

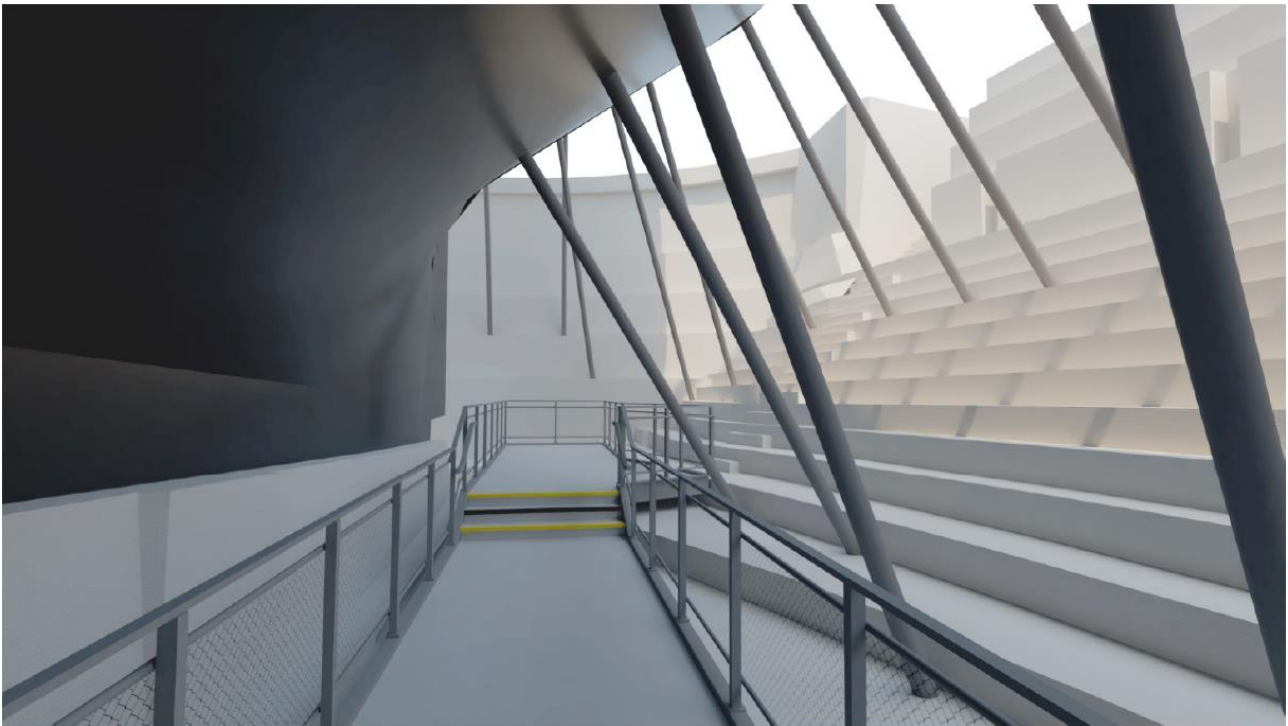
TENDER DOCUMENTATION

for

Dry Dock No. 2

At

HMS Victory, Historic Dockyard, Portsmouth



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Section One

Introduction

SECTION 1 – SCOPE OF WORKS

1.00 SCOPE OF PROJECT

The proposed works comprise:-

- Supply and Install new Broad Alter walkway
- Supply and Install new Dock Bottom walkway
- Supply and Install new Metal Staircases
- New Electrical Installations

2.00 TENDER PROCESS

The tender is a single stage tender. Tender documents comprise drawings, specifications and other relevant documents which have been provided by the design team.

This information has been interpreted and described in detail and quantified within the Schedule of Works.

Following the return of tenders, a detailed assessment will be carried out. It is likely that one tenderer will be selected as preferred bidder and will work with the client and the consultant team to address any assumptions/qualifications and to agree a contract sum.

3.00 PROGRAMME

The following anticipated dates and activities may be subject to review.

1. Issue tender	10 th December 2019
2. Closed office	23 rd Dec 2019 - 2 nd Jan 2020
3. Site visits	6 th January 2020
4. Final clarification	7 th January 2020
5. Final Submission	15 th January 2020
6. Inform of appointment	20 th January 2020
7. Stand-off	20 th – 31 st January 2020
8. Contract start date	3 rd February 2020

9. Provisionally on-site 4th April 2020

10. Completion 29th May 2020

Please refer to covering letter for other key dates relating to tender returns, tender reviews, LOI, etc.

4.00 ENABLING WORKS

Prior to the commencement of the main contract works, the Employer will have carried out the following works:

- Removal of existing props

5.00 BOUNDARIES OF THE CONSTRUCTION SITE

The Contractor is to work solely within the areas of the site, clearly defined on Pritchard Architecture drawings and Pre-construction Information Pack, included within Appendix One

6.00 PPE

The Contractor is to provide a minimum of 5 sets of PPE for the sole use of the Employer and VIP guests (this is in addition to that stated in the preliminaries).

The Contractor will be expected to co-operate with escorted visits of VIP guests.

7.00 PROJECT INFORMATION

CLIENT National Museum of the Royal,
Navy, Victory Gate, HM Navel Base,
Portsmouth PO1 3LJ

**ARCHITECT,
CONTRACT
ADMINISTRATOR
and PRINCIPAL
DESIGNER** Pritchard Architecture Limited
Porter's Lodge
Portsmouth Historic Dockyard
Victory Gate HM Naval Base
Portsmouth
Hampshire PO1 3LJ

QUANTITY	MEA
SURVEYOR	26 Queen Square
	Bath
	BA1 2HX

8.00 CONTRACTOR DESIGN PROPOSITIONS

Electrical Installations

- Steelwork incl sizes,
- Steelwork connections/fixings,
- Balustrade
- Electrical Installations
- Temporary Works

9.00 TENDER SUBMISSION

Your tender submission should comprise the following documents:-

- a) Fully completed tender return form
- b) Detailed breakdown of preliminaries costs
- c) Preliminary programme
- d) Health and Safety information
- e) Details of proposed management team and site team
- f) Draft Construction Management Plan
- g) Statement describing the organisation and resources proposed to achieve high quality control of the works
- h) Any other supporting information the contractor considers necessary or relevant concerning your offer.

Section Two

Preliminaries

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	MINOR WORKS WITH CONTACTOR'S DESIGN 2016			
A10	PROJECT PARTICULARS			
110	THE PROJECT – Name: Dry Dock No 2 – Nature: New access route for visitors – Location: HMS Victory, Historic Dockyard, Portsmouth – Length of contract: 8 weeks			
120	EMPLOYER (CLIENT) – Name: National Museum of the Royal Navy – Address: Victory Gate, HM Naval Base, Portsmouth PO1 3LJ			
130	PRINCIPAL CONTRACTOR (CDM) – Name: _____. – Address: _____. – Contact: _____. – Telephone: _____. – E-mail: _____.			
140	ARCHITECT/ CONTRACT ADMINISTRATOR – Name: Pritchard Architecture – Address: Porter's Lodge, College Road, Portsmouth PO1 3LJ – Contact: Giles Pritchard – Telephone: 07775 906815 – E-mail: giles@pritchardarchitecture.co.uk			
150	PRINCIPAL DESIGNER – Name: Pritchard Architecture – Address: Porter's Lodge, College Road, Portsmouth PO1 3LJ – Contact: Giles Pritchard – Telephone: 07775 906815 – E-mail: giles@pritchardarchitecture.co.uk			
160	ARCHITECT/ CONTRACT ADMINISTRATOR – Name: Michael Edwards Consultants Limited – Address: 26 Queen Square, Bath BA1 2HX – Telephone: 01225 337793 – E-mail: andy@meaconsult.co.uk			
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			£	p
A11	TENDER AND CONTRACT DOCUMENTS			
110	TENDER DRAWINGS			
	– The tender drawings are: as appendix to this document			
120	CONTRACT DRAWINGS			
	– The Contract Drawings: The same as the tender drawings.			
160	PRECONSTRUCTION INFORMATION			
	– Format: The Preconstruction information is described in these preliminaries in Section A34. It refers to information given elsewhere in the preliminaries and other tender documents.			
180	OTHER DOCUMENTS			
	– Inspection: Drawings and other documents relating to the Contract but not included in the tender documents may be seen by appointment during normal office hours at the office of Pritchard Architecture			
A12	THE SITE/ EXISTING BUILDINGS			
110	THE SITE			
	– Description: Existing Dry Dock for HMS Victory			
120	EXISTING BUILDINGS ON/ ADJACENT TO THE SITE			
	– Description: Existing historic dockyard accessed daily by the general public			
140	EXISTING UTILITIES AND SERVICES			
	– Drawings: (Information shown is indicative only): refer to Pre-Construction Phase Information document			
180	HEALTH AND SAFETY FILE			
	– Availability for inspection: The Health and Safety File for the site/ building may be seen by appointment during normal office hours at: Pritchard Architecture			
200	ACCESS TO THE SITE			
	– Description: Refer to Pre-Construction Phase Information document			
210	PARKING			
	– Restrictions on parking of the Contractor's and employees' vehicles: Refer to Pre-Construction Phase information document			
220	USE OF THE SITE			
	– General: Do not use the site for any purpose other than carrying out the Works.			
230	SURROUNDING LAND/ BUILDING USES			
	– General: Adjacent or nearby uses or activities are as follows: Refer to Pre-Construction Phase Information document			
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240	HEALTH AND SAFETY HAZARDS - General: The nature and condition of the site/ building cannot be fully and certainly ascertained before it is opened up. However, the following hazards are or may be present: Refer to Pre-Construction Phase Information document - Information: The accuracy and sufficiency of this information is not guaranteed. Ascertain if any additional information is required to ensure the safety of all persons and the Works. - Site staff: Draw to the attention of all personnel working on the site the nature of any possible contamination and the need to take appropriate precautionary measures.			
250	SITE VISIT - Assessment: Ascertain the nature of the site, access thereto and all local conditions and restrictions likely to affect the execution of the Works. - Arrangements for visit: via Pritchard Architecture			
A13	DESCRIPTION OF THE WORK			
110	PREPARATORY WORK BY OTHERS - Works: Carried out under a separate contract and completed before the start of work on site for this Contract. - Description: Installation of new access into dry dock of HMS Victory			
120	THE WORKS Description: Installation of steel walkway, balustrades, staircase and lighting			
130	WORK BY OTHERS CONCURRENT WITH THE CONTRACT Description: N/A			
140	COMPLETION WORK BY OTHERS Description: N/A			
A20	JCT MINOR WORKS BUILDING CONTRACT WITH CONTRACTOR'S DESIGN (MWD)			
	JCT MINOR WORKS BUILDING CONTRACT WITH CONTRACTOR'S DESIGN The Contract: JCT Minor Works Building Contract with Contractor's Design 2016 Edition. Requirement: Allow for the obligations, liabilities and services described.			
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	THE RECITALS First - THE WORKS AND THE CONTRACT ADMINISTRATOR – The work comprises: See A120 – Architect/ Contract Administrator: See clause A10/140. Second - CONTRACTOR'S DESIGNED PORTION – The Works include the design and construction of: Steelwork including sizing, steelwork connections and fixings, balustrade, lighting/power and temporary works Third - CONTRACT DOCUMENTS – Contract drawings: As listed in clause A11/120. – Contract documents: The following have been prepared which show and describe the work to be done: As appendix Fourth - PRICED DOCUMENTS – Documents to be priced or provided by the Contractor: Schedule of Works ARTICLES 3 - ARCHITECT/ CONTRACT ADMINISTRATOR – Architect/ Contract Administrator: See clause A10/140. 4 and 5 - PRINCIPAL DESIGNER/ PRINCIPAL CONTRACTOR – Principal Designer: See clause A10/150. – Principal Contractor: See clause A10/130. 4 and 5 - PRINCIPAL DESIGNER/ PRINCIPAL CONTRACTOR – Articles 4 and 5 will be deleted. CONTRACT PARTICULARS Fifth Recital and Schedule 2 - BASE DATE – Base date: 1st October 2019 Fifth Recital and clause 4.2 - CONSTRUCTION INDUSTRY SCHEME (CIS) – Employer at base date is not a 'contractor' for the purposes of the CIS. Sixth Recital - CDM REGULATIONS – The project is not notifiable. Seventh Recital - FRAMEWORK AGREEMENT – Framework agreement: N/A			
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	Eighth Recital and Schedule 3 - SUPPLEMENTAL PROVISIONS – Collaborative working: Supplemental Provision 1 applies – Health and safety: Supplemental Provision 2 applies – Cost savings and value improvements: Supplemental Provision 3 applies – Sustainable development and environmental considerations: Supplemental Provision 4 applies – Performance indicators and monitoring: Supplemental Provision 5 applies – Notification and negotiation of disputes: Supplemental Provision 6 applies Where Supplemental Provision 6 applies, the respective nominees of the parties are: – Employer's nominee: TBA – Contractor's nominee: TBA Or such replacement as each party may notify to the other from time to time. Article 7 - ARBITRATION – Article 7 and Schedule 1 applies Clause 2.3 - COMMENCEMENT AND COMPLETION – Works commencement date: 13th January 2020 – Date for Completion: 3rd March 2020 Clause 2.9 - LIQUIDATED DAMAGES – At the rate of £500 per week Clause 2.11 - RECTIFICATION PERIOD – Period: 12 months from the date of practical completion. Clause 4.3 - INTERIM PAYMENTS – Interim Valuation Dates: – The first Interim Valuation Date is: 1 month from the start date – Thereafter at intervals of: 4 weeks – Payments due prior to practical completion: – Percentage of total value of the work etc: 95% – Payments becoming due on or after practical completion: – Percentage of the total amount to be paid: 97.5% Clause 4.3 and 4.8 - FLUCTUATIONS PROVISION – The following fluctuations provision applies: N/A – Where Schedule 2 applies, the percentage addition (paragraph 13) is N/A Clause 4.8.1 - SUPPLY OF DOCUMENTATION FOR COMPUTATION OF AMOUNT TO BE FINALLY CERTIFIED – Period: 3 weeks from the date of practical completion.			
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Clause 5.3 - CONTRACTOR'S PUBLIC LIABILITY INSURANCE - INJURY TO PERSONS OR PROPERTY - The required level of cover for any one occurrence or series of occurrences arising out of one event: - Not less than: £10 million Clauses 5.4A, 5.4B and 5.4C - INSURANCE OF THE WORKS, ETC. - ALTERNATIVE PROVISIONS - Clause C applies. - Where clause 5.4A or 5.4B applies, percentage to cover professional fees: 15% - Where clause 5.4C applies, insurance arrangements - details of the required policy or policies: _____. Clause 7.2 - ADJUDICATION - The Adjudicator is: _____. - Nominating body: The Royal Institution of Chartered Surveyors - Schedule 1 paragraph 2.1 - ARBITRATION Appointor of Arbitrator (and of any replacement): President or a Vice president of the: The Royal Institution of Chartered Surveyors THE CONDITIONS SECTION 1: DEFINITIONS AND INTERPRETATION 1.4 - RECKONING PERIODS OF DAYS - Amendments: _____. 1.8 - APPLICABLE LAW - Amendments: _____. SECTION 2: CARRYING OUT THE WORKS SECTION 3: CONTROL OF THE WORKS SECTION 4: PAYMENT SECTION 5: INJURY, DAMAGE AND INSURANCE SECTION 6: TERMINATION SECTION 7: SETTLEMENT OF DISPUTES EXECUTION - The Contract: Will be executed Underhand			
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	CONTRACT GUARANTEE BOND - Contract Guarantee Bond: N/A JCT PUBLIC SECTOR SUPPLEMENT - Document: The JCT Public Sector Supplement 2011 - Fair Payment, Transparency and Building Information Modelling. - Fair Payment provisions: N/A - Transparency provisions: N/A - Building information modelling provisions: N/A			
A30	TENDERING/ SUBLETTING/ SUPPLY MAIN CONTRACT TENDERING			
110	SCOPE General: These conditions are supplementary to those stated in the Invitation to Tender and on the form of tender.			
145	TENDERING PROCEDURE General: In accordance with NBS Guide to Tendering for Construction Projects.			
160	EXCLUSIONS - Inability to tender: Immediately inform if any parts of the work as defined in the tender documents cannot be tendered. - Relevant parts of the work: Define those parts, stating reasons for the inability to tender.			
170	ACCEPTANCE OF TENDER - Acceptance: No guarantee is offered that any tender will be recommended for acceptance or be accepted, or that reasons for non acceptance will be given. - Costs: No liability is accepted for any cost incurred in the preparation of any tender.			
190	PERIOD OF VALIDITY - Period: After submission or lodgement, keep tender open for consideration (unless previously withdrawn) for not less than 2 months - Date for possession/ commencement: See section A20.			
	PRICING/ SUBMISSION OF DOCUMENTS			
210	PRELIMINARIES IN THE SPECIFICATION The Preliminaries/ General conditions sections (A10-A56 inclusive) must not be relied on as complying with SMM7/ NRM2.			
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250	PRICED DOCUMENTS – Alterations: Do not alter or qualify the priced documents without written consent. Tenders containing unauthorised alterations or qualifications may be rejected. – Measurements: Where not stated, ascertain from the drawings. – Deemed included: Costs relating to items, which are not priced, will be deemed to have been included elsewhere in the tender.			
310	TENDER – General: Tenders must include for all work shown or described in the tender documents as a whole or clearly apparent as being necessary for the complete and proper execution of the Works.			
440	SCHEDULE OF RATES – Schedule of rates (unpriced): Included with the tender documents. The Contractor may insert additional items. All items must be fully priced. – Fully priced copy: Submit with tender			
500	TENDER STAGE METHOD STATEMENTS – Method statements: Prepare, describing how and when the following is to be carried out: • TBA – Statements: Submit upon request			
510	ALTERNATIVE METHOD TENDERS – General: In addition to and at the same time as tendering for the Works as defined in the tender documents, alternative methods of construction/ installation may be submitted for consideration. Alternatives, which would involve significant changes to other work, may not be considered. – Alternative tenders: Such alternatives will be deemed to be alternative tenders and each must include a complete and precise statement of the effects on cost and programme. – Safety method statement: Carry out a health and safety risk assessment for each alternative and where appropriate provide a safety method statement suitable for incorporation in the Health and Safety Plan. – Full technical data: Submit for each alternative together with details of any consequential amendments to the design and/ or construction of other parts of the Works. – Submit: with tender			
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515	ALTERNATIVE TIME TENDERS - General: In addition to and at the same time as tendering based upon the date or period specified in section A20, an alternative tender based upon a different date for completion or period may be submitted. - Date for completion: If any such tender is accepted the date for completion inserted in the Contract will be the date stated in the alternative tender or determined from the period stated in the alternative tender.			
520	DESIGN DOCUMENTS - Scope: Include the following in the Contractor's Proposals: - Design drawings: as necessary - Technical information: as necessary - Submit: With tender.			
530	SUBSTITUTE PRODUCTS - Details: If products of different manufacture to those specified are proposed, submit details with the tender giving reasons for each proposed substitution. Substitutions, which have not been notified at tender stage, may not be considered. - Compliance: Substitutions accepted will be subject to the verification requirements of clause A31/200.			
550	HEALTH AND SAFETY INFORMATION - Content: Describe the organization and resources to safeguard the health and safety of operatives, including those of subcontractors, and of any person whom the Works may affect. - Include: - A copy of the health and safety policy document, including risk assessment procedures. - Accident and sickness records for the past five years. - Records of previous Health and Safety Executive enforcement action. - Records of training and training policy. - The number and type of staff responsible for health and safety on this project with details of their qualifications and duties. - Submit: with tender			
570	OUTLINE CONSTRUCTION PHASE HEALTH AND SAFETY PLAN - Content: Submit the following information within one week of request: - Method statements on how risks from hazards identified in the pre-construction information and other hazards identified by the contractor will be addressed. - Details of the management structure and responsibilities. - Arrangements for issuing health and safety directions. - Procedures for informing other contractors and employees of health and safety hazards.			
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	• Selection procedures for ensuring competency of other contractors, the self-employed and designers. • Procedures for communications between the project team, other contractors and site operatives. • Arrangements for cooperation and coordination between contractors. • Procedures for carrying out risk assessment and for managing and controlling the risk. • Emergency procedures including those for fire prevention and escape. • Arrangements for ensuring that all accidents, illness and dangerous occurrences are recorded. • Arrangements for welfare facilities. • Procedures for ensuring that all persons on site have received relevant health and safety information and training. • Arrangements for consulting with and taking the views of people on site. • Arrangements for preparing site rules and drawing them to the attention of those affected and ensuring their compliance. • Monitoring procedures to ensure compliance with site rules, selection and management procedures, health and safety standards and statutory requirements. • Review procedures to obtain feedback.			
590	SITE WASTE MANAGEMENT PLAN – Person responsible for developing the Plan: The Contractor. – Content: Include details of: – Principal Contractor for the purposes of the plan – Location of the site. – Description of the project. – Estimated project cost. – Types and quantities of waste that will be generated. – Resource management options for these wastes including proposals for minimization/ reuse/ recycling. – The use of appropriate and licensed waste management contractors. – Record keeping procedures. – Waste auditing protocols. – Additional requirements: None – Submit with tender.			
595	ENVIRONMENTAL POLICY – Environmental Policy: – Location: See A11/180. – Evidence of compliance: Submit: upon request			
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599	FREEDOM OF INFORMATION - Records: Retain, make available for inspection and supply on request information reasonably required to allow response to requests made under the provisions of the Freedom of Information Act. - Determination: Submit requests received. Do not supply information to anyone other than the project participants without express written permission. - Confidentiality: Maintain at all times.			
A31	PROVISION, CONTENT AND USE OF DOCUMENTS DEFINITIONS AND INTERPRETATIONS			
110	DEFINITIONS Meaning: Terms, derived terms and synonyms used in the preliminaries/ general conditions and specification are as stated therein or in the appropriate British Standard or British Standard glossary.			
120	COMMUNICATION - Definition: Includes advise, inform, submit, give notice, instruct, agree, confirm, seek or obtain information, consent or instructions, or make arrangements. - Format: In writing to the person named in clause A10/140 unless specified otherwise. - Response: Do not proceed until response has been received.			
130	PRODUCTS - Definition: Materials, both manufactured and naturally occurring, and goods, including components, equipment and accessories, intended for the permanent incorporation in the Works. - Includes: Goods, plant, materials, site materials and things for incorporation into the Works.			
135	SITE EQUIPMENT - Definition: Apparatus, appliances, machinery, vehicles or things of whatsoever nature required in or about the construction for the execution and completion of the Works but not materials or other things intended to form or forming part of the Permanent Works. - Includes: Construction appliances, vehicles, consumables, tools, temporary works, scaffolding, cabins and other site facilities. - Excludes: Products and equipment or anything intended to form or forming part of the permanent works.			
140	DRAWINGS - Definitions: To BSRIA BG 6 A design framework for building services. Design activities and drawing definitions. - CAD data: In accordance with BS 1192.			
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145	CONTRACTOR'S CHOICE – Meaning: Selection delegated to the Contractor, but liability to remain with the specifier.			
150	CONTRACTOR'S DESIGN – Meaning: Design to be carried out or completed by the Contractor and supported by appropriate contractual arrangements, to correspond with specified requirements.			
155	SUBMIT PROPOSALS – Meaning: Submit information in response to specified requirements.			
160	TERMS USED IN SPECIFICATION – Remove: Disconnect, dismantle as necessary and take out the designated products or work and associated accessories, fixings, supports, linings and bedding materials. Dispose of unwanted materials. Excludes taking out and disposing of associated pipework, wiring, ductwork or other services. – Fix: Receive, unload, handle, store, protect, place and fasten in position and disposal of waste and surplus packaging including all labour, materials and site equipment for that purpose. – Supply and fix: As above, but including supply of products to be fixed. All products to be supplied and fixed unless stated otherwise. – Keep for reuse: Do not damage designated products or work. Clean off bedding and jointing materials. Stack neatly, adequately protect and store until required by the Employer/ Purchaser or for use in the Works as instructed. – Make good: Execute local remedial work to designated work. Make secure, sound and neat. Excludes redecoration and/ or replacement. – Replace: Supply and fix new products matching those removed. Execute work to match original new state of that removed. – Repair: Execute remedial work to designated products. Make secure, sound and neat. Excludes redecoration and/ or replacement. – Refix: Fix removed products. – Ease: Adjust moving parts of designated products or work to achieve free movement and good fit in open and closed positions. – Match existing: Provide products and work of the same appearance and features as the original, excluding ageing and weathering. Make joints between existing and new work as inconspicuous as possible. – System: Equipment, accessories, controls, supports and ancillary items, including installation, necessary for that section of the work to function.			
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170	MANUFACTURER AND PRODUCT REFERENCE – Definition: When used in this combination: • Manufacturer: the person or legal entity under whose name or trademark the particular product, component or system is marketed • Product reference: the proprietary brand name and/ or identifier by which the particular product, component or system is described. – Currency: References are to the particular product as specified in the manufacturer's technical literature current on the date of the invitation to tender.			
200	SUBSTITUTION OF PRODUCTS – Products: If an alternative product to that specified is proposed, obtain approval before ordering the product. – Reasons: Submit reasons for the proposed substitution. – Documentation: Submit relevant information, including: • manufacturer and product reference; • cost; • availability; • relevant standards; • performance; • function; • compatibility of accessories; • proposed revisions to drawings and specification; • compatibility with adjacent work; • appearance; • copy of warranty/ guarantee. – Alterations to adjacent work: If needed, advise scope, nature and cost. – Manufacturers' guarantees: If substitution is accepted, submit before ordering products.			
210	CROSS REFERENCES – Accuracy: Check remainder of the annotation or item description against the terminology used in the section or clause referred to. – Related terminology: Where a numerical cross-reference is not given the relevant sections and clauses of the specification will apply. – Relevant clauses: Clauses in the referred to specification section dealing with general matters, ancillary products and execution also apply. – Discrepancy or ambiguity: Before proceeding, obtain clarification or instructions.			
220	REFERENCED DOCUMENTS – Conflicts: Specification prevails over referenced documents.			
230	EQUIVALENT PRODUCTS – Inadvertent omission: Wherever products are specified by proprietary name the phrase 'or equivalent' is to be deemed included.			
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240	SUBSTITUTION OF STANDARDS – Specification to British Standard or European Standard: Substitution may be proposed complying with a grade or category within a national standard of another Member State of the European Community or an international standard recognised in the UK. – Before ordering: Submit notification of all such substitutions. – Documentary evidence: Submit for verification when requested as detailed in clause A31/200. Any submitted foreign language documents must be accompanied by certified translations into English. CURRENCY OF DOCUMENTS AND INFORMATION – Currency: References to published documents are to the editions, including amendments and revisions, current on the date of the Invitation to Tender.			
260	SIZES – General dimensions: Products are specified by their co-ordinating sizes. – Timber: Cross section dimensions shown on drawings are: • Target sizes as defined in BS EN 336 for structural softwood and hardwood sections. • Finished sizes for non-structural softwood or hardwood sawn and further processed sections. DOCUMENTS PROVIDED ON BEHALF OF THE EMPLOYER			
410	ADDITIONAL COPIES OF DRAWINGS/ DOCUMENTS – Additional copies: Issued free of charge.			
440	DIMENSIONS – Scaled dimensions: Do not rely on.			
450	MEASURED QUANTITIES – Ordering products and constructing the Works: The accuracy and sufficiency of the measured quantities is not guaranteed. – Precedence: The specification and drawings shall override the measured quantities.			
460	THE SPECIFICATION – Coordination: All sections must be read in conjunction with Main Contract Preliminaries/ General conditions.			
480	TECHNICAL DOCUMENTS – Reference documents: Available for inspection by appointment during the normal office hours at the office of Pritchard Architecture			
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	DOCUMENTS PROVIDED BY CONTRACTOR/ SUBCONTRACTORS/ SUPPLIERS			
600	CONTRACTOR'S DESIGN INFORMATION – General: Complete the design and detailing of parts of the Works as specified. – Provide: • Production information based on the drawings, specification and other information. • Liaison to ensure coordination of the work with related building elements and services. – Master programme: Make reasonable allowance for completing design/ production information, submission (including information relevant to the CDM Regulations), comment, inspection, amendment, resubmission and reinspection. – Information required: • Format: Paper / Digital • Number of copies: 1 – Submit: Within one week of request.			
620	AS BUILT DRAWINGS AND INFORMATION – Contractor designed work: Provide drawings/ information: – As necessary – Submit: At least two weeks before date for completion.			
630	TECHNICAL LITERATURE – Information: Keep on site for reference by all supervisory personnel: • Manufacturers' current literature relating to all products to be used in the Works. • Relevant British, EN or ISO Standards.			
640	MAINTENANCE INSTRUCTIONS AND GUARANTEES – Components and equipment: Obtain or retain copies, register with manufacturer and hand over on or before completion of the Works. – Information location: In Building Manual. – Emergency call out services: Provide telephone numbers for use after completion. Extent of cover: 12 months			
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A32	MANAGEMENT OF THE WORKS GENERALLY			
110	SUPERVISION General: Accept responsibility for coordination, supervision and administration of the Works, including subcontracts. – Coordination: Arrange and monitor a programme with each subcontractor, supplier, local authority and statutory undertaker, and obtain and supply information as necessary for coordination of the work.			
115	CONSIDERATE CONSTRUCTORS SCHEME – Registration: Before starting work, register the site and pay the appropriate fee: – Contact: • Address: Considerate Constructors Scheme Office, PO Box 75, Great Amwell, Ware, Hertfordshire, SG12 0YX. • Tel. 01920 485959. • Fax. 01920 485958. • Free phone 0800 7831423 • Web. www.ccscheme.org.uk • E mail. enquiries@ccscheme.org.uk – Standard: Comply with the Scheme's Code of Considerate Practice. • Minimum compliance level: 35			
117	CONSTRUCTING BETTER HEALTH SCHEME – Membership: Register and submit evidence of registration. – Contact: Constructing Better Health, B&CE Building, Manor Royal Crawley, West Sussex RH10 9QP Tel: 0845 873 7726 Email: info@cbhscheme.co.uk Website: www.cbhscheme.co.uk			
118	VEHICLE SAFETY REQUIREMENTS – Vehicle equipment: Ensure that all vehicles have the following: • Audible alert to other road users to the planned movement of the vehicle when the vehicle's indicators are in operation. • Prominent signage at the rear of the vehicle to warn cyclists of the dangers of passing the vehicle on the inside. • Properly adjusted class VI mirror/s or Fresnel lens to eliminate the near side blind spot. • Side under run guards. – Driver training: • Drivers must be trained on vulnerable road user safety through an approved course and hold a current valid Certificate of Competence. • Drivers must have a valid driving licence and be legally able to drive the vehicle.			
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120	INSURANCE Documentary evidence: Before starting work on site submit details, and/ or policies and receipts for the insurances required by the Conditions of Contract.			
125	PROFESSIONAL INDEMNITY INSURANCE - Provide and maintain insurance in respect of Contractor Designed Works: - Level of cover: £10,000,000.00 - Period of insurance for these purposes: _____. - Amount of indemnity required: £10,000,000.00 - Limit of cover for pollution/ contamination claims (If none is stated, the required level of cover shall be the full amount of the indemnity cover stated): £250,000.00 - Expiry of required period of CDP Professional Indemnity insurance: 12 years (If no period is selected, the expiry date shall be 6 years from the date of practical completion of the Works). - Documentary evidence: Submit details before starting work on site and/ or policies and receipts for the insurances required. - Format: Digital			
130	INSURANCE CLAIMS - Notice: If any event occurs which may give rise to any claim or proceeding in respect of loss or damage to the Works or injury or damage to persons or property arising out of the Works, immediately give notice to the Employer, the person named in clause A10/140 and the Insurers. - Failure to notify: Indemnify the Employer against any loss, which may be caused by failure to give such notice.			
140	CLIMATIC CONDITIONS - Information: Record accurately and retain: - Daily maximum and minimum air temperatures (including overnight). - Delays due to adverse weather, including description of the weather, types of work affected and number of hours lost.			
150	OWNERSHIP Alteration/ clearance work: Materials arising become the property of the Contractor except where otherwise stated. Remove from site as work proceeds. PROGRAMME/ PROGRESS			
210	PROGRAMME - Master programme: Immediately when requested and before starting work on site submit in an approved form a master programme for the Works, which must include details of: - Planning and mobilisation by the Contractor - Subcontractor's work.			
	2/17	To Collection	£	

			£	p
	• Running in, adjustment, commissioning and testing of all engineering services and installations. • Work resulting from instructions issued in regard to the expenditure of provisional sums. • Work by others concurrent with the Contract. – Submit: upon request			
245	START OF WORK ON SITE – Notice: Before the proposed date for start of work on site give minimum notice of 2 weeks			
250	MONITORING – Progress: Record on a copy of the programme kept on site. – Avoiding delays: If any circumstances arise which may affect the progress of the Works submit proposals or take other action as appropriate to minimize any delay and to recover any lost time.			
260	SITE MEETINGS – General: Site meetings will be held to review progress and other matters arising from administration of the Contract. – Frequency: Every 2 weeks – Location: On site – Accommodation: Ensure availability at the time of such meetings. – Attendees: Attend meetings and inform subcontractors and suppliers when their presence is required. – Chairperson (who will also take and distribute minutes): Contract Administrator			
290	NOTICE OF COMPLETION – Requirement: Give notice of the anticipated dates of completion of the whole or parts of the Works. – Associated works: Ensure necessary access, services and facilities are complete. – Period of notice (minimum): 1 week			
310	EXTENSIONS OF TIME – Notice: When a notice of the cause of any delay or likely delay in the progress of the works is given under the contract, written notice must also be given of all other causes which apply concurrently. – Details: As soon as possible submit: • Relevant particulars of the expected effects, if appropriate, related to the concurrent causes. • An estimate of the extent, if any, of the expected delay in the completion of the Works beyond the date for completion. • All other relevant information required.			
	2/18	To Collection	£	

			£	p
	CONTROL OF COST			
420	REMOVAL/ REPLACEMENT OF EXISTING WORK			
	– Extent and location: Agree before commencement. – Execution: Carry out in ways that minimize the extent of work.			
430	PROPOSED INSTRUCTIONS			
	– Estimates: If a proposed instruction requests an estimate of cost, submit without delay and in any case within seven days.			
440	MEASUREMENT			
	– Covered work: Give notice before covering work required to be measured.			
450	DAYWORK VOUCHERS			
	– Before commencing work: Give reasonable notice to person countersigning daywork vouchers. – Content: Before delivery each voucher must be: • Referenced to the instruction under which the work is authorised. • Signed by the Contractor's person in charge as evidence that the operatives' names, the time daily spent by each and the equipment and products employed are correct. – Submit: By the end of the week in which the work has been executed.			
470	PRODUCTS NOT INCORPORATED INTO THE WORKS			
	– Ownership: At the time of each valuation, supply details of those products not incorporated into the Works which are subject to any reservation of title inconsistent with passing of property as required by the Conditions of Contract, together with their respective values. – Evidence: When requested, provide evidence of freedom of reservation of title.			
A33	QUALITY STANDARDS/ CONTROL STANDARDS OF PRODUCTS AND EXECUTIONS			
110	INCOMPLETE DOCUMENTATION			
	– General: Where and to the extent that products or work are not fully documented, they are to be: • Of a kind and standard appropriate to the nature and character of that part of the Works where they will be used. • Suitable for the purposes stated or reasonably to be inferred from the project documents. Contract documents: Omissions or errors in description and/ or quantity shall not vitiate the Contract nor release the Contractor from any obligations or liabilities under the Contract.			
	2/19	To Collection	£	

			£	p
120	WORKMANSHIP SKILLS - Operatives: Appropriately skilled and experienced for the type and quality of work. Registration: With Construction Skills Certification Scheme. - Evidence: Operatives must produce evidence of skills/ qualifications when requested.			
130	QUALITY OF PRODUCTS - Generally: New. (Proposals for recycled products may be considered). - Supply of each product: From the same source or manufacturer. - Whole quantity of each product required to complete the Works: Consistent kind, size, quality and overall appearance. - Tolerances: Where critical, measure a sufficient quantity to determine compliance. - Deterioration: Prevent. Order in suitable quantities to a programme and use in appropriate sequence.			
135	QUALITY OF EXECUTION - Generally: Fix, apply, install or lay products securely, accurately, plumb, neatly and in alignment. - Colour batching: Do not use different colour batches where they can be seen together. - Dimensions: Check on-site dimensions. - Finished work: Without defects, e.g. not damaged, disfigured, dirty, faulty, or out of tolerance. - Location and fixing of products: Adjust joints open to view so they are even and regular.			
140	COMPLIANCE - Compliance with proprietary specifications: Retain on site evidence that the proprietary product specified has been supplied. - Compliance with performance specifications: Submit evidence of compliance, including test reports indicating: - Properties tested. - Pass/ fail criteria. - Test methods and procedures. - Test results. - Identity of testing agency. - Test dates and times. - Identities of witnesses. - Analysis of results.			
	2/20	To Collection	£	

			£	p
150	INSPECTIONS - Products and executions: Inspection or any other action must not be taken as approval unless confirmed in writing referring to: - Date of inspection. - Part of the work inspected. - Respects or characteristics which are approved. - Extent and purpose of the approval. - Any associated conditions.			
160	RELATED WORK - Details: Provide all trades with necessary details of related types of work. Before starting each new type or section of work ensure previous related work is: - Appropriately complete. - In accordance with the project documents. - To a suitable standard. - In a suitable condition to receive the new work. - Preparatory work: Ensure all necessary preparatory work has been carried out			
170	MANUFACTURER'S RECOMMENDATIONS/ INSTRUCTIONS - General: Comply with manufacturer's printed recommendations and instructions current on the date of the Invitation to tender. - Changes to recommendations or instructions: Submit details. - Ancillary products and accessories: Use those supplied or recommended by main product manufacturer. - Agrément certified products: Comply with limitations, recommendations and requirements of relevant valid certificates.			
180	WATER FOR THE WORKS - Mains supply: Clean and uncontaminated. - Other: Do not use until: - Evidence of suitability is provided. - Tested to BS EN 1008 if instructed.			
210	SAMPLES/ APPROVALS SAMPLES - Products or executions: Comply with all other specification requirements and in respect of the stated or implied characteristics either: - To an express approval. - To match a sample expressly approved as a standard for the purpose.			
	2/21	To Collection	£	

			£	p
220	APPROVAL OF PRODUCTS – Submissions, samples, inspections and tests: Undertake or arrange to suit the Works programme. – Approval: Relates to a sample of the product and not to the product as used in the Works. Do not confirm orders or use the product until approval of the sample has been obtained. – Complying sample: Retain in good, clean condition on site. Remove when no longer required.			
230	APPROVAL OF EXECUTION – Submissions, samples, inspections and tests: Undertake or arrange to suit the Works programme. – Approval: Relates to the stated characteristics of the sample. (If approval of the finished work as a whole is required this is specified separately). Do not conceal, or proceed with affected work until compliance with requirements is confirmed. – Complying sample: Retain in good, clean condition on site. Remove when no longer required. ACCURACY/ SETTING OUT GENERALLY			
320	SETTING OUT – General: Submit details of methods and equipment to be used in setting out the Works. – Levels and dimensions: Check and record the results on a copy of drawings. Notify discrepancies and obtain instructions before proceeding. – Inform: When complete and before commencing construction.			
330	APPEARANCE AND FIT – Tolerances and dimensions: If likely to be critical to execution or difficult to achieve, as early as possible either: • Submit proposals; or • Arrange for inspection of appearance of relevant aspects of partially finished work. – General tolerances (maximum): To BS 5606, tables 1 and 2.			
340	CRITICAL DIMENSIONS – Critical dimensions: Set out and construct the Works to ensure compliance with the tolerances stated. – Location: Detailed on drawings TBA			
350	LEVELS OF STRUCTURAL FLOORS – Maximum tolerances for designed levels to be: • Floors to be self-finished, and floors to receive sheet or tile finishes directly bedded in adhesive: +/- 10 mm.			
	2/22	To Collection	£	

			£	p
	- Floors to receive dry board/ panel construction with little or no tolerance on thickness: +/- 10 mm. - Floors to receive mastic asphalt flooring/ underlays directly: +/- 10 mm. - Floors to receive mastic asphalt flooring/ underlays laid on mastic asphalt levelling coat(s): +/- 15 mm. - Floors to receive fully bonded screeds/ toppings/ beds: +/- 15 mm. - Floors to receive unbonded or floating screeds/ beds: +/- 20 mm.			
360	RECORD DRAWINGS Site setting out drawing: Record details of all grid lines, setting-out stations, benchmarks and profiles. Retain on site throughout the Contract and hand over on completion.			
	SERVICES GENERALLY			
410	SERVICES REGULATIONS New or existing services: Comply with the Byelaws or Regulations of the relevant Statutory Authority.			
420	WATER REGULATIONS/ BYELAWS NOTIFICATION - Requirements: Notify Water Undertaker of any work carried out to or which affects new or existing services and submit any required plans, diagrams and details. - Consent: Allow adequate time to receive Undertaker's consent before starting work. Inform immediately if consent is withheld or is granted subject to significant conditions.			
430	WATER REGULATIONS/ BYELAWS CONTRACTOR'S CERTIFICATE - On completion of the work: Submit (copy where also required to the Water Undertaker) a certificate including: - The address of the premises. - A brief description of the new installation and/ or work carried out to an existing installation. - The Contractor's name and address. - A statement that the installation complies with the relevant Water Regulations or Byelaws. - The name and signature of the individual responsible for checking compliance. - The date on which the installation was checked.			
435	ELECTRICAL INSTALLATION CERTIFICATE - Submit: When relevant electrical work is completed. - Original certificate: To be lodged in the Building Manual.			
	2/23	To Collection	£	

			£	p
440	GAS, OIL AND SOLID FUEL APPLIANCE INSTALLATION CERTIFICATE - Before the completion date stated in the Contract: Submit a certificate stating: - The address of the premises. - A brief description of the new installation and/ or work carried out to an existing installation. - Any special recommendations or instructions for the safe use and operation of appliances and flues. - The Contractor's name and address. - A statement that the installation complies with the appropriate safety, installation and use regulations. - The name, qualification and signature of the competent person responsible for checking compliance. - The date on which the installation was checked. - Certificate location: O&M manual			
445	SERVICE RUNS - General: Provide adequate space and support for services, including unobstructed routes and fixings. - Ducts, chases and holes: Form during construction rather than cut. - Coordination with other works: Submit details of locations, types/ methods of fixing of services to fabric and identification of runs and fittings.			
450	MECHANICAL AND ELECTRICAL SERVICES - Final tests and commissioning: Carry out so that services are in full working order at completion of the Works. - Building Regulations notice: Copy to be lodged in the Building Manual. SUPERVISION/ INSPECTION/ DEFECTIVE WORK			
525	ACCESS Extent: Provide at all reasonable times access to the Works and to other places of the Contractor or subcontractors where work is being prepared for the Contract.			
530	OVERTIME WORKING - Notice: Prior to overtime being worked, submit details of times, types and locations of work to be done. - Minimum period of notice: 2 days - Concealed work: If executed during overtime for which notice has not been given, it may be required to be opened up for inspection and reinstated at the Contractor's expense.			
	2/24	To Collection	£	

			£	p
540	DEFECTS IN EXISTING WORK – Undocumented defects: When discovered, immediately give notice. Do not proceed with affected related work until response has been received. – Documented remedial work: Do not execute work which may: • Hinder access to defective products or work; or • Be rendered abortive by remedial work.			
560	TESTS AND INSPECTIONS – Timing: Agree and record dates and times of tests and inspections to enable all affected parties to be represented. – Confirmation: One working day prior to each such test or inspection. If sample or test is not ready, agree a new date and time. – Records: Submit a copy of test certificates and retain copies on site.			
610	DEFECTIVE PRODUCTS/ EXECUTIONS – Proposals: Immediately any work or product is known, or appears, to be not in accordance with the Contract, submit proposals for opening up, inspection, testing, making good, adjustment of the Contract Sum, or removal and re-execution. – Acceptability: Such proposals may be unacceptable and contrary instructions may be issued. WORK AT OR AFTER COMPLETION			
710	WORK BEFORE COMPLETION – General: Make good all damage consequent upon the Works. – Temporary markings, coverings and protective wrappings: Remove unless otherwise instructed. – Cleaning: Clean the Works thoroughly inside and out, including all accessible ducts and voids. Remove all splashes, deposits, efflorescence, rubbish and surplus materials. – Cleaning materials and methods: As recommended by manufacturers of products being cleaned, and must not damage or disfigure other materials or construction. – COSHH dated data sheets: Obtain for all materials used for cleaning and ensure they are used only as recommended by their manufacturers. – Minor faults: Touch up in newly painted work, carefully matching colour and brushing out edges. Repaint badly marked areas back to suitable breaks or junctions. – Moving parts of new work: Adjust, ease and lubricate as necessary to ensure easy and efficient operation, including doors, windows, drawers, ironmongery, appliances, valves and controls.			
	2/25	To Collection	£	

			£	p
720	SECURITY AT COMPLETION - General: Leave the Works secure with, where appropriate, all accesses closed and locked. - Keys: Account for and adequately label all keys and hand over together with an itemized schedule, retaining duplicate schedule signed as a receipt.			
730	MAKING GOOD DEFECTS - Remedial work: Arrange access with Pritchard Architecture - Rectification: Give reasonable notice for access to the various parts of the Works. - Completion: Notify when remedial works have been completed.			
740	HIGHWAY/ SEWER ADOPTION - Work to be adopted under the Highways Act, Section 38, or the Roads (Scotland) Act, Section 16 to 18, or the Water Industry Act, Section 104: - Work for adoption must be: - Completed by the Contractor to the satisfaction of the Highway/ Sewer Authorities before the certificate stating the Works are complete is issued. - Subject to a Defects Liability/ Rectification Period of 12 months (see Appendix to the Contract/ Contract Particulars). - Maintained during the Defects Liability/ Rectification Period, including making good of damage due to reasonable wear and tear occurring during the Period and cleaning at the end of the Period, all to the satisfaction of the Highway/ Sewer Authorities.			
A34	SECURITY/ SAFETY/ PROTECTION SECURITY, HEALTH AND SAFETY			
120	EXECUTION HAZARDS - Common hazards: Not listed. Control by good management and site practice. - Significant hazards: The design of the project includes the following: - Hazard: refer to Pre-Construction Phase Plan - Precautions assumed: refer to Pre-Construction Phase Plan - Specification reference: refer to Pre-Construction Phase Plan - Drawing reference: refer to Pre-Construction Phase Plan			
130	PRODUCT HAZARDS - Hazardous substances: Site personnel levels must not exceed occupational exposure standards and maximum exposure limits stated in the current version of HSE document EH40: Workplace Exposure Limits. - Common hazards: Not listed. Control by good management and site practice.			
	2/26	To Collection	£	

			£	p
140	CONSTRUCTION PHASE HEALTH AND SAFETY PLAN – Submission: Present to the Employer/ Client no later than 1 week before Practical Completion – Confirmation: Do not start construction work until the Employer has confirmed in writing that the Construction Phase Health and Safety Plan includes the procedures and arrangements required by the CDM Regulations. – Content: Develop the plan from and draw on the Outline Construction Phase Health and Safety Plan, clause A30/570, and the Pre-tender Health and Safety Plan/ Preconstruction information.			
150	SECURITY – Protection: Safeguard the site, the Works, products, materials, and any existing buildings affected by the Works from damage and theft. – Access: Take all reasonable precautions to prevent unauthorized access to the site, the Works and adjoining property.			
160	STABILITY – Responsibility: Maintain the stability and structural integrity of the Works and adjacent structures during the Contract. – Design loads: Obtain details, support as necessary and prevent overloading.			
170	OCCUPIED PREMISES – Extent: Existing buildings will be occupied and/ or used during the Contract as follows: refer to Pre-Construction Phase Plan – Works: Carry out without undue inconvenience and nuisance and without danger to occupants and users. – Overtime: If compliance with this clause requires certain operations to be carried out during overtime, and such overtime is not required for any other reason, the extra cost will be allowed, provided that such overtime is authorized in advance.			
190	OCCUPIER'S RULES AND REGULATIONS – Compliance: Conform to the occupier's rules and regulations affecting the site. – Copies: • Location: refer to Pre-Construction Phase Plan • Arrangements for inspection: _____.			
200	MOBILE TELEPHONES AND PORTABLE ELECTRONIC EQUIPMENT – Restrictions on use:			
210	SAFETY PROVISIONS FOR SITE VISITS – Safety: Submit details in advance of safety provisions and procedures (including those relating to materials, which may be deleterious), which will require their compliance when visiting the site. – Protective clothing and/ or equipment: Provide and maintain on site for visitors to the site.			
	2/27	To Collection	£	

			£	p
220	WORKING PRECAUTIONS/ RESTRICTIONS – Hazardous areas: refer to Pre-Construction Phase Plan – Permit to work: refer to Pre-Construction Phase Plan PROTECT AGAINST THE FOLLOWING			
330	NOISE AND VIBRATION – Standard: Comply with the recommendations of BS 5228-1, in particular clause 7.3, to minimize noise levels during the execution of the Works. – Equipment: Fit compressors, percussion tools and vehicles with effective silencers of a type recommended by manufacturers of the compressors, tools or vehicles.			
340	POLLUTION – Prevention: Protect the site, the Works and the general environment including the atmosphere, land, streams and waterways against pollution. – Contamination: If pollution occurs inform immediately, including to the appropriate Authorities and provide relevant information.			
350	PESTICIDES – Use: Not permitted.			
360	NUISANCE – Duty: Prevent nuisance from smoke, dust, rubbish, vermin and other causes. – Surface water: Prevent hazardous build-up on site, in excavations and to surrounding areas and roads.			
370	ASBESTOS CONTAINING MATERIALS – Duty: Report immediately any suspected materials discovered during execution of the Works. • Do not disturb. • Agree methods for safe removal or encapsulation.			
371	DANGEROUS OR HAZARDOUS SUBSTANCES – Duty: Report immediately suspected materials discovered during execution of the Works. • Do not disturb. • Agree methods for safe removal or remediation.			
375	ANTIQUITIES – Duty: Report immediately any fossils, antiquities and other objects of interest or value discovered during execution of the Works. – Preservation: Keep objects in the exact position and condition in which they were found.			
	2/28	To Collection	£	

			£	p
380	FIRE PREVENTION – Duty: Prevent personal injury or death, and damage to the Works or other property from fire. – Standard: Comply with Joint Code of Practice 'Fire Prevention on Construction Sites', published by Construction Industry Publications and The Fire Protection Association (The 'Joint Fire Code').			
390	SMOKING ON SITE – Smoking on site: Not permitted.			
400	BURNING ON SITE – Burning on site: Not permitted.			
410	MOISTURE – Wetness or dampness: Prevent, where this may cause damage to the Works. – Drying out: Control humidity and the application of heat to prevent: • Blistering and failure of adhesion. • Damage due to trapped moisture. • Excessive movement.			
420	INFECTED TIMBER/ CONTAMINATED MATERIALS – Removal: Where instructed to remove material affected by fungal/ insect attack from the building, minimize the risk of infecting other parts of the building. – Testing: carry out and keep records of appropriate tests to demonstrate that hazards presented by concentrations of airborne particles, toxins and other micro organisms are within acceptable levels.			
430	WASTE – Includes: Rubbish, debris, spoil, surplus material, containers and packaging. – General: Minimize production. Prevent accumulations. Keep the site and Works clean and tidy. – Handling: Collect and store in suitable containers. Remove frequently and dispose off site in a safe and competent manner: • Non-hazardous material: In a manner approved by the Waste Regulation Authority. • Hazardous material: As directed by the Waste Regulation Authority and in accordance with relevant regulations. – Recyclable material: Sort and dispose at a Materials Recycling Facility approved by the Waste Regulation Authority. – Voids and cavities in the construction: Remove rubbish, dirt and residues before closing in. – Waste transfer documentation: Retain on site.			
440	ELECTROMAGNETIC INTERFERENCE – Duty: Prevent excessive electromagnetic disturbance to apparatus outside the site.			
	2/29	To Collection	£	

			£	p
460	POWDER ACTUATED FIXING SYSTEMS – Use: Not permitted.			
470	INVASIVE SPECIES – General: Prevent the spread of species (e.g. plants or animals) that may adversely affect the site or Works economically, environmentally or ecologically. – Duty: Report immediately any suspected invasive species discovered during execution of the Works. • Do not disturb. • Agree methods for safe eradication or removal. PROTECT THE FOLLOWING			
510	EXISTING SERVICES – Confirmation: Notify all service authorities, statutory undertakers and/ or adjacent owners of proposed works not less than one week before commencing site operations. – Identification: Before starting work, check and mark positions of utilities/ services. Where positions are not shown on drawings obtain relevant details from service authorities, statutory undertakers or other owners. – Work adjacent to services: • Comply with service authority's/ statutory undertaker's recommendations. – Adequately protect, and prevent damage to services: Do not interfere with their operation without consent of service authorities/ statutory undertakers or other owners. – Identifying services: • Below ground: Use signboards, giving type and depth; • Overhead: Use headroom markers. – Damage to services: If any results from execution of the Works: • Immediately give notice and notify appropriate service authority/ statutory undertaker. • Make arrangements for the work to be made good without delay to the satisfaction of service authority/ statutory undertaker or other owner as appropriate. • Any measures taken to deal with an emergency will not affect the extent of the Contractor's liability. – Marker tapes or protective covers: Replace, if disturbed during site operations, to service authority's/ statutory undertakers recommendations.			
520	ROADS AND FOOTPATHS – Duty: Maintain roads and footpaths within and adjacent to the site and keep clear of mud and debris. – Damage caused by site traffic or otherwise consequent upon the Works: Make good to the satisfaction of the Employer, Local Authority or other owner.			
	2/30	To Collection	£	

			£	p
530	EXISTING TOPSOIL/ SUBSOIL – Duty: Prevent over compaction of existing topsoil and subsoil in those areas which may be damaged by construction traffic, parking of vehicles, temporary site accommodation or storage of materials and which will require reinstatement prior to completion of the Works. – Protection: Before starting work submit proposals for protective measures.			
540	RETAINED TREES/ SHRUBS/ GRASSED AREAS – Protection: Preserve and prevent damage, except those not required. – Replacement: Mature trees and shrubs if uprooted, destroyed, or damaged beyond reasonable chance of survival in their original shape, as a consequence of the Contractor's negligence, must be replaced with those of a similar type and age at the Contractor's expense.			
550	RETAINED TREES – Protected area: Unless agreed otherwise do not: • Dump spoil or rubbish, excavate or disturb topsoil, park vehicles or plant, store materials or place temporary accommodation within an area which is the larger of the branch spread of the tree or an area with a radius of half the tree's height, measured from the trunk. • Sever roots exceeding 25 mm in diameter. If unintentionally severed give notice and seek advice. • Change level of ground within an area 3 m beyond branch spread.			
555	WILDLIFE SPECIES AND HABITATS – Protected habitats and species: Upon discovery immediately advise. Do not proceed until instruction is received. – Education: Ensure employees and visitors to the site receive suitable instruction and awareness training.			
560	EXISTING FEATURES – Protection: Prevent damage to existing buildings, fences, gates, walls, roads, paved areas and other site features, which are to remain in position during execution of the Works. – Special requirements: HMS Victory			
570	EXISTING WORK – Protection: Prevent damage to existing work, structures or other property during the course of the work. – Removal: Minimum amount necessary. – Replacement work: To match existing.			
580	BUILDING INTERIORS – Protection: Prevent damage from exposure to the environment, including weather, flora, fauna, and other causes of material degradation during the course of the work.			
2/31			To Collection	£

			£	p
600	EXISTING FURNITURE, FITTINGS AND EQUIPMENT – Protection: Prevent damage or move as necessary to enable the Works to be executed. Reinstate in original positions.			
610	ESPECIALLY VALUABLE/ VULNERABLE ITEMS – Protection: Ensure provision and maintenance of special protective measures to prevent damage to the following: HMS Victory – Method statement: Submit within one week of request describing special protection to be provided.			
620	ADJOINING PROPERTY – Permission: Obtain as necessary from owners if requiring to erect scaffolding on or otherwise use adjoining property.			
625	ADJOINING PROPERTY RESTRICTIONS – Precautions: • Prevent trespass of workpeople and take precautions to prevent damage to adjoining property. • Pay all charges. • Remove and make good on completion or when directed. – Damage: Bear cost of repairing damage arising from execution of the Works.			
630	EXISTING STRUCTURES – Duty: Check proposed methods of work for effects on adjacent structures inside and outside the site boundary. – Supports: During execution of the Works: • Provide and maintain all incidental shoring, strutting, needling and other supports as may be necessary to preserve stability of existing structures on the site or adjoining, that may be endangered or affected by the Works. • Do not remove until new work is strong enough to support existing structure. • Prevent overstressing of completed work when removing supports. – Adjacent structures: Monitor and immediately report excessive movement. – Standard: Comply with BS 5975 and BS EN 12812.			
640	MATERIALS FOR RECYCLING/ REUSE – Duty: Sort and prevent damage to stated products or materials, clean off bedding and jointing materials and other contaminants. – Storage: Stack neatly and protect until required by the Employer or for use in the Works as instructed.			
2/32			To Collection	£

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430	WATER – Supply: The existing mains may be used for the Works as follows: • Metering: _____. • Source: _____. • Location of supply point: _____. • Conditions/ Restrictions: _____. – Continuity: No responsibility will be accepted for the consequences of failure or restriction in supply.			
440	TELEPHONES – Direct communication: As soon as practicable after the Date of Possession provide the Contractor's person in charge with a mobile telephone.			
530	BENEFICIAL USE OF INSTALLED SYSTEMS – Permanent systems: Do not use for the Works.			
540	METER READINGS – Charges for service supplies: Where to be apportioned ensure that: • Meter readings are taken by relevant authority at possession and/ or completion as appropriate. • Copies of readings are supplied to interested parties.			
550	THERMOMETERS – General: Provide on site and maintain in accurate condition a maximum and minimum thermometer for measuring atmospheric shade temperature, in an approved location.			
570	PERSONAL PROTECTIVE EQUIPMENT – General: Provide for the sole use of those acting on behalf of the Employer/ Client, in sizes to be specified: • Safety helmets to BS EN 397, neither damaged nor time expired. Number required: TBA • High visibility waistcoats to BS EN ISO 20471 Class 2. Number required: _____. • Safety boots with steel insole and toecap to BS EN ISO 20345. Pairs required: TBA • Disposable respirators to BS EN 149.FFP1S. • Eye protection to BS EN 166. • Ear protection - muffs to BS EN 352-1, plugs to BS EN 352-2 • Hand protection - to BS EN 388, 407, 420 or 511 as appropriate.			
	2/34	To Collection	£	

			£	p
A37	OPERATION/ MAINTENANCE OF THE FINISHED WORKS GENERALLY			
110	THE BUILDING MANUAL – Responsibility: Contractor – Content: Obtain and provide comprehensive information for owners and users of the completed Works. Include an overview of the main design principles and describe key components and systems within the finished Works, so affording a complete understanding of the Works, including all buildings and their systems to enable efficient and safe operation and maintenance. – Format: Paper and digital – Number of copies: 2 – Delivery to: Principal Designer by (date) PC			
115	THE HEALTH AND SAFETY FILE – Responsibility: Contractor – Content: Obtain and provide the following information: refer to Pre-Construction Phase Information – Format: Paper and digital – Delivery to: Principal Designer by (date) PC			
155	CONTENT OF THE BUILDING MANUAL – General: Details of the property, the parties, fire safety strategy, operational requirements and constraints of a general nature. – Building fabric: Design criteria, maintenance details, product details, and environmental and trafficking conditions. – Building services: Description and operation of systems, diagrammatic drawings, record drawings, identification of services, product details, equipment settings, maintenance schedules, consumable items, spares and emergency procedures. – Documentation: Guarantees, warranties, maintenance agreements, test certificates and reports.			
160	PRESENTATION OF BUILDING MANUAL – Format: A4 size, plastics covered, loose leaf, four ring binders with hard covers, each indexed, divided and appropriately cover titled. – Selected drawings needed to illustrate or locate items mentioned in the Manual: Where larger than A4, to be folded and accommodated in the binders so that they may be unfolded without being detached from the rings. – As-built drawings: The main sets may form annexes to the Manual.			
190	MAINTENANCE SERVICE – Scope; provide a comprehensive maintenance service for the following items of plant and equipment: Include all planned preventative maintenance, as set out within the maintenance schedule and replacement of all consumable items			
	2/35	To Collection	£	

			£	p
A40	CONTRACTOR'S GENERAL COST ITEMS: MANAGEMENT AND STAFF			
110	MANAGEMENT AND STAFF			
A41	CONTRACTOR'S GENERAL COST ITEMS: SITE ACCOMMODATION			
110	SITE ACCOMMODATION – Details: Site accommodation required or made/ not made available by the Employer: See section A36.			
A42	CONTRACTOR'S GENERAL COST ITEMS: SERVICES AND FACILITIES			
110	SERVICES AND FACILITIES – Details: Services or facilities required or made/ not made available by the Employer: See section A36.			
A43	CONTRACTOR'S GENERAL COST ITEMS: MECHANICAL PLANT			
110	MECHANICAL PLANT – Cost significant items: _____.			
A44	CONTRACTOR'S GENERAL COST ITEMS: TEMPORARY WORKS			
110	TEMPORARY WORKS – Details: Temporary works required or made/ not made available by the Employer: See section A36. – Cost significant items: _____.			
A54	PROVISIONAL WORK/ ITEMS			
110	PROVISIONAL SUMS FOR DEFINED WORK – Item: _____. – Description of work: _____. – Provisional Sums: Include _____. – Allow for general attendance.			
210	PROVISIONAL SUMS FOR UNDEFINED WORK – Item: _____. – Description of work: _____. – Provisional Sums: Include _____. – Allow for general attendance.			
		2/36	To Collection	£

		£	p
310	PROVISIONAL SUMS FOR WORK BY SPECIALIST SUBCONTRACTORS - Item: _____. - Description of work: _____. - Provisional Sums: Include _____. - Add for profit: _____ %. - Allow for the following special attendance: _____. - Allow for general attendance.		
520	PROVISIONAL SUMS NOT SPECIFICALLY FOR WORK – BUILDING CONTROL PRESCRIBED INSPECTION FEE Provisional sum: Include: _____.		
590	CONTINGENCIES Provisional sum: Include: _____.		
A55	DAYWORKS		
150	DAYWORK CHARGES - General: Where an instruction is issued requiring a variation which is not of a similar character or executed under similar conditions to work included in the Contract and where work cannot properly be measured and valued, the Contractor shall be allowed payment on a daywork basis at the following rates: RICS/ Construction Confederation: Prime cost of labour: The sum of £ _____. - Percentage adjustment to cover incidental costs, overheads and profit: _____ %. Prime cost of materials and goods: The sum of £ _____. - Percentage adjustment to cover incidental costs, overheads and profit: _____ %. Prime cost of plant: The sum of £ _____. - Percentage adjustment to cover incidental costs, overheads and profit: _____ %. RICS/ Electrical Contractors' Association: Prime cost of labour: The sum of £ _____. - Percentage adjustment to cover incidental costs, overheads and profit: _____ %. Prime cost of materials and goods: The sum of £ _____. - Percentage adjustment to cover incidental costs, overheads and profit: _____ %. Prime cost of plant: The sum of £ _____. - Percentage adjustment to cover incidental costs, overheads and profit: _____ %.		
	2/37	To Collection	£

			£	p
	RICS/ Electrical Contractors' Association of Scotland: Prime cost of labour: The sum of £ _____. – Percentage adjustment to cover incidental costs, overheads and profit: _____ %. Prime cost of materials and goods: The sum of £ _____. – Percentage adjustment to cover incidental costs, overheads and profit: _____ %. Prime cost of plant: The sum of £ _____. – Percentage adjustment to cover incidental costs, overheads and profit: _____ %. RICS/ Building Engineering Services Association: Prime cost of labour: The sum of £ _____. – Percentage adjustment to cover incidental costs, overheads and profit: _____ %. Prime cost of materials and goods: The sum of £ _____. – Percentage adjustment to cover incidental costs, overheads and profit: _____ %. Prime cost of plant: The sum of £ _____. – Percentage adjustment to cover incidental costs, overheads and profit: _____ %. RICS/ National Association of Plumbing, Heating and Mechanical Services contractors: Prime cost of labour: The Sum of £ _____. – Percentage adjustment to cover incidental costs, overheads and profit: _____ %. Prime cost of materials and goods: The Sum of £ _____. – Percentage adjustment to cover incidental costs, overheads and profit: _____ %. Prime cost of plant: The Sum of £ _____. – Percentage adjustment to cover incidental costs, overheads and profit: _____ %.			
	2/38	To Collection	£	

			£	p
	<u>COLLECTION</u>			
	Page 2/1			
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	Page 2/19			
	Page 2/20			
	Page 2/21			
	Page 2/22			
		Carried Forward	£	
	2/39	To Collection	£	

Section Three

Schedule of Works

Rate (£/p)	Amount (£/p)
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3/1/1

SECTION 3.2 - Demolitions and Strip Out

Rate (£/p)	Amount (£/p)
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[illegible]

Rate (£/p)	Amount (£/p)
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[illegible]

SECTION 3.3 - Broad Alter Walkway

Rate (£/p) Amount (£/p)

Section 3/3 - Broad Alter Walkway			
<i>Note; All quantities are provisional - Contractor is to confirm/amend during tender stage</i>			
Design, supply and install steel PFC including 50 x 50 steel angle; welded and galvanised; off site; Including all necessary drilling and fixings			
approx. 260 x 75 x 28; approx. 2500mm lengths; bolted on site;			
A	fixed to stonework; included rubber packers	30	m
B	fixed to steelwork	16	m
C	extra over pedestals; at 5000mm centres; average 700mm high; including rubber gasket; fixed to stonework	7	Nr
D	Allow for all necessary steel packers to support structure to pedestal feet	Item	
Metal Elephant grating system; Type 06 planks in carbon steel Grade; pre-finished Hot-Dipped Galvanised			
E	average 1400mm wide	33	m ²
F	extra over allow for all necessary cutting/shaping etc to meet chamfered edges	Item	
G	Form ramped junction point within existing sloping ramp	Item	
H	Supply and install new metal cover plate to form flush level with existing steps Carry out modifications to existing balustrade; comprising	Item	

SECTION 3.3 - Broad Alter Walkway

Rate (£/p) Amount (£/p)

A	Removal of 1Nr post and mesh panels	Item			
B	Relocate 1Nr post and cut back mesh panel and handrail to suit	Item			
C	Make good items where cut back/removed	Item			
D	Design, Supply and install new handrail and balustrade; 1100mm high; galvanised steel stanchions and top rail; fixed to steel channel; with stainless steel wire rope mesh and tubes fixed to stanchions; including 50mm diameter stainless steel handrail; all as Architects drawing A1005 601	32	m		
E	extra over purpose made gates including posts/modification to railing; secured with and including panic bolt; approx. 1100mm wide	2	Nr		
	Apply and paint finish to the following steel structure elements				
F	approx. 260 x 75 x 28 PFC	46	m		
Total to Summary £					

Rate (£/p)	Amount (£/p)
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[illegible]

SECTION 3.4 - Dock Bottom Walkway

Rate (£/p) Amount (£/p)

Section 3/4 - Dock Bottom Walkway			
<i>Note; All quantities are provisional - Contractor is to confirm/amend during tender stage</i>			
Design, supply and install steel PFC including 50 x 50 steel angle; welded and galvanised; off site; including all necessary drilling and fixings			
approx. 260 x 75 x 28; approx. 2500mm lengths; bolted on site;			
A	fixed to stonework; included rubber packers	73	m
B	fixed to steelwork	38	m
C	extra over pedestals; at 1500mm centres; average 450mm high; including rubber gasket; fixed to stonework	27	Nr
D	Allow for all necessary steel packers/noggins/cross beams to support structure to pedestal feet	Item	
Metal Elephant grating system; Type 06 planks in carbon steel Grade; pre-finished Hot-Dipped Galvanised			
E	average 2000mm wide	117	m ²
F	extra over allow for all necessary cutting/shaping etc to meet chamfered edges	Item	
G	extra over forming pockets for removable posts; including galvanised metal socket with hinged lid	18	Nr
H	Metal steps all as Architects Drawing A1005 323, overall 2000mm wide by 300mm high, comprising 1Nr treads, including all strings, stiffening ribs and fixing plates, base plates, nosing details, bolts and the like	Item	

SECTION 3.4 - Dock Bottom Walkway

Rate (£/p) Amount (£/p)

	extra over metal Elephant grating system infills; Type 06 planks in carbon steel Grade; pre-finished Hot-Dipped Galvanised				
A	treads; 1950 x 300mm	1	Nr		
B	extra over nosing's to treads	1	Nr		
C	Metal steps all as Architects drawing A1005 323, overall 2000mm wide by 600mm high, comprising 2Nr treads, including all strings, stiffening ribs and fixing plates, base plates, nosing details, bolts and the like	Item			
	extra over metal Elephant grating system infills; Type 06 planks in carbon steel Grade; pre-finished Hot-Dipped Galvanised				
D	treads; 1950 x 300mm	2	Nr		
E	extra over nosings to treads	2	Nr		
F	Design, supply and install new handrail and balustrade; 1100mm high; galvanised steel stanchions and top rail; fixed to steel channel; with stainless steel wire rope mesh and tubes fixed to stanchions; all as Architects Drawing A1005 601	32	m		
G	extra over 50mm diameter stainless steel handrails (4Nr); sloping; fixed to metal stanchions; approx. 1500mm long	4	Nr		
H	extra over purpose made gates including posts/modification to railing; secured with and including panic bolt; approx. 1100mm wide	1	Nr		
J	Supply and install demountable galvanised steel balustrade posts; 50 x 50mm x approx. 1050mm high; including hoop at top	18	Nr		

SECTION 3.4 - Dock Bottom Walkway

Rate (£/p) Amount (£/p)

A	New 900mm high galvanised steel standard vertical bar railing gates and posts; fixed to existing keel support wall; including lockable sliding latch bolt; approx. 900mm wide	2	Nr		
B	extra over modify balustrade as necessary to form opening	Item			
	Apply and paint finish to the following steel structure elements				
C	approx. 260 x 75 x 28 PFC	111	m		
Total to Summary £					

SECTION 3/4 - Dock Bottom Walkway

Rate (£/p)	Amount (£/p)
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[illegible]

SECTION 3.5 - Metal Staircases

Rate (£/p) Amount (£/p)

Section 3/5 - Metal Staircases					
Refer to drawings A1005,223, 320, 321					
<i>Note; All quantities are provisional - Contractor is to confirm/amend during tender stage</i>					
Main Staircase					
A	Design, supply and install metal staircase all as Architects Drawings; overall 1830mm wide by 5000mm high, comprising 2Nr flights, 1Nr quarter landings; including all strings, stiffening ribs and fixing plates, base plates, rubber gaskets; anchors, bolts and the like	Item			
Metal Elephant grating system infills; Type 06 planks in carbon steel Grade; pre-finished Hot-Dipped Galvanised					
B	treads; 1650 x 250mm	26	Nr		
C	extra over nosings to treads	26	Nr		
D	quarter landings; av 1650 x av 900mm	1	Nr		
E	Design, supply and install new sloping handrail and balustrade; 1100mm high; galvanised steel stanchions and top rail; fixed to steel channel; with stainless steel wire rope mesh and tubes fixed to stanchions; including 50mm diameter stainless steel handrail; all as Architects Drawing A1005 320 and 601	18	m		
Port Aft Escape Staircase					
F	Design, supply and install new sloping handrail and balustrade; 900mm high; 40mm x 40mm galvanised steel posts (6Nr) and 50mm diameter handrail welded to posts; posts fixed to stone work; including rubber packer; all as Architects Drawing A1005 325 - Section G-G	6	m		

SECTION 3.5 - Metal Staircases

Rate (£/p)	Amount (£/p)
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A	Design, supply and install new sloping handrail and balustrade; 900mm high; 40mm x 40mm galvanised steel posts (1Nr) and 50mm diameter handrail welded to post and dock wall with and including brackets; posts fixed to resin bound gravel; including rubber packer; all as Architects Drawing A1005 325 - Section H-H Modifications to existing chain and ropes; comprising	7	m		
B	Relocation of stanchion post	Item			
C	Provide new chain and rope, to match existing	Item			
D	Apply paint finish to both balustrade and handrails	Item			
Total to Summary £					

Rate (£/p)	Amount (£/p)
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3/5/Collection Page

SECTION 3.6 - Electrical Installations

Rate (£/p) Amount (£/p)

<u>3/6 - Electrical Installations</u>					
A	The Contractor will be required to take the design responsibility for the detailed design of the electrical services and may be required to enter into a collateral warranty with the Employer	Item			
B	The Contractor is to provide detailed design drawings, installation drawings, co-ordination drawings and as-built drawings at key stages throughout the duration of the project	Item			
C	The Contractor is to consider the drawings and specification outlined by Pritchard Architecture	Item			
	The electrical services are to be costed on the following basis with a detailed cost breakdown submitted with tenders				
D	Making safe, decommissioning, removal and stripping out of existing electrical services, as necessary and highlighted on the drawing A1005 226	Item			
E	Supply and install emergency lighting, cabling and connections as required, all as highlighted on the drawings; comprising:-	Item	Nr		
F	supply and installation of Ansell Guardian Emergency 3W LED Bulkheads	Item	m		
G	fixed to metal balustrade	5	Nr		
H	fixed to concrete	6	Nr		
J	fixed stonework	1	Nr		
K	Relocation and reconnection of previously removed lights	Item			
L	Relocation and reconnection of commando sockets	Item			

SECTION 3.6 - Electrical Installationss

[illegible][illegible]

SECTION 3.7 - Provsional Sums

Rate (£/p)	Amount (£/p)
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[illegible]

Rate (£/p)	Amount (£/p)
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	<u>COLLECTION</u>				
	Page 3/7/1				
Total to Summary £					



		Rate (£/p)	Amount (£/p)
<u>Section 3 - Summary Page</u>			
Section 3/1 - General and Temporary Works			
Section 3/2 - Demolitions and Strip-Out			
Section 3/3 - Broad Alter Walkway			
Section 3/4 - Dock Bottom Walkway			
Section 3/5 - Metal Staircase			
Section 3/6 - Electrical Installations			
Section 3/7 - Provisional Sums			
Total to General Summary £			

Section Four

General Summary

Appendices

Appendix One

Tender Drawings and Other Documents

DRAWING REGISTER AND DOCUMENT ISSUE SHEET

Project No. D1005

Project Name: Dry Dock No.2 Access

Discipline Architectural

Documents and drawings

I Information Only Z Contract Document D For Comment C Site Issue/Construction B For Billing R For Record A For Approval T For Tender		Reason for and Date of Issue											
YY		19	19	19									
MM		09	10	10									
DD		30	14	25									
D		D	T										

No.	Drawing/Document Title	Scale	Drawing/Document Issued and Revisions										
	DOCUMENTS												
	PCI				T1								
	Specification & Design Intent				T1								
200	PLANS												
201	Existing Site Plan												
215	Fabric Removal Plan	1:200	P1	P3	T1								
221	Proposed GA Plan	1:200	P1	P3	T1								
222	Proposed Detailed Plan - Broad Altar	1:50	P1	P3	T1								
223	Proposed Detailed Plan - Staircase	1:50	P1	P3	T1								
224	Proposed Detailed Plan - Dock Bottom Walkway	1:50	P1	P3	T1								
225	Proposed Detailed Plan - Rudder Viewing Area	1:50	P1	P3	T1								
226	Proposed Detailed Plan - Port Aft Escape Stair	1:50	P1	P3	T1								
230	Proposed Evacuation Strategy	1:200	P1	P3	T1								
300	SECTIONS & ELEVATIONS												
320	Proposed Section A-A	1:50	P1	P3	T1								
321	Proposed Section B-B	1:50	P1	P3	T1								
323	Proposed Section D-D	1:50		P3									
324	Proposed Section E-E & F-F	1:50		P3									
325	Proposed handrails to Port Aft Stairs	1:50		P3	T1								
600	DETAILS												
601	Balustrade Details	1:10	P1	P3	T1								

Issued To	Number of Copies											
Client	1	1										
Project Manager												
Quantity Surveyor	1	1	1									
Structural Engineer												
Mechanical Engineer												
Electrical Engineer												
Exhibition Designer												
Landscape Architect												
Planning Authority												
Building Control												
Contractor			1									
File Copy	1	1	1									

Appendix Two

Dayworks and Overheads Statement

Dry Dock No. 2

Dayworks and Overheads Statement

Where it has been agreed prior to starting work on a variation, that payment based on Daywork rates is an appropriate method or reimbursement for such a variation the rates as entered by the successful tenderer below will be used on the settlement of the final account.

The following inserted rates are to be “all-in” hourly rates to include for the following:-

- All costs of supervision, overheads and profit
- All costs and charges to cover Employer’s Liability
- All costs to cover Working Rule Agreement Holidays with Pay, Bonus Schemes, Guaranteed Time, Lodging Allowances, Overtime and the like; also Training Board Levies
- All costs, etc., to cover the National Insurance Contributions, Graduated Pension Scheme, Redundancy payment and all other Acts of Parliament of a like nature or any amendments thereto
- All costs of lunch and tea breaks, time off and the like – the labour times used for the calculation of unit of rates will be for actual working time only.
- Thus rates inserted will be deemed to cover the total current cost of employing an operative for an hour on site

Labourer	@	£		/hour
Craftsman (all trades)	@	£		/hour
Electrical Engineer (all trades within Electrical discipline)	@	£		/hour

Statement of Margins for overheads and profit

The following percentage additions will be required:

1. Percentage to be added to the nett cost of construction work for overheads and profit

%

2. Percentage to be added to the nett cost of sub-contractor works for overheads and profit (for avoidance of doubt, nett cost is to exclude any

%

3. Percentage to be added to the nett cost of goods and materials from suppliers for overheads and profit (for avoidance of doubt, nett cost is to exclude any addition for main

%

4. Percentage to be added to the nett expenditure of defined or undefined Provisional Sums for overheads and

%