****

**Environmental Monitoring Proposal**

For: {For}

**ي**

|  |  |
| --- | --- |
| Prepared for | {For} |
| Subject | {Subject} |
| Proposal reference | {ProposalReference} |
| Proposal Date | {ProposalDate} |
| Valid For | {ValidFor} |
| Submitted by | **Ahmed S. Elshenawy**  Water & Soil Laboratory Manager  E-mail: a.elshenawy@emco.sa  Tel: +966-542460395 |

Thank you for providing EMCO the opportunity to submit this quotation covering your environmental requirements. EMCO is very keen to work with you on this important project, delivering high quality data, good communication and timely and reliable service.

This quotation has been developed based on information provided. Please refer to all sections within this quotation to ensure that we have scoped your project correctly. Please do not hesitate to contact EMCO for updating or reissuing, should this be required.

Yours Sincerely,

|  |
| --- |
| **Ahmed S. Elshenawy** |
| **Water & Soil Laboratory Manager** |
| E-mail: a.elshenawy@emco.sa |
| Tel: +966-542460395 |

**Table of contents**

|  |  |  |
| --- | --- | --- |
| # | Contents | Page |
| 0.0 | Introduction & EMCO qualifications | 4 |
| 1.0 | Project Scope & General Terms | 4 |
| 1.1 | Project Objective | 4 |
| 1.2 | Scope of Work | 4 |
| 1.3 | General Terms | 5 |
| 1.4 | Service Inclusion | 6 |
| 1.5 | Turnaround times | 6 |
| 2.0 | Testing Methodology | 6 |
| 3.0 | EMCO Quality Assurance Plan | 12 |
| 4.0 | Quotation | 13 |
| 5.0 | Notes to proposal | 13 |
| 6.0 | Terms and conditions | 14 |

1. **Introduction & EMCO qualifications**

EMCO is a leading environmental monitoring services provider in the kingdom of Saudi Arabia our capabilities and expertise cover a wide area of environmental services including air quality monitoring, noise monitoring, stack testing, fugitive emission, water sampling, and analysis addition to the supply of environmental equipment and other environmental services. As for our staff they are experienced professionals in Environmental Engineering, Chemical Engineering, Instrumentation Engineering, Project management and service integration and our staff are fully dedicated towards their responsibilities professionally and strive hard to ensure that our professional services meet our customer’s (requirements, standards, expectations).

1. **Project scope & General terms**

* 1. **Project Objective:**

{{Company}} has invited Environmental Measurement Company to submit its technical proposal for providing the services for environmental testing at its project located in {{Location}}, accordingly EMCO is please to submit this technical and commercial proposal.

* 1. **Scope of Work:**
* **Water Quality**

One sample will be collected by customer and transported to lab according to standard conditions for sample transportation, analyzed as per requested.

* 1. **General Terms Subject**

|  |  |
| --- | --- |
| Subject | Environmental monitoring |
| Services | Environmental Testing |
| Quantity | NA |
| Bid Closing Date | NA |
| Project In-charge | Ahmed Elshenawy |
| Payment | **100% with PO** |

* 1. **Service Inclusion:**
* Reporting: EMCO will report the result in approved PDF and Excel formats.
* Project Schedule: **upon PO release**
  1. **Turnaround times:**

Routine analysis will be reported after {RoutineAnalysis} from **sampling date**.

Subcontracted parameters will be reported after {SubContractedParameters} from **sampling date**.

1. **Testing Methodology**

The below tables summarize the testing methodology for each parameter.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Parameter | Unit | Method | LOD |
| 1 | Aluminum | mg/l | EPA 200.8 |  |
| 2 | Copper (H) | mg/l |  |
| 3 | Zinc | mg/l |  |
| 4 | Antimony (H) | mg/l |  |
| 5 | Arsenic (H) | mg/l |  |
| 6 | Barium (H) | mg/l |  |
| 7 | Boron (H) | mg/l |  |
| 8 | Cadmium (H) | mg/l |  |
| 9 | Chromium (H) | mg/l |  |
| 10 | Lead (H) | mg/l |  |
| 11 | Mercury (Inorganic) (H) | mg/l |  |
| 12 | Molybdenum | mg/l |  |
| 13 | Nickel (H) | mg/l |  |
| 14 | Selenium (H) | mg/l |  |
| 15 | Uranium (H) | mg/l |  |
| 16 | Acrylamide (H) | mg/l | LC/MS-MS |  |
| 17 | Cyanide | mg/l | APHA 4500 CN |  |
| 18 | Microcystins (H) | mg/l | LC/MS-MS |  |
| 19 | Perchlorate (H) | mg/l | EPA 6850 |  |
| 20 | Benzene (H) | mg/l | EPA 8260 D |  |
| 21 | Benzo (a) – Pyrene (H) | mg/l | EPA 8270 E |  |
| 22 | Chlorobenzene (monochlorobenzene MCB) | mg/l | EPA 8260 D |  |
| 23 | 1,2-dichlorobenzene (H) | mg/l | EPA 8270 E |  |
| 24 | 1,4-dichlorobenzene (H) | mg/l |  |
| 25 | 1,2-dichloroethane (H) | mg/l |  |
| 26 | 1,2-dichloroethene (H) | mg/l |  |
| 27 | Di(2-ethylhexyl)phthalate (H) | mg/l | EPA 8270 E |  |
| 28 | 1,4-Dioxane (H) | mg/l |  |
| 29 | Hexachlorobutadiene (H) | mg/l |  |
| 30 | Nitrilotriacetic acid (H) | mg/l |  |
| 31 | Tetrachloroethene (H) | mg/l | EPA 8260 D |  |
| 32 | Toluene (H) | mg/l |  |
| 33 | Trichloroethene (H) | mg/l |  |
| 34 | Vinyl chloride (H) | mg/l |  |
| 35 | Xylene (H) | mg/l |  |
| 36 | Bromate (H) | mg/l | EPA 300.1 |  |
| 37 | Bromodichloromethane (BDCM) (H) | mg/l | EPA 8260 D |  |
| 38 | Bromoform (H) | mg/l | EPA 8260 D |  |
| 39 | Carbon Tetrachloride (H) | mg/l | EPA 8260 D |  |
| 40 | Chlorate (H) | mg/l | EPA 300.1 |  |
| 41 | Chlorite (H) | mg/l | EPA 300.1 |  |
| 42 | Chloroacetic acid (H) | mg/l | EPA 8260 D |  |
| 43 | Chloroform (H) | mg/l |  |
| 44 | Cyanogen Chloride | mg/l |  |
| 45 | Dibromoacetonitrile (H) | mg/l |  |
| 46 | Dibromochloromethane (H) (DBCM) | mg/l |  |
| 47 | Dichloroacetonitrile (H) | mg/l |  |
| 48 | Monochloramine (H) | mg/l |  |
| 49 | N-Nitrosodimethylamine (NDMA) (H) | mg/l |  |
| 50 | Sodium dichloroisocyanurate | mg/l |  |
| 51 | Trichloroacetic acid (H) | mg/l |  |
| 52 | Total Trihalomethanes (THMs) (H) | mg/l |  |

1. **EMCO Quality Assurance Plan**

To comply with international guidelines, EMCO developed a quality assurance program to be able to provide accurate, precise and reliable results.

Quality assurance program is implemented according to methods of analysis to ensure accuracy and precision.

The program includes but not limited to:

* Lab. Blank (LB)

An aliquot of reagent water or other blank matrices that are treated exactly as a sample including exposure to all glassware, equipment, solvents, reagents, and surrogates that are used with other samples. The LB is used to determine if method analytes or other interferences are present in the laboratory environment, the reagents, or the apparatus.

* Lab. Control Sample (LCS)

An aliquot of reagent water sample (with associated preservatives) to which a known concentration of the analytes of interest has been added. An LFB is used to evaluate laboratory performance and analyte recovery in a blank matrix.

* Lab. Duplicates (LD)

Two sample aliquots, taken in the laboratory from a single sample bottle, and analyzed separately with identical procedures. Analyses of LD1 and LD2 indicate precision associated specifically with the laboratory procedures, removing any associated variables attributed by sample collection, preservation, or storage procedures.

1. **Quotation**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Scope of Work / Deliverable | Unit | Unit Cost  (SAR) | Qty | Total Cost  SAR |
| 01 | Sample analysis | Sample | 2,500.00 | 1 | 2,500.00 |
| 02 | Mobilization | Trip | 1,000.00 | 1 | 1,000.00 |
| Subtotal (without VAT) | | | | | 3,500.00 |
| VAT | | | | | 525.00 |
|  | | | | | **4025.00** |

1. **Notes to Proposal**

Client is required to provide the following:

* All necessary paperwork for entry/exit of personnel and equipment at site.
* Focal person for coordination during the monitoring period.

1. **Terms and Conditions**
2. Normal working hours are 08:00a.m. - 04:00p.m. (Sunday to Thursday) but services are routinely available from 06:00a.m. - 08:00p.m. Special arrangements must be made outside these hours. Overtime rates are chargeable for all abnormal working hours.
3. Quotations from EMCO are valid for 60 days from the date of issue unless otherwise specified. The quoted prices are valid only if the agreed minimum frequency of testing is maintained. Lower rates of testing may induce additional charges.
4. This quotation shall form part of the agreement between the client and EMCO for materials services and the prices quoted shall remain firm for the contract period unless mutual written agreement to the contrary is reached. If the cost of any constituent of our services is raised, beyond the control of EMCO, then there will be respective increment to the contracted prices.
5. Items and services will be fulfilled by EMCO unless sub-contracted by agreement in the event of any conflict or difference or discrepancy between these terms & conditions and any other agreement then these conditions shall prevail.
6. Unless otherwise specifically agreed, any standing time incurred on-site, outwit the control of EMCO, will be chargeable at the applicable hourly rate. Reprogramming schedules for urgent work of specialist witnessing may incur an extra charge.
7. All services will be provided strictly on a cash basis unless a duly authorized 30 days credit account has been opened to the client. Client agrees to pay a financing charge of one percent (1%) per month on past due accounts and any assisted/legal cost for recovery of this payment is also payable by the client.
8. After a credit account has been opened, all requests for services must be accompanied by a purchase order signed and stamped by the client’s authorized representative. Invoices with a value of SR1, 000 or less must be paid in cash unless a specific arrangement has been agreed in writing by EMCO.
9. Work on a monthly contract will be invoiced at the end of each Gregorian calendar month and payment is due within 30 days of the date of invoice. Payment for foreign clients: Purchase Order is a must, prior to commencement of work and full payment shall be done at the time of collection of reports.
10. EMCO test reports relate only to the samples tested. Test reports shall not be reproduced except in full. Corrections to test reports already issued will be clearly annotated as such by an authorized representative of EMCO.
11. Interpretation of results by EMCO will be limited to factual comparison with the specified compliance requirements. Additional engineering interpretation will be provided when specifically requested and may incur additional charges.
12. Reporting of test results will be to EMCO standard formats. Reporting to customized formats will be by agreement and may incur additional charges. Unless otherwise specified, validity of our report is limited to the time of testing and corresponds to the samples / location tested only.
13. EMCO liability for damage of property or injury to person, arising directly from this work, will be limited to the recoverable amount as per our General Liability Insurance policy. In addition, EMCO's professional liability shall be limited to our fee for the specific work or item for any damages or loss on account of error, omission, or negligence.
14. Both the client and EMCO and their respective employees agreed that they shall abide by the General Code of Conduct and Ethics. Both Parties shall refrain from accepting or unsolicited gifts personal favors.
15. The responsibility of care for the equipment lies with the client for the period of the project.
16. If the equipment is lost, stolen or damaged during the period of execution, the client will be responsible for the repair or replacement thereof.

