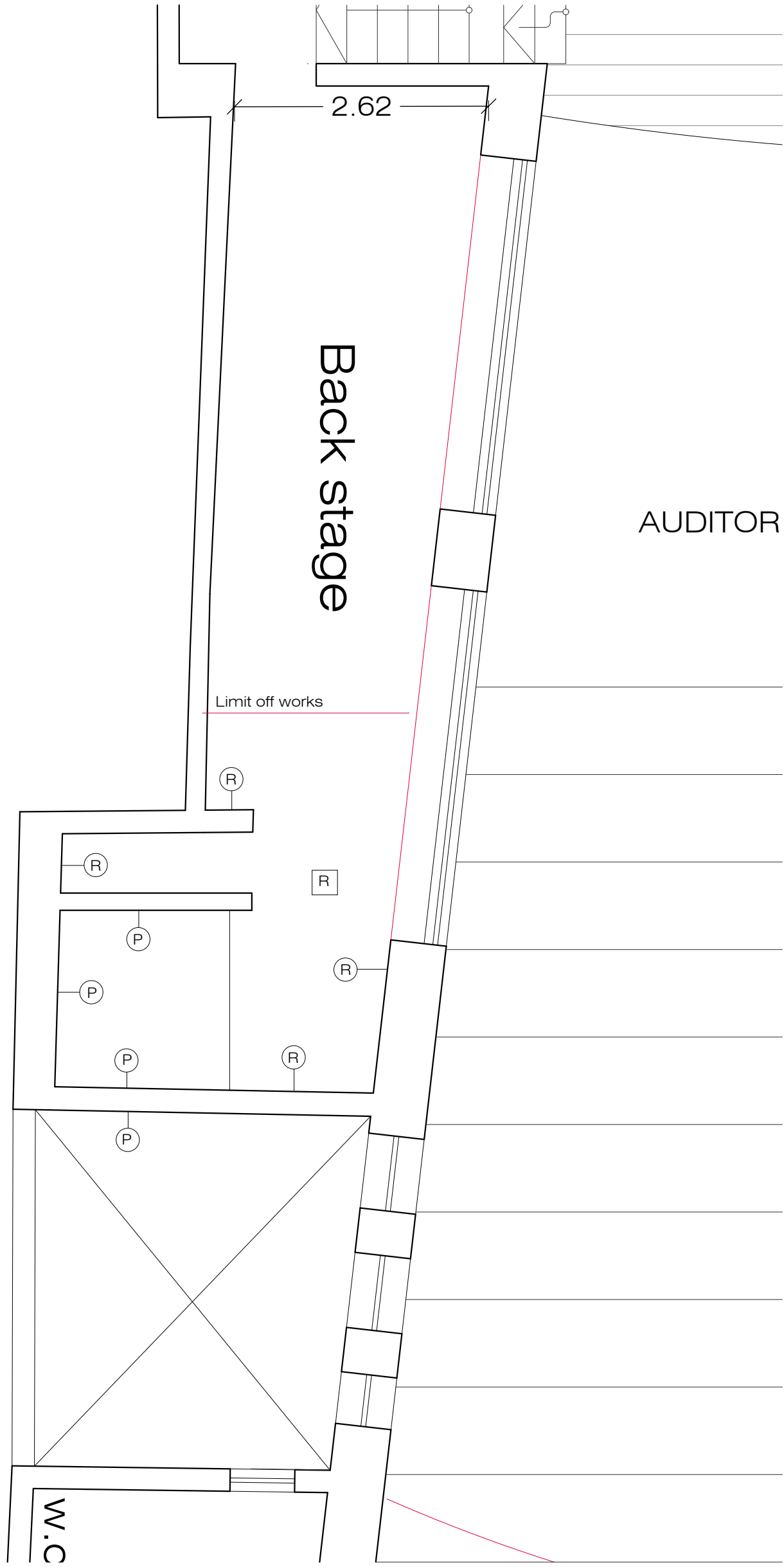
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First Floor Plan

Surfaces Finishes

1:50



Intermediate Floor

Surface Finishes

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- (R) Internal Walls Rendering with gypsum and paint
- (P) External Walls Rendering with gypsum and paint
- (R) Internal Ceilings Rendering with gypsum and paint

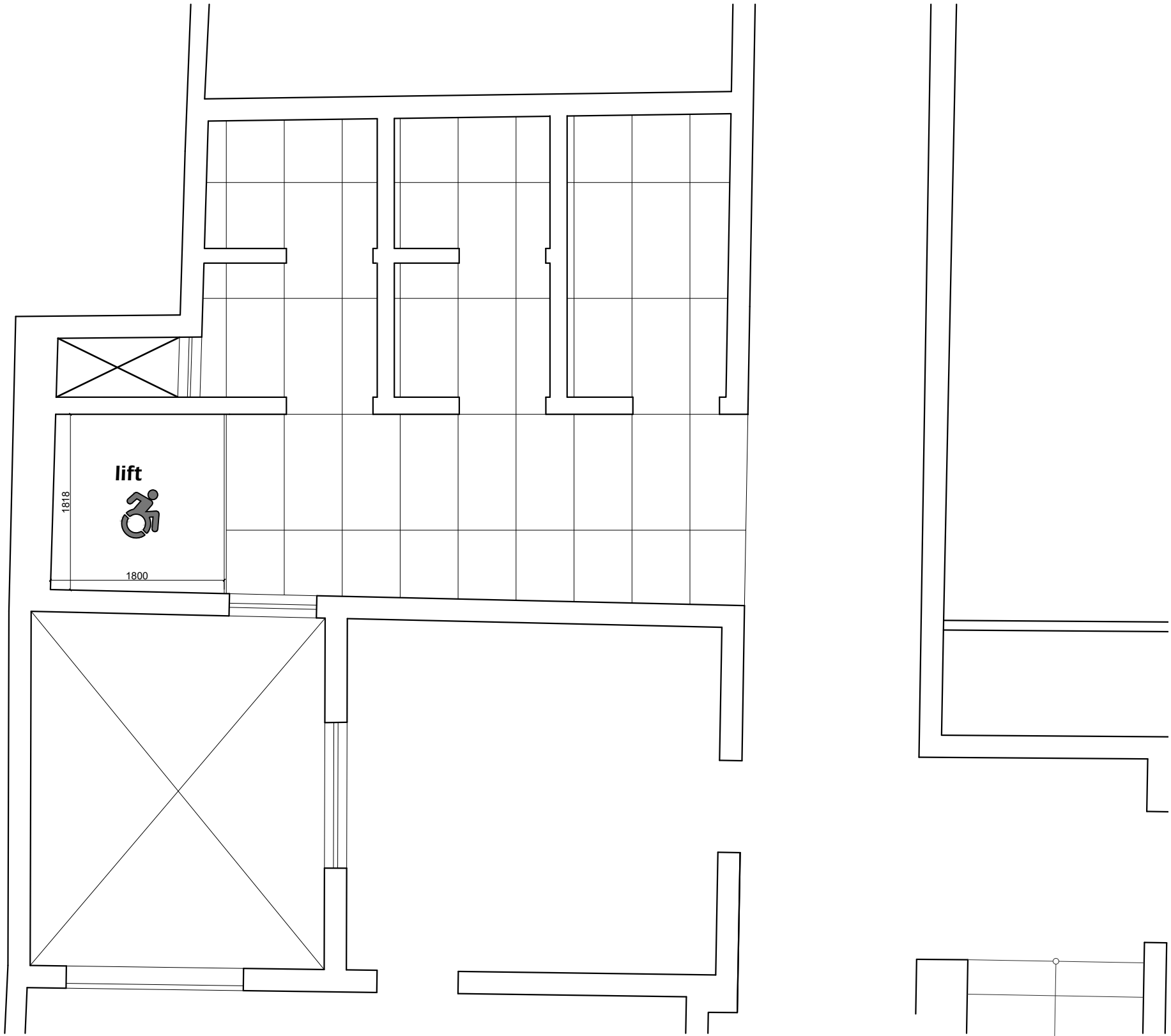


REVISIONS	PROJECT TITLE	CLIENT	REF. NO.
XXXXXX XXXXXX	REFURBISHMENT WORKS	XEWKIJA PARISH	T04
	LOCATION	DWG	DRAWN
	XEWKIJA PARISH CENTER	Wall and ceiling finishes	PAUL DIMECH
			CHECKES
			XXXXXX XXXXXX
			DATE
			10/03/2026
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Ground Floor Plan

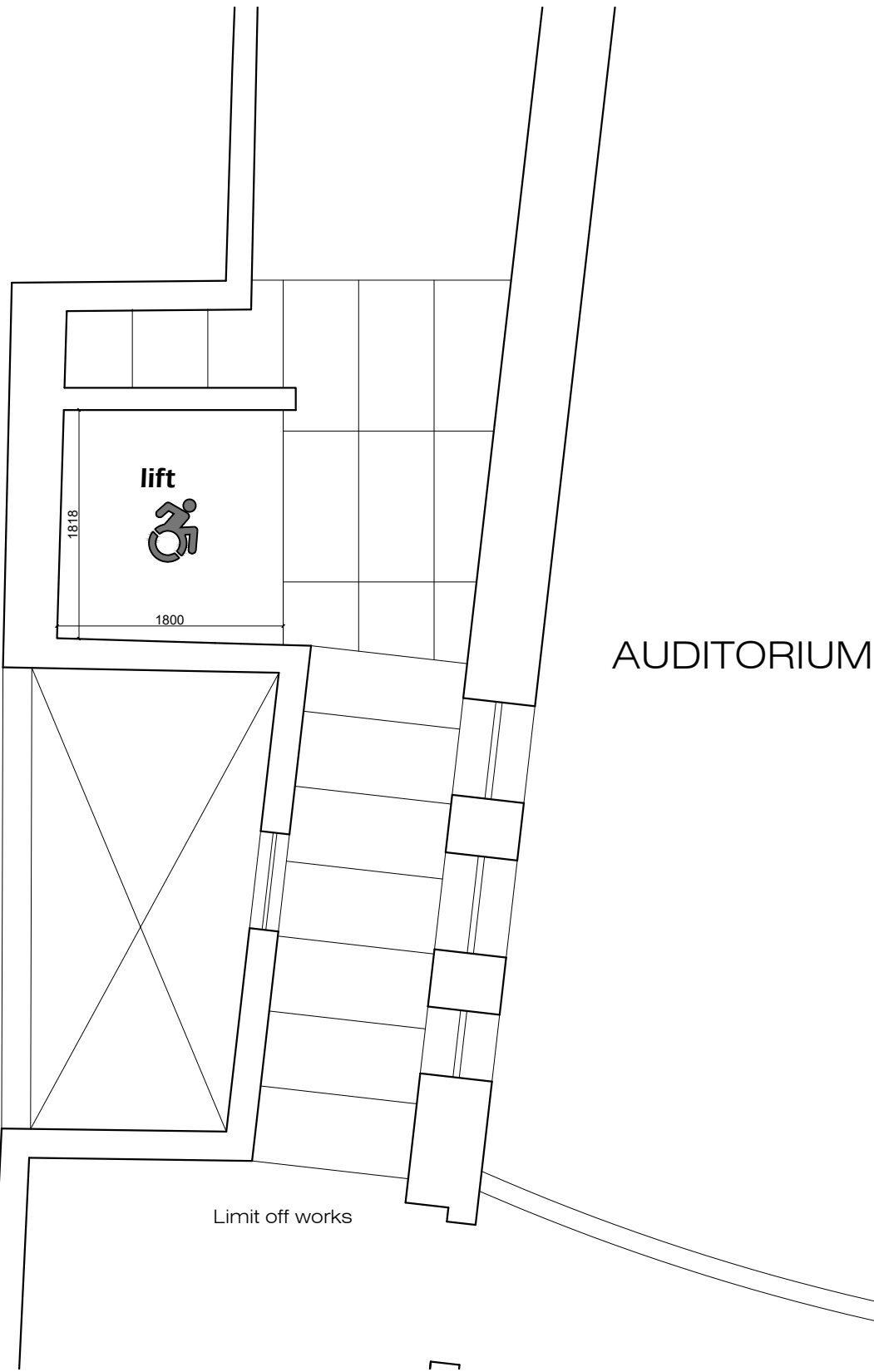
Surface finishes



Gound floor Plan

Floor Tiles

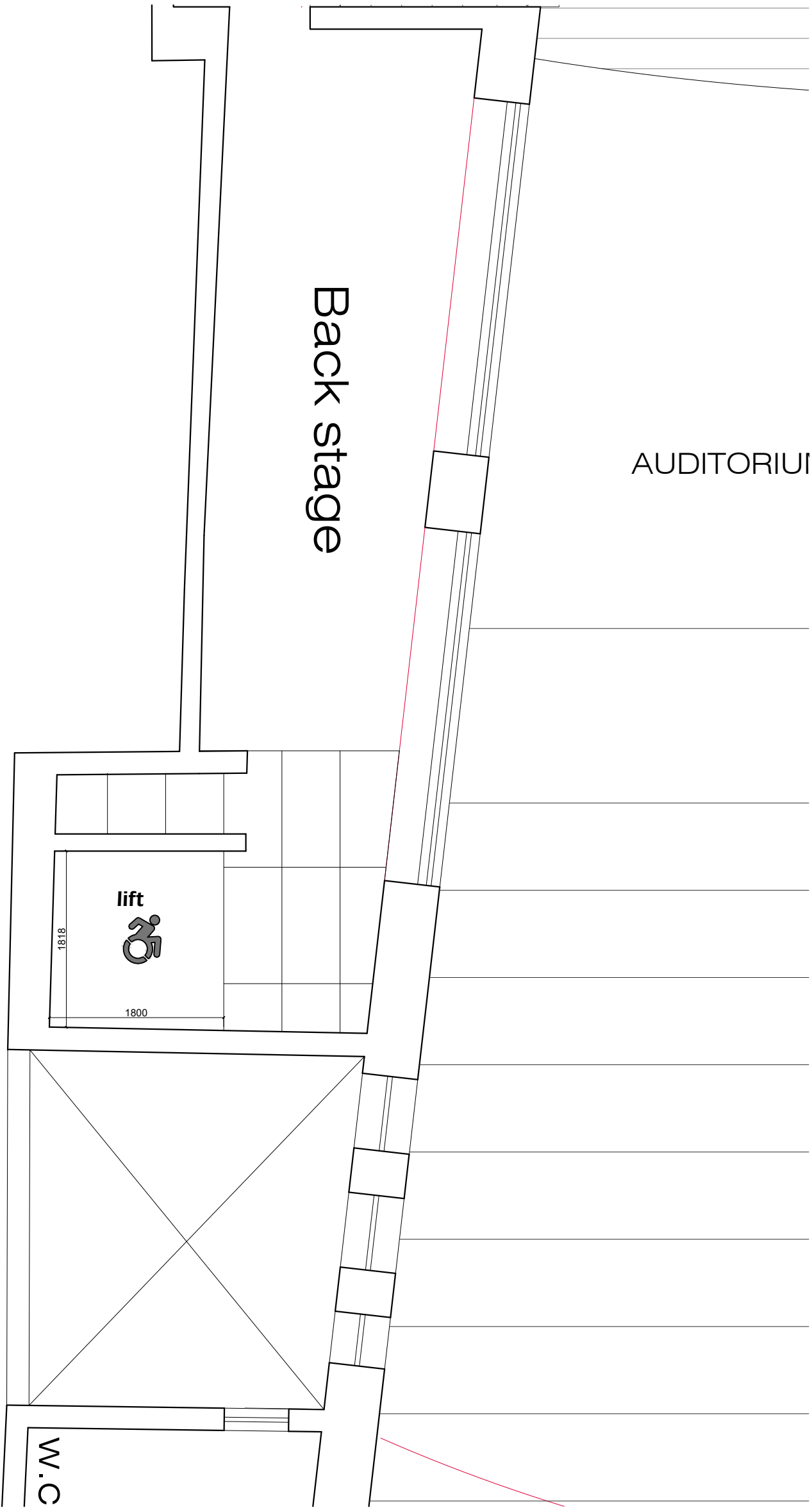
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Second Floor Plan

Floor Tiles

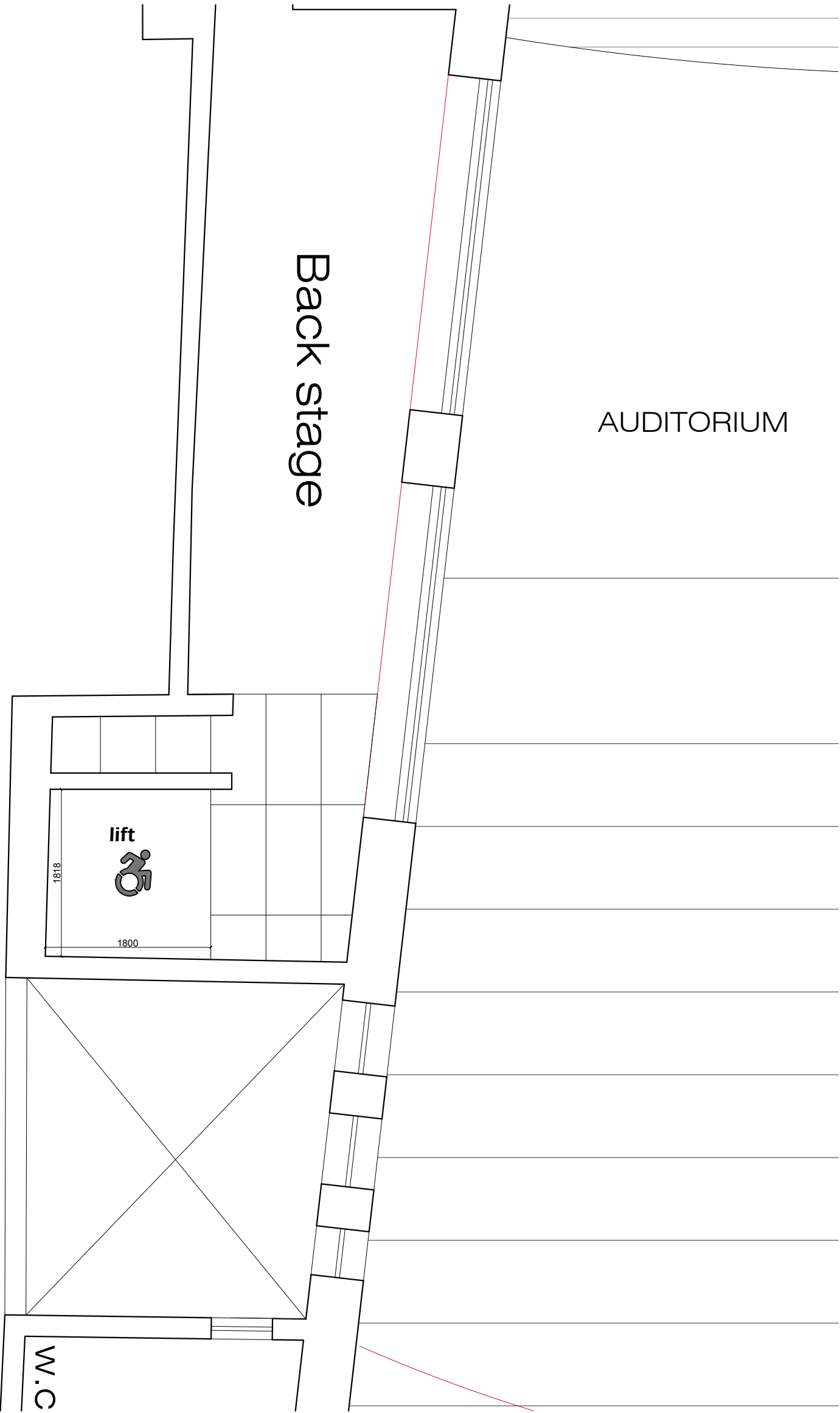
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First Floor Plan

Floor Tiles

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Intermediate Floor

Floor Tiles

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PROJECT TITLE
REFURBISHMENT WORKS
LOCATION
XEWKIJA PARISH CENTER

CLIENT
XEWKIJA PARISH
DWG
FLOOR TILES

REF. NO.
T05

DRAWN	DATE
PAUL DIMECH	10/03/2026
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Ground Floor Plan

Drop Ceiling Tiles 0.6 m x 0.6m

LEGEND

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PROJECT TITLE

REFURBISHMENT
WORKS

CLIENT

XEWKIJA PARISH

REF. NO.

TO6

LOCATION

XEWKIJA PARISH
CENTER

DWG

Drop Ceiling

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PAUL DIMECH

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DATE

10/03/2026

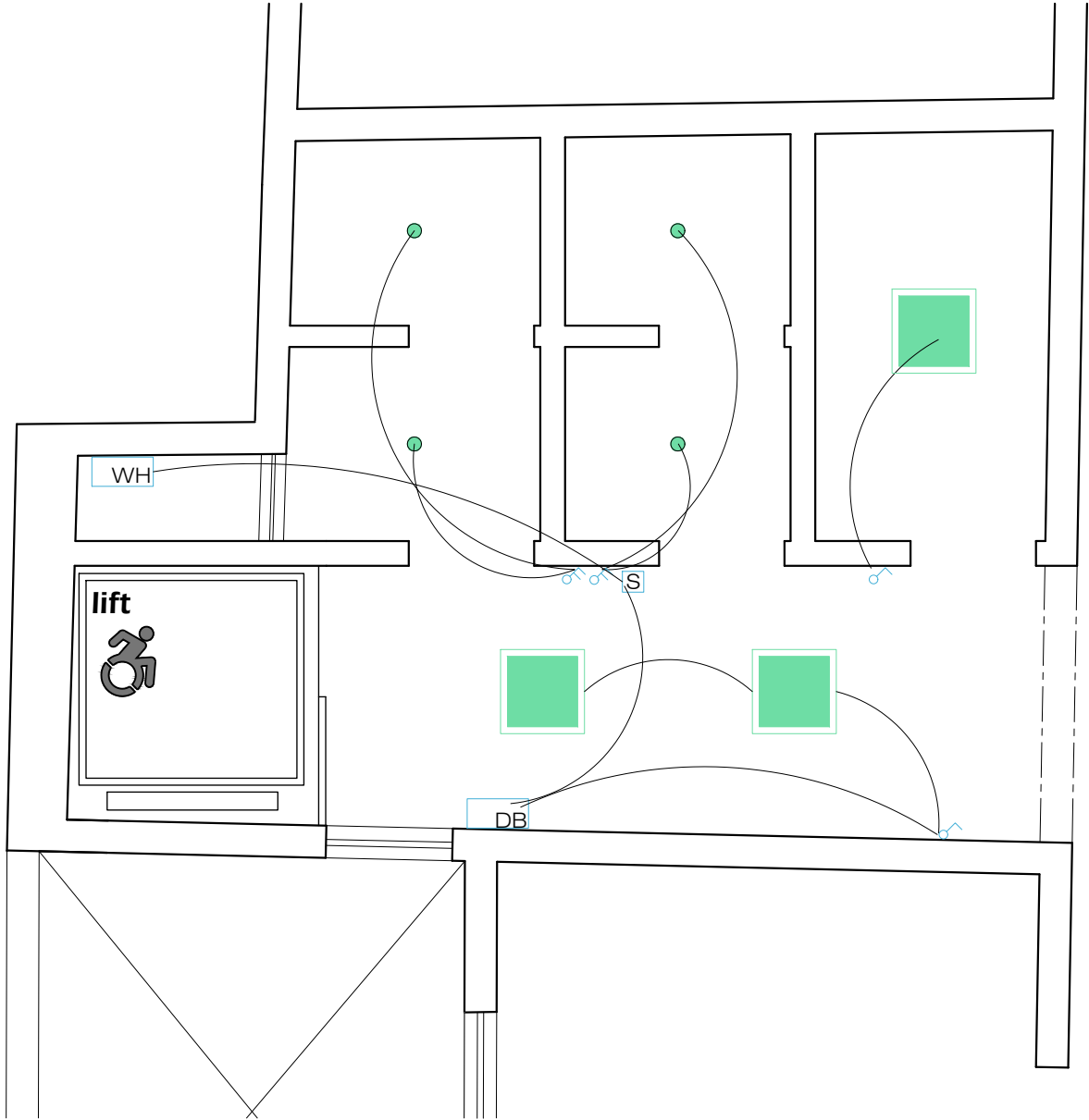
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Ground Floor Plan
LIGHTING PLAN

- Light Fitting Type 1
- Light Fitting Type 2
- Air Ventilation Grill
- Water Heater 10 lt
- Distribution Board
- 1 Gange Double switch
- 1 Gange Single switch
- Double Pole switch
- Extractor Fan



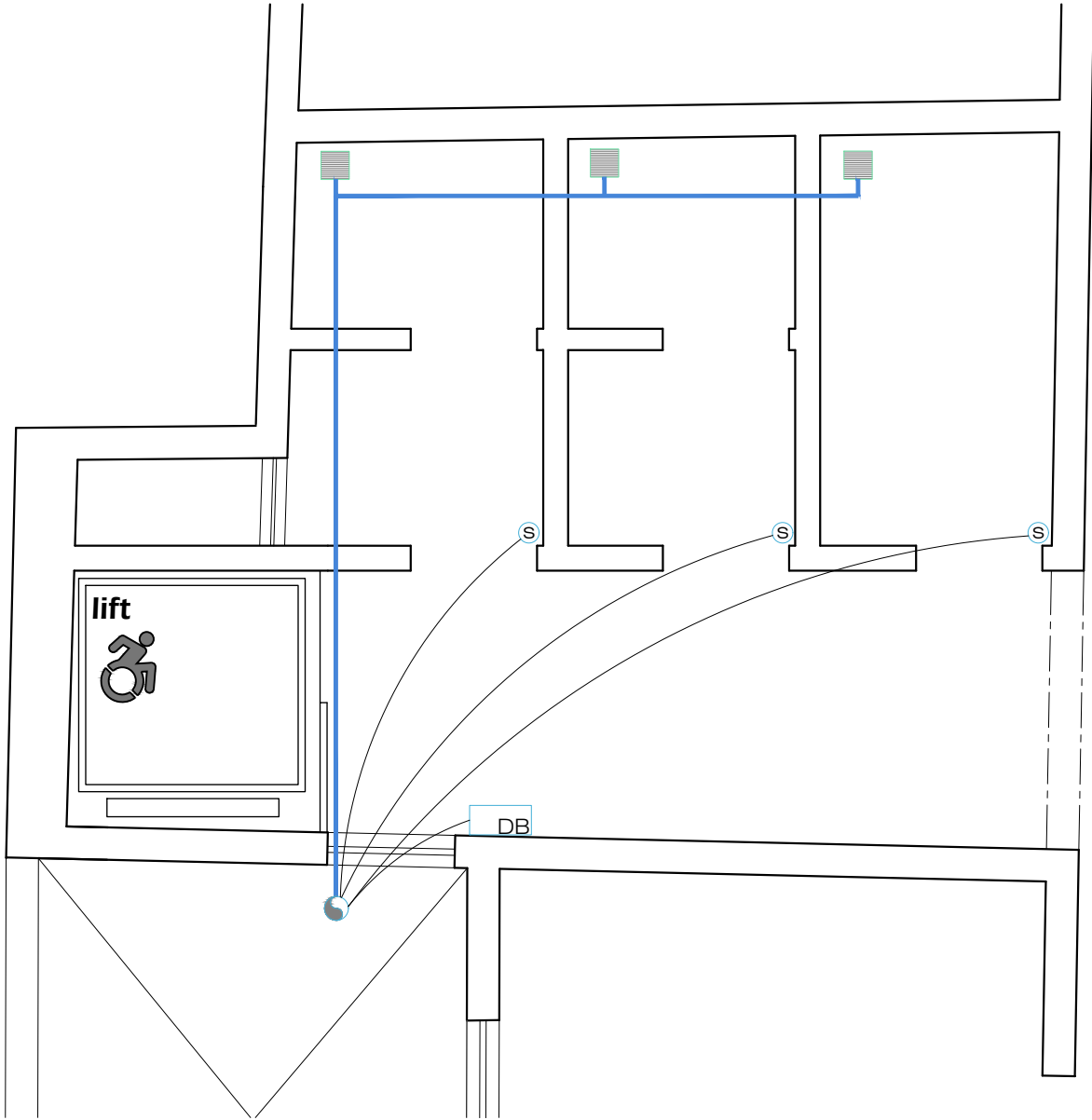
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PROJECT TITLE	CLIENT	REF. NO.	
REFURBISHMENT WORKS	XEWKIJA PARISH	T07	
LOCATION	DWG	DRAWN	DATE
XEWKIJA PARISH CENTER	LIGHTING PLAN	PAUL DIMECH	10/03/2026
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Ground Floor Plan
MECHANICAL VENTILATION

-  Air Ventilation Grill
-  Extractor Fan
-  Movement Sensor Switch



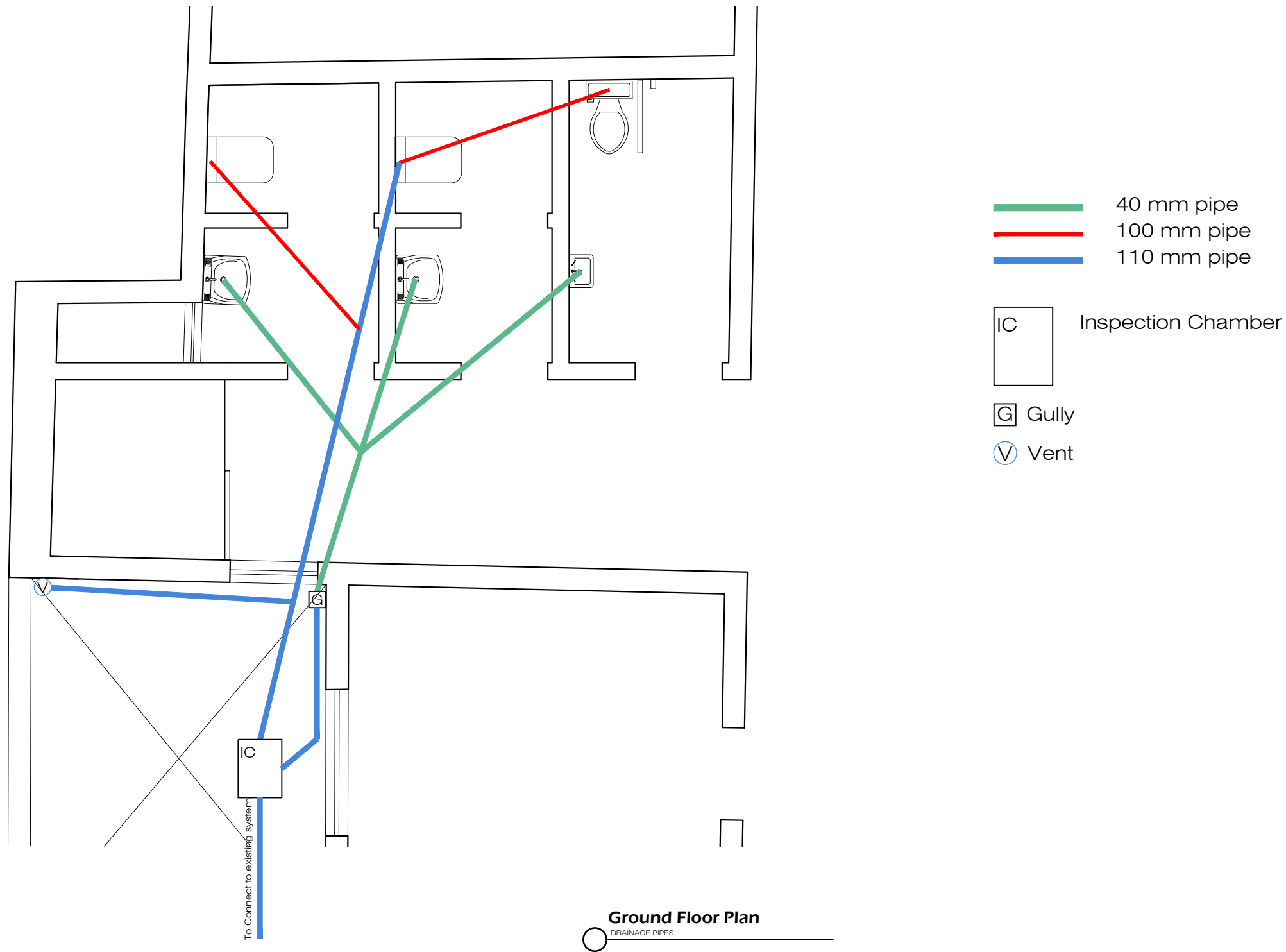
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LEGEND

REVISIONS
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PROJECT TITLE	CLIENT	REF. NO.	
REFURBISHMENT WORKS	XEWKIJA PARISH	T08	
LOCATION	DWG	DRAWN	DATE
XEWKIJA PARISH CENTER	MECHANICAL VENTILATION	PAUL DIMECH	10/03/2026
		CHECKED	SCALE
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LEGEND

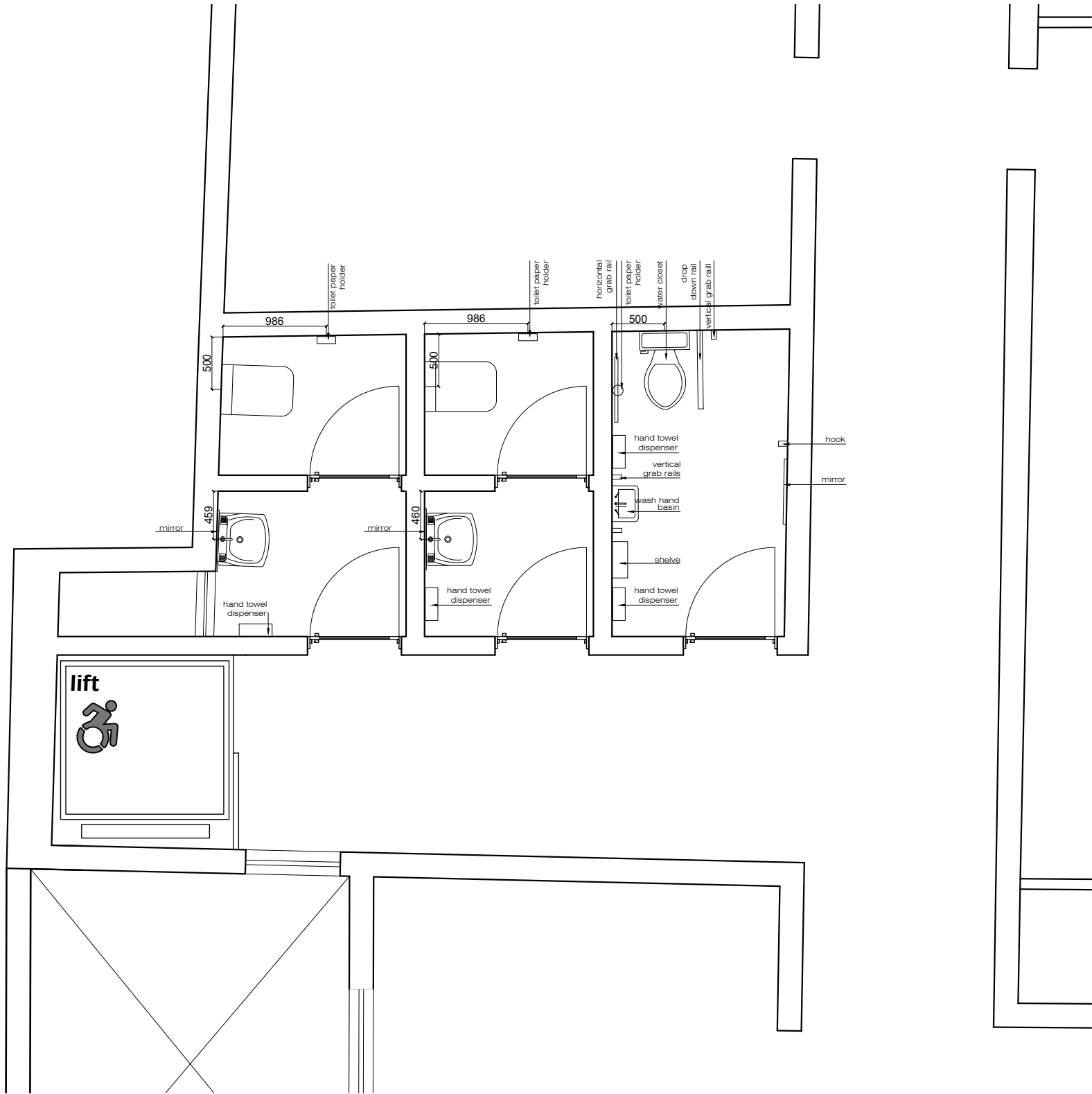
REVISIONS
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PROJECT TITLE
REFURBISHMENT WORKS
LOCATION
XEWKIJA PARISH CENTER

CLIENT
XEWKIJA PARISH
DWG
DRAINAGE SYSTEM

REF. NO.
T09
DRAWN
PAUL DIMECH
CHECKED
XXXXXX XXXXXX
DATE
10/03/2026
SCALE
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Ground Floor Plan
Fittings layout



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LEGEND

REVISIONS
XXXXXX XXXXXX

PROJECT TITLE
REFURBISHMENT
WORKS

LOCATION
XEWKIJA PARISH
CENTER

CLIENT
XEWKIJA PARISH

DWG
Bathroom fittings
Layout

REF. NO.
T10

DRAWN
PAUL DIMECH

CHECKED
XXXXXX XXXXXX

DATE
10/03/2026

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1.11 SANITARY FACILITIES/CHANGING ROOMS

- 1.11.01 For the purposes of this section of the guidelines, the recommendations for new buildings are applicable to development whose application for development permission was formally lodged after the 1st June 2012.

Location of accessible sanitary facilities

- 1.11.02 All public buildings shall have provision for accessible to all sanitary facilities.
- 1.11.03 Persons with disability shall be able to find and use suitable lavatory accommodation as easily as non-disabled persons.
- 1.11.04 Accessible sanitary facilities shall be located on an accessible route within a building or any other development in which sanitary facilities are provided.

Doors leading to accessible sanitary facilities

- 1.11.05 Sanitary facilities entry doors shall feature a sign which incorporates the International Symbol of Access. (Figure 22).

Where sanitary facilities do not incorporate entry doors, signs which incorporate the International Symbol of Access shall be located on the walls outside of the entrance opening.

- 1.11.06 Doors to all accessible sanitary facilities and changing rooms shall have a door with a clear opening width of 900 mm, and feature a single leaf door lockable from the inside fitted with a lever handle and horizontal pull rail.

Toilet Cubicles

- 1.11.07 Accessible toilet facilities in new buildings shall be made separately from any provision made for male and female sanitary accommodation.
- 1.11.08 Integral provision within the male and female areas of sanitary accommodation may be acceptable in existing buildings.
- 1.11.09 Toilet ante-rooms shall be in conformity with the guidelines section regarding lobbies.
- 1.11.10 At least one wheel-chair accessible WC compartment shall be provided at each location in a building where toilet facilities are provided.
- 1.11.11 Travel distances to accessible sanitary accommodation from any point in the building shall be no greater than 40 m.
- 1.11.12 An accessible corner WC compartment shall have minimum internal dimensions of 2200 mm long by 1500 mm wide. To be suitable for wheelchair users WC compartments shall have as a minimum, the dimensions, equipment and fittings as set out in Figures 16 and 17. Fittings shall be laid out to allow for a 1500 mm diameter turning circle within the cubicle. (NB The size of the cubicle shall be increased if any fixture or obstruction impinges on the 1500 mm turning circle)

Alternatively:

- 1.11.13 An accessible corner WC compartment shall have minimum internal dimensions of 2150 mm long by 1650 mm wide. To be suitable for wheelchair users WC compartments shall have as a minimum, the equipment and fittings as set out in Figures 16 and 17. Fittings shall be laid out to allow for a 1500 mm diameter turning circle within the cubicle. (NB The size of the cubicle shall be increased if any fixture or obstruction impinges on the 1500 mm turning circle.)

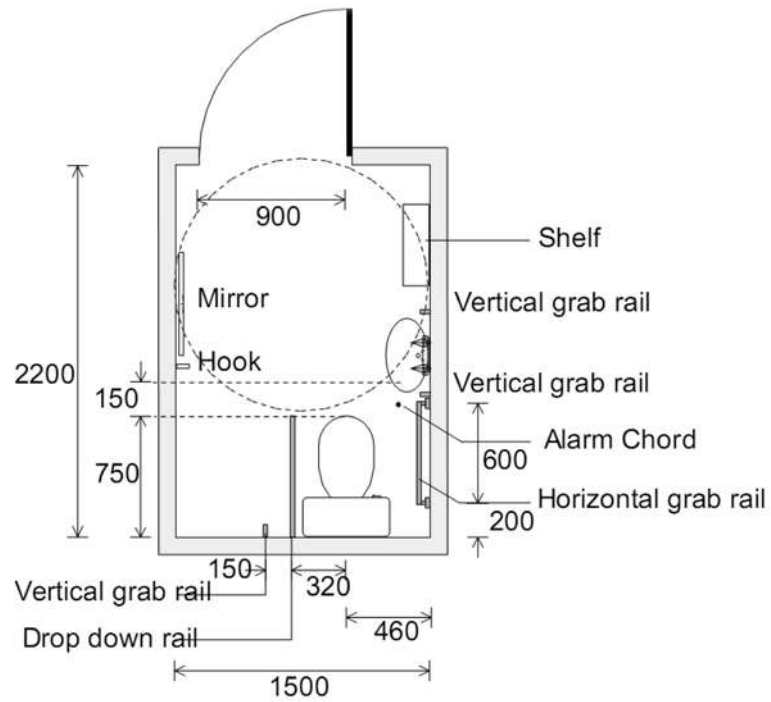


Figure 16. Accessible corner WC (Plan)

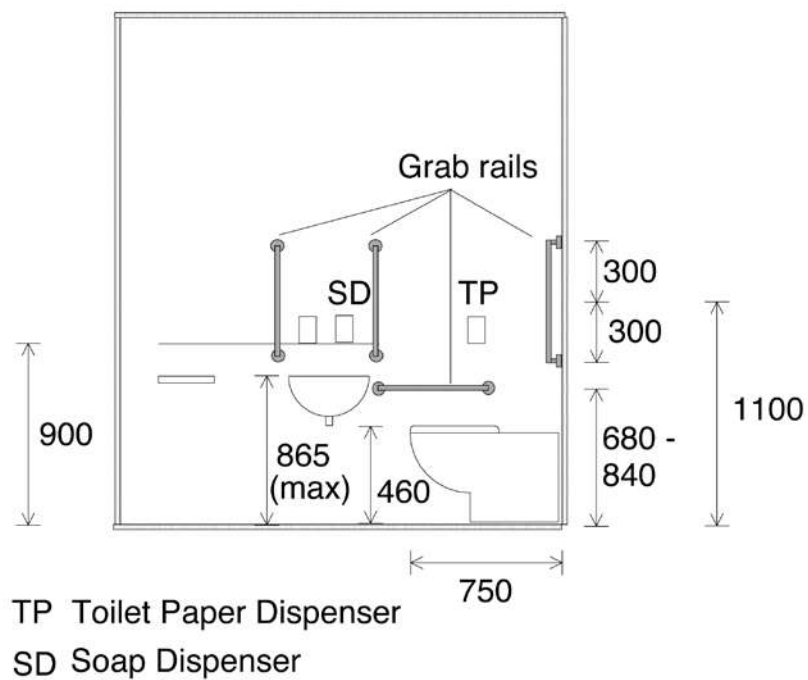


Figure 17. Accessible corner WC (selectional elevation)

- 1.11.14 If a building contains more than one accessible corner WC compartment for wheelchair users, the opportunity should be taken to provide both left-and right-handed transfer layouts.
- 1.11.15 Locks on cubicle doors shall be capable of being latched on the inside, using one hand and without tight grasping, pinching or twisting of the wrists, and released from the outside in case of emergency. Locking systems shall be opened using lever handles.
- 1.11.16 Toilet cubicle doors shall feature a D-type pull on the inside which is at least 140 mm long, located with its midpoint 200-300 mm from the hinged side of the door and at a height between 900-1000 mm from the floor.
- 1.11.17 Toilet cubicle doors shall feature a D-type pull on the outside which is at least 140 mm long, located with its midpoint 200-300 mm from the hinged side of the door and at a height between 900-1000 mm from the floor.
- 1.11.18 Sanitary facilities floors shall be slip resistant and level (subject to the minimum fall for draining water to a floor drain).
- 1.11.19 The WC compartment should have a WC installed as follows: the front to be 750 mm from the wall behind it, the top of the WC 400-460 mm (including the plastic moveable seating) from the finished floor, and the centre line to be no closer to the side wall than 460 mm.
- 1.11.20 The toilet shall feature a clear space for a wheel chair beside the toilet of at least 900 mm wide and at least 1500 mm deep (measured from the side wall/partition to the edge of the toilet seat).
- 1.11.21 Preferably the flush control should be electronic.
- 1.11.22 The flush control shall be mounted on the transfer side of the toilet, located at a height between 600-1100 mm above the floor.

- 1.11.23 The flush control shall be operable using one hand without tight grasping, pinching, or twisting of the wrist.
- 1.11.24 All accessible sanitary facilities shall have a number of (rust free) grab rails as indicated in Figures 16 and 17.
- 1.11.25 The toilet cubicle shall feature a horizontal side grab rail at least 900 mm long, preferably extending at least 450 mm in each direction from the most forward point of the toilet bowl.
- 1.11.26 The toilet cubicle shall feature a vertical side grab rail at least 600 mm long, located no more than 250 mm in front of the toilet seat with its lower end 50-60 mm above the horizontal grab rail.
- 1.11.27 The toilet cubicle shall feature a fold -down grab rail on the wheelchair transfer side of the toilet bowl, at least 760 mm long, mounted on the rear wall. The centre line of the grab rail shall be located 320-420 mm from the centre line of the toilet, and at a height between 680-840 mm from the floor.
- 1.11.28 Hand basin, toilet paper holder, rails and other fittings shall be located close to the toilet bowl at the heights included in Figures 16 and 17. A hot air hand drier is preferred to a towel.
- 1.11.29 The toilet cubicle shall feature toilet paper dispensers in line with the front of the toilet seat, mounted at a height between 600-700 mm from the floor.
- 1.11.30 A shelf shall be provided in a position that can be reached by a wheelchair user before and after transfer and should be located at a height of not more than 1200 mm above the floor.
- 1.11.31 The WC compartment shall have a wash hand basin and the top rim of the basin shall be between 810 mm and 865 mm from the floor.
- 1.11.32 The knee clearance at a point 200 mm back from the front edge of the wash hand basin, the knee clearance shall be at least 760 mm wide and 685 mm high.

The knee clearance in the area 200 mm to 430 mm back from the front edge of the wash hand basin shall be at least 760 mm wide and 230 mm high.

The toe clearance underneath the wash hand basin shall be at least 760 mm wide and 230 mm high. (See Figure 18).

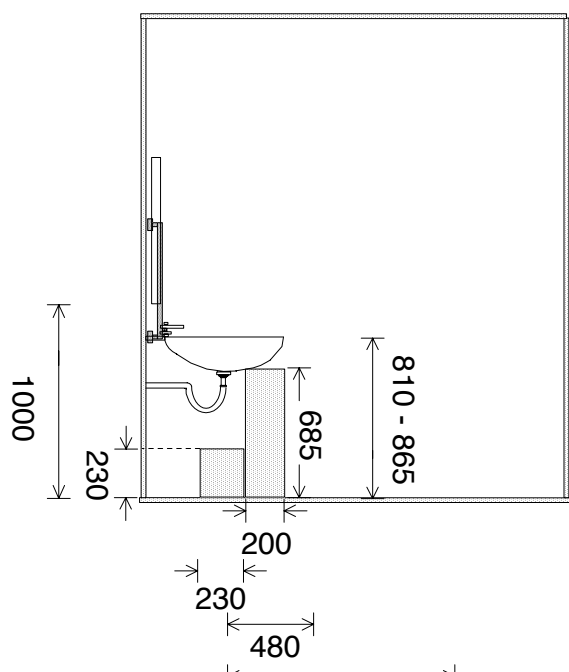


Figure 18. Clear distances below sinks

- 1.11.33 The WC cubicle shall have a clear floor space in front of the wash hand basin of at least 760 mm wide and 1200 mm deep (of which a maximum of 480 mm in depth may be under the wash hand basin).
- 1.11.34 Wash hand basins shall be equipped with vertical grab rails at least 600 mm long located on either side of the wash hand basin side wall with seat, mounted with its lower end 700-740 mm from the floor, 50-80 mm out from the outside edge of the wash hand basin.