

INVITATION TO TENDER FOR

**Provision and installation of ground floor to 1st floor
mezzanine level goods lift (non person-carrying) - within
The Fleet Air Arm Museum Reserve Collection storage
building, Yeovilton, Somerset.**

Ref. FAAM03MF

Annex A - Specification

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ISSUE: 001

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Annex A

1.1 Background

1.1.1 The Fleet Air Arm Museum (FAAM) is part of the National Museum of the Royal Navy and houses the historic Naval aircraft element of the NMRN Collection. The reserve collection storage building is situated at Yeovilton, Somerset, on a site positioned opposite the main Museum site and having its own access. It does not require any specific MOD approved access or security controlling other than through Communication with Fleet Air Arm Museum staff.

1.1.2 The store building was constructed in 1999 and represents a very high quality (at the time) state of the art, climatically controlled museum storage building. As such all operations and construction works carried out within the building will need to observe these heritage standard conditions (Minimal door opening times, no food or drink within the building, no smoking, clean working practices and removal of all debris and packaging material etc).

1.1.3 The external area of the site will have other traffic and other movements in operation whilst this lift installation is in process, so there will need to be a level of awareness concerning other vehicles and persons moving in the area immediately outside of the storage building doorway/access point.

1.1.4 The purpose and scope of this ITT and its supporting documents is to explain in further detail the requirements of the NMRN and the procurement process for submitting a tender proposal.

1.1.5 The Fleet Air Arm Museum is located at the following address: Fleet Air Arm Museum, RNAS Yeovilton, Ilchester, Somerset, BA22 8HT.

1.2 Requirements of Contract

1.2.1 The Museum requires a contractor to supply and install a ground floor to 1st floor mezzanine level goods lift (non-person-carrying) within The Fleet Air Arm Museum Reserve Collection storage building, Yeovilton, Somerset.

1.2.2 An alcove was created as part of the original construction of the building with the intention of installing a ground floor to 1st floor mezzanine goods lift (non-person carrying) but budget constraints prevented installation at that time. This contract will seek to complete this process of a goods lift installation.

1.2.3 The Alcove space dimensions are approx. 4800mm high x 2800mm wide x 2700mm deep (front face to back wall). Headroom above mezzanine first floor level and the underside of the building roof is approx. 3m. **Note*All dimensions are approximate, and the contractor must satisfy their own accuracies on all measurements.**

1.2.4 There is a roller shutter access door into the building, accessing the area into where the lift will be sited. This access doorway is approx. 3800mm x 4800mm.

1.2.5 The floor of the storage building where the lift is to be sited is a smooth (power floated) concrete floor at a depth in excess of 350 mm.

1.2.6 Electricity connection point(s) available (to supply power to the installed lift) will be identified by the Client. The appointed contractor will be responsible for making the necessary connections (or making arrangements for the necessary connections to be made) as part of the contract, in accordance with current UK electrical installation regulations. Information can be provided on the building's electrical capacities and distribution board locations by liaising with the FAA Museum Facilities Manager, Andrew Haslock – andrew.haslock@nmrn.org.uk. *Note - Thorough inspection during a site visit will best impart this information and Client can provide contact details of local electrical contractors who have knowledge and familiarity with the site's installation to aid this process as necessary.

1.2.7 The lift installation will need to be free standing and not require any form of lift pit to be dug or set into the floor of the building, other than any retaining bolts or floor fixings.

1.2.8 The lift requires to be at least 1.5m x 2m floor area and approx. Height (inside of lifting compartment) to be advised as to the most useful maximum permissible for a non-person carrying lift by the contractor. Load capacity to be not less than 500kg.

Sizes are approx. and an 'off the peg' specification rather than an exact specification may be a preferential and useful cost consideration by the Client (FAAM) Contractor to advise capacity and load configurations accordingly.

1.2.9 The mezzanine perimeter has a steel balustrade in place which will need modifying to allow the lift exit point to permit safe access and delivery of goods by personnel at mezzanine floor level.

1.2.10 The installed lift must meet or exceed all of the current British Safety standards for non-person carrying goods lifts and must have all of the correct BS standard and appropriate safety systems, signs, instructions and interlocks fitted and working as part of its final commissioning.

1.2.11 The contractor will supply all of the materials and fixings required to install, compete and commission the finished lift.

1.2.12 The contractor will supply a proposed recommended whole life maintenance schedule for the ongoing maintenance requirement of the lift and provide an option price for that maintenance/inspection work going forward (the client will not be bound to accept the proposal).

1.2.13 The installed lift and equipment will be covered by a minimum of a 2-year warranty from date of commissioning of the lift into operation as part of the contract.

1.2.14 The Museum Store building will be available for access between the hours of 08.00 and 17.00 Monday - Friday. Any requirements for access outside of these times will require separate negotiation and advanced notice. The Museum has a contractor using the southern portion of the site. Access to this area can be achieved for deliveries, but scheduling must be confirmed 7 days in advance in order to guarantee access to the sites south compound.

1.2.15 The Contractor is to be responsible for all aspects of Health and Safety when undertaking the work, and is to produce Risk Assessment and Method Statements (RAMS) for review by NMRN prior to undertaking the work (This will include any cutting, grinding, welding and hot working practices needing to be performed). Health and Safety shall mean the Health and Safety at Work Act 1974, subsequent legislation and all relevant regulations and legislation identified and defined by the Health and Safety Executive. Any work area must be clearly segregated from the public domain and the risk assessment should acknowledge this. The Museum would expect to see a temporary physical barrier (Herras fencing, barriers or similar).

1.2.16 Any submission must incorporate BS EN 81-21:2018 - Safety rules for the construction and installation of lifts (and any other necessary standard to enable compliance).

1.2.17 Contractor is required to advise the client of the electrical and power specification of the electric motor and any electrical equipment associated with their intended installation as part of their tender submission. The Museum has installed a three-phase 63amp supply with a local isolator in the lift shaft. It is expected that any proposal can make use of the supply already in place.

1.2.18 The contractor must demonstrate how it will abide by both the security and health and safety regulations of both Museum and RNAS Yeovilton in addition to any national regulations. This includes ensuring the Museum continues to comply to the 'SHEF' agreement (see **ANNEX G**).

1.2.19 Cobham Hall and the wider site are shared use with other stakeholders. Therefore, access to the building and subsequent deliveries need to be made with partners in mind.

1.2.20 The following appendices will also assist your submission:

Annex G – Fleet Air Arm Museum / RNAS Yeovilton SHEF Agreement.

Annex H – Cobham Hall Drawings / Photo's (showing configuration and alcove location).

Annex I – Cobham Visitor Directions – Site Location.