

APPENDIX B - SCOPE OF WORK

BLUMONT shall compensate the Contractor for completed and accepted (approved in writing in BLUMONT's Technical Representative) deliverables as follows:

1. The vendor is responsible to provide, daily six and two metric tons capacity trucks with drivers as requested/directed by the Blumont team.
2. The six and two metric tons trucks will be used moving/transporting goods/items related to distribution activities and and operational activities inside and around camps within and between both camps (Al Hol & Roj) as directed by Blumont team, as per below breakdown:
 - **Al Hol:** 18 six metric ton capacity trucks with a driver for internal distribution purposes as requested/directed by the Blumont team.
 - **Roj:** 3 six metric ton capacity trucks with a driver for internal distribution purposes as requested/directed by the Blumont team.
 - **Al Hol:** 22 two metric ton capacity trucks with a driver for distribution and operational activities inside and around Al-Hol Camp as requested/directed by the Blumont team.
 - **Al Hol:** 8 six metric ton capacity trucks with a driver for tents replacement during the winter as requested/directed by the Blumont team.
 - **Roj:** 3 two metric ton capacity trucks with a driver for distribution and operational activities inside and around Roj Camp as requested/directed by the Blumont team.
3. The Blumont team shall request numbers and camps/places where the required six metric tons capacity trucks with drivers, 1 day in advance, using a request form that has been designed for this purpose by Blumont.
4. The vendor must strictly adhere to the Blumont six and two metric tons capacity trucks with drivers' , in terms of number of each with a driver/ date/time of provision and locations.
5. The vendor must assign a Representative at each camp to deal with the Blumont teams and provide adequate staff, laborers, and trucks with drivers, affiliates, personnel and/or agents to undertake the daily tasks and as directed by the Blumont team.
6. When transporting goods from the warehouse to designated locations and/or back from the locations to the warehouse, if un-accompanied by Blumont staff, the driver will be handed a Waybill mentioning the material and quantities loaded onto the truck, the driver will sign on the waybill, the company will be held accountable for any items going missing during the transport and **deductions will be applied based on the missing item(s) value of purchase by Blumont.** On arrival to the destination, the accountability is transferred from the driver to the receiver once the waybill is signed by him/her. Each party keeps a copy of the waybill once signed until the arrival to the destination.
7. The vendor must take care of all local authorities' letters, permits, memos and approvals whatsoever. Blumont shall undertake no responsibility at all to secure any kind of local authorities' approvals and/or permits.

8. The vendor shall be solely responsible for the security and safety of his staff members, and six and two metric tons capacity trucks with drivers, affiliates, personnel and/or agents. To this effect, he is responsible to strictly adhere to the Syrian labor safety regulations and requirements.
9. The vendor shall be solely liable in case of any kind of diseases, damages, injuries and/or death that may occur to his staff members, six metric tons capacity trucks with drivers, affiliates, personnel and/or agents, as direct and/or indirect result of implementation of this contract.
10. The vendor shall be solely liable in case of any kind of diseases, damages, injuries and/or death that may occur to any third party, as direct and/or indirect result of implementation of this contract.
11. The vendor must provide all machine drivers with an adequate work uniform, a hat, gloves, boots, masks and a safety vest.
12. The vendor shall provide First Aid Kits at the workplace to use once an incident takes place.
13. The truck drivers must have valid Syrian driving license/local authority license.
14. The truck must be fully functional and must be in usable conditions as required by valid relevant Syrian laws.
15. The vendor must not employ minors as workers, all workers must be within the legal age according to the Syrian Labor Law.
16. Blumont team can submit an order letter for 30 days per two months, when needed.
17. The contractor shall invoice based on the agreed price per the BoQ as per the actual implemented works. The service includes loading, offloading and transporting items as per Blumont instruction for **Al-Hol & Roj Camps in NES**.
18. The contractor must strictly adhere to the Blumont supply requests, in terms of date/time of supply, quantities and destinations.
- 19. BLUMONT IS NOT BOUND TO BUY THE WHOLE CONTRACTED VALUE.**
- 20. THE CEILING AMOUNT OF THIS AGREEMENT IS NOT COMMITMENT, BLUMONT MAY ORDER AS PER REQUIREMENTS AND NEEDS.**
21. Invoice will be submitted upon finishing 100% of delivery as per the approved order letter, and after the monitoring team/ Operation/ field staff reports that all service had been successfully conducted.
22. Blumont is not responsible for any Tax Clearance and the Delivery Terms under INCOTERM 2010 DDP (Delivery Duty Paid).
23. In case the vendor did not/failed partially or fully to deliver the required service during the order period, Blumont will pay for the actual total services received and apply a penalty equivalent to **(20%)** deduction on the daily order value where the shortage occurred.
24. In case the vendor did not deliver/Failed the required quantity per order the penalty will be equivalent of **(20%)** of total order value.
25. The vendor must follow Blumont Teams instructions.
26. Invoices will be paid after the BLUMONT technical Manager acceptance of the delivered work and within **30 days** after submission of the original invoice to BLUMONT office.
27. Payment shall be done via **(Hawala)** and all fees will be on BLUMONT.