

## SECTION 3

### WORK/EQUIPMENT SPECIFICATION

#### CHRISTMAS LIGHTING SERVICES

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## **1. General**

- 1.1 In this Part the expressions “the Contractor” and “the Town Clerk” shall wherever the context admits mean xxxxxxxxxxxxxxxxxxxx and the Town Council.
- 1.2 This Specification sets out the requirements of the Town Council with regard to the hire and maintenance of the Christmas lighting at locations detailed in the specification. The Town Council may from time-to-time issue further detailed documents to supplement or supersede the details contained here.
- 1.3 The Contractor is under a general obligation to maintain the decorations in a clean, tidy and safe condition as set out in detail elsewhere and herein.
- 1.4 All costs will be met by the Contractor and deemed part of the contract price unless separately specified.

## **SERVICE 1**

### **2. Christmas Lighting Services**

- 2.1 The Contractor shall annually store, test, assemble, install, and dismantle all the lighting equipment.
- 2.2 All lights to be erected at the beginning of the last week of November and removed by the conclusion of the festive season no later than the 6<sup>th</sup> January.
- 2.3 The Contractor should include in the price the resource of a technician at the Councils Christmas event to conduct the annual festive light switch on.
- 2.4 The Contractor shall comply with the National Code of Practice for the Installation and removal of Christmas lighting decorations which is available at The Construction Information Service <https://www.ihs.com/products/uk-construction-information-service>.
- 2.5 The Contractor should include in the price the resources to attend, supply and install replacement Christmas lights should they become vandalised, knocked down by bad weather or are faulty.
- 2.6 The Contractor shall have the ability to supply and install additional infrastructure in existing lamp columns if needed up to a maximum of 4 columns, at short notice with no extra charge.
- 2.7 The Contractor shall have the ability to supply and install additional Christmas lighting if needed, at short notice.
- 2.8 The Contractor shall carry out relevant risk assessments and complete traffic management proposals detailing times that the Christmas lighting will be erected. To minimise traffic interference operations should be completed before **7.00am or after 6.30pm**.
- 2.9 The Contractor shall provide documentation confirming that all equipment has been tested and is fit for purpose.

- 2.10 The Contractor shall be responsible for the collection and storage of the Christmas lighting in November and following their removal at the conclusion of the festive season as detailed above.

**3. Descriptions of lighting requirements.**

40 x 10mtr multicoloured string lights including transformers (tree which is installed annually by Canvey Island Library)

18 sets of static multicoloured LED mini lights for 9 lamp columns.

6 x 6mtr multi coloured lights for the Canvey Island Library

23 motifs lights for lamp columns.

*NB: Pictures of lights to be provided of choices being offered under the hire contract.*