

STATEMENT OF WORK FOR “LATHE AND MILLING MACHINE WORKS”

1. **Purpose:** This Document provides for the general requirements to be applied to the procurement of **various works on the lathe, milling and other machine**, for the Engineering Department (ED), Ocean Engineering Branch (OEB), at NATO – STO – CMRE (Centre for Maritime Research and Experimentation).
2. **General Description** of Services: Lathe and Milling Machine Works
3. **Detailed Description** of Services: following Technical Drawings and Sketches issued by ED/OEB staff, and under the direct supervision of OEB Head or duly appointed OEB personnel, the Contractor will be required to provide his service at the following conditions:
 - (a) Precision Grade: medium to high (automotive industry accuracy);
 - (b) Type of Machines: CNC and (Toolroom) Manual Machines;
 - (c) Materials: Steel, Stainless Steel, Aluminium Alloys, Plastic Materials, Titanium, Zinc, Copper (supplied by CMRE);
 - (d) Special Manufacturing Instructions: to be agreed upon with the Contractor from time to time;
 - (e) Responsibilities: the Contractor is responsible for the state-of-the-art execution of the work; CMRE reserves the right to inspect said works during the course of execution at the Contractor's workshop.
4. **Required qualifications:** The Contractor must be qualified according to UNI EN ISO 9001:2008.
5. **Language:** The working language is Italian, but the Contractor should possess the ability to express himself/herself in English to a elementary level.
6. **Eligibility:** The prospective Contractor shall be a citizen of a NATO member nation.
7. **Ordering:** Services will be rendered by the Contractor upon CMRE's request, by the means of separate **Task Orders** issued by the Contracting Officer or duly appointed ED/OEB personnel. Orders may be placed by facsimile, e-mail and orally, provided that - prior starting any work - the Contractor receives CMRE's acceptance of his price quotation. In urgent cases, CMRE can request the Contractor to commence works within 48 hours from the request (even by phone, to a designated POC number available even outside working hours).
8. **Approval:** all deliverables provided by the Contractor should be submitted to the technical and economical **approval** of the Contracting Officer or duly appointed ED/OEB personnel.
9. **Place of Performance:** The Contractor will perform the Service in his Workshop.
10. **Contract Validity Term:** from **date of award** (expected in Jan 2013) to **31 December 2013**.
11. **Estimated Level of Effort:** the Contractor is expected to provide a roughly estimated **amount** of **1500** working hours.
12. **Hourly Rate:** the Contractor will charge a fixed **hourly rate** for any of the above detailed tasks.
13. **Contract Total Estimated Amount:** Not to exceed Euro _____ (to be completed at time of award)
14. **Payment:** payment will be made upon completion and acceptance of the work specified in the Task Order and in accordance with the CMRE's applicable standard terms and conditions, upon presentation of Contractor's claim, accompanied by all necessary supporting documentation, as applicable.

Note: the word Contractor is used throughout this document to refer to a firm and/or to an individual employed by the firm for actual performance of services.