

Tender Briefing appendix (2) Temporary Overlay Work - Table of contents of Order Documents

1. Documents for which "On HP" is indicated are available on both the website and Business Chance Navi.

2. For more information about how to borrow or view documents for which "For loan" or "For viewing" is indicated, see the Tender Briefing.

Shared or venue-specific category		On HP/For loan/For viewing category	Document	
Shared document	Venue-specific document			
			A Contracting documents	
*	—	For loan	I Contract Terms & Condition Agreement (draft)	
			B Tender related documents	
*	—	On HP	I Tender Briefing	
			(appendix)	
—	●	On HP	appendix ① Summary of temporary overlay work by venues	
*	—	On HP	This document appendix ② Table of contents of tender order documents	
*	—	On HP	Template 1: Submission of tender participation, Template 2: (provisional) past experience document, Template 3: Submission of tender participation eligibility. Attachment 1 of Template 3: Bidding qualification certification document checklist, Attachment 2 of Template 3: Checklist of corporate sustainability, Template 4: Letter of attorney, Template 5: Bid format, template 6: Documents of interview	
*	—	On HP	II Q&A forms template (non venue specific, venue specific)	
*	—	For loan	III Bill of Quantities template	
*	—	For loan	IV Bid price elaboration instructions	
			C Work requirements documents	
—	●	For loan	I Special requirements	
—	●		II Scope of services	
			(appendix)	
			Document 1 Glossary of Terms	
			Document 2 Table of contents of FA	
			Document 3 Division of Risk	
*	—		Document 4 Division of Roles and Areas of Responsibility among Stakeholders	
			Document 5 Supervising Management Operational Categories	
			Document 6 Construction and Installation Guidelines	
			Document 7 Table of contents of Deliverables and Documents for Submission	
		Document 8 Q&A Documents		
—	●		III Table of bid price breakdown	
—	●		IV Preliminary design briefing documents	
			1 Work division table, performance table	
			2 Design requirements	
			3 Summary of overlay preliminary design	
			4 Summary of electrical works planning	
			5 Summary of mechanical works planning	
*	—		V Commodities catalogue	
			(appendix)	
			Document 1 Generic plan	
			D Reference documents for requirements	
—	●	For loan	I Additional breakdown of bill of quantities items	
			II Overlay Book, Preliminary Design drawings	
			1 Overlay Book	
			2 Preliminary Design drawings (Architectural)	
			3 Preliminary Design drawings (Electrical Equipment Drawings)	
			4 Preliminary Design drawings (Machinery)	
			III Venue AAM	
		IV Building code and related regulations		
		V Delivery work schedule		
		For viewing	VI Survey documents	
			VII Venue drawings	
			E Reference documents	
			I Standards	
			1 Building construction standards (Tokyo Metropolitan Area, newest version)	
			2 Electrical works standards (Tokyo Metropolitan Area, newest version)	
			3 Mechanical works standards (Tokyo Metropolitan Area, newest version)	
			4 Civil engineering/landscape works standards (Tokyo Metropolitan Area, newest version)	
			5 Building demolition works standards (Ministry of Land, infrastructure and Transport, newest version)	
			II Guidelines	
*	—	For loan	1 Tokyo2020 General guidelines for temporary overlay	
		On HP	2 Tokyo2020 Accessibility guidelines https://tokyo2020.org/en/organising-committee/accessibility/	
		For viewing	3 Technical manuals	
		On HP	4 Recycling guidelines for Tokyo metropolitan Area (private projects version) *Japanese only http://www.toshiseibi.metro.tokyo.jp/seisaku/recy/recy_22.pdf	
		For viewing	5 IOC Educational technical guidelines on temporary overlay	
		For loan	6 Design and operation criteria for tents and temporary seats	
		On HP	7 Fundamental Principles for the sustainable sourcing code https://tokyo2020.org/en/games/sustainability/	
		For loan	8 Clean venue guide (CVG)	
		For loan	9 Operation standards example for Tents and Seatings	
		For loan	10 Safety operation plan for Tents and Seatings (draft)	
		For loan	11 CAD guidelines	
		For loan	12 Supplementary explanation on application for confirmation of construction and permission of temporary building	
			III Documents related to Supervising Management cooperation service scope	
*	—	For loan	1 Agreement for cooperation service by the supervising manager (draft)	
		For loan	2 Cooperation service by the supervising manager (sample)	