**Sheffield Children’s NHS Foundation Trust**

**Invitation to Tender (ITT)**

**Lift Maintenance Service**

## Date of advertisement on Contract Finder: **01/02/2017** Trust's reference number: **1637/T/JS** Deadline for Tenders to be received: **03/03/2017 12pm**

**SCHEDULE 4 – Safed and Loler**

1. **Terms**
   1. **Loler:** Lifting Operations and Lifting Equipment Regulations
   2. **Safed:** Safety Assessment Federation
2. **General**
   1. Terms used in any paragraph of this Section 4 which are defined in Regulations to which that paragraph applies shall have same meaning when used in that paragraph as is given to those terms in the applicable Regulations.
   2. The Contractor shall employ, on this Contract, only engineers fully trained and of sufficient breadth of experience to cope with the level of expertise which will be required in maintaining units of different design and manufacture.
   3. One-man, shared helper when required or flexible-working provisions shall be operated at all times for the maintenance of the Lifts.
   4. The Contractor shall only provide directly employed operatives to execute the Work and shall not sub-contract the Works nor use operatives provided by third parties, without the approval of the Employer’s representative.
   5. Terms used in any paragraph of this Section 4 which are defined in Regulations to which that paragraph applies shall have same meaning when us
3. **LOLER Thorough Examination of Lift Equipment**
   1. A ‘Competent Person’ nominated by the Employer will carry out the periodic statutory inspections of the Lifts.
   2. On receipt of the LOLER Reports, the Employer or Employer’s Representative will, within 14 days, submit them to the Contractor.
   3. On receipt of the LOLER Reports and Action Plan, the Contractor will issue a written acknowledgement of receipt within 30 days to the Employer or Employer’s Representative.
   4. Where the LOLER Report identifies any remedial work which falls within the scope of the Contract, then the Contractor shall attend site and carry out the works within 30 days; to be signed off and written confirmation issued within 60 days.
   5. If for any reason any of the remedial works cannot be completed within a 28-day period, the Contractor shall inform the Employer or Employer’s Representative and advise the earliest date by which all Works will be completed.
   6. The Contractor shall inform the Employer or Employer’s Representative in writing within 7 days of completion of all Works.
   7. If, as a result of the Statutory Inspection, an ‘Immediate Defects Report Notice’ is issued, the Employer or Employer’s Representative will, without delay, advise the Contractor, who shall arrange for immediate action to be taken and the required remedial works to be completed under the Contract. Where the works fall outside of the contract the Contractor shall issue to the Employer a fixed price quotation based upon the rates in the Schedule. Under these circumstances the remedial works shall be completed with the utmost expediency, irrespective of any notice period specified. Any remedial works shall be completed within the time scale stated on the Notice. In any case, no works shall be allowed to remain incomplete after 30 days following receipt of Notice.
   8. On completion of any work resulting from an ‘Immediate Defects Report Notice’, the Contractor shall advise the Employer, or the Employer’s Representative, in writing within 24 hours of completion of the Works. This notification of completion of Works shall also include a schedule of repairs/adjustments carried out and signed off.
   9. If the LOLER Report identifies non-immediate work, which is outside the scope of the Contract, the Contractor shall, on receipt of the report, submit a quotation for the Works within a period of 30 days. Quotations shall include details of costs and programme for on and off site work.
   10. All quotations shall be accompanied by a detailed Contractor’s programme and submitted on a fully fixed price basis open for acceptance by the Employer for an 8-week period.
   11. If the quotation is accepted, the Employer will issue an order from which the Contractor shall prepare materials and allocate the labour. A minimum of 14 days notice shall be given prior to commencement of site work so that all relevant notices can be posted.
   12. The Employer reserves the right to obtain alternative quotations, which may result in the employment of other Contractors to carry out the work.
   13. The Contractor shall commit to achieving the dates for remedial works and reporting detailed above. If the Contractor persistently fails to achieve the dates, the Employer reserves the right to terminate the agreement in part or whole
4. SAFed Supplementary Tests
   1. This Contract requires the Contractor to undertake the following 1 & 5-yearly supplementary tests. The following tests should be carried out on the anniversary of the lift installation or upon the recommendation of the competent person.
   2. Earth Continuity
   3. Electric Safety Devices
   4. Terminal Speed Reduction Systems
   5. Landing Door Interlocks
   6. Lift Machine – Investigatory Test (Type A)
   7. Lift Machine – Comprehensive Test (Type B)
   8. Overspeed Governors
   9. Governor Operated Safety Gear Test – Instantaneous Type
   10. Governor Operated Safety Gear Test – Progressive Type
   11. Safety Gear Operated by Other Means
   12. Devices to Prevent Overspeed by Ascending Car
   13. Energy Dissipation Buffers
   14. Suspension System
   15. Car Overload Detection Warning Devices
   16. Hydraulic System
   17. Hydraulic Cylinder in Boreholes or Similar Location
   18. Hydraulic Rupture/Restrictor Valves
   19. Electrical Anti-creep Device
   20. Mechanical Anti-creep Device (Pawl or Clamp)
   21. Low Pressure Detection Devices
   22. Traction, Brake & Levelling
   23. Car/Counterweight Balance
   24. On completion of a successful Examination/Test, two signed and dated test certificates shall be issued. One copy shall be kept in an agreed location on site, plus one copy for the Employer's Representative.
5. Periodical Tests - Annual Tests - Examination / Test
   1. Electrical Safety Devices
   2. Landing Door Interlocks
   3. Energy Dissipating Buffers (slow speed) Car
   4. Energy Dissipating Buffers (slow speed) Cwt
   5. Car Overload Detection Devices
   6. Hydraulic Cylinders
   7. Electrical Ant-Creep System
   8. Low Pressure Detection Devices
   9. Brake Condition
6. Tests required at FIVE years in addition to the Annual Test - Examination / Test
   1. Earth Continuity (including earthing lock)
   2. Overspeed Governor Car-Calibration
   3. Overspeed Governor Cwt-Calibration
   4. Car Safety Gear (slow speed – empty car)
   5. Cwt Safety Gear (slow speed – empty car)
   6. Hydraulic Systems – Twice FLSP – 15 mins
   7. Hydraulic Rupture/ Restrictor Valves
7. Tests required at TEN years in addition to the Annual & 5-Year Test
   1. Clause Examination / Test
   2. Terminal Speed Reduction Systems (if fitted)
   3. Geared Machine
   4. Shafts and Plain Bearings
   5. Roller, Ball and Needle Bearings
   6. Overspeed Governor (actuation) Car
   7. Overspeed Governor (actuation) Cwt
   8. Safety Gear (rated speed full load) Car
   9. Safety Gear (rated speed full load) Cwt
   10. Uncontrolled Upward Movement Device
   11. Energy Dissipating Buffers (rated speed) Car
   12. Energy Dissipating Buffers (rated speed) Cwt
   13. Hydraulic Systems – Twice FLSP – 5 mins
   14. Hydraulic Rupture/ Restrictor Valves
   15. Mechanical Anti-Creep Systems
   16. Sheaves
   17. Traction Brake and Levelling